

Sylvania City Council
October 4, 2021

6:00 p.m. Employee & Community Relations Committee Meeting
Resolution No. 11-2021

6:45 p.m. Streets Committee Meeting
Speed Humps on Cushman Road

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 Mrs. Westphal.
3. Additions to the agenda.
4. Approval of the regular council meeting minutes of September 20, 2021.
5. Mike McMahon from SAJRD to give presentation on SAJRD levy.
6. OPWC Grant Applications.
 - a. LUC-Monroe & Silica Upgrade & LUC-Silica Bridge Replacement.
 1. Proposed Resolution No. 12-2021, A Resolution authorizing to file an OPWC Grant Application for the Monroe Street and Silica Drive Intersection Improvement Project and the Silica Drive Bridge Replacement Project.
 - b. Elden Ditch Watershed Improvements (Phase 1).
 1. Proposed Resolution No. 13-2021, A Resolution authorizing to file an OPWC Grant Application for the Elden Ditch Watershed Improvements (Phase 1) Project.
7. Engineering Services Contracts.
 - a. LUC-Monroe & Silica Intersection Improvements Contract Modification.
 1. Proposed Ordinance No. 67-2021, Authorizing to accept the Amendment to the proposal of Tetra Tech to provide Engineering Services for the Monroe Street and Silica Drive Intersection Improvement Project.
 - b. Altara Drive Improvements Project.
 1. Proposed Ordinance No. 68-2021, Accepting the proposal of Feller Finch & Associates, Inc. for Engineering Design Services relative to the Altara Drive Improvement Project.

8. Proposed Ordinance No. 69-2021, Authorizing to enter into an Agreement with the Board of County Commissioners of Lucas County, Ohio, for after hours Canine Control Services by the Dog Warden of Lucas County, Ohio.
9. Committee reports.
 - a. Employee & Community Relations Committee meeting held on this date.
 - b. Streets Committee meeting held on this date.
10. Committee referrals.

INFORMATION

- A. Economic Development Director Sanford Memo regarding TIF update.

Minutes of the Meeting of Council
September 20, 2021

The Council of the City of Sylvania, Ohio met in regular session on September 20, 2021 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; (6) present; Mary Westphal, (1) absent.

Roll call:
Westphal, absent,
excused.

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

Pledge of
Allegiance.

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

The following items have been added to the agenda:

Item # 13a. Schedule a Finance Committee meeting.

Item #15. Sylvania Chamber of Commerce event announcement.

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

Agenda approval.

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

Mr. Frye presented the September 7, 2021 meeting minutes. Mr. Frye moved, Mr. Haynam seconded, that since the Mayor, members of Council, and others had been furnished copies of these minutes prior to this meeting, Council dispense with the reading of these minutes at this time, and the journal of the minutes of the regular meeting of September 7, 2021 be approved; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Cappellini, (6) yeas; (0) nays. The motion carried.

Approval of the
September 7,
2021 meeting
minutes.

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

Mayor Stough presented a Proclamation to Dave Spiess and Andy Babula for Active Officials of the Year Awards.

Mayor's
Proclamation to
D. Spiess & A.
Babula.

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

Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 64-2021, a written copy of same having been previously furnished to each member of Council, "Granting a Special Use Permit to allow the placement of a 130' wireless communication facility with a 10' lightning rod for a total height of 140' behind the Sylvania Northview High School Property at 5403 Silica Drive, Sylvania, Ohio, on the application of Stephen E. Carr, Agent for Celco Partnership dba Verizon Wireless and Tarpon Towers II, LLC, on the recommendation of the Municipal Planning Commission; and declaring an emergency"; Mr. Haynam moved, Mr. Frye seconded for passage of Ordinance No. 64-2021 as an emergency measure; roll call vote being: Richardson, Stough, Cappellini, Frye, Haynam, McCann, (0) yeas; (6) nays. The motion failed.

Ordinance No.
64-2021,"
Granting SUP...
Communication
Facility...North-
view HS, 5403
Silica."
(Motion failed)

Minutes of the Meeting of Council
September 20, 2021

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

Mr. Frye presented and read aloud by title only, proposed Ordinance No. 65-2021, a written copy of same having been previously furnished to each member of Council, "Accepting the proposal of Reveille to provide Economic Development Planning Services to study the feasibility of creating a Tax Increment Financing District; appropriating funds therefore in an amount not to exceed \$6,500; and declaring an emergency."; Mr. Frye moved, Mr. Haynam seconded for passage of Ordinance No. 65-2021 as an emergency measure; roll call vote being: Richardson, Stough, Cappellini, Frye, Haynam, McCann, (6) yeas; (0) nays. The motion carried.

Ordinance No.
65-2021,
"Accepting
proposal of
Reveille...Econ
Dev Planning
Svcs...TIF..."

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

Mr. Frye presented and read aloud by title only, proposed Resolution No. 10-2021, a written copy of same having been previously furnished to each member of Council, "Resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor; and declaring an emergency."; Mr. Frye moved, Mr. McCann seconded for passage of Resolution No. 10-2021 as an emergency measure; roll call vote being: Stough, Cappellini, Frye, Haynam, McCann, Richardson, (6) yeas; (0) nays. The motion carried.

Resolution No.
10-2021, Amts &
Rates by Budget
Commission
certifying to Co.
Auditor..."

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

Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 66-2021, a written copy of same having been previously furnished to each member of Council, "Amending Section 139.02 of the Codified Ordinances of Sylvania, 1979, as amended by adding a title and hourly rate for part-time custodians; and declaring an emergency."; Mr. Richardson moved, Mr. Haynam seconded for passage of Ordinance No. 66-2021 as an emergency measure; roll call vote being: Richardson, Stough, Cappellini, Frye, Haynam, McCann, (6) yeas; (0) nays. The motion carried.

Ordinance No.
66-2021,
"Amending
Section 139-
02...adding
part-time
custodians...."

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

Mr. Frye moved, Mr. Haynam seconded to move Resolution No. 11-2021, Affirming "The 5 I's of Disability Justice" to the Employee & Community Relations Committee for review and recommendation; roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough, (6) yeas; (0) nays. The motion carried.

Reso # 11-2021
to Emp/Com
Relations
Committee.

Minutes of the Meeting of Council
September 20, 2021

Mr. Richardson moved, Mr. McCann seconded to set an Employee & Community Relations Committee for October 4, 2021 at 6:00 p.m. to discuss proposed Resolution No. 11-2021; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Cappellini: (6) yeas; (0) nays. The motion carried.

Emp-Com
Relations
Committee set
for 10/4/21 @
6:00 p.m.

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

Mr. Frye moved, Mr. Haynam seconded to not request a hearing for the Speedway, LLC dba Speedway, 6601 Monroe Street, Sylvania, Ohio 43560; roll call vote being: Haynam, McCann, Richardson, Stough, Cappellini, Frye, (6) yeas; (0) nays. The motion carried.

No hearing for
liquor permit,
Speedway, 6601
Monroe St.

Mr. Frye moved, Mr. Haynam seconded to not request a hearing for the Speedway, LLC dba Marathon #8594, 6700 Monroe Street, Sylvania, Ohio 43560; roll call vote being: McCann, Richardson, Stough, Cappellini, Frye, Haynam, (6) yeas; (0) nays. The motion carried.

No hearing for
liquor permit,
Speedway, LLC
(Marathon), 6700
Monroe St.

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

Mr. Frye moved, Mr. Haynam seconded to set the 2022 regular council meetings as presented from the Clerk of Council, and set Trick-or-Treat for Monday, October 31, 2022; roll call vote being: Stough, Cappellini, Frye, Haynam, McCann, Richardson, (6) yeas; (0) nays. The motion carried.

Set the 2022
Council Meeting
schedule, and
Trick-or-treat.

Mayor Stough stated that Council will now consider agenda item 13.

Mr. Frye moved, Mr. Richardson seconded to set a Finance Committee meeting for Friday, October 15th at 7:30 a.m. in council chambers; roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough, (6) yeas; (0) nays. The motion carried.

Set Finance
Committee mtg
for 2022 Budget
review. 10/15/21
at 7:30 a.m.

Mayor Stough stated there was no items for agenda item 14 so Council will now consider agenda item 15.

Mr. Sanford provided information on the Chamber of Commerce Gala on Friday, October 15th to celebrate the "Complete the Street" project. The event will take place in the parking lot behind Chandlers starting at 6:00 p.m.

Chamber of
Commerce Gala
10/15/21.

Minutes of the Meeting of Council
September 20, 2021

Mayor Stough stated all agenda items have been addressed.

Mr. Frye moved, Mr. McCann seconded to adjourn at 8:25 p.m. Roll call vote being: Adjournment.
Haynam, McCann, Richardson, Stough, Cappellini, Frye, (6) yeas; (0) nays.

Clerk of Council

Mayor



DEPARTMENT OF PUBLIC SERVICE
KEVIN G. ALLER, PE DIRECTOR

October 4, 2021

To: The Mayor and Members of Sylvania City Council

Re: **OPWC GRANT APPLICATION**
LUC-MONROE & SILICA UPGRADE (107489) & LUC-SILICA BRIDGE REPLACEMENT (111563)

Dear Mr. Mayor and Council Members:

The City has been awarded two federal grants to financially assist with roadway and infrastructure improvements on Monroe Street between Silica Drive and Main Street as well as for the replacement of the vehicular and pedestrian bridges on Silica Drive over Tenmile Creek. The City received \$2,373,500 in Congestion Mitigation and Air Quality (CMAQ) funds in 2018 and \$1,209,333 in Ohio Municipal Bridge Program (OMBP) funds in 2019 to help offset project costs.

With engineering design underway for both projects and construction scheduled for 2023, the Service Department would like to supplement the awarded CMAQ and OMBP funds by applying for an Ohio Public Works Commission (OPWC) grant.

A summary of the anticipated financial participation amounts should the City be awarded OPWC grant funds is provided below:

Congestion Mitigation & Air Quality (37.1%)	\$2,373,500
Ohio Municipal Bridge Program (18.9%)	\$1,209,333
City of Sylvania (26.8%)	\$1,710,992
Ohio Public Works Commission (17.2%)	<u>\$1,100,000</u>
Total Project Cost	\$6,393,825

We would recommend approval to apply for an OPWC grant in the amount of \$1,100,000 for these combined projects. Please contact me with any questions.

Sincerely,

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

691.

RESOLUTION NO. 12 -2021

A RESOLUTION AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO FILE AN OHIO PUBLIC WORKS COMMISSION GRANT APPLICATION FOR THE MONROE STREET AND SILICA DRIVE INTERSECTION IMPROVEMENT PROJECT AND THE SILICA DRIVE BRIDGE REPLACEMENT PROJECT; AND DECLARING AN EMERGENCY.

WHEREAS, the Director of Public Service, by report dated October 4, 2021, has requested permission to apply for Ohio Public Works Commission ("OPWC") grant funding for the Monroe Street and Silica Drive Intersection Improvement Project and the Silica Drive Bridge Replacement Project; and,

WHEREAS, the projects have previously been awarded federal grant funding to assist with roadway and infrastructure improvements as well as for the replacement of the vehicular and pedestrian bridges on Silica Drive over Ten Mile Creek; and,

WHEREAS, the City received \$2,373,500 in Congestion Mitigation and Air Quality ("CMAQ") funds in 2018 and \$1,209,333 in Ohio Municipal Bridge Program ("OMBP") funds in 2019 to help offset project costs; and,

WHEREAS, construction on these projects is scheduled for 2023; and,

WHEREAS, the Director of Public Service, by report dated October 4, 2021, has indicated that the estimated cost of this project is \$6,393,825, with the City of Sylvania contributing \$1,710,992 (26.8%); CMAQ \$2,373,500 (37.1%); OMBP \$1,209,333 (18.9%) and OPWC \$1,100,000 (17.2%) and has recommended the City proceed with the grant application.

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

SECTION 1. That the Mayor and Director of Finance of the City of Sylvania are hereby authorized to file an application for OPWC grant funding for the Monroe Street and Silica Drive Intersection Improvement Project and Silica Drive Bridge Replacement Project.

SECTION 2. That the Mayor and Director of Finance are authorized to enter into any

agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3. 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 4. That the Clerk of Council is hereby directed to post a copy of this Resolution in the office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12 of the Charter of this City.

SECTION 5. That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the City should file its application for the grant immediately 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 on passage as an emergency: Yeas ____ Nays ____

Passed, _____, 2021, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date



DEPARTMENT OF PUBLIC SERVICE
KEVIN G. ALLER, PE DIRECTOR

October 4, 2021

To: The Mayor and Members of Sylvania City Council

Re: **OPWC GRANT APPLICATION**
ELDEN DITCH WATERSHED IMPROVEMENTS (PHASE 1)

Dear Mr. Mayor and Council Members:

In January 2021 City Council authorized Fishbeck to perform a hydraulic study of the Elden Ditch watershed (Ord. 9-2021). One of the early study discoveries determined the existing storm sewer system on Elden Drive north of Trail Way does not have adequate capacity to convey design storm events. Collected runoff from Veteran's Memorial Field, northern Main Street, Franklin, Handy, Long, and Park roadways, and southerly sections of Whiteford Township, Michigan along Memorial Highway contribute to flooding issues.

The recommended improvement to address the capacity issue in this area of the watershed is to install an underground detention system in Veteran's Memorial Field west of the baseball diamonds. The detention facility would provide storage capacity up to the 25-year event and slowly release stormwater to the existing system over a longer period of time.

The Service Department met with the owner of Veteran's Memorial Field, the Sylvania Area Joint Recreation District (SAJRD), to discuss the proposed improvements and both entities are agreeable to move forward with an improvement project. As a result, we would like to pursue an Ohio Public Works Commission (OPWC) grant to help offset project costs. A summary of the anticipated financial participation amounts should the City be awarded OPWC grant funds is provided below:

City of Sylvania (52.5%)	\$156,677
Sylvania Area Joint Recreation District (14.0%)	\$41,800
Ohio Public Works Commission (33.5%)	<u>\$100,000</u>
Total Project Cost	\$298,477

We would recommend approval to apply for an OPWC grant in the amount of \$100,000 for this improvement project. Please contact me with any questions.

Sincerely,

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

661.

RESOLUTION NO. 13 -2021

A RESOLUTION AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO FILE AN OHIO PUBLIC WORKS COMMISSION GRANT APPLICATION FOR THE ELDEN DITCH WATERSHED IMPROVEMENTS (PHASE I) PROJECT; AND DECLARING AN EMERGENCY.

WHEREAS, Ordinance No. 9-2021, passed January 19, 2021, authorized the Mayor and Director of Finance to accept the proposal of Fishbeck to perform a hydraulic study of the Elden Ditch watershed; and,

WHEREAS, one of the early findings was that the existing storm sewer system on Elden Drive north of Trail Way does not have adequate capacity to convey runoff of storm events; and,

WHEREAS, the recommended improvement to increase capacity in this area of the watershed is to install an underground detention system in Veteran's Memorial Field west of the baseball diamonds; and,

WHEREAS, the City met with the Sylvania Area Joint Recreation District (the owner of Veteran's Memorial Field) to discuss the proposed improvements to the area and SAJRD and the City have agreed to move forward with the proposed improvements; and,

WHEREAS, the Director of Public Service, by report dated October 4, 2021, has indicated that the estimated cost of this project is \$298,477, with the City of Sylvania contributing \$156,677 (52.5%); SAJRD \$41,800 (14.0%); and, if the grant application is successful, OPWC \$100,000 (33.5%) and has recommended the City proceed with the grant application.

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

SECTION 1. That the Mayor and Director of Finance of the City of Sylvania are hereby authorized to file an application for OPWC grant funding for the Elden Ditch Watershed Improvements (Phase I) Project.

SECTION 2. That the Mayor and Director of Finance are authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3. 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 4. That the Clerk of Council is hereby directed to post a copy of this Resolution in the office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12 of the Charter of this City.

SECTION 5. That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the City should file its application for the grant immediately 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 on passage as an emergency: Yeas____ Nays ____

Passed, _____, 2021, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date



DEPARTMENT OF PUBLIC SERVICE
KEVIN G. ALLER, PE DIRECTOR

October 4, 2021

To: The Mayor and Members of Sylvania City Council

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

Dear Mr. Mayor and Council Members:

On May 6, 2019 City Council accepted the proposal from Tetra Tech to provide engineering services for improvements on LUC-Monroe & Silica Intersection Improvements Project (Ord. 38-2019).

During the planning phase it was assumed that two locations within the project limits would need retaining walls whether it was a roundabout or traffic signal widening project (Maplewood Elementary and Sylvania Library). Once the topographic survey work was completed and cross sections were cut it was determined that four additional locations within the project limits would need retaining walls to accomplish the widening and vertical grade changes. Tetra Tech reviewed the prior two and additional four locations with the project geotechnical subconsultant, TTL & Associates, and has prepared a contract modification proposal in the amount of \$63,765 to design all the retaining walls. The Tetra Tech requested fee is \$39,850 and the TTL & Associates fee is \$23,915.

The original engineering design fee was \$335,973 which would bring the total cost of engineering design work to \$399,738. We believe the fee is reasonable and would recommend approval of the engineering service contract modification with Tetra Tech in the amount of \$63,765. Please call with any questions.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service



September 16, 2021

Joseph Shaw, P.E., P.S.
Deputy Director of Public Service
City of Sylvania
6730 Monroe Street
Sylvania, Ohio 43560

**Re: LUC-Monroe Street/Silica Drive PID 107489
Request Change Authorization #1**

Dear Mr. Shaw:

We respectfully request consideration for additional compensation for the following items:

- Retaining Wall Design
- TTL – Geotechnical investigations, engineering and recommendations for retaining walls

Below is a breakdown of costs for the above items:

Task	Cost
Retaining Wall Design/Evaluation/Plan Production/Costing: Wall 001 - Northview School Parking Lot Evaluation Wall 002 - Maplewood Elementary along Monroe Street Wall 004 - Sylvania Library along Silica Drive Wall 005 - StoneBridge Parking Lot along Monroe Street Wall 006 - Sylvania Township Fire Department Wall 007 - School Parking Lot along Silica Drive Railing Details - General Railing Details for Multiple Walls	\$39,850
TTL Geotechnical Investigations, Engineering and Recommendations for Retaining Walls (This price includes a \$2,648 credit for nonperformance of the soil profile sheets in the original TTL proposal)	\$23,915
Total	\$63,765



Attached are the Tetra Tech price proposal form and TTL price proposal with additional details of the added scope for reference.

SCHEDULE

No changes to the current project schedule.

COMPENSATION

Services for this RCA will be charged at the same cost-plus fixed fee rate established in accordance with our current contract. We respectfully request a supplemental compensation of \$63,765 for this work. Our current contract amount of \$335,973 will thereby be increased to a new total of **\$399,738**. If additional effort is required beyond this contract value – Tt will submit to the City a request for the increased compensation authorization prior to performance of additional services. If you concur with this request change authorization, please sign in the space provided below and return a copy to us as your authorization.

Thank you again for giving us this opportunity to serve the City of Sylvania!

Sincerely,

A blue ink signature of Andrew J. Langenderfer.

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

Attachments: Tetra Tech Price Proposal Form
TTL Price Proposal Dated 9-01-2021

C: Mr. Kevin Aller, P.E. – Director of Public Service for the City of Sylvania

RCA ACCEPTED BY (Mr. Craig A. Stough) _____
TITLE: Mayor DATE _____

RCA ACCEPTED BY (Mr. Toby Schroyer) _____
TITLE: Finance Director/Treasurer DATE _____

Price Proposal

LUC-Monroe/silica

PCA #1: Retaining Walls

Submitted to: City of Sylvania

September 16, 2021

Contract Type: Cost Plus

Project Phases / Tasks	Schedule			Total Labor Hrs	PM	Senior PM	PC	Staff Eng	Senior Ta	Tech	Labor Rate Etc.	Labor	Subs	Travel	Mat'l's & Equip	ODC's	Task Pricing Totals
	From	Thru	Months														
ft				235	17	16	202	-	-	-	0.00%	35,580	23,915	-	-	-	59,495
Wall 001 - School Parking Lot along southern edge				235	17	16	202	-	-	-		35,580	-	-	-	-	35,580
Preliminary Layout and Evaluations				11	1	-	10	-	-	-		1,659	-	-	-	-	1,659
Wall 002 - Maplewood Elementary along Monroe Street				34	2	-	32	-	-	-		5,057	-	-	-	-	5,057
Preliminary Layout and Design				11	1	-	10	-	-	-		1,659	-	-	-	-	1,659
Plan and Profile				23	3	-	22	-	-	-		3,397	-	-	-	-	3,397
Wall 004 - Sylvania Library along Silica Drive				34	2	-	32	-	-	-		5,057	-	-	-	-	5,057
Preliminary Layout and Design				11	1	-	10	-	-	-		1,659	-	-	-	-	1,659
Plan and Profile				23	3	-	22	-	-	-		3,397	-	-	-	-	3,397
Wall 005 - StoneBridge Parking Lot along Monroe Street				34	2	-	32	-	-	-		5,057	-	-	-	-	5,057
Preliminary Layout and Design				11	1	-	10	-	-	-		1,659	-	-	-	-	1,659
Plan and Profile				23	3	-	22	-	-	-		3,397	-	-	-	-	3,397
Wall 006 - Sylvania Township Fire Department				34	2	-	32	-	-	-		5,057	-	-	-	-	5,057
Preliminary Layout and Design				11	1	-	10	-	-	-		1,659	-	-	-	-	1,659
Plan and Profile				23	3	-	22	-	-	-		3,397	-	-	-	-	3,397
Wall 007 - School Parking Lot along Silica Drive				34	2	-	32	-	-	-		5,057	-	-	-	-	5,057
Preliminary Layout and Design				11	1	-	10	-	-	-		1,659	-	-	-	-	1,659
Plan and Profile				23	3	-	22	-	-	-		3,397	-	-	-	-	3,397
Railing Details -General Railing Details for multiple walls				34	2	-	32	-	-	-		5,057	-	-	-	-	5,057
Preliminary Layout and Design				11	1	-	10	-	-	-		1,659	-	-	-	-	1,659
Details Sheet				25	1	-	22	-	-	-		3,397	-	-	-	-	3,397
PM				4	4	-	-	-	-	-		-	-	-	-	-	843
QA/QC				8	-	-	8	-	-	-		1,369	-	-	-	-	1,369
OPC				8	-	-	8	-	-	-		1,369	-	-	-	-	1,369
Subs				-	-	-	-	-	-	-		-	23,915	-	-	-	23,915
TTL - geotech for retaining walls				-	-	-	-	-	-	-		-	23,915	-	-	-	23,915
Totals				235	37	16	202	-	-	-	0.00%	35,580	23,915	-	-	-	59,495

791.

ORDINANCE NO. 67 -2021

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ACCEPT THE AMENDMENT TO THE PROPOSAL OF TETRA TECH TO PROVIDE ENGINEERING SERVICES FOR THE MONROE STREET AND SILICA DRIVE INTERSECTION IMPROVEMENT PROJECT; APPROPRIATING FUNDS THEREFORE IN AN AMOUNT NOT TO EXCEED \$63,765; AND DECLARING AN EMERGENCY.

WHEREAS, Ordinance No. 38-2019, passed May 6, 2019, authorized the Mayor and Director of Finance to accept the proposal of Tetra Tech to provide engineering services for the Monroe Street and Silica Drive Intersection Improvement Project and appropriated \$335,973 for said engineering services; and,

WHEREAS, during the planning phase, two locations were identified as requiring retaining walls, however, once the topographic survey was completed and cross sections were cut, four additional retaining wall locations were identified; and,

WHEREAS, the Director of Public Service, by report dated October 4, 2021, has recommended acceptance of the amendment to the proposal of Tetra Tech to provide additional engineering services for the four additional required retaining walls for the Monroe Street and Silica Drive Intersection Improvement Project at a cost of \$63,765, for a total engineering cost for said project of \$399,738.

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 the Director of Finance be, and they hereby are, authorized to sign the proposal of Tetra Tech on behalf of this City, thereby indicating such approval and acceptance said proposal for the engineering services for the Monroe Street and Silica Drive Intersection Improvement Project.

SECTION 2. That to provide funds for said services hereby authorized, there is hereby allocated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore allocated to **Account No. 401-7610-53503, Street Improvements**, an amount not to exceed Sixty-Three Thousand Seven Hundred Sixty-Five Dollars (\$63,765.00).

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 Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 5. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that proposal for said engineering services should be approved immediately so that the Monroe Street and Silica Drive Intersection Improvement Project can continue moving forward 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 on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2021, as an emergency measure.

ATTEST:

Clerk of Council

APPROVED:

Mayor

Date

President of Council

APPROVED AS TO FORM:

Director of Law

7b.



DEPARTMENT OF PUBLIC SERVICE
KEVIN G. ALLER, PE DIRECTOR

October 4, 2021

To: The Mayor and Members of Sylvania City Council

Re: **Engineering Services Contract**
Altara Drive Improvements Project

Dear Mr. Mayor and Council Members:

The City is ready to commence engineering design work for the Altara Drive Improvements Project. This project will fully reconstruct the existing composite pavement on Altara Drive between Gillingham Drive and Brainard Drive and replace with an asphalt typical section. In addition, the sanitary sewer, storm sewer, and water lines within the project limits will be replaced. The total estimated project cost is \$279,400.

The City received a proposal from Feller Finch & Associates, Inc., who performed the topographic survey of the area in 2017, in the amount of \$7,800 to provide the necessary engineering services to create construction plans. Feller Finch has previous experience with the City on roadway and utility related improvements projects and were the engineer of record on the successful Cadet Drive and Forestgate Court Improvements project in 2014. Funds used for this expense would be from account number 401-7610-53503.

We would recommend approval to proceed ahead with the engineering services proposal with Feller Finch & Associates, Inc. in the amount of \$7,800.

Please call with any questions.

Sincerely,

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

7b1.

ORDINANCE NO. 68 -2021

ACCEPTING THE PROPOSAL OF FELLER FINCH & ASSOCIATES, INC. FOR ENGINEERING DESIGN SERVICES RELATIVE TO THE ALTARA DRIVE IMPROVEMENT PROJECT; APPROPRIATING FUNDS THEREFORE IN THE AMOUNT OF \$7,800; AND DECLARING AN EMERGENCY.

WHEREAS, the Director of Public Service, by report dated October 4, 2021, has indicated that the City is prepared to begin engineering design work for the Altara Drive Improvement Project; and,

WHEREAS, improvements include fully reconstructing the existing composite pavement on Altara Drive between Gillingham Drive and Brainard Drive and replacing with an asphalt typical section as well as replacing sanitary sewer, storm sewer, and water lines within the project limits; and,

WHEREAS, the Director of Public Service, in a report dated October 4, 2021, has recommended that the proposal of Feller Finch & Associates to provide the engineering services for said project at a cost of Seven Thousand Eight Hundred Dollars (\$7,800.00), 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 Feller Finch & Associates in the amount of Seven Thousand Eight Hundred Dollars (\$7,800.00) for providing engineering services for the Altara Drive Improvement Project, 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 IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7610-53503, Street Improvements.** the amount of Seven Thousand Eight Hundred Dollars (\$7,800.00).

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 engineering services 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 on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2021, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

ORDINANCE NO. 69 -2021

**AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE
TO ENTER INTO AN AGREEMENT WITH THE BOARD OF COUNTY
COMMISSIONERS OF LUCAS COUNTY, OHIO, FOR AFTER HOURS
CANINE CONTROL SERVICES BY THE DOG WARDEN OF LUCAS
COUNTY, OHIO; AND DECLARING AN EMERGENCY.**

WHEREAS, Ordinance No. 89-2007, passed October 1, 2007, authorized the Mayor and Director of Finance to enter into an Agreement with the Board of Lucas County Commissioners for after hours animal control services by the dog warden of Lucas County, Ohio; and,

WHEREAS, Ordinance No. 5-2011, passed February 7, 2011, authorized the Mayor and Director of Finance to enter into an Agreement with the Board of Lucas County Commissioners for after hours animal control services by the dog warden of Lucas County; and,

WHEREAS, Ordinance No. 88 -2013, passed December 2, 2013, authorized the Mayor and Director of Finance to enter into an Agreement with the Board of Lucas County Commissioners for after hours canine control services for the years 2014, 2015 and 2016; and,

WHEREAS, Ordinance No. 73-2016, passed November 21, 2016, authorized the Mayor and Director of Finance to enter into an Agreement with the Board of Lucas County Commissioners for after hours canine control services for the years 2017 and 2018; and,

WHEREAS, Ordinance No. 65-2018, passed December 3, 2018, authorized the Mayor and Director of Finance to enter into an Agreement with the Board of Lucas County Commissioners for after hours canine control services for the years 2019, 2020 and 2021; and,

WHEREAS, the City's Agreement with the Board of County Commissioners of Lucas County, Ohio, expires on December 31, 2021 and the Commissioners have proposed a new

agreement for a three-year term and no increase in the cost of this service; and,

WHEREAS, the Director of Public Safety has recommended this Agreement be approved; and,

WHEREAS, the Board of County Commissioners has been providing after hours animal control services by the dog warden to this City at an annual cost of Two Thousand Five Hundred Dollars (\$2,500.00) to cover bonuses for employees on call plus a per call charge based upon the County's labor contract in effect with Lucas County Canine Control Officers, including the actual extra costs to the County for fringe benefits created by the overtime service, and plus mileage at the prevailing Internal Revenue Service rate; and,

WHEREAS, this Council desires to have animal control services around the clock.

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 enter into an agreement with the Board of County Commissioners for after hours animal control services of the dog warden providing for a payment to Lucas County in the amount of Two Thousand Five Hundred Dollars (\$2,500.00) for the years 2022, 2023 and 2024.

SECTION 2. That all charges under the agreement entered into with the Board of County Commissioners of Lucas County, Ohio, for animal control services of the dog warden shall be charged to and paid from **Account No. 110-7110-52268 - Miscellaneous Law Enforcement.**

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

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

SECTION 5. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that twenty-four (24) hour per day animal control services should be authorized to be continued at the earliest possible time, and therefore, this Ordinance should be effective immediately. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2021, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

AGREEMENT BETWEEN THE CITY OF SYLVANIA, OHIO
AND
THE BOARD OF COUNTY COMMISSIONERS
LUCAS COUNTY, OHIO

This Agreement entered into at Oregon, Lucas County, Ohio, this ____ day of _____, 2021, between the City of Sylvania (hereinafter referred to as 'CITY') and the Board of County Commissioners of Lucas County, Ohio (hereinafter referred to as "COMMISSIONERS") providing for animal control services by the Dog Warden of Lucas County for the "CITY", among other things.

WHEREAS, The "COMMISSIONERS", pursuant to Section 955.12 of the Ohio Revised Code have certain obligations to appoint a Dog Warden; and

WHEREAS, Section 715.23 of the Ohio Revised Code allows municipalities to regulate the running at large of dogs; and

WHEREAS, Section 307.15, of the Ohio Revised Code authorizes service contracts between Board of County Commissioners and the legislative authority of municipal corporations; and

WHEREAS, by Resolution No. _____, passed by the City of Sylvania on _____, 2021, the 'CITY' is authorized to execute this agreement.

NOW, THEREFORE, for and consideration of the foregoing premises and for good and valuable consideration as hereinafter provided, it is agreed by the parties as follows:

ARTICLE I – ANIMAL CONTROL

1. Effective January 1, 2022, Lucas County Canine Care & Control shall be available to the City of Sylvania Police Division on an on-call basis after regular work hours and weekends for dog control services.
2. This on-call service shall be available Monday through Friday beginning at 4 p.m. and ending at 8 a.m., of each week, plus weekend coverage. This on call after hours service shall also be provided on all holidays. On-duty personnel at no cost will provide these same services during all other hours to the "CITY".

3. This service shall be used only in emergency situations which are defined as a situation involving a dog that is at large and has bitten some person or is menacing or attempting to bite some person, and the owner of the dog is unknown or is not available to control the dog, and an officer on the scene has requested assistance to seize the animal; or an officer in executing a warrant to enter private property, residence, or building is confronted with a threatening situation involving a dog and requests assistance to subdue and/or seize the animal.
4. Service shall be initiated by the local Police Division by calling the telephone number, which shall be provided to them. Upon receipt of an emergency call, the Canine Control Officer shall immediately depart to the location of the incident and provide necessary services. A City Police Officer shall stand by until the Canine Control Officer's arrival and render whatever reasonable assistance they require. Whenever the Canine Control Officer determines the situation in question to be dangerous and there is no police backup, then they shall either refuse the call or immediately leave the scene.
5. In consideration of this service, for 2022-2024, the "CITY" shall pay to Lucas County, Two Thousand Five Hundred Dollars (\$2,500.00) per year to cover the base cost of operating the service plus an amount based upon four hours of overtime pay for the Canine Care Officer at the prevailing rate of pay including actual extra cost to the "COUNTY" for fringe benefits created by the overtime service.
6. The "CITY" shall pay to LUCAS COUNTY, mileage at the prevailing Internal Revenue Service rate for actual mileage on each after hour-call out emergency situation request.
7. LUCAS COUNTY shall bill the "CITY" on a quarterly basis for actual services rendered and costs incurred. The records of such costs shall be maintained and open to the inspection of the "CITY".

ARTICLE II – ENFORCEMENT OF SECTION 505.10 OF THE CODIFIED
ORDINANCE OF SYLVANIA

8. Effective January 1, 2022, Lucas County Canine Care & Control will enforce Section 505.10 of the Codified Ordinances of Sylvania, 1979, as amended, entitled "Rabies Immunization Required", but only as it pertains to dogs. Enforcement services shall include but not be limited to investigation of possible violations and issuing and serving of summons/complaints through the City of Sylvania Prosecutor's Office.

9. Fines resulting from enforcement of section 505.10 of the Codified Ordinances of Sylvania, 1979, as amended shall be collected by the "CITY" and deposited into the "CITY" treasury pursuant to the Ohio Revised Code 1901.31(F).
10. The "CITY" shall pay Ten Dollars (\$10.00) to the "COUNTY" for each citation issued. The "COUNTY" shall bill the "CITY" on a quarterly basis for each actual citation issues.

ARTICLE III – MISCELLANEOUS

11. The parties may amend this agreement from time to time in writing, provided that such amendments shall be attached hereto and become a part hereof.
12. The term of this Agreement is effective for the term of three (3) years effective January 1, 2022 through December 31, 2024.

CITY OF SYLVANIA

BOARD OF COUNTY
COMMISSIONERS
LUCAS COUNTY, OHIO

By _____

Tina Skeldon-Wozniak, President

Pete Gerken, Commissioner

Gary Byers, Commissioner

APPROVAL AS TO FORM:

Julia Bates

Prosecuting Attorney

By _____
Assistant Prosecuting Attorney Date

APPROVAL AS TO CONTENT:

Kelly Sears

Chief Dog Warden Date

A

October 1, 2021

MEMO

To: Mayor Stough & City Council
Cc: Leslie Brinning/Kevin Aller/Toby Schroyer/Chief Schnoor
Fm: Bill Sanford
Re: TIF Update

Attached please find an update from Glenn Grisdale on our TIF process and from Curtis Deeter from the Auditor's office.

I talked to Glenn and he suggested that we have a special council meeting where he can go over the guidance memo he is preparing and also answer our questions on establishing a TIF.

If you have questions on this please let me know.

Sanford, Bill

From: Glenn Grisdale <glenn.grisdale@reveille.me>
Sent: Thursday, September 30, 2021 2:39 PM
To: Sanford, Bill
Subject: Downtown TIF

This message has originated from an **External Source**. Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.

Hi Bill-

I was able to get some guidance from Curtis Deeter, the county auditor's tax exemption manager. He noted speaking with you in early August. He helped to frame/revise some of the assumptions in play.

The most notable assumption is that if we got the TIF completed by the end of this year that Sylvania would naturally benefit (19%) from the increase in taxes is off the table now. For the city to benefit from the 2020 triennial reassessment jump the TIF would have had to be filed at the end of 2020. Curtis just emailed you/me an email on this.

I am in the process of inking a guidance memo that we can provide council on our approach and next steps. We really have two options at this point, go 75% for 10 years without the schools and benefit from the next two reassessment periods or do a 100%, 30 year TIF and work with the schools on a service payment arrangement.

I'll get you this guidance memo next week and we can use it to have council provide us additional direction.

Have a nice day Bill.

GG



Glenn T. Grisdale, AICP, GISP
Principal

Reveille LTD
130 South Main Street
Suite 302
Bowling Green, Ohio 43402 USA

419.353.7372 direct line
419.806.7479 mobile

www.reveille.me
www.comprehensiveplans.com

Sanford, Bill

From: Curtis Deeter <CDeeter@co.lucas.oh.us>
Sent: Thursday, September 30, 2021 1:47 PM
To: Sanford, Bill
Cc: Matthew Thal; glenn.grisdale@reveille.me
Subject: Sylvania TIF Updated

This message has originated from an **External Source**. Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.

Bill,

Good afternoon. I called the State of Ohio and spoke with Mr. John Mauritz at length this morning. He referred me to ORC 5709.40 (G) which essentially states that abatement ordinances must be passed with an effective date prior to 1/1/2021. So, in this case, in order to capture 2021 (pay 2022) triennial values, the City of Sylvania would have had to pass legislation in 2020. While I know this is not ideal, after speaking with Mr. Grisdale, it might still be worth your time to pursue a district TIF. Even with a 10 year abatement, you would be able to capture improved real estate values from a full county revaluation (2024) and another triennial (2027). In addition, any new construction or renovations happening within the district, which it sounds like there are plans for at least a few, could also fall into this TIF district.

The Auditor acts as more of a revolving door for these abatements. The State of Ohio has ultimate authority over approval and terms. If you would like to speak with their specialist, I've left his contact information below.

John J. Mauritz
Tax Examiner Specialist
Ohio Department of Taxation
Division of Tax Equalization
4485 Northland Ridge Blvd.
Columbus, Ohio 43229
Phone: 614-466-4027
Fax: 206-984-1951
john.mauritz@tax.state.oh.us

Let us know if you have any additional questions.

Sincerely,

Curtis Deeter
Tax Accounting Manager
Office of Anita Lopez, Lucas County Auditor
One Government Center, Suite 600
cdeeter@co.lucas.oh.us
419-213-4154
www.co.lucas.oh.us/Auditor