

Sylvania City Council

September 16, 2024

7:30 p.m. Council Meeting

Agenda

1. Roll call: Mr. Frye, Mr. Hansen, Mr. Haynam, Mr. McCann, Mr. Richardson, Ms. Stough, Mrs. Westphal.
2. Pledge of Allegiance to the United States of America led by Mr. Hansen.
3. Additions to the agenda.
4. Approval of the Council meeting minutes from September 3, 2024.
5. Sylvania Township Fire Levy Presentation.
6. Introduction of new Deputy Service Director, Eric Barnes.
7. Traffic Signal Improvement Project – Harroun Road & Ravine Drive Intersection.
 - a. Service Director's letter recommending contract award.
 - b. Proposed Ordinance No. 103-2024, Accepting the bid of Helms & Sons Excavating, Inc. and awarding the contract for this project.
8. Monroe/Harroun and Monroe/Kroger Intersection Improvement Project.
 - a. Service Director's letter on Change Order No. 1 (Final) approval recommendation.
 - b. Proposed Ordinance No. 104-2024, 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 this project.
9. Proposed Ordinance No. 105-2024, Approving the Banner Application of the Sylvania Area Chamber of Commerce. (Fall Festival)
10. Ohio Public Works Commission (OPWC) Grant Applications.
 - a. Service Director's letter requesting authorization to pursue OPWC grant funds for the LUC-VAR-Sylvania PHB's (PID 122182) and Monroe Street/Main Street/Summit Street Traffic Signal Improvements Project.
 - b. Proposed Resolution No. 13-2024, Authorizing the Mayor and Director of Finance to file an OPWC Grant Application for the LUC-VAR-Sylvania PHB's (PID 122182) and Monroe Street/Main Street/Summit Street Traffic Signal Improvements Project.
 - c. Service Director's letter requesting authorization to pursue OPWC grant funds for the US-23/Monroe Street Interchange Project.
 - d. Proposed Resolution No. 14-2024, Authorizing the Mayor and Director of Finance to file a grant application with OPWC for the US-23/Monroe Street Interchange Project.
11. Service Director's letter on Knee Wall Standards requesting referral to Council Committee for review.

12. Proposed Resolution No. 11-2024, A Resolution of the Council of the City of Sylvania adopting the Lucas County Multi-Jurisdictional Hazard Mitigation Plan.
13. Proposed Resolution No. 12-2024, A Resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor. (Decreased \$193,000 from last year)
14. Plan Commission's recommendation on ZA #1-2024 from Mercurio Developers Inc. for zoning change to convert property to condominium development at 5142 W. Alexis Rd, Sylvania, Ohio 43560. (Public Hearing date is set for October 7, 2024 at 7:00 p.m.)
15. Plan Commission's recommendation on Proposed Ordinance No. 99-2024, Amending Part Eleven – Planning and Zoning Code of the Sylvania Codified Ordinances, 1979, as amended by amending Section 1101.01 – Definitions and by amending Section 1153.02 – Special Uses. (Set Public Hearing for November 4, 2024)
16. Set 2025 Schedule – City Council Meetings and Trick-Or-Treat.
 - a. Set regular Council meeting dates.
 - b. Set Trick-Or-Treat date and time. (October 31, 2025 is a Friday)
17. Approval of one City vehicle to be offered for auction on GovDeals.com.
18. Confirmation of the Mayor's re-appointment of Jeff Schaaf to the Municipal Planning Commission of Sylvania, Ohio.
19. Committee reports.
20. Committee referrals.

INFORMATION

- A. Board of Architectural Review meeting minutes from September 11, 2024.
- B. Municipal Planning Commission meeting minutes from September 11, 2024.

Minutes of the Meeting of Council
September 3, 2024

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The Council of the City of Sylvania, Ohio met in regular session on September 3, 2024 at 7:30 p.m. with Mayor Stough in the chair. Roll was called with the following members present: Mark Frye, Marcus Hansen, Doug Haynam, Brian McCann, Patrick Richardson, Mary Westphal(excused), Lyndsey Stough; (6) present; (1) absent.

Roll call:
6 present,
1 absent.

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.

Additions to the agenda:

Item #11a. – Mr. Frye to schedule a Finance Committee meeting.

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

Agenda approval.

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

Mr. Frye presented the August 19, 2024 regular meeting minutes. Mr. Frye 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 August 19, 2024 be approved; roll call vote being: Hansen, Frye, Haynam, McCann, Richardson, Stough; (6) yeas; (0) nays. The motion carried.

Approval of the
August 19, 2024
Meeting minutes.

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

Service Director's letter on recommending proposal approval was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 100-2024, a written copy of same having been previously furnished to each member of Council "Accepting the proposal of DGL Consulting Engineers, LLC to provide professional engineering services for the Brint Road & Main Street and Harroun Road & Holland-Sylvania Road Intersection Improvement Project; appropriating funds therefore in the amount of \$41,000; and declaring an emergency."; Mr. Richardson moved, Mr. Haynam seconded for passage of Ordinance No. 100-2024 as an emergency measure; roll call vote being: Hansen, Frye, Haynam, Stough, McCann, Richardson; (6) yeas; (0) nays. The motion carried.

Ordinance No.
100-2204, "...
DGL...Brint &
Main and
Harroun &
Holland-Sylvania
Intersection..."

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

Mr. Frye presented and read aloud by title only, proposed Ordinance No. 101-2024, 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 for the Regional Addiction Diversion Program at the Correctional Treatment Facility, on behalf of the City of Sylvania, Ohio, with the Board of Lucas County Commissioners; and declaring an emergency."; Mr. Frye moved, Mr. McCann seconded for passage of Ordinance No. 101-2024 as an emergency measure; roll call vote being: McCann, Hansen, Frye, Haynam, Stough, Richardson; (6) yeas; (0) nays. The motion carried.

Ordinance No.
101-2024, "...
Regional
Addiction
Diversion
Program..."

Minutes of the Meeting of Council
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Mayor Stough stated that Council will now consider agenda item 7.

Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 102-2024, 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 Louisville Title Agency for N.W. Ohio, Inc. Trustee of whom 2511 Oregon, LLC is the beneficial owner for façade/sign improvements at Southbriar Shopping Center, 4981 S. Main Street, Sylvania, Ohio; and declaring an emergency.”; Mr. Haynam moved, Ms. Stough seconded for passage of Ordinance No. 102-2024 as an emergency measure; roll call vote being: Hansen, Haynam, Stough, McCann, Frye, Richardson; (6) yeas; (0) nays. The motion carried.

Ordinance No. 102-2024, “... Agreement with Louisville Title ...Southbriar façade/sign improvements...”

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

Service Director’s letter requesting authorization to begin Letters of Interest (LOI) solicitation was placed on file. Mr. Richardson moved, Mr. Haynam seconded to approve authorization to begin LOI solicitation for Design Engineering Services for the Brint & Harroun Roundabout Project; roll call vote being: Stough, Frye, Haynam, McCann, Richardson, Hansen; (6) yeas; (0) nays. The motion carried.

Authorization to solicit LOI for Brint & Harroun Roundabout Project.

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

Mr. Frye moved, Mr. Hansen seconded to confirm the re-appointment of Mary Morrison to the Toledo Area Regional Transit Authority Board as the City’s representative. Roll call vote being: Richardson, Frye, Stough, Haynam, Hansen, McCann; (6) yeas; (0) nays. The motion carried.

Re-appoint Mary Morrison to TARTA Board.

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

Mr. Frye moved, Ms. Stough seconded to schedule a Finance Committee meeting to review the budget process for Monday, October 14, 2024 at 6:00 p.m. in the second floor Finance Conference room in City Hall at 6730 Monroe Street, Sylvania, Ohio; roll call vote being: Hansen, Stough, Frye, Haynam, McCann, Richardson; (6) yeas; (0) nays. The motion carried.

Set Finance Committee Meeting for 10/14/24 at 6pm in 2nd Floor Conf. Room.

Minutes of the Meeting of Council
September 3, 2024

Mayor Stough stated all agenda items have been addressed.

Mr. Frye moved, Mr. Hansen seconded to adjourn at 8:00 p.m. Roll call vote being:
Frye, Richardson, Hansen, Stough, Haynam, McCann; (6) yeas; (0) nays.

Adjournment.

Clerk of Council

Mayor



7a.

DEPARTMENT OF PUBLIC SERVICE
KEVIN G. ALLER, PE DIRECTOR

September 16, 2024

To: The Mayor and Members of Sylvania City Council

Re: **LUC-TR 77-0.54 (PID 116375) – BID AWARD**

Dear Mr. Mayor and Council Members:

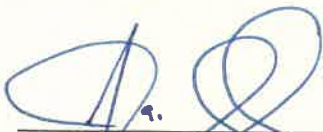
We received four (4) bids on August 28, 2024 for the above referenced traffic signal improvement project at the intersection of Harroun Road, Ravine Drive, and the proposed new Flower Hospital main entrance. The lowest bid was submitted by Helms and Sons Excavating, Inc. from Findlay, Ohio. Their bid of \$1,401,475.50 was approximately 5.2% under the Engineer's Estimate of \$1,479,119.

Helms and Sons has performed numerous projects for the City since 2018 including Main Street Reconstruction (2018), Monroe & Harroun (2023), and Altara Drive (2023). They are an ODOT pre-qualified contractor well versed in municipal improvement projects similar in scope to the work required on this project and we would recommend this project award.

This project is being funded with \$468,734 in Ohio Public Works Commission (OPWC) dollars of which \$222,649 is via grant and \$246,085 is via a loan to be paid over a 10-year period. In addition, the City was able to secure \$673,250 in Congestion Mitigation & Air Quality (CMAQ) Federal grant funds through TMACOG. ProMedica will also be contributing \$100,000 towards the construction cost. The remaining balance will be locally funded. The Contractor would be authorized to begin construction in November 2024 and is to be completed by September 2025.

Therefore, it is our recommendation that the contract be awarded to Helms and Sons Excavating, Inc. in the amount of \$1,401,475.50 using account 401-7610-53609.

Sincerely,



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

7b.

ORDINANCE NO. 103-2024

ACCEPTING THE BID OF HELMS AND SONS EXCAVATING, INC. AND AWARDING THE CONTRACT FOR THE HARROUN ROAD AND RAVINE DRIVE INTERSECTION IMPROVEMENT PROJECT TO SAME; AUTHORIZING THE EXPENDITURE FOR THE IMPROVEMENTS IN THE AMOUNT OF \$1,041,475.50; APPROPRIATING FUNDS THEREFORE; AND DECLARING AN EMERGENCY.

WHEREAS, plans for the Harroun Road and Ravine Drive Intersection Improvement Project have been completed and are now on file with the Clerk of this Council; and,

WHEREAS, the Clerk of Council was authorized to advertise for bids at the June 17, 2024 meeting of Sylvania City Council and thereafter the Clerk advertised for bids, and the bids were opened on August 28, 2024, and thereafter, the Director of Public Service, by report dated September 16, 2024, stated that the engineer’s estimate for the Harroun Road and Ravine Drive Intersection Improvement Project was \$1,479,119 and the following bids were received:

<u>BIDDERS</u>	<u>BID PRICE</u>
Helms & Sons Excavating, Inc.	\$1,401,475.50
Geddis Paving & Excavating	1,440,427.00
Vernon Nagel	1,483,350.80
Salenbien Trucking	1,632,851.38

WHEREAS, the four (4) bids offered by the above bidders meet all of the City’s specifications and the Director of Public Service, by report dated September 16, 2024, has recommended acceptance of the lowest and best bid of Helms and Sons Excavating, Inc. and that the contract for the Harroun Road and Ravine Drive Intersection Improvement Project be awarded to same.

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

County, Ohio, _____ members elected thereto concurring:

SECTION 1. That the bid of Helms and Sons Excavating, Inc., Findlay, Ohio for said Harroun Road and Ravine Drive Intersection Improvement Project, in the amount of One Million Four Hundred One Thousand Four Hundred Seventy-Five and 50/100 Dollars (\$1,401,475.50), is hereby determined to be the lowest and best bid received and the same is hereby accepted.

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

SECTION 3. That to provide funds for said improvements hereby authorized, there is hereby appropriated from the **CAPITAL IMPROVEMENT FUND** from funds therein not heretofore appropriated to **Account No. 401-7610-53609 – Gateway Project**, the total sum of One Million Four Hundred One Thousand Four Hundred Seventy-Five and 50/100 Dollars (\$1,401,475.50).

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 bid of Helms and Sons Excavating, Inc. should be accepted immediately so as to provide for the commencement of the Harroun Road and Ravine Drive Intersection Improvement Project at the earliest possible time. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2024, as an emergency measure.

ATTEST:

President of Council
APPROVED AS TO FORM:

Clerk of Council
APPROVED:

Director of Law

Mayor

Date

8a.



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

September 16, 2024

To: The Mayor and Members of Sylvania City Council

Re: **LUC-CR 4-9.77 (PID 109598) – CHANGE ORDER NO. 1 (FINAL)**

Dear Mr. Mayor and Council Members:

Helms and Sons Excavating has completed all remaining punch list items on the improvements to the Monroe/Harroun and Monroe/Kroger intersections as a part of LUC-CR 4-9.77 (PID 109598) project.

Now that all work items have been completed the Service Department is requesting a final project change order that will capture quantity underruns and overruns. Enclosed with this change order is a list of the changes including a description of why the changes were necessitated for each item.

A final project change order in the amount of \$56,605.67 is necessary to decrease the contract amount from \$2,150,701.10 to \$2,094,095.43.

We would recommend approval of Change Order No. 1 (Final). Please call if you have any questions.

Sincerely,

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

86.

ORDINANCE NO. 104-2024

AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO APPROVE CHANGE ORDER NO. 1 (FINAL) TO THIS CITY'S AGREEMENT WITH HELMS AND SONS EXCAVATING, INC. FOR THE MONROE AND HARROUN IMPROVEMENT PROJECT; DECREASING THE CONTRACT AMOUNT BY \$56,605.67; AND DECLARING AN EMERGENCY.

WHEREAS, Ordinance No. 111-2022, passed December 19, 2022, accepted the bid of Helms and Sons Excavating, Inc. and awarded the contract for the Monroe and Harroun Improvement Project to same, which bid was in the amount of \$2,150,701.10; and,

WHEREAS, the project is now complete and a change order is necessary to adjust the final contract price based on the installed quantities; and,

WHEREAS, the Director of Public Service, by report dated September 16, 2024, has recommended acceptance of Change Order No. 1 (Final) of Helms and Sons Excavating, Inc. for said Monroe and Harroun Improvement Project to reflect a reduction in the installed quantities in the amount of \$56,605.67, for a final contract amount of \$2,094,095.43; and,

WHEREAS, the final installed quantities resulted in a net decrease to the contract in the amount of Fifty-Six Thousand Six Hundred Five and 67/100 Dollars (\$56,605.67), for a total contract amount of \$2,094,095.43.

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

SECTION 1. That said change order decreasing the contract amount by the sum of Fifty-Six Thousand Six Hundred Five and 67/100 Dollars (\$56,605.67) be, and the same hereby is, approved, and the Mayor and the Director of Finance be, and they hereby are, authorized to sign said change order on behalf of this City, thereby indicating such approval and changing the total contract amount.

SECTION 2. 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 3. 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 adjustments in the contract for said actual work should be approved immediately. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

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.

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2024, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

Description of Change:	Special – Complete Irrigation System	\$7,959.75
	Agreed Lump Sum	\$9,893.00
	Pavement Removed	-\$1,270.80
	Walk Removed	\$3,365.25
	Curb Removed	-\$67.50
	Pipe Removed, 24" and Under	\$450.00
	Pipe Removed, Over 24"	-\$50.00
	Removal, Mis.: Decorative Wall	-\$540.00
	Granular Material, Type B	-\$5,921.60
	Subgrade Compaction	-\$471.60
	Excavation of Subgrade	-\$2,960.80
	Proof Rolling	-\$225.00
	4" Concrete Walk	\$2,380.85
	8" Concrete Walk	-\$2,087.50
	Curb Ramp	\$982.50
	Monument Assembly Adjusted to Grade	-\$1,500.00
	Seeding and Mulching	\$2,829.26
	Water	-\$130.00
	Erosion Control	-\$2,063.43
	Storm Water Pollution Prevention Plan Inspection Software	-\$3,000.00
	Work Involving Petroleum Contaminated Soil	-\$28,000.00
	Work Involving Non-Regulated Water	-\$1,500.00
	Work Involving Regulated Water	-\$1,500.00
	6" Base Pipe Underdrains	\$36.00
	4" Conduit, Type E	-\$500.00
	6" Conduit, Type F for Underdrain Outlets	-\$300.00
	8" Conduit, Type B, 707.45	\$2,375.00
	12" Conduit, Type B, 707.45	-\$2,312.50
	21" Conduit, Type B, 707.48	\$420.00
	Manhole Adjusted to Grade	-\$6,000.00
	Valve Box Adjusted to Grade	-\$1,500.00
	Asphalt Concrete Base, PG64-22	-\$2,572.00
	Aggregate Base	\$1,320.15
	Non-Tracking Tack Coat	-\$594.00
	Asphalt Concrete Surface Course, Type 1, (448), PG64-22	-\$5,694.75
	Asphalt Concrete Intermediate Course, Type 2, (448), PG64-22	\$13,370.40
	Asphalt Concrete Intermediate Course, 9.5MM, Type A, (448)	-\$18,800.00
	Asphalt Concrete Intermediate Course, 19MM, Type A, (448)	-\$9,200.00
	Combination Curb and Gutter, Type 2	-\$600.00
	Combination Curb and Gutter, Type 3	\$750.00
	Curb, Type 6	\$1,680.00
	Ground Mounted Support, No. 3 Post, As Per Plan	\$238.00
	Removal of Pavement Marking	-\$465.00
	Conduit, 1-1/2", 725.04	-\$1,872.00
	Conduit, 2", 725.04	-\$4,140.00
	Conduit, 3", 725.05	\$72.00
	Conduit, 4", 725.05	\$4,144.00
	Trench	\$576.00
	Underground Warning/Marking Tape	\$8.00
	Signal Cable, 5 Conductor, No. 14 AWG	\$675.00
	Signal Cable, 7 Conductor, No. 14 AWG	\$476.00
	Spread Spectrum Radio, APP	-\$7,000.00
	Traffic Compacted Surface, Type A or B	-\$1,500.00
	Law Enforcement Officer with Patrol Car for Assistance	-\$1,000.00
	Asphalt Concrete for Maintaining Traffic	-\$4,150.00
	Portable Changeable Message Sign, APP	\$3,000.00
	Work Zone Lane Line, Class I, 4"	-\$188.00
	Work Zone Center Line, Class I	-\$114.00
	Work Zone Edge Line, Class I, 4"	-\$930.00
	Work Zone Channelizing Line, Class I, 8"	\$561.50
	Work Zone Dotted Line, Class I	-\$98.25

Description of Change:	Water	-\$90.00
	Field Office, Type B	-\$1,500.00
	Work Zone Transverse/Diagonal Line, Class I	-\$39.60

TOTAL		-\$56,605.67
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(See Attached)

RECOMMENDED
FOR APPROVAL BY:


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

9/12/2024
Date

Original Contract Amt	\$	2,150,701	10
Previous Changes (+ or -)	\$		
This Change (+ or -)	-\$	56,605	67
Adjusted Contract Amt	\$	2,094,095	43

REVIEWED BY: Darren J. Schimmoeller, PE

DATE: _____

Darren Schimmoeller
Engineers Signature

SUBMITTED BY: Helms & Sons Excavating
Name of Contractor

DATE: 9/6/2024

Contractor's Signature

City of Sylvania, Ohio

The above proposal is hereby approved.

The above proposal is hereby approved.

Craig A. Stough, Mayor

Date

Toby Schroyer, Finance Director

Date



American Structurepoint - OH

Change Order Details

LUC-CR 4-9.77 PID 109598 Monroe Street

Description	Intersection improvement for Monroe Street at Harroun Road and Kroger Drive in Sylvania, Oh. Project will involve realigned intersection, signal upgrades, and installing right outs at access drives on Monroe Street and eliminating a left turn lane into Toledo Memorial Park.
Prime Contractor	HELMS AND SONS EXCAVATING 1753 LIMA AVE FINDLAY, OH 45840
Change Order	1
Status	Pending
Date Created	02/01/2024
Type	Various - see explanations
Summary	Various - see descriptions
Change Order Description	Balancing project overruns, underruns, irrigation repairs for the Toledo Memorial Park, and painting of the overhead signs. Force account records were submitted by the contractor, reviewed, and found to be acceptable. This is the FINAL project change order.
Awarded Project Amount	\$2,150,701.10
Authorized Project Amount	\$2,150,701.10
Change Order Amount	-\$56,605.67
Revised Project Amount	\$2,094,095.43

Increases/Decreases

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
Section: 1 - Roadway									
0002	202E23000	SY	\$20.000	1,478.000	\$29,560.00	-63.540	-\$1,270.80	1,414.460	\$28,289.20
PAVEMENT REMOVED									
Reason: Normal difference between plan and actual quantities.									
0003	202E30000	SF	\$2.500	6,468.000	\$16,170.00	1,346.100	\$3,365.25	7,814.100	\$19,535.25
WALK REMOVED									
Reason: Normal difference between plan and actual quantities. Additional quantity of the existing sidewalk needed to be removed.									
0005	202E32000	FT	\$5.000	1,517.000	\$7,585.00	-13.500	-\$67.50	1,503.500	\$7,517.50
CURB REMOVED									
Reason: Normal difference between plan and actual quantities.									
0007	202E35100	FT	\$25.000	471.000	\$11,775.00	18.000	\$450.00	489.000	\$12,225.00
PIPE REMOVED, 24" AND UNDER									
Reason: Additional existing pipe was found to be removed.									
0008	202E35200	FT	\$50.000	11.000	\$550.00	-1.000	-\$50.00	10.000	\$500.00
PIPE REMOVED, OVER 24"									

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount

Reason: Normal difference between plan and actual quantities

0011	202E98200	FT	\$30.000	607.000	\$18,210.00	-18.000	-\$540.00	589.000	\$17,670.00
REMOVAL MISC.: DECORATIVE WALL									

Reason: Normal difference between plan and actual quantities

0014	203E35110	CY	\$40.000	362.000	\$14,480.00	-148.040	-\$5,921.60	213.960	\$8,558.40
GRANULAR MATERIAL, TYPE B									

Reason: The existing subgrade in certain locations appeared to be in good condition and did not require the planned quantity of granular material. The subgrade is providing sufficient support and stability for the roadway.

0015	204E10000	SY	\$2.500	2,330.000	\$5,825.00	-188.640	-\$471.60	2,141.360	\$5,353.40
SUBGRADE COMPACTION									

Reason: The existing subgrade in certain locations appeared to be in good condition and did not require the planned quantity of granular material. The subgrade is providing sufficient support and stability for the roadway.

0016	204E13000	CY	\$20.000	362.000	\$7,240.00	-148.040	-\$2,960.80	213.960	\$4,279.20
EXCAVATION OF SUBGRADE									

Reason: The existing subgrade in certain locations appeared to be in good condition and did not require the planned quantity of granular material. The subgrade is providing sufficient support and stability for the roadway.

0017	204E45000	HR	\$100.000	3.000	\$300.00	-2.250	-\$225.00	0.750	\$75.00
PROOF ROLLING									

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount

Reason: Normal difference between plan and actual quantities.

0018	608E10000	SF	\$8.500	7,287.000	\$61,939.50	280.100	\$2,380.85	7,567.100	\$64,320.35
4" CONCRETE WALK									

Reason: Normal difference between plan and actual quantities. Additional quantity was needed to furnish the proposed sidewalk.

0019	608E15000	SF	\$12.500	307.000	\$3,837.50	-167.000	-\$2,087.50	140.000	\$1,750.00
8" CONCRETE WALK									

Reason: Normal difference between plan and actual quantities.

0020	608E52000	SF	\$15.000	909.000	\$13,635.00	65.500	\$982.50	974.500	\$14,617.50
CURB RAMP									

Reason: Normal difference between plan and actual quantities. Additional quantity was needed to furnish the proposed curb ramps.

0051	623E39500	EACH	\$750.000	2.000	\$1,500.00	-2.000	-\$1,500.00	0.000	\$0.00
MONUMENT ASSEMBLY ADJUSTED TO GRADE									

Reason: Normal difference between plan and actual quantities.

Section: 2 - Erosion Control

0023	659E10000	SY	\$1.500	3,101.000	\$4,651.50	1,886.170	\$2,829.26	4,987.170	\$7,480.76
SEEDING AND MULCHING									

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount

Reason: Additional quantity was needed to cover the entire disturbed areas during construction.

0027	659E35000	MGAL	\$5.000	26.000	\$130.00	-26.000	-\$130.00	0.000	\$0.00
WATER									

Reason: Normal difference between plan and actual quantities

0028	832E30000	EACH	\$1.000	3,000.000	\$3,000.00	-2,063.430	-\$2,063.43	936.570	\$936.57
EROSION CONTROL									

Reason: Normal difference between plan and actual quantities

0031	832E15010	LS	\$3,000.000	1.000	\$3,000.00	-1.000	-\$3,000.00	0.000	\$0.00
STORM WATER POLLUTION PREVENTION PLAN INSPECTION SOFTWARE									

Reason: The inspections can be performed without the contractor purchasing new software. This line item is non-performed in its entirety.

0032	690E65016	TON	\$70.000	400.000	\$28,000.00	-400.000	-\$28,000.00	0.000	\$0.00
WORK INVOLVING PETROLEUM CONTAMINATED SOIL									

Reason: Petroleum contaminated soil was not encountered. This line item is non-performed in its entirety.

0033	690E65022	GAL	\$2.500	600.000	\$1,500.00	-600.000	-\$1,500.00	0.000	\$0.00
WORK INVOLVING NON-REGULATED WATER									

Reason: This line item is non-performed in its entirety.

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
0034	690E65022	GAL	\$2,500	600.000	\$1,500.00	-600.000	-\$1,500.00	0.000	\$0.00

WORK INVOLVING REGULATED WATER

Reason: This line item is non-performed in its entirety.

Section: 3 - DRAINAGE

0036	605E14000	FT	\$12,000	1,300.000	\$15,600.00	3.000	\$36.00	1,303.000	\$15,636.00
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6" BASE PIPE UNDERDRAINS

Reason: Normal difference between plan and actual quantities.

0037	611E00400	FT	\$10,000	50.000	\$500.00	-50.000	-\$500.00	0.000	\$0.00
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4" CONDUIT, TYPE E

Reason: This line item is non-performed in its entirety.

0038	611E00510	FT	\$25,000	105.000	\$2,625.00	-12.000	-\$300.00	93.000	\$2,325.00
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6" CONDUIT, TYPE F FOR UNDERDRAIN OUTLETS

Reason: Normal difference between plan and actual quantities

0039	611E01800	FT	\$125,000	5.000	\$625.00	19.000	\$2,375.00	24.000	\$3,000.00
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8" CONDUIT, TYPE B, 707.45

Reason: Normal difference between plan and actual quantities.

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
0040	611E04400	FT	\$125.000	625.000	\$78,125.00	-18.500	-\$2,312.50	606.500	\$75,812.50

12" CONDUIT, TYPE B, 707.45

Reason: Normal difference between plan and actual quantities

0043	611E08900	FT	\$210.000	37.000	\$7,770.00	2.000	\$420.00	39.000	\$8,190.00
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21" CONDUIT, TYPE B, 707.48

Reason: Normal difference between plan and actual quantities.

0049	611E99654	EACH	\$1,500.000	14.000	\$21,000.00	-4.000	-\$6,000.00	10.000	\$15,000.00
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MANHOLE ADJUSTED TO GRADE

Reason: Normal difference between plan and actual quantities.

Section: 4 - WATER WORK

0052	638E10800	EACH	\$750.000	2.000	\$1,500.00	-2.000	-\$1,500.00	0.000	\$0.00
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VALVE BOX ADJUSTED TO GRADE

Reason: Normal difference between plan and actual quantities

Section: 5 - PAVEMENT

0054	301E56000	CY	\$200.000	315.000	\$63,000.00	-12.860	-\$2,572.00	302.140	\$60,428.00
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ASPHALT CONCRETE BASE, PG64-22

Reason: Normal difference between plan and actual quantities

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
0055	304E20000	CY	\$65.000	1,331.000	\$86,515.00	20.310	\$1,320.15	1,351.310	\$87,835.15
AGGREGATE BASE									
Reason: Normal difference between plan and actual quantities.									
0056	407E20000	GAL	\$2.000	1,129.000	\$2,258.00	-297.000	-\$594.00	832.000	\$1,664.00
NON-TRACKING TACK COAT									
Reason: Normal difference between plan and actual quantities									
0057	441E50000	CY	\$225.000	673.000	\$151,425.00	-25.310	-\$5,694.75	647.690	\$145,730.25
ASPHALT CONCRETE SURFACE COURSE, TYPE 1, (448), PG64-22									
Reason: Normal difference between plan and actual quantities									
0058	441E50301	CY	\$240.000	148.000	\$35,520.00	55.710	\$13,370.40	203.710	\$48,890.40
ASPHALT CONCRETE INTERMEDIATE COURSE, TYPE 2, (448), PG64-22									
Reason: Additional quantity was needed to match the proposed profile of the roadway, ensuring sufficient drainage.									
0060	442E20100	CY	\$400.000	47.000	\$18,800.00	-47.000	-\$18,800.00	0.000	\$0.00
ASPHALT CONCRETE INTERMEDIATE COURSE, 9.5MM, TYPE A, (448)									
Reason: Normal difference between plan and actual quantities.									
0061	442E20200	CY	\$400.000	23.000	\$9,200.00	-23.000	-\$9,200.00	0.000	\$0.00
ASPHALT CONCRETE INTERMEDIATE COURSE, 19MM, TYPE A, (448)									

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount

Reason: Normal difference between plan and actual quantities.

0062	609E12000	FT	\$30.000	209.000	\$6,270.00	-20.000	-\$600.00	189.000	\$5,670.00
COMBINATION CURB AND GUTTER, TYPE 2									

Reason: Normal difference between plan and actual quantities.

0063	609E18000	FT	\$30.000	123.000	\$3,690.00	25.000	\$750.00	148.000	\$4,440.00
COMBINATION CURB AND GUTTER, TYPE 3									

Reason: Normal difference between plan and actual quantities.

0064	609E26000	FT	\$20.000	1,361.000	\$27,220.00	84.000	\$1,680.00	1,445.000	\$28,900.00
CURB, TYPE 6									

Reason: Normal difference between plan and actual quantities.

Section: 6 - TRAFFIC CONTROL

0066	630E03101	FT	\$17.000	99.000	\$1,683.00	14.000	\$238.00	113.000	\$1,921.00
GROUND MOUNTED SUPPORT, NO.3 POST, AS PER PLAN									

Reason: Normal difference between plan and actual quantities.

0090	642E30020	EACH	\$155.000	3.000	\$465.00	-3.000	-\$465.00	0.000	\$0.00
REMOVAL OF PAVEMENT MARKING									

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount

Reason: Normal difference between plan and actual quantities.

Section: 7 - TRAFFIC SIGNALS

0094	625E25300	FT	\$13.000	144.000	\$1,872.00	-144.000	-\$1,872.00	0.000	\$0.00
CONDUIT, 1-1.2", 725.04									

Reason: Normal difference between plan and actual quantities.

0095	625E25400	FT	\$15.000	214.000	\$3,210.00	276.000	\$4,140.00	490.000	\$7,350.00
CONDUIT, 2", 725.04									

Reason: Normal difference between plan and actual quantities.

0097	625E25502	FT	\$12.000	39.000	\$468.00	6.000	\$72.00	45.000	\$540.00
CONDUIT, 3", 725.05									

Reason: Normal difference between plan and actual quantities.

0098	625E25602	FT	\$14.000	286.000	\$4,004.00	296.000	\$4,144.00	582.000	\$8,148.00
CONDUIT, 4", 725.05									

Reason: Normal difference between plan and actual quantities.

0103	625E29000	FT	\$8.000	590.000	\$4,720.00	72.000	\$576.00	662.000	\$5,296.00
TRENCH									

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount

Reason: Normal difference between plan and actual quantities.

0109	625E36010	FT	\$2.000	590.000	\$1,180.00	4.000	\$8.00	594.000	\$1,188.00
UNDERGROUND WARNING/MARKING TAPE									

Reason: Normal difference between plan and actual quantities.

0117	632E40500	FT	\$3.000	7,617.000	\$22,851.00	225.000	\$675.00	7,842.000	\$23,526.00
SIGNAL CABLE, 5 CONDUCTOR, NO.14 AWG									

Reason: Construction plans did not include the wiring going through the mast arms.

0118	632E40700	FT	\$4.000	1,356.000	\$5,424.00	119.000	\$476.00	1,475.000	\$5,900.00
SIGNAL CABLE, 7 CONDUCTOR, NO.14 AWG									

Reason: Construction plans did not include the wiring going through the mast arms.

0136	815E30001	EACH	\$3,500.000	2.000	\$7,000.00	-2.000	-\$7,000.00	0.000	\$0.00
SPREAD SPECTRUM RADIO, APP									

Reason: The city has a separate contract to coordinate signals along this corridor, therefore this line item is non-performed in its entirety.

Section: 8 - MAINTENANCE OF TRAFFIC

0137	410E12000	CY	\$30.000	50.000	\$1,500.00	-50.000	-\$1,500.00	0.000	\$0.00
TRAFFIC COMPACTED SURFACE, TYPE A OR B									

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount

Reason: Normal difference between plan and actual quantities

0138	614E11110	HR	\$100.000	64.000	\$6,400.00	-10.000	-\$1,000.00	54.000	\$5,400.00
LAW ENFORCEMENT OFFICER WITH PATROL CAR FOR ASSISTANCE									

Reason: Normal difference between plan and actual quantities

0140	614E13000	CY	\$100.000	50.000	\$5,000.00	-41.500	-\$4,150.00	8.500	\$850.00
ASPHALT CONCRETE FOR MAINTAINING TRAFFIC									

Reason: Normal difference between plan and actual quantities

0141	614E18601	SNMT	\$1,000.000	9.000	\$9,000.00	3.000	\$3,000.00	12.000	\$12,000.00
PORTABLE CHANGEABLE MESSAGE SIGN, APP									

Reason: Normal difference between plan and actual quantities.

0142	614E20000	MILE	\$1,000.000	0.760	\$760.00	-0.188	-\$188.00	0.572	\$572.00
WORK ZONE LANE LINE, CLASS 1, 4"									

Reason: Normal difference between plan and actual quantities.

0143	614E21000	MILE	\$2,000.000	0.940	\$1,880.00	-0.057	-\$114.00	0.883	\$1,766.00
WORK ZONE CENTER LINE, CLASS 1									

Reason: Normal difference between plan and actual quantities.

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
0144	614E22000	MILE	\$1,500.000	1.240	\$1,860.00	-0.620	-\$930.00	0.620	\$930.00
WORK ZONE EDGE LINE, CLASS 1, 4"									
Reason: Normal difference between plan and actual quantities.									
0145	614E23000	FT	\$1.000	1,274.000	\$1,274.00	561.500	\$561.50	1,835.500	\$1,835.50
WORK ZONE CHANNELIZING LINE, CLASS 1, 8"									
Reason: Normal difference between plan and actual quantities.									
0146	614E24000	FT	\$0.500	1,556.000	\$778.00	-196.500	-\$98.25	1,359.500	\$679.75
WORK ZONE DOTTED LINE, CLASS 1									
Reason: Normal difference between plan and actual quantities									
0147	614E25000	FT	\$3.000	80.000	\$240.00	-13.200	-\$39.60	66.800	\$200.40
WORK ZONE TRANSVERSE/DIAGONAL LINE, CLASS 1									
Reason: Normal difference between plan and actual quantities									
0149	616E10000	MGAL	\$5.000	18.000	\$90.00	-18.000	-\$90.00	0.000	\$0.00
WATER									
Reason: Normal difference between plan and actual quantities									

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
Section: 9 - INCIDENTALS									
0151	619E16010	MNTH	\$500.000	3.000	\$1,500.00	-3.000	-\$1,500.00	0.000	\$0.00
FIELD OFFICE, TYPE B									
Reason: This line item is non-performed in its entirety.									
62 items			Totals		\$849,190.50		-\$74,458.42		\$774,732.08

New Items

Line Number	Item ID	Unit	Quantity	Unit Price	Extension
Section: 4 - WATER WORK					
8000	680E43100	EACH	1.000	\$7,959.750	\$7,959.75
SPECIAL - COMPLETE IRRIGATION SYSTEM					
Reason: Revamp of the irrigation system at the Toledo Memorial Park and Cemetery due to roadway damage during construction. Force account records were submitted by the contractor, reviewed, and found to be acceptable.					
Section: 6 - TRAFFIC CONTROL					
8001	990E30000	LS	1.000	\$9,893.000	\$9,893.00
AGREED LUMP SUM					
Reason: Total lump sum amount included the necessary labor, materials, and supervision to complete the cleaning, preparation, and painting of the three overhead signs. Force account records were submitted by the contractor, reviewed, and found to be acceptable.					

Line Number	Item ID	Unit	Quantity	Unit Price	Extension
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2 items

Total: \$17,852.75

9

ORDINANCE NO. 105-2024

APPROVING THE BANNER APPLICATION OF THE SYLVANIA AREA CHAMBER OF COMMERCE; AUTHORIZING THE ZONING ADMINISTRATOR TO INDICATE SUCH APPROVAL ON BEHALF OF THE CITY OF SYLVANIA; AND DECLARING AN EMERGENCY.

WHEREAS, Resolution No. 19-2000, passed June 5, 2000, granted permission to install banners in the public right-of-way on the Toledo Edison poles located on Monroe Street by Wendy's across to the area in front of Country Squire Plaza (near the intersection of Corey Road and Monroe Street); and,

WHEREAS, Resolution No. 19-2000 provided that the applications were to be reviewed on an application-by-application basis and set forth the criterion on which the applications were to be considered; and,

WHEREAS, Ordinance No. 20-2018, passed May 21, 2018, amended Part Eleven – Planning and Zoning Code of the Codified Ordinances of Sylvania, 1979, as amended, by amending Section 1166.07 – Standards for Permitted Signs to permit banners to be installed in the downtown; and,

WHEREAS, the Sylvania Area Chamber of Commerce has submitted a request to hang a banner within said public right-of-way to promote the Fall Festival on October 19-20, 2024; and,

WHEREAS, the banner will hang from September 29, 2024 – October 25, 2024 and will comply with all of the terms and conditions set forth in Resolution No. 19-2000 and Ordinance No. 20-2018.

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

SECTION 1. That the application of the Sylvania Area Chamber of Commerce to hang a banner on across the downtown block of Main Street between Maplewood Avenue and Monroe Street is found to comply with Section 1166.07(h)(2)(A)(1) and is hereby approved.

SECTION 2. That the Zoning Administrator is authorized to sign said permit granting permission to proceed under the application hereby approved.

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

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

SECTION 5. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that permission should be granted immediately to provide for the immediate installation of the banner. 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, _____, 2024, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

City of Sylvania

STREET BANNER APPLICATION/PERMIT

Name of Organization: Sylvania Chamber

Contact Person: Tiffany Busch

E-mail: TBusch@sylvaniachamber.org Phone: 419-882-2135

Explanation of the Qualifying Event*: Fall festival banner

Dates of Event: Oct 19 + 20

Installation & Removal Dates of Banner: Sept. 29th
[maximum four (4) weeks]

Banner Location: Monroe Street Fee: \$100.00 (Installation by Applicant)
 Main Street Fee: \$840.00 (Installation by City of Sylvania)

Text of Banner: "Sylvania Fall Festival"

Company Installing Banner (Monroe Street Only): City of Sylvania (Parks)

Address: _____

Email: _____ Phone: _____

Fax: _____

Insurance on File: Yes

Edison Approval: N/A

City Approval: _____

The banner and installation shall meet the attached specifications.

- * The purpose of the banner installation shall be one of the following reasons:
 - a. A Sylvania charitable or civic event.
 - b. Banners may not be installed for private commercial or political gain.





SYLVARE-01

TAYAN1

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/10/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER RSC Insurance Brokerage Inc 5520 Monroe St., Ste A Sylvania, OH 43560	CONTACT NAME: Andrea Palmer	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
E-MAIL ADDRESS: apalmer@risk-strategies.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Cincinnati Insurance Company		10677
INSURER B :		
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

INSURED

Sylvania Area Chamber of Commerce
5632 Main St
Sylvania, OH 43560

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			EPP 0514764	12/1/2023	12/1/2024	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

City of Sylvania
6730 Monroe Street
Sylvania, OH 43560

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

10a.



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

September 16, 2024

To: The Mayor and Members of Sylvania City Council

Re: **OPWC GRANT APPLICATION – LUC-VAR-SYLVANIA PHB’S (PID 122182) & MONROE STREET/MAIN STREET/SUMMIT STREET TRAFFIC SIGNAL IMPROVEMENTS**

Dear Mr. Mayor and Council Members:

The Service Department is requesting the authorization to submit an Ohio Public Works Commission (OPWC) grant application that would include two (2) projects.

The LUC-VAR-Sylvania PHB’s project will remove four (4) Rectangular Rapid Flashing Beacon (RRFB) systems at Highland Elementary, Sylvan Elementary, McCord Junior High, and Southview High School with Pedestrian Hybrid Beacons (PHB). The total cost of the project is \$1,432,717 and the Service Department has already secured \$1,109,070 in ODOT safety funding assistance.

The Monroe Street/Main Street/Summit Street Traffic Signal Improvement project will fully replace the signal at Summit Street and upgrade detection systems at Main Street. The total cost of the project is \$567,872.

A financial summary of this application is as follows:

City of Sylvania (25.07%)	\$501,609
ODOT Safety (55.44%)	\$1,109,070
OPWC Grant Application (19.49%)	<u>\$389,910</u>
Total Combined Project Cost	\$2,000,589

We would recommend authorization to pursue OPWC grant funds in the amount of \$389,910.

Sincerely,

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

10b.

RESOLUTION NO. 13-2024

A RESOLUTION AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO FILE AN OHIO PUBLIC WORKS COMMISSION GRANT APPLICATION FOR PEDESTRIAN HYBRID BEACONS AND THE MONROE STREET/MAIN STREET/ SUMMIT STREET SIGNAL IMPROVEMENT PROJECT; AND DECLARING AN EMERGENCY.

WHEREAS, the Director of Public Service, by report dated September 16, 2024, has requested permission to apply for Ohio Public Works Commission (“OPWC”) grant funding for both the Pedestrian Hybrid Beacon Project and the Monroe Street/Main Street/Summit Street Traffic Signal Improvements; and,

WHEREAS, the proposed projects will remove four Rectangular Rapid Flashing Beacon (“RRFB”) systems at Highland Elementary, Sylvan Elementary, McCord Junior High and Southview High School with Pedestrian Hybrid Beacons (“PHB”) and the Monroe Street/Main Street/Summit Street Traffic Signal Improvement Project will fully replace the signal at Summit Street and upgrade detection systems at Main Street; and,

WHEREAS, the estimated cost of the PHB project is \$1,432,717 and the estimated cost of the Monroe Street/Main Street/Summit Street Traffic Signal Improvement Project is \$567,872 and the Director of Public Service, by report dated September 16, 2024, has recommended the City submit an OPWC grant application to assist with \$389,910, or 19.49% of the project, if successful, with the remaining cost of the project to be paid with Ohio Department of Transportation safety grant funds (\$1,109,070) and the City contributing 25.07%, or \$501,609 and has recommended the City proceed with the grant application in the amount of \$389,910.

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

SECTION 1. That the Mayor and Director of Finance of the City of Sylvania are hereby authorized to file an application for OPWC grant funding for the Pedestrian Hybrid Beacon Project and the Monroe Street/Main Street/Summit Street Traffic Signal Improvement Project.

SECTION 2. That the Mayor and Director of Finance are authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

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

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

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

Vote on passage as an emergency: Yeas ____ Nays ____

Passed, _____, 2024, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

100.



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

September 16, 2024

To: The Mayor and Members of Sylvania City Council

Re: **OPWC GRANT APPLICATION – LUC-23-11.75 (PID 105889)**

Dear Mr. Mayor and Council Members:

The Service Department is requesting the authorization to submit an Ohio Public Works Commission (OPWC) grant application for the Sylvania Interchange Project (LUC-23-11.75, PID 105889).

In August 2019 the Service Department applied for and was awarded Surface Transportation Block Grant (STBG) and Congestion Mitigation & Air Quality (CMAQ) grants in the amounts of \$4,931,345 and \$4,489,244 respectively. The following year in April 2020 the Service Department applied for and was awarded an ODOT Highway Safety Improvement Program (HSIP) grant in the amount of \$9,769,262. ODOT will also be contributing state and internal labor funds associated with bridge and ramp work on US-23 and to manage and inspect project during construction. A financial summary of this application is as follows:

STBG (14.58%)	\$4,931,345
CMAQ (13.27%)	\$4,489,244
ODOT HSIP (28.88%)	\$9,769,262
ODOT District Preservation (24.33%)	\$8,232,750
ODOT Internal Labor (3.11%)	\$1,051,000
City of Sylvania (12.88%)	\$4,357,753
OPWC Grant Application (2.96%)	<u>\$1,000,000</u>
Total Combined Project Cost	\$33,831,354

We would recommend authorization to pursue OPWC grant funds in the amount of \$1,000,000.

Sincerely,

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

10d.

RESOLUTION NO. 14-2024

A RESOLUTION AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO FILE A GRANT APPLICATION WITH THE OHIO PUBLIC WORKS COMMISSION FOR THE US23/MONROE STREET INTERCHANGE PROJECT; AND DECLARING AN EMERGENCY.

WHEREAS, the Director of Public Service, by report dated September 16, 2024, has requested permission to apply for Ohio Public Works Commission (“OPWC”) grant funding for the US23/Monroe Street Interchange Project; and,

WHEREAS, this project consists of the reconstruction of the US23/Monroe Street Interchange in the City of Sylvania; and,

WHEREAS, the Director of Public Service, by report dated September 16, 2024, has recommended the City submit an OPWC grant application to assist with \$1,000,000, or 2.96% of the project, if successful, with the remaining cost of the project to be paid with Surface Transportation Block grant funds (\$4,931,345), Congestion Mitigation & Air Quality grant funds (\$4,489,244), Ohio Department of Transportation Highway Safety Improvement Program grant funds (\$9,769,262), Ohio Department of Transportation District Preservation (\$8,232,750) and the Ohio Department of Transportation will also be contributing state and internal labor funds associated with the bridge and ramp work on US23 and to manage and inspect the project during construction (\$1,051,000) and has recommended the City proceed with the grant application in the amount of \$1,000,000.

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

SECTION 1. That the Mayor and Director of Finance of the City of Sylvania are hereby authorized to file an application for OPWC grant funding for the US23/Monroe Street Interchange Project.

SECTION 2. That the Mayor and Director of Finance are authorized to enter into any

agreements as may be necessary and appropriate for obtaining this financial assistance.

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

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

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

Vote on passage as an emergency: Yeas ____ Nays ____

Passed, _____, 2024, 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
JOSEPH E. SHAW, P.E., P.S., DIRECTOR

September 16, 2024

To: The Mayor and Members of Sylvania City Council

Re: **Knee Wall Standard Committee Referral Request**

Dear Mr. Mayor and Council Members:

At the May 20, 2024 meeting City Council authorized the Service Department to enter into a design contract with EDGE for development of the Knee Wall Standard (Ord. 72-2024) that is referenced in the Design Guidelines for the Gateway Architectural District.

EDGE has developed a packet of information including three (3) options. Each option provides both a plan view and elevation view of the concept and includes costing information on a per lineal foot basis.

The Board of Architectural Review reviewed the packet at their September 11, 2024 meeting and has recommended Option 2 as their preferred option, primarily based on cost. No design exceptions were taken to Option 2 as submitted.

The Parks & Forestry Department is also reviewing the standard concurrently with EDGE to finalize landscaping species alternatives.

The Service Department is requesting City Council schedule the most appropriate Committee for their review of the packet and to consider the Board of Architectural Review's recommendation.

Please call if you should have any questions.

Sincerely,

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



Monroe Street Knee Wall Standards

City of Sylvania • July 2024

TABLE OF CONTENTS

CODE REQUIREMENTS

ELEVATION AND PLAN

3D RENDERING

WALL SECTION

SITE SECTION

PLANTING RECOMMENDATIONS



KNEE WALL CODE REQUIREMENTS

INTRODUCTION:

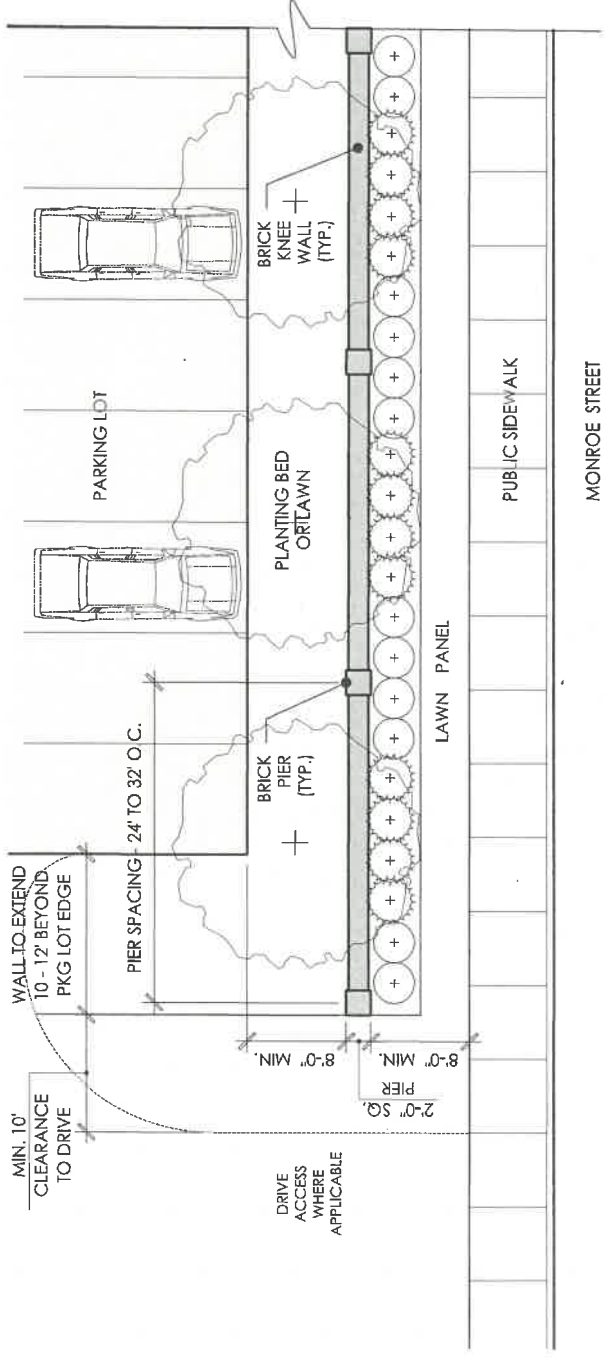
Knee walls help separate parking areas from sidewalks and screen parked vehicles from view. When parking areas are located between the building and the Monroe Street ROW, knee walls should be installed across the full width of the adjacent parking area. The knee wall should also be supplemented with landscape treatments, including trees, shrubs, and perennials. Brick masonry complementary to the architectural character of the downtown Sylvania streetscape should be used. (Will specify in consultation w/ City of Sylvania).

KNEE WALL CODE REQUIREMENTS:

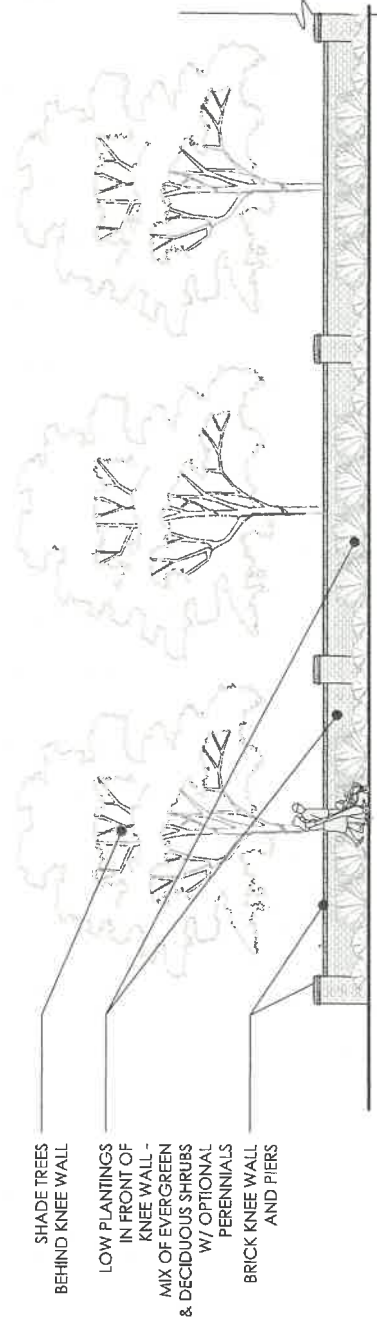
PLACEHOLDER



OPTION ONE

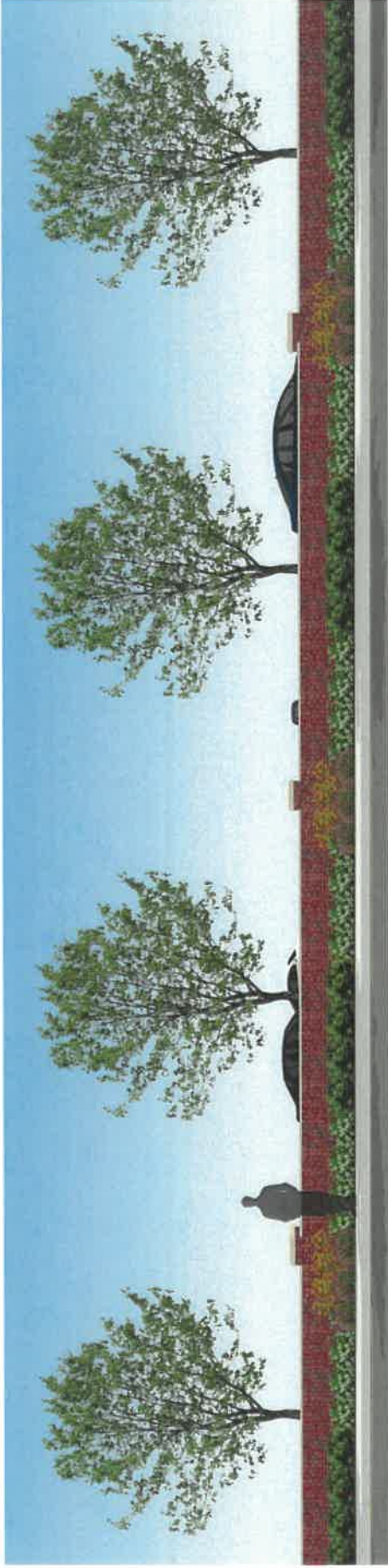


PLAN



ELEVATION

OPTION ONE

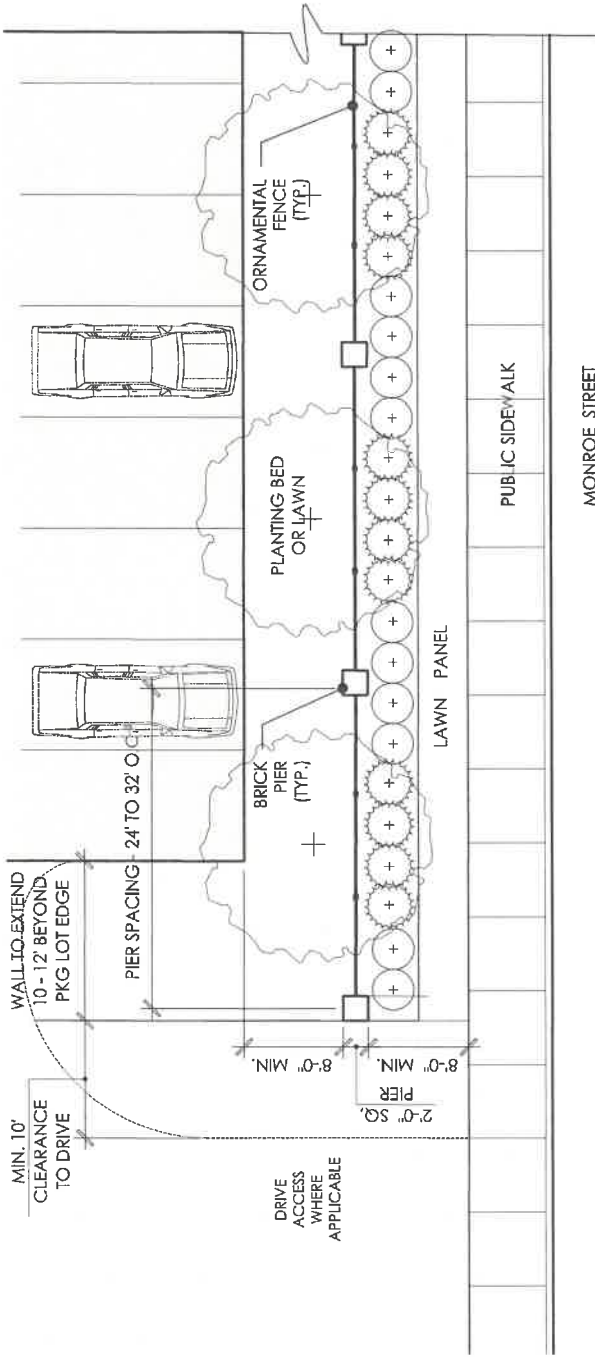


COST INFORMATION

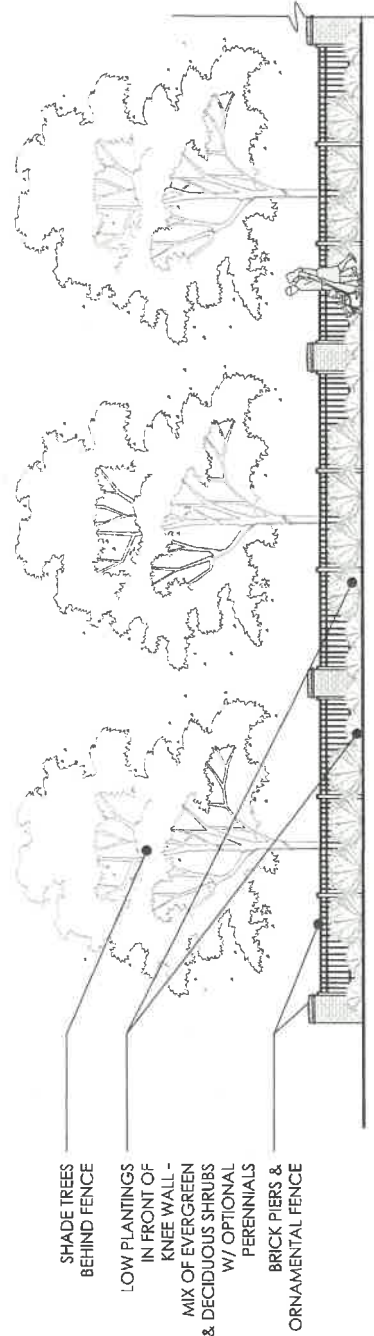
Item	Quantity	Unit	Unit Cost	Total Cost
Brick Pier	4	EA	\$2,600.00	\$10,400.00
Brick Wall	90	LF	\$525.00	\$47,250.00
Evergreen Shrub - 4' o.c.	10	EA	\$85.00	\$850.00
Deciduous Shrub - 4' o.c.	15	EA	\$60.00	\$900.00
Shade Tree	3	EA	\$800.00	\$2,400.00
Planting Bed - soil prep + mulch	500	SF	\$6.00	\$3,000.00
Total/ 100 ft				\$64,800.00
Average per lineal foot				\$648.00



OPTION TWO



PLAN



ELEVATION



OPTION TWO

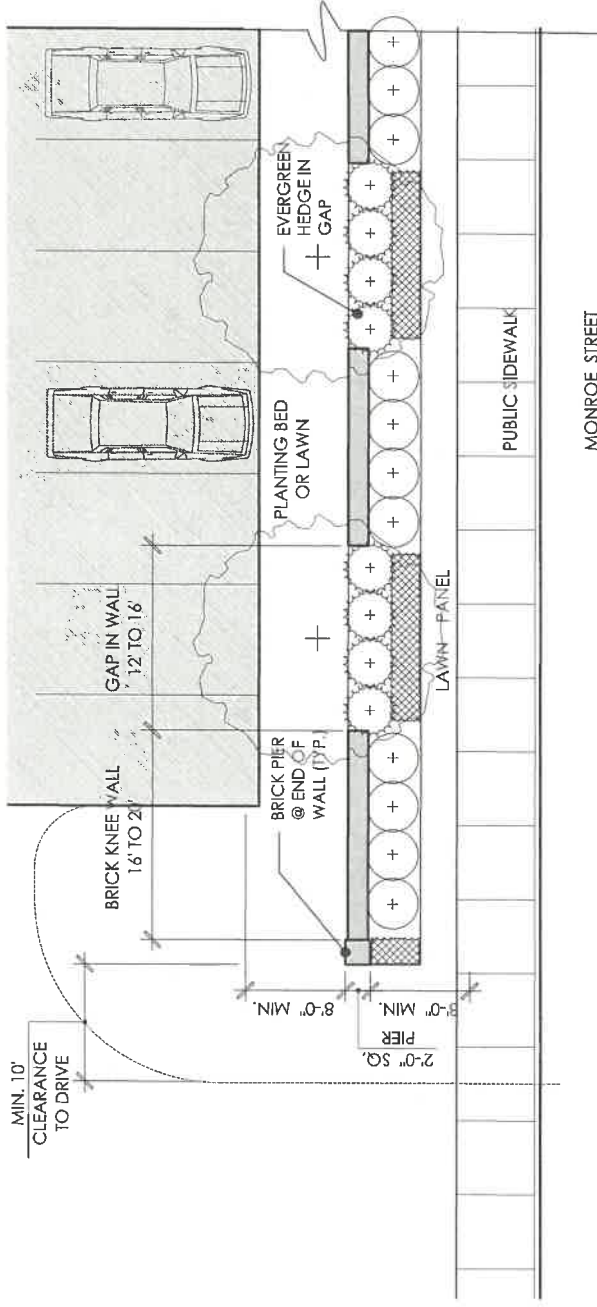


COST INFORMATION

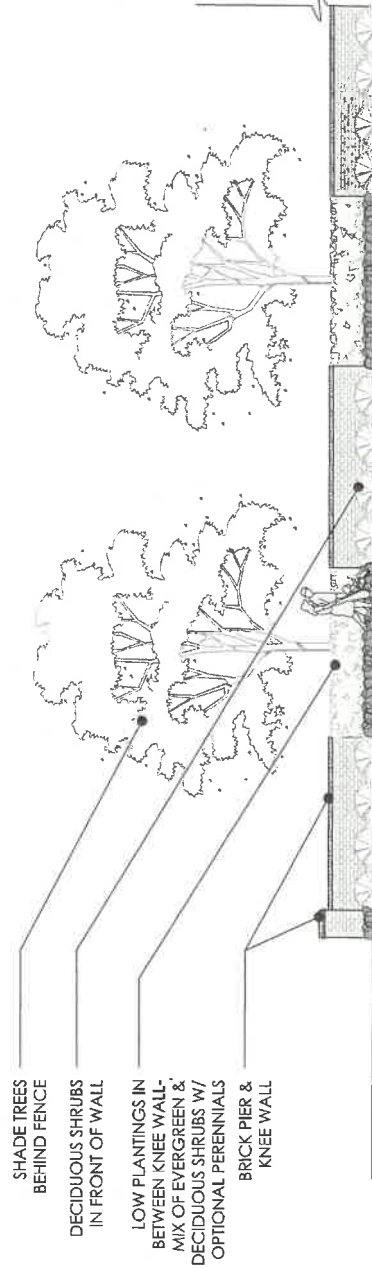
Item	Quantity	Unit	Unit Cost	Total Cost
Brick Pier	4	EA	\$2,600.00	\$10,400.00
Ornamental fence	96	LF	\$75.00	\$7,200.00
Evergreen Shrub - 4' o.c.	14	EA	\$85.00	\$1,190.00
Deciduous Shrub - 4' o.c.	24	EA	\$60.00	\$1,440.00
Shade Tree - 30' o.c.	4	EA	\$800.00	\$3,200.00
Planting Bed - soil prep + mulch	550	SF	\$6.00	\$3,300.00
Total/ 110 ft				\$26,730.00
Average per lineal foot				\$243.00



OPTION THREE



PLAN



ELEVATION



OPTION THREE

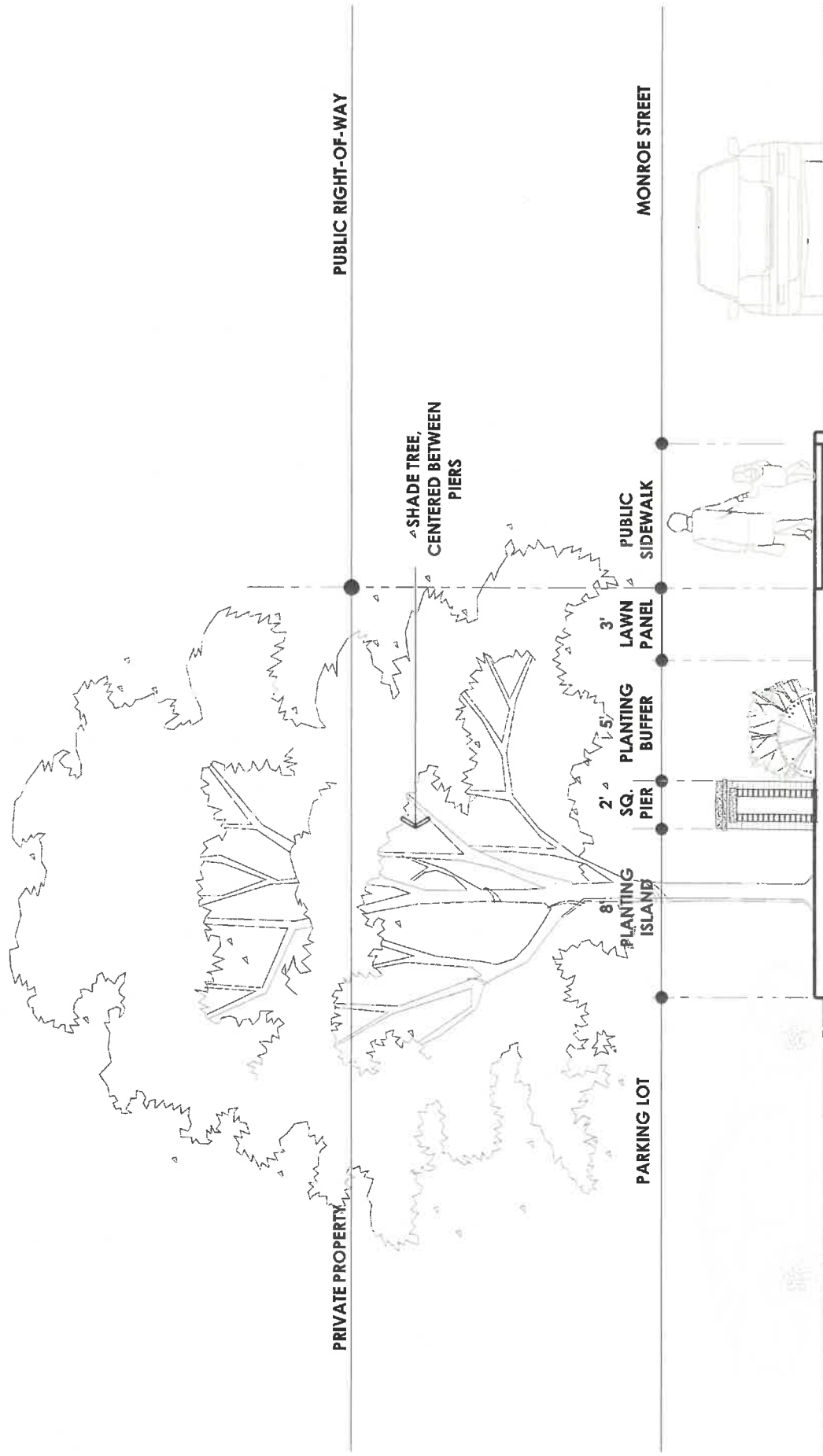


COST INFORMATION

Item	Quantity	Unit	Unit Cost	Total Cost
Brick Pier	2	EA	\$2,600.00	\$5,200.00
Brick Wall	60	LF	\$525.00	\$31,500.00
Evergreen Shrub - 4' o.c.	12	EA	\$85.00	\$1,020.00
Deciduous Shrub - 4' o.c.	24	EA	\$60.00	\$1,440.00
Shade Tree - 30' o.c.	3	EA	\$800.00	\$2,400.00
Planting Bed - soil prep + mulch	550	SF	\$6.00	\$3,300.00
Total/ 100 ft				\$44,860.00
Average per lineal foot				\$448.60



SITE SECTION



PLANTING RECOMMENDATIONS

The following plant species recommendations are provided for site landscaping. The plant list includes species best suited for the area and conditions found along an urban corridor. Other plant species may be used if they follow the intent and character of the standards.

SPECIES SELECTION

Minimum 3 species per 100 linear feet, create a diverse plant palette.

TREE AND PLANT SIZES

Evergreen Shrubs: Minimum #5 gallon container

Deciduous Shrubs: Minimum #3 gallon container

Trees: Minimum 2" caliper

Perennials: Minimum #1 container

SPECIES SELECTION

Evergreen Shrubs:

- Boxwood
- Yews
- Grey Owl Juniper
- Dwarf Mugo Pine
- Ink Berry

Deciduous Shrubs:

- Magic Carpet Spirea
- New Jersey Tea
- Dwarf Oakleaf Hydrangea
- Drift Groundcover Rose
- Little Henry Itea

Trees:

- Kentucky Coffee Tree
- Swamp White Oak
- Honey Locust
- Frontier Elm
- Sycamore

Perennials:

- Daylily
- Hameln Grass
- Little Spire Dwarf Russian Sage
- Black Eyed Susan
- Profusion Salvia



PLANTING RECOMMENDATIONS

EVERGREEN SHRUBS



BOXWOOD



YEW



GREY OWL JUNIPER



DWARF MUGO PINE



INK BERRY

DECIDUOUS SHRUBS



MAGIC CARPET SPIREA



NEW JERSEY TEA



DWARF OAKLEAF HYDRANGEA



DRIFT GROUNDCOVER ROSE



LITTLE HENRY TEA

TREES



KENTUCKY COFFEE TREE



SWAMP WHITE OAK



HONEY LOCUST



FRONTIER ELM



SYCAMORE

PERENNIALS



DAYLILLY



HAMELN GRASS



LITTLE SPIRE DWARF RUSSIAN SAGE



BLACK EYED SUSAN



PROFUSION SALVIA



RESOLUTION NO. 11-2024

**A RESOLUTION OF THE COUNCIL OF THE CITY OF SYLVANIA
ADOPTING THE LUCAS COUNTY MULTI-JURISDICTIONAL
HAZARD MITIGATION PLAN; AND DECLARING AN EMERGENCY.**

WHEREAS, natural, human-caused, and technological hazards can affect the City of Sylvania; and,

WHEREAS, significant structural, historical and economic losses could result from an occurrence of a natural, technological or human-made hazard event; and,

WHEREAS, undertaking mitigation projects during pre-disaster periods could decrease the total losses Sylvania incurs as a result of said hazard occurrences; and,

WHEREAS, Sylvania City Council has a strong interest in reducing losses from future hazard occurrences; and,

WHEREAS, the hazard mitigation plan is a federal and state requirement to maintain eligibility for hazard mitigation funding and, by that requirement, must be updated a minimum of every five years; and,

WHEREAS, a cooperative, joint effort is a proven, efficient way to plan for and reduce hazard susceptibility in all government jurisdictions in Lucas County, Ohio; and,

WHEREAS, the Sylvania City Council has partnered with the county to update the existing Lucas County Multi-Jurisdictional Hazard Mitigation Plan in an effort to further identify, define, and characterize the hazards affecting the City as well as to continue identifying and prioritizing projects that could lessen hazard vulnerability; and,

WHEREAS, the Director of Public Safety/Service has reviewed the Lucas County Multi-Jurisdictional Hazard Mitigation Plan and recommends the City adopt the plan.

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

SECTION 1. The Council of the City of Sylvania adopts the updated Lucas County Multi-Jurisdictional Hazard Mitigation Plan on behalf of the City of Sylvania.

SECTION 2. That the Clerk of Council be, and she hereby is, directed to certify a copy of this Resolution to the Lucas County Board of Commissioners.

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

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

SECTION 5. That this ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately from and after its passage. The reason for the emergency lies in the fact that this ordinance is necessary for the immediate preservation of the public peace, health, safety and property and for the further reason that this ordinance must be immediately effective for Lucas County to submit the CANHMP to FEMA for its approval.

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2024, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

(CITY COUNCIL)

REVISED CODE, SECS. 5705.34-5705.35

The Council of the **City of Sylvania**, Lucas County, Ohio, met in regular session on the 16th day of September 2024 at the office of City Council with the following members present:

Mr. Frye

Mr. Hansen

Mr. Haynam

Mr. McCann

Mr. Richardson

Ms. Stough

Mr./Mrs. _____ moved the adoption of the following Resolution:

WHEREAS, The Budget Commission of Lucas County, Ohio, has certified its action thereon to this Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part within, the ten-mill limitation; therefore, be it

RESOLVED, By the Council of the **City of Sylvania**, Lucas County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said City the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

**SCHEDULE A
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY
BUDGET COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES**

FUND	Amount to Be Derived from Levies Outside 10 Mill Limitation	Amount Approved by Budget Commission Inside 10 Mill Limitation	County Auditor's Estimate of Tax Rate to be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
	Column II	Column IV	V	VI
General Fund (CHARTER)	239,000	956,000	2.00	0.50
General Bond Retirement Fund	717,000			1.50
Police Pension	382,000	143,000	0.30	0.80
TOTAL	1,338,000	1,099,000	2.30	2.80

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	Maximum Rate Authorized to Be levied	County Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column II)
GENERAL FUND:		
Current Expense Levy authorized by voters on		
for not to exceed _____ years. _____, 20		
Current Expense Levy authorized by voters on		
for not to exceed _____ years. _____, 20		
Total General Fund Outside 10 mill Limitation.	0.50	239,000
Park Fund: Levy authorized by voters on		
for not to exceed _____ years.		
Total Police Pension Fund Outside Mills	0.80	382,000
Total Bond Retirement Fund Outside Mills	1.50	717,000
Total	2.80	1,338,000

and be it further

RESOLVED, That the Clerk of this Council be, and he is hereby directed to certify a copy of this
Resolution to the County Auditor of Said County

Mr./Mrs. _____ seconded the Resolution and the roll being called
upon its adoption the vote resulted as follows:

Mr./Mrs. Frye _____,

Mr./Mrs. Hansen _____,

Mr./Mrs. Haynam _____,

Mr./Mrs. McCann _____,

Mr./Mrs. Richardson _____,

Mr./Mrs. Stough _____,

Mr./Mrs. _____,

Adopted the _____ day of _____, 20____
Attest:

President of Council

Clerk of Council

CERTIFICATE OF COPY

ORIGINAL ON FILE

The state of Ohio, Lucas County, ss.

*I, _____ Clerk of the Council of the **City of Sylvania**, within
and for said County, and in whose custody the Files and Records of said Council are required by the
Laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the
original _____*

*now on file, that the foregoing has been compared by me with said original document, and that the same
is a true and correct copy thereof.*

WITNESS my signature, this _____ day of _____, 20_____

Clerk of Council

14



DEPARTMENT OF PUBLIC SERVICE
TIMOTHY S. BURNS, ZONING ADMINISTRATOR

September 13, 2024

To: Mayor and Members of City Council

Re: Council referral – ZA #1-2024

Dear Mayor and Members of Council:

Following is an excerpt from the minutes of the regular meeting of the Municipal Planning Commission of September 11, 2024, Council Referral – Petition for Zoning Ordinance Amendment ZA #1-2024 from Mercurio Developers, Inc. for zoning change from B-2PD to R-3PD – B-2 at 5142 W. Alexis Road, Sylvania, Ohio 43560

..." Mr. Fischer moved, Mr. Marciniak seconded, to recommend for City Council to approve the Amendment to the Zone Change. Vote being: Stough, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote."...

Sincerely,

Timothy S. Burns
City of Sylvania Zoning Administrator

City of Sylvania, Ohio 43560

City of Sylvania, Ohio 43560

RESUBMITTED 7/3/24

PETITION FOR ZONING ORDINANCE AMENDMENT

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

Application No. ZA 1-2024
Date 4/2/24

Petitioner Name(s): MERCURIO DEVELOPERS INC.
Petitioner Address: 8625 PEPPER RIDGE CIR. 43560
SYLVANIA, OH 43560

Email: CONTACT@MERCURIODEVELOPERS.COM Telephone: 419-283-1330

Location of property for which zoning amendment is requested: 5142 W. ALEXIS RD.

PARCEL # 82-05182

Purpose of amendment request: ZONING CHANGE TO CONVERT TO CONDOMINIUM DEVELOPMENT

Current Zoning: B-2 PD Requested Zoning: R-3 PD - B-2

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

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

A check for \$100.00 + cost of advertising, payable to the City of Sylvania is attached for processing of said Petition. It is understood that no refund is to be made after the filing of the Petition.

By: Joe Meets
PRESIDENT

Date referred to Council: 8/19/24

Date of Commission Action: 9/11/24

Date of Council Action: _____

Action: _____

For Office Use Only

Date: 4/3/2024 Check #: 9434 Cash: — Fee: \$ 750⁰⁰
T208

SECOND AMENDMENT
PRELIMINARY DRAWING / PD

Aurora Place

A PLANNED DEVELOPMENT
CITY OF SYLVANIA, LUCAS COUNTY, OHIO
5142 ALEXIS ROAD



NEIGHBORHOOD MAP

LEGAL DESCRIPTION

PART OF 31 IN THE SUBDIVISION OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 9 SOUTH, RANGE 6 EAST, IN THE CITY OF SYLVANIA, FORMERLY IN SYLVANIA TOWNSHIP, LUCAS COUNTY, OHIO.

SITE ANALYSIS

- EXISTING ZONING: B-2 PD
- PROPOSED ZONING: R-3FD & B-2
- GROSS AREA: 5.04 AC
- RIGHT-OF-WAY: 0.74 AC
- EXISTING IMPROVEMENTS: 0.67 AC
- R-3FD: 3.775 AC
- B-2 EAST: 0.725 AC
- B-2 WEST: 0.367 AC
- PROPOSED USE: EXISTING USE: VACANT RESIDENTIAL
- RESIDENTIAL UNITS: 48 BUILDINGS, 31 UNITS
- RESIDENTIAL UNITS: 18 UNITS PRIVATELY MAINTAINED
- SEWER: ALONG ONE SIDE OF PRIVATE ROAD
- SANITARY SEWERS
- STORM SEWERS
- WATERLINES
- PRIVATE STREET LIGHTS
- PHONE AND CABLE
- IMPERVIOUS COVERAGE = 2.62 AC. (52%)
- MAINTENANCE OF ALL COMMON AREAS WILL BE THE RESPONSIBILITY OF THE PROPERTY OWNER OR CONDOMINIUM ASSOCIATION

SETBACKS

- 0' FRONT
- 0' SIDE
- 10' SIDE ADJACENT TO RESIDENTIAL
- 0' REAR
- 50' REAR ADJACENT R-3

R-3
AS NOTED

PARKING

- RESIDENTIAL REQUIRED PARKING: 9 SPACES / UNIT
- 31 UNITS: 62 SPACES REQUIRED
- 89 SPACES PROVIDED

DEVELOPED BY:

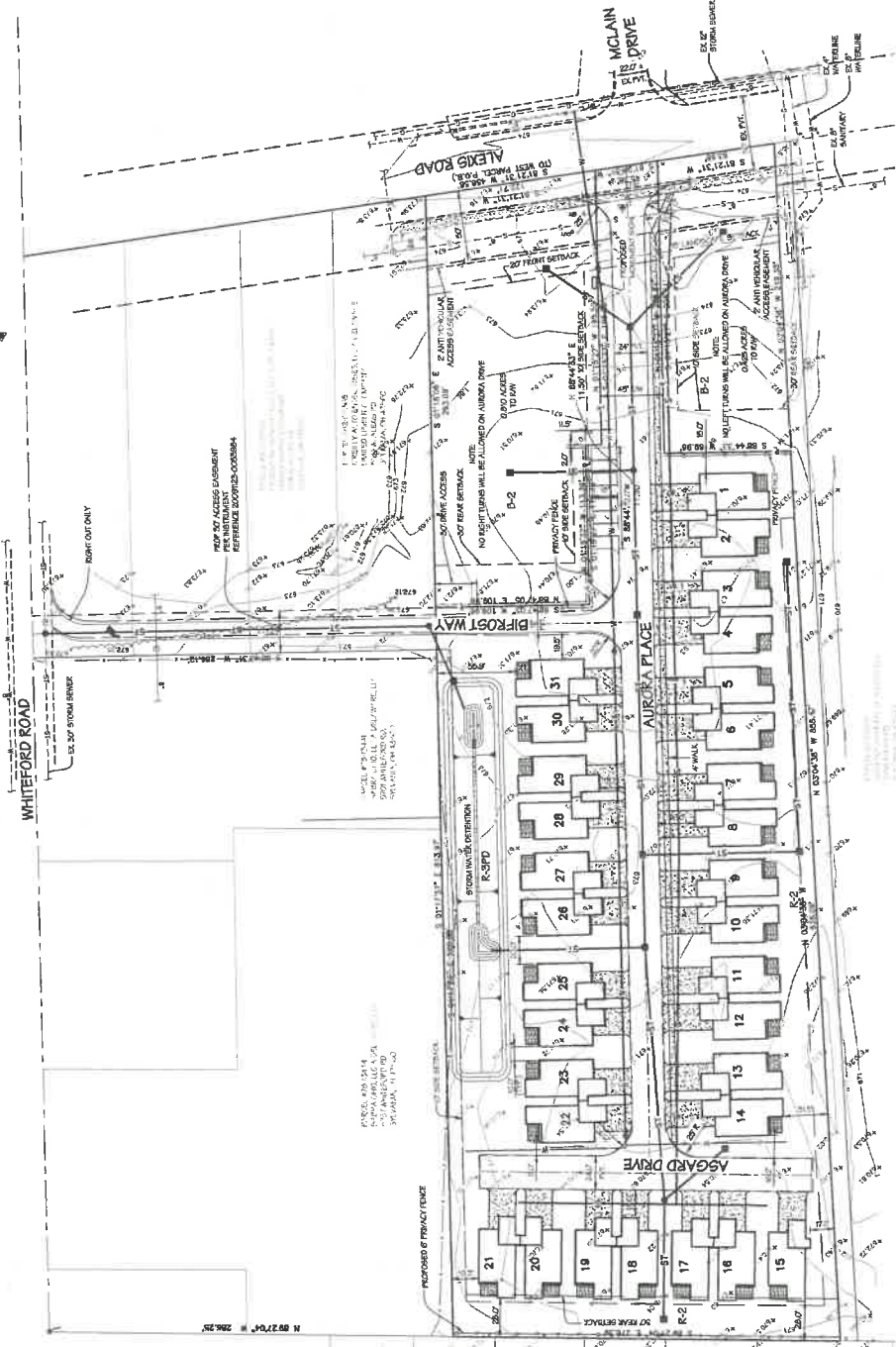
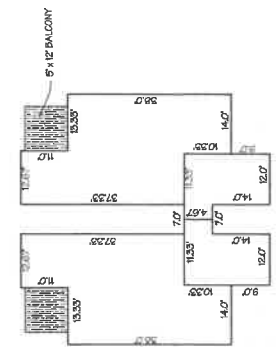
MERCURIO DEVELOPERS
P.O. BOX 594
Sylvania, Ohio 43560
PHONE: (419) 885-8211

PREPARED BY:

GREG FELLER, P.E. 68095
FellerFitch & ASSOCIATES, INC.
Engineers - Architects - Surveyors

PROJECT No.: 1608214 1D-08214P0006 DATE: 7-3-24

1183 Woodlands Drive, Maumee, Ohio 43537
Phone: (419) 885-2880
Fax: (419) 885-2882
www.fellerfitch.com



NOTES:
1. ALL DIMENSIONS ARE IN FEET AND INCHES.
2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
3. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
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15

DEPARTMENT OF PUBLIC SERVICE
TIMOTHY S. BURNS, ZONING ADMINISTRATOR

September 13, 2024

To: Mayor and Members of City Council

Re: Council referral – Proposed Ordinance No. 99-2024

Dear Mayor and Members of Council:

Following is an excerpt from the minutes of the regular meeting of the Municipal Planning Commission of September 11, 2024, Council Referral – Proposed Zoning No.99-2024, Amending Part Eleven – Planning and Zoning Code of the Sylvania Codified Ordinances, 1979, as amended by amending Section 1101.01 – Definitions and by amending Section 1153.02 – Special Uses.

..." Mr. Lindhuber moved, Mr. Marciniak seconded, to recommend for City Council to approve the Amendment to the Zone Change. Vote being: Stough, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote."...

Sincerely,

Timothy S. Burns
City of Sylvania Zoning Administrator

ORDINANCE NO. 99-2024

AMENDING PART ELEVEN – PLANNING AND ZONING CODE OF THE SYLVANIA CODIFIED ORDINANCES, 1979, AS AMENDED BY AMENDING SECTION 1101.01 – DEFINITIONS AND BY AMENDING SECTION 1153.02 – SPECIAL USES; AND DECLARING AN EMERGENCY.

WHEREAS, the Zoning Administrator and Director of Public Service have received some requests to locate auto washes in the City of Sylvania; and,

WHEREAS, the Economic Development Director has received a request to locate a dog wash as a component to an auto wash in the City of Sylvania; and,

WHEREAS, inasmuch as the City's Zoning Code does not provide for auto washes and/or dog washes as a permitted use, the Zoning Code should be amended to permit such uses.

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

SECTION 1. That Section 1101.1111 – Car Wash, of the Codified Ordinances of Sylvania, 1979, be, and the same hereby is, amended to read as set forth on “Exhibit A.”

SECTION 2. That Section 1153.02 – Special Uses, of the Codified Ordinances of Sylvania, 1979, be, and the same hereby is, amended to read as set forth on “Exhibit B.”

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

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

SECTION 5. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that this ordinance must be immediately effective to provide for dog wash and automobile washes in the City and to make necessary changes to the Codified Ordinances. 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, _____, 2024, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

* * * *

1101.1111 CAR WASH.

“Car Wash” means a building, or portion thereof, containing facilities for washing one or more automobiles at any one time, using production line methods such as a chain conveyor, blower, steam cleaning device, or other mechanical devices, or providing space, water, equipment, or soap for the complete or partial cleaning of such automobiles, whether by operator or by customer.

* * * *

(Ord. ____-2024. Passed ____-2024.)

“Exhibit A”

1153.02 SPECIAL USES.

* * *

(ff) Auto Wash:

- (1) Auto Washes in B-1, B-2, B-4, M-1 and M-2 Districts.
- (2) All buildings shall have a front yard setback of not less than fifty (50) feet.
- (3) All washing facilities shall be within a completely enclosed building.
- (4) Vacuuming and drying areas may be located outside the building but shall not be in the required front yard and shall not be closer than fifty (50) feet to any residential district.
- (5) All vehicle queuing based on the peak hour demand is prohibited in the public right-of-way and shall be stored on site.
- (6) All off-street parking spaces shall meet with the requirements of Chapter 1157.
- (7) All lighting shall meet with the requirements of Chapter 1157.
- (8) One (1) portable dog wash station may be permitted as part of an auto wash. As part of the Special Use Permit application process, the location and design of the dog wash station will be subject to Sylvania City Council, Board of Architectural Review and Sylvania Municipal Plan Commission review, recommendation, and/or approval.

(Ord. _____-2024. Passed _____-2024.)

“Exhibit B”

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**CITY OF SYLVANIA, OHIO
SCHEDULE OF REGULAR MEETINGS FOR THE YEAR 2025**

City Council meets in Council Chambers located in the Municipal Building (also the Police Division) at 6635 Maplewood Ave., Sylvania Ohio 43560 at **7:30 p.m.** unless otherwise noted

The **Municipal Planning Commission** meets in Council Chambers at **5:30 p.m.** unless otherwise noted

The **Board of Appeals (Zoning)** meets in Council Chambers at **7:00 p.m.** as needed

JANUARY

6 City Council Monday
15 Plan Commission Wed
21 City Council Tuesday

FEBRUARY

3 City Council Monday
12 Plan Commission Wed
18 City Council Tuesday

MARCH

3 City Council Monday
12 Plan Commission Wed
17 City Council Monday

APRIL

7 City Council Monday
16 Plan Commission Wed
21 City Council Monday

MAY

5 City Council Monday
14 Plan Commission Wed
19 City Council Monday

JUNE

2 City Council Monday
11 Plan Commission Wed
16 City Council Monday

JULY

16 Plan Commission Wed
14 City Council Monday

AUGUST

13 Plan Commission Wed
18 City Council Monday

SEPTEMBER

2 City Council Tuesday
10 Plan Commission Wed
15 City Council Monday

OCTOBER

6 City Council Monday
15 Plan Commission Wed
20 City Council Monday

NOVEMBER

3 City Council Monday
12 Plan Commission Wed
17 City Council Monday

DECEMBER

1 City Council Monday
10 Plan Commission Wed
15 City Council Monday



17

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 *JES*

Date: 09/16/2024

Re: Obsolete Equipment

Dear Council Members:

The following item is no longer of use in our City operations:

2006 Ford F250 Super Duty Pickup Vin# 1FTNF20596EB76424

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

Please call if you have any questions. Thank you.



OFFICE OF THE MAYOR
CRAIG A. STOUGH, MAYOR

September 16, 2024

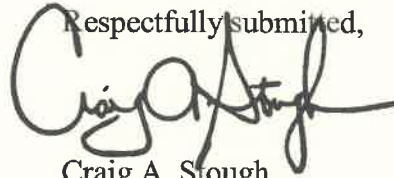
TO THE MEMBERS OF SYLVANIA CITY COUNCIL:

RE: Re-Appointment to the Municipal Planning Commission of Sylvania, Ohio

Dear Council Members:

Mr. Jeff Schaaf has expressed his interest in continuing to serve on the Municipal Planning Commission of Sylvania, Ohio. Mr. Schaaf was previously appointed for a term commencing January 1, 2020 and expiring December 31, 2024.

Therefore, I am pleased to announce the appointment of Mr. Jeff Schaaf to the Municipal Planning Commission of Sylvania, Ohio and request that you confirm this appointment for a term commencing January 1, 2025 and expiring December 31, 2028.

Respectfully submitted,

Craig A. Stough
Mayor

CAS/lb



A.

DEPARTMENT OF PUBLIC SERVICE
TIMOTHY S. BURNS, ZONING ADMINISTRATOR

Board of Architectural Review

Minutes of the regular meeting of September 11, 2024. Mr. Schaaf called the meeting to order.

Acting Secretary, Timothy Burns, took the roll call. Members present: Mayor Craig Stough, Kate Fischer, Carol Lindhuber, Ken Marciniak and Jeff Schaaf. (5) present, the City Law Director Leslie Brinning was also present.

Ms. Lindhuber moved, Mr. Marciniak seconded to approve the Minutes of the August 12, 2024, meeting as submitted. Vote being: Stough, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 3 – Regulated Sign – app. no. 38-2024 requested by Ryan Wishaw of Toledo Sign for Promedica, 5360 Harroun Road, Sylvania, Ohio 43560. Application is for a new Landscape Wall Sign, a replacement Monument Sign and replacement Area Identification Sign and a new window sign.

Mr. Wishaw was present.

Signs are within the limits of the Sylvania Sign Code.

Mr. Marciniak moved, Ms. Fischer seconded, to approve the signs shown in the drawing submitted with the application. Vote being: Stough, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 4 – Regulated Sign – app. no. 39-2024 requested by Karrie Brock of Fast Signs for MOBO Med Spa, Mayberry Square 8250B, Sylvania, Ohio 43560. Application is for new window signs.

Signs are within the limits of the Sylvania Sign Code.

Ms. Fischer moved, Ms. Lindhuber seconded, to approve the signs shown in the drawing submitted with the application. Vote being: Stough, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Board of Architectural Review
Minutes of August 14, 2024
Page 2

Item 5 – Knee Wall Standard Review – Request by Joseph Shaw, Service Director, of The City of Sylvania. Proposed Monroe Street Knee Wall Standards for The Sylvania “Gateway Architectural District” – (GAD). Application is for referral to Council.

Mayor Stough explained the desire of the City to add architectural details to Gateway district and the proposal is a result. He explained the proposal included three separate options for knee wall options including variations of brick piers, brick walls, fencing, low level plantings and trees.

Further, the proposal also included an architectural rendering of the proposed options as well as an estimated cost break down for installation.

Discussion followed. It was noted the requirement to make the said improvements would be at the time of development or redevelopment and is not planned as a project with a specific finalization date. It was also discussed that the cost involved would be incurred privately as this is considered an increase to the “screening” requirements for parcels in the “GAD”.

It was noted option #2 (brick piers with fencing between) was a close design of two separate locations already in place in the City. The area in front of the Sautter’s Market, 5519 Main Street and also in front of the previous Rite Aid, 5622 Summit Street. The board discussed this likely being the best option.

Ms. Lindhuber motioned to make a recommendation to Council to approve Option #2 of the Knee Wall Standard Design as proposed, Ms. Fischer seconded the motion. Vote being: Stough, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

With no additional business, Ms. Lindhuber moved, Ms. Fischer seconded to adjourn the meeting. All present voted aye. Meeting adjourned.

Submitted by,



Timothy Burns, Acting Secretary
Municipal Planning Commission



B.

DEPARTMENT OF PUBLIC SERVICE
TIMOTHY S. BURNS, ZONING ADMINISTRATOR

Planning Commission Meeting Minutes

Minutes of the regular meeting of September 11, 2024. Mr. Schaaf called the meeting to order.

Acting Secretary, Timothy Burns, took the roll call. Members present: Mayor Craig Stough, Kate Fischer, Carol Lindhuber, Ken Marciniak and Jeff Schaaf. (5) present, the City Law Director Leslie Brinning was also present.

Ms. Lindhuber moved, Ms. Fischer seconded to approve the Minutes of the August 12, 2024, meeting as submitted. Vote being: Stough, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 3 – Zoning Change Application ZA - #1 2024 requested by Joseph Mercurio of Mercurio Developers for Aurora Place Subdivision, Alexis Road Sylvania, Ohio. The Application is to rezone a previously approved B-2 PD parcel to a split zoned parcel that consist of B-2 and R-3 PD zoned sections.

Mr. Don Feller, of Feller, Finch & Associates was present to represent and spoke on behalf of the Mercurio Developers. Mr. Mercurio was also present.

Mr. Feller explained the intent of the developers is to change from a rental format of the currently built duplex style villas to a for sale model of condominium format HOA villas.

Mr. Feller also explained the front two lots adjacent to Alexis road would remain as commercial frontage and remain B-2 zoned.

Ms. Brinning confirmed this is the process to achieve the split use and upon approval the developer intends to complete the process by splitting the commercial parcels off as independent properties (two separate properties). The third parcel would be the balance of development, which is the currently built out residential area, and this area would be the R-3 section.

Mr. Feller stated the new proposal also reduced the total residential homes by a total of four (4) from the originally designed PD approval, and that acreage will be added to the proposed commercially zoned properties along Alexis. The commercial lots would then increase in size and be sold at market rate.

(5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 4 – Zoning Change Application ZA - #2 2024 requested by Joseph Mercurio of Mercurio Developers for 6730 MONROE STREET | SYLVANIA, OH 43560 | 419-885-8948 | T.BURNS@CITYOFSYLVANIA.COM is to rezone a previously approved B-2 PD parcel to a split zoned parcel that consist of B-2 and R-3 PD zoned sections.

Ms. Fischer motioned to recommend approval of the ZA - #1 2024 and amend the zoning of the proposed property from B-2 Pd to B-2 and R-3 PD. Mr. Marciniak seconded the motion. Vote being: Stough, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 4 – Zoning Ordinance Change, 99-2024 Referral from City Council. The proposed Ordinance would permit dog wash stations at appropriately approved car wash locations. It may also permit car wash locations as independent locations separated from vehicle fueling stations.

Ms. Brinning explained the code change will make the car wash use as a required Special Use Permit approved by Council. This process allows City Council the opportunity to review appropriateness prior to any general approval. This is the same for any approved dog wash locations.

Ms. Lindhuber motion to make recommendation to City Council to approve the proposed Zoning Ordinance Change, 99-2024 as submitted. Mr. Marciniak seconded the motion. Vote being: Stough, Lindhuber, Fischer, Marciniak and Schaaf (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

With no additional business, Ms. Lindhuber moved, Ms. Fischer seconded to adjourn the meeting. All present voted aye. Meeting adjourned.

Submitted by,



Timothy Burns, Acting Secretary
Municipal Planning Commission