Sylvania City Council
November 16, 2026

6:00 p.m. Committee of the Whole Meeting
(Committee Reorganization)

6:30 p.m. Council Meeting
Agenda

6:30 p.m. (after the Council Meeting) Parks & Forestry Committee Meeting
(Triad of Trees at Seney Park)

1. Roll Call: Mr. Hansen, Mr. Haynam, Mr. McCann, Mr. Murphy, Mr. Richardson, Ms. Stough, Mrs. Westphal

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

3. Additions to the agenda.

4. Approval of the Council meeting minutes from November 2, 2026.

5. Proclamation Presentation by Mayor Mark Frye to the America 250 Committees.

6. Report from the Employee & Community Relations Committee meeting held on October 5, 2026.

7. Report from the Committee of the Whole meeting held on this date.

8. Discussion regarding SUP-4-2026 (5890 Monroe St.).

9. Proposed Ordinance 155-2026, Authorizing the Mayor and Director of Finance to enter into a loan agreement between the Capital Improvement Fund of this City and the Tax Increment Financing Fund of this City.

10. Proposed Ordinance 156-2026, Declaring the improvement to certain parcels of real property to be a public purpose and exempt from taxation and providing for the collection and deposit of service payments into the tax increment fund, and specifying the public infrastructure improvements directly benefiting the parcels. (Convent Park Apartments/Southbriar Shopping Center proposed TIF)

11. Proposed Ordinance 157-2026, Amending Chapter 909 – Sidewalks, Driveways and Curbs of the Sylvania Codified Ordinances, 1979, as amended, by amending Section 909.08 – Construction Permits Required; Fees; by amending Section 909.32 – Deliveries over Sidewalks: Permit, Liability Bond and Fees; by amending Section 909.12 – Specifications; by amending Section 909.33 – Commercial Driveways.

12. Proposed Ordinance 158-2026, To authorize and ratify the execution of Then and Now Certificates by the Director of Finance and payment of amounts due for various purchase orders.

13. 2027 Budget
    Proposed Ordinance 159-2026, To make appropriations for current expenditures and other expenditures of the City of Sylvania, Ohio, for the fiscal year ending December 31, 2027. (First Reading)

14. Service Director's letter requesting approval to dispose of various obsolete equipment items by posting them for sale on GovDeals.com.

15. Letter from Mayor Frye requesting City Council's confirmation on the appointment of Wayne Kinsel to the Sylvania Planning Commission and Architectural Review Board.

16. Committee reports

17. Committee referrals

INFORMATION

A. Board of Architectural Meeting minutes from November 12, 2026.

B. Municipal Planning Commission Meeting minutes from November 12, 2026.

Minutes of the Meeting of Council
November 2, 2026

The Council of the City of Sylvania, Ohio met in regular session on November 2, 2026 at 6:30 p.m. with Mayor Frye in the chair. Roll was called with the following members present: Marcus Hansen, Doug Haynam, Brian McCann (excused), Shawn Murphy, Patrick Richardson, Lyndsey Stough, Mary Westphal; (6) present; (1) absent.

Roll call: 6 present, 1 absent

Pledge of Allegiance to the United States of America led by Shawn Murphy.

Pledge of Allegiance.

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

Item # 5 Remove from the agenda, since Mr. McCann is not present.
Item # 15 Executive Session – Pending Litigation

Additions to Agenda.

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

Agenda approval.

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

Mrs. Westphal presented the October 19, 2026 amended meeting minutes. Mrs. Westphal moved, Mr. Haynam seconded, that since the Mayor, members of Council, and others had been furnished copies of these minutes prior to this meeting, Council dispense with the reading of these minutes at this time, and the journal of the minutes of the regular meeting of October 19, 2026 be approved as amended; roll call vote being: Richardson, Haynam, Stough, Westphal, Hansen, Murphy; (6) yeas; (0) nays. The motion carried.

Approval of Oct. 19, 2026 amended Council meeting minutes.

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

Mrs. Westphal gave a brief report on the Finance Committee meeting held on this day regarding the 2027 City Budget. Finance Director, Sullivan Nicholls reviewed the budget highlights for 2027, before presenting a comparison between revenue and disbursements for 2027 with additional input from Service Director Joe Shaw. Mr. Nicholls also reviewed the City's General Fund, Capital Improvement Plan, and the Community Organization's Funding Requests for 2027. The first reading of the 2027 Budget will be on November 16, 2026 at the 6:30pm Council meeting.

Report from Finance Comm. meeting

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

Service Director's letter recommending approval of real estate purchase agreement was placed on file. Ms. Stough presented and read aloud by title only, proposed Ordinance No. 149-2026, a written copy of same having been previously furnished to each member of Council, "Accepting the proposal of Dankast, Ltd. to purchase a portion of

Ord. No. 149-2026 "… proposal of Dankast, Ltd… purchase… real

this City's abutting real estate located at 8118 Brint Road, Sylvania, Ohio; determining the property not be needed for municipal purposes; and declaring an emergency"; Ms. Stough moved; Mrs. Westphal seconded for the passage of Ordinance No. 149-2026 as an emergency measure; roll call vote being: Haynam, Hansen, Richardson, Murphy, Stough, Westphal; (6) yeas; (0) nays. The motion carried.

estate…."

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

Service Director's letter recommending approval of Change Order No. 1 (Final) was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 150-2026, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to approve Change Order No. 1 (Final) to this City's agreement with Helms & Sons Excavating, Inc. for the Convent Boulevard and Little Road resurfacing project; decreasing the final contract amount by $39, 005.82; and declaring an emergency"; Mr. Richardson moved; Mr. Haynam seconded for the passage of Ordinance No. 150-2026 as an emergency measure; roll call vote being: Haynam, Westphal, Richardson, Murphy, Stough, Hansen; (6) yeas; (0) nays. The motion carried.

Ord. No. 150-2026 "… approve CO No. 1… Helms & Sons… Convent Blvd. & Little Rd…"

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

Service Director's letter recommending approval of Change Order No. 1 (Final) was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 151-2026, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to approve Change Order No. 1 (Final) to this City's agreement with U.S. Utility Contractor for the Monroe-Main-Summit Traffic Signal Improvements Project; increasing the final contract amount by $7,681.05; appropriating funds therefore; and declaring an emergency"; Mr. Richardson moved; Ms. Stough seconded for the passage of Ordinance No 151-2026 as an emergency measure; roll call vote being: Haynam, Hansen, Richardson, Murphy, Westphal, Stough; (6) yeas; (0) nays. The motion carried.

Ord. No. 151-2026 "… approve CO No. 1… U.S. Utility Contractor… Monroe-Main-Summit Traffic Signal…"

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

Service Director's letter recommending approval of the Joint Cooperation Agreement

Ord. No. 152-

was placed on file. Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 152-2026, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to enter into a Joint Cooperation Agreement on behalf of this City of Sylvania with the Board of Lucas County Commissioners, relative to the Sylvania Avenue Sanitary Sewer Pumping Station Replacement; and declaring an emergency"; Mr. Hansen moved; Mr. Murphy seconded for passage of Ordinance 152-2026 as an emergency measure; roll call vote being: Richardson, Stough, Haynam, Murphy, Westphal, Hansen; (6) yeas; (0) nays. The motion carried.

2026 "… Joint Cooperation Agmt… Sylvania Ave. Sanitary Sewer Pumping Station…"

Service Director's letter recommending approval of the first amendment to the Fishbeck agreement was placed on file. Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 153-2026, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to enter into a first amendment to Fishbeck's proposal to provide professional engineering services for the Sylvania Avenue Pump Station Replacement Project to reflect additional work needing to be performed; appropriating funds therefore in the amount of $26,300; and declaring an emergency"; Mr. Hansen moved; Mr. Haynam seconded for the passage of Ordinance No. 153-2026 as an emergency measure; roll call vote being: Hansen, Haynam, Murphy, Richardson, Westphal, Stough; (6) yeas; (0) nays). The motion carried.

Ord. No. 153-2026 "… 1st Amend to Fishbeck's proposal … Sylvania Ave. Pump Station Replacement…"

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

Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 154-2026, a written copy of same having been previously furnished to each member of Council "Accepting the vehicle quote of Brown Equipment Company for the provision of one Sewer 800 Jet Truck for the Division of Sewer, Department of Public Service; authorizing the Mayor and Director of Finance to sign said quote on behalf of the City of Sylvania; and declaring an emergency"; Mr. Hansen moved; Mr. Murphy seconded for the passage of Ordinance No. 154-2026 as an emergency measure; roll call vote being: Hansen, Haynam, Stough, Murphy, Richardson, Westphal; (6) yeas; (0) nays. The motion carried.

Ord. No. 154-2026 "… vehicle quote of Brown Equipment… Sewer 800 Jet Truck…"

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

Res. No. 18-2026 "Re-appointing Brian Kezur… SAJRD…"

Mr. Murphy presented and read aloud by title only, proposed Resolution No. 18-2026, a written copy of same having been previously furnished to each member of Council "Re-appointing Brian Kezur to the Board of Trustees of Sylvania Area Joint Recreation District ("SAJRD") for a term expiring December 31, 2031; and declaring an emergency"; Mr. Murphy moved; Mr. Hansen seconded for the passage of Resolution No. 18-2026 as an emergency measure; roll call vote being: Murphy, Westphal, Stough, Richardson, Hansen, Haynam; (6) yeas; (0) nays. The motion carried.

Mayor Frye stated that Council will now consider added agenda item 13.

Comm. Reports

None

Mayor Frye stated that Council will now consider added agenda item 14.

Comm. Referrals

None

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

Enter into Executive Session

Mrs. Westphal moved, Ms. Stough seconded to enter into Executive Session for the purpose of discussing pending litigation at 7:01pm; roll call vote being: Stough, Hansen, Richardson, Haynam, Murphy, Westphal; (6) yeas; (0) nays. The motion carried.

Exit Executive Session

Mrs. Westphal moved, Mr. Hansen seconded to return from Executive Session to General Session at 7:19pm; roll call vote being: Hansen, Richardson, Westphal, Murphy, Haynam, Stough; (6) yeas; (0) nays. The motion carried.

Mayor Frye stated that no decisions were made in executive session regarding litigation matters and therefore Council returns to general session.

Mayor Frye stated that all items have been addressed.

Mrs. Westphal moved, Mr. Richardson seconded to adjourn at 7:21pm; Roll call vote being: Hansen, Stough, Westphal, Murphy, Haynam, Richardson; (6) yeas; (0) nays. The motion carried. Adjournment

_____ _____

Clerk of Council Mayor

ORDINANCE NO. 155-2026

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO A LOAN AGREEMENT BETWEEN THE CAPITAL IMPROVEMENT FUND OF THE CITY OF SYLVANIA AND THE TAX INCREMENT FINANCING FUND OF THE CITY OF SYLVANIA; AND DECLARING AN EMERGENCY.

WHEREAS, Ordinance No. 103-2022, passed by Sylvania City Council on November 21, 2022, established a Tax Increment Financing ("TIF") District that includes the downtown footprint; and,

WHEREAS, the TIF was created to provide for public infrastructure improvements in the TIF District; and,

WHEREAS, Ordinance No. 128-2024, passed November 18, 2024, accepted the bid of Helms & Sons Excavating, Inc. and awarded the contract for the Downtown Transportation Improvements (Phase I) Project to same, which bid was in the amount of $4,401,234; and,

WHEREAS, construction on Phase I is complete and Ordinance No. 110-2026, passed July 20, 2026, authorized the Mayor and Director of Finance to approve Change Order No. 3 (Final) to this City's Agreement with Helms & Sons Excavating, Inc. for the Downtown Transportation Improvements (Phase I) Project, which decreased the final contract amount by $275,680.18, for a total contract amount of $4,256,425; and,

WHEREAS, the cost of the improvements was appropriated and paid from the Capital Improvement Fund; and,

WHEREAS, the Tax Increment Financing Fund ("TIF Fund") should reimburse the Capital Improvement Fund for the infrastructure improvements made in the TIF District; and,

WHEREAS, the Loan Agreement attached hereto provides the terms by which the Tax Increment Financing Fund will reimburse the Capital Improvement Fund for the improvements

made in the TIF District.

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

SECTION 1. That the Mayor and Director of Finance be, and they hereby are, authorized, on behalf of the City of Sylvania, Ohio, to enter into a Loan Agreement between the Capital Improvement Fund and the Tax Increment Financing Fund of this City, a copy of which is attached hereto as "Exhibit A."

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

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

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

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2026, as an emergency measure.

_____
President of Council

ATTEST:

_____
Clerk of Council

APPROVED AS TO FORM:

_____
Director of Law

APPROVED:

_____
Mayor

_____
Date

EXHIBIT A

LOAN AGREEMENT BETWEEN CITY FUNDS

THIS AGREEMENT is effective this _____ day of _____, 2026, by and between the Capital Improvement Fund, a fund of the City of Sylvania, Ohio ("Lender Fund") and the Tax Increment Financing Fund also a fund of the City of Sylvania, Ohio ("Borrower Fund").

RECITALS:

WHEREAS, the Borrower Fund requires funding in the amount of $4,256,425.00 to fund the Downtown Transportation Improvements Phases 1 and 2 in the Tax Increment Financing District; and,

WHEREAS, the Lender Fund has sufficient unencumbered funds available and is authorized to provide an interfund loan for this public purpose; and,

WHEREAS, the Borrower Fund intends to repay the loan, with interest, using revenues derived from payments in lieu of taxes ("PILOTs") generated by the Tax Increment Financing District, as authorized under the Ohio Revised Code Chapter 5709 and created by Ordinance No. 103-2022, passed by Sylvania City Council on November 21, 2022; and,

NOW, THEREFORE, in consideration of the terms and conditions herein, the Parties mutually agree as follows:

1. **Loan Amount and Disbursement.**
   The Lender Fund agrees to loan the principal sum of $4,256,425.00 ("Loan") to the Borrower Fund. The funds shall be transferred to the account of the Borrower Fund upon execution of this Agreement.

2. **Interest Rate.**
   The Loan shall bear interest at a fixed rate of 4.5% per annum, calculated on the basis of a 365-day year and the actual number of days elapsed.

3. **Repayment Terms.**
   Repayment of the Loan shall occur as follows:
   a. The Borrower Fund shall repay the Loan in annual installments beginning in December, 2026, or as PILOT revenues become available.
   b. All repayments shall be made from available PILOT revenues derived from the Tax Increment Financing District, and such revenues are hereby pledged to the repayment of this Loan.

4. **Prepayment.**
   The Borrower Fund may prepay the Loan, in whole or in part, at any time without penalty.

5. **Security and Source of Repayment.**
   The Loan shall be secured solely by PILOT revenues generated by the Tax Increment Financing District. This Agreement does not constitute a general obligation of the City and shall not be considered debt.

6. **Term of the Loan.**
   The term of the Loan shall not exceed 25 years, with final payment due no later than December 31, 2051 unless extended by written agreement.

7. **Default and Remedies.**
   In the event the Borrower Fund fails to make a scheduled payment, the Lender Fund shall:
   a. Request the Director of Finance adjust the timing or amount of future PILOT allocations;
   b. Require the Borrower Fund to submit a repayment plan;
   c. Report the default to City Council for appropriate action.

8. **Governing Law.**
   This Agreement shall be governed by and construed in accordance with the laws of the State of Ohio, including applicable provisions of the Ohio Revised Code

9. **Entire Agreement.**
   This Agreement constitutes the entire agreement between the parties' Lender Fund and Borrower Fund.

10. **Amendments.**
    This Agreement may only be amended in writing and with the mutual consent of both parties, subject to approval by City Council.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first written above.

CAPITAL IMPROVEMENT FUND

By_____
Mark R. Frye, Mayor

By_____
Sullivan Nichols, Director of Finance

TAX INCREMENT FINANCING DISTRICT FUND

By_____
Mark R. Frye, Mayor

By_____
Sullivan Nichols, Director of Finance

APPROVED AS TO FORM:

By_____
Leslie B. Brinning, Director of Law

ORDINANCE NO. 156-2026

DECLARING THE IMPROVEMENT TO CERTAIN PARCELS OF REAL PROPERTY TO BE A PUBLIC PURPOSE AND EXEMPT FROM TAXATION AND PROVIDING FOR THE COLLECTION AND DEPOSIT OF SERVICE PAYMENTS INTO THE TAX INCREMENT EQUIVALENT FUND, AND SPECIFYING THE PUBLIC INFRASTRUCTURE IMPROVEMENTS DIRECTLY BENEFITING THE PARCELS; AND DECLARING AN EMERGENCY.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

SECTION 9. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in

meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

SECTION 10. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 11. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the improvements in the district and the payments therefore should be approved immediately so that the improvements can be made at the earliest possible time. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2026, as an emergency measure.

_____
President of Council

ATTEST:

_____
Clerk of Council

APPROVED AS TO FORM:

_____
Director of Law

APPROVED:

_____
Mayor

_____
Date

EXHIBIT A

TIF Area Map and Property List

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

6737 Convent Blvd. Sylvania, OH 43560	82-02674
6751 Convent Blvd. Sylvania, OH 43560	82-02664
6675 Convent Blvd. Sylvania, OH 43560	82-02704

City of Sylvania

Convent Park Apartments / Southbriar Shopping Center
Proposed TIF



EXHIBIT B

PUBLIC INFRASTRUCTURE IMPROVEMENTS

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

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

ORDINANCE NO. 157-2026

AMENDING CHAPTER 909 – SIDEWALKS, DRIVEWAYS AND CURBS OF THE SYLVANIA CODIFIED ORDINANCES, 1979, AS AMENDED, BY AMENDING SECTION 909.08 – CONSTRUCTION PERMITS REQUIRED; FEES; BY AMENDING SECTION 909.32 – DELIVERIES OVER SIDEWALKS: PERMIT, LIABILITY BOND AND FEES; BY AMENDING SECTION 909.12 – SPECIFICATIONS; BY AMENDING SECTION 909.33 – COMMERCIAL DRIVEWAYS; AND DECLARING AN EMERGENCY.

WHEREAS, the Director of Public Service has recommended updates to Chapter 909 – Sidewalks, Driveways and Curbs to reflect updated standards, materials and procedures since the passing of Ordinance No. 35-69 on August 4, 1969.

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

SECTION 1. That Section 909.08 – Construction Permits Required – Fees 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. That Section 909.12 – Specifications 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."

SECTION 3. That Section 909.32 – Deliveries Over Sidewalks: Permit, Liability Bond and Fees 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."

SECTION 4. That Section 909.33 – Commercial Driveways of the Codified Ordinances of Sylvania, 1979, as amended, be and it is, hereby further amended to read as set forth on attached "Exhibit D".

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 the amendments and additions 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 on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2026, as an emergency measure.

_____
President of Council

ATTEST:

_____
Clerk of Council

APPROVED AS TO FORM:

_____
Director of Law

APPROVED:

_____
Mayor

_____
Date

909.08 CONSTRUCTION PERMITS REQUIRED; FEES.

* * *

(b) Fees to be collected for the issuance of sidewalk and driveway construction permits in conformity with the provisions of this section shall be paid as set forth in Chapter 1701 – Rates and Fees. Such fees shall be payable at the office of the Director of Public Service.
(Ord. _____-2026. Passed _____-2026.)

909.12 SPECIFICATIONS

(a) All Portland cement concrete walks shall be not less than four inches in thickness. The width shall be a minimum of four feet; however, this provision may be increased where expected heavy pedestrian traffic warrants a wider walk; examples would be schools, churches, shopping centers and the like.

(b) Asphalt walks shall be permitted at railroad crossings only.

(c) In the repairing of sidewalks, no patching shall be allowed.

(d) Any stone or concrete slab that can be trimmed to no less than two feet zero inches the full width may be used when specifically permitted by the Director, and no closure of any walk shall be less than two feet zero inches, the full width of the slab.

(e) All sidewalks over subspaces shall be reinforced concrete construction or reconstruction only, the plans for which must be approved by the Director.

(f) General Residential Driveway Requirements and Sizing.

1. All residential driveway facilities, construction, and sizing shall conform to the percentage table set forth in Section 1157.12 of the Codified Ordinances.
2. The minimum width of any residential driveway shall be not less than ten (10) feet.
3. All residential driveway facilities, including the drive apron and associated flares, shall maintain a minimum setback of one (1) foot from any adjacent lot line.

(g) Curb Cuts and Apron Standards for Residential Driveways.

1. The maximum width of any curb cut and drive approach shall not exceed twenty-four (24) feet, inclusive of the drive apron flare.
2. Drive apron flares shall not exceed five (5) feet in width on each side of the apron. Such flares shall be fully inclusive of the overall drive apron width.
3. Approaches shall enter perpendicular to the existing public street or private road.

(h) Materials Within the Public Right-of-Way. Permitted materials for residential driveway aprons located within the public right-of-way shall be restricted to:

1. Concrete, which must conform to Ohio Department of Transportation (ODOT) QC1 specifications; and
2. Asphalt, which must conform to Ohio Department of Transportation (ODOT) 441 specifications.
3. Concrete residential driveways shall require expansion joint to fully separate curbs and sidewalks.
4. The use of stamped or colored concrete within the public right-of-way is strictly prohibited.

(i) Number of Driveways and Review Procedures.

1. Through lots shall be permitted a maximum of one (1) residential driveway.

2. Corner lots shall be permitted a maximum of two (2) residential driveways, provided that the location and installation are subject to formal review and approval by the Service Department and Zoning Department. Corner lots shall take their access from the street that presents the least hazard in the opinion of the Service Department and the Zoning Department. In evaluating a request for a second residential driveway on a corner lot, the Departments shall consider the following criteria:

a. Stopping sight distance;
b. Roadway speed;
c. Proximity to an intersection;
d. Traffic volume; and
e. Demonstrated hardship.

(j) All residential driveways shall be constructed with a six-inch thick plain concrete slab or a two-inch thick asphalt concrete surface course of eight-inch stone base, the kind of material and the construction specifications therefore subject to the approval by the Director of Public Service. The residential driveway within the limits of the sidewalk shall be six-inch plain concrete only, for a minimum width of one foot beyond the residential driveway on each side and must be effectively separated from the sidewalk by an expansion joint. The residential driveway shall be the same width at the curb line as the curb opening and not less than ten feet in width at the street side of the sidewalk.

(k) Abandoned Driveways. When and if any residential driveway is no longer used for driveway purposes, it shall be considered abandoned and the City reserves and shall have the right to forthwith take the necessary steps to close such residential driveway, replace the curb and restore the pavement to its original condition. The owner of the property served by such driveway shall be notified by personal service or registered mail of the City's intention to close such driveway. After fifteen days from the date of such notice, if the owner has failed to make such replacement or to contact the Department of Public Service, the Director shall proceed with the work of restoring the curb and pavement to their original condition. The cost of such work shall be charged against the abutting property and, if not paid, shall be certified to the proper taxing authority for collection in such manner as provided by law.

(l) Appeals. Any administrative decision rendered by the Service Department or Zoning Department pursuant to this section may be appealed to the Board of Zoning Appeals in accordance with the established appeal process in accordance with Chapter 1105 - Board of Zoning Appeals.

(m) Existing Non-Conforming Driveways.

1. A residential driveway is considered non-conforming if any of the following conditions exist:

a. The residential driveway has a width greater than twenty-four (24) feet where it meets the street or alley;

b. The residential driveway coverage area exceeds percent of the front yard requirement per section 1157.12;

c. The through lot driveway has more than one (1) access point or curb cut to a street or alley;

d. The residential driveway is constructed of a material other than asphalt or concrete; or

e. the residential driveway is closer than one (1) foot to a side or rear property line.

2. If an existing non-conforming residential driveway is being replaced, the Director of Public Service or his/her designee must perform an on-site inspection of the residential driveway to be replaced and document the dimensions of the current residential driveway prior to it being removed. Failure to allow for this on-site, pre-inspection of a non-conforming residential driveway shall require the new residential driveway to conform to all current requirements. In the event that an existing driveway is found to be in conflict with this section, the driveway shall not be permitted to be replaced in its existing location and must conform to all current requirements.

909.32 DELIVERIES OVER SIDEWALKS: PERMIT, LIABILITY BOND AND FEES.

* * *

(f) Fees to be collected for the issuance of permits in conformity with the provisions of this section shall be paid as set forth in Chapter 1701 – Rates and Fees. Such fees shall be payable at the office of the Director of Public Service.
(Ord. _____-2026. Passed _____-2026.)

"Exhibit C"

909.33 COMMERCIAL DRIVEWAYS

Commercial driveway locations and access restrictions shall follow the most current version of the Access Management Regulations Manual from the Lucas County Engineer's Office.

(Ord. _____-2026. Passed _____-2026.)

ORDINANCE NO. 158-2026

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

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

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

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

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

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

welfare of the City to approve the execution by the Finance Director of Then and Now Certificates and to authorize and ratify the payment of amounts due under the contracts or orders, requiring the expenditure of $3,000 or more.

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

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

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

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

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

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2026, as an emergency measure.

_____
President of Council

ATTEST:

_____
Clerk of Council

APPROVED AS TO FORM:

_____
Director of Law

APPROVED:

_____
Mayor

_____
Date

"Exhibit A"

CITY OF SYLVANIA	THEN AND NOW CERTIFICATIONS		1-Oct-26	Over $3K
DATE	VENDOR/DESCRIPTION		AMOUNT	NOTES
10/8/2026	CJCC/COURT/NORIS SERVICES	$	3,153.92	
10/8/2026	NW OH ADVANCED ENERGY IMP SERVICES/ESIDS	$	68,973.66	
10/8/2026	SELKING INTERNATIONAL/SEWER VACTOR TRUCK REPAIR	$	16,706.69	
10/8/2026	YARK FORD/POLICE CAR REPAIR	$	3,988.12	
10/14/2026	BUCK & KNOBBY	$	3,916.58	BACKHOE-MACHINE REPAIR AND SERVICE
10/14/2026	CJCC/LAW DEPT/NORIS SERVICES	$	7,312.96	
10/14/2026	OHIO EPA/PERMIT	$	15,100.00	
10/19/2026	FIFTH THIRD CREDIT CARD/IT DEPT	$	7,372.50	FRONTIER AND VERIZON MOSTLY
10/19/2026	U.S. POSTAL SERVICE/COURTS	$	10,000.00	
		$	133,370.51	

ORDINANCE NO. 159-2026

TO MAKE APPROPRIATIONS FOR CURRENT EXPENDITURES AND OTHER EXPENDITURES OF THE CITY OF SYLVANIA, OHIO, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2027; AND DECLARING AN EMERGENCY.

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

WHEREAS, attached hereto is "Exhibit A" entitled "2027 Budget Summary of Estimated Expenditures" which exhibit identifies by a four-digit department code number and name each Account in a Fund identified by a three-digit code and name to which appropriations within such Fund are made by this ordinance; and

WHEREAS, attached hereto is "Exhibit B" entitled "2027 Budget Summary of Revenues (2024 - 2027)" which exhibit lists the specific sources of revenue and the actual amounts received by the City from each source within each Fund for the years 2024 and 2025, and the estimated amounts expected to be received by the City from each source for each Fund for the years 2026 and 2027, referred to herein as "estimated resources."

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

SECTION 1. That to provide for the current expenditures and other expenditures of the City of Sylvania for the fiscal year ending December 31, 2027, the following appropriations are hereby authorized.

SECTION 2. That there be and is hereby appropriated from the GENERAL FUND the sum of $18,241,577 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Account. Estimated resources for 2027 for said Fund, as shown in "Exhibit B" total $18,280,800.

SECTION 3. That there be and is hereby appropriated from the STREET CONSTRUCTION, MAINTENANCE AND REPAIR FUND the sum of $1,591,443 to the respective Accounts of said Fund listed in "Exhibit A" in the amounts and for the respective purposes shown for such Accounts. Estimated resources for 2027 for this Fund, as shown in "Exhibit B", total $1,278,830. There is a sufficient balance as of January 1, 2027 in this Fund to be considered as available for appropriation.

SECTION 4. That there be and is hereby appropriated from the CITY PERMISSIVE TAX FUND the sum of $476,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Accounts. Estimated Resources for 2027 for this Fund as shown in "Exhibit B" total $316,000.

SECTION 5. That there be and is hereby appropriated from the STATE HIGHWAY IMPROVEMENT FUND the sum of $25,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2027 for this Fund as shown in "Exhibit B" total $87,000.

SECTION 6. That there be and is hereby appropriated from the LAW ENFORCEMENT TRUST FUND the sum of $5,500 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2027 for this Fund as shown in "Exhibit B" total 5,000.

SECTION 7. That there be and is hereby appropriated from the DRUG LAW ENFORCEMENT TRUST FUND the sum of $5,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2027 for this Fund as shown in "Exhibit B" total $22,000.

SECTION 8. That there be and is hereby appropriated from the INDIGENT DRIVERS ALCOHOL TREATMENT FUND the sum of $3,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2027 for this Fund as shown in "Exhibit B" total $25,000.

SECTION 9. That there be and is hereby appropriated from the INDIGENT DRIVERS ALCOHOL MONITOR FUND the sum of $45,000 to the respective Account of said Fund listed in “Exhibit A” in the amount and for the respective purpose shown for such Account. Estimated resources for 2027 for this Fund as shown in “Exhibit B” total $20,000. There is a sufficient balance as of January 1, 2027 in this Fund to be considered as available for appropriation.

SECTION 10. That there be and is hereby appropriated from the FEDERAL EQUITABLE SHARING FUND the sum of $131,000 to the respective Account of said Fund listed in "Exhibit A" in

the amount and for the respective purpose shown for such Account. Estimated resources for 2027 for this Fund as shown in "Exhibit B" total $5,000. There is a sufficient balance as of January 1, 2027 in this Fund to be considered as available for appropriation.

SECTION 11. That there be and is hereby appropriated from the INDIGENT SUPPORT FUND the sum of $48,000 to the respective Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2027 for this Fund as shown in "Exhibit B" total $34,000.

SECTION 12. That there be and is hereby appropriated from the GENERAL OBLIGATION DEBT SERVICE FUND the sum of $1,450,784 to the respective Account of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2027 for this Fund as shown in "Exhibit B" total $1,075,000.

SECTION 13. That there be and is hereby appropriated from the CAPITAL IMPROVEMENT FUND the sum of $12,154,000 to the respective Accounts of said Fund listed in "Exhibit A" in the amount and for the respective purposes shown for such Accounts. Estimated resources for 2027 for this Fund as shown in "Exhibit B" total $7,480,000. There is a sufficient balance as of January 1, 2027 in this Fund to be considered as available for appropriation.

SECTION 14. That there be and is hereby appropriated from the COURT CAPITAL IMPROVEMENT FUND the sum of $60,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2027 for this Fund as shown in “Exhibit B" total $118,000. There is a sufficient balance as of January 1, 2027 in this Fund to be considered as available for appropriation.

SECTION 15. That there be and is hereby appropriated from the TAX INCREMENT FINANCING FUND the sum of $135,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2027 for this Fund as shown in “Exhibit B" total $135,000. There is a sufficient balance as of January 1, 2027 in this Fund to be considered as available for appropriation.

SECTION 16. That there be and is hereby appropriated from the SPECIAL ASSESSMENT SERVICES TREE REPAIR & REPLACEMENT FUND the sum of $224,547 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2027 for this Fund as shown in "Exhibit B" total $220,000.

SECTION 17. That there be and is hereby appropriated from the SPECIAL ASSESSMENT SERVICE STREET LIGHTING FUND the sum of $487,200 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for respective purposes shown for such Accounts. Estimated resources for 2027 for this Fund as shown in "Exhibit B" total $443,000. There is a sufficient balance as of January 1, 2027 in this Fund to be considered as available for appropriation.

SECTION 18. That there be and is hereby appropriated from the SPECIAL ASSESSMENT SERVICES DITCH & DRAINAGE FUND the sum of $218,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2027 for this Fund as shown in "Exhibit B" total $360,000.

SECTION 19. That there be and is hereby appropriated from the WATER FUND the sum of $6,383,198 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2027 for this Fund as shown in "Exhibit B" total $5,900,000. There is a sufficient balance as of January 1, 2027 in this Fund to be considered as available for appropriation.

SECTION 20. That there be and is hereby appropriated from the SEWER FUND the sum of $10,203,320 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2027 for this Fund as shown in "Exhibit B" total $6,255,000.

SECTION 21. That there be and is hereby appropriated from the RESOURCE RECOVERY FUND the sum of $153,786 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2027 for this Fund as shown in "Exhibit B" total $195,000.

SECTION 22. That there be and is hereby appropriated from the MEDICAL CARE – SELF INSURED FUND the sum of $3,550,000 to the Account of said Fund listed in "Exhibit A" in the amount and for the respective purpose shown for such Account. Estimated resources for 2027 for this Fund as shown in "Exhibit B" total $3,550,000.

SECTION 23. That there be and is hereby appropriated from the POLICE PENSION FUND the sum of $530,763 to the respective Account of said Fund listed in "Exhibit A" in the amount and for respective purpose shown for such Account. Estimated resources for 2027 for this Fund as shown in "Exhibit B" total $742,000.

SECTION 24. That there be and is hereby appropriated from the PROPERTY ROOM FUND the sum of $0 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2027 for this Fund as shown in "Exhibit B" total $100. There is a sufficient balance as of January 1, 2027 in this Fund to be considered as available for appropriation.

SECTION 25. That there be and is hereby appropriated from the INCOME TAX FUND the sum of $9,030,264 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2027 for this Fund as shown in "Exhibit B" total $9,100,200.

SECTION 26. That there be and is hereby appropriated from the UNCLAIMED MONIES FUND the sum of 3,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2027 for this Fund as shown in “Exhibit B” total $2,000.

SECTION 27. That there be and is hereby appropriated from the JOINT ECONOMIC DEVELOPMENT DISTRICT FUND the sum of $88,000 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for the respective purposes shown for such Accounts. Estimated resources for 2027 for this Fund as shown in “Exhibit B” total $88,000.

SECTION 28. That there be and is hereby appropriated from the POLICE COMMUNITY AFFAIRS FUND the sum of $13,200 to the respective Accounts of said Fund listed in "Exhibit A" in the several amounts and for respective purposes shown for such Accounts. Estimated resources for 2027 for this Fund as shown in "Exhibit B" total $9,000.

SECTION 29. Estimated resources for the PARKS-RECREATION FOUNDATION FUND for 2022 as shown in “Exhibit B” total $0.

SECTION 30. That "Exhibit C" attached hereto is illustrative of the transfers anticipated within the 2027 Operating Budget.

SECTION 31. That the Director of Finance be and he is hereby authorized and directed to draw warrants against any of the foregoing appropriations upon proper certificates or vouchers therefore, approved by any officer or officers authorized by law to approve the same, or by any Ordinance or Resolution of Council to make expenditures or as otherwise provided by law.

SECTION 32. That the Director of Finance be and he is hereby authorized to make all operating transfers as delineated in the 2027 Budget, shown on "Exhibit A".

SECTION 33. It is hereby found and determined that all formal actions of the Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this

Council and that all deliberations of this Council and of any of its committees that resulted in such action, were in meetings open to the public, in compliance with all requirements including Section 121.22 of the Ohio Revised Code.

SECTION 34. 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 35. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that immediate provision should be made for the enactment of appropriations for the payment of current expenditures for the calendar year of 2027. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Passed, _____, 2026, as an emergency measure. Yeas ___ Nays___

_____
President of Council

ATTEST:

_____
Clerk of Council

APPROVED:

_____
Mayor

_____
Date

APPROVED AS TO FORM:

_____
Director of Law

Exhibit "A"

2027 BUDGET
SUMMARY OF ESTIMATED EXPENDITURES

Dept.	Name	Personal Services	Fringe Benefits	Contract Services	Materials & Supplies	Capital Outlay	Transfers	Totals
110	General Fund							
7110	Police Law Enforcement	4,243,012	977,194	317,586	284,100			5,821,892
7115	Fire Prev. & Insp.							0
7125	Police/Fire Comm.	221,722	98,899	558,246	6,279			885,146
7215	Cemetery			10,255				10,255
7220	Pymt.Co.Brd.Health			225,000				225,000
7310	Parks & Forestry	564,887	290,824	139,811	61,845			1,057,366
7320	Community Programs			489,000				489,000
7415	Zoning	120,000	42,253	2,300	4,322			168,874
7515	Garb.& Refuse Collection	83,259	16,200	1,392,973	24,900			1,517,333
7620	Street Cleaning	164,440	22,100	29,600	29,500			245,640
7710	Mayor's Office	203,683	101,160	3,000	31,700			339,542
7715	Finance Admin.	240,760	98,840	81,212	8,793			429,604
7725	Legal Admin.	189,112	48,413	2,500	6,100			246,125
7726	Prosecutors' Office	276,500	132,876	129,523	9,597			548,496
7730	Service Admin.	218,388	88,578	7,100	24,038			338,104
7735	Legislation	194,000	30,156	8,071	1,642			233,869
7740	Municipal Court	1,204,100	606,238	513,073	79,100			2,402,511
7745	Civil Serv.Comm.			1,200	1,820			3,020
7750	Lands & Buildings	25,000	3,947	124,707	36,000			189,654
7755	Engineering	234,994	78,658	1,200	500			315,352
7765	Elections			300				300
7775	Delq.Land Advertg.			175				175
8000	Transfers						2,100,000	2,100,000
8020	Information Technology	265,000	88,179	89,340	231,800			674,319
	Totals	8,448,857	2,724,513	4,126,172	842,035		2,100,000	18,241,577

2027 BUDGET
SUMMARY OF ESTIMATED EXPENDITURES

Dept. Code	Name	Personal Services	Fringe Benefits	Contract. Services	Materials & Supplies	Capital	Debt Service	Transfers	Totals
222	Street C M & R								
7610	Street C M & R	859,509	400,297	112,387	144,250				1,516,443
7635	Traffic Signs.Etc			55,000	20,000				75,000
	Totals	859,509	400,297	167,387	164,250				1,591,443
223	City Perm.Tax								
7611	Permissive Tax Maint.			46,000	190,000	240,000			476,000
224	State Hwy.Improv.								
7612	State Hwy.Maint.				25,000				25,000
225	Law Enforcement Trust Fund								
7126	Police & Fire Comm.				5,500				5,500
226	Drug Law Enforcement Fund								
7126	Drug Law Enforcement				5,000				5,000
227	Ind.Alcohol Treatment Fund								
7740	Ind.Alcohol Treatment			3,000					3,000
228	Ind.Alcohol Monitor Fund								
7740	Ind.Alcohol Monitor Fund			45,000					45,000
229	Federal Equitable Sharing Fund								
7126	Drug Law Enforcement				131,000				131,000
231	Indigent Support								
7740	Domestic/Thelf ISFC			48,000					48,000
331	G.O. Retirement Fund								

7910	Bond & Note Retirement			12,000			1,438,784	1,450,784
401	Capital Impr.Fund							
7110	Police Law Enforcement					110,000		110,000
7310	Parks & Forestry					249,000		249,000
7510	Storm Drains & Sewers					335,000		335,000
7610	Street C M & R					10,377,000		10,377,000
7615	Sidewalks					35,000		35,000
7635	Traffic Signals					0		0
7750	Lands & Buildings					530,000		530,000
8020	Information Tech.					518,000		518,000
	Totals				0	12,154,000		12,154,000
405	Court Capital Improvement Fund							
7740	Municipal Court				60,000			60,000
406	TIF District Improvement Fund							
7740	TIF			135,000				135,000
501	Spec.Assess.Trees							
7440	Tree Maintenance	93,572	30,575	88,600	11,800			224,547
502	Spec.Assess. Street Lighting							
7130	S.A. Street Lighting			487,200				487,200
503	S.A. Ditches & Drains							
7510	Ditches & Drains	165,000	3,000	50,000				218,000
701	Water Fund							
7520	Water Admin.	317,748	82,226	97,100	112,300			609,374
7525	Distribution	571,546	268,422	3,295,304	88,907	1,339,000	210,645	5,773,824
	Totals	889,294	350,648	3,392,404	201,207	1,339,000	210,645	6,383,198
702	Sewer Fund							
7530	Sewer Admin.	322,068	82,660	81,800	108,050			594,578
7540	Sewer Collection	399,850	224,412	3,337,980	59,500	5,587,000		9,608,742
	Totals	721,918	307,072	3,419,780	167,550	5,587,000		10,203,320
705	Resource Recovery							

7314	Compost	78,536	4,750	50,000	20,500				153,786
707	Medical Care - Self Insured								
8030	Medical Care		3,191,409	358,591					3,550,000
801	Police Pension								
7135	Police Pension		521,663	9,100					530,763
802	Property Room								
7170	Property Room								0
804	Income Tax Fund								
7760	Tax Adm.	324,864	42,772	47,828	314,800				730,264
8000	Transfers Out							8,300,000	8,300,000
	Totals	324,864	42,772	47,828	314,800			8,300,000	9,030,264
805	Unclaimed Fund								
8000	Transfer to General							3,000	3,000
806	Joint Econ Dev Dist								
7761	JEDD-Township Distribution				88,000				88,000
808	Escrow Fund								
7520	Escrow				0				0
810	Police Community Affairs								
7160	Police Community Affairs			10,000	3,200				13,200

Exhibit "B"

2027 ESTIMATED REVENUE
SUMMARY OF REVENUE 2024-2027

	2024 Actual	2025 Actual	2026 Estimate	2027 Budget
General Fund (110)				
Real Estate Taxes	1,133,918	1,433,039	1,448,965	1,830,000
City Income Taxes	3,344,744	3,378,191	3,540,088	3,516,000
Hotel Tax	69,075	57,544	59,335	66,267
Shared revenue	1,135,109	1,167,973	913,618	1,192,230
Charges for Services	736,636	687,621	732,254	693,330
Fees, Licenses, Permits	286,447	321,993	150,574	225,495
Interest Earnings	397,458	444,452	417,424	476,827
Fines & Forfeits	1,177,172	1,210,828	1,643,192	1,740,345
Other revenue	397,836	398,459	149,716	240,306
Transfers In	7,600,000	7,700,000	8,200,000	8,300,000
Totals	16,278,395	16,800,100	17,255,165	18,280,800
Street C. M. & R. Fund (222)				
Veh. Reg. & Gasoline Tax	1,045,630	1,038,424	1,047,390	1,072,830
Other Revenue	6,694	6,752	28,059	6,000
Transfers In	250,000	200,000	200,000	200,000
Totals	1,302,324	1,245,176	1,275,449	1,278,830
Permissive Tax Fund (223)				
Permissive Vehicle Tax	310,126	322,754	315,601	316,000
Other Revenue	0	0	88,906	0
Totals	310,126	322,754	404,507	316,000
State Highway Imp.Fund (224)				
Veh. Reg. & Gasoline Tax	84,781	84,197	84,923	87,000
Totals	84,781	84,197	84,923	87,000
Law Enforcement Trust (225)				
Contraband-Sales-Proceeds	432	3,317	33,146	5,000
Totals	432	3,317	33,146	5,000
Drug Law Enforcement (226)				
Drug Enforcement Fines	38,632	19,851	17,773	22,000
Totals	38,632	19,851	17,773	22,000

2027 ESTIMATED REVENUE
SUMMARY OF REVENUE 2024-2027

	2024 Actual	2025 Actual	2026 Estimate	2027 Budget
Ind.Drivers Alcohol Treatment Fund (227)				
Municipal Court Fines	27,277	19,483	28,254	25,000
Totals	27,277	19,483	28,254	25,000
Ind. Drivers Alcohol Monitor Fund (228)				
Municipal Court Fines	21,531	19,619	18,078	20,000
Totals	21,531	19,619	18,078	20,000
Equitable Federal Sharing Fund (229)				
Shared revenue				
Transfers In	28,138	2,000	2,000	5,000
Totals	28,138	2,000	2,000	5,000
Indigent Support Fund (231)				
Fines & Fees	35,495	35,386	29,357	34,000
Total	35,495	35,386	29,357	34,000
G.O. Debt Service (331)				
Real Estate Taxes	680,351	859,823	869,379	975,000
Shared revenue	91,338	114,910	57,524	100,000
Other revenue	0	0	0	0
Bond Proceeds	0	0	0	0
Note Proceeds	0	0	0	0
Transfers In	600,000	0	0	0
Totals	1,371,689	974,733	926,903	1,075,000
Capital Improvement Fund (401)				
City Income Tax	1,070,318	1,081,021	1,132,828	1,140,000
Shared revenue	4,732,349	1,437,992	2,178,501	3,100,000
Interest Earnings	522,086	473,094	410,325	540,000
Other revenue	221,867	24,827	24,474	200,000
Transfers In	3,000,000	2,800,000	2,400,000	2,500,000
Totals	9,546,620	5,816,934	6,146,127	7,480,000

2027 ESTIMATED REVENUE
SUMMARY OF REVENUE 2024-2027

	2024 Actual	2025 Actual	2026 Estimate	2027 Budget
Court Capital Improvement Fund (405)				
Fines & Forfeits	92,672	94,584	90,365	100,000
Other revenue	18,586	14,817	5,442	18,000
Totals	111,258	109,401	95,807	118,000
Real Estate Taxes TIF (406)				
S.A. Real Estate Taxes	0	129,758	129,636	135,000
Totals	0	129,758	129,636	135,000
S.A. Serv. - Trees (501)				
Special Assessments	248,700	216,685	209,529	220,000
Miscellaneous revenue	0	0	455	0
Totals	248,700	216,685	209,984	220,000
S.A. Street Lighting Fund (502)				
Special Assessments	378,038	370,646	381,205	443,000
Reimbursements-Damages	0	0	0	0
Totals	378,038	370,646	381,205	443,000
S.A. Ditches & Drainage Fund (503)				
Special Assessments	315,526	354,290	418,942	360,000
Miscellaneous	0	0	1,098	0
Transfers In	0	0	0	0
Totals	315,526	354,290	420,040	360,000
Water Fund (701)				
Charges for Services	4,901,103	4,524,806	5,090,864	5,700,000
Interest Earnings	156,557	138,123	110,814	145,000
Other revenue	52,534	38,518	135,722	55,000
Totals	5,110,194	4,701,447	5,337,400	5,900,000
Sewer Fund (702)				
Charges for Services	3,797,349	3,705,766	4,346,346	5,600,000
Interest Earnings	40,461	54,563	36,181	55,000
Other revenue	811,340	557,109	167,674	600,000
Totals	4,649,150	4,317,438	4,550,202	6,255,000

2027 ESTIMATED REVENUE
SUMMARY OF REVENUE 2024-2027

	2024 Actual	2025 Actual	2026 Estimate	2027 Budget
Resource Recovery (705)				
Other revenue	76,846	64,950	79,505	75,000
Transfers In	120,000	120,000	120,000	120,000
Totals	196,846	184,950	199,505	195,000
Medical Care - Self Insured (707)				
Miscellaneous revenue	349,789	248,625	294,407	500,000
Other revenue	2,180,238	2,267,343	2,605,237	3,050,000
Totals	2,530,027	2,515,968	2,899,644	3,550,000
Police Pension Fund (801)				
Real Estate Taxes	498,924	630,537	637,545	660,000
Rollback-Homestead	66,979	84,265	42,183	82,000
Totals	565,903	714,802	679,728	742,000
Property Room (802)				
Miscellaneous revenue	-400	214	243	100
Totals	-400	214	243	100
Income Tax Fund (804)				
City Income Tax	8,963,912	9,000,000	9,100,000	9,100,000
Misc. revenue	136	413	1,829	200
Totals	8,964,048	9,000,413	9,101,829	9,100,200
Unclaimed Monies Fund (805)				
Miscellaneous revenue	3,469	0	1,877	2,000
Totals	3,469	0	1,877	2,000
Joint Economic Develoment District (806)				
Income Tax	69,758	85,935	88,500	88,000
Totals	69,758	85,935	88,500	88,000

2027 ESTIMATED REVENUE
SUMMARY OF REVENUE 2024-2027

	2024 Actual	2025 Actual	2026 Estimate	2027 Budget
Escrow Fund (808)				
Miscellaneous Revenue	0	0	0	0
Total	0	0	0	0
Police Community Affairs (810)				
State Shared revenue Other revenue	9,000	8,618	8,730	9,000
Totals	9,000	8,618	8,730	9,000
Parks-Recreation Foundation (811)				
Interest Earnings	0	0	0	0
Totals	0	0	0	0

2027 ESTIMATED REVENUE
SUMMARY OF REVENUE 2024-2027

Recapitulation of Funds	2024 Actual	2025 Actual	2026 Estimate	2027 Budget
110 - General	16,278,395	16,800,100	17,255,165	18,280,800
222 - Street CM & R	1,302,324	1,245,176	1,275,449	1,278,830
223 - Permissive Tax	310,126	322,754	404,507	316,000
224 - State Highway Improvement	84,781	84,197	84,923	87,000
225 - Law Enforcement	432	3,317	33,146	5,000
226 - Drug Law	38,632	19,851	17,773	22,000
227 - Ind Drivers Alcohol Trmt	27,277	19,483	28,254	25,000
228 - Ind Drivers Alcohol Monitor	21,531	19,619	18,078	20,000
229 - Equitable Federal Sharing	28,138	2,000	2,000	5,000
231 - Indigent Support	35,495	35,386	29,357	34,000
331 - G.O. Debt Service	1,371,689	974,733	926,903	1,075,000
401 - Capital Improvement	9,546,620	5,816,934	6,146,127	7,480,000
405 - Municipal Court Improvement	111,258	109,401	95,807	118,000
406 - Tax Increment Financing (TIF)	0	0	129,636	135,000
501 - S.A. Serv. - Trees	248,700	216,685	209,984	220,000
502 - S.A. Street Lighting	378,038	370,646	381,205	443,000
503 - S.A. Ditches & Drainage	315,526	354,290	420,040	360,000
701 - Water Fund	5,110,194	4,701,447	5,337,400	5,900,000
702 - Sewer Fund	4,649,150	4,317,438	4,550,202	6,255,000
705 - Resource Recovery	196,846	184,950	199,505	195,000
707 - Medical Care	2,530,027	2,515,968	2,899,644	3,550,000
801 - Police Pension	565,903	714,802	679,728	742,000
802 - Property Room	-400	214	243	100
804 - Income Tax	8,964,048	9,000,413	9,101,829	9,100,200
805 - Unclaimed Monies	3,469	0	1,877	2,000
806 - Joint Econ Dev Dist.	69,758	85,935	88,500	88,000
808 -Escrow Fund	0	0	0	0
810 - Community Affairs	9,000	8,618	8,730	9,000
811 - Parks-Rec Foundation	0	0	0	0
Grand Total	52,196,957	47,924,357	50,326,011	55,745,930

Exhibit "C"

2027 INTERFUND TRANSFERS

Fund	Transfer From	Fund	Transfer To
General (110)	200,000	Streets C M & R (222)	200,000
General (110)	2,800,000	Capital Improvement (401)	2,800,000
Income Tax (804)	8,300,000	General (110)	8,300,000
Unclaimed Monies	3,000	General (110)	3,000
Totals	11,303,000		11,303,000

City of trees
SYLVANIA
DEPARTMENT OF PUBLIC SERVICE
JOSEPH E. SHAW, P.E., P.S., DIRECTOR

MEMO

To: The Mayor and City Council

From: Joseph E. Shaw, P.E., P.S., Safety/Service Director

Date: 11/16/2026

Re: Obsolete Equipment

Dear Council Members:

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

Sewer Department:

18” Plate Tamper with 5.5HP Honda Engine (25+ years old)
14” Clipper Floor Saw with 9HP Honda Engine (25+ years old)

We request approval to dispose of the items by listing them for sale on the GovDeals website. If no bids are received for any of the items, they will either be donated or disposed of, depending on the level of interest and the condition of the item.

Please call if you have any questions. Thank you.

City of trees SYLVANIA

OFFICE OF THE MAYOR, MARK R. FRYE

November 16, 2026

TO THE MEMBERS OF SYLVANIA CITY COUNCIL:

Re: Appointment to the Sylvania Planning Commission and Architectural Review Board

Dear Council Members:

Mr. Wayne Kinsel has expressed his interest in serving on the Sylvania Planning Commission and Architectural Review Board.

Mr. Kinsel, 7001 Applecreek Road, Sylvania, Ohio is a local business owner and former Air Force civil engineering officer. He also served as President of the Sylvania Rotary Club. Mr. Kinsel is passionate about community service, can provide leadership and has a practical engineering perspective. He earned a Bachelor of Science in Civil Engineering from the United States Airforce Academy, a Masters of Science in Engineering Management from the Air Force Institute of Technology and a Masters of Arts in Military Operational Art & Science from the Air Command & Staff College. Mr. Kinsel also earned the title Project Management Professional (PMP).

Therefore, I am pleased to announce the appointment of Mr. Kinsel to the Sylvania Planning Commission and Architectural Review Board and request that you confirm this appointment.

Respectfully submitted,

Mark R. Frye
Mayor

MRF/cw

Board of Architectural Review

A

Minutes of the regular meeting of November 12, 2026
Mr. Schaff called the meeting to order

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

Ms. Fischer moved; Mr. Liber seconded to approve the Minutes of the October 14, 2026 Meeting as submitted Vote being: Frye, Schaff, Fischer and Liber (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

Item 1 – Regulated Sign - app. no.27-2026 requested by Rami Shaheen of Sign Dezign USA for Sylvania Cleaners 5811 Monroe Street.

Mr. Jamal Shaheen was present, he explained this was for two signs, one is an existing wall sign and the other a pylon sign in an existing monument sign. Mr. Burns stated that this sign meets sign codes.

Mr. Frye wants the record to reflect that he will abstain from the vote.
Mr. Liber moved; Ms. Fischer seconded, to approve; the vote being: Fischer, Schaff and Liber (3) aye; (0) nay;(1) abstain.

Item 2 – Regulated Sign - app no.28-2026 requested by Rami Shaheen of Sign Dezign USA for Stop & GO at 8249 Sylvania Metamora Rd.

Mr. Jamal Shaheen was present. The sign is a replacement monument face replacement. Mr. Burns stated that the sign meets the zoning codes.

Mr. Frye will abstain from the vote.
Ms. Fischer moved; Mr. Liber seconded, to approve; the vote being: Fischer, Schaff and Liber (3) aye; (0) nay;(1) abstain

Item 3 –Regulated app no. 29-2026 requested by Scott Burns of Scotty BLeds for Inside the Five at 5703 Main Street.

Scotty Burns present, he explained the two signs for review are a wall sign that will be replaced with a new logo and the other is a replacement hanging sign. Mr. Burns stated that the sign meets the zoning codes.

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

Item 4 – Regulated app no. 30-2026 requested by Rob Hall of Rob Hall Toledo Sign Co. For Davita Kindey Care at 5714 Monroe Street.

Mr. Robert Hall present, he explained the two sign for review are a wall sign and a pylon sign in an existing tenate pole sign. Mr. Burns stated the signs meet sign code.

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

Item 5 -app. no. 31-2026 requested by Lauren Borer of Fastsigns for Kisling, Nestico and Reddick at 6450 Monroe Street.

Lauren Borer present, she explained one wall sign for review. Mr. Burns stated the exterior of the building was already completed and that the proposed wall sign meets sign codes.

Mr. Frye moved; Mr. Liber seconded, to approve; the vote being: Frye, Fischer, Schaff and Liber (4) aye; (0) nay.

Item 6 – app. no. 32-2026 requested by Ivan Iliev, For 5135 Main Street.

Mr. Ilev present, he explained how he wanted to change the shingles, columns, and façade of the plaza. He would like to have a farmhouse look with black, white, and gray scheme to match new construction in the area.

The committee voted to table the application pending the submission of clearer renderings for further review and consideration.

Mr. Frye moved; Ms. Fischer seconded, to table the vote pending additional information; the vote being: Frye, Fischer, Schaff and Liber (4) aye; (0) nay.

Item 7 – app. no. 33-2026 requested by Rami Shaheen of Sign Dezign USA for Stop & GO#42 at 5566 West Alexis Rd.

Mr. Jamal Shaheen present, he explained that the sign for review is a replacement monument face sign that will be changed.

Mr. Frye will abstain from voting
Mr. Lieber moved; Ms. Fischer seconded, to approve; the vote being: Fischer, Schaff and Liber (3) aye; (0) nay; (1) abstain.

No additions

Mr. Frye moved and Ms. Fischer second to adjourn the meeting. All present voted aye

Meeting adjourned.

Submitted by,
Cristen Music Secretary
Municipal Planning Commission

B

City of trees
SYLVANIA

DEPARTMENT OF PUBLIC SERVICE
TIMOTHY S. BURNS, ZONING ADMINISTRATOR

November 12, 2026

To: Mayor and Members of City Council

Re: Planning Commission Meeting

Dear Mayor and Members of Council:

Following is an excerpt from the minutes of the regular meeting of the Municipal Planning Commission of November 12, 2026.

Mr. Schaff called the meeting to order

Secretary, Cristen Music took the roll call. Members present: Mayor Mark Frye, Kate Fischer, Jeff Schaff and Zachary Liber (4) Tim Burns Zoning Administrator

Ms. Fischer moved; Mr. Liber seconded to approve the Minutes of the October 14, 2026, Meeting as submitted: Vote being: Frye, Fischer, Liber and Schaff (4) aye; (0) nay. Motion passed by a 4 to 0 vote.

No Application on the agenda

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

Meeting Adjourned

Submitted by,

Cristen Music Secretary
Municipal Planning Commission

6730 MONROE STREET | SYLVANIA, OH 43560 | 419.885.8948 | TBURNS@CITYOFSYLVANIA.COM
CITYOFSYLVANIA.COM