

Sylvania City Council
December 7, 2020

7:30 p.m. Council Meeting
Agenda

1. Roll call. Mrs. Cappellini, Mr. Frye, Mr. Haynam, Mr. McCann, Mr. Richardson, Ms. Stough, Mrs. Westphal.
2. Pledge of Allegiance to the United States of America led by Mr. Haynam.
3. Additions to the agenda.
4. Approval of the regular council meeting minutes of November 16, 2020.
5. COVID-19 Update.
6. 15' Waterline Easement Request (6455 Monroe Street – SOMO Flats, Lot 1)
 - a. Service Director's report on easement.
 - b. Proposed Ordinance No. 103-2020, Accepting a Permanent Waterline Easement from the Toledo-Lucas County Port Authority.
7. 20' Sanitary Sewer Easement Request (6455 Monroe Street – SOMO Flats Lot 1)
 - a. Service Director's report on Easement.
 - b. Proposed Ordinance No. 104-2020, Accepting a Permanent Sanitary Sewer Easement from the Toledo-Lucas County Port Authority.
8. 20' Sanitary Sewer Easement Request (6461 Monroe Street – SOMO Flats Lot 2)
 - a. Service Director's report on easement.
 - b. Proposed Ordinance No. 105-2020, Accepting a Permanent Sanitary Sewer Easement from the SOMO Retail Holdings, LLC.
9. Large Diameter Sanitary Sewer Lining Project (Phase 1)
 - a. Service Director's report on project.
 - b. Authorize the Clerk of Council to advertise for bids.
10. Brint, Centennial, Sylvania-Metamora & King Rd Resurfacing Project.
 - a. Service Director's report on funding/compliance.
 - b. Proposed Resolution No. 25-2020, A Resolution of Council declaring its intent and reasonable expectation of the City of Sylvania on behalf of the State of Ohio to reimburse its Capital Fund for the Brint, Centennial, Sylvania-Metamora & King Road Resurfacing CL03W with the proceeds of tax-exempt debt of the State of Ohio.

11. Vehicle Purchases.
 - a. Service Director's report on purchases.
 - b. Proposed Ordinance No. 107-2020, Repealing Ordinance Nos. 94-2020 and 95-2020; authorizing to accept the proposal of Yark Automotive Group for the provision of two new 2020 Dodge Ram Pickup Trucks for the Division of Streets.
12. Proposed Ordinance No. 108-2020, Amending Part Seven-Business Regulation Code of the Sylvania Codified Ordinances by Adding Chapter 765-Skill Game Businesses, Adult Arcades, Internet Cafes and Sweepstakes Businesses.
13. Proposed Ordinance No. 109-2020, Making Certain Position and Compensation Pay Plan Changes, Making Certain Salary, Wage and Other Service Compensation Adjustments.
14. Committee reports.
15. Committee referrals.

INFORMATION

- A. November 2020 Bank Reconciliation.
- B. 3rd Quarter 2020 Management Reports.

Minutes of the Meeting of Council
November 16, 2020

The Council of the City of Sylvania, Ohio met in regular session on November 16, 2020 at 7:30 p.m. with Mayor Stough in the chair. Roll was called with the following members present: Katie Cappellini, Mark Frye, Doug Haynam, Brian McCann, Patrick Richardson, Lyndsey Stough, Mary Westphal; (7) present; (0) absent.

Roll call:
All present.

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

Pledge of
Allegiance.

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

The following items were added to the agenda:

- 4a. Chief Ramm – Fire Department update.
- 14. Safety Committee Review of Record Clerks-Police Dept.
- 16. Proposed Resolution No. 24-2020-Recognizing Small Business Saturday.

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

Agenda approval.

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

Mr. Frye presented the November 2, 2020 meeting minutes. Mr. Frye moved, Mr. McCann seconded, that since the Mayor, members of Council, and others had been furnished copies of these minutes prior to this meeting, Council dispense with the reading of these minutes at this time, and the journal of the minutes of the regular meeting of November 2, 2020 be approved; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Approval of the
November 5,
2020 meeting
minutes.

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

Fire Chief Ramm thanked the citizens of Sylvania, the Mayor and City Council for their support for the passage of the fire levy.

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

Mayor Stough provided an COVID-19 Update. The Fire Chief, Police Chief and Service Director all provided an update for their departments. Mayor Stough will be receiving updates from the Ohio Health Commissioner and the Governor later in the week.

COVID-19
Update.

Minutes of the Meeting of Council
November 16, 2020

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

Service Director's report on the Cushman Road Improvement project – Easement was placed on file. Mr. McCann presented and read aloud by title only, proposed Ordinance No. 98-2020, a written copy of same having been previously furnished to each member of Council, "Accepting a temporary construction easement from Donovan Ross for the improvement of Cushman Road; dedicating the temporary easement for public purposes; appropriating funds therefore; and declaring an emergency"; Mr. McCann moved, Mr. Haynam seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Ordinance No.
98-2020,
"Temp
easement....
Cushman
Rd...Donovan
Ross..."

Mr. McCann moved, Mrs. Westphal seconded, that Ordinance No. 98-2020 be enacted as an emergency measure as declared therein; roll call vote being: Richardson, Stough, Westphal, Cappellini, Frye, Haynam, McCann; (7) yeas; (0) nays. The motion carried.

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

Service Director's report on the Luc-Silica Drive Bridge Replacement Project was placed on file. Mr. Frye presented and read aloud by title only, proposed Ordinance No. 99-2020, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to enter into an agreement with the State of Ohio, Department of Transportation on behalf of the City of Sylvania for the Silica Drive Bridge Replacement Project; and declaring an emergency"; Mr. Frye moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Stough, Westphal, Cappellini, Frye, Haynam, McCann, Richardson, (7) yeas; (0) nays. The motion carried.

Ordinance No.
99-2020,
"Authorizing an
agreement with
ODOT...Silica
Drive Bridge
Replacement...."

Mr. Frye moved, Mr. Haynam seconded, that Ordinance No. 99-2020 be enacted as an emergency measure as declared therein; roll call vote being: Westphal, Cappellini, Frye, Haynam, McCann, Richardson, Stough, (7) yeas; (0) nays. The motion carried.

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

Service Director's report on the Luc-Monroe Street & Silica Drive Intersection Improvements was placed on file. Mr. Frye presented and read aloud by title only, proposed Ordinance No. 100-2020, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to enter into an agreement with the State of Ohio, Department of Transportation on behalf of the City of Sylvania for the Monroe Street and Silica Drive Intersection Improvement Project; and declaring an emergency"; Mr. Frye moved, Mrs. Westphal

Ordinance No.
100-2020,
"Authorizing an
agreement with
ODOT...Monroe
St. & Silica Dr.

Minutes of the Meeting of Council
November 16, 2020

seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough, Westphal, (7) yeas; (0) nays. The motion carried.

Intersection
Improvements
Project..."

Mr. Frye moved, Mr. McCann seconded, that Ordinance No. 100-2020 be enacted as an emergency measure as declared therein; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

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

Service Director's report on OPWC Grant Application for Monroe Street and Harroun Road Pedestrian Hybrid Beacon was placed on file. Mr. Frye presented and read aloud by title only, proposed Resolution No.22-2020, a written copy of same having been previously furnished to each member of Council, "A Resolution authorizing the Mayor and Director of Finance to file an Ohio Public Works Commission Grant Application for the Monroe Street and Harroun Road Intersection Improvement Project; and declaring an emergency"; Mr. Frye moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Resolution; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Resolution No.
22-2020,
"Authorizing a
OPWC Grant
Application...
Monroe &
Harroun
Intersection
Improvement..."

Mr. Frye moved, Mr. McCann seconded, that Resolution No. 22-2020 be enacted as an emergency measure as declared therein; roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

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

Ms. Stough presented and read aloud by title only, proposed Ordinance No. 101-2020, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance of the City of Sylvania, Ohio, to enter into a Ground Lease with the Sylvania Area Joint Recreation District for additional property and parking for Centennial Terrace; and declaring an emergency"; Ms. Stough moved, Mr. Haynam seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Richardson, Stough, Westphal, Cappellini, Frye, Haynam, McCann, (7) yeas; (0) nays. The motion carried.

Ordinance No.
101-2020,
"Authorizing a
Ground Lease
with SAJRD for
addtl property
and parking for
Centennial
Terrace..."

Ms. Stough moved, Mr. Haynam seconded, that Ordinance No. 101-2020 be enacted as an emergency measure as declared therein; roll call vote being: Stough, Westphal, Cappellini, Frye, Haynam, McCann, Richardson, (7) yeas; (0) nays. The motion carried.

Minutes of the Meeting of Council
November 16, 2020

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

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 102-2020, a written copy of same having been previously furnished to each member of Council, "Authorizing the donation of 25 Safariland holsters to the Avon Lake Police Department; 10 Safariland holsters to the Walbridge Police Department; 10 Safariland holsters to the Woodville Police Department and 10 Safariland holsters to the Creston Police Department; determining said property to be of no further use to the City of Sylvania; and declaring an emergency"; Mrs. Westphal moved, Mr. McCann seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Westphal, Cappellini, Frye, Haynam, McCann, Richardson, Stough, (7) yeas; (0) nays. The motion carried.

Ordinance No. 102-2020, "Authorizing donation of Safariland holsters to Avon Lake, Walbridge, Woodville, and Creston Police Departments...."

Mrs. Westphal moved, Mr. McCann seconded, that Ordinance No. 102-2020 be enacted as an emergency measure as declared therein; roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough, Westphal, (7) yeas; (0) nays. The motion carried.

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

Mrs. Westphal presented and read aloud by title only, proposed Resolution No. 23-2020, a written copy of same having been previously furnished to each member of Council, "A Resolution of the Council of the City of Sylvania in support of Senate Bill 365 and to urge Governor DeWine and the Ohio State Legislature to extend the deadline for holding public meetings electronically; and declaring an emergency." Mrs. Westphal moved, Mr. Haynam seconded, that Council dispense with the Second and Third Reading of said Resolution; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Resolution No. 23-2020, "...support of Senate Bill 365...extend the deadline for holding public meeting electronically..."

Mrs. Westphal moved, Mr. McCann seconded, that Resolution No. 23-2020 be enacted as an emergency measure as declared therein; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Minutes of the Meeting of Council
November 16, 2020

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

The Plan Commission's recommendations on Zoning Ordinance Application No. SUP-1-2020 from David A. Sabo for a Zoning Change from "B-2", General Business District to "B-2/SUP", Special Use Permit for property located at 7600 W. Sylvania Avenue, Sylvania, Ohio 43560. Mr. Haynam moved, Mrs. Westphal seconded to set the public hearing for SUP-1-2020 for December 21, 2020 at 6:30 p.m. Roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

SUP-1-2020
Public Hearing
set for Dec 21st
at 6:30 p.m.

Mayor Stough stated that Council will now consider agenda item 14.

Safety Committee review of Record Clerks for the Police Department was discussed. The recommendation of Administration is to have three employees, 5 days a week from 8:00 a.m. to 8:00 p.m. Mrs. Westphal moved, Mr. Frye seconded to direct Administration to prepare legislation for three employees. Roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

Records Clerks
for Police Dept.,

Mayor Stough stated there are no items for agenda item 15, so Council will now consider agenda item 16.

Mrs. Westphal presented and read aloud by title only, proposed Resolution No. 24-2020, a written copy of same having been previously furnished to each member of Council, "A Resolution of the Council of the City of Sylvania recognizing November 28, 2020 as Small Business Saturday and supporting awareness of the value of our small businesses; and declaring an emergency." Mrs. Westphal moved, Mr. Haynam seconded, that Council dispense with the Second and Third Readings of said Resolution; roll call vote being: Richardson, Stough, Westphal, Cappellini, Frye, Haynam, McCann, (7) yeas; (0) nays. The motion carried.

Resolution No.
24-2020,
"recognizing
11/28/20 as
Small Business
Saturday..."

Mrs. Westphal moved, Mr. Frye seconded, that Resolution No. 24-2020 be enacted as an emergency measure as declared therein; roll call vote being: Stough, Westphal, Cappellini, Frye, Haynam, McCann, Richardson, (7) yeas; (0) nays. The motion carried.

Minutes of the Meeting of Council
November 16, 2020

Mayor Stough stated all agenda items have been addressed.

Mrs. Westphal moved, Mr. Richardson seconded to adjourn at 9:00 p.m. Roll call vote being: Westphal, Cappellini, Frye, McCann, Haynam, Richardson, Stough, (7) yeas; (0) nays. The motion carried. Adjournment.

Clerk of Council

Mayor

69



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

December 7, 2020

To: The Mayor and Members of Sylvania City Council

Re: **15' Waterline Easement Request (6455 Monroe Street – SOMO Flats Lot 1)**

Dear Mr. Mayor and Council Members:

Republic Development and JC Hart are continuing construction efforts on the SOMO Flats project. Nearly all of the underground utility infrastructure is in place except a small section of 8" waterline scheduled to cross Monroe Street in May 2021.

With the site waterline infrastructure in place, the Service Department and the owner of Lot 1 of SOMO Flats (Toledo-Lucas County Port Authority) have agreed to the terms of the enclosed easement which enables the City to access and maintain a portion of the waterline system within Lot 1. This easement is 15' in width and covers the portion of the system that loops together waterline infrastructure in Main Street and Monroe Street. The City already has an easement agreement in place with the Wingate Hotel for access to the waterline through their property.

We would recommend approval of the easement request with the Toledo-Lucas County Port Authority. Please call if you should have any questions.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service

ORDINANCE NO. 103 -2020

**ACCEPTING A PERMANENT WATERLINE EASEMENT FROM THE
TOLEDO-LUCAS COUNTY PORT AUTHORITY; DEDICATING THE
EASEMENT FOR PUBLIC PURPOSES; AND DECLARING AN
EMERGENCY.**

WHEREAS, Republic Development and JC Hart are continuing construction on the SOMO Flats Project at the intersection of Main and Monroe Streets; and,

WHEREAS, as the site waterline infrastructure is in place, the City has requested an easement from the Toledo-Lucas County Port Authority, the owners of the property, to provide for access and maintenance of the waterline system, which easement has been executed and tendered to the City of Sylvania and a copy of said easement in the form and substance of "Exhibit A" is attached hereto and made a part hereof.

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

SECTION 1. That the easement as so executed and tendered as described on "Exhibit A" be, and the same hereby is, accepted from the Toledo-Lucas County Port Authority, the grantor therein.

SECTION 2. That the easement area identified and described in said easement as set forth on "Exhibit A" be, and the same hereby is, dedicated for public purposes as expressed in said easement.

SECTION 3. That the Director of Law is hereby directed to deliver the recorded easement document to the Director of Finance for retention by him as custodian of the records of this City.

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 easement should be approved to provide for access and maintenance without further delay. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

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

Passed, _____, 2020, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

15' WATERLINE EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That **Toledo-Lucas County Port Authority**, the Grantor, in consideration of one dollar (\$1.00), and other good and valuable considerations, to it paid by the **City of Sylvania**, the Grantee, does hereby grant, bargain, sell, convey and release to the said Grantee, its successors and assigns forever, a permanent easement for the construction and maintenance of a public waterline, in, on, over and through the real estate in the City of Sylvania, Lucas County, Ohio, and legally described and drawn, as attached.

TO HAVE AND TO HOLD the said easement rights with all the rights, privileges and appurtenances thereto belonging to the Grantee, its successors and assigns forever.

The Grantor, its lessee, and their respective officers, directors, employees, agents, and contractors (collectively, the "Grantor Parties"), and their successors and assigns, retain the right to use the attached described property for any and all purposes, provided that such use does not unreasonably interfere with nor impair the exercise of the rights herein granted.

The Grantee shall be solely liable for any personal injury and/or property damage resulting from its use of the easement granted hereunder or the construction and/or maintenance of the waterline. The Grantee shall indemnify, hold harmless and defend the Grantor Parties for any damages or expenses incurred by the Grantor Parties resulting from the Grantee's use of the easement granted hereunder or the construction or maintenance of the waterline, and/or any claims made against the Grantor Parties in connection therewith

The Grantor claims title by instrument recorded in Instrument Number 20190125-0003293 in the Deed Records of the Lucas County Recorder's Office.

The Grantee, their successors and assigns, and any contractors or subcontractors, shall restore any disturbed grounds within the easement area to a condition similar to the existing, or better, as a result of any construction or maintenance activities of the public waterline.

The Grantor hereby covenants that it is the true and lawful Owner of said premises and is well seized of the same, and have good right and full power to bargain, sell and convey the same in the manner aforesaid.

IN WITNESS WHEREOF, the Grantor, **Toledo-Lucas County Port Authority**, has hereunto set their hand this 19th day of November, 2020.


Thomas J. Winston
President & CEO

STATE OF OHIO

}SS

COUNTY OF LUCAS,

Before me, a Notary Public, in and for said County and State, personally appeared Thomas J. Winston, President & CEO of the Toledo-Lucas County Port Authority, who acknowledged the signing thereof to be his voluntary act and deed for the purpose therein mentioned.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal on the day and year aforesaid.

Notary Public 

DAWN M. WENK
Notary Public - State of Ohio
My commission has no expiration date.
Section 147.03 R.C.

City of Sylvania, Ohio

By: _____
Craig. A. Stough, Mayor

By: _____
Toby Schroyer, Director of Finance

Approved:

Leslie B. Brining, Director of Law

Consent

SOMO MF Partners, LLC, as lessee of the premises described above, hereby consents to the foregoing easement and agrees that its rights pursuant to its lease agreement with the Toledo-Lucas County Port Authority shall be subject to the Easement.

SOMO MF Partners LLC

By: _____

Printed Name: _____

Date: _____

Prepared by:
Joseph E. Shaw
City of Sylvania
6730 Monroe Street
Sylvania, Ohio 43560

October 20, 2020
Revised November 12, 2020

15' WATERLINE EASEMENT

A parcel of land being part of the Northwest quarter (1/4) of Section Ten (10), Town Nine (9) South, Range Six (6) East, in the City of Sylvania, Lucas County, Ohio, said parcel of land being bounded and described as follows:

Commencing at the intersection of the South right-of-way line of Monroe Street, with the East line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records,

thence in a westerly direction along the South right-of-way line of Monroe Street, having a bearing of North eighty-six (86) degrees, forty-one (41) minutes, forty-two (42) seconds West along a line, a distance of one hundred forty-five and three hundredths (145.03') feet Point of Beginning;

thence South three (03) degrees, eighteen (18) minutes, eighteen (18) seconds West along a line, a distance of one hundred seven and thirteen hundredths (107.13') feet to a point;

thence South forty-eight (48) degrees, nine (09) minutes, twenty (20) seconds West along a line, a distance of forty and ninety-two hundredths (40.92') feet to a point;

thence North eighty-six (86) degrees, fifty (50) minutes, forty (40) seconds West along a line, a distance of two hundred fifty-one and forty-four hundredths (251.44') feet to a point;

thence South sixty-three (63) degrees, thirty-six (36) minutes, fifty-three (53) seconds West along a line, a distance of seventy-four and sixty-three hundredths (74.63') feet to a point;

thence South one (01) degree, one (01) minute, zero (00) seconds East along a line, a distance of sixty-eight and two hundredths (68.02') feet to a point;

thence South eighty-nine (89) degrees, five (05) minutes, two (02) seconds West along a line, a distance of twenty-six and zero hundredths (26.00') feet to the intersection of the West line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records;

thence North one (01) degree, one (01) minute, zero (00) seconds West along the West line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records, a distance of fifteen and zero hundredths (15.00') feet to a point;

thence North eighty-nine (89) degrees, five (05) minutes, two (02) seconds East along a line, a distance of eleven and zero hundredths (11.00') feet to a point;

thence North one (01) degree, one (01) minute, zero (00) seconds West along a line, a distance of sixty-two and forty-eight hundredths (62.48') feet to a point;

thence North sixty-three (63) degrees, thirty-six (36) minutes, fifty-three (53) seconds East along a line, a distance of eighty-eight and seven hundredths (88.07') feet to a point;

thence South eighty-six (86) degrees, fifty (50) minutes, forty (40) seconds East along a line, a distance of two hundred forty-nine and eighteen hundredths (249.18') feet to a point;

thence North forty-eight (48) degrees, nine (09) minutes, twenty (20) seconds East along a line, a distance of twenty-eight and fifty-two hundredths (28.52') feet to a point;

thence North three (03) degrees, eighteen (18) minutes, eighteen (18) seconds East along the East line of Lot 2 in Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records, a distance of one hundred and ninety-four hundredths (100.94') feet to intersection of the South right-of-way line of Monroe Street;

thence South eighty-six (86) degrees, forty-one (41) minutes, forty-two (42) seconds East along the intersection of the South right-of-way line of Monroe Street, a distance of fifteen and zero hundredths (15.00') feet to the Point of Beginning.

Said parcel of land containing an area of 8,312 square feet, 0.191 acres of land, more or less.
All within Tax Parcel No. 82-03580

Subject to legal highways.

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 measurement.

Prior Plat Reference is Somo Flats Official Record 20180525-0022642 Lucas County Plat Records.

Prepared by:

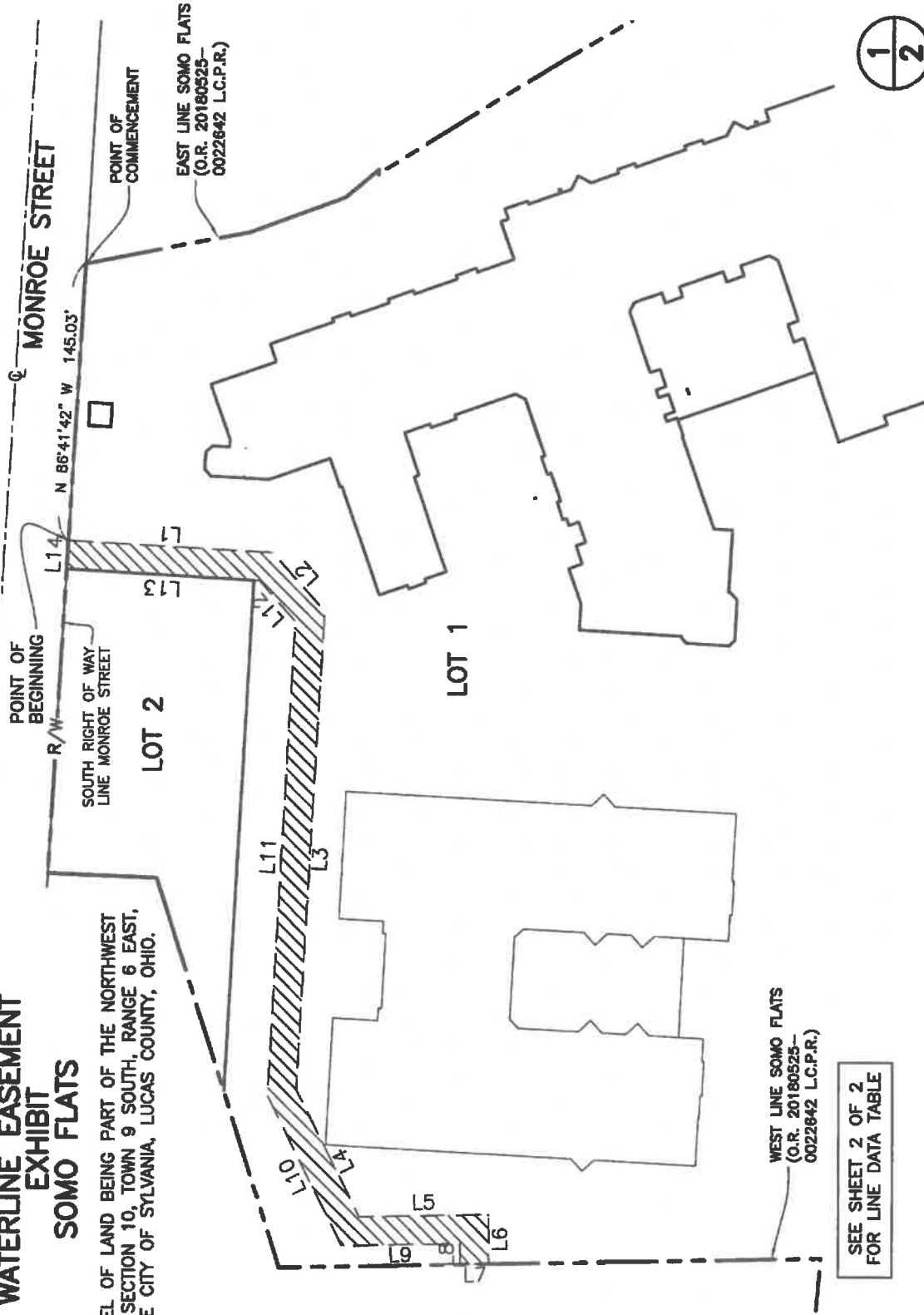
FELLER, FINCH & ASSOCIATES, INC.


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



WATERLINE EASEMENT EXHIBIT SOMO FLATS

A PARCEL OF LAND BEING PART OF THE NORTHWEST
1/4 OF SECTION 10, TOWN 9 SOUTH, RANGE 6 EAST,
IN THE CITY OF SYLVANIA, LUCAS COUNTY, OHIO.



SEE SHEET 2 OF 2
FOR LINE DATA TABLE

1683 Woodlands Drive,
Maumee, Ohio 43537
Phone: (419) 893-3680
Fax: (419) 893-2982
www.fellerfinch.com

FellerFinch
& ASSOCIATES, INC.
Engineers • Surveyors



NORTH

SCALE:

1" = 80'

DATE:

10-20-2020

DRAWN BY:

DA

PROJECT NO.:

10E08470

DRAWING:

10-08470FE00A6

© 2020 FELLER FINCH & ASSOC., INC.

WATERLINE EASEMENT EXHIBIT SOMO FLATS

A PARCEL OF LAND BEING PART OF THE NORTHWEST
1/4 OF SECTION 10, TOWN 9 SOUTH, RANGE 6 EAST,
IN THE CITY OF SYLVANIA, LUCAS COUNTY, OHIO.

LINE DATA - WATERLINE ESMT		
LINE	BEARING	DISTANCE
L1	S 03°18'18" W	107.13'
L2	S 48°09'20" W	40.92'
L3	N 86°50'40" W	251.44'
L4	S 63°36'53" W	74.63'
L5	S 01°01'00" E	68.02'
L6	S 89°05'02" W	26.00'
L7	N 01°01'00" W	15.00'
L8	N 89°05'02" E	11.00'
L9	N 01°01'00" W	62.48'
L10	N 63°36'53" E	88.07'
L11	S 86°50'40" E	249.18'
L12	N 48°09'20" E	28.52'
L13	N 03°18'18" E	100.94'
L14	S 86°41'42" E	15.00'



1683 Woodlands Drive,
Maumee, Ohio 43537
Phone: (419) 893-3660
Fax: (419) 893-2982
www.fellerfinch.com

FellerFinch
& ASSOCIATES, INC.
Engineers • Surveyors

NORTH

SCALE: -

DATE:
10-20-2020

DRAWN BY:
DA

PROJECT NO.:
100206470

DRAWING:
10-08470FE00A6

79



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

December 7, 2020

To: The Mayor and Members of Sylvania City Council

Re: **20' Sanitary Sewer Easement Request (6455 Monroe Street – SOMO Flats Lot 1)**

Dear Mr. Mayor and Council Members:

Republic Development and JC Hart are continuing construction efforts on the SOMO Flats project. Nearly all of the underground utility infrastructure is in place except a small section of 8" waterline scheduled to cross Monroe Street in May 2021.

With the site sanitary sewer infrastructure in place, the Service Department and the owner of Lot 1 of SOMO Flats (Toledo-Lucas County Port Authority) have agreed to the terms of the enclosed easement which enables the City to access and maintain a portion of the sanitary sewer system within Lot 1. This easement is 20' in width and is located mainly on the westerly side of the lot.

We would recommend approval of the easement request with the Toledo-Lucas County Port Authority. Please call if you should have any questions.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service

7b

ORDINANCE NO. 104 -2020

ACCEPTING A PERMANENT SANITARY SEWER EASEMENT FROM THE TOLEDO-LUCAS COUNTY PORT AUTHORITY; DEDICATING THE EASEMENT FOR PUBLIC PURPOSES; AND DECLARING AN EMERGENCY.

WHEREAS, Republic Development and JC Hart are continuing construction on the SOMO Flats Project at the intersection of Main and Monroe Streets; and,

WHEREAS, as the sanitary sewer infrastructure is in place, the City has requested an easement from the Toledo-Lucas County Port Authority, the owners of the property, to provide for access and maintenance of the sanitary sewer system, which easement has been executed and tendered to the City of Sylvania and a copy of said easement in the form and substance of "Exhibit A" is attached hereto and made a part hereof.

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

SECTION 1. That the easement as so executed and tendered as described on "Exhibit A" be, and the same hereby is, accepted from the Toledo-Lucas County Port Authority, the grantor therein.

SECTION 2. That the easement area identified and described in said easement as set forth on "Exhibit A" be, and the same hereby is, dedicated for public purposes as expressed in said easement.

SECTION 3. That the Director of Law is hereby directed to deliver the recorded easement document to the Director of Finance for retention by him as custodian of the records of this City.

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 easement should be approved to provide for access and maintenance without further delay. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

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

Passed, _____, 2020, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

20' SANITARY SEWER EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That **Toledo-Lucas County Port Authority**, the Grantor, in consideration of one dollar (\$1.00), and other good and valuable considerations, to it paid by the **City of Sylvania**, the Grantee, does hereby grant, bargain, sell, convey and release to the said Grantee, its successors and assigns forever, a permanent easement for the construction and maintenance of a public sanitary sewer, in, on, over and through the real estate in the City of Sylvania, Lucas County, Ohio, and legally described and drawn, as attached.

TO HAVE AND TO HOLD the said easement rights with all the rights, privileges and appurtenances thereto belonging to the Grantee, its successors and assigns forever.

The Grantor, its lessee, and their respective officers, directors, employees, agents, and contractors (collectively, the "Grantor Parties"), and their successors and assigns, retain the right to use the attached described property for any and all purposes, provided that such use does not unreasonably interfere with nor impair the exercise of the rights herein granted.


The Grantee shall be solely liable for any personal injury and/or property damage resulting from its use of the easement granted hereunder or the construction and/or maintenance of the sanitary sewer. The Grantee shall indemnify, hold harmless and defend the Grantor Parties for any damages or expenses incurred by the Grantor Parties resulting from the Grantee's use of the easement granted hereunder or the construction or maintenance of the sanitary sewer, and/or any claims made against the Grantor Parties in connection therewith.

The Grantor claims title by instrument recorded in Instrument Number 20190125-0003293 in the Deed Records of the Lucas County Recorder's Office.

The Grantee, their successors and assigns, and any contractors or subcontractors, shall restore any disturbed grounds within the easement area to a condition similar to the existing, or better, as a result of any construction or maintenance activities of the public sanitary sewer.

The Grantor hereby covenants that it is the true and lawful Owner of said premises and is well seized of the same, and have good right and full power to bargain, sell and convey the same in the manner aforesaid.

IN WITNESS WHEREOF, the Grantor, **Toledo-Lucas County Port Authority**, has hereunto set their hand this 19th day of November, 2020.


Thomas J. Winston
President & CEO

STATE OF OHIO

}SS

COUNTY OF LUCAS,

Before me, a Notary Public, in and for said County and State, personally appeared Thomas J. Winston, President & CEO of the Toledo-Lucas County Port Authority, who acknowledged the signing thereof to be his voluntary act and deed for the purpose therein mentioned.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal on the day and year aforesaid.

Notary Public



DAWN M. WENK
Notary Public - State of Ohio
My commission has no expiration date.
Section 147.03 R.C.

City of Sylvania, Ohio

By: _____
Craig. A. Stough, Mayor

By: _____
Toby Schroyer, Director of Finance

Approved:

Leslie B. Brining, Director of Law

Consent

SOMO MF Partners, LLC, as lessee of the premises described above, hereby consents to the foregoing easement and agrees that its rights pursuant to its lease agreement with the Toledo-Lucas County Port Authority shall be subject to the Easement.

SOMO MF Partners LLC

By: _____

Printed Name: _____

Date: _____

Prepared by:
Joseph E. Shaw
City of Sylvania
6730 Monroe Street
Sylvania, Ohio 43560

November 3, 2020
Revised November 12, 2020

**20' SANITARY SEWER EASEMENT
LOT 1**

A parcel of land being part of the Northwest quarter (1/4) of Section Ten (10), Town Nine (9) South, Range Six (6) East, in the City of Sylvania, Lucas County, Ohio, said parcel of land being bounded and described as follows:

Commencing at the intersection of the South right-of-way line of Monroe Street, with the East line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records,

thence in a westerly direction along the South right-of-way line of Monroe Street, having a bearing of North eighty-six (86) degrees, forty-one (41) minutes, forty-two (42) seconds West along a line, a distance of three hundred nineteen and seventy-seven hundredths (319.77') feet to the intersection of the West line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records;

thence South two (02) degrees, twenty-four (24) minutes, fourteen (14) seconds West along the West line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records, a distance of fifty-seven and twenty-seven hundredths (57.27') feet to the intersection of the northwesterly line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records;

thence South seventy-two (72) degrees, thirty-two (32) minutes, thirteen (13) seconds West along the northwesterly line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records, a distance of seventy-two and fifty-two hundredths (72.52') feet;

thence South fifty-six (56) degrees, forty-six (46) minutes, forty-seven (47) seconds East along a line, a distance of eight and fifty-eight hundredths (8.58') feet to a point;

thence South three (03) degrees, nine (09) minutes, nineteen (19) seconds West along a line, a distance of eleven and forty-two hundredths (11.42') feet to the intersection of the South line of Lot 2 in Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records to the Point of Beginning;

thence continuing South three (03) degrees, nine (09) minutes, nineteen (19) seconds West along a line, a distance of eight and twenty-one hundredths (8.21') feet to a point;

thence South eighty-six (86) degrees, fifty (50) minutes, forty-one (41) seconds East along a line, a distance of forty-one and twenty-two hundredths (41.22') feet to a point;

thence South three (03) degrees, nine (09) minutes, nineteen (19) seconds West along a line, a distance of twenty and zero hundredths (20.00') feet to a point;

thence North eighty-six (86) degrees, fifty (50) minutes, forty-one (41) seconds West along a line, a distance of eighty-five and thirty-six hundredths (85.36') feet to a point;

thence South sixty-three (63) degrees, thirty-six (36) minutes, fifty-three (53) seconds West along a line, a distance of eighty-four and thirty-four hundredths (84.34') feet to a point;

thence South one (01) degree, one (01) minute, zero (00) seconds East along a line, a distance of one hundred eighty-three and ninety hundredths (183.90') feet to a point;

thence South eighty-three (83) degrees, thirty-nine (39) minutes, twenty-six (26) seconds East along a line, a distance of one hundred sixty-three and fifty-seven hundredths (163.57') feet to a point;

thence South one (01) degree, forty (40) minutes, twenty-seven (27) seconds East along a line, a distance of seventy-five and forty-four hundredths (75.44') feet to the intersection of the South line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records;

thence North seventy-four (74) degrees, fifty-three (53) minutes, forty-seven (47) seconds West along the South line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records, a distance of seven and thirty-two hundredths (7.32') feet to a point;

thence North eighty-four (84) degrees, thirty-five (35) minutes, forty (40) seconds West along the South line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records, a distance of thirteen and nine hundredths (13.09') feet to a point;

thence North one (01) degree, forty (40) minutes, twenty-seven (27) seconds West along a line, a distance of fifty-four and thirty-three hundredths (54.33') feet to a point;

thence North eighty-three (83) degrees, thirty-nine (39) minutes, twenty-six (26) seconds West along a line, a distance of one hundred sixty-three and seventy-seven hundredths (163.77') feet to the intersection of the West line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records;

thence North one (01) degree, one (01) minute, zero (00) seconds West along the West line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records, a distance of two hundred fourteen and thirteen hundredths (214.13') feet to a point;

thence North sixty-three (63) degrees, thirty-six (36) minutes, fifty-three (53) seconds East along

a line, a distance of one hundred two and twenty-seven hundredths (102.27') feet to a point;

thence South eighty-six (86) degrees, fifty (50) minutes, forty-one (41) seconds East along a line, a distance of twenty-nine and forty-two hundredths (29.42') feet to a point;

thence North three (03) degrees, nine (09) minutes, nineteen (19) seconds East along a line, a distance of eight and twenty-one hundredths (8.21') feet to the intersection of the North line of Lot 1 of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records

thence South eighty-six (86) degrees, fifty (50) minutes, forty-one (41) seconds East along North line of Lot 1 of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records, a distance of twenty and zero hundredths (20.00') feet to the Point of Beginning.

Said parcel of land containing an area of 12,334 square feet, 0.283 acres of land, more or less.
All within Tax Parcel No. 82-03580

Subject to legal highways.

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

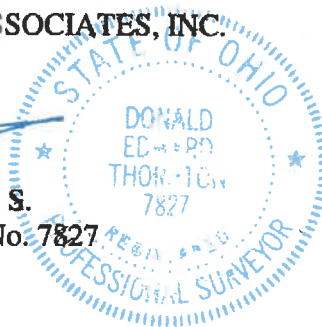
The bearings used hereon are based on an assumed meridian and are for the express purpose of calculating angular measurement.

Prior Plat Reference is Somo Flats Official Record 20180525-0022642 Lucas County Plat Records.

Prepared by:

FELLER, FINCH & ASSOCIATES, INC.


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



SANITARY SEWER EASEMENT EXHIBIT SOMO FLATS

A PARCEL OF LAND BEING PART OF THE NORTHWEST
1/4 OF SECTION 10, TOWN 9 SOUTH, RANGE 6 EAST,
IN THE CITY OF SYLVANIA, LUCAS COUNTY, OHIO.

LINE DATA- LOT 1- SANITARY ESMT			
L15	S 56°46'47" E	8.58'	
L16	S 03°08'19" W	11.42'	
L17	S 03°08'19" W	8.21'	
L18	S 86°50'41" E	41.22'	
L19	S 03°08'19" W	20.00'	
L20	N 86°50'41" W	85.36'	
L21	S 63°36'53" W	84.34'	
L22	S 01°01'00" E	183.90'	
L23	S 83°39'26" E	163.57'	
L24	S 01°40'27" E	75.44'	
L25	N 74°53'47" W	7.32'	
L26	N 84°35'40" W	13.09'	
L27	N 01°40'27" W	54.33'	
L28	N 83°39'26" W	163.77'	
L29	N 01°01'00" W	214.13'	
L30	N 63°36'53" E	102.27'	
L31	S 86°50'41" E	29.42'	
L32	N 03°09'19" E	8.21'	
L33	S 86°50'41" E	20.00'	



DATE: 10-20-2020
DRAWN BY: DA
PROJECT NO.: 10208470
DRAWING: 10-08470F00A6

FellerFinch
& ASSOCIATES, INC.
Engineers - Surveyors

1883 Woodlands Drive,
Maumee, Ohio 43537
Phone: (419) 893-3680
Fax: (419) 893-2982
www.fellerfinch.com

8a



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

December 7, 2020

To: The Mayor and Members of Sylvania City Council

Re: **20' Sanitary Sewer Easement Request (6461 Monroe Street – SOMO Flats Lot 2)**

Dear Mr. Mayor and Council Members:

Republic Development and JC Hart are continuing construction efforts on the SOMO Flats project. Nearly all of the underground utility infrastructure is in place except a small section of 8" waterline scheduled to cross Monroe Street in May 2021.

With the site sanitary sewer infrastructure in place, the Service Department and the owner of Lot 2 of SOMO Flats (SOMO Retail Holdings, LLC) have agreed to the terms of the enclosed easement which enables the City to access and maintain a portion of the sanitary sewer system within Lot 2. This easement is 20' in width and is located at the extreme southwest corner of the lot.

We would recommend approval of the easement request with the SOMO Retail Holdings, LLC. Please call if you should have any questions.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service

8b

ORDINANCE NO. 105 -2020

**ACCEPTING A PERMANENT SANITARY SEWER EASEMENT FROM
THE SOMO RETAIL HOLDINGS, LLC; DEDICATING THE
EASEMENT FOR PUBLIC PURPOSES; AND DECLARING AN
EMERGENCY.**

WHEREAS, Republic Development and JC Hart are continuing construction on the SOMO Flats Project at the intersection of Main and Monroe Streets; and,

WHEREAS, as the sanitary sewer infrastructure is in place, the City has requested an easement from the SOMO Retail Holdings, LLC, the owners of the property, to provide for access and maintenance of the sanitary sewer system, which easement has been executed and tendered to the City of Sylvania and a copy of said easement in the form and substance of "Exhibit A" is attached hereto and made a part hereof.

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

SECTION 1. That the easement as to executed and tendered as described on "Exhibit A" be, and the same hereby is, accepted from the SOMO Retail Holdings, LLC, the grantor therein.

SECTION 2. That the easement area identified and described in said easement as set forth on "Exhibit A" be, and the same hereby is, dedicated for public purposes as expressed in said easement.

SECTION 3. That the Director of Law is hereby directed to deliver the recorded easement document to the Director of Finance for retention by him as custodian of the records of this City.

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 easement should be approved to provide for access and maintenance without further delay. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

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

Passed, _____, 2020, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

20' SANITARY SEWER EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That **SOMO Retail Holdings, LLC, an Ohio Limited Liability Company**, the Grantor, in consideration of one dollar (\$1.00), and other good and valuable considerations, to it paid by the **City of Sylvania**, the Grantee, does hereby grant, bargain, sell, convey and release to the said Grantee, its successors and assigns forever, a permanent easement for the construction and maintenance of a public sanitary sewer, in, on, over and through the real estate in the City of Sylvania, Lucas County, Ohio, and legally described and drawn, as attached.

TO HAVE AND TO HOLD the said easement rights with all the rights, privileges and appurtenances thereto belonging to the Grantee, its successors and assigns forever.

The Grantee shall be solely liable for any personal injury and/or property damage resulting from its use of the easement granted hereunder or the construction and/or maintenance of the sanitary sewer. The Grantee shall indemnify, hold harmless and defend the Grantor for any damages or expenses incurred by the Grantor resulting from the Grantee's use of the easement granted hereunder or the construction or maintenance of the sanitary sewer, and/or any claims made against the Grantor in connection therewith.

The Grantor, and its successors and assigns, retain the right to use the attached described property for any and all purposes, provided that such use does not interfere with nor impair the exercise of the rights herein granted

The Grantor claims title by instrument recorded in Instrument Number 20190125-0003294 in the Deed Records of the Lucas County Recorder's Office.

The Grantee, their successors and assigns, and any contractors or subcontractors, shall restore any disturbed grounds within the easement area to a condition similar to the existing, or better, as a result of any construction or maintenance activities of the public sanitary sewer.

The Grantor hereby covenants that it is the true and lawful Owner of said premises and is well seized of the same, and have good right and full power to bargain, sell and convey the same in the manner aforesaid.

IN WITNESS WHEREOF, the Grantor, **SOMO Retail Holdings, LLC, an Ohio Limited Liability Company**, has hereunto set its hand this 19th day of November, 2020.

SOMO RETAIL HOLDINGS, LLC,
An Ohio limited liability company

By: Republic Properties, LLC,
An Indiana limited liability company, Manager

By: _____



Richard L. Arnos, President

STATE OF OHIO

}SS

COUNTY OF LUCAS,

Before me, a Notary Public, in and for said County and State, personally appeared Richard L. Arnos, President of Republic Properties, LLC, an Indiana limited liability company, Manager of SOMO Retail Holdings, LLC, an Ohio Limited Liability Company, who acknowledged the signing thereof to be his voluntary act and deed for the purpose therein mentioned on behalf of the company.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal on the day and year aforesaid.



CLAUDIA WITKOWSKI
NOTARY PUBLIC - OHIO
RESIDING IN WOOD COUNTY
MY COMMISSION EXPIRES 6/29/2021

Notary Public

Claudia Witkowski

City of Sylvania, Ohio

By: _____

Craig. A. Stough, Mayor

By: _____

Toby Schroyer, Director of Finance

Approved:

Leslie B. Brining, Director of Law

Prepared by:
Joseph E. Shaw
City of Sylvania
6730 Monroe Street
Sylvania, Ohio 43560

November 3, 2020
Revised November 12, 2020

**20' SANITARY SEWER EASEMENT
LOT 2**

A parcel of land being part of the Northwest quarter (1/4) of Section Ten (10), Town Nine (9) South, Range Six (6) East, in the City of Sylvania, Lucas County, Ohio, said parcel of land being bounded and described as follows:

Commencing at the intersection of the South right-of-way line of Monroe Street, with the East line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records,

thence in a westerly direction along the South right-of-way line of Monroe Street, having a bearing of North eighty-six (86) degrees, forty-one (41) minutes, forty-two (42) seconds West along a line, a distance of three hundred nineteen and seventy-seven hundredths (319.77') feet to the intersection of the West line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records;

thence South two (02) degrees, twenty-four (24) minutes, fourteen (14) seconds West along the West line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records, a distance of fifty-seven and twenty-seven hundredths (57.27') feet to the intersection of the northwesterly line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records;

thence South seventy-two (72) degrees, thirty-two (32) minutes, thirteen (13) seconds West along the northwesterly line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records, a distance of seventy-two and fifty-two hundredths (72.52') feet to the Point of Beginning;

thence South fifty-six (56) degrees, forty-six (46) minutes, forty-seven (47) seconds East along a line, a distance of eight and fifty-eight hundredths (8.58') feet to a point;

thence South three (03) degrees, nine (09) minutes, nineteen (19) seconds West along a line, a distance of eleven and forty-two hundredths (11.42') feet to the intersection of the South line of Lot 2 in Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records;

thence North eighty-six (86) degrees, fifty (50) minutes, forty-one (41) seconds West along South line of Lot 2 in Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records, a distance of twenty and zero hundredths (20.00') feet to a point;

thence North fifty-seven (57) degrees, eleven (11) minutes, thirty-eight (38) seconds West along

a line, a distance of thirteen and thirty-seven hundredths (13.37') feet to the intersection of the northwesterly line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records;

thence North seventy-two (72) degrees, thirty-two (32) minutes, thirteen (13) seconds East along the northwesterly line of Somo Flats as recorded in Official Record 20180525-0022642, Lucas County Plat Records, a distance of twenty-five and eighty-five hundredths (25.85') feet to the Point of Beginning

Said parcel of land containing an area of 332 square feet, 0.008 acres of land, more or less.
All within Tax Parcel No. 82-03581
Subject to legal highways.

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

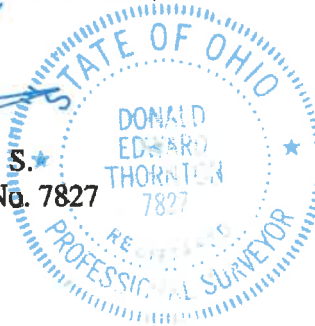
The bearings used hereon are based on an assumed meridian and are for the express purpose of calculating angular measurement.

Prior Plat Reference is Somo Flats Official Record 20180525-0022642 Lucas County Plat Records.

Prepared by:

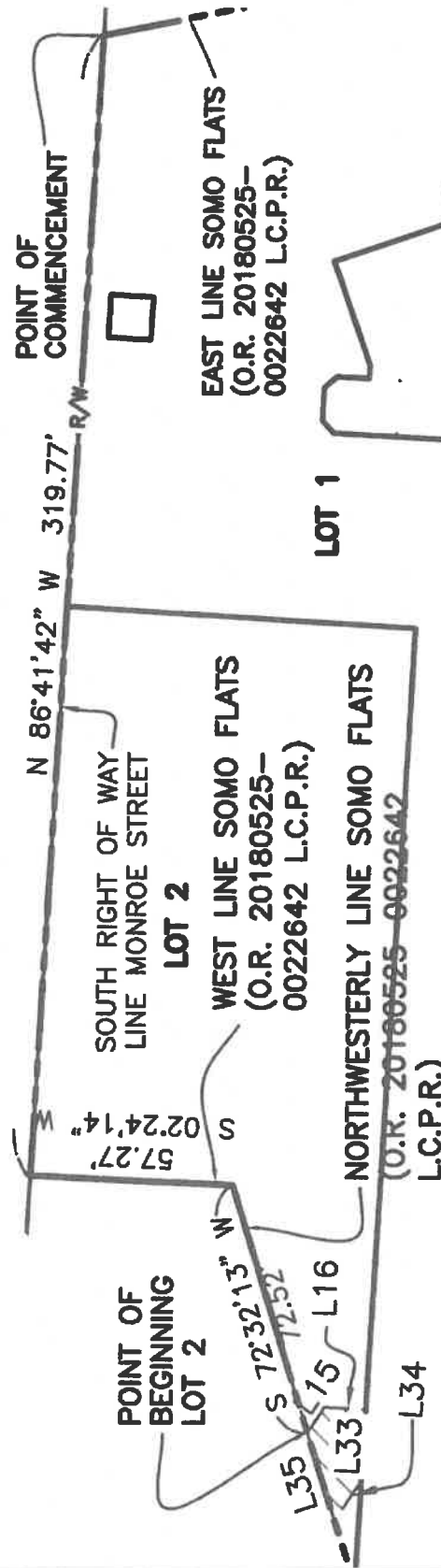
FELLER, FINCH & ASSOCIATES, INC.


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



SANITARY SEWER EASEMENT EXHIBIT **LOT 2 SOMO FLATS**

A PARCEL OF LAND BEING PART OF THE NORTHWEST 1/4 OF SECTION 10, TOWN 9 SOUTH, RANGE 6 EAST, IN THE CITY OF SYLVANIA, LUCAS COUNTY, OHIO.



SOMO RETAIL HOLDINGS LLC AN OHIO LIMITED
TAX PARCEL NO. 82-03581

LOT 2 SANITARY SEWER EASEMENT AREA
332 SQUARE FEET,
0.008 ACRES OF LAND, MORE OR LESS

SEE SHEET 2 OF 2
 FOR LINE DATA TABLE



1683 Woodlands Drive,
 Maumee, Ohio 43537
 Phone: (419) 893-3680
 Fax: (419) 893-2982
 www.fellerfinch.com

FellerFinch
 & ASSOCIATES, INC.
 Engineers • Surveyors



NORTH

SCALE: 1" = 80'

DATE: 11-12-2020

DRAWN BY: DA

PROJECT NO.: 10208470

DRAWING: 10-08470FED046

SANITARY SEWER EASEMENT EXHIBIT SOMO FLATS

A PARCEL OF LAND BEING PART OF THE NORTHWEST
1/4 OF SECTION 10, TOWN 9 SOUTH, RANGE 6 EAST,
IN THE CITY OF SYLVANIA, LUCAS COUNTY, OHIO.

LINE DATA-- LOT 2-- SANITARY ESMT			
L15	S 56°46'47" E		8.58'
L16	S 03°09'19" W		11.42'
L33	N 86°50'41" W		20.00'
L34	N 57°11'38" W		13.37'
L35	N 72°32'13" E		25.85'



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Fax: (419) 893-2982
www.fellerfinch.com

FellerFinch
& ASSOCIATES, INC.
Engineers & Surveyors



NORTH

SCALE:

DATE:

10-20-2020

DRAWN BY:

DA

PROJECT NO.:

10200470

DRAWING:

10-06470700046



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

December 7, 2020

To: The Mayor and Members of Sylvania City Council

Re: **Large Diameter Sanitary Sewer Lining Project (Phase 1)**

Dear Mr. Mayor and Council Members:

The bidding documents for the above referenced project are complete. As a part of Phase 1, the Service Department is looking to rehabilitate a portion of our large diameter gravity sewer system downstream from the Monroe Street Pumping Station. Specifically, we plan to line 319' of 24", 1,647' of 36", and 2,161' of 42" sanitary sewer under McCord Road (Brint Road to Central Avenue) and Sylvania Avenue (McCord Road to Eaglehurst Road) by performing cured-in-place pipe (CIPP) lining.

CIPP lining is a method of trenchless rehabilitation whereby a textile liner tube is coated with an epoxy-based resin mixture and inverted into the pipe wall with air pressure. The liner tube is then steam-cured in place which causes the resin to harden over the course of a couple of hours. The finished product is a fitted and smooth walled pipe that is corrosion resistant. Once cured, active service laterals are reinstated by a robotic cutting device.

In addition to the pipe lining, we also plan to rehabilitate 232.5 vertical feet of concrete manholes using the Spectrashield polymeric lining system. This is a two-part process that fills any cracks and voids with a polyurethane foam and then coated with a silicone barrier that is corrosion resistant.

The estimated construction cost of the project is \$1,722,236 and the City has already secured \$799,900 in Ohio Public Works Commission (OPWC) grant assistance. The remaining \$922,336 will be financed with an Ohio Water Development Authority (OWDA) loan over a 20-year period (approximate loan rate is 1.95%).

We would request that the Clerk of Council be authorized to advertise for bids.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

December 7, 2020

To: The Mayor and Members of Sylvania City Council

Re: **Brint, Centennial, King Resurfacing**
OPWC CL02W/CL03W

Dear Mr. Mayor and Council Members:

The City was awarded Ohio Public Works Commission (OPWC) funding for this project in March of 2019. The OPWC funding totaled \$433,942 split 50/50 between grant/loan funds.

Due to tax regulations issued by the Internal Revenue Service, the OPWC must follow guidelines relating to the disbursement of funds to local subdivisions who have received a loan.

The following Resolution brings OPWC and the City into compliance with federal regulations pertaining to the proceeds of tax exempt debts. We recommend its' approval.

Sincerely,

Kevin G. Aller, P.E.

Director of Public Service

KGA/dsw

10b

RESOLUTION NO. 25 -2020

**A RESOLUTION OF THE COUNCIL OF THE CITY OF SYLVANIA
DECLARING ITS INTENT AND REASONABLE EXPECTATION OF
THE CITY OF SYLVANIA ON BEHALF OF THE STATE OF OHIO (THE
BORROWER) TO REIMBURSE ITS CAPITAL FUND FOR THE BRINT,
CENTENNIAL, SYLVANIA-METAMORA & KING ROAD
RESURFACING, CL03W WITH THE PROCEEDS OF TAX EXEMPT
DEBT OF THE STATE OF OHIO; AND DECLARING AN EMERGENCY.**

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

SECTION 1. The City of Sylvania reasonably expects to receive a reimbursement for the Project named Brint, Centennial, Sylvania-Metamora & King Road Resurfacing as set forth in Appendix A of the Project Agreement with the proceeds of bonds to be issued by the State of Ohio.

SECTION 2. The maximum aggregate principal amount of bonds, other than for costs of issuance, expected to be issued by the State of Ohio for reimbursement to the local subdivision is \$216,972.

SECTION 3. The Clerk of Council of the City of Sylvania is hereby directed to send a copy of this Resolution to the Ohio Public Works Commission.

SECTION 4. 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 5. That the Clerk of Council is hereby directed to post a copy of this Resolution in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 6. That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the City should declare its intent to reimburse its Fund. Provided this Resolution receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the

Mayor or as otherwise provided by the Charter.

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

Passed, _____, 2020, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

December 2, 2020

To: The Mayor and Members of Sylvania City Council

Re: **Vehicle Purchase**

Dear Mr. Mayor and Council Members:

City Council approved the purchase of two pickup trucks for our streets department at its meeting held November 2, 2020 via Ordinance Nos. 94-2020 and 95-2020. Unfortunately, we discovered that the vehicles did not have equipment that are typical in our vehicles: vinyl/rubber interior, anti-spin rear differential, needed trailer hitches, modified axle ratios, electrical upgrades, etc.

Accordingly, we would request permission to rescind Ordinance Nos. 94-2020 and 95-2020 in order to move forward with the purchase of two alternate pickup trucks with our required equipment. We have requested quotes for the trucks equipped as we desire and Yark Automotive Group of Sylvania Township has submitted the best pricing for both pickups.

1) Dodge Ram 2500 crew-cab pickup	\$29,128
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2) Dodge Ram 1500 quad-cab pickup	\$25,137
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The vehicles were included in the 2020 Capital Improvement Plan, we are within the approved budget, and we recommend approval to rescind Ordinance 94-2020 and Ordinance 95-2020 and to move forward with the purchase of two vehicles noted above from the Yark Automotive Group.

Please call if you have any questions.

Sincerely,

Kevin G. Aller, P.E.
Director of Public Service
KGA/dsw

ORDINANCE NO. 107 -2020

REPEALING ORDINANCE NOS. 94-2020 AND 95-2020; AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ACCEPT THE PROPOSAL OF YARK AUTOMOTIVE GROUP FOR THE PROVISION OF TWO NEW 2020 DODGE RAM PICK UP TRUCKS FOR THE DIVISION OF STREETS, DEPARTMENT OF PUBLIC SERVICE; APPROPRIATING \$54,265 THEREFORE; AND DECLARING AN EMERGENCY.

WHEREAS, two pickup trucks in the Streets Division are in need of replacement; and,

WHEREAS, Ordinance No. 94-2020, passed November 2, 2020, accepted the proposal of Sherry Chrysler for the provision of one new 2020 Dodge Ram Pick Up Truck and appropriated \$24,358 for the purchase of said truck; and,

WHEREAS, Ordinance No. 95-2020, passed November 2, 2020, accepted the proposal of Middletown Ford for the provision of one new 2020 Ford F-150 Pick Up Truck and appropriated \$28,179 for the purchase of said truck; and,

WHEREAS, following the approval of the ordinances and upon closer inspection of the proposals, it was discovered that the proposals did not include the necessary equipment; and,

WHEREAS, the Director of Public Service has received a proposal from Yark Automotive Group for the purchase of one (1) new Dodge Ram 2500 crew cab pickup at a total cost of \$29,128 and one (1) new Dodge Ram 1500 quad cab pick at a total cost of \$25,137; and,

WHEREAS, the Director of Public Service, by report dated December 2, 2020, has recommended acceptance of the proposal of Yark Automotive Group to purchase a new Dodge Ram 2500 crew cab pickup and a new Dodge Ram 1500 quad cab pickup for the Streets Division, Department of Public Service.

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

SECTION 1. That Ordinance Nos. 94-2020 and 95-2020 are hereby repealed.

SECTION 2. That the Mayor and the Director of Finance be, and they hereby are, authorized to sign the proposal of Yark Automotive Group, Sylvania, Ohio on behalf of this City, thereby indicating such approval and acceptance for the provision of a new Dodge Ram 2500 crew cab pickup truck and a new Dodge Ram 1500 quad cab pickup truck for the Division of Streets, Department of Public Service.

SECTION 3. That the Mayor and Director of Finance be, and hereby are, authorized and directed to sign any and all instruments and to do any and all things necessary to complete said purchase.

SECTION 4. That, upon receipt of delivery of said pickup trucks by the City of Sylvania, the Director of Finance is hereby authorized to issue his warrant or warrants in payment therefore from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7610-53401 – Vehicles**, the total sum of Fifty-Four Thousand Two Hundred Sixty-Five Dollars (\$54,265.00).

SECTION 5. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

SECTION 6. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 7. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that proposal for said pickup trucks should be approved immediately so that the purchase 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 dispensing with the second and third readings: Yeas _____ Nays _____

Passed, _____, 2020, as an emergency measure.

ATTEST:

President of Council
APPROVED AS TO FORM:

Clerk of Council
APPROVED:

Director of Law

Mayor

Date

ORDINANCE NO. 108 -2020

AMENDING PART SEVEN – BUSINESS REGULATION CODE OF THE SYLVANIA CODIFIED ORDINANCES, 1979, AS AMENDED, BY ADDING CHAPTER 765 – SKILL GAME BUSINESSES, ADULT ARCADES, INTERNET CAFES AND SWEEPSTAKES BUSINESSES; AND DECLARING AN EMERGENCY.

WHEREAS, Chapter 765 as set forth on the attached “Exhibit A” should be added to the Sylvania Codified Ordinances to provide for the regulation of skill game businesses, adult arcades, internet cafes and sweepstake businesses.

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

SECTION 1. That Chapter 765 – Skill Game Businesses, Adult Arcades, Internet Cafes and Sweepstakes Businesses of the Codified Ordinances of Sylvania, 1979, as amended, be and it is, hereby further amended to read as set forth on the attached “Exhibit A.”

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

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

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the amendment to this Chapter should be provided for immediately. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by this Charter.

Vote dispensing with the second and third readings:

Yeas _____
Nays _____

Passed, _____, 2020, as an emergency measure.

ATTEST: _____
President of Council

APPROVED AS TO FORM:

Clerk of Council
APPROVED:

Director of Law

Mayor

Date _____

CHAPTER 765
Skill Game Businesses, Adult Arcades, Internet Cafes and Sweepstakes Businesses

765.01 Purpose and Objectives.

765.02 Construction, separability and applicability of chapter.

765.03 Permit Required.

765.04 Prohibited conduct and conditions in sweepstake terminal cafes.

765.05 Appeals.

765.99 Penalty.

CROSS REFERENCES

Gambling - see GEN. OFF. Ch. 517

765.01 PURPOSE AND OBJECTIVES.

It is the purpose of this Chapter and the policy of the City to establish standards for licensing, regulation and control of a skill game business, adult oriented arcades, internet gaming café, computerized sweepstake devices and sweepstake terminal cafes and similar operations, and premises upon which they are located and operated for purpose of entertainment of the public. The objectives of this Chapter are to prevent violation of state and local laws relative to gambling, safety and fire hazards, disturbances, disruption of pedestrian traffic, disorderly assemblies, theft of personal property, gambling and truancy within the City. (Ord. _____-2020. Passed _____-2020.)

765.02 CONSTRUCTION, SEPARABILITY AND APPLICABILITY OF CHAPTER.

(a) Construction. This Chapter shall be liberally construed and applied to promote its purpose and objectives.

(b) Separability. If any provision of this Chapter or the application thereof to any person or circumstance is held invalid or unconstitutional by any court of competent jurisdiction, such provision shall be deemed a separate, distinct and independent provision, and neither the remainder of this Chapter nor the application of such provision to other persons or circumstances shall be affected thereby. (Ord. _____-2020. Passed _____-2020.)

765.03 PERMIT REQUIRED.

(a) Any person, organization, or business entity who owns or operates a skill game business, adult oriented arcade, internet gaming café, or sweepstakes business or who desires to operate such a business shall apply annually for a permit with the City of Sylvania Safety Director.

(b) All applications for permits under this Chapter shall be in writing on a form approved by and filed with the Safety Director. The application shall be signed by the owner or owners and shall contain information required by this section supplied in detail as to each such person, including general and limited partners, or partnerships, shareholders of corporations and principals of any other type of business entity. All applications shall contain a statement that the information contained therein is complete, accurate and truthful to the best knowledge of all applicants, and such statement shall be signed before a Notary Public

of the State of Ohio.

- (c) Each applicant shall include with the application a certification from the State of Ohio or an authorized testing agency which indicates that the specific skill based amusement game machines and/or computers, internet gaming café machines and/or computers, sweepstakes machines and/or computers, and adult oriented arcade machines and/or computers which will be operated by the applicant are legal to operate in the State of Ohio and are not slot machines or other games involving a scheme of chance. Failure by the applicant to complete the entire application shall cause the Mayor to deny the permit.
- (d) Each applicant shall be required to list all skill based amusement game machines and/or computers, internet gaming café machines and/or computers, sweepstakes machines and/or computers, and adult oriented arcade machines and/or computers being operated or to be operated by the applicant, such list to include the following items of information:
 - 1. The make, model, and serial number of any skill based game machines and/or computers, internet gaming café machines and/or computers, sweepstakes machines and/or computers, and adult oriented arcade machines and/or computers.
 - 2. The hardware and/or circuit board switch settings for each machine and/or computer operated or to be operated as a skill based, sweepstakes, internet café, and/or adult oriented arcade machine or computer.
 - 3. The software settings of each such machine and/or computer.
 - 4. In addition to the above items, the applicant shall provide with the permit application a copy of each manual for any such machine and/or computer used or to be used as a skill based game machine and/or computer, internet gaming café machine and/or computer, sweepstakes machine and/or computer, and adult oriented arcade machine and/or computer.
- (e) Each permit applicant shall designate a natural person or persons responsible for the applicant's compliance with the provisions contained in this chapter and Ohio R.C. Chapter 2915. The owner, principal five percent (5%) or greater shareholder, office manager, and person responsible for compliance with this chapter and Ohio R.C. Chapter 2915 shall submit fingerprints by the method required by the City of Sylvania Police Department. No permit shall be issued to a convicted felon. Each applicant shall provide a copy of the lease or memorandum of lease identifying the name, address and phone number of the lessor and lessee of the business location or a copy of the deed if the business owner is the owner of the business location.
- (f) Any permit holder under this chapter shall be required to give written notice to the Safety Director of this City within fourteen (14) days of any change in any of the information required in paragraph (d) or (e) above. Failure of any permit holder to give the written notice required by this paragraph shall cause the Mayor to revoke a permit issued under this chapter and shall be a violation of this chapter that allows the imposition of the penalties listed herein.
- (g) Contents of Applications. The application shall contain the following information as to all owners:
 - 1. True names and all names used in the past five years;
 - 2. Date of birth;
 - 3. Permanent home address and all home addresses used in the past five years;
 - 4. Business and home telephone numbers;
 - 5. Employment history for the past five years;
 - 6. A statement as to whether or not the owner has been convicted of any crime other than traffic offenses and, if so, the date and place of conviction, the nature of the offense and the penalty imposed;

7. A statement as to whether or not the owner has ever conducted a sweepstake terminal café and, if so, when, where and for how long.
 8. A description of the nature and operation of the main type of business activity to be conducted upon the premises;
 9. A description of the nature and operation of any business to be conducted in conjunction with the sweepstake terminal café, and the anticipated percentage of gross revenue to be derived from each respective business;
 10. The address and telephone number of the premises and of the business, if different from that of the premises;
 11. The name under which the business and premises will be operated;
 12. A statement as to whether or not the owner will directly operate the sweepstake terminal café, or whether or not an operator who is not an owner will operate it, and if the latter, the application shall contain information required by this section supplied in detail as to each such operator;
 13. The name, and address and telephone number of the agent of the business upon whom service of process can effectively and validly be made;
 14. The name and address of the owner, distributor and manufacturer of each computerized sweepstake device requested to be licensed;
 15. A description as to the nature and type of property or services which will be sold or supplied upon the premises;
 16. A copy of the title or lease to the premises;
 17. A copy of the Articles of Incorporation, if the owner is a corporation;
 18. A copy of the Operating Agreement, if the owner is a limited liability corporation;
 19. A copy of the Partnership Agreement, if the owner is a partnership;
 20. Any other information which the Safety Director may deem reasonably necessary for the full interest of the public in the application.
 21. Federal tax identification number.
- (h) Applicants must apply for permits issued under this section no later than November 1st prior to the year in which the applicant desires to operate any of the devices, computers or machines enumerated in paragraph (c) above.
- (i) Permits, unless revoked, shall be good for one year and shall be effective from January 1st through December 31st of the calendar year following the applicant's application.
- (j) License Renewal. Each computerized sweepstake device license and sweepstake terminal café license must be renewed annually. At the time of renewal, a statement shall be filed with the Safety Director listing each and every item of information which has changed since the original application. Such statement shall be signed by the same persons who signed the original application, and shall be notarized. The Safety Director may determine to accept such statement and issue the license requested, or he may determine to enforce the procedure required for an original license.
- (k) The following permit fees are required of each applicant and must accompany the application for each permit:
1. A general permit fee of One Hundred Thousand Dollars (\$100,000.00).
 2. An application and processing fee of One Thousand Dollars (\$1,000.00) per skill game

machine and/or computer, internet café machine and/or computer, sweepstakes machine and/or computer, and each adult oriented arcade machine and/or computer.

3. A non-refundable application fee of One Thousand Dollars (\$1,000.00).

- (l) The decision to grant, deny or revoke a permit issued under this section shall be in the sole discretion of the Mayor.
- (m) Each permit holder, in return for issuance of a permit under this chapter, is subject to inspection by the Department of Police during normal business hours to ensure the permit holder's compliance with the provisions of this chapter and Chapter 2915 of the Ohio Revised Code. Failure of the permit holder to allow inspection during normal business hours shall result in immediate revocation of the permit holder's permit.
- (n) Violation and/or conviction by the permit holder of any provision of this chapter or of Ohio R.C. Chapter 2915 shall cause the Mayor to immediately revoke a permit holder's permit. Appeals from any permit revocation shall be conducted in accordance with Section [765.05](#). Under no circumstances, including permit revocation, is a permit holder entitled to reimbursement for permit fees, application fees, and processing fees, and such fees are not refundable, and are not prorated to the date of revocation or closure of a permit holder's business.
- (o) Skill game businesses, adult oriented arcades, internet gaming cafes, and sweepstakes businesses shall be conditionally permitted only in B-2 and B-4 designated districts as established in Section 1137 and 1141 and only if in full compliance with Ohio Law and Chapter 2915 of the Ohio Revised Code. No skill based game, adult oriented arcades, internet gaming cafes, and sweepstakes businesses shall be located within 1,500 feet of another business licensed under this law, within 750 feet of any church, public or private school, park or playground, or 500 feet of any residential district.
- (p) Criminal penalties for any violation of the provisions of this section are governed by Section 765.99.

(Ord. _____-2020. Passed _____-_____2020.)

765.04 PROHIBITED CONDUCT AND CONDITIONS IN SKILL GAME BUSINESSES, ADULT ARCADES, INTERNET CAFES AND SWEEPSTAKE BUSINESSES.

No permittee of a skill game business, adult arcade, internet café and/or sweepstake business, directly or indirectly, or by any servant, agent or employee, shall permit or fail to take active steps to eliminate the activities specified in this section from occurring upon the premises. All such licensees shall have a duty to diligently pursue enforcement of this section. The actions of the operator and the failure to take action by the operator shall be imputed to the licensee. No such licensee shall:

- (a) Permit the gambling in any form or the possession or use of gambling paraphernalia upon the premises;
- (b) Permit intoxication or the possession or use of alcoholic beverages upon the premises;
- (c) Permit the possession or use of any unlawful drug, narcotic or controlled substance;
- (d) Permit the public streets, sidewalks, alleys or walkways in the immediate vicinity of any entrance or exit to the premises to become littered;
- (e) Permit the walkways to become obstructed in any manner so that pedestrian traffic is hindered;

(f) Permit any computerized sweepstake device thereon to be operated at any time the premises is not open for business, or permit the entrance to be locked at any time that the premises are open for business;

(g) Permit the premises to become overcrowded so as to constitute a hazard to the health or safety of persons therein or to be in violation of any of the City's fire, health or sanitation codes;

(h) Permit any computerized sweepstake device to be offered to the public for operation unless fully operable and in safe operation condition;

(i) Permit the premises to be open for business without displaying the licenses therefore in a conspicuous place thereon;

(j) Permit the operation of any unlicensed computerized sweepstake device upon the premises;

(k) Permit any violation of any ordinance of the City of Sylvania or statute of the State of Ohio to take place upon the premises.

(Ord. _____-2020. Passed _____-_____-2020.)

765.05 APPEALS.

(A) Appeal to Board. In the event of the denial of issuance of such a license, the applicant shall be notified of such denial and the specific reasons, therefore in writing. Such notice shall be mailed or personally delivered to the applicant at the address specified in the application. The applicant shall have ten days after the mailing or personal delivery of such notice within which to appeal such denial, by filing a written notice of appeal with the Board of Gaming Appeals ("Board".) The Board shall consist of the Director of Law as Chairman, the Municipal Clerk as Secretary, and the President of Council. The Board shall fix a time and place for hearing such appeal, and shall give a minimum of ten days notice in writing of the date and place of the hearing to such applicant at the address specified in the application. The appeal shall be heard by the Board, which shall have the power after such hearing to confirm the denial, order the license to be issued, or, at its discretion, to issue a conditional or probationary license. In rendering its decision, the Board may, for good cause shown, modify or waive any of the provisions of this Chapter in the interest of justice.

(B) Appeal to court. The decision of the Board may, within thirty days thereof, be appealed to a court of competent jurisdiction under Ohio R.C. Chapters 2505 and 2506. (Ord. _____-2020. Passed _____-_____-2020.)

765.99 PENALTY.

Whoever violates any of the provisions of this Chapter is guilty of a misdemeanor of the first degree. Each and every day or portion of a day that the business subject to regulation by this Chapter, remains open without a permit or in violation of any provision of this chapter, shall be a separate offense. (Ord. _____-2020. Passed _____-_____-2020.)

"Exhibit A"

ORDINANCE NO. 109 -2020

MAKING CERTAIN POSITION AND COMPENSATION PAY PLAN CHANGES, MAKING CERTAIN SALARY, WAGE AND OTHER SERVICE COMPENSATION ADJUSTMENTS TO THE CODIFIED ORDINANCES OF SYLVANIA, 1979, AS AMENDED, AND OTHER ORDINANCES; BY GRANTING PAY INCREASES TO THE APPOINTED OFFICIALS WHOSE TITLES ARE LISTED IN SECTION 139.03(e)(3), BY GRANTING A TWO AND ONE-HALF PERCENT (2.50%) PAY INCREASE TO ALL NON-UNION CITY EMPLOYEES AND COURT EMPLOYEES WHOSE POSITIONS ARE INCLUDED IN THE LIST OF OCCUPATIONAL TITLES OF SECTION 139.02(a) OF THE CODIFIED ORDINANCES OF SYLVANIA WHICH INCREASE IS REFLECTED IN THE ANNUAL WAGE RATE SCHEDULE 4 OF SECTION 139.10(D) OF THE SYLVANIA CODIFIED ORDINANCES; BY GRANTING PAY INCREASES FOR SOME OF THE EMPLOYEES IN THE LABOR AND TRADES SUPERVISION GROUP; BY AMENDING SECTION 139.02(a) TO CHANGE THE CLASS GRADE OF THE "DEPUTY BAILIFF" POSITION FROM 9 TO 10; AND DECLARING AN EMERGENCY.

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

SECTION 1. That Section 139.03(e) (3) of the Codified Ordinances of Sylvania, 1979, as amended, be and it is, hereby further amended to read as set forth on the attached "Exhibit A" effective on and after January 1, 2021.

SECTION 2. That Section 139.03(e) (4) of the Codified Ordinances of Sylvania, 1979, as amended, be and it is, hereby further amended to read as set forth on the attached "Exhibit B" effective on and after January 1, 2021.

SECTION 3. That Section 139.10(D) of the Codified Ordinances of Sylvania, 1979, as amended, be and it is, hereby further amended to read as set forth on the attached "Exhibit C" effective on and after January 1, 2021.

SECTION 4. That Section 139.02(a) of the Codified Ordinances of Sylvania, 1979, as amended, be and it is, hereby further amended to read as set forth on the attached "Exhibit D" effective on and after January 1, 2021.

SECTION 5. That Section 139.02(b) of the Codified Ordinances of Sylvania, 1979, as amended, be and it is, hereby further amended to read as set forth on the attached "Exhibit E" effective on and after January 1, 2021.

SECTION 6. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

SECTION 7. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 8. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the pay increases should be provided for immediately. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by this Charter.

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

Passed, _____, 2020, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

139.03(e) (3) COMPENSATION FOR ELECTIVE AND APPOINTED OFFICIALS

The following elective and appointed officials which are not otherwise provided for in this chapter shall be compensated as follows:

<u>TITLE</u>	<u>RATE</u>
Director of Finance*	\$108,478 annually commencing January 1, 2021 and thereafter.
Deputy Director of Public Service*	\$106,632 annually commencing January 1, 2021 and thereafter.
Director of Law*	\$107,484 annually commencing January 1, 2021 and thereafter.
Director of Public Safety	\$4,039 annually commencing January 1, 2021 and thereafter.
Treasurer	\$5,193 annually commencing January 1, 2021 and thereafter.
Chief of Police	\$109,265 annually commencing January 1, 2021 and thereafter.
Police Captain (2)	\$98,759 annually commencing January 1, 2021 and thereafter.
Director of Public Service*	\$117,242 annually commencing January 1, 2021 and thereafter.
Clerk of Courts*	\$88,292 annually commencing January 1, 2021 – Jan. 31, 2021.
Clerk of Courts	\$66,114 annually commencing February 1, 2021 and thereafter.
Magistrate	\$96,153 annually commencing January 1, 2021 and thereafter.
Chief Probation Officer	\$76,053 annually commencing January 1, 2021 and thereafter.
Director of Security (Court)	\$47,288 annually commencing January 1, 2021 and thereafter.
Commissioner – Taxation*	\$88,292 annually commencing January 1, 2021 and thereafter.
Prosecutor	\$82,000 annually commencing January 1, 2021 and thereafter.
Assistant Prosecutor	\$46.17 / hour commencing January 1, 2021 and thereafter.
Information Technology Manager	\$98,093 annually commencing January 1, 2021 and thereafter.
Information Technology Specialist	\$69,935 annually commencing January 1, 2021 and thereafter.
Zoning Administrator	\$80,425 annually commencing January 1, 2021 and thereafter.
GIS Coordinator	\$69,242 annually commencing January 1, 2021 and hereafter.
Economic Development/ Administrative Services Coord. *	\$112,809 annually commencing Jan. 1, 2021 and thereafter.

*Those persons in this subsection (e)(3) occupying the positions indicated above by an asterisk after such position shall each have the sum of one thousand dollars (\$1,000) paid and deposited by the City to their respective credit in one of the City's approved deferred compensation plans, annually commencing with the year 1991.

(Ord. ____-2020. Passed ____-2020.)

“Exhibit A”

139.03(e) (4) COMPENSATION FOR THE LABOR AND TRADES SUPERVISION GROUP

The following members of the Labor and Trades Supervision Group which are not otherwise provided for in this chapter shall be compensated as follows:

<u>TITLE</u>	<u>RATE</u>
Superintendent of Parks and Forestry*	\$103,264 annually commencing January 1, 2021 and thereafter.
Vehicle Maintenance Manager	\$78,898 annually commencing January 1, 2021 and thereafter.
Water Foreman	\$98,093 annually commencing January 1, 2021 and thereafter.
Sewage Foreman	\$98,093 annually commencing January 1, 2021 and thereafter.
Street and Highway Foreman	\$98,093 annually commencing January 1, 2021 and thereafter.
Sewage Maintenance Crew Leader	\$78,898 annually commencing January 1, 2021 and thereafter.
Parks and Forestry Foreman	\$92,267 annually commencing January 1, 2021 and thereafter.
Street Maintenance Crew Leader	\$78,898 annually commencing January 1, 2021 and thereafter.
Utility Manager	\$86,253 annually commencing January 1, 2021 and thereafter.
Water Maintenance Crew Leader	\$78,898 annually commencing January 1, 2021 and thereafter.
Parks and Forestry Crew Leader	\$78,898 annually commencing January 1, 2021 and thereafter.

*Those persons in this subsection (e)(4) occupying the positions indicated above by an asterisk after such position shall each have the sum of one thousand dollars (\$1,000) paid and deposited by the City to their respective credit in one of the City's approved deferred compensation plans, annually commencing with the year 1995.

(Ord. ____-2020. Passed ____-2020.)

"Exhibit B"

Hourly Wage Rate schedule Effective January 1, 2021 - 2.50%

<u>Grade</u>	<u>Start</u>	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 5</u>
7	17.45	18.34	19.26	20.23	20.84
8	18.20	19.14	20.10	21.13	21.75
9	19.00	20.02	21.03	22.09	22.73
10	19.78	20.81	21.95	22.98	23.76
11	20.59	21.70	22.80	23.93	24.66
12	21.60	22.66	23.77	24.95	25.70
13	22.53	23.66	24.90	26.14	26.94
14	23.50	24.73	25.97	27.24	28.05
15	24.62	25.87	27.15	28.53	29.38
16	25.65	26.95	28.30	29.73	30.61
17	26.90	28.22	29.61	31.12	32.06
18	28.14	29.50	31.00	32.58	33.56
19	29.36	30.80	32.35	34.00	35.01
20	30.77	32.23	33.76	35.49	36.55
21	31.96	33.50	35.01	36.90	38.06
22	33.32	34.96	36.73	38.58	39.74
23	34.87	36.62	38.35	40.26	41.46
24	36.42	38.21	40.17	42.18	43.44
25	38.17	40.15	42.10	44.26	45.60
26	39.93	41.93	44.04	46.24	47.63
27	41.87	43.78	46.03	48.32	49.76
28	43.78	45.97	48.32	50.75	52.26
29	45.67	47.91	50.31	52.82	54.16
30	47.84	50.23	52.72	55.37	57.03

139.02 CONTENT AND COVERAGE OF THE COMPENSATION PLAN.

(a) Classes in the Plan. The Classification Plan shall consist of the classes listed in this section, with such changes from time to time as may be recommended by the Treasurer and approved by Council. All positions in each class shall be compensated in accordance with the class grade for each class as shown in this section and at the rates of pay for each class grade as set forth in Section 139.03. The salary rates as established for each class grade shall be the compensation for work of salaried employees on a normal full-time schedule not to exceed the number of hours per week shown in this section for the respective groups of classes.

<u>CLASS CODE</u>	<u>CLASS GRADE</u>	<u>CLASS TITLE</u>
	*	*
111	10	Deputy Bailiff
	*	*

(Ord. ____-2020. Passed ____-2020.)

139.02 CONTENT AND COVERAGE OF THE COMPENSATION PLAN.

b) There are hereby created the following special temporary or seasonal positions:

<u>Title</u>	<u>Rate (Hourly)</u>
Filing Clerk I	\$10.38
Filing Clerk II	10.51
Filing Clerk III	11.06
Engineering Intern I	12.61

(Ord. ____-2020. Passed ____-2020.)

“Exhibit E”

City of Sylvania

Bank Reconciliation

November 2020

A

Ending balance for October 2020	31,939,920.73
Add: Monthly Receipts	<u>9,628,751.92</u>
Subtotal	\$ 41,568,672.65
Less: Monthly Disbursements	<u>10,955,747.82</u>
Ending balance for November 2020	\$ 30,612,924.83

Less:	
CD Metamora Bank	\$ (2,144,420.23)
Star Ohio	(82,285.41)
Petty Cash (1)	(2,050.00)
Cemetery Savings	(1,062.86)
Toledo Community Fund	(31,803.18)
Key Bank Securities	(8,173.07)
5/3rd Securities	(8,102,239.84)
SJS Account	(5,822,038.43)
Morgan Stanley Investment	
UBS Financial	(7,320,750.97)
First Federal Bank (CD)	(2,065,555.94)
Key Bank (CD)	(1,031,625.00)
Sylvania Township Bonds	(230,000.00)
	\$ 3,770,919.90

Returned Check	(297.04)
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(1)	
Division of Public Service	\$ 150.00
Department of Finance	100.00
Division of Water	600.00
Division of Police	200.00
Municipal Court	700.00
Division of Taxation	150.00
Division of Forestry	150.00

Petty Cash Balance	\$ 2,050.00
--------------------	-------------

BANK BALANCE

EOM 5/3rd Bank Balance	\$ 4,100,617.35
Deposit in Transit:	
Income Tax	905.68
General Deposit	-

Subtotal	\$ 4,101,523.03
----------	-----------------

Less: Outstanding Checks (2)	330,900.17
------------------------------	------------

Adjusted Bank Balance	\$ 3,770,622.86
-----------------------	-----------------

(2)	
October Outstanding Checks	\$ 283,907.42


Checks written this month	942,603.98
---------------------------	------------

Voided Check #76092 dtd 5/26/20	(30.00)
Voided Check #763462 dtd 7/22/20	(19.25)
Voided Check #76551 dtd 9/1/20	(27.44)
Voided Check #76655 dtd 9/16/20	(116.00)
Voided Check #76696 dtd 9/24/20	(1,147.02)
Voided Check #76431 dtd 8/12/20	(12,900.00)
Voided Check #59358 dtd 9/16/20	(17.75)

Subtotal	\$ 1,212,253.94
----------	-----------------

Checks Cleared this month	<u>(881,353.77)</u>
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November Outstanding Checks	\$ 330,900.17
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Toby Schroyer
Director of Finance, City of Sylvania

B

MEMO

December 7, 2020

To: Mayor Craig Stough, City Council Members and Administration
Fm: Laura Bigelow
Re: 3rd Quarter Reports

Please find enclosed the 3rd Quarter Reports for 2020. Please call me at 885-8926 with any questions.



SYLVANIA OHIO | DIVISION OF TAXATION
CHRISTY M. ORDORICA, COMMISSIONER

6730 MONROE STREET SYLVANIA, OHIO 43560

419.885.8940 FAX 419.885.3442

Third Quarter Management Report

Key Statistics:	2020	2019
Number of tax returns processed	5615	3959
Number of e-filed returns	191	0
Gross Receipts	\$3214576.77	\$2599257.91
Number of withholding payments processed	3403	3468
Number of online payments	164	98
Number of refunds processed	153	101
Delinquent totals	\$883575.53	\$847427.26
Amount of money received from collection	\$8089.50	\$10572.05
Number of accounts turned over for collection	0	0

Items of Special Interest:

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

This year has been very different due to the pandemic. In addition to the usual third quarter processing, we also had additional second quarter work that would normally be completed prior to the third quarter. This included higher than normal third quarter processing and assisting taxpayers due to the extended tax return deadline.

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

Respectfully submitted,

Christy M. Ordorica
Commissioner of Taxation



SYLVANIA POLICE DIVISION

3rd QUARTER 2020

Management Report Worksheet	2020	2019
Crime Reports	289	329
Crime Offenses	260	365
Criminal Arrests - Juvenile/Adult	8/78	109
Traffic Citations	120	240
Warnings	438	174
Parking Ticket	3	6
OVI	11	6
Traffic Crashes	86	114
Traffic Crash injuries/fatalities	17/0	41/0
Calls for Police Service	3318	3679
Hours Spent Handling Police Calls	1321:19	1274:34
Emergency Response Time – Priority 1	2:46	2:48
Overtime Hours - Police	682	867
Overtime Hours - Dispatch	211	340
Training Hours	620	505
Vehicle Lockouts	54	81
Motorist Assists	45	74
False Alarms - Commercial	32	41
False Alarms - Residential	9	19

Detective Bureau

July - September 2020

Active Case Load by Investigator			
Detective	Assigned	Cleared	Total Active
Sgt. Music	13	12	5
Det. Collins	12	7	13
Det. Gibbs	2	6	2
Det. Papenfuss	10	8	8
Monthly Totals	37	33	28

Mobile Device Extractions Completed	11
Storage Device Extractions Completed	7

Community Affairs

The officers assigned to the Office of Community Affairs spent a majority of the 3rd quarter assigned to the road patrol due to restrictions related to COVID-19. The School Resource and DARE Officers did report back to the schools when the district began in-person instruction.

Administration

The mission of the Sylvania Police Division is to serve the citizens of Sylvania in a professional and efficient manner by providing comprehensive law enforcement services to the community, so that each citizen may be safe and secure to enjoy their pursuit and enjoyment of all lawful activities.

Most special events for 2020 have been cancelled due to COVID-19.

We completed the 3rd quarter with 39 employees in the police division. One officer remains on a medical restriction due to an on-duty injury and one Sergeant is off on medical leave.

Sincerely,

Frederick L. Schnoor, Jr., MA, CLEE
Chief of Police

City of Sylvania
2020 Quarterly Reports
Zoning Operation

<u>Zoning Office Key Statistics</u>	2019 3rd Qtr	2020 3rd Qtr
Residential Renovations, Additions & Accessory	11	9
New Dwelling (Residential)	3	10
Estimated Valuation	\$250,000	\$250,000
New Commercial Construction	0	0
Commercial Additionas & Renovations	2	7
Demolition Permits Issued	2	1
Swimming Pool Permits Issued	2	8
Sidewalk Permits Issued	11	25

<u>Municipal Planning Commission</u>		
Lot Splits	1	0
Council Referrals	2	1
Site Plan Review	0	0

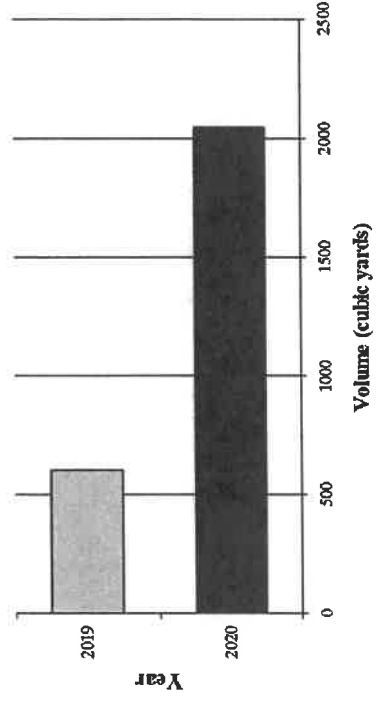
<u>Architectural Board of Review</u>		
Sign Reviews	7	18
Facility reviews	3	4

<u>Zoning Complaints</u>		
On Site Inspections	48	42
Open Zoning Complaints	18	13
Closed Zoning Complaints	30	29
Letters & Warnings Sent	10	7

Parks & Forestry Quarterly Report : July – Sept. 2020

Green Yard Waste

2019-2020 Cu Yds. of Compost Sold



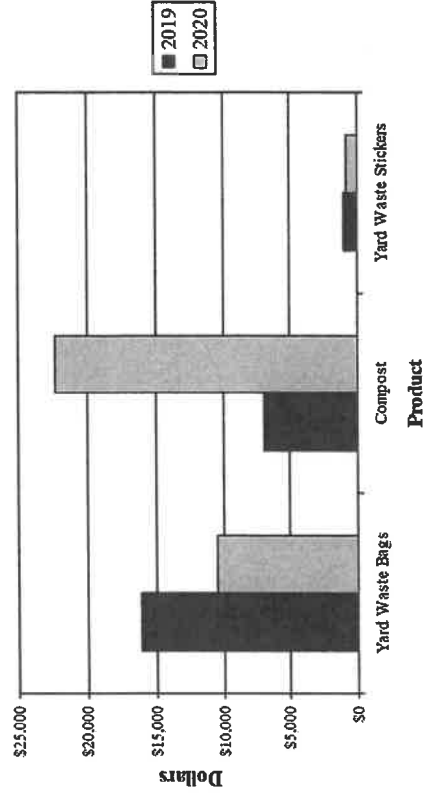
Volume Collected (cubic yards)

* Route A 186.0~

* Route B 226.0~

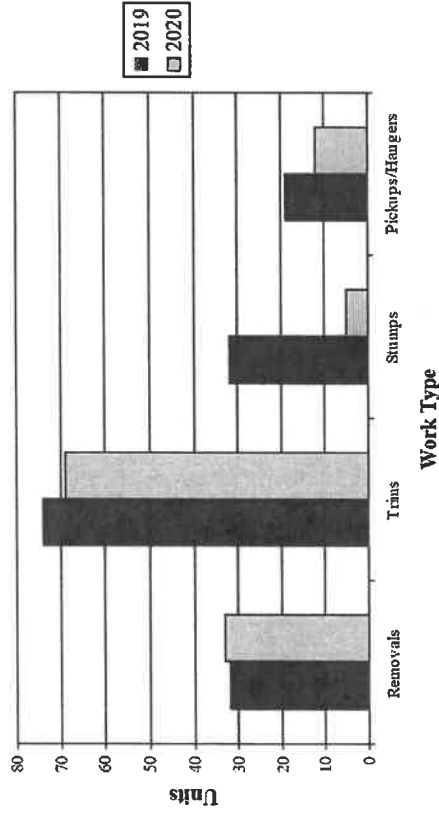
~ Processed Volume

2019- 2020 Revenue Comparison

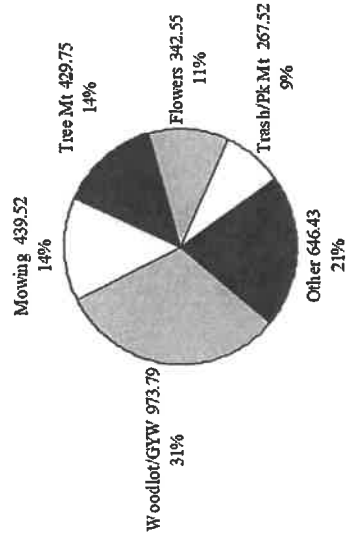


Parks & Forestry Quarterly Report : July - September, 2020

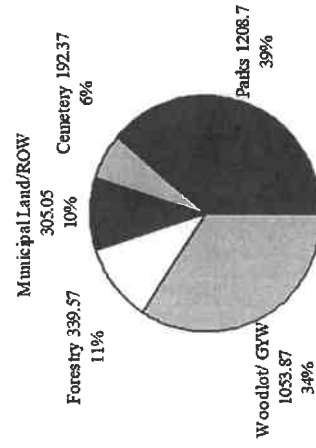
2019-2020 Work Comparison



Man-Hours by Work Type



Man-Hours by Account



City of Sylvania Management Report
For The Division of Streets
Third Quarter - 2020

Key Statistics

Road Repairs & Maintenance:

	<u>2020</u>	<u>2019</u>
Remove & Replace Existing Concrete As Needed	79 cu. Yds	19 cu.yds
CDF Low Density Backfill	0 cu.yds	0 cu.yds
Asphalt Placed for Repairs/ Paving Program	25 tons	94 tons
Street Sweeping Hours	341 hrs	186 hrs
Street Sweeping Tonnage Hauled	33 tons	62 tons
Catch Basin & Manhole Repair Hours	184 hrs	176 hrs
Crack-Fill Roadways Hours	280 hrs	399 hrs
Repair & Replace Pavement Markings	64 hrs	0 hrs
Traffic Paint Hours	940 hrs	804 hrs
Cold Patch Hours	136	0 hrs
Curb Repair Hours	64 hrs	141 hrs
Bridge Repair Hours	0 hrs	16 hrs
Stone Hauled in for Colonial Ct	135 tons	0 tons

Traffic Signs Repaired and / or Replaced:

Sign Maintenance Hours	198 hrs	162 hrs
Regulatory Signs	13	21
Warning Signs	7	2
Street Name & Informative Signs	7	10

Miscellaneous:

Dead Animals Removed From Right - of - Way	12	18
Clean Up Oil / Fuel Spills In The Roadways	0 hrs	0 hrs
Post No Parking for The LPGA Marathon Classic	0 hrs	24 hrs
Haul Recycled Concrete for Disposal	94 tons	32 tons
Install ADA sidewalks in Stonehenge	0 hrs	645 hrs
Road Grading	0 hrs	0 hrs
Traffic signal maintenance	8 hrs	16 hrs
Pressure wash decorative concrete	0 hrs	84 hrs
Seal decorative concrete	0 hrs	108 hrs

City of Sylvania Management Report
for the Division of Vehicle Maintenance
Third Quarter 2020

Key Statistics

No. of vehicles serviced and repaired:

This Quarter	82
Last Quarter	84

	<u>Unit count</u>	<u>Parts \$</u>	<u>Labor \$</u>	<u>Misc</u>
<u>Fleet Condition:</u>				
<u>SPD:</u> Good, routine maint.	39	\$4,778.00	\$2,550.00	\$290.00
<u>Streets:</u> Good, routine maint.	21	\$5,431.00	\$5,247.00	\$5,267.00
<u>Water:</u> Good, routine maint.	10	\$1,210.00	\$900.00	\$426.00
<u>Sewer:</u> Good, routine maint.	3	\$188.00	\$60.00	\$0.00
<u>Parks:</u> Good, routine maint.	9	\$1,552.00	\$1,140.00	\$0.00
<u>Other Depts:</u> Good, routine Maint.	0	\$0.00	\$0.00	\$0.00
<u>Totals</u>	82	\$13,159.00	\$9,897.00	\$5,983.00

Misc Repairs (sublet):

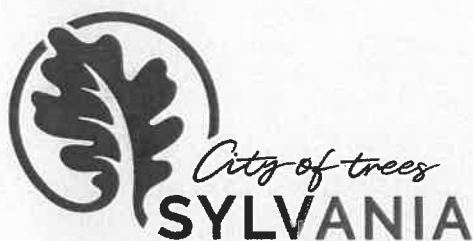
Total Vehicle Maintenance cost: **\$29,039.00**

Fourth Quarter 2020: Provide revolving repair and maintenance for all departments.

Ready and maintain seasonal equipment such as leaf loaders and plow trucks. As the fleet ages, the equipment will require more maintenance and repairs.

Jason Music

Jason Music
Vehicle Maintenance Manager
November 13, 2020



DIVISION OF UTILITIES, DAVID W. FRANCE, UTILITY MANAGER

3rd Quarter 2020

Utilities	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Y-T-D	Prior Year
Number of Payments Received	20,379	20,171	20,694		61,244	81,344
Total Collection Water	\$1,054,662.52	\$933,776.81	\$1,711,019.05		\$3,699,458.38	\$6,025,988.80
Total Collection Sewer	\$515,598.44	\$389,013.13	\$774,036.53		\$1,678,648.10	\$1,935,759.66
Total Collection Refuse	\$156,212.67	\$146,829.64	\$160,563.91		\$463,606.22	\$596,592.12
Total Collection On/Off	\$25.49	\$58.72	\$12.77		\$96.98	\$129.40
Total Collection Fire	\$943.06	\$820.89	\$904.67		\$2,668.62	\$3,559.60
Total Collection Misc	\$4,340.06	\$2,227.64	\$3,351.36		\$9,919.06	\$18,689.73
Total Collection Water Tap Pay Plan	\$1,616.46	\$0.00	\$579.74		\$2,196.20	\$5,388.20
Total Collection Sewer Tap Pay Plan	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Total Collection Tree Removal	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Utility/Zoning Permit Sales						
Water Tap Permits	\$16,100.00	\$3,600.00	\$23,752.71		\$43,452.71	\$41,869.02
Water Cost Recovery	\$0.00	\$7,581.43	\$0.00		\$7,581.43	\$10,000.00
Sanitary Tap Permits	\$4,500.00	\$3,345.00	\$8,530.84		\$16,375.84	\$26,134.88
Sanitary Connection Fees	\$20,100.00	\$8,150.00	\$12,000.00		\$40,250.00	\$74,400.40
Sanitary Cost Recovery	\$0.00	\$1,657.05	\$0.00		\$1,657.05	\$3,580.83
Sanitary Project Reimbursement	\$0.00	\$5,433.91	\$0.00		\$5,433.91	\$0.00
Storm Tap Permits	\$3,500.00	\$1,095.00	\$5,781.83		\$10,376.83	\$3,080.00
Second Meter Permits	\$3,960.00	\$1,440.00	\$5,550.00		\$10,950.00	\$7,200.00
Hydrant Permits	\$0.00	\$0.00	\$2,200.00		\$2,200.00	\$2,800.00
Zoning Permits	\$6,052.80	\$3,647.25	\$6,426.90		\$16,126.95	\$46,600.05
Service Dept Sales						
Sewer and Sidewalk Licenses	\$1,731.47	\$660.00	\$265.00		\$2,656.47	\$3,210.00
Plans/Bid Documents	\$70.00	\$825.00	\$4,016.88		\$4,911.88	\$3,270.00
Refuse/Green Yard Waste						
Refuse Extra Bag Tags	\$495.25	\$297.32	\$548.98		\$1,341.55	\$2,132.25
Refuse Bulk Item Sticker	\$1,125.00	\$628.50	\$1,419.50		\$3,173.00	\$5,179.25
Green Yard Waster Stickers/Bags	\$2,082.00	\$13,932.80	\$4,121.29		\$20,136.09	\$24,320.83
Misc.						
Misc.	\$2,304.56	\$0.00	\$80.00		\$2,384.56	\$3,663.20
Total Collection	\$1,795,419.78	\$1,525,020.09	\$2,725,161.96		\$6,045,601.83	\$8,843,548.22

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Y-T-D	Prior Year
Number of Water Accounts	7,284	7,289	7,298			
Number of Sewer Accounts	8,751	8,756	8,765			
Number of Water Tap Permits	16	3	12		31	27
Number of Sanitary Tap Permits	19	15	22		56	65
Number of Storm Tap Permits	14	7	13		34	20
Number of Second Meter Permits	11	4	15		30	20

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Y-T-D	Prior year
Total Water Purchased (Gallons)	110,554,400	133,787,280	193,159,780		437,501,460	582,445,160
Average Daily Water Purchased	1,228,382	1,486,525	2,146,220		1,620,376	1,675,243
Total Sewer Flow (Gallons)	381,820,000	328,660,000	181,910,000		892,390,000	885,420,000
Average Daily Sewer Flow	4,242,444	3,651,778	2,021,222		3,305,148	3,279,333

Estimated Population Served-Water	21,400
Estimated Population Served-Sewer	25,300


Items Sold	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Y-T-D	Prior Year
Extra Bags	222	220	210		652	1017
Blue Item	103	83	72		258	429
Green Yard Waste Sticker	133	616	66		815	858
Green Yard Bags	36	22	153		211	1394
MTU's Replaced	344	126	160		630	592

Activities To Be Performed

Monitoring meter reading
Multiple crews installing meter transmitters

Progress This Period

Systematic Cleaning of sewer collection system
Online utility account availability and email billing
Maintenance and repairs of water distribution system
Continued installation of Meter Transmitter Units


David W. France
Utility Manager