THE BLUE LETTER



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

July 26, 2021

Dear Mayor Herbst and Esteemed City Councilmembers:

It was another wonderful week in service to the Vandalia community. Thank you to all of the families that attended the employee family pool party on Friday evening at Cassel Hills Pool. This was a great time for camaraderie and Christy's Pizza. Thank you to HR Manager Dewberry, Communications Manager Hopkins, Administrative Assistant Howard, and the rest of our team for their hard work in putting this event together.

It is hard to believe that August is just around the corner. As I approach six months at the helm as your city manager, it is clear to me that now is the time to seize opportunities that are peaking over the horizon. We are going to accomplish this by moving forward, listening intently, and by articulating the type of town that we want to be. In September, Assistant City Manager Holloway and I plan to give an update at a study session on what our organization has achieved and what we would like to pursue in the next 12 - 18 months. The Vision Vandalia Comprehensive Plan can be seen here:

https://vandaliaohio.org/DocumentCenter/View/105/2020-Comprehensive-Plan-PDF

In all cases, it is my hope that every employee will skim its contents. Internal employees who wish to advance in this organization can anticipate being asked about their take on the City's goals and plans during promotional processes. #fairwarning

We are nothing without our team of public servants and so much of our success revolves around having the right people in the right post. In this sense, I am looking for candidates who will serve the community beyond the four corners of their job descriptions. Last week, we welcomed back Mr. Pete Bauldauf as our Chief Building Official alongside Mr. Ted Baker who will retire near the beginning of next year. Also, Mr. Austin Tarzinski joined our team at Public Works. I am excited to see the positive work product that they are going to bring to Vandalia.

Chief Follick and I interviewed some top-tier Fire Captain candidates last week. We are deliberating and look forward to backfilling the post, which was vacated when Mr. Stitzel became Fire Chief at the Dayton International Airport.



Performance Evaluation System and Training: As a management philosophy, I put a lot of stock in accountability. Human Resources Manager Shannetta Dewberry, Payroll Specialist Natalie Montgomery, and Recreation Facility Manager Alicia McCracken are working hard behind the scenes to implement the electronic performance evaluation system. To improve accountability, I have directed each of our supervisors to attend performance evaluation training with seasoned labor attorney Doug Duckett. Half of the supervisors attended last week and the rest will attend on Wednesday morning. The purpose of this training is to communicate my expectation that supervisors will provide honest and productive feedback that motivates our team to strengthen our work product. In the future, I plan to migrate management staff to a pay structure that is based solely on performance with an evaluation period that aligns with the City's fiscal year.

National Night Out: National Night Out is on August 3 from 6-8 pm at the Vandalia Recreation Center. The flyer is enclosed.

Chipotle Grand Opening: This event will take place on Wednesday, July 28 at 9:30 am.

Annual Pool Maintenance Closure: Please be advised that the Vandalia Recreation Center will be closed July 26 – August 6 for annual maintenance.

Façade Improvement Program: The Façade Improvement Program through the Vandalia Development Corporation continues to be very popular. Last week, ACM Holloway and City Planner Karto inspected the Ken Morris Insurance Agency. Next month's Focus Vandalia will feature an episode on the program.

Bicycle Advisor Committee: The Bicycle Advisory Committee signed a letter of support for the Safety Study application and opted not to participate in this year's National Night Out due to other commitments.

Rebranding: The rebranding project continues to move forward as orders have been placed for business cards, letterhead, envelopes and lapel pins.

American Rescue Plan Act (ARPA): On Friday, we received the first tranche totaling \$785,475.82 of ARPA funds! Preparation continues for receipt of American Rescue Plan Act funds and guidance on allowable expenditures. As we previously discussed in a study session, I anticipate proposing appropriations for the COVID-19 Small Business Grant, a waterless restroom facility on the Cassel Hills Golf Course, and a donation to the food pantry in order to establish a fund for emergency and capital repairs – among others.

All-Inclusive Recreation Day: The Vandalia Recreation Center will be hosting an All-Inclusive Recreation Day for people who have developmental disabilities on Friday, July 30 from 9am to 2pm. This day will be filled with outdoor fun and games, water activities and a provided lunch. We currently have 35 adults registered for the event.



Summer CampREC: Summer CampREC continues to run very smoothly. Kids are enjoying a variety of activities each week including a magic show, a trip to Pump It Up and Sycamore Trails Aquatic Center and more. Last week campers toured the Historical Society museum and grounds. As well, Bee City USA Representatives Al Tuttle and Joe Dranschak shared a tenminute video and other information about the importance of honeybees. CPO Wehner attended the Summer Camp for youth at the Rec Center. He discussed with campers what police do, types of equipment they use, and all of them were given a Junior Police Officer Badge.

Commercial Truck Traffic: During the past two weeks, VPD officers made 13 traffic stops on commercial motor vehicles for traffic violations. These stops resulted in two traffic citations and 11 written warnings while working 16 additional enforcement hours.

US 40 Improvements Update: Updates on the US 40 widening project can be seen on the Montgomery County Transportation Improvement District (MCTID) website at: http://mctid.org/us-40-improvements/. Please note the following update from MCTID:

Beginning Monday, Aug. 2, weather permitting, ongoing work on the US 40 Improvements Project will require the **temporary closure of two ramps**:

- Ramp from southbound Airport Access Rd. to US 40
- Ramp from US 40 to northbound Airport Access Rd

One-minute detour in place through Oct. 1: A detour using Concorde Dr., Freight Dr., Cargo Rd., Boeing Dr. and Terminal Dr. will be marked with signage. The detour is expected to add one minute of travel time for drivers, but the temporary ramp closures will allow the overall project to be completed in a shortened time frame.

Traffic switch expected on US 40 between Dog Leg Rd. and Peters Pk.: As crews continue to make progress throughout the project area, a new traffic pattern is expected to be put in place on US 40 in the coming weeks. Traffic will be shifted to the north side of US 40 so that stabilization, reconstruction, and widening work can begin on the south side.

The US 40 improvements proactively address anticipated growth over the next several decades to ensure efficient traffic flow for all who travel through the area. When completed, the improvements will address roadway design issues while adding capacity.

Camera Registration: CPO Wehner re-launched our citizen security camera registration program. The program was marketed to residents through the news media, social media, and a Focus Vandalia video. Recent changes allow officers to access camera registries from their cruiser at any time and view them on a map. Since the re-launch, camera registrations have increased 200%! WHIO-TV Channel 7 aired a story and highlighted this program in an interview with Officer Wehner during this past Wednesday evening news segment.

Here is a link to the registration form:

https://cityofvandalia.wufoo.com/forms/zc7k8y4o3udif1/?fbclid=IwAR3zgcKzDoUsjVYnP-MswXqbyH6Osa5OnmMve9wTf-_JmklBQphoxcF3iVo

Communications Strategy: Across the agency, you might notice an up-tick in the number of



interviews we are doing with the media in addition to a surge in press releases and social media posts across several platforms. Part of this is by design, the other part is because our team is thinking innovatively (e.g., in-home COVID-19 vaccinations by the Division of Fire, camera registration by Division of Police, speed limit changes by Division of Public Works). Good news brings pride to our organization and the Vandalia community. We need to keep building on this success and adapt to reach all age groups. Kudos to Communications Manager Hopkins in leading the charge.

NorthPoint Development: You will notice that the NorthPoint Development has begun work on the relocation of Tuskegee Airman Drive. According to Marc Werner, the agency has come close on three occasions, but has not secured a tenant to date.

Please contact me directly with comments and questions.

Your Partner in Service,

Dan Wendt City Manager

Attachments:

- 1. Information Update ACM Holloway July 22, 2021;
- 2. Information Update Director Leiter July 21, 2021;
- 3. Information Update Chief Follick July 22, 2021;
- 4. Information Update HR Manager Dewberry July 22, 2021;
- 5. Information Update Director Clark July 22, 2021;
- 6. Information Update Chief Althouse July 22, 2021;
- 7. Information Update Director Cron July 22, 2021;





POLICE-COMMUNITY PARTNERSHIPS

CITY OF VANDALIA

NATIONAL NIGHT OUT 2021

AUGUST 3, 2021 6-8PM

VANDALIA RECREATION CENTER
1111 W STONEQUARRY RD
VANDALIA, OH



TOGETHER, WE ARE MAKING COMMUNITIES SAFER, MORE CARING PLACES TO LIVE AND WORK

To: Dan Wendt, City Manager

From: Amber Holloway, Assistant City Manager

Date: July 22, 2021

Subject: Information Update



- Staff from DES, Fire, and I held a pre-development meeting with a Vandalia company on 7/9.
- We had a very successful Air Show weekend. Thank you to all who dedicated their weekend to make the event such a success!
- On Monday July 12, we held a meeting with the Bicycle Advisory Committee. At the
 meeting the Committee signed a letter of support for the Safety Study application and
 opted not to participate in this year's National Night Out due to other commitments.
- You and I, along with Mayor Herbst, Councilwoman Farst and Councilman Follick attended the groundbreaking for the White Castle expansion on Tuesday July 13. It was great to celebrate with the White Castle team and our resource partners.
- Zak Karto and I met with Gina Hall to go over preliminary floor plans for the renovation of the former Stubbie's site.
- Zak Karto and I conducted a final inspection of the new Chipotle restaurant. They have been issued a Temporary Certificate of Occupancy while they resolve some minor landscaping inconsistencies. We anticipate the restaurant will open next month.
- I took Zak on a driving tour of Vandalia on Friday 7/16 to better familiarize him with the community.
- I attended performance evaluation training on Tuesday 7/20.
- On 7/21, I met with a business owner considering an industrial space in Vandalia.
- On 7/22, Zak and I inspected Façade Improvements at Ken Morris Insurance Agency. Ken Morris is one of two applicants who have taken advantage of our Façade Improvement Program so far. Next month's Focus Vandalia will feature an episode on the program.

Communications Update:

We've made progress on the rebranding front:

- New business cards have been ordered for most staff. Staff and Council should expect proofs early next week.
- New letterhead and envelopes are being printed
- We are finalizing our order on new lapel pins reflecting the rebranding.

Our most recent Focus Vandalia shoot was Wednesday, July 21. Our August feature stories will be:

- National Night Out Against Crime
- Back to School in Vandalia
- Road work on National and Helke
- Parks and Recreation events for August/September
- Façade Improvement Program

The Dayton Daily News articles for August will be:

- Introduction of Zak Karto, City Planner
- Division of Police Camera registration Program
- Assorted news briefs to be determined.

For the Chamber of Commerce newsletter, we'll have an introductory article on Zak Karto, City Planner.

City of Vandalia Finance Department

Information Update

To: Dan Wendt, City Manager

From: Bridgette Leiter, Director of Finance

Date: July 21, 2021

Re: Information Update - Period Ending July 23, 2021

- I participated in various webinars regarding the American Rescue Plan Act and preparation for receipt of funds and guidance on allowable expenditures. The registration was completed, and the City is set to receive the first tranche amount of \$785,475.82 later this month. Final details on the types of expenditures permitted with use of the funds are forthcoming.
- 2. Finance staff continue to attend various trainings on the new Incode Finance software, including the new time management system, Executime.
- 3. You and I interviewed three candidates (round #2) for the Finance Clerk position recently vacated by Kristen Carnes.
- 4. You and I attended a NAWA Board meeting. I presented the June 30, 2021 YTD financials. Revenues for water service is up YTD by 2% over 2020. Interest revenue is down YTD by 95% over 2020. Year to date Expenses (which includes Operating & Maintenance, Capital and Debt service payments) were down by 27% over 2020 partly due to timing, and the explanations discussed during the Board meeting.
- 5. You and I attended a Tri-Cities Finance Committee meeting.
- 6. Kristen Carnes and I attended a regularly scheduled council workshop & meeting.
- 7. Emily Huwer, Kristen Carnes and I attended the performance evaluation training session with presenter, Douglas Duckett.



DIVISION OF FIRE INFORMATION UPDATE

TO: DANIEL WENDT, CITY MANAGER

FROM: CHAD FOLLICK, FIRE CHIEF

DATE: 7/22/2021

SUBJECT: INFORMATION UPDATE – PERIOD ENDING JULY 23, 2021

- During the Dayton Airshow, the Division of Fire brought in extra crews to help manage the Friday Parade and weekend event. Typically, Airshow weekend is a busy one for the Division of Fire, so crews were on standby for assistance in covering an expected increase in call volume.
- 2. The Division of Fire was able to participate in the second Parks and Recreation splashtacular event of the summer at Helke Park on July 14th. As always, this event was a success and it is always great to see the kids having fun. We are looking forward to the next event!
- 3. Friday July 15th The Division of Fire held an assessment center at Station One for the vacant Captain's position candidates. Once scores have been totaled and reviewed, Mrs. Dewberry should be contacting the candidates whom are moving on in the process for a second interview.
- 4. The Fire Prevention Bureau has been working diligently at assisting multiple companies around the city to open. Some of the business include, but are not limited to Heraeus, Chipotle and Dixie Vet Clinic.

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DIVISION OF FIRE INFORMATION UPDATE

The Bureau is hopeful that these businesses will be open and functioning properly very soon.

- Additionally, there is an increase in new projects around the city, as a result there is an increase in Fire Protection System inspections and Plan Reviews within the Fire Prevention Bureau.
- 5. Hearth and Home of Vandalia at 55 Great Hill Drive has been on a fire watch for a few weeks now due to a lightning strike to their alarm panel that we mentioned in a previous update. Currently Hearth and Home is in the process of installing a new alarm system and is working closely with the Fire Prevention Bureau to accomplish this quickly and safely.

CEF/clj Page 2 of 2

To: Dan Wendt, City Manager

From: Shannetta Dewberry, HR Manager

Date: July 22, 2021

Subject: Information Update



HUMAN RESOURCES UPDATES

Hires

- Public Works Technician We would like to welcome Austin Tarzinski to the Public Works Department. Austin started with the City on 7/21/21.
- ❖ DES Please welcome Pete Baldauf (Chief Building Officer). Pete started on 7/21/21 and will be working alongside of Ted Baker.

HR Recruiting

- Public Safety Specialist We concluded second round interviews and have identified a candidate to proceed through the hiring process.
- ❖ Finance Clerk We are conducting second round interviews and have identified a candidate to proceed through the hiring process.
- ❖ Fire Captain Second round interviews will be conducted this week.
- ❖ **Police Officer** We will be posting this position in upcoming weeks.

Performance Evaluation Training

❖ Doug Duckett (Labor Attorney) conducted a successful Performance Evaluation training session for supervisors and management. This training will allow management to better administer and conduct collaborative employee evaluations. In addition, management got a first look at the new performance evaluation document that will be housed in our new Prism Performance Management System. The next training session will take place on Wednesday, July 28, 2021.



To: Dan Wendt, City Manager

From: Steve Clark, Director of Parks & Recreation

Date: 7/22/2021

Re: Information Update – Period ending July 22, 2021

FACILITY MAINTENANCE DIVISION

Kudos to Custodial Supervisor Mark Collins for assisting members of the Division of Police with transporting the belongings of a suddenly homeless mother and daughter to a local hotel last week. Mark didn't hesitate when asked if he could use a parks truck to assist with the move. He is a great example of the employees we have in the Parks & Recreation Department and the City and we are proud that he is part of our team. What a great job by all involved in this scenario!

Maintenance staff continue to investigate the cause of rain water entering the Justice Center from the flat roof area. Water may be entering through the HVAC equipment or potentially the roof drain connections.

Cassel Hills Pool was closed last Friday due to issues with the main circulation pump. Building Maintenance staff replaced some burnt wiring and we were able to get the pool back up and running for the weekend. They also removed a failed chlorine pump at the Recreation Center Pool and replaced it with a backup unit.

Staff spent a great deal of time preparing for and cleaning up from the Air Show Parade. Some responsibilities included delivery, set up and return of the mobile sound stage, trash receptacles along the parade route, canopies at various locations, golf carts for parade committee and the return of all items.

Facilities Superintendent Rudy Wells ordered updated signage for our parks and facilities including handicap parking, no parking and stop signs. These signs will be placed by staff upon receipt.

Rudy plans to meet with Chief Althouse to discuss options for fencing around the rear parking lot of the Justice Center as a means to better protect staff and their personal vehicles.

RECREATION/ATHLETICS DIVISION

We continue to work with SwimSafe on various issues and concerns at Cassel Hills Pool. Steps to eradicate unwanted behaviors are in place or being finalized. Many thanks to the Police Department for their uniformed walk through visits and for leaving a cruiser in the parking lot. Signs will be placed at various locations within the facility when completed by Public Works. We now have a volunteer serving as a secret shopper who is spending quite a bit of time at the pool and communicating with Recreation Superintendent Kreill frequently. We are seeing improvement in behaviors and how the situations are being handled. One of our bigger concerns at this time is the cleanliness of the locker rooms, restrooms, pool grounds and parking lot. We are working with SwimSafe to emphasize the need for improvement in this area.

The July 21 Splashtacular event at Robinette was postponed due to cool weather conditions and will be rescheduled for a date in early August. Staff felt the cooler than normal temperatures and overcast skies were not ideal for kids to be running through spraying water and playing other water games.

The 3rd Annual Tournament of Champions baseball tournament will take place this weekend at the Sports Complex, July 23-25. Recreation Manager John Myers will be serving as the tournament director for the 25 rec all-star teams registered to participate.

Youth soccer teams have been formed with practices scheduled to begin this weekend. Currently, we have a total of 333 kids registered to play in the program. This number is up from last year but down slightly from 2019. We still have some openings in several leagues so our numbers could grow in the coming days.

RECREATION CENTER

Staff ordered and received 11 new Troy brand dumbbells, replacing old and deteriorated dumbbells on the fitness floor at the VRC. We plan to replace the remaining dumbbells and old racks with new Troy brand items in the near future.

The Vandalia Recreation Center will be hosting an All-Inclusive Recreation Day for people who have developmental disabilities on Friday, July 30 from 9am to 2pm. This day will be filled with outdoor fun and games, water activities and a provided lunch. We currently have 35 adults registered for the event.

Summer CampREC continues to run very smoothly. Kids are enjoying a variety of activities each week including a magic show, a trip to Pump It Up and Sycamore Trails Aquatic Center and more. Last week campers toured the Historical Society museum and grounds. As well, Bee City USA Representatives Al Tuttle and Joe Dranschak shared a ten minute video and other information about the importance of honeybees. This week is Silly Science Week with kids doing many different science experiments and taking a trip to COSI. The week will end with a Nature and STEM presentation on Friday.

The Aquatic Center at the VRC will be closed for annual maintenance from July 26 through August 6. Several maintenance projects will take place during the shut-down period and a rather large cleaning and task list has been created as well.

The first proof of the Fall Program Guide (September through December) is back from the printer and being reviewed for edits by staff. The guide will go live online towards the end of August.

The VRC is currently offering a 19% off promotional special. We have sales of \$5,984 to date (memberships and purchases over \$50). We have sold 8 gift cards totaling \$775 with the 19% discount as well. The promotion ends August 6.

Emergency Action Plans are being reviewed and updated by staff. This process is a good reminder to staff of the importance of our EAP and keeping it up to date and accurate. It also allows staff to review procedures with all part time staff working at the VRC.

GOLF DIVISION

Golf Course Maintenance had to deal with 6 inches of rain over the past week. This amount of rain on the course creates a great deal of work to keep the course in top shape for play. Elements IV Interiors Annual Golf Outing took place on Saturday, July 17 at Cassel Hills with 84 players. A total of 2.5 inches of rain fell on Friday after 8pm to go along with another 3.5 inches that came during the week. In the past this would have closed the course on Saturday due to standing water and extremely wet conditions. With our ability to keep carts on the path with the GPS system, we were able to open for play and conduct the event. As a result, the course collected \$6,000 in revenue.

SENIOR CITIZENS CENTER

Toni Williams submitted the required forms to Montgomery County Job & Family Services for the 2021 Year End Reporting Period concerning our Van Tran program. End of year numbers for completed trips are as follows: Medical – 340; Employment – 39; Groceries – 313; Trips to Senior Center – 220; Personal (hair and nails) – 145; Non-food shopping – 93; Education – 1; Recreation Center – 213; Enhanced activity (Church) – 2.

The Senior Center is averaging 58.2 members per day over the period of July 7-19. July 13 had the most visits with 108 followed by July 9 with 106. These days had large lunch and learn attendance.

Information Update



To: Dan Wendt

City Manager

From: Kurt E. Althouse

Chief of Police

Date: July 22, 2021

Subject: Information Update Ending July 23, 2021

- During the past two weeks, VPD officers made 13 traffic stops on commercial motor vehicles for traffic violations. These stops resulted in two traffic citations and 11 written warnings while working 16 additional enforcement hours.
- CPO Wehner held two classes at a local business where they covered Run, Hide, Fight and Human Trafficking. The classes were well received with 123 people in attendance.
- CPO Wehner attended the Summer Camp for youth at the Rec Center. They
 discussed what police do, equipment they use, and answered questions.
 Approximately 40 children were in attendance and all of them were given a Junior
 Police Officer Badge.
- 4. CPO Wehner re-launched our citizen security camera registration program. The program was marketed to residents through the news media, social media, and a Focus Vandalia video. Recent changes allow officers to access camera registries from their cruiser at any time and view them on a map. Since the re-launch, camera registrations have increased 200%! WHIO-TV Channel 7 aired a story and highlighted this program in an interview with Officer Wehner during this past Wednesday evening news segment.
- I attended the Montgomery County Drug-Free Coalition meeting held at the Sheriff's Office Patrol Headquarters facility on July 13 for a joint agency discussion on an upcoming enforcement blitz.
- 6. On July 14 & 15, VPD participated in a joint prostitution-sting operation with members of the Montgomery County Regional Agency Narcotics & Gun Enforcement (R.A.N.G.E.) Task Force and Butler Twp. Police Department at a local hotel establishment. As a result of the two-day investigation, nine individuals were arrested and charged with soliciting and criminal tools. Two additional individuals were arrested and charged with promoting prostitution and possession of drugs. The sting was a part of an ongoing human trafficking investigation. The operation started after law enforcement caught wind of prostitution-related advertisements that were posted on various websites

- 7. On Sunday, July 18, midnight road patrol officers received a report of a shooting that occurred on North Dixie Drive, between Benchwood Road and Stop Eight Road. Detectives were called in and took over the primary investigation. Two 18-year-old males from Dayton suffered non-life threatening injuries and were treated at Grandview Hospital. This case is still under investigation.
- 8. On July 17, sixteen of our retired officers attended the annual retiree range session. VPD firearms instructors ran the retirees through a qualification course as required by the Federal Law Enforcement Officers Safety Act (LEOSA). We were honored to offer this to those who set the example of exceptional public service for us to follow. They set the bar very high. It was great to see everyone and catch up.
- 9. On July 16, VPD hosted *Leading Without Rank* instructed by Command Presence. Over 35 officers attended the training from around the state, including Detective Krimm and Officer Brazel. The training was well received by the attendees and the instructors were pleased with the hospitality and facility. VPD is planning on working with Command Presence in the future to host more training as our officers are given "no-cost" seats in the classes.
- 10. During the CenterPoint Airshow, the VPD Communication Center hosted a representative from the airshow EMS. The representative utilized our third radio console to dispatch EMS personnel to incidents on the air show grounds. This coordination led to increased communication between Vandalia dispatchers and air show EMS dispatchers.
- 11. Detectives charged a 41-year-old male from California with one count of possession of drug paraphernalia. This charge stems from the subject being found on Interstate 75 and he threw a glass pipe commonly used to smoke methamphetamine onto the highway to escape criminal charges.
- 12. Detective Krimm attended a two-day Instructor level class on Realistic De-Escalation tough by the Force Science Institute. This training will be integrated into our continuing education program for all officers, sergeants, and administrators. The purpose of this training is to teach law enforcement professionals the necessary skills to accurately assess potentially violent confrontations and, when feasible, defuse them with easy-to-grasp, successfully applied tactics to avoid a use of force crises.
- 13. Three police sergeants, both lieutenants and I attended the Performance Evaluation Training hosted in the Community Room and taught by Attorney Douglas Duckett on Tuesday afternoon. Attorney Duckett's presentation was relevant, timely and offered great points for accurately completing employee performance evaluations. Additional supervisors will attend this same presentation scheduled for next week.



Public Works & DES Information Update

To: Dan Wendt, City Manager

From: Rob Cron, Director of Public Service

Date: July 22, 2021

Re: Information Update for July 10-23, 2021

Public Works

Our crews assisted with the traffic control for the Airshow Parade and the Airshow over the weekend. We also removed all of the directional signing for the Airshow the week following.

We held our monthly large item drop off at the Public Works Facility on Saturday July 10th. The brush collected on that day was hauled to Harris Sod & Seed the following week.

We performed water shut offs for this month's delinquent customers. There were 23 customers on the list this month.

Our crews poured the foundation and installed the bollard lighting and signs in the new landscape median on W. National Road.

We replaced one of our decorative street lights on S. Dixie Drive that was knocked down by a hit and run driver. We keep one spare pole in stock for occasions like this since the poles take approximately 6-8 months from order to delivery.

We have been inspecting and adjusting or replacing if needed several water valve boxes prior to the resurfacing crews coming in.

We had our new sign plotter installed this week and the representative was in to perform training on the new plotter and software to our crews. They will also be getting our new branding and logo artwork installed so we can start using it on signage and our vehicle decals.

Crews performed four burials at Poplar Hill Cemetery during this period.

We had to relocate the school flashing lights and sign to a new pole that was installed by DP&L near Demmitt Elementary School.

Repairs were made to the guard valve for a Fire Hydrant on s. Brown School Road. Water service was off for a few customers south of I-70 for a couple hours while repairs were made.

We welcomed Austin Tarzinski as our newest Public Works Technician. Austin's' first day was July $21^{\rm st}$. Austin has previous public service experience with ODOT and Miami County.

Development & Engineering Services

Coate Construction has completed this year's concrete repair project. The highlight of this year's project was the installation of the landscape median on W. National Road just west of Corporate Center Drive.

In coordination with the median installation we extended the 35 MPH Speed Limit zone approximately 1,000 west on National Road to the Peters Pike intersection. This section of roadway was previously 50 MPH.

The new Traffic Signal at Northwoods Boulevard and Falls Creek Drive was put into to service on July 13th. They have a few directional signs to install on the mast arms and the project will be completed. We will be supplying the street name signs for the mast arms. As soon as our new logo is incorporated into our sign making software these will be made and installed.

Northpoint Development has begun work on the relocation of Tuskegee Airman Drive.

You and I met with Choice One Engineering to discuss the plans for extending City utilities west of the Airport Access Road to serve areas along Dog Leg Road and west. Preliminary plans were prepared for this back in 2011 to extend to Dog Leg Road. Choice One will provide us with a proposal to update the plans and to study the area west of Dog Leg to make sure we can serve that area as well.

The Temporary Certificate of Occupancy was issued for Chipotle Mexican Grill at 275 E. National Road.

The building permit was released for the White Castle Facility Expansion at 1614 Capstone Way.

The building permit was released for the Wendy's remodel at 383 E. national Road.

An apartment was condemned at 864 Continental Court for no utilities and unsanitary conditions.

Another apartment at 128 E. Van Lake Drive was condemned for unsanitary conditions.

I attended the Bicycle Advisory committee Meeting last week. We updated the group on the Vandalia Bikeway Connector as well as presented them the Safety Study information for our National Road Corridor from Ranchview Drive to Dixie Drive.

We welcomed Pete Baldauf back to the DES Department as Chief Building Official. Pete's first back was July 21st. Pete previously held the position of Electrical Inspector with The City and is back after working as an inspector with The City of Kettering for a few years.

We also welcomed Zak Karto to our team here as our new City Planner. Zak has hit the ground running with many new and exciting projects happening here. While Zak is officially a part of the City Manager's staff, he spends his days here with us in DES.