Sylvania City Council

August 18, 2025

6:15 p.m. Employee & Community Relations Committee Meeting Proposed Ordinance No. 82-2025 – Employee Hand Book

7:00 p.m. Public Hearing Change in DORA Hours of Operation

7:30 p.m. Council Meeting Agenda

- 1. Roll call: Mr. Hansen, Mr. Haynam, Mr. McCann, Mr. Murphy, Mr. Richardson, Ms. Stough, Mrs. Westphal.
- 2. Pledge of Allegiance to the United States of America led by Mr. Murphy.
- 3. Additions to the agenda.
- 4. Approval of the Council meeting minutes from July 21, 2025.
- 5. Report from the Employee & Community Relations Committee Meeting on Proposed Ordinance No. 82-2025 Employee Hand Book, held this date.
- 6. Report from the Public Hearing on Change in DORA Hours of Operation held this date.
- 7. Erie Street & Monroe Street Roundabout Project.
 - a. Service Director's letter requesting approval of both proposals.
 - b. Proposed Ordinance No. 86-2025, Accepting the proposal of WE Realty Solutions, Ltd. To provide right-of-way acquisition services relative to this project.
 - c. Proposed Ordinance No. 87-2025, Accepting the proposal of Appraisal Acquisition Consultants, LLC to provide appraisal review services relative to this project.
 - d. Service Director's recommendation to pursue OPWC grant funds for this project.
 - e. Proposed Resolution No. 13-2025, Authorizing the Mayor and Director of Finance to file a grant application with the Ohio Public Works Commission relative to this project.
- 8. Downtown Transportation Improvements-Aerial Utility Bury Construction Project.
 - a. Service Director's letter recommending approval of agreement.
 - b. Proposed Ordinance No. 88-2025, Authorizing the Mayor and Director of Finance to enter into a Statement of Conduit Access & Rights with Buckeye Cablevision, Inc. relative to this project.
 - c. Service Director's letter recommending approval of Letter of Intent Agreement.
 - d. Proposed Ordinance No. 89-2025, Authorizing the Mayor and Director of Finance to enter into a Letter of Intent with Frontier Communications relative to this project.
- 9. Proposed Ordinance No. 90-2025, Authorizing the Mayor and Director of Finance of the City of Sylvania, Ohio, to enter into a Court Security Officer Agreement with the Sylvania Municipal Court.

- Proposed Ordinance No. 91-2025, Amending Part Eleven Planning and Zoning Code of the Codified Ordinances of Sylvania, 1979, as amended by amending Chapter 1179 – Principles of Acceptability, Section 1179.05 – Lots. (Council Referral to Plan Commission)
- 11. Proposed Ordinance No. 92-2025, Revising the Administrative, Departmental and Divisional Organization of the City and the Codified Ordinances thereof by amending Chapter 139 Position and Compensation Plan; by amending Section 138.07 Leaves of Absence.
- 12. Proposed Ordinance No. 93-2025, to authorize and ratify the execution of Then & Now Certificates by the Finance Director and payment of amounts due for various purchase orders.
- 13. Proposed Ordinance No. 94-2025, Authorizing the Mayor and Director of Finance to enter into an amended agreement for the establishment of a Regional Combined Health District for the administration of health and environmental services within the geographical jurisdiction of Lucas County.
- 14. Purchase of E-Bikes for Police Division.
 - a. Letter from Police Chief requesting approval of purchase.
 - b. Proposed Ordinance No. 95-2025, Accepting the proposal of Mountain Man Ski and Bike for the purchase of four Aventon Adventure E-Bikes and additional batteries.
- 15. Request letters from Chief of Police.
 - a. Requesting approval to post seized vehicle (2011 Ford F350) on GovDeals for auction.
 - b. Requesting approval to post obsolete equipment and 2014 Police Interceptor on GovDeals for auction.
- 16. Proposed Resolution No. 14-2025, Adopting a statement, pursuant to Revised Code of Ohio 709.03(D), indicating what services will be provided to the area proposed to be annexed to the City of Sylvania by petition for annexation.
- 17. Petition for Zoning Ordinance Amendment ZA-1-2025, from Mike Hojnacki for 5540 N. Centennial Rd. Sylvania, Ohio, to change current Mixed zoning to B-2 zoning for a Commercial Flex Space Development. (Council referral to Plan Commission)
- 18. Committee reports.
- 19. Committee referrals.

INFORMATION

- A. Board of Architectural Review meeting minutes from August 13, 2025.
- B. Municipal Planning Commission meeting minutes from August 13, 2025.

Minutes of the Meeting of Council July 21, 2025

The Council of the City of Sylvania, Ohio met in regular session on July 21, 2025 at 7:30 p.m. with Mayor Frye in the chair. Roll was called with the following members present: Marcus Hansen, Doug Haynam, Brian McCann, Shawn Murphy, Patrick Richardson(excused), Lyndsey Stough(excused), Mary Westphal; (5) present; (2 absent.

Roll call: 5 present, 2 absent.

Pledge of Allegiance to the United States of America led by Mr. McCann.

Pledge of Allegiance.

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

Additions to the agenda.

No additions made to the agenda.

Agenda approval.

Mr. Haynam moved, Mr. Hansen seconded to approve the agenda as written; roll call vote being: McCann, Haynam, Murphy, Hansen, Westphal; (5) yeas; (0) nays. The motion carried.

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

Mrs. Westphal presented the June 16, 2025 regular meeting minutes. Mrs. Westphal moved, Mr. McCann seconded, that since the Mayor, members of Council, and others had been furnished copies of these minutes prior to this meeting, Council dispense with the reading of these minutes at this time, and the journal of the minutes of the regular meeting of June 16, 2025 be approved; roll call vote being: Hansen, McCann, Westphal, Murphy, Haynam; (5) yeas; (0) nays. The motion carried.

Approval of June 16, 2025 Council meeting minutes.

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

Mrs. Westphal gave a brief report on the Public Hearing held this date regarding Proposed Ordinance No. 56-2025 – Nonconforming Signs. No public was in attendance; therefore, no opposition was heard. The new deadline for replacement monument signs for businesses in the City will be extended to January 1, 2028. Committee members voted to advance legislation to City Council for approval.

Report from the Public Hearing held this date.

Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 56-2025, "Amending Chapter 1166 of the Sylvania Codified Ordinances by amending Section 1166.16 - Nonconforming Signs; and declaring an emergency"; Mr. Haynam moved, Mrs. Westphal seconded for passage of Ordinance No. 56-2025 as an emergency measure; roll call vote being: Haynam, McCann, Murphy, Hansen, Westphal; (5) yeas; (0) nays. The motion carried.

Ordinance No. 56-2025, "... Amending Chapter 1166... Nonconforming Signs..."

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

Mrs. Westphal gave a brief report from the Zoning & Annexation Committee meeting held on June 23, 2025 at 5:30 p.m. It was discussed that members of the Nuisance Abatement Board can live anywhere within City limits as long as they are qualified to serve. It was suggested that the Law Director or representative should have a seat on the board. One citizen attended the meeting expressing concerns about his neighborhood. Committee members voted to advance legislation to City Council for approval.

Report from the Zoning & Annexation Committee Meeting on 6/23/25.

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Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 63-2025, "Amending Part Thirteen – Building Code of the Codified Ordinances of Sylvania, 1979, as amended, by amending Chapter 1329 – Nuisance Abatement; and declaring an emergency"; Mr. Haynam moved, Mr. McCann seconded for passage of Ordinance No. 63-2025 as an emergency measure; roll call vote being: McCann, Haynam, Murphy, Hansen, Westphal; (5) yeas; (0) nays. The motion carried.

Ordinance No. 63-2025, "... Amending part 13...Nuisance Abatement..."

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

Mr. McCann presented and read aloud by title only, proposed Ordinance No. 74-2025, "Amending Part Seven – Business regulation Code of the Codified Ordinances of Sylvania, 1979, as amended, by amending Chapter 735 – Canvassers and Solicitors; and declaring an emergency"; Mr. McCann moved, Mr. Haynam seconded for passage of Ordinance No. 74-2025 as an emergency measure; roll call vote being: Haynam, Murphy, McCann, Hansen, Westphal; (5) yeas; (0) nays. The motion carried.

Ordinance No. 74-2025, "... Amending Part 7 -Business Reg... Canvassers..."

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

Service Director's letter recommending contract award was placed on file. Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 75-2025, "Accepting the proposal of L.C. United Painting Co. to provide metal repairs and upgrades to the City's water storage tanks; appropriating funds therefore in the amount of \$48,000; and declaring an emergency"; Mr. Hansen moved, Mrs. Westphal seconded for passage of Ordinance No. 75-2025 as an emergency measure; roll call vote being: Murphy, McCann, Hansen, Westphal, Haynam; (5) yeas; (0) nays. The motion carried.

Ordinance No.
75-2025, "... LC
United Painting
Co...Water
Storage
Tanks..."

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

Service Director's letter recommending approval of agreement was placed on file. Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 76-2025, "Authorizing the Mayor and Director of Finance to enter into a Sanitary Sewer Connection Agreement via Accommodation Tap with S&G Real Estate, LLC; and declaring an emergency"; Mr. Hansen moved, Mr. McCann seconded for passage of Ordinance No. 76-2025 as an emergency measure; roll call vote being: McCann, Murphy, Hansen, Westphal, Haynam; (5) yeas; (0) nays. The motion carried.

Ordinance No. 76-2025, "... Sanitary Sewer Agreement... S&G real Estate..."

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

Service Director's letter recommending approval of agreement was placed on file. Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 77-2025, "Authorizing the Mayor and Director of Finance to enter into an installment payment agreement for the Sanitary Sewer Tap Fee, Connection Fee and Service Line for the property located at 5350 Silvertown Drive, Sylvania, Ohio; and declaring an emergency"; Mr. Hansen moved, Mr. Haynam seconded for passage of Ordinance No. 77-2025 as an emergency measure; roll call vote being: McCann, Murphy, Hansen, Westphal, Haynam; (5) yeas; (0) nays. The motion carried.

Ordinance No. 77-2025, "... Sanitary Sewer Agreement... 5350 Silvertown Drive..."

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

Service Director's letter requesting approval of the agreement with ODOT was placed on file. Mr. Murphy presented and read aloud by title only, proposed Ordinance No. 78-2025, "Authorizing the Mayor and Director of Finance to enter into an agreement with the State of Ohio, Department of Transportation on behalf of the City of Sylvania for the Monroe/Erie Roundabout Project; and declaring an emergency"; Mr. Murphy moved, Mr. McCann seconded for passage of Ordinance No. 78-2025 as an emergency measure; roll call vote being: McCann, Murphy, Hansen, Westphal, Haynam; (5) yeas; (0) nays. The motion carried.

Ordinance No. 78-2025, "... Agreement with ODOT...Monroe Erie Roundabout Project..."

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

Service Director's letter recommending approval of Change Order No. 2 was placed on file. Mr. Murphy presented and read aloud by title only, proposed Ordinance No. 79-2025, "Authorizing the Mayor and Director of Finance to approve Change Order No. 2 to this City's agreement with Van Tassel Construction Corporation for the Plummer Pool Bath House Renovations Project for additional work items required; increasing the contract amount by \$8,221.84; and declaring an emergency"; Mr. Murphy moved, Mr. McCann seconded for passage of Ordinance No. 79-2025 as an emergency measure; roll call vote being: Murphy, McCann, Hansen, Westphal, Haynam; (5) yeas; (0) nays. The motion carried.

Ordinance No. 79-2025, "... Van Tassel... Plummer Pool Bath House..."

Mayor Frye Stated that Council will now consider agenda item 13.

Service Director's letter requesting authorization to submit a grant application was placed on file. Mr. Haynam presented and read aloud by title only, proposed Resolution No. 12-2025, "A Resolution authorizing the Mayor and Director of Finance to prepare and submit an application to participate in the Congestion Mitigation and Air Quality and Carbon Reduction Grant Programs managed by Toledo Metropolitan Area Council of Government and to execute contracts as required; and declaring an emergency"; Mr. Haynam moved, Mr. Murphy seconded for passage of Resolution No. 12-2025 as an emergency measure; roll call vote being: Murphy, Hansen, Westphal, Haynam, McCann; (5) yeas; (0) nays. The motion carried.

Resolution No. 12-2025, "... CMAQ & CRP ...Harroun & Holland-Sylvania Roundabout..."

Mayor Frye state that Council will now consider agenda item 14.

Law Director's letter recommending acceptance of proposal was placed on file. Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 80-2025, "Accepting the proposal of Creadio to provide video creation and editing services for the Criminal Justice Coordinating Council's Violence Against Women Act Funding Grant requirement; appropriating funds therefore in an amount not to exceed \$10,000; and declaring an emergency"; Mrs. Westphal moved, Mr. McCann seconded for passage of Ordinance No. 80-2025 as an emergency measure; roll call vote being: Westphal, McCann, Murphy, Hansen, Haynam; (5) yeas; (0) nays. The motion carried.

Ordinance No. 80-2025, "... Creadio...Video for CJCC...Grant Requirement..."

Mayor Frye stated that Council will now consider agenda item 15.

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 81-2025, "An Ordinance to authorize and ratify the execution of Then and Now Certificates by the Finance Director and the payment of amounts due for various purchase orders; and declaring an emergency"; Mrs. Westphal moved, Mr. Hansen seconded for passage of Ordinance No. 81-2025 as an emergency measure; roll call vote being: McCann, Murphy, Hansen, Westphal, Haynam; (5) yeas; (0) nays. The motion carried.

Ordinance No. 81-2025, "... Then & Now Certificates..."

Mayor Frye stated that Council will now consider agenda item 16.

Mr. McCann presented and read aloud by title only, proposed Ordinance No. 82-2025, "Revising the Administrative, Departmental and Divisional Organization of the City

Ordinance No. 82-2025, "... Employee Hand

and the Codified Ordinances thereof by amending Sylvania Codified Ordinance Chapter 139 – Position and Compensation Plan; and declaring an emergency"; Mr. McCann moved, Mrs. Westphal seconded to refer proposed Ordinance No. 82-2025 to the Employee & Community Relations Committee for review and recommendation; roll call vote being: McCann, Murphy, Hansen, Westphal, Haynam; (5) yeas; (0) nays. The motion carried.

Book..."
Referral to Emp
& CR Comm.

Mr. McCann moved, Mrs. Westphal seconded to set an Employee & Community Relations Committee meeting for Monday, August 18, 2025 at 6:15 p.m. in City Council Chambers located at 6635 Maplewood Avenue, Sylvania, Ohio, to discuss proposed Ordinance No. 82-2025; roll call vote being: McCann, Murphy, Hansen, Westphal, Haynam; (5) yeas; (0) nays. The motion carried.

Set Emp & CR Committee Meeting for 8/18 at 6:15pm.

Mayor Frye stated that Council will now consider agenda item 17.

Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 83-2025, "Ordinance approving the assessments heretofore authorized by Resolution No. 6-2025 for Street Lighting; levying said assessments; and declaring an emergency"; Mr. Hansen moved, Mrs. Westphal seconded for passage of Ordinance No. 83-2025 as an emergency measure; roll call vote being: McCann, Hansen, Westphal, Haynam, Murphy; (5) yeas; (0) nays. The motion carried.

Ordinance No. 83-2025, "... Street Lighting Assessments..."

Mayor Frye stated that Council will now consider agenda item 18.

Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 84-2025, "To assess a special tax upon the lots and lands described in the schedule referred to herein to pay a part of the cost and expense of providing for the construction, maintenance, repair, cleaning and enclosing open drainage ditches within the corporate limits of the City of Sylvania for the year ending December 31, 2025; and declaring an emergency"; Mr. Hansen moved, Mr. Haynam seconded for passage of Ordinance No. 84-2025 as an emergency measure; roll call vote being: McCann, Hansen, Westphal, Haynam, Murphy; (5) yeas; (0) nays. The motion carried.

Ordinance No. 84-2025, "... Drainage Ditch Assessments..."

Mayor Frye stated that Council will now consider agenda item 19.

Mr. Murphy presented and read aloud by title only, proposed Ordinance No. 85-2025, "To assess a special tax upon the lots and lands described in the schedule referred to

Ordinance No. 85-2025, "....

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herein to pay a part of the cost and expense of providing for the removal and special treatment of shade trees for the purpose of controlling blight and disease of same; and for planting, maintaining, trimming and removing shade trees in an along the streets and within public right-of-way of the City for the year ending December 31, 2025; and declaring an emergency"; Mr. Murphy moved, Mr. McCann seconded for passage of Ordinance No. 85-2025 as an emergency measure; roll call vote being: McCann, Hansen, Westphal, Haynam, Murphy; (5) yeas; (0) nays. The motion carried.

Shade Tree Assessments..."

Mayor Frye stated that Council will now consider agenda item 20.

Service Director's letter recommending that City Council refer the Gateway Signage Standard Concept Packet to the August 13, 2025 Board of Architectural Review Committee for review and recommendation was placed on file. Mr. McCann moved, Mr. Hansen seconded to refer this packet to the BAR Committee; roll call vote being: McCann, Hansen, Westphal, Haynam, Murphy; (5) yeas; (0) nays. The motion carried.

Gateway Signage Packet referred to BAR on 8/13/25.

Mayor Frye stated that Council will now consider agenda item 21.

Mrs. Westphal moved, Mr. McCann seconded to authorize the administration to begin Letters of Interest solicitation for the Centennial Road & Little Road Intersection Improvements Project; roll call vote being: Hansen, Westphal, McCann, Haynam, Murphy; (5) yeas; (0) nays. The motion carried.

LOI for Centennial & Little Intersection.

Mayor Frye stated that Council will now consider agenda item 22.

Mr. McCann moved, Mrs. Westphal seconded to authorize the administration to advertise for bids for the Downtown Transportation Improvements/Aerial Utility Bury Construction Project; roll call vote being: Murphy, Westphal, Haynam, Hansen, McCann; (5) yeas; (0) nays. The motion carried.

Advertise for bids on DT Trans Imp/Aerial Utility Bury Project.

Mayor Frye stated that Council will now consider agenda item 23.

Mr. Haynam moved, Mrs. Westphal seconded to refer Petition for Zoning Ordinance Amendment SUP-3-2025 from Benjamin & Amanda Milliron at 5916 Main Street, Sylvania, Ohio, to allow ground-mounted solar energy systems on their property, to the Municipal Planning Commission; roll call vote being: Murphy, Westphal, Haynam, Hansen, McCann; (5) yeas; (0) nays. The motion carried.

SUP-3-2025 referred to Plan Commission.

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Mayor Frye stated that Council will now consider agenda item 24.

Mr. McCann moved, Mr. Hansen seconded to set a Public hearing for the Application to the Sylvania City Council to change hours of operation of the City of Sylvania Designated Outdoor Refreshment Area (DORA) on Monday, August 18, 2025 at 7:00 p.m. in City Council Chambers located at 6635 Maplewood Avenue, Sylvania, Ohio; roll call vote being: Murphy, McCann, Westphal, Haynam, Hansen; (5) yeas; (0) nays. The motion carried.

Set P.H. for DORA Application for 8/18 at 7pm.

Mayor Frye stated all agenda items have been addressed.

Mrs. Westphal moved, Mr. McCann seconded to adjourn at 9:07 p.m. Roll call vote being: Murphy, Hansen, McCann, Westphal, Haynam; (5) yeas; (0) nays.

Adjournment.

Clerk of Council

Mayor



APPLICATION TO THE SYLVANIA CITY COUNCIL

~to change the hours of operation of the~

CITY OF SYLVANIA DESIGNATED OUTDOOR REFRESHMENT AREA ORC 4301.82

July 21, 2025

Submitted by William D. Sanford, City of Sylvania Economic Development Director

I. INTRODUCTION AND SUBMITTAL OF APPLICATION

Section 4301.82 of the Ohio Revised Code (ORC) authorizes municipalities with a population under 50,000 to create not more than three (3) DORAs that are no larger than 320 contiguous acres in size.

Sylvania City Council, by Ordinance No. 37-2019, created a Designated Outdoor Refreshment Area and established the boundaries of same. Ordinance No. 47-2020, passed by Sylvania City Council on July 20, 2020, expanded the boundaries of the DORA to include the Mini Park at the corner of Maplewood Ave. and Main St. and Ordinance No. 48-2021, passed by Sylvania City Council on June 7, 2021, expanded the boundaries of the DORA to include Summit Street. Red Bird Sylvania has requested the hours of the DORA be changed from 12:00 p.m. to 12:00 a.m. Monday through Sunday to 10:00 a.m. to 12:00 a.m. Monday through Sunday. Therefore, this application is being submitted to amend the hours of operation of the DORA.

7/28/25 mariling - DORA

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Parcel ID	Assessor#	Property Class	Zoning District	Owner
8202101	45035014	С	31-B3	6632 MAPLEWOOD LLC AN OHIO LLC
8202117	45037070	E	31-B3	SYLVANIA CITY OF
8202131	45037074	С	31-B3	GENERAL TELEPHONE CO
8202134	45037071	С	31-B3	GENERAL TELEPHONE CO
8202147	45037006	С	31-B3	MSHD PROPERTIES LTD AN OHIO LIMITED LIAB
8202151	45037005	C	31-B3	NZRD PROPERTIES OF TOLEDOING AN OHIO COR
8202154	45037004	Č	31-B3	NZRD PROPERTIES OF TOLEDOINC AN OHIO COR
8202157	45037003	Č	31-B3	TOMAHAWK PROPERTY MANAGEMENT LLC
8202161	45037002	Č	31-B3	WURTH HOLDING LTD
8202164	45037002	Č	31-B3	YOLO LIVING LLC AN OHIO LIMITED LIABIL
8203467	45035001	R	31-B3	WALT & MARYBETH REALTY LLC
8203471	45035001	R	31-B3	TWIG DEVELOPMENT PROPERTIES LLC
		C	31-B3	TWIG DEVELOPMENT PROPERTIES LLC
8203474	45035003			SYLVANIA CITY OF
8203492	45416005	С	31-B3	KERMET LLC AN OHIO LIMITED LIABILITY COM
8203531	45035004	R	31-B3	
8210221	45037019	С	31-B3	SIGMA REALTY COMPANY
8210234	45037016	С	31-B3	REECE DONNA M, TRUSTEE
8210237	45037015	C	31-B3	REECE DONNA M, TRUSTEE
8210241	45037014	C	31-B3	DREAMER'S REAL ESTATE LLC
8210244	45037013	C	31-B3	DANIAN PROPERTIES, LLC ANOHIO LIMITED LI
8210247	45037012	С	31-B3	BRIESCHKE DONALD D & BONNIE N
8210251	45037010	С	31-B3	HLR PROPERTIES LTD AN OHIO LIMITED LIABI
8210254	45037011	С	31-B3	HLR PROPERTIES LTD AN OHIO LIMITED LIABI
8210257	45037007	С	31-B3	MAD DAD DUVALL PROPERTIESLLC
8210261	45037008	С	31-B3	STAMPFLMEIER PROPERTIES LLC
8211174	45012070	С	31 - B3	KP REAL ESTATE ONE LLC
8211221	45026005	С	31-B3	WFZ PROPERTIES LLC A LIMITED LIABILITY
8211244	45026014	С	31-B3	NZRD PROPERTIES OF TOLEDOINC AN OHIO COR
8211264	45026010	С	31-B3	WFZ PROPERTIES LLC A LIMITED LIABILITY C
8211271	45026015	С	31-B3	NZRD PROPERTIES OF TOLEDOINC AN OHIO COR
8211274	45026016	С	31-B3	NATURAL RESOURCES MANAGEMENT REALTY LLC
8211281	45026003	С	31-B3	NZRD PROPERTIES OF TOLEDOINC AN OHIO COR
8211284	45026002	С	31-B3	WFZ PROPERTIES LLC A LIMITED LIABILITY C
8211294	45026017	С	31-B3	YEE PROPERTIES LLC, AN OHIO LIMITED LIAB
8211297	45026018	C	31-B3	YEE PROPERTIES LLC, AN OHIO LIMITED LIAB
8211307	45026019	Ċ	31 - B3	YEE PROPERTIES LLC, AN OHIO LIMITED LIAB
8211311	45026024	Č	31-B3	SEME FEDERAL CREDIT UNION
8211314	45026001	C	31-B3	SYLVANIA AREA FEDERAL CREDIT UNION
8211317	45026022	R	31-B3	SUMMIT75 LLC
8211324	45026021	E	31-B3	SYLVANIA CITY
8211331	45026021	C	31-B3	SYLVANIA TELEPHONE CO INVAN OHIO GENERAL
8211357	45027010	Č	31-B3	UP NORTH DREAMS LLC
		C	31-B3	UP NORTH DREAMS LLC
8211367 8211374	45027011 45027014	C	31-B3	UP NORTH DREAMS LLC
8211381				UP NORTH DREAMS LLC
	45027013	R	31-B3	
8211384	45027012	C	31-B3	UP NORTH DREAMS LLC
8211395	45027015	С	31-B3	UP NORTH DREAMS LLC
8211424	45027017	С	31-B3	P O PROPERTIES LTD
8211454	45027016	R	31-B3	UP NORTH DREAMS LLC
8211471	45027022	С	31-B3	NORTH MAIN STREET INVESTMENTS LLC
8211481	45027021	C	31-B3	KERMET LLC AN OHIO LIMITED LIABILITY COM
8211494	45027023	C	31-B3	CHRISTENSEN ANGELA M
8294081	45416001	С	31-B3	FIRST BROOKSIDE LLC
8294084	45416004	С	31-B3	SYLVANIA CITY OF, AN OH MUNICIPAL CORP
8294086	45416006	E	31-B3	SYLVANIA CITY OF, AN OH MUNICIPAL CORP
8294087	45416007	С	31-B3	J & G REALTY CO OF TOLEDO LLC
8294088	45416008	С	31-B3	HARMONY REAL ESTATE LLC
8294092	45416011	С	31-B3	FIRST BROOKSIDE LLC

Mailing Address Property Address PO BOX 1328, MAUMEE OH 43537 6632 MAPLEWOOD AVE, SYLVANIA OH 43560 6730 MONROE ST, SYLVANIA OH 43560 6635 MAPLEWOOD AVE, SYLVANIA OH 43560 P.O. BOX 2629, ADDISON TX 75001 6619 MAPLEWOOD AVE, SYLVANIA OH 43560 P.O. BOX 2629, ADDISON TX 75001 6619 MAPLEWOOD AVE, SYLVANIA OH 43560 5663 MAIN ST, SYLVANIA OH 43560-1929 5663 MAIN ST, SYLVANIA OH 43560 3793 SILICA RD STE B, SYLVANIA OH 43560-9814 5679 MAIN ST, SYLVANIA OH 43560 3793 SILICA RD STE B, SYLVANIA OH 43560-9814 5679 MAIN ST, SYLVANIA OH 43560 5681 MAIN ST, SYLVANIA OH 43560 5681 MAIN ST, SYLVANIA OH 43560 6200 BRENT DR, TOLEDO OH 43611 5689 MAIN ST, SYLVANIA OH 43560 601 PIERCE ST, MAUMEE OH 43537 5693 MAIN ST, SYLVANIA OH 43560 6056 SUMMIT ST, SYLVANIA OH 43560-1275 5773 N MAIN ST, SYLVANIA OH 43560 5763 N MAIN ST, SYLVANIA OH 43560 5763 N MAIN ST, SYLVANIA OH 43560 5763 MAIN ST, SYLVANIA OH 43560 5761 MAIN ST, SYLVANIA OH 43560 6730 MONROE ST, SYLVANIA OH 43560 5727 MAIN ST, SYLVANIA OH 43560 5758 MAIN ST # B, SYLVANIA OH 43560 5753 MAIN ST, SYLVANIA OH 43560 5619 MAIN ST, SYLVANIA OH 43560 5619 MAIN ST, SYLVANIA OH 43560 27 MEADOW LN, TOLEDO OH 43623-1047 5621 MAIN ST, SYLVANIA OH 43560 27 MEADOW LN, TOLEDO OH 43623-1047 5625 MAIN ST, SYLVANIA OH 43560 816 SOUTHBRIAR, TOLEDO OH 43607 5629 MAIN ST, SYLVANIA OH 43560 5633 MAIN ST, SYLVANIA OH 43560-1929 5633 MAIN ST, SYLVANIA OH 43560 5812 EAGLEWOOD, SYLVANIA OH 43560 5639 MAIN ST, SYLVANIA OH 43560 5643 MAIN ST, SYLVANIA OH 43560 5645 MAIN ST, SYLVANIA OH 43560 5643 MAIN ST, SYLVANIA OH 43560 5641 MAIN ST, SYLVANIA OH 43560 5661 MAIN ST, SYLVANIA OH 43560-1929 5661 MAIN ST, SYLVANIA OH 43560 5651 MAIN ST, SYLVANIA OH 43560-1929 5651 MAIN ST, SYLVANIA OH 43560 7305 S PEACH AVE, FOWLER CA 93625 5622 SUMMIT ST, SYLVANIA OH 43560 4801 BONITA BAY BLVD # 1002, BONITA SPRINGS FL 34134 5615 SUMMIT ST, SYLVANIA OH 43560 3793 SILICA RD STE B, SYLVANIA OH 43560 5632 MAIN ST, SYLVANIA OH 43560 4801 BONITA BAY BLVD # 1002, BONITA SPRINGS FL 34134 5612 MAIN ST, SYLVANIA OH 43560 3793 SILICA RD STE B, SYLVANIA OH 43560 5648 MAIN ST, SYLVANIA OH 43560 7901 SYLVANIA AVE, SYLVANIA OH 43560 5658 MAIN ST, SYLVANIA OH 43560 3793 SILICA RD STE B, SYLVANIA OH 43560-9814 5625 SUMMIT ST, SYLVANIA OH 43560 4801 BONITA BAY BLVD # 1002, BONITA SPRINGS FL 34134 5629 SUMMIT ST, SYLVANIA OH 43560 5226 SECOR RD, TOLEDO OH 43623-2402 5662 MAIN ST, SYLVANIA OH 43560 5226 SECOR RD, TOLEDO OH 43623-2402 5678 MAIN ST, SYLVANIA OH 43560 5226 SECOR RD, TOLEDO OH 43623-2402 5692 MAIN ST, SYLVANIA OH 43560 6613 MAPLEWOOD AVE, SYLVANIA OH 43560-1936 6613 MAPLEWOOD AVE, SYLVANIA OH 43560 6613 MAPLEWOOD AVE, SYLVANIA OH 43560-1936 5645 SUMMIT ST, SYLVANIA OH 43560 6701 FRANKLIN ST, SYLVANIA OH 43560 5639 SUMMIT ST, SYLVANIA OH 43560 6730 MONROE ST, SYLVANIA OH 43560 6505 MAPLEWOOD AVE, SYLVANIA OH 43560 6611 MAPLEWOOD AVE, SYLVANIA OH 43560-1936 6611 MAPLEWOOD AVE, SYLVANIA OH 43560 6602 MAPLEWOOD AVE, SYLVANIA OH 43560 5712 N MAIN ST, SYLVANIA OH 43560 5712 N MAIN ST, SYLVANIA OH 43560 6604 MAPLEWOOD AVE, SYLVANIA OH 43560 5712 N MAIN ST, SYLVANIA OH 43560 5712 MAIN ST, SYLVANIA OH 43560 5712 N MAIN ST, SYLVANIA OH 43560 5708 MAIN ST, SYLVANIA OH 43560 5712 N MAIN ST, SYLVANIA OH 43560 6616 MAPLEWOOD AVE, SYLVANIA OH 43560 5712 N MAIN ST, SYLVANIA OH 43560 5720 MAIN ST, SYLVANIA OH 43560 5738 MAIN ST, SYLVANIA OH 43560-1931 5738 MAIN ST, SYLVANIA OH 43560 5712 N MAIN ST, SYLVANIA OH 43560 5730 N MAIN ST, SYLVANIA OH 43560 5768 MAIN ST, SYLVANIA OH 43560-1931 5768 MAIN ST, SYLVANIA OH 43560 5758 MAIN ST # B, SYLVANIA OH 43560 5758 MAIN ST, SYLVANIA OH 43560 9320 MEMORIAL HWY, OTTAWA LAKE MI 49267 5774 MAIN ST, SYLVANIA OH 43560 9 RIVERHILLS LN, TOLEDO OH 43623 6604 MAPLEWOOD AVE, SYLVANIA OH 43560 6730 MONROE ST, SYLVANIA OH 43560 5723 MAIN ST, SYLVANIA OH 43560 6730 MONROE ST, SYLVANIA OH 43560 5734 LANE DR, SYLVANIA OH 43560 953 PHILLIPS AVE, TOLEDO OH 43612 5735 MAIN ST, SYLVANIA OH 43560 6031 GRANVILLE DR, SYLVANIA OH 43560 5747 MAIN ST, SYLVANIA OH 43560

9 RIVERHILLS LN, TOLEDO OH 43623

0 MAIN ST, SYLVANIA OH 43560

541 N. Superior Street, Toledo, OH ,43660

Classified: 419-724-6500 Fax: 419-724-6438

General: 419-724-6000

AFFIDAVIT OF PUBLICATION STATE OF OHIO, LUCAS COUNTY SS.

CITY OF SYLVANIA-ADMINISTRATION BUILDING

Account: 101507

Classification 10 - Legal Notices

Width: 1 x Depth: 2.625

PO # Laura Smith Ad # 668436

Price: \$171.08

Notice is hereby given that a Public Hearing will be held before the Sylvania City Council in the Council Chambers, 6635 Maplewood Avenue, Sylvania, Ohio 43560, on Monday, August 18, 2025 at 7:00 p.m. to discuss the change of beginning hours of operation for the Designated Outdoor Refreshment Area (DORA) from 12:00 p.m. to 10:00 a.m.; and any person or persons interested in the providing lestimany, may be heard. A copy of the application to expand the hours of the current DORA is on file in the Office of the Clerk of Council and is available for inspection by the public during regular business hours. By order of the Council of the Clip of Sylvania, Ohio.

NOTICE OF PUBLIC HEARING SYLVANIA CITY COUNCIL

Laura Smith, Clerk of Council City of Sylvania, Ohio (419) 885–8926 #668436

PUB	START	STOP	TOTAL # OF INSERTS
The Blade	07/27/25	07/27/25	1
Digital	07/27/25	07/27/25	1

being first duly sworn, make oath and say that I am an Advertising Clerk in the employ of The TOLEDO BLADE CO., the publishers of THE BLADE, that I personally know the facts herein stated, that said BLADE is a daily newspaper printed, and of general circulation in excess of 15,000, in said County, and in said State, and that the notice of which the below is a true copy of the text, was published in said Daily BLADE according to the above run schedule.

Subscribed in my presence and sworn to before me this

___, A.D. 2025.

Notary Public, State of Ohio

Connie J. Paul Notary Public, State of Ohio My Commission Expires: 02-26-2027



August 18, 2025

To: The Mayor and Members of Sylvania City Council

Re: Right-of-Way Acquisition Services Proposals – LUC-CR 4-7.22 (PID 116993)
West Erie Realty Solutions Ltd. and Appraisal Acquisition Consultants, LLC

Dear Mr. Mayor and Council Members:

Engineering design work is through Stage 2 on the LUC-CR 4-7.22 project. As a reminder, this project will install a bowtie roundabout at the intersection of Erie Street and Monroe Street and will resurface Erie Street from Centennial Road to Monroe Street. The next step is to begin acquiring the necessary right-of-way that will be needed for the scheduled improvements.

The Service Department has obtained proposals from two ODOT pre-qualified consultants that will be performing different services to acquire the right-of-way. West Erie Realty Solutions, Ltd. will be assigned to project management, title reports, appraisals, negotiations, closings, and document recordings. Their proposal to provide these services on ten (10) parcels is \$95,000.

Appraisal Acquisition Consultants, LLC will be providing appraisal review services. ODOT policy on projects that contain Federal funding requires an independent entity provide the appraisal review services. Their proposal for appraisal review services is \$13,500.

We recommend approval of both right-of-way acquisition services proposals with West Erie Realty Solutions, Ltd. (\$95,000) and Appraisal Acquisition Consultants, LLC (\$13,500). The expenses for both of these services were included in the 2025 capital improvement budget and would be funded from account number 401-7610-53613. Please call with any questions.

Sincerely,

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

76.

ORDINANCE NO. 86-2025

ACCEPTING THE PROPOSAL OF WE REALTY SOLUTIONS, LTD. TO PROVIDE RIGHT-OF-WAY ACQUISITION SERVICES RELATIVE TO THE ERIE & MONROE ROUNDABOUT PROJECT; APPROPRIATING FUNDS THEREFORE IN THE AMOUNT OF \$95,000; AND DECLARING AN EMERGENCY.

WHEREAS, Ordinance No. 3-2019, passed January 7, 2019, accepted the proposal of Tetra Tech to conduct a traffic study at the intersection of Erie Street and Monroe Street and appropriated funds in the amount of \$18,500 for the study; and,

WHEREAS, the purpose of the study was to review intersection deficiencies and evaluate alternatives to improve traffic flow and safety and based on the study, Tetra Tech recommended that a roundabout be constructed at the Monroe Street and Erie Street intersection; and,

WHEREAS, Ordinance No. 13-2020, passed March 2, 2020, accepted the proposal of Tetra Tech to conduct a gap study supplement for the traffic study at the intersection of Erie Street and Monroe Street to include the intersection of Monroe Street and Olde Post Road at a cost of \$7,000; and,

WHEREAS, Resolution No. 8-2021, passed June 21, 2021, authorized the Mayor and Director of Finance to apply for Surface Transportation Block Grant ("STBG") funding for said project in the amount of \$2,861,950 towards the total estimated cost of the project of \$4,028,132; and,

WHEREAS, Ordinance No. 6-2024, passed February 5, 2024, authorized the Mayor and Director of Finance to accept the proposal of Tetra Tech to provide professional engineering services for Erie Street and Monroe Street Roundabout and Resurfacing Project and appropriated funds therefore in the amount of \$474,500; and,

WHEREAS, the project construction plans are complete and the next step is to begin acquiring the property necessary to complete the improvements; and,

WHEREAS, the Director of Public Service has received a proposal from WE Realty

Solutions, Ltd. to provide right-of-way acquisition services including project management, title reports, appraisals, negotiations, closings and recording services for the parcels that will be impacted by these projects; and,

WHEREAS, the Director of Public Service, in a report dated July 21, 2025, has recommended that the proposal of WE Realty Solutions, Ltd. to provide right-of-way acquisition services for the Monroe Street Traffic Signal Improvement Project at a cost of Ninety-Five Thousand Dollars (\$95,000.00), be accepted.

NOW, T	HEREFORE, BE IT ORDAINED by the Council of the City of Sylvania, Lucas
County, Ohio, _	members elected thereto concurring:

- SECTION 1. That the proposal of WE Realty Solutions, Ltd. in the amount of Ninety-Five Thousand Dollars (\$95,000.00) for providing right-of-way acquisition services relative to the Erie & Monroe Roundabout Project, is hereby accepted.
- <u>SECTION 2.</u> 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. 401-7610-53613 Erie Street Roundabout and Resurfacing the amount of Ninety-Five Thousand Dollars (\$95,000.00).
- SECTION 4. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.
- SECTION 5. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.
- SECTION 6. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the City should provide for right-of-way acquisition services relative to the Monroe & Erie Roundabout Project 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,	, 2025, as an emergency measure.
	President of Council
ATTEST:	APPROVED AS TO FORM:
Clerk of Council	Director of Law
APPROVED:	
Mayor	
Date	

West Crie

PROPOSAL & AGREEMENT

ROW Acquisition Services / LUC-CR 4-7.22 PID 116993

June 30, 2025 - The following fee proposal is based on information provided to WE by the City of Sylvania.

1. Project Management - 10 parcels @ \$1,320.00 per parcel			
The Title Report fees shown are e	sclusive of those charged for courth sts will be reimbursed by the (Client)	ouse copies that	\$11,000.00 may need to be purchased in support of individual title West Erie Realty Solutions, Ltd. (WE) at their actual cost
(Martin & Wood Appraisal Group,	Ltd.) These appraisal fees are based ided by the client. Please keep in n	upon the appraise	\$29,500.00 er's best estimate in the type of report required for any nat of appraisal report for any one parcel is subject to
A "parcel" is defined as a single over example, parcel 1-WD & T is consi Good Faith Offer, Colored Plan Exh	vnership assigned to a parent numbe dered to be a single parcel. The offe bits, Warranty Deed, Easement, Insti	er regardless of the r packet will inclu ruments, Legal De	
3 Mail Out @	\$600.00 per parcel the updating of the title report and	• • • • • • • • • • • • • • • • • • • •	\$7,000.00 \$1,800,00 easement(s) or warranty deed(s) on a per parcel basis
6. Misc. Project Fees – 10 These reimbursable costs consist o cost for offer packets.	@ \$200.00 per parcel f county recording fees, auditor trans	ifer fee, e-recordi	\$2,000.00 ng fees with Simplifile and/or CSC, and US Certified Mail
6. Lien Release Fees – 5 @ WE will only charge for actual release	9 \$600.00 per parcel ses secured as part of the closing pr	ocess. We've assi	\$3,000.00 umed this total for purposes of the cost proposal.
		Total	Cost Proposal\$95,000.00
Respectfully submitted by: West Erie Realty Solutions, 323 Lafayette Street Toledo, Ohio 43604	Ltd.		Proposal Accepted By: City of Sylvania
Greg R. Vriezelaar President	Date: June 30, 2025	Name:	Date:

Subject:

RE: Tetra Tech MFT: LUC CRA 7.22 Erie & Monroe Rnbt / PID 116993 - Preliminary R/W Plans

Date:

Friday, June 27, 2025 at 5:34:27 PM Eastern Daylight Time

From:

Kevin Schroeder

To:

Greg Vriezelaar, Scott Recker

Attachments: image003.png, image004.jpg, image005.jpg

Greg and Scott,

Our proposed fees and formats are below:

Parcel 5 = \$2,000 (VF)

Parcel 6 = \$2,000 (VF)

Parcel 7 = \$7,000 (Narrative)

Parcel 8 = \$900 (VA)

Parcel 15 = \$7,000 (Narrative)

Parcel 18 = \$7,000 (Narrative)

Parcel 19 = \$900 (VA)

Parcel 20 = \$900 (VA)

Parcel 25 = \$900 (VA)

Parcel 30 = \$900 (VA)

Total = \$29,500

Our proposed turn time is 90 days from authorization.

Thanks,

Kevin P. Schroeder

Vice President

Martin + Wood Appraisal Group, Ltd.

Corporate Office

43 S. St. Clair Street

Toledo, Ohio 43604

419.241.4998 (Office)

567.420.1031 (Direct)

419.265.0915 (Cell)

419.241.5932 (Fax)

kschroeder@martin-woodappraisal.com

70.

ORDINANCE NO. 87-2025

ACCEPTING THE PROPOSAL OF APPRAISAL ACQUISITION CONSULTANTS, LLC TO PROVIDE APPRAISAL REVIEW SERVICES RELATIVE TO THE ERIE & MONROE ROUNDABOUT PROJECT; APPROPRIATING FUNDS THEREFORE IN THE AMOUNT OF \$15,400; AND DECLARING AN EMERGENCY.

WHEREAS, Ordinance No. 3-2019, passed January 7, 2019, accepted the proposal of Tetra Tech to conduct a traffic study at the intersection of Erie Street and Monroe Street and appropriated funds in the amount of \$18,500 for the study; and,

WHEREAS, the purpose of the study was to review intersection deficiencies and evaluate alternatives to improve traffic flow and safety and based on the study, Tetra Tech recommended that a roundabout be constructed at the Monroe Street and Erie Street intersection; and,

WHEREAS, Ordinance No. 13-2020, passed March 2, 2020, accepted the proposal of Tetra Tech to conduct a gap study supplement for the traffic study at the intersection of Erie Street and Monroe Street to include the intersection of Monroe Street and Olde Post Road at a cost of \$7,000; and,

WHEREAS, Resolution No. 8-2021, passed June 21, 2021, authorized the Mayor and Director of Finance to apply for Surface Transportation Block Grant ("STBG") funding for said project in the amount of \$2,861,950 towards the total estimated cost of the project of \$4,028,132; and,

WHEREAS, Ordinance No. 6-2024, passed February 5, 2024, authorized the Mayor and Director of Finance to accept the proposal of Tetra Tech to provide professional engineering services for Erie Street and Monroe Street Roundabout and Resurfacing Project and appropriated funds therefore in the amount of \$474,500; and,

WHEREAS, the project construction plans are complete and the next step is to begin acquiring the property necessary to complete the improvements; and,

WHEREAS, the Director of Public Service has received a proposal from Appraisal

Acquisition Consultants, LLC to provide appraisal review services for the appraisals performed by WE Realty Solutions, Ltd.; and,

WHEREAS, the Director of Public Service, in a report dated July 21, 2025, has recommended that the proposal of WE Realty Solutions, Ltd. to provide right-of-way acquisition services for the Monroe Street Traffic Signal Improvement Project at a cost of Ninety-Five Thousand Dollars (\$95,000.00), be accepted.

	NOW, THERE	EFORE, BE IT ORDAINED by the Council of the City of Sylvania, Luca
County	y, Ohio,	members elected thereto concurring:

- <u>SECTION 1.</u> That the proposal of WE Realty Solutions, Ltd. in the amount of Ninety-Five Thousand Dollars (\$95,000.00) for providing right-of-way acquisition services relative to the Erie & Monroe Roundabout 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.
- <u>SECTION 3.</u> 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. 401-7610-53613 Erie Street Roundabout and Resurfacing** the amount of Ninety-Five Thousand Dollars (\$95,000.00).
- SECTION 4. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.
- SECTION 5. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.
- SECTION 6. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the City should provide for right-of-way acquisition services relative to the Monroe & Erie Roundabout Project 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,	, 2025, as an e	mergency measure.

	President of Council
ATTEST:	APPROVED AS TO FORM:
Clerk of Council	Director of Law
APPROVED:	
Mayor	
Date	



APPRAISAL ACQUISITION CONSULTANTS, LLC PO Box 126 PERRYSBURG, OHIO 43552 PHONE: 419-350-3760 EMAIL: dtdicke@aol.com

City of Sylvania
Department of Public Service
Mr. Joseph E. Shaw, P.E., P.S., Safety/Service Director
6730 Monroe Street
Sylvania, Ohio 43560

August 6, 2025

Re: LUC CR 4-7.22 PID 116993, appraisal review services proposal. REVISION no 2.

Dear Mr. Shaw:

Appraisal Acquisition Consultants, LLC. is pleased to present a price proposal to provide appraisal review services for the project noted above. The scope of these services will follow current Ohio Department of Transportation procedure. This includes the following items:

- Attend any kick off meeting with the city, and their consultant(s) in person or virtually.
- 2 Review plans and project, prepare Draft Appraisal Scoping Checklists for the various valuation format reports if authorized.
- 3 Provide red flag issues to the agency for their consideration.
- 4 Review ASC forms the City to provide as prepared by ODOT. Then send them to their Appraiser(s) for their review and signature if they concur with the formats and scope.
- 5 Review the reports as provided by the City's appraiser(s) and create reviewer compliance comments.
- 6 Re-review reports regarding comments and re-submit any added comments or recommend to the City.
- 7 Upon Reviewer's recommendation, forward the review documents and recommended reports to the City.
- The Value Analysis Report Reviews will be reviewed under the Jurisdictional Exception provision of the Uniform Standards of Professional Appraisal Practice.
- 9 Provide monthly status reports if requested.

The City of Sylvania will provide current right of way plans and available construction plans to be utilized in reviewing the ASC forms for each subject property.

The work product noted above would be concluded by David T. Dicke who is prequalified by ODOT for appraisal review and is a State Certified General Appraiser. He is also prequalified as a Project Manager with ODOT. Mr. Jeff Upton, MAI and Mr. Jon Myers ASA may assist as review appraiser trainees in various functions of the reviews. Recommendation and review documents will be the responsibility of and signed by David Dicke, Appraisal Review project Manage and cosigned by either of the reviewer trainees.

I/we expect to deliver the recommended review documents to you within 7 days, or sooner, of receipt final corrected value analysis, value finding or appraisal reports for each parcel based on our receipt date. Delivery is dependent on the various appraisers' turnaround of corrected reports. Meeting the scheduled delivery time frame is specifically contingent upon prompt receipt of all pertinent information from all parties.

Please be advised that I/we are not engineers, professional cost estimators, attorneys or environmental experts. Therefore, our fee quote does not include any allowance for such specialized studies or services.

If such studies or outside experts are required in order to complete the assignment, we can help in making the necessary contacts and arrangements (which may result in an increase in fees to cover those independent expert reports). The fee quote includes an hourly rate, if authorized, for subsequent court appearances or related pre-trial consultation services for appropriation, deposition or testimony should a subject property become involved in any litigation or court proceedings.

Mr. Joseph E. Shaw P.E., P.S. City of Sylvania Aug. 6, 2025, PID 116993 App. Rev. Prop. Revised no.2 Page 2 of 4

Parcel fees may vary by complexity of the appraisal review. Billings will be for services provided by parcel. Quoted fees include transportation costs, time, expenses and overhead costs based on the plans showing up to 10 individual parcels to be acquired by the City of Sylvania for the proposed project.

Project Review services costs.

9 Project management parcels, meetings etc. @ \$300 per parcel.	\$ 2,700
9 Appraisal Scoping Checklist reviews no charge	\$ 0
5 Value Analysis reviews @ \$350 per (pcls: 8, 19, 20, 25, 30)	\$ 1,750
1 Value Finding Review @ \$650 (pcl. 6)	\$ 650
3 B/A Summary Report Reviews @ \$2,800 per (pcls 7, 15, 18)	<u>\$ 8,400</u>
Total Appraisal Review Services Fees	\$13,500
Litigation support @ \$200/hr. (if authorized)	

Payment for respective invoicing is expected within 60 days.

The various documents will be prepared for the City of Sylvania and their agents will be public records and any written correspondence is discoverable. Please understand that our fee is not in any way contingent upon our concluding to any target figure regarding values recommended by review. Our fees do not include additional consultation that may be requested for trial or other meeting preparations or data.

We look forward to being of service and are prepared to begin as soon as you authorize us to do so. If this proposal meets with your approval, provide a written acknowledgement and authorization to proceed. We shall commence working on the assignment when we receive your authorization.

Please do not hesitate to call if you need any clarification of this proposal.

Respectfully Submitted,

Appraisal Acquisition Consultants, LLC

David T. Dicke

Enclosed and attached:

The Jurisdictional Exception form and the Appraiser and Qualifications.

I acknowledge the general scope of work and fee structure proposed, and authorize <u>Appraisal Acquisition</u> <u>Consultants, LLC</u>. to begin the work.

Ву	Date	
Title		

To authorize, sign, date and return the signed copy of pages 1 and 2 To: David T. Dicke of Appraisal Acquisition Consultants, LLC.. P.O. Box 126 Perrysburg, Ohio 43552 or email dtdicke@aol.com

JURISDICTIONAL EXCEPTION

The Value Analysis format, and Review which are prepared under the waiver of appraisal provision in 49 CFR and the Ohio Administrative Code, is not considered to be an appraisal when it is used in accordance with the Policies and Procedures of the Ohio Department of Transportation (ODOT). The Value Analysis format, however, is considered to be a valuation assignment by the Ohio Department of Commerce, the government agency regulating state licensed and certified appraisers in Ohio. Thus, this report was developed and reported under the Jurisdictional Exception provision of the Uniform Standards of Professional Appraisal Practice (USPAP). USPAP is a nationally recognized minimum standard for appraisals and appraiser behavior. Ohio Law (ORC 4763.13) requires all state licensed or certified appraisers in Ohio to comply with USPAP. The current version of USPAP does not permit a certified appraiser to invoke a Jurisdictional Exception unless the appraiser can cite a law or regulation precluding the appraiser from complying with USPAP. The law permitting the appraiser to invoke a Jurisdictional Exception is:

OAC 5501:2-5-06 (B)(3)(b)(ii)(a):

- (3) Appraisal, waiver thereof, and invitation to owner:
- (a) Before the initiation of negotiations, the real property to be acquired shall be appraised, except as provided in paragraph (B)(3)(b) of this rule, and the owner, or the owner's designated representative, shall be given an opportunity to accompany the appraiser during the appraiser's inspection of the property.
- (b) An appraisal is not required if:
- (i) The owner is donating the property and releases the agency from its obligation to appraise the property; or
- (ii) The agency determines that an appraisal is unnecessary because the valuation problem is uncomplicated and the anticipated value of the proposed acquisition is estimated at ten thousand dollars or less, based on a review of available data.
- (a) When an appraisal is determined to be unnecessary, the agency shall prepare a waiver valuation. Persons preparing or reviewing a waiver valuation are precluded from complying with standard rules 1, 2, 3 and 4 of the "Uniform Standards of Professional Appraisal Practice" (USPAP), as in effect in the current edition, as promulgated by the "Appraisal Standards Board" of the Appraisal Foundation, which can be found at http://www.uspap.org.

Appraiser/Reviewer: David T. Dicke

Certified General Real Estate Appraisers numbers.: 000381302

Qualifications of David T. Dicke

Appraisal Acquisition Consultants, LLC

PO Box 126 Perrysburg, Ohio 43552 Phone: 419-350-3760 (mobile) email: dtdicke@aol.com

EDUCATIONAL BACKGROUND:

The Ohio State University, BS (1975)

Major: Real Estate and Urban Development

Boy Scouts of America National Executive Institute (1976)

1978 to present, Ohio Dept. of Transp. real estate classes, Appraisal Institute,

International Right of Way Association, National Highway Institute classes and seminars

for continuing education and prequalification.

APPRAISAL, ACQUISITION AND EMPLOYMENT EXPERIENCE:

2025 to now President, Appraisal Acquisition Consultants, LLC, Perrysburg, OH.

2012 to 2026: Real Estate Consultant, American Property Analysts Inc. Perrysburg, OH.

1997 to 12-2011: Real Estate Administrator, ODOT, Bowling Green, OH

1978 to 1997 Realty Specialist, appraiser, reviewer, property agent ODOT, N W Region

Real Estate, Findlay, OH

1979 to 2011 Owner, APAC, an appraisal, acquisition, consulting firm Perrysburg, OH.

1979 to present Licensed Sales Associate held with Loss Realty Group, Toledo, OH.

1975 to 1978 Boy Scouts of America, District Scout Executive, Lima, OH

TYPES OF PROPERTIES APPRAISED:

Commercial, light industrial, special purpose, agricultural, residential, and specialize in eminent domain related appraisal and appraisal review.

EXPERT WITNESS:

Common Pleas Lucas County

Common Pleas Allen County

Common Pleas Wood County

Common Pleas Medina County

Common Pleas Franklin County

Common Pleas Seneca County

Mediation assistance in Lucas, Wood, Henry Counties

PROFESSIONAL MEMBERSHIPS AND LICENSES:

National, State and Local Boards of Realtors

Ohio License as Real Estate Sales Associate # 278960

Member of the American Real Estate and Urban Economics Association

Member of the National Association of Appraisers

CERTIFICATION AND PRE-QUALIFICATIONS:

Ohio Certification Program: General Real Estate Appraiser #381302

ODOT Prequalified for: Project Management, Title Research, Value Analysis, Appraisal,

Appraisal Review, Negotiation, Closing

Download Attachments

Kimberly Allensworth uses ShareFile to share documents securely.

Joe,

Per our discussion yesterday, I had a chance to review the fee proposals. I am recommending some reduction in proposed costs. I am also attaching the new Consultant Fee guidance provided by ODOT Consultant Services together with an explanation below and on their costs proposal (West Erie) why you might want to consider negotiating lower fees for some items:

- For Dave Dicke ODOT will prepare the appraisal scoping checklists for you. I have noted the fee proposal accordingly.
- For West Erie some of the proposed fees seem high. I have noted why a reduction in proposed fee should be considered and the reasoning. Plus, Parcel 5 will no longer require an appraisal, negotiation, closing or a mortgage partial release.

Obviously, the decision is yours. Feel free to call me if you have any questions! Respectfully,

Kimberly Allensworth Navratil
LPA RW Liaison Officer
ODOT District 2
317 East Poe Road, Bowling Green, OH 43402
(p) 419-373-4379 (m) 419-656-6960
Kimberly Allensworth @dot.ohio.gov



From: Allensworth, Kimberly

Sent: Monday, July 14, 2025 2:59 PM

To: Shaw, Joseph < ishaw@cityofsylvania.com > Cc: Eric Barnes < ebarnes@cityofsylvania.com >

Subject: RE: RW Acquisition & RW Appraisal Review Services Proposals-116993

Hi Joe,

Thank you for providing these items and for leaving me a message.

I am currently going through the plans to ensure I come up with the same appraisal format as what has been quoted to you. Hoping to have that done in the next day or two and will get back to you.



August 18, 2025

To: The Mayor and Members of Sylvania City Council

Re: OPWC Grant Application – LUC-CR 4-7.22 (PID 116993)

(Erie Street & Monroe Street Roundabout & Erie Street Resurfacing)

Dear Mr. Mayor and Council Members:

In 2021, the Service Department applied for Surface Transportation Block Grant (STBG) funding to financially assist with planned improvements to install a roundabout at the intersection of Erie Street & Monroe Street and to resurface Erie Street from Centennial Road to Monroe Street (LUC-CR-4-7.22, PID 116993). The City was successful with this application and was awarded \$2,861,950.

The project has advanced through Stage 2 design and we are ready to apply for the final piece of grant funding on the project. The Service Department would like to submit a grant application to the Ohio Public Works Commission (OPWC) to help supplement the STBG funding already secured.

A financial summary of the entire project including the OPWC grant request is as follows:

 ODOT STBG (52.3%)
 \$2,861,950

 City of Sylvania (34.9%)
 \$1,906,221

 OPWC Grant Application (12.8%)
 \$700,000

 Total Combined Project Cost
 \$5,468,171

We recommend proceeding ahead and pursuing the OPWC grant funds in the amount of \$700,000. Please call with any questions.

Sincerely,

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

RESOLUTION NO. 13-2025

A RESOLUTION AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO FILE A GRANT APPLICATION WITH THE OHIO PUBLIC WORKS COMMISSION FOR THE ERIE STREET & MONROE STREET ROUNDABOUT AND ERIE STREET RESURFACING PROJECT; AND DECLARING AN EMERGENCY.

WHEREAS, the Director of Public Service, by report dated August 18, 2025, has requested permission to apply for Ohio Public Works Commission ("OPWC") grant funding for the Erie Street & Monroe Street Roundabout and Erie Street Resurfacing Project; and,

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

WHEREAS, Ordinance No. 13-2020, passed March 2, 2020, authorized the Mayor and Director of Finance to conduct a Gap Study at the intersection of Monroe Street and Olde Post Road and the gap study concluded that the roundabout provided less delay and more acceptable gaps than the signalized improvements; and,

WHEREAS, in addition to the roundabout, it was concluded that a westbound Monroe Street left-turn lane was warranted and, in addition to those improvements, the project will also resurface Erie Street from Centennial Road to Monroe Street; and,

WHEREAS, Resolution No. 8-2021, passed June 21, 2021, authorized the Mayor and Director of Finance to prepare and submit an application to participate in the Surface Transportation Block Grant managed by the Toledo Metropolitan Area Council of Government's Transportation Improvement Program; and,

WHEREAS, the grant application was successful and the City was awarded \$2,861,950 toward the project cost of \$5,468,171; and,

WHEREAS, the Director of Public Service, by report dated August 18, 2025, has

recommended the City submit an OPWC grant application to assist with \$700,000, or 12.8% of the project, if successful, with the remaining cost of the project to be paid with Surface Transportation Block grant funds (\$2,861,950) and City funds (\$1,906,221) and has recommended the City proceed with the grant application in the amount of \$700,000.

recommended the City proceed with the grant application in the amount of \$700,000. NOW, THEREFORE BE IT RESOLVED by the Council of the City of Sylvania, Lucas County, Ohio, members elected thereto concurring: <u>SECTION 1.</u> 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 Erie Street and Monroe Street Roundabout and Erie Street Resurfacing 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 by the Charter. Yeas Nays Vote on passage as an emergency: Passed, , 2025, as an emergency measure. President of Council APPROVED AS TO FORM: ATTEST: Clerk of Council APPROVED: Director of Law

Mayor

Date



August 18, 2025

To: The Mayor and Members of Sylvania City Council

Re: Downtown Transportation Improvements (Aerial Utility Bury Construction Project)

Dear Mr. Mayor and Council Members:

There are four (4) utility companies with aerial facilities in the second block of Main Street including Buckeye Cable, Frontier Communications, Spectrum, and Toledo Edison. These utility companies have been asked to relocate from aerial facilities to below grade as a part of the Downtown Transportation Improvements Project.

The Service Department has been coordinating the relocation work with Buckeye Cable and they have requested a Statement of Conduit Access and Rights Agreement be executed with the City. Additionally, the cost to Buckeye Cable to relocate facilities to City-provided underground infrastructure has been estimated to be \$99,714.84. The Agreement and cost estimate are enclosed.

The Agreement with Buckeye states the conduit and any underground vaults/handholes to be installed by the City will be owned by Buckeye Cable for their exclusive use and purposes at project completion. In addition, all costs associated with this effort are to be bore by City. The anticipated cost for Buckeye Cable relocation work was included in the 2025 capital improvement budget and would be funded from account 401-7610-53610.

We recommend approval of the Statement of Conduit Access Rights Agreement with Buckeye Cable and the associated invoice in the amount of \$99,714.84. Please call with any questions.

Sincerely,

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



ORDINANCE NO. 88-2025

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO A STATEMENT OF CONDUIT ACCESS AND RIGHTS WITH BUCKEYE CABLEVISION, INC. RELATIVE TO THE DOWNTOWN TRANSPORTATION IMPROVEMENT PROJECT; APPROPRIATING FUNDS THEREFORE IN THE AMOUNT OF \$99,714.84; AND DECLARING AN EMERGENCY.

WHEREAS, part of Phase 2 of the Downtown Transportation Improvement Project includes relocating aerial facilities to below grade in the second block of Main Street; and,

WHEREAS, Buckeye Cablevision, Frontier Communications, Spectrum and Toledo Edison have aerial facilities in the second block of Main Street and the Service Department has been coordinating the relocation work with the utility companies; and,

WHEREAS, the Director of Public Service, by report dated August 18, 2025, has received a Statement of Conduit Access and Rights Agreement from Buckeye Cablevision as well as an estimate of the cost to relocate the utilities to City-provided underground infrastructure in the amount of \$99,714.84; and,

WHEREAS, the Director of Public Service, by report dated August 18, 2025, recommends approval of the Statement of Conduit Access and Rights Agreement as well as the cost to relocate the conduit in the amount of \$99,714.84.

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 are hereby authorized to enter into the Statement of Conduit Access and Rights with Buckeye Cablevision, Inc., a copy of which is attached hereto as "Exhibit A."

<u>SECTION 2.</u> That to provide funds for said utility line relocation hereby authorized, there is hereby appropriated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7610-53610 – Downtown Transportation Improvements,** the sum of Ninety-Nine Thousand Seven Hundred Fourteen and 84/100 Dollars (\$99,714.84).

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 utility line relocation for Phase 2 of the Downtown Transportation Improvement Project should commence at the earliest possible time and therefore this Ordinance should be effective immediately. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency:	Yeas Nays
Passed,	, 2025, as an emergency measure.
	President of Council
ATTEST:	APPROVED AS TO FORM:
Clerk of Council	Director of Law
APPROVED:	
Mayor	
Date	



Estimate

Buckeye Broadband 2700 Oregon Rd Northwood, OH 43619

DATE

July 29, 2025

CUSTOMER ID

Main St Beautification

то

City of Sylvania

Attention: Eric Barnes

6730 Monroe St Sylvania, OH 43560

Estimator:	JOB	PAYMENT TERMS	DUE DATE
J. Gould / T Schaller	City of Sylvania Main St Beautification Project		asap

QUANTITY	DESCRIPTION UNIT PRICE		LINE TOTAL
.00	Labor needed to relocate fiber optic plant \$57,623	60	\$57,623.60
	Materials needed to relocate fiber optic plant \$21,140	.82	\$21,140.8
	Labor needed to relocate coaxial plant \$16,099	48	\$16,099.4
	Materials needed to relocate coaxial plant \$4,850	.94	\$4,850.9
Project altere	cations, major changes to the schedule or site delays will be charged at a time equipment dollar amount equal to the delay and charged time incurred.		
	SUBTOT	AL S	99,714.84

Make all checks payable to Buckeye Cablevision Inc. **THANK YOU FOR YOUR BUSINESS!**

Statement of Conduit Access and Rights

Buckeye Cablevision, Inc., doing business as "Buckeye Broadband," and its affiliated company Buckeye Telesystem, Inc. (collectively, "Buckeye Broadband") have certain video, telephone, and broadband facilities and equipment (the "Buckeye Equipment") placed on and around Main Street from Maplewood Avenue to Erie Street (the "Streets") and consistent with federal, state, and local law; and

The Community of the City of Sylvania ("Community") wishes to move forward with a project on and around the Streets that will impact the Buckeye infrastructure, and Community has requested that it be allowed to relocate the Buckeye infrastructure into new conduits to be installed by or for, and owned by, Buckeye Broadband (the "Buckeye Conduit"); and

Community has provided or will provide design plans for Buckeye's review and approval (the "Design"), which will not be unreasonably denied or delayed; and

The Community is undertaking a project entitled "<u>City of Sylvania Downtown Utility Conversion to Underground</u>", Project No. 23150 (herein referred to as the "Project"). The Project requires the relocation of communications infrastructure owned by Buckeye Broadband, as described in Exhibit A. The parties agree that such relocation of the utility infrastructure shall be performed by the Community's Contractor or by Buckeye Broadband at the City's cost, according to the terms of this letter of Agreement.

In the case of an aerial to underground or underground relocation, the relocation conduit and vaults ("Buckeye Infrastructure") will be exclusively for Buckeye Equipment and cable for use by Buckeye Broadband only.

Name:
Title:
Community:
Name:
Title:
Community:
Name:
Title:
Buckeye Broadband - Buckeye Cablevision, Inc.





August 18, 2025

To: The Mayor and Members of Sylvania City Council

Re: Downtown Transportation Improvements (Aerial Utility Bury Construction Project)

Dear Mr. Mayor and Council Members:

There are four (4) utility companies with aerial facilities in the second block of Main Street including Buckeye Cable, Frontier Communications, Spectrum, and Toledo Edison. These utility companies have been asked to relocate from aerial facilities to below grade as a part of the Downtown Transportation Improvements Project.

The Service Department has been coordinating the relocation work with Frontier Communications and they have requested a Letter of Intent Agreement be executed with the City. Additionally, the cost to Frontier Communications to relocate facilities to City-provided underground infrastructure has been estimated to be \$70,251.52. The Letter of Intent and cost estimate are enclosed.

The Letter of Intent outlines the scope of work including the relocation aerial fiber optic and copper facilities and placing them underground within two (2), 4" PVC conduits provided by the City. Also, all Frontier owned poles will be removed.

The anticipated cost for Frontier Communications relocation work was included in the 2025 capital improvement budget and would be funded from account 401-7610-53610.

We recommend approval of the Letter of Intent Agreement with Frontier Communications and the associated cost estimate in the amount of \$70,251.52. Please call with any questions.

Sincerely,

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



ORDINANCE NO. 89-2025

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO A LETTER OF INTENT WITH FRONTIER COMMUNICATIONS RELATIVE TO THE DOWNTOWN TRANSPORTATION IMPROVEMENT PROJECT; APPROPRIATING FUNDS THEREFORE IN THE AMOUNT OF \$70,251.52; AND DECLARING AN EMERGENCY.

WHEREAS, part of Phase 2 of the Downtown Transportation Improvement Project includes relocating aerial facilities to below grade in the second block of Main Street; and,

WHEREAS, Buckeye Cablevision, Frontier Communications, Spectrum and Toledo Edison have aerial facilities in the second block of Main Street and the Service Department has been coordinating the relocation work with the utility companies; and,

WHEREAS, the Director of Public Service, by report dated August 18, 2025, has received a Letter of Intent from Frontier Communications as well as an estimate of the cost to relocate the utilities to City-provided underground infrastructure in the amount of \$70,251.52; and,

WHEREAS, the Director of Public Service, by report dated August 18, 2025, recommends approval of the Letter of Intent as well as the cost to relocate the conduit in the amount of \$70,251.52.

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 are hereby authorized to enter into the Letter of Intent with Frontier Communications, a copy of which is attached hereto as "Exhibit A."

SECTION 2. That to provide funds for said conduit relocation hereby authorized, there is hereby appropriated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7610-53610** – **Downtown Transportation Improvements,** the sum of Seventy Thousand Two Hundred Fifty-One and 52/100 Dollars (\$70,251.52).

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 conduit relocation for Phase 2 of the Downtown Transportation Improvement Project should commence at the earliest possible time and therefore this Ordinance should be effective immediately. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency:	Yeas Nays
Passed,	, 2025, as an emergency measure.
	President of Council
ATTEST:	APPROVED AS TO FORM:
Clerk of Council	Director of Law
APPROVED:	
Mayor	
Date	

25	EXCHA	The same	Sylvania - SYVN - 51270	1270		
STATE: OH	SSP:		North - CTS			
co: 942	OP AREA:		SHIP TO:	CTS_ASHLAN	ILAN	
मिन्नुद से प्रकारिका	# Task (b)	CAS Code	Account	Qty	Unit	Description
		NP22F	3421.204	900	Н	REMOVE AERIAL CABLE ALL TYPES UP TO 1.5" DIA
		NP18B	3421.104	1290	H	REMOVE STRAND (ALL SIZES)
		NP22G	3421.104	740	Ħ	REMOVE AERIAL CABLE ALL TYPES 1.6" OR GREATER DIA
		NP22F	3421.104	125	FT	REMOVE AERIAL CABLE ALL TYPES UP TO 1.5" DIA
		NP22F	3421,104	150	F	REMOVE AERIAL CABLE ALL TYPES UP TO 1.5" DIA
		NP22F	3421.104	135	F	REMOVE AERIAL CABLE ALL TYPES UP TO 1.5" DIA
Table 1		NP07A	6421.000	2	EA	PLACE ANCHOR & GUY (ALL TYPES/SIZE) (ONLY)
		NP07B	3421.104	2	EA	REMOVE ANCHOR & GUY
		NP43B	3422.204	727	H	REMOVE UNDERGROUND CABLE (OR SUB-DUCT)
	9	NP43B	3422.104	180	Ŀ	REMOVE UNDERGROUND CABLE (OR SUB-DUCT)
		NP43D	2422.201	1260	Е	PLACE COPPER IN CONDUIT ALL TYPES UP TO 1.5 DIA
1		NP43D	2422.101	1640	E	PLACE COPPER IN CONDUIT ALL TYPES UP TO 1.5 DIA
		NS24A	2422.101	28	PR	SECTION TRANSFER
		NP03B	3411.004	00	EA	POLES IN POWER - REMOVAL ONLY
		NP36B	3421.104	18	SP	REMOVE AERIAL DROP
		NP22K	3423.104	1	EA	PLACE/REMOVE RISER ALL TYPES UP TO 1.5" DIA
		NP22K	6423.000	1	EA	PLACE/REMOVE RISER ALL TYPES UP TO 1.5" DIA
		NP22K	2422.101	m	EA	PLACE/REMOVE RISER ALL TYPES UP TO 1.5" DIA
		NP22L	3422.104	1	EA	PLACE/REMOVE RISER ALL TYPES 1.6" OR GREATER DIA
		NF19	2422.201	288	EA	FIBER SPLICING (Ribbon) 97 and Greater
		NS10B	3422.104	820	PR	CUT PAIRS DEAD
		NS10B	3423.104	25	PR	CUT PAIRS DEAD
		NS10B	3421.104	40	PR	CUT PAIRS DEAD
	,	NS10B	3421.104	420	PR	CUT PAIRS DEAD
		NS10B	3421.104	308	PR	CUT PAIRS DEAD
		NS10B	3421.104	30	PR	CUT PAIRS DEAD
		NS10A	2422.101	26	PR	CLEAR & CAP/BUNCH & GROUND
	12.20	NS10A	2422.101	48	R.	CLEAR & CAP/BUNCH & GROUND
		NS10A	2422.101	20	PR	CLEAR & CAP/BUNCH & GROUND
	in the state of th	NS10A	2422.101	34	PR	CLEAR & CAP/BUNCH & GROUND
		NF18	2421.201	120	EA	FIBER SPLICING (Ribbon) 37-96
		NF18	2422.201	120	EA	FIBER SPLICING (Ribbon) 37-96
		NS01A	6422.000	425	PR	TAG PAIRS
		NF19	2422.201	240	EA	FIBER SPLICING (Ribbon) 97 and Greater
		NF26	2422.201	2	EA	PLACE/REMOVE/REPLACE FIBER CLOSURES/ORGANIZERS
	and a	NF26	2421.201	m	EA	PLACE/REMOVE/REPLACE FIBER CLOSURES/ORGANIZERS
		NS12D	2422.101	П	EA	REARRANGE CLOSURE-NON-READY ACCESS
ı		NS12A	2422.101	41	EA	PLACE CLOSURE-READY ACCESS
		NS12B	6421.000	m l	EA	REARRANGE CLOSURE-READY ACCESS
		NS16A	6422.000	425	PR	TEST/VERIFY PAIRS
		NS10A	6422.000	425	PR	CLEAR & CAP/BUNCH & GROUND

PLACE FIXED-COUNT TERMINAL	STRAIGHT SPLICE, 1-50 PAIRS	REMOVE FIBER TERMINAL-AERIAL DROP	FIBER SPLICING (RIBBON) 1-36	'LACE BURIED FIBER TERMINAL TAIL GREATER THAN 25'	PLACE ADDITIONAL BURIED FIBER TERMINAL TAILS	FIBER SPLICING (RIBBON) 1-36
		REN		PLACE BUR	PLACE AI	
2 EA	2 PR	2 EA	6 EA	620 FT	150 FT	6 EA
2422.101	2422.101	3421.204	2422.201	2422.201	2422.201	2422.201
NS13D	NS02A	NB016	NF17	NB029	NB032	NF17

							MATERIAL
item Code	Description	Commodity Class	Manufacturer	Manufacturer Part Number	MOD	Qty	COST
LG1A1J12HB432E3	CABLE FIBER 432 RIBBON ARMOREDMULTI-TUBE	CABLE - FIBER	PRYSMIAN	RLG1A1J-12-HB-432-E3	E	1950	
3962C5-14700S53	CABLE FIBER ROCKETRIBBON 96 ARMORED	CABLE - FIBER	CORNING	096ZC5-14700S53	Е	725	
.44EC5-14100D53	C/T D-144-LA-8WF12NS CABLE FIBER RIBBON ARMOR 144CT	CABLE - FIBER	CORNING	144EC5-14100D53	Ħ	550	
280425A	CABLE COPPER PE89 25/24	CABLE - COPPER	PRYSMIAN	7525785	ᆫ	300	
280450A	CABLE COPPER PE89 50/24	CABLE - COPPER	PRYSMIAN	7525793	ᇤ	1350	
							\$9.082.28

9

ORDINANCE NO. 90-2025

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE OF THE CITY OF SYLVANIA, OHIO, TO ENTER INTO A COURT SECURITY OFFICER AGREEMENT WITH THE SYLVANIA MUNICIPAL COURT; AND DECLARING AN EMERGENCY.

WHEREAS, the Sylvania Municipal Court has requested the Sylvania City Police

Department provide security for Sylvania Municipal Court; and,

WHEREAS, Ordinance No. 10-2025, passed January 6, 2025, amended Section 125.02 of the Sylvania Codified Ordinances to increase the number of police officers and/or cadets from twenty-five to twenty-seven to provide for adequate staffing in the police division to provide security at Sylvania Municipal Court; and,

WHEREAS, the Chief of Police and Judge of Sylvania Municipal Court have negotiated a Court Security Agreement to provide for duties of the officers and provides for the funding of the two officers' positions to be split eighty percent (80%) paid by Sylvania Municipal Court and twenty percent (20%) by the City.

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, on behalf of this City, a Court Security Officer Agreement in the form and substance of said "Exhibit A."

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

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

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the Agreement regarding the provision and funding of the Court Security Officers should be entered into immediately to provide for security at Sylvania

Municipal Court. 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 e approved by the Mayor or as otherwise provided	ffect and be in force thirty (30) days after it is by the Charter.
Vote on passage as an emergency: Yeas	Nays
Passed,, 2025 as an emerger	ncy measure.
	President of Council
ATTEST:	APPROVED AS TO FORM:
Clerk of Council	Director of Law
APPROVED:	
Mayor	
Date	



ORDINANCE NO. 91-2025

AMENDING PART ELEVEN – PLANNING AND ZONING CODE OF THE CODIFIED ORDINANCES OF SYLVANIA, 1979, AS AMENDED, BY AMENDING CHAPTER 1179 – PRINCIPLES OF ACCEPTABILITY, SECTION 1179.05 – LOTS; AND DECLARING AN EMERGENCY.

WHEREAS, the Director of Public Service recommends that Section 1179.05 – Lots,

Chapter 1179 – Principles of Acceptability of Part Eleven - Planning and Zoning Code be

amended to provide an exception for compliance with the depth-to-width ratio if an irregular or

L-shaped lot will be created; and,

WHEREAS, the Director of Public Service recommends that Sylvania Codified Ordinance Section 1179.05 be amended as set forth on the attached "Exhibit A."

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

SECTION 1. That Section 1179.05 - Lots of the Codified Ordinances of Sylvania, 1979, as amended, be and it is, hereby further amended to read as set forth on the attached "Exhibit A."

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

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

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the amendment to this Section should be provided for 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 this Charter.

Vote on passage as an emergency:	Yeas	Nays
----------------------------------	------	------

Passed,	, 2025, as an emergency measure.
	President of Council
ATTEST:	APPROVED AS TO FORM:
Clerk of Council	Director of Law
APPROVED:	
Mayor	<u>-</u>
Date	-1

(f) Exception to Depth-to-Width Ration to Avoid Irregular Lot Shapes

1. Purpose. The purpose of this subsection is to promote orderly, functional, and aesthetically consistent lot development by allowing relief from strict depth-to-width ratio requirements where strict application would otherwise necessitate the creation of irregularly shaped lots, including L-shaped or flag lots.

2. <u>Applicability.</u> This exception applies to subdivisions, land divisions or proposed lot splits where a lot depth-to-width ratio is otherwise required.

3. Exception Standard. Where the enforcement of minimum lot depth-to-width ratio requirements would result in the creation of:

i. An irregularly shaped lot, including but not limited to an L-shaped, T-shaped or flag-shaped configuration; or

ii. A lot with significant unusable or residual land area due to unusual parcel geometry, topography or existing development patterns; the depth-to-width ratio requirement may be waived, provided the following conditions are met:

i. The proposed lot contains a contiguous buildable area that meets all required yard setbacks and minimum lot width at the building line:

ii. The lot has direct and adequate frontage on a public or approved private street:

iii. The lot configuration is not primarily designed to circumvent other dimensional or density standards;

iv. The resulting lot configuration is consistent with the general pattern of development in the surrounding area;

v. The waiver is granted by the Planning Commission as part of the subdivision or lot split approval process.

4. The Zoning Administrator or Planning Commission may require the applicant to provide a lot layout plan, survey or other documentation demonstrating the need for the exception and compliance with the conditions above.



ORDINANCE NO. 92-2025

REVISING THE ADMINISTRATIVE, DEPARTMENTAL AND DIVISIONAL ORGANIZATION OF THE CITY AND THE CODIFIED ORDINANCES THEREOF BY AMENDING SYLVANIA CODIFIED ORDINANCE CHAPTER 139 – POSITION AND COMPENSATION PLAN; BY AMENDING SECTION 138.07 – LEAVES OF ABSENCE; AND DECLARING AN EMERGENCY.

DECLARING AN EMERGENCY. WHEREAS, the Director of Personnel has recommended that Sylvania Codified Ordinance Section 139.07 should be amended as set forth on the attached "Exhibit A." NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, members elected thereto concurring: SECTION 1. That Section 139.07 of the Codified Ordinances of Sylvania, 1979, as amended, be and it is, hereby further amended to read as set forth on the attached "Exhibit A" effective on and after August 19, 2025. SECTION 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code. SECTION 3. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City. SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the amendments to this Chapter and the provisions in the Position and Compensation Plan should be provided for 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 this Charter. Vote on passage as an emergency: Yeas Nays President of Council ATTEST: APPROVED AS TO FORM:

Director of Law

Clerk of Council

APPROVED:	
Mayor	
Date	

139.07 LEAVES OF ABSENCE.

(a) Vacation Leave.

(10) An employee shall be entitled to recognition of prior full-time employment with Local, County, State, or Federal government entities (inclusive of military service) for the purpose of calculating completed years of service. Such recognition shall be contingent upon verifiable service credit history statement generated by a public employee retirement service (PERS). A service credit history statement generated from PERS shall be accepted as sufficient documentation for the determination of the applicable vacation accrual rate. Service credit for which the employee has previously received a monetary distribution or payout shall not be eligible for consideration in the calculation of total years of service.

ORDINANCE NO. 93-2025

AN ORDINANCE TO AUTHORIZE AND RATIFY THE EXECUTION OF THEN AND NOW CERTIFICATES BY THE FINANCE DIRECTOR AND THE PAYMENT OF AMOUNTS DUE FOR VARIOUS PURCHASE ORDERS; AND DECLARING AN EMERGENCY.

WHEREAS, pursuant to Ohio Revised Code Section 5705.41(D)(1), the City may not enter into any contract or give any order involving the expenditure of money unless there is attached thereto a certificate of the City's Finance Director that the amount required to meet the obligation has been lawfully appropriated for such purpose and is in the treasury or in the process of collection to the credit of an appropriate fund free from any previous encumbrances; and,

WHEREAS, Ohio Revised Code Section 5705.41(D)(1) further provides that in such circumstances when no certificate is furnished as required and the expenditure is for \$3,000 or more, the City's Council, may authorize the drawing of a warrant in payment of amounts due upon such contract or order upon certification by the Finance Director that there was at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract in the treasury or in the process of collection to the credit of an appropriate fund free from any previous encumbrances; and,

WHEREAS, such certificate of the Finance Director is known as a "Then and Now Certificate" meaning that the funds were available when the contract was made and when the amount due under the contract was/is paid; and,

WHEREAS, the City is issuing Then and Now Certificates in connection with payments due and owing as shown on the "Exhibit A" attached; and,

WHEREAS, City Council deems it to be in the best interest of the health, safety, and

welfare of the City to approve the execution by the Finance Director of Then and Now

Certificates and to authorize and ratify the payment of amounts due under the contracts or orders, requiring the expenditure of \$3,000 or more.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Sylvania, Lucas

County, Ohio, members elected thereto concurring:

SECTION 1. That the Council of the City of Sylvania, pursuant to Section 5705.41(D)(1) of the Ohio Revised Code, hereby approves and ratifies the execution of Then and Now Certificates by the Finance Director authorizes payments due and owing, in accordance with the schedule attached as "Exhibit A" and incorporated herein.

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

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

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that proposal for said professional services should be approved immediately so that the Then and Now Certificates are approved and ratified 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,	_, 2025, as an emergency measure.
	President of Council
ATTEST:	APPROVED AS TO FORM:
Clerk of Council	Director of Law
APPROVED:	
Mayor	
Date	

CITY OF SYLVANIA	THEN AND NOW CERTIFICATIONS	18-Aug-25
<u>DATE</u>	VENDOR/DESCRIPTION	AMOUNT
7/17/2025	Legal Lingo/ Prosecuting Attorney Services	6,593.75
7/24/2025	McElheney Security Solutions/ Court front door panic bar	14,622.76
7/28/2025	Builder Steel/ Streets steel to build leaf box	4,096.40
8/1/2025	DGL Consulting Engineers/ Monroe St signal upgrade	3,286.14

ORDINANCE NO. 94-2025

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO AN AMENDED AGREEMENT FOR THE ESTABLISHMENT OF A REGIONAL COMBINED HEALTH DISTRICT FOR THE ADMINISTRATION OF HEALTH AND ENVIRONMENTAL SERVICES WITHIN THE GEORGRAPHICAL JURISDICTION OF LUCAS COUNTY; AND DECLARING AN EMERGENCY.

WHEREAS, Ordinance No. 116-99, passed by Sylvania City Council on October 18, 1999, authorized the Mayor and Director of Finance to enter into an Agreement with the Chairman of the Lucas County General Health District Advisory Council establishing a regional combined health district; and,

WHEREAS, Ordinance No. 2-2005, passed by Sylvania City Council on January 3, 2005, authorized the Mayor and Director of Finance to enter into a Second Amended Agreement with the Chairman of the Lucas County General Health District Advisory Council, which contained no substantive changes to the Agreement only an extension of the term of the Agreement; and,

WHEREAS, Ordinance No. 102-2009, passed October 5, 2009, authorized the Mayor and Director of Finance to enter into a Third Amended Agreement with the Chairman of the Lucas County General Health District Advisory Council for a contract providing for the administration of health and environmental affairs in the regional combined health district; and,

WHEREAS, Ordinance No. 9-2020, passed by Sylvania City Council on February 18, 2020, authorized the Mayor and Director of Finance to enter into an amended agreement with the Chairman of the Lucas County General Health District Advisory Council for a contract providing for the Administration of Health and Environmental Affairs in the Regional Combined Health District; and,

WHEREAS, Ordinance No. 79-2023, passed by Sylvania City Council on September 18, 2023, authorized the Mayor and Director of Finance to enter into an amended agreement for the establishment of a Regional Combined Health District for the administration of health and environmental services within the geographical jurisdiction of Lucas County, Ohio; and,

WHEREAS, the City has received a proposed Amended Agreement that extends the term of the Agreement through December 31, 2030 to coincide with the financing term for the purchase of the Toledo Catholic Diocese building and updates the Agreement to reflect the inkind contribution of the City of Toledo.

NOW, THEREFORE BE IT ORD	AINED by the Council of the City of Sylvania, Lucas
County, Ohio, members elec	ted thereto concurring:
authorized, on behalf of the City of Sylvar establishment of a Regional Combined He	Director of Finance be, and they hereby are, nia, Ohio, to enter into an Amended Agreement for the ealth District for the administration of Health and phical jurisdiction of Lucas County, Ohio is attached
concerning and relating to the passage of t Council, and that all deliberations of this G	nd determined that all formal actions of this Council this Ordinance were adopted in an open meeting of this Council and of any of its committees that resulted in a to the public, in compliance with all legal of the Ohio Revised Code.
	ouncil is hereby directed to post a copy of this buncil in the Municipal Building pursuant to ARTICLE
necessary for the immediate preservation of and for the further reason that the Amendo possible in order to maintain the administration of Sylvania. Provided this Ordinance recelected to Council, it shall take effect and	e is hereby declared to be an emergency measure of the public peace, health, safety, property and welfare ed Agreement should be entered into as soon as ration of health and environmental services in the City eives the affirmative vote of five (5) or more members be in force immediately upon its passage and approval ct and be in force thirty (30) days after it is approved the Charter.
Vote on passage as an emergency:	Yeas Nays
Passed,	_, 2025, as an emergency measure.
	President of Council
ATTEST:	APPROVED AS TO FORM:
Clerk of Council APPROVED:	Director of Law
Mayor	
Date	





DIVISION OF POLICEDANILYNN M. MILLER, CHIEF OF POLICE

MEMO

To:

The Mayor and City Council

From:

Danilynn M. Miller, Chief of Police

Date:

August 12, 2025

Re:

Purchase of E-bikes for Police Division

The Sylvania Police Division has had a bike patrol unit for approximately 30 years. The bike patrol generally is in operation from April to October, weather dependent. You see bike patrols out for some of our large events such as Fourth of July, Fall Fest, as well as football games. The two biggest events for our officers to be at is Riding Late in 48 and Halloween when we fill their bags with candy and send them out to mingle with the trick or treaters. This year our bike patrol officers also provided mutual aid to the Lucas County Sheriff for the Toledo Air Show.

We have been considering upgrading our bikes to an e-bike for the last several years. We currently have 6 Trek Police Mountain bikes that were purchased in 2008 for \$925 each with trade ins. Those bikes were projected at the time to have a 5-10-year life. These bikes are currently 17 years old. In the past, some of the choices and costs for e-bikes have made it not viable to upgrade. We did look at several options again this year. We checked on what e-bikes were available through a local store, Spoke Life, a police only company, ReCon, and another area store, Mountain Man Ski and Bike.

After reviewing all three options and the bikes they could provide, we settled on Mountain Man on Reynolds Road. The specs on the Aventon are most similar to the ReCon model without the increased cost there is with the "police model" bike.

Mountain Man Ski and Bike is local provider and service for Aventon. The MSRP is \$1900 per bike, offered to us at \$1750 per bike. Extra batteries are \$499, offered to us at \$399. The bike is available as a "step through" model meaning we would not need as many different sizes to account for the different officers. This option would allow us to reduce our bike fleet from six to four. The Aventon Adventure 3

is the model we are looking at. It is a class 2 e-bike that has a top speed of 20 mph and can provide assist up to 65 miles. The bike comes complete with fenders, rear rack, all-terrain tires as well as head light, tail lights and turn signals. The police lights on our current bikes are compatible and can be transferred to the new bikes. A \$22 adapter to the rear rack will be compatible with our current police bags that go on the bikes.

There would be an 8-hour training class for our current bike officers to familiarize them with the E-bike. Alan Beadle, a retired Sylvania Police Officer, can teach the class. The cost is \$750 per day and I would open it to other departments to help offset the cost. We still have all the cones and equipment for bike training.

We would be able to place our current bikes on Gov Deals to help offset the cost of the new bikes. The current bike transport racks would also be placed on Gov Deals. With the pedal assist, officers can cover greater distance with less effort and transport racks could be decided on at a later time if it is something we even need.

This was not included in this year's budget, but I would recommend using funds from the 225 account, which is the Law Enforcement Trust fund that seizures are placed into for use on police purposes. There are enough funds in this account to cover the cost. The following is a break down on the costs projected for the purchase of the e-bikes:

3 regular size Aventon Adventure 3 step through	\$5250.00
1 Large size Aventon Adventure 3 step through	\$1750.00
2 extra batteries (\$399 each)	\$799.98
4 adapters for bike bag	\$100.00
TOTAL	\$7899.98

We would like to complete this purchase yet this year with the hopes of having the new bikes and officers out in time for some of the football games and Halloween.

146.

ORDINANCE NO. 95-2025

ACCEPTING THE PROPOSAL OF MOUNTAIN MAN SKI AND BIKE FOR THE PURCHASE OF FOUR AVENTON ADVENTURE E-BIKES AND ADDITIONAL BATTERIES; APPROPRIATING FUNDS THEREFORE IN AN AMOUNT NOT TO EXCEED \$7,899; AND DECLARING AN EMERGENCY.

WHEREAS, City of Sylvania Police Department Bike Patrol Unit is in need of new bicycles; and,

WHEREAS, the Chief of Police has received a proposal from Mountain Man Ski and Bike to replace the existing bicycles with three regular size Aventon Adventure E-bikes, one large size Aventon Adventure E-bike, two extra batteries and four adapters for the bike bag at a total cost of \$7,899; and,

WHEREAS, the Chief of Police, by report dated August 12, 2025, recommends approval of said proposal.

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 Mountain Man Ski and Bike in the amount of Seven Thousand Eight Hundred Ninety-Nine and 98/100 Dollars (\$7,899.00) for the purchase of three regular size Aventon Adventure 3 Step Through E-bikes, one large size Aventon Adventure 3 step Through E-bike, two extra batteries, and four adapters for the City of Sylvania Police Division is hereby approved and accepted.

<u>SECTION 2.</u> That the Chief of Police shall promptly give notice to said company to proceed under the proposal hereby approved and accepted.

SECTION 3. That to provide funds for said e-bikes and equipment hereby authorized, there is hereby appropriated from the **DRUG LAW ENFORCEMENT TRUST FUND** from funds therein not heretofore appropriated to **Account No. 225-7126-52239** – **Equipment** – **Police Personnel** the total sum of Seven Thousand Eight Hundred Ninety-Nine and 98/100 Dollars (\$7,899.00).

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 proposal should be accepted immediately to provide for timely purchase of the e-bikes 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:	YeasNays		
Passed,	, 2025, as an emergency measure.		
	President of Council		
ATTEST:	APPROVED AS TO FORM:		
Clerk of Council	Director of Law		
APPROVED:			
Mayor			
Date			

Smart Features



Aventure 3 Step Through Ebike

Embrace the All-Terrain

(4.75) 6503

\$1999 Starting at \$181/mo with affirm).

Frame: Step Through

Step Over

Step Through

Size: Regular 4'1 t" - 5'7"

L Szing Tool

Color: Cobatt Blue

Smart Features

Compatible Accessories

Certified)

Extra Aventon Battery (UL

Abbundin / Abbund SR / Lev \$499 et 3 / Pace 4 / Aventure 3 / A

venture M

- P

CENT.

Aventon Fantik Portable Air Pump - X9 Pro

\$99.99

Aventon Chain Lock

\$79.99

Www. Aventon Foldable Lock

Up to 65 Miles

PAYLOAD CAPACITY 400 lbs

(1188W Peck)

(Adjustable to 28MPH)

20MPH TOP SPEED

100

2

MOTOR POWER

750W

869.89

Aventure 3 Step Through Ebike

The Aventon Aventure 3 is the ultimate Eblke for adventure seekers, combining rugged performance with cutting-edge technology.

Featuring 4" fat tires, a suspension fork, and an added suspension seatpost, the Aventure is built to conquer any terrain with ease. Now equipped with ACU technology that offers 4G[‡]/GPS[‡] capabilities and advanced anti-theft features, the Aventure 3 keeps you connected and your bike secure so the only thing you have to worry about is where your bike will take you next. Its powerful 750W motor, 65 miles of range, and Ride Tune customization ensures you can get where you want to go, with exactly as much power as you need to get there. No matter where you want to explore, the Aventure is ready to take on the challenge.





DIVISION OF POLICEDANILYNN M. MILLER, CHIEF OF POLICE

MEMO

To:

The Mayor and City Council

From:

Danilynn M. Miller, Chief of Police

Date:

08/11/2025

Re:

Seized Vehicle

Dear Council Members:

We have received a seizure from an OVI charge through the Sylvania Municipal Court. This vehicle has been forfeited to our Police Division, we have no need for the vehicle and wish to auction it.

2011 Ford F350 Vin # 1FT8W3BT8BEA23669

We request approval to dispose of these items by posting this vehicle for sale on the GovDeals website. Should we not receive any bids to purchase the item we will dispose of it through scrap value.

Please call if you have any questions.





DIVISION OF POLICEDANILYNN M. MILLER, CHIEF OF POLICE

MEMO

To:

The Mayor and City Council

From:

Danilynn M. Miller, Chief of Police

Date:

08/11/2025

Re:

Obsolete Equipment

Dear Council Members:

The following items are no longer of use in our City operations:

- 2014 Police Interceptor Vin# 1FM5K8AR0EGB54634
- Two (2) boxes of media storage unused
 - o CD-RW, CD-R, and DVD-R Discs
 - o CD/DVD envelopes, pages, jewel cases, jewel case inserts and sleeves
 - o VHS tapes
 - Audio Cassette tapes
- Six (6) rear cargo bicycle racks
- Five (5) cargo bicycle bags

We request approval to dispose of these items by posting them for sale on the GovDeals website. Should we not receive any bids to purchase the items we will dispose of them through scrap value.

Please call if you have any questions. Thank you.



RESOLUTION NO. 14-2025

ADOPTING A STATEMENT, PURSUANT TO REVISED CODE OF OHIO 709.03 (D), INDICATING WHAT SERVICES WILL BE PROVIDED TO THE AREA PROPOSED TO BE ANNEXED TO THE CITY OF SYLVANIA BY PETITION FOR ANNEXATION FILED WITH THE BOARD OF LUCAS COUNTY COMMISSIONERS; AND DECLARING AN EMERGENCY.

WHEREAS, on August 7, 2025, this Council received notice from Leslie B. Brinning that she was the authorized agent for the petitioner of the territory sought to be annexed (Parcel No. 78-06791 on Acres Road) by the City of Sylvania to the City of Sylvania filed with the Board of Commissioners of Lucas County, Ohio on July 1, 2025; and,

WHEREAS, pursuant to the Revised Code of Section 709.03 (D) this Council is required to adopt a statement indicating what services, if any, the City of Sylvania will provide to the territory proposed for annexation upon annexation.

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

<u>SECTION 1.</u> That upon annexation to the City of Sylvania the territory proposed to be annexed by said annexation petition will be provided, by the City of Sylvania, with the following services:

- a. Domestic garbage, trash and refuse generated on the premises of each residential property will be removed and disposed of once a week;
- b. Police protection will be furnished by the City of Sylvania;
- c. Street shade trees will be sprayed, trimmed, planted, removed and their leaves and branches disposed of as a part of the City tree program;
- d. Green yard waste pickup will be provided for residential property on a bi-weekly basis during the months of March through November;
- e. Curbside recycling will be provided bi-weekly for single-family residential units;
- f. Storm drainage facilities will be regularly and routinely cleaned and cleared;
- g. The minimum sanitary sewer system value and capital connection charge for future connections will be reduced from \$940 to a charge of \$430 or less;

- h. The maximum sanitary sewer system value and capital connection charge for future connections will be reduced from \$202,100 to a charge of \$92,450;
- i. The territory described in the petition is within the Sylvania Sewer and Water Districts;
- j. Snow plowing will be provided for public streets;
- k. Street sweeping will be provided for public streets;
- 1. Site plan, preliminary and final plat review and approvals will be provided.
- m. The above services will be provided within six months after the date of the granting of the annexation petition.
- n. If a street or highway will be divided or segmented by the boundary line between the township and the municipal corporation as to create a road maintenance problem, the municipal corporation to which annexation is proposed has agreed as a condition of the annexation to assume the maintenance of that street or highway or to otherwise correct the problem. As used in this section, "street" or "highway" has the same meaning as in section 4511.01 of the Revised Code.
- o. If the municipal zoning permits uses in the annexed territory that the municipal corporation determines are clearly incompatible with the uses permitted under current county or township zoning regulations in the adjacent land remaining within the township from which the territory was annexed, the legislative authority of the municipal corporation will require, in the zoning ordinance permitting the incompatible uses, the owner of the annexed territory to provide a buffer separating the use of the annexed territory and the adjacent land remaining within the township. For the purposes of this section, "buffer" includes open space, landscaping, fences, walls, and other structured elements; streets and street rights-of-way; and bicycle and pedestrian paths and sidewalks.

SECTION 2. That the Clerk of this Council shall file with the Board of Commissioners of Lucas County, Ohio a certified copy of this Resolution and shall also provide petitioners with a certified copy of this Resolution.

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

SECTION 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 this Resolution should be effective immediately so that it will be in effect and served upon the Board of Commissioners of Lucas County, Ohio. 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,, 2025 as an en	mergency measure.	
	President of Council	_
ATTEST:	APPROVED AS TO FORM:	
Clerk of Council	Director of Law	23
APPROVED:		
Mayor		
Date		

PETITION FOR ZONING ORDINANCE AMENDMENT

17

То:	City of Sylvan City Council a Municipal Pla		ZA - 1- 2025 Date7/23/2025	
Petitio	oner Name(s):	Mike Hojnacki		
Petitic	oner Address:	3415 Silica Road		
Email:	hojdev@l	ouckeye-express.com	Telephone:	419-824-0000 · 419-467-3421 MIKE
Locati 554	on of property	for which zoning amendment is red	quested:	
	cel ID: 82			
Purpo	se of amendme	ent request: _ Commercial E	Flex Space Develo	pment
	nt Zoning:	MX	Requested Zoning:	B-2
chang of the <u>Attach</u>	ed by the amen Codified Ordina nments: 1. 2. 3.	ng one or more of the owners, less adment, hereby petition for an Amelances of the City of Sylvania, Ohio, Full legal description of the proper Area location map. Site plan - if plan is larger than 11"	endment to the Zoning Cod as amended. ty for which the Zoning An x 17", eighteen (18) copies	nendment is proposed.
Petitic	on. It is under	- cost of advertising, payable to the stood that no refund is to be made	after the filing of the Port	tion. MOMBEN TLLC
Date r	eferred by Cou	ncil:		
Date o	of Commission A	Action:		
Date o	of Council Actio	n:	-	
Action	n:			
			ce Use Only	***************************************
Date:	814/25	Check #: <u>007209</u>	Cash:	Fee: \$_300.00

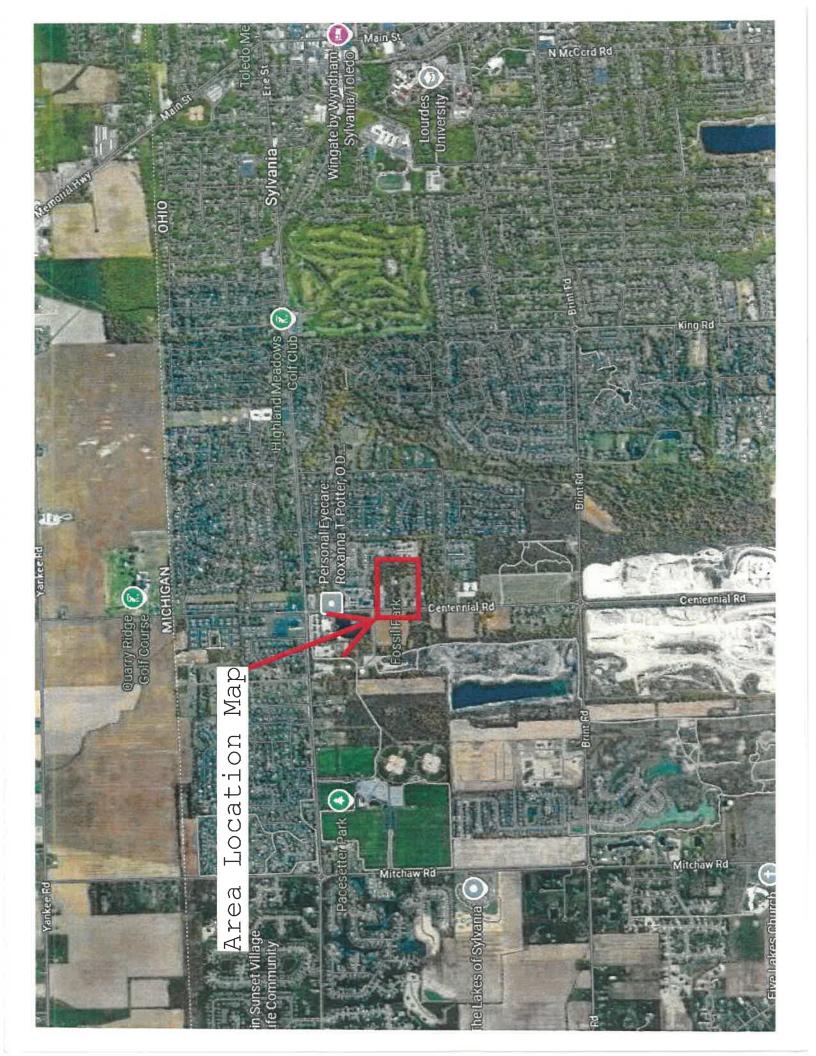
All that part of the Northwest 1/4 of Section 8, Town 9 South, Range 6 East in Sylvania Township, Lucas County, Ohio, bounded and described as follows:

Beginning at a point 858 feet North of the Southwest corner of said Northwest 1/4; thence North on the West line of said Section a distance of 264 feet, thence East 660 feet on a line parallel with the center line of said Section; thence South 264 feet on a line parallel with the West line of said Section; thence West 660 feet on a line that is parallel with the center line of said Section to the place of beginning. Subject to legal highways.

Excepting therefrom the South five (5) feet thereof.

jw

TD 78-12056 5540 N. Centennial Road, Sylvania, OH 43560



A

Board of Architectural Review

Minutes of the regular meeting of August 13, 2025. Mr. Schaaf called the meeting to order.

Acting Secretary, Timothy Burns, took the roll call. Members present: Kate Fischer, Carol Lindhuber, Ken Marciniak and Jeff Schaaf. (4) present. Mayor Mark Frye, absent.

Service Director, Joe Shaw, also present.

Ms. Fischer moved, Ms. Lindhuber seconded to approve the Minutes of the July 16, 2025 meeting as submitted. Vote being: Lindhuber, Fischer, Marciniak and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 3 – Regulated Sign – app. no. 19-2025 requested by Debra Bodell of Glass City Signs for Glam Salon & Spa, 5834 Monroe St, Suite T, Sylvania, Ohio 43560. Application is for two replacement pylon signs.

Mr. Marciniak moved, Ms. Lindhuber seconded, to approve the signs shown in the drawing submitted with the application. Vote being: Lindhuber, Fischer, Marciniak and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 4 – Regulated Sign – app. no. 20-2025 requested by Ryan Wishaw of Toledo Sign Co. for Promedica Flower Hospital, 5300 Harroun Rd., Sylvania, Ohio 43560. Application is for a replacement directional monument sign.

Mr. Wishaw was present and said explained that the signage is an update to the wayfinding and will meet Promedica's new brand standards.

Mr. Marciniak moved, Ms. Fischer seconded, to approve the sign shown in the drawing submitted with the application. Vote being: Lindhuber, Fischer, Marciniak and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 5 – Regulated Sign – app. no. 21-2025 requested by Ambyr Shannon of Sign Vision Co. for Kroger Co., 7545 W. Sylvania Ave., Sylvania, Ohio 43560. Application is for a replacement canopy sign and four replacement wall signs.

Mr. Kyle Inbody was present and said that the new signage is a standard graphic update as Kroger has updated their branding and that the new signage will include an update to the state liquor signage.

Ms. Fischer moved, Ms. Lindhuber seconded, to approve the signs shown in the drawing submitted with the application. Vote being: Lindhuber, Fischer, Marciniak and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 6 – Regulated Sign – app. no. 22-2025 requested by Dillon Patterson of Fast Signs for Toledo Center for Eating Disorders, 5465 Main St., Sylvania, Ohio 43560. Application is for a new monument sign to replace an existing pole sign.

Mr. Patterson was present.

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Ms. Lindhuber moved, Ms. Fischer seconded, to approve the sign shown in the drawing submitted with the application. Vote being: Lindhuber, Fischer, Marciniak and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 7 – Council Referral – for Review and Recommendation - Gateway Signage Standards (three options were submitted for review)

Mr. Shaw explained that City Council is asking for the Board of Architectural Review's input on Gateway Signage Standards. He explained that the signs would be installed at four different entry points to the City and he gave an overview of the options provided to the members

Margo Puffenburger and Kristine Bowden of Edge Landscape, Architecture Urban Design and Planning were present and provided some details on the signs provided to the packets.

Ms. Fischer moved, Mr. Marciniak seconded, to recommend to Council option one, as their first choice, option three, as their second choice, and option two as their third choice for the proposed Gateway Signage Standards. Vote being: Lindhuber, Fischer, Marciniak and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 8 – Additions

a) Request for approval of Sylvania Board of Architectural Review Virtual Meeting Policy (Dated April 9, 2025) – requested by Zoning Administrator, Timothy Burns.

Ms. Fischer moved, Ms. Lindhuber seconded, to approve the Sylvania Board of Architectural Review Virtual Meeting Policy. Vote being: Lindhuber, Fischer, Marciniak and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

b) Ratification of the June 11, 2025 and July 16, 2025 Board of Architectural Review meetings, accepting the meetings as held and factual while the Sylvania Board of Architectural Review Virtual Meeting Policy was in the adoption process – requested by Zoning Administrator, Timothy Burns.

Ms. Lindhuber moved, Mr. Marciniak seconded, to ratify the Board of Architectural Review meetings of June 11, 2025 and July 16, 2025. Vote being: Lindhuber, Fischer, Marciniak and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

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

Submitted by,

Timothy Burns, Acting Secretary Municipal Planning Commission

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Sylvania Municipal Planning Commission

Minutes of the regular meeting of August 13, 2025. Mr. Schaaf called the meeting to order.

Acting Secretary, Timothy Burns, took the roll call. Members present: Kate Fischer, Carol Lindhuber, Ken Marciniak and Jeff Schaaf. (4) present. Mayor Mark Frye, absent.

Service Director, Joe Shaw, was also present.

Ms. Lindhuber moved, Mr. Marciniak seconded to approve the Minutes of the July 16, 2025 meeting as submitted. Vote being: Lindhuber, Fischer, Marciniak and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 3 – Council Referral for Review and Recommendation – Petition for Zoning Ordinance Amendment No. SUP 3-2025 – submitted by Benjamin and Amanda Milliron, to allow for ground-mounted solar energy systems at 5916 Main Street, in the R-2 Single-Family Residential Small Lot District.

Mr. Milliron was present with Mr. Cameron Tilkins and Mr. Sean Stewart of Real Solar who gave a description of the project and answered many questions that were asked by the members.

Discussion took place and concerns were expressed by the members in regards to what the impact would be on the immediate neighbors as well as to the historical area in which the home is located and they agreed that not enough information has been provided to make a decision.

Mr. Marciniak moved, Ms. Lindhuber seconded, to table the discussion and vote of the application until the applicant provides a site plan showing the current landscaping of the property that includes information on what will not be removed. Vote being: Lindhuber, Fischer, Marciniak and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 4 – Additions

a) Request for approval of the Sylvania Municipal Plan Commission Virtual Meeting Policy. (Dated April 9, 2025) – requested by Zoning Administrator, Timothy Burns.

Mr. Marciniak moved, Ms. Lindhuber seconded, to approve the Sylvania Municipal Plan Commission Virtual Meeting Policy. Vote being: Lindhuber, Fischer, Marciniak and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

b) Ratification of the June 11, 2025 and July 16, 2025 meetings, accepting the meetings as held and factual while the Sylvania Municipal Plan Commission Virtual Meeting Policy was in the adoption process – requested by Zoning Administrator, Timothy Burns.

Ms. Fischer moved, Ms. Lindhuber seconded, to ratify the Plan Commission meetings of June 11, 2025 and July 16, 2025. Vote being: Lindhuber, Fischer, Marciniak and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

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

Submitted by,

Timothy Burns, Acting Secretary Municipal Planning Commission