

Sylvania City Council

July 20, 2020

6:30 p.m. – Public Hearing

DORA Expansion

7:00 p.m. Public Hearing

ZA-1-2020, South Briar LLC (David Schmitt)

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 June 15, 2020.
5. Report of Public Hearing, ZA-1-2020, South Briar LLC (David Schmitt) held on this date at 7:00 p.m.
6. DORA Expansion discussion.
 - a. Report of Public Hearing, DORA Expansion held on this date at 6:30 p.m.
 - b. Report of the Buildings & Grounds Committee meeting held on July 16, 2020.
7. Annual Assessment Ordinances:
 - a. Proposed Ordinance No. 41-2020, Assessing a special tax for tree maintenance, etc.
 - b. Proposed Ordinance No. 42-2020, Assessing a special tax for ditch maintenance, etc.
 - c. Proposed Ordinance No. 43-2020, Assessing a special tax for street lighting.
8. Acres Road Sanitary Sewer Extension Project (6024 & 6030 Acres Rd).
 - a. Service Director's report on project.
 - b. Proposed Ordinance No. 44-2020, An Ordinance levying special assessments for the improvement of Acres Road between Sugar Hill Court and Greenhaven Road, by installing eight-inch sanitary sewer lines.
9. 2020 ODOT Highway Safety Improvement Program Application results.
(US-23 & Monroe Street Interchange Improvement Project.)

10. Proposed Ordinance No. 45-2020, Accepting the proposal of Watchguard to provide a new camera system, including in-car and body worn cameras for the Division of Police.
 - a. Report of the Safety Committee meeting held on July 15, 2020.
 - b. Proposed Ordinance No. 45-2020.
11. Proposed Ordinance No. 46-2020, Proposing and providing for the submission of certain amendments of the Charter of the City of Sylvania, Ohio, to the electors of the City of Sylvania, Ohio at the next General Election on November 3, 2020.
 - a. Report of the Committee of the Whole meeting held on June 24, 2020.
 - b. Proposed Ordinance No. 46-2020.
12. Proposed Resolution No. 16-2020, A Resolution requesting Cares Act Funding for expenditures incurrent as a result of the COVID-19 pandemic.
13. Committee reports.
14. Committee referrals.

INFORMATION

- A. Certification of Notice for ZA-1-2020 Public Hearing at 7:00 p.m.
- B. June 2020 Bank Reconciliation.
- C. Board of Architectural Review minutes from July 15, 2020.
- D. Municipal Planning Commission minutes from July 15, 2020.

Minutes of the Meeting of Council
June 15, 2020

The Council of the City of Sylvania, Ohio met in regular session on June 15, 2020 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, Brian McCann, Patrick Richardson, Lyndsey Stough, Mary Westphal; (7) present; (0) absent.

Roll call:
All present.

Pledge of Allegiance to the United States of America led by the Boy Scout attendee.

Pledge of
Allegiance.

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

The following items were added to the agenda:

- 11a. Discussion of DORA Expansion and current issues regarding DORA.
- 12a. Schedule Committee of the Whole meeting regarding Charter Amendment-Elections.
- 12b. Consideration of a possible Safety Committee meeting.

Mrs. Westphal moved, Mr. Richardson seconded to approve the agenda as amended; roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough, 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 June 1, 2020 meeting minutes. Mrs. Westphal moved, Mr. Frye seconded, that since the Mayor, members of Council, and others had been furnished copies of these minutes prior to this meeting, Council dispense with the reading of these minutes at this time, and the journal of the minutes of the regular meeting of June 1, 2020 be approved; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Approval of the
June 1 meeting
minutes.

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

Mayor Stough provided an update on the COVID-19 to date, stating city hall is open by appointment only with masks. Potential opening of city hall will be July 1st to accommodate the tax filing. Mayor stated administration continues to explore the CARES Act funding from the federal government. Financial update will be after month-end by Finance Director Schroyer.

Mayor Stough -
COVID-19
Update.

Minutes of the Meeting of Council
June 15, 2020

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

Chief Schnoor provided update on the Ohio Collaborative Certification for the Police Division. Chief stated the application was filed in May 2020 and should be certified in a few weeks. He provided an overview of the Policies and Operating Procedures update now being completed.

Ohio Collaborative Certification update.

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

Service Director's report on the Brookfield Estates Resurfacing project was placed on file. Mr. Frye presented and read aloud by title only, proposed Ordinance No. 26-2020, a written copy of same having been previously furnished to each member of Council, "Accepting the bid of Gerken Paving, Inc. and awarding the contract for the Brookfield Estates Resurfacing Project to same; authorizing the expenditure for the improvements in the amount of \$255,108.27; appropriating funds therefore, and declaring an emergency." Mr. Frye moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Ordinance No. 26-2020; "Accept bid... Gerken Paving... Brookfield Estates Resurfacing Project..."

Mr. Frye moved, Mr. Richardson seconded, that Ordinance No. 26-2020 be enacted as an emergency measure as declared therein; roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Frye, (6) yeas; Haynam, (1) nays. The motion carried.

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

Service Director's report on the Monroe Street & Harroun Road Improvements-ODOT Real Estate Agreement No. 34971 was place on file. Mr. Frye presented and read aloud by title only, proposed Ordinance No. 37-2020, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to enter into Real Estate Agreement No. 34971 between the State of Ohio, Department of Transportation and the City of Sylvania for Right-of-Way acquisition relative to the Monroe Street and Harroun Road Improvement Project; appropriating funds for the anticipated Right-of-Way acquisition cost in the amount of \$128,944; and declaring an emergency." Mr. Frye moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Richardson, Stough, Westphal, Cappellini, Frye, Haynam, McCann, (7) yeas; (0) nays. The motion carried.

Ordinance No. 37-2020, "Authorizing R.E. Agreement with State of Ohio...right-of-way acquisition.... Monroe St.& Haroun Rd.

Minutes of the Meeting of Council
June 15, 2020

Mr. Frye moved, Mr. McCann seconded, that Ordinance No. 37-2020 be enacted as an emergency measure as declared therein; roll call vote being: Stough, Westphal, Cappellini, Frye, Haynam, McCann, Richardson, (7) 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 Resolution No. 15-2020, a written copy of same having been previously furnished to each member of Council, "Appointing William D. Sanford to the Sylvania JEDD I Board of Directors for a term of one year; and declaring an emergency." Mrs. Westphal moved, Ms. Stough seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Westphal, Cappellini, Frye, Haynam, McCann, Richardson, Stough, (7) yeas; (0) nays. The motion carried.

Resolution No. 15-2020, "Appointment of William Sanford to Sylvania JEDD I (Oakleaf Village) for one year..."

Mrs. Westphal moved, Mr. McCann seconded, that Resolution No. 15-2020 be enacted as an emergency measure as declared therein; roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough, Westphal, (7) yeas; (0) nays. The motion carried.

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

A Petition for Zoning Ordinance Amendment from John Healey for Joyce A. Donnelly to change zoning from "R-3", Single-Family dwelling to "PRO" Professional Research Office for property located at 6710 Maplewood Ave., Sylvania, OH 43560, ZA-2-2020, was presented. Mr. Haynam moved, Mrs. Westphal seconded to refer ZA-2-2020 to the Planning Commission for review and recommendation; roll call vote being: Westphal, Cappellini, Frye, Haynam, McCann, Richardson, Stough, (7) yeas; (0) nays. The motion carried.

ZA-2-2020, (6710 Maplewood Ave.) Referred to Plan Commission.

Mayor Stough stated that Council will now consider agenda item 11.

Ms. Stough stated the Buildings & Grounds Committee met on June 8, 2020 to discuss the potential expansion of DORA. Ms. Stough reviewed city owned properties for consideration with the pros and cons for each. The existing DORA will be assessed over the next month for additional scrutiny. The discussion will continue with another Buildings & Grounds Committee meeting.

Bldgs. & Grounds mtg report Re: DORA Expansion.

Minutes of the Meeting of Council
June 15, 2020

Mayor Stough stated that Council will now consider agenda item 12.

Economic Development Director Sanford submitted an application to Sylvania City Council for the expansion of the City of Sylvania Designated Outdoor Refreshment Area dated June 15, 2020. Mrs. Westphal moved, Ms. Stough seconded to accept the Application of the Expansion of the City of Sylvania DORA and set the Public Hearing for July 20, 2020 at 6:30 p.m.; roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough, Westphal, (7) yeas; (0) nays. The motion carried.

Accept the Application for expansion of City of Sylvania DORA; set public hearing for 6/20/20; 6:30p.m.

Mayor lead a discussion on the re-opening of Maplewood Ave. He stated this road was closed to help the businesses provide social distancing. Discussion included the adverse effects on neighboring residents and businesses. The closure was temporary and new spaces have been put in place, i.e. parklets and the inside dining in restaurants returned to ease this issue. Administration will determine when to re-open Maplewood Ave.

Discussion of Maplewood Ave. closure.

Ms. Stough moved, Mr. Richardson seconded to set a Buildings & Grounds Committee meeting to discuss the DORA Expansion for Thursday, July 16, 2020 at 8:00 a.m. in council chambers; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Set Bldgs. & Grounds Mtg., 7/16/20 at 8:00 a.m. Re: DORA expansion.

Mrs. Westphal moved, Mr. Richardson seconded to set a Committee of the Whole to consider a potential Charter Amendment regarding Elections for Wednesday, June 24, 2020 at 8:00 a.m. in council chambers; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Set COW Mtg 6;24;20 at 8:00 a.m. Re: Charter Amendment-Elections.

Mayor Stough stated all agenda items have been addressed.

Mrs. Westphal moved, Mr. McCann seconded to adjourn at 10:00 p.m. Roll call vote being: Haynam, Richardson, Stough, Westphal, Cappellini, Frye, McCann (7) yeas; (0) nays. The motion carried.

Adjournment.

Clerk of Council

Mayor

ORDINANCE NO. 41 -2020

TO ASSESS A SPECIAL TAX UPON THE LOTS AND LANDS DESCRIBED IN THE SCHEDULE REFERRED TO HEREIN TO PAY A PART OF THE COST AND EXPENSE OF PROVIDING FOR THE REMOVAL AND 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 FOR THE YEAR ENDING DECEMBER 31, 2020; AND DECLARING AN EMERGENCY.

WHEREAS, the Council of the City of Sylvania has heretofore, by Ordinance, established one (1) district for the purpose of removing or specially treating therein shade trees for the purpose of controlling the blight and disease of same for the 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 2020, and provided that part of the cost and expense connected with said work in said district in the total amount of Two Hundred Forty-Four Thousand, Four Hundred Twenty-Two and 78/100 (\$244,422.78) shall be levied and assessed in the sum of thirty-five cents (35¢) per front foot upon all lots and lands bounding and abutting upon the streets and public right-of-way in said district as set forth in said Ordinance; and,

WHEREAS, the Clerk of Council has given notice of the passage of the Ordinance creating the Tree District for 2020, and of the estimated assessments on file in the Office of the Clerk of Council; and,

WHEREAS, Council has considered and adjusted all objections to estimated assessments that were properly and timely filed.

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

SECTION 1. That, to pay the cost and expense of the removal or special treatment of certain shade trees for the purpose of controlling the blight and disease and for planting, maintaining, trimming and removing of other shade trees in and along the streets and within public right-of-way of the City of Sylvania described in the schedule as reported by the Clerk of Council for the year ending December 31, 2020, there be, and hereby is assessed, in one (1) installment for 2020, upon the lots and lands bounding and abutting upon the streets and public right-of-way in said district, the several sums shown in the list of assessments, as adjusted if adjusted, and set opposite the description of the respective lots and lands and do hereby determine and declare that said lots and lands are specially benefitted in the amounts so assessed against the same, which amounts and assessments are hereby confirmed and approved.

SECTION 2. That the owners of said several lots and parcels of land shall pay the said sum so assessed as above against their said lots and lands, respectively, in one (1) installment, to the Treasurer of Lucas County, Ohio, at the same time and in the same manner as other taxes are paid, or be subject to the penalty and interest to be paid thereon as provided by law.

SECTION 3. That the Clerk of Council be, and she hereby is, directed to certify said assessments in one (1) installment within twenty (20) days of the passage hereof, to the Auditor of Lucas County, Ohio, to be, by him, placed upon the grand tax duplicate of said County for the year 2019 against said lots and lands, respectively, to be collected at the same time and in the same manner as other taxes are collected.

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 assessments need to be certified immediately so as to meet the deadline for certifying the same to the Auditor 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, _____, 2020, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

ORDINANCE NO. 42 - 2020

TO ASSESS A SPECIAL TAX UPON THE LOTS AND LANDS DESCRIBED IN THE SCHEDULE REFERRED TO HEREIN TO PAY A PART OF THE COST AND EXPENSE OF PROVIDING FOR THE CONSTRUCTION, MAINTENANCE, REPAIR, CLEANING AND ENCLOSING OPEN DRAINAGE DITCHES WITHIN THE CORPORATE LIMITS OF THE CITY OF SYLVANIA FOR THE YEAR ENDING DECEMBER 31, 2020; AND DECLARING AN EMERGENCY.

WHEREAS, the Council of the City of Sylvania has heretofore, by Ordinance, established one (1) district for the purpose of constructing, maintaining, repairing, cleaning and enclosing open drainage ditches located within the corporate limits of the City of Sylvania during the year 2018, and provided that part of the cost and expense connected with said work in said district in the total amount of Three Hundred Five Thousand, Eight-Two and 00/100 (\$305,082.00) shall be levied and assessed bases on:

- a) Small Residential (less than 9,900 square feet) =\$15.00 per year;
- b) Large Lot Residential (greater than 9,900 square feet) =\$30.00 per year;
- c) Non-Single Family Residential = \$30.00 per year per 5,000 square feet or impervious area;

as set forth in said Ordinance; and,

WHEREAS, the Clerk of Council has given notice of the passage of the Ordinance creating the Ditch District for 2020 and of the estimated assessments on file in the Office of the Clerk of Council; and,

WHEREAS, Council has considered and adjusted all objections to estimated assessments that were properly and timely filed.

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

SECTION 1. That, to pay a part of the cost and expense of the construction, maintenance, repair, cleaning and enclosing open drainage ditches located within the corporate limits of the City of Sylvania as described in the schedule as reported by the Clerk of Council for the year ending December 31, 2020, there be, and hereby is assessed, in one (1) installment for 2020, upon the lots and lands bounding and abutting upon the streets and public right-of-way in said district, the several sums shown in the list of assessments, as adjusted if adjusted, and set opposite the description of the respective lots and lands and do hereby determine and declare that said lots and lands are specially benefitted in the amounts so assessed against the same, which amounts and assessments are hereby confirmed and approved.

SECTION 2. That the owners of said several lots and parcels of land shall pay the said sum so assessed as above against their said lots and lands, respectively, in one (1) installment, to the Treasurer of Lucas County, Ohio, at the same time and in the same manner as other taxes are paid, or be subject to the penalty and interest to be paid thereon as provided by law.

SECTION 3. That the Clerk of Council be, and she hereby is, directed to certify said assessments in one (1) installment within twenty (20) days of the passage hereof, to the Auditor of Lucas County, Ohio, to be, by her, placed upon the grand tax duplicate of said County for the year 2020 against said lots and lands, respectively, to be collected at the same time and in the same manner as other taxes are collected.

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

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

SECTION 6. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that provision for the construction, maintenance and repair of ditches should be made forthwith 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, _____, 2020, as an emergency measure.

ATTEST:

Clerk of Council

APPROVED:

Mayor

Date

President of Council

APPROVED AS TO FORM:

Director of Law

7c

ORDINANCE NO. 43 -2020

**ORDINANCE APPROVING THE ASSESSMENTS HERETOFORE
AUTHORIZED BY RESOLUTION NO. 14-2020 FOR STREET
LIGHTING; LEVYING SAID ASSESSMENTS; AND DECLARING
AN EMERGENCY.**

WHEREAS, this Council by Resolution No. 14-2020, passed May 11, 2020, declared the necessity for lighting the municipal streets, determined the basis for levying annual assessments on lots and lands in this City for such purpose, and authorized such assessments in the amount as estimated by the Clerk of Council, pursuant to said Resolution; and,

WHEREAS, the Clerk of Council pursuant to said Resolution and Revised Code Section 727.14, gave notice of the passage of said Resolution and the filing of such estimated assessments; and,

WHEREAS, no objections were filed pursuant to Revised Code Section 727.15 or such objections as were filed have been considered by Council, and such assessments, as adjusted if adjusted, should be approved, levied and certified to the Auditor of Lucas County, 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 assessments for the street lighting authorized by said Resolution in the aggregate amount of Four Hundred Twenty-One Thousand, Four Hundred Eighty and 24/100 (\$421,480.24) and the assessments, as adjusted if adjusted, are hereby approved and such assessments in the amount so approved are hereby levied on the several parcels and lots of land in said City on the basis as set forth in said Resolution and the Clerk of Council is hereby directed to certify said assessments to the Auditor of Lucas County, Ohio, within the time provided therefore by the Revised Code of Ohio Section 5705.34.

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 immediate provision must be made for lighting the City streets. 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

89



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

July 20, 2020

To: The Mayor and Members of Sylvania City Council

Re: Acres Road Sanitary Sewer Extension (6024 & 6030 Acres Road)

Dear Mr. Mayor and Council Members:

Construction of the sanitary sewer extension to 6024 and 6030 Acres Road is complete. The total cost of the project including design, permitting, and construction is \$15,959.66.

It is our recommendation that the cost of the project be assessed to the benefitting properties on a per unit basis. This results in a final assessment for each parcel to be \$7,979.83. We would recommend a payment term of 20 years at an interest rate of 2.12%, the current rate for Ohio Water Development Authority loans.

We would recommend approval of this final assessment. Please call if you have any questions.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service



DEPARTMENT OF PUBLIC SERVICE
FINAL PROJECT & ASSESSABLE COSTS

7/10/2020

ACRES ROAD SANITARY SEWER EXTENSION (6024 & 6030)

| HOURS | RATE | TASK | COST |
|-------|---------|------------------------------------|--------------------|
| 16 | 66.97 | DESIGN ENGINEERING | \$1,071.52 |
| | | OEPA PERMIT TO INSTALL APPLICATION | \$299.11 |
| | | CERTIFIED LETTERS/MAILINGS | \$24.48 |
| 4 | 66.97 | CONSTRUCTION ENGINEERING | \$267.88 |
| | | CONSTRUCTION (MATERIALS-SEE BELOW) | \$5,590.87 |
| | | CONSTRUCTION (LABOR) | |
| 40 | \$65.12 | FOREMAN | \$2,604.80 |
| 40 | \$44.80 | MAINTENANCE WORKER | \$1,792.00 |
| 100 | \$43.09 | SERVICEMAN | \$4,309.00 |
| | | TOTAL | \$15,959.66 |

CONSTRUCTION MATERIALS

| QTY. | DESCRIPTION | UNIT PRICE | TOTAL |
|------|-------------------|------------|-------------------|
| | MANHOLE | | \$1,003.00 |
| | AGGREGATE (#57) | | \$384.58 |
| 2 | PIPE (6' SDR 35) | \$191.50 | \$383.00 |
| 154 | PIPE (6' SDR 35) | \$1.89 | \$291.06 |
| 1 | PIPE (6"X6" WYE) | \$30.25 | \$30.25 |
| 1 | EXCAVATOR RENTAL | \$1,539.00 | \$1,539.00 |
| 1 | TRENCH BOX RENTAL | \$620.00 | \$620.00 |
| 6 | CONCRETE | \$148.00 | \$888.00 |
| 10 | TOPSOIL | \$35.00 | \$350.00 |
| | SEED & FERTILIZER | | \$101.98 |
| | SUBTOTAL | | \$5,590.87 |

ORDINANCE NO. 44 -2020

AN ORDINANCE LEVYING SPECIAL ASSESSMENTS FOR THE IMPROVEMENT OF ACRES ROAD BETWEEN SUGAR HILL COURT AND GREENHAVEN ROAD, BY INSTALLING EIGHT INCH SANITARY SEWER LINES TOGETHER WITH THE NECESSARY APPURTENANCES THERETO; AND DECLARING AN EMERGENCY.

WHEREAS, the improvement described in Section 1 hereof has been completed and the final costs of that improvement have been determined.

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

SECTION 1. That the special assessments for the cost and expense of improving Acres Road between Sugar Hill Court and Greenhaven Road by installing eight inch sanitary sewer lines together with the necessary appurtenances thereto, pursuant to Resolution No. 5-2020, adopted February 3, 2020, amounting in the aggregate to Fifteen Thousand Nine Hundred Fifty-Nine and 66/100 Dollars (\$15,959.66), which were filed and are on file with the Clerk of Council, are adopted and confirmed. Those special assessments are levied and assessed upon the lots and lands provided for in Resolution No. 5-2020 in the respective amounts set forth in the Schedule of Special Assessments now on file with the Clerk of this Council which special assessments are in proportion to the special benefits and are not in excess of any statutory limitation.

SECTION 2. That this Council finds and determines that the special assessments are in the same proportion to the estimated special assessments as the actual cost of the improvement is to the estimated cost of the improvement as originally filed.

SECTION 3. That the special assessment against each lot or parcel of land shall be payable in cash within thirty (30) days after the passage of this Ordinance, if bonds are not issued, there shall be charged an interest rate of two and twelve hundredths percent (2.12%) per annum or at the option of the rate as borne by the bonds to be issued in anticipation of the collection of the special assessments. All cash payments shall be made to the Director of Finance of this City. All special assessments remaining unpaid at the expiration of those thirty (30) days shall be certified by the Clerk of Council to the County Auditor as provided by law, to be placed on the tax duplicate and collected as taxes are collected.

SECTION 4. That the Clerk of Council shall deliver a certified copy of this Ordinance to the County Auditor within twenty (20) days after its passage.

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 Administration 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 immediate effectiveness of this Ordinance is required in order that the levy of the special assessments and the commencement of the cash payment period may be immediately effective so that bonds may be issued to reimburse the City for funds it expended to finance the construction of the improvements described in Section 1. 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



July 20, 2020

To: The Mayor and Members of Sylvania City Council

Re: **2020 ODOT Highway Safety Improvement Program Application Results
 LUC-23-11.75 (US-23 & Monroe Street Interchange Improvements)**

Dear Mr. Mayor and Council Members:

On February 18, 2020 City Council authorized the Service Department to submit a Highway Safety Improvement Program (HSIP) funding application to the Ohio Department of Transportation (ODOT) for the proposed improvement planned at the US-23 & Monroe Street Interchange (Res. 6-2020). The application requested \$9,790,783 in safety funding assistance for the \$28,051,064 project.

The Service Department was notified this month that the funding application was successful receiving the full amount requested.

Since August 2019, the Service Department has secured \$24.3 million in outside funding assistance. The remaining piece of outside funding assistance will be pursued in November 2023 with OPWC. We have enclosed an updated funding matrix for your review.

With the necessary funds in place project management will transition from the Service Department to ODOT for design and construction. Design is scheduled to commence in fiscal year 2022 with construction scheduled for fiscal year 2025 through 2026.

Please call with any questions.

Sincerely,

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

US-23 & Monroe Street Interchange Improvements Funding Matrix

7/7/2020

| Program | Application Year | | | | | Request | Award | % of Project |
|---------------|------------------|--------------------------|------|------|----------|--------------------------|---------------------|--------------|
| | 2019 | 2020 | 2021 | 2022 | 2023 | | | |
| TMACOG TIP | August | | | | | \$2,884,444 | \$2,884,444 | 10.3% |
| | August | | | | | \$5,555,170 | \$5,998,370 | 21.4% |
| | August | | | | | \$443,200 | \$0 | 0.0% |
| ODOT | | April | | | | \$9,790,783 | \$9,790,783 | 34.9% |
| | | No Application Necessary | | | | \$5,374,825 | \$5,374,825 | 19.2% |
| | | No Application Necessary | | | | \$252,250 | \$252,250 | 0.9% |
| OPWC | | | | | November | \$944,480 | - | 3.4% |
| City | | | | | | \$2,805,912 | \$2,805,912 | 10.0% |
| Total | | | | | | \$28,051,064 | \$27,106,584 | |
| | | | | | | % Secured to Date | 96.6% | |

The City contributed \$153,565 in 2017 for the Feasibility Study. This fee is included in the City Request.

Funds secured to date.

TAP Application request was not successful, but the TAP Committee recommended increasing the STBG award amount to cover the requested amount since this project was the #1 scored project. As a result the STBG award amount was increased from \$5,555,170 to \$5,998,370.

10b

ORDINANCE NO. 45 -2020

ACCEPTING THE PROPOSAL OF WATCHGUARD TO PROVIDE A NEW CAMERA SYSTEM, INCLUDING IN-CAR AND BODY WORN CAMERAS FOR THE DIVISION OF POLICE; APPROPRIATING FUNDS THEREFORE IN THE AMOUNT OF \$99,682.50; AND DECLARING AN EMERGENCY.

WHEREAS, the in-car camera system used in the City of Sylvania Police vehicles is in need of replacement and the Police Division is in need of additional body cameras to ensure that there are enough cameras for the on-duty officers; and,

WHEREAS, the Division of Police has received a proposal from WatchGuard for the replacement of the in-car cameras as well as for body cameras at state contract pricing; and,

WHEREAS, the Director of Public Safety and Chief of Police have recommended that the proposal of WatchGuard to provide four body worn cameras, two transfer station kits, thirteen in-car cameras, two interview room cameras, including necessary software, licensing, and warranties, be approved; and,

WHEREAS, the Director of Public Safety and Chief of Police have recommended that the proposal of WatchGuard to provide body worn cameras and in-car cameras at a cost of Ninety-Nine Thousand Six Hundred Eighty-Two and 50/100 Dollars (\$99,682.50), 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 WatchGuard in the amount Ninety-Nine Thousand Six Hundred Eighty-Two and 50/100 Dollars (\$99,682.50) for providing a new camera system, including in-car and body cameras for the Division of Police, is hereby approved and accepted.

SECTION 2. That the Director of Public Safety 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. 401-7110-53405, Equipment**, in the amount of Ninety-Nine Thousand, Six Hundred Eight-Two and 50/100 Dollars (\$99,682.50).

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 purchase of the new cameras 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

11b

ORDINANCE NO. 46 -2020

PROPOSING AND PROVIDING FOR THE SUBMISSION OF CERTAIN AMENDMENTS OF THE CHARTER OF THE CITY OF SYLVANIA, OHIO, TO THE ELECTORS OF THE CITY OF SYLVANIA, OHIO, AT THE NEXT GENERAL ELECTION ON NOVEMBER 3, 2020, IN ACCORDANCE WITH THE CHARTER OF THE CITY OF SYLVANIA, OHIO, AND THE CONSTITUTION OF THE STATE OF OHIO; REPEALING THE PROVISIONS, AS CURRENTLY WRITTEN, OF THE CHARTER OF THE CITY OF SYLVANIA, OHIO, HEREBY PROPOSED TO BE SO AMENDED; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Sylvania, Ohio, adopted a Charter on September 6, 1961; and,
WHEREAS, said Charter was amended in certain respects on November 5, 1968 and November 6, 1984, November 5, 1985 and November 7, 2000; and,

WHEREAS, the Committee-of-the-Whole met on June 24, 2020 to consider the proposed Charter Amendments and thereafter recommended that the Charter be amended; and,

WHEREAS, proposed amendments to this City's Charter are required by Article XIV of said Charter to be submitted to the electors of said City in accordance with the Constitution of the State of Ohio which, pursuant to Sections 8 and 9 of Article XVIII thereof, requires the question to be submitted to the electors of this City at the next regular municipal election within sixty (60) to one hundred twenty (120) days after the passage hereof or at a special election within such times; and,

WHEREAS, a special election may be held at the same date and time as the general election.

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

SECTION 1. That it be, and hereby is, proposed to the electors of the City of Sylvania,

Ohio, at the next general election to be held in this City on November 3, 2020, the question of the adoption and approval of a certain amendments to the Charter of the Municipality of Sylvania, Ohio, as follows:

- A. Section 4.0 of Article III of said Charter shall be amended so that the same, as amended, shall read as follows:

“SECTION 4.0 ORGANIZATION.

On or before the 8th of January next following each regular municipal election, the members of Council shall meet at the Council Chambers for the purpose of organization. At such meeting, the Council shall elect one of the members thereof as President of the Council to serve until his successor shall have been elected. In the event the President of the Council ceases to be a member thereof, the Council shall elect another member to serve as President until his successor shall have been elected.”

- B. Section 11.0(b) of Article III of said Charter shall be amended so that the same, as amended, shall read as follows:

“SECTION 11.0 PROVISIONS AS TO LEGISLATIVE ACTION.

(b) Ordinances and resolutions shall be read once prior to passage by reading aloud a descriptive title or summary thereof and stating the number assigned to such ordinance, except that, if any four Council members so request, the reading shall be of the full text of the ordinance or resolution. If any three members of Council so request, the reading of any ordinance or resolution, whether by title or full text, shall be required to occur on three different days. Each request for reading by full text, and for reading on three different days, shall be entered upon the journal of Council with the names of the members making the request.”

- C. Section 5, subsections (b)(d) and (e) of Article IV of said Charter shall be amended so that the same, as amended, shall read as follows:

“SECTION 5.0 EXECUTIVE POWERS.

(b) He and the Director of Finance shall be responsible for the preparation and submission of the annual estimate of receipts and expenditures and of appropriation measures and for furnishing to the Council full information of the financial condition and needs of the City. He shall be responsible for the faithful observance and performance of the conditions imposed in favor of the City or its inhabitants by any franchise or contract to which the City is a party.

(d) “...If following such hearing the Mayor shall remove such individual, he shall file with the Director of Finance a signed order of removal accompanied by

a written statement of his findings at such hearing and the reasons for such removal. Upon approval of such order by a majority of the members of Council such removal shall become final and the Director of Finance shall notify the individual so removed accordingly.

(e) The Mayor and Director of Finance shall execute on behalf of the City all contracts, conveyances, evidences of indebtedness and all other instruments to which it is a party. He shall have custody of the Seal of the City and may affix it to any of said instruments, but the absence of the Seal shall not affect the validity of such instrument. The Mayor shall be recognized as the official and ceremonial head of the City by the Governor for military purposes and by the Courts for the purpose of serving civil processes.”

- D. Section 4.0 of Article VI of said Charter shall be amended so that the same, as amended, shall read as follows:

“SECTION 4.0 ELIGIBILITY OF DIRECTOR OF FINANCE.
The Director of Finance shall be eligible to hold the office of City Treasurer.”

- E. Article X of said Charter shall be amended so that the same, as amended, shall read as follows:

“ARTICLE X

NOMINATIONS AND ELECTIONS.

SECTION 1.0 MUNICIPAL ELECTIONS.

All elections provided for by this Charter, whether for the choice of officials or the submission of questions to the voters, shall be conducted by the election authorities prescribed by the laws of the State of Ohio, which laws shall apply to all such elections except as provision is otherwise made by this Charter. A regular municipal election for the choice of all elective offices of the City shall be held on the first Tuesday after the first Monday in November in the year 1961 and on such day in the odd-numbered years thereafter. The nominating petitions and ballots to be used in all municipal elections shall bear no party marks or designations.

SECTION 2.0 NOMINATING PROCEDURE.

(a) Nominations for elective office of the Municipality shall be made only by petition filed with the election authorities ninety (90) days prior to the first Tuesday after the first Monday in November.

(b) The name of any qualified elector of the City shall be placed upon the election ballot for nomination as a candidate for Mayor when there shall have been filed with the election authorities signed by not less than one hundred (100) nor more than two hundred (200) electors of the City, and for City Council when there shall have been filed with the election authorities a petition signed by not less than fifty (50) nor more than one hundred (100) electors of the City.

(c) The nominating petition shall contain a statement of candidacy, which shall designate a committee to represent the candidate. Both the nominating petition

and statement of candidacy shall be substantially in the form prescribed by the State of Ohio for nominating petitions generally, and shall be signed, circulated and filed in accordance with the provisions of the Ohio Revised Code.

SECTION 4.0 WHO TO BE DECLARED ELECTED.

The candidates for any elective office, equal in number to the places to be filled, who shall receive the largest number of votes at such regular municipal election shall be declared elected.”

SECTION 2. That the aforesaid proposed amendments to Sylvania’s Charter shall include the proposal and submission of Sylvania’s Charter as it is written immediately before the proposed amendments are approved by the electors.

SECTION 3. That the Board of Elections of Lucas County is hereby requested to submit the proposed Charter amendments as two ballot issues; one issue for the proposed amendments to Article X and one issue for the remaining proposed amendments.

SECTION 4. That the Clerk of Council is hereby directed to forward a certified copy of this Ordinance to the Board of Elections of Lucas County, Ohio, to certify to said Board the enactment of this Ordinance submitting said Charter amendments to the general election to be held on November 3, 2020, and to request said Board of Elections to provide for submitting of the questions of adopting said amendments at such election, and to do all of the same prior to 4 o’clock p.m. on August 5, 2020.

SECTION 5. That the Clerk of Council is further authorized and directed to give notice of the proposed Charter amendment by causing the publication of the full text of the proposed Charter amendments once a week for not less than two (2) consecutive weeks in The Blade, a newspaper published and/or of general circulation within the City of Sylvania, Ohio, with the first publication being at least fifteen (15) days prior to November 3, 2020, the election at which the proposed amendments are to be submitted to the electors of the City of Sylvania. The publication of this entire Ordinance enacted by the Council of the City of Sylvania as provided hereinabove for the giving of such notice shall constitute the giving of the notice herein required.

SECTION 6. 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 7. 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 8. That this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force from and after its passage by five (5) or more

members of Council and approval by the Mayor. The reason for the emergency lies in the fact that this Ordinance is necessary for the immediate preservation of the public peace, health and safety in that said Board of Election should be notified as soon as possible in order to prepare properly for said election and in any event must be notified prior to 4 p.m. on August 5, 2020.

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

12

RESOLUTION NO. 16 -2020

A RESOLUTION REQUESTING CARES ACT FUNDING FOR EXPENDITURES INCURRED AS A RESULT OF THE COVID-19 PANDEMIC; AND DECLARING AN EMERGENCY.

WHEREAS, the Coronavirus Aid, Relief, and Economic Security Act, 116 Public Law 136, (the CARES Act) was signed into law by the President of the United States on March 27, 2020; and,

WHEREAS, the Ohio General Assembly established a process for distributing funds provided by the “Coronavirus Aid, Relief, and Economic Security Act” in H.B. 481 of the 133rd General Assembly (H.B. 481); and,

WHEREAS, H.B. 481 requires subdivisions receiving funds under Section 1 of the act, to pass a resolution affirming that funds from the County Coronavirus Relief Distribution Fund may be expended only to cover costs of the subdivision consistent with the requirements of section 5001 of the CARES Act as described in 42 U.S.C. 601(d), and any applicable regulations before receiving said funds; and,

WHEREAS, the City of Sylvania is requesting its share of funds from the County Coronavirus Relief Distribution Fund.

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 hereby requests CARES Act funding to be distributed by the County Auditor and by adopting this resolution affirms that the revenue will only be used for the purposes prescribed in the CARES Act, Section 5001 of the ‘Coronavirus Aid, Relief and Economic Security Act,’ as described in 42 USC 801(d) (formerly 42 USC 601(d)), and any applicable regulations, for necessary expenditures incurred due to the public health emergency connected with COVID-19 pandemic, provided those expenses are incurred between March 1 and December 20, 2020, and are not accounted for in the current budget and certifies such to the State Director of Office of Budget and Management and the County Auditor.

SECTION 2. That the City of Sylvania will comply with the procedure created by Am. Sub. H.B. 481 of the 133rd G.A. to receive funds under the CARES Act.

SECTION 3. That the City of Sylvania will take all necessary action on or before October 15, 2020, pay any unencumbered balance of money in the City of Sylvania's local coronavirus relief fund to the County Treasurer; on or before December 28, 2020, to pay the balance of any money in the City of Sylvania's local coronavirus relief fund to the state treasury in the manner prescribed by the Director of the Ohio Office of Budget and Management; and to provide any information related to any payments received under H.B. 481 to the Director of the Ohio Office of Budget and Management as requested.

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

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

SECTION 6. That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the City must request CARES Act funding in order for it to receive the distribution from the County Auditor and therefore this Resolution should be made effective immediately. Provided this Resolution receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

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

Passed, _____, 2020, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date



To: Mayor Craig A. Stough and Members of City Council

From: Sharon Bucher, Clerk of Council

Certificate of Notice



ZA-1-2020
 Zoning Change from R-1 to B-2 & R3
 5111 & 5123 Main Street
 Sylvania, Ohio 43560

The undersigned Clerk of Council hereby certifies as follows:

- A. Thirty (30) days of time and place of public hearing was published in the The Blade on June 10, 2020.
- B. Written Notices of Hearing were mailed by first class mail, twenty (20) or more days prior to the scheduled hearing date to all owners of property within, contiguous to, and directly across the street from the subject parcel or parcels, which owners, so notified, are listed as follows:

| | | |
|--------------|-------------------------|----------------------|
| <u>Owner</u> | <u>Property Address</u> | <u>Owner Address</u> |
|--------------|-------------------------|----------------------|

See attached List.

| | |
|---|---|
|  <hr/> Clerk of Council |  <hr/> Date |
|---|---|

ZA-1-2020

South Briar LLC (David Schmidt)
5111 & 5123 Main Street, Sylvania, OH 43560

| Owner | Property Address | Mailing Address |
|--|--------------------|-------------------------------------|
| SYLVANIA CITY OF | 5105 MAIN ST R | 43560 6730 MONROE ST STE 201 |
| MARTIN STEVEN K & CECILIA | 20 MAIN STREET CIR | 43560 20 MAIN STREET CIR |
| SOUTH BRIAR LLC AN OHIO LLC | 4981 S MAIN ST | 43560 5135 S MAIN ST |
| HADEED THOMAS T & THERESA A MARSH CO-TRS | 4981 S MAIN ST | 43560 5830 HIGHLAND VIEW |
| SCORPIO PROPERTIES LTD ANOHIO LIMITED LI | 6555 CONVENT BLVD | 43560 6555 CONVENT BLVD |
| ESTERLINE ROXANNE V | 5105 S MAIN ST | 43560 5105 S MAIN ST |
| LOSS ROBERTA K TRUSTEE | 16 MAIN STREET CIR | 43560 16 MAIN STREET CIR |
| COLTURI MARY ANN & JOSEPHM | 17 MAIN STREET CIR | 43560 17 MAIN ST |
| HUFFMAN CHARLENE T | 18 MAIN STREET CIR | 43560 18 MAIN ST CIR |
| MINOR SHARON I | 19 MAIN STREET CIR | 43560 19 MAIN STREET CIR |
| SOUTH BRIAR LLC AN OHIO LLC | 4981 S MAIN ST | 43560 5135 S MAIN ST |
| WALL 5151 S MAIN STREET LLC | 5151 S MAIN ST | 43560 5151 S MAIN ST |
| SOUTHBRIAR CONDOMINIUM OWNERS' ASSOCIATI | 4981 S MAIN ST | 43560 6912 SPRING VALLEY DR STE 201 |
| REALIZE REALTY LLC AN OHIO LLC | 0 KUENZLER DR | 43560 4271 CRANBERRY LN |

City of Sylvania
Bank Reconciliation
June 2020

B

| | |
|------------------------------|---------------------|
| Ending balance for May 2020 | 29,155,658.14 |
| Add: Monthly Receipts | <u>2,418,178.80</u> |
| Subtotal | \$ 31,573,836.94 |
| Less: Monthly Disbursements | <u>2,467,080.31</u> |
| Ending balance for June 2020 | \$ 29,106,756.63 |

Less:

| | |
|---------------------------|-------------------|
| CD Metamora Bank | \$ (2,144,420.23) |
| Star Ohio | (82,198.05) |
| Petty Cash (1) | (2,050.00) |
| Cemetery Savings | (1,062.86) |
| Toledo Community Fund | (31,803.18) |
| Key Bank Securities | (8,172.73) |
| 5/3rd Securities | (8,036,308.52) |
| SJS Account | (5,793,108.78) |
| Morgan Stanley Investment | (200,000.00) |
| UBS Financial | (7,068,512.39) |
| First Federal Bank (CD) | (2,065,555.94) |
| Key Bank (CD) | (1,031,625.00) |
| Sylvania Township Bonds | (230,000.00) |
| | \$ 2,411,938.95 |

| | |
|-------------------|--------------|
| NSF Check 6/30/20 | (201.62) |
| Payroll 7/2/20 | (335,147.35) |
| SJS 6/20 Interest | 0.01 |

| | |
|----------------------------|-----------------|
| | \$ 2,076,589.99 |
| (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 | \$ 2,239,219.07 |
| Deposit in Transit: | |
| Income Tax | 229.74 |
| General Deposit | 24,119.33 |
| Subtotal | \$ 2,263,568.14 |
| Less: Outstanding Checks (2) | 186,978.15 |
| Adjusted Bank Balance | \$ 2,076,589.99 |
| (2) | |
| May Outstanding Checks | \$ 582,148.47 |
| Checks written this month | 942,939.51 |
| Voided Check #76148 dtd 6/9/20 | |
| Subtotal | \$ 1,525,087.98 |
| Checks Cleared this month | <u>(1,338,109.83)</u> |
| June Outstanding Checks | \$ 186,978.15 |



Toby Schroyer
 Director of Finance, City of Sylvania

Board of Architectural Review

Minutes of the regular meeting of July 15, 2020. Mr. Lindsley called the meeting to order.

Members present: Mayor Craig Stough, Ken Marciniak, Carol Lindhuber, Kathleen Fischer, and Thomas Lindsley (5) present. Zoning Administrator, Timothy Burns present.

Ms. Fischer moved, Ms. Lindhuber seconded to approve the Minutes of the June 10, 2020, meeting as submitted. Vote being: Stough, Lindhuber, Fischer, Marciniak and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 3 – Regulated Sign – app. no. 20-2020 requested by Rami Shaheen of Sign Deziign USA for Todds Tobacco, 5805 Monroe Street, Sylvania, Ohio 43560. Application is for a new wall sign and a new pylon sign. Both signs will be replacing existing signs. Signs are within the limits of the Sylvania Sign Code. Mr. Marciniak moved, Ms. Lindhuber seconded, to grant a Certificate of Appropriateness for the signs shown in the drawing submitted with the application. Vote being: Lindhuber, Marciniak, Fischer, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 4 – Regulated Sign – app. no. 21-2020 requested by Scott Burns for Definitions Fitness, 7602 Sylvania, Sylvania, OH 43560. Mr. Burns was present. Application is for a new wall sign. Sign is within the limits of the Sylvania Sign Code. Ms. Fischer moved, Ms. Lindhuber seconded, to grant a Certificate of Appropriateness for the sign shown in the drawing submitted with the application. Vote being: Lindhuber, Marciniak, Fischer, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 5 – Building Review – app. no. 22-2020 requested by Gene Wong of DW28, LLC for DW28 Sylvania Square, LLC, 5839 Monroe Street, Sylvania, Ohio 43560. Application is for a building renovation. Mr. Wong was present and said the building is being converted into office spaces and that the new entrance design is to accommodate that use. Building design is within Sylvania Code. Mr. Marciniak moved, Mr. Lindsley seconded, to approve the design submitted with the application. Vote being: Lindhuber, Marciniak, Fischer, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 6 – Building Review – app. no. 23-2020 requested by Tony Lockard of Marygrove Awning for J&G Pizza, 5692 Main Street, Sylvania, Ohio 43560.

Mr. Burns said that this awning is not a sign; that it is a permanent fabric covered metal frame awning which will be used to create an extended seating area.

Mr. Lindsley said that it looked like the drawing included some screening.

Mr. Burns said that he believed that it would be open at this time; but that they had talked about possibly later enclosing the area and heating it, depending on the COVID situation.

Minutes of the Board of Architectural Review
July 15, 2020
Page 2

Mr. Marciniak asked if servers will be used in the area?

Mayor Stough said that this is not part of DORA; that this use may allow servers. Mr. Burns added that the applicant has applied to Council for a licensing agreement for the use of the area and that the approval of this application will be contingent on that approval. Mayor Stough said that the application will be on the next Council meeting agenda.

Ms. Lindhuber asked if the screens shown in the drawing will be able to roll up.

Mr. Burns said that he did not believe that the screens would be able to be rolled up.

Ms. Lindhuber motioned, that the application be approved with the requirement that the screening is retractable.

Mr. Marciniak said that he didn't think that the screening could be retractable.

Ms. Lindhuber amended her motion that the application be approved with the caveat that the screening be removable or retractable.

Mr. Lindsley called for a second to the motion. There were no responses. Motion died for lack of a second.

Mayor Stough moved that the application be approved as submitted. Mr. Marciniak seconded. Vote being: Marciniak, Fischer, Stough and Lindsley (4) aye; Lindhuber (1) nay. Motion passed by a 4 to 1 vote.

Additions to the Agenda:

Mr. Lindsley stated that there is an addition to the agenda for Northview Fitness.

The Secretary stated that she was not aware of an addition; and that she did not have any information on this item.

Mayor Stough stated that the Board could move forward with the item without any information.

Mr. Burns stated that he had a drawing.

Mayor Stough said that he did not have a copy of the drawing and he asked the Secretary if she had seen it?

Minutes of the Board of Architectural Review
July 15, 2020
Page 3

The Secretary responded that she had not.

Mr. Burns passed the drawing around to the members and explained that the item had come in as a late item.

The Secretary asked Mr. Burns if he had an application for the item?

Mr. Burns responded that he did not have an application and explained that this item is an amendment to a previously approved application. Mr. Burns stated that the amendment is for the Northview High School Fitness and Wellness Center, which is on the south side of the building. He added that the previously approved design was for a two-story building, but that they are scaling the design down to a single-story building. He added that they during a discussion he had with them, they committed to using the same materials that were previously approved.

Mr. Burns was asked by one of the members what the original application number was and who the applicant is.

Mr. Burns responded that he did not have that information.

Mayor Stough added that the applicant would be the Sylvania Board of Education.

Ms. Fisher moved, Ms. Lindhuber seconded, to approve to amendment to the previously submitted application. Mr. Burns asked that for the motion to include the requirement of the use of the previously approved materials. Ms. Fisher amended her motion to include the requirement of the use of the previously approved materials to the motion, Ms. Lindhuber seconded the motion. Vote being: Lindhuber, Marciniak, Fischer, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Ms. Lindhuber moved, Ms. Fischer seconded to adjourn the meeting. All present voted aye. Meeting adjourned.

Submitted by,



Debra Webb, Secretary
Municipal Planning Commission

Sylvania Municipal Planning Commission

Minutes of the regular meeting of July 15, 2020. Mr. Lindsley called the meeting to order.

Members present: Mayor Craig Stough, Ken Marciniak, Carol Lindhuber, Kathleen Fischer, and Thomas Lindsley (5) present. Zoning Administrator, Timothy Burns present.

Ms. Lindhuber moved, Mr. Marciniak seconded to approve the Minutes of the June 10, 2020, meeting as submitted. Vote being: Stough, Lindhuber, Marciniak, Fischer and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 3 – Council Referral – for review and recommendation, Petition for Zoning Ordinance Amendment, ZA-2-2020, from John Healy for Joyce Donnelly, to change zoning from “R-3”, Single Family Dwelling to “PRO”, Professional Research Office for property located at 6710 Maplewood Ave., Sylvania, OH 43560.

Mr. Lindley stated that the Planning Commission will be tabling this item for further discussion.

Mayor Stough added that the item is being tabled per the request of the applicant.

There were several residents in attendance of the meeting and one asked how they would know when the item will be discussed.

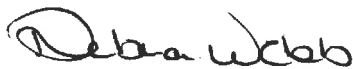
Mayor Stough stated that the Planning Commission does not change the zoning; that they make a recommendation to City Council who then sets a Public Hearing; and that Council would then be required to publish the time and date of the Public Hearing in the newspaper and on the City’s website. He added that the Public Hearing would be the appropriate time to hear public input but that there is no scheduled time as of now.

Mayor Stough explained that the City found some issues with the application and recommended that the application be pulled back as our only choice would be to say that it doesn’t meet the requirements of the requested zoning.

Mr. Lindsley then stated that John Healy has withdrawn the application.

Ms. Lindhuber moved, Ms. Fischer seconded to adjourn the meeting. All present voted aye. Meeting adjourned.

Submitted by,



Debra Webb, Secretary
Municipal Planning Commission