



Another year, another joyous Community Tree Lighting in the Village.

Photograph by Ben Guenther

Manager's Report

Johnnie Burns, Village Manager

December 15, 2025

Village of Yellow Springs

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Village Goals – Second Progress Report 2025

This is the second update on progress since the Village Council adopted its goals. The table below provides an overview of staff progress on those goals. For each goal, you'll find the goal area, the specific goal, and a summary of actions taken so far. This report is designed to keep both Council members and the public informed about ongoing implementation efforts and significant milestones. Updates will be shared quarterly.

GOAL AREA	VILLAGE GOAL	ACTIONS TAKEN / PROGRESS
Community Engagement & Communications	Continue improved community communications re: Village activities, elevating website enhancements.	We've strengthened community communications with the YSConnect app, YSPD Facebook page, new digital message boards and banner poles, and are finalizing the sitemap for a new website with a targeted launch in Spring 2026.
	Upgrade/make changes to VIP so that custom reports are fluid and easily available; conduct annual training with vendor.	In progress.
Financial Sustainability & Fiscal Responsibility	Continue efforts to secure additional grant funding for infrastructure, housing, and public safety projects.	We are actively pursuing grants for infrastructure, housing, and public safety projects, including a promising OPWC application, upcoming SRTS and Active Transportation Plan submissions, and a \$13,100 trishaw grant awarded from the Dayton Foundation.
	Explore options for cost-sharing agreements and partnerships to reduce financial burdens.	Ongoing.

GOAL AREA	VILLAGE GOAL	ACTIONS TAKEN / PROGRESS
Financial Sustainability & Fiscal Responsibility <i>(Continued)</i>	Conduct periodic internal financial audits to ensure fiscal responsibility and efficiency.	Ongoing.
Municipal Infrastructure & Utility Development	Create plan to resolve status and future of existing municipal broadband utility.	We are advancing plans for the municipal broadband utility, with Altafiber targeting Spring 2026 for work and staff coordinating with MVECA to explore broadband options.
	Develop long-term funding plan to continue focus on improvements in utility infrastructure.	We are reviewing building, permit, zoning, and tap fees to develop a long-term funding plan for utility infrastructure improvements.
	Update the Village's Capital Improvement Plan to align with identified infrastructure needs and project priorities.	We've updated the Village's Capital Improvement Plan to a three-year horizon to better align projects with identified infrastructure needs and priorities.
	Review the Village's sidewalk policy to ensure it remains practical and effective.	Sidewalk policy review planned for Council consideration in 2026.
	Support the update of the Active Transportation plan to improve safe, equitable, and sustainable mobility in the Village.	Staff are seeking grant funding to update the Active Transportation Plan.

GOAL AREA	VILLAGE GOAL	ACTIONS TAKEN / PROGRESS
Economic Development	Collaborate with YSDC and other partners to execute actions highlighting that YS is open for business.	With a new YSDC executive director in place, staff are providing support as YSDC takes the lead on initiatives.
	Strengthen partnerships with local businesses and organizations to promote sustainable economic growth and address any business concerns that are in Village staff purview.	Ongoing.
	Clarify role and responsibilities of YSDC vis a vis Village economic development, including expectations for inter-governmental communication (amongst taxing entities) for the purpose of long-term planning.	Ongoing.

GOAL AREA	VILLAGE GOAL	ACTIONS TAKEN / PROGRESS
Housing Development	Determine and implement a housing strategy that encourages and sponsors the development of affordable housing in the Village – based on a Council/staff agreed upon definition of affordable housing – through incentives and policies.	Ongoing.
	Establish clear policies and incentives for developers that align with Village values (refer to existing state law).	CRA district approved by Council. Annexation for Springs Meadows 3 & 4 is finalized, with project work expected to begin in 2026 pending necessary approvals.
	Broaden decision-making by seeking external expertise and input on affordable housing options, consulting with professionals and experts outside the village to ensure a well-rounded and informed approach to policy and strategy development.	In progress; research underway.
	Continue strategic zoning improvements to support diverse housing options.	Ongoing; to be coordinated with the strategic plan.
	Advance the LIHTC project by securing funding, obtaining necessary approvals, and implementing the development plan, contingent on grant award.	The LIHTC project did not receive state credit; this goal is now concluded.

GOAL AREA	VILLAGE GOAL	ACTIONS TAKEN / PROGRESS
Leadership & Professional Development	Develop and run a thoughtful strategic planning process and complete a Council and staff supported plan (timeline and process agreed upon in 2025).	Strategic planning conversations will begin in 2026 with the new Council.
	Complete a comprehensive wage study for all Village positions using appropriate comparables; use this information to prepare pay ranges for each position.	We will seek quotes for a comprehensive wage study in 2026.
	Create a clear process for Council-managed staff evaluation and contracts/pay, including check-ins during the year/between evaluations (including Solicitor).	Ongoing.
	Achieve clarity regarding Village staff salaries and benefits that impact Council-managed decisions (payrates, longevity, contracts, etc.).	Updates to the Personnel Policy Manual, clarifying staff salaries and benefits, will be presented to Council in 2026.
	Expand networking/relationship building, growing regional leadership role and opportunities.	Village Manager Burns launched a 'New Managers Group' with ongoing membership and regular meetings, continues active participation in DAMA and GDMMA, and has reestablished Greene County Managers luncheons while attending quarterly Greene County economic development meetings.

Annual Community Tree Lighting Celebration

On Saturday, December 6, Yellow Springs held its Annual Community Tree Lighting Celebration at Jackson Lightle Point. We were thrilled to see such a strong turnout, with roughly 300 community members in attendance.

Thank you to the Chamber of Commerce for organizing the event; the World House Choir for providing music; Yellow Springs Public Works for installing the lights and preparing the site; Dino's Cappuccinos for the free hot chocolate; Miami Township Fire and Rescue for bringing Santa in on the fire truck; the Yellow Springs Police Department for assisting with the event; and Mark Heise of YS Branding, who portrayed Santa, and Andy Partee of AC Service Company, who portrayed the Grinch, for helping make the evening fun.

We also appreciated remarks from Mayor Pam Conine. Thank you to everyone who helped make this event possible, and we look forward to next year.



Villagers enjoying the Community Tree Lighting with Santa Clause and the Grinch!

New Council Member Orientation

For the last two weeks, myself, Judy Kintner, Council Clerk, Elyse Giardullo, Assistant Village Manager, and Amy Blankenship, Village Solicitor, have been orienting new council members. This has included informational sessions as well as tours of public works facilities, including the water plant, wastewater plant, and Sutton Farm.

These sessions are designed to provide new council members with a thorough understanding of Village operations and resources, helping them be fully prepared for their roles.



Incoming council members and mayor-elect Steve McQueen touring the Water Treatment Plant.

Dayton & Cincinnati Area Managers Association Meeting

On Wednesday, December 10, I, along with Elyse Giardullo, Assistant Village Manager, attended the end-of-year Dayton Area Managers Association meeting at the Golden Lamb in Lebanon. Cincinnati area managers were also invited to this year-end gathering. The event included networking over lunch, followed by updates from Michelle Crandall, ICMA Chief Member.

Greater Dayton Mayors & Managers Association

On Wednesday, December 10, I attended the end-of-year Greater Dayton Mayors & Managers Association (GDMMA) meeting. As part of the year-end event, spouses were invited to join. Mayor Pam Conine and I attended with our spouses. The evening included awards recognizing retirements of outgoing mayors and managers, as well as time for networking and socializing with colleagues.

City of Xenia Christmas Festival Support

On Friday, December 5, the City of Xenia held its annual Christmas Festival in their Downtown Business District. The City borrowed Meridian Barriers from Yellow Springs to help secure the festival area. YSPD facilitated the arrangement, coordinating with Village personnel to ensure proper pickup and setup of the barriers. The barriers provided enhanced security for festival attendees, and the City of Xenia expressed their appreciation to the Village for this support.



New Meridian barriers in use at the City of Xenia Christmas Festival.

Police Update: 11/27/25 - 12/11/25

Calls for Service	1169
9-1-1 Calls	35
Non-emergency Calls	404
Noise Complaints	1
Traffic Stops	14
Business Checks & Community Policing	578 (545/33)

Winterfest

YSPD Officer Noah Grooms and Andrew Bluma attended this year's Winterfest, hosted by Mill's Lawn PTO. It was our second year in attendance and Officers spent the time playing games and engaging with our local youth! We appreciate the invite and the opportunity to attend such a wonderful community event.

Online Community Outreach Requests

The COSs have also published an online form for easier access to services. This form can be submitted by scanning the QR code above. For those unable to access the QR code, a physical copy of the form can be collected at the Police Department dispatch window or, those in need can request to speak to the COSs by calling the Department 937-767-7206 option 2 or stopping by anytime!



Open camera, point, tap link.

Community Outreach Officer Update: 11/25/25 - 12/10/25

Bus Tokens	24
Case Follow-Ups	21
COS Referrals	18
Food Vouchers	65
Gas Cards	5
Homeless / Housing	12
Mental Health Needs	20
Rent Assistance	11
Utility Assistance	21
Use of Phone	1
Welfare Check	11
Victim Advocate	27

YS or Township Residents Served	203
Visitors or Non-Residents Served	20
Homeless or At-Large Served	20
TOTAL SERVED	243

Active Transportation Committee

The Active Transportation Advisory Committee met on December 3rd, where members received updates on several ongoing transportation and mobility initiatives. The Village submitted the ODOT Active Transportation Planning Assistance Grant on December 1st, accompanied by four letters of recommendation, and a Council resolution will be brought forward to formally authorize the submission.

The committee also discussed the recently awarded \$13,100 Livable & Age-Friendly Communities Grant, which will support the development of a trishaw cycling program for residents who cannot bike independently. Additional updates included Safe Routes to School planning, Mills Lawn drop-off improvements, and continued sidewalk enforcement efforts. The committee also reviewed future priorities such as connectivity improvements, ATP updates, and ongoing concerns related to pedestrian visibility and accessibility. The next ATAC meeting will take place on January 21st.

YSDC

The Yellow Springs Development Corporation held its regular meeting on December 2nd. The board reviewed and approved the meeting agenda and received the President's report. The board voted to appoint Lisa as the Interim Executive Director following Meg Leatherman's departure from her role with the Village. The Treasurer presented the Statement of Activity, Statement of Financial Position, and an update regarding the solar installation deposit.

The Consent Agenda was approved, including acceptance of the Treasurer's report, the minutes from the November 4 meeting, and authorization of the \$9,000 deposit for the Village Solar installation project. The board also discussed a comprehensive set of updates and next steps for 252-254 Xenia Avenue, including insurance coverage, the loan contract, the project manager and property manager search processes, tenant contingency planning, building space and use planning, renovation options, and related cost, financing, and payback considerations. The meeting concluded with board member updates and time for community feedback.

ODOT Grant Application

The Village submitted its application for the Ohio Department of Transportation Active Transportation Plan Development Assistance program. This funding opportunity supports communities seeking to create or update comprehensive active transportation plans that improve safety and accessibility for people walking biking and using mobility devices.

If awarded, the assistance will provide consultant support through ODOT to help the Village evaluate existing conditions, identify priority corridors, and develop project recommendations that align with statewide safety goals and local needs. The updated plan will build upon the 2019 document by integrating current data community input and best practices in active transportation planning.

Building Permits

0 Zoning Permits: N/A

6 Building Permits: 3 HVAC, 2 electric, 1 backup battery for solar

Utility Round-Up

For the month of November, we processed \$1,206.46 in utility round-up assistance. Our current balance in the Utility Round-Up fund is \$15,749.

Lynda and Michelle have been preparing for the year end with webinars provided by SSI.

Utilities Department

During the holiday season, please be patient with the Utility Department as response times may be a bit longer and bills may be delayed. We appreciate your understanding and wish you a happy holiday season!

Yard Waste season is officially over until next April.

Water Plant Update

Completed	• Repair broken chlorine line on chlorine pump #4. • Repair leaking caustic piping from storage tank through transfer pump pipe. • Changed the ASCO valve on HSP # check valve.
Ongoing	• Visit the link below to view the 2024 Water Quality Report. To request a hard copy please call 767-7208. https://www.yellowsprings.gov/egov/documents/1744898163_02282.pdf • Blew down softener and add sand to the other one. • Mowing and weed trimming around the plant. • Working with Ben Sparks on water loss. Created a new spreadsheet taking into consideration the total amount of unbilled water. • Conduct daily and weekly cleaning, monitoring, and sampling.
Upcoming	• Acid washing softener #1 to remove buildup hardness scaling. • Video and cleaning of well #5. • OEPA lab analysis operator certification.

WATER PLANT

Water Plant and Billing Totals (2025)

MONTH	WTP TOTAL (MG)	BILLING TOTAL (MG)	WATER LOSS (MG)	WATER LOSS %
JAN	10.019	6.064	3.955	39.47%
FEB	9.027	6.185	2.842	31.48%
MAR	9.768	5.948	3.82	39.11%
APR	9.428	6.754	2.674	28.36%
MAY	10.33	6.145	4.185	40.51%
JUN	9.478	7.188	2.29	24.16%
JUL	9.772	6.623	3.149	32.22%
AUG	10.04	7.3	2.74	27.29%
SEP	11.171	8.486	2.685	24.04%
OCT	9.131	7.273	1.858	20.35%
NOV	8.664	6.529	2.135	24.64%
DEC				
TOTAL	206.828	74.495	32.333	30.27%

Wastewater Update

Completed	• Treated 8.969 million gallons in November. • 2.28 inches of rain in November. 2 inches of snow in November. • Cleaned up sludge press hoses and all other equipment for winter. • Shoveling and salting sidewalks after snow events. • Completed weekly sampling for Covid-19.
Ongoing	• Looking to replace ORP probes in aeration tanks. This will help us better monitor the phosphorous treatment process. • Grit pump is not pumping, working on figuring out why and fixing it. • Continuing to run microscopic bug counts on MLSS. Microorganisms look good. • Running daily samples of aeration to check operation/effectiveness of biological phosphorous removal. Adjusting treatment based on results. • Conduct daily tests to determine plants detention time, treatment time, and F/M ratio to monitor plant performance and operation. • Conduct daily and weekly cleaning, monitoring, and sampling.
Upcoming	• Trimming up trees around the plant to complete mowing. • Completing prepping and painting of air header for aeration tank and digesters.

Water Distribution Update

Completed	• Keep up with locates. • Continue GIS. • Read AFLX sensors. • 917 Xenia Ave. hydrant repair. • Replace batteries in Ford dump truck. • Shut of water to Sontag building. • 1345 President St. valve box fix. • 833 Xenia Ave. hydrant repair. • Forklift certification. • Set up for holiday tree lighting and removal. • AMP safety.
Ongoing	• Keeping up with locates. • Finding the rest of the curb stops for meter changeout. • Installing the rest of the water meters (approximately 23). • Reading the ALFX sensors every two weeks. • Paint fire hydrants. Averaging 2-3 per week. • Scheduling and installing new large water meters.
Upcoming	• Valve exercising (Springtime). ◦ This is on hold at this time • GIS more of our water system. ◦ Crew is GISing all assets street by street making maps more accurate • Painting fire hydrants all over Village.

WATER DISTRIBUTION



Water Distribution team members Adam Williamson and Wesley McAfee repainting hydrants.

Electric Update

Completed	• Switch station PM. • Holiday banners on traffic light and wood poles. • Whitehall Dr. service drop outage. • Short St. call in for string light repair • Herman St. alley call in for tree limb down. • Holidays In The Village banner. • String lights on Jackson-Lytle spruce tree. • Locate requests for pole replacement and guy anchor installation. • Train station decorative pole removal. • Vine mitigation on utility pole in Dayton St. alley. • Dawson St. flickering lights report and service drop replacement. • Forklift training. • Temporary to permanent connections on various residential services.
Ongoing	• Center circuit build out of switch station. ◦ Installed new padmount to feed reclosers. ◦ We will receive the double bypass switches next week. ◦ Ready to start underground. ▪ Just ordered conduit. • Conduit should arrive next week. • Poly phase and Demand meters are being changed. ◦ Poly phase is done. ◦ Less than 30 small meters left.

Electric Update

Upcoming

- Keep working on PRP (pole replacement packets).
- 312 West Whiteman service work.
- Install reclosers at the switch station.
 - Crews now have materials at switch station.
 - We are starting this on 10-31-2025.
- Installing voltage regulators in switch station.
 - Trying to do this all in-house to save money.



Electric Crew preparing for the holiday festivities.

Metering Update

Water Meter Replacement Update

- 26 meters have not been upgraded.
- 6 meters with bad valves (all inside, one village owned).
- 15 inside water meter customers have been unresponsive and made no contact to schedule their meter changeout.

Ongoing	• Finish changing out FM2S electric meters – GIS Unknown Types and order any meters we’re missing. • GIS service lines – Unknown and Galvanized maps • Add remotes to the large water meters that have wires. • Water Reads – both manual and electronic • Daily checks of high reads and potential water leaks and data log high usage and contact customer • Potential High Water Use Causes: Toilets, Spigots left on, Water Softeners, Whole House Humidifiers, back-up sump pumps, service line leaks. • Working with Mapped Out to update and streamline Water Meter - Service Line Inventory map. • Working with Morgan Saunders from Arcadis to have clarification on next steps and meeting all EPA requirements for the service line inventory. • EPA Service Line Inventory – send “Galvanized Requiring Replacement” letters by end of December • GIS new water and electric meters • Inspect and install new water services in Spring Meadows neighborhood. • Commercial Water Meter Change-out – inventory acquired, will schedule and create work orders for Water Dept to do changeouts.
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Streets & Sewer Update

Completed	• Completed Flour & Sugar delivery. • Jetted 440' on Meadow Lane . • Cleaned overhanging tree on Kurt St. • Repaired main entrance threshold at JBC. • Made/ applied 1000 gallons of brine on roadway surface. • Cleared & treated roads from snow event on 12/2. • Undercoated plow trucks for rust protection. • Installed new American flag at Hilda Rahn Park. • Removed two dead deer. • Met with new council members for tour of facility. • Installed new cutting edge on Kenworth plow. • Installed new plow shoes on Kenworth plow. • Upgraded headlights on International plow truck. • Installed all new wipers on snow removal equipment. • Repaired Community Outreach staff car. • Loaned Meridian barricades to Xenia for holiday event. • Installed new signs at the library. • Fabricated auxiliary lights for F250 snow plow. • Sharpened/ serviced chainsaws. • Moved furniture from utility office. • Clean/ service mowing equipment for the season.
Ongoing	• Street sweeping, Utility locates, GIS information. • Empty trash/litter pickup every Monday, Wednesday, and Friday • Problematic sanitary sewer checks every Friday • Empty trashcans/ cleanup Short Street.
Upcoming	• Install fence around softball dugouts. • Rework Corry Street Community Gardens & install deer fence. • Brush removal around fire hydrant on Xenia Ave near southern Village limits.

STREETS & SEWER COLLECTION

Streets & Sewer Update

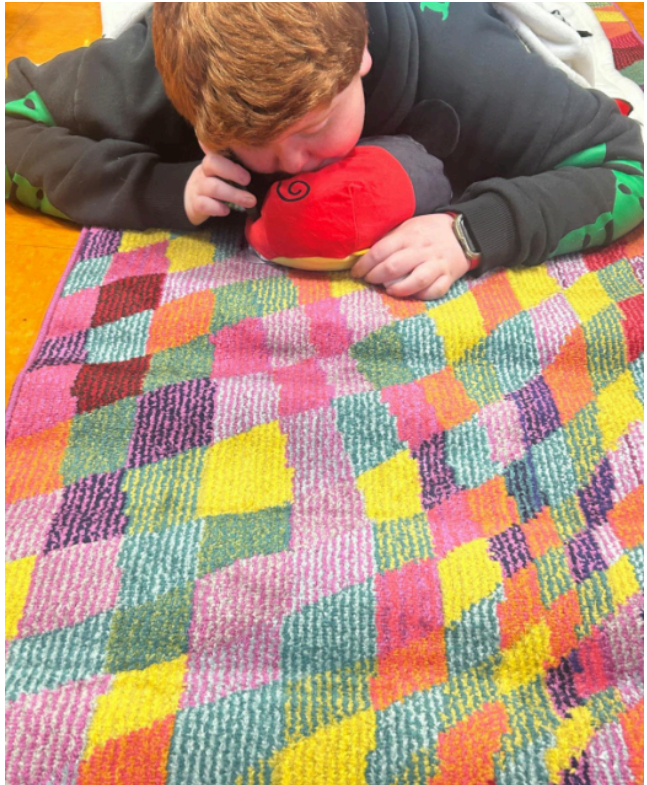


Various Street Department projects around the Village.

Youth Center Update

Completed	• An average of 24 youths were served per day, with 15 dinners provided each night. • Accepted deliveries of dinners and extra grocery donations from the Food Pantry to supplement current community needs. • Starting winter holiday party planning and craft projects like a group cardboard camper playhouse. • Jr book group is reading the Hunger Games series. • Replenished craft supplies and holiday supplies. • Added some much asked for rugs to game room. • Chaperoned youth center to basketball home games. • Free community showing of Shrek 2 at Little Art Event Saturday, December 13.
Ongoing	• Craft night on Wednesday from 5:30-7pm. • Movie nights Thursday from 5:30-8pm. • Free Tutoring with Greene County Public Library Tuesdays & Thursdays 3:30-5pm.
Upcoming	• Youth Center Holiday Party 12/19 5-8pm in game room and gym- food, crafts, games and karaoke. • Otherworld field trip-December 20, sign up in game room office by Wednesday 12/17.

YOUTH CENTER & PARKS



Digital Media Update

Completed	• Covered Village Council meeting on Monday, December 1 • Attended AMP Safety Training on Wednesday, December 3 • Covered 14th Annual Winter Solstice Poetry Reading on Friday, December 5 • Captured photos and video of Community Tree Lighting on Saturday, December 6 • Conducted information session with Elyse Giardullo for incoming Council members; photographed new Council members.
Ongoing	• Winter 2026 edition of Village Grapevine. • Continuing website redesign project.

Village Facebook Followers

6,609

+74 Followers



YSPD Facebook Followers

444

+4 Followers



YSCA Facebook Followers

246

+54 Followers



YSConnect Downloads

1,608

+18 Downloads



YouTube Subscribers

817

+21 Subscribers

