

March 17, 2025
Study Session
Study Session – 6:00 PM

The City of Vandalia is committed to transparency and open meetings. A live broadcast of this meeting for viewing only is available via the Zoom app.

Join Zoom Meeting

<https://us02web.zoom.us/j/85288834157>

Meeting ID: 852 8883 4157

One tap mobile: 1-305-224-1968, 85288834157#

1. Presentation
 - A. Flight Fest: (Nick Kavalauskas, President/CEO Vandalia Butler Chamber of Commerce & John Wheeler, Vice Chair of Vandalia Butler Chamber of Commerce Board)
2. Monday, March 17, 2025
 - A. Items on this evening's Council Meeting agenda (Councilmember Follick)
2. Monday, April 7, 2025
 - A. Resolution: Phone System Replacement Project (Mr. Davey)
 - B. Resolution: Support of State Issue 2 – OPWC (Mr. Cron)
 - C. Ordinance: Update to Chapter 878 Hotel/Motel Operations Registration (Mr. Mastrino)
 - D. Variance: BZA 25-0003 Six Foot Fence in Zone A – 326 Dellsing Drive (Mr. Cron)
3. Discussion
 - A. Boards & Commissions Appointment – Larry Pearson-Golf Advisory Board (Mr. Althouse)
 - B. Vandalia Butler Alumni Association Donation Request (Mr. Althouse)
 - C. February 2025 Financial Reports (Ms. Leiter)
 - D. Legislative Calendar (Councilmember Follick)

4. **Executive Session** - The purpose of the Executive Session is to review collective bargaining strategy and certain personnel matters.

These icons illustrate which strategic goals Council Actions align to



Opportunity

Be known regionally as a top-tier suburb through top-tier City services.



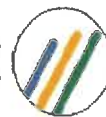
Safe & Secure

Invest in traditional public safety and community outreach to meet needs.



Infrastructure

Protect infrastructure by investing in roads, utilities & parks.



Vibrant

Use amenities & growth mindset to create a warm & welcome environment.



Fiscal Sustainability

Seize quality-of-life opportunities while maintaining fiscal practices.



Trust and Confidence

Transparent government to empower stakeholder engagement.



Sharpen the Saw

Refining practices and leverage technology to improve customer service.



VANDALIA FLIGHT FEST

PRESENTED BY THE DAYTON AIR SHOW



Join us Friday, June 20, 2025 from 6 PM - 10 PM
at the Vandalia Recreation Center to help us
kick off the 2025 CenterPoint Energy Dayton
Air Show Presented by Kroger!

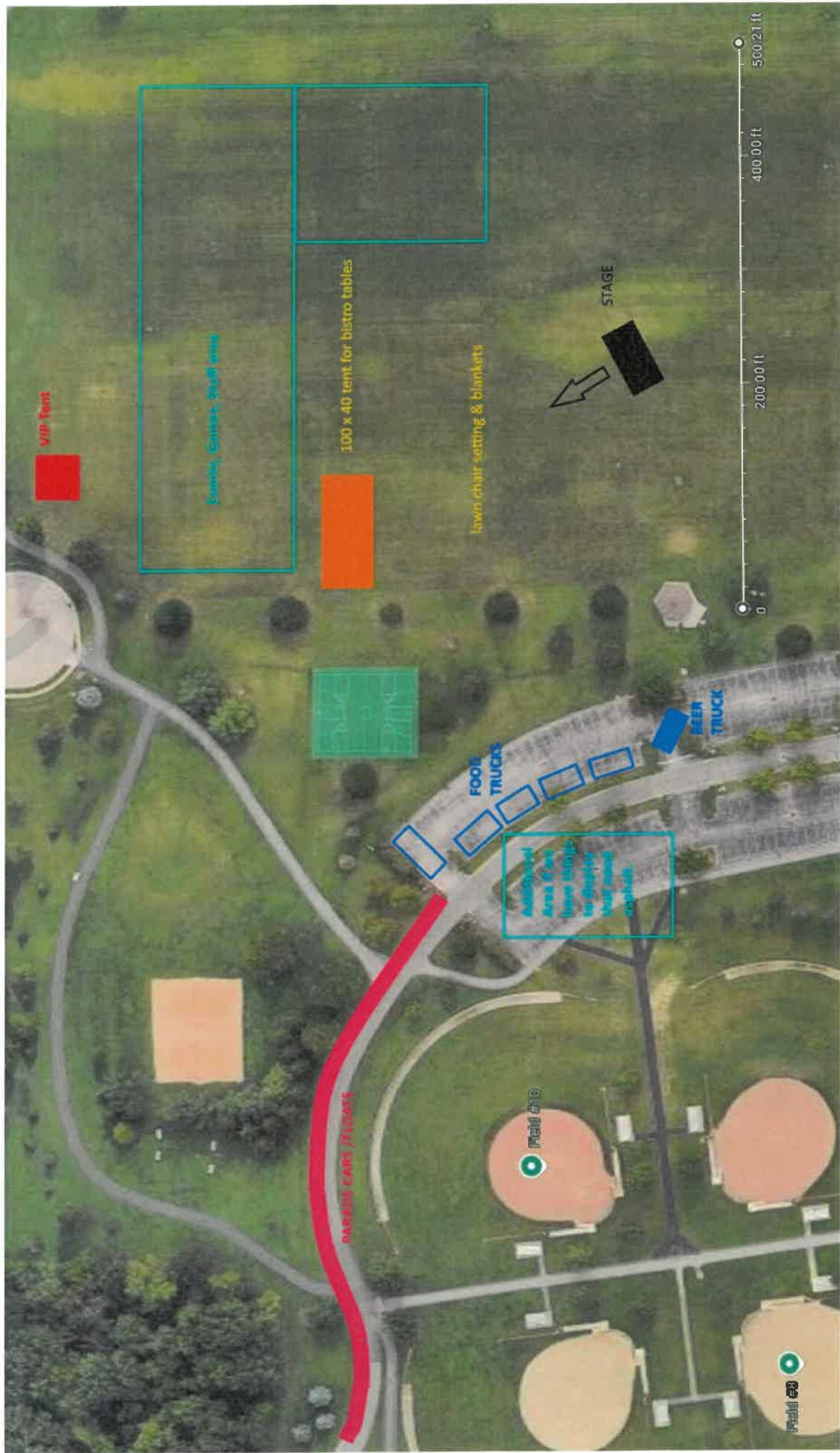
VANDALIA RECREATION CENTER
1111 Stonequarry Rd. | Dayton, OH 45414

THIS EVENT INCLUDES LIVE
MUSIC, FOOD, BEER, KIDS
ACTIVITIES, WALK-THROUGH
PARADE, EXHIBITS, A FLYOVER,
AND A MEET AND GREET WITH
THE USAF THUNDERBIRDS!

GO TO DAYTONAIRSHOW.COM
TO GET YOUR FREE TICKETS NOW



There will also be a **FREE** Saturday evening event from 6 PM -10 PM. The event will feature live music, food and drinks.



Memorandum

To: Kurt Althouse, Interim City Manager
From: Darren J. Davey, IT Manager
Date: March 11, 2025
Re: Phone System Replacement



The City of Vandalia has utilized NEC phone equipment for over 25 years, consisting of 250 handsets, a voicemail system, call queues, and integration with our 911 system. However, this system has reached the end of its useful life and is no longer supported by the manufacturer, meaning updates, replacement parts, and technical support are no longer available. Additionally, we are experiencing frequent issues due to the aging infrastructure, further impacting reliability and functionality.

During our 2025 budget process, we allocated \$170,000 for a replacement system based on estimates for a Mitel phone system. Mitel is one of the top three manufacturers of on-premise phone systems, which allow internal functionality without internet connectivity or ongoing subscriptions. This minimizes downtime due to vendor outages or internet-related disruptions.

To ensure a cost-effective purchase, we solicited proposals for Mitel equipment using the Sourcwell cooperative purchasing contract. We received three proposals, and after evaluation, the lowest-cost proposal meeting all specifications came from Forerunner, Inc., our current phone system vendor. Throughout the selection process, we consulted with department representatives to refine the system's design. As a result, we included additional features such as call detail reporting, which is valuable for tracking harassment calls or threats.

The final project cost from Forerunner, Inc. using the Sourcwell contract is \$161,468.06, which includes \$130,618.06 for equipment and \$30,850.00 for installation. The remaining \$8,531.94 from the budgeted funds will be used to purchase necessary network switch equipment to connect and power the new telephones.

I recommend that Council waive formal bidding and approve the purchase of the 2025 Phone System Replacement Project from Forerunner, Inc. for \$161,468.06 under the Sourcwell cooperative purchasing agreement. Additionally, I request authorization to use the remaining funds to purchase network switch equipment from City-approved vendors, not to exceed \$8,531.94.

BUDGETED: \$170,000.00

ACTUAL: \$170,000.00 (\$161,468.06 + \$8,531.94)

2025 Phone System Replacement Bid Tally

Original

Company	Bid Amount	Notes
BSB	\$ 160,428.14	Primary Bid
BCS	\$ 179,426.65	Primary Bid
BCS	\$ 159,684.66	Alternate without Contact Center
Forerunner	\$ 159,836.85	Primary Bid

Revised

Company	Bid Amount	Notes
BSB	\$ 158,289.34	Alternate analog adapters, removed UCC Standard licenses, cheaper call center
Forerunner	\$ 161,468.06	
Difference	\$ 3,178.72	



March 11, 2025

City of Vandalia, Ohio
Attn: Darren Davey - Information Technology Manager
245 James E. Bohanan Dr.
Vandalia, Ohio 45377

Dear Darren,

Re: Manufacturer's Guarantee regarding the purchase of Mitel MiVoice Business (the "Product(s)")

The purpose of this letter is to reassure **City of Vandalia, Ohio** (the "Customer"), that your investment in the MiVoice Business Solution Portfolio is well placed and appreciated by Mitel. Our market leading solutions serve as the foundation for Mitel's Unified Communications offering, we are committed to offering support into the future and hereby guarantee solely for the Mitel equipment purchased and installed on or before August 31, 2025 ("Cutover") that we will provide the following:

Mitel will stand behind our Products by assuring spare parts availability and support for the sooner of five (5) years after manufacturer discontinuance or ten (10) years from Cutover. All commitments for continued support of the Products requires the Customer to maintain valid Mitel Software Assurance (SWA) throughout the duration of this manufacturer guarantee. The purchased Products under this guarantee shall also be subject to Mitel's standard manufacturer's hardware and software warranty.

The foregoing guarantee is for the sole benefit of Customer, and Customer shall have a direct right of action against Mitel under this guarantee subject to the laws and jurisdiction of the applicable Mitel entity¹.

Notwithstanding anything to the contrary hereinabove, Mitel shall in no way be responsible for any special, incidental, consequential, liquidated, exemplary or punitive damages not otherwise expressly agreed to and by executing this letter, Mitel is not expressing or implying further representations or warranties whatsoever.

Mitel will continue to provide generally available Product, issue regular releases and require customers to purchase Software Assurance (SWA) in accordance with Mitel's Product Lifecycle Policy, as amended from time to time and available at: www.mitel.com.

Mitel is a global market leader in business communications, powering more than two billion business connections and trusted by some of the world's top performing organizations. We provide industry leading Support Services through our Software Assurance program, and we look forward to supporting your business in the future.

Sincerely,

DocuSigned by:

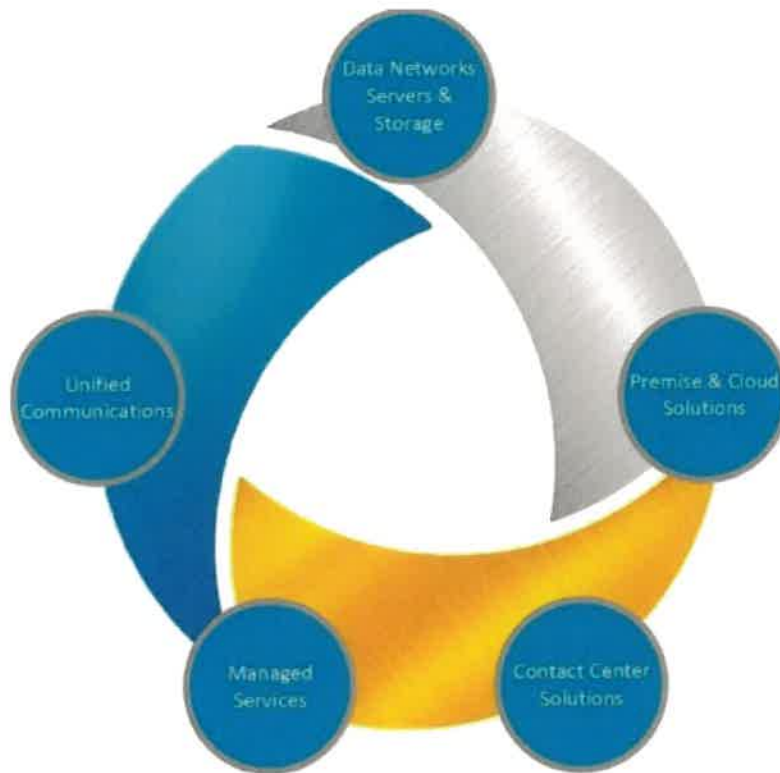
Martin Bitzinger

SVP, PLM & Product Marketing • PLM - Onsite Solutions

¹ For the purposes of this Manufacturer Guarantee, Mitel means:

- (i) in **Canada, Caribbean or Latin America**: Mitel Networks Corporation with registered office at 4000 Innovation Drive, Kanata, Ontario K2K 3K1, and is subject to the laws of the Province of Ontario, Canada. Venue shall be in Ottawa, Ontario.
- (ii) in **United States of America**: Mitel Networks, Inc. with registered office at 2160 Broadway, Suite 103, Mesa, AZ 85202, and is subject to the laws of the State of Arizona. Venue shall be in Maricopa County, Arizona.
- (iii) in **France**: Mitel France SAS, with registered office at 1 rue Arnold Schoenberg, 78286 Guyancourt Cedex, France, and is subject to the laws of France.
- (iv) in **Germany, Austria or Switzerland**: Mitel Deutschland GmbH, with registered office at Zeughofstrasse 1, 10997 Berlin, Germany, and is subject to the laws of Germany to the exclusion of the United Nations Convention on Contracts for the International Sale of Goods of 11.4.1980 (UN Sales Convention). The Venue shall be in Berlin.
- (v) in **United Kingdom, Australia, Asia Pacific, South Pacific or any jurisdiction not previously defined**: Mitel Networks Limited, with registered office at Dashwood House, 69 Old Broad Street, London, UK EC2M 1QS, as is subject to the laws England and Wales. The Venue shall be in England.

Proposal and Statement of Work For City of Vandalia



Prepared for:
Darren Davey, Information Technology Manager

Prepared by:
Mark Gottlieb
Sales Executive

Prepared On: 2/11/2025

Quote Id: 10003425-20250207-V4

CONTACT INFORMATION

END USER

Company Name:	City of Vandalia		
Site Address:	Vandalia, OH, 45377		
Primary Contact Name/Title:	Darren Davey, Information Technology Manager		
Contact Address:	245 James E Bohanan Drive, Vandalia, OH, 45377		
Phone Number:	(937) 415-2252	E-mail:	ddavey@vandaliaohio.org

SITE

Site Name:	Darren		
Contact Name/Title:	Davey Information Technology Manager, (937) 415-2252		
Bill To Address:	Vandalia, OH, 45377		
City, State, & Zip:	245 James E Bohanan Drive, Vandalia, OH, 45377		
Phone Number:	ddavey@vandaliaohio.org	E-mail:	

BILL TO

Company Name:	City of Vandalia		
Contact Name/Title:	Darren Davey, Information Technology Manager		
Bill To Address:	245 James E Bohanan Drive		
City, State, & Zip:	Vandalia, OH, 45377		
Phone Number:	(937) 415-2252	E-mail:	ddavey@vandaliaohio.org

PROVIDER OF SERVICES

Company Name:	Forerunner Technologies, Inc.		
Address:	150M Executive Drive, Edgewood, NY 11717		
Primary Contact Name/Title:	Mark Gottlieb		
Phone Number:	855-378-3283	E-mail:	Mark.Gottlieb@frtinc.com

EXECUTIVE SUMMARY

Forerunner Technologies, Inc. is pleased to submit this proposal for the design and implementation of a new Mitel-based telephone system for the City of Vandalia, Ohio. With our expertise in deploying enterprise-grade communication solutions, we are confident in our ability to deliver a seamless, high-performance telephony infrastructure that meets the City's operational needs and enhances overall efficiency.

Our proposed solution will provide a total replacement of the City's current telephone system across ten (10) buildings, ensuring a modern, reliable, and scalable platform. The system will feature state-of-the-art Mitel desk phones, robust voice processing, comprehensive reporting, mobility applications, Unified Messaging, and other essential peripherals to support the City's communication requirements.

To ensure a streamlined and cost-effective procurement process, Forerunner Technologies, Inc. is quoting this solution using **Sourcewell cooperative purchasing** under the **Mitel 120122-MBS** contract. This aligns with the City of Vandalia's **Codified Ordinance Section 208.08, "Joint Cooperative Purchasing Programs,"** enabling the city to leverage pre-negotiated, competitive pricing for Mitel equipment. Our proposal meets or provides pricing below eligible cooperative contract rates, ensuring compliance with the City's procurement requirements. For third-party add-ons and labor, we have provided competitive non-contract pricing to ensure a fully integrated and seamless deployment.

With a focus on security, ease of use, and future scalability, our approach will ensure uninterrupted communication, improved collaboration, and enhanced operational efficiency. Our team brings extensive experience in government and enterprise telephony projects, ensuring a smooth transition with minimal disruption. We are committed to delivering a cost-effective, fully integrated solution that aligns with the City's long-term strategic goals.

We appreciate the opportunity to partner with the City of Vandalia and look forward to demonstrating our capabilities in delivering a high-quality, future-ready telephone system.

Proposed Solutions

Mitel SMB Controller

The Mitel SMB (Small Medium Business) Controller is a communication server platform that perfectly addresses the smaller customer or branch office segment for the MiVoice Business solution and offers a growth potential for up to 150 users.



The communication server can be expanded using interface cards and system modules, providing enterprise-level features in a small business package. The Mitel SMB Controller is the perfect solution for customers previously on MiVO250 and MiVoice Connect.

Key Features:

- Supports up to 150 users
- Applications directly integrated in the SMBC platform
- Supports MiVoice Business
- Optionally supports integrated MiVoice Border Gateway for functions such as SIP Trunking and Teleworker
- Supports integrated CloudLink Gateway
- Supports integrated probe for Mitel Performance Analytics
- Powerful and future-ready for customer investment protection

Mitel 6920w IP Phone



The 6920w is designed for power users who require a phone with a modern design that is flexible and delivers a high-quality communications experience. It provides flexible network connectivity options including wired Ethernet and built-in Wi-Fi to facilitate installation in work-at-home and corporate environments.

The 6920w is built from the ground up to provide an exceptional HD audio experience with high-quality full-duplex speakerphone and support for Mitel's H-Series USB and EHS/DHSG headsets.

Features:

- Embedded WiFi - dual band (2.4GHz & 5GHz) IEEE 802.11a/b/g/n
- Bluetooth 5.2
- Energy Efficient Ethernet (EEE) support
- 3.5-inch QVGA color display: 320x240 pixel
- Crystal clear HD audio
- High quality full-duplex speakerphone
- Corded speech optimized handset
- MobileLink mobile device integration
- Mobile phone charging point

Mitel 6930w IP Phone



The 6930w is designed for power users who need a phone that can be tailored to their specific communication needs. It provides flexible network connectivity options including wired Ethernet and built-in Wi-Fi to facilitate installation in work-at-home and corporate environments.

The enhanced full-duplex speakerphone, cordless handset, and optional Mitel integrated DECT cordless or H-Series headset give you the flexibility you need to fit with the way you work.

Features:

- Embedded Wi-Fi - dual band (2.4GHz & 5GHz) IEEE 802.11a/b/g/n
- Bluetooth 5.2
- Energy Efficient Ethernet (EEE) support
- 4.3" (480x272 pixel) color display
- Bluetooth 4.1
- MobileLink mobile device integration
- PCLink
- Mobile phone charging point
- Voice optimized handset

Mitel 6970 IP Conference Phone

Features:

- 7" WVGA (800x480) color TFT capacitive touch-screen LCD with brightness controls
- Power Over Ethernet (PoE) LAN port supporting 10/100/1000 Base T
- Embedded Bluetooth 4.1
- 1 USB 2.0 Host port one on the side of the unit
- 1 peripheral mini-USB port underneath the unit
- 2 ports for optional external microphones underneath the unit
- Enhanced conference audio with high output speaker and 8 microphone beam-forming array
- Support for wireless network connection via optional Mitel Wireless LAN adapter
- Twelve touch screens top softkeys supporting up to:
 - 48 functions
 - 6 state-based touch screen bottom softkeys supporting up to 30 functions
- MobileLink support - seamless mobile integration using Bluetooth wireless technology



M695 Color Programmable Key Module (PKM)

The Mitel M695 can easily add 28 color self-labelling buttons to the existing Personal keys on a 6920, 6930 or 6940, enabling the MiVoice 6900 Series IP phones to become robust productivity enhancing desktop communication tools for users who need to monitor a large number of lines or Busy Lamp Fields.

The M695 attaches easily to the 6900's sidecar expansion port which provides power to the attached PKM(s) for a clutter free desktop. Up to three modules can be daisy-chained together to provide up to 84 programmable keys that can be programmed with all of the same feature types available on the personal keys of the base phone.



- Supported on the 6920, 6930 and 6940
- 28 color self-labeling programmable keys
- 4.3" 480x272 pixel color backlit LCD display
- Additional M695 PKM's can be daisy-chained for a combined total of up to 3 modules

All attached PKM's powered by the phone – no separate power adapter required. When a M695 PKM is installed with the 6930 or 6940 IP Phones, the phone becomes an IEEE 802.3at compliant device and will require a Class 4 powered switch, a midspan power hub or an IEEE 802.3at compliant inline power adapter such as:

- Gb 802.3at Power Adapter Universal, plus one of the following C13 Power Cords:
- C13 Power Cord with NA Plug Type
- C13 Power Cord with UK Plug Type
- C13 Power Cord with European Plug Type
- C13 Power Cord with Australian Plug Type

Mitel MiCollab

Across your typical business, user collaboration, mobility, and messaging are the core communication requirements. To simplify these functions, Mitel combines them into a single solution: the Mitel MiCollab.

Promoting simplicity for users

Despite being physically separated, users appreciate being able to find each other quickly and connect without delays and long waiting times for return calls and emails. Instead of users toggling between their communications applications, each with their own login procedure, MiCollab provides users access to all of their applications from one place – from anywhere on any device.

Also included in MiCollab is Presence, which provides a visual of someone's status and real-time access to everyone in the organization, on or off the premises, and enhances the effectiveness of "in the moment" communications.

Promoting simplicity for IT teams

MiCollab operates on a single management console providing administrators with one view of the entire solution - presence, collaboration, mobility, and messaging. As a single solution, MiCollab brings several other benefits to IT teams, including:

- One server for all functionality
- One interface for user deployment
- One management view
- One point of control
- Multiple deployment options including virtualized environments
- Powerful APIs to bring other applications like email and CRM into the user's communication realm.

MiCollab is a robust communications solution that unifies mission-critical applications on a cost-effective, easy-to-use platform. MiCollab minimizes installation and management costs because it consolidates multiple communication applications (see list below) on a single server with common installation, commissioning, and administration tools.

- Unified communications and collaboration
- Mobility
- Unified messaging
- Audio, video and web conferencing
- Real-time contact information
- Speech-enabled auto attendant
- Teleworking

By residing on a single server, MiCollab drastically cuts power consumption, reduces maintenance costs and requires less rack space. Time and effort are also saved with a single installation of all applications, an integrated initial system configuration wizard, and a simplified browser-based administration interface. Also, for everyday use, a browser-based user portal provides access to the applications.

Through integration with the MiVoice Business platform, MiCollab delivers call control, extensive features and support for a wide range of innovative desktop devices and applications.

MiCollab Unified Messaging

From basic voice mail to advanced unified messaging, MiCollab Unified Messaging (UM) is a reliable, cost-effective messaging application that satisfies the diverse needs of the entire user population.

As part of the MiCollab suite, MiCollab UM enables users to access their voice mail remotely through their existing e-mail clients (IBM Lotus Notes, Novell GroupWise, or Microsoft Outlook 2003/2007/2010 or 2013) or telephony user interface (TUI). MiCollab UM also enables access to voice messages from the desktop by e-mail client or web browser.

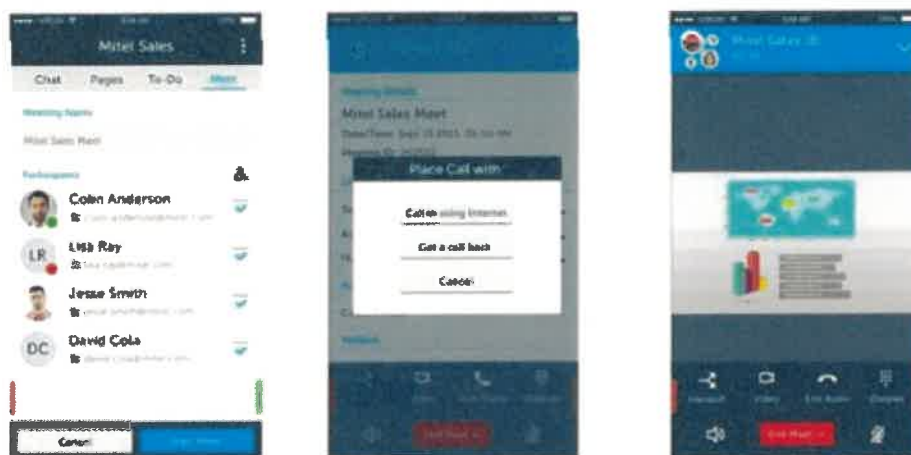
Benefits:

- Advanced unified messaging and text-to-speech e-mail reading allows users to manage voice mail, e-mail and faxes from a desk phone, mobile device or PC
- Improves customer service levels while Speech Auto Attendant offloads the company receptionist from routine calls
- Personal call routing options, such as Find Me/Follow Me and the ability to create schedules and caller ID filtering, empower users to control how and when calls reach them
- NuPoint upgrade process improvement (vNPM Restore)

MiTeam (Available as an Option)

MiTeam is a workstream communications and collaboration tool that provides a highly collaborative, persistent workspace for team-based meetings, conversations, content collaboration and project management. It is integrated into MiCollab UC mobile (iOS and Android) and MiCollab Web Client.

MiTeam – Join Meet Session



Benefits:

- Consolidate teamwork capabilities into a single windowpane, centralizing chats, content sharing, collaborative whiteboard sessions, pictures, videos, presentations, and add rich graphic and vocal annotations.
- Keep up to date on projects, stay connected with colleagues and clients, and eliminate cumbersome emails with powerful layers of embedded collaboration within a single application.
- Potential to integrate and embed more than 40 external services – such as DropBox, Salesforce.com, Evernote, and Google Drive – directly into your MiTeam experience to automate alerts, seamlessly import content and annotate files, all within the same application.
- Expand teams past the physical confines of your own organization to include remote employees, contractors, and even customer contacts, anywhere around the globe and on any device.

Speech Auto Attendant (Available as an Option)

The MiCollab UM Speech Auto Attendant (SAA) is an application that allows users to place calls to people quickly and efficiently by speaking their names. Users can also make a call by saying a department name or telephone number.

Speech Auto Attendant has the ability to store four numbers per person and provides the configurable option for the user to select which phone number will be called. Department names are also supported and can be heard after saying the "Department" command.

The auto attendant provides users with the ability to optionally play back the current presence state of the matched person prior to transferring a caller. This feature is supported through integration with the following clients:

- IBM Sametime
- Microsoft Live Communications Server 2005 (LCS) and Microsoft Office Communications Server 2007 (OCS)

MiCollab Audio, Web, Video Conferencing

MiCollab Audio, Web and Video Conferencing brings together the benefits of a feature-rich audio-conferencing solution with easy-to-use, intuitive web conferencing capabilities. These enable users to enhance conference calls or meeting through the use of shared documents, presentations, chat and desktop video.

The audio conferencing and web presentation capabilities facilitate better collaboration among internal and external employees, business partners and customers. Users can rapidly schedule and conduct conference calls and share documents with any participant from the browser-based interface. Recording and publishing options extend the conference beyond the initial meeting.

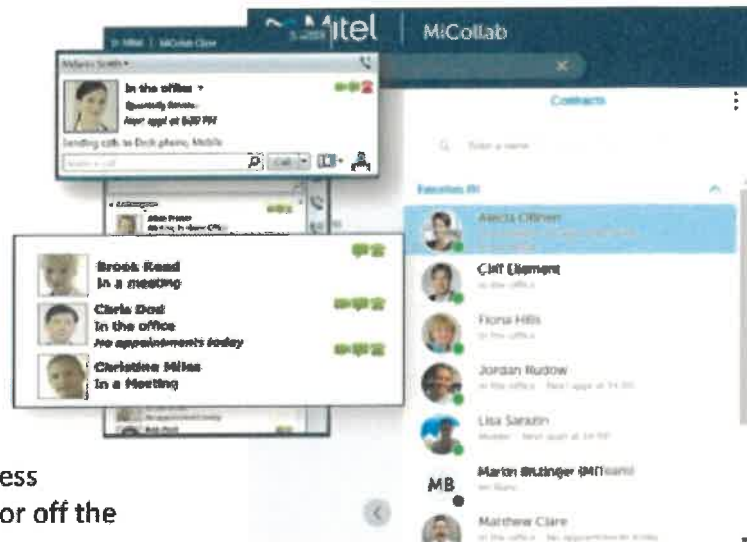
MiCollab Audio, Web, Video Conferencing on MiCollab is a cost-effective, scalable solution that connects people quickly and easily, regardless of their location. When part of MAS, MiCollab Audio, Web, Video Conferencing not only provides all the same features as its stand-alone version, but it also provides the simplicity of administration on a single server, a decreased server footprint, and combination with a rich set of Mitel's advanced IP applications.

MiCollab Audio, Web, Video Conferencing on MiCollab also includes the following features:

- High-quality audio and video for better collaboration among internal and external employees, business partners and customers
- Quick and easy conference call scheduling and conduct with shared documents, presentations, chat and video
- Complete call control and management directly from the desktop
- Comprehensive call detail records for bookkeeping and billing purposes
- Cost-effective group calling
- Web-based collaboration tools designed for sharing desktops and individual applications
- Support for an unlimited number of conferencing hosts
- No special event connection costs, and no expensive add-ons
- Handles javaless browsers
- Supported in a Windows 10 environment and Edge Browser

MiCollab Client

MiCollab Client provides a console from which users can manage all their business communication and collaboration needs. It converges the call control capabilities of Mitel communications platforms with contact management, Dynamic Status, and collaboration applications, to simplify and enhance real-time communications.



MiCollab Client allows real-time access to everyone in the organization, on or off the premises, with user and phone presence information that make every phone call or instant message (IM) count. It also provides simple ways to manage personal communications. Users can find, communicate and collaborate with others quickly, easily and in the moment by desk phone, softphone, mobile device, fax, instant messaging, instant collaboration, or video conferencing. For true unified communications, MiCollab Client integrates with leading business productivity tools such as Microsoft Exchange, Microsoft Outlook, and Microsoft Office as well as IBM Lotus Notes.

MiCollab Client also includes mobile device applications that enable RIM BlackBerry, Apple iPhone and iPad, and Google Android users to upload UC Advanced directly to their devices for use while on the go. GPS and Bluetooth location-based features ensure the mobile user's presence and availability are always up-to-date and the user remains in touch with in-office contacts.

MiCollab Client delivers increased efficiency and productivity, reduced costs, enhanced responsiveness, and streamlined business operations through advanced features:

- Simplified call management and logging
- Presence and availability
- MiCollab softphone
- Visual voice mail
- Secure instant messaging
- MiCollab web and mobile portals
- Dynamic Status (an easy way for users to specify IM, presence, and call routing options)
- Location-based presence



MiCollab Client Options:

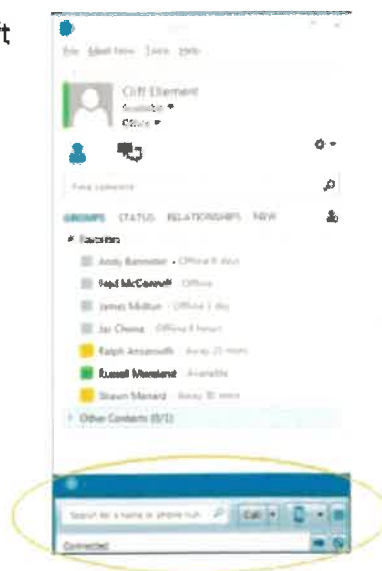
- MiCollab Web Client
- MiCollab Mac Client
- MiCollab Client

Integration with Skype for Business/Microsoft Lync

MiCollab integrates seamlessly with Skype for Business/Microsoft Lync, enhancing the clients with the following Mitel voice capabilities:

- Mobility (e.g., single-number reach, hand off to external mobile number)
- Desk-phone control
- Control from mobile phone or SIP device
- Mitel softphone
- Mid-call features
- Voice presence

From within the Skype for Business/Microsoft Lync clients, users can control their Mitel desk phones or their mobile devices, move calls between devices as well as view phone presence. When installed with Microsoft desktop applications, the Mitel solution also supports voice integration with Microsoft Office programs such as Outlook along with Click-to-Call capabilities from a number of web browsers (including Microsoft Internet Explorer, Google Chrome, and Mozilla Firefox).



MiVoice Border Gateway

The MiVoice Border Gateway (MBG) solution securely enables remote employees to work and collaborate productively by having a complete in-office unified communications experience

without being physically in the office. To ensure the deployment of secure internal and external workspaces, MBG provides comprehensive threat protection, strict access control, and privacy. It can be installed either on a Mitel MiCollab server or a separate server residing on the corporate network edge. A reliable, secure platform, MBG accommodates multiple network connectivity services in a number of network edge scenarios:

- **Teleworker Service** is a secure plug-and-play solution for remote workers.
- **SIP Trunk Proxy Service** services a SIP-aware firewall at the edge of the company network, which eliminates the need for third-party firewalls. This also simplifies configuration and deployment.
- **Secure Recording Connector (SRC)** is a software solution that facilitates the recording of Mitel encrypted voice streams by third-party call recording equipment (CRE).

NuPoint UM

NuPoint UM is available as a standalone product, and as part of MiCollab. While most functionality is common between the two versions, there are differences in some areas, especially in provisioning and other administrative functions since the MiCollab version is provisioned in the context of other applications in MiCollab

For ultimate flexibility, the Mitel solution can support just about any e-mail client including hosted e-mail services like Gmail, Office 365, and Hosted Exchange. It also offers a breadth of voice features such as personal distribution lists, broadcasts, and flexible greeting options.

At its core, NuPoint UM grants access to voice messages three ways:

- Via the telephone user interface (TUI)
- From an e-mail client (including hosted services such as Gmail) via Simple Mail Transfer Protocol (SMTP) Forwarding
- Through the NuPoint UM web interface (Web View)

The proposed NuPoint UM 60 supports up to 60 ports, 57,000 mailboxes and at least 8,000 hours of recorded messages on redundant RAID 1 drives.

Virtual NuPoint UM

Deployed in a virtual environment, Mitel NuPoint UM can be managed like any application in the data center. Providing the same features and functionality as its physical version, Virtual NuPoint UM enables users to access and manage voice mail, faxes, and e-mail from a single interface. Common data center management and provisioning capabilities make administration simple. Advanced unified messaging allows users to retrieve and manage messages from their phone, e-mail inbox, or web browser, with full bi-directional support.

Mitel Unified Communications and Collaboration (UCC)

The Mitel UCC license bundles include the following components:

UCC Features	Entry User	Standard User	MiTeam Uplift
MiVoice Business User License	●	●	●
Voice Mail & Unified Messaging	●	●	●
Single Number Reach (Mobile Phone Integration)	Up to 8 Devices	Up to 8 Devices	Up to 8 Devices
PC-MAC Desktop & Web Client	●	●	●
▪ Instant Messaging	●	●	●
▪ IM and Telephony Presence	●	●	●
▪ Enhanced Client Capabilities (Dynamic Status, Email-Calendar Int)	●	●	●
Mobile Client	Opt 50% off, with Entry	●	●
Voice / Video Softphone	Opt	PC & Mobile (1 Active Device)	3 Remote Devices
Teleworker – Remote Access	Opt	1 Device	3 Devices
Audio, Video and Web Collaboration *	Participant Only	Participant, Schedule, Moderate	Participant, Schedule, Moderate
Application Integration (Plug-in)	NA	Google	Google, Salesforce
Ad Hoc Meeting	NA	●	●
MiCollab Meeting Center	NA	●	●
MiTeam Collaboration **	NA	NA	●

* 10 MiCollab conferencing ports with the purchase of the first Standard user and 1 additional port for each additional 10 Standard and 5 MiTeam Uplift UCC users

** 1st Year Included, Monthly Subscription after 1st Year

Mitel's unified communications and collaboration (UCC) licensing structure is based on the UCC solutions that are most used by businesses today. These licenses encompass 80 percent of typical business functions employed by three core user types—from unified messaging with IM and presence for the desk-bound user (Entry License), to a full in-office experience for the mobile and team user (MiTeam Uplift).

User Types

- **Entry** - This license is ideal for a desk-bound office worker who needs messaging and some in-office mobility.
- **Standard** - This license is for knowledge workers who need to collaborate and share documents. It will provide them with mobility within the corporate network as well as presence, a desktop softphone, video support, and teleworker access.

- **MiTeam** - This license is for the fully mobile or remote worker who needs an in-office experience anywhere. In addition to the capabilities offered in the Entry and Standard licenses, it includes highly collaborative, persistent workspaces for team-based meetings, conversations, content collaboration and project management.

MITEL REVOLUTION

Notifying the right people when it matters most

When an emergency occurs, your organization needs a fast and effective way to notify people to keep them safe.

Unfortunately, many solutions used to alert and communicate with others during critical situations lack the capabilities needed to address the changing needs of the modern workplace. While they are perfect for informing those who are on-site, many were just not designed to embrace today's mobile-centric world.

Meet Mitel Revolution

Mitel Revolution was built for today's modern world, embracing our mobile-centric society with support for mobile device notification and event triggering so that everyone can be kept safe, informed, and connected - no matter their location.

With capabilities such as two-way messaging, multimedia push notifications, and support for geofencing— you can go beyond on-premises only to provide people with critical information based upon their location or proximity to the incident zone.

However, Mitel Revolution can not only dramatically improve the safety and security of your organization and everyone within it but can also be leveraged to deliver efficient mass notifications for your noncritical communications needs, such as special announcements or facility-wide paging with your employees, visitors, patients, students, or bystanders that are located inside or near your facility.

Adaptable to Your Notification Needs

Since no two events are ever the same and not everyone shares the same preferred methods of communication, Mitel Revolution provides boundless possibilities to be tailored to address the notification needs of your organization.

With Mitel Revolution, you can communicate effectively and efficiently in virtually any situation using its adaptable architecture that provides:

- Unlimited creation of live, pre-recorded, or scheduled broadcast events

- Activations initiated from on or off-premises devices
- Multimodal notifications to desktop devices, mobile devices, overhead speakers, email, loud horns, strobes, digital/LED signs, and more
- Integration with SMS services to alert via text messages
- Out-of-the-box integrations with automated alerts and early-warning systems
- Geo-location controls to ensure mobile recipients receive relevant information based on their current location
- Multilingual text-to-speech engine support to translate dynamic text into intelligible audio broadcasts
- And a whole lot more

Notifications Made Easy as One, Two, Three

Whether it's alerting a single person of an isolated event or notifying thousands of an evolving situation using multiple notification channels; keeping people informed should be a simple, straightforward process.

With Mitel Revolution creating a notification event can be as simple as:

STEP 1 - Define your communications method for each scenario What do you want the event to do? For example, provide one or two-way audio, play a pre-recorded message, and/or send specific text and images

STEP 2 - Define how your notification should be initiated What will trigger the event? For example, select from endpoints like panic buttons, access control systems, sensors, alarms, Mitel Revolution apps, and more

STEP 3 - Define which endpoints to send the notification to What devices do you want the event delivered to? Such as the large variety of internal endpoints, external devices, and third-party services supported by Mitel Revolution

Embedded Voicemail

An Embedded Voice Mail system within the Mitel Networks Integrated Communications Platform (ICP) is cost-effective and easy to manage, offering customers a messaging solution today with an intelligent migration path to IP telephony. Users can conveniently manage their voice messages with intuitive telephone prompts and complete integration with Softkeys on Mitel Networks telephones. Along with many superbly designed features, the system includes a multi-level auto-attendant to conveniently route incoming calls, providing callers with better self-service access to the person or department they are calling. Recorded Announcement Devices can automatically answer incoming calls and deliver pre-recorded messages, while easing the burden on reception staff. This embedded voice mail system can forward messages to e-mail addresses or pagers, allowing users to be notified of a call anywhere and anytime.

Mitel DECT Integrated Headset

The Integrated DECT Headset is a unique accessory that offers convenience and corridor mobility for 6930 and 6940 IP Phone users. The headset provides handsfree mobility in a lightweight, ergonomic design. This allows users the ability to be mobile up to 300 feet from their desk within the office or in an adjacent office.



- Wi-Fi-friendly 1.9 Ghz frequency with DECT wireless technology
- Noise-cancelling microphone for reduced background noise – calls are crystal clear
- Digital encryption for secure conversations
- Lightweight headset design: Ear hook-type headset weighs only 0.84 ounces (26 grams)

Features:

- Initiate call / end call key
- Volume control keys
- Mute key
- Volume and mute functions fully synchronized with desk phone (can be controlled from either phone or headset)
- Premium mono-ear headset
- Both headband and ear-hook wearing styles provided
- Soft comfortable ear cushion with headband wearing style
- HD voice wideband audio
- Noise cancelling microphone
- In-ear ringing
- LED Indicators on the Headset Charging Cradle indicate both connectivity and charging status

Mitel 5617 IP-DECT Phone

The Mitel 5617 IP-DECT handset is an enterprise-class handset that is designed for users who work in the toughest working environments. The Mitel 5617 is built to be comfortable to use throughout the longest shifts, featuring: a large color display, advanced messaging, wired or wireless headsets, multiple language and phonebook options, a carrying clip and a long-life, replaceable battery.



The Mitel 5617 is ingress protected to IP65 standard, and it has been tested way beyond the standard free fall, temperature, chemical-resistance and endurance tests. And of course, it features advanced speech encryption and authentication.

Key Features

- High resolution 2.4-inch TFT display with multi-color LED
- Shock, vibration, drop, temperature and chemical resistance
- Advanced messaging including priority and confirmation
- Bluetooth 5.0
- 3.5 mm headset connector
- Wideband audio support
- Standard 3.5 mm headset connector
- Multi-function button
- IP65 Protection Class

Mitel S720 Bluetooth Speakerphone

The MiVoice S720 Bluetooth (BT) Speakerphone allows customer to transform any room into a conference room for up to six people. The MiVoice S720 Bluetooth (BT) Speakerphone allows all attendees to contribute while on a call thanks to the 360° microphone pickup and HD Voice audio.



The MiVoice S720 Bluetooth Speakerphone is the perfect solution for office side table and small meeting room conference calls.

Speakerphone functionality is tightly integrated with the MiVoice 6930 and 6940 IP Phone's built-in Bluetooth 4.1 interface. Multiparty conference calls can be set up using the conferencing capability of the MiVoice 6900 desk phone and then move to the MiVoice S720 Bluetooth Speakerphone. Users can take the speakerphone on the road and leverage the Mitel MiCollab Softphone from the hotel room or other on-the-go conference calls. The S720 Bluetooth Speakerphone features a lightweight design, a protective travel pouch and boasts 15 hours of talk time before the battery needs to be recharged. The MiVoice S720 Bluetooth Speakerphone also doubles as a high-fidelity Bluetooth speaker when paired with the music player on the user's mobile phone.

Features:

- Enhance the MiVoice 6930 and 6940 IP phones with office side table / small meeting room conference phone capabilities
- Connects to the MiVoice 6930 and 6940 IP Phones' built-in Bluetooth wireless interface
- Move call audio between IP Phone and S720 Bluetooth Speakerphone
- Link two S720 Bluetooth Speakerphones together for extended coverage / stereo audio
- Portable design, leverage Mitel's MiCollab Softphone when traveling
- Clear HD Voice audio
- 360° microphone pickup (6ft / 2m range)
- Battery powered with 15 hours of talk time
- Dual connect – MiVoice 6900 and Mobile Phone
- Doubles as high-fidelity Bluetooth speaker when paired with mobile phone music player

SCOPE OF WORK OVERVIEW

Outlined in the following pages, hereafter referred to as the Scope of Work (SOW), is a description of the services that FRT will provide to City of Vandalia according to the implementation guidelines set forth in this SOW.

Within this SOW, guidelines are also defined as to what City of Vandalia's roles and responsibilities are to ensure a successful implementation. FRT will work closely with City of Vandalia to resolve any implementation issues and to accommodate any changes that need to be made to this SOW.

GENERAL IMPLEMENTATION GUIDELINES

To ensure a successful implementation per the Schedule of Equipment and Services, FRT has defined the following general guidelines:

Project Schedule

Once City of Vandalia has signed this SOW, FRT will proceed with scheduling FRT resources to begin the single-phase implementation (unless otherwise specified as multi-phase). Prior to the start of the implementation, FRT will meet with representatives from City of Vandalia to develop an Implementation Plan with key milestones for the implementation.

Product Configuration

FRT will provide Certified Engineers to perform all work under this SOW to comply with manufacturers recommended implementation procedures and will, prior to cut-over, perform standard test procedures to ensure equipment operates according to the manufacturer's published specifications.

Completion of Services

Cut over will occur once FRT has completed the implementation per the Implementation Plan. FRT is not responsible for the removal, disposal, and cleanup of all existing cable, telephony, and associated equipment. City of Vandalia Corp can request that FRT provide this service prior to cut-over at an additional cost to City of Vandalia.

SERVICES AND DELIVERABLES - Forerunner Technologies, Inc.

Outlined below is a complete description of all services that will be provided by FRT. All services are based on the Schedule of Equipment and Services in this SOW.

Set Placement:

- All desktop devices will be unpacked, placed, labeled and connected as per City of Vandalia provided floor plan and tested during City of Vandalia's regular business hours unless an "overtime" option is purchased.

Automatic Call Distribution

Automatic Call Distribution (ACD) and the supporting client application, Desktop Suites, deliver and route calls to call center agents and provide call metrics. For this application and feature to function correctly, the software must be loaded on a full-time running server. This server may be City of Vandalia-provided, Forerunner-provided, or operate on a blade server contained in the phone system. The server also requires connectivity to the main CPU of the phone system as well as a connection to the client. City of Vandalia must provide IP addresses for the server and support connectivity to the server on the network. This server may require resets after software updates. The client software for Desktop Suite will be placed on the server for installation to client machines. Forerunner will assist in loading two (2) clients, and the remaining clients should be installed by the City of Vandalia IT support or appointed person and machine controlling the phone for the agent.

Scope of Work Detail

Project Overview

This project provides for the implementation of one Mitel MiVoice Business communications solution and associated peripherals

Call Control

- Primary Call Control will be provided by one MiVoice Business EX call control appliance located at the Justice Center
- Alternative or Failover Call Control will be provided by:
 - One Mitel MiVoice Business SMB controller located at Fire Station 1
 - One Mitel MiVoice Business SMB controller located at the Service Garage

Public Switched Telephone Network (PSTN)

- The primary PSTN connections will be a quantity of thirty-two (32) SIP trunks terminated at the Justice Center provided by Granite Telecom
- Secondary PSTN connections will be provided by analog loop/ground start trunks at the Justice Center, FS1 and the Service Garage
- The Ray Baum's act requires all Multi-line Telephone Systems to provide "dispatchable location" information to the PSAP effective January 6th, 2021. ISDN PRI circuits do not provide such information, SIP trunks are required
- Information regarding Ray Baum's Act and compliance may be found here:
<https://www.fcc.gov/mlts-911-requirements>
- The customer is responsible for the procurement of SIP trunk carrier services
- The customer is responsible for providing and maintaining the location information for each extension
- Customer is responsible for all coordination with their carrier(s) as pertains to PSTN circuits
- Extension or relocation of existing demarcation points for carrier circuits is outside of the scope and cost of this project and will be invoiced separately
- Forerunner Technologies will provide the media gateway servers or appliances for SIP trunk services as required (Mitel MiVoice Border Gateway)

User Licensing

The system will be equipped with the following User Licenses:

See Bill of Materials

- Customer will install and configure the Unified Communications Desktop client with Forerunner Technology assistance on customer-provided PC's. Such assistance will consist of training for customer IT personnel on a maximum of five (5) PC's. The PC's must meet minimum specifications

Endpoints

Forerunner Technologies will provide and install the following endpoints:

The customer will assist in placing and testing the following endpoints:

- IP Endpoints: 214 Mitel model 6915 IP Phones, 27 Mitel model 6920W IP Phones, 20 Mitel model 6930W IP Phones
- Wireless (DECT) Endpoint: 6 Mitel model 5617 IP Phones
- Intercom/Door box 4 Viking E-1600. The customer provide the mounting equipment for installation
- Two (2) Mitel model 6970 Conference units
- Ten (10) Mitel model S720 adjunct speaker units

Unified Messaging

- Unified Messaging (voicemail messages synchronized with e-mail) will be provided by one Mitel NuPoint Messenger
- Customer will provide the server/virtual server(s) and Operating System for Unified Messaging

Unified Communications

- Customer will provide the server/virtual server(s) and Operating System for Mitel MiCollab

Emergency Call Management

- On-network (local) notification and management of Emergency Calls (i.e. 911, 9911, and/or other customer-defined emergency numbers) will be provided Mitel Integration to Intrado Viper
- Forerunner will provide Mitel Revolution to provide mass notification via internal and external paging
- Enhanced 911 services providing caller location and other information to an external PSAP (Public Safety Answering Position) will be provided by Intrado. National Emergency Number Association (NENA) formatted records are produced and transmitted to the PSAP for its reference when a 911 call is received. Customer is responsible for the accuracy of the location and user information contained in these records and for their transmittal to the PSAP
- Customer will provide the server/virtual server(s) and Operating System for Emergency Call Management

Contact Center (Automatic Call Distribution)

- The Customer will provide the server/virtual server(s) and Operating System for ACD
- The Contact Center will be licensed for:
 - Twenty (20) concurrent voice agents using telephones only

Contact Center Reporting

- The Contact Center has been licensed for quantity of one concurrent Supervisor user providing Real-time Display of Agent and Queue activity and access to historical Performance Reports

Call Recording

- Call recording will be provided by a Mitel feature called "One-touch" Recording. A user activates a programmable key to invoke this feature, and the recording is stored in that user's voice mailbox. If the user has Unified Messaging, the recording is also forwarded to their e-mail

External Paging

- The Customer's existing external paging system will be reused. The existing paging system consists of: Atlas PSR Paging interface. The Mitel controller has been equipped with a loop-start CO port for connection to the Atlas interface

Training

- End-user training will be provided as:
- Manufacturer provided documentation and video
- Forerunner Technologies on-site instructor-led training for IT staff as "train-the-trainer"
- Forerunner Technologies will provide System Administration via remote audio and video collaboration for maximum of two (2) hours

Infrastructure

- Customer will provide data equipment rack space with sufficient capacity to house all servers and appliances. A total of quantity of two (2) Rack Unit space (2 RU) per Mitel Controller will be required
- The Customer will provide back-up power as required for the system (specify requirements)
- Forerunner Technologies will provide Day One (first day of service) on-site support
- The Customer will provide a properly identified and functioning CAT5e or better data cabling infrastructure. The data cables will be terminated on a patch panel in the wiring closet(s). Identification and/or remediation of cabling is outside of the scope of this project and will be invoiced separately
- The outlets for telephones or devices for IP telephones will be readily accessible (i.e., not blocked by furniture). Movement of bookshelves, desks, cubicles or other obstructions is outside of the scope and cost of this project and will be invoiced separately
- The IP Telephones have been provisioned with 10/100/1000 MB passthrough ports. A maximum of 1GB data transmission capability will be provided to a connected PC
- Customer, with the assistance of Forerunner Technologies, will be responsible for the definition and establishment of a minimum of one dedicated VLAN for the isolation of voice traffic. Assistance by Forerunner Technologies is defined as the providing of manufacturer's specifications/best practices documentation and general consultation on VLAN implementation. Implementation of VLAN's on the Customer's network is outside of the scope and cost of this project and will be invoiced separately
- IP telephones require an external power source of a minimum of 15.4 watts DC (IEEE 802.3af):
 - Customer will provide Power over Ethernet data switches to support the IP telephones

Assumptions

This Scope of Work is based upon the following assumptions:

- Customer will facilitate access to all areas of the site(s) as required
- Customer will provide a dedicated contact for the duration of the project with knowledge of the Customer's communications requirements and the authority to make decisions concerning them
- Customer will notify Forerunner Technologies, in advance of the project's commencing, of any special requirements to work or operate within the facility

- Customer will facilitate the provisioning and assignment of static IP addresses as required
- Customer will provide secure IP-based access to all systems for remote maintenance and administration (VPN, SSL, etc.). This access may remain disabled when not needed and activated as required on request
- Customer will coordinate local network support as required
- All work will be completed during standard business hours (8:30 am to 5:30 pm, Monday through Friday)
- Existing cabling to be re-used is in proper working condition and identified at all locations. Identification of remediation of cabling is outside of the Scope and cost of this project and will be invoiced separately
- Any existing analog or third-party devices are in proper working condition and will be reused. Testing, trouble-shooting or remediation of such devices is outside of the Scope and cost of this project and will be invoiced separately
- Customer will provide A/C electrical connections as required as well as any costs associated with to customer-provided backup power
- Customer is responsible for the removal and disposal of any existing/replaced equipment
- Any activities or tasks not specifically described or delineated within this Scope of Work are outside of the scope and cost of the project and will be invoiced separately.
- A purchase order is acceptable in lieu of signatures for the acceptance of the proposal, but a signature is still required for acceptance of the SOW. Work cannot commence without a signed SOW.
- The following quote is valid for thirty (30) days from the date of issue.
- Forerunner Technologies will provide one (1) year warranty on all provided hardware, and one (1) year support via remote or on-site service as required

Call Center Agent Training

- Prior to cut-over, provide each Call Center Agent with instruction on the basic features and functionality of his/her assigned desktop device, in addition to all pertinent telephone operations

Schedule of Equipment and Services

<u>Qty</u>	<u>Description</u>	<u>Ext Sell</u>
MiVoice Business Software		
1	MiCollab Virtual Appliance	\$604.80
1	MiVoice Border Gateway Virtual	\$144.00
1	MiCollab Virtual Appliance	\$604.80
1	MiVBus Enterprise SW for 3300 (no users)	\$868.32
1	Enterprise License Group	\$575.66
1	MiCollab Virtual Appliance	\$604.80
MiVoice Business License		
10	MiVoice Business License-SINGLE LINE EXT	\$434.20
81	UCCv4.0 Entry User for MiVoice Bus x1	\$10,964.16
32	SIP Trunking Channel Proxy	\$912.32
1	MCD Mailbox license	\$29.27
2	MiVoice Business License - SIP Trunk x1	\$115.12
32	MiVoice Business License-SINGLE LINE EXT	\$1,389.44
5	MCD ENTERPRISE ACTIVE AGENT LICENSE	\$417.60
3	MiVoice Business SIP Trunks x10	\$1,553.34
117	UCCv4.0 Entry User for MiVoice Bus x1	\$15,837.12
60	UCCv4.0 STND User for MiVoice Bus x1	\$11,750.40
2	MiVoice Business License-SINGLE LINE EXT	\$86.84
11	UCCv4.0 Entry User for MiVoice Bus x1	\$1,488.96
MiVoice Business Hardware		
1	MiVB on SMB Controller	\$225.12
1	SMBC rack mount kit	\$23.16
2	System Module 2 DSPX	\$533.54
1	SMBC Trunk card 4FXO	\$196.18
1	SMB Controller 8/38G	\$546.72
2	4 Port FXO for EX Cont.	\$757.18
1	DSP card for EX Cont.	\$385.60
1	EX Controller 16/120G Dual PS	\$3,084.79
1	MiVB on SMB Controller	\$225.12
1	SMBC rack mount kit	\$23.16
1	System Module 2 DSPX	\$266.77
1	SMBC Trunk card 4FXO	\$196.18
1	SMB Controller 8/38G	\$546.72
Endpoints		
1	PWR CRD C13 10A 125V - NA Plug	\$9.67
1	PWR CRD C7 2.5A 125V-NA PLUG NON POLRIZD	\$7.49
2	Integrated DECT Headset (NA)	\$411.84
2	6920w IP Phone	\$436.80
4	6930w IP Phone	\$1,123.20
11	PWR CRD C13 10A 125V - NA Plug	\$108.37
3	M695 PKM	\$443.67
8	Integrated DECT Headset (NA)	\$1,647.36



<u>Qty</u>	<u>Description</u>	<u>Ext Sell</u>
2	6970 IP Conference Phone	\$854.88
23	6920w IP Phone	\$5,023.20
16	6930w IP Phone	\$4,492.80
10	S720 BT Speakerphone	\$2,805.00
1	PWR CRD C13 10A 125V - NA Plug	\$9.67
1	PWR CRD C7 2.5A 125V-NA PLUG NON POLRIZD	\$7.49
2	6920w IP Phone	\$436.80
2	S720 BT Speakerphone	\$561.00
MiContact Center Solutions		
1	Contact Center Starter Pack	\$3,931.20
5	MiVoice Business Reporter Extension x50	\$1,058.40
1	MiVoice Business Reporter Virtual Server	\$1,612.80
Emergency Response Systems		
3600	Revolution Endpoint	\$3,708.00
12	Mitel Revolution Subscrip Term	\$0.00
1	Mitel Revolution for MiVB	\$0.00
Miscellaneous		
260	SWA MiCCBus Advantage 1y	\$748.80
340	SWA MiVBus UC Advantage 1y	\$1,224.00
2	Mitel 5614/34 Spare Battery Pack	\$43.68
1	TA7108 Universal (w/o AC cord)	\$489.84
2	Mitel 5613/14/24/03/04/34 Charger (not EU)	\$59.90
73	6915 IP Phone V2	\$10,021.44
2	Mitel 5634 WiFi Handset w /battery & clip	\$542.88
916	SWA MiVBus UC Advantage 1y	\$3,297.60
4	Mitel 5614/34 Spare Battery Pack	\$87.36
5	6800/6900 Wall Mount	\$131.05
5	TA7102 Universal (w/o AC cord)	\$811.20
2	TA7104 Universal (w/o AC cord)	\$648.96
2	TA7108 Universal (w/o AC cord)	\$979.68
4	Mitel 5613/14/24/03/04/34 Charger (not EU)	\$119.80
132	6915 IP Phone V2	\$18,120.96
4	Mitel 5634 WiFi Handset w /battery & clip	\$1,085.76
4400	Mitel Revolution Service Solution	\$4,488.00
77	SWA MiVBus UC Advantage 1y	\$277.20
1	TA7102 Universal (w/o AC cord)	\$162.24
9	6915 IP Phone V2	\$1,235.52
4	Vikinf E-30-IP Intercom Station	\$1,963.16
EQUIPMENT SUB-TOTAL		\$130,618.06
SERVICES SUB-TOTAL		\$30,850.00
Installation and Design		
ACD base design		
Digital set placement		
IP set placement		
TOTAL PRICE		\$161,468.06

Pricing excludes taxes and is valid until 5/26/2025

CASH OPTION

Cash Purchase Price

The price for the Equipment is \$161,468.06 ("Purchase Price"), excluding taxes. The Purchase Price may be adjusted to reflect any new configuration of the Equipment. City of Vandalia shall pay under the following schedule:

- 50 % Upon execution of this Agreement (\$80,734.03)
 - 40 % Upon physical delivery of the Equipment (\$64,587.224)
 - 10 % Upon completion (\$16,146.806)
-

Key Requirements – City of Vandalia

FRT has defined below the key requirements for City of Vandalia to ensure successful implementation per the Schedule of Equipment and Services.

Access to City of Vandalia Site

City of Vandalia shall provide full access to all of City of Vandalia's premises as needed by FRT to perform its responsibilities under this SOW. Any refusal of access shall relieve FRT of its obligations as outlined in this SOW, and the implementation schedule shall be revised to reflect the delay. City of Vandalia shall also provide a suitable work area for FRT personnel.

Implementation Contact

City of Vandalia shall assign an implementation contact within City of Vandalia for FRT to contact during the entire implementation phase. Along with the implementation contact, City of Vandalia shall also provide FRT with access to any Information Technology (IT) professionals within City of Vandalia who are able to make decisions regarding key LAN/WAN/Telephony issues.

Building Requirements

To ensure the building is suitable for the implementation set forth in this SOW, FRT requires the following sections of building conditions – ***Cable Installation Requirements, Asbestos Removal, Power and Environmental Specifications, Site Layout, Cable Plant, and Cross Connect*** – to be met by City of Vandalia. If these conditions are not met, FRT is not responsible for any delays in the implementation schedule and is also not responsible for any additional costs incurred to ensure the building is suitable for installation.

Cable Installation Requirements

City of Vandalia shall ensure all cabling infrastructure (including but not limited to conduits, floor ducts, overhead troughs, floor access, drilling holes, monuments, moving equipment and furniture, etc.) is suitable for the installation of cable necessary for the implementation outlined in this SOW. City of Vandalia is responsible for any additional costs that may be incurred for the supply and installation of any infrastructure that is required for the cable installation. It is assumed that any existing cable ducts, troughs, and/or conduits have sufficient space remaining to install new cabling as required for this implementation.

Asbestos Removal

City of Vandalia shall identify asbestos contaminated areas prior to implementation. FRT will cease any further work in any areas that FRT discovers any unknown asbestos while working on the premises. FRT will not continue the work until the asbestos is removed and the area is considered environmentally safe to work. FRT will not be responsible for any impact to the implementation schedule as a result. Changes to the schedule will be made by FRT and communicated to City of Vandalia.

Power and Environmental Specifications

FRT will provide City of Vandalia with the necessary power and environmental specifications published by the equipment manufacturer. It is assumed by FRT that City of Vandalia has adhered to these specifications as well as any local electrical code requirements. City of Vandalia shall provide power to purchased equipment through an adequate number of circuits provisioned according to the equipment manufacturer's specifications. If City of Vandalia has not met the above, City of Vandalia shall assume responsibility for the cost to supply and install any infrastructure required to accommodate the published specifications. FRT recommends the installation of a UPS to provide 60 minutes of standby power. Installation of power conditioning/surge suppression devices for all equipment is highly recommended.

Site Layout

If available, City of Vandalia shall provide FRT with signed, complete, accurate, and current floor plans that identify the placement of all desktop devices, voice mailbox users, and PCs. If City of Vandalia requests generation of required floor plans by FRT, FRT will provide City of Vandalia with additional quote for these services.

Cable Plant and Cross Connect Records

City of Vandalia's existing cable plant shall conform to the EIA-T568B or UL/CSA standards and follow accepted wiring practices. Failure of the cable plant to meet the minimum acceptable requirements may result in a delayed cutover and/or additional expense. City of Vandalia shall provide FRT with a complete set of up-to-date cable records. Should these cable records be inaccurate or unavailable, FRT may require the purchase of cable tone and testing. Current cable plant and cross connect records will be generated from the tone and testing procedure.

Network Services Verification & Liaison

All telephone network service, landlines, services provided by a telephone exchange, and relating requirements of this contract will be assumed by City of Vandalia to include the ordering and delivery acceptance of any required telephone network services (unless otherwise requested by City of Vandalia). A delivery date for any new network services to be performed will be documented in the Implementation Plan once agreed upon by all parties (Telephone Network Provider, City of Vandalia, and FRT).

FRT requires up-to-date Telephone Network Service Provider records including information regarding existing network services at City of Vandalia site and any planned services with expected delivery dates. If these records are not accurate and FRT needs to then verify and document existing network services, FRT will provide an additional quote to City of Vandalia for these additional charges before proceeding with the implementation.

Receipt of Equipment

FRT will coordinate equipment delivery with City of Vandalia based on a mutually agreed upon delivery schedule for all equipment, noting that equipment may be scheduled to arrive on multiple dates. Once the equipment has arrived at City of Vandalia site, FRT and City of Vandalia

will do an inspection and inventory of all delivered equipment. Any issues will be documented by FRT.

Any special access requirements needed to accommodate the delivery shall be made by City of Vandalia. Any costs incurred for required building alterations relating to the equipment installation outlined in this SOW are the responsibility of City of Vandalia.

Once the equipment arrives on City of Vandalia site, City of Vandalia is responsible for all the equipment and for providing secure storage for the equipment.

City of Vandalia Supplied Equipment

All City of Vandalia-provided servers and client PCs shall meet the hardware and software specifications required for all application software purchased. FRT will provide City of Vandalia with these specifications prior to installation. If the equipment does not meet specifications, FRT will provide City of Vandalia with the additional charges required to meet specifications. If City of Vandalia intends to utilize any existing OEM equipment with the proposed equipment outlined in this SOW, City of Vandalia shall provide to FRT any required information regarding the integration between existing and proposed equipment. FRT is not responsible for any coordination needed with existing equipment vendors.

Remote System Access and Alarm Reporting

FRT recommends Remote System Monitoring for better efficiency in performing any diagnostics or database changes. If City of Vandalia would like to take advantage of Remote System Monitoring, City of Vandalia shall provide remote system monitoring access to FRT. This service is an additional charge to City of Vandalia.

Scope of Work Modifications

City of Vandalia shall communicate to FRT any changes or modifications requested to this Scope of Work. If FRT accepts and agrees to the changes, FRT will modify this SOW or issue a Change Order form with the accepted changes. FRT will also make modifications to the Schedule of Equipment and Services including pricing to reflect the changes requested for this SOW as well as the Project plan to reflect any changes in the dates and milestones. FRT will work closely with City of Vandalia to review the changes to ensure minimal impact to projected milestones and cut-over date.

FRT is not responsible for any delays in the implementation due to changes made by City of Vandalia to this Scope of Work.

Acceptance of SOW

By City of Vandalia signing the below, City of Vandalia confirms their acceptance of the Terms and Conditions set forth in this Scope of Work and gives FRT the ability to proceed with the work described in this SOW. In addition, by signing this SOW City of Vandalia acknowledges that they will undertake site preparations and meet network specifications as detailed in the Key Requirements section of this SOW.

Forerunner Technologies, Inc.

Mark R. Gotlieb

Authorized Representative

Mark R. Gotlieb

Printed Name

Director of Enterprise Sales

Title

2/11/2025

Date

City of Vandalia

Authorized Representative

Darren Davey, Info. Technology Manager

Printed Name

Information Technology Manager

Title

Date

Next Steps

Upon acceptance of this SOW, FRT will initiate the following next steps:

- Contact City of Vandalia to schedule implementation dates and introduce FRT's Project Manager (if applicable).
- Assign trained and certified technical resources following confirmation of scheduled implementation dates. These resources will ensure successful implementation of the product(s) and solutions as detailed in this SOW.
- Schedule an initial Kick-off Meeting with City of Vandalia. During this meeting, FRT will introduce the implementation team, work with City of Vandalia to develop a detailed implementation schedule, set project milestones and discuss all aspects of this implementation. The Kick-off will provide an opportunity for FRT and City of Vandalia to address any outstanding questions or areas of concern.
- Begin implementation according to this statement of work and the agreed implementation schedule.

Worksheet A – Project Cost (Required)

Total Cost of 2025 Phone System Replacement

Include an itemized list of equipment, software, and licenses for all items, including description, quantity, and cost. Note which items are annual costs in the cost breakdown list.

Bidder Name: Mark R. Gottlieb

Company Name: Forerunner Technologies, Inc

Contact Person: Mark Gottlieb

Email: mark.gottlieb@frtinc.com

Phone Number: (469) 680-3795

Applicable Cooperative Purchasing Agreement(s): Sourcewell Contract #120122-MBS

Total Equipment Cost:	<u>\$130,618.06</u>
Total Software & Licensing Cost:	<u>\$ Included</u>
Total Warranty & Support Cost:	<u>\$ Included</u>
Total Labor & Implementation Cost:	<u>\$30,850.00</u>
Total Additional Costs:	<u>\$ 0</u>
GRAND TOTAL 2025 PROJECT:	<u>\$161,468.06</u>

Bidder Signature & Acknowledgment

By signing below, the bidder certifies that the provided pricing is accurate and includes all necessary costs associated with the delivery, installation, configuration, and implementation of the 2025 Phone System Replacement Project for the City of Vandalia, Ohio.

Signature: Mark R. Gottlieb

Date: 2/11/2025

Worksheet B – Estimated Annual Costs (Required)

Include an itemized list of annual costs including description, quantity, and estimated cost.

Total Estimated Annual Cost per Year after Year 1 \$ 5,560.00

Draft Agreements (Required)

Include all relevant agreements in final or draft form.

House Bill 694 (Required)

"Under House Bill 694, effective April 4, 2007, no political subdivision may enter into a contract in excess of \$10,000 unless the contract includes a certification that the provider of goods or services under that contract is in compliance with House Bill 694.

Forerunner Technologies, Inc (CONTRACTOR) hereby certifies that all of the following persons, if applicable, are in compliance with division (I)(1) of House Bill 694: (a) The individual if the contract is with an individual; (b) Each partner or owner if the contract is with a partnership or other unincorporated business; (c) Each shareholder if the contract is with an association; (d) Each administrator if the contract is with an estate; (e) Each executor if the contract is with an estate; (f) Each trustee if the contract is with a trust; (g) Each spouse of any person identified in section a-f above; (h) Each child seven years of age to seventeen years of age of any person identified in section a-f above; (i) Any combination of persons identified in sections a-h above; (j) Each owner of more than 20% of the corporation or business trust if the contract is with a corporation or business trust; (k) Each spouse of any person identified in section j; (l) Each child seven years of age to seventeen years of age of any person identified in section j above; (m) Any combination of persons identified in sections j-l above." (House Bill 694, which became effective on April 4, 2007, provides that a City may not award a contract to purchase goods or services of more than \$10,000 to a provider if that provider made certain political contributions to a City Council member in the two calendar years prior to the year in which the contract is awarded. Further, prior to entering into a contract in excess of \$10,000 a City must obtain a certification that the provider of goods or services under that contract is in compliance with House Bill 694).

Mark R. Gotlieb

Signature

2/12/2025

Date



To: Kurt Althouse
From: Rob Cron
Date: March 4, 2025
Subject: State Issue 2 (OPWC)

This year on the May 6, 2025, Primary Election, the State of Ohio will have on for renewal, State Issue 2 – The Ohio Public Works Commission State Capital Improvement Program. The program was first approved back in 1987 and the funding for this program relies on an amendment to the Ohio Constitution every 10 years. I have included a fact sheet about the statewide program.

The Ohio Public Works Commission administers funding from two different sources. The Local Transportation Improvement Program (LTIP) which is permanent and funded by a portion of the gas tax. The State Capital Improvement Program (SCIP) is funded by state general revenues and must be renewed by the voters.

The City of Vandalia has benefited greatly from these programs receiving \$3,109,000 in funding through the SCIP and \$1,600,000 from the LTIP source just in the last 10 years. These programs have funded many of our roadway and utility replacement projects including.

SCIP

Grosbeck Street Reconstruction	- \$220,000
Kenbrook Drive Watermain	- \$200,000
Skyview Watermain	- \$104,000
Northwoods Blvd Reconstruction	- \$500,000
Brindlestone Watermain	- \$180,000
Marview Watermain	- \$125,000
Gabriel St. Reconstruction	- \$400,000
Tionda, Ranchview Mossview Water	- \$900,000
Damian, Soter Marcellus, Desales Water	- \$500,000

LTIP

Foley Drive Reconstruction PH 1	- \$400,000
Northwoods Blvd/Kroger Signal	- \$400,000
Foley/Enola Drive Recon PH 2	- \$400,000
Clyde/Cyril Reconstruction	- \$400,000

I recommend we approve a resolution in support of Sate Issue 2 that will be on the ballot May 6, 2025

RENEWAL FACT SHEET

OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT PROGRAM

Supporting Local Roadways and Water Protection Projects

*This program must be renewed by Ohio's voters every ten years.
The next proposed renewal is scheduled for the May 6, 2025 Primary Election and
would permit up to \$250 million per year for the next ten years to support this program.*

WHAT DOES THE OHIO PUBLIC WORKS COMMISSION DO?

We fund infrastructure projects in communities throughout Ohio! For nearly 40 years, we have been improving the lives of Ohioans by providing grants and loans for better roads, bridges, wastewater treatment, water supply, and stormwater infrastructure.

WHY ARE PUBLIC WORKS PROJECTS IMPORTANT?

We help your local governments build necessary and critical infrastructure that you depend on every day. From paved roads to safe drinking water, these projects promote better health and safety by improving critical needs in Ohio's communities.

Infrastructure investments keep Ohio competitive. Strong infrastructure encourages economic development, creates new business, and expands opportunities for existing businesses in the community.

This program also creates construction jobs and guarantees the use of Ohio products, services, and labor whenever possible.

WILL MY COMMUNITY BENEFIT?

Yes! The Ohio Public Works Commission supports projects in all of Ohio's 88 counties. In total, we have invested over \$7 billion for 19,000 projects across the state.

DO THESE PROJECTS RAISE MY TAXES?

No! This program does NOT increase taxes. It relies on bonds which are paid off with existing state revenue.

WHO DETERMINES HOW THE FUNDS ARE USED?

This program is a state and local government partnership. Funding decisions are made by local officials who administer the projects. The Ohio Public Works Commission pays its share of project costs.

WHY DOES THIS PROGRAM REQUIRE RENEWAL FROM VOTERS?

The funding for this program relies on an amendment to Ohio's Constitution about every ten years. It was originally approved by a direct vote of Ohioans in 1987 and since reauthorized by voters three times.



**Public Works
Commission**

Public Works For You

MAKING A DIFFERENCE

A few recent examples of the many projects which are made possible with the support of the Ohio Public Works Commission State Capital Improvement Program.



ROADS

Northwest - Lucas County

The Apple Blossom Farms and Bancroft Street Road Improvement Project in Springfield Township

replaced the pavement for a dozen roads in the community. These roads were previously paved 30 years prior and were badly deteriorated.



WASTEWATER

Southeast - Athens County

The Village of Chauncey Project replaced village sanitary sewers

which had experienced numerous issues, including complete system failures that required emergency repairs. With poor ground conditions, the community lacked necessary equipment and personnel to make the repairs.



BRIDGES

Northeast - Cuyahoga County

The West 130th Street Bridge Project rebuilt the bridge over the East Branch of Rocky River in the Cities of

North Royalton and Strongsville and included a 12-foot-wide shared used path as an added benefit to pedestrians and trail users. This bridge, constructed in 1952, had significant deterioration.



STORMWATER

Central - Licking County

The Vine and Linda Drainage Improvements Project in the City of Pataskala upgraded the 'old' portion

of town by replacing deteriorated pipes and inlets. This project improved drainage on both sides of the road by properly channeling rainwater to prevent flooding and provided pedestrian safety with the addition of sidewalks.



WATER

Southwest - Montgomery County

The Greenhill & Hornwood Water Main Replacement Project replaced the water main which had significant

excessive breaks and exceeded its useful life. It also replaced old fire hydrants to ensure firefighters have quick and easy access to effectively combat any blazes.

To learn more about the Ohio Public Works Commission State Capital Improvement Program and see what projects are happening in your community, visit www.publicworks.ohio.gov

Published February 2025

**CITY OF VANDALIA
MONTGOMERY COUNTY, OHIO
RESOLUTION 25-R- XX**

**RESOLUTION IN SUPPORT OF STATE ISSUE 2
RENEWAL OF THE STATE CAPITAL IMPROVEMENT PROGRAM ON THE MAY 6, 2025
STATEWIDE BALLOT**

WHEREAS, the State Capital Improvement Program (SCIP) is a state-local government partnership program that funds local infrastructure projects in communities across Ohio; and

WHEREAS, the program has, for nearly 40 years, provided over \$7 billion for improvements to keep Ohio's roads and bridges safe and in good condition for residents, first responders, and all motorists traveling on Ohio roadways, and to improve local wastewater treatment, water supply, and stormwater infrastructure in all 88 Ohio counties; and

WHEREAS, the SCIP provides essential grants, loans, and loan assistance to local governments; and

WHEREAS, the renewal of the SCIP will not raise taxes for Ohioans and the renewal is critical to prevent a gap in infrastructure investment, as the current authorization is set to sunset July 1, 2025; and

WHEREAS, funding for the State Capital Improvement Program relies on an amendment to Ohio's Constitution about every ten years, and has been overwhelmingly approved by voters three times since its creation in 1987; and

WHEREAS, the City of Vandalia has benefitted from SCIP, receiving \$3,109,000 in grant funds for 9 road infrastructure projects, which have significantly improved the quality of life and safety for Vandalia residents; and

WHEREAS, infrastructure investment encourages economic development, creates and maintains business, contributes to public health and safety, creates construction jobs and helps keep Ohio competitive;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF VANDALIA, MONTGOMERY COUNTY, OHIO THAT:

Section 1. The City of Vandalia hereby joins the Strong Ohio Communities coalition in support of State Issue 2 and urges a YES vote on Issue 2 on May 6, 2025.

Section 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this legislation 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 taken in meetings open to the public and in conformance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 3. This Resolution shall be in full force and effect immediately upon its passage.

Passed this ____ day of _____ 2025.

APPROVED:

Richard Herbst, Mayor

ATTEST:

Kurt E. Althouse, Interim Clerk of Council



To: Kurt E. Althouse, Interim City Manager
From: Chris Mastrino, Chief Building Official
Date: March 12, 2025
Subject: Update to Chapter 878 Hotel/Motel Operations Registration

Staff have reviewed Chapter 878 Hotel/Motel Operations Registration and are requesting revisions. This chapter was originally created by Ordinance 21-23, which passed on September 7th, 2021.

After implementation of the hotel/motel registration for the last three years, staff have found a few items that need addressed and clarified. Some of these changes include better defining the fee cost and the board that will hear an appeal, along with some general language cleanup.

This revision also includes adding language for the current quarterly meetings rather than annually. We have found these more frequent meetings have built good rapport between the hotel/motel managers and City services (Police, Fire, DES inspection) by discussing new ideas/equipment that will help the hotel/motel managers and reduce calls of service to their properties well into the future.

I recommend the passing of these revisions to Chapter 878 by ordinance, which coincides with our 2025 Public Service department goal of Encourage Healthy Growth and Development.



Safe & Secure

Invest in traditional public safety and community outreach to meet needs.



Trust and Confidence

Transparent government to empower stakeholder engagement.



Opportunity

Be known regionally as a top-tier suburb through top-tier City services.

CITY OF VANDALIA
MONTGOMERY COUNTY, OHIO
ORDINANCE NO 25-_____

**AN ORDINANCE AMENDING SECTIONS 878.03, 878.04 and 878.06 OF
CHAPTER 878 OF THE CODIFIED ORDINANCES OF THE CITY OF
VANDALIA REGARDING HOTEL REGISTRATION**

WHEREAS, on September 7, 2021 Council passed Ordinance No 21-23 creating Chapter 878 Hotel/Motel Operations; and

WHEREAS, since the passage of Ordinance 21-23, the City has identified several provisions that should be modified for enforcement purposes; and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF VANDALIA, MONTGOMERY COUNTY, OHIO THAT:

Section 1. Chapter 878, Hotel/Motel Operations Registration is hereby amended and section 878.03 Application for Hotel/Motel Permit New and Renewal is hereby amended to read as follows:

878.03 APPLICATION FOR HOTEL/MOTEL PERMIT, NEW AND RENEWAL.

(a) An application whether for a new permit, ~~and~~ or for renewal of a permit, shall be made to the Director, upon approved forms, along with a permit fee of \$106.00 for 2025 which will be adjusted annually along with fees set forth in the City of Vandalia Development and Engineering Services Fee schedule. ~~for a permit fee of one hundred dollars (\$100.00).~~

(b) The application for a permit to operate a hotel/motel shall contain the following information:

(1) Name of the applicant, including mailing address, telephone number, and email address. If the applicant is a corporation, firm, partnership, association, organization or other group acting as a unit the applicant shall provide the name of the entity set forth exactly as shown on its articles of incorporation or organization, mailing address, telephone number, and email address of an individual who is the statutory agent, president, or managing individual, the state in which the company is incorporated or registered, and the entity or corporation number;

(2) Name of the hotel/motel, including address, telephone number, and email address and hotel/motel franchise information, if applicable;

(3) The legal owner or owners of the property, including mailing address, telephone number, and email address. If the property owner is a corporation, firm, partnership, association, organization or other group acting as a unit, the applicant shall provide the name of the entity set forth exactly as shown on its articles of incorporation or organization, as well as the mailing address, telephone number, and email address of an individual who is the statutory agent, president, or managing individual, the state in which the company is incorporated or registered, and the entity or corporation number;

(4) If an owner of the property has executed a land contract, lease agreement, management agreement, or any other agreement separating the

owner from control over the property and/or the hotel/motel, the applicant shall include a copy of said agreement along with the application;

(5) The names and addresses of any other hotel/motels located in City that the applicant or property owner has any interest in, including, but not limited to, ownership, licensure, or management;

(6) Name of the hotel/motel **Manager operator**, including mailing address, telephone number, and email address;

(7) The number of guestrooms in service in the hotel/motel; and

(8) A letter of good standing from the City Tax Division **and Finance**.

(c) The application shall be sworn and signed by the applicant before a notary. The application shall include authorization for the City Tax Department to provide hotel tax, and income tax withholding status of the Hotel/Motel to the City Manager from time to time to confirm compliance with this Chapter.

(d) The applicant must notify the Director of any change in information contained in the permit application within ten days of the change.

(e) Any change in ownership of the hotel/motel, the building, or the business, change in **Manager operator**, or change in name of the hotel/motel, shall void the current permit and shall require submission of a new application and the issuance of a new permit.

(f) As a condition to the issuance of any permit under this Chapter, the owner, applicant, operator, or manager of the hotel/motel shall attend all quarterly hotel meetings with the City DES, Fire and/or Police division to review fire safety, infrastructure and procedures, or more often in the event of violations of this Chapter by the owner, applicant, operator, or manager.

Section 2. Chapter 878, Hotel/Motel Operations Registration section 878.04 Grounds for Denial is hereby amended to read as follows

878.04 GROUNDS FOR DENIAL.

(a) The Director shall issue a new permit, or grant the renewal of an existing permit, except as provided in divisions (b) or (c) of this section.

(b) The Director shall deny any application for a new permit, or renewal of permit, if any of the following are shown to have occurred at the hotel/motel property:

(1) The applicant makes a material misrepresentation of fact on the application;

(2) Any owner, applicant, operator, or manager of the hotel/motel is shown to have been convicted of the act of prostitution or soliciting for prostitution, or an act that would constitute a violation of the Ohio R.C. Chapters 2925 or 3719, on the premises of the hotel/motel in question, or any hotel/motel in which that individual has any interest in, including, but not limited to, ownership, licensure, or management;

(3) The applicant or owner of the hotel/motel does not have a valid State of Ohio license as defined in Ohio R.C. 3731.03; and/or

(4) The property on which the hotel/motel is located is not in good standing with the City Tax Division.

(c) The Director may deny any application for a new permit, or renewal of permit, if any of the following are shown to have occurred at the hotel/motel property:

(1) The hotel/motel has outstanding orders from the City Fire Division that have not been corrected;

(2) The hotel/motel has been designated a chronic nuisance under Vandalia Code section 642.16.

(3) The annual calls for service ratio for the hotel/motel is equal to or greater than 1.2 per room during the past twelve-month period;

(4) The owner, applicant, operator, or manager has not made a good faith effort to correct violations of Sections 878.04 and 878.09, or has obstructed or interfered with correction of the violations;

(5) ~~Any owner, applicant, operator, or manager of the hotel/motel is shown to have engaged in the act of prostitution or soliciting for prostitution, or an act that would constitute a violation of the Ohio R.C. Chapters 2925 or 3719, on the hotel/motel premises in question, or any hotel/motel in which that individual has any interest in, including, but not limited to, ownership, licensure, or management; and/or~~ A documented history or pattern at the hotel/motel of repeated felony drug related activity or of offenses of violence as defined in Ohio Revised Code section 2901.01;

(6) The hotel motel has been cited for violations of Ohio hotel extended stay laws more than three times in a twelve-month period;

(7) Applicant, Owner or a Manager of Owner has been found guilty of maintaining a public nuisance at the hotel/motel property under RC Chapter 3767 by a court of competent jurisdiction;

(8) Applicant, Owner or a Manager has failed to timely file for a renewal permit; and/or

(9) Failure to comply with provisions of 878.06(b) made pursuant to agreement with City or failure to attend meeting as required in 878.03(f).

(d) Evidence of conduct under divisions (b) and (c) of this section need only be that of de facto violation of law.

Section 3. Chapter 878, Hotel/Motel Operations Registration is hereby amended and section 878.03 Application for Hotel/Motel Permit New and Renewal is hereby amended to read as follows:

878.06 APPEALS, HEARING, AND REMEDY PROCESS.

(a) Any person aggrieved by a decision of the Director with respect to denying the issuance or renewal of a permit, or revoking or suspending a permit, may appeal from such order to the **Property Maintenance Board** ("Board"). All appeals shall be perfected in the following manner:

(1) The appellant must file a written notice of appeal with the Board, on a form approved by the **Board City**, within ten days after receipt by him/her of the decision from which he/she appeals. The notice of appeal must have the name of the appellant and the address to which a copy of the final decision should be delivered. Appeals should be addressed to the Vandalia City Manager, Hotel Appeal, 333 James E. Bohanan Dr. Vandalia Ohio 45377.

(2) The appellant must deposit with the Board a fee of two hundred fifty dollars (\$250.00), which sum shall be nonrefundable. Otherwise, the deposit shall be forfeited and placed into the general fund of the City.

(3) Within five days after receipt by the Board of the notice of appeal, the Board shall cause a true copy of the notice of appeal to be docketed with the Chairperson of the Board.

(34) Within thirty days after receipt by the Board Chairperson of the notice of appeal the Chairperson shall cause a meeting of the Board to be convened for the purpose of

reviewing the decision being appealed. The Board may, or may not at its discretion, request additional evidence to be presented. The appellant and his/her designated counsel if applicable will be provided with at least fourteen days' prior, written notice of the date, time, and location of the hearing, which notice shall be served personally, by posting on the hotel/motel premises, by nationally recognized overnight mail carrier, or by certified mail to the address indicated in the notice of appeal. At the hearing the appellant shall be provided the opportunity to be heard in his/her defense either in person or by counsel and is allowed to produce witnesses and testify on his/her own behalf. A stenographic record of the hearing may be taken upon request. The hearing may be adjourned from time to time. For purposes of this section, the Board may administer oaths, take testimony, subpoena witnesses, and compel the production of books, papers, records and documents deemed pertinent to the subject of the appeal. The Board may affirm, reverse, or revise the decision being appealed in a written order. The Board shall serve a copy of its order to the appellant personally, by posting on the hotel/motel premises, by nationally recognized overnight mail carrier, or by certified mail to the address indicated in the notice of appeal within ten days after the Board's hearing.

(45) A ruling by the Board may be appealed by the appellant to the Montgomery County Common Pleas Court. **The appeal must be filed within thirty days of the date of the Board's order.**

(b) An action to issue, deny, revoke, suspend or renew a permit may be stayed at the discretion of the Director should the affected party take specific steps to remediate problems outlined in the notice of denial, revocation and suspension that include but are not limited to some or all of the following actions as determined by the Director:

(1) Completion of approved safety and security training, and/or training to identify criminal activity such as human trafficking;

(2) Twenty-four-hour presence of special duty uniformed police or qualified security;

(3) Voluntarily providing a list of individuals who have been trespassed off the business property to the Police Division and agreeing that room(s) will not be rented to anyone whose name appears on the Master Trespass List maintained by the Police Division;

(4) Installing functional access control doors and entryways where practicable with exterior building doors remaining locked or latched at all times and only accessible by guests and employees with a key card or other electronic means;

(5) Owner/operator engaging in routine (hourly or as time permits) inspection of exterior doors to ensure they are not propped open;

(6) Providing hotel/motel staff with a designated hotel uniform or attire or other form of insignia such as a name plate, so they are readily identified as employees;

(7) Installing and monitoring a closed-circuit security video (CCSV) system that is controlled by management and viewable by front desk personnel with recording capabilities to monitor strategic locations such as exterior entry/exit doors, parking lot areas, and common areas accessible to guests. Training all management and front desk employees in the operation and functionality of the CCSV system;

(8) Routinely inspecting and testing all door locking mechanisms to ensure they are functional;

(9) Installing and maintaining adequate lighting in all parking areas to illuminate guests' vehicles;

(10) Having registered guests provide a government-issued photo identification card or other verifiable form of identification and document personal information on hotel registration records;

(11) Recording registered guest's vehicle description and license plate and the number of total guests staying in a room;

(12) Posting of visible signage in parking areas and exterior entry/exit doorways that prohibits loitering and require staff to routinely inspect these areas to enforce the "No Loitering" rules;

(13) Maintaining operational telephones in each guest room to ensure the telephone is functional and can connect with an outside line;

(14) Implementation of minimum age of twenty-one for check-in for lodging properties;

(15) Requirement of use of valid credit card at check in;

(16) Installing and maintaining adequate working smoke detectors in all rooms and common areas;

(17) Routinely inspecting and testing all smoke detectors to ensure they are functional;

(18) Routinely inspecting and confirming occupancy limits for rooms; and/or

(19) Routinely inspecting and confirming compliance with applicable provisions regulating or prohibiting extended stays in hotels.

(c) All potential remedies outlined in division (b) of this section must be approved by the Director.

Section 4. The City's fee scheduled shall be amended to the extent necessary to provide for the fees set forth herein.

Section 5. All other provisions in Chapter 878 including section 878.03 and .04 not expressly amended herein shall remain in full force and effect.

Section 6. Should any section or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid or unconstitutional, such decision shall not affect the validity of this chapter as a whole or any part thereof other than the part so declared to be invalid or unconstitutional.

Section 7. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this legislation 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 taken in meetings open to the public and in conformance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 8. This Ordinance shall take full force and effect from and after the earliest period allowed by law.

Passed this ____ day of _____, 2025

APPROVED:

Richard Herbst, Mayor

ATTEST:

Kurt E. Althouse, Interim Clerk of Council

MEMORANDUM

TO: Kurt E. Althouse, Interim City Manager
FROM: Ben Graham, Zoning and Planning Coordinator
DATE: March 13, 2025
SUBJECT: **BZA 25-0003** – 320-326 Dellsing Drive - Variance from City Code
Section 1224.01(e)(9)(D)(iii) “Six Foot Fence in Zone A”

General Information

Applicant: Jonathan Frederick
326 Dellsing Drive
Vandalia, Ohio 45377

Existing Zoning: Residential Single-Family (RSF-3)

Location: 320-326 Dellsing Drive
Vandalia, Ohio 45377

Previous Case(s): None

Requested Action: Approval with Condition

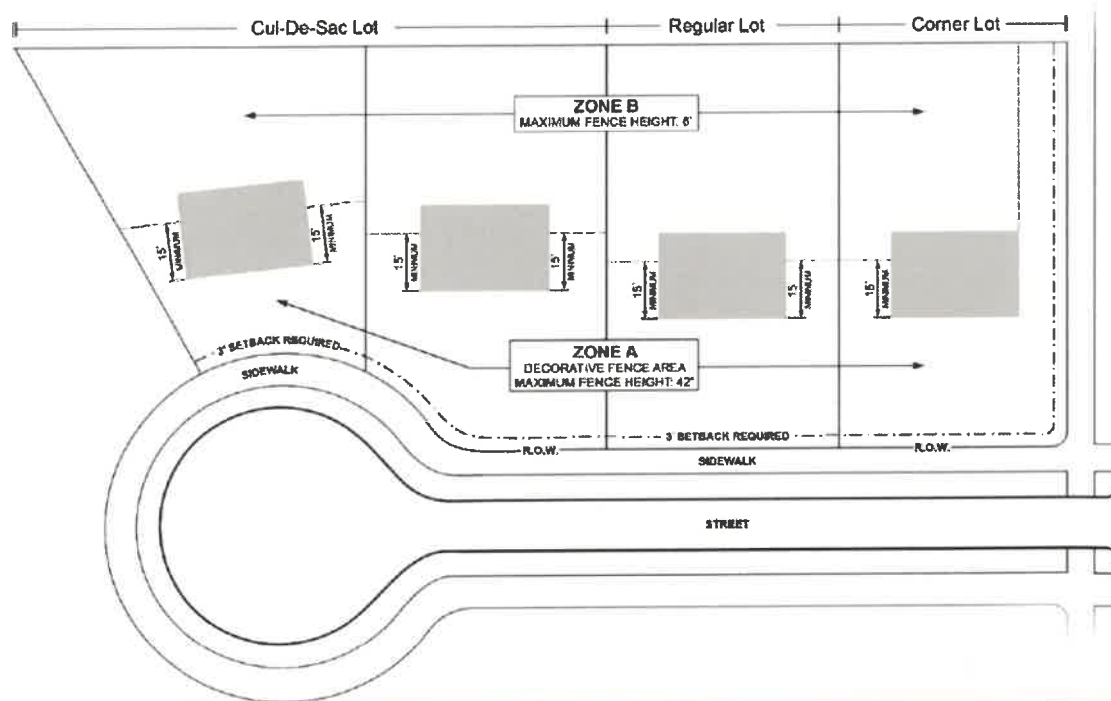
Exhibits: 1- Application
2- Letter of Justification
3- Location Map
4- Existing Fence
5- Site Plan

Background

The Applicant, Jonathan Frederick, has requested a variance to construct a 6-foot fence on his corner lot within Zone A. City Code Section 1224.01(e)(9)(D)(iii) provides that “Zone A shall be the area lying between the street right-of-way line and a line parallel to and a minimum of 15 feet behind the existing front line of the building foundation. See Figure 1224-C.” Fencing in Zone A shall not exceed 42 inches in height in any residential zoning district¹ and shall not be constructed within 3 feet of an existing right-of-way line.

¹ Fence are permitted to be 48 inches in height in any agricultural zoning district.

Figure 1224-C: Location of Zones A and B based on lot types.



The Applicant has proposed removing the existing snow fence on his property and replacing it with a vinyl privacy fence. The new fence would be placed along the back property line would extend 24 feet into Zone A. If a nonconforming fence is being replaced with a new fence, then it must comply with the standards of this section per City Code Section 1224.01(e)(9)(H).²

In the Letter of Justification, the Applicant explained that the primary reasons for requesting the variance are to enhance safety and privacy. The purpose of extending the fence is to increase their area of privacy and to have a barrier to keep random individuals out of their personal space. Without the variance, the 6-foot fence would have to end at the corner of the house. Alternatively, it could extend into Zone A, but with a maximum height of 3.5 feet.

² City Code Section 1224.01(e)(9)(H) provides that if more than 50% of a nonconforming fence is removed or replaced, the entire portion of a fence that is nonconforming shall either be completely removed or replaced with fencing that complies with the standards of this section.

Variance Criteria

In determining whether a property owner has suffered practical difficulties, the Board of Zoning Appeals and City Council shall weigh the following factors: provided however, an applicant need not satisfy all of the factors and no single factor shall be determinative, to determine the following:

- (1) Whether the property in question will yield a reasonable return or whether there can be any beneficial use of the property without a variance;

Applicant Response: We believe that this variance would better align with our intended use of the property to raise our family in a controlled and safe environment while improving both its functionality and marketability. Providing more adequate means of privacy are much needed due to the densely populated area and heavy traffic. It would also provide necessary security, support aesthetics of the property and we believe it would increase property value. We do not foresee being able to use the property beneficially within our comfort level without the variance.

BZA Comment: The Board agreed the property in question will yield a reasonable return and that the property has a beneficial use without granting the variance.

- (2) Whether the variance is substantial;

Applicant Response: We believe that this variance is substantial and reasonable due to all that is noted in section 8 of this letter. We believe that the added security alone would be substantial enough to grant the variance.

BZA Comment: The Board agreed the variance is substantial.

- (3) Whether the essential character of the neighborhood would be substantially altered or whether adjoining properties would suffer a substantial detriment as a result of the variance;

Applicant Response: We do not believe that the character of the neighborhood or any adjoining properties would suffer any detriment as a result of this variance. In fact, we believe that this variance would add character and visual appeal to all surrounding properties due to blocking the view of our backyard contents.

BZA Comment: The Board agreed that that granting the variance with the proposed condition would not substantially alter the character of the neighborhood.

- (4) Whether the variance would adversely affect the delivery of government services (i.e., water, sewer, garbage);

Applicant Response: This variance would not adversely affect any government services or deliveries. All deliveries are made to the front of the house and all meters are located on the other side of the property, which would not be contained within the fence.

BZA Comment: The Board agreed the variance would not adversely affect the delivery of government services.

- (5) Whether the property owner purchased the property with knowledge of the zoning restriction;

Applicant Response: We were not aware of the zoning restrictions upon purchasing the house.

BZA Comment: The Board agreed the property owner did not have knowledge of the zoning restriction before purchasing the property.

- (6) Whether the property owner's predicament feasibly can be obviated through some method other than a variance;

Applicant Response: We do not feel that our predicament can be obviated via a different solution due to safety and privacy concerns noted in section 8.

BZA Comment: The Board agreed the owner's predicament can be obviated without a variance, but this would require either reducing the fence height at the proposed location or moving the six-foot fence further back on the property.

- (7) Whether the spirit and intent behind the zoning requirement would be observed and substantial justice done by granting the variance;

Applicant Response: We believe that granting the variance would be of substantial justice to our families safety, privacy and overall wellbeing and happiness.

BZA Comment: The Board agreed that the intent behind the zoning code would not be strictly observed by granting the variance.

- (8) Any other relevant factor to assist the Board of Zoning Appeals in weighing and balancing the public and private benefits and harms of the requested relief.

Applicant Response: Please note that there is an RTA bus stop at the corner of this property that has impacted us negatively over the years with excess trash and debris such as broken glass, liquor bottles, cigarette butts, plastic wrappers, etc. There have been impaired individuals claiming to be waiting for the bus, at all hours of the night, wonder upon our property in which we have had to contact law enforcement to escort from our property. Once while on vacation, our neighbors contacted us concerning a man being arrested in our own backyard. When we contacted the police for more information, we were told that the man had a mental illness. We believe that this is a result of not having a barrier to keep random people out of our personal space. Directly adjacent to our property are several apartment buildings. We have had residence of these apartment buildings watch us with a video camera and have had to contact local law enforcement and pursue those privacy breeches in court. We would also like to mention that we have a child and also pets in which we question their safety while they are outside in their own backyard due to heavy traffic, excessive speeding and what seems to be increasing foot traffic; some of which has initiated conversation with our child while walking by. There have been countless times that cars have driven through our yard, cutting the corner and coming close to hitting our family members. We have lived at this property for 8 years and throughout our residency have been faced with numerous safety concerns and privacy invasions resulting in feelings of anxiety, worry and helplessness.

BZA Comment: The Board agreed that the current layout of the house is legal nonconforming as the rear yard setback is 16 feet and the code requires it to be 35 feet.

Recommendation

At its meeting on March 12, 2025, the Board of Zoning Appeals voted 4-0 to recommend **approval** of the requested variance from City Code Section 1224.01(e)(9)(D)(iii) for the purpose of allowing a six-foot fence to be placed within Zone A at 320-326 Dellsing Drive with the following condition:

1. The fence shall not extend more than 24 feet into Zone A.

The recommendation of the Board of Zoning Appeals will be forwarded to City Council for their review.



Development & Engineering Services Board of Zoning Appeals Application

Complete this page and follow the directions on page 2

Applicant Name: JONATHAN FRIEDRICH
Mailing Address: 326 PELLSING DRIVE

Phone Number: 937-580-8157
E-mail Address: Jonathan108@gmail.com
Owner Name**: _____
Mailing Address: _____

Phone Number: _____

OFFICE USE ONLY
Filing Date 2/14/25
Hearing Date 3/12/25
Case No. BZA 25-0003

**** If Applicant is other than owner, written consent of owner is required for variance.**

Location of Property

Street Address: 326 PELLSING DRIVE.
(north, south, east, west) side of South side _____ feet
(north, south, east, west) from the intersection of POOL AVE.
Attach copy of legal description of the property as recorded in the County Recorder's office.

Case Description.

Present Zoning District: R5B 3 Total Acres: _____

Description of the existing use of property: Residential

Description of proposed use of property: Residential

Specific Zoning Code provision that applicant is seeking variance from: 12-24.01E9

Variance Requested: YES

Request for zoning certificate was refused on 2-19-25

Applicant must also attach a letter justifying the variance, see page 2, Section C for directions.

Applicant/Owner _____ Date 2-19-25

Zoning Administrator _____ Date 2-19-25

FILING FEES (office use only):
Residential (\$159.00) _____
Commercial (\$318.00) _____
Receipt No.: _____ TOTAL: \$159.00

Variance application requirements and submittal instructions

Turn in the following items for a complete application.

A. SITE PLAN-- Must submit 5 copies

The applicant/owner shall provide a site plan drawn to scale which shows the following, if applicable:

1. Property/Boundary lines
2. Exterior lot dimensions
3. Size and location of all existing structures
4. Location and size of proposed new construction
5. Setbacks of all structures from property boundary lines
6. Distance between structures
7. Show location of any and all streets, alleys, right-of-ways and easements that are contiguous to the property requesting the Variance
8. Open space, landscaping, signage
9. Photos or graphics that illustrate proposed project

B. LIST OF PROPERTY OWNERS

Provide a list of property owners (as recorded in the Montgomery County Auditor's office) adjacent to, contiguous to and directly across the street from the property being considered.

<i>Example:</i>			
<u>Property Address</u>	<u>Parcel I.D. #</u>	<u>Owner Name</u>	<u>Owner Mailing</u>
123 Clubhouse Way	B02 00000 0000	Carol Smith	124 Green Way Vandalia, OH 45377
345 Brown School Rd.	B02 11111 1111	Fred Jones	345 Brown School Rd. Vandalia, OH 45377

C. LETTER OF JUSTIFICATION

The applicant shall submit a letter of justification that states how the variance request meets the eight (8) criteria for a variance. See the next section for the standards of a variance and eight criteria that are considered when a variance is given.

D. VARIANCE REVIEW CRITERIA

In determining whether a property owner has suffered practical difficulties, the Board of Zoning Appeals and City Council shall weigh the following factors; provided however, an applicant need not satisfy all of the factors and no single factor shall be determinative:

(1) Whether the property in question will yield a reasonable return or whether there can be any beneficial use of the property without a variance;

(2) Whether the variance is substantial;

(3) Whether the essential character of the neighborhood would be substantially altered or whether adjoining properties would suffer a substantial detriment as a result of the variance;

(4) Whether the variance would adversely affect the delivery of government services (i.e., water, sewer, garbage);

(5) Whether the property owner purchased the property with knowledge of the zoning restriction;

(6) Whether the property owner's predicament feasibly can be obviated through some method other than a variance;

(7) Whether the spirit and intent behind the zoning requirement would be observed and substantial justice done by granting the variance; and

(8) Any other relevant factor to assist the Board of Zoning Appeals in weighing and balancing the public and private benefits and harms of the requested relief.

E. VARIANCE REVIEW PROCEDURE

The review procedure for a variance is as follows:

Step 1 – Application

The applicant shall submit an application in accordance with City Code Section 1214.02. Within 10 days of receipt of an application for a variance, the Administrative Officer shall make a determination of completeness in accordance with the provisions of this chapter.

Step 2 – Staff Review and Transmittal to the Board of Zoning Appeals

Upon determination that an application is complete, the Administrative Officer shall transmit the application to the Board of Zoning Appeals for consideration pursuant to the standards set forth in City Code Section 1214.02.

Step 3 – Recommendation by Board of Zoning Appeals

Within thirty days of receipt of a completed application, the Board of Zoning Appeals shall hold a public hearing to consider an application for a variance at its next regular meeting or in a special meeting. The recommendation of the Board shall be based upon the review standard set forth above and transmitted to the Clerk of Council for final decision. Notice of this public hearing must be made in accordance with Section 1214.02 (c) to (g).

Step 4 – Final Decision by City Council

Within thirty days of the date on which the Clerk of Council receives the recommendation of the Board of Zoning Appeals, unless a longer time is requested by the applicant, City Council shall hold a public hearing to determine whether to grant the proposed variance based upon the application and the review standards listed above.

DRAFT
Minutes of the City of Vandalia Board of Zoning Appeals
March 12, 2025

Agenda Items

1. Call to Order
2. Attendance
3. Old Business
4. New Business
 - a. BZA 25-0003 Six Foot Fence in Zone A – 320-326 Dellsing Drive
5. Approval of Minutes
 - a. Board of Zoning Appeal Minutes: February 26, 2025
6. Communications
7. Adjournment

Members Present:	Mr. Mike Flannery, Mr. Mike Johnston, Mr. Kevin Larger, and Mr. Steve Stefanidis
Members Absent:	Mr. Robert Wolfe
Staff Present:	Mr. Ben Graham, Zoning and Planning Coordinator
Others Present:	Mr. Jonathan Frederick, Ms. Jennifer Haney, Mrs. Rhonda Webster, Mr. Ken Webster

1. Call to Order

Mr. Flannery called the meeting to order at 6:01 p.m. Mr. Flannery described the BZA as a recommending body that evaluated the BZA application and stated that the City Council made the final decision on all appeal and variance requests but will not hold a public hearing such as BZA. She noted that City Council would hear the request at the meeting on April 7, 2025, at 7:00 p.m.

2. Attendance

Four of the members were in attendance. Mr. Wolfe was absent.

Mr. Johnston made a motion to excuse Mr. Wolfe. Mr. Stefanidis seconded the motion. The motion passed 4-0.

3. Old Business

Mr. Graham confirmed that there was no old business.

4. New Business

a. BZA 25-0003 Six Foot Fence in Zone A – 320-326 Dellsing Drive

Mr. Graham gave the report from Staff stating that the Applicant, Jonathan Frederick, has requested a variance to construct a 6-foot fence on his corner lot within Zone A. City Code Section 1224.01(e)(9)(D)(iii) provides that “Zone A shall be the area lying between the street right-of-way line and a line parallel to and a minimum of 15 feet behind the existing front line of the building foundation. See Figure 1224-C.” Fencing in Zone A shall not exceed 42 inches in height in any residential zoning district and shall not be constructed within 3 feet of an existing right-of-way line.

Mr. Graham stated that the Applicant has proposed removing the existing snow fence on his property and replacing it with a vinyl privacy fence. The new fence would be placed along the back property line would extend 35¹ feet into Zone A. If a nonconforming fence is being replaced with a new fence, then it must comply with the standards of this section per City Code Section 1224.01(e)(9)(H).

Mr. Graham reported that the Applicant stated in his Letter of Justification that the primary reasons for requesting the variance are to enhance safety and privacy. The purpose of extending the fence is to increase their area of privacy and to have a barrier to keep random individuals out of their personal space. Without the variance, the 6-foot fence would have to end at the corner of the house. Alternatively, it could extend into Zone A, but with a maximum height of 3.5 feet.

Mr. Graham reported that Staff recommends the Board of Zoning Appeals to recommend approval of the requested variance from City Code Section 1224.01(e)(9)(D)(iii) for the purpose of allowing a six-foot fence to be placed within Zone A at 320-326 Dellsing Drive with the following condition:

1. The fence shall not extend more than 20 feet into Zone A.

Mr. Graham referred to the PowerPoint to show the location of Zone A and Zone B for fences.

Mr. Flannery invited the Applicant to address the Board.

Mr. Frederick introduced himself as the property owner at 320-326 Dellsing Drive.

Mr. Frederick mentioned that he has resided at this property for approximately 7 years and has encountered multiple issues during that time. He has an RTA bus stop at the corner of his property and has had to call the police multiple times to report intoxicated individuals, and individuals sleeping on his property. There is a lot of trash, liquor bottles and broken glass that gets littered onto his property by the individuals who use the RTA bus stop.

¹ This was later corrected by the applicant that the fence would only go 24 feet into Zone A, not 35 feet.

Mr. Frederick added that he has a 7-year-old daughter, and he wants his family to be safe from the individuals who access his property.

Mr. Frederick stated that he lives at a busy intersection at the corner of Dellsing Drive and Pool Avenue. The road there was busier than expected as they get constant 1st, 2nd and 3rd shifters coming and going at all hours of the day.

Mr. Frederick stated that the six-foot fence would extend their privacy on their own property as there is a lot of activity on the corner of Dellsing Drive and Pool Avenue. There were multiple people who cut through his yard and there was an incident where he had to take an individual to court for video recording his property and verbally threatening his life.

Mr. Frederick pointed out that his two neighbors at 737 Pool Avenue, Mrs. Rhonda Webster and Mr. Ken Webster, came to the meeting today to support the fence variance.

Mr. Frederick expressed concern with the potential traffic ramifications of the 30 new condos coming to Pool Avenue, the number of hit and runs incidents at the intersection, the lack of speed limit signs on Pool Avenue and Dellsing Drive, and the individuals from the nearby car dealerships test driving cars.

Mr. Frederick stated that he was a commercial/residential property and reiterated his concern that this variance is for the safety of his family. He does not believe a 4-foot fence would not provide the proper amount of privacy. He expressed concerns that his daughter could be easily snatched up with a smaller fence. The goal of the fence is to expand the area of privacy and play for his daughter and dog to utilize the property.

Mr. Frederick thanked the Board for their time.

Mr. Flannery asked the Applicant if he understood the proposed condition recommended by Staff. Mr. Frederick replied he was unaware of the proposed condition.

Mr. Graham explained the location of Zone A with fences.

Mr. Frederick stated that he only wanted the fence to extend 24 feet into Zone A with a 17-foot setback from the sidewalk. Mr. Graham apologized and stated that the minutes and memo would reflect that he only wanted to extend the fence 24 feet into Zone A.

Mr. Frederick stated that the fence extending into Zone A would have three 8-foot sections.

Mr. Frederick added that individuals should not be able to park their vehicle at the corner of the RTA bus stop.

Mr. Graham stated that Staff would not be opposed to extending the condition to 24 feet based on the premade fence sizes.

Mr. Larger wanted to confirm if the fence would be placed 17 feet from the sidewalk. Mr. Frederick confirmed that to be the case.

Mr. Graham stated the Board can update the condition to 24 feet if they choose to do so.

Mr. Johnston wanted to confirm if the fence is white vinyl. Mr. Frederick confirmed the fence is white vinyl.

Mr. Graham confirmed with Mr. Webster that he was the neighbor at 737 Pool Avenue. Mr. Webster stated yes and that he supports the variance.

Mr. Flannery asked if there were any individuals who called into support or oppose the variance. Mr. Graham replied no.

Hearing no further questions or comments, Mr. Flannery closed the public hearing.

Mr. Flannery then proceeded to the variance review criteria.

- (1) Whether the property in question will yield a reasonable return or whether there can be any beneficial use of the property without a variance;

BZA Comment: The Board agreed the property in question will yield a reasonable return and that the property has a beneficial use without granting the variance.

- (2) Whether the variance is substantial;

BZA Comment: The Board agreed the variance is substantial.

- (3) Whether the essential character of the neighborhood would be substantially altered or whether adjoining properties would suffer a substantial detriment as a result of the variance;

BZA Comment: The Board agreed that granting the variance with the proposed condition would not substantially alter the character of the neighborhood.

- (4) Whether the variance would adversely affect the delivery of government services (i.e., water, sewer, garbage);

BZA Comment: The Board agreed that the variance would not adversely affect the delivery of government services.

- (5) Whether the property owner purchased the property with knowledge of the zoning restriction;

BZA Comment: The Board agreed the property owner did not have knowledge of the zoning restriction before purchasing the property.

- (6) Whether the property owner's predicament feasibly can be obviated through some method other than a variance;

BZA Comment: The Board agreed the owner's predicament can be obviated without a variance, but this would require either reducing the fence height at the proposed location or moving the six-foot fence further back on the property.

- (7) Whether the spirit and intent behind the zoning requirement would be observed and substantial justice done by granting the variance;

BZA Comment: The Board agreed the intent behind the zoning code would not be observed by granting the variance.

- (8) Any other relevant factor to assist the Board of Zoning Appeals in weighing and balancing the public and private benefits and harms of the requested relief; and

BZA Comment: The Board agreed that the current layout of the house is legally nonconforming as the rear yard setback is 16 feet and the code requires it to be 35 feet.

Mr. Flannery reported that staff recommends the Board of Zoning Appeals recommend approval of the requested variance from City Code Section 1224.01(e)(9)(D)(iii) for the purpose of allowing a six-foot fence to be placed within Zone A at 320-326 Dellsing Drive with the following condition:

1. The fence shall not extend more than 20 feet into Zone A.

Mr. Flannery called for a motion.

Mr. Larger made the motion to recommend approval of the requested variance from City Code Section 1224.01(e)(9)(D)(iii) for the purpose of allowing a six-foot fence to be placed within Zone A at 320-326 Dellsing Drive with the following condition:

1. The fence shall not extend more than 24 feet into Zone A.

Mr. Johnston seconded the motion. The motion passed 4-0.

Mr. Frederick thanked the Board for their recommendation.

Mr. Graham advised the applicant that it would be in his best interest to attend the City Council Study Session on March 17, 2025, at 6:00 p.m. and the City Council Meeting on April 7, 2025, at 7:00 p.m.

Mr. Flannery stated he agreed that there should be a speed limit sign on the Applicants Street. Mr. Frederick agreed. Mr. Graham replied that he would pass this concern along.

5. Approval of Minutes

a. Board of Zoning Appeal Minutes: February 26, 2025

Mr. Stefanidis made a motion to approve the February 26, 2025, Meeting Minutes. Mr. Johnston seconded the motion. The motion passed 4-0.

Mr. Larger commented that Mr. Graham took good notes. Mr. Graham thanked Mr. Larger.

6. Communications

Mr. Graham reported there are no hearing items for March 26, 2025, meeting date.

Mr. Graham stated that there would likely be a meeting on April 9, 2025. Mr. Johnston asked about the potential variance. Mr. Graham replied that the variance would be to have the deck closer to the rear property line.

7. Adjournment

Mr. Johnston made a motion for adjournment. Mr. Stefanidis seconded the motion. The motion passed 4-0.

The meeting was adjourned at 6:31 p.m.

Mike Flannery
Chair

Letter of Justification For Fence Variance

Property: 326 Dellsing Drive

1) We believe that this variance would better align with our intended use of the property to raise our family in a controlled and safe environment while improving both its functionality and marketability. Providing more adequate means of privacy are much needed due to the densely populated area and heavy traffic. It would also provide necessary security, support aesthetics of the property and we believe it would increase property value. **We do not foresee being able to use the property beneficially within our comfort level without the variance.**

2) We believe that this variance is substantial and reasonable due to all that is noted in section 8 of this letter. We believe that the added security alone would be substantial enough to grant the variance.

3) We do not believe that the character of the neighborhood or any adjoining properties would suffer any detriment as a result of this variance. In fact, we believe that this variance would add character and visual appeal to all surrounding properties due to blocking the view of our backyard contents.

4) This variance would not adversely affect any government services or deliveries. All deliveries are made to the front of the house and all meters are located on the other side of the property, which would not be contained within the fence.

5) We were not aware of the zoning restrictions upon purchasing the house.

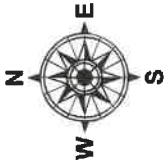
6) We do not feel that our predicament can be obviated via a different solution due to safety and privacy concerns noted in section 8.

7) We believe that granting the variance would be of substantial justice to our families safety, privacy and overall well being and happiness.

8) Please note that there is an RTA bus stop at the corner of this property that has impacted us negatively over the years with excess trash and debris such as broken glass, liquor bottles, cigarette butts, plastic wrappers, etc. There have been impaired individuals claiming to be waiting for the bus, at all hours of the night, wonder upon our property in which we have had to contact law enforcement to escort from our property. Once while on vacation, our neighbors contacted us concerning a man being arrested in our own backyard. When we contacted the police for more information, we were told that the man had a mental illness. We believe that this is a result of not having a barrier to keep random people out of our personal space. Directly adjacent to our property are several apartment buildings. We have had residence of these apartment buildings watch us with a video camera and have had to contact local law enforcement and pursue those privacy breeches in court. We would also like to mention that we have a child and also pets in which we question their safety while they are outside in their own backyard due to heavy traffic, excessive speeding and what seems to be increasing foot traffic; some of which has initiated conversation with our child while walking by. There have been countless times that cars have driven through our yard, cutting the corner and coming close to hitting our family members. We have lived at this property for 8 years and throughout our residency have been faced with numerous safety concerns and privacy invasions resulting in feelings of anxiety, worry and helplessness.

City of Vandalia Board of Zoning Appeals
320-326 Dellsing Drive

BZA 25-0003 Six Foot Fence in Zone A



1 inch = 23 feet





FENCE PERMIT

City of Vandalia, Ohio

O.U.P.S.

Ohio Utilities Protection Services

Call at least 48 hours before you dig!

1-800-362-2764

PER CODE SECTION 1224.01

- * If 50% or more of a non-conforming fence is removed or replaced, the entire portion of a fence that is nonconforming shall either be completely removed or replaced with fencing that complies with Code.
- * Where a new fence is erected adjacent to an existing fence, on the same lot, the existing fence shall be removed if the new fence is intended to serve the same purpose as the existing fence.
- * Welded wire and chain link style fencing shall all be required to be vinyl coated.
- * All supporting posts must be located on the side facing the interior of the property upon which the fence or wall is located.

Legend

--- Easements

□ Vandalia Parcels

Data Disclaimer: This map is meant for reference only and should not be assumed to be accurate. Locations are approximate.



While the city allows for the construction of fencing within a utility easement, it is the property owner's responsibility to repair or replace any fencing removed or damaged during utilities installation and maintenance operations conducted within the easement.

2025 at 8:31:42 AM
Vandalia, Delissing Dr



Memorandum

To: Mr. Kurt Althouse, Interim City Manager
From: Mrs. Angela Swartz, Deputy Clerk of Council
Date: March 5, 2025
Re: **Boards and Commissions – Appointment**

Attached for Council's review you will find an application for appointment to the Golf Advisory Board.

Larry Pearson has submitted an application requesting to be appointed to the Golf Advisory Board. There is currently one vacancy for the Golf Advisory Board.

After Council reviews said application during the Monday, March 17 Study Session and meets the candidate, if Council desires, we can include the appointment as an Action Item at the Council Meeting on April 7, 2025. There is no requirement for an Oath of Office to the Golf Advisory Board.

Boards Commission Application

Please take your time to fill out all areas of the application. Be as complete and accurate as possible. If there is a question you are unsure of, leave it blank. If you are notified that a field is required, please complete it to the best of your knowledge before submitting it.

City of Vandalia - BOARDS AND COMMISSIONS APPLICATION

If interested in more than one board, please number in order of preference.

Committee	Preference	Committee	Preference
Bicycle Committee		Golf Advisory Board	
Local Board of Tax Appeals		Housing Code Board of Appeals	
Board of Zoning Appeals *		Parks & Recreation Advisory Board	
Civil Service Commission *		Planning Commission *	
Community Reinvestment Area Housing Council		Vandalia Development Corporation	
Art Council			

* PLEASE NOTE: Appointment to these City boards & commissions are sworn positions that require you to take an Oath of Office

Personal Information

First Name *

larry

Middle Name

Last Name *

pearson

Mailing Address *

217 vista ave

Apt. #

City *

vandalia

State *

Ohio

Zip Code *

45377

Email Address

lpearson@ameritech.net

Home Phone

9376894929

Business Phone

Why do you wish to be considered for this position?

I want to volunteer for the city as a way to give back, and to stay involved. I've been a resident since 1976.

Briefly state any specific background or qualifications you may have that would enhance your service on this board/commission/committee.

I retired from the Montgomery County engineer's office after 27 years of service as a Construction Inspector.

Please list any past volunteer roles in schools, service clubs, and/or other civic organizations.

Former board member for the Low Mountains Shores Homeowners Association - Norris Lake, TN

How do you view your role as an active member of the board/commission or committee?

I have a long history of experience with various regulations and code requirements, and I have sought variances in the past (as an applicant). I have also worked with Kip Millikin on neighborhood code enforcement issues. I believe these experiences would help me be a valuable member of the BZA.

Do you know the scheduled meeting dates and times of the board/commission/committee?

Staff has provided me with the meeting schedule.

Are you willing to make the commitment to be a regular attending member?

Yes

Do you wish your application to be kept on file for future vacancies?

Yes

Signature

IF YOU WISH, PLEASE ATTACH YOUR RESUME. Please Sign to Acknowledge

This document was signed by **Larry Pearson**
on **11/06/2023 14:10:27 (UTC)**

Revised: March 17, 2025

GOLF ADVISORY BOARD

Danny Knife 225 Topton Drive Vandalia, OH 45377 Home: 937-573-8800 Work: 937-236-6558 Email: dknife5@yahoo.com <i>Appointed: 8/1/22</i>	06/30/25	VACANT Address Vandalia, OH 45377 937 Email <i>Appointed</i>	06/00/00
GORDON JACKSON 438 Bennert Drive Vandalia, OH 45377 898-9606 Gordieandjenny116@yahoo.com <i>Reappointed 6/20/22</i>	06/30/25	DAVID HIGGINS dparhiggs@yahoo.com 690 Golf View Vandalia, OH 45377 898-6731 <i>Reappointed 6/15/20</i>	06/30/26
Robert Wolfe rwolfe359@aol.com 1005 Woodland Meadows Drive Vandalia, OH 45377 241-5866 <i>Appointed 7/15/13</i> <i>Reappointed 6/20/22</i>	06/30/25	DAVID LEWIS 12/31/2027 Council rep 657-1157 dlewis@vandaliaohio.org <i>Reappointed 1/2/2024</i>	

**** Staff Representative Ben Lickliter 415 - 2075**

Term: 3 years

Meetings scheduled the fourth Tuesday of each month at 7:30 p.m.

*Golf Advisory Board created by Ordinance #75-05, Amended by Ordinance #77-02

**Resolution 84-R-02 extends terms of the Golf Advisory Board from December 31 to June 30.

Memorandum

To: Kurt Althouse, Interim City Manager
From: Angela Swartz
Date: March 10, 2025
Re: **Vandalia Butler Alumni Association Donation Request**

The Vandalia-Butler Alumni Association (VBAA) is requesting financial donations to ensure the continuation of the Salute to The Seniors display at Butler High School. This program honors graduating Butler High School seniors in the yard fronting North Dixie Drive at Elva Court with a yard sign of each student's senior photo and landscaping lights highlighting the display 24/7. In 2024, Council authorized a donation of \$1,000 and this is included in the 2025 Budget.



THE VANDALIA-BUTLER **SALUTE TO SENIORS** TRADITION CONTINUES

Since 2020, the Vandalia-Butler Alumni Association (VBAA) and other area non-profit organizations and local businesses have honored the VBHS graduating seniors with a lighted, front-lawn Salute to the Seniors display! The display publicly honors the seniors' tremendous accomplishments and draws the entire community into a season of celebration. Please consider donating and joining the VBAA in continuing this wonderful, annual tradition!

DONATION LEVELS

SOARING AVIATOR - \$1500+

Aviation Pilot Benefits PLUS

- Complimentary brick in Alumni Courtyard
- Large advertising on the VBAA website for 1 year

AVIATION PILOT - \$1000-\$1499

Aviation Engineer Benefits PLUS

- Social media advertising on VBAA social media accounts
- Small advertising on Homepage of the VBAA Website for 1 year

AVIATION ENGINEER - \$500-\$999

Aviation Navigator Benefits PLUS

- Large name or business logo on sign at senior display
- A personal thank you on your own social media post on VBAA social media

AVIATION NAVIGATOR - \$250-\$499

Aviation Crew Benefits PLUS

- Large name on sign at senior display

AVIATION CREW- \$100-\$249

- Small name on sign at Senior Display
- Your name listed on the donors page of the VBAA website

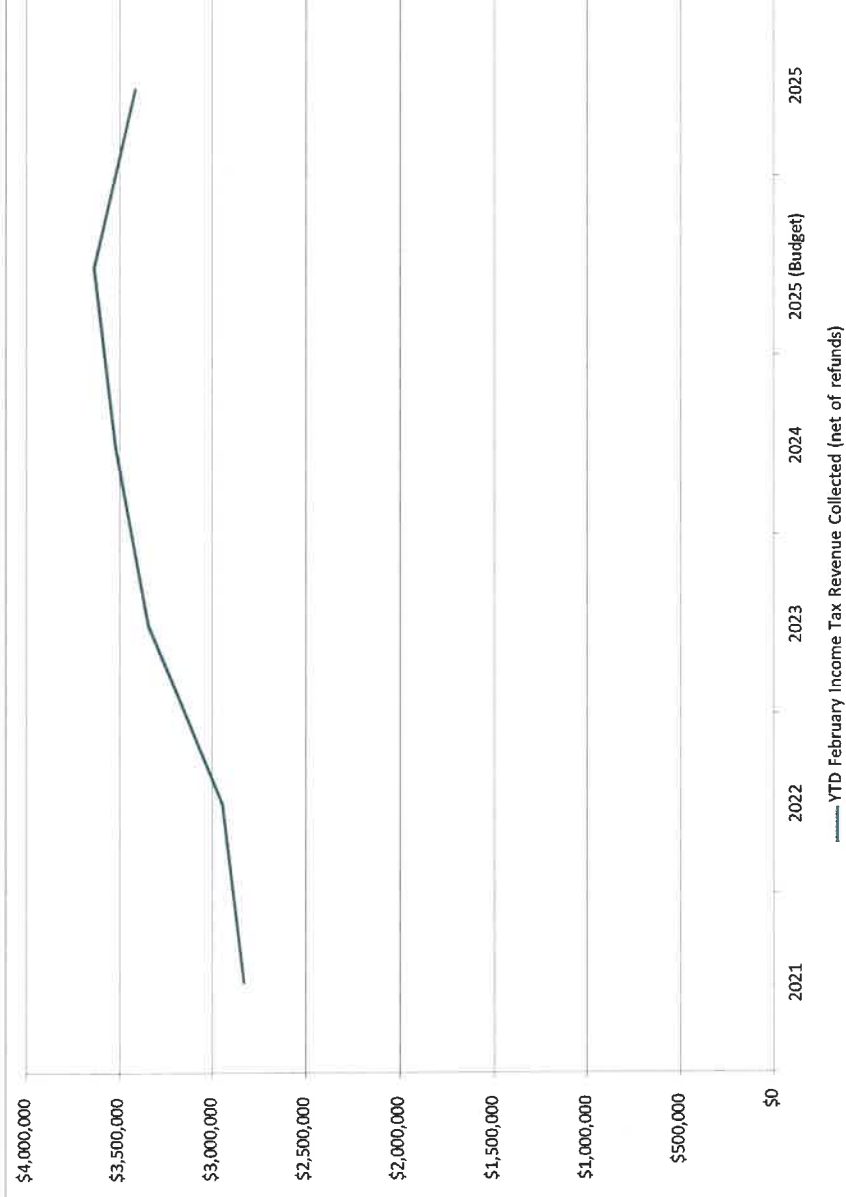
To donate or obtain additional information, please contact VBAA President Amy DeCamp at DrAmyDeCamp.VBAA@gmail.com.

Financial Report

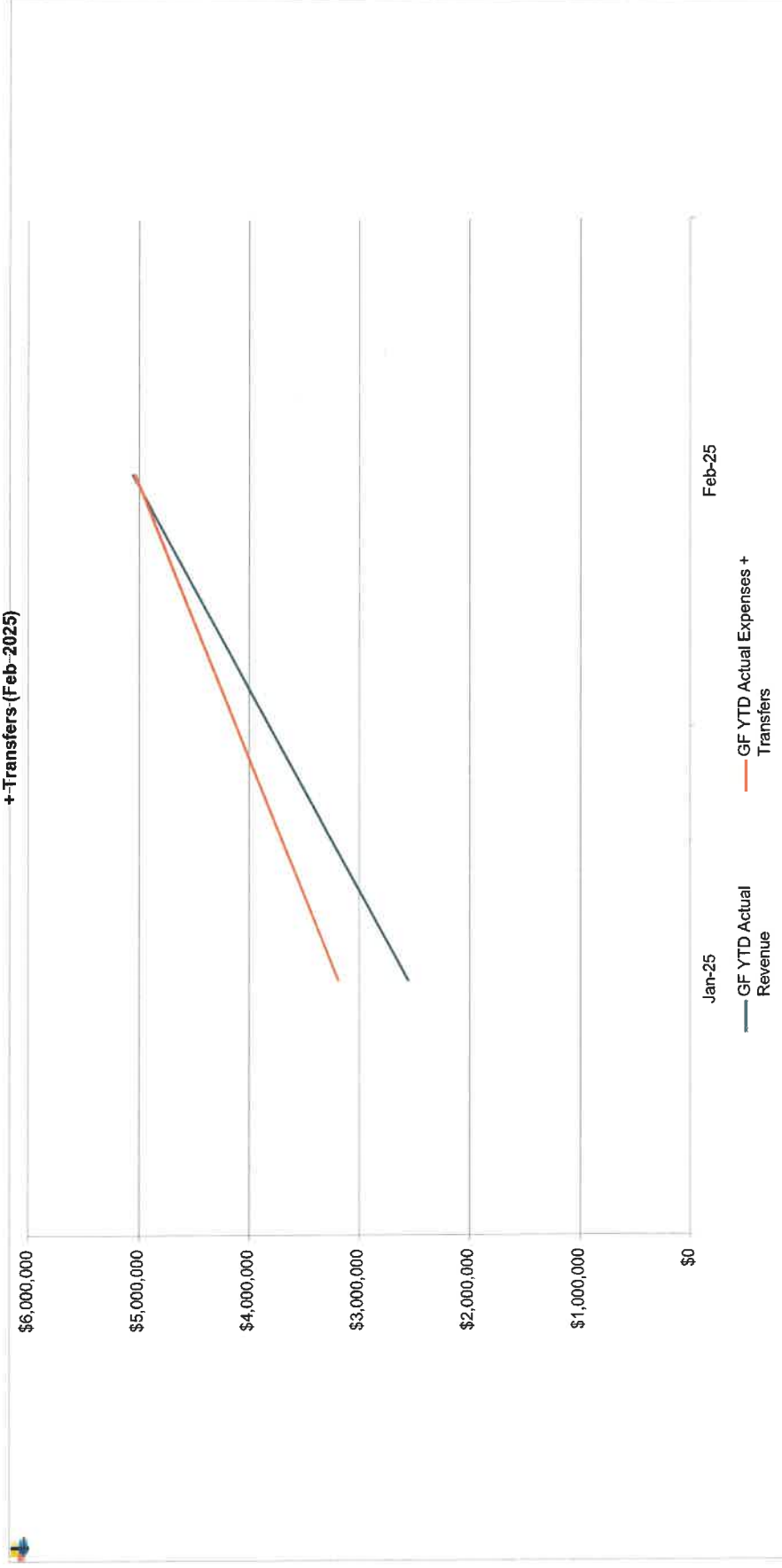
February 2025

General Fund	Budget (YTD)	Actual (YTD)	Difference
Revenue			
Income Tax	\$ 3,665,917	\$ 3,464,734	\$ (201,183)
Other	\$ 1,822,628	\$ 1,596,575	\$ (226,053)
Total	\$ 5,488,545	\$ 5,061,309	\$ (427,236)
Expenses			
Income Tax Refunds	\$ 83,334	\$ 52,448	\$ (30,886)
Other	\$ 4,578,151	\$ 4,530,330	\$ (47,821)
Transfers	\$ 1,130,397	\$ 457,562	\$ (672,835)
Total	\$ 5,791,882	\$ 5,040,340	\$ (751,542)

YTD February Income Tax Revenue
Collected (net of refunds)



GF YTD Actual Revenue vs GF YTD Actual
Expenses
+ Transfers (Feb-2025)



**FUND
STATEMENT
YTD FEBRUARY
28, 2025**

Fund	Description.....	Beg Yr Bal....	Ytd Receipts..	Ytd Expenses...	Unexp bal.....	Encumbrances..	Unenc bal....
110	GENERAL FUND	22,124,164.15	5,061,309.27	5,040,340.22	22,145,133.20	3,718,322.90	18,426,810.30
221	STREET FUND	1,257,083.13	221,678.74	229,931.81	1,248,830.06	695,412.66	553,417.40
222	STATE HIGHWAY FUND	346,272.75	19,024.54	45,654.58	319,642.71	31,884.28	287,758.43
224	PERMISS MOT VEH LIC TX FD	201,011.87	8,514.25	651.10	208,875.02	3,783.35	205,091.67
225	LAW ENFORCEMENT FUND	54,435.83	-	-	54,435.83	9,068.94	45,366.89
226	DRUG LAW ENFORCEMENT FUND	4,118.77	-	-	4,118.77	-	4,118.77
227	OMVI EDUCATION & ENFORCEMENT F	70,529.05	1,524.60	-	72,053.65	-	72,053.65
228	OMVI INDIGENT FUND	297,764.03	5,365.53	-	303,129.56	-	303,129.56
229	COMPUTER LEGAL RSCH FUND	95,291.93	16,172.00	33,070.96	78,392.97	13,387.42	65,005.55
230	INDIGENT DRIVERS IAM FUND	188,323.24	808.00	-	189,131.24	32.00	189,099.24
233	POLICE CPT FUND	55,911.52	35,117.00	-	91,028.52	-	91,028.52
234	9-1-1 SERVICE SYSTEM	-	8,583.42	-	8,583.42	-	8,583.42
238	AMERICAN RESCUE PLAN ACT	169,734.97	-	169,734.97	-	-	-
241	FEMA SPECIAL REVENUE FUND	3.23	-	-	3.23	-	3.23
242	STORMWATER SPECIAL REVENUE	193,053.66	95,134.15	80,033.13	208,154.68	247,770.15	(39,615.47)
244	ONEOHIO OPIOID SETTLEMENT	97,733.18	-	-	97,733.18	-	97,733.18
245	JOB CREATION AND REVITALIZATION	3,384,453.37	42,580.26	50,000.00	3,377,033.63	2,898.00	3,374,135.63
250	INFRASTRUCTURE	711,880.28	20,090.72	-	731,971.00	-	731,971.00
251	COURT PROJECTS SPECIAL REVENUE	57,068.28	30,443.50	27,588.42	59,923.36	32.04	59,891.32
255	EMPLOYEE RETIREMENT RESERVE	1,198,854.74	-	98,616.39	1,100,238.35	-	1,100,238.35
260	CRISIS INTERVENTION TRAIN FUND	-	-	-	-	-	-
325	CAPITAL IMPROVEMENT FUND	534,857.02	-	157,028.46	377,828.56	1,088,596.29	(710,767.73)
332	POLICE-FIRE-STREET CIP FUND	591,917.18	464,624.38	230,220.68	826,320.88	471,404.67	354,916.21
333	TIF CAPITAL PROJECTS FUND	540,492.94	-	-	540,492.94	18,801.36	521,691.58
336	STONEQUARRY CROSSINGS TIF FUND	42,750.24	-	-	42,750.24	13,954.09	28,796.15
337	CDBG FUND	(50,000.01)	-	-	(50,000.01)	50,000.00	(100,000.01)
339	FIRE EQUIPMENT FUND	259.34	-	-	259.34	-	259.34
340	OPWC FUND	(262,610.29)	-	-	(262,610.29)	9,766.44	(272,376.73)
360	FACILITIES IMP/MAINT RESERVE	2,143,935.50	320,000.00	21,601.72	2,442,333.78	812,062.70	1,630,271.08
436	G.O. DEBT SERVICE FUND	394,892.13	-	-	394,892.13	354.50	394,537.63
641	GOLF COURSE OPERATIONS FUND	3,091,376.09	3,080.70	148,992.87	2,945,463.92	2,006,726.16	938,737.76
643	CASSEL HILLS GOLF MEM. FUND	564.41	-	-	564.41	-	564.41
651	WATER FUND	3,795,776.37	707,165.10	745,709.44	3,757,232.03	4,447,909.87	(690,677.84)
652	SEWER FUND	3,143,816.70	760,587.44	881,033.81	3,023,370.33	2,205,385.57	817,984.76
872	HOSPITAL CARE TRUST FUND	25,908.88	354,928.54	365,315.20	15,522.22	525,746.31	(510,224.09)

GENERAL FUND
STATEMENT OF REVENUES AND EXPENDITURES
FEBRUARY 28, 2025

	2024 FEBRUARY ACTUAL	2024 JAN-FEB BUDGET	2024 YTD ACTUAL	2024 JAN-DEC BUDGET	2024 % BUDGET	2025 FEBRUARY ACTUAL	2025 JAN-FEB BUDGET	2025 YTD ACTUAL	2025 JAN-DEC BUDGET	2025 % BUDGET
REVENUES:										
Income Taxes	1,418,494	3,728,500	3,581,125	19,671,000	18%	1,653,842	3,665,917	3,464,734	21,995,500	16%
Other Taxes	2,794	310,278	5,389	1,861,667	0%	1,395	343,786	4,148	2,062,716	0%
Intergovernmental	30,853	163,880	61,931	983,282	6%	203,454	321,958	379,841	1,931,750	20%
Licenses, Permits, and Fees	310	-	518	-	-	316	-	3,038	-	-
Fines and Forfeitures	100,963	209,167	187,620	1,255,000	15%	101,499	209,563	198,453	1,257,500	16%
Charges for Services	361,719	697,657	693,243	4,185,941	17%	390,312	711,653	735,956	4,269,916	17%
Other Revenue	240,647	142,234	379,579	889,406	43%	164,317	235,648	275,140	1,413,890	19%
TOTAL REVENUES:	2,155,779	4,807,716	4,909,405	28,846,296	17%	2,515,135	5,488,545	5,061,309	32,931,272	15%
EXPENDITURES:										
Council/City Manager	234,116	862,215	647,840	5,173,289	13%	238,991	880,059	693,757	5,280,351	13%
Finance/Tax	99,034	264,748	275,598	1,588,490	17%	113,694	258,823	258,488	1,552,839	17%
Court	136,313	342,754	315,606	2,056,523	15%	143,633	366,485	380,204	2,198,911	17%
Police	404,114	1,096,585	1,045,852	6,579,513	16%	439,315	1,100,892	1,165,509	6,605,353	18%
Fire	275,276	644,433	630,393	3,866,596	16%	288,457	722,884	765,797	4,337,305	18%
Recreation	280,607	755,788	682,885	4,534,728	15%	289,368	804,857	767,035	4,829,383	16%
DES/Public Works	204,458	487,481	555,344	2,924,884	19%	96,528	503,569	530,947	3,021,415	18%
Non-Departmental	24,140	24,475	32,467	146,850	22%	7,989	23,875	21,041	103,250	15%
TOTAL EXPENDITURES	1,658,057	4,478,479	4,185,985	26,870,872	16%	1,617,974	4,661,485	4,582,778	27,988,907	16%
OTHER FINANCING SOURCES/(USES)										
Transfers In	-	5,460	-	32,761	0%	-	-	-	-	-
Advances In	-	-	-	-	-	-	-	-	-	-
Transfers Out	(2,067,570)	(1,509,371)	(2,290,475)	(9,056,271)	25%	(225,298)	(1,130,397)	(457,562)	(6,782,382)	7%
Advances Out	-	-	-	-	-	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES/(USES)	(2,067,570)	(1,503,911)	(2,290,475)	(9,023,466)		(225,298)	(1,130,397)	(457,562)	(6,782,382)	
TOTAL SURPLUS/(DEFICIT)	(1,569,848)	(1,174,674)	(1,567,055)	(7,048,042)		671,863	(803,336)	20,969	(1,820,017)	

POLICE-FIRE-STREET CIP FUND
STATEMENT OF REVENUES AND EXPENDITURES
FEBRUARY 28, 2025

	2024 FEBRUARY ACTUAL	2024 JAN-FEB BUDGET	2024 YTD ACTUAL	2024 JAN-DEC BUDGET	2024 % BUDGET	2025 FEBRUARY ACTUAL	2025 JAN-FEB BUDGET	2025 YTD ACTUAL	2025 JAN-DEC BUDGET	2025 % BUDGET
REVENUES:										
Intergovernmental	-	11,333	-	68,000	0%	-	11,333	-	68,000	0%
Other Revenue	134,931	6,137	134,931	36,823	366%	-	136,000	7,062	816,000	1%
TOTAL REVENUES:	134,931	17,471	134,931	104,823	129%	-	147,333	7,062	884,000	1%
EXPENDITURES:										
Police	18,767	48,926	45,376	293,554	15%	21,224	47,945	55,492	287,670	19%
Fire	14,866	40,505	32,900	243,027		27,819	43,902	66,497	263,413	
TOTAL EXPENDITURES	18,767	48,926	45,376	536,581	8%	49,043	91,847	121,989	551,083	22%
OTHER FINANCING SOURCES/(USES)										
Transfers In	267,570	432,506	490,475	2,595,037	19%	225,298	458,333	457,562	2,750,000	17%
Advances In	-	-	-	-		-	-	-	-	
Advances Out	-	-	-	-		-	-	-	-	
Police - Capital	(22,852)	(48,638)	(37,940)	(297,827)	13%	(4,037)	(52,267)	(54,114)	(313,600)	17%
Fire - Capital	(138,927)	(47,050)	(153,144)	(282,300)	54%	(2,014)	(62,333)	(18,511)	(374,000)	5%
Public Works - Capital	(43,154)	(182,439)	(64,135)	(1,094,632)	6%	-	(222,995)	(20,981)	(1,337,970)	2%
Fire - Debt	-	(41,904)	(14,626)	(251,425)	0%	-	(41,907)	-	(251,440)	0%
Public Works - Debt	(14,626)	(24,576)	(14,626)	(149,855)	10%	(14,626)	(4,875)	(14,626)	(29,252)	50%
TOTAL OTHER FINANCING SOURCES/(USES)	48,011	86,500	220,629	518,998		204,621	73,956	349,331	443,738	
TOTAL SURPLUS/(DEFICIT)	164,175	55,045	310,184	87,240		155,578	129,443	234,404	776,655	

GOLF FUND
STATEMENT OF REVENUES AND EXPENDITURES
FEBRUARY 28, 2025

	2024 FEBRUARY ACTUAL	2024 JAN-FEB BUDGET	2024 YTD ACTUAL	2024 JAN-DEC BUDGET	2024 % BUDGET	2025 FEBRUARY ACTUAL	2025 JAN-FEB BUDGET	2025 YTD ACTUAL	2025 JAN-DEC BUDGET	2025 % BUDGET
REVENUES:										
Memberships	5,835	1,333	5,835	8,000	73%	1,500	1,333	1,500	8,000	19%
Greens Fees	7,719	84,500	7,719	507,000	2%	972	92,000	972	552,000	0%
Cart Rentals	2,495	34,167	2,495	205,000	1%	33	37,500	33	225,000	0%
Merchandise Sales	472	4,167	472	25,000	2%	44	4,167	44	25,000	0%
Food and Beverage Sales	687	15,500	2,348	93,000	3%	313	17,000	494	102,000	0%
Rental Income	-	50	-	300	0%	-	50	-	300	0%
Other Revenue	252	3,750	328	22,500	1%	20	4,250	37	25,500	0%
TOTAL REVENUES:	17,460	143,467	19,197	860,800	2%	2,883	156,300	3,081	937,800	0%
EXPENDITURES:										
Personal Services	26,489	99,659	70,114	597,954	12%	28,720	97,524	77,907	585,145	13%
Contractual Services	2,667	29,976	10,205	179,857	6%	3,965	33,637	14,255	201,822	7%
Materials and Supplies	3,788	34,414	3,788	206,487	2%	1,510	34,864	6,919	209,182	3%
Other Expenditures	3,398	9,638	3,651	59,027	6%	1,263	9,838	4,428	59,027	8%
TOTAL EXPENDITURES	36,342	173,688	87,758	1,043,325	8%	35,458	175,863	103,509	1,055,176	10%
OTHER FINANCING SOURCES/(USES)										
Transfers In	-	384,167	-	2,305,000	0%	-	25,000	-	150,000	0%
Capital	-	(333,172)	-	(1,999,033)	0%	-	(37,500)	(45,484)	(225,000)	20%
TOTAL OTHER FINANCING SOURCES/(USES)	-	50,995	-	305,967		-	(12,500)	(45,484)	(75,000)	
TOTAL SURPLUS/(DEFICIT)	(18,882)	20,574	(68,560)	123,442		(32,575)	(32,063)	(145,912)	(192,376)	

2022 budgeted expenditures included \$56,473 of prior encumbrances.

WATER FUND
STATEMENT OF REVENUES AND EXPENDITURES
FEBRUARY 28, 2025

	2024 FEBRUARY ACTUAL	2024 JAN-FEB BUDGET	2024 YTD ACTUAL	2024 JAN-DEC BUDGET	2024 % BUDGET	2025 FEBRUARY ACTUAL	2025 JAN-FEB BUDGET	2025 YTD ACTUAL	2025 JAN-DEC BUDGET	2025 % BUDGET
REVENUES:										
Service Charges and Collections	293,463	957,241	572,347	3,343,445	17%	346,876	696,551	681,256	4,179,306	16%
Intergovernmental	-	-	-	-		-	-	-	-	
Water Tap-In Fees	-	986	-	5,915	0%	-	1,232	-	7,394	0%
Well Field Protection Fee	8,701	17,583	17,589	105,500	17%	8,640	17,583	17,348	105,500	16%
Rental Income	1,870	5,667	3,739	34,000	11%	1,926	4,167	3,851	25,000	15%
Other Revenue	2,518	3,500	10,278	21,000	49%	2,311	4,333	4,710	26,000	18%
TOTAL REVENUES:	306,552	584,977	603,953	3,509,860	17%	359,753	723,867	707,165	4,343,200	16%
EXPENDITURES:										
Personal Services	56,731	159,219	144,349	955,316	15%	68,913	158,610	188,847	951,659	20%
Contractual Services	116,111	293,537	236,828	1,761,222	13%	123,555	319,256	241,827	1,915,537	13%
Materials and Supplies	6,314	8,832	13,204	52,995	25%	59	11,883	11,507	71,300	16%
Other Expenditures	322	998	415	5,986	7%	1,076	167	1,649	1,000	165%
TOTAL EXPENDITURES	179,477	462,587	394,795	2,775,519	14%	193,554	489,916	443,830	2,939,496	15%
OTHER FINANCING SOURCES/(USES)										
Debt Proceeds	-	-	-	-		-	900,000	-	5,400,000	0%
Transfers In	-	-	-	-		-	-	-	-	
Debt Payments	-	(44,955)	(26,332)	(269,729)	10%	-	(35,745)	(21,233)	(214,469)	10%
Capital	(293,167)	(359,446)	(402,860)	(2,156,675)	19%	(17,779)	(352,433)	(280,647)	(2,114,600)	13%
TOTAL OTHER FINANCING SOURCES/(USES)	(293,167)	(404,401)	(425,192)	(2,426,404)		(17,779)	511,822	(301,879)	3,070,931	
TOTAL SURPLUS/(DEFICIT)	(166,092)	(282,011)	(220,034)	(1,692,063)		148,419	745,773	(38,544)	4,474,635	

2022 budgeted expenditures included \$464,912 of prior encumbrances.

SEWER FUND
STATEMENT OF REVENUES AND EXPENDITURES
FEBRUARY 28, 2025

	2024 FEBRUARY ACTUAL	2024 JAN-FEB BUDGET	2024 YTD ACTUAL	2024 JAN-DEC BUDGET	2024 % BUDGET	2025 FEBRUARY ACTUAL	2025 JAN-FEB BUDGET	2025 YTD ACTUAL	2025 JAN-DEC BUDGET	2025 % BUDGET
REVENUES:										
Service Charges and Collections	78,154	155,584	152,003	933,503	16%	97,950	202,259	193,624	1,213,554	16%
Intergovernmental	-	-	693	-	-	364	-	887	-	-
Sewer Tap-In Fees	-	1,313	-	7,875	0%	-	1,706	-	10,238	0%
Wastewater Treatment Fees	223,782	438,813	419,411	2,632,875	16%	284,359	570,456	566,077	3,422,738	17%
Other Revenue	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES:	301,937	595,709	572,106	3,574,253	16%	382,673	774,422	760,587	4,646,530	16%
EXPENDITURES:										
Personal Services	57,158	159,503	146,949	957,015	15%	68,990	159,528	179,614	957,169	19%
Contractual Services	108,570	270,772	214,757	1,624,635	13%	106,984	296,942	230,601	1,781,650	13%
Materials and Supplies	7,298	8,753	8,744	52,517	17%	59	8,550	11,184	51,300	22%
Other Expenditures	278	216	278	1,298	21%	-	167	-	1,000	0%
TOTAL EXPENDITURES	173,305	439,244	370,728	2,635,465	14%	176,033	465,187	421,398	2,791,119	15%
OTHER FINANCING SOURCES/(USES)										
Transfers In	-	-	-	-	-	-	-	-	-	-
Debt Proceeds	-	-	-	-	-	-	900,000	-	5,400,000	0%
Debt Payments	-	(27,163)	(3,990)	(162,980)	2%	-	(21,580)	(3,990)	(129,480)	3%
Capital	(418,702)	(82,417)	(528,396)	(494,500)	107%	(17,779)	(93,433)	(455,646)	(560,600)	81%
TOTAL OTHER FINANCING SOURCES/(USES)	(418,702)	(109,580)	(532,386)	(657,480)		(17,779)	784,987	(459,636)	4,709,920	
TOTAL SURPLUS/(DEFICIT)	(290,071)	46,885	(331,008)	281,308		188,860	1,094,222	(120,446)	6,565,331	

2022 budgeted expenditures included \$275,096 of prior encumbrances.

COST RECOVERY
YTD FEBRUARY 28, 2025

Golf Course	2021	2022	2023	2024	2025
Revenues	2,532	2,147	25,435	19,197	3,081
Expenditure - Operating	68,773	75,154	86,197	82,708	103,509
Expenditure - Building Maint.	-	3,680	3,474	2,890	1,199
% Cost Recovery	3.68%	2.72%	28.36%	22.43%	2.94%
Expenditure - Capital	310	13,588	-	-	45,484
% Cost Recovery	3.67%	2.32%	28.36%	22.43%	2.05%
Recreation Center	2021	2022	2023	2024	2025
Revenues	127,971	164,651	193,665	190,976	185,304
Expenditure - Operating	205,341	235,775	245,777	267,846	303,206
Expenditure - Building Maint.	-	8,451	6,690	2,275	3,164
% Cost Recovery	62.32%	67.42%	76.71%	70.70%	60.48%
Expenditure - Capital	355	855	9,985	19,930	37,463
% Cost Recovery	62.21%	67.18%	73.79%	65.84%	53.89%
Cassel Hills Pool	2021	2022	2023	2024	2025
Revenues	-	-	-	-	-
Expenditure - Operating	824	1,361	963	892	2,895
Expenditure - Building Maint.	-	1,243	991	828	904
% Cost Recovery	0.00%	0.00%	0.00%	0.00%	0.00%
Expenditure - Capital	182	-	-	-	-
% Cost Recovery	0.00%	0.00%	0.00%	0.00%	0.00%

FUND STATEMENT

YTD FEBRUARY 28, 2025

Fund Description.....	Beg Yr Bal....	Ytd Receipts..	Ytd Expenses..	Unexp bal....	Encumbrances..	Unenc bal....
110 GENERAL FUND	22,124,164.15	5,061,309.27	5,040,340.22	22,145,133.20	3,718,322.90	18,426,810.30
221 STREET FUND	1,257,083.13	221,678.74	229,931.81	1,248,830.06	695,412.66	553,417.40
222 STATE HIGHWAY FUND	346,272.75	19,024.54	45,654.58	319,642.71	31,884.28	287,758.43
224 PERMISS MOT VEH LIC TX FD	201,011.87	8,514.25	651.10	208,875.02	3,783.35	205,091.67
225 LAW ENFORCEMENT FUND	54,435.83	-	-	54,435.83	9,068.94	45,366.89
226 DRUG LAW ENFORCEMENT FUND	4,118.77	-	-	4,118.77	-	4,118.77
227 OMVI EDUCATION & ENFORCEMENT F	70,529.05	1,524.60	-	72,053.65	-	72,053.65
228 OMVI INDIGENT FUND	297,764.03	5,365.53	-	303,129.56	-	303,129.56
229 COMPUTER LEGAL RSCH FUND	95,291.93	16,172.00	33,070.96	78,392.97	13,387.42	65,005.55
230 INDIGENT DRIVERS IAM FUND	188,323.24	808.00	-	189,131.24	32.00	189,099.24
233 POLICE CPT FUND	55,911.52	35,117.00	-	91,028.52	-	91,028.52
234 9-1-1 SERVICE SYSTEM	-	8,583.42	-	8,583.42	-	8,583.42
238 AMERICAN RESCUE PLAN ACT	169,734.97	-	169,734.97	-	-	-
241 FEMA SPECIAL REVENUE FUND	3.23	-	-	3.23	-	3.23
242 STORMWATER SPECIAL REVENUE	193,053.66	95,134.15	80,033.13	208,154.68	247,770.15	(39,615.47)
244 ONEOHIO OPIOID SETTLEMENT	97,733.18	-	-	97,733.18	-	97,733.18
245 JOB CREATION AND REVITALIZATION	3,384,453.37	42,580.26	50,000.00	3,377,033.63	2,898.00	3,374,135.63
250 INFRASTRUCTURE	711,880.28	20,090.72	-	731,971.00	-	731,971.00
251 COURT PROJECTS SPECIAL REVENUE	57,068.28	30,443.50	27,588.42	59,923.36	32.04	59,891.32
255 EMPLOYEE RETIREMENT RESERVE	1,198,854.74	-	98,616.39	1,100,238.35	-	1,100,238.35
260 CRISIS INTERVENTION TRAIN FUND	-	-	-	-	-	-
325 CAPITAL IMPROVEMENT FUND	534,857.02	-	157,028.46	377,828.56	1,088,596.29	(710,767.73)
332 POLICE-FIRE-STREET CIP FUND	591,917.18	464,624.38	230,220.68	826,320.88	471,404.67	354,916.21
333 TIF CAPITAL PROJECTS FUND	540,492.94	-	-	540,492.94	18,801.36	521,691.58
336 STONEQUARRY CROSSINGS TIF FUND	42,750.24	-	-	42,750.24	13,954.09	28,796.15
337 CD8G FUND	(50,000.01)	-	-	(50,000.01)	50,000.00	(100,000.01)
339 FIRE EQUIPMENT FUND	259.34	-	-	259.34	-	259.34
340 OPWC FUND	(262,610.29)	-	-	(262,610.29)	9,766.44	(272,376.73)
360 FACILITIES IMP/MAINT RESERVE	2,143,935.50	320,000.00	21,601.72	2,442,333.78	812,062.70	1,630,271.08
436 G.O. DEBT SERVICE FUND	394,892.13	-	-	394,892.13	354.50	394,537.63
641 GOLF COURSE OPERATIONS FUND	3,091,376.09	3,080.70	148,992.87	2,945,463.92	2,006,726.16	938,737.76
643 CASSEL HILLS GOLF MEM. FUND	564.41	-	-	564.41	-	564.41
651 WATER FUND	3,795,776.37	707,165.10	745,709.44	3,757,232.03	4,447,909.87	(690,677.84)
652 SEWER FUND	3,143,816.70	760,587.44	881,033.81	3,023,370.33	2,205,385.57	817,984.76
872 HOSPITAL CARE TRUST FUND	25,908.88	354,928.54	365,315.20	15,522.22	525,746.31	(510,224.09)
	44,501,624.48	8,176,732.14	8,325,523.76	44,352,832.86	16,373,299.70	27,979,533.16

Negative fund balances YTD due to timing.

Monthly Financial Variance Analysis: February 28, 2025

General Fund

Revenues

- Net income tax revenue collected YTD was \$3,412,286, and refunds issued YTD were \$52,447.85. Overall receipts, net of refunds, were down 3.09% as compared to February 2024, also net of refunds.
- Intergovernmental revenue is up YTD due to increase in funds received from the county, state grants, and ED/GE grants.
- Licenses, Permits and Fees is up YTD due to increase in land development fees.
- Charges for Services is up YTD due to increase in cemetery revenue, recycling & trash fees, and ambulance service.
- Other Revenue is down YTD due to a decrease in interest revenue received and reimbursements.

Expenditures

- Court expenditures are up YTD due to increase in full-time wages, part-time wages, and postage.
- Police expenditures are up YTD due to increase in full-time wages, overtime, and training and education.
- Fire expenditures are up YTD due to increase in full-time wages, part-time wages, overtime, and health and medical services.
- Recreation expenditures are up YTD due to increase in full-time wages, part time wages, tree trimming, and other services.

Police-Fire-Street CIP Fund

Revenues

- Other Revenues is down YTD due to sales of fixed assets in 2024.

Expenditures

- Police personnel expenditures are up YTD.
- Fire personnel expenditures are up YTD.
- Police Capital is up YTD due to increase in machinery and service equipment.

Golf Fund

Revenues

- Overall, revenues are down YTD.

Expenditures

- Personal Services is up YTD.
- Contractual Services is up YTD due to increase in equipment rental, equipment maintenance, and other services.
- Materials and Supplies is up YTD due to increase in gas & oil, equipment parts & supplies, and janitorial supplies.
- Other Expenditures is up YTD due to timing of purchase of supplies for resale.
- Capital Expenditures is up YTD due to increase in land improvements.

Water Fund

Revenues

- Service Charges & Collections is up YTD due to rate increases.
- Other Revenue is down YTD due to sales of fixed assets in 2024.

Expenses

- Personal Services is up YTD.
- Other Expenditures is up YTD due to increase in bank service charges.
- Capital purchases are down YTD due to timing.

Sewer Fund

Revenues

- Service Charges & Collections and Wastewater Treatment Fees are up YTD due to rate increases.

Expenses

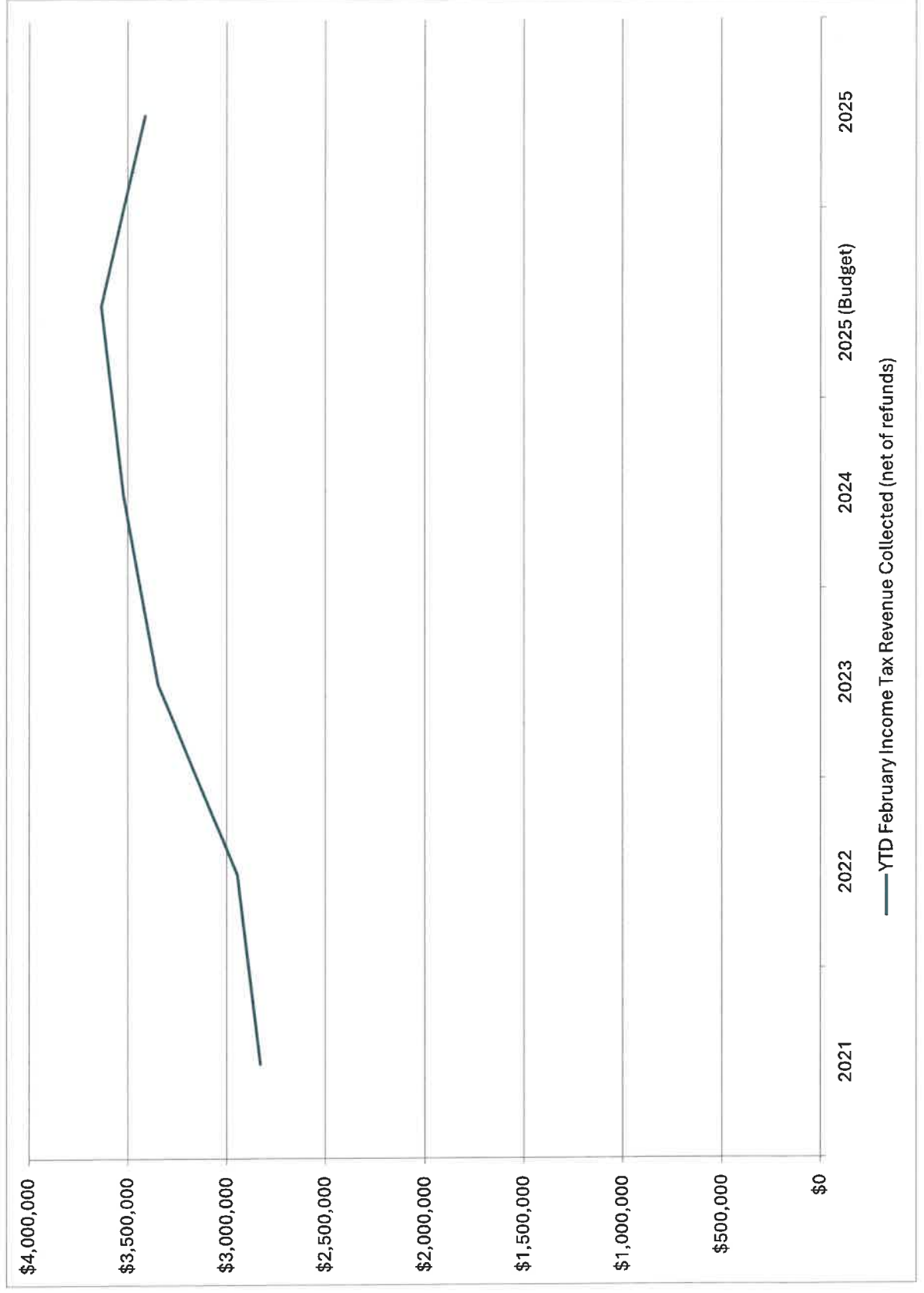
- Personal Services is up YTD.
- Materials and Supplies is up YTD due to timing.
- Capital purchases are down YTD due to timing.

CITY OF VANDALIA
INCOME TAX REVENUE COMPARISON - NET OF REFUNDS
2025

PERIOD	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 ACTUAL	2025 FORECAST	2025 ACTUAL	Var. to Forecast over (under)	Var. to Prior Yr. over (under)	% VAR. TO FORECAST	% VAR. TO PY ACTUAL
JANUARY	1,476,154	1,700,956	1,787,561	1,952,195	2,140,560	2,179,733	1,802,384	(377,349)	(338,176)	-17.31%	-15.80%
FEBRUARY	1,252,025	1,126,039	1,155,865	1,392,230	1,380,442	1,455,843	1,609,902	154,059	229,460		
YTD	2,728,179	2,826,995	2,943,426	3,344,425	3,521,002	3,635,576	3,412,286	(223,290)	(108,716)	-6.14%	-3.09%
MARCH	1,478,428	1,337,796	1,362,275	1,643,196	1,672,288	1,732,835		(1,732,835)	(1,672,288)		
YTD	4,206,607	4,164,791	4,305,701	4,987,621	5,193,290	5,368,411	3,412,286	(1,956,125)	(1,781,004)	-36.44%	-34.29%
APRIL	1,415,467	2,206,344	2,579,100	3,047,237	2,820,096	3,134,013		(3,134,013)	(2,820,096)		
YTD	5,622,073	6,371,135	6,884,801	8,034,858	8,013,386	8,502,424	3,412,286	(5,090,138)	(4,601,100)	-59.87%	-57.42%
MAY	1,048,517	1,634,741	1,235,464	1,272,627	1,376,149	1,441,576		(1,441,576)	(1,376,149)		
YTD	6,670,591	8,005,876	8,120,265	9,307,485	9,389,535	9,944,000	3,412,286	(6,531,714)	(5,977,249)	-65.68%	-63.66%
JUNE	1,396,201	1,393,164	1,506,028	1,597,652	1,826,375	1,827,320		(1,827,320)	(1,826,375)		
YTD	8,066,792	9,399,040	9,626,293	10,905,137	11,215,910	11,771,320	3,412,286	(8,359,034)	(7,803,624)	-71.01%	-69.58%
JULY	1,589,480	1,239,270	1,370,798	1,593,382	1,248,932	1,567,051		(1,567,051)	(1,248,932)		
YTD	9,656,272	10,638,309	10,997,091	12,498,519	12,464,842	13,338,371	3,412,286	(9,926,085)	(9,052,556)	-74.42%	-72.62%
AUGUST	1,237,765	1,461,277	1,475,294	1,396,583	1,313,679	1,558,786		(1,558,786)	(1,313,679)		
YTD	10,894,037	12,099,586	12,472,385	13,895,102	13,778,521	14,897,157	3,412,286	(11,484,871)	(10,366,235)	-77.09%	-75.23%
SEPTEMBER	1,493,925	1,398,308	1,793,560	1,423,183	1,874,328	1,892,973		(1,892,973)	(1,874,328)		
YTD	12,387,962	13,497,895	14,265,945	15,318,285	15,652,849	16,790,130	3,412,286	(13,377,844)	(12,240,563)	-79.68%	-78.20%
OCTOBER	1,229,632	1,172,064	1,641,209	1,697,616	1,502,056	1,801,436		(1,801,436)	(1,502,056)		
YTD	13,617,593	14,669,959	15,907,154	17,015,901	17,154,905	18,591,566	3,412,286	(15,179,280)	(13,742,619)	-81.65%	-80.11%
NOVEMBER	1,289,480	1,301,460	1,268,989	1,167,243	1,566,156	1,483,705		(1,483,705)	(1,566,156)		
YTD	14,907,074	15,971,419	17,176,143	18,183,144	18,721,061	20,075,271	3,412,286	(16,662,985)	(15,308,775)	-83.00%	-81.77%
DECEMBER	1,283,667	1,481,468	1,540,364	1,783,237	1,858,115	1,920,228		(1,920,228)	(1,858,115)		
YTD	16,190,741	17,452,887	18,716,507	19,966,381	20,579,176	21,995,500	3,412,286	(18,583,214)	(17,166,890)	-84.49%	-83.42%

Original Forecast \$21,995,500

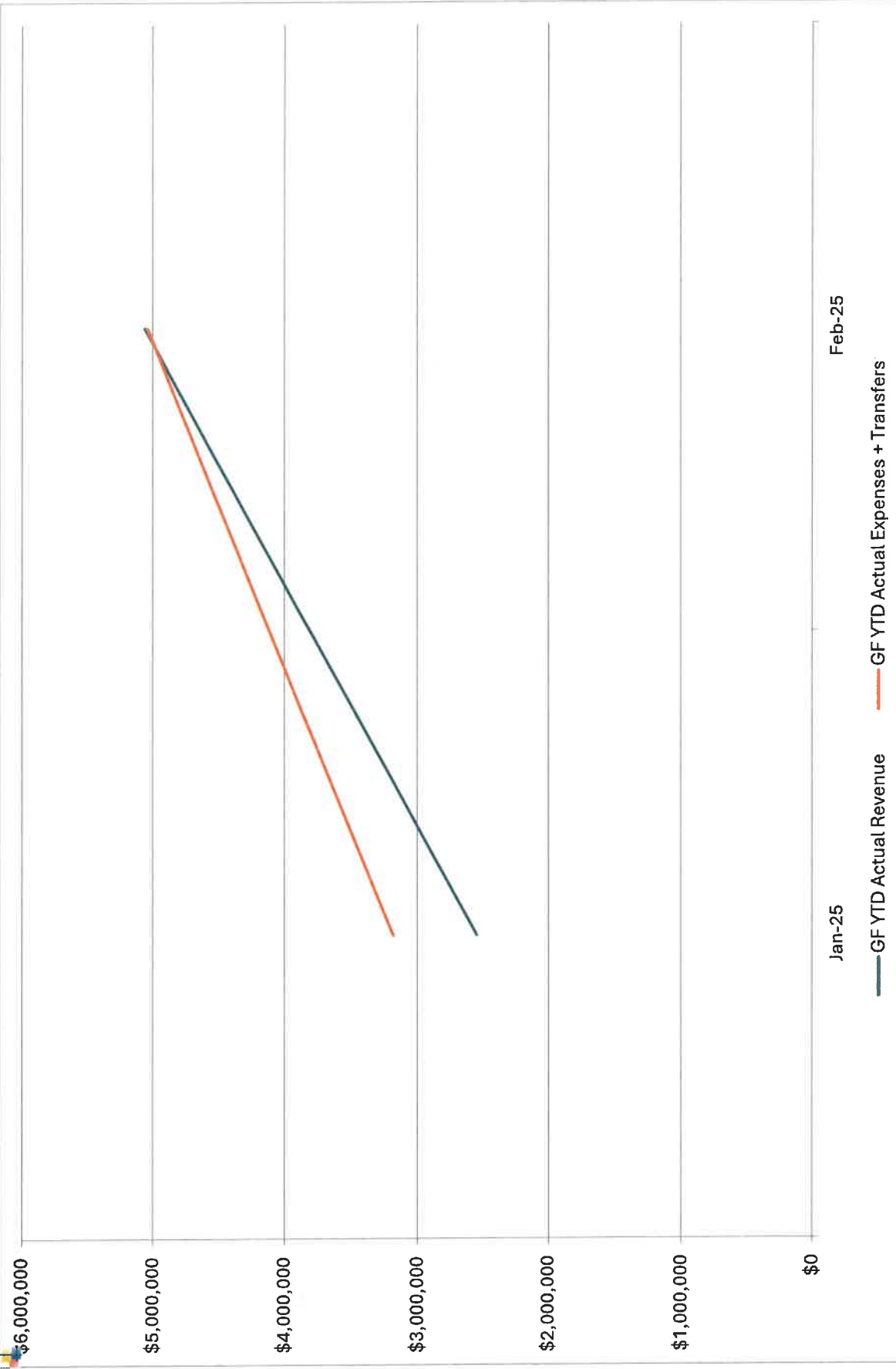
YTD February Income Tax Revenue
Collected (net of refunds)



GF YTD Actual Revenue vs GF YTD Actual Expenses
(Feb. 2025)



GF YTD Actual Revenue vs GF YTD Actual Expenses
+ Transfers (Feb 2025)





April 7, 2025

Study Session

- Presentation: Montgomery County Solid Waste District - Ratification of the Montgomery County Solid Waste Management Plan
- Resolution: OPWC Notice of Intent for Tionda, Mossview, Ranchview Dr Watermain Replacement Reimbursement
- Resolution: 2025 Dayton Air Show MOU
- Resolution: Financial Contribution to the Historical Society of Vandalia Butler
- Discussion: EV Charger Update
- Discussion: Renaming Art Park Amphitheater

Council Meeting

Communications, Petitions and Awards

- Proclamation - National Public Safety Telecommunicators Week April 13 – 19
- Proclamation – Michael Blakesly – Marvin Link Distinguished Service Award
- Introduction: Dakota Sizemore, Parks and Recreation Building Maintenance Technician 3/12/25

Action Item

- Boards & Commissions Appointment – Larry Pearson-Golf Advisory Board

Resolution

- Phone System Upgrade
- Support of State Issue 2 - OPWC

Ordinance – First

- Update to Chapter 878 Hotel/Motel Operations Registration

Ordinance – Second Reading

Ordinance – Emergency

Variance/Conditional Use

- BZA 25-0003 Six Foot Fence in Zone A – 326 Dellsing Drive

Executive Session

April 21, 2025

Study Session

- Resolution: Sliplining Award
- Ordinance: Assessments January, February and March
- March 2025 Financial Reports

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

- OPWC Notice of Intent for Tionda, Mossview, Ranchview Dr Watermain Replacement Reimbursement
- 2025 Dayton Air Show MOU
- Financial Contribution to the Historical Society of Vandalia Butler

Ordinance – First

Ordinance – Second Reading

- Update to Chapter 878 Hotel/Motel Operations Registration

Ordinance – Emergency

- Assessments January, February and March

Variance/Conditional Use

Bill Listing March

Executive Session

May 5, 2025

Study Session

Council Meeting

Communications, Petitions and Awards

- Proclamation – Bicycle Month – May 2024
- Proclamation – National Police Week – May 11-17, 2025
- Proclamation - Public Works Week – May 18-24, 2025
- Introduction & Oath of Office: Police Chief Brandon Sucher 5/1/25

Action Item

Resolution

- Sliplining Award

Ordinance – First

Ordinance – Second Reading

Ordinance – Emergency

Variance/Conditional Use

Executive Session

May 19, 2025

Study Session

- April 2025 Financial Reports

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

Ordinance – First

Ordinance – Second Reading

Ordinance – Emergency

Variance/Conditional Use

Bill Listing April

Executive Session

June 16, 2025

Study Session

- Discussion: Division of Fire Community Risk Assessment Action Plan
- May 2025 Financial Reports

Council Meeting

Communications, Petitions and Awards

- Proclamation – Pollinator Week June 23-29, 2025

Action Item

Resolution

Ordinance – First

Ordinance – Second Reading

Ordinance – Emergency

Variance/Conditional Use

Bill Listing May

Executive Session

July 21, 2025

Study Session

- Ordinance: Assessments April, May and June
- June 2025 Financial Reports

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

Ordinance – First

Ordinance – Second Reading

Ordinance – Emergency

- Assessments April, May and June

Variance/Conditional Use

Bill Listing June

Executive Session

August 18, 2025

Study Session

- July 2025 Financial Reports

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

Ordinance – First

Ordinance – Second Reading

Ordinance – Emergency

Variance/Conditional Use

Bill Listing July

Executive Session

TUESDAY, September 2, 2025

Study Session

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

Ordinance – First

Ordinance – Second Reading

Ordinance – Emergency

Variance/Conditional Use

Executive Session

September 15, 2025

Study Session

- August 2025 Financial Reports

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

Ordinance – First

Ordinance – Second Reading

Ordinance – Emergency

Variance/Conditional Use

Bill Listing August

Executive Session

October 6, 2025

Study Session

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

Ordinance – First

Ordinance – Second Reading

Ordinance – Emergency

Variance/Conditional Use

Executive Session

October 20, 2025

Study Session

- September 2025 Financial Reports
- Ordinance: Assessments July, August and September

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

Ordinance – First

Ordinance – Second Reading

Ordinance – Emergency

- Assessments July, August and September

Variance/Conditional Use

Bill Listing September

Executive Session

November 3, 2025

Study Session

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

Ordinance – First

Ordinance – Second Reading

Ordinance – Emergency

Variance/Conditional Use

Executive Session

November 17, 2025

Study Session

- October 2025 Financial Reports

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

Ordinance – First

Ordinance – Second Reading

Ordinance – Emergency

Variance/Conditional Use

Bill Listing October

Executive Session

December 1, 2025

Study Session

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

Ordinance – First

Ordinance – Second Reading

Ordinance – Emergency

Variance/Conditional Use

Executive Session

December 15, 2025

Study Session

- November 2025 Financial Reports

Council Meeting

Communications, Petitions and Awards

Action Item

Resolution

Ordinance – First

Ordinance – Second Reading

Ordinance – Emergency

Variance/Conditional Use

Bill Listing November

Executive Session