

Sylvania City Council

November 6, 2023

6:30 p.m. Finance Committee Meeting

Review City's Investment Policy

7:30 p.m. Council Meeting

Agenda

1. Roll call: Mr. Frye, Mr. Hansen, Mr. Haynam, Mr. McCann, Mr. Richardson, Ms. Stough, Mrs. Westphal.
2. Pledge of Allegiance to the United States of America led by Ms. Stough.
3. Additions to the agenda.
4. Approval of the Council meeting minutes from October 16, 2023.
5. 2024 Budget.
 - a. Report of the Finance Committee meeting held on October 19, 2023.
 - b. Proposed Ordinance No. 88-2023, To make appropriations for current expenditures and other expenditures of the City of Sylvania, Ohio, for the fiscal year ending December 31, 2024. (First Reading)
6. Demolition of 5123 Harroun Road
 - a. Service Director's report on agreement.
 - b. Proposed Ordinance No. 89-2023, Authorizing the Mayor and Director of Finance to accept the proposal of Klumm Bros. Landscaping, LLC for this project.
7. Demolition of 5647 Dellbrook Drive
 - a. Proposed Ordinance 90-2023, Accepting the proposal of Klumm Bros. Landscaping, LLC to abate the nuisance at 5647 Dellbrook Drive, Sylvania, Ohio.
8. Committee reports.
 - a. Report of the Finance Committee meeting held this date.
9. Committee referrals.

INFORMATION

- A. Third Quarter Management Reports.

Minutes of the Meeting of Council
October 16, 2023

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The Council of the City of Sylvania, Ohio met in regular session on October 16, 2023 at 7:30 p.m. with Mayor Stough in the chair. Roll was called with the following members present: Mark Frye, Marcus Hansen, Doug Haynam, Brian McCann, Patrick Richardson, Mary Westphal, Lyndsey Stough(excused); (6) present; (1) absent.

Roll call:
6 present,
1 absent.

Pledge of Allegiance to the United States of America led by Maplewood Boy Scout Troop #158.

Pledge of
Allegiance.

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

The following item has been added to the agenda:

Item # 3a. Introduction new S.P.A. Ex. Director, Torrie Daggett.

Item # 3b. Sister City report from Mayor Stough.

Item # 10a. Schedule Finance Committee meeting.

Item # 10b. Schedule Zoning & Annexation meeting.

Additions to the
Agenda.

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

Agenda approval.

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

Torrie Daggett, the new Executive Director of Sylvania Prevention Alliance, was introduced and gave a brief update on the organization.

SPA Ex. Dir.
Torrie Daggett

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

Mayor Stough gave a brief report on the Fall Festival weekend including activities with our Sister City, Woodstock, Ontario, Canada. Twenty-five visitors from Woodstock traveled to Sylvania for the Fall Festival & Parade, Lourdes Art Show and Sister City Dinner. It was a very successful weekend with all involved.

Sister City
Activities update.

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

Mr. Frye presented the October 2, 2023 meeting minutes. Mr. Frye moved, Mrs. Westphal seconded, that since the Mayor, members of Council, and others had been furnished copies of these minutes prior to this meeting, Council dispense with the reading of these minutes at this time, and the journal of the minutes of the regular meeting of October 2, 2023 be approved; roll call vote being: Hansen, McCann, Frye, Richardson, Haynam, Westphal; (6) yeas; (0) nays. The motion carried.

Approval of the
October 2, 2023
meeting minutes.

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

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Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 84-2023, a written copy of same having been previously furnished to each member of Council “Accepting the proposal of Sylvania Compost & Recycling, LLC to provide green yard waste drop-off site; appropriating funds therefore in an amount not to exceed \$50,000; and declaring an emergency.”; Mr. Hansen moved, Mr. McCann seconded for passage of Ordinance No. 84-2023 as an emergency measure; roll call vote being: Richardson, Hansen, McCann, Frye, Haynam, Westphal; (6) yeas; (0) nays. The motion carried.

Ordinance No. 84-2023, “... Sylvania Compost & Recycling...”

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

Mr. Frye presented and read aloud by title only, proposed Ordinance No. 85-2023, a written copy of same having been previously furnished to each member of Council “Authorizing the Mayor and Director of Finance to enter into an agreement with Flock Group, Inc. for 15 license plate reader cameras and associated software; appropriating funds therefore in the amount of \$97,250; and declaring an emergency.”; Mr. Frye moved, Mr. McCann seconded for passage of Ordinance No. 85-2023 as an emergency measure; roll call vote being: Westphal, Haynam, McCann, Hansen, Richardson, Frye; (5) yeas; (1) nays. The motion carried.

Ordinance No. 85-2023, “... Flock Group... 15 license plate readers...”

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

Service Director’s report on contract modification proposal was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 86-2023, a written copy of same having been previously furnished to each member of Council “Authorizing the Mayor and Director of Finance to approve the amendment to the City’s agreement with DGL Consulting Engineers, LLC to include Southview High School in the Pedestrian Hybrid Beacon Safety Study Project; increasing the proposal amount by \$9,200.00; appropriating funds therefore; and declaring an emergency.”; Mr. Richardson moved, Mr. Hansen seconded for passage of Ordinance No. 86-2023 as an emergency measure; roll call vote being: Hansen, Westphal, Haynam, McCann, Richardson, Frye; (6) yeas; (0) nays. The motion carried.

Ordinance No. 86-2023, “... Pedestrian Hybrid Beacon Study...include Southview High School...”

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

Service Director’s report on agreement amendment was placed on file. Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 87-2023, a written copy of same having been previously furnished to each member of Council “Authorizing the

Ordinance No. 87-2023, “... Harroun Park

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Mayor and Director of Finance to approve the amendment to the City’s agreement with Civil & Environmental Consultants, Inc. for the Harroun Park River Trail Stream Restoration Project (Phase 2) to reflect the additional streambank stabilization required; increasing the proposal amount by \$182,669.18; appropriating funds therefore; and declaring an emergency.”; Mr. Hansen moved, Mr. Frye seconded for passage of Ordinance No. 87-2023 as an emergency measure; roll call vote being: Hansen, McCann, Frye, Haynam, Richardson, Westphal; (6) yeas; (0) nays. The motion carried.

River Trail Stream Restoration Project...”

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

Service Director’s letter requesting authorization to begin the Consultant Letters of Interest solicitation for design of the Erie Street and Monroe Street Roundabout & Resurfacing Project was placed on file. Mr. Richardson moved, Mr. McCann seconded for authorization of the administration to solicit letters of interest on this project; roll call vote being: Haynam, Hansen, Westphal, Richardson, Frye, McCann; (6) yeas; (0) nays. The motion carried.

LOI Solicitation for Erie & Monroe Roundabout & Resurfacing Project.

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

Mr. Frye moved, Mrs. Westphal seconded to schedule a Finance Committee meeting to be held on Monday, November 6, 2023 at 6:30 p.m. in Sylvania City Council Chambers, 6635 Maplewood Avenue, Sylvania, Ohio to review the City’s Investment Policy; roll call vote being: Hansen, Westphal, Richardson, Haynam, Frye, McCann; (6) yeas; (0) nays. The motion carried.

Schedule Finance Committee Meeting-Review Investment Policy.

Mr. Haynam moved, Mr. Hansen seconded to schedule a Zoning & Annexation Committee meeting to be held on Monday, November 20, 2023 at 6:45 p.m. in Sylvania City Council Chambers, 6635 Maplewood Avenue, Sylvania, Ohio to review the procedure on issuing event permits; roll call vote being: Hansen, Richardson, Frye, McCann, Haynam, Westphal; (6) yeas; (0) nays. The motion carried.

Schedule Zoning & Annexation Committee Meeting-Event Permit Issuance.

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

Mrs. Westphal gave a brief update on a new Halloween event being held at Centennial Terrace on seven different dates in October. The Woodland Lane Cemetery will be a family-friendly event at minimal charge with several activities for children of all ages.

Mrs. Westphal-Woodland Lane Cemetery announcement.

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Mayor Stough stated all agenda items have been addressed.

Mr. Frye moved, Mr. McCann seconded to adjourn at 8:30 p.m. Roll call vote being:
Frye, Hansen, Westphal, Haynam, Richardson, McCann; (6) yeas; (0) nays.

Adjournment.

Clerk of Council

Mayor

ORDINANCE NO. 88 -2023

TO MAKE APPROPRIATIONS FOR CURRENT EXPENDITURES AND OTHER EXPENDITURES OF THE CITY OF SYLVANIA, OHIO, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2024; AND DECLARING AN EMERGENCY.

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

WHEREAS, attached hereto is "Exhibit A" entitled "2024 Budget Summary of Estimated Expenditures" which exhibit identifies by a four-digit department code number and name each Account in a Fund identified by a three-digit code and name to which appropriations within such Fund are made by this ordinance; and

WHEREAS, attached hereto is "Exhibit B" entitled "2024 Budget Summary of Revenues (2021 - 2024)" which exhibit lists the specific sources of revenue and the actual amounts received by the City from each source within each Fund for the years 2021 and 2022, and the estimated amounts expected to be received by the City from each source for each Fund for the years 2023 and 2024, referred to herein as "estimated resources."

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

SECTION 1. That to provide for the current expenditures and other expenditures of the City of Sylvania for the fiscal year ending December 31, 2024, the following appropriations are hereby authorized.

SECTION 2. That there be and is hereby appropriated from the GENERAL FUND the sum of \$17,732,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Account. Estimated resources for 2024 for said Fund, as shown in "Exhibit B" total \$17,745,000.

SECTION 3. That there be and is hereby appropriated from the STREET CONSTRUCTION, MAINTENANCE AND REPAIR FUND the sum of \$1,350,000 to the respective Accounts of said Fund listed in "Exhibit A" in the amounts and for the respective purposes shown for such Accounts. Estimated resources for 2024 for this Fund, as shown in "Exhibit B", total \$1,350,000.

SECTION 4. That there be and is hereby appropriated from the CITY PERMISSIVE TAX FUND the sum of \$350,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Accounts. Estimated Resources for 2024 for this Fund as shown in "Exhibit B" total \$350,000.

SECTION 5. That there be and is hereby appropriated from the STATE HIGHWAY IMPROVEMENT FUND the sum of \$75,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$90,000.

SECTION 6. That there be and is hereby appropriated from the LAW ENFORCEMENT TRUST FUND the sum of \$2,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total 10,000.

SECTION 7. That there be and is hereby appropriated from the DRUG LAW ENFORCEMENT TRUST FUND the sum of \$2,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$10,000.

SECTION 8. That there be and is hereby appropriated from the INDIGENT DRIVERS ALCOHOL TREATMENT FUND the sum of \$40,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$40,000.

SECTION 9. That there be and is hereby appropriated from the INDIGENT DRIVERS ALCOHOL MONITOR FUND the sum of \$30,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$30,000.

SECTION 10. That there be and is hereby appropriated from the FEDERAL EQUITABLE SHARING FUND the sum of \$90,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$10,000. There is a sufficient balance as of January 1, 2024 in this Fund to be considered as available for appropriation.

SECTION 11. That there be and is hereby appropriated from the INDIGENT SUPPORT FUND the sum of \$40,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$40,000.

SECTION 12. That there be and is hereby appropriated from the GENERAL OBLIGATION DEBT SERVICE FUND the sum of \$1,500,000 to the respective Account of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$1,700,000.

SECTION 13. That there be and is hereby appropriated from the CAPITAL IMPROVEMENT FUND the sum of \$9,400,000 to the respective Accounts of said Fund listed in "Exhibit A" in the amount and for the respective purposes shown for such Accounts. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$9,100,000. There is a sufficient balance as of January 1, 2024 in this Fund to be considered as available for appropriation.

SECTION 14. That there be and is hereby appropriated from the AMERICAN RESCUE PLAN FUND the sum of \$1,500,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$40,000. There is a sufficient balance as of January 1, 2024 in this Fund to be considered as available for appropriation.

SECTION 15. That there be and is hereby appropriated from the COURT CAPITAL IMPROVEMENT FUND the sum of \$150,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$150,000.

SECTION 16. That there be and is hereby appropriated from the TAX INCREMENT FINANCING FUND the sum of \$100,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$100,000.

SECTION 17. That there be and is hereby appropriated from the SPECIAL ASSESSMENT SERVICES TREE REPAIR & REPLACEMENT FUND the sum of \$258,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$260,000.

SECTION 18. That there be and is hereby appropriated from the SPECIAL ASSESSMENT SERVICE STREET LIGHTING FUND the sum of \$336,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for respective purposes shown for such Accounts. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$400,000.

SECTION 19. That there be and is hereby appropriated from the SPECIAL ASSESSMENT SERVICES DITCH & DRAINAGE FUND the sum of \$330,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$330,000.

SECTION 20. That there be and is hereby appropriated from the WATER FUND the sum of \$7,097,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$5,200,000. There is a sufficient balance as of January 1, 2024 in this Fund to be considered as available for appropriation.

SECTION 21. That there be and is hereby appropriated from the SEWER FUND the sum of \$4,274,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$5,300,000.

SECTION 22. That there be and is hereby appropriated from the RESOURCE RECOVERY FUND the sum of \$240,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$240,000.

SECTION 23. That there be and is hereby appropriated from the MEDICAL CARE – SELF INSURED FUND the sum of \$2,400,000 to the Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$2,400,000.

SECTION 24. That there be and is hereby appropriated from the POLICE PENSION FUND the sum of \$550,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for respective purpose shown for such Account. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$640,000.

SECTION 25. That there be and is hereby appropriated from the PROPERTY ROOM FUND the sum of \$5,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$8,000.

SECTION 26. That there be and is hereby appropriated from the INCOME TAX FUND the sum of \$10,003,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$10,100,000.

SECTION 27. That there be and is hereby appropriated from the UNCLAIMED MONIES FUND the sum of \$5,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$5,000.

SECTION 28. That there be and is hereby appropriated from the JOINT ECONOMIC DEVELOPMENT DISTRICT FUND the sum of \$60,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$70,000.

SECTION 29. That there be and is hereby appropriated from the POLICE COMMUNITY AFFAIRS FUND the sum of \$10,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for respective purposes shown for such Accounts. Estimated resources for 2024 for this Fund as shown in "Exhibit B" total \$10,000.

SECTION 30. Estimated resources for the PARKS-RECREATION FOUNDATION FUND for 2024 as shown in "Exhibit B" total \$2,000.

SECTION 31. That "Exhibit C" attached hereto is illustrative of the transfers anticipated within the 2024 Operating Budget.

SECTION 32. That the Director of Finance be and he is hereby authorized and directed to draw warrants against any of the foregoing appropriations upon proper certificates or vouchers therefore, approved by any officer or officers authorized by law to approve the same, or by any Ordinance or Resolution of Council to make expenditures or as otherwise provided by law.

SECTION 33. That the Director of Finance be and he is hereby authorized to make all operating transfers as delineated in the 2024 Budget, shown on "Exhibit A".

SECTION 34. It is hereby found and determined that all formal actions of the Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such action, were in meetings open to the public, in compliance with all requirements including Section 121.22 of the Ohio Revised Code.

SECTION 35. 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 36. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that immediate provision should be made for the enactment of appropriations for the payment of current expenditures for the calendar year of 2024. 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.

Passed, _____, 2023, as an emergency measure. Yeas ___ Nays___

President of Council

ATTEST:

Clerk of Council

APPROVED:

Mayor

Date

APPROVED AS TO FORM:

Director of Law

2024 B U D G E T
Comparison of Revenue to Disbursements

Fund	Fund No.	Est. Revenue	Est. Disbursements
General	110	17,745,000	17,732,000
Street C M & R	222	1,350,000	1,350,000
City Perm.Auto Tax	223	350,000	350,000
State Hwy. Improvement	224	90,000	75,000
Law Enforcement Trust	225	10,000	2,000
Drug Law Enforcement	226	10,000	2,000
Ind. Drivers Alchl. Treatment	227	40,000	40,000
Ind Drivers Alchl Monitor	228	30,000	30,000
Equitable Fed. Sharing	229	10,000	90,000
Indigent Support Fund	231	40,000	40,000
G.O. Debt Service	331	1,700,000	1,500,000
Capital Improvement	401	9,100,000	9,400,000
American Rescue Plan	402	40,000	1,500,000
Court Capital Improvement	405	150,000	150,000
Tax Increment Financing	406	100,000	100,000
S A Serv. - Trees	501	260,000	258,000
S A Serv - Street Lighting	502	400,000	336,000
S A Serv - Drainage	503	330,000	330,000
Water	701	5,200,000	7,097,000
Sewer	702	5,300,000	4,274,000
Resource Recovery	705	240,000	240,000
Medical Care - Self Insured	707	2,400,000	2,400,000
Police Pension	801	640,000	550,000
Property Room	802	8,000	5,000
Income Tax	804	10,100,000	10,003,000
Unclaimed Monies	805	5,000	5,000
Joint Econ Development Dist.	806	70,000	60,000
Escrow Fund	808	0	0
Police Community Affairs	810	10,000	10,000
Parks-Recreation Foundation	811	2,000	0
Totals		55,730,000	57,929,000

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Exhibit "A"

**2024 BUDGET
SUMMARY OF ESTIMATED EXPENDITURES**

Dept.	Name	Personal Services	Fringe Benefits	Contract Services	Materials & Supplies	Capital Outlay	Transfers	Totals
110	General Fund							
7110	Police Law Enforcement	3,345,000	884,000	241,000	287,000			4,757,000
7115	Fire Prev. & Insp.	4,000	2,000					6,000
7125	Police/Fire Comm.	200,000	80,000	450,000	6,000			736,000
7215	Cemetery			6,000				6,000
7220	Pymt.Co.Brd.Health			170,000				170,000
7310	Parks & Forestry	560,000	232,000	144,000	64,000			1,000,000
7320	Community Programs			450,000				450,000
7415	Zoning	86,000	34,000	3,000	3,000			126,000
7515	Garb.& Refuse Collection	62,000	10,000	1,005,000	23,000			1,100,000
7620	Street Cleaning	117,000	18,000	29,000	18,000			182,000
7710	Mayor's Office	175,000	88,000	3,000	34,000			300,000
7715	Finance Admin.	205,000	76,000	64,000	7,000			352,000
7725	Legal Admin.	121,000	40,000	1,000	4,000			166,000
7726	Prosecutors' Office	277,000	111,000	59,000	8,000			455,000
7730	Service Admin.	98,000	54,000	6,000	19,000			177,000
7735	Legislation	190,000	34,000	11,000	7,000			242,000
7740	Municipal Court	1,205,000	502,000	362,000	81,000			2,150,000
7745	Civil Serv.Comm.			2,000	8,000			10,000
7750	Lands & Buildings	37,000	7,000	55,000	16,000			115,000
7755	Engineering	98,000	50,000	1,000	1,000			150,000
7765	Elections			5,000				5,000
7775	Delq.Land Advertg.			2,000				2,000
8000	Transfers						4,472,000	4,472,000
8020	Information Technology	230,000	73,000	98,000	202,000			603,000
	Totals	7,010,000	2,295,000	3,167,000	788,000		4,472,000	17,732,000

**2024 BUDGET
SUMMARY OF ESTIMATED EXPENDITURES**

Dept. Code	Name	Personal Services	Fringe Benefits	Contract. Services	Materials & Supplies	Capital	Debt Service	Transfers	Totals
222	Street C M & R								
7610	Street C M & R	790,000	317,000	64,000	104,000				1,275,000
7635	Traffic Signs.Etc			42,000	33,000				75,000
	Totals	790,000	317,000	106,000	137,000				1,350,000
223	City Perm.Tax								
7611	Permissive Tax Maint.			41,000	190,000	119,000			350,000
224	State Hwy.Improv.								
7612	State Hwy.Maint.			35,000	40,000				75,000
225	Law Enforcement Trust Fund								
7126	Police & Fire Comm.				2,000				2,000
226	Drug Law Enforcement Fund								
7126	Drug Law Enforcement				2,000				2,000
227	Ind.Alcohol Treatment Fund								
7740	Ind.Alcohol Treatment			40,000					40,000
228	Ind.Alcohol Monitor Fund								
7740	Ind.Alcohol Monitor Fund			30,000					30,000
229	Federal Equitable Sharing Fund								
7126	Drug Law Enforcement				90,000				90,000
231	Indigent Support								
7740	Domestic/Thelf ISFC			40,000					40,000

**2024 BUDGET
SUMMARY OF ESTIMATED EXPENDITURES**

Dept. Code	Name	Personal Services	Fringe Benefits	Contract. Services	Materials & Supplies	Capital	Debt Service	Transfers	Totals
331 G.O. Retirement Fund									
7910	Bond & Note Retirement			10,000			1,490,000		1,500,000
401 Capital Impr.Fund									
7110	Police Law Enforcement					203,000			203,000
7310	Parks & Forestry					410,000			410,000
7510	Storm Drains & Sewers					103,000			103,000
7610	Street C M & R					7,908,000			7,908,000
7615	Sidewalks					35,000			35,000
7635	Traffic Signals					100,000			100,000
7750	Lands & Buildings				450,000				450,000
8020	Information Tech.					191,000			191,000
	Totals				450,000	8,950,000			9,400,000
402 American Rescue Plan Fund									
7610	Downtown Transportation Improvements					1,500,000			1,500,000
405 Court Capital Improvement Fund									
7740	Municipal Court				100,000		50,000		150,000
406 Tax Increment Financing Fund									
7610	TIF District Improvements					100,000			100,000
501 Spec.Assess.Trees									
7440	Tree Maintenance	98,000	34,000	109,000	17,000				258,000
502 Spec.Assess. Street Lighting									
7130	S.A. Street Lighting	3,000	2,000	331,000					336,000
503 S.A. Ditches & Drains									
7510	Ditches & Drains	192,000	33,000	65,000	40,000				330,000
701 Water Fund									
7520	Water Admin.	293,000	76,000	78,000	262,000				709,000
7525	Distribution	565,000	221,000	3,743,000	111,000	1,543,000	205,000		6,388,000
	Totals	858,000	297,000	3,821,000	373,000	1,543,000	205,000		7,097,000

**2024 BUDGET
SUMMARY OF ESTIMATED EXPENDITURES**

Dept. Code	Name	Personal Services	Fringe Benefits	Contract. Services	Materials & Supplies	Capital	Debt Service	Transfers	Totals
702 Sewer Fund									
7530	Sewer Admin.	295,000	75,000	122,000	144,000				636,000
7540	Sewer Collection	384,000	174,000	2,307,000	60,000	713,000			3,638,000
	Totals	679,000	249,000	2,429,000	204,000	713,000			4,274,000
705 Resource Recovery									
7314	Compost	122,000	20,000	65,000	33,000				240,000
707 Medical Care - Self Insured									
8030	Medical Care		2,025,000	375,000					2,400,000
801 Police Pension									
7135	Police Pension		550,000						550,000
802 Property Room									
7170	Property Room				5,000				5,000
804 Income Tax Fund									
7760	Tax Adm.	285,000	114,000	55,000	349,000				803,000
8000	Transfers Out							9,200,000	9,200,000
	Totals	285,000	114,000	55,000	349,000			9,200,000	10,003,000
805 Unclaimed Fund									
7520	Refunds							5,000	5,000
806 Joint Econ Dev Dist									
7520	Refunds		30,000					30,000	60,000

**2024 BUDGET
SUMMARY OF ESTIMATED EXPENDITURES**

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

Exhibit "B"

**2024 ESTIMATED REVENUE
SUMMARY OF REVENUE 2021-2024**

	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2023 Estimate</u>	<u>2024 Estimate</u>
<u>General Fund (110)</u>				
Real Estate Taxes	922,151	1,113,548	1,300,000	1,300,000
City Income Taxes	3,028,635	3,277,868	3,700,000	3,750,000
Other Taxes	54,960	65,825	70,000	70,000
Shared revenue	915,169	1,168,559	1,100,000	1,100,000
Charges for Services	651,881	679,738	720,000	850,000
Fees, Licenses, Permits	347,559	331,545	360,000	360,000
Interest Earnings	100,514	99,654	130,000	260,000
Fines & Forfeits	1,256,329	1,076,788	1,200,000	1,145,000
Other revenue	300,966	326,897	260,000	300,000
Transfers In	6,204,648	6,941,804	8,010,000	8,610,000
Totals	13,782,811	15,080,226	16,850,000	17,745,000
<u>Street C. M. & R. Fund (222)</u>				
Veh. Reg. & Gasoline Tax	1,037,955	980,429	1,090,000	1,080,000
Other Revenue	40,792	17,456	30,000	20,000
Transfers In	0	0	200,000	250,000
Totals	1,078,748	997,885	1,320,000	1,350,000
<u>Permissive Tax Fund (223)</u>				
Permissive Vehicle Tax	313,391	320,779	360,000	350,000
Other Revenue	0	0	0	0
Totals	313,391	320,779	360,000	350,000
<u>State Highway Imp. Fund (224)</u>				
Veh. Reg. & Gasoline Tax	84,159	79,494	90,000	90,000
Totals	84,159	79,494	90,000	90,000
<u>Law Enforcement Trust (225)</u>				
Contraband-Sales-Proceeds	2,421	0	10,000	10,000
Totals	2,421	0	10,000	10,000
<u>Drug Law Enforcement (226)</u>				
Drug Enforcement Fines	2,334	1,414	5,000	10,000
Totals	2,334	1,414	5,000	10,000

**2024 ESTIMATED REVENUE
SUMMARY OF REVENUE 2021-2024**

	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2023 Estimate</u>	<u>2024 Estimate</u>
<u>Ind. Drivers Alcohol Treatment Fund (227)</u>				
Municipal Court Fines	30,351	26,754	50,000	40,000
Totals	30,351	26,754	50,000	40,000
<u>Ind. Drivers Alcohol Monitor Fund (228)</u>				
Municipal Court Fines	29,500	22,360	40,000	30,000
Totals	29,500	22,360	40,000	30,000
<u>Equitable Federal Sharing Fund (229)</u>				
Shared revenue	727,208	0	9,000	8,000
Transfers In	116	575	1,000	2,000
Totals	727,324	575	10,000	10,000
<u>Indigent Support Fund (231)</u>				
Fines & Fees	43,387	33,573	50,000	40,000
Total	43,387	33,573	50,000	40,000
<u>G.O. Debt Service (331)</u>				
Real Estate Taxes	553,291	668,129	800,000	800,000
Shared revenue	80,735	92,142	100,000	100,000
Other revenue	0	0	0	0
Bond Proceeds	0	0	0	0
Note Proceeds	0	0	0	0
Transfers In	900,000	900,000	900,000	800,000
Totals	1,534,026	1,660,271	1,800,000	1,700,000
<u>Capital Improvement Fund (401)</u>				
City Income Tax	969,163	1,047,954	1,200,000	1,200,000
Shared revenue	327,436	872,245	6,040,000	3,320,000
Interest Earnings	169,369	116,288	160,000	320,000
Other revenue	252,353	407	100,000	160,000
Transfers In	0	2,250,000	3,300,000	4,100,000
Totals	1,718,321	4,286,894	10,800,000	9,100,000
<u>American Rescue Plan Fund (402)</u>				
Shared revenue	1,011,424	1,019,500	0	0
Interest Earnings	5,007	11,683	20,000	40,000
Totals	1,016,430	1,031,183	20,000	40,000

**2024 ESTIMATED REVENUE
SUMMARY OF REVENUE 2021-2024**

	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2023 Estimate</u>	<u>2024 Estimate</u>
<u>Court Capital Improvement Fund (405)</u>				
Fines & Forfeits	90,996	79,244	160,000	150,000
Other revenue	7,500	27,174	0	0
Totals	98,496	106,418	160,000	150,000
<u>Tax Increment Financing Fund (406)</u>				
Real Estate Taxes	0	0	0	100,000
Totals	0	0	0	100,000
<u>S.A. Serv. - Trees (501)</u>				
Special Assessments	245,159	243,453	260,000	260,000
Miscellaneous revenue	0	0	0	0
Totals	245,159	243,453	260,000	260,000
<u>S.A. Street Lighting Fund (502)</u>				
Special Assessments	424,444	421,738	400,000	400,000
Reimbursements-Damages	0	0	0	0
Totals	424,444	421,738	400,000	400,000
<u>S.A. Ditches & Drainage Fund (503)</u>				
Special Assessments	303,534	305,263	330,000	330,000
Miscellaneous	0	0	0	0
Transfers In	0	0	0	0
Totals	303,534	305,263	330,000	330,000
<u>Water Fund (701)</u>				
Charges for Services	4,651,533	4,660,261	4,770,000	4,880,000
Interest Earnings	64,683	45,764	80,000	160,000
Other revenue	123,679	107,380	150,000	160,000
Totals	4,839,894	4,813,405	5,000,000	5,200,000
<u>Sewer Fund (702)</u>				
Charges for Services	3,179,698	3,237,139	3,950,000	3,940,000
Interest Earnings	4,959	6,292	10,000	20,000
Other revenue	894,730	1,703,662	1,840,000	1,340,000
Totals	4,079,387	4,947,093	5,800,000	5,300,000

**2024 ESTIMATED REVENUE
SUMMARY OF REVENUE 2021-2024**

	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2023 Estimate</u>	<u>2024 Estimate</u>
<u>Resource Recovery (705)</u>				
Other revenue	97,237	103,901	110,000	120,000
Transfers In	105,000	105,000	120,000	120,000
Totals	202,237	208,901	230,000	240,000
<u>Medical Care - Self Insured (707)</u>				
Miscellaneous revenue	258,619	90,292	80,000	90,000
Other revenue	1,788,165	2,031,058	2,320,000	2,310,000
Totals	2,046,784	2,121,350	2,400,000	2,400,000
<u>Police Pension Fund (801)</u>				
Real Estate Taxes	405,746	489,961	580,000	570,000
Shared revenue	59,206	67,570	70,000	70,000
Totals	464,952	557,531	650,000	640,000
<u>Property Room (802)</u>				
Miscellaneous revenue	455	-68	8,000	8,000
Totals	455	-68	8,000	8,000
<u>Income Tax Fund (804)</u>				
City Income Tax	8,116,739	8,785,649	10,000,000	10,050,000
Misc. revenue	286	275	0	50,000
Totals	8,117,026	8,785,924	10,000,000	10,100,000
<u>Unclaimed Monies Fund (805)</u>				
Miscellaneous revenue	2,855	2,753	5,000	5,000
Totals	2,855	2,753	5,000	5,000
<u>Joint Economic Development District (806)</u>				
Income Tax	47,091	65,030	70,000	70,000
Totals	47,091	65,030	70,000	70,000

**2024 ESTIMATED REVENUE
SUMMARY OF REVENUE 2021-2024**

	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2023 Estimate</u>	<u>2024 Estimate</u>
<u>Escrow Fund (808)</u>				
Miscellaneous Revenue	0	0	0	0
Total	0	0	0	0
<u>Police Community Affairs (810)</u>				
State Shared revenue				
Other revenue	5,130	9,591	7,000	10,000
Totals	5,130	9,591	7,000	10,000
<u>Parks-Recreation Foundation (811)</u>				
Interest Earnings	0	0	2,000	2,000
Totals	0	0	2,000	2,000

**2024 ESTIMATED REVENUE
SUMMARY OF REVENUE 2021-2024**

	<u>2021 Actual</u>	<u>2022 Actual</u>	<u>2023 Estimate</u>	<u>2024 Estimate</u>
<u>Recapitulation of Funds</u>				
110 - General	13,782,811	15,080,226	16,850,000	17,745,000
222 - Street CM & R	1,078,748	997,885	1,320,000	1,350,000
223 - Permissive Tax	313,391	320,779	360,000	350,000
224 - State Highway Improvemer	84,159	79,494	90,000	90,000
225 - Law Enforcement	2,421	0	10,000	10,000
226 - Drug Law	2,334	1,414	5,000	10,000
227 - Ind Drivers Alcohol Trmt	30,351	26,754	50,000	40,000
228 - Ind Drivers Alcohol Monitor	29,500	22,360	40,000	30,000
229 - Equitable Federal Sharing	727,324	575	10,000	10,000
231 - Indigent Support	43,387	33,573	50,000	40,000
331 - G.O. Debt Service	1,534,026	1,660,271	1,800,000	1,700,000
401 - Capital Improvement	1,718,321	4,286,894	10,800,000	9,100,000
402 - American Rescue Plan	1,016,430	1,031,183	20,000	40,000
405 - Municipal Court Improveme	98,496	106,418	160,000	150,000
406 - Tax Increment Financing	0	0	0	100,000
501 - S.A. Serv. - Trees	245,169	243,453	260,000	260,000
502 - S.A. Street Lighting	424,444	421,738	400,000	400,000
503 - S.A. Ditches & Drainage	303,534	305,263	330,000	330,000
701 - Water Fund	4,839,894	4,813,405	5,000,000	5,200,000
702 - Sewer Fund	4,947,093	4,947,093	5,800,000	5,300,000
705 - Resource Recovery	202,237	208,901	230,000	240,000
707 - Medical Care	2,046,784	2,121,350	2,400,000	2,400,000
801 - Police Pension	464,952	557,531	650,000	640,000
802 - Property Room	455	-68	8,000	8,000
804 - Income Tax	8,117,026	8,785,924	10,000,000	10,100,000
805 - Unclaimed Monies	2,855	2,753	5,000	5,000
806 - Joint Econ Dev Dist.	47,091	65,030	70,000	70,000
808 -Escrow Fund	0	0	0	0
810 - Community Affairs	5,130	9,591	7,000	10,000
811 - Parks-Rec Foundation	0	0	2,000	2,000
Grand Total	42,108,353	46,129,790	56,727,000	55,730,000

Exhibit "C"

2024 INTERFUND TRANSFERS

Fund	Transfer From	Fund	Transfer To
General	250,000	Streets C M & R	250,000
General	4,100,000	Capital Improvement	4,100,000
General	120,000	Resource Recovery	120,000
General	2,000	Fed Equitable Sharing	2,000
Income Tax	8,600,000	General	8,600,000
Income Tax	600,000	Debt Service	600,000
Joint Economic Dev Dist	7,000	General	7,000
Joint Economic Dev Dist	20,000	Income Tax	20,000
Joint Economic Dev Dist	3,000	Capital Improvement	3,000
Totals	13,702,000 =====		13,702,000 =====



6a.

DEPARTMENT OF PUBLIC SERVICE
KEVIN G. ALLER, PE DIRECTOR

November 6, 2023

To: Mayor Stough and Members of Sylvania City Council

Re: 5123 Harroun Road

Dear Mr. Mayor and City Council Members,

City Council approved the purchase of the above property on June 15, 2019 via Ordinance 64-2019.

The home on the property is in very poor shape and we believe it is in the City's best interest to demolish the structure to prevent any further maintenance issues and wildlife habitation. We have received two quotes for demolition services and the best proposal was provided by Klumm Bros. Landscaping, LLC of Swanton in the amount of \$19,000.

We request approval to enter into an agreement with Klumm Bros. in the amount of \$19,000 for demolition of the residence at 5123 Harroun Road.

Please call if you have any questions.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service

leb.

ORDINANCE NO. 89-2023

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ACCEPT THE PROPOSAL OF KLUMM BROS. LANDSCAPING, LLC ; APPROPRIATING FUNDS THEREFORE IN THE AMOUNT OF \$19,000; AND DECLARING AN EMERGENCY.

WHEREAS, Ordinance No. 64-2019, passed June 15, 2019, authorized the Mayor and Director of Finance to enter into an Offer to Purchase the property located at 5123 Harroun Road, Sylvania, Ohio, for the amount of \$220,000; and,

WHEREAS, the purchase of the property was finalized in 2020 and the condition of the structure has continued to deteriorate; and,

WHEREAS, the Director of Public Service, by report dated November 6, 2023, has recommended that the structure be demolished to prevent further maintenance issues and wildlife habitation; and,

WHEREAS, the Director of Public Service proposals from two contractors to perform the demolition and has recommended acceptance of the lowest and best proposal of Klumm Bros. Landscaping, LLC in the amount of \$19,000 to perform said demolition of the structure located at 5123 Harroun Road, Sylvania, Ohio.

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

SECTION 1. That the Mayor and the Director of Finance be, and they hereby are, authorized to sign the proposal of Klumm Bros. Landscaping, LLC on behalf of this City, thereby indicating such approval and acceptance of the proposal to demolish the structure located at 5123 Harroun Road, Sylvania, Ohio, in the amount of \$19,000.

SECTION 2. That to provide funds for said demolition hereby authorized, there is hereby allocated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore allocated to **Account No. 401-7750-52268 – Miscellaneous**, the amount of Nineteen Thousand Dollars (\$19,000.00).

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

SECTION 4. That the Clerk of Council is hereby directed to post a copy of this 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 professional services should be approved immediately so that the demolition of the structure located at 5123 Harroun Road, Sylvania, Ohio can proceed 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, _____, 2022, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

Klumm Bros Landscaping LLC
P.O. Box 163
Swanton, OH 43558
+1 4198293166
OFFICE@KLUMMBROS.COM

Estimate 1011



ADDRESS City of Sylvania Zoning Office 6730 Monroe St Sylvania, OH 43560	SHIP TO ATTN: Tim Burns 5123 Harroun Sylvania, OH	DATE 01/10/2022	TOTAL \$17,000.00	EXPIRATION DATE 04/11/2022
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P.O. NUMBER 5123 Harroun **SALE REP** CBurge **SALES REP 1** CBurge

DESCRIPTION	QTY	RATE	AMOUNT
Demolition and Disposal of existing house/building at 5123 Harroun - includes removal of foundation, footers and backfilling to existing grade.	1	17,000.00	17,000.00
*TOTAL DOES NOT INCLUDE ANY PERMIT FEES (demo/utility kills) City of Sylvania to obtain permits	1	0.00	0.00
*Excludes Environmental survey and abatement if required	1	0.00	0.00T
**Excludes Utility disconnects and kills regarding electric and gas - property owner to have services terminated and removed for demolition	1	0.00	0.00T
***Property owner to have water services terminated and meter removed prior to demolition			
*** Excludes any and all private utility kills			
***All scrap removal will be retained by Klumm Bros and becomes Klumm Bros property	1	0.00	0.00T

SUBTOTAL 17,000.00
TAX (0%) 0.00

TOTAL \$17,000.00

THANK YOU.

ADD
Verbal - Not to Exceed
\$2000.00 Well CAP + Kill

Accepted By

Accepted Date

\$19,000.00
TOTAL

7a.

ORDINANCE NO. 90-2023

ACCEPTING THE PROPOSAL OF KLUMM BROS. LANDSCAPING, LLC TO ABATE THE NUISANCE AT 5647 DELLBROOK DRIVE, SYLVANIA, OHIO, AT A COST OF TEN THOUSAND FIVE HUNDRED DOLLARS (\$10,500.00); AUTHORIZING SAID COMPANY TO PROCEED WITH THE ABATEMENT; APPROPRIATING THE NECESSARY FUNDS THEREFORE; AND DECLARING AN EMERGENCY.

WHEREAS, on May 22, 2023, the Chief Building Official of the Lucas County Building Regulations Department reviewed the structure located at 5647 Dellbrook Road, Sylvania, Ohio, and observed that the structure constituted a serious hazard and should be repaired or razed; and,

WHEREAS, on June 7, 2023, the Director of Public Service of the City of Sylvania was notified by the Sylvania Township Fire Department that the structure located at 5647 Dellbrook Road, Sylvania, Ohio, posed an immediate hazard to the public's health and safety and posed a potential threat for collapse; and,

WHEREAS, on June 7, 2023, Carol A. Joseph was sent a letter by the Sylvania Township Fire Department, notifying her that a nuisance condition existed at 5647 Dellbrook Drive, Sylvania, Ohio, and was further ordered to abate the nuisance within thirty (30) days of the date of receipt of the letter or the nuisance would be abated by the City at the owner's expense; and,

WHEREAS, in order to proceed with the abatement of the nuisance at 5647 Dellbrook Road, Sylvania, Ohio, the Director of Public Service received proposals from area contractors to abate the nuisance; and,

WHEREAS, on October 23, 2023, the Director of Public Service received a proposal in the amount of Ten Thousand Five Hundred Dollars (\$10,500.00) from Klumm Bros. Landscaping, LLC, to abate the nuisance, which proposal was the lowest and best received; and,

WHEREAS, all of the procedures for a non-summary nuisance abatement have been followed by the Director of Public Service of the City of Sylvania under Chapter 1329 - Nuisance Abatement of the Sylvania Codified Ordinances; and,

WHEREAS, due to unhealthy, unsanitary, and dangerous condition of the structure located at 5647 Dellbrook Road, Sylvania, Ohio, this Council deems it necessary now to proceed with the abatement procedure; and,

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 Klumm Bros. Landscaping, LLC dated October 23, 2023, a copy of which is attached hereto as "Exhibit A", is hereby accepted and approved at a cost to this City of not to exceed Ten Thousand Five Hundred Dollars (\$10,500.00), and said company is hereby authorized to proceed to abate the nuisance under the direction of the Director of Public Service.

SECTION 2. That to provide funds for payments to Klumm Bros. Landscaping, LLC under its proposal hereby accepted there is hereby appropriated from the **CAPITAL IMPROVEMENT FUND**, from funds therein not heretofore appropriated, to **Account No. 401-7750-52268 - Miscellaneous**, the sum of Ten Thousand Five Hundred Dollars (\$10,500.00).

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 the structure at _____ poses an immediate hazard to the public's health and safety and should be abated forthwith. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2023, as an emergency measure.

ATTEST:

Clerk of Council

APPROVED:

Mayor

Date

President of Council

APPROVED AS TO FORM:

Director of Law



A

Third Quarter Management Report

Key Statistics:	2023	2022
Number of tax returns processed	4424	3905
Number of e-filed returns	0	13
Gross Receipts	\$3217776.87	\$2982139.32
Number of withholding payments processed	4353	4152
Number of online payments	121	100
Number of refunds processed	142	125
Delinquent totals	\$1080275.30	\$1007587.19
Amount of money received from collection	\$8594.70	\$14085.86
Number of accounts turned over for collection	0	113

Items of Special Interest:

The third quarter is always a busy time preparing for next tax season. All the forms and internet tool have to be updated. We also use this time to focus on delinquencies, non-filers, address changes, and identifying potential taxpayers by utilizing real estate transfer records, unclaimed funds records, lottery winner lists, zoning permits, new utility accounts, and school rosters.

We have begun the process of utilizing the State Attorney General's office to assist in collecting outstanding tax balances. Many other

We continue to look for ways to improve our productivity and increase revenues.

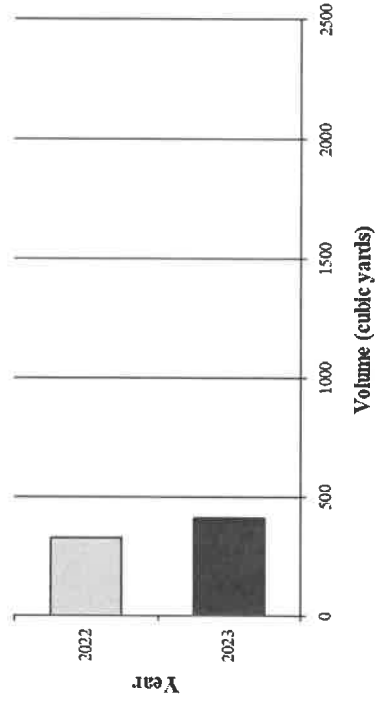
Respectfully submitted,

Christy M. Ordorica
Commissioner of Taxation

Parks & Forestry Quarterly Report : July – Sept. 2023

Green Yard Waste

2022 - 2023 Cu Yds. of Compost Sold



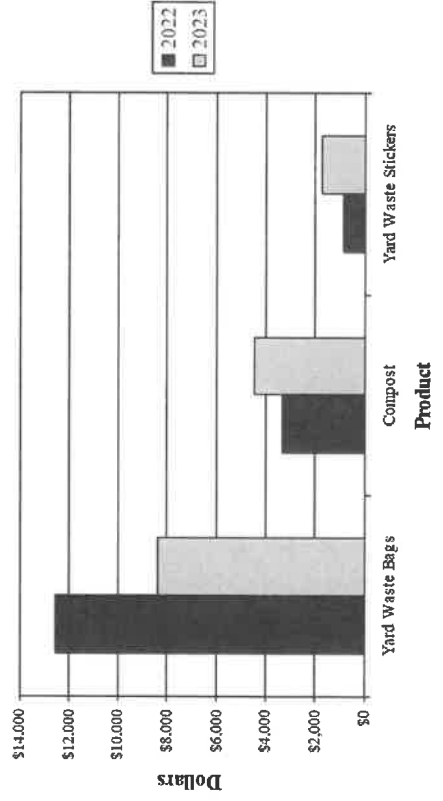
Volume Collected (cubic yards)

* Route A 206.0~

* Route B 230.0~

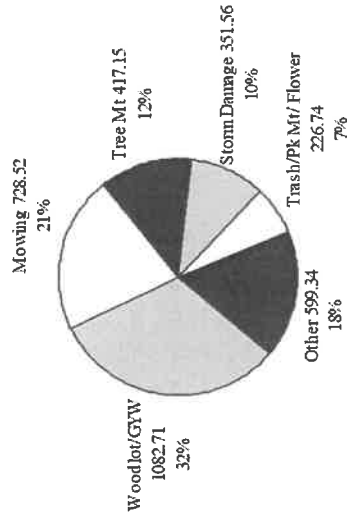
~ Processed Volume

2022- 2023 Revenue Comparison

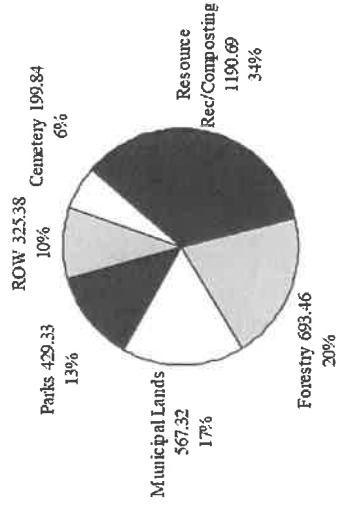


Parks & Forestry Quarterly Report : July - September, 2023

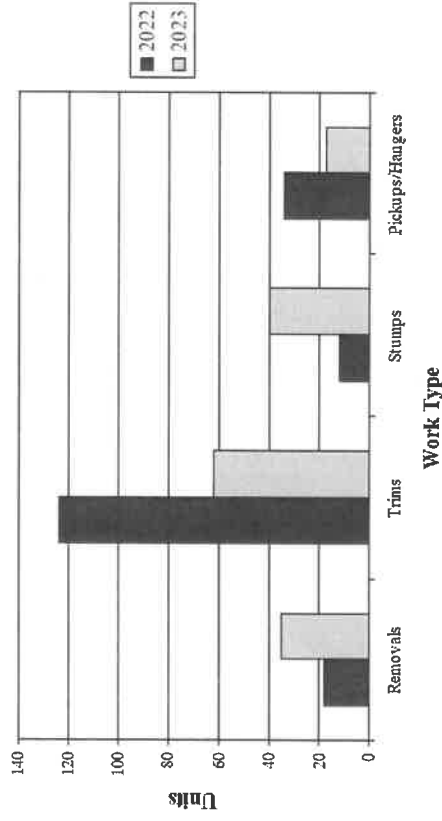
Man-Hours by Work Type



Man-Hours by Account



2022-2023 Work Comparison





SYLVANIA POLICE DIVISION 3rd QUARTER 2023

Operational Statistics

	<u>2022</u>	<u>2022</u>
Crime Reports	274	252
Criminal Arrests - Juvenile/Adult	2/35	3/47
Traffic Citations	164	129
Warnings	891	736
Parking Tickets	1	5
OVI	16	13
Traffic Crashes	88	85
Traffic Crash injuries/fatalities	24/0	36/0
Calls for Police Service	3001	2883
Hours Spent Handling Police Calls	1543:34	1357:38
Emergency Response Time – Priority 1	2:24	3:00
Overtime Hours - Police	1759	1390
Overtime Hours - Records	33	14
Training Hours	676	794

Administrative Update

During the 3rd quarter of 2023, we had quite a few changes in personnel for the Division. In July, Detective Philip Gallup retired with 32 years of service. Detective Gallup had been our longest serving officer who had the number 1 badge as that honor. Detective Steve Papenfuss now has the number 1 badge for the Division. The end of July and beginning of August, three new police officers were sworn in. They were Ryan Stager, Erik Reichmanis, and Corey Wright. With their hiring, we were brought to full patrol staffing.

In September, after a probationary review, it was decided to terminate Officer Darriontae Stewart. We will be working with civil service for a new officer test in the coming months.

The police division has been busy providing services for the summer special event season.

Community Affairs

Introduction

Officers from the Community Affairs Division have begun the transition into the 2023-2024 school year, which began August 21st. Officer Andrzejewski is continuing his first year as the SRO at Southview High School and Officer Clay continues to serve as the school resource officer at Northview High School. Officer Barnswell has begun teaching the elementary D.A.R.E. curriculum.

The Sylvania Police Volunteer Division has continued to assist with events and on road patrol as needed. Sylvania Police Division Volunteers have assisted with numerous events throughout the community this quarter. The Volunteer Division continues to be a tremendous asset to our Police Division.

Youth Programs / D.A.R.E. Events

- Officer Barnswell has started teaching D.A.R.E. at Sylvan Elementary.
- Officer Barnswell has started teaching D.A.R.E. at St. Joseph's.
- Officer Barnswell has started teaching D.A.R.E. at Maplewood Elementary.

Community Involvement

- Sgt. Bell continues to serve on the Sylvania Area Family Services Board.
- Sgt. Bell and Officer Barnswell continues to serve on the Sylvania Prevention Alliance Board.

School Resource Officer Programs - 3rd Quarter Report

Northview High School - Officer Clay	
Presentations	0
Meetings	7
General Offense Reports/Accident Reports	1
Citations / Warnings	0
School Related Complaints/Interviews	9
Parking Lot Assists	1
Court Appearances	0
Security Issues	12
Misc.	5
Southview High School – Officer Andrzejewski	
Presentations	0
Meetings	5
General Offense Reports/Accident Reports	2
Citations / Warnings	0
School Related Complaints/Interviews	13
Parking Lot Assists	2
Court Appearances	0
Security Issues	0
Misc.	14

Public Safety Cadets - 3rd Quarter Report

- Public Safety Cadets have trained in the following topics this quarter:
 - Traffic Crashes
 - Firearms and Firearms Safety
 - Hostage Negotiation
- Public Safety Cadets participated with the following events this quarter:
 - July 3rd fireworks detail at Mayberry

Volunteer Program - 3rd Quarter Report

A. Summary

Hour Summary	
Total Patrol Volunteer hours for July 2023 – Sept. 2023	17
Total Event Volunteer hours for July 2023 – Sept. 2023	97.75
Total	114.75

Volunteer Patrol Log	
Lockouts	0
House Checks	12
Road Patrol/Traffic Assists	0
Citizen/Motorist Assists	0
Special Assignments:	
<ul style="list-style-type: none">• July 3rd Fireworks• Sylvania Triathlon Northview vs. Southview Game• Riding Late in County 48• Beach Boys Concert• Citizen's Academy• De-escalation Scenario Training at Owens	

Bike Patrol - 3rd Quarter Report

Total Riding Hours

- **27.75**

Special Events

- **July 3rd Fireworks**
- **Northview vs. Southview Game**
- **Riding Late in County 48**

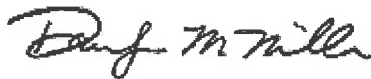
Detective Bureau

July – September 2023

Active Case Load by Investigator			
Detective	Assigned	Cleared	Total Active
Sgt. Music	15	15	5
Det. Collins	10	12	11
Det. Papenfuss	9	11	10
Monthly Totals	34	38	26

Mobile Device Extractions Completed	12
Storage Device Extractions Completed	10
Computers/Hard Drive Extractions	1

Respectfully submitted,



Danilyn M. Miller
Chief of Police



DIVISION OF UTILITIES
 DAVID W. FRANCE, UTILITY MANAGER

3rd Quarter 2023

Utilities	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Y-T-D	Prior Year
Number of Payments Received	21,029	20,109	20,667			82,149
Total Collection Water	\$864,307.92	\$971,943.03	\$1,487,929.26		\$3,324,180.21	\$4,573,354.10
Total Collection Sewer	\$754,136.89	\$845,314.59	\$974,817.77		\$754,136.89	\$3,149,637.60
Total Collection Refuse	\$170,916.13	\$193,049.15	\$199,893.91		\$563,859.19	\$661,284.40
Total Collection On/Off	\$0.00	\$0.00	\$0.00		\$0.00	\$100.00
Total Collection Fire	\$831.08	\$957.42	\$907.43		\$2,695.93	\$3,481.66
Total Collection Misc	\$4,078.88	\$3,417.08	\$3,699.29		\$11,195.25	\$13,009.95
Total Collection Water Tap Pay Plan	\$1,616.46	\$1,616.46	\$1,077.64		\$4,310.56	\$6,466.02
Total Collection Sewer Tap Pay Plan	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Utility/Zoning Permit Sales						
Water Tap Permits	\$26,495.00	\$3,600.00	\$26,050.00		\$56,145.00	\$38,930.24
Water Cost Recovery	\$0.00	\$0.00	\$0.00		\$0.00	\$4,000.00
Sanitary Tap Permits	\$8,010.00	\$1,750.00	\$7,750.00		\$17,510.00	\$25,507.63
Sanitary Connection Fees	\$24,867.46	\$43,740.00	\$24,600.00		\$93,207.46	\$11,000.00
Sanitary Cost Recovery	\$0.00	\$0.00	\$15,023.87		\$15,023.87	\$0.00
Sanitary Project Reimbursement	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Storm Tap Permits	\$1,000.00	\$250.00	\$1,000.00		\$2,250.00	\$10,525.48
Second Meter Permits	\$1,080.00	\$360.00	\$1,080.00		\$2,520.00	\$2,880.00
Hydrant Permits	\$0.00	\$1,200.00	\$0.00		\$1,200.00	\$1,100.00
Zoning Permits	\$4,526.50	\$9,776.05	\$7,176.73		\$21,479.28	\$20,431.31
Service Dept Sales						
Sewer and Sidewalk Licenses	\$795.00	\$700.00	\$145.00		\$1,640.00	\$3,205.00
Plans/Bid Documents	\$695.00	\$1,285.00	\$225.20		\$2,205.20	\$2,035.00
Refuse/Green Yard Waste						
Refuse Extra Bag Tags	\$303.75	\$446.75	\$449.02		\$1,199.52	\$1,728.25
Refuse Bulk Item Sticker	\$1,448.29	\$1,248.75	\$1,606.50		\$4,303.54	\$4,756.30
Green Yard Waster Stickers/Bags	\$13,330.24	\$16,096.39	\$4,261.87		\$33,688.50	\$32,548.07
Misc.						
Misc.	\$155.00	\$80.00	\$0.00		\$235.00	\$340.00
Total Collection	\$1,878,593.60	\$2,096,830.67	\$2,757,693.49	\$0.00	\$4,912,985.40	\$8,566,321.01

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Y-T-D	Prior Year
Number of Water Accounts	7,344	7,353	7,359			
Number of Sewer Accounts	8,635	8,644	8,649			
Number of Water Tap Permits	17	3	14		34	22
Number of Sanitary Tap Permits	20	8	32		60	46
Number of Storm Tap Permits	3	1	5		9	17
Number of Second Meter Permits	3	1	3		7	6

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Y-T-D	Prior year
Total Water Purchased (Gallons)	112,087,800	148,216,200	168,273,820		428,577,820	568,424,620
Average Daily Water Purchased	1,245,420	1,646,847	1,869,709		1,587,325	1,557,328
Total Sewer Flow (Gallons)	452,700,000	347,340,000	323,230,000		1,123,270,000	1,176,140,000
Average Daily Sewer Flow	5,030,000	3,859,333	3,591,444		4,160,259	4,032,082
Estimated Population Served-Water	21,400					
Estimated Population Served-Sewer	25,300					

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Y-T-D	Prior Year
Items Sold						
Extra Bags	179	230	181		590	757
Bulk Item	118	107	137		362	422
Green Yard Waste Sticker	566	538	69		1173	1163
Green Yard Bags	57	301	258		616	667
MTU's Replaced	365	195	125		685	489

Activities To Be Performed

Continued Replacement of Meter Transmitters
Prepping for large meter testing/replacement

Progress This Period

Systematic Cleaning of sewer collection system
Maintenance and repairs of water distribution system
Continued installation of Meter Transmitter Units



David W. France
Utility Manager