

Sylvania City Council

June 15, 2026

6:30 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. Election of President Pro-Tem.
5. Approval of the Council meeting minutes from June 1, 2026.
6. Proposed Resolution No. 6-2026, Providing for the submission of the Initiative Petition to the electors of the City of Sylvania at the next regular election of November 3, 2026.
7. Proposed Ordinance No. 98-2026, Declaring the improvement to certain parcels of real property to be a public purpose and exempt from taxation and providing for the collection and deposit of service payments into the tax increment equivalent fund, and specifying the public infrastructure improvements directly benefiting the parcels.
8. Proposed Ordinance No. 99-2026, Authorizing the Mayor and the Director of Finance to enter into a MOU on behalf of the City of Sylvania with the University of Toledo for a tuition scholarship for eligible City of Sylvania employees.
9. Proposed Ordinance No. 100-2026, To authorize and ratify the execution of Then and Now Certificates by the Finance Director and payment of amounts due for various purchase orders.
10. Petition for Zoning Ordinance Amendment SUP 3-2026, from Donald A. Perrucci, Trustee, for 8310 Sylvania-Metamora Rd., Sylvania, Ohio, to change current B-2 zoning to B-2 SUP zoning for a SUP car wash. (Council referral to Plan Commission)
11. Petition for Zoning Ordinance Amendment SUP 4-2026 from Matt DeWood for Sylvania Marketplace & 851 Alexis, LLC for 5890 Monroe St., Sylvania, Ohio, to change current B-4 zoning to B-4 SUP zoning to allow for a convenience store with auto fueling. (Council referral to Plan Commission)
12. 2026 Sidewalk Replacement Program
 - a. Service Director's letter recommending accepting of proposal.
 - b. Proposed Ordinance No. 101-2026, Accepting the proposal of Jennite Company to provide services for the 2026 Sidewalk Replacement Program.

13. Centennial Road & Little Road Intersection Improvements
 - a. Service Director's letter recommending approval of the amended proposal.
 - b. Proposed Ordinance No. 102-2026, Authorizing the Mayor and Director of Finance to enter into an amendment to Tetra Tech, Inc.'s proposal for professional engineering services relative to the project.
14. Committee reports
15. Committee referrals

INFORMATION

- A. Board of Architectural Meeting minutes from June 10, 2026.
- B. Municipal Planning Commission Meeting minutes from June 10, 2026.
- C. Board of Zoning Appeals Meeting minutes from June 9, 2026.
- D. Nuisance Abatement Board Meeting minutes from June 9, 2026.

Minutes of the Meeting of Council
June 1, 2026

The Council of the City of Sylvania, Ohio met in regular session on June 1, 2026 at 6:53 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, Lyndsey Stough, Mary Westphal; (7) present; (0) absent.

Roll call:
All present

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

Pledge of
Allegiance.

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

No additions to
the agenda.

None

Mrs. Westphal moved, Mr. Richardson seconded to approve the agenda as written; roll call vote being: Westphal, Haynam, Murphy, McCann, Stough, Hansen, Richardson; (7) yeas; (0) nays. The motion carried.

Agenda approval.

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

Mrs. Westphal presented the May 18, 2026 regular meeting minutes. Mrs. Westphal moved, Mr. Murphy 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 May 18, 2026 be approved as written; roll call vote being: Westphal, Richardson, Haynam, Hansen, McCann, Murphy, Stough; (7) yeas; (0) nays. The motion carried.

Approval of
May 18, 2026
Council meeting
minutes.

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

Mr. Hayman gave a brief report on the Annexation & Zoning Committee meeting held this date regarding updates on the Downtown Zoning Code. He explained the history of the Smith Group proposal to amend the Downtown Zoning Code and a discussion followed regarding Council's vision for the about 10-15 acre in question. The committee asked the administration for a comparison of the existing code with the suggested changes of the Smith Group after which the committee will reconvene. Mr. Haynam stressed that the downtown area has a lot of potential which is supported by the demographic but at this time, the committee is not certain how to provide potential developers with a road map for the area because the committee does not have a clear vision of the project yet.

Report on Ann.
& Zoning
Comm. meeting
held this date.

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

Service Director's letter requesting authorization to certify expenses to the Lucas County Auditor as a lien was placed on file. Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 93-2026, a written copy of same having been

Ordinance No.
93-2026
"Levying..."

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previously furnished to each member of Council “Levying a special assessment for the abatement of a public nuisance located at 5845 Balfour Road in the City of Sylvania, Ohio, in the amount of \$1,872.03; and declaring an emergency”. Mr. Haynam moved; Mrs. Westphal seconded for passage of Ordinance No. 93-2026 as an emergency measure; roll call vote being: McCann, Hansen, Westphal, Murphy, Haynam, Stough, Richardson; (7) yeas; (0) nays. The motion carried.

abatement...
5845 Balfour...”

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

Service Director’s letter recommending approval of the purchase agreement and temporary easement for Parcel 7-WD, T was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 94-2026, a written copy of same having been previously furnished to each member of Council “Accepting a temporary construction easement and authorizing the Mayor and Director of Finance to enter into a purchase agreement for 0.056 acre of real property from John M. Dunigan and Theresa M. Dunigan for the roundabout at the intersection of Erie Street and Monroe Street and resurfacing work on Erie Street from Centennial Road to Monroe Street; dedicating the temporary easement and the real property purchased for public purposes; appropriating funds therefore in the amount of \$43,200; and declaring an emergency”. Mr. Richardson moved; Mr. Haynam seconded for passage of Ordinance 94-2026 as an emergency measure; roll call vote being: Stough, Haynam, Hansen, Richardson, McCann, Murphy, Westphal; (7) yeas; (0) nays. The motion carried.

Ordinance No.
94-2026
“...temporary
construction
easement &
purchase
agreement...
Dunigan...”

Service Director’s letter recommending approval of the purchase agreement and temporary easement for Parcel 18-WD, T was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 95-2026, a written copy of same having been previously furnished to each member of Council “Accepting a temporary construction easement and authorizing the Mayor and Director of Finance to enter into a purchase agreement for 0.039 acre of real property from Brian T. May for the roundabout at the intersection of Erie Street and Monroe Street and resurfacing work on Erie Street from Centennial Road to Monroe Street; dedicating the temporary easement and the real property purchased for public purposes; appropriating funds therefore in the amount of \$53,500; and declaring an emergency”. Mr. Richardson moved; Mrs. Westphal seconded for passage of Ordinance No. 95-2026 as an emergency measure; roll call vote being: Stough, Hansen, McCann, Murphy, Richardson, Haynam, Westphal; (7) yeas; (0) nays. The motion carried.

Ordinance No.
95-2026 “...
temporary
construction
easement &
purchase
agreement...
May...”

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

Service Director’s letter recommending approval of the vehicle purchase was placed on file. Mr. Murphy presented and read aloud by title only, proposed Ordinance No. 96-2026, a written copy of same having been previously furnished to each member of Council “Authorizing the Mayor and Director of Finance to accept the proposal of MacQueen Equipment Co. for the provision of a new McNeilus M5 Rear Loader with 11 cubic yards of material capacity for the Department of Public Service, Division of Parks & Forestry; appropriating \$192,145 therefore; and declaring an emergency. Mr. Murphy moved; Mrs. Westphal seconded for passage of Ordinance No. 96-2026 as an emergency measure; roll call vote being: Hansen, Richardson, Murphy, McCann, Stough, Haynam, Westphal; (7) yeas; (0) nays. The motion carried.

Ordinance No.
96-2026 “...
MacQueen
Equipment Co...
McNeilus M5
Rear Loader...
Parks &
Forestry”

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

A memo from the Service Director requesting approval to dispose of a 1997 Interstate Trailer by posting it for sale on the GovDeals website was placed on file. Mrs. Westphal moved; Ms. Stough seconded to approve the 1997 Interstate Trailer be placed on the GovDeals website for disposal; roll call vote being: Westphal, Richardson, Haynam, Hansen, McCann, Murphy, Stough; (7) yeas; (0) nays. The motion carried.

1997 Interstate
Trailer placed on
GovDeals.com.

Mayor Frye stated that Council will now consider information item A.

Mayor Frye stated that the administration has received a letter from the Committee designated in the Initiative Petition for the ordinance titled the “Sylvania Resource Conservation and Equal Access Ordinance” requesting that the legislation as presented in the petition be submitted to a vote of the electors at the next general election on November 3, 2026. He further stated that in accordance with the Sylvania Charter a resolution will be presented to Council that will place the petition on the ballot for the November 3,2026 general election.

Letter from
Initiative Petition
requesting
Ordinance be put
on ballot on Nov.
3.

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

Mrs. Westphal moved; Mr. Richardson seconded to enter into Executive Session for the purpose of discussing specialized details of security arrangements for the municipal building at 7:17pm; roll call vote being: Hansen, Richardson, Haynam, Westphal, Murphy, McCann, Stough; (7) yeas; (0) nays. The motion carried.

Enter Executive
Session –
Security
Arrangements.

Mrs. Westphal moved; Mr. McCann seconded to return from Executive Session to General Session at 7:38pm; roll call vote being: Hansen, Richardson, Murphy,

Exit Executive
Session.

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McCann, Stough, Haynam, Westphal; (7) yeas; (0) nays. The motion carried.

Mayor Frye stated that no decisions were made in Executive Session regarding specialized details of security arrangements and therefore Council returns to general session.

Mayor Frye stated that Council will now consider proposed Ordinance No. 97-2026.

Ms. Stough presented and read aloud by title only, proposed ordinance No. 97-2026, a written copy of same having been previously furnished to each member of Council “Accepting the proposal of The Collaborative for the Craig A. Stough Municipal Building Security Improvements; appropriating funds therefore in the amount of \$21,000; and declaring an emergency. Ms. Stough moved; Mrs. Westphal seconded for passage of Ordinance No. 97-2026 as an emergency measure; roll call vote being: Hansen, Richardson, Murphy, McCann, Stough, Haynam, Westphal; (7) yeas; (0) nays. The motion carried.

Ordinance No.
97-2026
”...Collaborative
...Security
Improvements...
”

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

None.

Committee
Reports.

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

None.

Committee
Referrals.

Mayor Frye stated that all items have been addressed.

Mrs. Westphal moved, Mr. Richardson seconded to adjourn at 7:39pm; roll call vote being: Stough, Hansen, McCann, Murphy, Richardson, Haynam, Westphal; (7) yeas; (0) nays.

Adjournment.

Clerk of Council

Acting Mayor

RESOLUTION NO. 6-2026**A RESOLUTION OF THE COUNCIL OF THE CITY OF SYLVANIA PROVIDING FOR THE SUBMISSION OF THE INITIATIVE PETITION TO THE ELECTORS OF THE CITY OF SYLVANIA AT THE NEXT REGULAR ELECTION OF NOVEMBER 3, 2026; AND DECLARING AN EMERGENCY.**

WHEREAS, on April 20, 2026 an initiative petition was filed with the Office of the Clerk of Council, a copy of which is attached hereto as “Exhibit A;” and,

WHEREAS, on May 14, 2026, the Clerk of Council confirmed that the sufficiency of the petition; and,

WHEREAS, Resolution No. 5-2026, passed May 18, 2026, Rejected the Initiative Petition presented to the City of Sylvania on April 20, 2026; and,

WHEREAS, on May 20, 2026, the Committee designated in the initiative petition requested the legislation as set forth in the petition be submitted to a vote of the electors at the next general election on November 3, 2026; and,

WHEREAS, the City of Sylvania recognizes that all citizens have the right to seek legislative action based on the United States Constitution, the Ohio Constitution and the Charter of the City of Sylvania; and,

WHEREAS, therefore, the City of Sylvania submits the initiative petition to the Board of Elections for placement on the ballot.

NOW THEREFORE BE IT RESOLVED 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 hereby certifies to the Board of Elections the initiative as set forth on the attached “Exhibit A.”

SECTION 2. That the Clerk of Council is hereby directed to forward a certified copy of this Resolution to the Board of Elections of Lucas County, Ohio, to certify to said Board submitting said initiative to the general election to be held on November 3, 2026, and to request said Board of Elections to provide for submitting of the question of adopting said initiative at such election.

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 reason that the initiative petition should be placed on the ballot at the next general election on November 3, 2026. 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, _____, 2026, as an emergency measure.

President of Council Pro-Tem

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Acting Mayor

Date

INITIATIVE PETITION**Proposed Ordinance for the City of Sylvania, Ohio****“Sylvania Resource Conservation and Equal Access Ordinance”**

This petition is filed pursuant to Article II, Section 1f of the Ohio Constitution and Article XI, Section 1 of the Charter of the City of Sylvania, Ohio, reserving to the electors of the municipality the power of initiative.

SUMMARY: An ordinance limiting the use of City resources to assist federal immigration enforcement except to the extent required by federal or State law, and assuring equal access to all persons to City services, benefits, programs and protections regardless of their immigration status.

The undersigned electors of the City of Sylvania hereby petition the Council of the City of Sylvania to adopt the following ordinance, and if not adopted within 40 days after submission to the Clerk-Auditor, direct the Committee request said petition be submitted to the vote of the electors of the City for approval at the next general election or regular municipal election occurring not less than sixty (60) days after the Committee submits the request.

FULL TEXT OF PROPOSED ORDINANCE

ORDINANCE NO. 37-2026

LIMITING THE USE OF CITY RESOURCES FOR FEDERAL IMMIGRATION ENFORCEMENT, ASSURING EQUAL ACCESS TO CITY SERVICES, BENEFITS, PROGRAMS OR PROTECTIONS

WHEREAS, the City of Sylvania (“City”) is committed to protecting the civil and human rights of all residents, workers, and visitors, regardless of immigration status; and

WHEREAS, trust between residents and local government, including the Sylvania Police Division, is essential to public safety and the effective delivery of municipal services; and

WHEREAS, involvement of local government officials, including police officers and other City employees, in federal civil immigration enforcement undermines community trust, discourages victims and witnesses from reporting crimes, and diverts limited City resources from local public safety priorities; and

WHEREAS, federal courts have recognized that the federal government may not compel local jurisdictions to administer or enforce federal regulatory programs, including immigration enforcement; and

WHEREAS, it is in the best interests of the City of Sylvania to clarify the limits on the use of City funds, personnel, equipment, and facilities for federal immigration enforcement purposes; and

WHEREAS, access to and eligibility for City services, benefits, programs, and protections shall be afforded to all persons and shall not be conditioned upon or affected by an individual’s immigration status;

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

SECTION 1. This ordinance shall be known and may be cited as the “Sylvania Resource Conservation And Equal Access Ordinance.” The purposes of this ordinance are to:

- (a) Promote public safety by fostering trust and cooperation between immigrant communities and City officials.
- (b) Ensure that limited City resources are used to address local public safety and community needs rather than federal civil immigration enforcement, and
- (c) Establish clear guidelines regarding the City’s role with respect to federal immigration enforcement activities.
- (d) Establish that access to and eligibility for City services, benefits, programs, and protections shall be afforded to all persons and shall not be conditioned upon or affected by an individual’s immigration status

SECTION 2. For purposes of this ordinance, the following terms shall have the meanings indicated:

- (a) “City” means the City of Sylvania, Ohio, and any of its departments, agencies, divisions, boards, commissions, officers, and employees, including the Sylvania Police Division.
- (b) “City resources” means any funds, personnel time, equipment, property, databases, records (whether paper or electronic), facilities, or other assets owned, controlled, or maintained by the City.

(c) "Immigration enforcement" means any investigation, arrest, detention, surveillance, or information-gathering conducted for the primary purpose of enforcing federal civil immigration laws, including but not limited to actions undertaken by or on behalf of U.S. Immigration and Customs Enforcement (ICE) and U.S. Customs and Border Protection (CBP).

(d) "Immigration status" means a person's presence in, and/or authorization to remain in, the United States under federal immigration law, including but not limited to status as a U.S. citizen, lawful permanent resident, visa holder, refugee, asylee, undocumented person, or any other category recognized by federal law.

(e) "Civil immigration detainer" or "ICE detainer" means any request, notice, or order, including DHS Form I-247 or any successor form, from federal immigration authorities asking a law enforcement agency to maintain custody of an individual beyond the time they would otherwise be released, or to notify such authorities of an individual's release, where such request is based solely on alleged violations of federal civil immigration law and is not accompanied by a judicial warrant or court order.

(f) "Judicial warrant" means a warrant issued by a federal or state judge or magistrate that is based on probable cause and authorizes the arrest, detention, or search of a person or property. "Judicial warrant" does not include administrative immigration warrants, forms, or orders issued solely by federal immigration officers, including those labeled "Warrant for Arrest of Alien" (Form I-200) or "Warrant of Removal/Deportation" (Form I-205).

SECTION 3. The City of Sylvania declares it to be the policy of the City to treat all persons equally who reside in, work in, or travel through the City, regardless of their immigration status. City policies and practices shall be guided by the principle that municipal resources are not to be used for federal civil immigration enforcement except as expressly required by federal or state law or by a lawfully issued judicial warrant.

SECTION 4. No City officer, employee, or agent, including but not limited to any member of the Sylvania Police Division, shall:

(a) Use City resources to investigate, inquire into, or collect information about an individual's immigration status, citizenship, place of birth, or national origin except: (A) when required by federal or state law for the provision of a specific City service or benefit; or (B) when necessary for the investigation of criminal activity and there is reasonable suspicion that such information is directly relevant to that criminal investigation, and even then, such inquiry shall be as limited as possible.

(b) Use City resources to stop, question, arrest, detain, or place an immigration hold on any person based solely or primarily on: (A) a known or suspected immigration status; (B) a civil immigration detainer or other administrative immigration request not supported by a judicial warrant; or (C) a person's race, ethnicity, national origin, primary language, or apparent foreignness.

(c) Provide any City resources, including but not limited to office space, databases, equipment, or personnel, for the purpose of assisting federal immigration authorities in conducting immigration enforcement operations, including interviews, surveillance, checkpoints, arrests, or raids, except where such assistance is: (A) pursuant to a judicial warrant, or (B) expressly required by federal or state law.

(d) Enter into, renew, or extend any agreement, contract, memorandum of understanding, or similar arrangement that has as its primary purpose the deputizing or designating of City personnel to perform federal civil immigration enforcement functions, including but not limited to agreements under Section 287(g) of the Immigration and Nationality Act.

SECTION 5. Except where required by federal or state law, or pursuant to a judicial warrant:

(a) No City officer, employee, or agent shall share with federal immigration authorities any non-public personal information about an individual, including but not limited to home or work address, release date from custody, court appearance dates, contact information, or family information, when the request is made for an immigration enforcement purpose.

(b) Nothing in this ordinance shall be construed to prohibit the sharing of information that is: (A) already public; (B) necessary for the investigation or prosecution of a non-immigration-related criminal offense; or (C) required under 8 U.S.C. § 1373 or any other federal or state statute that expressly mandates the sharing of specific information concerning an individual's citizenship or immigration status, provided that such sharing shall be as limited as legally permissible.

SECTION 6. The Sylvania Police Division and any other City agency that operates or controls a detention facility shall not honor or comply with any civil immigration detainer, request to maintain custody, or request to provide advance notice of an individual's release that is based solely on alleged federal civil immigration violations, unless such request is accompanied by: (A) a judicial warrant; or (B) a court order requiring such action. No person shall be detained by the City beyond the time they would otherwise be entitled to release from custody, solely or in part on the basis of a civil immigration detainer or other request from federal immigration authorities that is not supported by a judicial warrant or court order.

SECTION 7. City officers, employees, and agents shall not inquire into or request documentation concerning an individual's immigration status in the course of providing City services, benefits, or protections, unless such inquiry is: (A) expressly required by federal or state law as a condition of providing a specific service or benefit; or (B) necessary to comply with auditing or reporting requirements clearly imposed by law.

SECTION 8. The Sylvania Police Division shall not inquire into the immigration status of a crime victim, witness, or person reporting an emergency, unless: (A) required by law; or (B) there is reasonable suspicion that the information is directly relevant to the investigation of a specific criminal offense, and such inquiry is necessary and narrowly tailored.

SECTION 9. Federal immigration authorities shall not be granted access to non-public areas of City buildings, facilities, or property for immigration enforcement purposes without: a judicial warrant or court order specifically authorizing such access; or the express written consent of the Mayor or the Mayor's designee, upon consultation with the City Law Director, and only where such access is required by federal or state law. Nothing in this section shall be construed to prohibit federal officers from entering public areas of City buildings open to members of the general public during normal business hours.

SECTION 10. Except where otherwise required by federal or state law, eligibility for City services, benefits, programs, and protections shall not be conditioned upon or affected by an individual's immigration status. All City departments and divisions shall, to the maximum extent permitted by law, administer their services and programs in a manner that does not require disclosure of immigration status and that clearly communicates that services are available regardless of immigration status.

SECTION 11. No City officer, employee, or agent shall retaliate against, or discriminate against, any person, City employee, or contractor for:

(a) asserting rights under this ordinance;

(b) refusing to provide information related to immigration status, except where such information is specifically required by law; or

(c) filing a complaint, participating in an investigation, or otherwise opposing practices prohibited by this ordinance.

SECTION 12. Within 90 days of the effective date of this ordinance, the Chief of Police shall incorporate this ordinance into the standard operating procedures of the Sylvania Police Division and shall provide periodic training and guidance to ensure continued compliance.

SECTION 13. Nothing in this ordinance shall be construed to:

(a) Prohibit or restrict any City officer or employee from cooperating with federal law enforcement authorities in the investigation or prosecution of criminal activity unrelated to civil immigration enforcement, including but not limited to trafficking, terrorism, or violent felonies.

(b) Prohibit compliance with any valid judicial warrant or court order.

(c) Conflict with any applicable federal or state statute that expressly mandates particular actions by local governments with respect to information regarding an individual's citizenship or immigration status. This ordinance shall be interpreted and applied to the fullest extent possible consistent with such laws.

(d) In the event any provision of this ordinance is found to conflict with federal or state law, that provision shall be interpreted and applied in a manner that most closely effectuates the purpose of this ordinance while complying with such law.

SECTION 14. Compliance with this ordinance is a condition of employment for all City officers and employees. Violations may be grounds for appropriate disciplinary action, up to and including termination, in accordance with applicable laws, collective bargaining agreements, and City policies. Any person who believes that a City officer or employee has violated this ordinance may file a written complaint with the Mayor's office or the City's designated civil rights or human relations officer, as applicable. The City shall establish and publicize a process for receiving, investigating, and responding to such complaints.

SECTION 15. Nothing in this ordinance shall be construed to create a private right of action for damages or any other judicially enforceable right beyond what is already available under existing law. However, individuals may pursue any remedies available under federal, state, or local law.

SECTION 16. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held to be invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance, which shall remain in full force and effect.

ORDINANCE NO. 98-2026**DECLARING THE IMPROVEMENT TO CERTAIN PARCELS OF REAL PROPERTY TO BE A PUBLIC PURPOSE AND EXEMPT FROM TAXATION AND PROVIDING FOR THE COLLECTION AND DEPOSIT OF SERVICE PAYMENTS INTO THE TAX INCREMENT EQUIVALENT FUND, AND SPECIFYING THE PUBLIC INFRASTRUCTURE IMPROVEMENTS DIRECTLY BENEFITING THE PARCELS; AND DECLARING AN EMERGENCY.**

WHEREAS, Ohio Revised Code Sections 5709.40 to 5709.43 (collectively, the "TIF Statutes") authorize the legislative authority of a municipal corporation to declare the improvements to parcels of real property located within the municipal corporation to be a public purpose and exempt from taxation, specify public infrastructure improvements made, to be made or in the process of being made that directly benefit, require the owner of each parcel to make service payments in lieu of taxes, and establish a municipal public improvement tax increment equivalent fund for the deposit of the those service payments; and,

WHEREAS, the City of Sylvania has developed a plan for improving the infrastructure and laying the basis for future growth and development by incurring debt for new public infrastructure in the area identified in Exhibit A; and,

WHEREAS, the parcels of real property identified and depicted in Exhibit A attached hereto (each such parcel individually, the "Parcel") are located in the City of Sylvania, Ohio (collectively, the "Property"), and this Council has determined to declare the Improvements to the Property to be a public purpose; and,

WHEREAS, this Council desires to provide for the public infrastructure improvements described in Exhibit B attached hereto (the "Public Infrastructure Improvements"); and,

WHEREAS, notice of this Ordinance has been delivered to the Sylvania City School District ("School District") pursuant to the requirements of Ohio Revised Code Sections 5709.40 and 5709.83, with the School District adopted a resolution waiving the notification period and approving the exemptions in excess of the statutory rate and term limits, as long as the school district receives Service Payments as directed in Section 4.

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

SECTION 1. Authorization of Tax Exemption. Pursuant to and in accordance with the provisions of TIF Statutes, including without limitation Section 5709.40 of the Ohio Revised Code, this Council hereby finds and determines that one-hundred percent (100%) of the increase in assessed value of the parcels in the Property subsequent to the effective date of this Ordinance (which increase in assessed value is hereinafter referred to as the "Improvement," as defined in Section 5709.40(B) of the Ohio Revised Code) is hereby declared to be a public purpose and shall be exempt from taxation for a period commencing, for each Parcel comprising the Property, with the first tax year that begins after the effective date of this Ordinance and in which an Improvement attributable to a new structure first appears on the tax list and duplicate of real and public utility property for said Parcel, and ending on the earlier of (a) thirty (30) years after such commencement for said Parcel, or (b) the date on which the City can no longer require service payments in lieu of taxes for said Parcel, all in accordance with the requirements of the TIF Statutes. Pursuant to Section 5709.40(G) of the Ohio Revised Code, it is expressly the intent of this Ordinance that the exemptions of Improvements to Parcels authorized herein may commence in different tax years on a Parcel-by-Parcel basis, with a separate exemption term for each.

SECTION 2. Service Payments and Property Tax Rollback Payments. Pursuant to Section 5709.42 of the Ohio Revised Code, this Council hereby directs and requires the Owner(s) of the Property to make annual Service Payments (as defined herein) in lieu of taxes with respect to the Improvement allowable thereto to the Lucas County Treasurer on or before the final dates for payment of real property taxes. Each service payment in lieu of taxes, including any penalties and interest at the then-current rate established under Sections 323.121(B)(1) and 5703.47 of the Ohio Revised Code (collectively, the "Service Payments"), shall be charged and collected in the same manner and in the same amount as the real property taxes that would have been charged and payable against the Improvement if it were not exempt from taxation pursuant to Section 1 of this Ordinance. The Service Payments, and any other payments with respect to the Improvement that are received by the Lucas County Treasurer in connection with the reduction required by Sections 319.302, 321.24, 323.152, and 323.156 of the Ohio Revised Code, as the same may be amended from time to time, or any successor provisions thereto as the same may be amended from time to time (the "Property Tax Rollback Payments"), shall be allocated and distributed in accordance with Section 4 of this Ordinance. This Council further hereby authorizes and directs appropriate officers of the City to make such arrangements as are necessary and proper for collection of the Service Payments from the Owners, including the preparation and filing of any necessary exemption applications.

SECTION 3. Tax Increment Equivalent Fund. This Council hereby establishes, pursuant to and in accordance with the provisions of Section 5709.43 of the Ohio Revised Code, the Sylvania Public Improvement Tax Increment Equivalent Fund (the "TIF Fund"). The TIF Fund shall be maintained in the

custody of the City and shall receive all distributions to be made to the City pursuant to Section 2 of this Ordinance. Those Service Payments and Property Tax Rollback Payments received by the City with respect to the Improvement of the Property and so deposited pursuant to Section 5709.42 of the Ohio Revised Code shall be used solely for the purposes authorized in the TIF Statutes or this Ordinance. The TIF Fund shall remain in existence so long as such Service Payments and Property Tax Rollback Payments are collected and used for the aforesaid purposes, after which time the TIF Fund shall be dissolved and any surplus funds remaining therein transferred to the City's General Fund, all in accordance with Section 5709.43 of the Ohio Revised Code.

SECTION 4. Distribution of Funds. Pursuant to the TIF Statutes, the Lucas County Treasurer is requested to distribute the Service Payments and the Property Tax Rollback Payments as follows:

(i) To the School District: an amount equal to the amounts the School District would otherwise have received as real property tax payments (including the applicable portion of any Property Tax Rollback Payments) derived from the Improvement to the Property located within the School District's boundaries if the Improvement had not been exempt from taxation pursuant to this Ordinance; and

(ii) To the City: All remaining amounts for further deposit in the TIF Fund for payment of costs of the Public Infrastructure Improvements, including debt service on any securities issued to finance those costs.

SECTION 5. Public Infrastructure Improvements. This Council hereby designates the Public Infrastructure Improvements described in Exhibit B attached hereto, and any other public infrastructure improvements hereafter designated by ordinance as public infrastructure improvements, as public infrastructure improvements made, to be made or constructed, or in the process of being made or constructed, by the City or other entity approved by the City that directly benefit, or that once made will benefit, the Property.

SECTION 6. Non-Discriminatory Hiring Policy. In accordance with Section 5709.832 of the Ohio Revised Code, this Council hereby determines that no employer located upon the Property shall deny any individual employment based solely on the basis of race, religion, sex, disability, color, national origin, or ancestry.

SECTION 7. Further Authorizations. This Council hereby authorizes and directs the Mayor, Economic Development Director, Finance Director, Law Director, and other appropriate officers of the City to make such arrangements as are necessary and proper for collection of the Service Payments. This Council further authorizes the Mayor, Development Director, Finance Director, Law Director, and other appropriate officers of the City to prepare and sign all agreements and instruments and to take any other actions as may be appropriate to implement this Ordinance.

SECTION 8. Filings with the Ohio Department of Development. Pursuant to Section 5709.40(I) of the Ohio Revised Code, the Clerk of Council is hereby directed to deliver a copy of this Ordinance to the Director of Development Services for the State of Ohio within fifteen (15) days after its adoption. Further, on or before March 31 of each year that the exemption set forth in Section 1 of this Ordinance remains in effect, the Development Director or other authorized officer of the City shall prepare and submit to the Director of Development Services of the State of Ohio the status report required under Section 5709.40(I) of the Ohio Revised Code.

SECTION 9. 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 10. 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 11. 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 improvements in the district and the payments therefore should be approved immediately so that the improvements can be made 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, _____, 2026, as an emergency measure.

President of Council Pro-Tem

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Acting Mayor

Date

EXHIBIT A
TIF Area Map and Property List

<u>Property Address</u>	<u>Parcel No. (as of 6/1/2026)</u>
6650 Parkgate Place Sylvania, OH 43560	82-04528
4900 N. McCord Sylvania, OH 43560	82-04531
6601 Brint Rd. Sylvania, OH 43560	82-30467
6517 Brint Rd. Sylvania, OH 43560	82-04520
6644 Brint Rd. Sylvania, OH 43560	82-06774
5059 McCord Rd. Sylvania, OH 43560	82-09507
6676 Brint Rd. Sylvania, OH 43560	82-09494
5161 Allen St. R Sylvania, OH 43560	82-04104
6648 High St. Sylvania, OH 43560	82-09601
6666 High St. Sylvania, OH 43560	82-02705
6721 Convent Blvd. R Sylvania, OH 43560	82-02691
6721 Convent Blvd. Sylvania, OH 43560	82-02693
6725 Convent Blvd. Sylvania, OH 43560	82-02694
6731 Convent Blvd. Sylvania, OH 43560	82-02701

6737 Convent Blvd.
Sylvania, OH 43560

82-02674

6751 Convent Blvd.
Sylvania, OH 43560

82-02664

6675 Convent Blvd.
Sylvania, OH 43560

82-02704



City of Sylvania Proposed Brint / McCord TIF



EXHIBIT B
PUBLIC INFRASTRUCTURE IMPROVEMENTS

The Public Infrastructure Improvements include the construction of the following improvements on or near the Parcels that will directly benefit the Parcels and all related cost of permanent improvements (including, but not limited to, those costs listed in Section 133.15(B) of the Ohio Revised Code):

- Roadways. Construction, reconstruction, extension, opening, improving, widening, grading, draining, curbing or changing of the lines and traffic patterns of roads, highways, streets, intersections, bridges (both roadway and pedestrian), sidewalks, bikeways, medians and viaducts accessible to and serving the public, and providing lighting systems, signalization, and traffic controls, and all other appurtenances thereto.
- Water/Sewer. Construction, reconstruction or installation of public utility improvements (including any underground municipally owned utilities), storm and sanitary sewers (including necessary site grading therefore), water and fire protection systems, and all appurtenances thereto;
- Utilities. Construction, reconstruction or installation of gas, electric and communication service facilities and all appurtenances thereto;
- Stormwater. Construction, reconstruction and installation of stormwater and flood remediation projects and facilities, including such projects and facilities on private property when determined to be necessary for public health, safety and welfare;
- Demolition. Demolition, including demolition on private property when determined to be necessary for public health, safety and welfare;
- Parks and Public Spaces. Construction or reconstruction of one or more public parks, recreation facilities and meeting/gathering facilities, including grading, trees and other park plantings, building facilities, gazebos, off-street parking structures, accessories and related improvements, together with all appurtenances thereto;
- Streetscape/Landscape. Construction or installation of streetscape and landscape improvements including a clock tower, wayfinding and locational monuments, trees, tree grates, signage, curbs, sidewalks, street and sidewalk lighting, trash receptacles, benches, newspaper racks, burial of overhead utility lines and related improvements, together with all appurtenances thereto;
- Real Estate. Acquisition of real estate or interests in real estate (including easements) necessary to accomplish any of the foregoing improvements; and
- Professional Services. Engineering, consulting, legal, administrative, and other professional services associated with the planning, design, acquisition, construction and installation of the foregoing improvements and real estate.

ORDINANCE NO. 99-2026**AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO A MEMORANDUM OF UNDERSTANDING ON BEHALF OF THIS CITY OF SYLVANIA WITH THE UNIVERSITY OF TOLEDO FOR A TUITION SCHOLARSHIP FOR ELIGIBLE CITY OF SYLVANIA EMPLOYEES; AND DECLARING AN EMERGENCY.**

WHEREAS, the University of Toledo has proposed a scholarship for eligible City of Sylvania employees and to establish a relationship between the University of Toledo and the City of Sylvania that will be long lasting and enhance the mission of both entities; and,

WHEREAS, to further strengthen this relationship, the University of Toledo and the City of Sylvania wish to enter into this Memorandum of Understanding for the University to offer benefits to employees of the City of Sylvania with the intent of further strengthening the relationship between the University of Toledo and the City of Sylvania; and,

WHEREAS, any employee of the City of Sylvania will be eligible to receive a tuition scholarship valued at 10% of the tuition costs assessed for the City employee after the effective date of the Memorandum of Understanding; and,

WHEREAS, City of Sylvania employees receiving the scholarship must comply with admissions, continuation, and other criteria applicable to the particular collage, department, program, unit or degree course and all other University policies and procedures in order to receive and maintain the scholarship provided by the University; and,

WHEREAS, the Human Resource Manager of the City of Sylvania has recommended approval of the Memorandum of Understanding attached hereto as “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 the Mayor and Director of Finance be, and they hereby are, authorized, on behalf of the City of Sylvania, Ohio, to enter into a Memorandum of Understanding with the University of Toledo, a copy of which is attached hereto as “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 Memorandum of Understanding should be entered into forthwith. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2026, as an emergency measure.

President of Council Pro-Tem

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Acting Mayor

Date

EXHIBIT A

MEMORANDUM OF UNDERSTANDING

This MEMORANDUM OF UNDERSTANDING ("**MOU**") is entered into as of June 15, 2026, between City of Sylvania ("City of Sylvania") and The University of Toledo ("**University**"). City of Sylvania and the University may be referred to individually as a "**Party**" or collectively as the "**Parties**".

WHEREAS, the Parties have formed a strategic relationship, the goal of which is to create a relationship between the University and City of Sylvania that will be long lasting and enhance the mission of both entities to achieve superb academics, increase research and improve outcomes for our community.

WHEREAS, to further strengthen this relationship, the Parties wish to enter into this MOU for the University to offer benefits to employees of City of Sylvania with the intent of further strengthening the relationship between the Parties.

NOW THEREFORE, the Parties agree as follows:

1. Tuition Scholarship for Eligible City of Sylvania Employees

1.1 Any person who is an employee of City of Sylvania ("**City of Sylvania Employee(s)**") will be eligible to receive a tuition scholarship valued at ten percent (10%) of the tuition costs assessed for City of Sylvania Employee after the Effective Date ("**Scholarship**").

1.2 City of Sylvania Employees who are eligible for the Scholarships, as provided for in Section 1.1 above, but who do not reside in the state of Ohio pursuant to Ohio Revised Code Section 3333.32 and applicable University policy are responsible for all out of state surcharges as approved by the Board of Trustees of the University. The University's out-of-state surcharge per credit hour for undergraduate programs is subject to change and located in current applicable Finance Brochure. The surcharge for graduate and doctoral programs is based on the individual programs.

1.3 City of Sylvania Employees receiving the Scholarship as set forth in this MOU must comply with admissions, continuation, and other criteria applicable to the particular college, department, program, unit or degree course and all other University policies and procedures in order to receive and maintain the Scholarship provided by the University. This MOU is not a promise of continued enrollment or success of any City of Sylvania Employee as a student at the University. City of Sylvania Employee must be a student in good standing eligible to register for credits to receive and to continue to receive any Scholarship.

1.4 The degrees of Bachelor of Science in Nursing, RN to BSN, Doctor of Medicine, Juris Doctor, and Doctor of Pharmacy, are not eligible for these Scholarships.

1.5 This MOU and the Scholarship offered by the University under this MOU is not applicable to dependents or spouses of City of Sylvania Employees and only applies to City of Sylvania Employees who are eligible as of their date of enrollment and extend through the term of this MOU. These Scholarships offered by the University are not in addition to any support provided by the University by another source and each of City of Sylvania Employees

may determine whether to continue receiving such support by another source or to receive the Scholarships as set forth in this MOU.

1.6 City of Sylvania Employees must attend classes at the University campus or through its distance learning program specifically excluding reciprocity arrangements with other public institutions of higher education or through UToledo Online.

1.7 The University will issue a tax form 1098-T to all City of Sylvania Employees receiving a Scholarship benefit under this MOU. It is City of Sylvania Employees' individual responsibility to determine whether any Scholarship benefits received are taxable versus tax-exempt.

2. Term and Termination

2.1 The term of this MOU will commence as of the date first written above and will continue annually so long as the parties provide corresponding notice in accordance with MOU no later than thirty (30) days before the end of the annual term that they wish to continue MOU. Either Party may terminate by providing ninety (90) day written notice before the start of the next semester.

2.2 All rights and obligations of the Parties arising under this MOU will terminate upon termination of the MOU as provided for in Section 2.1 above, including the obligation of the University to continue to provide the Scholarships as set forth in this MOU.

3. Public Statements

The Parties will ensure that both Parties' office of communications or public relations will work together and mutually agree on and approve in writing any comment, statement, or announcement, with respect to any conversations, negotiations, or agreements among the Parties, or with respect to this MOU prior to making any such comment, statement, or announcement. If there are any other limitations on City of Sylvania Employees with regard to participation in this Scholarship program, the University will timely and accurately provide such limitations in order for City of Sylvania to advertise and implement the Scholarship program. It is the responsibility of City of Sylvania to accurately advertise and implement this Scholarship program to its employees and agrees to indemnify and hold the University harmless from any claim, judgment, suit, charge, benefit claim or penalty relating to or arising out of the University's offer of or provision of Scholarships, or failure to provide a Scholarship or termination of this MOU. This indemnification will not apply in the event of claims arising from the University's material breach of this Agreement.

4. Miscellaneous

4.1 Notices. Any notice required, permitted or desired to be given under this MOU will be in writing and will be personally delivered or sent by certified mail, return receipt requested, addressed as follows:

As to The University of Toledo:

Mitchell S. McKinney, Ph.D.

Provost and Executive Vice President for Academic Affairs

The University of Toledo

2801 W. Bancroft

Toledo, Ohio 43606

As to City of Sylvania:

Laura Smith

HR/Communications Manager

City of Sylvania

6730 Monroe Street

Suite 203

Sylvania, Ohio 43560

4.2 Assignment. This MOU will not be assigned or assignable by either Party without the prior written consent of the other Party.

4.3 Independent Contractors. City of Sylvania and the University are independent contractors and nothing in this MOU is intended to create an employee-employer relationship between the University and City of Sylvania Employees, or between City of Sylvania and the University. City of Sylvania will be responsible for all employee benefits, taxes, and other payroll deductions and such.

4.4 Amendment. This MOU may only be amended upon the mutual written consent of the Parties.

4.5 Waiver of Breach. Waiver by either Party of a breach of any of the terms or provisions of this MOU by the other Party at any time or times will not be deemed or construed to constitute a waiver of any subsequent breach or breaches of this MOU at any subsequent time or times.

4.6 Binding Effect. This MOU will be binding upon and the benefits inure to, the Parties and their respective successors and permitted assigns.

4.7 Severance. If any term of this MOU will be deemed unenforceable, such term will not affect the enforceability of the other terms of this MOU which can be given effect without the unenforceable provision.

4.8 Construction. This MOU will be construed and enforced in accordance with the laws of the State of Ohio.

4.9 Compliance with Law. The Parties hereby certify that the Parties will not violate any local, state or federal laws including the Anti-Kickback Statute (as defined under 42 U.S.C. §1320a-7b) in connection with the performance of this MOU and obligations under this MOU.

4.1 Entire MOU. This MOU constitutes the entire agreement between the Parties with respect to the subject matter herein, and supersedes any and all prior written or oral statements, understandings or agreements.

4.11 No Third Party Beneficiaries. This MOU is intended solely for the benefit of the Parties and there is no intention, express or implied, to create any rights, privileges or interest for the benefit of any third party, including but not limited to any City of Sylvania Employee, relative of any City of Sylvania Employee, or any student of the University and neither the University nor City of Sylvania will be under any obligation to any third party by reason of this MOU.

4.12 Counterparts. This MOU may be executed simultaneously in one or more counterparts, each of which will be deemed an original, but all of which will constitute one instrument.

4.13. Use of Marks. Parties will not appropriate or make use of a party's name or other identifying marks or property in its advertising without prior written consent of said party.

IN WITNESS WHEREOF, the Parties have caused this MOU to be signed by their authorized representatives effective on the day and year written above.

The University of Toledo	City of Sylvania
By: _____	By: _____
Name: Mitchell S. McKinney, Ph.D.	Name: Laura Smith
Title: Provost and Executive Vice President for Academic Affairs	Title: HR/Communications Manager
Date: _____	Date: _____



THE UNIVERSITY OF
TOLEDO

THE POWER UTOLEDO THE POWER UTOLEDO THE POWER UTOLEDO THE POWER UTOLEDO

UToledo Corporate Education Partnership Program

Partnership Program Highlights

- Nationally ranked college
- Variety of degree programs
- Study on-campus or online
- Full or part-time study options
- Transfer up to 90 existing college credits



Learn more and explore UToledo majors and programs

The University of Toledo is excited to offer a corporate education partnership to businesses wishing to provide employees with the opportunity to receive a high-quality education. The corporate education partnership is an education benefit that qualifies eligible employees to receive a tuition scholarship valued at 10% of the tuition cost to start or complete their education and career success at UToledo.

To receive this scholarship, employees must:

- Be a student in good standing; eligible to register for credits.
- Attend classes at a University of Toledo campus or through online learning.
- Comply with admissions, continuation and other criteria applicable to the particular college, department, program, unit or degree course and all other University policies and procedures.
- The 10% Corporate Education Partnership tuition scholarship cannot be combined with other scholarships awarded by UToledo. You have the flexibility to choose the option that best suits your needs – whether that means continuing with your current scholarship or opting for the 10% tuition scholarship.

Why UToledo is the right fit for you

UToledo knows how to accommodate working professionals. Our on-campus and online degree programs give you the flexibility you need to learn at your own pace and in your own space. Whether you are looking to start or complete your degree, or to advance your career, UToledo has you covered.

**The degrees of Bachelor of Science in Nursing (B.S.N.), R.N. to B.S.N., Doctor of Medicine (M.D.), Juris Doctor (J.D.) and Doctor of Pharmacy are not eligible for these scholarships.*

Office of Workforce Development
Barbara Kopp Miller, Ph.D.
Vice Provost

barbara.koppmiller@utoledo.edu
419.530.2326

ORDINANCE NO. 100-2026**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, _____, 2026, as an emergency measure.

President of Council Pro-Tem

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Acting Mayor

Date

“Exhibit A”

CITY OF SYLVANIA THEN AND NOW CERTIFICATIONS

<u>DATE</u>	<u>VENDOR/DESCRIPTION</u>	<u>AMOUNT</u>
5/12/2026	Acrisure Mid-Atlantic/2026 Volunteer Insurance	3,202.96
5/18/2026	Southeastern Equipment/Auto Parts	4,475.31
5/18/2026	Lake Erie Electric/Electric Service to Exterior Lights	7,150.40
5/18/2026	J & L Mechanical/Condensor Fan Replacement (Court)	3,168.90
5/21/2026	Court Diagnostic & Treatment Center/Diagnostic Services	3,000.00
5/22/2026	Johnson Controls/Sprinkler head replacement	7,656.00
5/27/2026	Ideal Body Shop/Truck Repair	3,645.82
5/27/2026	Yark Ford/Auto Repair	3,414.43
5/29/2026,	Stryker Sales LLC/ 2 AED units	3,732.20
		39,446.02

PETITION FOR ZONING ORDINANCE AMENDMENT

To: City of Sylvania, Ohio
City Council and
Municipal Planning Commission

Application No. SUP 3-2026
Date 5/28/2026

Petitioner Name(s): Donald A Perrucci, Trustee

Petitioner Address: 96 N Third St. #275, San Jose CA 95112

Email: _____ Telephone: _____

Location of property for which zoning amendment is requested:
8310 Sylvania-Metamora Rd

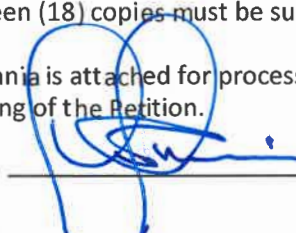
Purpose of amendment request: SUP Car Wash

Current Zoning: B-2 Requested Zoning: B-2 SUP

The undersigned, being one or more of the owners, lessees or occupants within the area proposed to be changed by the amendment, hereby petition for an Amendment to the Zoning Code, pursuant to Chapter 1107 of the Codified Ordinances of the City of Sylvania, Ohio, as amended.

- Attachments:
1. Full legal description of the property for which the Zoning Amendment is proposed.
 2. Area location map.
 3. Site plan - if plan is larger than 11" x 17", eighteen (18) copies must be submitted.

A check for \$300.00 + cost of advertising, payable to the City of Sylvania is attached for processing of said Petition. It is understood that no refund is to be made after the filing of the Petition.

By:  _____

Date referred by Council: _____

Date of Commission Action: _____

Date of Council Action: _____

Action: _____

For Office Use Only

Date: 5/28/2026 Check #: 10118 Cash: — Fee: \$ 300.00
TSB

CITY OF SYLVANIA, OHIO
Procedure for Zoning Ordinance Amendment

1. Submit application, required attachments, and \$300.00 filing fee + Advertising cost to:
Clerk of Council
Sylvania Administration Building,
Room 201
6730 Monroe Street
Sylvania, Ohio 43560-1948
419-885-8931

2. City Council, at its next regularly scheduled meeting, will refer the application to the Municipal Planning Commission for review and recommendation.
NOTE: City Council meets on the first and third Monday of every month.
Applicant does not need to attend this meeting.

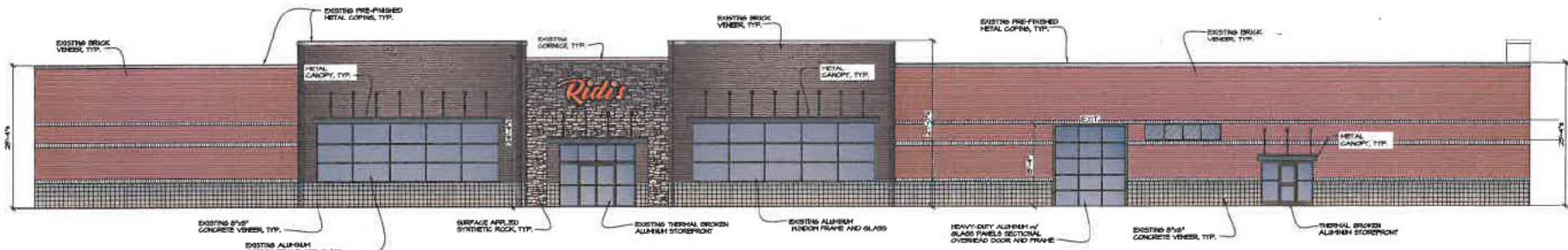
3. The Planning Commission will review the application at its next regularly scheduled meeting.
NOTE: Planning Commission meets on the second Wednesday following the first Monday of each month.
Applicant should attend.

4. The recommendation of the Planning Commission will be filed with City Council at Council's next regularly scheduled meeting. At this time, Council will set the public hearing date. Notice of the public hearing must be published at least 30 days prior to the hearing and written notice must be mailed to property owners within, contiguous to and directly across the street from subject parcel(s), if the number of parcels to be rezoned or redistricted is ten (10) or less. Applicant does not need to attend this meeting.

5. The public hearing will be scheduled immediately prior to a regularly scheduled City Council meeting.
Applicant should attend the public hearing.

6. After approval or denial of the amendment by City Council, legislation will be ordered.

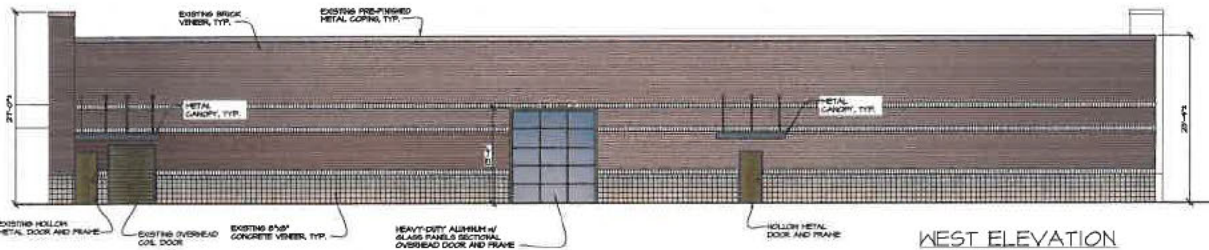
2. LADD, NEE, LEMAY, 2023-02-05 - 8310 SYLVANIA METAFORA, SYLVANIA, OH - ST-02-24027 CAD 24027 CLING E-2 - 2. PDF GENERATED: 2024-02-02 8:49 AM



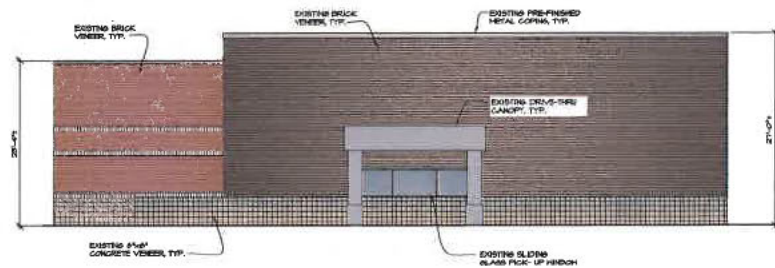
SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

SOUTHEAST ELEVATION
SCALE: 1/8" = 1'-0"

EAST ELEVATION
SCALE: 1/8" = 1'-0"



WEST ELEVATION
SCALE: 1/8" = 1'-0"



NORTH ELEVATION
SCALE: 1/8" = 1'-0"

MATERIAL NOTES

- COORDINATE ALL FINISH COLORS, TEXTURES, PROFILES, ETC., W/ OWNER.
- PROVIDE SEPARATION BETWEEN DISSIMILAR METALS.
- SURFACE APPLIED SYNTHETIC ROCK:**
 ACRYLIC STONE VENEER SHALL NOT BE MORE THAN 2 5/8" IN THICKNESS, 36" MAX FACE DIMENSION AND 9' SQUAREFOOT IN TOTAL FACE AREA. NET WEIGHT IS LIMITED TO 25 LB / SQ. YARD TO HAVE A BOND STRENGTH OF 50 PSI. ALL WORK SHALL CONFORM TO THE AGC / ACI 903 / AGC 3. MAINTAIN 3" MIN. ABOVE FINED SURFACE AND 4" MIN. ABOVE GRADE FOR SYNTHETIC ROCK. COORDINATE INSTALLATION DETAILS W/ MANUFACTURERS TO MAINTAIN ALL WARRANTIES AND GUARANTEES. COORDINATE COLOR AND STYLE WITH OWNER.
- METAL CANOPY:**
 CANOPY SUPPLIER SHALL PROVIDE SHOP DRAWINGS DRAWN BY A REGISTERED ENGINEER, CERTIFIED IN THE STATE OF OHIO, INDICATING ABILITY TO WITHSTAND WIND AND OTHER LATERAL LOADS AND LIVE LOADS AS REQUIRED BY CHAPTER 19, IBC, 2018, IBCS.
- SIGNAGE:**
 BUILDING SIGNAGE TO BE PROVIDED BY OWNER. INSTALLATION BY CONTRACTOR. COORDINATE FINAL LOCATION W/ OWNER.

EXTERIOR ELEVATIONS AND NOTES
 SPECIAL USE PERMIT FOR:
RIDI'S
 8310 SYLVANIA-METAFORA ROAD
 SYLVANIA, OHIO 43060

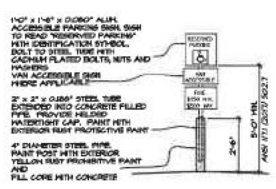
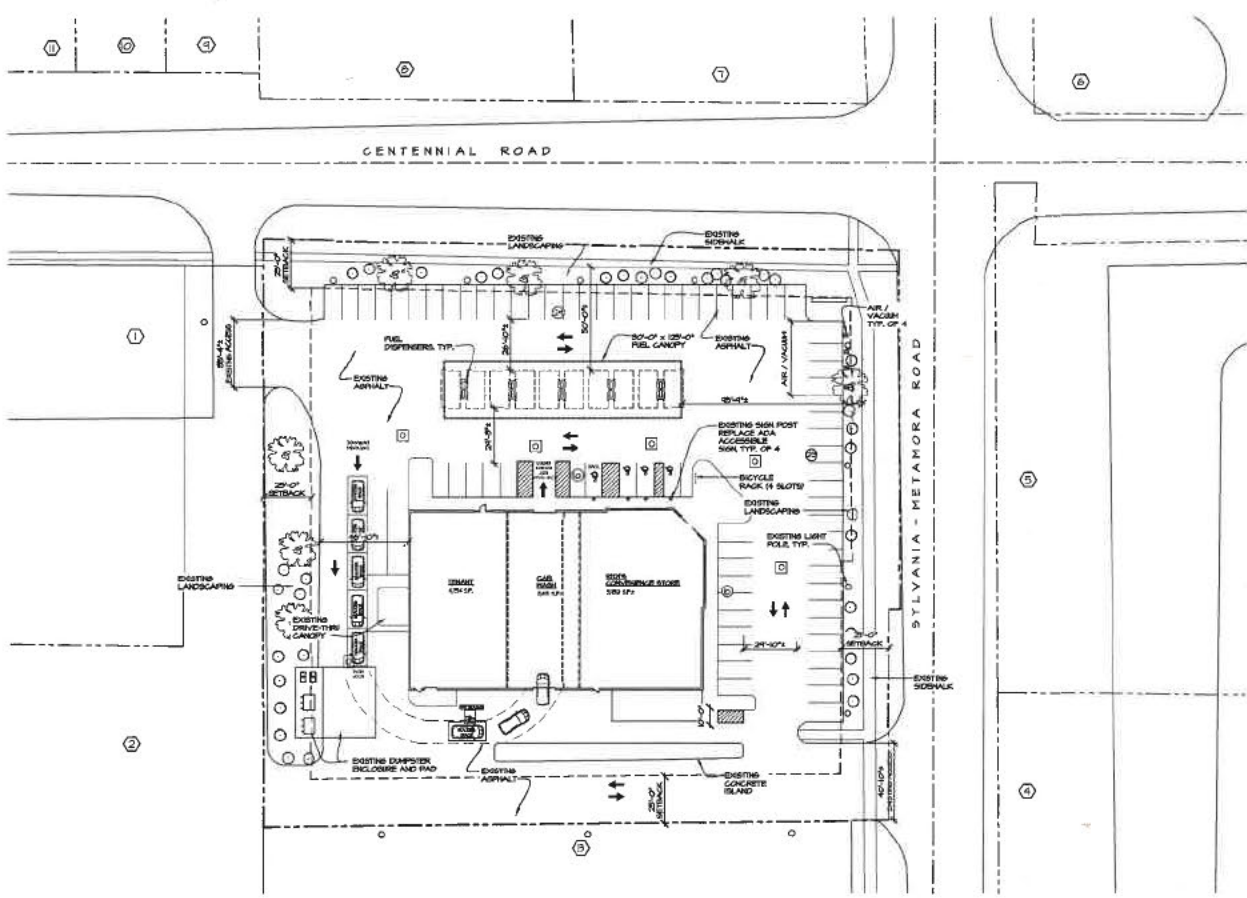
Architecture by Design, Ltd.
 6622 Mulberry Square, Sylvania, Ohio 43060
 (419) 854-3313 | architecturebydesign.net



PROJECT NO:	24027
DATE:	02/02/2024
SCALE:	AS SHOWN
PROJECT NO:	24027
DATE:	02/02/2024
SCALE:	AS SHOWN

0-2
 2 OF 2 DRAWINGS
 © Architecture by Design, Ltd. 2024

02/02/2024 11:58 AM
 1/11/2024



MOUNTED ON EXISTING POST
**ACCESSIBLE PARKING
SIGN DETAIL**
NOT TO SCALE

NOTE:
PIPE ANCHOR IS TO BE PLACED ON SIGN PER LOCAL CODES PER
MINIMUM 1/2" DIA AND 1/4" DIA PER 9000

SITE PLAN
SCALE: 1" = 30'-0"
30 0 15 30



ZONING CODE INFORMATION:

SPECIAL USE PERMIT:
ACCESSIBLE SERVICE STATION WITH CONVENIENCE
STORE, CAR WASH, AND RETAIL TENANT

CODES: CITY OF SYLVANIA MUNICIPAL CODE
2024 OHIO BUILDING CODE

DEVELOP ZONING REGULATIONS

PARCEL: 0340560

PARCEL ADDRESS: 8510 SYLVANIA-METAMORA ROAD
SYLVANIA, OHIO 43560

ZONING: S-82

OWNER: FERRUGGI DONALD A & BREVETTE A TRUSTEE
OWNER ADDRESS: 46 N 1300 ST #27
SAN JOSE, CA 95128

LEGAL DESCRIPTION: 6.4 656 1/4 SLY 250.10 FT AS HEAD ON E LINE ELY
250.10 FT AS HEAD ON S LINE ELY 77 IN D 4 SBL TO
LEGAL 1915 ANN EXD FROM SYLVANIA 1915 SEE

SETBACKS: REAR SETBACK: 25'-0"
SIDE SETBACK (ONE SIDE-CORNERED): 25'-0"
FRONT SETBACK: 25'-0"

BUILDING HEIGHT: 45'-0" (MAXIMUM)

DESIGNED REQUIREMENTS:

USE CATEGORY: ACCESSIBLE SERVICE STATION WITH CONVENIENCE STORE,
CAR WASH, AND RETAIL TENANT

REQUIRED: 45 SPACES IN PER 250 S.F. OF RETAIL SPACE

BI-CYCLE SLOTS: 3 BI-CYCLE SLOTS

PROVIDED EQUIPMENT: 68 STRIPAWD PARKING SPACES
4 ACCESSIBLE SPACES (COC 508.2)
72 PARKING SPACES TOTAL

BI-CYCLE SLOTS: 4 SLOTS

PROPERTY LEGEND

- ① ZONED: S-82
PARCEL ADDRESS:
5650 HEDENHAY LANE
SYLVANIA, OHIO 43060
OWNER: CARCASH PARTNERS AN
OHIO NON PROFIT CORPORATION
OWNER ADDRESS:
3045 CENTENNIAL ROAD
SYLVANIA, OHIO 43060
- ② ZONED: S-82
PARCEL ADDRESS:
5650 HEDENHAY LANE
SYLVANIA, OHIO 43060
OWNER: CARCASH PARTNERS AN
OHIO NON PROFIT CORPORATION
OWNER ADDRESS:
3045 CENTENNIAL RD
SYLVANIA, OHIO 43060
- ③ ZONED: S-82
PARCEL ADDRESS:
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SYLVANIA, OHIO 43060
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SYLVANIA, OHIO 43060

Architect by Design, Ltd.
5822 Maplebury Square, Sylvania, Ohio 43560
(419) 824-3311 | architecture@architectbydesign.com

SPECIAL USE PERMIT FOR:
RIDI'S
8510 SYLVANIA-METAMORA ROAD
SYLVANIA, OHIO 43560

DATE: 08/08/2024
DRAWN BY: ALJA
CHECKED BY: ALJA
DATE: 08/08/2024

1 OF 2 DRAWINGS

7:240, 100, 1001 24037 10025 - 8510 SYLVANIA-METAMORA, SYLVANIA, OH - 43560 08/08/2024 04:24:03 - 419-824-3311 - PDF GENERATED BY: 8/8/2024 10:02:32 AM

PETITION FOR ZONING ORDINANCE AMENDMENT

To: City of Sylvania, Ohio
City Council and
Municipal Planning Commission

Application No. SUP 4-2026

Date 5/29/2026

Petitioner Name(s): Matt DeWood FOR SYLVANIA MARKET PLACE # 851 ALEXIS, LLC.
Petitioner Address: 1545 Holland Rd Suite K Maumee, OH 43537

Email: 1545 Holland Rd Suite K Maumee, OH 43537

Telephone: [REDACTED]

Location of property for which zoning amendment is requested:

5890 Monroe St, Sylvania, OH 43560

Purpose of amendment request: This is a Special Use Permit to allow for a convenience store with auto fueling.

Current Zoning: B4 - Business

Requested Zoning: N/A B-4 SUP

The undersigned, being one or more of the owners, lessees or occupants within the area proposed to be changed by the amendment, hereby petition for an Amendment to the Zoning Code, pursuant to Chapter 1107 of the Codified Ordinances of the City of Sylvania, Ohio, as amended.

- Attachments:
1. Full legal description of the property for which the Zoning Amendment is proposed.
 2. Area location map.
 3. Site plan - if plan is larger than 11" x 17", eighteen (18) copies must be submitted.

A check for \$300.00 + cost of advertising, payable to the City of Sylvania, is attached for processing of said Petition. It is understood that no refund is to be made after the filing of the Petition.

By: [Signature]
SYLVANIA MARKET PLACE
851 ALEXIS, LLC.

Date referred by Council: _____
Date of Commission Action: _____
Date of Council Action: _____
Action: _____

For Office Use Only

Date: 5/29/2026 Check #: 1572 Cash: _____ Fee: \$ 300.00
Para [Signature]

CITY OF SYLVANIA, OHIO
Procedure for Zoning Ordinance Amendment

1. Submit application, required attachments, and \$300.00 filing fee + Advertising cost to:
Clerk of Council
Sylvania Administration Building,
Room 201
6730 Monroe Street
Sylvania, Ohio 43560-1948
419-885-8931

2. City Council, at its next regularly scheduled meeting, will refer the application to the Municipal Planning Commission for review and recommendation.
NOTE: City Council meets on the first and third Monday of every month.
Applicant does not need to attend this meeting.

3. The Planning Commission will review the application at its next regularly scheduled meeting.
NOTE: Planning Commission meets on the second Wednesday following the first Monday of each month.
Applicant should attend.

4. The recommendation of the Planning Commission will be filed with City Council at Council's next regularly scheduled meeting. At this time, Council will set the public hearing date. Notice of the public hearing must be published at least 30 days prior to the hearing and written notice must be mailed to property owners within, contiguous to and directly across the street from subject parcel(s), if the number of parcels to be rezoned or redistricted is ten (10) or less. Applicant does not need to attend this meeting.

5. The public hearing will be scheduled immediately prior to a regularly scheduled City Council meeting.
Applicant should attend the public hearing.

6. After approval or denial of the amendment by City Council, legislation will be ordered.

PARCEL SPLIT 1

1. A parcel of land being part of the West 1/2 of the Northwest 1/4 of Section 11, Town 9 South, Range 6 East, in the Michigan Meridian, in the City of Sylvania, Lucas County, Ohio, said parcel of land being bounded and described as follows
2. Beginning at the intersection of the centerline of Alexis Road with the East line of the West 1/2 of the Northwest 1/4 of Section 11, said point of intersection being marked with a found mag nail;
3. thence in a southerly direction along the East line of the West 1/2 of the Northwest 1/4 of Section 11, also being the West line of Whetstone Park as recorded in Volume 45, Pages 71-72 Lucas County Plat Records, having a bearing of South one (01) degree, twenty-five (25) minutes, forty-four (44) seconds East, passing through a set capped iron rebar at a distance of fifty and thirty-eight hundredths (50.38') feet, a total distance of three hundred ninety-nine and twenty-three hundredths (399.23') feet to a point, said point being marked with a set capped iron rebar;
4. thence South eighty-eight (88) degrees, twenty-two (22) minutes, twelve (12) seconds West along a line, a distance of one hundred eighty-one (181.00') feet to a point, said point being marked with a set mag spike;
5. thence North one (01) degree, twenty-six (26) minutes, fifty-three (53) seconds West along a line, a distance of three hundred seventy-seven and fifty hundredths (291.77') feet to a point, said point being marked with a set mag spike
6. thence North eighty-nine (89) degrees, thirty-three (33) minutes, seven (07) seconds East along a line, a distance of fifteen and fifty-two hundredths (15.52') feet to a point, said point being marked with a set mag spike
7. thence North one (01) degree, twenty-six (26) minutes, fifty-three (53) seconds West along a line, passing through a set capped iron rebar at a distance of thirty seven and twenty-six hundredths (37.26') feet, a total distance of three hundred seventy-seven and fifty hundredths (291.77') feet to the intersection of the centerline of Alexis Road;
8. thence North eighty-one (81) degrees, thirty-one (31) minutes, fifty-three (53) seconds East along the centerline of Alexis Road, a distance of one hundred sixty-six and eighty-six hundredths (166.86') feet to the **Point of Beginning**.
9. Said parcel of land containing an area of 68,974 square feet, or 1.583 acres of land, more or less. Subject to legal highways. All within Parcel Number 82-04454

Said parcel of land having a present right-of-way occupied area of 8,343 square feet or 0.192 acres of land, more or less.

The above described parcel of land is subject to any and all leases, easements and restrictions of record.

The bearings used hereon are based on an assumed meridian and are for the express purpose of calculating angular measurements.

Said set capped iron rebar being a 5/8" diameter and 30" long iron rebar with plastic cap stamped "Feller Finch".

The above description is based on a survey performed under my supervision during March 2026.

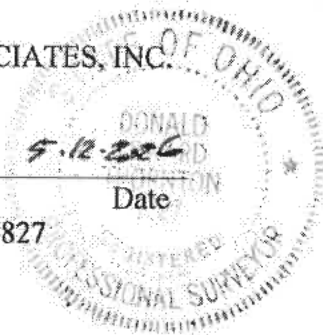
Prior Deed Reference is Official Record 20240925-0031007, Lucas County Deed Records.

Prepared by:

FELLER, FINCH & ASSOCIATES, INC.

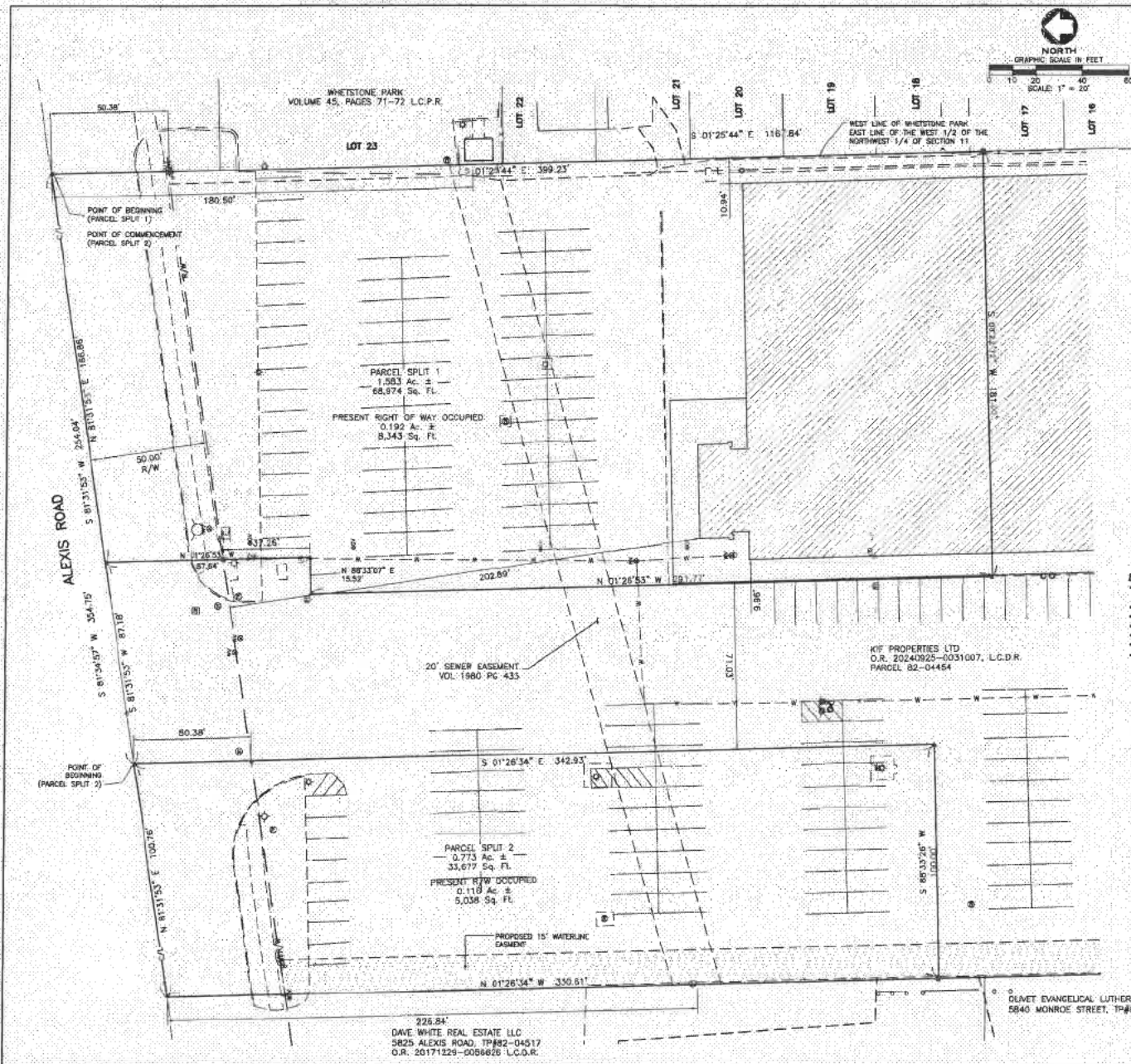


D. Edward Thornton, P. S.
Professional Surveyor No. 7827



BOUNDARY SURVEY/PARCEL SPLIT

PART THE WEST 1/2 OF THE NORTHWEST 1/4 OF SECTION 11,
TOWN 9 SOUTH, RANGE 6 EAST, IN THE MICHIGAN MERIDIAN, IN
THE CITY OF SYLVANIA, LUCAS COUNTY, OHIO



SOUTHEAST CORNER OF THE
WEST 1/2 OF THE NORTHWEST
1/4 OF SECTION 11,
FIND IRON PIPE

- REFERENCES:**
- SURVEY BY LEWANDOWSKI ENGINEERS DATED 10/31/2022, AS RECORDED AS SURVEY NUMBER F-1885 L.C.D.R.
 - SURVEY BY THE MANNIK & SMITH GROUP DATED 05/14/2013
 - CDDOT PLANS NUMBER LUC-184-027-1806
 - CDDOT PLANS NUMBER LUC-51-7-45-1932
 - COUNTRY CLUB PLAZA AS RECORDED IN VOLUME 59, PAGE 9 OF L.C.P.R.
 - WHETSTONE PARK AS RECORDED IN VOLUME 45, PAGES 71-72 L.C.P.R.
 - DEED AS RECORDED IN INSTRUMENT #20171229-0056826 L.C.D.R.

LEGEND

▲	FOUND MAG NAIL
●	SET CAPPED IRON REBAR
▲	SET MAG SPIKE
—	ROAD CENTERLINE
—	SUBJECT BOUNDARY
—	PAINT STRIPING
—	EXISTING PROPERTY LINE
—	EXISTING BUILDING
—	ASPHALT CURB
—	ROAD RIGHT-OF-WAY
—	CONCRETE CURB
—	ASPHALT PAVEMENT
—	CONCRETE PAVEMENT
—	EXISTING FENCE
—	EXISTING EASEMENT
—	GAS EASEMENT
—	ORANGE EASEMENT
—	EDGE OF STONE
C/L	ROAD CENTERLINE
R/W	ROAD RIGHT-OF-WAY
O.R.	OFFICIAL RECORD
L.C.D.R.	LUCAS COUNTY DEED RECORDS
L.C.P.R.	LUCAS COUNTY PLAT RECORDS

NOTE:
I HEREBY CERTIFY THAT THE INFORMATION SHOWN HEREON IS THE RESULT OF A TRUE AND ACCURATE BOUNDARY SURVEY PERFORMED UNDER MY SUPERVISION DURING FEBRUARY, 2024, AND ALSO THAT THIS SURVEY WAS MADE IN ACCORDANCE WITH THE "MINIMUM STANDARDS FOR BOUNDARY SURVEYS" IN THE STATE OF OHIO ADMINISTRATIVE CODE CHAPTER 4733-37, AND LOCAL REQUIREMENTS.

UNREGISTERED SURVEYOR
LUCAS COUNTY, OHIO
LARRY L. WEAVER, P.E.
LAWYER
www.lawyerfrank.com

1683 Woodlands Drive
Mansfield, Ohio 44857
Phone: (419) 865-5800
Fax: (419) 865-5800
www.lawyerfrank.com

Fraser Frick
ASSOCIATES, INC.
Surveyors - Geographers

REV. NO.	REVISION	DATE

BOUNDARY SURVEY / PARCEL SPLIT
PART OF THE NORTHWEST 1/4 OF SECTION 11, TOWN 9 SOUTH, RANGE 6 EAST, IN THE MICHIGAN MERIDIAN, CITY OF SYLVANIA, LUCAS COUNTY, OHIO

STATE OF OHIO
LARRY L. WEAVER, P.E.
UNREGISTERED SURVEYOR
LUCAS COUNTY, OHIO

DATE: 2-12-2024
SCALE: 1" = 20'
DATE: 03-20-2028
PREPARED BY: JAMES A. J. J.
CHECKED BY: JAMES A. J. J.
PROJECT: 10210836
DRAWING: 2-1000000001
SHEET: 1 of 1



DEPARTMENT OF PUBLIC SERVICE
JOSEPH E. SHAW, P.E., P.S., DIRECTOR

June 15, 2026

To: The Mayor and Members of Sylvania City Council

Re: **Bid Award – 2026 Sidewalk Replacement Program**

Dear Mr. Mayor and Council Members:

The 2026 capital improvement budget included \$35,000 in account 401-7615-53530 for sidewalk improvements. This year's list of sidewalks includes eighty-four (84) slab replacements at twenty-one (21) locations.

The City received one (1) bid on May 26, 2026. The low bidder was Jennite Company from Toledo, Ohio with a bid of \$43,476. Jennite Company's bid included subcontracting work to be performed by KHC Concrete and Construction from Bowling Green, Ohio. Jennite Company is a licensed driveway and sidewalk contractor with the City and was the awarded contractor for this project in 2024. KHC Concrete and Construction is not licensed with the City, but can perform subcontracted work for Jennite under their license as a part of this bid. The Service Department called references provided by KHC Concrete and Construction and exemplary work quality and product were cited by all those contacted.

The bid received exceeds the budgeted amount by \$8,476. The Service Department is recommending the full amount bid be awarded to Jennite Company despite the overage. All capital improvements budgeted from the 401 account for Parks & Forestry Department related items have come in under budget this year with the exception of the sidewalk bid. Our most notable savings was on the recent purchase of the green yard waste truck (\$591,000 budgeted, \$192,145 spent).

We recommend the 2026 sidewalk improvement contract be awarded to Jennite Company from Toledo, Ohio in the amount of \$43,476. Please call with any questions.

Sincerely,

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

ORDINANCE NO. 101-2026

**ACCEPTING THE PROPOSAL OF JENNITE COMPANY AND
AWARDING THE CONTRACT FOR THE 2026 SIDEWALK
REPLACEMENT PROGRAM TO SAME; AUTHORIZING THE
EXPENDITURE FOR THE IMPROVEMENTS IN THE AMOUNT OF
\$43,476; APPROPRIATING FUNDS THEREFORE; AND DECLARING
AN EMERGENCY.**

WHEREAS, plans for the 2026 Sidewalk Replacement Program have been completed and are now on file with the Clerk of this Council; and,

WHEREAS, the Service Director, by report dated June 15, 2026, stated that he received one proposal for the 2026 Sidewalk Replacement Program:

<u>COMPANY</u>	<u>PRICE</u>
Jennite Company	\$43,476.00

WHEREAS, the 2026 capital improvement budget includes \$35,000 in account 401-7615-53530 for sidewalk improvements; and

WHEREAS, the proposal offered by Jennite Company exceeds the budgeted amount by \$8,476.00; and

WHEREAS, all capital improvements budgeted from the 401 account for the Parks & Forestry Department related items have come in under budget this year with the exception of this sidewalk proposal; and

WHEREAS, the proposal offered by Jennite Company meets all of the City's specifications and the Service Director, by report from June 15, 2026, has recommended acceptance of the proposal submitted by Jennite Company, despite the overage, and that the contract for the 2026 Sidewalk Replacement Program be awarded to same.

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 Jennite Company, Toledo, Ohio for said 2026 Sidewalk Replacement Program, in the amount of Forty-Three Thousand Four Hundred Seventy-Six Dollars (\$43,476.00), is hereby determined to be the lowest and best proposal received and

the same is hereby accepted.

SECTION 2. That the Mayor and Director of Finance be, and hereby are, authorized and directed to execute a contract with the company named in Section 1 above for the furnishing of such labor and materials in accordance with said proposal.

SECTION 3. That to provide funds for said improvements hereby authorized, there is hereby appropriated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7615-53530 – Sidewalk Replacements**, the total sum of Forty-Three Thousand Four Hundred Seventy-Six Dollars (\$43,476.00).

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 of Jennite Company should be accepted immediately so as to provide for the commencement of the 2026 Sidewalk Replacement 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, _____, 2026, as an emergency measure.

President of Council Pro-Tem

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Acting Mayor

Date

City of Sylvania, OH
2026 Sidewalk Replacement Program
Price Proposal Document

Each bidder shall fill out this proposal form and submit it to the City of Sylvania Service Department using one of the two following methods:

Submit form electronically to info2026@cityofsylvania.com

OR

Submit form in-person at the City of Sylvania Service Department
(6730 Monroe St, Suite 101 Sylvania, OH, 43560)

Deadline to submit: 12:00PM (Noon) Tuesday, May 26th, 2026.

Participants will be notified by mail of the winning bid the week of May 25th, 2026.

Please PRINT and fill in all of the fields listed.

Company Name	Jennite Company
Address	4690 W. Bancroft
	Toledo, OH 43615
	KHC concrete
	17225 US RTE 6W Bowling Green
Phone	419-351-4645
Email	TWALTER@jennite.com

Bid for completion of sidewalk work (Exhibit A.) \$ 43476.00

Bid compiled and certified by:

Signature	<u>Tom Walter</u>
Print Name	<u>Tom Walter</u>
Title	<u>Sales</u>



13a

DEPARTMENT OF PUBLIC SERVICE
JOSEPH E. SHAW, P.E., P.S., DIRECTOR

June 15, 2026

To: The Mayor and Members of Sylvania City Council

Re: **Professional Engineering Services Request Change Authorization (RCA #1) – Tetra Tech Centennial Road & Little Road Intersection Improvements**

Dear Mr. Mayor and Council Members:

At the January 5, 2026 meeting City Council authorized a professional engineering services contract with Tetra Tech in the amount of \$220,000 for the design of a modern roundabout at the intersection Centennial Road and Little Road.

On May 18, 2026 Lake Erie West announced a \$34,000,000 solicitation for projects for Surface Transportation Block Grant (STBG) and Congestion Mitigation and Air Quality (CMAQ) program funding. As a part of the CMAQ application submittal requirements additional traffic related information, including level of service (LOS) analysis using highway capacity software (HCS), is required to be submitted with the application.

The Service Department requested a supplemental proposal from Tetra Tech to provide these traffic-specific related services and received a Request Change Authorization (RCA #1) in the amount of \$7,500. Task 1 in the amount of \$2,500 would provide the level of service analysis and traffic information necessary for the application, and if successfully funded, Task 2 would be authorized to formalize the data meeting ODOT design requirements for geometric review needed on federally funded projects.

We recommend approval of the enclosed Request Change Authorization proposal in the amount of \$7,500 with Tetra Tech. This work would be funded from the project capital improvements account (401-7610-53607). Please call with any questions.

Sincerely,

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

ORDINANCE NO. 102-2026

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO AN AMENDMENT TO TETRA TECH, INC'S PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES RELATIVE TO THE CENTENNIAL ROAD & LITTLE ROAD INTERSECTION IMPROVEMENTS PROJECT TO REFLECT ADDITIONAL WORK PERFORMED ON THE PROJECT; INCREASING THE PROPOSAL AMOUNT BY \$7,500; APPROPRIATING FUNDS THEREFORE; AND DECLARING AN EMERGENCY.

WHEREAS, Ordinance No. 9-2026, passed January 5, 2026, accepted the proposal of Tetra Tech, Inc. for professional engineering services for the Centennial Road & Little Road Intersection Improvements Project in the amount of \$220,000; and,

WHEREAS, the Director of Public Service has received a proposal from Tetra Tech, Inc. dated May 26, 2026 to amend the proposal previously authorized by Council for the Centennial Road & Little Road Intersection Improvements Project; and,

WHEREAS, on May 18, 2026 Lake Erie West announced a \$34,000,000 solicitation for projects for Surface Transportation Block Grant (STBG) and Congestion Mitigation and Air Quality (CMAQ) program funding, and as part of the CMAQ application submittal requirements additional traffic related information, including level of service (LOS) analysis using highway capacity software (HCS), is required to be submitted with the application; and,

WHEREAS, the proposed amendment to the City's Agreement with Tetra Tech, Inc. includes this additional work to be performed on this project which was not included in the original proposal and results in a net increase of \$7,500 to the original contract amount for a total of \$227,500; and,

WHEREAS, the Director of Public Service, by report dated June 15, 2026, has recommended approval of the amendment to the proposal of Tetra Tech, Inc.

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

SECTION 1. That the Mayor and the Director of Finance be, and they hereby are, authorized to sign the amendment to the Agreement with Tetra Tech, Inc. authorized by Ordinance No. 9-2026 on behalf of this City, thereby indicating such approval and acceptance for the additional engineering services and costs relative to the Centennial Road & Little Road Intersection Improvements Project.

SECTION 2. That to provide funds for said engineering services hereby authorized, there is hereby allocated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore allocated to **Account No. 401-7610-53607 – Centennial & Little Roundabout**, an amount not to exceed Seven Thousand Five Hundred Dollars (\$7,500.00).

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

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

SECTION 5. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the amendment to the Proposal should be approved 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, _____, 2026, as an emergency measure.

President of Council Pro-Tem

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Acting Mayor

Date



TETRA TECH

May 26, 2026

Joe Shaw, P.E., P.S.
Director of Public Service
City of Sylvania
6730 Monroe Street, Suite 101
Sylvania, Ohio 43560

Re: Centennial/Little Roundabout – Request Change Authorization (RCA) #1

Dear Mr. Shaw:

We are pleased to submit this RCA #1 for the above referenced project.

SCOPE OF SERVICES

Task 1:

Perform a level of service analysis for the intersection for the 2027 Construction Year and 2047 Design Year traffic scenarios for both the existing two-way stop control and the proposed single lane roundabout to be constructed at the intersection. We will use TMACOG 2018 ADT provided traffic and make assumptions for Little Road and movements/ distribution. A summary sheet will be provided to the City with a table of the LOS and we will attach the HCS printouts as support.

Task 2 (if Authorized):

We propose to perform the following data collection and analysis activities for a traffic evaluation study for the Centennial/Little roundabout:

- Collect AM peak period (7:00 AM to 9:00 AM) and PM peak period (4:00 PM to 6:00 PM) turning movement counts at the following intersection:
 - Centennial Road and Little Road
- Prepare 2027 Construction Year and 2047 Design Year traffic scenarios based on an annual background growth rate of 0.5%. No background developments (approved but not yet constructed) or ITE Trip Generation forecasts will be included in the 2027 Construction Year and 2047 Design Year traffic scenarios.
- Perform a level of service analysis for the intersection for the 2027 Construction Year and 2047 Design Year traffic scenarios for both the existing two-way stop



control and the proposed single lane roundabout to be constructed at the intersection.

- Prepare an electronic memo, in *.PDF format, documenting the LOS capacity analysis with supporting HCS printouts.

COMPENSATION

Compensation for our personnel directly engaged in the work of this proposal will be based on time and material basis in accordance with our current contract. We have estimated a budget of **\$2,500** for Task 1 and an additional **\$5,000** for Task 2. Our current budget of \$220,00 will be increased to a new budget of \$222,500 for Task 1 and \$227,500 when and if Task 2 is authorized. If acceptable, please sign in the spaces provided below to authorize us for this additional work.

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

Sincerely,

Andrew J. Langenderfer, P.E.
Vice President
419.779.7686
Andy.langenderfer@tetrattech.com

- C: Mr. Eric Barnes, P.E., P.S. – Deputy Director of Public Service
- Mr. Dave Charville, P.E. – Tt
- Mr. Garrett Brenke, P.E. – Tt
- Mr. Kyle Ramakers, P.E., P.T.O.E. - Tt

PROPOSAL ACCEPTED BY (Mr. Mark Frye) _____
TITLE: Mayor **DATE** _____

PROPOSAL ACCEPTED BY _____
TITLE: Finance Director/Treasurer **DATE** _____



Board of Architectural Review

Minutes of the regular meeting of June 10, 2026

Mr. Schaaf called the meeting to order

Secretary, Cristen Music took the roll call. Members present: Mayor Mark Frye, Carol Lindhuber, Kate Fischer and Jeff Schaaf (4) Zachary Liber excused Tim Burns; Zoning administrator.

Ms. Lindhuber moved; Ms. Fischer seconded to approve the Minutes of the May13, 2026 Meeting as submitted Vote being: Frye, Lindhuber, Fischer and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 1 - app. no. 13-2026 requested by Fred Swade for Doumet Multi Family Condos – 4036 McCord Rd, Sylvania, Ohio 43560.

Mr. Swade was present and showed samples of the rock, siding and roofing for the 5-unit complex.

Ms. Fischer moved, Ms. Lindhuber seconded, to approve; the vote being: Frye, Lindhuber, Fischer and Schaaf (4) aye; (0) nay.

No additions

Ms. Lindhuber moved and Ms. Fischer second to adjourn the meeting. All present voted aye Meeting adjourned.

Submitted by,

Cristen Music Secretary
Municipal Planning Commission



DEPARTMENT OF PUBLIC SERVICE
TIMOTHY S. BURNS, ZONING ADMINISTRATOR

June 10, 2026

To: Mayor and Members of City Council

Re: Planning Commission Meeting

Dear Mayor and Members of Council:

Following is an excerpt from the minutes of the regular meeting of the Municipal Planning Commission of June 10, 2026.

Secretary, Cristen Music took the roll call. Members present: Mayor Mark Frye, Carol Lindhuber, Kate Fischer, Jeff Schaaf (4) Zachary Liber excused

Ms. Lindhuber moved; Ms. Fischer seconded to approve the Minutes of the May 13, 2026, Meeting as submitted: Vote being: Frye, Lindhuber, Fischer and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item #1 – Transfer and Lot Split – 5821 Heidaway Lane Sylvania, Ohio 43560
Mary Henderson present and is requesting the lot to be transferred and split to
The original lot size.

Ms. Fischer moved, Ms. Lindhuber seconded, to approve, vote being; Frye Lindhuber, Schaaf and Fischer (4) aye; (0) nay

Ms. Lindhuber moved, Ms. Fischer second to adjourn the meeting. All present voted aye.

Meeting Adjourned

Sincerely,

Cristen Music Secretary
Municipal Planning Commission

Sylvania Municipal Planning Commission

Minutes of the regular meeting of June 10, 2026

Mr. Schaaf called the meeting to order

Secretary, Cristen Music took the roll call. Members present: Mayor Mark Frye, Carol Lindhuber, Kate Fischer, Jeff Schaaf (4) Zachary Liber excused

Ms. Lindhuber moved; Ms. Fischer seconded to approve the Minutes of the May 13, 2026, Meeting as submitted: Vote being: Frye, Lindhuber, Fischer and Schaaf (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item #1 – Transfer and Lot Split – 5821 Heidaway Lane Sylvania Ohio 43560
Mary Henderson present and is requesting the lot to be transferred and split to
The original lot size.

Ms. Fischer moved, Ms. Lindhuber seconded, to approve, vote being; Frye Lindhuber, Schaaf and Fischer (4) aye; (0) nay

Ms. Lindhuber moved, Ms. Fischer second to adjourn the meeting. All present voted aye.

Meeting Adjourned

Submitted by,

Cristen Music Secretary
Municipal Planning Commission

Board of Zoning Appeals
Sylvania Council Chambers
June 9, 2026

Mr. Reynolds called the meeting to order

Secretary, Cristen Music took the roll call. Members present: Thomas Reynolds, Danny Royer, Stephen Risher, Matthew Snell and Mary Morrison (5)
Tim Burns; Zoning administrator.

Item 1 – 8016 Bittersweet Road Sylvania, Ohio 43560 - requested by Douglas and Laurie Dinnebeil.

Mr. Burns spoke for the Dinnebeils, Mr. Reynolds made a motion that if there is a HOA the owner would bring the letter to Mr. Burns that they are approving the build. Or if the HOA is no longer in effect the approval would go through.

Mr. Reynolds moved, Mr. Royer seconded, to approve, vote being: Reynolds, Royer Risher, Snell and Morrison (5) aye; (0) nay

No new additions

Mr. Reynolds moved and Mr. Royer second to adjourn the meeting. All present voted aye
Meeting adjourned.

Submitted by,

Cristen Music Secretary
Municipal Planning Commission

Nuisance Abatement Board
Sylvania Council Chambers
June 9, 2026

Mr. Reynolds called the meeting to order

Secretary, Cristen Music took the roll call. Members present: Thomas Reynolds, Danny Royer, Stephen Risher, Matthew Snell and Mary Morrison (5)
Tim Burns; Zoning administrator.
Joe Shaw; Service Director
Eric Barnes; Deputy Service Director

Item 1 – 5755 Balfour Road Sylvania, Ohio 43560

Mr. Shaw addressed the conditions of the property, explaining that the structure has significant damage and is considered to be falling apart. Concerns were raised regarding the condition and the potential risks it posed to the community.

The Service Director stated that due to this property being sold 3 times, and no resolution with the property owner, with to the extent of the damage, the recommendation is to tear down the house. The demolition process, including timelines and costs were discussed.

Mr. Reynolds moved, Mr. Royer seconded, to approve, vote being: Reynolds, Royer Risher, Snell and Morrison (5) aye; (0) nay

No new additions

Mr. Reynolds moved and Mr. Royer second to adjourn the meeting. All present voted aye
Meeting adjourned.

Submitted by,

Cristen Music Secretary
Municipal Planning Commission