

Sylvania City Council
March 2, 2020

6:45 p.m. Committee of the Whole
Consider Primary Election Date change

7:30 p.m. Council Meeting
Agenda

1. Roll call. Mrs. Cappellini, Mr. Frye, Mr. Haynam, Mr. McCann, Mr. Richardson, Ms. Stough, Mrs. Westphal.
2. Pledge of Allegiance to the United States of America led by Mr. Frye.
3. Additions to the agenda.
4. Approval of the regular council meeting minutes of February 18, 2020.
5. Gap Study for Erie Street & Monroe Street Traffic Study.
 - a. Service Director's report on study.
 - b. Proposed Ordinance No. 13-2020, Accepting the proposal of Tetra Tech to conduct a gap study supplement for the Traffic Study at the intersection of Erie Street and Monroe Street.
6. Proposed Resolution No. 7-2020, Amending the Fund Request Policy.
7. Proposed Ordinance No. 14-2020, Appropriating the sum of \$9,000 to support the Downtown Sylvania Association.
9. Committee reports.
 - a. Finance Committee held on February 26, 2020.
 - b. Committee of the Whole held on this date.
10. Committee referrals.

INFORMATION

- A. Letter from TARTA to Mayor Stough dated 2/17/20.
- B. Monroe Silica Intersection Improvement correspondence.

Minutes of the Meeting of Council
February 18, 2020

The Council of the City of Sylvania, Ohio met in regular session on February 18, 2020 at 7:30 p.m. with Mayor Stough in the chair. Roll was called with the following members present: Katie Cappellini, Doug Haynam, Brian McCann, Patrick Richardson, Lyndsey Stough, Mary Westphal; (6) present; Mark Frye; (1) absent.

Roll call:
Frye, absent;
excused.

Pledge of Allegiance to the United States of America led by Mayor Stough.

Pledge of
Allegiance.

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

Mrs. Westphal moved, Mr. Haynam seconded to approve the agenda as submitted; roll call vote being: Cappellini, Haynam, McCann, Richardson, Stough, Westphal, (6) yeas; (0) nays. The motion carried.

Agenda
approval.

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

Mrs. Westphal presented the February 3, 2020 meeting minutes. Mrs. Westphal moved, Ms. Stough 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 February 3, 2020 be approved; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (6) yeas; (0) nays. The motion carried.

Approval of the
February 3rd
meeting
minutes.

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

Service Director's report on the 2020 ODOT Highway Safety Improvement Program Application (US23-Monroe Street Intersection) was placed on file. Mr. Richardson presented and read aloud by title only, proposed Resolution No. 6-2020, a written copy of same having been previously furnished to each member of Council, "A Resolution authorizing the Mayor and Director of Finance to prepare and submit an application to participate in the Ohio Department of Transportation Highway Safety Improvement Program and to execute contracts as required; and declaring an emergency." Mr. Richardson moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Reading of said Resolution; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (6) yeas; (0) nays. The motion carried.

Resolution No.
6-2020,
"...application to
participate in
ODOT Highway
Safety
Improvement
Program...."

Mr. Richardson moved, Mrs. Westphal seconded, that Resolution No. 6-2020 be enacted as an emergency measure as declared therein; roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Haynam, (6) yeas; (0) nays. The motion carried.

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

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Service Director's report on the Engineering Services Contract Modification-Cushman Road Improvements project was placed on file. Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 8-2020, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to approve the amendment to the City's agreement with ESA, LLC for the engineering services relative to the Cushman Road Improvements; increasing the proposal amount by \$21,700; appropriating funds therefore; and declaring an emergency." Mr. Haynam moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (6) yeas; (0) nays. The motion carried.

Ordinance No. 8-2020, "...amendment to agreement with ESA, LLC for engineering services to Cushman Road Improvements"

Mr. Haynam moved, Ms. Stough seconded, that Ordinance No. 8-2020 be enacted as an emergency measure as declared therein; roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Haynam, (6) yeas; (0) nays. The motion carried.

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

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 9-2020, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to enter into an amended agreement with the Chairman of the Lucas County General Health District Advisory Council for a contract providing for the Administration of Health and Environmental Affairs in the Regional Combined Health District; appropriating funds therefore; and declaring an emergency." Mrs. Westphal moved, Mr. Haynam seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Richardson, Stough, Westphal, Cappellini, Haynam, McCann, (6) yeas; (0) nays. The motion carried.

Ordinance No. 9-2020, "...amended agreement.... Regional Combined Health District..."

Mrs. Westphal moved, Mr. McCann seconded, that Ordinance No. 9-2020 be enacted as an emergency measure as declared therein; roll call vote being: Stough, Westphal, Cappellini, Haynam, McCann, Richardson, (6) yeas; (0) nays. The motion carried.

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

Mr. McCann presented and read aloud by title only, proposed Ordinance No. 10-2020, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to enter into a Customer Supply Agreement for the provision of electric energy to residential and small commercial customers within the City of Sylvania; and declaring an emergency." Mr. McCann moved, Mrs. Westphal seconded, that Council dispense with the Second

Ordinance No. 10/2020, "...Customer Supply Agreement for electric energy

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and Third Reading of said Ordinance; roll call vote being: Westphal, Cappellini, Haynam, McCann, Richardson, Stough, (6) yeas; (0) nays. The motion carried.”

Mr. McCann moved, Ms. Stough seconded, that Ordinance No. 10-2020 be enacted as an emergency measure as declared therein; roll call vote being: Cappellini, Haynam, McCann, Richardson, Stough, Westphal, (6) yeas; (0) nays. The motion carried.

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

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 11-2020, a written copy of same having been previously furnished to each member of Council, “Authorizing the Mayor and Director of Finance to enter into an agreement to establish the Lucas County 911 Regional Council of Governments, on behalf of the City of Sylvania, Ohio; and declaring an emergency.” Mrs. Westphal moved, Mr. Haynam seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (6) yeas; (0) nays. The motion carried. Ordinance No. 11-2020, “...establish the Lucas County 911 Regional Council of Governments.”

Mrs. Westphal moved, Mr. Haynam seconded, that Ordinance No. 11-2020 be enacted as an emergency measure as declared therein; roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Haynam, (6) yeas; (0) nays. The motion carried.

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

Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 12-2020, a written copy of same having been previously furnished to each member of Council, “Accepting the proposal of Fuller Art House to prepare an Advanced Style Guide for the new city of Sylvania Logo; appropriating funds therefore in the amount of \$6,200; and declaring an emergency.” Mr. Richardson moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Richardson, Stough, Westphal, Cappellini, Haynam, McCann, (6) yeas; (0) nays. The motion carried. Ordinance No. 12-2020, “...Advanced Style Guide for new City logo...”

Mr. Richardson moved, Mr. Haynam seconded, that Ordinance No. 12-2020 be enacted as an emergency measure as declared therein; roll call vote being: Stough, Westphal, Cappellini, Haynam, McCann, Richardson, (6) yeas; (0) nays. The motion carried.

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Mayor Stough stated there are no other business to come before Council.

Mrs. Westphal moved, Mr. Haynam seconded to adjourn at 8:21 p.m. Roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (6) yeas; (0) nays. The motion carried.

Adjournment

Clerk of Council

Mayor

5a



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

March 2, 2020

To: The Mayor and Members of Sylvania City Council

Re: **Gap Study Supplement for the Erie Street & Monroe Street Traffic Study**

Dear Mr. Mayor and Council Members:

On January 7, 2019 City Council authorized the Service Department to enter into an agreement with Tetra Tech to conduct a traffic study at the intersection of Erie Street and Monroe Street (Ord. 3-2019). The goal of this study was to review intersection deficiencies and evaluate alternatives to improve traffic flow and safety. The study concluded that acceptable operational levels of service could be provided by implementing a roundabout or by relocating the signalized intersection approximately 300 feet to the east to create a T-Type or 90° intersection. However, the recommended alternative was the roundabout due to additional safety benefits.

After the study was completed in May 2019 the Service Department was contacted by several local residents that expressed concerns over the recommended alternative. Specifically, there were concerns there would not be acceptable gaps in traffic to enter Monroe Street from Olde Post Road with a roundabout alternative in place.

The Service Department would like to further study the intersection of Monroe Street and Olde Post Road to better understand this concern. We received a proposal from Tetra Tech to collect traffic data from Olde Post Road and incorporate this data into the roundabout and signalized intersection traffic models prepared in the original study. Once this is done a gap analysis and updated traffic simulations will be conducted to determine if adequate gaps and acceptable levels of service exist.

Tetra Tech's proposal for this supplemental study work is \$7,000. We believe this additional review measure is necessary to more fully understand the proposed operation of both alternatives and any impacts and would recommend approval. Please call with any questions.

Sincerely,

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



TETRA TECH

February 27, 2020

Joe Shaw, P.E., P.S.
Deputy Director of Public Service
City of Sylvania
6700 Monroe Street
Sylvania, Ohio 43560

Re: Proposal to Provide Professional Traffic Engineering Services – Olde Post Road/ Monroe Street and Monroe/Erie Intersections

Dear Mr. Shaw:

Tetra Tech (Tt) is pleased to submit this price proposal to perform traffic analysis at the intersections of Monroe Street/Erie Street and Olde Post Road/Monroe Street in the City of Sylvania. Below is a breakdown of the project scope, project schedule, assumptions and compensation.

PROJECT SCOPE

Below is a summary of tasks that will be performed by Tetra Tech for this project:

Task 1: Traffic Count Information

- We utilize traffic counts collected in 2017 (that was a part of our Monroe/Silica Traffic Study) for the Monroe/Erie Intersection.
- New counts will be collected for the intersection of Olde Post Road and Monroe Street as detailed in the attached cost proposal from DGL.

Task 2: Perform Traffic Analysis

We propose to perform the following analysis activities in order to complete a traffic study for this intersection:

1. Collected counts for the Olde Post Road intersection will be projected to 20-year growth for design year traffic and added to our existing Synchro model.
2. For the signal option at Monroe/Erie – the Sim Traffic avi file will be updated for presentation to the City for observation of how traffic exits Olde Post Road and if there are adequate gaps onto Monroe Street.
3. For the roundabout option at Monroe/Erie – a VISSIM simulation will be developed for presentation to the City for observation of how traffic exits Olde Post Road and if there are adequate gaps onto Monroe Street. The simulation will show traffic through the Monroe Street/Erie Street roundabout and at the Olde Post Road/Monroe Street intersection.

Task 3: Report

Tt will summarize the results and provide recommendations in a memo to the City.

PROJECT SCHEDULE

Tt will be able to begin work on this project upon authorization to proceed from the City. Once authorized, Tt will plan a schedule with the City that meets its needs.

Tetra Tech
420 Madison Avenue, Suite 1001, Toledo, OH 43604
Tel 419.255.9500 Fax 419.255.9501 www.tetratech.com



ASSUMPTIONS

The following assumptions were made in preparation of the scope and are required to complete all elements of the above scope of services:

- No detailed design or construction plans will be prepared as part of this proposal.

COMPENSATION

Compensation for our personnel directly engaged in the work of this proposal will be based on our payroll cost times a multiplier plus in-house reimbursable expenses. We propose a budget of **\$7,000** for this project. If Tt anticipates that additional effort is required during this project, Tt will submit a written request to the City of Sylvania for authorization prior to completing 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 to proceed. The agreement for this project is comprised of this proposal and the attached Tt Standard Terms and Conditions (Tt ST&C).

If you have any questions or need additional information, please call me at 419.418.0509. Thank you for giving us this opportunity to serve the City of Sylvania!

Sincerely,

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

C: Mr. Kevin Aller, P.E. – City of Sylvania
Ms. Sasha Wood, P.E. - Tt

Attachment: Tt Standard Terms and Conditions
DGL proposal for traffic collection

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

TITLE: Mayor **DATE** _____

PROPOSAL ACCEPTED BY (Mr. Toby Schroyer) _____

TITLE: Finance Director/Treasurer **DATE** _____

5b

ORDINANCE NO. 13 -2020

ACCEPTING THE PROPOSAL OF TETRA TECH TO CONDUCT A GAP STUDY SUPPLEMENT FOR THE TRAFFIC STUDY AT THE INTERSECTION OF ERIE STREET AND MONROE STREET; APPROPRIATING FUNDS THEREFORE IN THE AMOUNT OF \$7,000; AND DECLARING AN EMERGENCY.

WHEREAS, Ordinance No. 3-2019, passed January 7, 2019, authorized the Mayor and Director of Finance to enter into an Agreement with Tetra Tech to conduct a traffic study at the intersection of Erie Street and Monroe Street; and,

WHEREAS, the purpose of this study was to review intersection deficiencies and evaluate alternatives to improve traffic flow and safety; and,

WHEREAS, the study evaluated two intersection configurations with acceptable operational levels of service; the first was implementing a roundabout and the second was relocating the signalized intersection approximately 300' to the east to create a T-Type intersection; and,

WHEREAS, due to additional safety benefits, Tetra Tech recommended that a roundabout be implemented; and,

WHEREAS, since the traffic study was completed, several residents have contacted the Service Department to express their concern about the recommended alternative; and,

WHEREAS, the Director of Public Service, by report dated March 2, 2020, has recommended that a traffic study be conducted at the intersection of Monroe Street and Olde Post Road to collect traffic data to better understand the residents' concerns; and,

WHEREAS, the Director of Public Service has received a proposal from Tetra Tech to collect traffic data from Olde Post Road and incorporate this data into the roundabout and signalized intersection traffic models prepared in the original study so that a gap analysis and updated traffic simulations can be conducted to determine if adequate gaps and acceptable levels of service exist; and,

WHEREAS, the Director of Public Service, in a report dated March 2, 2020, has recommended that the proposal of Tetra Tech to provide the Gap Study Supplement for the Erie Street and Monroe Street Traffic Study at a cost of Seven Thousand Dollars (\$7,000.00), 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 Seven Thousand Dollars (\$7,000.00) for providing a Gap Study Supplement for the Erie Street and Monroe Street Traffic Study, 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 consultant services hereby authorized, there is hereby appropriated from the **CAPITAL FUND** from funds therein not heretofore appropriated to **Account No. 401-7610-53503, Street Improvements** the amount of Seven Thousand Dollars (\$7,000.00).

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 gap study supplement for the Erie Street & Monroe Street Traffic Study 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, _____, 2020, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

RESOLUTION NO. 7 - 2020

**A RESOLUTION OF THE COUNCIL OF THE CITY OF SYLVANIA
AMENDING THE FUNDING REQUEST POLICY; AND DECLARING AN
EMERGENCY.**

WHEREAS, Resolution No. 7-2017, passed July 17, 2017, adopted a Funding Request Policy to provide guidance to community organizations that request funding from the City of Sylvania; and,

WHEREAS, the Finance Committee met on February 26, 2020 and thereafter recommended that the Funding Request Policy should be amended to require that all organizations seeking City funding submit a request, in writing, for the funding on or before September 1 of the calendar year preceding the year for which funding is sought, i.e., requests for funding for 2021 must be received on or before September 1, 2020; and,

WHEREAS, the funding request should include the organization's previous year-end financials, whether any other public funding is being requested and/or received, the organization's budget, and a 3- to 5-year plan/objectives that sets forth how the funds will be used to support the organization's vision and the benefit to City residents.

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

SECTION 1. That the City of Sylvania Funding Request Policy is hereby amended as follows and is hereby approved and adopted:

1. The following are required in order to be eligible for consideration of funding:
 - a. The requesting organization has a 501(c)(3) designation or is a quasi-governmental entity;
 - b. Located within the City limits or can demonstrate that it can identify the degree to which it provides services for City residents;
2. The request for funding shall include:
 - a. Be made, in writing, on or before September 1 of the calendar year preceding the year for which funding is requested;
 - b. A copy of the requesting organization's prior Year-End Financial Statement;

- c. A copy of the requesting organization's most recent calendar year budget;
- d. A 3- to 5-year plan showing how the funds will be used to support the organization's vision and the benefit to City residents;
- e. List of the requesting organization's Board Members;
- f. Requesting organization's willingness to permit a Sylvania City Council member or their designee to serve on the organization's board if funding is requested and received;
- g. Specific dollar amount funding request.

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

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

SECTION 4. That this 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 procedure set forth above should be enacted at the earliest possible time to provide adequate notice of the policy. 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 this Charter.

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

Passed, _____, 2020, as an emergency measure.

President of Council

ATTEST:

Clerk of Council

APPROVED:

Mayor

Date

APPROVED AS TO FORM:

Director of Law

ORDINANCE NO. 14 - 2020**APPROPRIATING THE SUM OF \$9,000 TO SUPPORT THE DOWNTOWN SYLVANIA ASSOCIATION; AND DECLARING AN EMERGENCY.**

WHEREAS, Resolution No. 7-2017, passed July 17, 2017, adopted a Funding Request Policy to provide guidance to community organizations that request funding from the City of Sylvania; and,

WHEREAS, Ordinance No. 92-2019, passed November 18, 2019, Made Appropriations for Current Expenditures and Other Expenditures of the City of Sylvania, Ohio, for the fiscal year ending December 31, 2020; and,

WHEREAS, the 2020 budget included an appropriation of \$6,000 to support the Downtown Sylvania Association; and,

WHEREAS, at the January 21, 2020 meeting of Sylvania City Council, a Finance Committee meeting was scheduled to consider an additional funding request of \$9,000 from the Downtown Sylvania Association; and,

WHEREAS, the Finance Committee met on February 3, 2020 and February 25, 2020 to discuss the funding request from the Downtown Sylvania Association and other community programs and thereafter recommended that the additional funding of Nine Thousand Dollars (\$9,000.00) for the year 2020 be approved.

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

SECTION 1. That the Mayor and Director of Finance be, and they hereby are, authorized to expend the amount of Nine Thousand Dollars (\$9,000.00) for the funding of the Downtown Sylvania Association.

SECTION 2. That, to provide funds for said contribution there is hereby appropriated from the **GENERAL FUND** from funds therein not heretofore appropriated to **Account No. 110-7320-51294, Special Projects**, the sum of Nine Thousand Dollars (\$9,000.00).

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

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

SECTION 5. That this 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 reason that the money should be made available immediately to provide for funding of the Downtown Sylvania Association. 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 _____, 2020 as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date



February 17, 2020

The Honorable Craig Stough
Mayor, City of Sylvania
6730 Monroe Street
Sylvania, OH 43560

Dear Mayor Stough:

On behalf of the staff, riders and Board of Directors of TARTA, I wish to extend my personal thanks for your municipality's support of "Ohio Loves Transit" week that occurred February 10-14, 2020.

By providing a Proclamation in honor of the week that was committed to public transit and its positive impact on individual's lives as well as communities, the City of Sylvania has shown its support of the benefits of a robust transportation system.

Public transit intersects with economic development, workforce development, mobility and accessibility, affordable housing, land use strategies and improved quality of life. Municipal leaders seek these goals in developing a community in which residents thrive.

I look forward to working together with you and other stakeholders to develop TARTA into an advanced, 21st century public transit system that is a preferred modal choice in this region.

Please feel free to contact me at 419-245-5222 should you have comments or feedback you wish to share. Thank you again for your support.

Sincerely yours,

Kimberly A. Dunham
General Manager



B



February 21, 2020

Enter Recipient Name
Enter Client / Company Name
Enter Street Address

Re: LUC-Monroe Silica Intersection Improvements
PID 107489
Public Involvement

Dear Enter Recipient Name:

Thank you for your comments regarding the proposed improvements to the LUC-Monroe Silica Intersection Improvements. Public involvement is a very important part of the project, and your feedback is greatly appreciated. If your comments included questions please refer to the enclosed document that provides responses to those questions.

The overwhelming public response was not in favor of a roundabout at this intersection. The most common concern cited was pedestrian safety especially considering the close proximity to two schools, a public library, and our downtown area. As a result of the public response, the City has elected to move forward with a traffic signal improvement. Please note that regardless of the roundabout or traffic signal option, Monroe Street will be widened with a second eastbound lane between Silica Drive and Main Street.

Thank you again for your participation in the public involvement process. If you have any further questions or concerns related to the project, please contact the City of Sylvania at 419.885.8965.

Sincerely,

Joseph Shaw, P.E., P.S.
Public Service Deputy Director

LUC-Monroe Silica Intersection Improvements
Sylvania, Ohio
PID 107489



Thank you for participating in the public involvement process. We appreciate your feedback on the LUC-Monroe Silica Intersection Improvements proposed alternatives. All comments have been reviewed and taken into consideration in moving forward with the project process. If your feedback included questions or requested further information, please see the table below that includes the responses to those questions along with other reoccurring questions about the project.

The following are responses to several topics of concern reflected in the comments received during the public involvement process.

COMMENT/QUESTION	RESPONSE
Will the Oak tree in front of City Hall survive construction?	The roadway geometrics and sidewalk have been designed to avoid the existing Oak tree.
Would this project be done if no Federal money was available?	Yes. There are other sources of roadway infrastructure funding that do not include Federal dollars. Funding for this project is a mixture of Federal, State, and Local dollars.
With the signal option, will the signal timing be changed for the school arrival and dismissal periods?	With the signal improvements option, phasing and timings will be updated based on the traffic engineering recommendations that have been evaluated, modeled and simulated.
Except for brief periods (before and after school) is there a problem with the current configuration?	Currently the intersection experiences significant delays on the eastbound approach during the AM peak period, when the school arrival period overlaps with the morning commuter peak, and a significant portion of the eastbound approach volume consists of vehicles turning right to travel south on Silica Drive -- presumably towards Northview HS. The high volume on the eastbound approach does not provide a sufficient number of gaps for westbound left-turning vehicles, allowing these westbound left-turning vehicles only the protected portion of the signal timing to complete their maneuver; resulting in the poor operation of the westbound approach also during the AM peak period. Both Options A (roundabout) and B (signal improvement) provide solutions for addressing the congestion issues at the intersection.
In the roundabout, is there a way for pedestrians to cross Silica and Monroe Street? How would pedestrians safely cross a roundabout?	Contrary to traditional signalized crosswalks pedestrians only need to navigate one direction of traffic at a time with a roundabout before reaching refuge splitter islands.
Through a roundabout, how would vehicles safely enter the roundabout North and South on Silica?	Vehicles enter a roundabout from each leg as acceptable gaps are present. Traffic has been collected and projected for 20-year design. Traffic modeling software and simulations were developed and presented at the public meeting which demonstrated acceptable gaps for entering vehicles from Silica to Monroe Street.

LUC-Monroe Silica Intersection Improvements
Sylvania, Ohio
PID 107489



<p>If doing the roundabout, what is the plan to reroute traffic and how will that affect areas?</p>	<p>Roundabout construction generally requires the intersection to be closed to complete the work. On average this closure requires 45-60 days to complete. During the closure traffic detour signage would be posted on main line routes around the City. Temporary traffic signal timing adjustments can be made along the detour route to best facilitate traffic during the closure.</p>
<p>Where are you moving the roundabout if it is not going to be near the hill?</p>	<p>The roundabout option was strategically placed to minimize impacts to properties and grade issues. With this option some additional earth retaining walls would be required.</p>
<p>Will the intersection improvements include/ continue the bicycle lanes to make these intersections safer?</p>	<p>Both options provide for accommodating the existing bike lanes as well as providing a new multi-use path from the intersection south to the Ten Mile Creek bridge.</p>
<p>We already have very minimal parking spaces, and often not enough for our staff. Is there a plan to create more parking that is not way over in municipal lot?</p>	<p>The City is reviewing ingress/egress and parking lot capacity options adjacent to City Hall. No determinations have been made at this time. The intersection project will replace the HS overflow parking lot on the SW corner of the intersection.</p>
<p>What happens when there's a slow train crossing Monroe or a traffic mess at Northview? Will traffic backup blocking the flow of traffic in the roundabout?</p>	<p>With either option, a stopped or exceptionally slow train may cause abnormal backups on Monroe Street. As with any RR crossing, motorists will find temporary alternative routes under these irregular circumstances.</p>
<p>What are the other options? Are they safer? By that I mean do they offer pedestrian crosswalks and crossing lights for pedestrians?</p>	<p>Options considered are the roundabout and the signal improvements. Both options provide pedestrian crosswalks.</p>
<p>When/what time of year did you conduct the survey of the traffic? Did that survey include pedestrian and bike traffic?</p>	<p>The traffic counts were taken in January of 2017 during school season. Traffic was projected to account for growth over a 20-year design period. The City of Sylvania collected pedestrian counts during school season in 2019 that have been used in the traffic analysis, modeling and simulations.</p>
<p>Why not just add a right turn lane heading EB at Silica and expand the turn lane driving westbound between Silica and Main street?</p>	<p>Adding a right turn drop lane for eastbound Monroe at Silica would not totally solve the congestion issue. The main source of congestion is the amount of eastbound traffic only having access to one lane west of Main Street. 83% of all eastbound traffic at the Monroe/Silica intersection is thru traffic during the AM peak period. Adding a second thru lane from Silica to Main is necessary to provide acceptable levels of service regardless of whether the roundabout or traffic signal upgrade improvement at the intersection is selected.</p>
<p>The article in The Blade said you looked into widening the road but that the roundabout would be safer, is that safer for traffic reasons or overall?</p>	<p>Additional benefits of roundabouts are documented on the FHWA website at: https://safety.fhwa.dot.gov/intersection/innovative/roundabouts/</p>