

Performance Review: Johnnie Burns, Village Manager

Accomplishments in Support of 2023 Yellow Springs Village Strategic Goals (As Established by Council)

Resolution 2023-10: Adopting Village of Yellow Springs Annual Goals for 2023			Accomplishments (From Aug 2023 – Feb 2025 as Interim and Village Manager)
2023 Priorities	Key Action Items	Future/Ongoing Activities	
Support Infrastructure and High-Quality Service for a Thriving & Resilient Municipality	<ul style="list-style-type: none"> Develop Utility Improvement Plan Defining Needs to Support Infill Development Reduce Water Loss with Strategic Upgrades Execute Storm Water & Sewer Solutions Improve Resiliency/Electric Grid Capacity Extend Municipal Broadband Utility 	<ul style="list-style-type: none"> Actively Support Climate Action & Sustainability Plan Initiatives Emphasize Readiness for Housing/Business Pursue OEPA Funding for Water Management Finalize Plans for More Solar on Village Land Achieve 100% Renewable Energy Portfolio 	<p>Develop Utility Improvement Plan Defining Needs to Support Infill Development</p> <ul style="list-style-type: none"> Applied for House Bill 168, securing approval to increase water line sizes from two inches to six inches to support future growth. This improvement will enhance infrastructure capacity and accommodate planned development. <p>Reduce Water Loss with Strategic Upgrades</p> <ul style="list-style-type: none"> Launched a project to replace all residential water meters with remotely readable meters, improving leak detection and enabling water conservation efforts. This will help identify leaks earlier, reducing water loss and promoting sustainability. Continued proactive leak detection, repairing leaks annually, which has led to a decrease in water loss and improved system efficiency. Initiated a fire hydrant inspection and replacement program to identify and address potential issues. All necessary repairs have been completed to date, ensuring the system's reliability and safety. <p>Execute Storm Water & Sewer Solutions</p> <ul style="list-style-type: none"> Ongoing repair and maintenance of storm catch basins throughout the village to prevent flooding and ensure proper drainage during storms. Completed phase four of the sewer relining project (CIPP), improving wastewater system efficiency and reducing long-term maintenance costs. <p>Improve Resiliency/Electric Grid Capacity</p> <ul style="list-style-type: none"> Replaced aging utility poles throughout the village, including those with AT&T's cooperation to address long-standing infrastructure issues. This has significantly improved grid stability and reduced the risk of outages. Launched Phase I of a three-phase upgrade to the Center Circuit in 2024, designed to improve load balancing across the West Circuit and strengthen the grid's resiliency for future demand. Implemented Tantalus metering across the entire electric grid system, with full deployment underway in 2024. This upgrade enhances data accuracy, allowing for better grid management and faster response times.

			<ul style="list-style-type: none"> • Secured new switch station equipment, designed to streamline issue diagnosis and improve response times. <p>Extend Municipal Broadband Utility</p> <ul style="list-style-type: none"> • Negotiated a pole attachment agreement with Alta Fiber, paving the way for fiber-optic broadband to be extended to all Village residents by 2025. <p>Actively Support Climate Action & Sustainability Plan Initiatives</p> <ul style="list-style-type: none"> • Partnered with MVRPC and their Climate Action Planning consultants (SSG) for the Yellow Springs Low Carbon Pathway discussion, with Meg Leatherman leading efforts to explore and advance sustainable initiatives for the community. <p>Emphasize Readiness for Housing/Business</p> <ul style="list-style-type: none"> • Prepared infrastructure to support anticipated developments, including Springs Meadows and Glass Farm, by installing utility connections in advance. • Installed electrical power infrastructure for Springs Way, utilizing the Greene County Community Improvement Grant, in preparation for the CBE development. <p>Pursue OEPA Funding for Water</p> <ul style="list-style-type: none"> • Secured \$176,240 in additional funding from the EPA by writing a letter request, successfully advocating for increased support for water system upgrades required by House Bill 168. • Obtained a \$9,000 EPA grant (H2Ohio) to purchase tools that will enhance the efficiency and reliability of the water distribution system. <p>Finalize Plans for More Solar on Village Land</p> <ul style="list-style-type: none"> • Continued research and planning for solar energy projects at Lawson Place and Sutton Farm to enhance sustainability and reduce our carbon footprint. <p>Achieve 100% Renewable Energy Portfolio</p> <ul style="list-style-type: none"> • Successfully achieved 100% renewable energy for Village operations in 2021 and 2022. The Village is on track to maintain this achievement moving forward.
<p>Promote Affordability Balanced with Quality of Life for the Well-Being of All Residents</p>	<ul style="list-style-type: none"> • Pursue Meaningful Actions with NGOs • Actively Support “Guaranteed Income” 	<ul style="list-style-type: none"> • Facilitate Community Collabs/Volunteerism • Coordinate with School Board & Township to Identify Tax Impacts & Cost Savings Initiatives 	<p>Pursue Meaningful Actions with NGOs</p> <ul style="list-style-type: none"> • Successfully secured a five-year lease for the Village-owned Walnut Street building, allowing the Community Foundation to support its initiatives from this location. • Collaborated with Home Inc. on Phase I of the Cascades project, providing insights and feedback on infrastructure plans, while actively working to secure

	<ul style="list-style-type: none"> • Develop Utility Round-Up, Other Programs • Continue Sidewalk Improvements • Extend Municipal Broadband Utility • Complete Funded ATP Projects/Next Steps • Implement Body Cams & Improved Data 	<ul style="list-style-type: none"> • Improve Communications/Build Alliances • Finalize Dayton/RR St. Development Plan • Promote ESID and Related Progressive Policies • Expand Village Policing, e.g., Bike Patrol 	<p>funding for Phases III and IV. Additionally, assisted with the Glen Cottages project by sourcing asphalt quotes.</p> <ul style="list-style-type: none"> • Supported the Senior Center in designing their new facility, addressing infrastructure concerns, and wrote a letter of support for their van grant application. If successful, the van will be stationed at the John Bryan Center parking lot. • Partnered with the Chamber of Commerce to enhance office space for new staffing at the train station and collaborated on event planning throughout the year. • Assisted Antioch University with the sale of several buildings, resolving key infrastructure challenges and fostering collaboration throughout the process. • Collaborated with Yellow Springs Schools on their facilities improvement project, providing valuable support that contributed to significant cost savings. • Collaborated on an inter-governmental project to secure Low-Income Housing Tax Credit funding for a large-scale affordable residential development. <p>Develop Utility Round-Up, Other Programs</p> <ul style="list-style-type: none"> • Paused and revamped the Utility Round-Up program, introducing new policies and procedures to ensure its sustainability and long-term impact. <p>Continue Sidewalk Improvements</p> <ul style="list-style-type: none"> • Secured a \$1.6 million grant from ODOT for sidewalk improvements along Yellow Springs-Fairfield Road, from Ridgecrest Drive to the Little Miami Scenic Trail. While the grant was ultimately declined due to ODOT’s increased matching requirements and the cap on ODOT Safety funds, the effort demonstrated proactive steps to fund vital infrastructure projects. • Assisted with submission of and was awarded a \$1.8 million grant from ODOT for the creation of a multi-modal pathway along East Enon Road and Dayton Street, extending to Stafford Street. The project included multiple bump-outs and rapid flashing beacons for improved safety, significantly enhancing the walking experience for residents along Dayton Street and parts of Xenia Avenue. • Upgraded sidewalk entrances at Lawson Place apartments to enhance accessibility. • Continued to replace sidewalks on a priority basis throughout the Village to address safety and accessibility issues. • Removed an 18-inch curb and reconstructed the sidewalk on South Winter Street to eliminate trip hazards. • Repaired multiple trip hazards identified by the Citizen Action Project for Sidewalks in the downtown area.
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Facilitate the Development of Affordable & Market-Rate Housing for a	<ul style="list-style-type: none"> Clarify Development Opportunities (e.g., DDC, Corry Street, etc.) that Bring 	<ul style="list-style-type: none"> Strategically Employ Affordable Housing Fund Establish Protocol for Negotiating with 	<p>Clarify Development Opportunities (e.g. DDC, Corry Street, etc.) that Bring New Capacity that Doesn’t Constrain Current Utility Infrastructure</p> <ul style="list-style-type: none"> Initiated and facilitated the transfer of the Corry Street property deed to GMHA’s attorney, ensuring all necessary documentation is in place. Currently awaiting GMHA’s legal review and next steps for further development.

<p>Diverse, Healthy Community</p>	<p>New Capacity that Doesn't Constrain Current Utility Infrastructure</p> <ul style="list-style-type: none"> Identify & Implement Strategic Zoning Improvements Review & Refine "Lawson Place" Model 	<p>Developers Aligned with Village Values</p> <ul style="list-style-type: none"> Explore & Mock-Up Potential Sites for Affordable Rentals Replicate YS Home, Inc. Pocket Neighborhood Solidify Viable Options for Residential Dev. 	<ul style="list-style-type: none"> Collaborated closely with DDC from the early stages of the Springs Meadows project, advising on utility placement and infrastructure needs. Once the project was transferred to Fischer Homes, oversight and guidance continued throughout the development, ensuring that utility capacities were considered and managed effectively. Led the project from initial planning through to its current phase, ensuring alignment with the Village's growth objectives and infrastructure capacity. Provided utility guidance throughout the Cascades development, working to ensure the project aligned with the Village's infrastructure capacity. Helped identify cost-saving measures and collaborated with Choice One Engineering to review plans and provide expertise. Assisted in moving the LIHTC project to the application stage by coordinating with developers and stakeholders, ensuring all necessary steps were completed for the submission. <p>Identify & Implement Strategic Zoning Improvements</p> <ul style="list-style-type: none"> Worked closely with Meg Leatherman, Planning & Economic Development Director, to implement zoning amendments that support community needs and Council objectives. Zoning Text Amendments: <ul style="list-style-type: none"> In support of active transportation, introduced the Bike Code Amendment (Chapter 1264), which requires new developments to provide bicycle parking. The number of spaces is determined by the specific use of the development. To increase flexibility in housing development, successfully repealed the Gateway Overlay Zone, which had previously restricted building height within those zones. To improve the efficiency of the development process, modified the zoning code so that all Site Plan applications for permitted uses are now reviewed by the Planning & Zoning Administrator with Planning Commission review as an option rather than a requirement. Affordable Housing Initiatives: <ul style="list-style-type: none"> Facilitated the creation and release of a Request for Proposals to attract a qualified housing developer for pursuing Low-Income Housing Tax Credit funding, advancing efforts to support affordable housing options. <p>Review & Refine "Lawson Place" Model</p> <ul style="list-style-type: none"> Completed full refurbishments on 2 units and refreshed 2 additional units. Added 16 parking spaces, improved landscaping, and installed sidewalks leading up to the buildings. Upgraded water heaters and ensured ongoing maintenance of boilers and
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<p>Achieve Structurally Balanced Budget for the Sustainability of Our Village</p>	<ul style="list-style-type: none"> Actively Track Budget via Finance Comm Identify Strategic Paid Parking Solution Adjust Reciprocal Tax Rate 	<ul style="list-style-type: none"> Find Revenue & Uncollected Income Tax Opps Pursue Grants/Low-Interest Loans Pilot Participator Budgeting/Engage Public 	<p>Actively Track Budget via Finance Comm</p> <ul style="list-style-type: none"> Collaborated with the Shared Resource Center and Tiffany Hiser to revamp the budget process, with regular check-ins along the way with the Finance Committee. Tiffany worked closely with Finance Director Michelle Robinson to present a balanced budget for the 2025 fiscal year, improving both the structure and clarity of the budgeting process. <p>Identify Strategic Paid Parking Solution</p> <ul style="list-style-type: none"> Implemented donation-based parking in the downtown area, utilizing signage and QR codes to make it easy for visitors and residents to contribute to the program.

	<ul style="list-style-type: none"> Align Utility Rates with Increased Costs Establish Renewable Energy Credits Policy 	<ul style="list-style-type: none"> Improve Reporting to Support Best Decisions Determine Apropos Dept Sizes vis-à-vis Values 	<p>Establish Renewable Energy Credits Policy</p> <ul style="list-style-type: none"> Updated the Renewable Energy Credits (REC) policy in 2024 to clarify the spending of funds. Achieved 100% renewable energy status by purchasing Green-e certified RECs, offsetting energy from both the open market and renewables lacking full credit. Funds generated from the sale of RECs have been reinvested into electrical infrastructure, addressing the Village’s most urgent needs. <p>Find Revenue & Uncollected Income Tax Opps</p> <ul style="list-style-type: none"> Conducted an internal audit of the electric fund, uncovering uncollected revenue and reducing billing losses from 20% to under 3%. This was achieved by addressing gaps in the billing system, resulting in a significant improvement in revenue collection. <p>Pursue Grants/Low-Interest Loans</p> <ul style="list-style-type: none"> Awarded multiple grants, including: <ul style="list-style-type: none"> Federal Grant for Barricades (2024): \$95,000 House Bill 168 Allocation (2024): \$453,380 for East Davis Street improvements H2Ohio Grant, Ohio EPA (2024): \$176,240 to offset costs from House Bill 168 (secured proactively) H2Ohio Grant for Water Distribution Tools (2024): \$9,000 Ohio EPA Grant for Monitoring Wells (2023): \$20,000 CIG Grant, Greene County (2024): \$75,000 for Springs Way electric infrastructure YS Community Foundation Grant (2024): \$5,362.63 for pool chairlift OPWC Grant for Water Meter Replacements (2023): \$744,702 for encoder-style water meter replacements (covering 84% of project costs) MVRPC "Happy to Chat" Grant (2024): \$10,000 for three park benches with signage PEP Safety Grant (2024): \$1,000 towards safety trainings ODOT Grant for Sidewalk Improvements: \$1.6 million for Yellow Springs-Fairfield Road (from Ridgecrest Drive to Little Miami Scenic Trail; grant declined due to increased matching requirements and ODOT Safety fund caps, but effort demonstrated proactive steps for funding vital infrastructure) <p>Improve Reporting to Support Best Decisions</p> <ul style="list-style-type: none"> Enhanced the Manager’s Report to provide a more comprehensive update from each department, ensuring clearer communication and informed decision-making.
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Additional Key Accomplishments and Leadership Initiatives

Area of Focus	Initiatives/Projects	Accomplishments
Infrastructure & Public Works	<ul style="list-style-type: none"> • Actively obtaining quotes for a wastewater system capacity study to assess and address future needs. • Engaged AES to perform a system impact study to determine the potential need for a new substation to support growth. • Launched Phase I of the Center Circuit project in November 2024, marking significant progress in enhancing the electrical grid. • Ordered regulators and reclosures, which will be installed across the Village to improve the speed of power restoration during outages. • Exploring a Force Main Inspection, as the original installation was 45 years ago; budget estimates for this project are \$250,000 as of January 2025. • Implementing a SCADA system for our electric infrastructure, which will allow for real-time monitoring and control of the electric grid, improving operational efficiency and enabling quicker responses to outages or system issues. This system will be activated once all electric meters have been upgraded. • Planning the installation of additional security cameras at key facilities, including the Water Plant, WWTP, Sutton Farm, and switch station, to bolster security and ensure the safety of these critical assets. • Acquired new decorative street lighting for Xenia Avenue (from Limestone to Davis Street), with installation scheduled for 2025, enhancing the aesthetic appeal and functionality of the corridor. • Procured new banner poles for three prominent locations, with installation set for 2025, supporting community engagement and local events through improved signage. 	<ul style="list-style-type: none"> • Completed rehabilitation of both water towers, applying new paint to extend their lifespan by 20 years and prevent rust and corrosion. • Replaced the 12-inch valve at the water towers, which allows us to shut off water flow when needed, offering better control in case of emergencies or maintenance. • House Bill 168: Ongoing project to replace over a mile of 2-inch galvanized mains with 6-inch C900 lines to improve water distribution. • Installed 7 new fire hydrants to improve fire safety across the Village. • Progressed with the installation of new water meters, with 80% completed as of January 2025. • Finished Phase IV of Sewer Pipe Relining (Sliplining) around the Fair Acres neighborhood, installing new lines within existing pipes, reducing costs and minimizing disruptions. • Cross-trained water, electric, and street crew members to increase operational flexibility and efficiency. • Established flow readings on the SCADA system from the lift station to the WWTP via the Village fiber network. • Completed 50% of the electric meter changeouts with Tantalus meters, with full completion scheduled for April 2025. • Conducted a comprehensive in-house service line inventory in October 2024, fulfilling EPA requirements and positioning the village to secure funding from the H2Ohio program. • Completed the water main extension on King Street, creating a loop to Yellow Springs-Fairfield Road, significantly improving fire flow capabilities and system redundancy.
Economic Development & Housing	<ul style="list-style-type: none"> • Planning to engage with local businesses to gain insight into how we can better serve them, identify areas where we may be falling short, and explore opportunities for support. 	<ul style="list-style-type: none"> • Collaborated with realtor Allison Moody to market the CBE property, including the installation of a “for sale” sign and a monument sign, increasing visibility and attracting potential buyers.

		<ul style="list-style-type: none"> • Volunteered to host the Greater Dayton Mayors and Managers Association meeting on January 8, 2025, showcasing the village and promoting local development opportunities. Cresco assisted in the presentation, sharing their production insights with other regional communities. • Worked closely with both the Building and Zoning departments to support Cresco’s internal renovations, enabling them to expand production within their existing space. This effort was completed on a tight timeline and resulted in a 71% increase in their workforce. • Reestablished valuable relationships with the Greene County Department of Development and Greene County Commissioners, enhancing collaboration and regional growth initiatives. • Collaborated with the Windsor Group to explore the revitalization of historic buildings at Antioch, contributing to the preservation and redevelopment of key properties. • Worked with zoning to facilitate Emerge Springs' establishment of a men's recovery housing facility in Antioch’s West Hall building, ensuring the space met their operational needs and contributed to the revitalization of the area.
Public Safety & Emergency Services		<ul style="list-style-type: none"> • Enhanced public safety through the installation of numerous permanent speed bumps, LED stop signs, LED crosswalk signs, and an LED bike crossing, as well as improvements to safety on Polecat Road. • Ensured comprehensive staff safety training by requiring all personnel to attend monthly safety meetings, reinforcing a culture of awareness and preparedness. • Installed a UPS backup system for dispatch following a system failure on February 28, 2024, during a storm when both the phone line and generator were down, ensuring continuity of service in future emergencies. • Initiated post-event debriefs with staff and key stakeholders after events or emergencies to assess performance, identify successes, and pinpoint areas for improvement. • Ensured multiple staff members received training on the Hyper-Reach system, enhancing our readiness for emergency communication and outreach.

		<ul style="list-style-type: none"> • Launched monthly “WHAT IF” training sessions, where staff take turns presenting scenarios for group discussion and response planning. This exercise helps identify potential gaps and strengthen our overall preparedness. • Created safety posters for key Public Works locations (e.g., Sutton Farm, offices) to remind staff of the importance of wearing safety gear. • Purchased two mobile messaging boards to enhance public safety communication during events or emergencies. • Blacktopped and resurfaced Gaunt Park parking lot, improving safety and accessibility for the public. • Installed a storm drain from Gaunt Park Pool to the baseball diamonds to address standing water and prevent potential hazards. • Replaced numerous benches and picnic tables around town, improving public spaces for community enjoyment. • Made significant improvements to the backside of the library, including installing limestone steps to reduce slip, trip, and fall risks, and adding gravel to the picnic area for better accessibility. • Trimmed trees and bushes to remove large limbs that could pose safety risks to people and buildings. • Removed several dead catalpa trees on West South College Street, eliminating a public safety hazard. • Launched a Junior Lifeguard program at Gaunt Park Pool, successfully hiring one participant who completed the course.
<p>Environmental Sustainability & Climate Action</p>		<ul style="list-style-type: none"> • Proactively identifying and addressing water leaks within our system to minimize waste, with the ongoing implementation of smart meters for faster leak detection and resolution. • Utilizing multiple communication platforms—our website, newsletters, Civic Plus notifications, and Facebook posts—to provide continuous education and practical tips on reducing electricity and water consumption. • Utilized 100% recyclable materials in the production of newsletters and business cards. • Acquired a hybrid truck for the Police Department in 2024, significantly lowering our environmental footprint and reducing gasoline consumption.

		<ul style="list-style-type: none"> Supported the Environmental Commission with ongoing needs at Glass Farm and Ellis Pond, including regular removal of honeysuckle at Glass Farm and clearing materials from Ellis Pond after workday sessions. At Ellis Pond, facilitated the removal of sod and tiling of the land to support the growth of wildflowers. Additionally, collaborated with the Tree Committee to remove dead trees. Implemented improvements to recycling practices in government facilities, ensuring all offices are equipped with recycling bins to promote more sustainable waste management. Secured a larger on-site recycling receptacle through Rumpke to enhance recycling efforts and promote sustainability.
Parks & Recreations & Community Well-Being	<ul style="list-style-type: none"> Ensuring Gaunt Park Pool remains a valuable community asset by staying on top of ongoing maintenance and addressing the pool’s needs to maintain its accessibility and functionality. 	<ul style="list-style-type: none"> Enabled pickleball activities at the John Bryan Center gym by updating the lighting to LED and completing ceiling work before the program began. Added a new kitchen to the Youth Center, providing a space to prepare meals for local children. Maintained the Dog Park grounds and ensured a reliable water supply to the site for continued use and enjoyment. Made significant improvements to the baseball and softball diamonds at Gaunt Park, with additional enhancements planned for 2025.
Personal Development	<p>Leading the formation of a new subcommittee within the Greater Dayton Mayors and Managers Association, specifically for new managers, to foster collaboration and peer support.</p>	<ul style="list-style-type: none"> Actively participating in Greater Dayton Mayors and Managers Association meetings, leveraging these relationships to create direct, positive impacts on the Village. Completed multiple ICMA trainings and webinars in 2024, including earning the ICMA certificate in “Local Government 201” by successfully completing five comprehensive courses, as well as courses in “Financial Planning” and “Streamlining Municipal Meetings.” Also completed Local Government 201, Course 3. Currently participating in MVCC’s leadership training program from January to June 2025. Completed Mutual Aid training with American Municipal Power in April 2024. Committed to attending the 2025 OCMA Annual Conference at the end of February, an important opportunity to further enhance my professional development, build valuable

		networks, and stay current on the latest trends and best practices in local government management.
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