THE BLUE LETTER



333 James E. Bohanan Drive • Vandalia, OH 45377 • (937) 898-5891

April 1, 2022

Honorable Mayor Herbst & Esteemed City Councilmembers:

My Vandalia App: City Council has directed our team to build trust and confidence through participatory efforts. As part of our strategy to improve customer service – we are honing internal processes and leveraging technology. This week, the City released the My Vandalia App to make it easier for residents to obtain information and to report concerns with GPS mapping and by uploading photos directly from their phones. This feature is also available on the <u>City website (LINK)</u>. Next week, we will issue a press release. Thank you to IT Manager Darren Davey and Communications Manager Rich Hopkins for their hard work on this project.

Food Pantry – Emergency Fund Presentation: City
Council has directed that \$30,000 of the American
Rescue Plan Act funds be allocated to the Vandalia
Butler Food Pantry to establish an emergency fund for
capital and other needs. On Monday, Mayor Herbst, on
behalf of City Council, will present the Vandalia Butler
Food Pantry with the second and final payment of \$15,000.

Now there's a new and easier way to connect with the City of Vandalia!



Introducing My Vandalia, the fast, easy and free way to connect with the City for just about anything!



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General Updates: Our team presented to Moody's Credit Rating Services as part of the bond rating process for the roof, HVAC, and infrastructure project. Finance Director Leiter, ACM Holloway, and Assistant Finance Director Carnes put in a ton of work ahead of this meeting. I had the pleasure of presenting on City operations, governance philosophy, and walking our evaluators through many exciting recent and forthcoming economic development projects here in town. Finally, I participated in a strategic planning workshop with the Miami Valley Risk Management Association and met with Mr. Mark Fornes to discuss ongoing development.



What's next for the proposed Vandalia City Center Overlay?

The Vandalia City Center Overlay (VCCO) is a proposed change to the City's zoning map that would serve to guide future development and redevelopment. The establishment of an overlay district is an initial step in the 2020 Vision Vandalia Comprehensive Plan.

The 2020 Vision Vandalia Plan re-imagines Downtown Vandalia along Dixie Drive as a mixed-use district of retail, restaurants, office, open space, with a variety of housing options and interconnected spaces for gathering.

If you own a property inside the VCCO district, the proposed change WILL NOT impact the current use of your property.

NEXT STEPS

The Vandalia City Center Overlay will be discussed by members of Vandalia City Council at the Monday, April 4 Study Session, scheduled for 6 p.m. in Council Chambers of the Vandalia Municipal Building, 333 James Bohanan Drive.

Monday April 4, 2022Monday, April 18, 2022



Council Study Session Discussion - 6 p.m.

Council Meeting First Reading - 7 p.m.

Council Meeting Second Reading & Vote - 7 p.m.





Downtown Development: This week, I had the pleasure of speaking to the Vandalia Optimist Club about the City's downtown development efforts – which are being driven by the Vision Vandalia Comprehensive Plan. On Monday, I look forward to continuing our discussion about the proposed Vandalia City Center Overlay. This item was previously brought to a Council Study Session and was passed unanimously by the Planning Commission. I am continuing to meet with property owners in the area to build a coalition to enhance our sense of place and community.

Public Works Update: Last week, I referenced but mistakenly omitted Public Service Director Cron's update. It is enclosed.

Utility Rate Survey: The City of Piqua is now conducting the annual utility rate survey (formerly *The Oakwood Survey*). I have enclosed the survey. **Vandalia's combined water and sewer cost is \$190 – making it the**

third lowest of 64 jurisdictions. The median combined cost from the survey is \$294.45 – meaning that Vandalia's rate is 64.5% of the median and just 32.47% of the highest combined rate in the area. Water and sewer fund balances are declining, and the current price structure is not sustainable given our aging infrastructure. I anticipate costly upgrades – to meet EPA regulations - to both the water treatment and wastewater treatment plants in the next 10 years. This year, the City will conduct a utility rate study that will consider regulatory, operational, and capital needs in our plants and distribution/collection systems. The City will continue to work to offset costs by pursuing grants like it did with the \$2.4 million grant that was presented to Tri-Cities by Governor DeWine last fall.

Webster Street: I have enclosed the award letter for a \$717,131 Surface Transportation Program (STP) grant from MVRPC. The City has never received this grant before. Congrats to Service Director Cron and GIS / Engineering Tech Baughman for stretching taxpayer dollars, while enhancing infrastructure.

Please consider the following in preparation for Monday's meeting:

Study Session Monday, April 4, 2022 Items

1. Verify items on the agenda.

Monday, April 18, 2022 Items

1. **Resolution:** Air Show Chalet 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 2022 CenterPoint Energy Dayton Air Show being held this year on July 30 & July 31. The City will be reimbursed should such services exceed \$21,900.

- 2. Resolution: Pace Labs Agreement: This resolution authorizes a two-year agreement with Pace Analytical Services for bacteria testing of our potable water system as well as wastewater sampling of required sites to meet our Municipal Industrial Pretreatment Program. In 2021 the City expended about \$25,500 with Pace. The City has utilized Pace Analytical Services of Englewood for several years for laboratory testing services, as does NAWA. We are able to drop our samples off at NAWA where they are picked up by Pace, thereby saving the City a service charge. When reviewing nearby laboratory facilities to get competitive quotes the closest labs are located in either Dublin or Lima. Utilizing one of these facilities would require additional man-hours for delivery or additional service charges for pickup. Furthermore, when testing is needed in an emergency (i.e., water main break, boil advisory) these labs would not be as convenient. Therefore, it is recommended that Council authorize this two-year agreement with Pace Analytical Services for the City's potable water and wastewater sampling and testing services.
- 3. Variance: Expansion of a Non-Conforming Use 7615 Poe Ave / Rush Trucking The Applicant, Rush Truck Centers of Ohio, Inc., has requested an expansion of a nonconforming use. The subject property is zoned Highway Business (HB). Per City Code Table 1218-1: Principally Permitted Uses in Base Zoning Districts, the use of "Truck and Heavy Equipment Sales" is listed as conditionally permitted within the Office/Industrial Park (O/IP) and Industrial (I) Zoning Districts only. The Board of Zoning Appeals voted 4-o to recommend approval of the requested expansion of a non-conforming use.
- 4. **Ordinance: Downtown Overlay** Vandalia City Council authorized Staff to initiate an application for a zoning map and text amendment. The proposed zoning code amendment is for the purpose of creating a new Overlay District, Vandalia City Center Overlay (VCCO), which includes its purpose, proposed location, uses, development standards, and applicability to other existing regulations. The Planning Commission voted 5-0 to recommend approval of the proposed amendments to the City's Zoning Code and Zoning Map.

Discussion Items

- 1. Ohio Department of Liquor Control Annual renewal of permits in Vandalia All liquor permits in the city expire June 1 of each year and are subject to renewal. City Council has the right to object to the renewal of any permit and to request a hearing before the Liquor Control Commission. Any such objection requires Council to pass a resolution specifying the problems at the establishment and the legal grounds for objection by May 2. Lt. Sucher has indicated that there are no issues with any of the local liquor permit holders that would warrant an objection to their permit renewal.
- 2. **2022 Intrado Service Fees / 9-1-1 phone system upgrade** The Division of Police upgraded their 9-1-1 phone system to be NexGeng11 compliant in 2017. As part of this upgrade, the Division entered



into an agreement with Intrado Life & Safety Solutions Corporation for the purchase, maintenance, and support of the system. This is the fifth year of the agreement and we have continued to be satisfied with the performance of the system and the support provided by Intrado. I recommend City Council waive the competitive bidding requirements due to the proprietary nature of the equipment and software and authorize payment of \$18,040.86 for the service dates of 28 March 2022 through 27 March 2023. I make this recommendation due to Vandalia's critical need to maintain a functioning 9-1-1 system in its service to the community. The Division budgeted \$18,943.00.

- 3. **Stonequarry Crossings (SQC) Zoning** ACM Holloway will present this item. I am proposing that the City eliminate the Planned Unit Development (PUD) and rezone SQC to Office / Industrial Park (O/IP) to match neighboring zones and to better prepare for the possible sale of city-owned property.
- 4. Vandalia Butler Alumni Association Donation Request The Vandalia-Butler Alumni Association (VBAA) is requesting financial donations to ensure the continuation of the *Salute to The Seniors* display at Butler High School. This program honors graduating Butler High School seniors in the yard fronting North Dixie Drive at Elva Court with a yard sign of each student's senior photo and landscaping lights highlighting the display 24/7. The VBAA is requesting financial donations in any amount; however, a donation in the amount of \$250 will earn the City of Vandalia logo a spot on the sponsorship banner for public acknowledgement and a commemorative poster. A donation of \$500 will ensure the logo be added to the VBAA website and a donation of \$1,000 will ensure the COV logo will appear at the top of the sponsorship banner.
- 5. **6o-Day Calendar -** The calendar is included in your packets for your review.

Monday, April 4, 2022 Council Meeting

Resolutions

1. **Resolutions 22-R-30:** Thermal Imaging Camera – The Division of Fire continues to look for ways to "Sharpen the Saw" through its application of technology. The 2022 budget includes \$35,000 to replace and upgrade thermal imaging cameras, which are used public emergencies. This capital improvement project will provide a thermal imaging camera for every riding position on the ladder truck and engine. This project also provides thermal imagers for Medic 2, the "fire medic", assigned to structure fires, and generally designated as the rapid intervention team (RIT) who would be the first to respond to a mayday call on the fireground. Having a camera at their disposal means that they are immediately deployable to a downed, trapped, or missing firefighter. The following quotes were received:

Vendor	Total Cost of the Project	
All American Fire Apparatus	\$31,976.00	
Phoenix Safety Outfitters	\$32,900.00	
Citizens First Fire Training	\$35,661.52	

Based on the competitive quotes, I recommend that City Council waive formal bidding to allow for the purchase of thermal imaging cameras (and associated equipment) from All American Fire



Apparatus for the quoted amount of \$31,976.00.

- 2. Resolution 22-R-31: Public Works Asphalt Purchase Bids were opened publicly for the asphalt purchase on Tuesday March 15, 2022. Two asphalt suppliers submitted bids for the purchase of asphalt. Valley Asphalt was the low bidder with prices of \$72.00/Ton for Type II Base Asphalt and \$74.00/Ton for Type I Surface Asphalt. I recommend awarding the bid to Valley Asphalt as the lowest and best bidder at their bid price of \$72.00/Ton for Type II Base Asphalt and \$74.00/Ton for Type I Surface Asphalt. This bid is for asphalt to be purchased and used by the Public Works Division to patch and to make repairs including utility repair holes such as water main breaks. \$40,000 is appropriated for asphalt purchases in the permissive tax fund. \$20,000 is appropriated for asphalt at Cassel Hills Golf course for cart path resurfacing. This work will also be performed by the Public Works Division. This purchase aligns with the City's *Enhance Infrastructure* policy goal by making these improvements to our roadways and golf course. The specifications allow us to purchase up to these amounts. The City is not required to purchase any specific amount and will only pay the unit cost based on consumption.
- Project on Tuesday March 15, 2022. Two sets of specifications were issued, and both contractors submitted bids for the project. Bids ranged from \$1,059,893.42 to \$1,094,157.42. Our estimate for the project was \$995,000. This project along with our curb and sidewalk replacement project is a major part of the City's Enhance Infrastructure policy goal. I recommend awarding the contract for this project to John R. Jurgenson Company as the lowest and best bid at their bid price of \$1,059,893.42. John R. Jurgenson has performed our street resurfacing many times in the past years and we have had no issues with them. This amount combined with our concrete repair project total \$1,442,800.42 to be used for improvements on our roadways this year. We have a total of \$1,300,000 appropriated in the 2022 Capital Improvement Budget for concrete repairs and street resurfacing. The remainder of these costs will come from American Rescue Plan Act funds that have been designated for roadway improvements.
- 4. Resolution 22-R-33: Decorative Fencing / National Road and I-75: Bids were publicly opened for the Installation of a Decorative Fence to replace the chain link fence at the northwest quadrant of I-75 and National Road on Tuesday March 15, 2022. Nine contractors took out bid packages and six contractors submitted bids for the project. Bids ranged from \$120,037.50 to \$213,458.20. Our estimate for the project was \$130,000. This project meets the City's Enhance Infrastructure and Vibrant policy goals as this will be a great addition to one of the City entryways. The fence will match the fence in the southwest quadrant near McDonalds that was installed back in 2011. I recommend awarding the contract for this project to Buckeye Fence Builders as the lowest and best bid at their bid price of \$120,037.50. We have \$150,000 appropriated in the 2022 Budget for this project.

5. Resolution 22-R-34: Art Park Restroom Building - I request and recommend that Council waive the formal bid process and award the Art Park Restroom Facility project to Vancon General Contractors as a design build project. Funding for the restroom building will come from 2021-2022 American Rescue Plan Act funds for this project. As part of the project, Vancon will provide a turnkey scope of work to include design,



fabrication and installation of a men's/women's restroom building that is ADA compliant in the Art Park. Vancon prepared drawings and specifications for a restroom building and submitted a proposal that includes a project scope that encompasses project management, on-site supervision, scheduling of trades and all sitework (e.g., earthwork, storm systems, sanitary sewer, water service, electric service, concrete foundation and exterior, masonry, carpentry) at a cost of \$247,888. The design includes a women's restroom with three partitioned toilets and two sinks and a men's restroom with one partitioned toilet, two toilets and two sinks (see attached floor plan). The Vancon design and proposal also includes a concrete walkway perimeter and connection to the current pathway. Some exterior features of the restroom building include a metal roof, composite siding with stone, a drinking fountain, exterior hose bibs, exterior lighting and exterior receptacles. Based on the information presented, I am requesting Council waive the bid process and award a design build contract to Vancon General Contractors of Vandalia, Ohio for the Art Park Restroom Building Project at a cost not to exceed \$250,000.

6. **Resolution 22-R-35: Part-Time Pay Plan:** I will ask that City Council approve the Part-Time Pay Plan and I have included an accompanying policy in the Council packets. A draft of the plan and memorandum from HR Manager Pruszynski is enclosed.

Ordinances - First Reading

- 1. Ordinance 22-13: PUD Preliminary Plan / 3330 Mulberry Road / 11 Acres Across from Copperfield The Applicant, DDC Management, has submitted an application requesting a Planned Unit Development (PUD) Preliminary Plan for a single 11-acre parcel located at 3330 Mulberry Road. The Applicant is proposing to construct 87 owner-occupied attached townhome units in both two-unit buildings or three-unit configurations on the site with a density of 8 units per acre. This proposal is consistent with the 2020 Vision Vandalia Comprehensive Plan. The Planning Commission voted 4-1 to recommend approval of the proposed Preliminary Planned Unit Development Plan with the following conditions:
 - 1. Mulberry Road Right-of-Way is improved in accordance with city code section 1234.09(F) "Responsibility for Thoroughfare Improvements" east of their entrance to ensure the city has infrastructure in place for future development.
 - 2. Instead of Mulberry Right-of-Way improvements made west of their entrance, a vegetative screen with a variety in evergreen trees along the Access Road Ramp to better increase sound damping for this community and surrounding areas.



Please consider the following notes relating to the proposed developments:

Resident Concern: School Enrollment

To build trust and confidence, I have spoken or corresponded via email with some residents in the area to understand the concerns they may have. Residents near the proposed developments have raised concerns about crowding in the Vandalia Butler City School District. Superintendent O'Leary and I have discussed the concern on two occasions. I have enclosed a table detailing the matriculation from 2012 to present and forecasting enrollment into 2027. You may recall that during our joint meeting between the City, VBCSD, and Butler Township; that the school district encouraged residential construction. From 2012 to present, enrollment has dropped by 18.47%. The school district forecasts that enrollment will decline from 3,313 in 2012 to 2,591 in 2027 – a 21.79% decrease. The last US Census showed that Vandalia population shrank for the first time – ever. Projections that have been provided to the City by Pros Consulting for the Parks & Recreation Master Plan show that the City's population will likely remain consistent – and that the population will be slightly older on average – resulting in fewer student-age residents.

Resident Concern: Noise Abatement

The Ohio Department of Transportation has indicated that its policies exclude this proposed development from ODOT funded noise abatement. Instead, ODOT has stated that noise abatement could be achieved through private construction and funding of a noise barrier on private property (at an anecdotal estimate of \$1,000,000 per mile) or through the construction of earthen berms that would be the responsibility of the developer. This is an important long-term consideration. Please note the relatively short length along Airport Access and exit ramp from I-70 compared to the subsequent development that could take place along I-70 over decades. In this case, it is worth debating whether Council's directives may influence subsequent developments and pressure for Council to fund noise abatement measure after-the-fact in the future.

<u>Ordinance – Emergency Reading</u>

1. Emergency Ordinances 22-11 and 22-12: Amending the Codified related to various Development & Engineering Services Fee Schedules - I am proposing to update the fee schedule for DES. This would include all building permit fees, zoning fees, misc. permit fees and water/sewer tap fees. The Building fees were last updated in 2015. The tap fees have not been updated since 2004. The last updates on any zoning were 2004 as well. Director Cron recently gave a detailed presentation on the updated fee schedule that considers future development. Also included in this proposal is a \$1 per square foot infrastructure fee that will be used for water, sewer, roadways, and debt service related to infrastructure. This is a common practice that is used to capture and account for expenses related to the initial impact such developments. I will ask that Council consider passing these modifications as an emergency (after two readings) on Monday.



The April 4 Study Session and City Council Meeting will be a hybrid (in-person & remote) meeting in Council Chambers. The meeting is open to Council, staff, and the public to attend in-person or virtually through Zoom (LINK). 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,

Dan Wendt City Manager

Attachments:

- 1. Information Update Public Service Director Cron;
- 2022 Utility Rate Survey;
 Grant Award Letter Webster Street; and
- 4. Part-Time Pay Plan Memorandum.

CC:

Board and Commission Members All City Employees





333 James E. Bohanan Memorial Drive Vandalia, OH 45377

call 937.898.5891 fax 937.898.6117

March 24, 2022

Re: Vandalia Bikeway Connector

PID 111388

Dear Sir or Madam:

The City of Vandalia has proposed a project to install the Vandalia Bikeway Connector to connect the City of Vandalia to the Great Miami River Trail. Construction is currently scheduled to begin in July of 2024.

As you are a nearby property owner/occupant (or other interested party), we wish to inform you regarding this project. We welcome your questions and comments. Issues you may wish to comment on include, but are not limited to, the effect of the project on local residents, air quality, the local economy, floodplains and historic or cultural resources. Comments are requested by April 30, 2022, to ensure your comments may be considered in the project development.

Please be aware that, at this stage in project development, it will not be possible to provide you with specific information regarding potential real estate acquisition. If right-of-way acquisition is necessary from your property, the City of Vandalia's acquisition specialist will contact you directly at a later date, to discuss the right-of-way needs, the acquisition process, and your rights under that process.

All of the information regarding the project is shown on the enclosed brochure.

Please feel free to contact us if you have any questions regarding the project.

Sincerely

Rob Cron
Director of Public Service









Vandalia Bikeway Connector

MOT-VANDALIA BIKE-WAY CONNECTOR, PID 11138





What does this project involve? The City of Vandalia proposes to provide a bicycle-friendly connection from Old National Road Trail at Interstate 75 to the Great Miami Recreation Trail at Taylorsville MetroPark, just north of US-40 near South Cassel Road. Under the project, the following improvements are proposed:

- Provide sharrows on Foley Drive, Westhafer Road, and North Brown School Road (north of National Road).
- Provide one-way bike lanes on each side of National Road, from Foley Drive to South Brown School Road.
- Restripe South Brown School Road, from National Road to the intersection of Scholz Drive/Cassel Creek Drive, to provide two-way separated bike lanes on the east side of South Brown School Road, with flexible delineators between the two-way, buffered bike lanes and motor vehicle lanes. These will be positioned to accommodate driveways.
- South of the intersection of Scholz Drive/Cassel Creek Drive, construct a 10-foot-wide multi-use trail. This trail will extend from the intersection of Scholz Drive/Cassel Creek Drive to US-40 and along US-40 to Taylorsville Metro-Park, just north of US-40 near South Cassel Road.

Why is this project needed? The Great Miami River Recreational Trail offers over 330 miles of trail system in southwestern Ohio. Although the Great Miami Recreation Trail extends through eastern Vandalia, there is a lack of bicycle-friendly access routes to the Trail for our citizens.

How much will this project cost and how is it funded? The current estimated construction cost is approximately \$2.88-million. The City has been awarded \$2.53-million in Congestion Mitigation & Air Quality (CMAQ) funds; the remaining costs will be the responsibility of the City of Vandalia.

Who proposed this project and who is responsible for oversight? The City of Vandalia applied for and received federal transportation funds through the Miami Valley Regional Planning Commission. ODOT, as steward of the federal funds, will provide oversight of the project.

What acquisition is required for this project? The project is expected to require property acquisition from private citizens along Brown School Road, between Cassel Creek Drive and US-40. This acquisition will be limited to minor strip takes. Most of the project will occur on publicly-owned lands.



Why does the project include on-road components? Why not provide a multi-use trail connection for the entire length? When constructed to desired standards, multi-use trails are very land hungry. Including shoulders and clear zones, a design-standard multi-use trail has a total width of 20 feet. This makes multi-use trail construction problematic in developed areas, where the necessary land is not available without taking private property. On-road options, such as designated bike lanes or pavement markings & signage, allow for bicycle-friendly facilities with minimal impacts to private property.

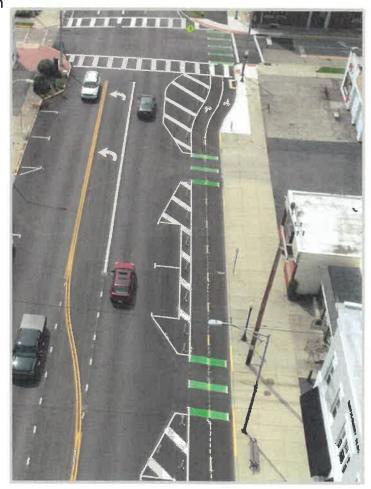
What is a sharrow? A sharrow (see image to the left) is a pavement mark-

ing that is often used in locations where cyclists and motorists

share the travel lane. It clarifies where cyclists should ride and alerts motorists to expect cyclists on the road.

How will the two-way separated bike lanes transition through intersections and drive entrances? Dashed green pavement markings (similar to the image at right) will be provided to alert both cyclists and motor vehicles of the two-way separated bike lanes crossing at all public street intersections. At Brown School Road and National Road, there will be bike boxes where cyclists can wait to complete their two-stage crossing. The north-south crossing of National Road will also have bicycle signals.

Will the project include any pedestrian improvements? Yes. The proposed multi-use trail will accommodate both cyclists and pedestrians. The project will also upgrade existing crosswalks along National Road and Brown School Road. Additionally, all pedestrian facilities that are impacted by construction of these proposed improvements will be evaluated and upgraded as needed for ADA-compliance.



How will the bike lanes and two-way separated bike lanes be able to fit on the existing road? Will travel lanes be lost? The bike lanes and twoway separated bike lanes will be installed by restriping the existing roadway pavement. On National Road, the outside eastbound through travel lane will be eliminated—see images at right. On Brown School Road, the outside northbound through/ right lane just north of Wollenhaupt Drive and southbound right turn lanes will be eliminated.

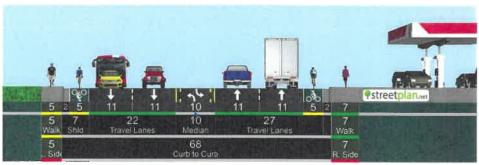
How will the loss of lanes affect congestion in the corridor? A traffic analysis using simulation and modeling was completed and determined that 5 2 10 11 10.5 10.5 11 11 2 7

5 2 1 21 22 7

Walk Trave Lanes Median Trave Lanes Walk

5 Side Curb to Curb R. Side

Above—National Road Typical Section—Existing Below—National Road Typical Section—Proposed



these roadways will continue to operate at acceptable levels of service with the removal of these lanes. In general, motor vehicle travel through these corridors is expected to increase between 0.1 and 4.1 seconds in 2020 peak hours and between 0.1 and 2.5 seconds in the 2040 peak hours.

Will the project affect historic or archaeological resources? Within the project area, there are no National Historic Landmarks or sites that are listed on or have been determined eligible for the National Register of Historic Places. Additional assessment will be undertaken and project modifications to avoid/minimize impacts to archaeological resources will be implemented, if necessary. We welcome your thoughts regarding the historic character of the project corridor and the effect of the project. Please contact Tricia Bishop at ODOT District 7 (937-497-6721 or tricia.bishop@dot.ohio.gov) if you wish to request consulting party status.

Will access to Taylorsville MetroPark be affected? Will the project negatively affect any existing recreational features associated with the MetroPark? Access to Taylorsville MetroPark, outside of the established construction limits, will be maintained throughout construction. The project will provide improved access to the MetroPark. The project will not alter or eliminate any existing recreational facilities at the MetroPark.

Will lighting be provided on the multi-use trail? No. As a publicly-owned recreational facility, the trail will be open during daylight hours. Therefore, lighting for the trail is not needed. Existing lighting on National Road and Brown School Road will remain.

Will the project include work in waterways or wetlands? The project will be evaluated and, where appropriate, the design will be modified to avoid or minimize impacts to streams and wetlands. All necessary permits for stream and wetland impacts will be obtained prior to construction.

How will the project affect the floodplain? The project will be designed to comply with the National Flood Insurance Program and will not result in an unacceptable increase in the base flood elevation. The design will be coordinated with the Miami Conservancy District to accommodate a net zero change in the retention basin capacity of Taylorsville Dam.

How will the project affect RTA bus stops in the corridor? RTA Route 17 has a part-time loop through the project area—National Road to Brown School Road to Center Drive. The bus stops for this route will remain open during construction.

What is the schedule for the project? The project is currently in preliminary design. Final plans are expected to be completed in February 2024. Based on the current schedule, the project is expected to begin construction in July 2024 and require approximately eleven months to construct.

Why can't the project be undertaken sooner? Many factors go into developing a schedule for construction of a federal-aid project of this size. In addition to providing time for data collection, project design and quality control review, the schedule must also provide for public involvement, environmental review, environmental permitting, right-of-way negotiations, and utility relocations.

How will traffic on National Road, US-40 and Brown School Road be maintained during construction? Most construction activities along National Road and Brown School Road consist of signing and pavement marking changes which will be done at night or during evening hours. Signal work may require closure of curb lanes for placing foundations, pull boxes, signal supports, etc. Construction along US 40 and west of the dam will be confined to off-road locations with impact to US 40 limited to flaggers while setting the prefabricated bridge truss over CSX railroad, which could be completed at night.

Will the project require a detour of Old National Road Trail or the Great Miami Recreation Trail during construction? The project team will seek to maintain traffic on the Great Miami Recreation Trail during daylight hours. However, if day-time closures of more than 15-minutes are required, flaggers, signed detours and advance notice of the closures will be provided.

What is the current status of decision-making on this project? No final decisions regarding any proposed improvements have been made at this time. We are seeking public input, in order to ensure the best possible decisions are made for our community. We welcome your input and encourage you to provide comments.

How can I submit comments? To provide comments, you may call, email or send a letter to the contacts in the box on the right hand side of this page. Comments are requested no later than April 30, 2022. You may also submit comments on the ODOT Project Page for the Vandalia Bikeway, which can be found at www.transportation.ohio.gov.

Questions or Comments? Contact Us!

City of Vandalia:

Rob Cron

Director of Public Service

Phone: 937-415-2323

Email: rcron@vandaliaohio.org

City of Vandalia

333 James E. Bohanan Dr. Vandalia, Ohio 45377

ODOT:

Tricia Bishop

District Environmental Coordinator

Phone: 937-497-6721

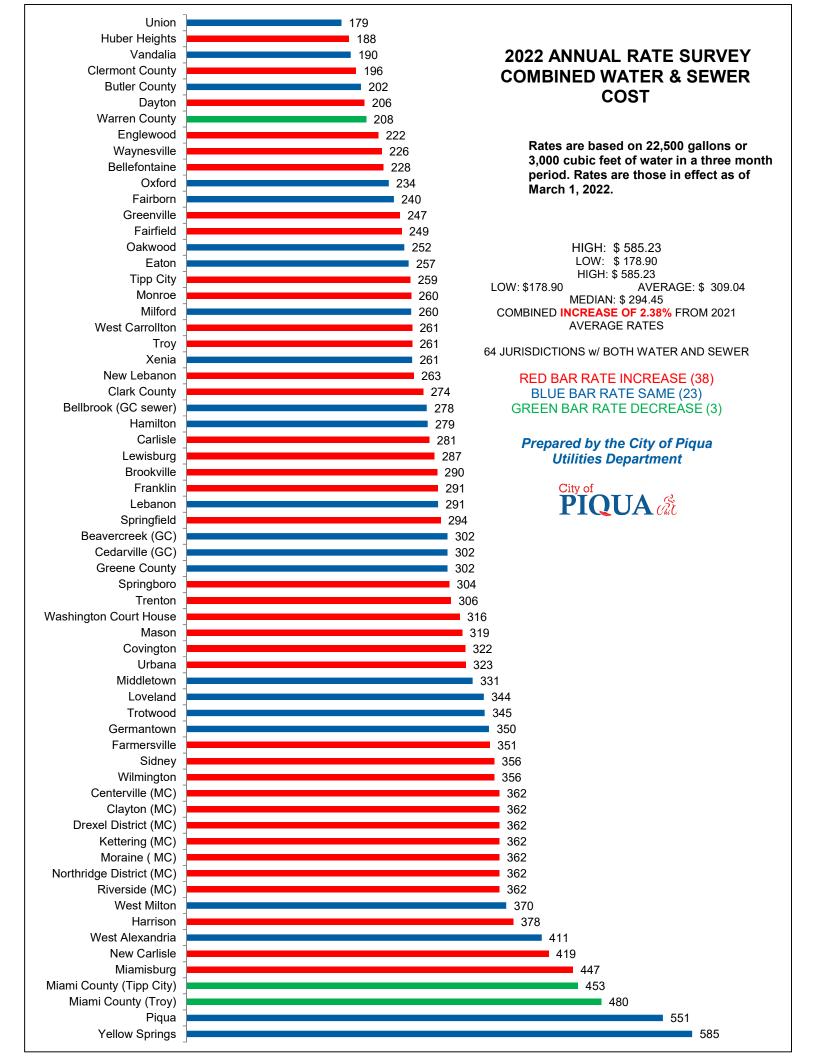
Email: tricia.bishop@dot.ohio.gov

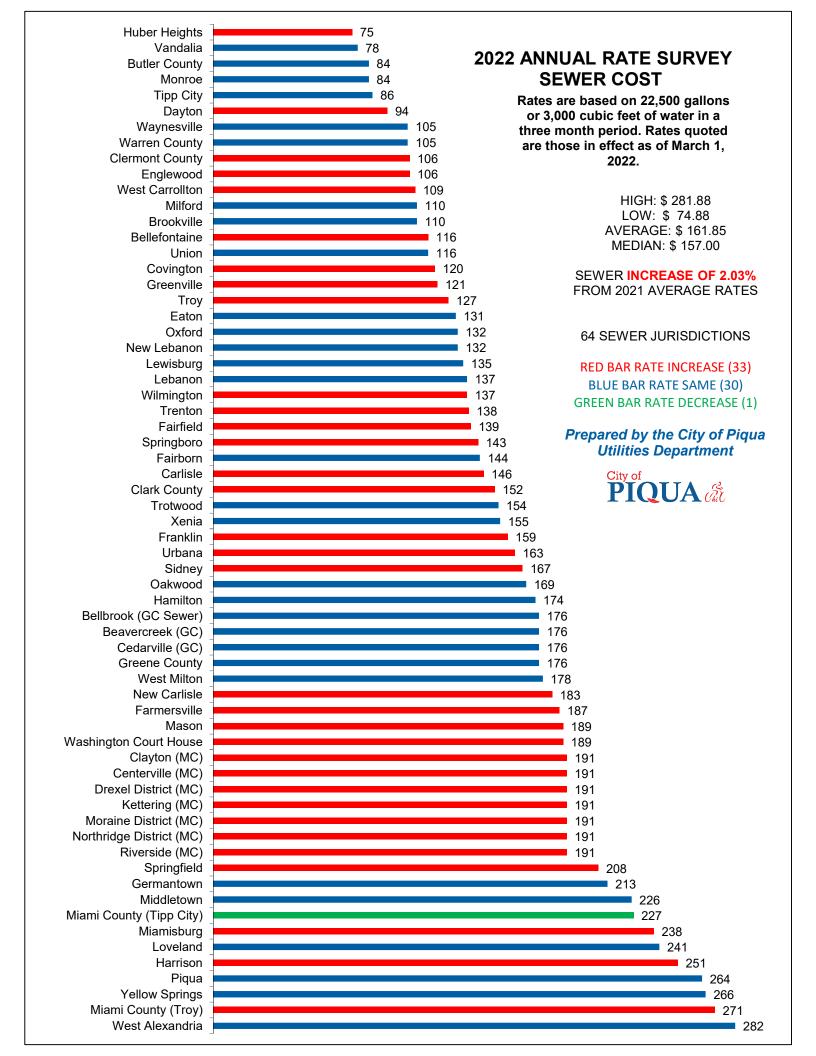
ODOT District 7

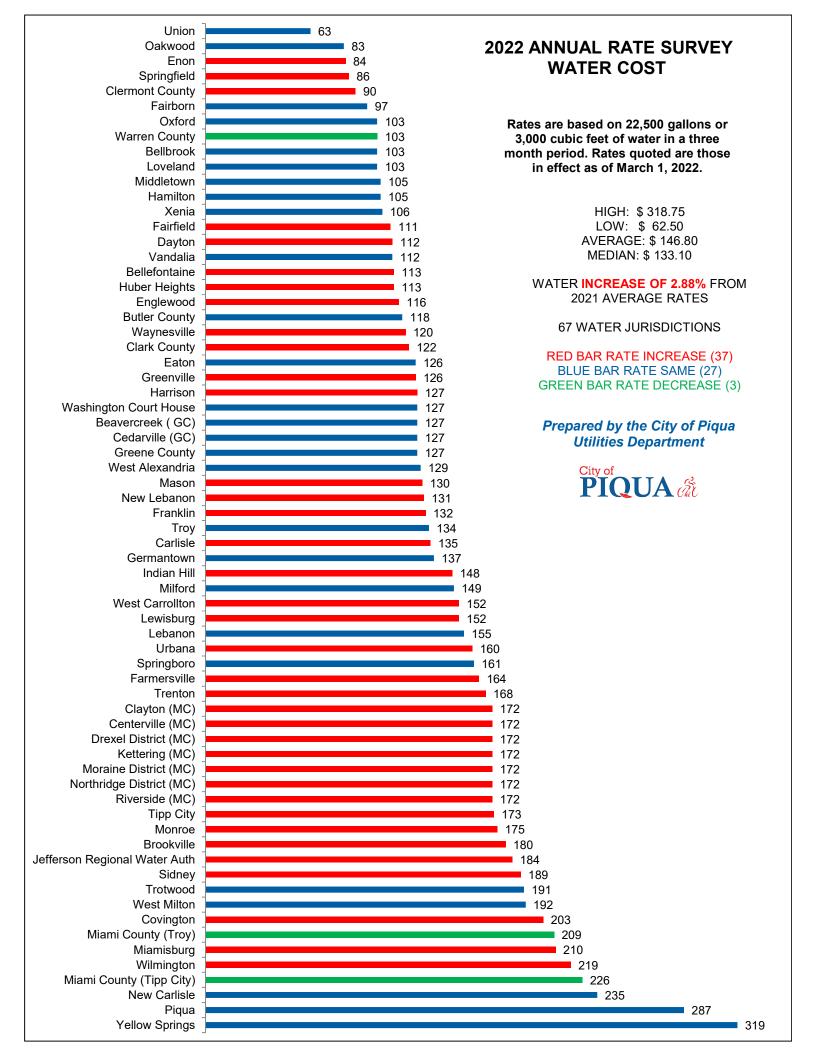
1001 St. Marys Avenue Sidney, Ohio 45365



The environmental review, consultation and other actions required by applicable Federal environmental laws for this project are being, or have been, carried out by ODOT pursuant to 23 U.S.C. 327 and a Memorandum of Understanding dated 12/14/2020, and executed by FHWA and ODOT.

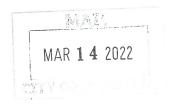








10 North Ludlow St., Suite 700 Dayton, Ohio 45402-1855



t: 937.223.6323 f: 937.223.9750 TTY/TDD: 800.750.0750

www.mvrpc.org

March 7, 2022

Mr. Daniel Wendt City Manager City of Vandalia 333 James E. Bohanan Memorial Drive Vandalia. Ohio 45377

Dear Mr. Wendt;

Congratulations, on March 03, 2022 the MVRPC Board of Directors approved your request for regionally controlled funds as shown below and detailed on the attached project summary sheet(s).

Webster Street Resurfacing - \$717,131 STP

Pursuant to the Policies and Procedures for the STP, CRRSAA, and TA programs, approved projects must be fully programmed with ODOT and MVRPC within three months of the original approval. This date must be met in order to maintain funding commitment to your locality. Please contact your ODOT District office to schedule a meeting to begin this process. At this meeting, a detailed project scope and a tentative project development schedule will be determined with the assistance of both ODOT District and MVRPC staff. Based upon this determination, a final funding year will be recommended for inclusion in the MVRPC Transportation Improvement Program (TIP).

It is important to note that ODOT has implemented a MPO funds management policy which restricts MVRPC's ability to carry over regionally controlled funding from year to year. As such, when requesting a funding year please know, that it is imperative that your project meets the requested timeframe. MVRPC's ability to fund projects beyond the approved funding year is restricted by the state policy. This requires adherence to the agreed upon schedule to avoid loss of funding for your project.

Also, please be aware that all cost overruns realized at bid opening will be the sole responsibility of the project sponsor. Once approved, a project's scope cannot be changed without the Board's approval. The amount of funds available for reimbursement for a project will be capped at the approved amount shown in the summary. The matching federal funds will be reimbursed at the percentage shown in the summary.

All project sponsors must know and implement the U.S. Department of Transportation Standard Title VI Assurances and Nondiscrimination Provisions, which states "No person in the United States shall, on the grounds of race, color, national origin, sex, age, disability, low-income status, or limited English proficiency, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including FHWA".

Please note that these federal funds are being awarded by MVRPC as the administrator of the funds for the Federal Highway Administration (FHWA). As such, it is MVRPC's intention to be fully recognized as the provider of the funds as described above. Please make sure that any announcements, publications, press releases, etc. state that these federal funds are being provided through MVRPC. Also, in an effort to inform the public more about what kinds of services MVRPC provides to our member jurisdictions, we are suggesting that if project sponsors are already intending to provide and install some temporary project signage at the construction site during the duration of the project, that MVRPC's logo be included.

If you have any questions concerning the attached material, please feel free to call Brad Daniel, 937-223-6323.

Sincerely,

Brian O. Martin, AICP Executive Director

Cc: Rob Cron

Scott Schmid - ODOT District 7

rian O. Martin

Total STP Funds Approved: \$717,131

Project Class: STP Application Year: 2021 Project Approved: Yes

Project Sponsor: City of Vandalia Local Priority: 1

Project Name: Webster Street Resurfacing

Project Location: Webster Street from Little York Road to Stop 8 Road.

Project Description: Roadway resurfacing including milling of the existing asphalt and placement of

tack coat, new asphalt and pavement markings.

Funding Requested in Original Applicatation

Phase	Source	Amount	Year	Pro Rata
PE	Local	\$83,000	2023	100%
Phase Total: \$83,000				
CE	Local	\$13,280	2024	20%
	STP	\$53,120	2024	80%
Phase Total: \$66,400				
Con	Local	\$166,003	2024	20%
	STP	\$664,011	2024	80%
Phase Total: \$830,014				

Project Total: \$979,414

Final Funding Breakdown as Approved

Phase	Source	Amount	Year	Pro Rata
PE	Local	\$83,000		100%
Phase Total: \$83,000				
CE	Local	\$13,280		20%
	STP	\$53,120		80%
Phase Total: \$66,400				
Con	Local	\$166,003		20%
	STP	\$664,011		80%
Phase Total: \$830,014				

Project Total: \$979,414

Overall Funding Split





Information current as of: Friday, February 11, 2022

DEPARTMENTAL CORRESPONDENCE

TO:	City Manager Daniel Wendt
FROM:	Human Resources Manager Missy Pruszynski
DATE:	March 16, 2022



Part-Time Pay Plan Recommendations



In an attempt to **Sharpen the Saw** and to continue to enhance the **Vibrant** aspects of our organization and community we are recommending Council consider amendments to the city-wide part-time pay plan. The various economic impacts of the pandemic have taken a toll on the labor pool and as a result part-time wages are no longer competitive and this has created recruitment challenges. Staff has researched various part-time wages in the region. A market adjustment is necessary to be competitive with other regional part-time wages and to attract and to retain exceptional part-time employees who will genuinely contribute to shaping Vandalia into a **top-tier** suburb. The Division of Fire part-time pay structure has not been evaluated and improved since 2017, as a result Chief Follick and his staff recently conducted a comprehensive part-time pay study. His recommendations are designed to:

- 1. Recruit (attract) Firefighter/Paramedics that are currently working for another fire department in a full-time capacity and are looking for a "day-off" job. This brings experienced personnel to the Division of Fire.
- 2. Get entry level firefighter/EMT/Paramedics starting rates up into the top tier of pay for the region.
- 3. Create a "firefighter" only position in our daily staffing that can be used as a "force multiplier", assisting us in keeping at least one firefighter resource in service (with three personnel) on every shift.
- 4. Encourage our current part-time personnel to stay. One of the main reasons stated during exit interviews is pay.

Chief Follick has noted this proposal is designed to be the catalyst for a change in our part-time recruiting process to make the Division more attractive. His proposed changes are below and are included on the attached Part-Time Pay Plan.

For Tenured Firefighter/Paramedics:

Tenured Firefighter/Paramedic	Starting Rates of Pay:	Required hours:
Defined: Any certified firefighter/paramedic that is working full-time as firefighter/paramedic in another fire department (with a year or more in this position).	s \$19.25 2-Years of full-time experience \$20.00 3-Years full-time experience \$20.75 4-Years full-time experience \$21.50 5-Years or more full-time experience \$22.25 Tenured part-time employees can earn "step increase" with work as a minim or 24-hour shifts maintain tenured Explanation- para are schedule to 24 shifts/month hours would allow time employee to for the regular so shifts/month, who	Tenured firefighter/paramedics must work as a minimum of 72 hours (12 or 24-hour shifts) per month to maintain tenured status. Explanation- part-time employees are schedule to work (average) six
		24 shifts/month (144 hours). 72 hours would allow a tenured part-time employee to work at least 50% of the regular scheduled shifts/month, while not exceeding Fair Labor Standards Act rules.

Entry Level Positions (Personnel Not Working in full-time Firefighter/Paramedic positions outside of Vandalia):

Firefighter/Paramedic	\$ 18.50	Annual increase of up to 2.0% with a "meets standards"
Firefighter/EMT-I	\$ 18.25	performance evaluation.
Firefighter/EMT	\$ 17.00	24 hours shifted or 12-hour slots available. Hourly
Firefighter	\$ 15.00	candidates MUST submit and/or work at least <u>48</u> hours per month.
Fire-Inspector (Part-Time)	\$ 20.00	Part-time inspectors will be scheduled 28 hours per/week. Annual increase of up to 2.0% with a "meets standards" performance evaluation.

^{*}The hours requirements listed in both tenured and entry level explanations are the REQUIRED MINIMUM number of hours that we need part-time personnel to be at work. Personnel can work additional hours, not to exceed Fair Labor Standards Act (FLSA) rules.

Part-Time Pay Plan		
Position	Rate	
Tenured Firefighter/Paramedic with 5 or More Full-Time Years Experience	\$22.25	
Tenured Firefighter/Paramedic with 4 Years Full-Time Experience	\$21.50	
Tenured Firefighter/Paramedic with 3 Years Full-Time Experience	\$20.75	
Tenured Firefighter/Paramedic with 2 Years Full-Time Experience	\$20.00	
Entry Level Fire-Inspector	\$20.00	
Tenured Firefighter/Paramedic with 1 Year Full-Time Experience	\$19.25	
Entry Level Firefighter/Paramedic	\$18.50	
Entry Level Firefighter/EMT-I	\$18.25	
Assistant Golf Pro	\$18.00	
Entry Level Firefighter/EMT	\$17.00	
Grounds Foreman - Golf	\$16.00	
Administrative Assistant		
Recreation Rental Coordinator	┑	
IT Support Technician		
Entry Level Firefighter	\$15.00	
Seasonal Maintainer II		
Crossing Guards		
Group Fitness Instructor		
Food Service Operations Assistant		
Facility Maintainer	\$14.00	
Seasonal Maintainer I		
Facility Coordinator	440.00	
Income Tax Clerk	\$13.00	
Camp Supervisor	0.000	
Custodian	\$12.00	
Special Events Coordinator		
Front Desk Attendant		
Athletic Supervisor	\$11.00	
Clerk Typist		
Basketball Scorekeeper		
Rec Tech		
Golf Tech		
Food Tech	\$10.00	
Rec Leader		
Camp Leader		
Snack Bar Attendant/Beverage Cart	\$4.85	
Indated: 03/16/2022		

Updated: 03/16/2022



INTEROFFICE MEMORANDUM

TO:

DAN WENDT, CITY MANAGER

FROM:

CHAD E. FOLLICK, FIRE CHIEF

SUBJECT:

CHANGE IN PART-TIME PAY PROGRAM

DATE:

MARCH 10, 2022

Thank you for meeting with me today, the Division of Fire continues to work to achieve the established policy goals of the City of Vandalia.

In an attempt to "Sharpen the Saw", we are recommending a process improvement in this memo that is meant to purposefully refine our part-time pay procedures. As I indicated during our meeting, we have conducted a comprehensive part-time pay study. Our part-time pay structure has not been evaluated and improved since 2017.

As we discussed, part-time employees are a key component of the Division of Fire's staffing and deployment strategy. Recruitment and retention of part-time employees has truly become a competition between not only other fire/EMS departments in the areas, but also between the public sector and private EMS services.

As we discussed today, my recommendations are designed to do the following:

- 1. Recruit (attract) Firefighter/Paramedics that are currently working for another fire department in a full-time capacity and are looking for a "day-off" job. This brings experienced personnel to the Division of Fire.
- 2. Get entry level firefighter/EMT/Paramedics starting rates up into the top tier of pay for the region.
- Create a "firefighter" only position in our daily staffing that can be used as a "force
 multiplier", assisting us in keeping at least one firefighter resource in service (with three
 personnel) on every shift.
- 4. Encourage our current part-time personnel to stay. One of the main reasons stated during exit interviews is pay.

This proposal is designed to be the catalyst for a change in our part-time recruiting process to make the Division more attractive.

Pay Structure Proposed Changes:

Tenured Firefighter/Paramedic

Defined: Any certified		
firefighter/paramedic that is		

working full-time as firefighter/paramedic in another fire department (with a year or more in this position).

Starting Rates of Pay:

- 1-Year full-time experience \$19.25
- 2-Years of full-time experience \$20.00
- 3-Years full-time experience \$20.75
- 4-Years full-time experience \$21.50
- 5-Years or more full-time experience \$22.25

Tenured part-time employees can earn "step increase" with a "meets standard" performance review. Performance review will include

Required hours:

Tenured firefighter/paramedics must work as a minimum of 72 hours (12 or 24-hour shifts) per month to maintain tenured status.

Explanation- part-time employees are schedule to work (average) six 24 shifts/month (144 hours). 72 hours would allow a tenured part-time employee to work at least 50% of the regular scheduled shifts/month, while not exceeding Fair Labor Standards Act rules.

Entry Level Positions (Personnel Not Working in full-time Firefighter/Paramedic positions outside of Vandalia).

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Fire-Inspector (Part-Time)	\$ 20.00	Part-time inspectors will be scheduled 28 hours per/week.
		Annual increase of up to 2.0% with a "meets standards" performance evaluation.

^{*}The hours requirements listed in both Tenured and Entry Level explanations are the REQUIRED MINIMUM number of hours that we need part-time personnel to be at work. Personnel can work additional hours, not to exceed Fair Labor Standards Act (FLSA) rules.

If these changes are acceptable, I would propose implementation at the beginning of the first pay period in May of 2022. This will give us time to meet with our current part-time personnel and to launch an update part-time recruitment effort.

Thank you for your time and consideration, please let me know should you have any questions.

PART-TIME/SEASONAL POSITIONS & START RATES

Effective 01/01/2021 Min. Wage \$8.80/hr

\$4.40 Start Rate - Minimum Wage

Beverage Cart

\$4.85 Start Rate

Snack Bar Attendant

\$8.80 Start Rate - Minimum Wage

Concession Attendant Basketball Scorekeeper

Rec Tech

Golf Cashier

Golf Tech

Food Tech

Maintainer I

Seasonal Maintainers I

Public Works Technician

Camp Leader

Crossing Guards - Police

Custodian

Rec Leader

\$9.00 Start Rate

Officials Scheduler

Concession Supervisor

Camp Leader II

\$9.50 Start Rate

IT Support Technician

Seasonal Maintainers II

Athletic Coordinator

Camp Supervisor

Special Events Coordinator

Athletic League Supervisor

Front Desk Attendant

\$10.00 Start Rate

Administrative Assistant-CMO

Clerk-Typist-Recreation/Engineering

Grounds Foreman - Golf

Food Service Operations Assistant

Assistant Golf Pro

Income Tax Clerk

Concession Manager

\$10.50 Start Rate

Facility Coordinator

\$11.00 Start Rate

Building Maintaine

\$12.00 Start Nate

Recreation Coordinator

FF - Single Certification

FMT. Single Certification

MT-I Single Certification

Faramedic - Single Certification

\$14.00 Start Rate

FF/EMT

\$14.50 Start Rate

FF/EMT-I

\$15.00 Start Rate

Parks & Recreation Assistant

Group Fitness Instructor

Fire Inspector

Fire Captain

\$16.00 Start Rate

FF/Paramedic

Assistant Fire Chief

City Manager