

**April 21, 2025
City Council
Council Meeting - 7:00 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. Call to Order
2. Moment of Reflection
3. Pledge of Allegiance
4. Approval of Minutes
5. Communications, Petitions and Awards
 - A. **Proclamation Recognizing Jordan Gross for Winning the National Champion in the 60 Meter Dash**
Mayor Herbst will present a proclamation to Jordan Gross for Winning the National Champion in the 60 Meter Dash at the prestigious Adidas Indoor Nationals.
 - B. **Introduction and Oath of Office: Firefighter/Paramedic/Inspector Jacob Walters**
Mr. Althouse will introduce and administer the Oath of Office to Firefighter/Paramedic/Inspector Jacob Walters began employment April 13, 2025.
6. Public Hearing
7. Comments from Interested Citizens
8. City Manager's Report

A. Information Items

1. **Arbor Day Event**

On Friday, April 25 at 10:00 am, the City of Vandalia will hold an Arbor Day Event at Morton Middle School. Vice Mayor Blakesly will present a proclamation and a Crimson Sunset Maple will be planted. This event is open to the public.

2. **National Day of Prayer**

On Thursday, May 1st, National Day of Prayer will be held at First Light Church from 8:00 am - 10:15 am. Breakfast will begin at 8:00 am in the Fellowship Hall – Main Building and the Prayer Service will begin at 8:45 am in the Sanctuary. The event is free to the community.
To RSVP, call 937-898-3801. Live Stream at www.firstlight.church

B. Action Items

9. Old Business

10. Resolutions

A. **25-R-22 A Resolution Declaring The Official Intent And Reasonable Expectation Of The City Of Vandalia On Behalf Of The State Of Ohio (The Borrower) To Reimburse Its Water Fund For The CD15AB / CD16AB, Tionda, Ranchview & Mossview Drive Watermain Replacement With The Proceeds Of Tax Exempt Debt Of The State Of Ohio**

B. **25-R-23 A Resolution Authorizing The Interim City Manager To Execute A Letter Of Understanding With The United States Air And Trade Show**

C. **25-R-24 A Resolution Approving A Financial Contribution To The Historical Society Of Vandalia Butler**

D. **25-R-25 A Resolution Amending The Part-Time Pay Plan For Employees Of The City Of Vandalia, Ohio For The Year 2025**

11. Ordinances - First Reading

A. **25-07 An Ordinance Amending The Text Of The Vandalia Zoning Code Regarding The Standards Of The Interstate And Limited-Access Highway Sign Overlay District**

12. Ordinances - Second Reading

A. **25-04 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**

13. Ordinances – Emergency

- A. **25-05 An Ordinance Approving The Solid Waste Management Plan Of The Montgomery County Solid Waste Management District And Declaring An Emergency**
- B. **25-06 An Ordinance Approving Individual Assessments Amounts And Directing The Finance Director Or Her Designee To Certify The Amounts To The County Auditor For Collection And Declaring An Emergency**

14. Reports from Boards and Commissions

- A. Civil Service Minutes: March 11, 2025
- B. Board of Zoning Appeals Minutes: March 12, 2025

15. March 2025 Bill Listing \$ 2,699,639.03, Monthly Expenses over \$25,000 and Monthly Purchasing Card Detail in the amount of \$33,222.01.

- A. March 2025 Bill Listing and Expenses over \$25,000
- B. March 2025 Purchasing Card Detail

16. Council Comments

17. Executive Session

18. Adjournment

These icons illustrate which strategic goals Council Actions align to



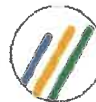
Opportunity
Be known regionally as a top-tier suburb through top-tier City services.



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.

Proclamation

City of Vandalia, Ohio

WHEREAS, the City of Vandalia takes great pride in honoring its residents who excel in their respective fields, embodying the values of dedication, hard work, and excellence; and

WHEREAS, Jordan Gross has achieved a remarkable accomplishment by winning the National Championship in the 60-meter dash at the prestigious Adidas Indoor Nationals, an achievement that reflects not only his athletic talent but his unwavering commitment to excellence in the sport of track and field; and

WHEREAS, Jordan's outstanding performance at the national level has brought recognition and honor to the City of Vandalia, showcasing the strength, determination, and competitive spirit that our community fosters; and

WHEREAS, Jordan's accomplishment serves as an inspiration to young athletes and all residents of Vandalia, reminding us of the power of perseverance and the pursuit of greatness; and

WHEREAS, the City of Vandalia is proud to call Jordan Gross one of its own and extends its admiration and respect for his dedication to the sport and his achievement in the 60-meter dash National Championship.

Now, Therefore, I, Richard Herbst, by the authority vested in me as mayor of the City of Vandalia do hereby proclaim Tuesday, April 22, 2025, as

Jordan Gross Day

in the City of Vandalia and urge all fellow citizens to congratulate Jordan on his outstanding achievement.



IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND
CAUSED THE SEAL OF THE CITY OF VANDALIA TO BE AFFIXED
THIS 21ST DAY OF APRIL 2025.


Richard Herbst, Mayor

CITY OF VANDALIA
MONTGOMERY COUNTY, OHIO

RESOLUTION 25-R-22

A RESOLUTION DECLARING THE OFFICIAL INTENT AND REASONABLE EXPECTATION OF THE CITY OF VANDALIA ON BEHALF OF THE STATE OF OHIO (THE BORROWER) TO REIMBURSE ITS WATER FUND FOR THE CD15AB / CD16AB, TIONDA, RANCHVIEW & MOSSVIEW DRIVE WATERMAIN REPLACEMENT WITH THE PROCEEDS OF TAX EXEMPT DEBT OF THE STATE OF OHIO

WHEREAS, In order to obtain the disbursement from Ohio Public Works Commission for the City's Tionda, Mossview, Ranchview Drive Watermain Replacement project, the State of Ohio is requiring a formal resolution of intent;

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

Section 1. The City of Vandalia reasonably expects to receive a reimbursement for the Project named Tionda, Ranchview & Mossview Drive Watermain Replacement as set forth in Appendix A of the Project Agreement with the proceeds of bonds to be issued by the State of Ohio.

Section 2. The maximum aggregate principal amount of bonds, other than for costs of issuance, expected to be issued by the State of Ohio for reimbursement to the City is \$900,000.00.

Section 3. The Clerk of Council or his/her designee is hereby directed to file a copy of this Resolution with the City of Vandalia for the inspection and examination of all persons interested therein and to deliver a copy of this Resolution to the Ohio Public Works Commission.

Section 4. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this 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 5. This resolution shall become effective immediately upon its passage.

Passed this 21st day of April 2025.

APPROVED:

Richard Herbst, Mayor

ATTEST:

Kurt E. Althouse, Interim Clerk of Council



To: Kurt Althouse, Interim City Manager
From: Ben Borton, Director of Public Service
Date: March 31, 2025
Subject: Notice of Intent for Reimbursement from OPWC for Tionda, Mossview, Ranchview Dr Watermain Replacement project

As the Tionda, Mossview, Ranchview Drive Watermain Replacement project approaches the start of construction, we will be requesting reimbursements from the Ohio Public Works Commission (OPWC) for completed and paid work. We have been awarded \$900,000.00 in funding for this project, with \$450,000 as a grant and \$450,000 as a zero percent (0%) five-year loan. Prior to our first reimbursement request, OPWC requires a Resolution of Intent when a loan is involved, confirming that our disbursement will be placed in the appropriate fund to ensure repayment of the loan, as outlined in our application.

Once this resolution is approved and submitted to OPWC, we will be able to request and receive disbursements for the project. We have passed similar resolutions in the past for OPWC loan-funded projects, with the most recent being for the Gabriel Street Reconstruction (22-R-77).



Infrastructure
Protect infrastructure by investing in roads, utilities & parks.

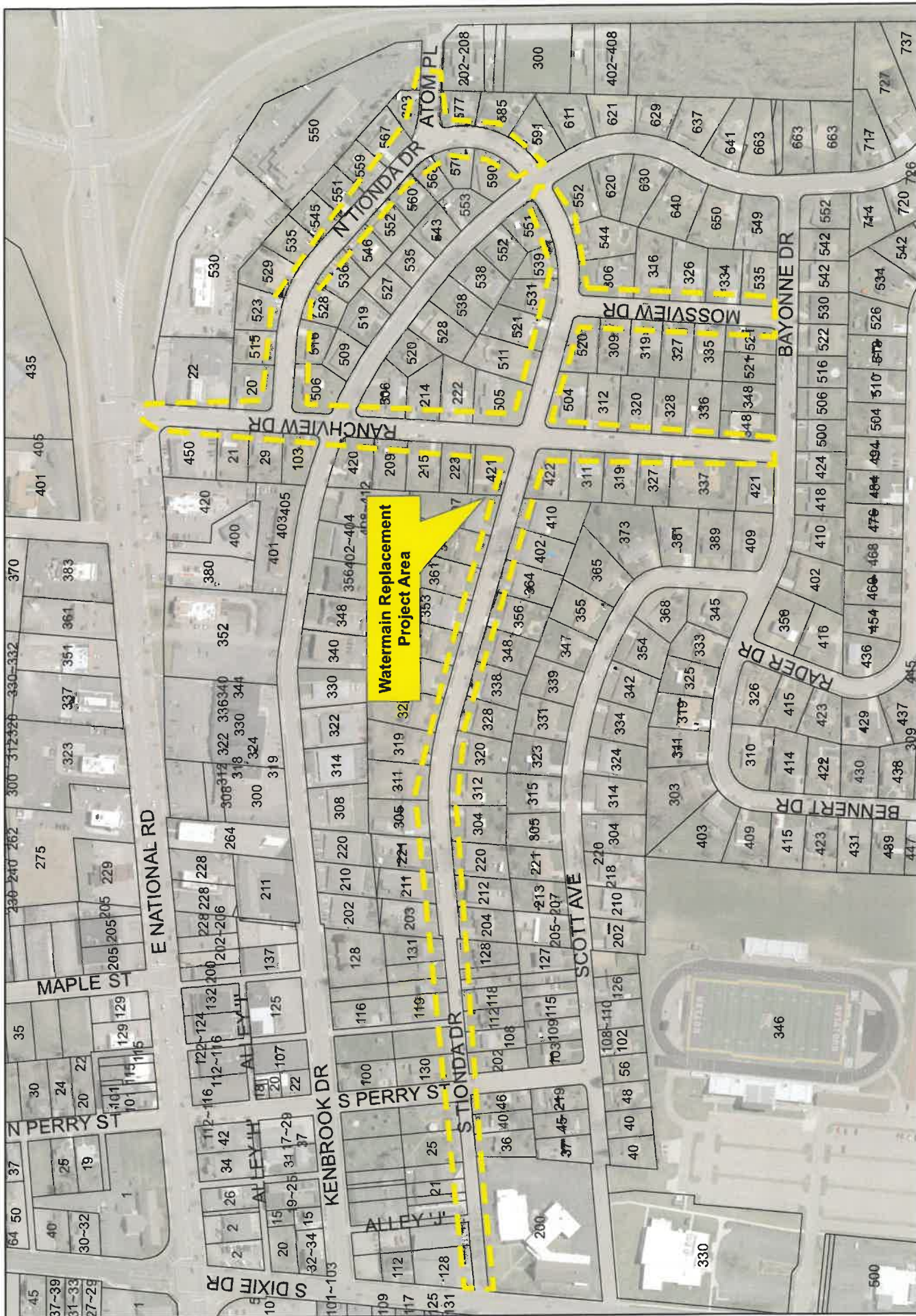


Fiscal Sustainability
Seize quality-of-life opportunities while maintaining fiscal practices.



Tionda, Mossview & Ranchview Drive Watermain Replacement

0 100 200 Feet



CITY OF VANDALIA
MONTGOMERY COUNTY, OHIO
RESOLUTION 25-R-23

A RESOLUTION AUTHORIZING THE INTERIM CITY MANAGER TO EXECUTE A LETTER OF UNDERSTANDING WITH THE UNITED STATES AIR AND TRADE SHOW

WHEREAS, annually, the City enters into an agreement with the United States Air and Trade Show for the Air Show; and

WHEREAS, City Council finds that participation in the air show is in the best interest of the City and constitutes a valid public purpose.

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

Section 1. Council authorizes the Interim City Manager, or his designee, to enter into a Letter of Understanding between the City of Vandalia and the United States Air and Trade Show for the 2025 Air Show substantially upon the terms and conditions set forth in the attached Letter of Understanding.

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 become effective immediately upon its passage.

Passed this 21st day of April, 2025.

APPROVED:

Richard Herbst, Mayor

ATTEST:

Kurt E. Althouse, Interim Clerk of Council

Memorandum

To: Kurt E. Althouse, Interim City Manager
From: Angela Swartz
Date: March 12, 2025
Re: **2025 Air Show Chalet Agreement**

The City Manager's office received a letter from Kevin L. Franklin, the Executive Director of the United States Air and Trade Show, requesting acknowledgement of an agreement.

Annually, the City enters into a Letter of Understanding with the US Air and Trade Show. Per the terms of the Letter, the City agrees to provide Police and City services in direct support of the 2025 CenterPoint Energy Dayton Air Show being held this year on June 21 & June 22. The City will be reimbursed should such services exceed \$21,900.



March 10, 2025

Mr. Kurt Althouse
City Manager
City of Vandalia
333 James E. Bohanan Drive
Vandalia, Ohio 45377

Dear Mr. Althouse:

Please consider this letter our understanding of the relationship between The City of Vandalia (hereinafter referred to as Vandalia) and the United States Air and Trade Show, Inc. an Ohio Not-For-Profit Corporation (hereinafter referred to as USATS).

Whereas, USATS has the right to organize and promote the Dayton Air Show (hereinafter referred to as DAS) to be held at Dayton International Airport on June 21st and 22nd, 2025.

Whereas, Vandalia has determined to provide support to USATS in exchange for certain rights to be provided by USATS;

The following shall constitute our agreement:

VANDALIA AGREES TO PROVIDE USATS:

1. Up to Twenty-one thousand nine hundred dollars (\$21,900) in police and city services in direct support of the 2025 DAS.
2. It is understood that should the police and city services provided exceed Twenty-one thousand nine hundred dollars (\$21,900), USATS shall provide cash or credit toward additional services. Vandalia shall decide whether to accept cash or credit.

IN FULL CONSIDERATION THEREOF, USATS AGREES TO PROVIDE VANDALIA:

1. USATS agrees to provide a DAS Flight Line Chalet set-up for June 21st and 22nd, 2025 that includes:
 - A 60' x 100' private location surrounded by picket fence.
 - A 20' x 40' fully air-conditioned tent equipped with running water and private restrooms.
 - Three (3) 8' serving tables.
 - Six (6) round tables.
 - Six (6) Umbrella tables.
 - Chairs to accommodate two hundred (200) people each day.
 - One standard identification sign.
 - Daily cleaning and security service.
 - Free guest shuttle to Chalet area.
 - 120-volt, 20-amp electrical service.
 - Chalet Host provided to implement guest check-in services.
 - Right to display, within the 60' x 100' area, at Chalet Holders expense, flags, signs and other decorations (subject to prior approval by USATS). USATS assumes no responsibility for theft or damage to flags, signs, banners or personal belongings of the Chalet Holder.
 - Ten (10) working staff credentials for each day.
 - Four (4) Field vehicle access passes each day.
 - Two hundred (200) Chalet tickets per day - (200 per day or 400 total) at a value of \$35 per ticket. Additional Chalet tickets can be purchased at the rate of \$35.00 each.

The total value of the chalet is \$19,000. (\$4,000 setup and \$14,000 chalet tickets).

Vandalia
March 10, 2025
Page Three

2. USATS shall provide catering services to Vandalia up to a total amount of Twelve Thousand Dollars (\$12,000.00 or \$30.00 per person). Catering costs in excess of this amount shall be the responsibility of Vandalia.
3. All alcoholic beverages must be purchased from the caterer. The State of Ohio Liquor Law states that no carry-on of hard liquor, beer or wine is allowed.
4. Helium balloons are prohibited in the Chalet or anywhere on the Air Show premises.
5. Catering services are available to Vandalia exclusively from the designated caterer. (No food or beverage is permitted in the Chalet unless the designated caterer provides it).
6. All catering needs shall be arranged directly between Vandalia and the designated caterer.
7. USATS shall assign Chalet locations.
8. The Chalets are opened to guests at 9:00AM each Air Show day. Working staff credentials allow Vandalia to prepare the Chalet for guests before 8:00AM.
9. USATS shall provide thirty-two (32) "P" lot parking passes (16 for each day).
10. USATS shall provide two (2) Field Vehicle Access Passes and Two (2) Chalet Vehicle Parking Passes.

Vandalia
March 10, 2025
Page Four

FORCE MAJURE

USATS shall not be required to perform any term, condition or covenant in this agreement so long as such performance is reasonably demonstrated to have been delayed or prevented by acts of God, strikes, blackouts, material, fuel or labor restrictions, government regulation or orders, civil rights, floods, failure of USATS to reach agreement with City of Dayton for use of Dayton International Airport, cancellation or delay of aircraft and any other cause not reasonably in control of the parties hereto are unable, wholly or in part, to prevent or overcome, except as otherwise provided herein.

TERM

The term of our agreement shall commence on the date this letter is signed and shall end on July 31, 2025.

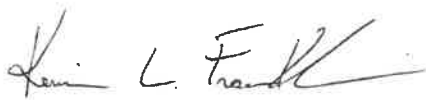
ENTIRE UNDERSTANDING

This agreement contains the entire understanding by and between the parties hereto.

Please acknowledge your consent of this understanding by signing a copy of this letter and returning it to USATS.

Sincerely,
United States Air and Trade Show

Read and Approved by:

By: 
Kevin L. Franklin
Executive Director

By: _____
Kurt Althouse
City Manager

CITY OF VANDALIA
MONTGOMERY COUNTY, OHIO
RESOLUTION 25-R-24

**A RESOLUTION APPROVING A FINANCIAL CONTRIBUTION TO THE HISTORICAL
SOCIETY OF VANDALIA BUTLER**

WHEREAS, the City of Vandalia has authority to exercise all powers of local self government, including powers expressed or implied in the Charter of the City of Vandalia and may exercise all other powers which are possible under the constitution and laws of the State of Ohio; and

WHEREAS, pursuant to Section 10.13 of the City Charter, the City Council has the exclusive authority to determine the management and deposit of all municipal funds except those funds that are preempted by general law; and

WHEREAS, the Historical Society of Vandalia Butler, is a private charitable non-profit corporation organized to provide local history archive to the community, to perpetuate the history of the Vandalia Butler community and to educate people about the importance of this history within the City of Vandalia; and

WHEREAS, the City has sufficient revenue that is not generated from taxes from which it can contribute to the Historical Society of Vandalia Butler; and

WHEREAS, along with this contribution, the Historical Society of Vandalia-Butler will provide the City with an annual membership in the organization; and

WHEREAS, the City Council believes it is a valid public purpose, and in the best interest of the City of Vandalia to make a contribution to the Historical Society of Vandalia Butler using non-tax revenue funds to further its historical value to the community.

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

Section 1. Council hereby approves and authorizes a contribution to the Historical Society of Vandalia Butler in the amount of \$15,000 for year 2025 for any and all maintenance related projects and directs the City Manager or his designee to confirm the funds are budgeted and used by the Historical Society for such purposes.

Section 2. Council determines and finds that the contribution to the Historical Society of Vandalia Butler as authorized by this resolution is a public purpose as such contribution will assist with the maintenance and retention to preserve the history of our community.

Section 3. 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 4. This resolution shall become effective immediately upon its passage.

Passed this 21st day of April 2025.

APPROVED:

Richard Herbst, Mayor

ATTEST:

Kurt E. Althouse, Interim Clerk of Council

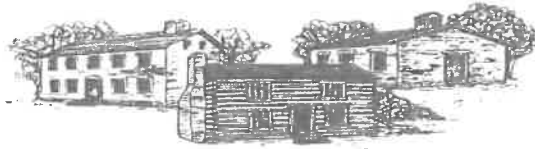
Memorandum

To: Kurt E. Althouse, Interim City Manager
From: Angela Swartz
Date: March 13, 2025
Re: **Financial Contributions to The Historical Society of Vandalia Butler**

The City Manager's office received a letter from Al Tuttle, the President of The Historical Society of Vandalia Butler, requesting monetary support for 2025.

There is \$15,000 appropriated in Council's 2025 budget for an annual donation to The Historical Society of Vandalia-Butler for maintenance projects and to include the cost of an annual Business/Organization membership. It is necessary for Council to take formal action to authorize said donation.

I am recommending the passage of a resolution that would authorize the donation.



The Historical Society of Vandalia Butler

Founded January 24, 1977

Vandalia City Manager
City Manager's Office
333 James E. Bohanan Memorial Drive
Vandalia, OH 45377

March 12, 2025

Dear Interim City Manager Kurt Althouse and City Council Members,

The Historical Society of Vandalia Butler is going strong with a full complement of open houses and other activities. We had visitors at all of our open houses, and were especially encouraged to have more families visit the Society. When I took over as president, I made the statement that the Historical Society of Vandalia Butler was one of Vandalia's best kept secrets. We continue working on publicity which we have accomplished with better signage and Facebook postings. We keep adding more content to our user-friendly website (hsvb.online) and Facebook page which make it easier for people wanting to get more information about what we offer.

On behalf of our Board and general membership, I thank our Interim City Manager, City Council and Mayor for their continued support of The Historical Society of Vandalia Butler. Once our IRS 990 and Annual Report are completed for 2024, we will submit copies to the city.

We have added more capabilities to better preserve our collections and better utilize our Collections Management Resource Center. We have repaired and painted the last of the buildings and built a walkway from the driveway to the entrance of the Spring House which makes access safer and easier. All of our buildings are now open to the public during our Open Houses.

We were back in the Air Show Parade last year.

The city monetary support is very important for us and if this support is continued for 2025, the contribution, payable to The Historical Society of Vandalia Butler, can be sent to our treasurer, The Historical Society of Vandalia Butler, c/o Keyona Koebel, PO Box 243, Vandalia, OH 45377-0243.

Respectfully submitted,
Al Tuttle


The Historical Society of Vandalia Butler, President
PO Box 243, Vandalia, Ohio 45377-0243
Phone: 937-776-9829, or email: altuttle@prodigy.net

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

A RESOLUTION AMENDING THE PART-TIME PAY PLAN FOR EMPLOYEES OF THE CITY OF VANDALIA, OHIO FOR THE YEAR 2025

WHEREAS, Council previously approved a city-wide Part-Time Pay Plan through Resolution 24-R-69; and

WHEREAS, the City Manager recommends approval of amendments to the Part-Time Pay Plan for all part-time positions as set forth in the Human Resources Personnel Administration Policy 2-10 attached as Exhibit A incorporated herein by reference; and

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

Section 1. The Part-Time Pay Plan as recommended by the City Manager and attached hereto as Exhibit A dated April 21, 2025, titled, "City of Vandalia, Ohio HUMAN RESOURCES - Personnel Administration Policy 2-10 Part-Time Pay Plan" is approved and adopted.

Section 2. The Part-Time Pay Plan shall supersede and replace the existing Part-Time Pay Plan dated December 16, 2024, as well as all other policies to the extent they are in conflict with the provisions in Exhibit A of the City of Vandalia Personnel Policies and Procedures.

Section 3. 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 4. The Part-Time Pay Plan dated April 21, 2025 shall be effective the first full pay period of May 2025.

Section 6. This Resolution shall be effective at the earliest time permitted by law.

Passed this 21st day of April, 2024.

APPROVED:

Richard Herbst, Mayor

ATTEST:

Kurt E. Althouse, Interim Clerk of Council



2-10 Part-Time Pay Plan

2-10.0 Purpose:

The purpose of this policy is to establish and to maintain a competitive compensation program that allows the City of Vandalia to attract and to retain a diverse pool of well-qualified, professional, and effective public servants. The intention of the part-time pay plan is to ensure that wages are externally competitive and internally equitable; while, protecting tax payer, fee payer, and utility customer interests by ensuring that employee wages align with the greater market. Wages are just one factor that is used to gauge the competitiveness of an employee's overall compensation.

The Part-Time Pay Plan applies to all seasonal and part-time positions that are included on the Part-Time Pay Plan table. The Part-Time Pay Plan replaces all prior pay plans entirely. Any pay ranges or pay tables included in prior pay plans are deemed eliminated upon the adoption of the current Part-Time Pay Plan.

2-10.1 Plan Maintenance:

The City of Vandalia has established a Part-Time Pay Plan. Each part-time position is assigned a pay rate, based on a comparison to the broad external marketplace for similar jobs. The ranges of the structure are reviewed periodically and adjusted to the market.

The City Manager may propose modifications of the Part-Time Pay Plan to City Council. Reasons for adjusting the pay plan may include but are not limited to:

- A job title change;
- The creation or elimination of a position;
- Restructuring;
- Updated duties and responsibilities
- Adjustments relating to inflationary considerations;
- Annual or periodic update to pay rates including but not limited to the state required annual cost of living adjustment;
- External market rates and hiring trends;
- Considerations of internal equity across the City workforce; and
- Other factors as deemed appropriate by the City Manager.

The following shall apply to current employees as of January 1, 2025: Part-time employees with an hourly rate in excess of the maximum rate listed in the Part-Time Pay Plan shall be held at their current hourly rate and will not be subjected to a reduction of their hourly pay rate.

The rates specified in the Part-Time Pay Plan are intended to be a guide for generally establishing starting pay rates. The City Manager has the latitude to determine the number of part-time and seasonal employees necessary to meet service delivery goals; including granting lump sum compensation actions or other pay adjustments to any part-time or seasonal employee, which exceeds the rates listed in the Part-Time Pay Plan table and are within the constraints of the budget as appropriated by City Council.

2-10.2 Part-Time Pay Plan Table:

Part-Time Pay Plan City of Vandalia	
Position	Rate
Firefighter/Paramedic with 5 Years or More Full-Time Experience	\$24.56
Firefighter/Paramedic with 4 Years Full-Time Experience	\$23.73
Firefighter/Paramedic with 3 Years Full-Time Experience	\$22.90
Firefighter/Paramedic with 2 Years Full-Time Experience	\$22.07
Fire Inspector	
Firefighter/Paramedic with 1 Year Full-Time Experience	\$21.25
Firefighter/Paramedic	\$20.42
Firefighter/EMT-I	\$20.15
Firefighter/EMT	\$18.75
Assistant Golf Pro	\$18.63
Grounds Foreman - Golf	\$17.66
Group Fitness Instructor	
Marketing Coordinator	\$17.00
Administrative Assistant	\$16.55
Recreation Rental Coordinator	
IT Support Technician	
Firefighter	
Seasonal Maintainer II	
Crossing Guards	
Food Service Operations Assistant	\$15.44
Facility Maintainer	
Seasonal Maintainer I	
Camp Supervisor	
Facility Coordinator	\$14.35
Income Tax Clerk	

Athletic Supervisor	\$13.24
Custodian	
Camp Leader	
Special Events Coordinator	\$12.14
Front Desk Attendant	
Clerk Typist	
Basketball Scorekeeper	\$11.03
Rec Tech	
Golf Tech	
Food Tech	
Rec Leader	
Snack Bar Attendant/Beverage Cart (Tipped Employee)*	\$5.35

Effective first full pay period in May 2025

** Determined by the State of Ohio*

2-10.3 Review and Questions:

Questions regarding this policy should be addressed to the Human Resources Manager.

City Manager

Date

Supersedes and replaces all prior related policies (24-R-59, 10/7/2024).



To: Kurt Althouse, Interim City Manager
CC: Leann Hanf, Human Resources Manager
From: Steve Clark, Parks & Recreation Director
Subject: 2025 Personnel Request
Date: March 24, 2025

This memo is to serve as an official request and recommendation to add the position of Assistant Golf Pro to the 2025 Part-Time Pay Plan.

Background

- The Assistant Golf Pro position was established in 2017 when Ben Lickliter was hired as the Managing Golf Professional at Cassel Hills. Prior to 2017, the management of golf course operations was contracted with John Marchi, Inc.
- The part-time Assistant Golf Pro position was placed on the Part-Time Pay Plan table in 2018 and remained on the table through 2023. The position has not been on the approved pay plan table for years 2024 and 2025 for unknown reasons, although the position has been in the budget each year since 2018.
- Mark Vechazone served in the role of Assistant Golf Pro from April 2018 until December 2020.
- Since the departure of Mark Vechazone in 2020 the position has been vacant despite our efforts to fill the position. The biggest challenge has been finding a golf professional willing to work in a part-time capacity.

Position & Current Pay Group Recommendation

- The Assistant Golf Pro will be responsible for golf instruction, a junior golf program, golf leagues and events, and joint youth golf programs and activities with the Recreation Center. They will also fill in for the Managing Golf Professional during any absence.
- The 2025 budget includes the Assistant Golf Pro position at a rate of \$18.63 for a total yearly budget amount of \$28,503.

- The 2025 Part-Time Pay Plan Table does not include the position; therefore, I am recommending adding the position to the pay plan through a formal resolution pay plan amendment with City Council.
- We have a current part-time employee who meets the qualifications for the position that would be able to assume the role once formally approved.

I would like to thank you for your time and consideration concerning my request and recommendation to add the position of Assistant Golf Pro to the 2025 Part-Time Pay Plan. Please let me know if you have any questions concerning this recommendation.



To: Kurt Althouse, Interim City Manager
CC: Leann Hanf, Human Resources Manager
From: Steve Clark, Parks & Recreation Director
Subject: 2025 Personnel Request
Date: March 24, 2025

This memo is to serve as an official request and recommendation to add the position of Marketing Coordinator for the Parks and Recreation Department to the 2025 Part-Time Pay Plan.

Background

- Marketing of Parks and Recreation Department programs, activities, events, and general department information has been a task split between the City Communication Manager and Department personnel (Recreation Coordinators, Facility Manager, Recreation Superintendent).
- The current format creates issues with consistency of the messages and city brand guidelines.
- We currently have over 10,000 Facebook followers and over 1,000 Instagram followers.

Justification

1. Increased Community Awareness and Engagement

The Vandalia Parks and Recreation Department offers a variety of programs, classes, and events that enrich the lives of residents. However, without proper marketing, many community members may remain unaware of these opportunities. A dedicated marketing professional would:

- Develop and implement strategic communication plans to increase public awareness.
- Utilize digital and traditional marketing channels to reach a diverse audience.
- Engage with residents through social media, Constant Contact, and targeted advertising to ensure programs reach the right demographics.

2. Maximizing Participation in Programs and Events

Low participation rates in programs and events often stem from insufficient promotion

rather than lack of interest. A marketing professional can:

- Conduct targeted outreach campaigns to encourage participation across all age groups.
- Use data-driven strategies to analyze community interests and adjust promotional efforts accordingly.
- Develop compelling content (videos, graphics, testimonials) to showcase the benefits of classes and events, driving more engagement.

3. Enhancing Revenue Generation

Vandalia's Parks and Recreation programs rely on participation fees, sponsorships, and donations. Without effective marketing, these revenue streams may suffer. A marketing professional can:

- Promote sponsorship and partnership proposals to attract local businesses and organizations.
- Increase program enrollment through persuasive messaging and outreach.

4. Strengthening Community Identity and Public Perception

Vandalia's Parks and Recreation Department enhances the city's brand as a vibrant, active community. A marketing professional can:

- Showcase the department's role in improving quality of life.
- Foster a sense of community pride through storytelling and community engagement campaigns.
- Promote sustainability initiatives, volunteer opportunities, and public health benefits tied to recreational programs.

5. Leveraging Digital and Social Media Platforms

In today's digital age, an online presence is critical. A dedicated marketing position ensures:

- Consistent and engaging content across social media platforms.
- Responsive communication with residents through comments, messages, and feedback.
- Regular updates on program changes, event reminders, and seasonal activities.

6. Improved Coordination and Consistency

Without a centralized marketing role, promotional efforts may be inconsistent, outdated, or fragmented amongst the department. A marketing professional can:

- Create a cohesive marketing strategy that aligns with the city's overall goals.
- Standardize branding, messaging, and promotional materials for all parks and recreation programs.

- Coordinate with media outlets, local influencers, and community organizations to amplify reach.

7. Utilizing Data and Analytics for Better Decision-Making

A marketing professional can implement tools to track engagement, measure success, and refine strategies, including:

- Website analytics to determine which programs attract the most interest.
- Social media insights to adjust content strategies.
- Surveys and community feedback collection to align offerings with public demand.

8. Expanding Accessibility and Inclusion

A marketing specialist can ensure that programs reach all segments of the population, including:

- Seniors, youth, and individuals with disabilities who may require targeted outreach.
- Non-English-speaking residents through multilingual materials and campaigns.
- Low-income communities through awareness campaigns about Youth Scholarship Fund.

Position & Current Pay Group Recommendation

- **Marketing Position Pay**
 - \$17.00 per hour x 20hours a week x 52 weeks = \$17,680 yearly wage
- **How to Pay for the Position**
 - Eliminate the current Clerk/Typist position - \$6,944
 - Reduce the Recreation Rental Coordinator position 520 hours - \$8,606
 - Reduce the Special Events Coordinator position a total of 175.5 hours - \$2,130
 - Total reductions = \$17,680
- **Recap to fund Marketing Position**
 - Using all Clerk/Typist budget hours
 - Using 520 hours from Recreation Rental Coordinator
 - Using 175.5 Special Events Coordinator Hours

The 2025 Part-Time Pay Plan Table does not include the position; therefore, I am recommending adding the position to the pay plan through a formal resolution to amend the 2025 pay plan with City Council.

Job Description

Job Title- Marketing Coordinator

Location: City of Vandalia Parks and Recreation Department

Position Type: Part-Time

Wages for 2026: Same grouping with Group Fitness Instructor, 28 hours per week

Reports To: Recreation Facility Manager

Position Overview:

The City of Vandalia Parks and Recreation Department is seeking a creative, organized, and passionate Part-Time Marketing Coordinator to support the department's marketing initiatives and community engagement efforts. This role will help promote the department's programs, events, and facilities through various marketing channels, enhancing public awareness and encouraging community participation.

The ideal candidate will have a strong background in marketing, social media, and content creation, as well as an interest in community-focused initiatives. This position offers flexible hours and the opportunity to contribute to the growth and success of local parks and recreational programs.

Key Responsibilities:

Social Media Management: Assist in creating, scheduling, and posting engaging content across the department's social media platforms (Facebook, Instagram, X, etc.), ensuring consistency with branding and messaging.

Content Creation: Write and edit content for promotional materials, newsletters, flyers, press releases, and digital platforms. Capture photos and videos of programs, events, and parks to be used in marketing campaigns.

Event Promotion: Support the promotion of recreational programs, events, and seasonal activities through email campaigns, digital advertisements, and printed materials.

Community Engagement: Monitor and respond to social media inquiries and feedback in a timely and positive manner. Engage with local community groups and organizations to promote partnerships.

Marketing Campaigns: Assist in planning and executing marketing campaigns to increase participation in programs and events, leveraging traditional and digital media.

Website Updates: Help maintain and update content on the department's website, ensuring accurate and up-to-date information on events, programs, and park amenities.

Reporting & Analytics: Track the effectiveness of marketing campaigns and provide regular reports on social media metrics, website traffic, and engagement levels.

Collaboration: Work closely with the Recreation Facility Manager, as well as other department staff, to ensure a cohesive approach to marketing and community outreach.

Qualifications:

Education: Currently pursuing or completing a degree in Marketing, Communications, Public Relations, or a related field.

Experience: 1-2 years of experience in marketing, communications, or social media management, preferably in a community or public sector setting.

Skills & Abilities:

Strong writing, editing, and communication skills.

Proficiency in social media platforms (Facebook, Instagram, X, etc.)

Basic knowledge of graphic design tools (e.g., Canva, Adobe Creative Suite) is a plus.

Ability to work independently, manage multiple tasks, and meet deadlines.

Creativity and enthusiasm for promoting recreational programs and community engagement.

Personal Characteristics:

Self-motivated, detail-oriented, and proactive.

Positive attitude and strong customer service skills.

Passion for parks, recreation, and community wellness.

Work Schedule:

This is a part-time position, with an expected commitment of 28 hours per week. The schedule may vary, including some evening and weekend hours to support events and promotions. This position is also hybrid, and work can be completed from home.

I would like to thank you for your time and consideration concerning my request and recommendation to add the position of Assistant Golf Pro to the 2025 Part-Time Pay Plan.

Please let me know if you have any questions concerning this recommendation.

CITY OF VANDALIA
MONTGOMERY COUNTY OHIO
ORDINANCE 25-07

AN ORDINANCE AMENDING THE TEXT OF THE VANDALIA ZONING CODE REGARDING THE STANDARDS OF THE INTERSTATE AND LIMITED-ACCESS HIGHWAY SIGN OVERLAY DISTRICT

WHEREAS, City Council has reviewed the standards of the Vandalia Zoning Code as they relate to various types of freestanding signs in the City of Vandalia; and

WHEREAS, City Council, desiring to permit certain types of freestanding signs on a limited basis, and to do so only in the Interstate and Limited-Access Highway Sign Overlay District, directed staff to prepare an amendment to the text of the Zoning Code to that effect; and

WHEREAS, on March 25th, 2025, the Planning Commission held a public hearing on the proposed amendments to the text of the Zoning Code; and

WHEREAS, the Planning Commission recommended approval of the proposed code amendments by a vote of 4-0;

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

Section 1. Chapter 1236: Sign Standards of the Vandalia Zoning Code is hereby amended to include changes to Section 1236.13(d) "Sign Standards for the Interstate and Limited-Access Highway Sign Overlay District" as depicted in Exhibit "A" attached hereto and incorporated herein by reference.

Section 2. All other provisions of Chapter 1236: Sign Standards not expressly changed herein remain in full force and effect.

Section 3. 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 4. This ordinance shall go into effect at the earliest time permitted by law.

Passed this 5th day of May, 2025.

APPROVED:

Richard Herbst, Mayor

ATTEST:

Kurt E. Althouse
Clerk of Council

EXHIBIT A

The text of Section 1236.13(d) – Sign Standards for the Interstate and Limited-Access Highway Sign Overlay District – shall be amended as follows.

Bold Italic Text shall indicate text being added to the code.

~~Strikethrough Text~~ shall indicate text being removed from the code.

(No Changes Proposed) Shall indicate Sections and/or Subsections with no additions or deletions.

Exhibit A Part 1 – Section 1236.13(d)(1) – Applicability

Section 1236.13(d)(1) is amended as follows, with the indicated passages separated into subsections as shown.

(d) Sign Standards for the Interstate and Limited-Access Highway Sign Overlay District

(1) Applicability

Due to unique conditions found in certain areas in close proximity to interstate and limited-access highways, and in an effort to protect the safety of the motoring public, the following special provisions will apply in the Interstate and Limited Access Highway Sign Overlay District. Such District is designated on the Official Zoning Map of the City. ~~This District initially consists of the following areas:~~ ***The provisions of this overlay shall be applied in the following manner and to the following areas:***

- A. ***Interstate and Limited Highway Sign Overlay Area A*** ~~consisting shall~~ ***consist*** of that area within 400 feet of the Eastern boundary of the nearest right-of-way line of the Airport Access Road between Stonequarry Road and National Road and that area within 400 feet of the Western boundary of the nearest right-of-way line of the Airport Access Road between Stonequarry Road and National, ***but not including any property fronting onto National Road;***
- B. ***Interstate and Limited Highway Sign Overlay Area B*** ~~consisting shall~~ ***consist*** of those areas ***South of I-70 and*** within 400 feet of the ***Western*** right of way line of I-75 and I -70 ~~that were zoned GB Gateway Business, HB Highway Business, O/IP Office/Industrial Park or I Industrial Districts immediately prior to the adoption of this Sign Code;~~
- C. ***Interstate and Limited Highway Sign Overlay Area C*** ~~consisting shall~~ ***consist*** of those areas ***North of I-70 and*** within 400 feet of the nearest right of way line of I-75 and I -70 ~~that were zoned GB Gateway Business, HB Highway Business, O/IP Office/Industrial Park or I Industrial Districts immediately prior to the adoption of this Sign Code,~~ that area within 1,000 feet of the centerline of I -75 zoned DB Downtown Business District, and that area immediately adjacent to the right-of-way line of I-75 in a NB Neighborhood Business District.

Exhibit A Part 1 – Section 1236.13(d)(1) – Applicability (cont'd)

- D. Where the provisions of this section are found to be ~~at variance~~ ***in conflict*** with those of the aforementioned districts, the provisions of this section shall apply. With respect to any PUD zoned property within the Interstate and Limited Access Highway Sign Overlay District, the provisions of 1236.09 shall control.
- E. ***Unless otherwise specified, references to particular zoning districts in this section shall refer to the zoning district of a parcel as of the effective date of this ordinance, and no subsequent zoning district change shall change the boundaries or applicability of this overlay to a particular parcel without also amending this section.***

Exhibit A Part 2 – Section 1236.13(d)(2) – Freestanding Signs

Section 1236.13(d)(2) is amended as follows, with a new subsection G being inserted as shown.

(2) Freestanding Signs

- A. All freestanding sign faces higher than 15 feet above the natural ground level may be illuminated internally only.
- B. Freestanding signs may be either monument signs or pole signs.
- C. ~~The maximum freestanding sign area shall be 200 square feet.~~
Freestanding signs shall be limited to the dimensional standards of Table 1236-3.
- D. The maximum height of a freestanding sign shall be 40 feet as measured from the pavement surface of the nearest interstate or limited access highway, measured at a point where such highway travel lanes, not including ramps or acceleration/deceleration lanes, pass nearest the base of the sign. Where the elevation of the natural terrain at the base of the sign exceeds that of the nearest interstate or limited access highway travel lane by 30 feet or more, a freestanding sign shall not be higher than 20 feet above the natural ground level.
- E. Any sign that exceeds the height of permanent freestanding signs allowed in the applicable base zoning district in Section 1236.11 shall be located so as to face the interstate or limited-access highway.
- F. Electronic message centers shall be permitted in accordance with the provisions of the applicable zoning district, however, in no case shall the electronic message portion of a sign exceed ~~70 square feet in sign area~~
the dimensional standards of Table 1236-3.

Exhibit A Part 2 – Section 1236.13(d)(2) – Freestanding Signs (cont'd)

- G. No new permit shall be issued for a freestanding pole sign larger than 200 square feet in size in Area A of the Interstate and Limited-Access Highway Sign Overlay unless the construction of that sign results in the removal of an existing sign of the same type located on the same parcel and/or in the same subarea of the Overlay, said removal taking place within six months of the application date for the new permit.**

In addition, New Table 1236-3 shall be inserted following subsection G, as shown.

TABLE 1236-3: FREESTANDING SIGNS IN THE INTERSTATE AND LIMITED-ACCESS HIGHWAY SIGN OVERLAY				
Subarea	Sign Area Allowed	Electronic Sign Area allowed	Maximum Sign Height¹	Minimum Setback from a ROW or lot line
Area A – Monument	200 square feet	70 square feet	40 feet	5 feet
Area A – Pole	672 square feet	672 square feet	40 feet	5 feet
Area B – Monument	200 square feet	70 square feet	40 feet	5 feet
Area B – Pole	200 square feet	70 square feet	40 feet	5 feet
Area C – Monument	200 square feet	70 square feet	40 feet	5 feet
Area C - Pole	200 square feet	70 square feet	40 feet	5 feet
¹ Maximum Sign Height shall be measured in the manner set forth by 1236.13(d)(2)D.				

STAFF MEMORANDUM

TO: Kurt Althouse, Interim City Manager
FROM: Michael Hammes, AICP, City Planner
DATE: March 18th, 2025
SUBJECT: PC 25-0004 – Code Amendment – Interstate Sign Overlay District

General Information

Applicant: City of Vandalia

Proposed Amendment(s): Divide the Overlay into Three Subareas
Amend Sign Standards relating to Pole Signs (i.e. Billboards)
Amend Temporary Sign Standards
Clarify Language

Chapters to be Amended: 1236.13(d) – Sign Standards for the Interstate and Limited-Access Highway Sign Overlay District

Previous Cases: January 2019 Major Zoning Code Update

Exhibits:
1 - Staff Memorandum
2 - Exhibit A – Detailed Code Amendments
3 - Maps of the Interstate Sign Overlay District

Introduction

The City of Vandalia leases two properties along Airport Access Road to Outfront Media. These properties, both located in the Interstate and Limited-Access Highway Sign Overlay District, each have a double-sided billboard. Both billboards are nonconforming pole signs, meaning that any upgrade or replacement would require them to be brought into compliance with the zoning code.

Outfront Media has requested permission to upgrade their billboards to a more modern digital format. The proposed digital signs would be 672 square feet in size, significantly larger than the 200 square foot maximum sign area and 70 square foot maximum electronic sign area.

At the March 3rd Study Session, Council discussed options for permitting billboards of this type along Airport Access. Several options were considered, including variances and updates to the zoning code. Following this discussion, Council directed staff to prepare a code amendment.

Background

The Interstate and Limited-Access Highway Sign Overlay provides additional standards for signs found along various highways within the City. The boundaries of the overlay include a 400' area surrounding Interstates 70 and 75 and the Airport Access Road.

Generally, the overlay allows for larger and taller freestanding signs than those permitted by the underlying zoning districts. The overlay permits both monument and pole signs, but does not specifically allow billboards.¹

Despite this, there are six billboards along Airport Access Road. These signs predate the overlay, and are all nonconforming. Due to their age and design, we anticipate that most of the operators of these billboards will want to repair, replace, and/or upgrade these signs within the next few years.

A code amendment is required to allow existing billboards along Airport Access Road to be upgraded. By amending the overlay, rather than the sign code, we are able to restrict billboards to areas around major highways without impacting parcels outside the overlay.

Detailed Amendments

Section 1236.13(d) lists the specific requirements of the Interstate Sign Overlay. All proposed amendments will make changes to this section of the code.

Applicability

Subsection (d)(1) describes the areas included in the overlay. In order to apply different standards to different areas, to clarify which standards apply to which areas, and to generally simplify the description of the overlay, staff proposes dividing the overlay into three distinct subareas.

Note that this amendment doesn't actually change those areas, and no land that wasn't already in the overlay is being added to the overlay.

The new areas would be designated as follows:

- Area A – East and West Sides of Airport Access
- Area B – East side of I-75, South of I-70
- Area C – East and West Sides of I-75, North of I-70

¹ The Zoning Code governs freestanding signs by their structure (monument, pole, etc.) rather than their content or their size. Thus, billboards are considered pole signs. The standard size for a billboard is 14' by 48', or 672 square feet.

Applicability (cont'd)

Area A surrounds the Airport Access Road. The language proposed clarifies that the parcels along National Road are *not* in the Interstate Sign Overlay. This prevents a conflict between standards in two different overlays. In practice, the stricter overlay controls – and that would be the National Road overlay in this case. Removing the conflict closes any potential for loopholes or other unforeseen consequences.

Area B would be anything south of I-70 on the East side of I-75. The overlay does not include the West side of I-75, because that land is either a) not in Vandalia, or b) already in the (stricter) Miller-Benchwood Overlay. Again, there is no need for two overlays where one would simply override the other.

Area C would be anything north of I-70 along I-75. This area includes some legacy NB properties (such as Vandalia Rental) and the DB properties of McDonald's and Super 8.

The existing language identifies parcels by what they were zoned at the time the Zoning Code was adopted. The Law Director correctly notes that this is potentially quite confusing and may lead to problems in interpreting the code. Staff proposes an additional paragraph that sets any references to the zoning of any parcel as being the zoning at the time this section of the code is amended.

Freestanding Signs

Now that the overlay has been divided into Areas A, B, and C, we need to describe which standards apply to each area. A new table is proposed to clearly show these standards.

TABLE 1236-3: FREESTANDING SIGNS IN THE INTERSTATE AND LIMITED-ACCESS HIGHWAY SIGN OVERLAY				
Subarea	Sign Area Allowed	Electronic Sign Area allowed	Maximum Sign Height ¹	Minimum Setback from a ROW or lot line
Area A – Monument	200 square feet	70 square feet	40 feet	5 feet
Area A – Pole	672 square feet	672 square feet	40 feet	5 feet
Area B – Monument	200 square feet	70 square feet	40 feet	5 feet
Area B – Pole	200 square feet	70 square feet	40 feet	5 feet
Area C – Monument	200 square feet	70 square feet	40 feet	5 feet
Area C - Pole	200 square feet	70 square feet	40 feet	5 feet

¹ Maximum Sign Height shall be measured in the manner set forth by 1236.13(d)(2)D.

Most standards remain unchanged – the existing 200 square foot maximum sign area remains in effect for monument signs in all three areas and pole signs in areas B and C. The standard for pole signs in area A would be set to 672 square feet, or the standard size of a modern billboard.

Similarly, the electronic sign area would be increased to match – but only for pole signs in Area A. In this way, there is no change to any pole signs in areas B or C.

Freestanding Signs (cont'd)

Another goal of this amendment is to maintain the current number of billboards in area A. To accomplish this, we recommend the following language be inserted under 1236.13(d)(2):

- G. No new permit shall be issued for a freestanding pole sign larger than 200 square feet in size in Area A of the Interstate and Limited-Access Highway Sign Overlay unless the construction of that sign results in the removal of an existing sign of the same type located on the same parcel and/or in the same subarea of the Overlay, said removal taking place within six months of the application date for the new permit.

This section accomplishes several goals. It requires that one billboard be removed for every new billboard installed. Usually, this will be the result of a retrofit or upgrade, where the new sign takes the place of the old. In other cases, an older billboard might be fully demolished to make way for a completely new billboard structure. The six-month caveat simply means that removing a billboard does not create a permanent right to build a new billboard elsewhere in area A – the removal and the installation need to be done together.

This section does not apply to pole signs smaller than 200 square feet. This allows businesses with highway frontage along Airport Access to have the usual freestanding signs to which they would otherwise be entitled without triggering the removal of a billboard.

Further, this provision only cares about signs in area A, so only billboards in that area could fall under these rules – and then, only if they involve the removal of an existing pole sign. Removing a sign in area B along Poe Avenue, for example, would not permit a new billboard along Airport Access.

Temporary Signs

In reviewing the Interstate Sign Overlay, staff identified a potential issue involving temporary signs. The overlay provides for larger temporary banners and similar signs, but only for parcels in certain zoning districts. The problem arises when we look at Poe Avenue, where we have parcels in the O/IP district next to parcels in the HB district. One set of parcels can have the larger banners, but the other cannot.

The same circumstances that justify the larger banners in one district apply to the other. In the absence of other concerns, staff recommends applying the temporary sign rule to all districts, so long as the signs are physically located within the overlay.

Review Criteria

Recommendations and decisions on planning and zoning code amendment applications shall be based on consideration of the following review criteria:

1. The proposed text amendment is consistent with the comprehensive plan, other adopted City plans, and the stated purposes of this code;

Staff Comment: Staff feels that the proposed amendments are consistent with policies adopted by the City and with the existing text of the code.

The Planning Commission agreed with the Staff Comment by a vote of 4-0.

2. The proposed amendment is necessary or desirable because of changing conditions, new planning concepts, or other social or economic conditions; and

Staff Comment: Staff feels that proposed amendments are necessary due to changing conditions resulting from improvements in technology relating to billboards.

The Planning Commission agreed with the Staff Comment by a vote of 4-0.

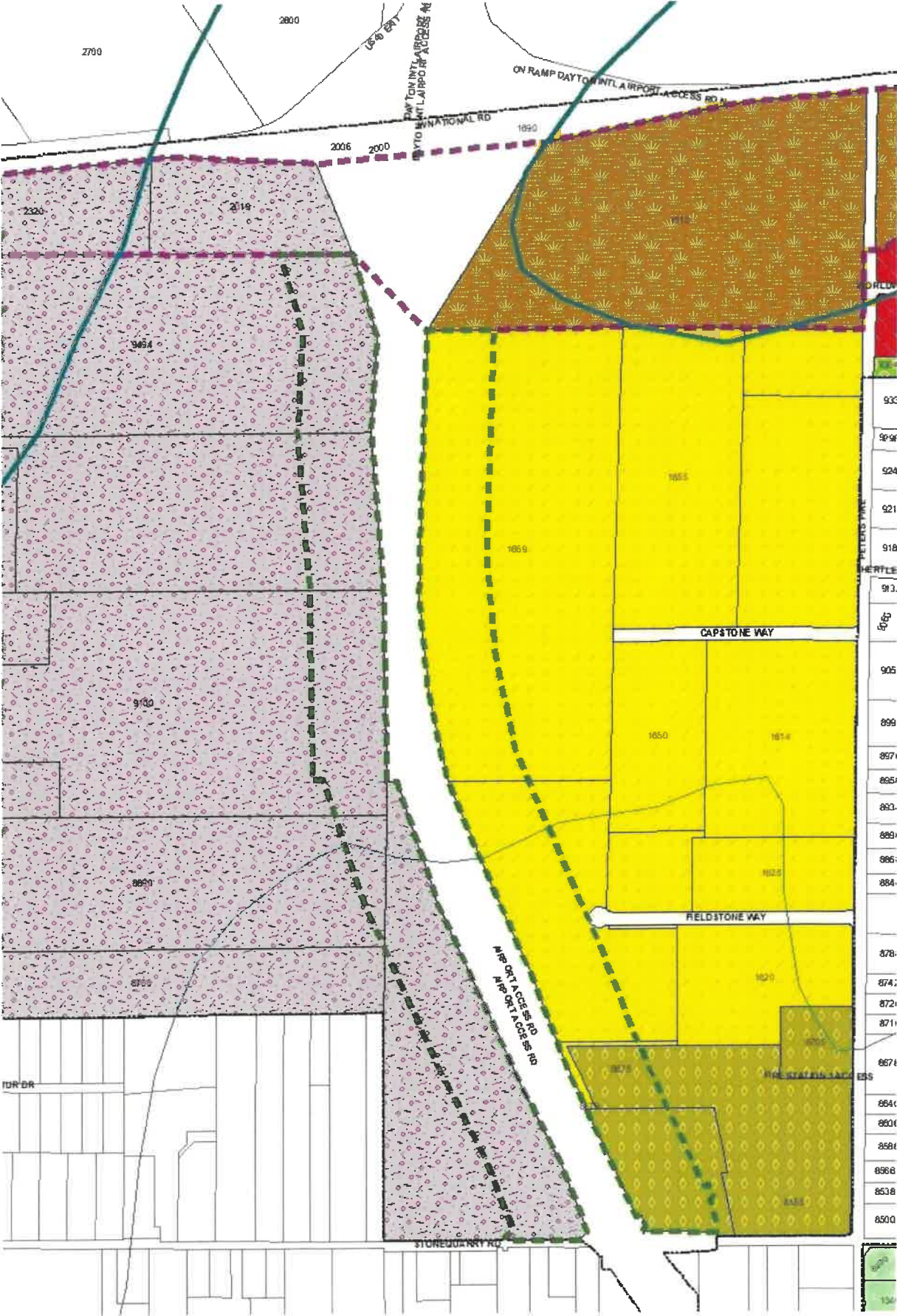
3. The proposed amendment will promote the public health, safety, and general welfare.

Staff Comment: Staff feels that the proposed amendments promote the public health, safety, and general welfare.

The Planning Commission agreed with the Staff Comment by a vote of 4-0.

At its March 25th, 2025 meeting, the Planning Commission voted 4-0 to recommend **approval** of the proposed amendments to the text of the Zoning Code.

Interstate and Limited-Access Highway Sign Overlay District – Proposed Area A



Interstate and Limited-Access Highway Sign Overlay District – Proposed Area B



Interstate and Limited-Access Highway Sign Overlay District – Proposed Area C



Minutes of the City of Vandalia Planning Commission
March 25, 2025

Members Present:	Mr. Ron Atkins, Mr. Dave Arnold, Mr. Kevin Keeley Jr., Mr. Lucious Plant
Members Absent:	Ms. Kristin Cox
Staff Present:	Michael Hammes, City Planner
Others Present:	Jose Rodriguez

Call to Order

Mr. Atkins called the meeting to order at 6:00 p.m.

Attendance

Mr. Atkins noted that Ms. Cox had notified the Commission of her absence. Mr. Plant made a motion to excuse Ms. Cox. Mr. Keeley, Jr. seconded the motion. The motion carried 4-0.

Approval of Minutes of the Planning Commission

Mr. Plant made a motion to approve the January 14th, 2025 minutes. Mr. Arnold seconded the motion. The motion carried 4-0.

Swearing in of Attendees Wishing to Speak at Meeting

The attendees were sworn in.

Old Business

Mr. Hammes confirmed that there was no Old Business on the agenda.

New Business – PC 25-0003 – Site Plan Review – 234 W. National Road

Mr. Hammes introduced Case PC 25-0003, a request for site plan approval for the property located at 234 West National Road. The proposal involves the construction of a business office and equipment shop structure. He added that the 0.845-acre property is zoned Office Service (OS).

Mr. Hammes described the vicinity of the site. He noted that the properties surrounding the site are primarily Commercial in nature, with some residential to the west and south. Dayton International Airport and the 40 West properties are located to the north.

Mr. Hammes referenced the proposed site plan, describing the 1,250 square foot office at the north end of the site and the 2,500 square foot to the south. He noted that a fence would be constructed at the southwest corner of the site to screen this project from the nearby apartments along Gabriel Street.

Mr. Hammes described the signage proposed for the site, including a wall sign on the office building and a monument sign along National Road. Permits would be required for both signs, and the monument sign would need to meet the setback requirements for the OS district.

Mr. Hammes noted that any exterior lighting proposed for the site would require a photometric plan. Similarly, any dumpsters installed at a future date would need to include an enclosure.

Mr. Hammes reported that the applicant had submitted a revised site plan that addresses some minor issues identified by staff. He then confirmed that the revised site plan meets the requirements of the code.

Hearing no questions for Mr. Hammes, Mr. Atkins invited the applicant to address the Commission.

Mr. Jose Rodriguez, of Rodz Builders, addressed the Commission. He confirmed that he had submitted a revised site plan that addressed the comments provided during staff review.

Mr. Atkins asked about the proposed monument sign. Mr. Rodriguez replied that the detailed schematics for that sign would be reviewed as part of the permit application for the sign itself. Mr. Hammes added that the location of the sign meets the relevant standards.

Mr. Atkins asked about the lack of a dumpster. Mr. Rodriguez replied that the office would not generate enough trash to warrant a dumpster.

Mr. Atkins remarked that it was good to see something being built on this property, since the site had been vacant for more than 50 years. He added that the fence at the rear of the site will help with screening the property from the apartments.

Mr. Arnold asked about the style of the proposed buildings. Mr. Rodriguez reported that the front office would block most of the view of the building in the rear. Both buildings would have the same style of metal roof, but the rear building would be constructed of steel.

Mr. Arnold asked about the property to the west of the site. Mr. Hammes confirmed that the property is zoned Office Service, but the use is currently residential. He explained further that the residential use triggers a screening requirement, despite the similar zoning. While other standards may apply in other circumstances, in this case landscaping between the business and the adjacent residential structure would be sufficient.

Mr. Keeley, Jr., asked about the specific type of business proposed for the site. Mr. Rodriguez replied that his company is a custom homebuilder. This is reflected in the style of the office building.

Mr. Atkins noted that there were no other members of the public present.

Site Plan Review Criteria

Mr. Atkins read the Site Plan Review Criteria into the record. Pursuant to Code Section 1214.04(d)(1) "Site Plan Review Criteria", the Planning Commission shall not approve an application for site plan review unless it finds the following:

- (1) That the proposed development is consistent with this code, and other related codes and ordinances enforced by the City;

Staff Comment: Staff feels the proposed development is consistent with the Code.

By a vote of 4-0, the Planning Commission agreed with the staff comment.

- (2) That the proposed development complies with the applicable zoning district regulations;

Staff Comment: Staff feels the proposed development will comply with Chapter 1226 (General Development Standards) and Chapter 1228 (Architectural Standards).

By a vote of 4-0, the Planning Commission agreed with the staff comment.

- (3) That the proposed development adequately provides for emergency vehicles access and circulation; and

Staff Comment: Staff feels this development will adequately provide emergency vehicles access and circulation, as shown.

By a vote of 4-0, the Planning Commission agreed with the staff comment.

- (4) If the project is to be carried out in successive phases, that each stage of the proposed development shall comply with the foregoing criteria.

Staff Comment: Staff feels this criterion does not apply. This is not anticipated to be a multi-phase project.

By a vote of 4-0, the Planning Commission agreed with the staff comment.

Mr. Hammes noted that every criterion does not necessarily apply to every project in the same way. He explained that criterion 4, relating to multi-phase projects, does not prevent the applicant from expanding the business later on, provided that they amend their site plan.

Mr. Atkins reported that staff recommended **approval** of the site plan for 234 West National Road as proposed, with the following conditions:

1. All landscaping and screening shall be installed in quantities and varieties compliant with Chapter 1232 of the Vandalia Zoning Code.

Mr. Plant made a motion to approve Case PC 25-0003 with the recommended condition. Mr. Keeley, Jr., seconded the motion.

By a vote of 4-0, the Planning Commission **Approved** Case PC 25-0003 with the recommended condition.

Mr. Hammes explained that the Commission's approval in this matter is final. He will submit a copy of the approval to the Building Department, which will allow them to approve permits and get the project moving forward.

New Business – PC 25-0004 – Code Amendment – Interstate Highway Sign Overlay

Mr. Hammes introduced Case PC 25-0004, a Staff-Initiated Code Amendment relating to the Interstate and Limited-Access Highway Sign Overlay District.

Mr. Hammes explained that billboards are not currently permitted in the City of Vandalia. Despite this, there are some legacy billboards that predate the current restrictions, including six billboards along Airport Access Road.

Mr. Hammes reported that the City leases a portion of two properties along Airport Access Road to Outfront Media. This company maintains a double-sided billboard on each of these properties. Recently, the company requested permission to upgrade the billboards to full-sized digital billboards.

Mr. Hammes noted that all existing billboards along Airport Access Road are nonconforming, due to the existing restrictions. Any structural alterations to nonconforming signs need to bring them into compliance with the code – meaning that a billboard would need to be reduced to 200 square feet, or less than a third of its current size. He added that only 70 square feet of the sign could be electronic, which would not work for a full-sized digital billboard.

Mr. Hammes observed that the Interstate and Limited-Access Highway Sign Overlay provides additional standards for signs found along various highways within the City. The boundaries of the overlay include a 400' area surrounding Interstates 70 and 75 and the Airport Access Road. Generally, the overlay allows for larger and taller freestanding signs than those permitted by the underlying zoning districts. The overlay permits both monument and pole signs, but does not specifically allow billboards.

Mr. Hammes noted that a code amendment would be required to allow existing billboards along Airport Access Road to be upgraded. He pointed out that amending the overlay, rather than the sign code, would allow the City to allow billboards on a limited basis in areas around major highways without impacting parcels outside the overlay.

Mr. Hammes described the Interstate Highway Sign Overlay, highlighting the areas included in the overlay. He explained that staff proposed dividing the overlay into three major areas, so that standards could be applied narrowly to one area without impacting others. As proposed, Area A would include Airport Access Road, Area B would include the east side of I-75 south of I-70, and Area C would include the east and west sides of I-75 north of I-70.

Mr. Hammes pointed out several areas where the Interstate Highway Sign Overlay overlapped other overlays. In Area A, two parcels along National Road fall into the National Road Sign Overlay. In Area B, the area west of I-75 and south of Benchwood Road would be in the Interstate Highway Sign Overlay if it were not already in the Miller-Benchwood Overlay. In both cases, the stricter overlay remains in place.

Mr. Hammes noted that there are no billboards in Areas B and C. He pointed out that there are multiple pole signs in Area B, but these signs comply with the current standards.

Mr. Hammes discussed the proposed standards for signs in the overlay. He noted that the only proposed changes would be the increase in maximum size for pole signs in Area A. This would permit billboards up to 672 square feet in size, with the full 672 square feet being digital.

Mr. Hammes added that no billboard would be permitted in Area A unless installing that billboard results in the removal of another billboard in Area A. This is intended to keep the number of billboards at the current level. This rule would not impact normal pole signs up to 200 square feet.

In summary, Mr. Hammes pointed out that no billboards along Airport Access Road can legally be upgraded or replaced under the current standards. The proposed amendments would allow some or all of the existing billboards to receive much-needed updates.

Mr. Hammes discussed one additional change proposed for the overlay. Larger Temporary Banners are permitted in the overlay if the underlying zoning is one of several industrial districts. In order to avoid confusion and make this provision more easily understood and enforced, staff recommends

Mr. Hammes clarified the rule requiring the removal of an existing billboard prior to the installation of a new billboard. He explained that the removal must happen within six months of the installation. In the case of double-sided billboards, both faces count as billboards – meaning that the removal of a double-sided billboard could result in two new billboards, whether or not they remain attached.

Mr. Atkins asked if this would result in additional billboards. Mr. Hammes replied that some double-sided billboards may become single-sided, since digital billboards must face toward the highway they serve. The removal of the second face could result in a new billboard elsewhere, so long as the permit for the new billboard is issued within six months.

Mr. Hammes also pointed out that Federal Highway Administration rules may dictate where billboards can be placed, due to the minimum distance required between billboards.

Mr. Keeley Jr. asked about rules regarding the brightness of digital billboards, which could cause concern for billboards facing residential properties. Mr. Hammes replied that electronic signs (including digital billboards) cannot face residential property. He added that the rules of the underlying district would govern brightness, transitions, and other standards for electronic signs.

Mr. Arnold remarked on trends in digital advertising, including the cost of leasing space on a digital billboard in the current economy.

Mr. Atkins asked if these rules would impact proposals such as the art installation at the I-70 / I-75 Interchange. Mr. Hammes replied that the ordinance could be adjusted to include such monuments if necessary.

Review Criteria

Hearing no further questions, Mr. Atkins read the Review Criteria into the record.

Recommendations and decisions on planning and zoning code amendment applications shall be based on consideration of the following review criteria:

1. The proposed text amendment is consistent with the comprehensive plan, other adopted City plans, and the stated purposes of this code;

Staff Comment: Staff feels that the proposed amendments are consistent with policies adopted by the City and with the existing text of the code.

By a vote of 4-0, the Planning Commission agreed with the staff comment.

2. The proposed amendment is necessary or desirable because of changing conditions, new planning concepts, or other social or economic conditions; and

By a vote of 4-0, the Planning Commission agreed with the staff comment.

Staff Comment: Staff feels that proposed amendments are necessary due to changing conditions resulting from improvements in technology relating to billboards.

3. The proposed amendment will promote the public health, safety, and general welfare.

Staff Comment: Staff feels that the proposed amendments promote the public health, safety, and general welfare.

By a vote of 4-0, the Planning Commission agreed with the staff comment.

Mr. Atkins reported that staff recommended that the Commission recommend approval of the proposed amendments to the Zoning Code, as listed in the staff report.

Mr. Keeley, Jr., made a motion to recommend approval of the proposed code amendments. Mr. Plant seconded the motion.

By a vote of 4-0, the Planning Commission recommended **Approval** of Case PC 25-0004 as proposed.

The recommendation of the Planning Commission will be forwarded to the Council Study Session of April 7th, 2025.

Communications

Mr. Hammes noted that a training session with the Law Director had been suggested by Council. The training may involve the Board of Zoning Appeals as well, with topics and schedule yet to be determined. Mr. Hammes will notify the Commission of any plans, and asked that any suggestions for such a training session be sent to his office.

Mr. Hammes reported that there may be additional text amendments later in the year. He advised the Commission that his office attempts to make the narrowest change to the code possible to accomplish whatever goal is set forth by Council, which may result in multiple small code amendments.

Adjournment

Mr. Atkins asked for a motion to adjourn. Mr. Keeley, Jr., made the motion. Mr. Arnold seconded the motion. The vote passed 4-0.

Mr. Atkins adjourned the meeting at 6:56 p.m.

Chairman

**CITY OF VANDALIA
MONTGOMERY COUNTY, OHIO
ORDINANCE NO 25-04**

**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, 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.

(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, 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, 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) 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).

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 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 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.

(4) A ruling by the Board may be appealed by the appellant to the Montgomery County Common Pleas Court.

(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 opened;

(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 21st day of April 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 25-05

**AN ORDINANCE APPROVING THE SOLID WASTE MANAGEMENT PLAN OF THE
MONTGOMERY COUNTY SOLID WASTE MANAGEMENT DISTRICT AND
DECLARING AN EMERGENCY**

WHEREAS, The City of Vandalia is a member of the Montgomery County Solid Waste Management District ("District"); and

WHEREAS, the District completed the draft amended Solid Waste Management Plan ("Plan") and submitted it to the Ohio Environmental Protection Agency ("OEPA") for review and comment on February 19, 2024, and the OEPA provided comments in a non-binding advisory opinion on June 3, 2024; and

WHEREAS, this Solid Waste Management District Policy Committee ("SWMDPC") has reviewed the non-binding advisory opinion received from the Ohio Environmental Protection Agency and taken into consideration these comments, incorporating some changes into the amended Plan where necessary; and

WHEREAS, the Solid Waste Management District ("District") conducted a 30-day public comment period from December 9 – January 9, 2025, and held a public hearing January 21, 2025, to provide the public an opportunity to have input in this Plan; and

WHEREAS, the District staff made recommendations to the SWMDPC to incorporate changes from the OEPA and changes read into the record at the Public Hearing and read into the record at the SWMDPC meeting held on February 5, 2025; and

WHEREAS, the Montgomery County Solid Waste Management District, by its Solid Waste Management Policy Committee, has adopted a Solid Waste Management Plan for the District incorporating the staff changes and the new solid waste management generation fee increases from \$3.00 per ton to \$3.65 beginning in January 1, 2026 and increasing 6% each year thereafter or until the next Plan Update in five (5) years; and

WHEREAS, pursuant to Ohio Revised Code Section 3734.55(B), the Board of County Commissioners and the legislative authority of each municipal corporation or township under the jurisdiction of the District, must approve or disapprove the Plan by ordinance or resolution; and

WHEREAS, the City has reviewed the Plan and considers it at a duly called meeting; and

WHEREAS, the City has deemed it to be in the City's best interest to adopt the Plan.

NOW, THEREFORE, be it ordained by the City Council of the City of Vandalia that:

Section 1. The City hereby approves the Solid Waste Management Plan of the Montgomery County Solid Management District, adopted by the Solid Waste Management Policy Committee on February 5, 2025.

Section 2. The City shall promptly deliver, or cause to deliver, a copy of this Ordinance of Approval, to the Solid Waste Management Policy Committee of the Montgomery County Solid Waste Management District.

Section 3. It is found and determined that all formal actions of the City Council concerning and relating to the adoption of this ordinance were conducted in open meetings of this Council, and that all deliberations of this Council and of any of its committees resulting in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 4. This Ordinance is hereby declared to be an emergency measure, necessary for the immediate preservation of the City's public health, safety, and welfare for the reason that solid waste management is a primary concern and the activities of the Montgomery County Solid Waste Management District need to proceed without delay; therefore, this Ordinance shall be effective immediately upon its passage.

Passed this 21st day of April, 2025.

APPROVED:

Richard Herbst, Mayor

ATTEST:

Kurt Althouse, Interim Clerk of Council

CITY OF VANDALIA
MONTGOMERY COUNTY, OHIO

ORDINANCE NO. 25-06

**AN ORDINANCE APPROVING INDIVIDUAL ASSESSMENTS AMOUNTS AND DIRECTING THE
FINANCE DIRECTOR OR HER DESIGNEE TO CERTIFY THE AMOUNTS TO THE COUNTY AUDITOR
FOR COLLECTION AND DECLARING AN EMERGENCY**

WHEREAS, pursuant to Section 6, Article XVIII of the Ohio Constitution the General Assembly has enacted general laws stating purposes for which municipalities may assess specially benefited property; and

WHEREAS, these laws include Ohio Revised Code sections 727.01, 727.011, 727.012, 727.013, 729.06, 729.11, 1710.01(h) and others, which authorize the City to levy and collect special assessments upon the abutting, adjacent, and contiguous, or other specially benefited, lots or lands in the municipal corporation, for among other things, any part of the cost connected with the improvement of any street, public road, place, boulevard, parkway, or park entrance or an easement of the municipal corporation; sidewalk construction; sewers; sewage disposal works and treatment plants, sewage pumping stations, water treatment plants, water pumping stations, reservoirs, and water storage tanks or standpipes, together with the facilities and appurtenances necessary and proper therefor; drains, storm-water retention basins, watercourses, water mains, or laying of water pipe; lighting; any part of the cost and expense of planting, maintaining, and removing shade trees thereupon; any part of the cost and expense of constructing, maintaining, repairing, cleaning, and enclosing ditches; and

WHEREAS, for certain approved assessments, the county auditor is to act at the direction, or on behalf, of a municipality with respect to collection of the assessments under R.C. 727.30; R.C. 727.33; and

WHEREAS, the General Assembly has also enacted laws that require a county auditor to act at the direction, or on behalf, of a municipality with respect to collection of certain costs assessed to properties including but not limited to R.C 743.04, 715.261 and 731.51-54; and

WHEREAS, as a result of the foregoing, the City of Vandalia has passed, and will in the future pass, laws to assess real property for all or part of the cost of a public improvement and/or certain permitted costs of abatement or collection, including but not limited to Ord. 98-10. Passed 10-19-98 (codified as 642.14 Graffiti removal) Codified Ordinances 676.02 Noxious Weeds; Ord. 03-20. Passed 1-5-04 (codified as 1045.30 Storm Drainage); Ord. 17-31. Passed 12-18-17 (codified as 1049.05 Utility Charges); Ord. 00-03 Passed 5-15-00; Ord. 02-16. Passed 7-15-02; Ord. 16-31. Passed 10-17-16 (all codified in Chapter 1482; including but not limited to sections 1482.06 Unsafe structures, 1482.07 Emergency measures, 1482.08 Demolition; 1482.10(d) Noxious Weeds; 1482(j) Junk Vehicles and Rubbish; and section 1482.13; and such other ordinances or resolutions that may be passed from time to time pursuant to these codified laws; and

WHEREAS, in order to better track and account for authorized legal assessments and the amounts due to the City, Montgomery County has requested that assessments be individually set forth; and

WHEREAS, City Council has determined it is in the best interest of the citizens to pass this Ordinance setting forward the applicable properties and assessment amounts to be certified to the County for collection; and

WHEREAS, the assessments set forth in the attached Exhibits have been authorized by legislative action of the City Council of the City of Vandalia and after providing legally required notice, are required by law to be assessed and collected by the County on behalf of the City;

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

Section 1. The properties set forth on the attached Exhibit A, if any, which is incorporated herein by this reference, are to be assessed in the amount also set forth on the applicable section of Exhibit A for **Storm Water Assessments (Project # 31103)** unless payment is made within the time frame set forth in the Assessment Payment Due Date set forth in Exhibit A.

Section 2. The properties set forth on the attached Exhibit B, if any, which is incorporated herein by this reference, are to be assessed in the amount also set forth on the applicable section of Exhibit B for **Trash Collection Assessments (Project # 31850)** unless payment is made within the time frame set forth in the Assessment Payment Due Date set forth in Exhibit B.

Section 3. The properties set forth on the attached Exhibit C, if any, which is incorporated herein by this reference, are to be assessed in the amount also set forth on the applicable section of Exhibit C for **Delinquent Sewer and Water Assessments (Project # 31100)** unless payment is made within the time frame set forth in the Assessment Payment Due Date set forth in Exhibit C.

Section 4. The properties set forth on the attached Exhibit D, if any, which is incorporated herein by this reference, are to be assessed in the amount also set forth on the applicable section of Exhibit D for **Weed Cutting Assessments (Project # 31500)** unless payment is made within the time frame set forth in the Assessment Payment Due Date set forth in Exhibit D.

Section 5. In the event a payment for the amount or any portion of the amount set forth in Exhibit attached hereto is received by the City prior to the Assessment Payment Due Date set forth in such Exhibit, which shall be included in the notice sent to such property owner, the Finance Director, or her designee is authorized to finalize such assessment through removal for full payment or revision (lowering) for partial payment from such Exhibit prior to certification to the County Auditor.

Section 6. The Finance Director or her designee is instructed to certify this Ordinance, including the final assessed properties in each Exhibit by designating the Parcel Id #, Project Number, tax year and year to date total charge, as required by the County to the County Auditor for collection substantially as set forth in Schedule 1 attached hereto and incorporated herein...

Section 7. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this

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

Section 8. This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, welfare and safety of the City, and for the further reasons that finalizing and certifying assessment at the earliest time is necessary to timely establish a lien and protect the City's interest in payment of amounts owed to the City; wherefore, this Ordinance shall be in full force and effect immediately upon its passage.

Passed this 21st day of April 2025.

APPROVED:

Richard Herbst, Mayor

ATTEST:

Kurt E. Althouse, Interim Clerk of Council

EXHIBIT A				ORDINANCE NO.			
PARCEL ID	PROJECT NO.	PROJECT DESCRIPTION	ADDRESS	YEAR	CURRENT CHARGES	YEAR TO DATE	CURRENT CHARGES DUE
B02 00104 0075	31103	STM WAT	55 ELVA CT	2025	\$ 136.50	\$ 248.41	April 8, 2025
B02 00105 0008	31103	STM WAT	114 SKYVIEW DR	2025	\$ 12.64	\$ 12.64	April 8, 2025
B02 00111 0007	31103	STM WAT	408 CIRCLEVIEW DR	2025	\$ 1.62	\$ 1.62	April 8, 2025
B02 00114 0009	31103	STM WAT	320 N DIXIE DR	2025	\$ 35.36	\$ 55.52	April 8, 2025
B02 00123 0021	31103	STM WAT	841 SPARTAN AVE	2025	\$ 14.50	\$ 26.38	April 8, 2025
B02 00124 0049	31103	STM WAT	226 N BROWN SCHOOL RD	2025	\$ 14.50	\$ 26.38	April 8, 2025
B02 00125 0024	31103	STM WAT	843 DONORA DR	2025	\$ 7.05	\$ 7.05	April 8, 2025
B02 00201 0052	31103	STM WAT	622 POOL AVE	2025	\$ 55.35	\$ 132.34	April 8, 2025
B02 00204 0003	31103	STM WAT	103 HELKE RD	2025	\$ 4.56	\$ 4.56	
B02 00205 0020	31103	STM WAT	533 KOCH AVE	2025	\$ 14.50	\$ 26.38	April 8, 2025
B02 00205 0038	31103	STM WAT	220 HELKE RD	2025	\$ 5.85	\$ 5.85	April 8, 2025
B02 00205 0039	31103	STM WAT	214 HELKE RD	2025	\$ 9.60	\$ 9.60	
B02 00208 0008	31103	STM WAT	502 KIRKWOOD DR	2025	\$ 14.50	\$ 26.38	April 8, 2025
B02 00208 0016	31103	STM WAT	409 KIRKWOOD DR	2025	\$ 14.50	\$ 26.38	April 8, 2025
B02 00208 0017	31103	STM WAT	415 KIRKWOOD DR	2025	\$ 14.50	\$ 26.38	April 8, 2025
B02 00214 0052	31103	STM WAT	525 HIALEAH CT	2025	\$ 10.02	\$ 10.02	
B02 00309 0031	31103	STM WAT	704 PAULA ST	2025	\$ 4.80	\$ 4.80	
B02 00315 0007	31103	STM WAT	36 N BROWN SCHOOL RD	2025	\$ 2.76	\$ 2.76	
B02 00319 0009	31103	STM WAT	3541 STOP EIGHT RD	2025	\$ 78.70	\$ 143.21	April 8, 2025
B02 00405 0014	31103	STM WAT	327 REICHARD DR	2025	\$ 14.50	\$ 26.38	April 8, 2025
B02 00501 0001	31103	STM WAT	50 HALIFAX DR	2025	\$ 2.22	\$ 2.22	
B02 00501 0001	31103	STM WAT	48 HALIFAX DR	2025	\$ 2.22	\$ 2.22	
B02 00502 0017	31103	STM WAT	1103 ROBINETTE AVE	2025	\$ 17.05	\$ 17.05	April 8, 2025
B02 00503 0001	31103	STM WAT	1155 E NATIONAL RD	2025	\$ 11.88	\$ 11.88	
B02 00506 0001	31103	STM WAT	848 POOL AVE	2025	\$ 17.10	\$ 17.10	
B02 00705 0009	31103	STM WAT	1006 STONEYSPRINGS RD	2025	\$ 14.50	\$ 27.10	April 8, 2025
B02 00712 0017	31103	STM WAT	9364 PETERS PIKE	2025	\$ 14.50	\$ 26.38	April 8, 2025
B02 00807 0001	31103	STM WAT	538 BROWN SCHOOL RD	2025	\$ 5.93	\$ 5.93	April 8, 2025
B02 01015 0001	31103	STM WAT	2858 NATIONAL RD W	2025	\$ 43.77	\$ 43.77	April 8, 2025
B02 01021 0002	31103	STM WAT	400 E NATIONAL RD	2025	\$ 8.29	\$ 8.29	
B02 01102 0008	31103	STM WAT	8612 S BROWN SCHOOL RD	2025	\$ 14.50	\$ 26.38	April 8, 2025
B02 01203 0004	31103	STM WAT	7609 N DIXIE DR	2025	\$ 14.50	\$ 26.38	April 8, 2025
B02 01203 0050	31104	STM WAT	3085 STOP EIGHT RD	2025	\$ 14.50	\$ 14.50	April 8, 2025
B02 01203 0064	31103	STM WAT	6213 MILLER LN	2025	\$ 196.36	\$ 357.34	April 8, 2025
B02 01203 0082	31103	STM WAT	6201 MILLER LN	2025	\$ 14.50	\$ 26.38	April 8, 2025
B02 01204 0021	31105	STM WAT	6921 HOMESTRETCH RD	2025	\$ 18.10	\$ 18.10	April 8, 2025
B02 01204 0027	31103	STM WAT	6837 HOMESTRETCH RD	2025	\$ 14.50	\$ 26.38	April 8, 2025
B02 01204 0036	31103	STM WAT	6812 HOMESTRETCH RD	2025	\$ 14.50	\$ 26.38	April 8, 2025
B02 01204 0040	31104	STM WAT	6700 HOMESTRETCH RD	2025	\$ 269.41	\$ 269.41	April 8, 2025
B02 01205 0024	31103	STM WAT	6400 SAND LAKE RD	2025	\$ 444.13	\$ 951.69	April 8, 2025
B02 01205 0029	31103	STM WAT	6325 SHADY KNOLL DR	2025	\$ 14.50	\$ 26.38	April 8, 2025
B02 01206 0008	31103	STM WAT	6070 VOLKMAN DR	2025	\$ 14.50	\$ 38.80	April 8, 2025
B02 01216 0002	31103	STM WAT	6208 MILLER LN	2025	\$ 14.50	\$ 26.38	April 8, 2025
B02 01216 0003	31103	STM WAT	6212 MILLER LN	2025	\$ 14.50	\$ 26.38	April 8, 2025
B02 01217 0009	31103	STM WAT	3200 BENCHWOOD RD	2025	\$ 11.88	\$ 11.88	
B02 01405 0025	31103	STM WAT	882 MARIDON CT	2025	\$ 6.12	\$ 6.12	
B02 01413 0012	31103	STM WAT	785 DEERHURST DR	2025	\$ 14.50	\$ 26.38	April 8, 2025
B02 01422 0004	31103	STM WAT	2326 CHEVIOT HILLS LN	2025	\$ 14.50	\$ 26.38	April 8, 2025
B02 50624 0006	31103	STM WAT	92 VAN LAKE DR E	2025	\$ 20.43	\$ 20.43	April 8, 2025
					\$ 1,744.20	\$ 2,937.05	
				NEW	\$ 1,652.75		

SCHEDULE 1

EXHIBIT A		ORDINANCE	
Parcel ID	Project No	Year	YEAR TO DATE
B02 00104 0075	31103	2025	\$ 248.41
B02 00105 0008	31103	2025	\$ 12.64
B02 00111 0007	31103	2025	\$ 1.62
B02 00114 0009	31103	2025	\$ 55.52
B02 00123 0021	31103	2025	\$ 26.38
B02 00124 0049	31103	2025	\$ 26.38
B02 00125 0024	31103	2025	\$ 7.05
B02 00201 0052	31103	2025	\$ 132.34
B02 00205 0020	31103	2025	\$ 26.38
B02 00205 0038	31103	2025	\$ 5.85
B02 00208 0008	31103	2025	\$ 26.38
B02 00208 0016	31103	2025	\$ 26.38
B02 00208 0017	31103	2025	\$ 26.38
B02 00319 0009	31103	2025	\$ 143.21
B02 00405 0014	31103	2025	\$ 26.38
B02 00502 0017	31103	2025	\$ 17.05
B02 00705 0009	31103	2025	\$ 27.10
B02 00712 0017	31103	2025	\$ 26.38
B02 00807 0001	31103	2025	\$ 5.93
B02 01015 0001	31103	2025	\$ 43.77
B02 01102 0008	31103	2025	\$ 26.38
B02 01203 0004	31103	2025	\$ 26.38
B02 01203 0050	31103	2025	\$ 14.50
B02 01203 0064	31103	2025	\$ 357.34
B02 01203 0082	31103	2025	\$ 26.38
B02 01204 0021	31103	2025	\$ 18.10
B02 01204 0027	31103	2025	\$ 26.38
B02 01204 0036	31103	2025	\$ 26.38
B02 01204 0040	31103	2025	\$ 269.41
B02 01205 0024	31103	2025	\$ 951.69
B02 01205 0029	31103	2025	\$ 26.38
B02 01206 0008	31103	2025	\$ 38.80
B02 01216 0002	31103	2025	\$ 26.38
B02 01216 0003	31103	2025	\$ 26.38
B02 01413 0012	31103	2025	\$ 26.38
B02 01422 0004	31103	2025	\$ 26.38
B02 50624 0006	31103	2025	\$ 20.43
		TOTAL	\$ 2,845.60

EXHIBIT B				ORDINANCE NO.			CURRENT CHARGES DUE
PARCEL ID	PROJECT NO.	PROJECT DESCRIPTION	ADDRESS	YEAR	CURRENT CHARGE	YEAR TO DATE	
B02 00105 0008	31849	TR COL	114 SKYVIEW DR	2025	\$ 50.11	\$ 50.11	April 8, 2025
B02 00111 0007	31849	TR COL	408 CIRCLEVIEW DR	2025	\$ 25.58	\$ 25.58	April 8, 2025
B02 00204 0003	31850	TR COL	103 HELKE RD	2025	\$ 21.53	\$ 21.53	
B02 00205 0020	31850	TR COL	533 KOCH AVE	2025	\$ 60.61	\$ 116.71	April 8, 2025
B02 00205 0038	31850	TR COL	220 HELKE RD	2025	\$ 23.21	\$ 23.21	April 8, 2025
B02 00205 0039	31850	TR COL	214 HELKE RD	2025	\$ 44.12	\$ 44.12	
B02 00309 0031	31850	TR COL	704 PAULA ST	2025	\$ 22.67	\$ 22.67	
B02 00501 0001	31850	TR COL	50 HALIFAX DR	2025	\$ 20.97	\$ 20.97	
B02 00501 0001	31850	TR COL	48 HALIFAX DR	2025	\$ 20.97	\$ 20.97	
B02 00502 0017	31850	TR COL	1103 ROBINETTE AVE	2025	\$ 66.88	\$ 66.88	April 8, 2025
B02 00503 0001	31850	TR COL	1155 E NATIONAL RD	2025	\$ 56.10	\$ 56.10	
B02 00705 0009	31850	TR COL	1006 STONEYSPRINGS RD	2025	\$ 242.42	\$ 480.34	April 8, 2025
B02 00712 0017	31850	TR COL	9364 PETERS PIKE	2025	\$ 60.61	\$ 116.71	April 8, 2025
B02 00807 0001	31850	TR COL	538 BROWN SCHOOL RD	2025	\$ 23.51	\$ 23.51	April 8, 2025
B02 01015 0001	31851	TR COL	2858 NATIONAL RD W	2025	\$ 77.61	\$ 77.61	April 8, 2025
B02 01102 0008	31850	TR COL	8612 S BROWN SCHOOL RD	2025	\$ 60.61	\$ 116.71	April 8, 2025
B02 01203 0004	31850	TR COL	7609 N DIXIE DR	2025	\$ 60.61	\$ 116.71	April 8, 2025
B02 01203 0050	31851	TR COL	3085 STOP EIGHT RD	2025	\$ 54.48	\$ 54.48	April 8, 2025
B02 01203 0082	31850	TR COL	6201 MILLER LN	2025	\$ 60.61	\$ 116.71	April 8, 2025
B02 01204 0021	31851	TR COL	6921 HOMESTRETCH RD	2025	\$ 77.61	\$ 77.61	April 8, 2025
B02 01204 0027	31850	TR COL	6837 HOMESTRETCH RD	2025	\$ 60.61	\$ 116.71	April 8, 2025
B02 01204 0036	31850	TR COL	6812 HOMESTRETCH RD	2025	\$ 60.61	\$ 116.71	April 8, 2025
B02 01205 0029	31850	TR COL	6325 SHADY KNOLL DR	2025	\$ 60.61	\$ 116.71	April 8, 2025
B02 01206 0008	31850	TR COL	6070 VOLKMAN DR	2025	\$ 60.61	\$ 175.36	April 8, 2025
B02 01216 0002	31850	TR COL	6208 MILLER LN	2025	\$ 60.61	\$ 116.71	April 8, 2025
B02 01216 0003	31850	TR COL	6212 MILLER LN	2025	\$ 60.61	\$ 116.71	April 8, 2025
B02 01217 0009	31850	TR COL	3200 BENCHWOOD RD	2025	\$ 56.10	\$ 56.10	
B02 01405 0025	31850	TR COL	882 MARIDON CT	2025	\$ 28.90	\$ 28.90	
B02 01413 0012	31850	TR COL	785 DEERHURST DR	2025	\$ 60.61	\$ 116.71	April 8, 2025
B02 01422 0004	31850	TR COL	2326 CHEVIOT HILLS LN	2025	\$ 60.61	\$ 116.71	April 8, 2025
B02 50624 0006	31850	TR COL	92 VAN LAKE DR E	2025	\$ 136.26	\$ 136.26	April 8, 2025
					\$ 1,836.96	\$ 2,787.14	
				NEW	\$ 1,565.60		

SCHEDULE 1

EXHIBIT B		ORDINANCE	
Parcel ID	Project No	Year	YEAR TO DATE
B02 00105 0008	31850	2025	\$ 50.11
B02 00111 0007	31850	2025	\$ 25.58
B02 00205 0020	31850	2025	\$ 116.71
B02 00205 0038	31850	2025	\$ 23.21
B02 00502 0017	31850	2025	\$ 66.88
B02 00705 0009	31850	2025	\$ 480.34
B02 00712 0017	31850	2025	\$ 116.71
B02 00807 0001	31850	2025	\$ 23.51
B02 01015 0001	31850	2025	\$ 77.61
B02 01102 0008	31850	2025	\$ 116.71
B02 01203 0004	31850	2025	\$ 116.71
B02 01203 0050	31850	2025	\$ 54.48
B02 01203 0082	31850	2025	\$ 116.71
B02 01204 0021	31850	2025	\$ 77.61
B02 01204 0027	31850	2025	\$ 116.71
B02 01204 0036	31850	2025	\$ 116.71
B02 01205 0029	31850	2025	\$ 116.71
B02 01206 0008	31850	2025	\$ 175.36
B02 01216 0002	31850	2025	\$ 116.71
B02 01216 0003	31850	2025	\$ 116.71
B02 01413 0012	31850	2025	\$ 116.71
B02 01422 0004	31850	2025	\$ 116.71
B02 50624 0006	31850	2025	\$ 136.26
		TOTAL	\$ 2,591.47

EXHIBIT C					ORDINANCE NO.			
PARCEL ID	PROJECT NO.	PROJECT DESCRIPTION	ADDRESS	YEAR	CURRENT CHARGE	YEAR TO DATE	CURRENT CHARGES DUE	
B02 00104 0075	31100	DS & W	55 ELVA CT	2025	\$ 829.42	\$ 1,872.69	April 8, 2025	
B02 00105 0008	31101	DS & W	114 SKYVIEW DR	2025	\$ 155.62	\$ 155.62	April 8, 2025	
B02 00111 0007	31101	DS & W	408 CIRCLEVIEW	2025	\$ 333.05	\$ 333.05	April 8, 2025	
B02 00125 0024	31102	DS & W	843 DONORA DR	2025	\$ 39.83	\$ 39.83	April 8, 2025	
B02 00128 0031	31102	DS & W	830 NATIONAL RD E	2025	\$ 52.57	\$ 52.57	April 8, 2025	
B02 00201 0052	31100	DS & W	622 POOL AVE	2025	\$ 1,263.67	\$ 3,114.96	April 8, 2025	
B02 00204 0003	31100	DS & W	103 HELKE RD	2025	\$ 55.70	\$ 55.70		
B02 00205 0020	31100	DS & W	533 KOCH AVE	2025	\$ 241.12	\$ 446.14	April 8, 2025	
B02 00205 0038	31100	DS & W	220 HELKE RD	2025	\$ 72.08	\$ 72.08	April 8, 2025	
B02 00205 0039	31100	DS & W	214 HELKE RD	2025	\$ 220.76	\$ 220.76		
B02 00309 0031	31100	DS & W	704 PAULA ST	2025	\$ 58.63	\$ 58.63		
B02 00315 0007	31100	DS & W	36 N BROWN SCHOOL RD	2025	\$ 50.98	\$ 50.98		
B02 00501 0001	31100	DS & W	50 HALIFAX DR	2025	\$ 54.24	\$ 54.24		
B02 00501 0001	31100	DS & W	48 HALIFAX DR	2025	\$ 54.24	\$ 54.24		
B02 00502 0017	31100	DS & W	1103 ROBINETTE AVE	2025	\$ 309.88	\$ 454.97	April 8, 2025	
B02 00503 0001	31100	DS & W	1155 E NATIONAL RD	2025	\$ 178.06	\$ 323.15		
B02 00705 0009	31100	DS & W	1006 STONEYSPRINGS RD	2025	\$ 7,568.99	\$ 13,348.60	April 8, 2025	
B02 00807 0001	31100	DS & W	538 BROWN SCHOOL RD	2025	\$ 85.69	\$ 85.69	April 8, 2025	
B02 01021 0002	31100	DS & W	400 E NATIONAL RD	2025	\$ 939.72	\$ 939.72		
B02 01405 0025	31100	DS & W	882 MARIDON CT	2025	\$ 100.64	\$ 100.64		
B02 50624 0006	31100	DS & W	92 VAN LAKE DR E	2025	\$ 564.02	\$ 564.02	April 8, 2025	
					\$ 13,228.91	\$ 22,398.28		
				NEW	\$ 11,515.94			

SCHEDULE 1

EXHIBIT C		ORDINANCE	
Parcel ID	Project No	YEAR	YEAR TO DATE
B02 00104 0075	31100	2025	\$ 1,872.69
B02 00105 0008	31100	2025	\$ 155.62
B02 00111 0007	31100	2025	\$ 333.05
B02 00125 0024	31100	2025	\$ 39.83
B02 00128 0031	31100	2025	\$ 52.57
B02 00201 0052	31100	2025	\$ 3,114.96
B02 00205 0020	31100	2025	\$ 446.14
B02 00205 0038	31100	2025	\$ 72.08
B02 00502 0017	31100	2025	\$ 454.97
B02 00705 0009	31100	2025	\$ 13,348.60
B02 00807 0001	31100	2025	\$ 85.69
B02 50624 0006	31100	2025	\$ 564.02
		TOTAL	\$ 20,540.22

DEPARTMENTAL CORRESPONDENCE

TO: Civil Service Commission and Appeal Board
FROM: Leann Hanf, Human Resources Manager
DATE: March 11, 2025



MEETING MINUTES

ATTENDEES

Commissioner Harry G. Beyoglides, Jr. Chair; Commissioner Timothy Townsend; Commissioner Forest Moses; Human Resources Manager Leann Hanf

CALL TO ORDER

Commissioner Beyoglides called the meeting to order at 4:52 p.m. on March 11, 2025. The meeting was open to the public and was held in the Large Conference Room at the City of Vandalia Municipal Building at 333 James Bohanan Memorial Drive.

APPROVAL OF MINUTES

Mrs. Hanf provided the draft February 12, 2025 meeting minutes for the Commission's review. Commissioner Beyoglides called for review and comments on the minutes. There were none. Commissioner Townsend made a motion to approve the minutes, Commissioner Beyoglides seconded the motion. Forest Moses Abstained. Motion passed 2-0.

APPROVAL OF THE AGENDA

The agenda was approved by general consent.

OLD BUSINESS

None.

NEW BUSINESS

I. Approval/Cancellation/Extension of Eligibility Lists

Approval of Fire Captain List:

Mrs. Hanf presented an eligibility list for the competitive recruitment for the classification of Fire Captain for approval by the Civil Service Commission and Appeal Board. Mr. Moses moved to approve the list as presented for a period of one year from today. Mr. Townsend provided a second. Motion passed unanimously, 3-0.

Approval of Police Officer List:

Mrs. Hanf presented an eligibility list for the competitive recruitment for the classification of Police Officer for approval by the Civil Service Commission and Appeal Board. Mr. Moses moved to approve the list

as presented for a period of one year from today. Mr. Townsend provided a second. Motion passed unanimously, 3-0.

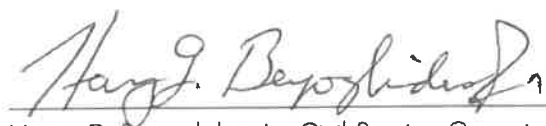
GENERAL DISCUSSION

Mrs. Hanf presented a draft document of the Civil Service Commission and Appeal Board Rules for review by the Commissioners.

ADJOURNMENT

It was moved by Commissioner Moses to adjourn, which was seconded by Commissioner Townsend. Motion carried, 3-0.

The meeting was adjourned at 5:05 p.m.



Harry G. Beyoglides, Jr., Civil Service Commission Chairman

4/9/2025
Date

CC:

Kurt E. Althouse, Interim City Manager

Rob Cron, Assistant City Manager

Department Heads

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



Bill Listing Report

Payment Date Range: 03/01/2025 - 03/31/2025

Vendor Name	Vendor Number	Payable Description	Total Payments
4IMPRINT INC	05422	Table Runner for Special Events/Aaron	174.71
A BROWN & SONS NURSERY INC	00933	Fertilizer	249.00
A TO Z APPLIANCE SERVICE	00477	Clothes Dryer Repair/Jack	119.00
ACE HARDWARE HOME SERVICES, INC	07633	HVAC Inspection for 10. W. National Road	623.00
ACUSHNET COMPANY	06751	Pro Shop Merchandise/Ben	1,832.70
ADOBE SYSTEMS INC	02436	ADOBE CLOUD ALL APPS	395.93
Advowaste Medical Services	00629	Haz Waste pick-up	94.00
AGILE NETWORKS	06613	MARCS radio VPN fees	1,860.00
AIR COMMERCE	02515	Station 3 Storage Facility Rental	2,589.40
ALLEN LAY	06979	Kona Ice for Feb Family Fun Night/Sara	258.50
AMAZON CAPITAL SERVICES	04538	PRINTING SUPPLIES	6,958.51
AMERICAN AIRLINES	05860	Air Fare- 2025 NPELRA Conference Portlan,OR-	1,024.43
AMERICAN HEART ASSOCIATION	07060	CPR/ACLS Cards	81.60
ANTHEM BCBS	01135	C.Srode-DOS:8/24/24-Acct#427-2024-	232.63
APCO INTERNATIONAL INC	00603	EMD - medical portion	150.00
APPLIED MECHANICAL SYSTEMS INC	02064	Pressure Switch - HAVAC	2,951.00
APWA	02111	Project Mgt. / Const. Insp. Roundtable	46.36
Arotech Training & Simulation	02079	MIL0 extended warranty	1,686.50
AT&T MOBILITY	05444	First Net Phones and HotSpots	1,035.25
Atlantic Emergency Solutions Inc	03530	SCBA Masks	3,632.60
Backflow Solutions Inc	00646	ANNUAL BSI ONLINE SUBSCRIPTION FEE	495.00
BADGER METER INC	05583	Meters and Software	4,627.34
BATTERIES PLUS	05121	Prevention 1 truck Battery	331.00
BEAU TOWNSEND FORD INC	00616	B3 Mirror Assembly	1,494.14
BENJAMIN WALKER	04866	Walker, Ben - Tuition Reim. Oct 2 - Nov 26,	676.00
Big Hug LLC	02365	Commemorative Tree Charms	65.65
BIOMETRIC INFORMATION MGMT	06370	subscription renewal fingerprint system	1,800.00
BOB SUMEREL TIRE CO	01992	Prevention 2 Tires	560.08
BOBCAT OF DAYTON	04678	Annual Maintenance Check	938.93
BONBRIGHT DISTRIBUTORS	07416	DRINKS - GOLF COURSE	115.14
BOOST ENGAGEMENT LLC	00246	Employee Awards	280.00
BOUND TREE MEDICAL LLC	00157	EMS Supplies	965.92
BOWLING GREEN STATE UNIVERSITY	02266	Rescue Tech - Schumann	3,850.00
Brixilated LLC	00120	Brixilated Presidents Day Camp/Sara	663.00
BUCKEYE POWER SALES CO	00113	Generator PM - VRC, MB, JC, Trailer	4,335.00
BUTLER TOWNSHIP	05706	Monthly Collections/Settlement	16,278.47
BUTLER TOWNSHIP	06202	Monthly Collections/Settlement	48,324.88
CADRE COMPUTER RESOURCES	05376	MIMECAST EMAIL FILTER RENEWAL	11,040.00
CAPITAL ELECTRIC LINE BUILDERS	00668	GENERAL SIGNAL MAINTENACE	3,101.19
CARDINAL DESIGNS	05207	tags/Awards	16.00
CARGILL INC	00285	SALT	32,798.81
CCA DIVISION OF TAXATION	06031	Courtesy Withholding	109.90
CCA DIVISION OF TAXATION	06032	COURTESY WITHHOLDING	71.94
CDW GOVERNMENT	05230	BEYONDTRUST REMOTE SUPPORT	13,285.83
CHILDREN'S MEDICAL CENTER	01403	Pinwheels	25.00
CHOICE ONE ENGINEERING CORP	03627	Easement Documents for Dog Leg Utilities	6,865.00
CINCINNATI BELL	01796	2025 Phone Service	901.62
CINCINNATI BELL ANY DISTANCE	05803	800 & Long Distance Service	82.05
CINTAS CORPORATION	01535	UNIFORM RENTAL	1,633.43
CITY OF BROOKVILLE	04601	Collections/ Settlement - March 2025	398,104.89
CITY OF DAYTON	01108	Kendall Electric Revenue Sharing w/ City of	17,465.70
CITY OF DAYTON	01368	COURTESY WITHHOLDING	107.90
CITY OF HUBER HEIGHTS	07304	COURTESY WITHHOLDING	100.92
CITY OF KETTERING	02367	COURTESY WITHHOLDING	59.30
CITY OF TROTWOOD INCOME TAX	02137	Courtesy Withholding	66.61

Vendor Name	Vendor Number	Payable Description	Total Payments
CITY OF VANDALIA	02724	Child Support Fee	21,980.84
CITY OF VANDALIA TAX DEPT	05277	CITY INCOME TAX	23,027.25
CITY OF WYOMING	06371	Tree City Awards - Sherry, Bryan, Ethan	75.00
Club Caddie	07380	Computer POS System/Ben	315.00
COATE CONSTRUCTION LLC	01648	Curbs and Sidewalks 2025	12,285.00
Columbus Bar Association	02109	Notary Renewal and Supplies	114.30
COMFORT INN & SUITES	06122	Schumann BGSU Lodging	476.66
Companion Life Insurance	07314	Companion Life	352.38
CONNOR MATLOCK	07635	Matlock M&I Kaminsky FTO Training Feb. 17-	132.13
CONSTANT CONTACT BILLING	06380	Email Blast Services/Alicia	264.00
CORE & MAIN LP	00621	PARTS AND SUPPLIES	211.26
COUNTY TREASURERS' EDUCATIONAL	05515	2024 and 2025 CPIM CERTIFICATION FEE	200.00
CULLIGAN-DAYTON-FAIRBORN OH	05485	2025 WATER SERVICE	63.20
CWFA	03973	Annual Membership and Charity Fund	325.00
CYNTHIA M. HECK	01566	travel expenses from Judge's Winter	39.60
DANIEL GRIFFIETH	07485	BOOT REIMBURSEMENT	225.00
DAYTON DOOR SALES	00143	JC Supplies	156.50
DAYTON POWER & LIGHT COMPANY	00153	2025 Electric Service	13,163.59
DECLAN SCHEFFLER	07414	Youth Basketball Refs/Maecie	275.00
DEVELOPMENT PROJECTS INC	00703	K. Althouse-2025 DDC Fly-In Registraton &	4,100.00
DOLLAR TREE DIRECT	02542	Program Supplies/Sara	32.50
DOMINO'S PIZZA	03451	Kids Night Out Pizza/Sara	50.55
DYNAMARK MONITORING INC	03966	Alarm Monitoring/Rudy	537.00
EASTWAY CORPORATION	02475	competency & insanity evaluations	700.00
EBMC	00418	Lincoln Financial	523.35
ELECTRONIC FEDERAL TAX PAYMENT	05243	Income Tax Withholding	144,129.84
EMBASSY SUITES HOTELS	00311	Hotel - ADA Training Event-L.Hanf	216.14
ERIK BLAINE	06117	2025 Prosecutor Charges	2,600.00
Erika Birkley	00041	PSS 2 Psych Eval	700.00
ESTEP FAMILY PROPERTIES LLC	07436	HARDFILL DISPOSAL	440.00
F & E PAYMENT PROS	01768	Service & Support - New Signature -	425.00
FAMILY DOLLAR	05810	PANS FOR METERS	22.50
FASTSIGNS	00144	Car 18 decals removed	400.00
FBINAA	03147	FBINAA dues	125.00
FEDEX	04228	Postage	47.69
FERGUSON WATERWORKS	06130	MTR BOX AUTO FLUSH STATION 1"	4,175.53
Fidelity Security Life Insurance Company	02086	Admin Fees - Eye Med	1,465.34
FIRECOM	04597	L3 Headset Repair	175.00
Firehouse Fabricators Inc	02517	Window Simulator for Training Prop	7,200.00
Fisher Auto Parts Inc	02801	DIESEL EXHAUST FLUID	160.80
FLEX BANK	04990	2025 Funding	20,000.00
ForeverLawn of Ohio, Inc	07362	Victory Park - Turf/Alicia	11,520.50
FRITZ, RUMER, COOKE CO., INC	05824	RR Inspection	175.00
Fun Inflatables LLC	03837	2 Inflatables-Feb Family Fun Night/Sara	870.75
GALLS LLC	01100	Boots - Stout	427.33
GARDNER TOBIN INC	00219	Supplies	550.24
Geer Gas Corp	01035	Oxygen	141.12
GEOGRAPH INDUSTRIES INC	07473	Municipal Building Signage	6,510.00
GOLF MAX	05904	Pro Shop Merchandise/Ben	228.17
GOVERNMENT FORMS & SUPPLIES	06165	printing deposit ticket books (2 accounts)	564.75
GRAINGER	03234	Supplies/Marty	182.08
Granite Telecommunications, LLC	03263	2025 Phone Service	543.10
GREATER MONTGOMERY COUNTY	01674	Annual Membership	280.00
GREEN VELVET SOD FARMS	02005	Supplies	3,444.60
GREG JUSTICE	06208	Youth Basketball Refs/Maecie	555.00
GRIMCO, INC	04388	PRINTING SUPPLIES	1,386.15
HARRIS SOD & SEED LTD	03914	Yard Waste Disposal	5,000.00
HARRY REED	07462	Boot Allowance	225.00
HEIDELBERG OF DAYTON	00032	DRINKS - GOLF COURSE	383.81
HENSCHEN AND ASSOCIATES INC	05457	case management software license (5/24/25-	2,175.00
High Bridge Consulting LLC	04336	2025 Lobbying Sevices	2,000.00
HILTON HOTELS	04256	OCMA Conference-Hotel-ICM Althouse	638.00

Vendor Name	Vendor Number	Payable Description	Total Payments
HOBBY LOBBY	01361	Flower Planter Decorations	15.26
HOLIDAY INN	00310	Hotel FTO Training (202 and 213)	858.74
HYPER-REACH	06376	Annual Subscription	4,750.00
I SUPPLY COMPANY	00071	Custodial Supplies	1,926.03
I-70/75 DEVELOPMENT ASSOC	00631	I-70/75 2025 Membership	325.00
ICMA	00283	ICMA	160.00
IGS ENERGY	02184	2025 Gas Service	19,920.55
IGS ENERGY	05912	2025 Gas Service - Rec Center	4,833.50
INFINTECH	07108	Merchant Bank Fees	1,080.54
INSOURCE SOLUTIONS GROUP INC	05061	E-Filed Tax Returns	339.15
INTERSTATE BILLING SERVICE INC	06147	Medic 3 Maintenance/Repair	576.15
INTRADO LIFE & SAFETY SOLUTIONS	06549	Remote Phone Laptop	2,279.73
ITSAVVY LLC	07050	MICROSOFT 365 LICENSES ANNUAL	24,379.76
J SPIVEY PHOTOGRAPHY	05696	5x7 prints of 2024 Officer & Civilian of the	30.00
JACKSON LEWIS PC	06759	Legal Services	5,874.00
JEFFREY S TYLER	05964	Plan Review	640.00
JEFF'S LAWN SERVICE LLC	06360	Property Clean-ups	2,230.00
Jerry Pate Turf & Irrigation	00090	James - Equipment Training	144.27
JF ACQUISITION, LLC	07602	Maintenance	1,189.49
JIM'S DONUT SHOP	06277	Employee Appreciation & Interviews	30.50
John Dsuban Spring Service Inc	05363	Liquid Spring - M3	15,000.00
Joseph M Helfrich	07397	Performer/Alicia	150.00
JOSHUA EWING	07599	Tree Clearing at 810 Northwoods PW Facility	74,038.42
KATIE BLAUSER	02604	Eat Pretty Darling Programs/Sara	276.00
KE ROSE COMPANY LLC	05112	Cage install to new VPD cruiser to rotate old	3,132.72
KIESLER'S POLICE SUPPLY INC	01342	Ammunition	5,986.30
KOENIG EQUIPMENT INC	05351	CHAINS FOR CHAINSAWS	511.23
KORT JUSTICE	07409	Youth Basketball Refs/Maecie	250.00
K-TECH SPECIALTY COATINGS LLC	07597	BEET HEET DE-ICER	6,970.49
KURT ALTHOUSE	06355	OCMA Meal - Personal Credit Card	46.00
LAFORCE INC	06681	Entrance and new hardware - Security	4,011.75
Legal Shield	07313	Legal Shield	18.95
LOWES	02381	Whirlpool Clothes Dryer/Jack	1,032.56
MARRIOTT HOTELS	01753	BTD Conference Hotel (Dyke)	370.23
MARY DYKE	07638	Dyke - M&I (BTD Conference)	175.53
MATTHEW BENDER & CO INC	04763	Updates for Rules Governing Courts in Ohio	118.43
MCGOHAN BRABENDER, INC.	04980	Consulting Fees	3,750.00
MECHANICAL SYSTEMS OF DAYTON	03665	Justice Center Exhaust Fan Replacements	30,388.48
MEDICAL MUTUAL	03964	2025 Dental Claims	5,099.66
MEGACITY FIRE PROTECTION INC	00375	Annual Inspections/Ansul System/Monitoring	225.00
Metal Designs NY Inc	00415	Commemorative Tree Plaques	209.34
METRONET LLC	03702	MetroNet Fiber Lease	2,072.15
MIAMI COUNTY FIRE & EMERGENCY	01558	Annual Membership	25.00
MIAMI VALLEY LIGHTING LLC	02771	2025 Street Lighting	13,327.65
MICHAEL KREILL	07408	Youth Basketball Refs/Maecie	250.00
MIDWEST SECURITY SERVICES INC	06344	Access Control - Building Security	13,952.27
MINUTEMAN PRESS	00862	printing 3k 3-part carbonless pretrial notices	423.69
MISCELLANEOUS VENDOR	09011	Accidental Personal Charge on C.Follick P	146.66
MONTGOMERY COUNTY LAW LIBRARY	00147	2025 Law Library Distributions	1,781.70
MONTGOMERY COUNTY SANITARY	00333	Helke Park Playground Debris Dump	628.43
MONTGOMERY COUNTY SHERIFF	00480	MCSO Fingerprints	210.00
MOTOROLA SOLUTIONS INC	00777	Flex/GIS Server Migration	12,124.58
MUFFLER BROTHERS	02076	Vehicle Maintenance	125.86
NAPA AUTO PARTS	00645	VEHICLE & EQUIPMENT PARTS & SUPPLIES	1,930.20
National Background Check Inc	00308	Background Check for Notary Renewal	40.00
NAVIA	02390	HSA Employee Contribution	18,086.80
NELSON CLYMER	07634	Clymer M&I - Kaminsky FTO Training, Feb 17-	205.22
NITV FEDERAL SERVICES LLC	05628	CVSA Recertification - Sgt Lawson	695.00
Nnamdi Anene	01829	Youth Basketball Refs/Maecie	240.00
NOAH BACK	07579	Presentations/Toni	215.00
NORMAC COMPANY, LLC	07370	ASPHALT	4,359.00
NORTH AMERICAN RESCUE LLC	06678	Tourniquets	344.34

Vendor Name	Vendor Number	Payable Description	Total Payments
NORTH DIXIE HARDWARE INC	01633	PARTS AND SUPPLIES	713.86
NORTHERN AREA WATER AUTHORITY	04471	2025 Water Service	101,320.40
NPELRA	02972	2025 ADA Training Event-L.Hanf	400.00
ODP BUSINESS SOLUTIONS LLC	02727	Office Supplies	1,628.89
OFFICIAL PAYMENTS CORP	07052	Return ACH Fees	10.00
OHIO ASSOC OF CHIEFS OF POLICE	00401	First Line Supv (Matlock, Schumann, Clymer)	620.00
OHIO ASSOC OF MAGISTRATES	00552	conference fees for spring magistrate	650.00
OHIO CHILD SUPPORT	07306	PY Deduction Child Support	3,497.06
OHIO ECONOMIC DEVELOPMENT	05070	Registration-2025 Ohio Basic ED Course-ACM	649.00
OHIO FIRE CHIEFS ASSOCIATION	00412	2025 Officer Dev. Conference	550.00
Ohio Newspapers	04961	Advertising	794.88
OHIO NORTHERN UNIVERSITY	05651	Survey Seminar - R. Cron	150.00
Ohio Notary Services LLC	03226	Notary Supplies	79.08
OHIO PATROLMEN'S BENEVOLENT	07308	OPBA Union Dues	1,231.92
OHIO POLICE & FIRE PENSION	00455	OP&F POLICE	133,127.44
OHIO PUBLIC EMPLOYEES	00465	OPERS FULL TIME P1	158,745.06
OHIO PUBLIC EMPLOYEES DEFERRED	05045	OHIO DEFERRED COMPENSATION	54,253.00
OHIO SCHOOL DISTRICT TAX	01944	School District Tax	3,294.25
OHM ADVISORS	07162	Robinette Design - Phase II	16,350.00
O'REILLY AUTO PARTS	06222	parts/supplies	16.98
OUTDOOR ENTERPRISE LLC	00970	Art Park Amphitheater Construction Project	81,495.00
P&R COMMUNICATIONS SERVICE INC	00863	P&R Radio Maintenance Contract	1,461.00
PACE ANALYTICAL SERVICES INC	00057	WASTEWATER SAMPLE SERVICES	4,370.00
PANERA BREAD	01805	Lunch for PD Chief Interviews	129.17
PERRY PROTECH INC	06738	MIMAKI LARGE FORMAT PRINTER UCJV300-	22,638.43
PHOENIX SAFETY OUTFITTERS	01125	Uniforms	7,483.26
PICKREL BROS INC	00447	Soccer Restroom Supplies/Jerrod	309.53
PICKREL SCHAEFFER & EBELING	05148	Legal Services	11,459.78
PITNEY BOWES	01280	Postage Machine Lease	1,062.30
PITNEY BOWES INC.	00750	lease for metered mail machine 3/30/24 to	6,565.80
PLATTENBURG & ASSOCIATES, INC	05490	Audit Services	7,600.00
PLAYCARE PLAYGROUND SPECIALISTS	06077	Luther's - Annual Maintenance/Sara	850.00
POWELL COMPANY INC	00380	Station Supplies	630.75
PRADCO	00193	Fire Captain Assessments	5,100.00
PREMIER OCCUPATIONAL HEALTH	01900	Dept. Physicals	3,632.51
PROFORMA	00440	PILOT shirts and items	1,753.97
PROGRESSIVE PRINTERS INC.	01350	Warning tickets	725.00
PROPUMP & CONTROLS INC	07540	Golf Pump Station and Control Panel Project	113,582.47
PSS CONTRACTORS LLC	07551	VRC Pool UV Inspection/Jerrod	325.00
R & R PRODUCTS INC	01446	Supplies/Marty	1,061.85
R J COX COMPANY	02876	Supplies	490.00
Rebecca Roderer	01622	Arts Program Instructor/Sara	204.00
Region 3 Rescue Strike Team	03827	Annual Membership	488.45
ROBERT CHANDLER	06885	Zumba Instructor Services/Josh	290.00
Rodney Creech	00110	Clearing Power Poles and Wires to Well	2,400.00
Roy David Klotz	01211	Helmet Tet's	121.30
RUMPKE INC	00737	Refuse Collection	240,177.60
RYAN MALOTT	07502	BOOT REIMBURSEMENT	225.00
SAFETY KLEEN	00504	TOOL CLEANER	625.70
SAMS CLUB DIRECT	01632	Vending Machine Supplies/Jack	2,897.54
SCHLEGEL CREATIVE	04292	May-August Program Guide/Alicia	4,622.32
SCHWAAB INC	06150	Boards & Commissions Name Plates Cox &	31.49
Sectigo Inc	00515	SECTIGO SSL CERTIFICATE RENEWAL	3,058.99
SHERWIN WILLIAMS CO	02898	Supplies	61.95
SILVERSKY INC	07481	SILVERSKY ANNUAL SERVICE (APPROVED BY	8,519.25
SKID STEER SOLUTIONS LLC	07640	CONCRETE MIXER	8,967.85
SMARTBILL	06325	2025 Utility Bills Service Fees	6,720.27
SOUTHWEST OHIO MUNICIPAL CLERKS	01615	southwest ohio clerks assoc dinner meeting	150.00
Spectrum	05271	2025 Cable/Internet	757.68
STAMPS.COM	05841	Survey letter postage	319.99
STANDARD INSURANCE COMPANY	04474	2025 Insurance Premiums	3,140.48
STAPLES BUSINESS ADVANTAGE	04461	printer toner cartridge & pens	596.81

Vendor Name	Vendor Number	Payable Description	Total Payments
STATE OF OHIO TAX	00562	Withholding	25,290.21
STILLWATER VALLEY CATERING, LLC	03503	2024 Service Awards Luncheon	1,083.19
STOP STICK LTD	02670	Pursuit Prevention Devices	801.00
Sun Life Assurance Company	00011	Voluntary Critical Illness	2,860.44
SUNBELT RENTALS INC	02125	Marking Paint	60.78
SUNRISE COOPERATIVE INC	05700	Fuel	1,870.00
SUPER TECH HEAVY DUTY	07020	Engine 1 Repairs and EOY Maint	10,938.65
SUPERIOR UNIFORM SALES, INC	00130	bailliff/security officer uniforms	339.75
SWIM SAFE POOL MANAGEMENT	02118	Aquatic Services/Aaron	32,478.18
SWOBOA	01481	Training Seminar Feb 21 Mastrino Barnett &	75.00
SWOP4G	01527	MEMBERSHIP FEE SWOP4G	35.00
Taylor's Tins LLC	01797	Helmet Fronts/Accountability	750.00
TEAMSTERS LOCAL 957	07311	TEAMSTERS Union Dues	785.00
TeamViewer GMBH	03942	TEAMVIEWER RENEWAL	2,344.98
THOMAS SHELBY & CO, INC	00398	Dispatch Chair Lease Renewal	2,861.98
THOMSON REUTERS - WEST	01034	CLEAR monthly online/software subscription	270.11
TITAN GRAPHICS LLC	06402	Staff Embroidery/Aaron	78.43
TK ELEVATOR CORP	01268	MB Elevator Services	895.78
TREASURER OF STATE	00348	2025 Sales Tax	30.48
TREASURER STATE OF OHIO	01281	Boiler Inspection/Rudy	68.25
TREASURER, STATE OF OHIO	00103	LEADS	600.00
TREASURER, STATE OF OHIO	01194	Drug License	567.00
TREASURER, STATE OF OHIO	02760	New Public Works Facility NOI	387.22
TREASURER, STATE OF OHIO/BBS	01940	BBS Fees	471.09
TRIAD TECHNOLOGIES LLC	04567	HYDRAULIC HOSE FOR MINI EXCAVATOR	130.62
TRI-CITIES NR WW AUTHORITY	02568	2025 WWT Services	107,810.00
TYLER JACKSON	07484	BOOT REIMBURSEMENT	189.99
UNITED HEALTHCARE	01134	Admin Fees - 2025	205,146.05
UNITED STATES POSTAL SERVICE	01202	Postage/Shipping	22.14
Universal Background Screening	04700	Candidate Background Checks	585.85
UPS STORE	05957	Senior Center Newsletters/Alicia	1,494.39
VANDALIA BUTLER CHAMBER	00547	2025 VB Chamber Annual Meeting	195.00
VANDALIA OPTOMETRY	00513	Safety Glasses	150.00
VANDALIA RENTAL	00665	Streetscape Tree Replacement Project	1,014.00
VECTREN ENERGY DELIVERY	04326	2025 Gas Service	10,995.05
VERIZON WIRELESS	01962	2025 Cell Phone Service	3,048.88
VERMONT SYSTEMS INC	03822	BANK FEES	1,758.63
VILLAGE OF NEW LEBANON	06777	Courtesy Withholding	246.35
Water Management Association of Ohio	00755	OSWA Webinar MS4 Ben Borton	27.00
WDC Group LLC	00035	Design & Const Management Public Works	49,063.89
WEST CARROLLTON CITY INCOME TAX	06574	Courtesy Withholding	13.03
WESTERN OHIO GRAPHICS CORP	03095	Tax Envelopes	1,777.69
WHITE CAP, LP	07582	WORK HATS	1,762.90
WITMER PUBLIC SAFETY GROUP INC	05245	BTFD Pike Pole	135.24
ZW USA INC	05844	Mutt Mitts	1,077.88
Grand Total:			2,699,639.03



Purchases Over \$25,000 Report

Payment Date Range: 03/01/2025 - 03/31/2025

Vendor Name	Vendor Number	Payable Description	Total Payments
BUTLER TOWNSHIP	06202	Monthly Collections/Settlement	48,324.88
CARGILL INC	00285	SALT	32,798.81
CITY OF BROOKVILLE	04601	Collections/ Settlement - March 2025	398,104.89
ELECTRONIC FEDERAL TAX PAYMENT	05243	Income Tax Withholding	144,129.84
JOSHUA EWING	07599	Tree Clearing at 810 Northwoods PW Facility	74,038.42
MECHANICAL SYSTEMS OF DAYTON	03665	Justice Center Exhaust Fan Replacements	30,388.48
NORTHERN AREA WATER AUTHORITY	04471	2025 Water Service	101,320.40
OHIO POLICE & FIRE PENSION	00455	OP&F POLICE	133,127.44
OHIO PUBLIC EMPLOYEES	00465	OPERS FULL TIME P1	158,745.06
OHIO PUBLIC EMPLOYEES DEFERRED	05045	OHIO DEFERRED COMPENSATION	54,253.00
OUTDOOR ENTERPRISE LLC	00970	Art Park Amphitheater Construction Project	81,495.00
PROPUMP & CONTROLS INC	07540	Golf Pump Station and Control Panel Project	113,582.47
RUMPKE INC	00737	Refuse Collection	240,177.60
STATE OF OHIO TAX	00562	Withholding	25,290.21
SWIM SAFE POOL MANAGEMENT	02118	Aquatic Services/Aaron	32,478.18
TRI-CITIES NR WW AUTHORITY	02568	2025 WWT Services	107,810.00
UNITED HEALTHCARE	01134	Admin Fees - 2025	205,146.05
WDC Group LLC	00035	Design & Const Management Public Works	49,063.89
Grand Total:			2,030,274.62



PNC BANK
PO BOX 828702
PHILADELPHIA PA 19182-8702

PNC Bank N.A.
P.O. Box 828702
Philadelphia, PA 19182-8702

CITY OF VANDALIA
CORPORATE ACCOUNT
ATTN BRIDGETTE LEITNER
333 JAMES BOHANAN DR # 3
VANDALIA OH 45377-2319

ACCOUNT NUMBER XXXX XX03 3300 0001
PAYMENT DUE DATE 03-19-25
AMOUNT DUE \$33,222.01
CURRENT BALANCE \$33,222.01

AMOUNT
ENCLOSED \$

7740448070403330000019003322201900332220197

Please tear payment coupon at perforation.

STATEMENT MESSAGES



CORPORATE ACCOUNT SUMMARY

CORPORATE ACCOUNT NUMBER
XXXXXX0333000001

CLOSING DATE 03-12-25
PAYMENT DUE DATE 03-19-25
CREDIT LIMIT 450,000
AVAILABLE CREDIT 416,778

PREVIOUS BALANCE 33,273.90
PURCHASES AND OTHER CHARGES 34,465.18
CASH ADVANCES .00
CREDITS 1,243.17
PAYMENTS 33,273.90-

CUSTOMER SERVICE AND LOST CARD REPORTING
Inside U.S. 1-800-685-4039
Outside U.S. 1-706-644-3224

LATE PAYMENT CHARGES .00
CASH ADVANCE FEE .00
FINANCE CHARGES .00

SEND BILLING INQUIRIES TO:
PNC BANK
PO BOX 828702
PHILADELPHIA PA 19182-8702

NEW BALANCE 33,222.01
TOTAL PAYMENT DUE 33,222.01
DISPUTED AMOUNT .00



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ACCT. NUMBER: XXXX XX03 3300 0001

CREDIT LIMIT	450,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	33,222.01	MINIMUM PAYMENT DUE	33,222.01
AVAILABLE CREDIT	416,777.99	PAYMENT DUE DATE	03-19-25

CORPORATE ACCOUNT ACTIVITYCITY OF VANDALIA
XXXX-XX03-3300-0001TOTAL CORPORATE ACTIVITY
\$33,273.90 CR

Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-19	02-19		AUTO PAYMENT DEDUCTION	33,273.90 CR

INDIVIDUAL CARDHOLDER ACTIVITYKRISTEN M CARNES
XXXX-XX03-3300-0084

CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
\$0.00	\$570.44	\$0.00	\$570.44

Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-24	02-23	24632165054105120022153	AMAZON MKTPL*K479D04G3 AMZN.COM/BILL WA	195.57
02-24	02-24	24011345055500016905546	AMAZON RETA* Q187J5X03 WWW.AMAZON.CO WA	270.90
02-26	02-26	24892165057107112163620	AMAZON MKTPL*TJ46VDH83 AMZN.COM/BILL WA	18.97
02-28	02-27	2444500058300532872243	FSP*THE COLUMBUS BAR ASSO 614-221-4112 OH	45.00
03-03	02-27	24707805059030050260674	NATIONAL BACKGROUND CHECK 614-508-6281 OH	40.00

JERROD M HILL
XXXX-XX03-3300-0191

CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
\$0.00	\$937.81	\$0.00	\$937.81

Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-19	02-17	24639235049900014671569	NORTH DIXIE HARDWARE DAYTON OH	25.18
02-21	02-20	24733085051043918240476	JERSEY MIKES 2141 FRANKLIN OH	31.84
02-27	02-26	24323005057111673088248	PICKREL BROTHERS DAYTON OH	265.88
03-05	03-03	24639235063900018060877	NORTH DIXIE HARDWARE DAYTON OH	18.77
03-05	03-04	24333225063262416027507	DAYTONDOORSALLES,INC.DAYT 937-253-9181 OH	156.50
03-07	03-05	24183045068006702624446	GARDNER-TOBIN DAYTON OH	438.84

DARREN DAVEY
XXXX-XX03-3300-0415

CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
\$29.69	\$4,984.75	\$0.00	\$4,955.06

Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-13	02-12	24943005043148471477872	MOTOROLA WLS 631-792-1748 IL	900.00
02-13	02-12	2494301504300400046531	MOTOROLA MANUAL 800-422-4210 IL	1,160.00
02-14	02-13	24943005044149072497177	MOTOROLA WLS 631-792-1748 IL	900.00
02-20	02-19	24692165060101875496102	AMAZON MKTPL*C241X0U23 AMZN.COM/BILL WA	194.98
02-21	02-20	24692165051102503715654	AMAZON MKTPL*T18N88HM3 AMZN.COM/BILL WA	111.57
02-21	02-20	24088285051744858158139	ADOBE *ADOBE 408-538-6008 CA	425.62
02-24	02-24	2488216505105441389157	AMAZON MKTPL*KC2HX7SW3 AMZN.COM/BILL WA	449.41
02-24	02-23	24692165054104891807538	AMAZON MKTPL*QF8JK38G3 AMZN.COM/BILL WA	789.13
03-07	03-07	24692165066105430866170	AMAZON MKTPL*9C1HLD0F83 AMZN.COM/BILL WA	85.03
03-10	03-09	74038285069714883575813	ADOBE *ADOBE 4085368000 CA	29.89 CR

BRYAN FINE
XXXX-XX03-3300-0682

CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
\$0.00	\$119.31	\$0.00	\$119.31

Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-13	02-12	24783385043002794879097	SHERWIN-WILLIAMS701218 HUBER HTS OH	61.95
03-03	02-27	24639235059900015877876	NORTH DIXIE HARDWARE DAYTON OH	57.36



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ACCT. NUMBER: XXXX XX03 3300 0001

CREDIT LIMIT	450,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	33,222.01	MINIMUM PAYMENT DUE	33,222.01
AVAILABLE CREDIT	416,777.99	PAYMENT DUE DATE	03-19-25

INDIVIDUAL CARDHOLDER ACTIVITY

BRIDGETTE LEITER
XXXX-XX95-6001-7125CREDITS
\$0.00PURCHASES
\$200.00CASH ADV
\$0.00TOTAL ACTIVITY
\$200.00

Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-17	02-15	24445005047000922376279	TOS/CPIM 614-752-8484 OH	100.00
02-17	02-15	24445005047000922376362	TOS/CPIM 614-752-8484 OH	100.00

EMILY HUWER
XXXX-XX95-8018-3810CREDITS
\$0.00PURCHASES
\$59.79CASH ADV
\$0.00TOTAL ACTIVITY
\$59.79

Post Date	Trans Date	Reference Number	Transaction Description	Amount
03-07	03-06	24164075065105441408831	STAPLS7663038347000001 877-8267755 MI	59.79

RUDY WELLS
XXXX-XX95-8022-0802CREDITS
\$0.00PURCHASES
\$1,439.97CASH ADV
\$0.00TOTAL ACTIVITY
\$1,439.97

Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-27	02-26	24801976057255938008889	A. BROWN & SONS NURSERY 937-884-5828 OH	249.00
03-03	02-28	24639235061900015778762	NORTH DIXIE HARDWARE DAYTON OH	36.86
03-05	03-03	24137465083200278274033	HOBBY LOBBY #857 HUBER HEIGHTS OH	15.26
03-10	03-07	24639235068900016483746	NORTH DIXIE HARDWARE DAYTON OH	60.97
03-12	03-11	24765016070269857548902	MUTT MITT 800-789-2563 CA	1,077.88

ALICIA MCCracken
XXXX-XX95-8029-9349CREDITS
\$0.00PURCHASES
\$1,457.43CASH ADV
\$0.00TOTAL ACTIVITY
\$1,457.43

Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-13	02-13	24011345044500030982097	AMAZON MARK* Y00QC3IQ3 AMAZON.COM/MA WA	403.97
02-14	02-14	24692165045107120308378	AMAZON MKTPL*0Y48W8XF3 AMZN.COM/BILL WA	9.99
02-17	02-14	24692165045107504852023	AMAZON.COM*UR5LD3853 AMZN.COM/BILL WA	12.45
02-24	02-21	24692165052103442078104	4IMPRINT, INC 4IMPRINT.COM WI	174.71
02-27	02-26	24692165057107787887071	AMAZON.COM*N13E78YC3 AMZN.COM/BILL WA	45.00
03-10	03-08	24692165067108444171089	AMAZON MKTPL*ZY5CB8403 AMZN.COM/BILL WA	20.60
03-10	03-08	246921650671084448614878	AMAZON MKTPL*TK8788M43 AMZN.COM/BILL WA	39.96
03-10	03-08	24011345067500038243346	AMAZON MARK* J800703F3 AMAZON.COM/MA WA	252.75
03-12	03-11	24682165070108545591339	LOWES #01523* TROY OH	498.00

ROB CRON
XXXX-XX95-8028-2299CREDITS
\$0.00PURCHASES
\$799.00CASH ADV
\$0.00TOTAL ACTIVITY
\$799.00

Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-20	02-19	24717055050170505354504	ONU E COMMERCE 419-7722010 OH	150.00
02-20	02-20	24793385051002571772060	OHIO ECONOMIC DEVELOPM COLUMBUS OH	649.00

KURT ALTHOUSE
XXXX-XX95-8030-8130CREDITS
\$0.00PURCHASES
\$5,032.46CASH ADV
\$0.00TOTAL ACTIVITY
\$5,032.46

Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-19	02-18	24793385050002398553066	DAYTON DEVELOPMENT COA DAYTON OH	2,050.00
02-21	02-21	247933850502001325267052	DAYTON DEVELOPMENT COA DAYTON OH	2,050.00
03-03	03-02	24035965051159814241389	AMERICAN AIR0010621097325 FORT WORTH TX ALTHOUSE/KURT DAY AA B DCA AA B DAY	13.49



ACCT. NUMBER: XXXX XX03 3300 0001

CREDIT LIMIT	450,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	33,222.01	MINIMUM PAYMENT DUE	33,222.01
AVAILABLE CREDIT	416,777.99	PAYMENT DUE DATE	03-19-25

INDIVIDUAL CARDHOLDER ACTIVITY

03-03	03-02	24035965061159814241397	AMERICAN AIR0012219298707 FORT WORTH TX ALTHOUSE/KURT	280.97
03-03	02-28	24755425060280808571593	DAY AA B DCA AA B DAY HILTON HOTELS COLUMBUS OH 1833811 ARRIVAL: 02-26-25	638.00

AARON MESSENGER XXXX-XX95-8042-1046	CREDITS \$0.00	PURCHASES \$1,001.58	CASH ADV \$0.00	TOTAL ACTIVITY \$1,001.58
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Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-19	02-19	24692165050101213050643	AMAZON.COM*2V74B3CC3 AMZN.COM/BILL WA	93.18
02-24	02-22	24692165053103618121158	AMAZON.COM*KJ4D38J33 AMZN.COM/BILL WA	69.88
02-26	02-25	24692165056106300935461	AMAZON MKTPL*966XP4QES AMZN.COM/BILL WA	29.44
02-27	02-26	24692165057107769269647	AMAZON MKTPL*YV8M3BWM3 AMZN.COM/BILL WA	8.79
02-27	02-26	24692165058107805703574	AMAZON MKTPL*SA0V01Y43 AMZN.COM/BILL WA	319.98
03-06	03-05	24692165064104223754166	AMAZON MKTPL*RUBN84KP3 AMZN.COM/BILL WA	69.99
03-10	03-07	24692165066106091885246	AMAZON MKTPL*1X8E38WG3 AMZN.COM/BILL WA	291.90
03-12	03-11	24445005070300570976903	FSP*A TO Z APPLIANCE SERV 937-878-8271 OH	119.00

CANDICE JACOBS XXXX-XX95-8045-1209	CREDITS \$0.00	PURCHASES \$1,878.27	CASH ADV \$0.00	TOTAL ACTIVITY \$1,878.27
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Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-13	02-12	24164075043069223381344	FEDEX OFFIC24900024943 DAYTON OH	22.83
02-14	02-13	24717055044260447927191	CINTAS CORP 972-9987900 OH	35.00
02-14	02-13	24717055044260447928730	CINTAS CORP 972-9987900 OH	41.15
02-17	02-14	247170550442604452682003	CINTAS CORP 972-9987900 OH	35.00
02-20	02-19	24717055060170507298380	CINTAS CORP 972-9987900 OH	35.00
02-24	02-21	24000975052245602373681	THE UPS STORE 2659 937-2371882 OH	22.14
02-24	02-21	24717055062270528484153	CINTAS CORP 972-9987900 OH	35.00
02-24	02-21	24015145053055485109338	AMERICAN HEART SHOPCPR 888-242-8883 TX	81.60
02-27	02-26	24717055067270574510474	CINTAS CORP 972-9987900 OH	41.15
02-28	02-26	24445005058300592874223	ELICENSE TRANSACT. FEE 614-752-9345 OH	7.00
02-28	02-27	24492165059500001276899	SP DKEDECALS DKEDECALS.COM NJ	105.00
02-28	02-26	24445005058300592874306	BD PHARMACY ELIC01 614-488-7417 OH	560.00
03-03	02-28	24717055069280592881949	CINTAS CORP 972-9987900 OH	35.00
03-05	03-04	24692165063103285321109	SPECTRUM 855-707-7328 MO	26.58
03-07	03-06	24717055065270857370416	CINTAS CORP 972-9987900 OH	35.00
03-07	03-05	24755425065260693461170	COMFORT INNS CINCINNATI OH 0794686221 ARRIVAL: 03-04-25	476.66
03-10	03-07	24692165066106012738918	SQ *CARDINAL DESIGNS GOSQ.COM OH	16.00
03-10	03-07	24492165067500012143736	SP DKEDECALS DKEDECALS.COM NJ	16.30
03-10	03-08	24717055067280670201983	CINTAS CORP 972-9987900 OH	35.00
03-11	03-10	24164075069069223381344	FEDEX OFFIC24800024943 DAYTON OH	14.76

CHRISTINE BUDICH XXXX-XX95-8030-5970	CREDITS \$24.71	PURCHASES \$72.95	CASH ADV \$0.00	TOTAL ACTIVITY \$48.24
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Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-13	02-12	24692165043105625539531	AMAZON MKTPL*KAZV15S23 AMZN.COM/BILL WA	12.74
02-13	02-12	24692165043105629124726	AMAZON MKTPL*9B7H62VG3 AMZN.COM/BILL WA	17.96
02-18	02-17	24692165048106220298867	AMAZON MKTPL*RO18Q4103 AMZN.COM/BILL WA	29.88
02-19	02-18	74692165048100814723382	AMAZON MKTPL*PLACE PMTS AMZN.COM/BILL WA	11.97 CR
02-19	02-18	74692165048100822817549	AMAZON MKTPL*PLACE PMTS AMZN.COM/BILL WA	12.74 CR
02-20	02-20	24011345051500033081426	AMAZON RETA*1V9EG4C53 WWW.AMAZON.CO WA	12.30

ANGELA SWARTZ XXXX-XX95-8051-0392	CREDITS \$0.00	PURCHASES \$550.50	CASH ADV \$0.00	TOTAL ACTIVITY \$550.50
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Post Date	Trans Date	Reference Number	Transaction Description	Amount
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ACCT. NUMBER: XXXX XX03 3300 0001

CREDIT LIMIT	450,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	33,222.01	MINIMUM PAYMENT DUE	33,222.01
AVAILABLE CREDIT	416,777.99	PAYMENT DUE DATE	03-19-25

INDIVIDUAL CARDHOLDER ACTIVITY

02-24	02-22	24793385053002523709062	THE I-7075 DEVELOPMENT DAYTON OH	325.00
02-26	02-24	24801975055253858989770	JIM'S DONUTS VANDALIA OH	30.50
02-26	02-25	24717055056280565076008	VANDALIA BUTLER CHAMBER O 937-8985351 OH	195.00

KENNETH JACOB HAYSLETT	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
XXXX-XX95-8052-4823	\$0.00	\$22.50	\$0.00	\$22.50

Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-13	02-12	24445005044001000835365	FAMILY DOLLAR VANDALIA OH	22.50

JOMEIRE CABONCE	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
XXXX-XX95-8053-2719	\$0.00	\$1,403.48	\$0.00	\$1,403.48

Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-14	02-13	24431055044105783133463	NAPA STORE 0277084 VANDALIA OH	25.92
02-25	02-24	24892185065105818888901	LOWES #00781* HUBER HEIGHTS OH	21.28
02-25	02-24	24013395055005087042620	R J COX CO ARCANUM OH	340.00
02-26	02-25	24892185056108758588011	LOWES #00781* HUBER HEIGHTS OH	99.48
02-27	02-26	24445005057200176034486	K E ROSE LTD DAYTON OH	325.00
02-28	02-27	24087205058327191105017	KOENIG EQUIPMENT TIPP CIT TIPP CITY OH	158.38
03-04	03-03	24431055062113788144175	NAPA STORE 0277084 VANDALIA OH	188.80
03-05	03-04	24892185063103382108856	LOWES #00781* HUBER HEIGHTS OH	21.28
03-07	03-06	24013395065001232025865	R J COX CO ARCANUM OH	150.00
03-10	03-07	24431055066115675153821	NAPA STORE 0277084 VANDALIA OH	73.95
03-12	03-10	24639235070990016788375	NORTH DIXIE HARDWARE DAYTON OH	23.39

BENJAMIN BORTON	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
XXXX-XX95-8058-3003	\$0.00	\$535.58	\$0.00	\$535.58

Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-13	02-12	24011345044500020188786	OHIO BUILDING OFFICIAL OBOA.CLUBEXPR OH	25.00
02-14	02-13	24011345044500104571271	OHIO BUILDING OFFICIAL OBOA.CLUBEXPR OH	25.00
02-14	02-13	24011345044500015161542	OHIO BUILDING OFFICIAL OBOA.CLUBEXPR OH	25.00
02-18	02-17	24492185048500024488788	WATER MGNT OF OH WMAO.CLUBEXPR OH	27.00
02-26	02-25	24036295056742637486575	EB *SW OHIO APWA PROJE 801-413-7200 CA	48.38
03-10	03-07	24445005067300803622487	8283 OH EPA SERVICE FEE 614-644-2347 OH	7.22
03-10	03-07	24445005067300803622562	8288 OH EPA GEN PERM 614-644-2347 OH	380.00

SCOTT JACOBS	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
XXXX-XX95-8058-3011	\$0.00	\$10.00	\$0.00	\$10.00

Post Date	Trans Date	Reference Number	Transaction Description	Amount
03-12	03-11	24164075070089222901229	FEDEX OFFIC24900024843 DAYTON OH	10.00

LEANN HANF	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
XXXX-XX95-8101-3388	\$1,051.36	\$1,838.67	\$0.00	\$787.81

Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-21	02-21	24692185052102748210072	PANERA BREAD #204843 O 837-880-1500 OH	72.68
02-26	02-25	24492185056500018881244	PELRA* IL WWW.NPELRA.ORG IL	400.00
02-27	02-25	24755425057280577534074	HILTON ADVPURCH8002387113 MEMPHIS TN	218.14
			1519338191 ARRIVAL: 02-24-25	
03-03	02-28	7471705506070801884229	AMERICAN AI 0012208593521 800-433-7300 TX	1,051.36 CR
			HANF/LEANN	
			XAA AA X XAO	



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ACCT. NUMBER: XXXX XX03 3300 0001

CREDIT LIMIT	450,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	33,222.01	MINIMUM PAYMENT DUE	33,222.01
AVAILABLE CREDIT	416,777.99	PAYMENT DUE DATE	03-19-25

INDIVIDUAL CARDHOLDER ACTIVITY

03-03	02-28	24035965059158528151276	AMERICAN AIR0012218906141 FORT WORTH TX HANF/LEANN	1,093.38
03-10	03-08	24892185067106382598380	DAY AA L DFW AA L PDX AA M ORD PANERA BREAD #204843 O 937-890-1500 OH	56.51

SARA MOYER	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
XXXX-XX95-6102-2140	\$7.89	\$1,554.55	\$0.00	\$1,548.88

Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-13	02-12	24892185043106976377607	SQ *EAT PRETTY DARLING LL GOSQ.COM OH	100.00
02-14	02-13	24892185044106701778133	SQ *EAT PRETTY DARLING LL GOSQ.COM OH	176.00
02-17	02-14	24445005045300701736764	FSP*THE INFLATABLE FUN CO 513-546-5340 OH	870.75
02-28	02-26	24011345057500029043574	AMAZON MARK* 1M7JE9GA3 AMAZON.COM/MA WA	58.59
02-28	02-25	24892185056106528720263	SQ *KONA ICE OF TROY GOSQ.COM OH	258.50
03-05	03-04	24445005064000982333988	DOLLAR TREE VANDALIA OH	7.50
03-05	03-04	24445005064000982333804	DOLLAR TREE VANDALIA OH	32.69
03-06	03-04	74445005064001635494139	DOLLAR TREE VANDALIA OH	7.89 CR
03-10	03-07	24445005067500810529266	DOMINO'S 2359 937-260-4255 OH	50.55

DEBORAH WRIGHT	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
XXXX-XX95-6102-2157	\$0.00	\$1,477.82	\$0.00	\$1,477.82

Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-17	02-13	24137455045501047090088	ODP BUS SOL LLC # 101170 800-483-3768 OH	83.88
02-17	02-13	24137455046100453832532	ODP BUS SOL LLC # 101170 800-483-3768 OH	321.18
02-17	02-13	24892185045107698661770	COURTYARD BY MARRIOTT MYRTLE BEACH SC J3 818 ARRIVAL: 02-09-25	370.23
02-19	02-18	24892185049100465400450	STAMPS.COM 855-808-2677 TX	19.99
02-20	02-19	24275395050900011834449	EXCELSIOR MARKING 390-7482300 OH	79.08
03-03	02-27	244450050682002036934863	USPS STAMPS ENDICIA 888-434-0055 DC	300.00
03-10	03-05	24137455066501053824230	ODP BUS SOL LLC # 101170 800-483-3768 OH	303.36

JARED CAIN	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
XXXX-XX95-6102-6380	\$0.00	\$238.32	\$0.00	\$238.32

Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-27	02-26	24193045068006688144454	GARDNER-TOBIN DAYTON OH	111.40
02-28	02-26	24639235068900015577094	NORTH DIXIE HARDWARE DAYTON OH	32.73
03-04	03-03	24892185062102675982790	LOWES #00781* HUBER HEIGHTS OH	30.48
03-08	03-04	24639235064900018181897	NORTH DIXIE HARDWARE DAYTON OH	40.00
03-07	03-05	24638235065900018282307	NORTH DIXIE HARDWARE DAYTON OH	23.71

ACCOUNTS PAYABLE	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
XXXX-XX99-0015-9637	\$0.00	\$5,255.03	\$0.00	\$5,255.03

Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-27	02-26	24154075057106441303834	STAPLS7652485563000001 877-8267755 MI	41.68
02-28	02-28	24431065059158084016789	GRIMCO INC 836-305-9088 MO	1,386.15
03-03	02-28	24011345060500009494776	SECTIGO WE* INSTANTSSL SECTIGO.COM NJ	3,058.89
03-06	03-05	24659306064900015407782	QUALITY RUBBER STAMP 614-2352700 OH	69.30
03-10	03-07	24431055066115673153839	NAPA STORE 0277084 VANDALIA OH	10.74
03-11	03-10	24035965069184872243826	AMERICAN AIR001221706072 FORT WORTH TX DAVEY/DARREN DAY AA L DFW AA N CVG	587.87



1940CTAM - 000299 - 0007 0007 2

ACCT. NUMBER: XXXX XX03 3300 0001

CREDIT LIMIT	450,000.00	CASH ADVANCE BALANCE	.00
CURRENT BALANCE	33,222.01	MINIMUM PAYMENT DUE	33,222.01
AVAILABLE CREDIT	416,777.99	PAYMENT DUE DATE	03-19-25

INDIVIDUAL CARDHOLDER ACTIVITY

STEVEN A CLARK XXXX-XX98-0022-8786	CREDITS \$0.00	PURCHASES \$538.99	CASH ADV \$0.00	TOTAL ACTIVITY \$538.99
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Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-28	02-27	24445005058300592877861	BIG HUG LLC 248-594-1580 MI	65.55
02-28	02-27	24682165058108800888075	IN *METAL DESIGNS NY INC 516-5325947 NY	209.34
03-10	03-09	24908415088223939008670	EIG*CONSTANTCONTACT.COM 855-2295506 MA	264.00

BENJAMIN WALKER XXXX-XX98-0023-7880	CREDITS \$0.00	PURCHASES \$150.00	CASH ADV \$0.00	TOTAL ACTIVITY \$150.00
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Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-24	02-21	24908415052222521271603	BWY*EBINAA NATL OFFICE 703-8321935 VA	125.00
03-07	03-06	24000775065500015898594	DAYTON CHILDRENS CHILDRENSDAYT OH	25.00

CHAD H FOLLICK XXXX-XX99-0024-0759	CREDITS \$0.00	PURCHASES \$1,613.14	CASH ADV \$0.00	TOTAL ACTIVITY \$1,613.14
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Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-13	02-12	24011345044000000403224	SP TAYLORSTINS TAYLORSTINS.C MO	28.00
02-20	02-18	24081625050018014016484	BOUND TREE MEDICAL LLC 800-2827904 OH	62.88
02-25	02-24	24275395055900010587987	OHIO FIRE CHIEFS ASSOCIAT 814-4106322 OH	550.00
02-25	02-24	24011345056500019488638	SP TAYLORSTINS TAYLORSTINS.C MO	630.00
02-26	02-26	24482165057500012328073	SP RIDGE WALLET 085 RIDGE.COM CA	115.02
02-28	02-27	24011345058500103184774	SP TAYLORSTINS TAYLORSTINS.C MO	92.00
02-28	02-27	24270745058900014827084	WPSG, INC. 810-8678070 PA	195.24

BRANDON SUCHER XXXX-XX99-0029-2206	CREDITS \$129.72	PURCHASES \$324.86	CASH ADV \$0.00	TOTAL ACTIVITY \$795.14
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Post Date	Trans Date	Reference Number	Transaction Description	Amount
02-19	02-13	74755425049180457184181	WESTIN CLEVELAND 216-7717700 OH 884851 ARRIVAL: 02-13-25	63.60 CR
02-24	02-21	74843005053154526175513	HOLIDAY INN EXPRESS MARI 7403884300 OH	33.06 CR
02-24	02-21	74843005053154526175554	HOLIDAY INN EXPRESS MARI 7403884300 OH	33.06 CR
02-24	02-21	24843005053154526175500	HOLIDAY INN EXPRESS MARI 7403884300 OH 0620741657403884300 ARRIVAL: 02-17-25	445.90
02-24	02-21	24843005053154526175977	HOLIDAY INN EXPRESS MARI 7403884300 OH 0620714177403884300 ARRIVAL: 02-17-25	478.96