

The Blue Letter

August 30, 2024

Honorable Mayor & Esteemed City Councilmembers:

A major portion of the government center parking lot was repaved this this week. Most of the work will be completed by the end of the day. The contractor will come back next weekend to finish striping and sealing.

Our administrative offices will be closed on Monday for the Holiday. Enjoy your Labor Day!

Large Debris drop-off Saturday, September 14th

The City of Vandalia is offering Vandalia Residents free large debris drop off from 8 am – 2 pm at the Public Works Garage. Proof of residency is required.

Touch-A-Truck, Saturday, September 14th

This free event will be held from 10:30 AM – 1:00 PM at the Vandalia Sports Complex, where people of all ages can tough, climb and marvel at the impressive lineup of vehicles.

Tuesday, September 3, 2024, Council Meeting: The Study Session will begin at 6:00 p.m. The Council meeting will begin at 7:00 pm.

Study Session:

Tuesday, September 3, 2024, Items:

Items on this evening's Council Meeting agenda

Monday, September 16, 2024, Items:

Resolution: 2025 Golf Cart Lease - Cassel Hills Golf Course is in the final year of a four (4) year golf cart lease that ends in October of this year. A total of fifty-three (53) Club Car carts are included in the current lease with Century Equipment, a Jerry Pate Company, through VGM Financial Services. We requested proposals from the three (3) industry service providers to provide Golf Cart Lease Services that would begin in 2025 and continue through 2028. Proposals were to include a fleet management GPS system that we currently have on the carts.

We received proposals from two (2) service providers. The expiring cart lease has an annual payment of \$55,475.10. The golf cart lease payment in the proposal received from Century Equipment, a Jerry Pate Company, has an increase of \$39,266.74 in the annual payment. We foresee the increase in cart fees for the new lease to be offset with a proposed golf course greens fee rate increase forthcoming to City Council for 2025 golf season. We are projecting an anticipated minimum increase of \$60,000 in revenue that would more than offset the increased annual lease payment.

Parks & Recreation is recommending entering into a new four (4) year lease, 2025–2028, with Century Equipment, A Jerry Pate Company, of Hamilton, Ohio through their submitted funding source, VGM Financial Services, at an annual cost of \$94,741.74 and a total lease agreement in the amount not exceeding \$378,966.96 (carts and fleet management system GPS).

Resolution: Emergency Replacement of the Justice Center Fire Alarm System – Parks and Recreation Director Clark is recommending the emergency replacement and installation of a new fire alarm system at the Justice Center. The current fire alarm system is original to the building (23 years) and is beyond end-of-life expectancy. Under normal circumstances, the cost to purchase and install the fire alarm system meets the requirement to competitively bid the project, but due to ongoing concerns and issues with the current system and the urgency to replace the system in a timely manner, we feel the proposal prices we have received is the most prudent direction to take.

The scope of work for the new fire alarm system will include a voice over system installation, equipment, materials, supplies, services, and labor to replace the current fire alarm system. Chief Building Official Chris Mastrino and Electrical Inspector Robert Martin have secured detailed proposals and service quotes for the emergency replacement project from four (4) fire alarm system vendors with prices ranging from \$84,186.56 to \$133,587.03.

Given the critical role of the fire alarm system in providing a safe building environment, Director Clark is recommending approval for the City Manager to enter into a contract with Fastech Alarms and Telecommunication Services LLC of Cincinnati, Ohio for the emergency replacement of the Justice Center Fire Alarm System Inc. based on their submitted proposal of \$84,186.56.

Resolution: Metronet Service Agreement – Art Park – With the recent addition of a restroom facility and the planned construction of an outdoor music pavilion at the Vandalia Art Park, reliable internet connectivity is necessary to monitor the security cameras and to provide wireless internet access for park visitors and event participants. Future enhancements may include digital signage and other internet-connected amenities and services. Vandalia relies on Metronet for internet connectivity and point-to-point connections between several city buildings. Metronet conducted a site survey and provided a 60-month service agreement that includes 500mb x 500mb internet service, along with the necessary construction costs, for \$199.95 per month. Given the critical role of internet connectivity in maintaining security, supporting events, and enhancing the visitor experience at the Art Park, IT Manager Davey is recommending that council waive formal bidding and authorize the interim city manager to enter into a 60-month contract with Metronet at a cost of \$199.95 per month.

Resolution: Altafiber Service Agreement Renewal – In 2021, the City of Vandalia sought bids for analog business phone line services and awarded a three-year contract to Cincinnati Bell, now known as Altafiber. These lines are crucial for alarm systems, outgoing emergency calls, and fax services. The contract has automatically renewed for one year, but is not binding as it allows either party to terminate the contract. To ensure continued service, IT Manager Davey is recommending that council wave formal bidding and authorize the interim city manager to enter into a new three-year agreement with Altafiber at a cost of \$849.66 per month.

Resolution: ODOT Consent – Taylorsville Access Road – The Ohio Department of Transportation (ODOT) District 7 has a project scheduled to sell in Fiscal Year (FY) 2025. This project will improve the existing Taylorsville Dam River Access Road. This project is on the north side of the dam near the Great Miami River. Since this roadway project falls within our jurisdiction, ODOT District 7 is asking for approval of a Resolution of Consent for them to perform this work. The City will have no cost in the work; this is just allowing them to perform the work within the City of Vandalia.

Resolution: Cost Sharing Agreement – DIA NE Logistics Access project – Detailed Design & Right-of-Way – The

City of Vandalia has partnered with the Montgomery County Engineer's (MCEO) office for the roadway improvements to Northwoods Boulevard, N. Dixie Drive and Lightner Road. MCEO is the sponsor of the project. They previously applied for Transportation Review Advisory Council (TRAC) Funding and were successful in obtaining \$1,600,000 (80%) of the \$2,000,000 for the preliminary engineering and design work. We previously entered into an agreement with the MCEO to share proportionally with them in the local cost. MCEO applied in May of 2024 for additional TRAC Funding for the detail design (\$160,000) and the right-of-way portion of the project (\$1,800,000). MCEO is asking the City of Vandalia to enter into another cost sharing agreement to assist with the local share of the project. The City's local share of this portion the project based on estimated costs would be \$276,000.

Discussion Items:

PC 24-09 – Rezoning – 6205 Miller Lane – RSF-1 (SF Residential) to HB (Highway Business) – The applicant, Kimberly DeLong, seeks a rezoning from the current RSF-1 Residential Single-Family district to the HB – Highway Business district for one parcel totaling 4.535 acres +/-, located at 6213 Miller Lane in the City of Vandalia. The property is owned by Empowerment Temple, Inc. On August 27, 2024, the Planning Commission voted 4-0 to recommend approval.

BZA 24-07 – Variance – 7733 South Brown School Road – Accessory Structure Setback – The Applicant, Robert Shannahan Jr. has requested a variance to permit the construction of an addition to his detached garage that would encroach upon the minimum 10-foot setback requirement at the property located at 7733 South Brown School Road. The Applicant has proposed adding an addition with a 3.5-4.6-foot setback from the lot line. On August 28th, 2024, the Board of Zoning Appeals voted 4-0 to recommend approval.

Downtown Market Study – At the April 1st Study Session, Mr. Michael Stumpf, of Place Dynamics, presented the Vandalia Downtown Market Study for the Council's review. The study is the result of a nine-month process involving market research, site visits, and interviews with local business owners, residents, and developers. The plan features a detailed look into Vandalia's economic place in the region and offers several concrete recommendations for improving the City's downtown core. Having had more time for review we will discuss our next steps moving forward with the information.

Shooting Range Ordinance – Staff will provide an update of information and history to discuss the regulations on Shooting Ranges in the City of Vandalia as requested at the August 19 City Council Meeting.

2024 Capital Improvement Projects Status – I have included a memo, which we will review during the Tuesday, September 3rd Study Session, regarding the 2024 Capital Improvement Projects Year to Date.

Legislative Calendar - The calendar is included in your packets for your review.

Council Meeting:

Communications, Petitions and Awards:

Proclamation National Service Dog Awareness Month - Mayor Herbst will present a Proclamation to Donna Sword and Yasmin, with Canine Companions, declaring September 2024 as National Service Dog Month in the City of Vandalia.

Presentation By Jeffrey Trzeciak, Executive Director of the Dayton Metro Library - Jeffrey Trzeciak will give a

presentation on the planned operating levy for Dayton Metro Library.

Introduction and Oath of Office: Police Officer Tyler Cayot -Mr. Schwieterman will introduce and administer the Oath of Office to Police Officer Tyler Cayot who began employment August 26, 2024.

Introduction and Oath of Office: Police Officer Zachary Landis - Mr. Schwieterman will introduce and administer the Oath of Office to Police Officer Zachary Landis who began employment August 26, 2024.

Resolutions:

Resolution 24-R-49: OPWC grant funding - Damian/Soter/Romanus/Desales Watermain Replacement - Grant funding applications through Ohio Public Works Commission (OPWC) for next year's funding cycle are due September 11, 2024. We will be submitted two (2) projects this year. The Damian, Soter, Romanus, & Desales Watermain Replacement project will replace all of the watermain, fire hydrants, and service connections to all residents on these streets (note: only the northern section of Desales St with this project). We will also mill and resurface the entire street once all of the watermain work is completed. An approved resolution authorizing us to apply is required to be submitted with our application. The total project cost in our application will be \$1,165,000. To be more competitive with a higher likelihood of being awarded funds, we will be asking for funding for 44% of the project (\$500,000).

Resolution 24-R-50: OPWC grant funding for Kenneth Ave Watermain Replacement - Our second grant funding application to OPWC will be for the Kenneth Ave Watermain Replacement project. This project will replace all of the watermain, fire hydrants, and service connections to all residents on these streets. We will also mill and resurface the entire street once all of the watermain work is completed. The total project cost in our application will be \$536,000. We will be asking for funding for 50% of the project (\$268,000).

Resolution 24-R-51: PC 24-10 – Record Plan – Foxfire Section 9 - Greg Berling, on behalf of Campbell Berling Huber Heights LLC, requests subdivision approval for Section Nine of the Foxfire Subdivision. The property is located at 700 Deerhurst Drive in the City of Vandalia. The proposed record plan would divide two existing parcels into twenty-nine new parcels totaling 5.5606 acres +/-, with the additional dedication of 1.4142 acres of public right of way. The subject properties are located in the RSF-4 Single Family Residential zoning district. The applicant intends to use the newly created lots for single-family residential homes. On August 13th, 2024, the Planning Commission voted 4-0 to recommend approval of the proposed Final Plan with conditions.

Resolution 24-R-52: EV Charging Station Fees - In December of 2023 City Council authorized the purchase and installation of 16 electric vehicle charging stations. These stations have been installed at six different city facilities to be used by the public. The cost to purchase and install the charging stations was \$320,000. We will be reimbursed 100% of this cost through an AES Ohio rebate program. We are nearing the completion of the installation and working with AES Ohio to get electric service to the stations. The final step to activating the charging stations is to determine the rate that users will pay for charging. We will enter into an agreement with Blink. Blink is a company that facilitates the service for the chargers. Customers will use the Blink app to access and pay for their usage. Blink collects the user fees through their app and will electronically deposit our funds into our account monthly. We have met with representatives from Blink to discuss the rate we should charge users. We are recommending a fee of \$0.30 per kwh be charged to users of the chargers.

Ordinance – Second Reading:

Ordinance 24-18: PC 24-08 – Code Amendment – Adult-Use Marijuana - In November 2023, Ohio voters approved

a ballot initiative legalizing marijuana for adult use. Council subsequently passed a moratorium to allow time to study the matter, and to determine the framework under which sales would be permitted by the State of Ohio. During the July 15, 2024, City Council Study Session, after a briefing on the new law, Council directed staff to prepare an amendment to the Zoning Code that would add adult use marijuana to the current prohibition on medical marijuana. On August 13th, 2024, the Planning Commission voted 4-0 to recommend approval of the proposed amendments.

Ordinance – Emergency Reading:

Ordinance 24-19: Supplemental for the following reasons:

General Fund:

City Manager's Office:

- \$104,000 – increase appropriations to account for costs related to the agreement with Shared Resource Center for Interim City Manager and other services.
- \$30,000 – increase appropriations to account for costs related to consulting services for the new City Manager search.

Public Safety – Support Services:

- \$4,000 – increase appropriations to account for costs related to the Humane Society Cat Program. The cost per cat increased by \$15, and the amount included in the 2024 budget is \$2,000. The total expense amount YTD exceeded the budgeted amount and additional funds are required to cover the costs through December 31, 2024.

Capital Improvement Fund:

Recreation Center

- \$23,500 – increase appropriations to account for costs related to the emergency replacement of the Recreation Center Fire Alarm System due to the failure of the current system.

Building Maintenance

- \$84,200 – increase appropriations to account for costs related to the emergency replacement of the Justice Center Fire Alarm System due to the continued issues and interruptions in service with the current system.

Police-Fire-Street CIP Fund:

Police – Operations

- \$36,823 – increase appropriations to account for costs related to the replacement of a police vehicle due to a traffic crash which resulted in the vehicle being totaled by the City's insurance provider, MVRMA. The City received and deposited an insurance check from MVRMA for \$36,823 for the damaged vehicle.

Also, a required upgrade to the State's Multi-Agency Radio Communications System (MARCS) is necessary and required in 2025. The estimated costs associated with this upgrade are \$10,000 and included in the requested amount.

The insurance check received for the damaged vehicle and remaining funds in the 2024 capital budget will cover both expenses and reduce the amount in the Police Division's 2025 capital budget.

Reports from Boards and Commissions:

Conditional Use: PC 24-07 – (Truck Facility) – 6480 Webster St. - Mr. Rashid Lutfiyev requests Conditional Use approval for the property at 6480 Webster Street. The applicant seeks to establish a Truck Facility on the property. Truck Facilities are a Conditional Use in the I – Industrial district. The proposed truck facility would feature 20 parking spaces for semi-trucks and trailers. The paved parking area would be enclosed with a gated fence. An area at the northwest corner of the site is set aside for a potential future building, with construction planned within the next 12 months. On July 23rd, 2024, the Planning Commission voted 5-0 to recommend approval with conditions.

The next Council meeting is on **Tuesday, September 3, 2024, at 7:00 pm**. The meeting will be an in-person meeting in the Council Chambers at 333 James E. Bohanan Memorial Drive, Vandalia, OH 45377. The meeting is open to Council, staff, and the public to attend in-person. The meetings will be accessible for viewing through Zoom. You may contact the City at 937-415-2256 or aswartz@vandaliaohio.org for the phone number and link to this meeting. Please note, in compliance with Ohio Revised Code, no comments, electronic or oral, will be allowed by people that are participating electronically through Zoom. Anyone wishing to be heard on a topic will need to appear personally at the meeting. **The Study Session will begin at 6:00 pm followed by the City Council Meeting at 7:00 pm.**

Please contact me directly with comments and questions.

Very Respectfully,

Mark Schwieterman
City Manager

CC: Board and Commission Members
All City Employees

Attachments: