



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

May 7, 2021

Honorable Mayor & Esteemed City Councilmembers:

This week had too many highlights to choose just one! I had a riot at the Senior Center where ACM Holloway, Executive Assistant / Deputy Clerk of Council Pruszynski, and I met informally with a room full of our seniors. I had a chance to introduce myself and talk about happenings in Vandalia. I enjoyed learning about the community's history, what they love about Vandalia, and where they think we need to go as a team. The best part by far however was when Mr. Carroll Smith and I snuck in two games of 9-ball before my next appointment! I am sad to report that Senior Center Coordinator Toni Williams says that we still cannot play cards because of COVID-19 restrictions – meaning I will have to wait to dominate the room with my superior cribbage skills. I won't go that far with regard to euchre – but I hold my own.

I do apologize for this letter coming to you in the night time – again. This week, I blame Messrs. Tom Hertlein and Mike Johnston for keeping me over into the evening as we discussed farming, economic development, the Vision Vandalia Comprehensive Plan, community history, deer hunting, Hairless Hare, turkey hunting, business relations, and our aspirations for the City of Vandalia. Along similar lines, ACM Holloway and I met with a residential developer to discuss future downtown development. This meeting yielded great advice with regard to preparations that we must consider as a team.

It was a busy week. Thank you to Chief Follick for inviting me to the monthly fire command and career staff meetings. It was good to sit down with the command staff and to discuss operations. I also attended a beautiful ceremony for the National Day of Prayer where Chief Althouse led the Pledge of Allegiance and Mayor Herbst offered a Mayoral Proclamation that will be displayed in the Municipal Building. About an hour after that, I was Councilmember Woods's guest at the Vandalia Rotary Club meeting and had the honor of being their guest speaker. I do believe that the speech went well enough that they will let me be inducted with the rest of the new members in early June. Next week, ACM Holloway will be presenting an update on the Vision Vandalia Comprehensive Plan to the Rotary Club.

I was pleased to see so many smiling faces at the Vandalia-Butler Chamber of Commerce 1st Friday Coffee Event in the Community Room of the Justice Center this morning. The Warehouse 4 coffee was as good as the fellowship.

Finally, last week, I enclosed an invitation from Principal Lubbe to the 42nd Memorial Program at Butler High School, but failed to write about it. The event begins at 1:30 pm; however, guests will begin to arrive at on May 21, 2021 in the Butler High School Student Activity Center. I have included the invitation as an attachment.

Please consider reviewing these updates:

- 1. Employee Appreciation: Our Senior Staff and City Council are partnering up to facilitate monthly employee appreciation events from June December 2021. The idea behind this is that our employees can show up, eat as a team, and be appreciated with no expectations or strings attached from management. As a general rule our Senior Staff will serve food to our team. Our events include an ice cream social, employee family pool party, pancake breakfast, and much more! Attached is a funny and eye-catching flyer that Communications Manager Hopkins has put together for your information and enjoyment.
- 2. Small City. Big Opportunity. This week, Kolar Design presented the new branding platform to City Council. Congratulations to Councilmembers Farst, Follick and Woods; as well as, ACM Holloway, Chief Althouse, and Communications Manager Hopkins for your tireless efforts in helping us to arrive at a strong product. The branding initiative was borne from the Vision Vandalia Comprehensive Plan. The project included extensive community input and many revisions. I appreciate this final product because it is "fun enough" to put on a Park & Rec. flyer for children's event and retains enough elegance to be taken seriously on official correspondence. This platform is designed to make the transition easy, to standardize our image across media, and to show off Vandalia's vibrancy. I have enclosed the brand guidelines. These guidelines establish our official colors, how the wordmark and logos may be applied, how they may not be applied, and a little history as to how the project evolved. I will be working with our team to work through a short-term and longer-term implementation plan. In order to ensure conformity with the brand guidelines, I have instructed departments to run external correspondence through Communications Manager Hopkins for approval prior to printing or publishing. On another note, none of departments took it upon themselves to incorporate the new logo or wordmark into their memoranda this week. #sadface #shame
- 3. Incode Financial Management Software: The City is now processing requisitions and purchase orders through the new Incode financial management software by Tyler Technologies. This is a great milestone for the organization and there are several to come.
- 4. Income Tax Receipts: Year-to-Date (YTD) as of April 30, 2021, overall Income tax revenue is up 11.80% (\$683,162) from 2020. Withholding tax is up YTD 1.66% (\$75,398); individual tax up YTD 27.18% (\$137,098); business net profit tax up YTD 64.31% (\$470,666). The amount of income tax revenue budgeted for 2021 is \$16,995,000. The amount collected YTD is \$6,473,522 or 38% of the budgeted amount in 2021. Year-to-year numbers will continue to be skewed because of the income tax due date changes in 2020 (July 15) and 2021 (May 17). Year-to-year comparisons will be more valuable in August when July numbers are tabulated.
- 5. Fire Hydrant Flushing: The annual city-wide hydrant flushing program will begin again this May and should be completed before Memorial Day. The community has been encouraged to call Station 1 with any questions, concerns, or report of rusty water and not to call 911.
- 6. Recruitment: The City will be conducting a recruitment for the position of Finance Clerk after the vacancy was created when Mrs. Kristen Carnes was promoted to Assistant Finance Director. The City Planner recruitment is underway until May 12. Also, Ms. Mary Dyke will start her career with the City



- as a Public Safety Specialist on May 12. Ms. Dyke is a former Police Officer and has extensive public safety experience that will help her serve the community.
- 7. Fire and EMS Statistics: The Division of Fire averaged 9 calls per day and 27% of calls overlapped during the month of April. Congratulations to Captain Garver's "B Shift" for having the best response times an average of 5:01. This is beneath the division goal of 5 minutes and 30 seconds.
- 8. Crime Statistics: I have enclosed the YTD crime statistics for the Vandalia Police Division.
- **9. Vandalia Recreation Center Attendance:** Attendance is improving at the Vandalia Recreation Center as COVID-19 restrictions are eased. The front desk has recorded 47,226 visits YTD.
- **10. Playground Safety:** Parks Maintenance Technicians Bryan Fine, Andrew Christian and Dan Morrow have completed playground inspection and maintenance. This training is part of our risk control and loss prevention strategy. The purpose of this training is to ensure that staff are able to inspect, identify, document, and remedy safety hazards to protect our young park goers.
- **11.** Cassel Hills Pool Opens May 29, 2021: Our team is working hard to repair and paint the pool floor. While rainy weather has slowed progress, we anticipate the pool will be opened and balanced as planned.
- 12. Corporate Challenge: The 31st Annual Vandalia Corporate Challenge will be held June 6-11. We anticipate nine teams including tributes from: GE Aviation, GE TDI, Inteva Products, City of Vandalia, Johnson Electric, Crossroads Rehab & Nursing, Kentner Sellers, Vandalia-Butler City Schools, Waibel Energy and PSA Airlines. Communications Manager Rich Hopkins predicts that the City will have a top ten finish this year.
- 13. Commercial Truck Traffic: This week, I had the pleasure of meeting Senator Niraj Antani with Mayor Herbst at Warehouse 4. We had an open and productive conversation regarding options for mitigating commercial truck traffic woes. Senator Antani indicated that he has a very positive working relationship with and speaks to Mr. Mike Dittoe, the City's new lobbyist, quite frequently. Mr. Dittoe attended our Senior Staff Meeting on Tuesday. With regard to commercial vehicle enforcement, Police Officers continue to conduct targeted tractor trailer enforcement. There were 34 stops conducted over the last two weeks. This includes one double-header in which a Vandalia Police Officer pulled two tractor trailers over at the same time.
- 14. Police Driver Training: All VPD Sworn personnel attended a mandatory driver's training class coordinated by Sergeant Flynn and Sergeant Nagel. This class included numerous driving obstacle courses designed to enhance the driving skills of our patrol officers. In addition to the driving courses, the class covered the use our stop sticks, which are used during pursuits to flatten a suspect's tires slowly to safely end the pursuit. Frequent driver training is especially important for risk reduction and loss control because many injuries and lawsuits arise from law enforcement pursuits.
- 15. Successful Leads Audit: Public Safety Specialist Mindy Snodgrass led the department through our triennial Law Enforcement Automated Data System (LEADS) audit. LEADS is the statewide database that provides the department with access to wanted & missing persons, stolen vehicles, BMV and criminal history information. It also provides the gateway to access the same information on the federal level. The auditors review the entries and queries our department makes into the system for timeliness, accuracy and validity. Thank you to IT Director Davey for support during the audit and congratulations to PSS Snodgrass on a job well done.



- **16. Street Paving:** The Public Service Department is advertising for bids for the annual street resurfacing project. Bids will be opened on May 11th and shared with City Council at the May 17th Study Session. Plans have been completed and the department will begin to advertise for the Helke Road Reconstruction project with the expectation that bids will be opened on May 27th. I plan to brief Council on the Helke Rd. project and ask for approval at the June meeting of City Council.
- 17. Residential Grass Abatement: Please be aware that nine properties have needed to be mowed as a result of property maintenance code enforcement this year. The cost of having a contractor perform this service is assessed to the property taxes of the owner.

I am very excited for our goal setting retreat next week. There will be assigned seats, ice breakers, dinner and camaraderie, and productive discussion that will shape the future of our town. Let's take the mile-high view and look at what we want to do to continue a rich tradition of elevating this community.

"It always seems impossible until it is done." – Nelson Mandela

Very Respectfully,

Dan Wendt City Manager

Attachments:

- 1. Flyer Employee Appreciation Dates;
- 2. Brand Guidelines City of Vandalia;
- 3. Information Update ACM Holloway-May 6 2021;
- 4. Information Update Director Leiter-May 41 2021;
- 5. Information Update Chief Follick-May 61 2021;
- 6. Information Update HR Manager Dewberry-May 71 2021;
- 7. Information Update Director Clark-May 6₁ 2021;
- 8. Information Update Chief Althouse May 61 2021;
- 9. Information Update Director Cron -May 61 2021
- 10. Agenda Spring 2021 Goal Setting Retreat;
- 11. Crime Statistics Vandalia Police Division April 2021; and
- 12. Fire & EMS Statistics Vandalia Fire Division April 2021.





YOU DESERVE "PROPS"

Just like Office Space without Milton's Swingline Stapler... or A Christmas Story without Ralphie's leg lamp... The City of Vandalia is just not the same without you. YOU play an important role here in Vandalia... and you deserve props!

So we're officially making 2021 "The Year of Employee Appreciation."

Beginning in June, we've planned an Employee Appreciation event for every remaining month of 2021!

These events are being held with no strings attached! And while we invite you to guess the films that made the props below famous... you won't have to guess on our employee appreciation events... they're listed below!





Handy Snip-N-Save Employee Appreciation Calendar of Events

Wednesday, June 16 Ice Cream Social

1:00 p.m. to 2:30

Vandalia Sports Complex

Friday, July 23 Employee Family Pool Party

6:00 p.m. to 8:30 p.m.

Cassel Hills Swimming Pool

Wednesday, August 11 Picnic in the Park

11:30 a.m. - 1:00 p.m.

Vandalia Sports Complex

Thursday, September 23 Employee Taco Bar

12:30 - 2 p.m.

Vandalia Senior Center

Wednesday, October 27 Employee Dessert Bar

(Costumes Welcome) 1:00 p.m. to 2:30 p.m.

Justice Center Community Room

Wednesday, November 17 Employee Pancake Breakfast

8:00 a.m. to 9:30 p.m. Vandalia Senior Center

Monday, December 20 City Council

Employee Appreciation Day

8:00 a.m. to 5:00 p.m.

Everywhere!

City of Vandalia Brand Identity Guidelines



TABLE OF CONTENTS

03 Introduction

- **04** Welcome to Vandalia
- **05** Brand Foundation
- **06** Brand Messaging Platform
- **07** Brand Ingredients

08 Brand Identity

- **09** Primary Brandmark
- 10 Brandmark Format Variations
- 11 Brand Color Palette
- 12 Brandmark Color Variations
- 13 Brandmark Clear space
- 14 Brandmark Misuse
- 15 Brand Typography
- **16** Brand Tagline
- 17 Department Sub-Logos
- **18** Brand Symbol
- 19 Graphic Expression

20 Brand Applications

- 21 Stationery & Business Card
- 22 Business District Signage
- 23 Brand Activation Plan

24 Contact Us

Introduction

- Welcome to Vandalia
- Brand Foundation
- Brand Messaging Platform
- Brand Ingredients

Welcome to Vandalia.

In 2021, the City of Vandalia began a comprehensive brand repositioning strategy initiative to create a new, impactful civic identity. The process involved broad community and stakeholder engagement and connecting key insights from the 2020 Comprehensive Plan to develop an authentic brand strategy that resonates with the community and promotes what makes Vandalia a distinct and appealing place to live, work and play.

Vandalia has an amazing story to tell. Our civic identity has greater meaning and impact when it is woven into our current plans, programs and places. Creating a new vision for the City creates an opportunity to celebrate many narratives from Vandalia's past, present and future. Each of these narratives can be expressed uniquely throughout the community.

This guidelines book provides a summary of Vandalia's brand story and how we convey our newly defined message and image with consistency to residents, visitors and business alike. Use this book as a guide to the Vandalia identity system's flexible and adaptable brand assets to meet the needs of the City's various departments and municipal functions.

BRAND FOUNDATION

Our Promise

We are a small yet vibrant community that uses our numerous amenities and growth mindset to create a welcoming environment in which to live, work, and play.

Our Positioning: Values & Behaviors

Vandalia is a place where visitors are treated like neighbors and neighbors are treated like family. Vandalians consistently seek out ways to provide for the greater good of the community. Vandalians find comfort in connection and active engagement.

Our Character

We are supportive, caring, generous. Vandalians are down-to-earth and celebrate their roots; we want to spur organic growth and create assets for the City that have enduring meaning and value.

Our Attributes: Points of Difference & Reasons to Believe

We stand out because of our innate ability to spark connections, both physically and personally. Vandalians exhibit a vested stake in the community and its revitalization; they have a strong sense of pride in civic duty. Visitors come because of the ease of access and our vast amount of active amenities, but they stay because of the deep connections within our community.

BRAND MESSAGING PLATFORM

We are a **connected community** of welcoming people with vibrant amenities that are all accessible in a place to call home.

Our Connected Community of Welcoming People

We are family-friendly, down-to-earth and caring.

We are progressive, youthful and visionary.

We take pride in being supportive and neighborly.

We are collaborative and generous.

We foster growth.

Our Vibrant Amenities

We are small but mighty.

We are creative and inspiring.

We are active and engaging.

We are celebratory.

Our Accessible Place To Call Home

We are cherished as a major crossroads for industry in the Midwest.

We are safe, affordable and convenient.

BRAND INGREDIENTS

The Vandalia mark is a visual expression representative of multiple facets of our City's personality and brand. The following is a closer look at the meaningful graphic elements that make up our Circle-V brand symbol.





CIRCLE

The ever-approachable circle represents Vandalia's friendly nature and welcoming community of neighbors.



VANDALIA V

In perfect focus at the center is the bold V icon, a straightforward nod to the heart and soul of our City: our fellow Vandalians.



LINEAR ELEMENTS

The 3 linear elements symbolize 3 key ingredients of the City's brand positioning: Vandalia is connected.

Vandalia is vibrant.

Vandalia is accessible.



The play on negative space evokes a feeling of interconnectedness, and represents the inclusion and relationships at the foundation of our community. The continuous ascending linework speaks to Vandalia's progressive growth and enduring commitment for a better future.

Brand Identity

- **09** Primary Brandmark
- 10 Brandmark Format Variations
- 11 Brand Color Palette
- 12 Brandmark Color Variations
- 13 Brandmark Clear space
- 14 Brandmark Misuse

- 15 Brand Typography
- 16 Brand Tagline
- 17 Department Sub-Logos
- **18** Brand Symbol
- 19 Graphic Expression

PRIMARY BRANDMARK

The primary brandmark is comprised of three major parts, the Circle–V Symbol, the Wordmark and the Tagline. Additional formats and color options are included on the following pages.



BRANDMARK FORMAT VARIATIONS

There are two different formats for the brandmark to suit various needs and applications. The stacked version is the primary format, however, the horizontal format can also be used as needed.

STACKED FORMAT



HORIZONTAL FORMAT



BRAND COLOR PALETTE

The Vandalia brand has a primary color palette which should be given priority and emphasis when being applied to various applications and designs. Consistent use of the primary colors will help build recognizability and strengthen the visual brand. In addition to the primary Vandalia Blue color, this color palette further expands on the different shades that can be used secondarily.

The secondary palette should be used when additional colors are needed for design applications. Tertiary colors may be used sparingly for additional graphic applications such as departmental promotions or seasonal events. However, these colors should only be used in small amounts as accents and never outweigh the primary and secondary colors.

PANTONE Color that is from a singular patented, standardized ink. For use in externally printed applications, such as stationery or annual report, where a professional press check can ensure an exact color match to the brand palette. Pantone colors are an industry standard reference to match in paint colors and other material-based applications.

CMYK Color resulting from an exact ratio mix of cyan, magenta, yellow, and black inks. For use in internally-printed applications from a desktop printer, and all offset, digitally printed needs such as newsletters and brochures.

RGB Color resulting from the combination of red, green, and blue light pixels in a screen. For use in digital applications, such as PowerPoints and email signatures.

HEX A shorthand code representative of RGB colors primarily used for website design applications.



BRANDMARK COLOR VARIATIONS

The full color Vandalia brandmark is comprised of two colors - blue and black. One color variations are also available for use as needed.

STACK	ED FORMAT	HORIZONTAL FORMAT			
	TWO COLOR	R VARIATIONS			
Vandaliä	Vandalia	₩andalia	Vandalia		

ONE COLOR VARIATIONS

















BRANDMARK CLEAR SPACE

There should be ample space surrounding the brandmark, defined by the exact height of the "V."





HORIZONTAL FORMAT

BRANDMARK MISUSE

Images to the right show examples of improper uses and placements of the mark. In order to maintain the visual consistency and integrity of the brand, proper use and coloration of the brandmark is necessary. For best results, the brandmark should only be used on appropriate background colors, textures, and photography. The legibility and clarity of the brandmark should be the priority when developing a design which incorporates the Vandalia brand.

IMPROPER USES







Do not recolor, stretch or rotate the brandmark composition in any way.



Do not modify typefaces within the brandmark.



Do not place the brandmark over complex imagery or texture that does not provide adequate color contrast.



Do not use the full-color brandmark on an alternate background color.



Do not edit, reconfigure or crop into the brandmark. Do not place other graphics too close to obstruct the mark - always use appropriate clear space.

BRAND TYPOGRAPHY

In order to achieve a strong visual brand, it is important to be consistent with the use of typography. The primary typefaces to be used with the Vandalia brand is Futura PT. See fonts.adobe.com/fonts/futura-pt

If this typeface is not available, especially for online uses, a more common typeface such as Arial can be substituted.

Futura PT Heavy ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890!@#\$%&*+?©

Futura PT Medium **ABCDEFGHIJKLMNOPQRSTUVWXYZ** abcdefghijklmnopgrstuvwxyz 1234567890!@#\$%&*+?©

Futura PT Light ABCDFFGHUKI MNOPQRSTUVWXY7 abcdefghijklmnopqrstuvwxyz 1234567890!@#\$%&*+?©

SUBSTITUTE WEB FONT

Arial Black

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopgrstuvwxyz 1234567890!@#\$%&*+?©

Arial Bold

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopgrstuvwxyz 1234567890!@#\$%&*+?©

Arial Regular ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopgrstuvwxyz 1234567890!@#\$%&*+?©

BRAND TAGLINE

The brand tagline may be used across communications to further connect with the City of Vandalia brand positioning. It can be featured as a unit with the brandmark or featured separately as a headline.

When used as a headline, the last word of the brand tagline is flexible and can be customized to amplify each specific brand application.

When used as a headline, the tagline should not be repeated in the brandmark applied within the same application.

The brand tagline is typeset in lowercase Futura PT Medium.

PRIMARY TAGLINE

small city. big opportunity.

EXAMPLE CUSTOMIZED TAGLINES

small city. big connections.

small city. big fun.

small city. big spirit.

small city. big events.

small city. big dreams.

DEPARTMENT SUB-LOGOS

The Vandalia sub-logos identify city departments across communications. Departmental names are featured in an angled band below the wordmark, typeset in all caps Futura PT Demi. There are both two-color and one-color variations of the sub-logos.













ONE-COLOR VARIATIONS

















BRAND SYMBOL

The symbol can be used as a graphic element without the wordmark to add signature branding to an application.

CIRCLE-	-v symbol one color	V-SYMBOL VARIATIONS			
	TWO-COLOR GR	ADIENT VARIATIONS			





GRAPHIC EXPRESSION

The graphic expression of the Vandalia brand uses components from the brandmark to activate design applications through dynamic crops, gradient color and transparent overlays. Use the brand's graphic expressions to create a progressive sense of forward movement and growth within the composition. The linear pattern from the symbol and the brand color gradient may be used as a reoccurring background throughout communication materials. The brand symbol may also be used as a window to feature Vandalia lifestyle imagery.



















Brand Applications

- 21 Stationery & Business Card
- 22 Business District Signage
- 23 Brand Activation Plan

STATIONERY & BUSINESS CARD

Brand Application

This brand application example showcases how the various brand elements can work together to create consistent an impactful 2D/ printed brand activation. These brand touchpoints can include business cards, letterhead, and envelopes. This is a conceptual design only, meant to demonstrate the flexibility of the brand.



BUSINESS DISTRICT SIGNAGE

Brand Application

This brand application example showcases how the various brand elements can work together to create consistent and impactful 3D/ environmental brand activation. These brand touchpoints can include gateway monument signage, streetscape banners, and street identification. These are conceptual designs only that study options spanning from a simple reskin to evolve the existing sign to a new monument sign structure altogether.







		TARGET AUDIENCE						
BF	RAND ACTIVATION PLAN	RESIDENTS	RESIDENTS YOUNG BUSINESSES STAFF, SPONSORS VISITORS		VISITORS	TARGET TIME FRAME		
	CITY SEAL	•		•	•		SHORT	2021
	STATIONERY – Business Cards, Letterhead & Envelopes	•		•	•		SHORT	Q2 2021
	POSTER SERIES - Brand Positioning Graphic - Annual Art Park Poster	•			•		SHORT	2021
PRINT	QUARTERLY PROGRAM GUIDES & NEWSLETTERS – at the Crossroads – at the Rec – Community Connection Newsletter (with Schools & Township)	•		•	•		SHORT	2021
2D /	ANNUAL REPORT	•					SHORT	2021
7	Monthly Announcements & Notices – We are Parks & Recreation			•			SHORT	2021
	EVERGREEN BROCHURES & HANDOUTS - Bee City USA - PAIV Brochure Guide to Public & Private Art		•	•		•	MEDIUM	Next New Print Order
	VANDALIA CULTURAL ARTS ENDOWMENT FUND COLLATERAL		•				MEDIUM	2022
	MAPS – Parks & Facilities – Leaf Collection	•		•	•	•	LONG	2023
	STREETSCAPE BANNERS		•		•		SHORT	2021
	BRANDED EVENTS, ACTIVITIES & PROGRAMS	•	•		•		SHORT	All Upcoming Events
þ	SIGNAGE & WAYFINDING - Highway Overpass Activation - Gateway Monument Signage - Vehicular & Pedestrian Directional Signs - Street Identification Signage	•	•	•	•	•	MEDIUM	2022
/ ENVIRONMENT	AMENITY IDENTIFICATION SIGNAGE - Recreation Center Signage - Park Signage - Crivic Building & Facilities Signage - Historic Crossroads Marker	•	•	•	•	•	MEDIUM	2022
Į₹	CITY FLAG	•	•	•	•	•	MEDIUM	2022
	WEARABLES: T-SHIRTS, HATS, UNIFORMS	•		•	•		MEDIUM	Next New Order
3D,	RECREATION CENTER WALL GRAPHIC				•		MEDIUM	2022
'	WATER TOWER GRAPHICS	•	•	•	•	•	LONG	2023
	VEHICLE WRAPS – Police, Fire & Public Works	•			•		LONG	New Vehicles Purchased
	BRANDED PUBLIC ARTWORK	•					LONG	New Artwork Installed
	Painted Crosswalk Design BUSINESS CORRIDOR STREETSCAPE ENHANCEMENTS Bike Racks	•	•	•	•	•	LONG	2023
VIRTUAL	SOCIAL MEDIA - Facebook - Twitter - LinkedIn - Next Door - YouTube	•	•	•	•	•	SHORT	Q2 2021
\	WEBSITE	•			•		SHORT	Q2 2021
Ι¥Ι	EMAIL SIGNATURES			•	•		SHORT	Q2 2021
DIGITAL	POWERPOINT PRESENTATIONS			•	•		MEDIUM	All Upcoming Presentations
Δ	VIDEO SERIES – Focus Vandalia	•	•	•	•	•	MEDIUM	All New Video Productions

Contact Us

If you have questions regarding the City of Vandalia brand and its uses, please contact us.

Rich Hopkins, Communication Manager rhopkins@vandaliaohio.org 937.415.2251

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













To: Dan Wendt, City Manager

From: Amber Holloway, Assistant City Manager

Date: May 6, 2021

Subject: Information Update



- I submitted our grant request through Montgomery County Culture Works Special Projects Grant program to partially fund a mural. We look forward to finding out if we receive this funding sometime in late June.
- I attended a webinar hosted by the Ohio Municipal League regarding the American Rescue Act funding.
- Rob Cron and I participated in a coaching session held by a consultant and the DDC for site selection. We gained valuable insight about the site selection process and things that developers are looking for in the request for information phase.
- I attended the Arbor Day celebration at Helke Park on April 30th. Thank you to the Staff in Parks and Recreation for coordinating this special event. The elementary students had a blast.

On May 4:

- You, Missy, and I attended a City Manager meet and greet at the Senior Citizens Center. Despite the heavy rain, this was a well-attended event and a great opportunity to connect with our residents.
- You and I had coffee with a residential developer to talk about our efforts with the Comprehensive Plan and the redevelopment of downtown.
- You, David, Rob, and I met to review upcoming public hearing items.
- On May 5, David and I met virtually with the developer for the new Chipotle to discuss a lot split request.
- David Marlow's last working day is May 7. David has been a great addition to the Vandalia team and will be missed. We wish him the best on his next adventure!

• We continue to receive applications for the City Planner position. The posting runs through May 12.

Communications Update:

- Rich will be meeting with the Township and School District next week to discuss the timetable for the next Community Connection newsletter.
- Rich is putting together the At the Crossroads newsletter to be delivered to Vandalia households in June.
- We are still actively recruiting participants for the 2021 Corporate Challenge. At this point, we have 10 people signed up and will need another 10 people for the team.
- Our next Focus Vandalia filming will be on Wednesday, May 26.

City of Vandalia Finance Department

Information Update

To: Dan Wendt, City Manager

From: Bridgette Leiter, Director of Finance

Date: May 4, 2021

Re: Information Update - Period Ending May 7, 2021

- 1. Finance staff would like to congratulate Kristen Carnes and wish her the best of luck in her new role as Assistant Finance Director!
- 2. YTD April 30, 2021, overall Income tax revenue is up 11.80% (\$683,162) from 2020. Withholding tax is up YTD 1.66% (\$75,398); individual tax up YTD 27.18% (\$137,098); Business net profit tax up YTD 64.31% (\$470,666). The amount of income tax revenue budgeted for 2021 is \$16,995,000. The amount collected YTD is \$6,473,522. The amount collected to date is 38% of the budgeted amount in 2021; however, this amount will fluctuate over the next few months due to the income tax due date changes in 2020 and 2021.
- 3. I attended a regularly scheduled council workshop and meeting.
- 4. Finance staff continue to provide the necessary information to the Auditor of State's Office regarding the 2020 audits for the City of Vandalia, Tri-Cities and NAWA, and to Lennon & Company, CPAs for the 2020 Comprehensive Annual Financial Report.
- 5. I participated in two separate webinars sponsored by the Ohio Municipal League and Ohio Government of Finance Officers Association. The main topic was the American Rescue Plan Act and preparation for receipt of funds and guidance on allowable expenditures. However, the Department of Treasury has not yet released guidance on allowable expenditures but will be releasing this information in the coming days.
- 6. I attended a training webinar hosted by the Office of Budget and Management. The main topic was "Tell the story of your finances better: Meeting new demand for data and earn distinction".



DIVISION OF FIRE INFORMATION UPDATE

TO: DANIEL WENDT, CITY MANAGER

FROM: CHAD FOLLICK, FIRE CHIEF

DATE: 5/6/2021

SUBJECT: INFORMATION UPDATE – PERIOD ENDING MAY 7, 2021

- The annual city-wide hydrant flushing program will begin again this May and should be completed before Memorial Day. The community has been encouraged to call Station 1 with any questions, concerns, or report of rusty water and not to call 911.
- 2. The Division of Fire wishes to thank an anonymous person who covered the crew's lunch on April 30th. The kind gesture and note left behind is much appreciated.
- 3. Summer grilling season and holidays are right around the corner The Fire Prevention Bureau has posted another social media safety update. The current post pertains to grill safety and includes reminders to place grills away from the home, deck railings, out from under eaves and away from low hanging branches.
- 4. The Division of Fire Command and Career staff held separate meetings on Monday May 3rd. City Manager, Wendt was able to attend the meetings and introduce himself officially to the career staff members. We are thankful for his time and we look forward to working with City Manager Wendt.
- 5. On Monday May 3 the Division of Fire went live with the new Incode software to process and request purchase orders. Fire administration is excited to use and to help be a part of moving forward with our Finance department.
- 6. On May 4th Crews responded to the report of a house fire. Upon arrival crews found smoke and fire coming from the roof. Crews forced entry into the home and found a fire in the home's attic space. No one was home at the time, and two dogs were

TO PARAMETER STATE OF THE STATE

DIVISION OF FIRE INFORMATION UPDATE

removed uninjured. Thanks to the quick actions and attention from a neighbor, damage is confined to the upper floor and roof. The fire is under investigation, but there is a strong possibility that lightning in the area was the cause.

- 7. Due to the house fire on May 4th, crews were able to try out the first of two new gear drying systems that Firefighters, Stubblefield and Mitchell made. The drying system is was built in house and can be used for our fire gear, gloves, hoods, ice suits, wet suits and life jackets. The drying system is designed to hopefully extend the life of our various PPE (personal protective equipment) by drying at lower temperatures. Thanks to the crews that had a hand in helping with this project.
- 8. On May 5th, Butler Fire Engine 888 crew made quick work to extinguish a car fire on Dixie drive. We appreciate the assistance as part of our joint response program.
 There were no injuries reported and the fire is under investigation.

CEF/clj Page 2 of 2

To: Dan Wendt, City Manager

From: Shannetta Dewberry, HR Manager

Date: May 7, 2021

Subject: Information Update



HUMAN RESOURCES UPDATES

HR Recruiting/Hiring

- **Public Safety Specialist** Mary Dyke will be starting as our newest Public Safety Specialist on Wednesday, 5/12/21.
- **Police Lieutenant** We have identified a candidate, and that person will proceed through the hiring process.
- **Police Officer** Candidates are being scheduled for the CVSA (Computerized Voice System Assessment).
- **Assistant Finance Director** Kristen Carnes has been promoted to Assistant Finance Director effective 5/3/21.
- City Planner- This position has been posted and the ad will run from 4/21/21 5/12/21.
- **Finance Clerk** This job opening will be posted next week to backfill the position vacated by Kristen Carnes.



Department of Parks & Recreation Information Update

To: Dan Wendt, City Manager

From: Steve Clark, Director of Parks & Recreation

Date: 5/6/2021

Re: Information Update – Period ending May 6, 2021

O Wright State MPA students Nick Latessa, Lavar Euell and Ben Graham presented their Cassel Hills Swimming Pool Facility Needs Assessment Capstone Project to Council at the May 3 Study Session. These young men did an outstanding job with the entire project and have provided us with some great information that will be extremely useful when crafting policy and administrative directives moving forward. I would like to thank you and Amber for your role in providing feedback and direction during the entire process.

<u>RECREATION CENTER</u>

- Our Kids Night Out program will be held on Friday, May 7 at the VRC. The program has reached capacity with 25 registered to participate.
- A total of 36 kids participated in our Among Us Game Night at the VRC on April 23. Participants had a
 great time playing the Among Us online game in a group setting. The evening also included some outside
 play time and refreshments.
- o The VRC is experiencing improving attendance and membership as we recover from the COVID-19 restrictions and mandates. Year to date a total of 47,226 visit/swipes have been recorded by the front desk.
- o The next Premier Health Talk will take place on May 12 at 5:30 p.m. with the topic being Golf Exercise. Thus far we have six individuals registered for the presentation.
- Sharon Hamby shared an article with VRC Front Desk staff entitled "Listening to Our Customers" as a reminder that active listening can increase customer satisfaction. She also plans to share your white board list, 10 Things That Require Zero Talent, that was included in the recent Blue Letter email.
- Sarah Lavy continues the process of moving fitness classes back in the fitness studio. Instructors and participants are happy to be back in the fitness studio for most classes. The larger attended classes remain in the gym to promote social distancing during exercise.

FACILITY MAINTENANCE DIVISION

Our Annual Arbor Day Celebration event was held on April 30 at Helke Park. Over 200 students from Helke Elementary attended the event and assisted in planting a Chicagoland Hackberry tree. Each student received a Flowering Dogwood seedling tree to take home and plant. Special thanks to Council Member Corey Follick, Assistant City Manager Amber Holloway, Crime Prevention Officer Andy Wehner along with VRC staffers Alicia McCracken, Sarah Lavy and John Myers for their help during the event.

- Facility Maintainers Bryan Fine, Andrew Christian and Dan Morrow participated in six hours of on-line training for Playground Inspection and Maintenance. This was a very information program that will aid us into the future.
- Staff delivered the portable Gazebo from storage to the Vandalia-Butler Historical Society where they have put in on display as part of their grounds. This unit was donated to the Historical Society as the city no longer has a need for it.
- Staff has completed some lighting work at various city facilities which included bulb and ballast replacement. They have also been working on plumbing issues including major repair work in the Helke Park women's restroom.

RECREATION/ATHLETICS DIVISION

- Work at Cassel Hills Pool continues in preparation for the upcoming season. The pool is scheduled to open on Saturday, May 29. Recent rainy weather has slowed the floor repair work, which needs to be completed prior to the painting of the pool floor. We are beginning to face a serious time crunch on getting this work completed in time to get water in the pool and balanced prior to opening for the season.
- We are very excited to be partnering with B&J's Shaved Ice to bring their product to the Sports Complex Baseball Concession Stand this summer. They are working to get up and running by next week if all goes well.
- The 31st Annual Vandalia Corporate Challenge will be held June 6-11. The Captains Meeting will be held on Friday, May 7. We are expecting nine business teams to participate this year including GE Aviation, GE TDI, Inteva Products, City of Vandalia, Johnson Electric, Crossroads Rehab & Nursing, Kentner Sellers, Vandalia-Butler City Schools, Waibel Energy and PSA Airlines.
- Our Start Smart Youth Baseball/Softball program began on May 5 at the Sports Complex. A total of 80 three and four year-olds are playing in the instructional program this season.

GOLF DIVISION

- O All GPS units have been installed on golf carts and so far we have been receiving positive comments. We have collected \$2,500 in greens and carts fees due to having the geo fencing feature that allowed league play on days that we would have been shut down after heavy morning rains. The geo fencing feature allows us to keep carts on the cart path during wet conditions.
- Course maintenance staff continues to work on the irrigation system. Moody's is scheduled to complete pump house repairs next week. In the meantime, staff is keeping the system operational with work arounds. Recent rains have helped the situation.
- Collections of greens fees and carts are up \$13,800 from 2019 numbers, totaling just under \$70,000. We are using 2019 numbers for comparison purposes since the course was closed for a period of time in 2020 due to COVID-19.

SENIOR CITIZENS CENTER

- Toni continues to work with local businesses in relation to sponsoring programs and activities at the Senior Center. Several potential new sponsors include Horizon Home Healthcare, Piqua Manor, Stillwater Skilled Nursing Facility and Spring Hills Singing Woods.
- Based on the Ohio Department of Health's Third Amended Director's Order on the Opening of Senior Centers signed on May 4, Toni will no longer be required to be tested for COVID-19 bi-weekly.
- Attendance at the Senior Center continues to pick up as a total of 224 members and guests came to the center between April 20 and May 3.

Information Update

To: Dan Wendt

City Manager

From: Kurt E. Althouse

Chief of Police

Date: May 6, 2021

Subject: Information Update Ending May 7, 2021



- 1. During the past two weeks, VPD officers made 34 traffic stops on commercial motor vehicles for traffic violations. These stops resulted in 2 traffic citations, 30 written warnings and 2 verbal warnings while working 32 additional enforcement hours.
- On April 26, VPD and Butler Twp. police administration and members of the Detective Section from both agencies met with eight hotel managers from Poe Ave and Miller Lane. This is the second quarterly meeting between VPD and the hotels in Vandalia. This was the initial meeting between Butler Twp. PD and their hotels. Since both police departments are dealing with the same issues (i.e. narcotics, prostitution, trespassing) and same people, we will be addressing the issues collaboratively. The hotel participation was good. We discussed calls for service and the trespass list. An officer assigned to Homeland Security was also present and talked about high level drug investigations. There was discussion about making the hotel meetings monthly.
- 3. Property Room Custodians completed the spring property room purge on April 26 of which 562 items were disposed. 127 packages of recovered narcotics were turned over to the DEA, \$76 of unclaimed money was turned over to the Finance Dept., 20 cell phones were turned over to the Artemis Center, 7 packages of ammunition were turned over the VPD Range staff, 1 bike was donated to Building Bridges, 1 unclaimed trailer was turned over to Busy Bee Towing, and we destroyed 402 miscellaneous items. In addition, 105.38 pounds of prescription drugs collected in the police department lobby Drug Drop Box was turned over to the DEA for destruction.
- 4. CPO Andrew Wehner provided a presentation at the Senior Center to over 30 members about crashes, responsibility, processing, insurance, & attorneys. This presentation was well received by the attendees and gave new information many were unaware of.
- 5. The Explorers held a meeting at the police department with Det. Fraley and Officer Wehner covering the tactics of traffic stops & approaches. This was hands-on training conducted in the sally port due to weather but provided a great opportunity to try different lighting conditions.

- 6. On April 30, CPO Wehner attended the Arbor Day Ceremony at Helke Park. Parks and Rec staff along with students from Helke Elementary used this opportunity to plant a tree in keeping with the tradition of Vandalia being a "Tree City."
- 7. All VPD Sworn personnel attended their first range training of the year at the end of April. This training was coordinated by the VPD Range Staff and covered handgun qualifications, rifle qualifications, less lethal qualifications, use of force review, and an overview of the new red dot optics that were installed on all the department rifles.
- 8. Officer Nelson, PSS Wright, and SSM Kanzari participated in the Dayton Airport mock crash tabletop exercise on April 30. All surrounding agencies attended the drill and gave feedback on their responsibilities and response plans.
- 9. All VPD Sworn personnel attended a mandatory driver's training class coordinated by Sergeant Flynn and Sergeant Nagel. This class includes numerous driving obstacle courses designed to enhance the driving skills of our patrol officers. In addition to the driving courses, the class covered the use our stop sticks. Stop sticks are utilized during high speed pursuits and are designed to flatten a suspect's tires slowly so a vehicle pursuit will end safely.
- 10. PSS Snodgrass led the department through our tri-annual LEADS audit successfully. The Law Enforcement Automated Data System (LEADS) is the statewide database that provides the department with access to wanted & missing persons, stolen vehicles, BMV and criminal history information. It also provides the gateway to access the same information on the federal level. The auditors review the entries and queries our department makes into the system for timeliness, accuracy and validity. Thank you to IT Director Davey for providing IT support for the audit. Congratulations and thank you to PSS Snodgrass for a job well done.
- 11. PSS Rue completed three days of Field Officer Training hosted by APCO on Wednesday, May 5. She will start immediately by assisting in the training of the new PSS joining our team.
- 12. On April 29, Lt. Swafford and I attended a six-hour virtual training seminar on Spiritual Survival for Law Enforcement hosted by Randy Means Law Enforcement Training and instructed by Career Police Chaplain Cary Friedman. This training provided an inspirational and unique perspective how an officer's spiritual welfare can impact their approach and views of handling critical incidents and law enforcement challenges.
- 13. On Tuesday, I participated in the monthly collaborative meeting with Superintendent O'Leary, School Safety Director Bill Wertz, and Butler Twp. Police Chief John Porter to discuss safety and security concerns impacting school operations.
- 14. On Wednesday, I attended a webinar hosted by the Office of Criminal Justice Services' Office of Law Enforcement Recruitment to learn about a pilot program being launched later this year to recruit and develop quality candidates for future law enforcement careers.
- 15. It was an honor to attend this year's National Day of Prayer celebration yesterday at First Light Church with many of our community leaders and citizens and to celebrate our freedoms and remember our community and nation's leaders.

16. Detective Krimm and Detective Fraley attended a one-day Taser Instructor course in Circleville, Ohio. This course is a mandatory program that is done every two years, so our training staff can instruct our officers on the proper implementation of the Taser X26P CEW that every officer carries.



Public Works & DES Information Update

To: Dan Wendt, City Manager

From: Rob Cron, Director of Public Service

Date: May 6, 2021

Re: Information Update for April 24 – May 7, 2021

Public Works

Our guys have been very busy at Poplar Hill Cemetery forming up and pouring foundations for headstones. To date we have ten completed. We will try to get all poured that have been requested prior to Memorial Day for stones to be set.

Crews made repairs to a manhole frame and lid on North Dixie Drive that was damaged by a vehicle and stuck by another while following.

We coordinated with Vandalia Butler School personnel to have a portion of fence removed from the right of way near the library and we poured a small section of sidewalk that has been missing.

We used our hydro excavator to excavate around two curb boxes to straighten them to allow us to access the shut off valves.

Crews continue working on permanent repairs in our roadways where mainbreaks have occurred or large potholes have surfaced over the winter

Seven of our Public Works Technicians attended Drivers Training sponsored by MVRMA.

We also tool advantage of a couple rain days for in-house training required for our Technicians with EPA Water Certifications and viewed ODOT training videos.

We took delivery of our new One Ton Dump Truck that was purchased and ordered late in 2020.

Steve Nickels and I attended the NAWA Technical Committee meeting on May 5th.

Development & Engineering Services

We are currently advertising for bids for our annual Street Resurfacing project. Bids will be opened on May 11th and shared with City Council at their May 17th Study Session.

Plan are completed, and we will also begin advertising for bids for the Helke Road Reconstruction project that was discussed at this past Monday's Study Session. Bids are scheduled to be opened on May 27th.

Chad will be out marking curbs and sidewalks for our contractor this week and next week. He will also be passing out notices to residents where their driveway access will be affected. The contractor has indicated that they will be in to begin saw cutting areas as soon as next week. But the removals will start later this month.

Our refuse collection contract with Rumpke is set to expire at the end of this year. We have an option to renew for an additional two years at an agreed upon price. I have asked Rumpke to provide a proposal for the two-year extension. I have also asked them to include as an alternate an upgrade in our recycling option to move from the small bins to a larger tote for recycles. We will have this information to discuss at the June Study Session.

You and I met with Randy Chevalley, Scott Kasler and Bob Lenser of ODOT to discuss traffic issues in and around the City. We also discussed the potential to share and exchange some responsibilities as far as snow and ice clearing operations. We both felt that the City and ODOT could both benefit from the proposal. We received a draft agreement from ODOT this week for consideration.

We have begun the enforced mowing of properties during this period. To date we have moved 9 properties.

Steve Nickels, Tammy Wendeln, Becky Pelishek and I participated in the zoom training session for our new Tyler Technologies Finance Software.

We would all like to wish David Marlow well in has next adventure. David's last day with us will be Friday May 7th. David has been an integral part of our operations in DES and he will be missed.

Congratulation to Kristen Carnes on her promotion to Assistance Finance Director. Kristen has been valuable asset to the City for many years.



2021 Spring Goal Setting Retreat

May 12, 2021

Arrival
Ice Breaker
Dinner and Camaraderie - Christy's Pizza
Opening Remarks – Dan Wendt
Councilmember Remarks & Policy Priorities Roundtable
Dismissal of Senior Staff / Break
Commercial Truck Traffic
Compensation & Benefits Study
Employee Appreciation & Morale
Legacy Planning
Downtown Development
Budgeting: Operating & Maintenance, Capital, Job Creation and Revitalization
Formation of City Manager Goals for 2021
Forecast Draft Goals for 2022 (mid-term goal setting)
Format of City Manager Evaluation

Go the extra mile. It's never crowded there. ~ Dr. Wayne D. Dyer

City of Vandalia Division of Police Monthly Crime Statistical Report April 2021

CATEGORY	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Y-T-D	2020 Y-T-D	% CHG
Criminal Arrests:														•	
Felony	11	10	12	6									39	19	105.26%
Misdemeanor	29	26	28	28									111	100	11.00%
Juvenile	1	13	3	4									21	17	23.53%
Total	41	49	43	38	0	0	0	0	0	0	0	0	171	136	25.74%
Traffic Stops:															
Stops with Citations	13	30	42	60									145	113	28.32%
Stops with Written Warnings	43	104	268	246									661	462	43.07%
Stops with Verbal Warnings	27	22	44	30									123	111	10.81%
Stops with Other Dispositions	5	3	3	2									13	11	18.18%
Total Traffic Stops	88	159	357	338	0	0	0	0	0	0	0	0	942	697	35.15%
Traffic Arrests/Citations:															
ovi	3	8	3	7									21	10	110.00%
Speed	1	22	25	41									89	56	58.93%
All Other	51	61	61	74									247	154	60.39%
Parking	1	0	0	1									2	7	-71.43%
TOTAL	56	91	89	123	0	0	0	0	0	0	0	0	359	227	58.15%
Traffic Accidents Investigated:															
Fatal	0	0	0	0									0	0	0.00%
Injury	4	7	3	5									19	13	46.15%
Property Damage	13	14	22	6									55	49	12.24%
TOTAL	17	21	25	11	0	0	0	0	0	0	0	0	74	62	19.35%
Alarms:															
Business	44	36	41	37									158	194	-18.56%
Residential	9	8	12	12									41	38	7.89%
TOTAL	53	44	53	49	0	0	0	0	0	0	0	0	199	232	-14.22%

City of Vandalia Division of Police Monthly Crime Statistical Report April 2021

CATEGORY	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Y-T-D	2020 Y-T-D	% Change	% Clear	Y-T-D Clear
How Calls Received:																	
Total Calls for Service	1015	934	1048	1059									4056	3698	9.7%	N/A	
Citizen Initiated = 872	84.33%	92.61%	87.21%	82.34%									3507	3216	9.0%	N/A	N/A
Officer Initiated = 187	15.67%	7.39%	12.79%	17.66%									549	482	13.9%	N/A	
9-1-1 Call = 260	25.22%	27.30%	27.00%	24.55%									1054	977	7.9%	N/A	
Homicide	0	0	0	0									0	0	0.0%	0.00%	0
Rape	3	0	1	0									4	6	-33.3%	25.00%	1
Robbery	0	1	0	0									1	1	100.0%	0.00%	0
Assault	5	5	3	4									17	16	6.3%	100.00%	17
Burglary/B&E Total	4	2	2	3									11	16	-31.3%	27.27%	3
Residence	2	1	1	1									5	8	-37.5%	40.00%	2
Non-residence	2	1	1	2									6	8	-25.0%	16.67%	1
Theft - Felony	9	7	10	8									34	28	21.4%	8.82%	3
Theft - Misd	9	6	8	7									30	24	25.0%	26.67%	8
Motor Veh Theft	1	3	5	3									12	10	20.0%	75.00%	9
Arson	0	0	0	0									0	1	-100.0%	100.00%	0
Crim Dam & Vandal	6	4	7	9									26	15	73.3%	11.54%	3
Drug Offenses (Fel)	1	1	4	1									7	5	40.0%	14.29%	1
Drug Offenses (Misd)	3	6	5	3									17	15	13.3%	88.24%	15
Domestic Violence	4	6	5	4									19	31	-38.7%	73.68%	14
Totals	45	41	50	42	0	0	0	0	0	0	0	0	178	168	6.0%	43.26%	77



MONTHLY STATISTICS MEMORANDUM

TO: ALL PERSONNEL

FROM: CHAD FOLLICK, FIRE CHIEF

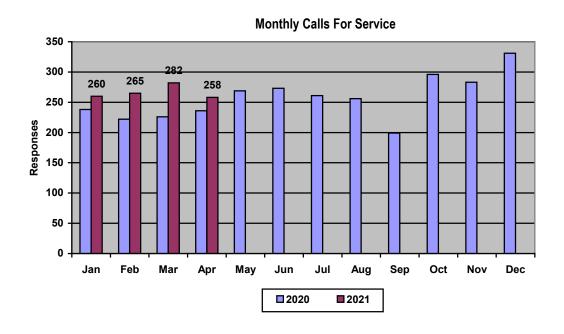
SUBJECT: STATISTICS APRIL 2021

DATE: 5/7/2021

CC: DAN WENDT, CITY MANAGER

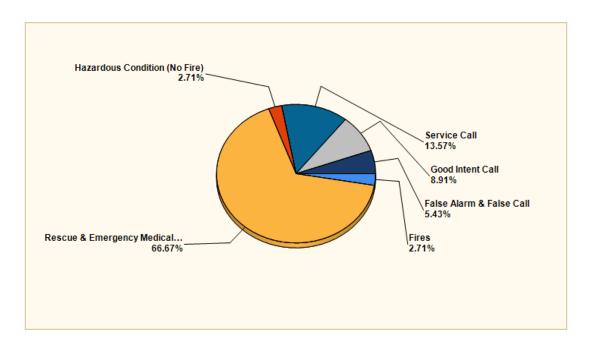
CALLS FOR SERVICE (1645)

The Division of Fire responded on $\underline{258}$ calls for service in April (172 EMS calls and $\underline{86}$ fire calls). An average of approximately nine $\underline{9}$ calls for service per day.



A statistic that we can track now is how many of our calls for service overlapped (or occurred simultaneously) during this evaluation period. In April, we had $\underline{69}$ calls for service that overlapped, approximately $\underline{27}\%$ of the call volume.

Crews responded to 258 calls for service in April the chart below outlines call types (Report 553):



The Major Incident Types in April were (% of the total call volume/month):

- Rescue & Emergency Medical Calls (67%) All the Division of Fire Emergency Medical calls including any motor vehicle/pedestrian accident (with/without injuries) and/or any technical rescue response.
- 2. Good Intent Calls (9%) Smoke scares, steam/fog mistaken for smoke, false alarms not malicious.
- Customer Service Calls (14%) These are calls for service where fire crews are directly
 assisting a customer with a specific issue/problem (i.e., strange odors, smoke
 detector/CO detector installations and/or battery change outs, etc.).
- 4. Fire Alarm Calls (5%) This type call includes malfunctioning fire alarms, intentional/unintentional false alarms, or calls where someone called to report an issue that turned out to not be an emergency (illegal burning, smells/sight of smoke or fire, or steam confused for smoke).
- 5. Fires (3%) Crews responded to several fire incidents in April, however, none were reported to have any dollar loss.
- 6. Hazardous Condition (3%) These are calls for service where fire crews are responding to natural gas/CO investigations, fuel/oil spills, and/or arching or downed electrical lines.

MUTUAL AID/JOINT RESPONSE DATA (1616 & 1754)

In April, the Division of Fire provided mutual aid on seven (7) occasions and we received mutual aid on two (2) occasions.

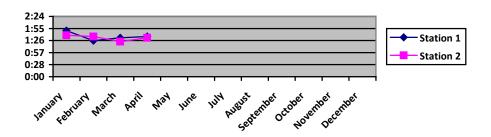
In April, we received a "joint response" from Butler Fire/EMS on (29) occasions and we provided Butler with a "joint response" resource on (29) occasions.

Department	Mutual Aid Received	Mutual Aid Provided	Joint Response Received	Joint Response Provided
Butler Fire (57-101)	(1754)	(1616)	29	29
Brookville (57-003)				
Clayton Fire (57-121)				
Dayton Fire (57-011)				
Dayton Airport (57-002)				
Englewood (57-001)				
Harrison Fire (57-107)	1	3		
Huber Fire (57-125)	1	1		
*Riverside Fire (57-115)				
Union Fire/EMS (57-122)				
Trotwood Fire (57-113)				
Tipp Fire/EMS (55-027)		3		
Totals	2	7		

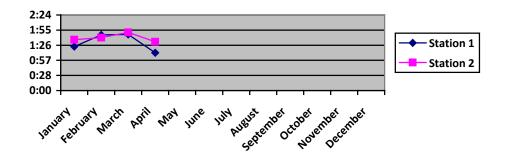
RESPONSE TIMES

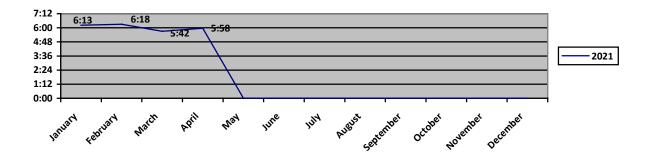
The average turnout time in April was 1:29 and the average response time in April was 5:56.

Turnout Times EMS Calls For Service By Fire Stations



Turnout Times Fire Calls For Service By Fire Stations



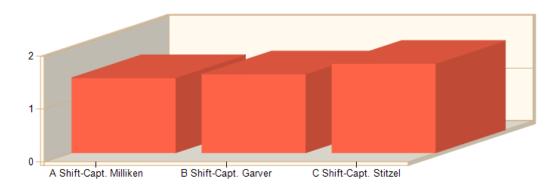


Average Turnout Time by Shift

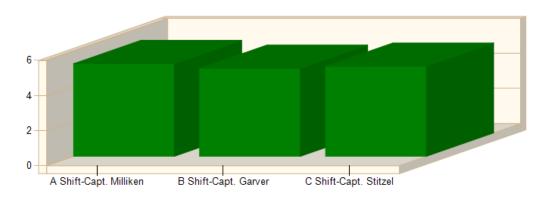
Congratulations to "B" Shift (Captain Garver crew) who had the best overall response time in April at 5:01, which is $\frac{1}{2}$ a minute better than our goal (5 $\frac{1}{2}$ minutes).

Congratulations to "A" Shift (Captain Milliken crew) who had the best overall turnout time in April at 1:25, which is just under our goal of 90 seconds.

Keep up the good work we are seeing the impact in everyone making an effort to improve turnout and overall response times, thank you!

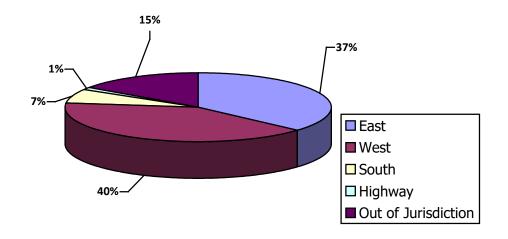


SHIFT	AVERAGE TURNOUT TIME as MM: SS (Dispatch to en-route)
A Shift-Capt. Milliken	1:25
B Shift-Capt. Garver	1:30
C Shift-Capt. Stitzel	1:42

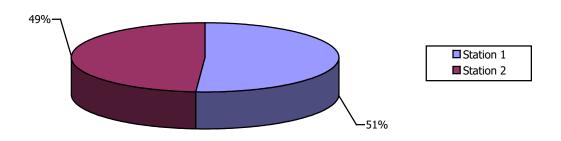


SHIFT	AVERAGE RESPONSE TIME (min) (Dispatch to Arrive)
A Shift-Capt. Milliken	5:28
B Shift-Capt. Garver	5.01
C Shift-Capt. Stitzel	5:13

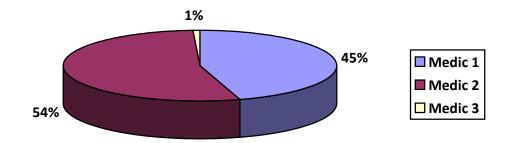
CALLS FOR SERVICE BY DISTRICT (Report 972)



CALLS FOR SERVICE BY FIRE STATION (Report 1180)



TRANSPORTS BY MEDIC UNIT/MONTH (1645)



TRAINING (Reports 1623)

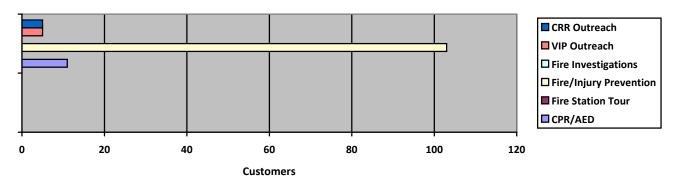
Fire/EMS crews participated in <u>74</u> hours of training in April, topics included:

- 1. Fire Topics- Instructor CEU's (36 hours)
- 2. EMS Topics-Standing orders, MCI/Triage (22 Hours)
- 3. Tech Rescue-Water rescue & rope rescue review (16)

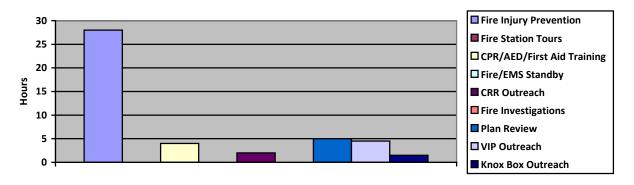
FIRE PREVENTION, COMMUNITY RISK REDUCTION & OUTREACH ACTIVITIES (Report 753)

We are starting to schedule outreach activities to report in April.

Customer Contacts



Man, Hours Involved in Fire Prevention





26 April 2021

For the forty-second year, the students and faculty of Vandalia-Butler High School will present the annual Memorial Program. The event is scheduled for 1:30 pm, <u>21 May 2021</u> in the Butler High School Student Activity Center.

The Memorial is a beautiful and inspiring patriotic event. One of its purposes is to pay homage to those former Butler Township and Vandalia residents who have given their lives in service to our country; therefore, we are inviting their family members as well as honored guests, local dignitaries, and military representatives, to attend the event. In addition, we are inviting any active duty service personnel to join us. If you know of any military personnel who are currently serving, please mention our Program to them and invite them to join us as our honored guests.

We would be proud to have you attend this special event. Preceding the ceremony, we will hold a reception for all guests beginning at 12:30 pm in the Banquet Facility. The actual ceremony will begin promptly at 1:30 pm and end approximately at 2:45 pm.

There is no need to RSVP. We appreciate, though, your checking in upon arrival with Mrs. Kathy Baker.

We look forward to seeing you at the program. Guest parking will be in the lot on the south side of the Student Activity Center. Enter through the south SAC doors. You will be in the South Foyer. Turn left heading west until you arrive at the first hallway, then turn left again. The Banquet Facility will be on your right.

If you need any additional information, please call or email Mrs. Kathy Baker.

Office: (937) 415-6333

Email: Kathy.Baker@vbcsd.com

Sincerely,

Thomas Luebbe, Principal