

**City of Whitehall, Ohio  
Local Redevelopment Authority  
Redevelopment Plan and  
Homeless Assistance Submission  
Whitehall Memorial U.S. Army Reserve Center  
721 Country Club Drive  
Whitehall, Ohio 43213  
December 20, 2007**



## **City of Whitehall, Ohio Local Redevelopment Authority Redevelopment Plan and Homeless Assistance Submission**

Whitehall Memorial US Army Reserve Center  
721 Country Club Drive  
Whitehall, Ohio 43213

Local Redevelopment Authority consists solely of the City of Whitehall

### **City of Whitehall**

Mayor Lynn Ochsendorf

Matthew Shad, Interim Deputy for Administration and Development

### **Local Redevelopment Authority**

LeAnne Adkins, President Whitehall Chamber of Commerce

Joan Blackwell, Resident

Jake Brewer, Service Organizations

Judy Dobbert-Meloy, Superintendent, Whitehall City Schools

Leslie LaCorte, City Council Member

Gary Meidl, Chair Whitehall Parks Commission

Lynn Ochsendorf, Mayor, City of Whitehall

Richard Pope, Chair, Planning Commission

Matthew Shad, City of Whitehall

Mike Shannon, Whitehall City Council Member

Lt. Richard Zitzke, Whitehall Police Chief

### **Prepared by:**

Whitehall Local Redevelopment Authority

360 South Yearling Road

Whitehall, Ohio 43213

and

Rogers Krajnak Architects, Inc.

264 South Third Street

Columbus, Ohio 43215

December 20, 2007

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## **1.0 Redevelopment Plan**

### **1.1 Summary**

In May 2006, the U.S. Congress directed the Secretary of the Army to close the Whitehall Memorial U.S. Army Reserve Center in Whitehall, Franklin County, Ohio. This installation is situated within the City of Whitehall on approximately five acres and includes two buildings available for re-use. (Refer to Figures 1 through 3) The Whitehall, Ohio Local Redevelopment Authority (LRA) is recommending transfer of the Whitehall U.S. Army Reserve Center to the City of Whitehall as a Public Benefit Conveyance (PBC) for the purpose of establishing a Community/Recreation Center at that site.

In April 2006, Matthew Shad, Deputy of Administration and Development for the City of Whitehall, organized the LRA. Area representatives of the community as a whole were approached to be part of the leadership to ensure the citizens of the City of Whitehall had a voice in the reuse plan. Each representative on the LRA sought public comment regarding the potential reuse plan from their point of contact with the community.

The Whitehall LRA understands and appreciates the requirements and demands of the base realignment and closure process as well as the goals and objectives of the reuse potential of the BRAC properties. Whitehall LRA will cooperate and assist in any way possible through the screening and evaluation stages. We are confident that this proposed use of the Whitehall Memorial U.S. Army Reserve Center will demonstrate the best possible use for the community. Once established as the Whitehall Community/Recreation Center, the Whitehall Army Reserve Center should serve the citizens of Whitehall for decades to come.

The City of Whitehall is a HUD designated Low-Moderate Income Community with a strong systematic approach to homeless issues. The City of Whitehall's continuum of care is recognized as a highly successful approach to transition the homeless into permanent housing. The number of homeless in Whitehall is decreasing. The LRA sought to balance the needs of the homeless with other needs for redevelopment. They engaged in an extensive outreach program to homeless assistance providers. One provider's representative attended the workshop. No Notices of Interest were submitted to the LRA.

The City of Whitehall is a first tier suburb immediately east of downtown Columbus and completely surrounded thereby. In the mid 1800's, Robert Brotherton of White Hall, England obtained a 156-acre plot of land, located between Alum Creek and Big Walnut Creek. A portion of the property became the site of Ye Olde Whitehall Tavern, a popular overnight stagecoach stop along the famous National Road, which extended westward from the Cumberland Pass. In the late 19th century, the land and tavern were sold to Abram Doney. A small farm community developed and the name "Whitehall" was unofficially adopted. In 1910, Abram's son, Samuel, inherited the entire estate and sold it in one-acre lots, creating what is now known as "Old Whitehall", the western portion of the city today.

Whitehall's existence is a product of the suburbanization of the United States, post World War II. It's growth was attributable to several factors; advances of transportation, the side effects to the war economies of World War I and World War II and the ramifications of national/local policies supporting suburbanization of cities. With the advent of automobile transportation and the development of the federal highway system, the future city became the primary eastern gateway along U.S. Route 40 into the City of Columbus on its southern border today. This key national artery moved people and commerce from the east coast to St. Louis and regionally particularly served as a means for Appalachian people to come west to seek opportunities in the industrialized Ohio. As the road was completed, the typical roadside amenities, diners, motor courts, gas stations, crept up to serve the motoring public.

Rail transportation had long been a focus of the Columbus economy. During World War I, America's production effort in World War I arrived at an impasse in 1918 when transportation lines to ports of embarkation for troops and materials became filled to capacity. There was a clear need for a new military depot near the manufactured goods coming from the industrialized Midwest and capable to be rapidly shipped across the country along major rail corridors. The U.S. Army Quartermaster Corps made the first purchase of land, 281 acres, flanking today the northern border of Whitehall, to construct a government military installation in April 1918. Warehouse construction began in May of that year, and by August, six warehouses were receiving material for storage. During WWII the Depot as it was known, became the largest military supply installation in the world. In December 1942, an additional 295 acres were purchased, creating the current campus today. With more than 10,000 civilian employees, it played a large part in the overall war effort.

Concurrently, airplane usage began to be used for more than mere spectacle. With the adjacency to the Depot, Norton Field was established in 1923 by the federal government. It was the first airfield in the Columbus area, established for the purposes of moving mail and as a refueling point. In 1929, just north of the Depot and Whitehall today, Port Columbus was established on the decision of Charles Lindbergh himself as the eastern air terminus for the Transcontinental Air Transport. This predecessor to TWA, was a New York to Los Angeles system of rail and air connections meant to expedite cross-country travel. The concentration of air and rail facilities and the neighboring airfields, along with the perceived demand for military aircraft was the catalyst for the creation of the large airplane manufacturing facility adjacent to Port Columbus by North American Aviation (NAA). NAA was most famous for manufacturing the P-51 fighter plane, a workhorse during World War II. The Columbus, Ohio division of North American Aviation was instrumental in the exclusive development and production of North American's A-5 Vigilante, an advanced high speed bomber that would see significant use as a Naval reconnaissance aircraft during the Vietnam War, the OV-10 Bronco, the first aircraft specifically designed for forward air control (FAC), and counter-insurgency (COIN) duties, and the T-2 Buckeye Naval trainer, which would serve from the late 1950s until 2005 and be flown in training by virtually every Naval pilot for four decades. Corporate mergers, NAA's business decision to move away from airplane manufacturer ultimately closed the facility in the early 1990s.

Given all employment needs and the burgeoning industries, housing for people moving to meet this demand was urgently needed. Favorable federal mortgage policies being offered through the

Federal Housing Administration and the Veterans Administration, the beginning of prefabricated housing construction and the policies standardizing and endorsing the development of 'optimal' suburban lifestyle, opened the opportunity for the creation and rapid expansion of Whitehall. Large rental home communities, English Village and Parklawn, were built on the perimeter of the Depot to support workforce housing. Immediately adjacent, modest single-family homes, meeting the FHA criteria amenable to accept the federally backed mortgage products began to be constructed with homes sometimes being constructed in as fast as a day. Seemingly remote from downtown Columbus, retail construction began, most noteworthy being Town and Country Shopping Center, arguably one of the first regional shopping centers in the nation. With the advent of national stores and restaurants, Whitehall, with two east side arterials became the premier shopping area of eastern Columbus and many rural communities all the way to West Virginia. In the early 1950s, Whitehall was the nation's fastest growing city. Overall, population jumped from 4,077 in 1950 to 20,818 in 1960. The city growth began to ebb in the early 1970's as the city had become landlocked by the expansion of the City of Columbus around it. The population peaked in 1970 census but has hovered in the 19-20,000 mark through the 2000 census.

The geographic construction mirrors to a significant degree, what was considered 'optimal' design for suburban development. The community is a relatively square area, comprised primarily of single-family homes. The gridded street system, in part developed through the original section lines of township development, was carried through into the development of individual subdivision. Many are modified development with curvilinear streets, but providing a sheltering neighborhood environment but with multiple modes of access. The majority of the community is extremely walkable with sidewalks developed in nearly all post World War II neighborhoods. The center of the community is primarily residential, with the retail commercial uses developed on the perimeters of the community at approximately 1-mile intervals. Industrial uses, primarily the Depot and the North American Aviation facility, were located beyond the senses of the residents on the northern border, separating the perceived negative consequences of industrial development on quiet single-family living. With rapid housing development, school and recreation development expanded rapidly as well. The majority occurred along an east-west spine (Etna Road), centrally located to the majority of residents and securely centered in their neighborhoods away again from commercial traffic and industrial unsightliness. Though happenstance, the municipal facilities ultimately located in the near center of the city, on a north south corridor (Yearling Road) that now contains the City Hall, Fire and Police Stations, Yearling High School, and a number of churches of the community.

The consequence of the rapid growth of the community and its creation for workforce housing needs was that the community did not develop the depth and breath of housing more slowly established communities often do. Initially, the community with its attractive new homes attracted a broad socio-economic cross section, drawn by their desire for safe clean new homes, and the allure of being with many other younger adults, starting their careers and beginning to create their households and raise their young children. However, limitations of the diversity and quality of the housing, the increasing wealth of the middle-class and the dizzying array of ever more featured subdivisions, particularly in northern Franklin County, began to encourage people to relocate from the community. The result has that economic growth of the citizens, measuring average individual and household incomes have not kept pace with the growth of Franklin County as a whole.

The City of Whitehall is often at a challenged point in its existence. The socio-economic structure that is now the community finds its leaders continually seeking innovative solutions to community needs.

In a snapshot, here are some key facts, based on 2000 Census comparisons of the City of Whitehall to Franklin County.

	Whitehall	Franklin Co.
<b>Notable Ethnic Metrics</b>		
Speaking Language Other than English	10.2%	9.0%

Whitehall has mirrored many Franklin County averages in ethnic composition. It has not been comparable to surrounding areas of the City of Columbus, where census tracts west and southwest are generally higher concentrations of African Americans. However, since the 2000 Census, notable changes have occurred with increases in non-white populations and immigrant migration, particularly from Hispanic and Somali immigrants, but notable enclaves of recently immigrated eastern Europeans. This is being most clearly demonstrated in the Whitehall City Schools. It has been noted that more than 20 languages are fluently spoken in the school system.

<b>Notable Education Metrics</b>		
High School Graduation	78.7%	85.7%
Bachelor Degree or higher	11.2%	31.8%

<b>Notable Adult Metrics</b>		
Civilian Veterans	13.9%	11.8%
Disabled	22.7%	17.0%
Over 65	12.0%	9.8%
In Labor Force	65.7%	70.7%

Given the large defense industry employment at DSCC, the proximity to the Veterans Administration clinic and the modest incomes of citizens, combined with modest housing costs and/or ownership debt-free of housing, concentrations of older citizens with limited means exist in the community

<b>Notably Income Metrics</b>		
Median Household Income (2000)	\$32,794	\$42,734
Individuals Below Poverty	14.9%	11.6%
Families Below Poverty	11.1%	8.2%

These metrics tend to skew in this manner because of concentrations elderly, disabled and underemployed workres, and single head of households with children. It has also been noted that the number of children eligible for free or reduced rate school lunches has been steadily increasing and is above the 50% threshold in many of the district's schools.

### Notable Housing Metrics

Lower Owner Occupancy Rates	45.4%	56.9%
Higher Vacancy Rates	7.3%	6.8%
Lower Housing Values (2000)	\$78,800	\$116,200
Smaller Dwelling Units		
Age of Housing Stock		

Given that homes are smaller, less bedrooms, fewer amenities and older in age, they do not appreciate as rapidly as homes in other parts of Franklin County. Purchase prices of single-family homes are such that investor-owned property is feasible and delivers rental prices appropriate to market demographics and comparable to multi-family dwelling rent rates.

The conveyance of the Whitehall Memorial U.S. Army Reserve Center in Whitehall would allow the City of Whitehall to provide a variety of services and programs to the community. Examples of these services and programs include a Memorial to the Military Veterans of Whitehall, adult education emphasizing English as a Second Language, arts education, meeting space for a variety of community organizations, spaces for individual and group physical fitness and a Community Great Room to be used for a number of diverse activities. The facility is centrally located within the city, adjacent to a major east/west spine, allowing members of the community to easily access the facility by automobile, bicycle or on foot, for participation in community programs and activities. Since the property is adjacent to City of Whitehall owned parkland, the recreation component is a natural extension of nearby facilities.

## 1.2 Redevelopment Recommendation

The recommendation of the Whitehall Local Redevelopment Authority is for the transfer of the Whitehall US Army Reserve Center to the City of Whitehall for conversion of the buildings and property into a Community/Recreation Center.

The LRA investigated a variety of potential uses for property, as the LRA Meeting Minutes report. These minutes are included in 2.12 Appendix. Some of these uses included a temporary police station or city hall to be used while the existing facilities undergo needed modernization, a permanent police satellite station, and an education facility. These uses were determined to be less than the best use for the property when considering the community needs and existing facilities.

To be used as a Community/Recreation Center, the main building must be modified to comply with the life safety standards of the Ohio Building Code and the accessibility standards of the Americans with Disabilities Act for this type of occupancy. (Refer to Existing Floor Plans, drawings A2.1 and A2.2, dated 02.19.07 in Appendix 1.10.) The Ohio Building Code requires that a building of this occupancy type, Assembly A-3, with an occupant load of 300 or more be equipped throughout with an automatic fire suppression system. The building is not equipped throughout with an automatic fire suppression system; one will have to be installed. The second floor opening at the Lobby 101 and Lobby 200, connecting the first and second floor egress corridors violates the Ohio Building Code requirement for the separation of egress corridors. Therefore the opening in the floor must be filled in with code complying floor construction or enclosed with rated construction

and protected openings. The length of the dead end corridor at the south end of the second floor exceeds the maximum length allowed by the Ohio Building Code. Therefore, an egress stair must be built at the south end of the building to eliminate this dead end corridor situation. The existing heating and air conditioning equipment must be replaced with a mechanical system complying with the current building code requirements for climate control, fresh air and energy conservation. The existing lighting must be replaced with efficient lighting appropriate for the variety of activities of the community/recreation center. The existing main building entrance is remote from the parking area; the entrance should be relocated adjacent to the parking lot to provide a secure, single point of entry. The building must be modified to be accessible to people with physical disabilities by providing an accessible entrance, an elevator to the second floor and accessible restrooms.

The initial strategy for modifying the building to comply with building code and accessibility requirements included the installation of a fire suppression system throughout, adding a stair at the south end of the building, adding an elevator to provide access to the second floor for persons with physical disabilities, infilling the opening in the second floor with code complying floor construction and modifying the one story connector (between the two story portion of the building and the Assembly Hall) to house accessible restrooms. But this strategy did not address the remoteness from the parking lot of the main, handicapped inaccessible, building entrance. Therefore, it was concluded that the one-story connector should be replaced with new construction including space for accessible restrooms and a new accessible main building entrance. In addition, a goal was established to organize the facility along a new circulation spine located adjacent to the parking area. This new circulation spine can be extended in the future to connect the existing building to potential future expansions of the building to the west. The Maintenance Building and security fence will be demolished to allow for this future building expansion, the expansion of the parking area and the installation of outdoor play equipment.

The property will be used continuously throughout the week and weekend, both during the days and evenings for a variety of activities and programs.

The schedule for occupancy will be determined following the definition of the scope of work. There are two possible scenarios. Scenario #1 includes work required to modify the existing building to comply with the Ohio Building Code's and the American's with Disabilities Act's requirements for recreation centers, as discussed above. (Refer to Proposed Floor Plans, drawings A2.1 and A2.2, dated 08.21.07 in 1.10 Appendix.) Scenario #2 includes the work of Scenario #1 plus the addition of the organizing circulation spine, the Community Great Room, additional restrooms, locker rooms and space for childcare. (Refer to Proposed Site Plan, drawing A2.01, dated 07.17.07, in 1.10 Appendix.) The timetables listed below are a tentative schedule of activities planned to facilitate the transition of the Whitehall Memorial USARC to its proposed reuse as a Recreation/Community Center:

Scenario #1: If Rogers Krajnak Architects, Inc. (RKA) is selected to lead the team of consultants to implement construction, consisting of renovation to the existing building plus the replacement of the connector with space consisting of an accessible entry, lobby and accessible restrooms, RKA proposes the following project schedule (refer to Proposed Floor Plans, drawings A2.1 and A2.2, dated 08.21.07):

Schematic Design:	2 months
Design Development:	1 month
Construction Documents:	3 months
Bidding/Negotiation:	2 months
Construction:	9 months
Total	17 months

Scenario #2: If Rogers Krajnak Architects, Inc. is selected to lead the team of consultants to implement construction, consisting of renovation to the existing building plus an addition consisting of an entry, lobby, restrooms, locker rooms, fitness center, childcare area and the Community Great Room with commercial kitchen, RKA proposes the following project schedule (refer to Proposed Site Plan, drawing A2.01, dated 07.17.07):

Schematic Design:	2 months
Design Development:	2 months
Construction Documents:	4 months
Bidding/Negotiation:	2 months
Construction:	15 months
Total	25 months

### 1.3 Proposed Land Uses and Zoning

The City of Whitehall proposes the adaptive re-use of the main building on the site and the demolition of the maintenance building. The following table summarizes the proposed uses for the existing facilities and additions:

#### 1.3 Table of Proposed Uses:

Building Name	Proposed Uses	Estimated Project Costs (Construction and Soft Costs) in 2007 dollars
Renovate Existing Main Building. Replace one-story "Connector"	Community Center/Recreation Center; refer to drawings dated 08.21.07	\$3,920,300 to \$4,858,963
Maintenance Building	Demolition	\$24,000
Future Addition	Community Center/Recreation Center; refer to drawing dated 07.17.07	\$8,652,763 to \$10,644,237
Total		\$12,597,063 to \$ 15,527,200

Note: These construction cost estimates are based on one phase of construction and 2007 construction costs. Estimates exclude hazardous material abatement.

The property is zoned R-3. Parks and playfields open to the public without charge and community or neighborhood recreation centers are considered special permitted uses within this zone.

## **1.4 Public Involvement Process Summary**

Public Involvement started from the creation of the LRA and was integrated throughout the process. The committee structure itself purposefully integrated all of the major constituencies that would impact the development of the site. This included, City of Whitehall Public Service, particularly Police, Planning Commission, Parks Commission, City Council, Economic Development, Whitehall City Schools, neighborhood residents/community and civic advocates, Chamber of Commerce/business community, and the Franklin County Commissioner's Office, particularly Homeland Security and CDBG. The City of Whitehall maintained continuous coverage of the evolution of the planning process in the local newspapers, the Whitehall News and Eastside Messenger. City staff maintained contact with interested residents via email notice and public hearing announcements, as well as update presentations at civic and fraternal clubs, Chamber of Commerce and other community activities.

The City of Whitehall is wholly and exclusively the political jurisdiction of the Local Redevelopment Authority. No other villages, cities or townships were integrated into this process. The City of Whitehall is not an entitlement city. The City of Whitehall cooperates with other jurisdictions within Franklin County to create a HUD designated Urban County. Thus, Franklin County is designated an entitlement community. Franklin County takes responsibility for the required Consolidated Plan, which it jointly drafts with the City of Columbus.

## **1.5 Market Demand**

The LRA did review market demands for the site in question. This included reviews with economic development staff of the City of Whitehall and consultants retained by the City. Commercial and industrial uses were determined to be unlikely because of the remote location of the site from other commercial sites and commercial corridors, the limited size of the site, the preponderance of vacant and underdeveloped sites in more appropriate locations, the current residential zoning and the significant development of single-family uses immediately around the site.

In review of residential uses, LRA reasoned that adding additional multi-family housing to a community with 55% of its housing being rental only perpetuated aggravating the community goal of balancing rental and owner occupied housing. Finally, when weighing additional single-family homes versus a public use, the short supply of public park and open space, the central location for such uses, and the shape of the site not necessarily conducive to optimal single-family development, the LRA viewed the public purpose far outweighing the economic value of a few new single-family homes.

## **1.6 Balancing Homeless Assistance Needs and Redevelopment Needs**

The LRA sought to balance the needs of the homeless with other needs for redevelopment. While there is an identifiable homeless population with needs in Columbus and Franklin County, no homeless service providers submitted Notices of Interest relative to the Whitehall Memorial U.S. Army Reserve Center. There are no identifiable economic based redevelopment options for the USARC either given its remoteness from commercial areas, restrictiveness of the site's and

neighboring properties uses and zoning, and the supply of better situated redevelopment sites within commercially zoned areas within the City of Whitehall.

## **1.7 Funding and Revenues**

The City of Whitehall would utilize a number of means to fund the necessary upgrades and or expansions of the facility. The following list, by no means exhaustive, would be some of the primary means available:

- Bond Financing – The city has maintained a favorable bond rating and amassed relatively low levels of debt. Sufficient capacity exists to utilize this means.
- CDBG Funding – Franklin County annually allocates a portion of CDBG funds community based projects. The County has traditionally awarded funding for similar projects in previous grant cycles. These levels have been between \$250-500,000. The City of Whitehall is the largest concentration of low-moderate income households within the Franklin County CDBG jurisdiction. This project would rank favorably.
- YMCA Co-Sponsorship – The LRA received a favorable offer to explore a collaboration with the Central Ohio YMCA. The YMCA has a track record of establishing ‘community recreation facilities’ in a number of neighboring communities, including Grove City, Hilliard, and Gahanna. In all of these examples, the YMCA and community jointly worked to fundraise building capital costs, the communities typically provided the land and/or basic site improvements and the community deeded and/or leased the property to the YMCA to construct and maintain the facility. The YMCA has established programming in their system included TANF sponsored day-care which would add additional income streams to maintain the facility. See attached letter dated October 6, 2006.
- Programming Fees and Rentals – The Parks Department currently offers classes and programs on a pay as you go basis. This policy would be maintained if this facility were acquired.

## **1.8 Personal Property**

There is no personal property to be transferred with the Whitehall Memorial Army Reserve Center real estate.

## **1.9 Past Land Use and Current Conditions**

The United States of America purchased the property on December 4, 1958. Since that time, the property has been used exclusively by U.S. Army Reservists. The existing buildings were constructed in the early 1960s. While there has been some light repair of military vehicles, the facility was operated primarily as an administrative and educational facility. Army reservists have used the facility on various weekends throughout the year for drilling and education.

The site consists of approximately five acres surrounded by community parkland and private residences. The site is fairly flat. Existing paving accommodates 102 cars. There are no

handicapped spaces provided. The main building entrance is remote from the parking area and is not handicapped accessible. Within a security fence, additional paving provides fleet storage and access to the vehicle maintenance building and Assembly Hall. Refer to Figures 1 through 3 in 5.0 Appendix.

The exterior of the Main Building, constructed in the early 1960's, consists of brick veneered masonry. The interior of the building consists of three components. The first component is the two-story office/classroom area with double loaded corridors. Nearly all the rooms have windows to the exterior. The first floor lobby is partially open to the second floor lobby above. The second building component is the one-story Assembly Hall. The roof structure and roof deck are exposed in this space. There are high clerestory windows providing natural light to the space. A commercial kitchen addition was constructed some time after 1990. The kitchen is equipped with a serving counter and coiling counter shutter. The third component is a one-story connector joining the other two components. The interior finishes throughout the three building components have been well maintained.

The Maintenance Building consists of a single open space with brick veneered masonry exterior walls. Vehicle access is through three upward acting sectional doors. The interior of this building consists of a single open space, except for a row of columns in the middle. The roof structure is exposed. The building currently functions as a maintenance facility for motor vehicles.

CH2M HILL, under contract to the U.S. Army Corps of Engineers – Louisville District, has prepared the Final Environmental Condition of Property Report: Whitehall Memorial U.S. Army Reserve Center (OH014) 721 Country Club Road, Columbus, Ohio 43213, dated February 2007. Refer to this report for site history, site condition, environmental condition, hazardous conditions and special resources.

## **1.10 Appendix**

Figure 1 Site Maps

Figure 2 Existing Site Plan

Figure 3 Aerial Photograph

A2.1 Existing Main Building First Floor Plan and Existing Maintenance Building Floor Plan, date 02.19.07

A2.2 Existing Main Building Second Floor Plan, dated 02.19.07

A2.1 Community/Recreation Center Proposed Main Building First Floor Plan, dated 08.21.07

A2.2 Community/ Recreation Center Proposed Main Building second Floor Plan, date 08.21.07

A2.01 Proposed Site Plan, dated 07.17.07

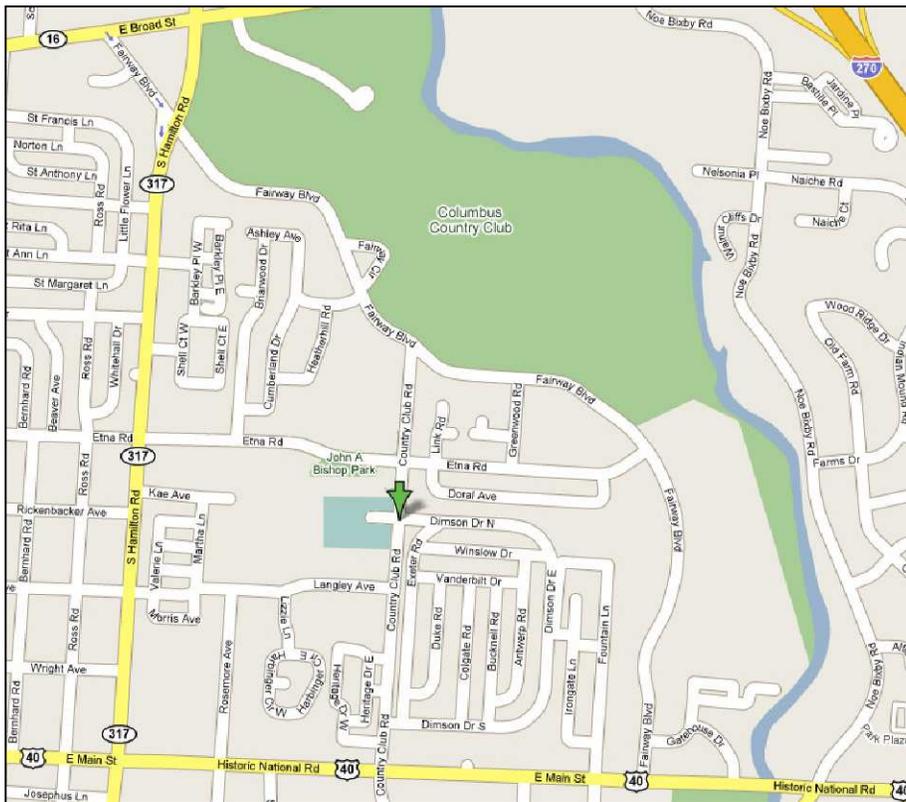
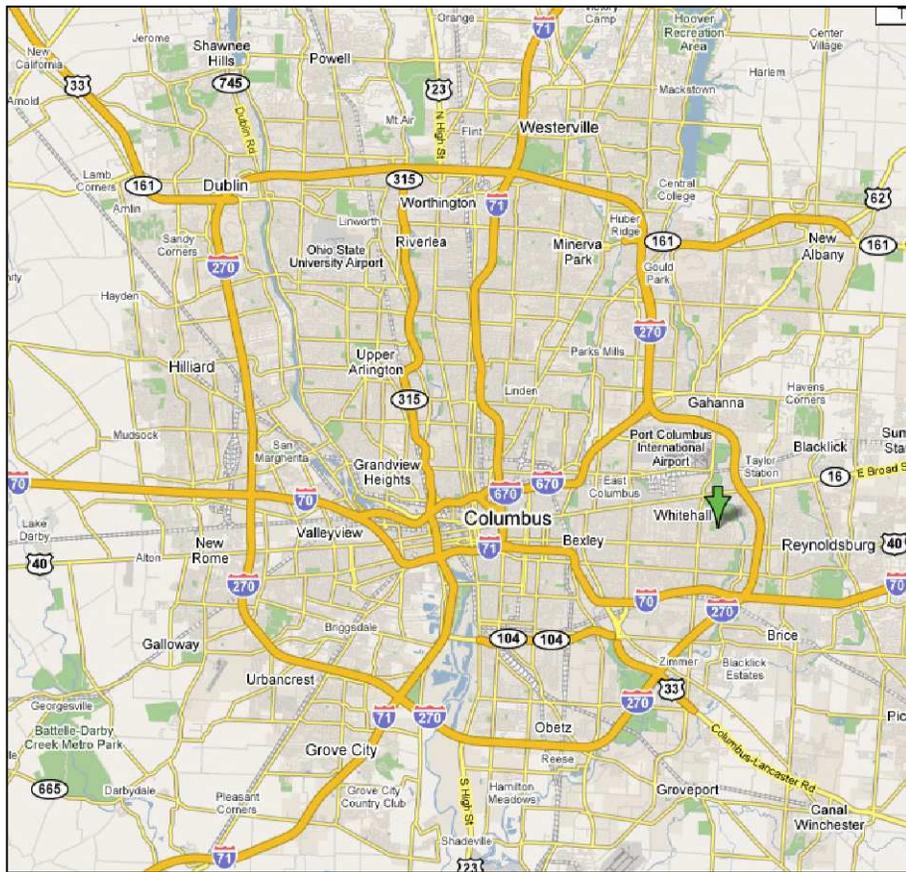
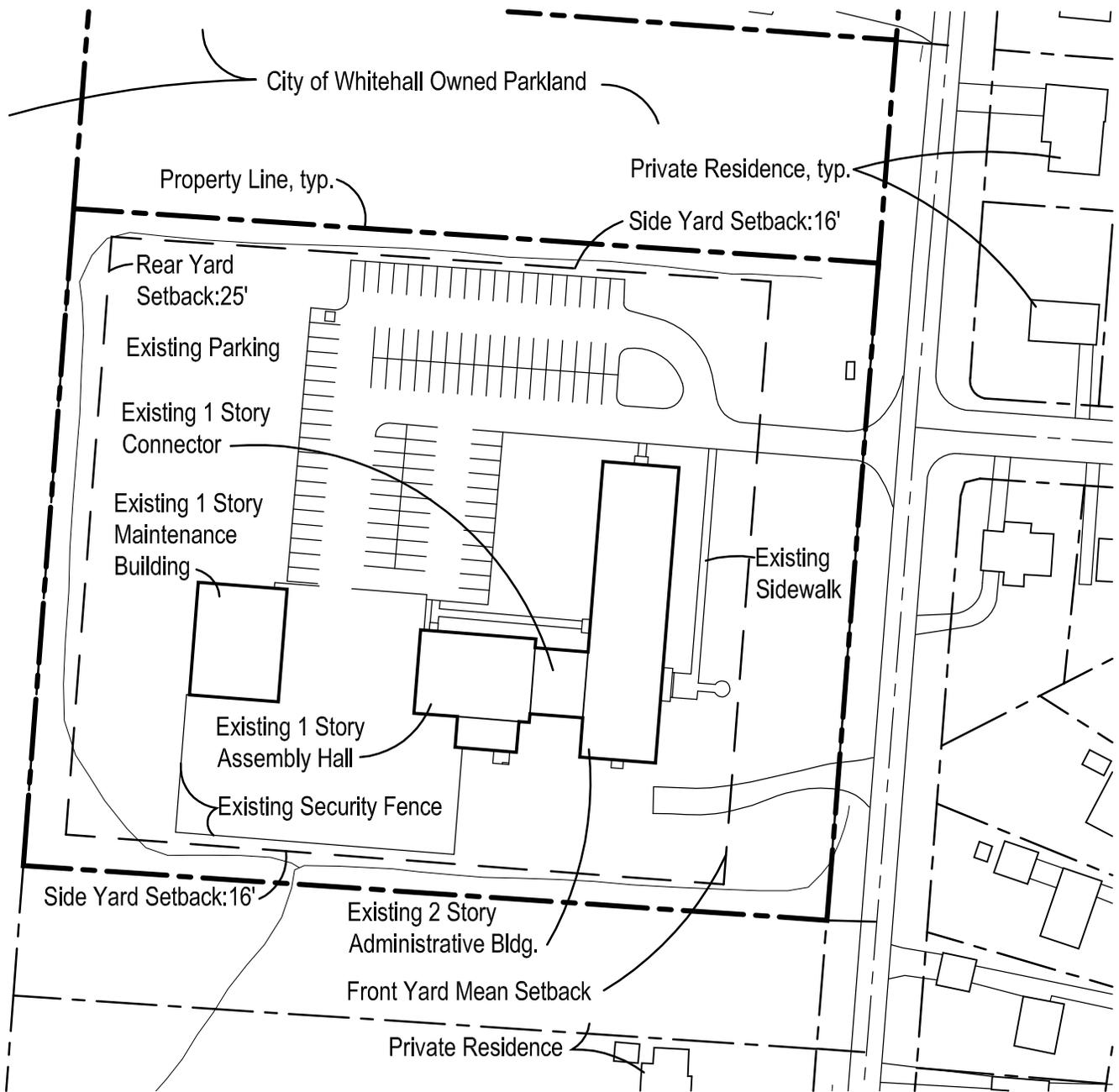


Figure 1  
 Site Maps  
**Whitehall Army Reserve Center**  
 721 Country Club Drive  
 Whitehall, Franklin County, Ohio

**ROGERS  
 KRAJNAK**  
 ARCHITECTS, INC.

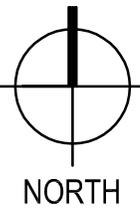
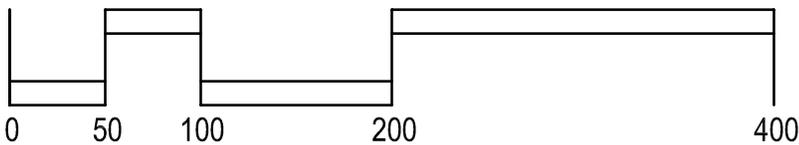
264 South Third Street  
 Columbus, Ohio 43215

telephone (614) 461.0243  
 facsimile (614) 461.6243  
 www.rogerskrajnak.com



# Existing Site Plan

1" = 100'-0"



**Disclaimer:**

All information shown on this site plan is approximate, and must be verified with a detailed survey prepared by a registered professional surveyor. This site plan is a compilation of information obtained from a variety of sources. This site plan is conceptual in nature and shall only be used for planning purposes. Rogers Krajnak Architects, Inc shall maintain no liability for the information contained on this site plan.

**ROGERS  
KRAJNAK**  
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www.rogerskrajnak.com

Figure 2  
Existing Site Plan  
**Whitehall Army Reserve Center**  
721 Country Club Drive  
Whitehall, Franklin County, Ohio



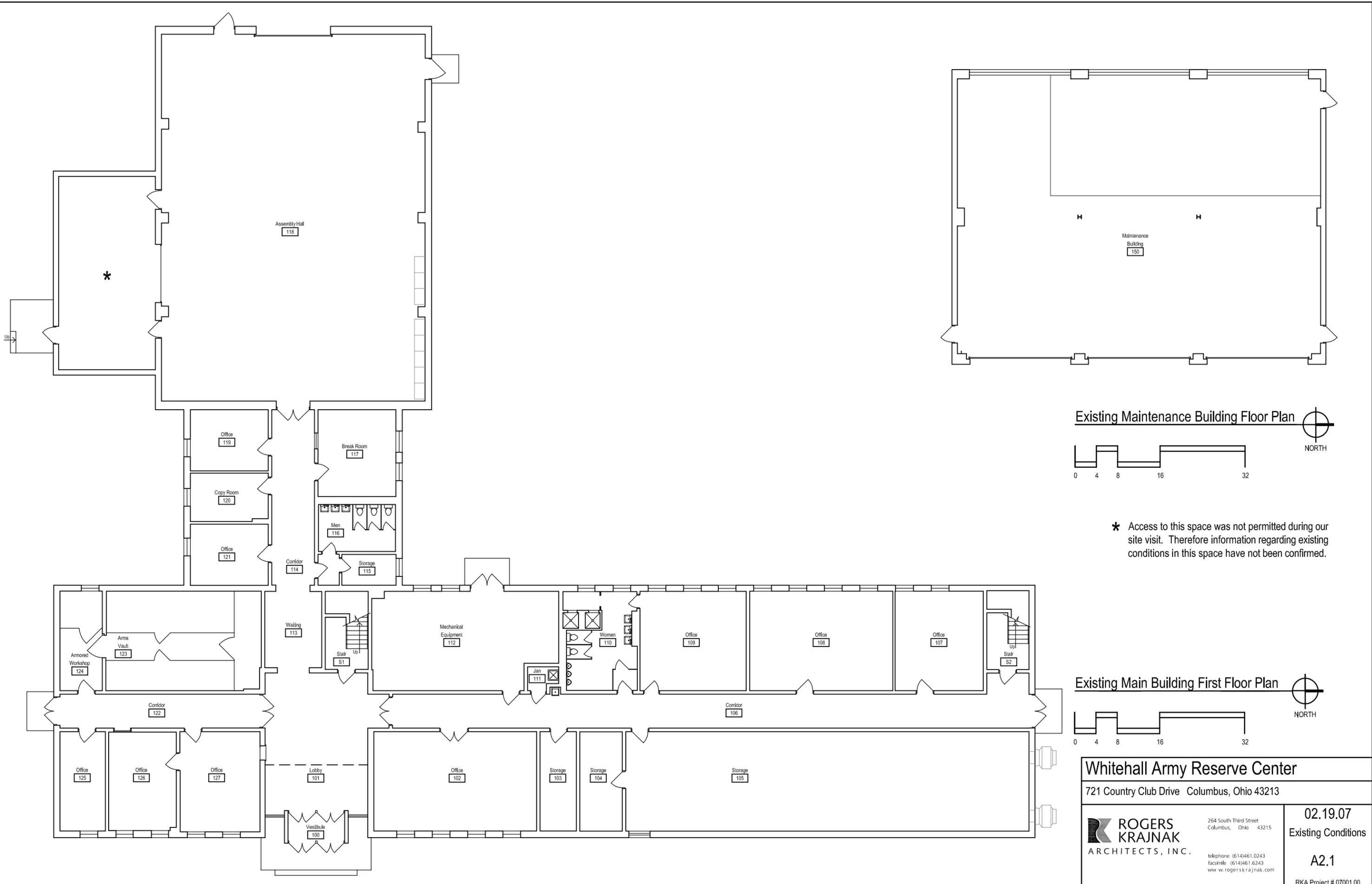
Aerial photograph taken from the Franklin County 2004 Color Ortho Imagery.

**ROGERS  
KRAJNAK**  
ARCHITECTS, INC.

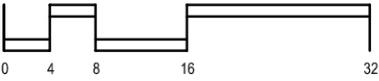
264 South Third Street  
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Figure 3  
Aerial Photograph  
**Whitehall Army Reserve Center**  
721 Country Club Drive  
Whitehall, Franklin County, Ohio

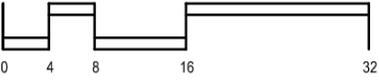


Existing Maintenance Building Floor Plan



\* Access to this space was not permitted during our site visit. Therefore information regarding existing conditions in this space have not been confirmed.

Existing Main Building First Floor Plan



**Whitehall Army Reserve Center**

721 Country Club Drive Columbus, Ohio 43213

**ROGERS KRAJNAK ARCHITECTS, INC.**

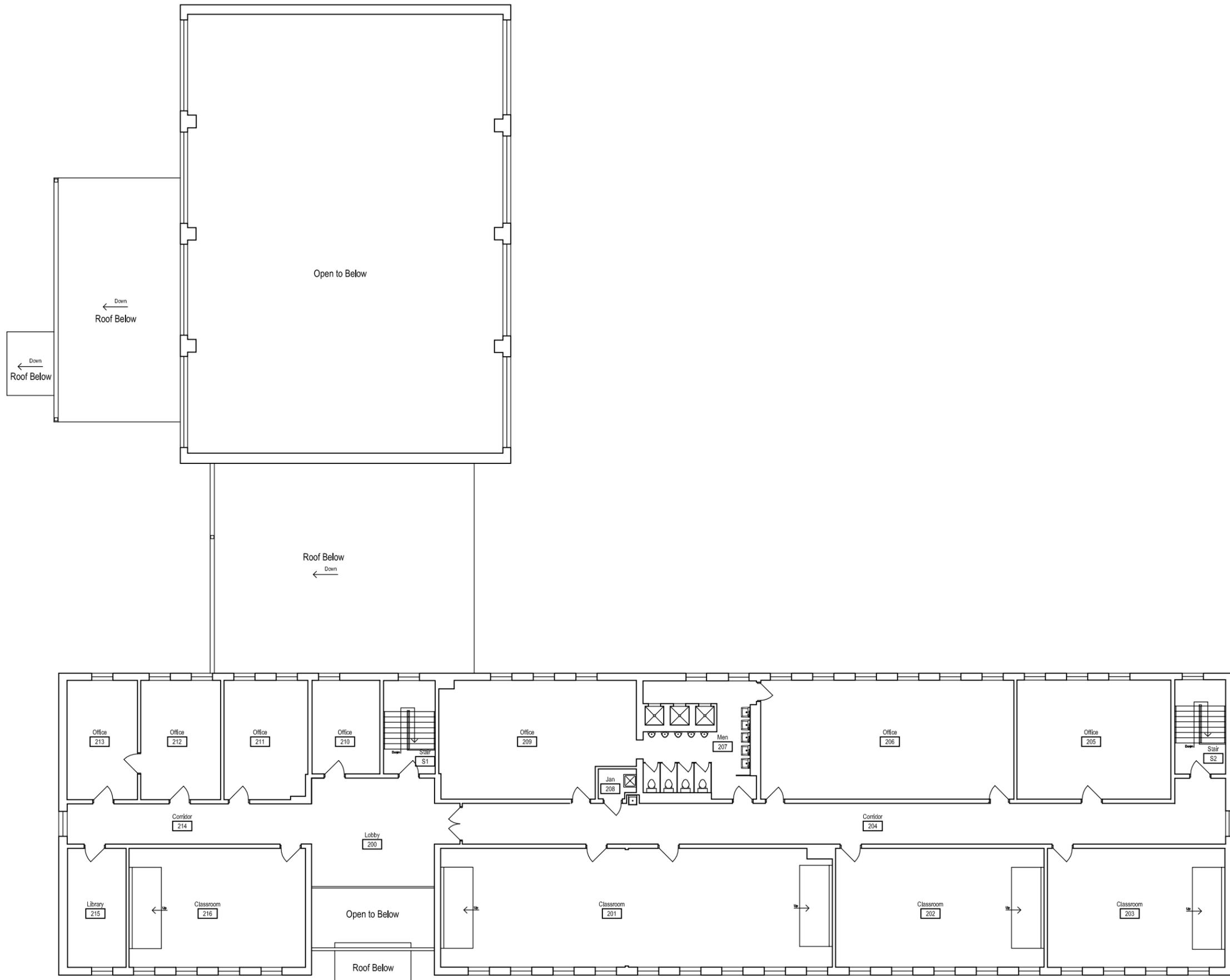
264 South Third Street  
Columbus, Ohio 43215

telephone (614)461.0243  
facsimile (614)461.6243  
www.w.rogerskrajnak.com

02.19.07  
Existing Conditions

A2.1

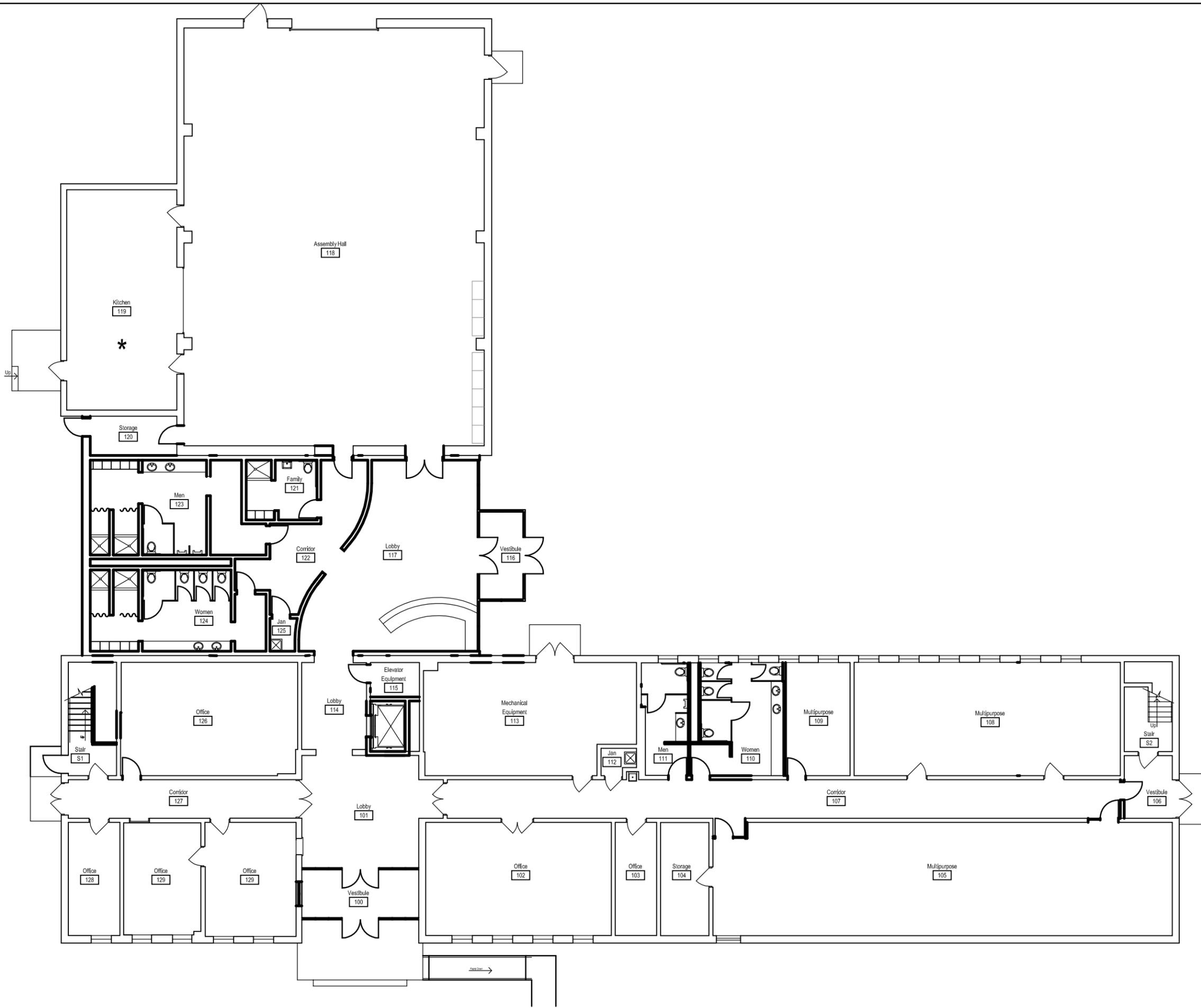
RKA Project # 07001.00



Existing Main Building Second Floor Plan

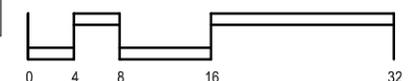


<b>Whitehall Army Reserve Center</b> 721 Country Club Drive Columbus, Ohio 43213	
<b>ROGERS KRAJNAK ARCHITECTS, INC.</b>	264 South Third Street Columbus, Ohio 43215  telephone (614)461.0243 facsimile (614)461.6243 www.w.rogerskrajnak.com
02.19.07 Existing Conditions  <b>A2.2</b>	RKA Project # 07001.00



\* Access to this space was not permitted during our site visit. Therefore information regarding existing conditions in this space have not been confirmed.

Community/Recreation Center  
Proposed Main Building First Floor Plan



Whitehall Army Reserve Center

721 Country Club Drive Columbus, Ohio 43213

**ROGERS  
KRAJNAK**  
ARCHITECTS, INC.

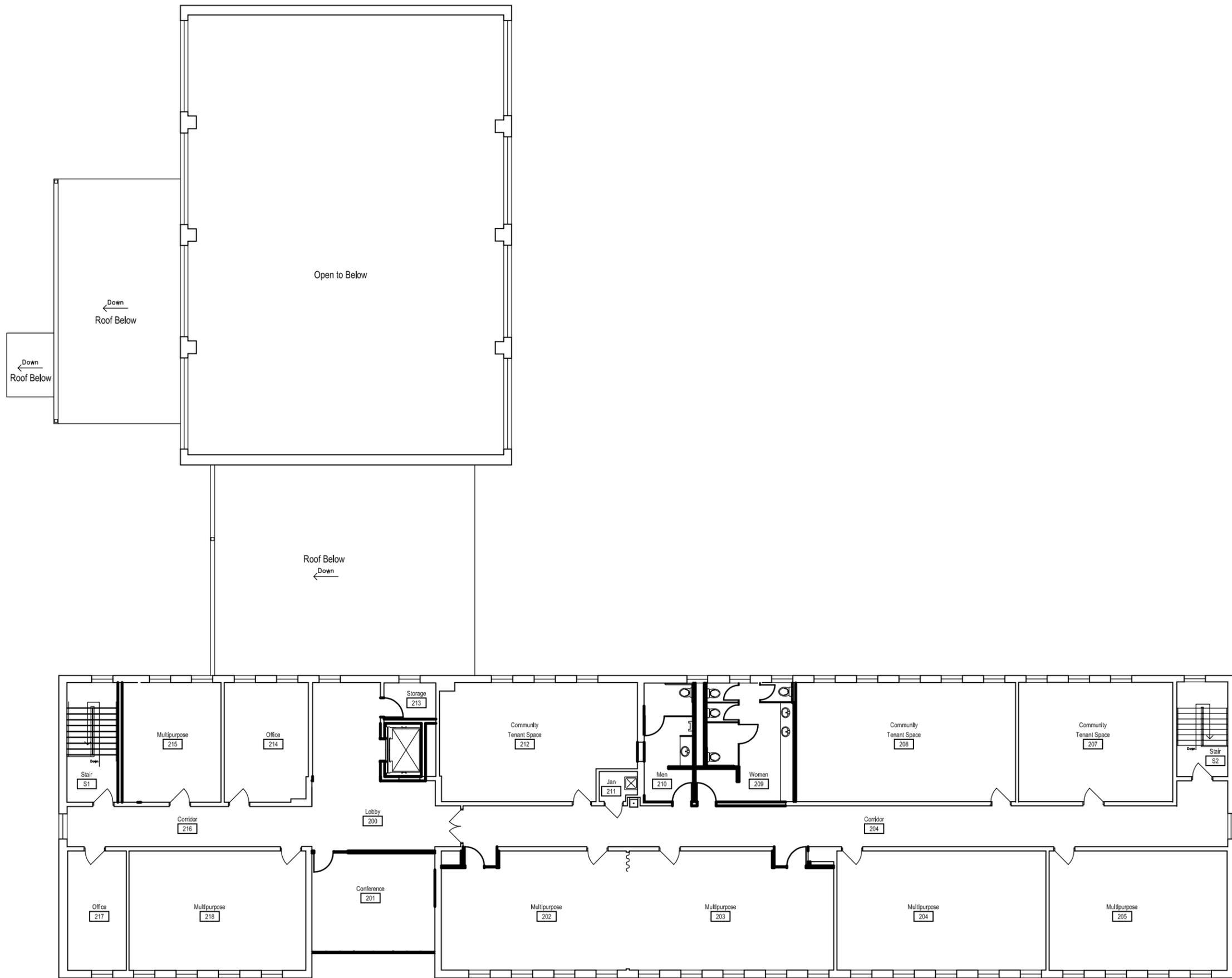
264 South Third Street  
Columbus, Ohio 43215

telephone (614)461.0243  
facsimile (614)461.6243  
www.w.rogerskrajnak.com

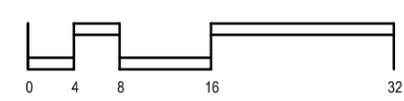
08.21.07  
Proposed Master  
Plan

A2.1

RKA Project # 07001.00



Community/ Recreation Center  
Proposed Main Building Second Floor Plan



<b>Whitehall Army Reserve Center</b>	
721 Country Club Drive Columbus, Ohio 43213	
 <b>ROGERS KRAJNAK</b> ARCHITECTS, INC.	264 South Third Street Columbus, Ohio 43215  telephone (614)461.0243 facsimile (614)461.6243 www.w.rogerskrajnak.com
<b>08.21.07</b> Proposed Master Plan  <b>A2.2</b>	RKA Project # 07001.00



## **2.0 Citizen Participation Process**

### **2.1 Overview**

This chapter of the LRA Application summarizes the citizen participation process undertaken for the Whitehall Memorial U.S. Army Reserve Center BRAC process. The LRA followed all applicable guidelines and regulatory requirements in the design and execution of the citizen participation process. The Appendix includes all documents required as part of the citizen participation process.

### **2.2 NOI Newspaper Advertisement**

The NOI newspaper advertisement was published in the August 15, 2006 Whitehall News. This advertisement followed the recommended template. It is included on the following pages.

# SUBURBAN NEWS PUBLICATIONS

5257 Sinclair Road • P.O. Box 29912 • Columbus, Ohio 43229 • (614) 785-1212  
September 5, 2006

City Of Whitehall  
360 S. Yearling Road  
Whitehall, Ohio 43213

## PROOF OF PUBLICATION

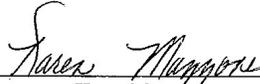
I hereby certify that the advertising copy/copies of which being hereto attached was published in:

Whitehall News

A Suburban News Publication on:

08/16 128.00 165.12  
08/30 4.00 36.20

And circulated generally in the City/Village/Township of: Whitehall  
And Franklin County, Ohio.

  
\_\_\_\_\_  
Karen Mazzone  
Business Office

Sworn before me on this 9/5, 2006

  
\_\_\_\_\_  
Kelly Giancola  
Notary Public  
State of Ohio



KELLY J. GIANCOLA  
Notary Public, State of Ohio  
My Commission Expires 08/19/2009



### WEDNESDAY DISTRIBUTION

Bexley News  
Big Walnut News  
The Booster  
Dublin News

Gahanna News  
Hilliard Northwest News  
New Albany News  
Northland News  
Northwest Columbus News

Olentangy Valley News  
Pickerington Times-Sun  
Reynoldsburg News  
The Times  
Tri-Village News

Upper Arlington News  
Westerville News &  
Public Opinion  
Whitehall News  
Worthington News

### THURSDAY DISTRIBUTION

Westland News  
Grove City News  
German Village Gazette



M 1 WHITEHALL, OH

11	Billing Period	21	Advertiser/Client Name
	AUGUST 2006		CITY OF WHITEHALL
23	Total Amount Due	24	Unapplied Amount
	201.32		NET 30

4	Page Number	5	Billing Date	6	Billed Account Number	7	Advertiser/Client Number
	1		08/31/06		2491		2491

8	Billed Account Name and Address	9	Send Payment To:
	CITY OF WHITEHALL OFF. OF THE COUNCIL/MAYOR 360 S. YEARLING RD. WHITEHALL, OH 43213		SUBURBAN NEWS PUB S 5257 SINCLAIR RD PO BOX 29912 COLUMBUS OH 43229

THANK YOU. PLEASE RETURN THE TOP PORTION OF YOUR INVOICE WITH YOUR PAYMENT.

10	Date	11	Newspaper Reference	12 13 14	Description-Other Comments/Charges	15	SAU Size	17	Times Run	18	Gross Amount	19	Net Amount
						16	Billed Units		Rate				
	08/16				PREVIOUS BALANCE						0.00		0.00
					BL-1651 (DED DIR)		1X28.00		1		165.12		165.12
			WH		000000452191		128.00		.000				
	08/30				BL-1651 / BA-06-06		1X4.00		1		36.20		36.20
			WH		000000501699		4.00		.000				

P.O. Box 29912  
Columbus, OH 43229  
(614) 785-1212 Fax: (614) 885-5019

**Suburban News Publications**

24	Invoice Number	25	Advertiser Information
		1	Billing Period
		6	Billed Account Number
		7	Advertiser/Client Number
		8	Advertiser/Client Name
			AUGUST 2006
			2491
			2491
			CITY OF WHITEHALL

**DEADLINE/SINGLE COLUMN LINE ADS**  
**A. Service Fri. 5:00 p.m.**  
**B. Homes For Sale Thurs. 3:00**  
**All Other Real Estate Mon. 5:00**  
**C. Other Categ. Mon. 5:00 p.m.**



**TO PLACE YOUR AD CALL**  
**614-785-1200**  
**TOLL FREE 1-866-354-6030**

**OFFICE: 5257 SINCLAIR RD., P.O. BOX 29912, COLUMBUS, OHIO 43229**

**CLASSIFIED**

**CITY OF WHITEHALL**  
 Availability of Surplus Federal Property to State and Local Eligible Parties, Including Homeless Service Providers  
**(WHITEHALL LOCAL REDEVELOPMENT AUTHORITY)**  
 Amended Notice

**Help Wanted**  
**\*\*FITNESS\*\***  
 Motivated people to help run new Cos. co.  
**WILL TRAIN • (614) 771-6465**  
**AN EQUAL OPPORTUNITY STATEMENT**

**Business Opportunity**  
 HELP WANTED  
 Freelance copywriters to write for local area.  
[www.bulldogprinting.com](http://www.bulldogprinting.com)  
 or call 775-666-1579

As required by the Base Closure Community Redevelopment and Homeless Assistance Act of 1994, as amended (the Redevelopment Act) and its implementing regulations, the Whitehall Local Redevelopment Authority is offering surplus Federal property to State and local government entities and other interested parties for surplus property at the installation, notice of interest (NOI) for surplus property, at the installation, State and local governments, homeless service providers and other interested parties may submit NOIs no later than 5 p.m. on October 6, 2006. A listing of surplus property at the Whitehall Memorial US Army Reserve Center is available on the Department of Defense in the FEDERAL REGISTER on May 9, 2006. The complete listing can be obtained by calling the LRA contact person identified below.

Suburban News Publications will not knowingly accept any advertising for employment that discriminates on the basis of race, national origin, handicap, age and ancestry. Guidelines for this policy are contained in a booklet entitled "Laws Against Discrimination" that is published and distributed by the National Equal Opportunity Law Center. To inquire about the law call the Commission in Columbus at 614-466-2785.

**ADVERTISING SALES**  
 Local publication seeks energetic, aggressive self-starter with excellent organizational, communication and presentation skills. Must have drive to develop, sell and maintain business in an established territory. Advertising sales experience required. Excellent earnings potential, including draw, commissions and bonus, plus full benefits. If you qualify, please send your resume to:  
**Advertising Director**  
**P.O. Box 29913**  
**Columbus, Ohio 43229-7513**

NOIs for homeless assistance may be submitted by any State or local government agency or private nonprofit organization on behalf of homeless persons and/or families residing in the City of Whitehall.

**Business Opportunity**  
**\*\*ANNOUNCEMENT\*\***  
 \$14,800 to \$59,000 per year PLUS Full Federal Benefits. NOW HIRING!  
 No Experience Required.  
 Green Card OK. Call Today!  
 1-866-297-7126 ext 42  
 Closed Sundays.

**ANNOUNCEMENTS**

A workshop is anticipated to be held at the Whitehall Memorial Army Reserve Center located at 721 Country Club Road, the first week of August, which will include an overview of the information on any land use planning process, at the time, and information on the LRA process. To register for this workshop, please contact the LRA contact person identified below by August 24, 2006. Attendance at this workshop is not required to submit an NOI, but is highly encouraged.

**Business Opportunity**  
**\*\*ANNOUNCEMENT\*\***  
 \$5,000/MO residual income attainable by 2nd month. 1st year potential of \$20,000 per month very attainable. Hosted product in 40 years. It sells itself. Only been in States 24 months. Top Producers Already Earning Over \$70K per month!  
 866-238-6926

**Legal Notices**

Entities interested in obtaining property through a public benefit (PBC) other than a homeless assistance conveyance, are invited to contact the LRA contact person identified below to identify the appropriate Federal agency offices to discuss the agency's PBC program and to discuss with the agency the entity's potential in qualifying for a conveyance of property. NOIs for PBCs (i) the proposed use of the property, (ii) a description of the buildings and property use plans to carry out such proposed use, (iii) time frame for occupation, and (iv) the benefit to the community from such proposed use, including the number of jobs the use would generate.

**Business Opportunity**  
**ABC DISCLAIMER**  
 Suburban News Publications' advertising classifications are based on the classification of the advertiser. Refunds or adjustments will not be made based on position if the ad was properly classified.  
**Classified Advertising (614) 785-1200**

**Business Opportunity**  
**LEGAL NOTICES**  
**ABC DISCLAIMER**  
 Suburban News Publications' advertising classifications are based on the classification of the advertiser. Refunds or adjustments will not be made based on position if the ad was properly classified.  
**Classified Advertising (614) 785-1200**

NOIs from homeless service providers must include: (i) a description of the home to carry out at (local); (ii) a description of the need for the program; (iii) a description of the extent to which the program is or will be coordinated with other homeless assistance programs in the communities in the vicinity of (installation); (iv) information about the program that is necessary to carry out the program; (v) a description of the financial plan, organizational structure and capacity, prior experience, and the qualifications of the organization to carry out the program; and (vi) an assessment of the time required to commence carrying out the program.

**Business Opportunity**  
**LEGAL NOTICES**  
**ABC DISCLAIMER**  
 Suburban News Publications' advertising classifications are based on the classification of the advertiser. Refunds or adjustments will not be made based on position if the ad was properly classified.  
**Classified Advertising (614) 785-1200**

**Business Opportunity**  
**LEGAL NOTICES**  
**ABC DISCLAIMER**  
 Suburban News Publications' advertising classifications are based on the classification of the advertiser. Refunds or adjustments will not be made based on position if the ad was properly classified.  
**Classified Advertising (614) 785-1200**

For additional information or to register for the workshop, contact Matthew Shad at 360 S. Yearling Road, Whitehall, Ohio 43213 (614) 938-3103.  
 August 17, 2006  
 Whitehall News

**Business Opportunity**  
**LEGAL NOTICES**  
**ABC DISCLAIMER**  
 Suburban News Publications' advertising classifications are based on the classification of the advertiser. Refunds or adjustments will not be made based on position if the ad was properly classified.  
**Classified Advertising (614) 785-1200**

**Business Opportunity**  
**LEGAL NOTICES**  
**ABC DISCLAIMER**  
 Suburban News Publications' advertising classifications are based on the classification of the advertiser. Refunds or adjustments will not be made based on position if the ad was properly classified.  
**Classified Advertising (614) 785-1200**

### **2.3 Federal Register Notice**

The Federal Register notice of August 17, 2006 recognizing the Whitehall LRA is attached in 2.12 Appendix, included in the Notice to Notice of Interest Applicants, distributed at the LRA Open House.

### **2.4 Homeless Assistance Providers Direct Outreach**

Outreach was delivered in a multi-point approach. Formal notice was given to all homeless providers participating in the Continuum of Care Program as identified on the list provided in section 3.5, below. This was followed up with telephone calls confirming receipt of the notice. Additionally, because of the continuing needs of the community, City of Whitehall staff was in continuing professional contact prior to the creation of the LRA and throughout the entire process of developing this recommendation. This working relationship allowed for working knowledge of Franklin County's long-range comprehensive strategy and allowed for parties to quickly assess how and if this opportunity was of benefit within that strategy.

### **2.5 Homeless Assistance Providers Workshop Sign-In**

The sign-in sheet for the workshop is provided in the 2.12 Appendix.

### **2.6 Homeless Assistance Providers Workshop Minutes**

The workshop minutes are included in the 2.12 Appendix.

### **2.7 Homeless Providers NOIs**

No homeless assistance providers submitted Notices of Interest to the LRA.

### **2.8 Public Benefit Transfers**

Because of the City's strong belief that the use would ultimately become a Public Benefit Transfer, establishing leaders and managers from the key organizations on the committee from its onset allowed for the free exchange and dialogue necessary to review all the opportunities of such a transfer. As the committee deliberated upon the potential uses, the participants learned much about each other's needs and discovered the opportunities and limitations posed by each of their interests. The benefit that did come from this process was that many of the entities realized that if the solution took on a collaborative approach, though the public benefit transfer might provide a facility that was primarily a park and recreation use, there was great opportunity for synergy between park, safety, education and human service providers to make this site truly a multi-functional community oriented facility.

## **2.9 Public Hearing Newspaper Advertisement**

The bill for and the Public Hearing Newspaper Advertisement, published December 6, 2007 in the Whitehall News, is included in the 2.12 Appendix.

## **2.10 Public Hearing Sign-In**

The December 6, 2007 Public Hearing Sign-In sheet is included in the 2.12 Appendix.

## **2.11 Public Hearing Minutes**

The December 18, 2007 Public Hearing Agenda and Minutes are included in the 2.12 Appendix. No additional Public Comments were submitted regarding the Redevelopment Plan.

## **2.12 Appendix**

Mayor Lynn Ochsendorf authored Memorandum to Members of City Council, dated June 9, 2006,  
With Legal Ad provided to Whitehall News

United States Department of Education, Notice of Availability of Surplus Federal Property for  
Education Utilization, Whitehall Memorial U. S. Army Reserve Center

Patrick O'Brien authored letter to Lynn Ochsendorf, dated October 19, 2006 with  
Grant Application Agreement for Whitehall Army Reserve Center CL0647-07-01

Whitehall Ordinance authorizing the Mayor to enter into a contract with Rogers Krajnak Architects,  
Inc. conducting a redevelopment plan for the Whitehall Memorial Army Reserve Center  
and authorizing payment from the DOD Armory Account (238-000-50000) and declaring an  
emergency with

Legal Ad provided to Whitehall News

Ochsendorf authored Memorandum to Whitehall LRA Members, dated  
August 11, 2006 and background documents

LRA Open House Sign-In, dated August 30, 2006

Matthew Shad authored Notice to Notice of Interest Applicants, distributed at the LRA Open House  
Consultant Interview Sign-In with City of Whitehall Request for Proposal, Whitehall Local  
redemption Authority Redevelopment Plan, dated November 1, 2006

Matthew Shad authored Memorandum to LRA Members, dated November 22, 2006 with LRA  
Meeting Agenda for November 28, 2006

LRA Meeting Minutes, dated February 2, 2007

LRA Meeting Minutes, dated March 6, 2007

LRA Meeting Minutes, dated March 27, 2007

LRA Meeting Minutes, dated April 17, 2007

LRA Meeting Minutes, dated June 12, 2007

LRA Meeting Minutes, dated June 26, 2007

LRA Meeting Minutes, dated July 17, 2007

Meeting Minutes, dated September 9, 2007

Council Committees' Meeting, June 12, 2007 Minutes

Council Committees' Meeting, October 23, 2007 Minutes

Invoice for Public Notice of LRA Public Hearing and Draft Redevelopment Plan Public Review  
Period, dated December 04, 2007  
Public Notice of Public Hearing and Draft Redevelopment Plan Public Review Period, published in  
the Whitehall News on December 6, 2007  
City of Whitehall LRA Public Hearing Sign-In Sheet, dated December 18, 2007  
City of Whitehall LRA Public Hearing, December 18, 2007, Agenda  
City of Whitehall LRA Public Hearing Minutes, dated December 18, 2007

Resolution

Draft # 5

# City of Whitehall

Office of the Mayor  
Lynn Ochsendorf, Mayor



DATE: June 9, 2006  
TO: Members of City Council  
FROM: Mayor Lynn Ochsendorf  
RE: First Actions of the Whitehall Local Redevelopment Authority

### MEMBERSHIP

I intend, with your concurrence on June 13<sup>th</sup>, is to fill the positions on the Authority as follows:

Mayor	Lynn Ochsendorf
Deputy of Admin.	Matthew Shad
Schools	Superintendent Judy Dobbert-Meloy
Safety Services	Lt. Richard Zitzke
Service Organizations	Jake Brewer (American Legion/VFW)
Resident	Joan Blackwell (Ward IV homeowner/DFAS exec.)
Business	Leanne Adkins (Chamber of Commerce)
Parks & Rec. Commission	Chairman Gary Meidl
Planning Commission	Chairman Richard Pope
Council Parks Chair	Council Member Michael Shannon
Council Ward IV Rep.	Council Member Leslie LeCorte

### PUBLIC NOTICE

Public Notice (attached) has been created per federal requirements seeking interested parties interested in development of the site. It should be noted that homeless housing opportunities are specifically required to be invited with this notification. Also included are basic review criteria used in future evaluations of all interested parties. These criteria will give the Authority some basis to evaluate the merits of any proposal in general and at the site in particular.

### FACILITATOR

We are currently assessing the ability to bring on board a facilitator/architecture firm that could work with the Authority to study the potential of the site and factors in utilizing the building. This proposal shall be reviewed by the Office of Economic Adjustment prior to distribution. It appears there may be opportunity to receive as much as a 90% match for this facilitator if we follow guidelines carefully. An indication of eligibility should come by month's end.

### SITE ACCESS

The Development Director has made initial formal requests seeking access to the property. We are attempting to schedule at least two visits; for the Authority to view the site as it begins the process and in early August for a proposed workshop for any entities interested in seeking the site for proposed use. I shall inform you of such dates so that City Council may also view the site at these times.

Municipal Building • 360 S. Yearling Road • Whitehall, Ohio 43213  
Phone 614-338-3106 • Fax 614-338-3119 • mayorochsendorf@cityofwhitehall.com

**LEGAL AD PROVIDED TO WHITEHALL NEWS**

**Availability of Surplus Federal Property to State and Local Eligible Parties,  
Including Homeless Service Providers  
(Whitehall Local Redevelopment Authority)**

As required by the Base Closure Community Redevelopment and Homeless Assistance Act of 1994, as amended (the Redevelopment Act) and its implementing regulations, the Whitehall Local Redevelopment Authority for the Whitehall Memorial Army Reserve Center is seeking notices of interest (NOIs) for surplus property at the installation.

State and local governments, homeless service providers and other interested parties may submit NOIs no later than 5 p.m. on September 21, 2006. A listing of surplus property at the Whitehall Memorial Army Reserve Center was published by the Department of Defense in the *Federal Register* on May 9, 2006. The complete listing can be obtained by calling the LRA contact person identified below.

NOIs for homeless assistance may be submitted by any State or local government agency or private nonprofit organization that provides or proposes to provide services to homeless persons and/or families residing in the City of Whitehall.

A workshop is anticipated to be held at the Whitehall Memorial Army Reserve Center located at 721 Country Club Road, the first week of August, which will include an overview of the base redevelopment planning process, a tour of the installation, information on any land use constraints known at the time, and information on the NOI process. To register for this workshop, please contact the LRA contact person identified below by July 20, 2006. Attendance at this workshop is not required to submit an NOI, but is highly encouraged.

Entities interested in obtaining property through a public benefit conveyance (PBC), other than a homeless assistance conveyance, are invited to contact the LRA contact person identified below for identify the appropriate Federal agency offices to discuss the agency's PBC program and to discuss with the agency the entity's potential for qualifying for a conveyance of property. NOIs for PBCs must include: (i) a description of the eligibility for the proposed transfer, (ii) the proposed use of the property, including a description of the buildings and property necessary to carry out such proposed use, (iii) time frame for occupation, and (iv) the benefit to the community from such proposed use, including the number of jobs the use would generate.

NOIs from homeless service providers must include: (i) a description of the homeless assistance program that the homeless service provider proposes to carry out at (location); (ii) a description of the need for the program; (iii) a description of the extent to which the program is or will be coordinated with other homeless assistance programs in the communities in the vicinity of (installation); (iv) information about the physical requirements necessary to carry out the program, including a description of the buildings and property at (installation) that are necessary in order to carry out the program; (v) a



UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF MANAGEMENT

RECEIVED  
CITY OF WHITEHALL

2006 AUG 21 AM 10: 52

**NOTICE OF POTENTIAL AVAILABILITY OF SURPLUS FEDERAL PROPERTY  
FOR EDUCATIONAL UTILIZATION**

WHITEHALL MEMORIAL U.S. ARMY RESERVE CENTER  
WHITEHALL, OHIO

August 16, 2006

Please be advised that the Whitehall Memorial U.S. Army Reserve Center in Whitehall, Ohio has been determined surplus to the needs of the federal government under authority of the Defense Base Realignment and Closure Act of 1990 (BRAC) and may be available for acquisition by eligible education organizations at substantial Public Benefit Allowance discount.

The Whitehall Memorial U.S. Army Reserve Center is located at 721 Country Road in Whitehall, Ohio. Other specific property information may be obtained by contacting Mr. Matthew Shad with the City of Whitehall at (614) 338-3103 or by mail to 360 South Yearling Road, Whitehall, OH 43213.

The U.S. Department of Education has authority under the Federal Property and Administrative Services Act of 1949, as amended, to award surplus federal real estate to education institutions as grants-in-aid at Public Benefit Allowance discounts ranging from 40 to 100 percent off the current fair market value of property in return for an organization's contractual commitment to utilize the land and buildings for approved education programs. Potential educational uses include construction of schools, college and university facilities; school administrative and support facilities such as bus garages and school board headquarters; vocational and adult education facilities; public libraries; and similar educational uses. A brochure describing the Federal Real Property Assistance Program in more detail is enclosed with this notice.

If your organization has an interest in acquiring the Whitehall Memorial U.S. Army Reserve Center, please advise Ms. Mary Hughes in writing no later than **September 1, 2006**. You may also provide your expression of interest via fax at (202) 401-0828 or e-mail at [Mary.Hughes@ed.gov](mailto:Mary.Hughes@ed.gov). She would be pleased to furnish you appropriate application materials and further guidance upon receipt of your expression of interest.

Since the Whitehall Memorial U.S. Army Reserve Center is being disposed of under BRAC regulations, the U.S. Department of Education intends to give strongest consideration to proposals that are supported by Local Redevelopment Authorities (LRAs). Appropriate arrangements should be made to also coordinate your plans with the LRA but please recognize the final decisions on applications to acquire property for educational purposes under Public Benefit Conveyance authorities and the amount of Public Benefit discount that applications qualify for, are reserved under federal law to the U.S. Department of Education.

If you have any questions, please feel free to call Ms. Hughes at (202) 401-3587 or contact her via e-mail.

*Barbara L. Shawyer*  
Barbara L. Shawyer

Federal Real Property Assistance Program

Enclosure

cc: Whitehall Local Redevelopment Authority w/o enclosure

400 MARYLAND AVE., S.W., WASHINGTON, DC 20202-4500  
[www.ed.gov](http://www.ed.gov)

*Our mission is to ensure equal access to education and to promote educational excellence throughout the nation.*

Federal Identifier  
CL0647-07-01  
Whitehall ARC

Ms. Lynn Ochsendorf  
Mayor of Whitehall  
Whitehall, OH 43213

Dear Mayor Ochsendorf:

I am pleased to inform you that I have approved the request for \$62,000 of Department of Defense Community Planning Assistance Funds for planning the reuse of Whitehall Memorial U. S. Army Reserve Center. If the provisions of the enclosed grant agreement are acceptable, please sign the document online.

Standard Form (SF) 270, "Request for Advance or Reimbursement" is used to request grant funds. The first request for payment may be submitted electronically once you have signed the grant agreement. Subsequent payment requests will be approved for disbursement contingent upon acceptance of the interim performance reports. The SF 269A, "Financial Status Report" is used to report final outlays and obligations for the entire grant period and must be submitted to close out the grant.

This grant has been assigned the Federal Identifier CL0647-07-01. Please use this identifier on all grant-related correspondence.

You may direct any questions regarding this award to your OEA Project Manager, Mr. Garry Gontz, at (703) 604-5142 or [Garry.Gontz@wso.whs.mil](mailto:Garry.Gontz@wso.whs.mil). We look forward to working with you.

Sincerely,

Patrick O'Brien 10/19/2006 4:59:48 PM  
Patrick J. O'Brien  
Director  
Office of Economic Adjustment

Enclosure:  
As stated

cc:  
Mr. Matthew Shad

**Grant Agreement  
for  
Whitehall ARC  
CL0647-07-01**

This agreement is between the City of Whitehall, Ohio, the Grantee, and the Office of Economic Adjustment (OEA), the Grantor, on behalf of the Department of Defense. The Grantee will undertake community economic adjustment activities as described in the Application for Federal Assistance, dated October 16, 2006, at the estimated cost of \$69,497. The \$69,497 consists of \$62,000 from the Grantor and \$7,497 from non-Federal sources.

1. Compliance by the Grantee

A. Overall Compliance: The Grantee and any consultant/contractor operating under the terms of this grant shall comply with all Federal, State, and local laws applicable to its activities; 32 CFR Part 33, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments"; OMB Circulars A-87, "Cost Principles for State and Local Governments," and the revised A-133, "Audits of States, Local Governments and Non-Profit Organizations"; and 32 CFR Part 28, "New Restrictions on Lobbying (Grants)."

B. Debarment and Suspension: The Grantee agrees to comply with the requirements regarding debarment and suspension in Subpart C of 32 CFR Part 25, which implements E.O. 12549 [3 CFR, 1986 Comp., p. 189]; E.O. 12689 [3 CFR, 1989 Comp., p. 235]; and Sec. 2455 of Federal Acquisition and Streamlining Act of 1994 (Pub. L. 103-355). The Grantee also agrees to communicate the requirement to comply with Subpart C to persons at the next lower tier with whom the Grantee enters into transactions that are "covered transactions" under Subpart B of 32 CFR Part 25.

C. Drug-Free Workplace: The Grantee agrees to comply with the requirements regarding drug-free workplace in Subpart B of 32 CFR Part 26, which implements sec. 5151-5160 of the Drug-Free Workplace Act of 1988 (Pub. L. 100-690, Title V, Subtitle D; 41 U.S.C. § 701, *et seq.*).

D. Hatch Act: The Grantee is advised that its employees may be subject to the Hatch Act (5 U.S.C. § 1501-1508). If doubt exists in particular cases, the Grantee should seek legal counsel.

E. Grant Terms and Conditions: The Grantee and any consultant/contractor employed under this grant shall comply with the terms of this Grant Agreement. The decision of the Grantor in interpreting the Terms and Conditions of this grant shall be final.

2. Terms and Conditions

A. The grant period is from September 1, 2006, through August 31, 2007. Eligible costs incurred between September 1, 2006, and the date of this grant agreement are allowable and reimbursable.

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B. The Grantee assures that \$7,497 or 10 percent of the total project costs shall be contributed by non-Federal sources.

C. Any grant funds actually advanced and not needed for grant purposes shall be returned immediately to the Grantor.

D. The Grantor may terminate the grant in whole, or in part, at any time before the date of completion or whenever it is determined that the Grantee has failed to comply with the conditions of the grant.

E. The Grantee is the responsible authority, without recourse to the Grantor, regarding the settlement and satisfaction of all contractual and administrative issues arising out of procurements entered into in support of the grant.

#### F. Activities Prohibited

(1) Duplication of Work: The purpose and scope of work for which this grant is made shall not duplicate programs for which moneys have been received, are committed, or are applied for from other sources, public or private. Upon request of the Grantor, the Grantee shall submit full information about related programs that will be initiated within the grant period.

(2) Other Funding Sources: Grantor's funds budgeted or granted for this program shall not be used to replace any financial support previously provided or assured from any other source.

(3) Funds for Attorney/Consultant Fees: The Grantee hereby agrees that no funds made available from this grant shall be used, directly or indirectly, for paying attorneys' or consultants' fees in connection with securing grants or other services provided by the Grantor, for example, preparing the application for this assistance. However, attorneys' and consultants' fees incurred for meeting grant requirements may be eligible project costs and may be paid out of funds made available from this grant provided such costs are otherwise eligible.

#### G. Personnel Approvals

The Grantor reserves the right to approve or disapprove the selection of professional-level employees hired under this grant. If requested by the Grantor, resumes, in sufficient detail to reveal the experience, education, and other general and special qualifications for the position, must be submitted to the Grantor for consent prior to employment of a candidate.

#### H. Use of Consultants/Contractors

(1) Procurement of consultant or contractor services shall be in accordance with all standards and procedures set forth in 32 CFR Part 33. The following terms, which are

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drawn from the Common Rule, are intended merely to highlight some of these standards and are, therefore, not inclusive.

(2) All procurement transactions, regardless of whether negotiated or advertised and without regard to dollar value, shall be conducted in a manner that provides maximum open and free competition.

(3) Formal advertising, with adequate purchase description, sealed bids, and public openings, shall not be required for small purchase procurements under \$100,000 in the aggregate unless otherwise required by State or local law or regulations. If small purchase procedures are used, price or rate quotations shall be obtained.

(4) The Grantee shall maintain a code or standards of conduct which shall govern the performance of its officers, employees, or agents in contracting with and expending Federal grant funds. Grantee's officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from a contractor or potential contractors. To the extent permissible by State or local law, rules, or regulations, such standards shall provide for penalties, sanctions, or other disciplinary actions to be applied for violations of such standards by either the Grantee's officers, employees, or agents, or by contractors or their guests.

#### I. Separate Bank/Fund Accounts

(1) The Grantee is not required to establish a separate bank account but may do so. The Grantee, however, must maintain accounting records to adequately identify the source and application of grant funds. Other considerations, such as FDIC coverage, shall be in accordance with the provisions of 32 CFR Part 33.

(2) Interest earned on Federal funds shall be reported to the Grantor and used to reduce the Federal share of this grant. Grantees shall promptly, but at least quarterly, remit interest earned on advances to the Grantor. The Grantee may keep interest amounts up to \$100 per year for administrative expenses.

#### J. Grant Payments

(1) A Standard Form (SF) 270, "Request for Advance or Reimbursement," shall be submitted when requesting funds.

(2) All financial information on the SF 270 shall be shown as: Column (a)--Salaries and Benefits; Column (b)--Operating Expenses; Column (c)--Contracts.

(3) Grant payments will be made by electronic funds transfer.

(4) Grant funds for contractual services will be disbursed on a reimbursement basis only. Advances of up to 90 days may be requested for operational support. When grant payments are cash advances, the amount requested will be limited to that actually required.

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(5) Grantee's payments to contractors/consultants shall be contingent upon the Grantee's acceptance of deliverables.

(6) Requests for Federal funds (SF 270's) for payment of consultant/contractor deliverables should be submitted to the Grantor after Grantee's acceptance of the deliverables.

#### K. Reimbursement for Travel

Reimbursement for travel (transportation, food, and lodging) in the performance of official grant activities shall be consistent with those normally allowed in like circumstances in the non-Federally sponsored activities of the Grantee. Grantees may follow their own established rate but any travel allowance policies in excess of Federal limits must receive prior approval from the Grantor.

#### L. Office Equipment

All requests to purchase equipment (including software) with an estimated acquisition cost of more than \$5,000 shall be submitted to the Grantor for prior approval. (This applies to equipment not included in the approved application.)

#### M. Expenses and Purchases Excluded

(1) Funds budgeted under this grant may not be used for marketing or entertainment expenses.

(2) Funds budgeted under this grant may not be used for capital assets, such as the purchase of vehicles, improvements and renovation of space, and repair and maintenance of privately owned vehicles.

#### N. Grantee Contributions

Contributions to this project by non-Federal sources are expected to be paid out at the same general rate as Federal funds.

#### O. Grantee Reporting

(1) Interim performance reports and a final performance report are required for this grant. The performance reports will contain information on the following:

(a) A comparison of actual accomplishments to the objectives established for the period.

(b) The reasons for slippage if established objectives were not met.

(c) Additional pertinent information when appropriate.

(d) An accounting of actual and projected quarterly expenditures by the budget line items approved in the grant. The amount of Federal cash on hand at the beginning and end of the reporting period must also be provided.

(e) The final performance report must contain a summary of activities for the entire grant period. All required deliverables should be submitted with the final performance report.

(2) The final SF 269A, "Financial Status Report," shall be submitted to the Grantor within 90 days after the end date of the grant. Any grant funds actually advanced and not needed for grant purposes shall be returned immediately to the Grantor.

(3) Please refer to the enclosed "Schedule of Reports" for reporting periods and dates due.

#### P. Contractor Deliverables

(1) A disclaimer statement will appear on the title page of any study prepared under this grant. It will read:

"This study was prepared under contract with the City of Whitehall, Ohio, with financial support from the Office of Economic Adjustment, Department of Defense. The content reflects the views of the City of Whitehall and does not necessarily reflect the views of the Office of Economic Adjustment."

(2) The contractor identification will appear on the title page of the analysis funded by this grant.

(3) Any final study shall be submitted electronically. The document will be dated the month and year that it is submitted to the Grantor.

#### Q. Audits

(1) The Grantee is required by OMB Circular A-133 and the Single Audit Act, 31 U.S.C. § 7502(h) to furnish a sufficient number of copies of audit reports to a Governmentwide clearing house established by OMB.

(2) The Grantee shall send the audit reports to:

Single Audit Clearinghouse  
1201 E. 10th Street  
Jeffersonville, IN 47132

(3) The Grantee shall advise the Grantor in writing when the audit report is furnished to the Clearinghouse.

(4) The Department of Defense reserves the right to conduct an independent follow-up audit.

3. Special Conditions

The purpose and scope of this award is to undertake community economic adjustment activities in response to the closure of Whitehall Memorial U. S. Army Reserve Center. Changes in the specific activities described in the application and the terms and conditions of this award are allowable only if approved by the Grantor.

THE TERMS OF THIS GRANT ARE AGREED TO BY:

\_\_\_\_\_  
Patrick O'Brien  
Patrick J. O'Brien  
Director  
Office of Economic Adjustment

\_\_\_\_\_  
10/19/2006 4:59:48 PM  
DATE

\_\_\_\_\_  
Lynn Ochsendorf  
Mayor  
City of Whitehall

\_\_\_\_\_  
DATE

**ORDINANCE NO. -06**

**AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH ROGERS KRAJNAK ARCHITECTS FOR THE PURPOSE CONDUCTING A REDEVELOPMENT PLAN FOR THE WHITEHALL MEMORIAL ARMY RESERVE CENTER AND AUTHORIZING PAYMENT FROM THE DOD ARMORY ACCOUNT (238-000-50000) AND DECLARING AN EMERGENCY**

WHEREAS, the Department of Defense, through Base Realignment and Closure Act (BRAC), has determined that the Whitehall Memorial United States Army Reserve Center at 721 Country Club Road, shall no longer be operated and may be disposed of; and

WHEREAS, the Department of Defense, requires a planning process to propose an ultimate reuse of the property prior to its disposition; and

WHEREAS, the Whitehall Local Redevelopment Authority (LRA) was created to develop this plan and the City of Whitehall, in support of the LRA, sought and was awarded a grant to administer this plan per Resolution 24-06; and

WHEREAS, LRA, by public invitation, reviewed three proposals for services to create the Redevelopment Plan and on November 28, 2006, the LRA voted to forward to City Council a recommendation to award a contract to Rogers Krajnak Architects based on their skill and experiences in consensus building within broad based groups to facilitate architectural solutions and their portfolio of projects that involved adaptive reuse of buildings; and

WHEREAS, since the grant stipulates and the process demands that work be completed by September 1, 2007, it is prudent to expedite this contract immediately, as time is of the essence; NOW THEREFORE:

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WHITEHALL, OHIO:

SECTION 1: This Council finds that it is reasonable and prudent that the City contract with Rogers Krajnak Architects for the purpose of creating a Redevelopment Plan for the Whitehall Memorial Army Reserve Center.

SECTION 2: The Mayor is authorized to enter into a contract with Rogers Krajnak Architects to perform the services as stipulated in Attachment A for a sum not to exceed \$62,000 for the Redevelopment Plan for the Whitehall Memorial Army Reserve Center.

SECTION 3: The Auditor and Treasurer are authorized to pay for this service from the DOD Armory Account (238-000-50000) in an amount not to exceed \$62,000.

SECTION 4: This Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public health, peace, safety and welfare in that the findings are critical in the long range economic redevelopment efforts of the City;

WHEREFORE, this Ordinance shall go into full force and effect immediately upon passage and approval by the Mayor.

PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
President of Council

ATTEST:

\_\_\_\_\_  
Clerk of Council

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Mayor

Requested by: Matthew Shad, Development Director  
Approved as to form by: Cheryl J. Nester, City Attorney

**LEGAL AD PROVIDED TO WHITEHALL NEWS**

**Availability of Surplus Federal Property to State and Local Eligible Parties,  
Including Homeless Service Providers  
(Whitehall Local Redevelopment Authority)  
Amended Notice**

As required by the Base Closure Community Redevelopment and Homeless Assistance Act of 1994, as amended (the Redevelopment Act) and its implementing regulations, the Whitehall Local Redevelopment Authority for the Whitehall Memorial Army Reserve Center is seeking notices of interest (NOIs) for surplus property at the installation.

State and local governments, homeless service providers and other interested parties may submit NOIs no later than 5 p.m. on October 6, 2006. A listing of surplus property at the Whitehall Memorial Army Reserve Center was published by the Department of Defense in the *Federal Register* on May 9, 2006. The complete listing can be obtained by calling the LRA contact person identified below.

NOIs for homeless assistance may be submitted by any State or local government agency or private nonprofit organization that provides or proposes to provide services to homeless persons and/or families residing in the City of Whitehall.

A workshop is anticipated to be held at the Whitehall Memorial Army Reserve Center located at 721 Country Club Road, the first week of August, which will include an overview of the base redevelopment planning process, a tour of the installation, information on any land use constraints known at the time, and information on the NOI process. To register for this workshop, please contact the LRA contact person identified below by August 24, 2006. Attendance at this workshop is not required to submit an NOI, but is highly encouraged.

Entities interested in obtaining property through a public benefit conveyance (PBC), other than a homeless assistance conveyance, are invited to contact the LRA contact person identified below for identify the appropriate Federal agency offices to discuss the agency's PBC program and to discuss with the agency the entity's potential for qualifying for a conveyance of property. NOIs for PBCs must include: (i) a description of the eligibility for the proposed transfer, (ii) the proposed use of the property, including a description of the buildings and property necessary to carry out such proposed use, (iii) time frame for occupation, and (iv) the benefit to the community from such proposed use, including the number of jobs the use would generate.

NOIs from homeless service providers must include: (i) a description of the homeless assistance program that the homeless service provider proposes to carry out at (location); (ii) a description of the need for the program; (iii) a description of the extent to which the program is or will be coordinated with other homeless assistance programs in the communities in the vicinity of (installation); (iv) information about the physical requirements necessary to carry out the program, including a description of the buildings

and property at (installation) that are necessary in order to carry out the program; (v) a description of the financial plan, the organizational structure and capacity, prior experience, and qualifications of the organization to carry out the program; and (vi) an assessment of the time required to commence carrying out the program.

For additional information or to register for the workshop, contact Matthew Shad at 360 S. Yearling Road, Whitehall, Ohio 43213 (614) 338-3103.

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TO: Whitehall LRA Members  
FROM: Mayor Lynn Ochsendorf  
DATE: August 11, 2006  
RE: Organization Meeting

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Thank you again for your participation in the planning for the redevelopment of the Whitehall Army Reserve Center. This is an exciting opportunity for our community to engage in a discussion of public priorities for this critical site. Your involvement in this process will shape the ultimate disposition of this site and ultimately launch the implementation of a new use or uses for the benefit of all of our citizens.

The meeting agenda is attached along with some background documents. Please review this information prior to the meeting. The first half of the agenda shall be educational in nature, so you can become familiar with other members and the process we are charged with completing. The second half of the meeting shall focus on some organizational and initial actions by the authority. In the near future, we shall have opportunity for our first visit to the facility and to meet Department of Defense officials regarding background information on the facility. I look forward working with all of you on this endeavor.

To Notice of Interest Applicants:

On behalf of the City of Whitehall Local Redevelopment Authority, thank you for your interest in the Whitehall Army Reserve Center.

Federal Law mandates that the Whitehall Army Reserve Center close by September 15, 2011. The Federal base closure process is complex and is carefully regulated by law and regulation. The Defense Base Closure and Realignment Act of 1990, as amended, places responsibility for base reuse planning in the hands of the Whitehall Local Redevelopment Authority (LRA). The LRA is responsible for preparing a base redevelopment plan for the Whitehall Army Reserve Center that appropriately balances the City of Whitehall's need for economic redevelopment, other types of development and homeless assistance in the community in the vicinity of the installation.

The LRA has 270 days from October 6, 2006, the date it plans to complete its outreach process, to develop a redevelopment plan and a homeless assistance submission. In preparing the redevelopment plan, the LRA will review and evaluate all Notices of Interest submitted by members of the public, state and local governments, as well as non-profit entities interested in reusing portions of the Whitehall Army Reserve Center. The LRA must then determine which Notices of Interest, if any, to support.

**The deadline for receipt of your Notice of Interest is October 6, 2006.** Please note that any questions you have, should be directed to me, the Local Redevelopment Authority (LRA) Project Manager rather than to the Whitehall Army Reserve Center. I will be happy to assist you throughout this application process.

This Notice of Interest application packet includes instructions for submitting a Notice of Interest as well as background information about the Whitehall Army Reserve Center and property. When additional information about the environmental condition of the property and/or personal property becomes available, we will forward it to you for consideration. This packet contains the following documents, each document tab numbered to correspond with the items below:

1. Instructions for completing the Notice of Interest
2. A copy of the Department of the (Army) Surplus Property Notice for Whitehall Army Reserve Center. Federal Register dated May 17, 2006
3. A copy of the LRA Notice of Interest Solicitation
4. Map of the Property
5. Public Outreach Workshop and Tour Information, planned for August 30, 2006
6. Illustrative List of Permissible Public Benefit Conveyances

The following documents will be supplied to applicants when made available to the LRA:

7. Base Facilities Information and Background Information
8. Environmental Condition of Property Report and Personal Property Inventory

Thank you for your interest in the Whitehall Army Reserve Center.

Sincerely,

Matthew Shad  
LRA Project Manager  
360 S. Yearling Road  
Whitehall, OH 43213  
Office 614-338-3103  
Fax 614-338-3119  
Cell 614-204-7061  
E-mail -- [development@cityofwhitehall.com](mailto:development@cityofwhitehall.com)

**WHITEHALL LOCAL REDEVELOPMENT AUTHORITY  
OFFICIAL NOTICE**

1. Legal name of government entity or non-profit institution requesting use of buildings or property at the Whitehall Army Reserve Center.
  2. A detailed assessment of the need for the proposed program. In the case of homeless assistance programs, include an explanation of what homeless needs in the communities in the vicinity of the Whitehall Army Reserve Center you will be fulfilling.
  4. In the case of a homeless assistance program, a description of how the program will be coordinated with other homeless assistance programs in the communities in the vicinity of the Whitehall Army Reserve Center.
- 
1. A narrative description of requested facilities, land, buildings, improvements, easements and related equipment. (Describe by building number and include an illustrative map).  
  
In the case of homeless service providers describe the suitability of the buildings and property for the proposed homeless assistance program and needs of the homeless in the communities in the vicinity of the Whitehall Army Reserve Center.
  4. No telegraphic, telephonic or faxed responses, or modification to a proposal will be accepted by the Whitehall LRA.

1. The original Notice of Interest and eleven (11) additional copies must be submitted.
2. It is the sole responsibility of the applicant to see that the Notice of Interest is received before the submission deadline. An applicant shall bear all risks associated with delays in the United States Mail.
3. Deadline for Submission of Notice of Interest
  - a) The Whitehall LRA will receive Notices of Interest at the location indicated below:

Matthew Shad, Development Director  
City of Whitehall  
360. S. Yearling Road, Whitehall, OH 43213  
614-338-3103  
[development@cityofwhitehall.com](mailto:development@cityofwhitehall.com)
  - b) **The time and date set for receipt of Notices of Interest is on or before October 6, 2006 prior to 5:00 p.m. Eastern Standard Time.**

All questions concerning the meaning or intent of these Instructions for Completion of Notice of Interest should be directed in writing or by email to Matthew Shad, at the above noted address for a formal response.

**WHITEHALL LOCAL REDEVELOPMENT AUTHORITY  
 ORGANIZATIONAL MEETING  
 AUGUST 15, 2006 4 p.m.  
 WHITEHALL FIRE TRAINING ROOM**

<u>TOPIC</u>	<u>MATERIAL</u>
I. <u>Introduction of Members</u>	(committee list)
II. <u>Review of Purpose</u>	
a. Timeline for Completion	(provided)
b. Scope as Established by Department of Defense	(provided)
c. Anticipated Outcome	
III. <u>Progress to Date</u>	
a. Implementation of LRA	(legislation)
b. Initial Publication of Notice of Intent	(legal ad)
c. Revision of Schedule of Notice of Intent	(revised legal ad)
d. Establishing of Facilitator/Architect	
e. Pursuit of Grant	
IV. <u>Review of Service Contract</u>	
a. Recommendation of Service Provider	(scope of service)
V. <u>Review of the Potentially Interested Parties</u>	
a. Brainstorm of logical uses	
b. Identify providers of uses	
VI. <u>Organizational Business</u>	
a. Establish Rules of Operation	
b. Establishment of Chair	
VII. <u>Next Steps</u>	
a. Host Workshop/Review Facility	
b. Close Notice of Intent Request Period	

**SAVE THE DATES**

August 30, 2006	NOT PREVIOUSLY ANTICIPATED (DRAFT SCHEDULE)
	2 p.m. Workshop/Tour of Facility
	4 p.m. Meeting w/DoD officials
Anticipated at Reserve Center	
September 19, 2006	4 p.m. Regular Meeting
Fire Training Room	
Third Tuesdays of Every Month	4 p.m. Regular Meeting

**LRA  
OPEN HOUSE**  
Wednesday, August 30, 2006  
2:00 – 4:00 p.m.

**PLEASE SIGN IN**

	NAME	PHONE #	E-MAIL
1.	<u>Ben Pope</u>	<u>204-1880</u>	<u>_____</u>
2.	<u>Terry Sloan</u>	<u>356-9293</u>	<u>TSIBAN002@columbus.rr.com</u>
3.	<u>Carl Werther</u>	<u>864-1565</u>	<u>_____</u>
4.	<u>David Treadwell East side messenger</u>	<u>866-8963</u>	<u>dtreadwell@aol.com</u>
5.	<u>JAKE BREWIN</u>	<u>692-3929</u>	<u>USOJAKE@CS.com</u>
6.	<u>Dina &amp; David Eaton</u>	<u>866-1219</u>	<u>eaton-d@sbcglobal.net</u>
7.	<u>Rick Dilsavor</u>	<u>614-257-8027</u>	<u>rdilsavor@pizzuti.com</u>
8.	<u>SAMY FIELD</u>	<u>614-309-2811</u>	<u>614GPA@SBCGlobal.net</u>
9.	<u>JERRY GEE</u>	<u>863-0121</u>	<u>jgee@cityofwhitehall.com</u>
10.	<u>PETE KRAJNAC</u>	<u>461-0243</u>	<u>pkrajnac@rogerskrajnac.com</u>
11.	<u>WILLARD ORE</u>	<u>231-0205</u>	<u>OPAOAE@AOL.COM</u>
12.	<u>PAUL WEBER</u>	<u>885-4252</u>	<u>pweber@ymca.columbus.oh</u>
13.	<u>Leanne Adkins</u>	<u>531-0546</u>	<u>leanne@beyondallmarketing.com</u>
14.	<u>John Wolfe</u>	<u>314-7280</u>	<u>JWOLFE2@INSIGHT.RR.COM</u>
15.	<u>Leo Kooplauch</u>	<u>236-9852</u>	<u>leo.k@cookway.com</u>
16.	<u>Tim Tilton</u>	<u>237-0831</u>	<u>ttilton@whitehallfire.com</u>
17.	<u>Hugh Morgan</u>	<u>614-354-4878</u>	<u>school@eaglesnesthome.com</u>
18.	<u>JOAN BLACKWELL</u>	<u>614-693-6910</u>	<u>Joan.Blackwell@dhas.mil</u>

City of  
**Whitehall**

Matthew Shad,  
*Deputy for Administration and Development*



To Notice of Interest Applicants:

On behalf of the City of Whitehall Local Redevelopment Authority, thank you for your interest in the Whitehall Army Reserve Center.

Federal Law mandates that the Whitehall Army Reserve Center close by September 15, 2011. The Federal base closure process is complex and is carefully regulated by law and regulation. The Defense Base Closure and Realignment Act of 1990, as amended, places responsibility for base reuse planning in the hands of the Whitehall Local Redevelopment Authority (LRA). The LRA is responsible for preparing a base redevelopment plan for the Whitehall Army Reserve Center that appropriately balances the City of Whitehall's need for economic redevelopment, other types of development and homeless assistance in the community in the vicinity of the installation.

The LRA has 270 days from October 6, 2006, the date it plans to complete its outreach process, to develop a redevelopment plan and a homeless assistance submission. In preparing the redevelopment plan, the LRA will review and evaluate all Notices of Interest submitted by members of the public, state and local governments, as well as non-profit entities interested in reusing portions of the Whitehall Army Reserve Center. The LRA must then determine which Notices of Interest, if any, to support.

**The deadline for receipt of your Notice of Interest is October 6, 2006.** Please note that any questions you have, should be directed to me, the Local Redevelopment Authority (LRA) Project Manager rather than to the Whitehall Army Reserve Center. I will be happy to assist you throughout this application process.

This Notice of Interest application packet includes instructions for submitting a Notice of Interest as well as background information about the Whitehall Army Reserve Center and property. When additional information about the environmental condition of the property and/or personal property becomes available, we will forward it to you for consideration. This packet contains the following documents, each document tab numbered to correspond with the items below:

Municipal Building • 390 S. Yearling Road • Whitehall, Ohio 43213  
Phone 614-338-3103 • Fax 614-338-3119

1. Instructions for completing the Notice of Interest
2. A copy of the Department of the (Army) Surplus Property Notice for Whitehall Army Reserve Center. Federal Register dated May 17, 2006
3. A copy of the LRA Notice of Interest Solicitation
4. Map of the Property
5. Public Outreach Workshop and Tour Information, planned for August 30, 2006
6. Illustrative List of Permissible Public Benefit Conveyances

The following documents will be supplied to applicants when made available to the LRA:

7. Base Facilities Information and Background Information
8. Environmental Condition of Property Report and Personal Property Inventory

Thank you for your interest in the Whitehall Army Reserve Center.

Sincerely,



Matthew Shad  
LRA Project Manager  
360 S. Yearling Road  
Whitehall, OH 43213  
Office 614-338-3103  
Fax 614-338-3119  
Cell 614-204-7061  
E-mail – [development@cityofwhitehall.com](mailto:development@cityofwhitehall.com)

**WHITEHALL LOCAL REDEVELOPMENT AUTHORITY  
OFFICIAL NOTICE**

**INSTRUCTIONS FOR COMPLETING NOTICE OF INTEREST**

**A. NOTICE OF INTEREST CONTENTS**

Notice of Interest should be made according to the specifications set forth in this section (as applicable), both for content and sequence.

Each Notice of Interest for Homeless Assistance or other Public Benefit Conveyances should include the following (as applicable):

ORGANIZATIONAL PROFILE

1. Legal name of government entity or non-profit institution requesting use of buildings or property at the Whitehall Army Reserve Center.
2. Address and telephone number of applicant.
3. Name and title of contact person.
4. Name and title of person(s) authorized to complete purchase, and/or execute any lease or agreements. Attach a copy of the legal authority permitting these persons to complete such transactions.
5. Statement regarding whether applicant is state, political sub-division of state or private non-profit, tax exempt organization under Section 501(c)(3) of the 1986 Internal Revenue Code. If applicant is a private not-for-profit entity, attach a copy of the IRS recognition of its Section 501(c)(3) exemption status.
6. A copy of the document showing statutory or legal authority under which the applicant is authorized by law to acquire and hold title to property or to lease property.
7. For applicants other than public agencies:
  - a. A description of the organization, year founded and brief history, major accomplishments and organizational goals.
  - b. A listing of all principals in the organization and any proposed on-site program managers who would participate in management activities of any proposed program. Provide appropriate credentials, as well as a description of previous related experience.
  - c. An organizational chart for the organization.

- d. Guidelines of personnel procedures for recruiting, affirmative action and equal opportunity outreach, resident hiring, personnel selection, training, evaluation and discipline.
  - e. Provide organization's connection to the community and the community interest that will be served.
8. A copy of current constitution/charter/by-laws or Articles of Incorporation as appropriate.

PROPOSED PROGRAM

1. A detailed narrative description of the proposed use of the property or building.
2. A detailed assessment of the need for the proposed program. In the case of homeless assistance programs, include an explanation of what homeless needs in the communities in the vicinity of the Whitehall Army Reserve Center you will be fulfilling.
3. Provide the following:
  - a) The need to expand existing facilities.
  - b) Identify any anticipated expansion of services that may result from improvement of facilities for the proposed program, as applicable.
  - c) Identify whether the need for the proposed program is a result of the requirement to meet or comply with established state standards.
  - d) Include statement that applicant does not currently possess real estate suitable for the proposed program.
4. In the case of a homeless assistance program, a description of how the program will be coordinated with other homeless assistance programs in the communities in the vicinity of the Whitehall Army Reserve Center.
5. A description of the time required to commence the proposed program.

BUILDINGS OR PROPERTY NECESSARY TO CARRY OUT PROGRAM

1. A narrative description of requested facilities, land, buildings, improvements, easements and related equipment. (Describe by building number and include an illustrative map).

In the case of homeless service providers describe the suitability of the buildings and property for the proposed homeless assistance program and needs of the homeless in the communities in the vicinity of the Whitehall Army Reserve Center.

2. Is the applicant requesting a deed transfer? Would the applicant agree to the Redevelopment Authority owning the property and building and leasing such properties to the applicant at no cost?
3. Indicate what land use and zoning requirements or entitlements are necessary for the applicant to implement its Proposed Program in and around the buildings and property requested.
4. Indicate whether existing buildings will be used and describe any new construction or rehabilitation that is anticipated on the requested property necessary for program implementation.

ORGANIZATIONAL CAPACITY

Evidence that the management team is capable of successfully operating any proposed program will be examined. The applicant must demonstrate a record of past performance and experience with similar programs, viability, and financial and administrative solvency and stability based on the following:

1. A general description of past performance and experience operating similar programs to those proposed.
2. A list of all projects/properties owned or managed (as applicable to the request) by the applicant including:
  - Development name, address, and telephone number and name of on-site manager.
  - Number and type of units (emergency shelter, transitional housing, supportive housing, SRO 1-4 BR, market, etc. and the type of assistance).
  - Photos demonstrating exterior and interior physical condition of buildings.
  - Supportive services provided at each site.
  - Years managed/owned.

- Audited financial statements for last two years on each site.

In the case of homeless service providers, also provide the current number of units or beds assisting the homeless, or government subsidized low and moderate income units owned or managed and detailed information for at least three programs/projects owned and/or managed.

3. Plans for the expansion of the organization to meet an increased demand for services from the proposed programs. Identify any organizational adjustments needed for proposed programs including number of employees needed and job descriptions.
4. Provide a list of management functions that will be staffed at the property or in buildings requested and whether those management functions will be provided by the applicant or contracted out to a third party. If contracted out, please provide information regarding the selection process for those management services and how often a site manager will visit the property.
5. For other than public agencies, the following information must be provided:
  - a) A full detailed and audited financial statement for the last two years (including, copies of tax returns for the last two fiscal years) of the organization's assets/reserves, liability, balances, make-up of current assets accounts receivable, balance of revenues and expenses and net worth. This report must include a balance sheet and income statement. If the applicant is a partnership or joint venture, individual financial statements must be submitted for each general partner or joint venturer thereof. A full disclosure of whether any of the organization's officers, principals or partners have declared bankruptcy in the last five (5) years
  - b) A disclosure as to whether any of the organization's officers, principals or partners have been convicted of a felony in the last five (5) years and the nature of the conviction.
  - c) A minimum of five (5) business references including names, addresses, telephone numbers and the nature and magnitude of the business association in each instance. These references must be persons or firms with whom you have transacted business during the past five (5) years.
  - d) A minimum of five (5) financial references including names, addresses and telephone numbers in each instance. It is required that two (2) of the five (5) references be banks or savings and loan institutions; also indicate the type of relationship.
6. Homeless providers must attach a management plan demonstrating the experience and ability to manage the programs enumerated in the Notice of Interest.
  - a) In the case of transitional housing programs, applicants shall submit a proposed management plan that includes:

- 1) An affirmative marketing strategy including examples of marketing materials prepared by the organization's personnel, dealing specifically with the mission to provide homeless families with a residential family environment where self advancement and responsibility can be fostered within a prescribed program.
- 2) An application screening procedure to determine tenant eligibility and certification of income, including methods for maintaining and periodically purging the waiting list, as well as disqualifying factors, including requirements that clients be drug free and sober while in the facility, and not have been previously convicted of assault, battery, possession for sale of controlled substances, burglary or weapons charges, or any other crimes against persons in the last five (5) years.
- 3) Orientation procedures for new residents to the mission goals established.
- 4) A method for linking specific social services and resources must be established.
- 5) Copy of a typical lease that would reflect the transitional aspects of the program.
- 6) A procedure for enforcing the rules of the lease and any additional program standards of conduct including an eviction procedure.
- 7) Where the homeless assistance program is based upon a charge to the individuals who-use the facility, please provide the following:
  - (a) Rent collection procedures including policies regarding late payments and damage charges.
  - (b) Vacancy turnaround procedures.
- 8) Procedures for complete financial accounting and periodic reports.

A formal accounting and financial reporting process will be required through contracting with a Certified Public Accountant whereby monthly financial statements, bank reconciliations, and a review of accounting transactions are provided to the Redevelopment Authority on a monthly basis by an individual separate from program management. An organization must also contract with an independent accountant to provide audited financial statements on an annual basis. The treasurer of each organization shall countersign all check copies on a monthly basis in conjunction with approving the Financial Statement. This dual signature must occur after the checks are issued and represent an auditable expenditure review process.

Documented financial controls and procedure policies must also be available/or developed which prescribe the standard methodology used in handling accounting transactions inclusive of cash receipts, accounts payable activities, journal vouchers, and internal bank and investment transfers. Such policies and procedures must acknowledge the scope of financial activities conducted by the organization.

- 9) A property maintenance inspection program for buildings and units as applicable and grounds including a capital improvement program, purchasing, and inventory procedures.
  - 10) Provisions for a security program.
  - 11) A reporting system that will enable the community to evaluate the progress of the program on an annual basis.
  - 12) Indicate whether resident support services will be provided both on-site and off-site.
- b) In the case of emergency shelter programs, applicants shall submit a proposed management plan that includes:
- 1) A screening procedure for acceptance of individuals into the program including eligibility criteria and disqualifying factors including the requirement for clients to be drug free and sober while in the facility and not previously convicted of assault, battery, possession for sale of controlled substance, burglary or weapon charges and all crimes against persons in last five (5) years.
  - 2) A typical agreement that would be signed by program client's setting forth standards of conduct and behavior including eviction procedures.
  - 3) Specific support services to be provided on-site and methods for creating linkages with other existing programs off-site.
  - 4) Same submittal requests as identified for transitional housing program in subsection (a) as follows 4), 6), 8), 9), 10), 11), and 12).
- c) In the case of other non-housing programs, a proposed management plan that also includes the same submittal requests listed under transitional housing programs in subsection (a), items (4), (8), (9), (10), and (11).

## FINANCIAL PLAN

Information in this section will not be released to the public without the written consent of the applicant.

Prepare a financial plan for the specific building, property and/or program requested which shall include:

- a) A development proforma that identifies estimated costs associated with ensuring buildings and property that can be used for the proposed program. These costs shall include the cost of any needed construction to comply with local building codes, ADA requirements and to bring properties into conformance with design standards envisioned in the Reuse Plan. The costs of any proposed improvement, and costs associated with securing needed utility services. Soft costs such as architectural/engineering services, survey work, title services, legal services and government permit fees shall also be identified. In addition, any financing costs for said improvements shall be identified. A schedule for completion and financing of all improvements shall be provided.
- b) A five (5) year projected operating cash-flow analysis for the program which shall include: annual gross income (with sources of all income and revenue producing operations for the program identified), a complete breakdown of expenses (including, as applicable, vacancy costs, utility costs, maintenance costs, management fees, security costs, capital and operating reserves, salaries and benefits, insurance, real estate taxes, other expenses (postage, collections, training, supplies, etc.), net operating income before debt service and depreciation, debt service, net operating income after debt service and depreciation.
- c) Provide a detailed statement of the source of anticipated funding to establish the program operations, including a statement that funds are currently available for expenditure to carry out the proposed program.  
  
If the proposed program contemplates major development costs and funds are not currently available, identify plans and sources of funds to carry out the proposed program and development.
- d) Indicate whether the applicant is receiving federal, state or local grants or subsidies for programs they provide. If so, what percentage of total organization revenues relies on these grants?

## **B. PREPARATION OF NOTICES OF INTEREST**

1. The Notice of Interest must be submitted typewritten on 8 1/2" x 11" white paper and must be bound in a secure manner.

2. If the applicant wishes to submit material and data which is not specifically requested, do not include the information with the Notice of Interest. This material must be included in an "Additional Data" section only. The following are examples of Additional Data:
  - Standard brochures and pictures/photographs
  - Promotional material with minimal technical content;
  - Generalized narrative of supplementary information;
  - Supplementary graphic materials;
3. If the Notice of Interest is made by an individual, it shall be signed with the full name of the applicant, and his or her address shall be given. If it is made by a partnership, it shall be signed with the partnership name and by an authorized general partner and the full name and address of each general partner shall be given. If it is made by a joint venture, it shall be signed with the full name and address of each partner thereof. If it is submitted by a corporation, it shall be signed by the president and secretary in the corporate name.
4. No telegraphic, telephonic or faxed responses, or modification to a proposal will be accepted by the Whitehall LRA.

#### SUBMITTAL OF NOTICE OF INTEREST

1. The original Notice of Interest and eleven (11) additional copies must be submitted.
2. It is the sole responsibility of the applicant to see that the Notice of Interest is received before the submission deadline. An applicant shall bear all risks associated with delays in the United States Mail.
3. Deadline for Submission of Notice of Interest
  - a) The Whitehall LRA will receive Notices of Interest at the location indicated below:

Matthew Shad, Development Director  
City of Whitehall  
360. S. Yearling Road, Whitehall, OH 43213  
614-338-3103  
[development@cityofwhitehall.com](mailto:development@cityofwhitehall.com)
  - b) **The time and date set for receipt of Notices of Interest is on or before October 6, 2006 prior to 5:00 p.m. Eastern Standard Time.**

All questions concerning the meaning or intent of these Instructions for Completion of Notice of Interest should be directed in writing or by email to Matthew Shad, at the above noted address for a formal response.

Dated: May 11, 2006.  
 Susan K. Brown,  
 Records Officer, USPTO, Office of the Chief  
 Information Officer, Architecture,  
 Engineering and Technical Services, Data  
 Architecture and Services Division.  
 [FR Doc. E6-7484 Filed 5-16-06; 8:45 am]  
 BILLING CODE 3510-16-P

#### COMMODITY FUTURES TRADING COMMISSION

##### Sunshine Act Meetings

AGENCY HOLDING THE MEETING:  
 Commodity Futures Trading  
 Commission.

TIME AND DATE: 11 a.m., Friday, June 2,  
 2006.

PLACE: 1155 21st St., NW., Washington,  
 DC, 9th Floor Commission Conference  
 Room.

STATUS: Closed.

MATTERS TO BE CONSIDERED: Surveillance  
 matters.

CONTACT PERSON FOR MORE INFORMATION:  
 Eileen A. Donovan, 202-418-5100.

Eileen A. Donovan,  
 Acting Secretary of the Commission.  
 [FR Doc. 06-4638 Filed 5-12-06; 4:42 pm]  
 BILLING CODE 6351-01-M

#### COMMODITY FUTURES TRADING COMMISSION

##### Sunshine Act Meetings

AGENCY HOLDING THE MEETING:  
 Commodity Futures Trading  
 Commission.

TIME AND DATE: 11 a.m., Friday, June 9,  
 2006.

PLACE: 1155 21st St., NW., Washington,  
 DC, 9th Floor Commission Conference  
 Room.

STATUS: Closed.

MATTERS TO BE CONSIDERED: Surveillance  
 matters.

CONTACT PERSON FOR MORE INFORMATION:  
 Eileen A. Donovan, 202-418-5100.

Eileen A. Donovan,  
 Acting Secretary of the Commission.  
 [FR Doc. 06-4639 Filed 5-12-06; 4:42 pm]  
 BILLING CODE 6351-01-M

#### COMMODITY FUTURES TRADING COMMISSION

##### Sunshine Act Meetings

AGENCY HOLDING THE MEETING:  
 Commodity Futures Trading  
 Commission.

TIME AND DATE: 11 a.m., Friday, June 16,  
 2006.

PLACE: 1155 21st St., NW., Washington,  
 DC, 9th Floor Commission Conference  
 Room.

STATUS: Closed.

MATTERS TO BE CONSIDERED: Surveillance  
 matters.

CONTACT PERSON FOR MORE INFORMATION:  
 Eileen A. Donovan, 202-418-5100.

Eileen A. Donovan,  
 Acting Secretary of the Commission.  
 [FR Doc. 06-4640 Filed 5-12-06; 4:42 pm]  
 BILLING CODE 6351-01-M

#### COMMODITY FUTURES TRADING COMMISSION

##### Notice of Meeting; Sunshine Act

AGENCY HOLDING THE MEETING:  
 Commodity Futures Trading  
 Commission.

TIME AND DATE: 11 a.m., Friday, June 23,  
 2006.

PLACE: 1155 21st St., NW., Washington,  
 DC, 9th Floor Commission Conference  
 Room.

STATUS: Closed.

MATTERS TO BE CONSIDERED: Surveillance  
 matters.

CONTACT PERSON FOR MORE INFORMATION:  
 Eileen A. Donovan, 202-418-5100.

Eileen A. Donovan,  
 Acting Secretary of the Commission.  
 [FR Doc. 06-4641 Filed 5-12-06; 4:42 pm]  
 BILLING CODE 6351-01-M

#### COMMODITY FUTURES TRADING COMMISSION

##### Notice of Meeting; Sunshine Act

AGENCY HOLDING THE MEETING:  
 Commodity Futures Trading  
 Sunshine Act Meetings

TIME AND DATE: 11 a.m., Friday, June 30,  
 2006.

PLACE: 1155 21st St., NW., Washington,  
 DC, 9th Floor Commission Conference  
 Room.

STATUS: Closed.

MATTERS TO BE CONSIDERED: Surveillance  
 matters.

CONTACT PERSON FOR MORE INFORMATION:  
 Eileen A. Donovan, (202) 418-5100.

Eileen A. Donovan,  
 Acting Secretary of the Commission.  
 [FR Doc. 06-4642 Filed 5-12-06; 4:42 pm]  
 BILLING CODE 6351-01-M

#### DEPARTMENT OF DEFENSE

##### Office of the Secretary

##### Base Closure and Realignment

AGENCY: Department of Defense, Office  
 of Economic Adjustment.

ACTION: Notice.

SUMMARY: This Notice is provided pursuant to section 2905(b)(7)(B)(ii) of the Defense Base Closure and Realignment Act of 1990. It provides a partial list of military installations closing or realigning pursuant to the 2005 Defense Base Closure and Realignment (BRAC) Report. It also provides a corresponding listing of the Local Redevelopment Authorities (LRAs) recognized by the Secretary of Defense, acting through the Department of Defense Office of Economic Adjustment (OEA), as well as the points of contact, addresses, and telephone numbers for the LRAs for those installations. Representatives of state and local governments, homeless providers, and other parties interested in the redevelopment of an installation should contact the person or organization listed. The following information will also be published simultaneously in a newspaper of general circulation in the area of each installation. There will be additional Notices providing this same information about LRAs for other closing or realigning installations where surplus government property is available as those LRAs are recognized by the OEA. DATES: Effective Date: May 9, 2006. FOR FURTHER INFORMATION CONTACT: Director, Office of Economic Adjustment, Office of the Secretary of Defense, 400 Army Navy Drive, Suite 200, Arlington, VA 22202-4704, (703) 604-6020.

##### Local Redevelopment Authorities (LRAs) for Closing and Realigning Military Installations

###### Arkansas

Installation Name: Leroy R. Pond  
 USARC

LRA Name: City of Fayetteville  
 Point of Contact: Susan B. Thomas,  
 Public Information and Policy

Advisor, City of Fayetteville  
 Address: 113 W. Mountain, Fayetteville,  
 AR 72701  
 Phone: (479) 575-8330

Installation Name: Rufus N. Garrett Jr.  
 USARC

LRA Name: City of El Dorado Local  
 Redevelopment Authority.  
 Point of Contact: Toby Anderson,  
 Director, El Dorado Housing  
 Authority

Address: P.O. 486, El Dorado, AR 71731  
Phone: (870) 863-4070

*California*

Installation Name: Desiderio Hall US  
ARC

LRA Name: City of Pasadena  
Point of Contact: Stephanie DeWolfe,  
Deputy Director, Planning &  
Development Department, City of  
Pasadena

Address: 175 North Garfield Avenue,  
3rd Floor, Pasadena, CA 91101  
Phone: (626) 744-7143

*Connecticut*

Installation Name: 1st LT John S. Turner  
USARC

LRA Name: Fairfield High Street Local  
Redevelopment Authority

Point of Contact: Thomas Bremer, Chair,  
Fairfield High Street Local  
Redevelopment Authority  
Address: First Selectman's Office, 725  
Old Post Road, Fairfield, CT 06824  
Phone: (203) 256-3032

Installation Name: AMSA 69

LRA Name: Milford Local

Redevelopment Authority  
Point of Contact: Robert Gregory,  
Director of Community Development,  
City of Milford

Address: City Hall, 110 River Street,  
Milford, CT 06460  
Phone: (203) 783-3230

Installation Name: Middletown USARC  
LRA Name: Middletown Base

Realignment and Closure Local  
Redevelopment Authority

Point of Contact: Geen Thazhampallath,  
Aide to the Mayor, City of  
Middletown

Address: 245 DeKoven Drive,  
Middletown, CT 06457  
Phone: (860) 344-3401

*Delaware*

Installation Name: Maj. Robert

Kirkwood Memorial USARC

LRA Name: Delaware Redevelopment  
Authority

Point of Contact: Tom McCarthy,  
Deputy Director, Delaware Economic  
Development Office

Address: Carvel State Office Building,  
10th Floor, 820 N. French Street,  
Wilmington, DE 19801  
Phone: (302) 577-8477

*Hawaii*

Installation Name: SFC Minoru Kunieda  
USARC

LRA Name: Kunieda ARC Local  
Redevelopment Authority

Point of Contact: William Takaba,  
Director of Finance, County of Hawaii  
Address: 25 Aupuni Street, Hilo, HI  
96720

Phone: (808) 961-8234

*Illinois*

Installation Name: Navy Reserve Center  
Forest Park

LRA Name: Village of Forest Park  
Point of Contact: Anthony T. Calderone,  
Mayor of Forest Park

Address: 617 Desplaines Avenue, Forest  
Park, IL 60130  
Phone: (708) 366-2323

Installation Name: PFC R.G. Wilson  
USARC

LRA Name: City of Marion

Point of Contact: Robert L. Butler,  
Mayor of Marion

Address: 1102 Tower Square Plaza,  
Marion, IL 62959  
Phone: (618) 997-6281

Installation Name: SFC E.L. Copple  
USARC

LRA Name: City of Centralia

Point of Contact: Grant A. Kleinhenz,  
City Manager, City of Centralia  
Address: 222 South Poplar, Centralia, IL  
62801

Phone: (618) 533-7622

Installation Name: SSG R.E. Walton  
USARC

LRA Name: SSG R.E. Walton U.S. Army  
Reserve Center Local Redevelopment  
Authority

Point of Contact: William B. Winter,  
Police Chief, City of Fairfield  
Address: 108 N.W. 7th Street, Fairfield,  
IL 62837

Phone: (618) 842-2153

Installation Name: Waukegan AFRC

LRA Name: Waukegan Federal  
Acquisition Committee

Point of Contact: Richard H. Hyde,  
Mayor of Waukegan  
Address: 100 North Martin Luther King  
Jr. Avenue, Waukegan, IL 60085

Phone: (847) 599-2510

*Kentucky*

Installation Name: MG Benjamin J.  
Butler USARC

LRA Name: Louisville/Jefferson

Redevelopment Authority

Point of Contact: J. David Morris,  
Director, Metro Development  
Authority

Address: 444 South Fifth Street, Suite  
600, Louisville, KY 40202  
Phone: (502) 574-4140

Installation Name: Paducah Memorial  
USARC

LRA Name: City of Paducah Local

Redevelopment Authority

Point of Contact: David Frost, Grants  
Administrator, City Planning  
Department, City of Paducah

Address: P.O. Box 2267, 300 South 5th  
Street, Paducah, KY 42002-2267  
Phone: (270) 444-8690

Installation Name: Paducah USARC #2

LRA Name: City of Paducah Local  
Redevelopment Authority

Point of Contact: David Frost, Grants  
Administrator, City Planning  
Department, City of Paducah  
Address: P.O. Box 2267, 300 South 5th  
Street, Paducah, KY 42002-2267  
Phone: (270) 444-8690

*Minnesota*

Installation Name: Cambridge Memorial  
USARC

LRA Name: City of Cambridge Local

Redevelopment Authority

Point of Contact: Stoney Hiljus, City

Administrator, City of Cambridge

Address: 300 Third Avenue Northeast,  
Cambridge, MN 55008

Phone: (763) 552-3201

Installation Name: Gen. Beabe USARC/

AMSA 111

LRA Name: Faribault Local

Redevelopment Authority

Point of Contact: Terry J. Berg, Finance

Director, City of Faribault

Address: 208 First Avenue, NW.,  
Faribault, MN 55021-2884

Phone: (507) 333-0345

*Mississippi*

Installation Name: Naval Station  
Pascagoula—Main Base

LRA Name: Naval Station Pascagoula

Local Redevelopment Planning

Authority

Point of Contact: George L. Freeland Jr.,  
Executive Director, Jackson County  
Economic Development Foundation,  
Inc.

Address: 3033 Pascagoula Street, P.O.  
Drawer 1558, Pascagoula, MS 39568  
Phone: (228) 769-6263

Installation Name: Naval Station  
Pascagoula—Lakeside Manor

LRA Name: Naval Station Pascagoula

Local Redevelopment Planning

Authority

Point of Contact: George L. Freeland Jr.,

Executive Director, Jackson County

Economic Development Foundation,  
Inc.

Address: 3033 Pascagoula Street, P.O.

Drawer 1558, Pascagoula, MS 39568

Phone: (228) 769-6263

Installation Name: Naval Station

Pascagoula—Sandhill Landing Family

Housing Area

LRA Name: Naval Station Pascagoula

Local Redevelopment Planning

Authority

Point of Contact: George L. Freeland Jr.,

Executive Director, Jackson County

Economic Development Foundation,  
Inc.

Address: 3033 Pascagoula Street, P.O.

Drawer 1558, Pascagoula, MS 39568

Phone: (228) 769-6263

*New Hampshire*

Installation Name: Paul A. Doble  
USARC

LRA Name: City of Portsmouth  
 Point of Contact: John P. Bohenko, City Manager, City of Portsmouth  
 Address: 1 Junkins Avenue, Portsmouth, NH 03801  
 Phone: (603) 610-7202

#### New Jersey

Installation Name: Fort Monmouth  
 LRA Name: Fort Monmouth Economic Revitalization Planning Authority  
 Point of Contact: John G. Donnelly, Policy Advisor, Office of the Governor, State of New Jersey  
 Address: P.O. Box 001, Trenton, NJ 08625-0001  
 Phone: (609) 777-0348

Installation Name: Inspector-Instructor Facility, West Trenton  
 LRA Name: Ewing Township Local Redevelopment Authority  
 Point of Contact: Anthony P. Carabelli, Jr., Chief Aide to the Mayor, The Township of Ewing  
 Address: Municipal Complex, 2 Jake Garzio Drive, Ewing, NJ 08628  
 Phone: (609) 883-2900 ext. 7648

Installation Name: SFC Nelson V. Brittin USARC/S-S

LRA Name: Brittin USARC Local Redevelopment Authority  
 Point of Contact: Greg Schofield, Chairperson  
 Address: Municipal Building, 5605 N. Crescent Boulevard, Pennsauken, NJ 08110  
 Phone: (856) 665-1000

Installation Name: Sgt. J.W. Kilmer/AMSA 21

LRA Name: Edison Township Council  
 Point of Contact: Gaetano (Guy) Gaspar  
 Address: Township of Edison Municipal Complex, 100 Municipal Boulevard, Edison, NJ 08817  
 Phone: (732) 248-7371

#### New York

Installation Name: 2LT Glen Carpenter USARC

LRA Name: City of Poughkeepsie Industrial Development Agency  
 Point of Contact: Edmond G. Murphy, Development Director  
 Address: Municipal Building, P.O. Box 300, Poughkeepsie, NY 12602  
 Phone: (845) 451-4046

Installation Name: Amityville AFRC  
 LRA Name: Town Board of the Town of Babylon

Point of Contact: Ann Marie Jones, Director, Downtown Revitalization Task Force, Town of Babylon  
 Address: 200 East Sunrise Highway, Lindenhurst, NY 11757-2597  
 Phone: (631) 957-3013

Installation Name: Fort Tilden USARC  
 LRA Name: Fort Tilden Redevelopment Authority

Point of Contact: Irving Poy, Director, Planning & Development, Office of Queens Borough President  
 Address: 120-55 Queens Boulevard—Room 226, Kew Gardens, NY 11424  
 Phone: (718) 286-3000

Installation Name: Niagara Falls USARC/AMSA 76

LRA Name: Town of Niagara Local Redevelopment Authority  
 Point of Contact: Steven C. Richards, Town Supervisor  
 Address: 7105 Lockport Road, Town of Niagara, NY 14304  
 Phone: (716) 297-2150 ext. 136

Installation Name: Stewart Newburgh USARC

LRA Name: Town of New Windsor Local Redevelopment Authority  
 Point of Contact: George A. Green, Supervisor, Town of New Windsor  
 Address: 555 Union Avenue, New Windsor, NY 12553-6196  
 Phone: (845) 563-4610

#### North Carolina

Installation Name: Adrian B. Rhodes AFRC

LRA Name: City of Wilmington Local Redevelopment Authority  
 Point of Contact: Mark Johnson, Chief Code Enforcement Officer, City of Wilmington Community Services Department  
 Address: P.O. Box 1810, Wilmington, NC 28402-1810  
 Phone: (910) 341-5820

Installation Name: Jesse F. Niven Jr. USARC

LRA Name: City of Albemarle Local Redevelopment Authority  
 Point of Contact: Raymond I. Allen, City Manager, City of Albemarle  
 Address: P.O. Box 190, Albemarle, NC 28002-0190  
 Phone: (704) 984-9408

#### Ohio

Installation Name: Navy Marine Corps Reserve Center Akron

LRA Name: City of Akron  
 Point of Contact: Warren W. Woolford, Director of Planning & Urban Development, City of Akron  
 Address: Room 401 Municipal Building, 166 South High Street, Akron, OH 44308  
 Phone: (330) 375-2770

Installation Name: SFC M.L. Downs USARC/AMSA 58

LRA Name: City of Springfield Local Redevelopment Authority  
 Point of Contact: Heather Whitmore, Planning and Zoning Administrator, City of Springfield  
 Address: 76 East High Street, Springfield, OH 45502  
 Phone: (937) 324-7674

Installation Name: Whitehall Memorial USARC

LRA Name: Whitehall Local Redevelopment Authority  
 Point of Contact: Matthew Shad, Deputy for Administration and Development, City of Whitehall  
 Address: 360 South Yearling Road, Whitehall, OH 43213  
 Phone: (614) 338-3103

#### Oklahoma

Installation Name: Donald A. Roush USARC

LRA Name: Clinton Local Redevelopment Authority  
 Point of Contact: Grayson Bottom, City Manager, City of Clinton  
 Address: P.O. Box 1177, 415 Gary Boulevard, Clinton, OK 73601  
 Phone: (580) 323-0261

Installation Name: Navy Marine Corps Reserve Center Tulsa

LRA Name: AFRC Broken Arrow Local Redevelopment Authority

Point of Contact: David L. Wooden, Assistant City Manager, City of Broken Arrow  
 Address: 220 South First Street, Broken Arrow, OK 74013  
 Phone: (918) 259-2400 ext. 5332

Installation Name: Joe A. Smalley USARC

LRA Name: City of Norman Local Redevelopment Authority  
 Point of Contact: Linda Price, City of Norman  
 Address: P.O. Box 370, Nonnan, OK 73070  
 Phone: (405) 366-5439

#### Pennsylvania

Installation Name: Bloomsburg USARC

LRA Name: Scott Township Local Redevelopment Authority  
 Point of Contact: Eric C. Stahley, Secretary Treasurer, Scott Township  
 Address: Scott Township Municipal Building, 350 Tenny Street, Bloomsburg, PA 17815  
 Phone: (570) 784-9114

Installation Name: Charles E. Kelly Support Facility

LRA Name: Redevelopment Authority of Allegheny County  
 Point of Contact: J. Patrick Early, Redevelopment Authority of Allegheny County  
 Address: 425 Sixth Avenue, Suite 800, Pittsburgh, PA 15219  
 Phone: (412) 350-1061

Installation Name: Germantown Veterans Memorial USARC

LRA Name: City of Philadelphia  
 Point of Contact: Thomas A. Chapman, Acting Executive Director, Philadelphia City Planning Commission

Address: One Parkway, 13th Floor, 1515 Arch Street, Philadelphia, PA 19102  
Phone: (215) 683-4615  
Installation Name: James W. Reese USARC  
LRA Name: Reese Local Redevelopment Authority  
Point of Contact: Richard B. McClintock, Chairperson  
Address: 224 Castle Avenue, Upland, PA 19015  
Phone: (610) 874-7317  
Installation Name: North Penn Memorial USARC  
LRA Name: North Penn USARC Redevelopment Authority  
Point of Contact: John R. Harris, Chairman, Board of Supervisors, Township of Worcester  
Address: 1721 Valley Forge Road, P.O. Box 767, Worcester, PA 19490  
Phone: (610) 584-1410  
Installation Name: Philadelphia Memorial USARC  
LRA Name: City of Philadelphia  
Point of Contact: Thomas A. Chapman, Acting Executive Director, Philadelphia City Planning Commission  
Address: One Parkway, 13th Floor, 1515 Arch Street, Philadelphia, PA 19102  
Phone: (215) 683-4615  
Installation Name: Wilson-Kramer USARC  
LRA Name: Bethlehem Local Redevelopment Authority  
Point of Contact: Tony Hanna, Director of Community and Economic Development, City of Bethlehem  
Address: 10 East Church Street, Bethlehem, PA 18018  
Phone: (610) 865-7085

*Rhode Island*  
Installation Name: PT Lloyd S. Cooper III USARC  
LRA Name: Warwick Local Redevelopment Agency  
Point of Contact: Richard Crenca, Principal Planner, Warwick Planning Department, City of Warwick  
Address: City Hall Annex, 3275 Post Road, Warwick, RI 02886  
Phone: (401) 736-2000 ext. 6292  
Installation Name: Quinta-Gamelin USARC  
LRA Name: Town Council Local Redevelopment Authority  
Point of Contact: Diane C. Mederos, Town Administrator, Town of Bristol  
Address: Town Hall, 10 Court Street, Bristol, RI 02809  
Phone: (401) 253-7000 ext. 133

*Texas*  
Installation Name: Alice USARC  
LRA Name: Alice Local Redevelopment Authority  
Point of Contact: Pete Anaya, P.E., City Manager, City of Alice  
Address: P.O. Box 3229, Alice, TX 78333  
Phone: (361) 668-7210  
Installation Name: Boswell Street USARC  
LRA Name: San Antonio Local Redevelopment Authority  
Point of Contact: Ramiro Cavazos, Director, City of San Antonio Economic Development Department  
Address: P.O. Box 639966, San Antonio, TX 78283  
Phone: (210) 207-8040  
Installation Name: Callaghan Road USARC  
LRA Name: San Antonio Local Redevelopment Authority  
Point of Contact: Ramiro Cavazos, Director, City of San Antonio Economic Development Department  
Address: P.O. Box 639966, San Antonio, TX 78283  
Phone: (210) 207-8040  
Installation Name: Crimes Memorial USARC  
LRA Name: Abilene Local Redevelopment Authority  
Point of Contact: Larry D. Gilley, City Manager, City of Abilene  
Address: P.O. Box 60, Abilene, TX 79604  
Phone: (325) 676-6206  
Installation Name: Houston USARC #2  
LRA Name: City of Houston  
Point of Contact: Forest R. "Bob" Christy, Director of Real Estate, Building Services Department, City of Houston  
Address: P.O. Box 1652, Houston, TX 77251  
Phone: (713) 247-2639  
Installation Name: Houston USARC #3  
LRA Name: City of Houston  
Point of Contact: Forest R. "Bob" Christy, Director of Real Estate, Building Services Department, City of Houston  
Address: P.O. Box 1652, Houston, TX 77251  
Phone: (713) 247-2639  
Installation Name: Jules E. Muchert USARC  
LRA Name: City of Dallas  
Point of Contact: Theresa O'Donnell, Director of Development Services, City of Dallas  
Address: 1500 Marilla Street, 5DN, Dallas, TX 75201  
Phone: (214) 670-4127  
Installation Name: Naval Reserve Center Orange  
LRA Name: Orange NRC Local Redevelopment Authority  
Point of Contact: Gene Bouillion, Port Director & CEO, Orange County Navigation & Port District  
Address: P.O. Box 2410, Orange, TX 77631  
Phone: (409) 833-4363  
Installation Name: Watts-Guillot USARC  
LRA Name: Red River Redevelopment Authority  
Point of Contact: Duane Lavery, Executive Director, Red River Redevelopment Authority  
Address: 107 Chapel Lane, New Boston, TX 75570  
Phone: (903) 223-8741  
Installation Name: Wichita Falls USARC  
LRA Name: City of Wichita Falls  
Point of Contact: David A. Clark, Director of Community Development, City of Wichita Falls  
Address: P.O. Box 1431, Wichita Falls, TX 76307  
1300 Seventh Street, Wichita Falls, TX 76301  
Phone: (940) 761-7451  
Installation Name: William Herzog Memorial USARC  
LRA Name: City of Dallas  
Point of Contact: Theresa O'Donnell, Director of Development Services, City of Dallas  
Address: 1500 Marilla Street, 5DN, Dallas, TX 75201  
Phone: (214) 670-4127

*Vermont*  
Installation Name: Chester Memorial USARC  
LRA Name: Chester Local Redevelopment Authority  
Point of Contact: Susan B. Spalding, Town Manager, Town of Chester  
Address: P.O. Box 370, Chester, VT 05143  
Phone: (802) 875-2173  
Installation Name: Courcelle Brothers USARC  
LRA Name: Rutland Redevelopment Authority  
Point of Contact: Matthew T. Sternberg, Executive Director, Rutland Redevelopment Authority  
Address: 103 Wales Street, Rutland, VT 05701  
Phone: (802) 775-2910

*Washington*  
Installation Name: PFC Daniel 1. Wagenaar USARC  
LRA Name: Port of Pasco  
Point of Contact: Kandy Heyden, Port of Pasco  
Address: 904 E. Ainsworth, Pasco, WA 99301  
Phone: (509) 547-3378

*West Virginia*  
Installation Name: 1LT Harry B. Colborn USARC  
LRA Name: City of Fairmont Planning Commission

Point of Contact: Jay Rogers, Director of Planning and Development, City of Fairmont  
 Address: 200 Jackson Street, Fairmont, WV 26554  
 Phone: (304) 366-6211 ext. 308  
 Installation Name: Elkins USARC  
 LRA Name: Elkins-Randolph Local Redevelopment Authority  
 Point of Contact: Judy A. Guye, Chair, Elkins-Randolph Local Redevelopment Authority  
 Address: Elkins City Hall, 401 Davis Avenue, Elkins, WV 26241  
 Phone: (304) 636-1414

#### Puerto Rico

Installation Name: 1LT Paul Lavergné USARC  
 LRA Name: Bayamón Lavergné U.S. Army Reserve Center Local Redevelopment Authority  
 Point of Contact: Eileen Poueymirou Yunqué, Planning Director, Municipality of Bayamón  
 Address: P.O. Box 1588, Bayamón, PR 00961  
 Phone: (787) 787-0451

Dated: May 11, 2006.

L.M. Bynum,  
 OSD Federal Register Liaison Officer,  
 Department of Defense.  
 [FR Doc. 06-4599 Filed 5-16-06; 8:45 am]  
 BILLING CODE 5001-06-M

#### DEPARTMENT OF THE DEFENSE

##### Office of the Secretary

##### Missile Defense Advisory Committee (MDA); Notice of Closed Meeting

AGENCY: Missile Defense Agency (MDA).  
 ACTION: Notice of closed meeting.

SUMMARY: The Missile Defense Advisory Committee will meet in closed session on June 15-16, 2006 in Washington, DC.

The mission of the Missile Defense Advisory Committee is to provide the Department of Defense advice on all matters relating to missile defense, including system development, technology, program maturity and readiness of configurations of the Ballistic Missile Defense System (BMDS) to enter the acquisition process. At this meeting, the Committee will receive classified reports on capability-based acquisition.

FOR FURTHER INFORMATION CONTACT: Col. David R. Wolf, Designated Federal Official (DFO) at [david.wolf@mda.mil](mailto:david.wolf@mda.mil), phone/voice mail (703) 695-6436, or mail at 7100 Defense Pentagon, Washington, DC 20301-7100.

SUPPLEMENTARY INFORMATION: In accordance with Section 10(d) of the

Federal Advisory Committee Act, Public Law 92-463, as amended (5 U.S.C. app. II), it has been determined that this Missile Defense Advisory Committee meeting concerns matters listed in 5 U.S.C. 552b(c)(1) and that, accordingly, the meeting will be closed to the public.

Dated: May 11, 2006.

L.M. Bynum,  
 OSD Federal Register Liaison Officer,  
 Department of Defense.  
 [FR Doc. 06-4601 Filed 5-16-06; 8:45 am]  
 BILLING CODE 5001-06-M

#### DEPARTMENT OF DEFENSE

[DOD-2006-OS-0087]

##### Office of the Inspector General; Privacy Act of 1974; System of Records

AGENCY: Office of the Inspector General, DoD.

ACTION: Notice to delete systems of records.

SUMMARY: The Office of the Inspector General (OIG) is deleting a system of records notice from its existing inventory of records systems subject to the Privacy Act of 1974, (5 U.S.C. 552a), as amended.

DATES: This proposed action will be effective without further notice on June 16, 2006 unless comments are received which result in a contrary determination.

ADDRESSES: Send comments to Chief, FOIA/PA Office, Inspector General, Department of Defense, 400 Army Navy Drive, Room 201, Arlington, VA 22202-4704.

FOR FURTHER INFORMATION CONTACT: Mr. Darryl R. Aaron at (703) 604-9765.

SUPPLEMENTARY INFORMATION: The Office of the Inspector General (OIG) systems of records notices subject to the privacy Act of 1974, (5 U.S.C. 552a), as amended, have been published in the Federal Register and are available from the address above.

The specific changes to the records system being amended are set forth below followed by the notice, as amended, published in its entirety. The proposed amendments are not within the purview of subsection (r) of the Privacy Act of 1974, (5 U.S.C. 552a), as amended, which requires the submission of a new or altered system report.

Dated: May 10, 2006.

L.M. Bynum,  
 OSD Federal Register Liaison Officer,  
 Department of Defense.

CIG-13

#### SYSTEM NAME:

Travel and Transportation System (June 16, 2003, 68 FR 35636).

#### REASON:

The records are covered by GSA/GOVT-4 (Contracted Travel Service Program), a government wide system notice.

[FR Doc. 06-4600 Filed 5-16-06; 8:45 am]  
 BILLING CODE 5001-06-M

#### DEPARTMENT OF ENERGY

##### Federal Energy Regulatory Commission

[Docket No. CP06-169-000]

##### Cheyenne Plains Gas Pipeline Company, L.L.C.; Notice of Request Under Blanket Authorization

May 10, 2006.

Take notice that on May 1, 2006, Cheyenne Plains Gas Pipeline Company, L.L.C. (Cheyenne Plains), Post Office Box 1087, Colorado Springs, CO 80944, filed in Docket No. CP06-169-000, a request pursuant to § 157.205 and 157.208 of the Commission's regulations under the Natural Gas Act (18 CFR 157.205 and 157.208 (2005)) and its blanket certificate issued in Docket No. CP03-304-000 for authorization to construct, own and operate 25.07 miles of 12¾-inch pipeline loop beginning at its existing Delta Washco Receipt Point Meter Station, located in Washington County, Colorado and extending northeasterly to a new receipt point interconnection located in Yuma County, Colorado. In addition, Cheyenne Plains proposes to install two electric-driven reciprocating compressor units totaling approximately 1,800 horsepower (ISO), and appurtenances, at approximately Milepost 25+370 of the proposed lateral in Yuma County Colorado. Cheyenne Plains will also install one 6" and one 4" ultrasonic meter, with appurtenances, located at Milepost 25+370 of the proposed lateral in Yuma County Colorado. This filing is available for review at the Commission in the Public Reference Room or may be viewed on the Web at <http://www.ferc.gov> using the "eLibrary" link. Enter the docket number excluding the last three digits in the docket number field to access the document. For assistance, contact FERC at

**LEGAL AD PROVIDED TO WHITEHALL NEWS**

**Availability of Surplus Federal Property to State and Local Eligible Parties,  
Including Homeless Service Providers  
(Whitehall Local Redevelopment Authority)  
Amended Notice**

As required by the Base Closure Community Redevelopment and Homeless Assistance Act of 1994, as amended (the Redevelopment Act) and its implementing regulations, the Whitehall Local Redevelopment Authority for the Whitehall Memorial Army Reserve Center is seeking notices of interest (NOIs) for surplus property at the installation.

State and local governments, homeless service providers and other interested parties may submit NOIs no later than 5 p.m. on October 6, 2006. A listing of surplus property at the Whitehall Memorial Army Reserve Center was published by the Department of Defense in the *Federal Register* on May 9, 2006. The complete listing can be obtained by calling the LRA contact person identified below.

NOIs for homeless assistance may be submitted by any State or local government agency or private nonprofit organization that provides or proposes to provide services to homeless persons and/or families residing in the City of Whitehall.

A workshop is anticipated to be held at the Whitehall Memorial Army Reserve Center located at 721 Country Club Road, the first week of August, which will include an overview of the base redevelopment planning process, a tour of the installation, information on any land use constraints known at the time, and information on the NOI process. To register for this workshop, please contact the LRA contact person identified below by August 24, 2006. Attendance at this workshop is not required to submit an NOI, but is highly encouraged.

Entities interested in obtaining property through a public benefit conveyance (PBC), other than a homeless assistance conveyance, are invited to contact the LRA contact person identified below for identify the appropriate Federal agency offices to discuss the agency's PBC program and to discuss with the agency the entity's potential for qualifying for a conveyance of property. NOIs for PBCs must include: (i) a description of the eligibility for the proposed transfer, (ii) the proposed use of the property, including a description of the buildings and property necessary to carry out such proposed use, (iii) time frame for occupation, and (iv) the benefit to the community from such proposed use, including the number of jobs the use would generate.

NOIs from homeless service providers must include: (i) a description of the homeless assistance program that the homeless service provider proposes to carry out at (location); (ii) a description of the need for the program; (iii) a description of the extent to which the program is or will be coordinated with other homeless assistance programs in the communities in the vicinity of (installation); (iv) information about the physical requirements necessary to carry out the program, including a description of the buildings

and property at (installation) that are necessary in order to carry out the program; (v) a description of the financial plan, the organizational structure and capacity, prior experience, and qualifications of the organization to carry out the program; and (vi) an assessment of the time required to commence carrying out the program.

For additional information or to register for the workshop, contact Matthew Shad at 360 S. Yearling Road, Whitehall, Ohio 43213 (614) 338-3103.

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## LEGAL AD PROVIDED TO WHITEHALL NEWS

### **Availability of Surplus Federal Property to State and Local Eligible Parties, Including Homeless Service Providers (Whitehall Local Redevelopment Authority)**

As required by the Base Closure Community Redevelopment and Homeless Assistance Act of 1994, as amended (the Redevelopment Act) and its implementing regulations, the Whitehall Local Redevelopment Authority for the Whitehall Memorial Army Reserve Center is seeking notices of interest (NOIs) for surplus property at the installation.

State and local governments, homeless service providers and other interested parties may submit NOIs no later than 5 p.m. on September 21, 2006. A listing of surplus property at the Whitehall Memorial Army Reserve Center was published by the Department of Defense in the *Federal Register* on May 9, 2006. The complete listing can be obtained by calling the LRA contact person identified below.

NOIs for homeless assistance may be submitted by any State or local government agency or private nonprofit organization that provides or proposes to provide services to homeless persons and/or families residing in the City of Whitehall.

A workshop is anticipated to be held at the Whitehall Memorial Army Reserve Center located at 721 Country Club Road, the first week of August, which will include an overview of the base redevelopment planning process, a tour of the installation, information on any land use constraints known at the time, and information on the NOI process. To register for this workshop, please contact the LRA contact person identified below by July 20, 2006. Attendance at this workshop is not required to submit an NOI, but is highly encouraged.

Entities interested in obtaining property through a public benefit conveyance (PBC), other than a homeless assistance conveyance, are invited to contact the LRA contact person identified below for identify the appropriate Federal agency offices to discuss the agency's PBC program and to discuss with the agency the entity's potential for qualifying for a conveyance of property. NOIs for PBCs must include: (i) a description of the eligibility for the proposed transfer, (ii) the proposed use of the property, including a description of the buildings and property necessary to carry out such proposed use, (iii) time frame for occupation, and (iv) the benefit to the community from such proposed use, including the number of jobs the use would generate.

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description of the financial plan, the organizational structure and capacity, prior experience, and qualifications of the organization to carry out the program; and (vi) an assessment of the time required to commence carrying out the program.

For additional information or to register for the workshop, contact Matthew Shad at 360 S. Yearling Road, Whitehall, Ohio 43213 (614) 338-3103.

---



Joseph W. Testa  
Auditor, Franklin County, Ohio

Geographic Information System

**PID: 090-002161**  
**United States Of America**  
**2291 Country Club Rd**  
**Whitehall, OH 43213**

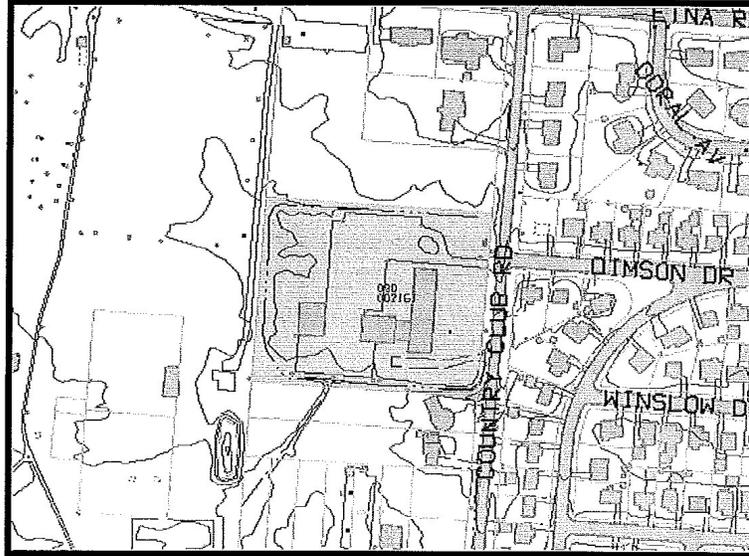


Image Date: Mon Aug 28 09:36:46 2006

**Disclaimer**

This map is prepared for the real property inventory within this county. It is compiled from recorded deeds, survey plats, and other public records and data. Users of this map are notified that the public primary information source should be consulted for verification of the information contained on this map. The county and the mapping companies assume no legal responsibilities for the information contained on this map. Please notify the Franklin County GIS Division of any discrepancies.

[http://209.51.193.87/scripts/mw5prt.pl?pname=2287597&ts=Mon\\_Aug\\_28\\_09:36:46\\_2006](http://209.51.193.87/scripts/mw5prt.pl?pname=2287597&ts=Mon_Aug_28_09:36:46_2006)

8/28/2006



Joseph W. Testa  
Auditor, Franklin County, Ohio

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**PID: 090-002161**  
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**Whitehall, OH 43213**

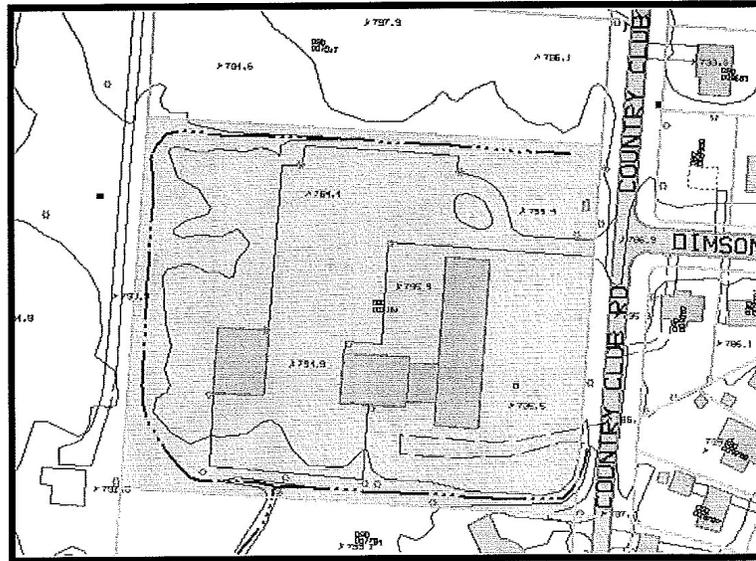


Image Date: Mon Aug 28 09:35:19 2006

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[http://209.51.193.87/scripts/mw5prt.pl?pname=2071838&ts=Mon\\_Aug\\_28\\_09:35:19\\_2006](http://209.51.193.87/scripts/mw5prt.pl?pname=2071838&ts=Mon_Aug_28_09:35:19_2006)

8/28/2006



Joseph W. Testa  
Auditor, Franklin County, Ohio

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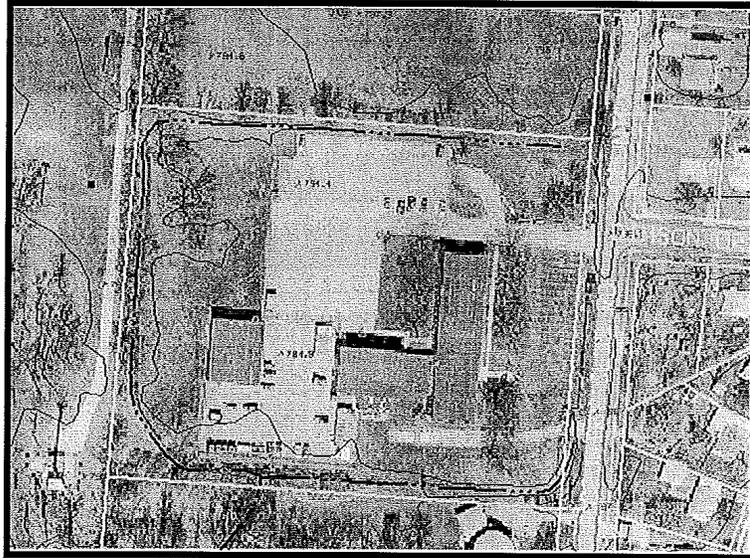


Image Date: Mon Aug 28 09:31:22 2006

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[http://209.51.193.87/scripts/mw5prt.pl?pname=9386290&ts=Mon\\_Aug\\_28\\_09:31:22\\_2006](http://209.51.193.87/scripts/mw5prt.pl?pname=9386290&ts=Mon_Aug_28_09:31:22_2006)

8/28/2006

Joseph W. Testa, Franklin County Auditor

- A) 2SBR  
8576 ft<sup>2</sup>
- B) 1SBR  
1485 ft<sup>2</sup>
- C) 2SBR  
3744 ft<sup>2</sup>
- D) STAIRS IRR  
<CIB>  
216 ft<sup>2</sup>

Print Window  
 Close Window

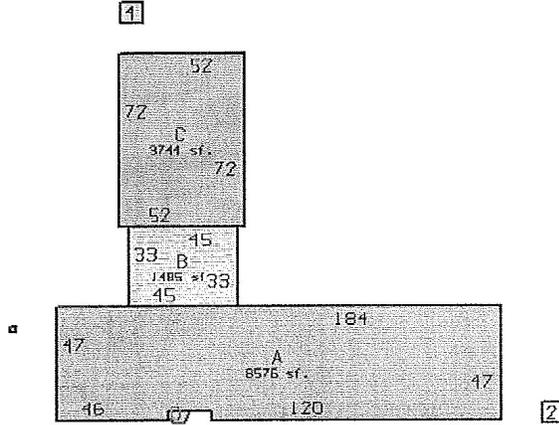
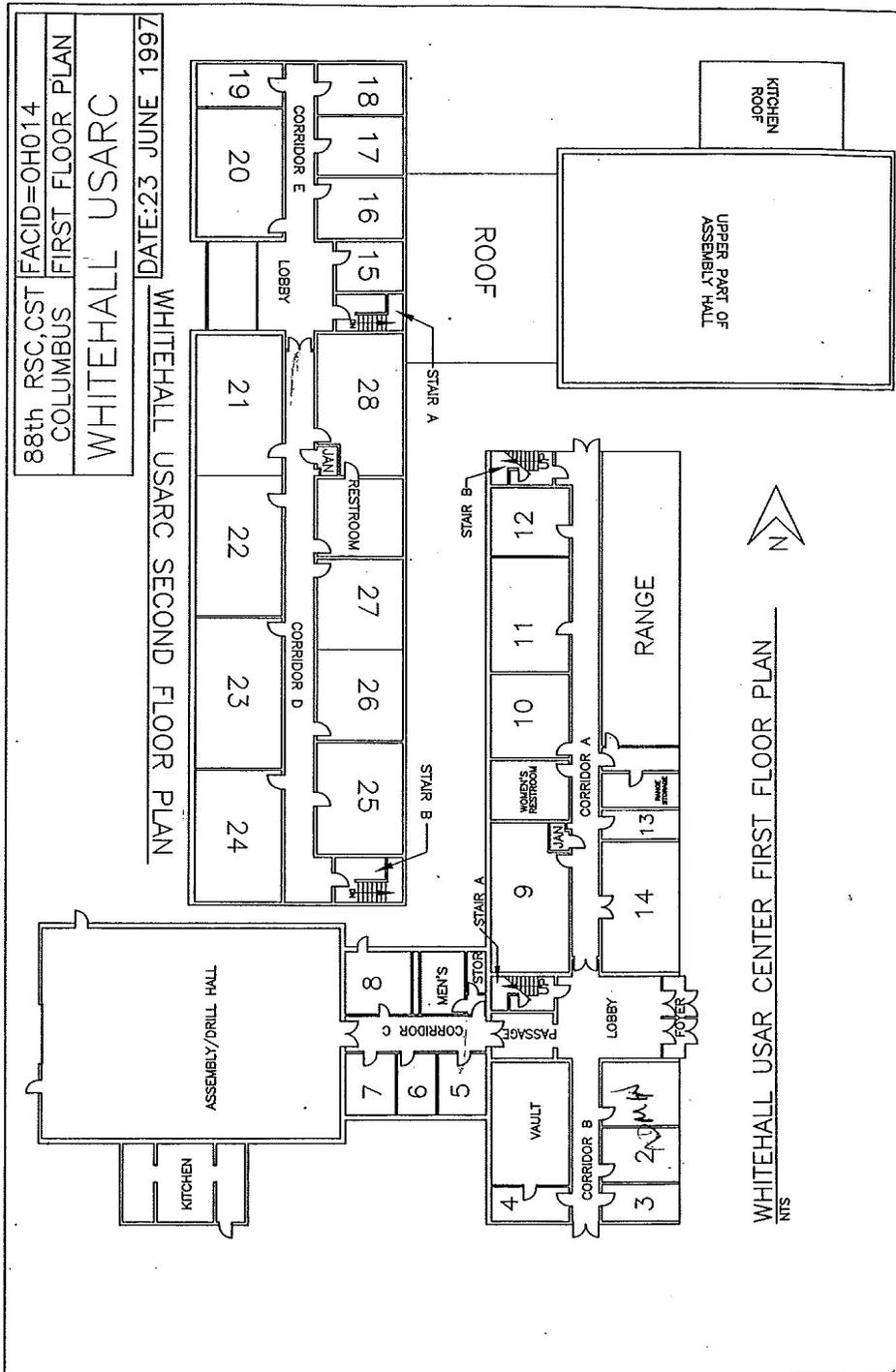


Image Date: Mon Aug 28 09:37:21 2006

ID	Description	SqFt
A	Two Story Brick	8576
B	One Story Brick	1485
C	Two Story Brick	3744
D	(Irregular)	216

**Disclaimer**

This drawing is prepared for the real property inventory within this county. It is compiled from recorded deeds, survey plats, and other public records and data. Users of this drawing are notified that the public primary information source should be consulted for verification of the information contained on this drawing. The county and the mapping companies assume no legal responsibilities for the information contained on this drawing. Please notify the Franklin County GIS Division of any discrepancies.





Joseph W. Testa  
Auditor, Franklin County, Ohio

Geographic Information System

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**Whitehall, OH 43213**

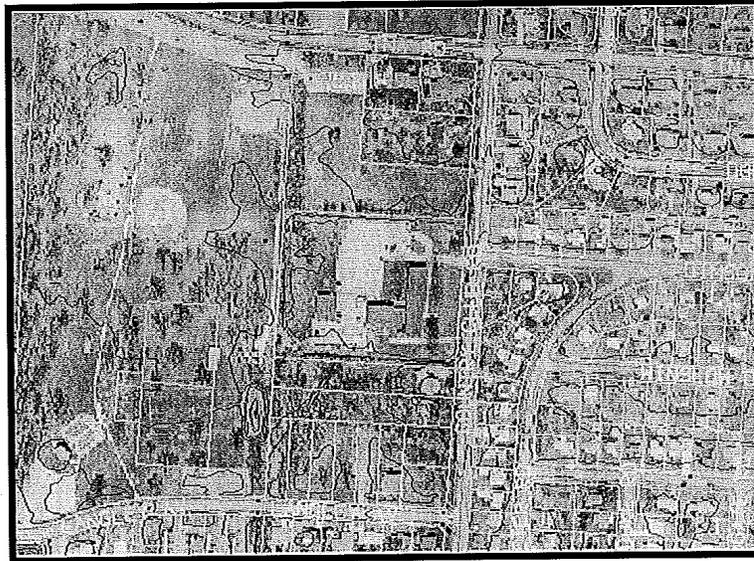


Image Date: Mon Aug 28 09:26:31 2006

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[http://209.51.193.87/scripts/mw5prt.pl?pname=9618834&ts=Mon\\_Aug\\_28\\_09:26:31\\_2006](http://209.51.193.87/scripts/mw5prt.pl?pname=9618834&ts=Mon_Aug_28_09:26:31_2006)

8/28/2006

**WHITEHALL LRA August 30, 2006  
OPEN HOUSE**

- **MEETING GOALS**
  - Familiarize entities interested in Army Reserve Center (ARC) of LRA process
  - Outline process of Notice of Interest (NOI)
  - Explain elements of NOI
  - Allow review Whitehall ARC
  - Meet federal representatives involved in process

**LRA WORK SCOPE & OUTCOMES**

- Scope established by BRAC process
- Timeline for completion
- Outcomes/Deliverables
  - Administer a public input process
  - Devise a recommended use for site
  - Propose a recommended user of site
  - Facilitate disposition of property to new user
- DoD has established guidelines for outcomes

**MILITARY RESPONSIBILITIES**

- Environmental Condition of Property Report
- Facility and Environmental Data National Environmental Policy Act (NEPA) analysis

**LRA RESPONSIBILITIES**

- Recognition from DoD
- Communicate and Outreach
- Comprehensive Land Use Plan
- Redevelopment Planning Documents
- Facilitate Conveyance of Property

### MEANS OF CONVEYANCE

- Public-Benefit-Conveyance
- Homeless Assistance Conveyance
- Negotiated Sale
- Advertised Public Sale
- Econ. Development Conveyance
- Environmental Responsibility Conveyance

### CRITICAL LRA ACTIONS

- Timely decision making process
  - 270 days from NOI deadline
- Open public decision making process
  - Communication with public
- Consideration of homeless needs
  - Core mission of BRAC act
- HUD will review process and recommendation

### LRA PROGRESS TO DATE

- Implementation of LRA
- Initial Publication of Notice of Intent
- Revision of Schedule of Notice of Intent
- Establishing of Facilitator/Architect

### Notice of Intent Process

- All NOI due no later than Friday October 6, 2006 at 5 p.m.
- Original and 11 copies required
- Delivered to Matthew Shad at City of Whitehall
  - Source for information on process and NOI requirements

**NOI – Elements of Proposal**

Organizational Profile

- Legal Name and Contact Information
- Legal Status and Verifications
- Organizational History
  - Accomplishments
  - Board Membership & Organizational Chart
  - Articles of Incorporation

**NOI – Elements of Proposal**

Program Profile

- Detailed Narrative of Use
- Need for Expansion
- Timeline for Completion
- Homeless – Assessment of Need and Coordination amongst providers

Utilization of Property

- Structures and conveyance
- Need for new construction

**NOI – Elements of Proposal**

Organizational Capacity

- Demonstrate record of performance
- Previous Projects
- Financial Capacity of Organization
- All Non Public Agencies
  - 2 yrs of audited financial statements
- References
- Homeless
  - Description of Existing Facilities managed and documentation of management plan

**NOI – Elements of Proposal**

Financial Plan

- Development Performance
- 5 year cash flow analysis
- Statement of Funding Sources
- Operating and/or Development
- All financial plans are not public w/o consent

## NEXT ACTIONS

- Tour of Facility
- Federal Government information conveyed upon receipt
- Notice of Intent – due October 6
- LRA has up to 270 days to review and recommend
  - Anticipated completion in less time
  - Possible requests for supplemental information
- All questions referred in writing or email to Matthew Shad

**ILLUSTRATIVE LIST  
OF  
PERMISSIBLE PUBLIC BENEFIT CONVEYANCES**

**1. *For Educational and Public Health Purposes***

Property may be conveyed for school, classroom, or other educational use, or for use of the protection of public health, including research.

**2. *For Public Airports***

Property may be conveyed that is essential, suitable, or desirable for the development, improvement, operation, or maintenance of a public airport, including property needed to develop sources of revenue from non-aviation businesses at a public airport.

**3. *For Use as Historic Monuments***

Property may be conveyed for use as a historic monument if the property is in conformance with the recommendation of the Advisory Board on National Parks, Historic Sites, Buildings and Monuments.

**4. *For Use as Public Parks or Recreation Areas***

Property may be conveyed for use as a public park or a recreation area.

**5. *For Correctional Facility, Law Enforcement, or Emergency Management Response Purposes***

Property may be conveyed for correctional facility purposes, if the Attorney General has determined that the property is required for such purposes and has approved an appropriate program or project for the care or rehabilitation of criminal offenders; for law enforcement purposes, if the Attorney General has determined that the property is required for such purposes; and for emergency management response purposes, including fire and rescue services, if the Director of the Federal Emergency Management Agency has determined that the property is required for such purposes.

**6. *For Port Facility Use***

Property that the Department of Transportation recommends as being needed for the development or operation of a port facility may be conveyed.

**7. *Power Transmission Lines***

A surplus power transmission line or right-of-way may be conveyed.

4839-9436-8768.1

Beth Arden	Schorr Architects, Inc.
Tim Hawk	WSA Studio
Amy Karnes	WSA Studio
DEBORAH C. EDSALL	EDSALL & ASSOCIATES LLC
PETER KRAJNAC	PETER KRAJNAC ARCHITECTS
Sarah Pilet	Bird Hawk Collaborative
JIM HOUK	BIRD HOUK COLLABORATIVE
Cary Sebach	Bird Hawk Collaborative

Process	Anticipated Bid			Bird-Hout/Schoor			WSA Studio/Edsall Assoc			Rogers Krajnak					
	% Time	Expecte d Hrs	Proposed Cost Cost/Hr	% Time	Expecte d Hours	Proposed Cost Cost/Hr	% Time	Expecte d Hours	Proposed Cost Cost/Hr	% Time	Expecte d Hours	Proposed Cost Cost/Hr			
Process Facilitator	29		\$ 16,385.00	23%	104	\$ 14,000.00	\$ 134.62	21%	152	\$ 12,160.00	\$ 80.00	25%	200	\$ 20,000.00	\$ 100.00
Facilities Analysis Review of Notices of Intent	35		\$ 19,775.00	19%	88	\$ 10,000.00	\$ 113.64	25%	185	\$ 15,290.00	\$ 82.65	25%	200	\$ 20,000.00	\$ 100.00
Refinement of Preferred Proposed Uses	12		\$ 6,760.00	15%	68	\$ 9,000.00	\$ 132.35	5%	34	\$ 2,720.00	\$ 80.00	15%	120	\$ 10,000.00	\$ 83.33
Preferred Proposed Usage Analysis and Redevelopment Plan	4		\$ 2,260.00	38%	168	\$ 19,000.00	\$ 113.10	35%	284	\$ 23,280.00	\$ 81.97	10%	80	\$ 10,000.00	\$ 125.00
Additional Expenses	100	500-610	\$ 56,500.00	5%	20	\$ 2,000.00	\$ 100.00	10%	74	\$ 6,000.00	\$ 81.08	25%	200	\$ 20,000.00	\$ 100.00
			\$ 5,500	100%	448	\$ 54,000.00	\$ 120.54	100%	729	\$ 59,450.00	\$ 81.55	100%	800	\$ 80,000.00	\$ 100.00
			\$ 5,500	Printing		\$ 2,000.00		Printing		\$ 950.00				\$ 10,000.00	
			\$ 2,000.00	Courier		\$ 500.00		Courier						\$ 500.00	
			\$ 2,000.00	Travel		\$ 600.00		Travel						\$ 500.00	
			\$ 62,000.00			\$ 86,000.00				\$ 60,400.00				\$ 90,000.00	
Grand Total			\$ 62,000.00			\$ 86,000.00				\$ 60,400.00				\$ 90,000.00	

Questions	Blind-Hoak/Schoor	WSA Studio/Edsall Assoc	Rogers Krajnak
How did you determine the basis of your time allotment?			
Explain your partnership (if applicable) What is each partners role?			
Example of facilitation effort			
Ability to start immediately			
Are estimates considered not to exceed amounts (i.e. if less work, less billable hours)?			
Why were you interested in this project?			
What is the greatest challenge you believe is involved in completing this project?			
How would you work with the committee if an impasse develops on the proposed use			
Have you worked on multi-use projects before? Explain			
What unique asset does your team bring to this committee?			
How have you helped a development planning project come to fruition?			
How do you balance the dreams vs realities of this type of exercise			
Explain in your words what the deliverable is going to be?			
Have you enabled any unique methods to engage/excite the general public in such a planning process?			

**CITY OF WHITEHALL**  
**REQUEST FOR PROPOSAL**  
**WHITEHALL**  
**LOCAL REDEVELOPMENT AUTHORITY**  
**REDEVELOPMENT PLAN**  
**NOVEMBER 1, 2006**

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## REQUIREMENTS SUMMARY

### OVERVIEW OF PROJECT BASIS

The City of Whitehall, Ohio is requesting proposals for professional services from firms or teams of firms with experience in land use planning, architecture, landscape architecture.

#### Project Background

The City of Whitehall Ohio is located in Franklin County and is a suburb of Columbus, Ohio and is the home of the Defense Supply Center Columbus (DSCC) and a former Army Reserve Center (ARC). The ARC at 721 Country Club Road opened in 1960 and is owned by the United States Federal Government. During the most recent base realignment and closure project, it was decided in November 2005 that the Army Reserve Center would be closed. It is anticipated the property shall be vacated no earlier than 2009. After careful review the Federal Government has determined they have no further use for the center and has declared it surplus property to be disposed of through the BRAC process.

The City of Whitehall is extremely interested in determining the best use for this facility and desires to be a part of the process. Therefore, a Local Redevelopment Authority (LRA) has been formed consisting of eleven (11) members that represent the entities most likely interested in the revitalization of the property. The membership of the committee includes the Mayor of Whitehall, Deputy of Administration and Development, the School Superintendent, a representative of the City's Safety Services, a Service Organizations representative, a local resident, a Business Owner and member of Whitehall Area Chamber of Commerce; the Parks & Recreation Commission Chairman, the Planning Commission Chairman, the City Council Parks Chair and Council Member, and Council Ward IV Representative.

The City is seeking to hire a consultant in order to effectively determine the existing condition and review the variety of potential uses of the ARC facility. The consultant will organize the meetings, provide information for review, ensure that proper procedures as established by BRAC are followed, verify and conduct an analysis of the existing conditions of the facility, and act as a facilitator to the LRA and as a liaison with the Federal government.

#### Anticipated Result

The goal of the project is to analyze the existing condition of the facility, review a variety of potential uses while analyzing a real estate appraisal of the facility, and provide a recommendation for the best use of the facility following a plan format that is prescribed by the Department of Defense. Additionally, the LRA will also be seeking guidance in the most appropriate means have the Department of Defense dispose of the property.

#### Approach

The LRA has a commitment to meet monthly, tentatively on the third Tuesday of each month through 2007. The first organizational meeting took place on August 15, 2006. To date, the LRA has implemented a timeline, discussed hiring a consultant, conducted a visit to the site, sought Notices of Interest from non-governmental entities interested in utilizing the site and sought a grant to assist in developing this proposal.

## OVERVIEW OF SITE AND SCOPE OF WORK

### Site Description

The project includes conducting a facilities analysis of the existing structures and site at 721 Country Club Drive in Whitehall, Ohio. There are two structures on approximately five acres of land. (See Site Map and Photo). One structure is approximately 26,125 square feet in one and two story brick buildings. The other structure is approximately 4,000 square feet. The facility has served as a base for the Army Reserve and is owned by the United States of America. The site is bounded on the north and west by lands owned by the City of Whitehall and utilized as park and open space. The goal of the project is to analyze the existing condition of the facility, review a variety of potential uses for the facility and provide a recommendation for the best use of the facility.

### Scope of Work

The Consultant will have potentially six tasks. The scope of services for each task is defined below.

1. Process Facilitator
2. Facilities Analysis
3. Review of Notices of Interests
4. Refinement of Preferred Proposed Uses
5. Preferred Proposed Usage Analysis and Redevelopment Plan
6. Real Estate Appraisal (Not provided for in this proposal)

## DETAILED SCOPE OF SERVICES

### **TASK 1: Process Facilitator**

The Consultant will work as a Process Facilitator for the Whitehall Local Redevelopment Authority (LRA). The Consultant, with the assistance of the Whitehall Deputy for Administration and Development, shall coordinate the committee's work including finalizing the review process, organizing meetings and agendas, providing materials and displays for review at such meetings and developing the final reports necessary for submission to the federal government.

The Consultant will work in conjunction with the Whitehall Deputy for Administration and Development and coordinate with the liaisons assigned to administer the LRA process within the federal government. This will include scheduling site visits and coordination to ensure the LRA is following procedures established by the Base Relocations and Closure (BRAC) process in completing its responsibilities. It is anticipated that the Consultant shall also assist in the recommended use being routed correctly in the federal government excess property disposition process.

It is anticipated that the LRA will meet on no more than a monthly basis for up to 9 meetings. Included within these 9 meetings will be 1-2 public meeting/open houses. These meetings will allow for public input into the proposed uses prior to the final decision of the LRA. Additionally, the Consultant will allow for 1-2 meetings with Whitehall City Council's Committee of the Whole to apprise council members of the process.

**TASK 2: Facilities Analysis**

The Consultant will conduct the Facilities Analysis. The Facilities Analysis will: Analyze the building's materials and systems. Field verify the existing conditions of the building's materials, finishes, mechanical, electrical and plumbing systems and parking areas. Research applicable zoning codes, building codes, and utility requirements for the facility. Field measure the building and create the base drawings including a site plan, floor plans for all levels of the building, a roof plan, and a building section. The drawings are to be generated with AutoCAD 2005 software. All data developed by the Consultant under the contract including the use of the AutoCAD 2005 will remain the property of the City of Whitehall. Prepare a narrative of the existing building systems, the zoning requirements and building code requirements that may affect the project.

The Consultant will be provided all reports owned by and prepared for the Department of Defense regarding the property. Consultant will not generate or be compensated for any data already produced and available in documents provided from the Army. This is expected to include:

- Any existing schematics of the buildings.
- All Environmental Condition of Property Reports for the property, particularly those commissioned as a result of the Base Realignment and Closure (BRAC) process.
- Any reports of environmental remediation (such as asbestos removal) performed at the facility.

Task 2 is anticipated to take 1-2 meetings to complete.

**TASK 3: Review of Notices of Interests**

The Consultant will review the inquiries for potential uses for the site as a result of the calling for Notices of Interest. These potential uses may include 1) Recreation, 2) Public Safety, 3) Service Organization, 4) City Building 5) School 6) Homeless Residence facility or compatible combinations thereof. The LRA will receive inquiries for potential uses of the property as a result of the Notice of Interests process. Such submissions are due by October 6, 2006. A general format has been developed as provided in the legal notice published on June 8, 2006. The Consultant will evaluate these potential uses, discuss and clarify the intended use with the entity that proposed the use, and create a written report assessing said proposals. Such assessment would include notable changes to the property, how it may or may not meet goals established by the LRA for the property, and what potential disposal process would be recommended to transfer the property.

A preliminary recommendation comparing the various entities requested uses would conclude this task.

Task 3 is anticipated to take 1-2 meetings and 1 City Council meeting to complete.

**TASK 4: Refinement of Preferred Proposed Uses**

Upon review of all Notices of Interests, the Consultant may be asked to assist in developing more detailed analysis of up to three of the preferred uses identified in the preliminary recommendation. Such refinement will more closely scrutinize the proposed use in terms of spatial needs and likely configurations upon the property. Potential conceptual designs of the proposed use and a cost estimate to implement the conceptual design of the proposed use would be generated. The Consultant will meet with the LRA to discuss the potential uses, conceptual design and the cost estimate to implement the conceptual design.

Task 4 is anticipated to take 2-3 meetings to complete.

**TASK 5: Preferred Proposed Usage Analysis and Redevelopment Plan**

The Consultant will assist the LRA make a final recommendation for the best use of the property. Such use decision will be cognizant of the appropriate disposal process within the federal government and establish the appropriate means to transfer title of the property.

The end result shall be a redevelopment plan which would include notable changes to the property, how it may or may not meet goals established by the LRA for the property, and what potential disposal process would be recommended to transfer the property. Said redevelopment plan shall be submitted to the Department of Defense and the Department of Housing and Urban Development.

Costs of printing and copying in preparation of the redevelopment plan are included in this task.

Task 5 is anticipated to take 1-2 meetings and 1 City Council meeting to complete.

**TASK 6: Real Estate Appraisal (provided under separate contract)**

The Consultant shall be provided with a real estate appraisal and evaluation of uses to assess the current market value and marketability of the existing property. This shall include the value of the property utilizing the buildings on the site and an evaluation of the value if cleared and potentially redeveloped without the existing buildings. Assessment of commercial, residential and public uses will be incorporated into the analysis. This appraisal shall evaluate market viability as well as dollar value of the land and buildings. This task shall be coordinated so that its analysis can be taken into consideration while information is garnered during Task 2.

Task 6 is anticipated to take no meetings to complete.

## RFP PROCESS

The RFP process is to allow the City to obtain and evaluate Qualifications using a uniform method to evaluate responses. All responses must follow the format defined in this document. The City will evaluate the qualifications of all Consultants submitting proposals based upon completeness, experience level of company in similar projects and costs.

Upon release of this RFP, there will be a period for Consultants to ask questions and obtain clarification after the kick-off meeting below. All questions and responses to questions will be distributed to all participating Consultants. An RFP review meeting will be held Wednesday November 8, at 3:00 P.M. in Council Chambers at the City Administration Building (360 S. Yearling Road, Whitehall, Ohio 43213). An RSVP is encouraged prior to the meeting date.

**All RFP submissions shall be due Friday November 17, 2006 at 5:00 P.M. delivered to:**

Matthew Shad  
Deputy of Administration and Development  
360 S. Yearling Road  
Whitehall, OH 43213  
614-338-3113  
[development@cityofwhitehall.com](mailto:development@cityofwhitehall.com)

## RFP REQUIREMENTS

### Consultant Profile

Each Proposal must include a profile of the Consultant's relevant experience working on projects similar to what has been defined in this document. The profile must also include the Consultant's legal name, address, telephone numbers; home office location; date established; ownership (such as public firm, partnership, or subsidiary); firm leadership (such as corporate officers or partners); number of employees; number of employees engaged in tasks directly related to the Work; and any other background information that will help the evaluation committee gauge the ability of the Consultant to fulfill the obligations.

The Consultant must also include three (3) references for which the Consultant has successfully provided services on projects that were similar in their nature, size, and scope. These references must relate to work that has been performed within the past five (5) years. This RFQ includes a reference form as an attachment. In addition, the Consultant must provide a copy of their W9 form.

The Consultant will assume the lead in the areas of management, design, and development of the Project. The Consultant will coordinate the successful execution of the Project and direct all Project activities on a day-to-day basis, with the advice and consent of the Deputy of Administration and Development. The Consultant will be responsible for all communications regarding the progress of the Project and will discuss with the Deputy of Administration and Development any issues, recommendations, and decisions related to the Project.

The proposal or response to the RFP shall contain the following:

1. Description on services to be performed, expected outcome, project plan and approach.
2. Consultant References

3. Consultant W9 form
4. Proposed deliverables and payment schedule
5. Signed form attesting that the Consultant believes the response is reasonable and that the Consultant is capable of performing the work.
6. A template of a standard contract for services.

Consultant's responses shall be submitted electronically via CD in PDF format along with the signed form attesting to Consultant's capabilities AND one (1) hard copy.

### **RFP RESPONSE FORMAT**

The Consultant must respond to this RFP using the format defined at the end of this document. For each requirement, provide a brief description on the services to be performed, expected time line and deliverables. The Consultant may specify key deliverables that will result in a fixed payment reflective for that phase of the project.

Consultants will be evaluated based upon completeness of defining how they will address the requirements, overall project approach and costs.

The City reserves the right to cancel the award of the contract at its discretion. If the City terminates the contract associated with this RFP the City is obligated only for expenses for work that has been completed and has been determined acceptable in quality and functionality. If the City decides to terminate the contract, the City representative for the project will do so in writing.

The Consultant must provide estimated costs for all requirements and may respond by grouping requirements into fixed deliverables. The City will review the proposed plan and then determine if project requirements are to be revised and or if the project will be canceled.

Costs are based on not-to-exceed values and payment shall be based upon actual billable hours devoted to each task.

### **SELECTION PROCESS**

Submissions shall be evaluated by Deputy of Administration and Development with assistance from city staff. If more than three interested parties submit proposals, the Deputy shall select a maximum of three proposals to forward to the LRA. The Deputy shall forward recommendations on said proposals and allow the LRA to make recommendation of their preference. It is anticipated that a short interview of each of the three consultants would occur prior to a final selection, likely during a Tuesday afternoon meeting in November 2006. This recommendation shall be forwarded to City Council to authorize the Mayor to execute a contract to proceed. It is anticipated that the contract shall commence in December 2006.

As a professional services contract, proposals shall be evaluated upon the following:

- Experience and knowledge of applicable building codes to assess the existing building condition.
- Experience in designing public use facilities with potential multiple simultaneous functions.
- Experience in facilitation of planning processes where consensus building and committee decision-making are critical to satisfactory results.

- Estimated cost of service.
- Particular experience of staff to be dedicated to the proposal in relation to the above criteria.

#### CONSULTANT RESPONSIBILITIES

- Consultant shall comply with all Federal, State and local laws applicable to its activities; 32 CFR Part 33, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments"; OMB Circulars A-87, "Cost Principles for State and Local Governments," and the revised A-133, "Audits of States, Local Governments and Non-Profit Organizations"; and 32 CFR Part 28, "New Restrictions on Lobbying (Grants)."
- Consultant shall verify that it complies with all federal rules pertaining to debarment and suspension in Subpart C of 32 CFR Part 25, which implements E.O. 12549 [3 CFR, 1986 Comp., p 189]; E.O. 12689 [3 CFR, 1989 Comp., p. 235]; and Sec. 2455 of Federal Acquisition and Streamlining Act of 1994 (Pub. L. 103-355).
- Payment shall be made on a reimbursement basis and upon City acceptance of deliverables as defined in the tasks.
- Contractor agrees that all work to complete the 'redevelopment plan' shall be completed no later than August 31, 2007. Further facilitation may occur beyond this timeframe to assist in disposal of the property from the Department of the Army may occur. Proposal should anticipate the ability to meet monthly unless otherwise instructed with the LRA on the 3rd Tuesday of each month at 4 p.m.
- Contractor shall design Redevelopment Plan to conform to Department of Defense criteria for such plan as outlined in the following reference manual, "Base Redevelopment and Realignment Manual", DoD 4165.66M, published March 1, 2006.

**CONSULTANT PROFILE FORM**

<b>Company:</b>	<b>Contact Name:</b>	<b>Contact Title:</b>	
<b>Address:</b>		<b>Contact Phone Number:</b>	
<b>Principal to facilitate project:</b>	<b>Date Company Formed Month/Year</b>	<b>Number of Employees</b>	
<b>Description of experience of staff anticipated to facilitate project:</b>			
<b>Explanation of past experiences on similar project and unique capabilities of consultant to achieve the goals of project.</b>			

The City of Whitehall reserves the right to cancel the award of the contract at its discretion. If the City terminates the contract, the City is obligated only for expenses for work that has been completed and has been determined acceptable in quality and functionality. If the City decides to terminate the contract, the City representative for the project will do so in writing.

The Consultant asserts that they have the technical resources, skills, experience and capability to perform the work that the City Of Whitehall requires. Further, the Consultant understands and shall comply with all federal and local requirements specified above.

Name of Company Representative: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**CONSULTANT REFERENCE FORM**

<b>Company:</b>	<b>Contact Name:</b>	<b>Contact Title:</b>	
<b>Address:</b>		<b>Contact Phone Number:</b>	
<b>Project Name:</b>	<b>Project Start Date Month/Year</b>	<b>Project End Date Month/Year</b>	
<b>Description of Services Provided:</b>			
<b>Company:</b>	<b>Contact Name:</b>	<b>Contact Title:</b>	
<b>Address:</b>		<b>Contact Phone Number:</b>	
<b>Project Name:</b>	<b>Project Start Date Month/Year</b>	<b>Project End Date Month/Year</b>	
<b>Description of Services Provided:</b>			

<b>Company:</b>	<b>Contact Name:</b>	<b>Contact Title:</b>	
<b>Address:</b>		<b>Contact Phone Number:</b>	
<b>Project Name:</b>		<b>Project Start Date Month/Year</b>	<b>Project End Date Month/Year</b>
<b>Description of Services Provided:</b>			

**SITE MAP AND PHOTO**



<b>Owner Name</b>	UNITED STATES OF AMERICA	<b>Transfer Date</b>	12/04/1958
		<b>Sale Amount</b>	\$0
		<b>Year Built</b>	1960
<b>Site Address</b>	2291 COUNTRY CLUB RD	<b>Auditor's Map</b>	O102D 063.00
<b>Mail Address</b>	DIR OF INSTALLATION SER	<b>Neighborhood</b>	63.00
	3990 E BROAD ST	<b>School Name</b>	Whitehall CSD
	COLUMBUS OH 43213	<b>Annual Taxes</b>	\$0.00
<b>Tax District</b>	CITY OF WHITEHALL		
<b>Description</b>	721 COUNTRY CLUB RD		
	ACRES 5. R21 T12 SEC		
	9 1/2 SEC 12		
<b>Auditor's Appraised Values</b>		<b>Assessed Acreage</b>	5.00
<b>Land</b>	\$0	<b>Landuse</b>	600 - Owned By USA
<b>Building</b>	\$0	<b>CAUV</b>	\$0
<b>Total</b>	\$0	<b>Homestead</b>	
	<b>Exempt Land</b> \$166,600	<b>Property Class</b>	Exempt
	<b>Exempt Building</b> \$1,023,400	<b>Number of Cards</b>	1
	<b>Exempt Total</b> \$1,190,000		
<b>Building Information</b>		<b>Square Feet</b>	0.0
<b>Rooms</b>	0	<b>Air Cond.</b>	
<b>Bedrooms</b>	0	<b>Fireplaces</b>	
<b>Baths</b>	0	<b>Stories</b>	0.0
<b>Half Baths</b>	0		



090-002161-00 11/22/2003

**WORK REQUIREMENTS RESPONSE FORM**

Requirement	Describe proposed work to be performed and or how the requirement will be met	% of anticipated time towards project completion	Expected number of billable hours and deadline to complete	Proposed cost, including expenses
1) Process Facilitator				
2) Facilities Analysis				
3) Review of Notices of Interest				
4) Refinement of Preferred Proposed Uses				
5) Preferred Proposed Usage Analysis and Redevelopment Plan				

Requirement	Describe proposed work to be performed and or how the requirement will be met	% of anticipated time towards project completion	Expected number of billable hours and deadline to complete	Proposed cost, including expenses
Total Costs to meet requirements 1-5				

Additional Reimbursable Expenses	Quantity	Cost
<b>Total</b>		

Project Total Cost	Total Cost
Tasks 1-5	
Additional Expenses	
<b>Total Cost</b>	

City of  
**Whitehall**

Matthew Shad,  
*Deputy for Administration and Development*



TO: LRA Members  
FROM: Matthew Shad, Development Director *MS*  
DATE: November 22, 2006  
RE: Meeting of November 28, 2006 at 4:30 p.m.

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Our next meeting is scheduled for November 28, 2006. We have revised the start time from 4:00 to 4:30.

AGENDA

4:30-5:00 Approve Minutes of First Meeting  
Progress Report since Last Meeting  
Review of Notices of Intent  
Prepare for meeting with Consultants (Review Questions and Format)

Consultant Interviews

5:00 Bird-Houk Collaborative and Schorr Architects  
5:30 WSA Architects and Edsall & Associates  
6:00 Rogers Krajinak Architects  
6:30 Deliberation of Committee/Requested Recommendation

I have asked each consultant group to prepare a presentation. The following guidelines have been offered:

- Anticipate approximately 15-20 minutes for opening presentation
- Opening presentation should:
  - Explain professional qualifications and prior comparable project experiences
  - Provide insight into ability to facilitate committee decision making
  - Share the group's perspective/vision on how they view the project
  - Clarify project management and how group is coordinated
  - Provide ability of committee to understand the 'personality' of your group
- Remainder of time devoted to questions directly from the committee
- Computer and projection systems shall be available. Please bring CD or Flash Drive if you wish to use any Visual presentations
- Committee shall have a few set questions developed.

Municipal Building • 390 S. Yearling Road • Whitehall, Ohio 43213  
Phone 614-338-3103 • Fax 614-338-3119

- Committee shall be provided all biographical documents several days prior to the meeting for review.

#### GRANT UPDATE

As many of you are probably aware, the City of Whitehall was awarded a \$62,000 grant from the Department of Defense for our endeavors. We are very pleased with the efforts of Linda Luft Jones for coordinating this effort. Whitehall is only the second reserve center in the nation to be approved for these grant funds. More importantly, the match is going to be my time devoted to the project, a minimalist match. We believe we can do some great work within the parameters of this grant. The downfall, if any is that the grant must be utilized by August 31, 2006. Thus, with losing a couple months to receive the grant we shall be diligent in our work during 2007.

The City sent out about a dozen RFPs for the groups to facilitate our planning. Of them, five attended a review meeting and three proposals were prepared, with two firms deciding to collaborate on proposals. As you review the packages, I believe all appear to provide strengths for the project. I believe we should find a good candidate amongst them.

I will prepare some thoughts and questions that the committee members may wish to use to evaluate the three groups. Also a ranking sheet will be provided, to use to facilitate our decisions. If possible, it is the goal to select one group that evening and to prepare a recommendation to City Council the same night.

#### NOTICE OF INTENT

Upon the due date of the Notices of Intent was October 6. At that time, no outside parties expressed an interest in acquiring the building. This included several entities that reviewed the material and one entity that was considering providing housing for homeless veterans.

However, we did receive a letter from the Central Ohio YMCA, forwarding an expression to collaborate to provide recreational and community services in partnership with an owner entity such as the City of Whitehall. I have provided you the cover letter and shall pass out an information package at the meeting.



YMCA

We build strong kids,  
strong families, strong communities.

October 6, 2006

YMCA OF CENTRAL OHIO  
614/224-9622 ♦ www.ymacofcolumbus.org

**Association Offices**  
40 West Long Street  
Columbus, Ohio 43215  
614/224-1142 ♦ 614/224-0639 fax

**Central Branch**  
40 West Long Street  
Columbus, Ohio 43215  
614/224-1131 ♦ 614/628-1658 fax

**Eldon W. Ward Branch**  
130 Woodland Avenue  
Columbus, Ohio 43203  
614/252-3166 ♦ 614/252-3169 fax

**Gahanna Branch**  
555 YMCA Place  
Gahanna, Ohio 43230  
614/416-9622 ♦ 614/430-3199 fax

**Grove City Branch**  
3600 Discovery Drive  
Grove City, Ohio 43123  
614/871-9622 ♦ 614/875-8476 fax

**Hilliard Branch**  
4515 Cosgray Road  
Hilliard, Ohio 43026  
614/334-9622

**Hoover Y-Park**  
1570 Rohr Road  
Lockbourne, Ohio 43137  
614/491-0980 ♦ 614/491-1024 fax

**Jerry L. Garver Branch**  
6767 Refugee Road  
Canal Winchester, Ohio 43110  
614/834-9622 ♦ 614/834-9625 fax

**Liberty Twp./Powell Branch**  
7798 North Liberty Road  
Powell, Ohio 43065  
614/839-9622 ♦ 740/881-1058  
740/881-1059 fax

**North Branch**  
1640 Sandalwood Place  
Columbus, Ohio 43229  
614/885-4252 ♦ 614/885-6244 fax

**Pickaway County Branch**  
440 Nicholas Drive  
Circleville, Ohio 43113  
740/477-1661 ♦ 740/477-1662 fax

**Southwest Community Center**  
3500 First Avenue  
Urbancress, Ohio 43123  
614/539-1710 ♦ 614/539-3380 fax

**Suburban West Branch**  
*Hilltop Site*  
2879 Valleyview Drive  
Columbus, Ohio 43204  
614/276-8224 ♦ 614/276-5579 fax

**Cherry Creek Site**  
600 Fox Ridge Street  
Columbus, Ohio 43228  
614/878-7269 ♦ 614/878-0086 fax

**Willson Outdoor Center**  
2732 County Road #11  
Bellfontaine, Ohio 43311  
800/423-0427 ♦ 937/593-6194 fax

Matthew Shad  
Deputy for Administration and Development  
City of Whitehall  
360 South Yearling Road  
Whitehall, Ohio 43213

Dear Mr. Shad:

I am writing to express the YMCA's interest in the redevelopment of the Whitehall Army Reserve Center. In this letter, the YMCA hopes to acquaint you with the YMCA as an agency and to interest you in the YMCA programming we have the potential to offer in the City of Whitehall. The YMCA is not submitting a formal response to the Notice of Interest (NOI) since we are not asking for a deed transfer. Rather, the YMCA stands ready to partner with the LRA and other entities to address the most critical needs of Whitehall residents.

**History and Mission:**

The YMCA of Central Ohio began in 1855 with one site. Today its eleven full facility branches, two outdoor centers, and over 70 program outreach sites address the needs of men, women, and children of all ages from diverse socioeconomic, racial, and cultural backgrounds. As a member association of a strong national organization, the YMCA of the USA, the YMCA of Central Ohio is committed to building "Strong Kids, Strong Families, and Strong Communities" through a variety of child care, youth, housing, and wellness programs in Franklin, Delaware, Pickaway, Logan and Madison counties.

**Current Programs:**

Last year the YMCA of Central Ohio had over 1.8 million visits to its facilities. The YMCA offers the following programs:

Child Care and Preschool—2,500 children attended YMCA preschool and child care programs, enabling their parents to work and helping the children succeed in school. The YMCA of Central Ohio is the largest provider of child care in our area. **The YMCA currently provides the afterschool programming to the Whitehall School District.** After school each day, YMCA teachers come to Kae Avenue and Etna Road elementary schools to provide homework help, a nutritious snack, youth

YMCA mission: To serve the whole community through programs expressing Judeo-Christian principles that build a healthy spirit, mind and body.



social development activities, and recreational activities. Parents are able to work as a result of this program which operates until 6:00 p.m. each night and children receive extra academic assistance and enrichment. Nearly 40 Whitehall children are served in this before and after school child care program.

The Early Learning Initiative – Over 900 children were served in this early learning program last year. The YMCA is the fiscal agent for 31 child care centers involved in this state-funded, high quality, early learning program. Action for Children is the network manager for the project. The Department of Job and Family Services and the Department of Education are critical partners and funders of the project which is focused on kindergarten readiness.

Camping – day and resident camping programs were provided to over 3,400 youth. The YMCA's summer day camp and resident camping programs serve many children with special needs.

Early Intervention – The YMCA operates the Early Childhood Resource Network, a program that offers free developmental screenings, home visitation, and service coordination to children birth to five who have developmental delays and disabilities. The YMCA served 2,800 children in this program last year.

Aquatics – Long recognized as the national leader in aquatics instruction, the YMCA taught 5,889 participants to swim last year.

Housing – over 1,600 men and women were provided with low-income housing and supportive services in the downtown branch of the YMCA and at Sunshine Terrace. If it were not for this program, these men and women would likely be homeless.

Preventive Health – Over 83,000 individuals were served in our YMCA branches, preventing or postponing cardiovascular disease. Activities in this program include cardiovascular screening and education, fitness testing, individual exercise prescriptions and exercise classes. The YMCA provided targeted activities for specialized populations such as African- Americans, older persons (over 55 years of age), low-income persons and persons presenting two or more risk factors on the YMCA health screening form.

Youth Sports, Youth Leadership and Outdoor Education – over 22,000 youth are provided with opportunities for youth social development in this program. The focus of these programs is on the development of our core values of honesty, responsibility, respect, and caring. A variety of interesting and challenging activities are used to teach our YMCA values.

Special Populations – Over 1,300 youth and adults are served in our adapted aquatics and physical education programs at our branches. The YMCA works with group homes and schools with special education classes to provide appropriate physical activities for those with special needs.

Parent/Child Programs – our Y-Guides program utilizes pairs (mother/son, mother/daughter, father/son, father/daughter, grandchild/grandparent) to concentrate on communication and family relationships. Over 1,500 people were served in this program.

Truancy Prevention – The YMCA has created alternative schools to serve children who had been suspended from school for five or ten days. YMCA caseworkers visit the families of the children to determine family needs, help children with homework so they get credit for school work during their suspension and work with school personnel to transition the children back into the school setting. Over 1,400 youth were served in this juvenile justice program last year.

Over 20,000 people rent or use our facilities free of charge on an annual basis. Some of the groups we accommodate are churches, Special Olympics, Boy Scouts, Girl Scouts, or family reunion groups.

For more information on programs of the YMCA, please go our website:

Agency Web Site	<a href="http://www.ymcacolumbus.org">www.ymcacolumbus.org</a>
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**Vision for Whitehall Army Reserve Center:**

All of the programs listed above are possibilities for the Whitehall Army Reserve Center. The YMCA would need indoor and outdoor space at the Whitehall Army Reserve Center in order to operate these programs. The YMCA would suggest that a community needs assessment be conducted and focus group meetings be held with members of the community to determine which programs are most desired in the Whitehall community. Funding for the programs would be explored after needs have been determined. The amount of space and types of equipment required would depend on the type and size of the programs chosen.

**Community Involvement:**

- The YMCA’s new board Chairman is Judge Guy Reece; immediate past-chair is Bob Weiler
- 4,878 volunteers provided 110,583 hours of service to the YMCA as coaches, board members, early childhood educators, and goodwill ambassadors.
- The YMCA increased our sliding fee scale guidelines in late 2004. We are now providing over \$50,000 per month in membership sponsorship to low-income families.

**Fiscal Capacity:**

- The YMCA of Central Ohio’s budget for calendar year 2006 is \$34,712,000.
- The YMCA receives funding from a variety of funders including: United Way of Central Ohio, The Columbus Foundation, The Ingram-White Castle Foundation, The Nationwide Foundation, Donatos Pizza, National City Bank, the Ohio Department of Education, the Ohio Department of Job and Family Services, the Ohio Department of Natural Resources, the Ohio Department of Development, the Franklin County Department of Job and Family Services, The City of Columbus, the Greater Columbus Arts Council, the PGA, the USGA, Nike Foundation Abercrombie and Fitch, JC Penney, Kentucky Fried Chicken, The Mason Foundation, The Robert Weiler Company, Key Bank, Ohio Capital Corporation for Housing, Grange Insurance, Mount Carmel Health System, The Columbus Dispatch, Fifth Third Bank, Battelle, Limited Brands, Schottenstein, Zox, & Dunn, and Worthington Industries.
- The YMCA has \$63 million in assets, including \$58 million in buildings and property.

**Community Partnerships:**

- Ohio State University Hospitals, Children’s Hospital, Columbus and Ohio departments of health, Columbus Public Schools, many community organizations and the Franklin County “Healthy and Fit” Collaborative on health and wellness programming targeting at-risk individuals
- Community Shelter Board, Columbus Metropolitan Housing Authority, Ohio Capital Corporation for Housing, and other housing organizations to strengthen and expand supportive housing programs in Columbus

In summary, the YMCA is ready to discuss all of possibilities for programming for the City of Whitehall. Please contact Paul Weber, Associate Vice-President, to discuss the next steps of your process of redevelopment. Paul can be reached at the North YMCA at 885-4252 or at [pweber@ymcacolumbus.org](mailto:pweber@ymcacolumbus.org).

Sincerely,



Paul Weber  
Associate Vice-President



02.20.07

Whitehall Army Reserve Center  
721 Country Club Drive  
Whitehall, OH 43213  
RKA Project #07001

Meeting Minutes  
Whitehall LRA Meeting

Attendees: LeAnne Adkins, Whitehall LRA  
Leslie LaCorte, Whitehall LRA  
Matthew Shad, Whitehall LRA  
Lt. Richard Zitzke, Whitehall LRA  
Peter Krajnak, Rogers Krajnak Architects

Prepared by: Peter Krajnak

Due to low attendance from the Whitehall LRA, the meeting was postponed until 03.06.07.

Please forward any modifications or revisions to the minutes to our office within 48 hours of receipt.

Distribution:  
Whitehall LRA  
Attendees

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Columbus, Ohio 43215

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03.06.07

Whitehall Army Reserve Center  
721 Country Club Drive  
Whitehall, OH 43213  
RKA Project #07001

### Meeting Minutes

#### Whitehall LRA Meeting

Attendees: LeAnne Adkins, Whitehall LRA  
Mike Shannon, Whitehall LRA  
Gary Meidl, Whitehall LRA  
Judy Dobbert-Meloy, Whitehall LRA  
Kathy Crandall, Whitehall LRA  
Richard Pope, Whitehall LRA  
Matthew Shad, Whitehall LRA  
Peter Krajnak, Rogers Krajnak Architects

Prepared by: Peter Krajnak

Peter presented an overview of the process and the status of the project. We have completed Task 2 Facilities Analysis.

Task 2 – Facilities Analysis: Peter presented an overview of the Facilities Analysis report prepared by Rogers Krajnak Architects, Inc. and dated February 19, 2007. The Facilities Analysis report was distributed to the Whitehall LRA prior to the meeting.

Task 3 – Notices of Interest: No formal Notices of Interest were received except for the YMCA's interest in operating a recreation facility. The Whitehall LRA discussed the opportunity for a mixed use for the facility for a variety of community purposes. The primary use of the facility will determine which entity will have jurisdiction over the disposal process (for example, if the primary use is recreation, the National Parks Service will have jurisdiction over the disposal).

Task 4 – Preferred Use: The Whitehall LRA discussed the potential use as a mixed use with various community purposes. This included a community resource center with meeting space, social service, outreach, mentoring, law enforcement and recreation. Peter requested the Whitehall LRA members to forward (through Matthew Shad) preliminary programmatic information or examples of existing facilities related to these potential uses.

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Questions and observations from the Whitehall LRA include:

What does the current city master plan indicate related to the police station, and city hall?

There have been discussions about demolishing the existing city hall, building a new police station adjacent to the existing fire station, demolishing the existing fire station and building a new city hall on the location of the existing police station.

When will the property be available for use?

The schedule for the disposal of the Whitehall army reserve center is 2009 or 2010.

Where is the money coming from to build and operate the project?

Several potential opportunities include Weed & Seed, CBDG funds, joint venture between Department of Education and Department of Justice, public/ private partnerships.

How big is the existing Police Station?

-

Can we mix a police department use with other community uses?

yes

What uses are preferred by the overall Whitehall community?

Recreation

A place for 15, 16, and 17 year olds.

The location is in the heart of the community, adjacent to the park with good accessibility from Etna Road (a major east/west spine).

Please forward any modifications or revisions to the minutes to our office within 48 hours of receipt.

Distribution:

Whitehall LRA  
Attendees



03.27.07

Whitehall Army Reserve Center  
721 Country Club Drive  
Whitehall, OH 43213  
RKA Project #07001

**Meeting Minutes**  
Whitehall LRA Meeting

Attendees: LeAnne Adkins, Whitehall LRA  
Kathy Crandall, Whitehall LRA  
Leslie LaCorte, Whitehall LRA  
Gary Meidl, Whitehall LRA  
Richard Pope, Whitehall LRA  
Matthew Shad, Whitehall LRA  
Peter Krajnak, Rogers Krajnak Architects  
Audrey Moody, Rogers Krajnak Architects

Prepared by: Audrey Moody

Peter distributed and presented an overview of the 03.06.07 LRA Meeting Minutes.

Task 1 – Audrey distributed a summary of the Department of Defense BRAC Implementation Regulations and Base Redevelopment & Realignment Manual as they pertain the Whitehall Army Reserve Center. She highlighted Congressional goals, recommended reviewing the list of LRA responsibilities, defined Public Benefit Conveyance and urged early LRA consultation with HUD.

With regards to navigating through the BRAC process, the LRA agreed that contacting Congressman Grant Hobson might help in the approval of the redevelopment plan and in the selection of the primary use.

Task 2 - Audrey summarized the February 2007 Final Environmental Condition of Property Report Whitehall Memorial U. S. Army Reserve Center (OH014) Columbus Ohio 43213 as prepared for the U. S. Army Corps of Engineers. This report indicated that hazardous materials have been identified throughout both buildings and the site.

Task 3 - Kathy reported that Whitehall is a HUD designated LMI with a strong systematic approach to homeless issues. Its continuum of care of the homeless is recognized as a highly successful approach to transition the homeless into permanent housing. The number of homeless in Whitehall is decreasing. This recognition coupled with the lack of respondents to the notice for homeless assistance providers should be communicated in the Whitehall LRA's submission to HUD.

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Task 4- Richard stated that a goal of the LRA is to determine the best primary use of the Whitehall ARC and the use that leads to the most economical acquisition of the property through the BRAC process.

Peter presented overlay diagrams of the Whitehall community, including the locations of the Whitehall Army Reserve Center, schools, parks and recreation facilities, City Hall, the Police Station, and the Fire Station. These overlays demonstrated these elements' positions in the City and their relationship to each other. Additional overlays indicated 0.5 mile and 1.0 mile radial distances from the Whitehall ARC and from the Whitehall Town Center.

There are three primary use options: Option A: Community Resource Center, Option B: Recreation Center and Option C: Police Station. Peter distributed Preliminary Program Summaries for options B and C.

Option A, the Community Resource Center, would include spaces for meetings, mentoring, law enforcement and recreation. LeAnne expressed concerns regarding the safety of children on a site shared with a police facility related to police cruiser traffic.

The Option B program for a recreation center, was based on program information for a community YMCA specifically for Whitehall. The committee expressed concern that many families in Whitehall would be unable to afford the YMCA fees; Whitehall Parks Department should manage the facility. Gary distributed "Planned Uses for Whitehall Armory Facility" that he developed with Terry Gee for Parks and Recreation's use of the building and grounds. A shooting club within the facility could provide income.

Option C is a program for the police station based on the 2001 draft program provided by the owner.

The lack of an adopted City of Whitehall Master Plan was discussed. If a Master Plan were to be adopted that relocates the Police Station to the City Hall site, the Police Station might be eliminated as a consideration for the primary use at the Whitehall ARC site.

This project should consider short-term and long-term programmatic requirements. This may result in a multi-phase project including both renovation of the existing facility and the expansion of the facility. Conceptual designs should indicate phasing.

There was support to continue to investigate recreation as a preferred primary use for the facility.

Prior to the next LRA meeting, Peter will meet with Judy Dobbert-Meloy, Superintendent of Whitehall Schools and Police Chief Richard Zitzke to obtain architectural programming input from these two departments. Matt will arrange these meetings.

The next meeting of the LRA is scheduled for 4:30 to 6:00pm, Tuesday, April 17, 2007.

Please forward any modifications or revisions to the minutes to our office within 48 hours of receipt.

Distribution:  
Whitehall LRA  
Attendees



04.17.07

Whitehall Army Reserve Center  
721 Country Club Drive  
Whitehall, OH 43213  
RKA Project #07001

### Meeting Minutes

Whitehall LRA Meeting

Attendees: LeAnne Adkins, Whitehall LRA  
Kathy Crandall, Whitehall LRA  
Judy Dobbert-Meloy, Whitehall LRA  
Matthew Shad, Whitehall LRA  
Peter Krajnak, Rogers Krajnak Architects  
Audrey Moody, Rogers Krajnak Architects

Prepared by: Audrey Moody

Task 1 – The committee discussed strategies for the funding construction costs associated with alterations to the existing building to accommodate a recreation use. Kathy reported that cost efficiency studies have shown that a recreation program cannot financially support itself in low to moderate income communities. Insurance for operating a recreation center and facility maintenance costs must be funded. Membership fees and/or class fees could generate income, but individuals within the Whitehall community maybe unable to afford these fees. If the City of Whitehall income tax rate to be increased, recreation would potentially receive funding after other city agencies, such as city services and the department of education.

For twelve years, the Whitehall community has been interested in the creation of a Memorial Garden, commemorating Whitehall's citizens' contributions during World War II. There are a number of veterans groups with ties to Whitehall, including the VFW, American Legion and Knights of Columbus. These groups are private organizations with goals and activities inconsistent with a public recreation center and each other. It will be challenging for multiple veterans groups to co-exist in one facility.

Could this facility be funded by an endowment, either from private sources or as a partnership between public and private sources? Would the Columbus Foundation support the endowment? One potential endowment partnership could be creating a WWII Memorial as part of the recreation center, involving both public and private funding.

The partnership between the City of Whitehall and an institution of technical or higher learning could generate income and fulfill a need in the community. Columbus State College or Central Ohio Community

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Technical College might be interested in locating facilities in Whitehall.

Recognizing and providing for the needs of the DFAS could potentially produce an income producing facility. Providing dining facilities for employees of DFAS is a potential use since their dining facilities are currently closed.

Task 3 – Peter presented an overview of his meeting with Police Chief Richard Zitzke. The Police Department does not want the primary use of the Whitehall ARC to be for Police. The Police Department does not intend to operate a police substation there. The Police Department may be willing to conduct community outreach from the Whitehall ARC, with programs such as the Citizen's Police Academy, Beat the Heat, and Safety Town. The Police Department believes that the Whitehall ARC should not be used as a temporary site for the police station during construction of an alternative police facility.

Kathy stated that since the public access to the police station is limited in comparison to the access required by City Hall, it was her opinion that it would be more practical to relocate the police station to the ARC than it would be to relocate City Hall to that location.

Judy stated that the only program that Whitehall City Schools might be willing to develop at the Whitehall ARC would be for adult education, specifically English as a Second Language for the parents of students enrolled in Whitehall Schools.

Peter presented three potential layouts for a recreation center within the footprint of the existing building. The first layout applied the program generated by Whitehall's Parks Commission to the existing spaces in the building. While this plan assigns specific uses to spaces, it does not address non-complying issues with building code requirements for egress, handicapped accessibility, or restroom facilities. The remaining layouts comply with these code requirements; both schemes incorporate additional required restroom fixtures and fill the second floor opening. Both layouts modify the front entrance to accommodate an elevator, although the position and orientation of the elevator is different in each layout. Matt stated, that for security reasons, sight lines must be studied when determining the position and orientation of the elevator. The first of these layouts eliminates the second floor deadend corridor by constructing a stair within the southeast corner of the building. The second of these layouts eliminates the second floor deadend corridor by transforming this deadend corridor into storage space between two rooms. Because these two rooms have only one exit each, the building code limits their capacity to 49 occupants. This second layout also incorporates showers into expanded restrooms adjacent to the existing Assembly Hall.

RKA will evaluate the cost of adding the stair and elevator as an addition, compared with the cost of modifying the existing building to accommodate these features.

The existing front door for the building is not close to the parking lot. RKA will study a new building entrance at the one story connector between the two-story component and the Assembly Hall.

Task 4- Prior to the next meeting, the Whitehall LRA agreed to identify potential partners for construction and operation funding.

Prior to the next meeting RKA will develop a preliminary range of construction costs associated with renovating the existing building to comply with applicable codes regulating recreation centers. The estimate will include the costs for providing an elevator, providing adequate plumbing fixtures, and eliminating the deadend corridor and opening between the first and second floors, all within the existing building's footprint.

The next meeting of the LRA is tentatively scheduled for 4:30 to 6:00pm, Tuesday, May 15, 2007.

Please forward any modifications or revisions to the minutes to our office within 48 hours of receipt.

Distribution:  
Whitehall LRA  
Attendees



06.12.07

Whitehall Army Reserve Center  
721 Country Club Drive  
Whitehall, OH 43213  
RKA Project #07001

### Meeting Minutes

Whitehall City Council Meeting

Attendees: Brent Howard, Council President  
Leslie LaCorte, Council Member  
Cindy Stewart, Council Member  
Jim Graham, Council Member  
Mike Shannon, Council Member  
Zach Woodruff, Council Member  
Carol Churchman, Council Member  
LeAnne Adkins, Whitehall LRA  
Matthew Shad, Whitehall LRA  
Peter Krajnak, Rogers Krajnak Architects  
Audrey Moody, Rogers Krajnak Architects

Prepared by: Audrey Moody

Peter distributed drawings and photographs to the city council members. The packet included a site plan, existing floor plans and photographs of the Whitehall Army Reserve Center. Peter described the existing facilities. The site is approximately five acres. It is surrounded by city owned parkland. One of the two buildings is approximately 26,000 square feet. It is comprised of a two-story wing, a one-story connector, and a one-story assembly space with kitchen. The second building is a one-story vehicle maintenance facility of approximately 4,000 square feet. The buildings are in good shape; they have been well maintained. For instance, the roofs were replaced in the 1990s. However, there are several Ohio Building Code and Americans with Disabilities Act violations that will have to be addressed prior to occupying the building. The opening between the first and second floors is not permitted because it allows for the passage of smoke from one floor's corridor to the other. The deadend corridor on the south end of the second floor is not permitted. There are several possible solutions to this issue. Either a new stair could be built at the south end of the building or the south end of the second floor could be reconfigured into two larger rooms with an occupancy load of 40 or less. There are no wheelchair accessible entrances to the building. The restrooms are not wheelchair accessible. There is no elevator to allow wheelchair access to the second floor. RKA has explored the possibility of installing an elevator in the area now open between the two

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floors, thus lessening the construction cost of demolition of a floor to install an elevator.

The LRA has considered a number of uses for the facility. Peter summarized their considerations. Homeless assistance providers have shown no interest in the facility. While homeless assistance providers have shown no interest in the facility, the LRA has considered a police station, an adult education center, a community resource center and a recreation center. In discussions with RKA, Police Chief Zitzke indicated that the police department does not see this as a viable site for their police station or a substation, although they would consider a community outreach presence at this facility. In discussions with RKA, School Superintendent Judy Dobbert-Meloy indicated that the facility could be used for adult education classes, but there is no need for additional space for children's programs.

Peter stated that construction costs could not be established at this time for a number of reasons. Construction costs are affected by the selection of the building use. The extent of renovation, including the impact on the existing mechanical system, and the extent new construction are dependent on the selection of the buildings' use. Sustainable design features can add to initial construction costs, but they can reduce operational costs; sustainable design should be considered.

Funding options discussed included partnering with the private sector or leasing or selling other parkland.

Following a lengthy discussion, with participation from the audience, Whitehall City Council directed the LRA to pursue the development of a mixed use for the Army Reserve Center, with recreation as the primary use. Potential auxiliary uses could include space for adult education, space for police department community outreach, rental space for civic groups, and transition space for city agencies. The LRA should develop a phased construction master plan, considering the entire site, and determine the construction costs associated with each phase. The initial phase should include construction required to rectify outstanding code issues, resolved in such a way as to facilitate additional future construction.

Please forward any modifications or revisions to the minutes to our office within 48 hours of receipt.

Distribution:  
Whitehall LRA



06.26.07

Whitehall Army Reserve Center  
721 Country Club Drive  
Whitehall, OH 43213  
RKA Project #07001

### Meeting Minutes

Whitehall LRA Meeting

Attendees: LeAnne Adkins, Whitehall LRA  
Kathy Crandall, Whitehall LRA  
Gary Meidl, Whitehall LRA  
Richard Pope, Whitehall LRA  
Matthew Shad, Whitehall LRA  
Peter Krajnak, Rogers Krajnak Architects  
Audrey Moody, Rogers Krajnak Architects

Prepared by: Audrey Moody

Task 1 – Peter presented first and second floor plans dated 06.26.07 that depict the scope of work required to upgrade the building to be a recreation/community center to be in compliance with the Ohio Building Code and the Americans with Disability Act. The dead end corridor issue would be remedied by adding a stair within the southwest corner of the building, exiting directly to the outside. The opening between the first and second floor would be in-filled with floor construction to become a conference room on the second floor. The main entrance would be modified to provide adequate space between the airlock entry doors. New restrooms, with an adequate number of plumbing fixtures and handicapped accessible fixtures, would be built into the one story connector and on both floors of the two-story building component. Additional doors were added to rooms requiring a second exit. A ramp would be added to the main entrance to provide wheelchair accessibility to the building. The stair adjacent to the main lobby would be replaced with an elevator to provide wheelchair accessibility to the second floor. Per "Planned Uses for Whitehall Armory Facility", developed by Whitehall Parks and Recreation Department, rooms were labeled as Offices, Multipurpose, or Community Tenant Space. Multipurpose is meant to mean a variety of uses such as meeting space, classroom space, exercise space, and arts and craft space. Per the Draft Architectural Program Summary dated 06.26.07, distributed by Peter, the office, multipurpose and community tenant spaces are of a variety of sizes, accommodating a range of number of occupants.

Peter distributed the Preliminary Cost Estimate, dated 06.26.07. The estimated cost of this scope of construction was divided into minor renovation and major renovation. Minor renovation was estimated to range between \$1,830,000 to \$2,196,000. It included the installation of a new mechanical system, new

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sprinkler system, new fire alarm, new lighting and finishes. Major renovation was estimated to range from \$1,000,000 to \$1,125,000. It included minor renovation scope of work plus new floors, bearing walls, the elevator and the stair. The total construction cost for this work, including an allowance for site improvements, a 10% construction contingency, soft costs including consultant design fees, fund raising and finance charges, and a furnishings and equipment allowance would range between \$3,787,475 to \$4,534,490 or approximately \$162 to \$195 per square foot. This cost is based on a single phase of construction and 2007 construction costs. This cost excludes Hazardous Material Abatement, replacement windows, kitchen equipment and re-roofing.

Task 4 -- In response to what was printed in community newspapers, Gary stated that the Whitehall's Parks and Recreation Department may withhold support of the Whitehall Army Reserve Center's renovation into a recreation/community center if Whitehall City Council supports the sale of Whitehall Community Park. In his response to Gary's statement, Matt urged Gary review the City Council's meeting minutes to verify City Council's position on this matter.

Kathy stated that in her research she found that adult classes and childcare must be a feature of a community center. Childcare might be provided by High School students, working as part of the job-training program at their school.

Kathy stated that one third of Whitehall's population of approximately 20,000 people is older than 50 years old. 53 to 57% of Whitehall residents are renters.

Kathy stated that the renovation of this facility should provide an attractive amenity in hopes of drawing new business and residents to Whitehall.

LeAnne reported that people frequently contact the Whitehall Chamber of Commerce, in hopes of finding a place to hold meetings near the Port Columbus. It is her opinion the renovation of the ARC should include meeting rooms of various sizes, equipped to facilitate such meetings, so that they could be rented to the public.

The LRA established a new scope of program opportunities. These included childcare, classrooms, crafts, meeting space for 10 to 100 people, a fitness room, an auditorium to seat 500 people, and someplace to play in water such as a splash pad. Peter suggested that a number of these activities could be incorporated into a flexible space called the "Whitehall Great Room". This room could be designed so that it could be "dressed up" or "dressed down" depending on individual functions' requirements.

The LRA believe that the facility should be divided into zones for quiet activity, fitness activity and multipurpose activity.

Peter stated that the main entry should be relocated to the area of the one story connector adjacent to the existing parking area. The restrooms that are currently shown in this area could be relocated to allow for the relocation of the main entry. This location would allow the development of a circulation zone to connect the two-story component to any additions built to the west of the main building. Demolishing the separate Maintenance Building would allow for the construction of the Whitehall Great Room. A WWII memorial garden could be built in one of three locations: between the building and Country Club Drive, along Country Club Drive to the north of the existing access drive to the parking lot, or to the west of the building. The splash pad might be built to the west of the building, adjacent to existing parkland.

Matt reported that City Council plans to request a deadline extension for the LRA's submittal to the Federal Government.

Gary took 24"x36" floor plans, dated 06.26.07.

The next meeting of the LRA is scheduled for 4:30 to 6:00pm, Tuesday, July 17, 2007. The agenda will be to review a plan for the renovation and expansion of the building.

Please forward any modifications or revisions to the minutes to our office within 48 hours of receipt.

Distribution:  
Whitehall LRA  
Attendees



07.17.07

Whitehall Army Reserve Center  
721 Country Club Drive  
Whitehall, OH 43213  
RKA Project #07001

### Meeting Minutes

4:00pm to 6:00pm  
(Meeting at the Whitehall Fire Department Training Room)

Attendees: Matthew Shad (City of Whitehall)  
LeAnne Atkins (City of Whitehall)  
Mike Shannon (City of Whitehall)  
Peter Krajnak (RKA)

Prepared by: Peter Krajnak

Peter reviewed the Conceptual Design Plan, dated 07.17.07. He suggested that the 18,620 square foot building would cost approximately \$5,000,000.

Matt asked about the potential size of an outdoor pool to be included with the 15,000 square foot pool program piece. Peter suggested that the pool could potentially be located north of the proposed childcare area.

The committee emphasized the need to separate the physical activity/fitness component of the building from the quiet program areas for activities such as meeting and education spaces.

Peter presented a comparison between the sprawled plan and the compressed plan. The benefit for employing the sprawled plan is that phased construction can occur while the building is in operation. The benefits for employing the compressed plan include the potential savings in construction costs and the compressed plan would allow for the future pool. But, the compressed plan would make it more difficult to expand the building while the building is in operation.

The kitchen should be relocated to the south side, between the Assembly Hall and the Great Room.

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The fitness area of the building should be located closer to the existing building; it could be located in the existing Assembly Hall.

Additional study is required to determine the size of and priorities for the fitness area and the childcare area.

Is the YMCA still interested in leasing and operating this facility?

The next steps include preparing a presentation for the public hearing scheduled for the 7:30 pm, August 21, 2007 City Council Meeting, and the last LRA meeting for final approval of the redevelopment Plan.

The LRA directed RKA to proceed with preparing the redevelopment Plan.

Please forward any modifications or revisions to the minutes to our office within 48 hours of receipt.

Distribution:

Attendees  
Darryl Rogers



09.21.07

Whitehall Army Reserve Center  
721 Country Club Drive  
Whitehall, OH 43213  
RKA Project #07001

### Meeting Minutes

9:00am to 10:30am  
(Meeting at the office of the Mayor)  
Project history, status and outstanding issues

Attendees: Mayor Lynn Ochsendorf (City of Whitehall)  
Julie Ogg (City of Whitehall)  
Audrey Moody (RKA)

Prepared by: Audrey Moody

Julie reported that the Redevelopment Plan submittal deadline was extended until December 15, 2007. The plan must be available for public comment for 14 days prior to its submittal, with time built into the schedule to incorporate these comments when appropriate. Julie reported that she is currently seeking an extension to the grant that funds the expenses for the creation of the Redevelopment Plan.

Audrey stated that it was her understanding that RKA's contract with the City of Whitehall ended at the end of August and that an extension of that contract would be necessary. She suggested that the City consult with Peter Krajnak of RKA to remedy this situation.

Julie reported that Gary Gontz of OEA stated that the Fort Hayes' Redevelopment Plan is a good example of a redevelopment plan; this plan should be reviewed through the City of Columbus' Planning Department's website.

Audrey reported that in January, RKA conducted an architectural field investigation of the existing building. RKA created a Facilities Analysis dated February 19, 2007 focused on architectural issues, exclusive of structural, mechanical, electrical and plumbing engineering issues. In summarizing the report, Audrey stated the building was well constructed during the early 1960s. It has been well maintained. There are, however, several building code violations that would need to

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be corrected prior to the City occupying the building. There is a dead-end corridor at the south end of the second floor; a stair would need to be constructed. There is an opening in the second floor connecting the first and second floor corridors; a floor would need to be constructed to fill this opening. There are no public handicapped accessible entrances; one needs to be provided, preferably near the parking. There is no elevator providing wheelchair accessibility to the second floor; an elevator must be added. Handicapped restrooms would need to be built because there are no existing handicapped accessible restrooms. Code complying guards and handrails are needed at the stairs; the existing stair railings need to be replaced.

According to the final Environmental Condition of Property Report, dated February 2005, prepared for the Army Corps of Engineers, there is some asbestos containing mastic, some asbestos containing caulking and some asbestos containing window glazing in the building. There are four light ballasts containing PCBs. Gray lead based paint was found on some door frames. The site is not within a coastal area. The site lies outside the 100-year flood plane. There are no wetlands within the property. There are no endangered animals or plants on the site. There are no archeological or historic resources on the site. The site was found to be free of munitions and explosives.

Audrey briefly described the history of the LRA's process that determined the best use for the building is a Community Center/Recreation Center. The LRA considered the building's location within the community and the surrounding parkland. The site is easily accessed from any part of the City of Whitehall. The LRA discussed the demographics, the existing services and facilities available to the community, and the needs of the community. Because the Whitehall Police Department did not want to relocate to the building, use by the Police Department will not be incorporated into the building. Whitehall City Schools would like to be able to teach English as a Second Language in a space in the building. Flexible space allowing for a variety of uses is desired. There is a need for meeting spaces that could be rented to the public and to local service organizations. Spaces for a variety of recreational activities should be incorporated into this building. An area where childcare can be provided, while parents use the facility, should be included in the building because there are a number of single parent households in the community.

The current conceptual layout retains the existing two-story wing and the large assembly space. These spaces are a variety of sizes that allow them to be used for many different activities. The existing one story connector will be replaced with a new accessible entrance located adjacent to a new passenger drop off area and to the parking. Restrooms will also be located in this area. A new circulation spine, running east to west, will connect the existing two story wing and the existing assembly space with a new Community Great Room and childcare spaces constructed to the west of the existing assembly space. The Community Great room could be used for weddings, large community meetings and a variety of other uses. An outdoor memorial honoring Whitehall WWII Veterans can be built to the north of the existing building along Country Club Drive. A splash pad and playground can be built on the west side of the property adjacent to City-owned parkland. Because the City already owns the property between this site and Etna Road, the parking lot could be accessed from both Etna Road and Country Club Drive.

Audrey distributed a copy of her July 31, 2007 email to Matt Shad. This email lists materials the City of Whitehall must provide to RKA for incorporation into the Redevelopment Plan. Some of these materials should already exist while other materials still need to be created. Examples of

items that should already exist include the proof, notarized, of publication of public notices regarding the Whitehall Army Reserve Center and of the outreach to Homeless Service Providers. An example of an item that still needs to be created is a background and history of the City of Whitehall with a description of the City today including its identity, uniqueness and demographics. In order to fulfill the requirement for the public to have fourteen days to review the Redevelopment Plan prior to the submittal deadline, the Plan must be completed by the end of October. RKA will create a schedule of deadlines for submitting these materials to insure that they are incorporated into the Plan.

Julie reported that once he is made the Interim Development Director for the City of Whitehall, Matt Shad would be available in the evenings and on weekends. He can be contacted through his City cell phone. He will have access to his office.

Lynn stated that the City's financial situation is improving, but that it is still an issue that could hinder the development of this project. Audrey mentioned that the LRA discussed the possibility that the City partner with an individual or corporation to fund the project. It was Audrey's understanding that no one on the LRA had contacted any individuals or corporations regarding this opportunity.

Distribution:

Attendees  
Peter Krajnak  
Darryl Rogers

COUNCIL COMMITTEES' MEETING

JUNE 12, 2007

Council President Brent Howard called the June 12, 2007, meeting of council committees to order at 7:10 p.m.

The following members of the administration and council were present:

Members of the Administration

President Brent Howard  
Matt Shad, Dep. for Dev. & Admin.

Council Members

Leslie LaCorte  
Cindy Stewart  
Jim Graham  
Zach Woodruff  
Mike Shannon

Administration/Council of the Whole Matters

President Howard advised that they would handle the Operational Review next time due to the absence of the Mayor, Auditor and other members of the administration this evening.

Mr. Shad advised that what we are having here tonight is a mid-term briefing regarding the LRA process. What they intend to do tonight is get a couple fact topics to-date on condition of building, environmental issues, etc, and bringing council up-to-date as to where the committee lies in their recommendation process.

Mr. Shad said they are at this point primarily because the committee is also at a crossroads with more questions about the city council, questions on money issues and scope of vision, as far as how broad or narrow to complete the task. It also shapes the remainder of the work for Rogers and Krajnak and we could probably wrap the process up much sooner and quicker and more deliberately under the scope of the grants. It's a matter of how much longer to keep LRA involved – if there is little or a lot of work to do.

On that note, Mr. Shad introduced Peter Krajnak, who has been the coordinator through this whole process, and Audrey Moody, who has been doing a lot of the leg work for Peter and probably will add light as we go.

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Peter Krajnak, AIA, Rogers Krajnak Architects, Inc., and Audrey Moody passed out some drawings and photographs. He said it is helpful to understand the conditions of the existing building and what they are beginning with.

The first drawing was the site plan with Country Club Road on the right-hand side. There are two buildings on the site. One building is approximately 26,000 sq. ft. – it's the L-shaped building. The front portion, which is parallel with Country Club Road, is the two-story portion. The other portion that extends backwards or towards the left on the drawings to the west is an assembly hall. That's a one-story building. There is a parking area between that and then a one-story maintenance building, which is approximately 4,000 sq. ft. at the west end of the fenced-in area.

The next sheet showed the spaces in the first floor plans of both buildings. On this drawing Country Club Road is on the bottom of the drawing. The main entry brings you into a lobby. There is a corridor that extends to the north and to the south, the right and the left on the drawing. You can see where there are toilet fixtures indicated, where there are rooms – the rest of the building that extends to the top of the sheet with the assembly hall up in this area. The building on the right is the maintenance building. It's basically three garage bays.

The third sheet in the set includes the second floor plan and that's mostly the front area of the main building. There are rooms on both the east and west sides. There are photographs of some of the spaces. Most of the walls are concrete block. We believe one of them is a bearing wall. We do not have the existing drawings from the original construction of the building. We have not poked holes in the ceiling or the roof to be able to say, yes there's the bearing points. We believe that the walls that are between the rooms are not bearing walls. They are just concrete block partition walls.

The last sheet is some photographs to help council understand what the exterior is like. The interior drawing is a typical classroom on the bottom left-hand side. The second floor corridor is the center photograph and you can see if you look carefully that they are concrete block. The photograph on the right is the assembly hall.

There are six steps in the process that we are providing to the city of Whitehall as indicated on the cover letter.

We have not gotten into an analysis of the mechanical or electrical systems. Once the preferred use is selected, and we understand what the scope of the work might be or a new use, at that point we might move

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forward with assessing those mechanical and electrical systems of the building.

The Facilities Analysis report, just to summarize it, the building is in pretty good shape. In the 90's there was a re-roofing project. There really aren't very many signs of cracking of structural walls or separation in the block that we could see. Again, we did not cut open ceilings or tear open walls to look what is beyond the surfaces, so we are really viewing it through what we can see on the surface. We did measure the building and created these drawings for you so that we had accurate information on the areas of the building so that as we analyze what potential uses we might be considering, we can look very carefully at the specifics of the shape of the rooms, size of the rooms and that determines the number of people and the kinds of activities that can go in each space.

Mr. Krajnak said he would like to talk a little bit about some of the building code issues because there are some issues that would need to be resolved regardless of what the use of the building would become, if we were to keep the building mostly intact. Those are issues of the Americans with Disabilities Act.

The building is not accessible. There are no entries into the building that are at grade, with the exception of coming through one of the overhead doors in the assembly room, but that typically doesn't comply with ADA. Therefore to make the building accessible, we would need to build a ramp to one of the doorways in the building.

There is no elevator in the building so we would need to provide an elevator to allow for the second floor to become accessible. Many of the railings on the stairways and there's a little second floor area in the lobby, which is open to the first floor right at the main entry vestibule and that railing has openings that are in violation of Code.

There are other code-related matters. There is a dead-end corridor right now as an exit path on the second floor, and if we were to leave the building as it is we figured we would have to add an additional stair or remove some of the walls to eliminate the length of a corridor that's at the upper floor on the left side. So that you understand what that means, I'm pointing to the second floor drawing. On the far right-hand corner is one existing stair and then about two-thirds of the way across is another stair. If this stair were over in this corner, it would be great, because then the corridor would lead to two stairs at the far end of the building. Because this corridor extends past this stair, we have a condition here that this part of the second floor is not complying with Code. We have a couple of options in which we can resolve that, and one

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of those options is to eliminate that corridor by building a big room at the end as long as the room doesn't exceed a capacity load of more than 49 people and still allow for this stair to serve as the exit in that location.

Mr. Krajnak mentioned again that the railing that looks down into the area below, that it's this portion of the second floor that is open to below – there is no fire protection system in the building, and we would recommend that we close that off so the first floor is not open to the second floor, which would allow smoke to go from the first floor to the second floor and in case of a fire.

Mr. Graham asked if Code would require us to put in a sprinkler system. Mr. Krajnak said no – there are various ways that you can resolve that. One is, and we believe the easiest way, is to enclose that area so that the first floor is not open to the second floor. We have to enclose it with a rated wall. It becomes part of the corridor and you would not be required to put in a sprinkler system. He said that might be an area we would look at to put an elevator in. We've got an opening from the first to the second floor so let's build a shaft in that location. We've actually listed a few options that would put an elevator in that location. It might become an asset actually – not having to cut out floor area to put in an elevator within the walls of the existing building.

Mr. Woodruff asked if you put an elevator down on the other end of that corridor would that solve the problem with the stairs. Mr. Krajnak said no, you can't use an elevator in case of fire.

Mr. Krajnak said this cover letter basically talks about the tasks that we're working through. We talked about the Facilities Analysis. On this letter there are six tasks. The first task, Process Facilitator, is us doing all of this work in organizing this information and basically reporting with the LRA and to you the City Council. The Facilities Analysis has been completed.

The Review of Notice of Interest that was to allow for parties to identify that they are interested in this building and what its potential would be. Officially, we received zero.

The Refinement of Preferred Proposed Uses – the LRA has talked about a number of potential uses. One of them has been a community resource center, a mixed use facility that could hold meeting spaces, some office space, perhaps some recreation use in there. A variety of different uses, not just a building designated for one use. There might be some community organizations that might have space in this building in some capacity.

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We talked about a police station as a potential use. We talked about an education center, mostly for adult education programs, and we talked about recreation. The focus of the LRA now is on recreation and through various reasons the LRA is now trying to figure out how far they can dream in the sense of, we've got a plan that would put recreation uses within each of these rooms without doing a lot of significant renovation and that's about as far as the LRA has been able to envision this project. The reason is, they are really looking to understand what City Council's view is on what kind of support they would have or the city would have in creating a project that might go beyond just a renovation of the building. Certainly we can look at bringing it up to Code and doing some minor renovations to allow for the building to be used as intact as possible, and it's really at that point that the focus of most of the conversations in the LRA meetings have been, well, how are we going to fund this - how far can we go - we really don't know.

At this point, as Matt indicated, we are coming to you to ask about what kind of direction you would give the LRA as to how far to dream. We have a five acre site. We've got contiguous park land space. This could provide for a lot more than just moving a department - whether it's a recreation department or another department - into this facility. So we are coming to you to say this is where we are in this project. We are really looking for some advice and some direction before we can move beyond this point.

Mr. Krajnak asked Council if this helps them understand where they are in this process.

Mr. Woodruff said he had a couple of questions, if he could. You said the conversation with the LRA kind of evolved into dealing specifically then with recreation. Was there a reason that the committee decided to go that route opposed to, just for example, a police station?

Mr. Krajnak said the question was asked, does the police department want to be in this space. Do they want to have the police station moved here? There was a shooting range in here. Does it make sense to have the police station just move in and occupy this space? He talked to Mr. Zitzke about all of this. The response is, no, the police station really doesn't want to be in this facility. It may make more sense for the police station to be contiguous to the fire station at some point to share in some of the functions that are already in place with the fire station. So that's one of the reasons why we're not focused on a police station as the primary use for this location. The police might have a presence out here. There might be a location within building that is designated for police use. Not a substation - not the main police station,

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but you know there's part of this mixed use community center maybe there is a small portion of that run by the police department.

We've had the same level of conversation with Judy about the schools. What would make sense here with education would be adult education programs, but it may not be something that would occupy the entire facility.

Mr. Woodruff said, then, you are back to the mixed use.

Mr. Krajnak said Recreation is very interested in what this building offers being adjacent to the park land is an asset. That has become the main focus for the primary use.

Ms. LaCorte said she is part of that committee and she has been there for several of the meetings. She thinks the main reason why they like the idea of that is that at our elementary schools they are taking down the basketball courts because of lack of supervision. If the building went in that direction and our younger kids had a place with some kind of adult supervision being that type of a recreational place they would have better supervision and the gangs wouldn't be congregating at school playgrounds and stuff like that.

Mr. Woodruff asked if that conversation was in conjunction with --

Ms. LaCorte interrupted and said one of the things that was brought up was that the Community Park has great programs where it's at over there, but a lot of the kids have travel problems because their parents work or they are single parents, where this is more centralized in the middle of the city for them to be able to get there. You don't have as many main roads. They don't have to ride down Hamilton Road to get to it.

Mr. Woodruff said he agreed with them -- that is an excellent point. He thinks anybody that has talked about our parks has talked about how great the centrally located parks are and how well those serve and this might be a question then for maybe Matt or Ray. Is this building better structurally as far as all the maintenance needed over at Community Park, and is this building in better shape than the one at Community Park? Are we talking about addition where everything over at Community Park remains the same and now we add on with this building and do more or is it really a matter of shifting from Community Park to a centrally located area and maybe not having the presence in the big building at Community Park that we have now? Is the maintenance on this building, even with renovation, going to be less than

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what we are going to potentially have to do with the building at Community Park? If you don't know, that's fine.

Mr. Krajnak said he would say that he doesn't know. The one thing that this building has that Community Park doesn't is, if you think about what the building is, the main building at Community Park is a weight room, a party room with a kitchen, and about five classrooms. We have the ability to have a room equivalent to the weight room, if not bigger; an equal to maybe slightly smaller room as the party room with a kitchen; and a myriad of classroom space.

Mr. Woodruff said that was his one concern. He would love to have our parks centrally located. He thinks it makes much sense if you are talking about a community center to have it more in the center of the community. My fear is, for me it always goes back to the dollars, I hope you dream with the budget, if we can afford it, but to say Oh we're going to do all these renovations at the Reserve Center and maintain what we have at Community Park, I don't know if that is something that's financially feasible at this time. The director for Parks comes back constantly talking about the much needed renovation and much needed upkeep for any one of the buildings at Community Park, if most of the activities were centrally located at this facility that I'm sure there is a number you have in your head on what renovations would cost, correct?

Mr. Krajnak said it depends on the scale and the scope of the work. We have not bid anything. We've got some diagrams, which look like a pretty well developed floor plan, but there is a lot more information that needs to go into those, so we have not done cost estimates.

Mr. Woodruff said he was not asking for the dollars and cents, but to increase the entryways, making them ready for the elevator for that problem on the second story to enclose for the elevator that goes in that open area, just ball-park it.

Mr. Krajnak said he was not sure he could do that. One of the issues related to that is the mechanical system, depending on the occupancy of the building. We may have to completely reassess the mechanical throughout, which then looks at what mechanical service would be required. There are issues related to sustainable design that we would want to discuss with the city and with the LRA that might be a reasonable approach to help save energy in the long term, but initially might cost a little more money. The question is will that be something the city might want to look into?

President Howard said he would say it is from his standpoint. When we look at what the LRA has been doing so far and what the

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overall focus and vision of the city has been in trying to bring centralization to our parks and entertainment activities and this would allow us to do that. One of the main focuses of the LRA to continue with would be trying to determine what those hard dollar costs are and then providing information to determine if we can proceed further. That's basically step two or three with the LRA and then we can decide where go from there once we have those hard dollar costs. We're talking about additional programming from other outside companies whether we are talking another recreation facility, YMCA or something similar like that.

Ms. Moody said they have talked about joining in with us and offering special programs.

President Howard said, in addition or what you utilize with the other vacant land. A lot of other cities have put in swimming pools, other types of water features and things like that. How broad we want to go with our planning discussion focuses at the entire space and not just at the building.

Mr. Krajnak said, and that's your focus now on where he thinks the LRA needs some advice from Council. The question is then are you really going to make a recreation facility out of this that is far beyond the 26,000 plus 4,000 square feet? Do we consider a pool area as part of this property? What are the other things? Do we build a full-size gymnasium here because the assembly hall is not the size of a full-size gymnasium? He said he knows that the YMCA, as it looks through this facility to try to determine how they could operate here and they talked with the city informally to the point of what can they make work, ask what kind of programs would fit the building versus if they had to bring the kind of programs that they would really like to have here what are the necessary expansions to this building? He thinks that Council would find that bigger spaces of gymnasium size spaces would be one of the priorities on that list.

President Howard said that there was a component that Leslie brought up in regards to activities at the park. It's a huge, beautiful space over there now, but bringing some centralization to it brings more people to the area. Already it was mentioned about some potential other type of police presence. Would there be some type of community safety center in regards to an office there, which would add adult supervision level in that entire area? That would certainly be of benefit.

Mr. Shannon said he's asked the park director if he wanted additional space.

Ms. Stewart asked if he was part of this group.

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Mr. Shad said no. The Parks Commission chair sits on the committee.

Mr. Shannon said he talked to Terry extensively about it as kind of a go between, if you will. He said he thinks from the beginning that he has been very impressed with the consultants and they have had very comprehensive knowledge and Matt did a really good job of steering us through the process of selecting them and also facilitating the discussions that we had, at least the meetings he attended.

Mr. Shannon said he thinks fundamentally we looked at the utility of the site. What is our greatest asset in Whitehall? What is our greatest need? We looked and determined that our greatest asset was our kids and that there is such a lack of facilities for these kids.

The other reality is that Community Park is a God send that we received, but it is a remote location. One of the most remote areas of our city and it is not pedestrian friendly when you get there, but that's a beautiful facility.

He said he thinks we also wanted to be pragmatic and figure out what's the least amount possible we could do to bring the building into Code compliance for the intended uses and we were real cognizant of triggering certain changes listed under the Code and in particular the mechanics he mentioned that triggered some big ticket items and he thinks the verdict is still out on how much money we are going to get and if we are going to be able to get additional funds to contribute to this project. The bottom line is the committee left no stone unturned in terms of possible scenarios and it was the consensus that the administration would have the prerogative to relocate their staff to this location and it was abundantly clear that there is probably a better location for a centralized park system. By the same token, he didn't hear anyone say that they wanted to knock the buildings down on North Hamilton and sell it to some unscrupulous developer. We want to keep our park land that we have on North Hamilton Road, but I think the functions of the administration, and he won't speak for the mayor, but he thinks long term it makes sense to get them over there at the reserve center.

(unidentified) said you're talking about Parks Administration, right?

Mr. Shannon said, yes Parks Administration. Then again, because we have the utility of the building is being used for classroom settings the school really said that the greatest benefactor would be the adult

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education programs and how woefully lacking we are in Whitehall in providing those in the city of Whitehall. He said Terry Gee, obviously, would be thrilled to have the entire facility for the park, but he was very upfront about wanting to share and that there was a mixed use that involved other agencies including the maintenance garage facility. If the police wanted to have some type of presence out there, the public service department had a need to have some use out there, we tried to leave those doors open, but at the same time just to address the threshold issues what he likes is the fact that the administration really did go through this process and they are now coming to Council and giving input to make sure that everybody is on the same page and that's the way it is supposed to work.

Ms. Stewart asked if we were legally allowed to rent out the building at the park. Mr. Woodruff said that we could hypothetically do a land contract on it. We can't sell it until 2013. He said that's his concern, that if the Parks Administration and 99% of the activities in the Rockwell building move to this centralized location, which would be way better for everybody he feels, then you have a giant building that's going to require constant upkeep, staffing and not only that but then the only thing that comes out of it is renting that big room and even the money that is generated on that is not enough to cover maintenance that year.

Mr. Shad said that although it could be, he believes that if you look at some communities actually where their costs centers or their income centers are actually is rental. And again what you are also dealing with now is you have some limitations on the ability to rent because you are trying to also maintain the rooms for public uses first.

Ms. Stewart said that is what she meant. Stop using it as a park and lease it out, where the park just pulls out of there and somebody else maintains the grounds.

Mr. Shad said he didn't know why we couldn't operate a lease/hold operation.

Mr. Howard said that if such a decision occurred we would want to maintain ownership and not sell it so we could control the use.

Ms. Stewart said what we all talk about, if that whole corner came into some condos and redevelop that whole corner from Broad Street clear back and then you could take all the money that it generated and put that pool and gym in and centrally locate.

Mr. Shannon said we are the only suburb inside 270 that does not have a YMCA.

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Ms. LaCorte said the park starts their program tomorrow with summer programs and it is being held at the amphitheatre. That's really sad because they are not in a shaded, cool place to really enjoy it. If they are there for five hours in the hot sun they really don't have a place to escape.

Leann Adkins said one of the things that we talked about being a community center also was making it community offices. The Chamber, the WCCA because we all do programs that we really don't work together because it's out of somebody's house or I'm never at the Chamber office. Where we would be together and doing things together and maybe have better programs along with that as well. The Chamber and WCCA would pay to rent their office there.

Mr. Krajnak said one of the challenges that they have is that we need to submit the redevelopment plan due the end of August and part of that is to determine the primary use of this facility.

Mr. Woodruff asked if there would be a dollar figure attached to that.

Mr. Knajnak said we would need to identify a cost figure. The primary use basically helps us to define how you would be using this building and also commits you to in the redevelopment plan the deal in which the disposition of the property the way in which the property is actually disposed of.

Mr. Shad said there are two things we are getting out of this grant. We have to submit the plan to the federal government showing what course of action we choose so that we go through the proper federal agency to procure the property. We can do whatever we want with the property as long as it's within the use. If you say this is primarily a park, then we go through parks. If it's primarily education, then we go through education. If we wanted a police center, we'd go through Homeland Security. They all have a procurement process. They all have a potential different kind of deal to write so what we have to get through is to decide the primary use of the ultimate property so that we go to the right agency. The grant allowed us the ability to spend some money and time and energy to look at what are the ramifications. One thing the mayor has said, if she said anything about this, "I don't want a white elephant" and so by having the grant what we've been able to do is at least the federal government wouldn't have necessarily given us the energy or the money to investigate whether this building is going to cost us a dollar or ten million dollars just to take or maybe if we want to dream that the building is not a 24,000 but 50,000 sq. ft. building what

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does a 50,000 sq. ft. building cost. The grant has afforded us the luxury to do a little dreaming but we have to still kind of work to the submittal. The key is making the decision. What's the primary use of the property and getting that ready for the federal government then basically with the grant proceeds is how much do you want me to have the architects dream? We could just present to you here's your 24,000 sq. ft. current building and the best way to use it and the most effective cost or we could show you the 24,000 sq. ft. building with maybe some modulations and phases to get if you want X, Y and Z here's how we could add and program them and how it would affect your building. Is it viable to keep that building? If you really want all this, it may still be cheaper to knock that building down and start over.

Mr. Woodruff asked if that all has to be done by August. Mr. Krajnak said August 31<sup>st</sup> is the due date for the redevelopment plan.

President Howard said he would think that you would make it a three or four phase process. You would have at this being phase one with all of the phases implemented over an estimated period of time including the other grand scale development as mentioned.

Mr. Shad said all we've heard is money, money, money and they feel like the only thing that this austere organization would ever bless is take what we get, spend as little dollars as possible and make it work.

Mr. Woodruff asked what's wrong with that.

Mr. Shad said nothing, but they've been afraid to spend anymore energy going farther because they felt that there would be no will to want anything beyond – here's all we have, this is what we'll make do and the question is should we spend any effort going beyond making do?

President Howard said he thinks we do proceed further with our intention and use of the entire building. We've already mentioned the YMCA, we can include other organizations such as Franklin University, Columbus State all these different type of facilities that have satellite locations in other buildings around Franklin County. That would be a great way to develop partnerships with those organizations and build on our idea of a multi-use site.

Mr. Graham said he's heard a lot of great ideas and he thinks that letting this property go would be a huge mistake. There is no land available for the city to do any kind of expansion. Where else could you find five acres in Whitehall?

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Mr. Graham said he thinks there is a vast difference in the price. Making this part of the Parks and Recs Department without any reductions in the rest of the Parks and Recs Department is a great idea. Personally he doesn't think you can replace Rockwell Park. You can replace the buildings, but you cannot replace that park not in Whitehall. You cannot replace those trees, and you cannot replace that setting. That should always remain available to the citizens of Whitehall or anybody else who lives in the area as public use.

The building we are sitting in is over 40 years old, so is the one across the street. At some point in time you will have to do something with these two buildings. He said he would certainly consider some type of flex space over there so that in the interim of this building being torn down and redone or whatever, there would be some place that the city already has that they can go to. Certainly that is something that should be considered. Maintain some space over there so that when those things happen we've got the capability of doing it and still be used for some type of recreation in the interim.

Ms. Stewart said we've even talked about family counseling to be used in part of the building.

Ms. Stewart asked once we decide a primary facility we have to keep that primary facility? Five years from now the city can't come and say we no longer want it to be a park. We can take it, but then we'd be penalized by the government, correct?

Mr. Shad said they have never said no to mixed use. Primary means 80% of the building is going to be used for this, however we planned that should the need arise some of the space could be utilized as whatever.

Mr. Woodruff said it sounds like everybody on the LRA and everybody here is in agreement that the mixed use recreation community center would be the way to go. His question specifically then is, I know you have to have the primary use and all your ducks in a row on that end by the 31<sup>st</sup> of August. When does the money then get tied to that? Is that at the same time?

Mr. Krajnak said that what they have been asked to do as part of this process is identify a design that would identify the potential cost of this. Once a use is determined, how many toilet fixtures are required, elevator costs, what mechanical system upgrade, the electrical system upgrades, other building upgrades and the potential costs.

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Mr. Woodruff interrupted – what it's going to cost yearly to maintain the building. I'm sure those are figures are going to be included as well.

Mr. Krajnak said part of the issue with that is if you select a system that is a great initial system that has less cost operationally years after there is one cost for that but that might be the cheapest solution if you look at it for twenty years.

Mr. Woodruff said his point is he wants to know when we get to let's say this is the community center that we all envisioned it to be it's going to cost \$120,000 a year to maintain the building in heat, air conditioning, electric, whatever, and he would encourage then if that's coming at the same time as August 31<sup>st</sup> or very close afterwards that's definitely a discussion that needs to happen because at that point it becomes funding. At that point he would highly encourage him to have the president of council, the auditor, the mayor to all sit down around a table to figure out exactly how it's going to be funded because as eluded to earlier, we can all sit here and say oh let's have this great community center and we want a pool and a gym and the YMCA and adult education, that's all great and fine, but ultimately if all we can afford is less than that, then that has to be the reality of the situation. If we can not afford it and continue talking about closing certain buildings at other parks to be centralized, how can we afford it he is not talking about necessarily selling any park land. What he's saying is maintaining the buildings at Rockwell Park, if you have a centralized location. The only good then that comes out of the Rockwell building is renting out that big facility and if you have a centralized place that has a facility almost as large and has the same kitchen, what's the value of that. Well there isn't a value in that so there has to be a cost to continue to pay for it. The only way we're going to afford it. We can all sit here and dream and have the greatest community center this side of Boston, but if we don't have a funding source that's realistic year in and year out for the parks and how much money they generate and trying to make it so that they generate as much as it cost to maintain, by adding another building, by adding a community center that's going to be bigger, better, more expensive than the one we already have, if you call Community Park Rockwell building a community center there has to be a way that we can afford it because it's great to build it but if we can not pay for it.... well now we're into well if we rent out 51% does it still count. There has to be a way for us to fund it and that's why he asked about the cost. He realizes if we do energy efficient whatever, it's going to cost more initially but the cost savings ten, five, twenty years down the road is going to be much greater. What's it going to cost him and again you can't give him a dollar amount exactly because you can't, but how much is it going to cost ballpark to maintain the facility once we've invested five years to get it there?

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President Howard said that his understanding is that the renovation costs are a part of the LRA plan and that the ongoing operational costs are not but need to be considered from that point forward. He said he doesn't know if that's necessarily a function of LRA.

Mr. Krajnak said it is not at this point, but we potentially can supply that information for you. The one thing that is important now is – it's probably not available until 2009 at the earliest, right.

Mr. Shad said we can't wait until the other building is built at DSCC and that building still has not been funded.

Mr. Graham said there is an Army Reserve building over there out for bid.

(Everyone talking at once. Not audible.)

Mr. Krajnak said there are certain issues you'll have to deal with before you can occupy the building. There may be some that you can defer until another time. We'd have to be pretty wise about that so that we don't have to undo something to do something later on. That gets back to the master planning on what's the big picture and what's the initial phase. What are we starting with? He said he thinks the LRA has been trying to get to that master plan that big picture but can't get beyond how are we going to fund this first step? Where's the money, where's the support? What is the position of City Council on something like that? We certainly look at a project as an initial project. The building has got good bones and it can be cleaned up and brought up to Code he thinks in a pretty reasonable fashion without wasting money. It's good to invest money – bad to waste money. So the kind of money that you would have to put into mechanical, electrical, windows, toilet fixture, and choice of air conditioning. There may be some Code related issues that we can identify, but I guess what we are trying to do is understand from the LRA's point of view – give the LRA some direction tonight, if you can. They're at a point where they really need to make some decisions with this process so that we can complete our task by the 31<sup>st</sup> of August.

Mr. Woodruff said he was still confused. What's the question? The question is how much money are we going to receive and need?

Mr. Krajnak said he didn't know. You don't have to put a dollar figure on it, but is there support to go beyond the initial repair and upgrade to bring the building up to Code?

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Mr. Woodruff said he has no idea how much that is, if that is six million dollars – maybe not. If you don't have a dollar figure on what it's going to cost just to bring it up to Code, he has absolutely no idea what he could or could not support, if he has absolutely no idea what the dollar figure is. If the dollar figure is five million dollars just to bring it up to code, well that's certainly going to shrink what he can do with the community center. On the other hand if it costs five million dollars and then we rent it out and get revenue well maybe that, he doesn't know. That's why he asked at the beginning. He knows they can't give him a specific, but if it was a community center with mixed uses and X, Y and Z and you had to get into the mechanicals, how much does it cost to bring it up to Code and make it so that we can occupy the building and move forward from there? He can't tell you yes or no until he knows how much.

Mr. Graham said but we have to tell them what type of use. That's what is going to determine what you have to bring up to Code.

Mr. Shad said the other element was should we pursue a building that maybe in pieces can add a pool and can add a typical weight room that you see in many places as opposed to an anti room or do we need another banquet facility or should we have one or two basketball courts because again the pool concept or a five or ten thousand foot fitness center it really changes the question about the plumbing, locations for those kinds of things and you would even be affecting the original building and that's where they have been concerned is there's some big square foot kinds of things that have been pondered many times around the community. Should we try to design a building that could add those pieces over a period of time because then you make some core decisions to back to that building. We don't see for ten, fifteen plus years ever getting beyond this building will stop. Now if we in that window see that we might have that desire or capability to bring the money and it's resources to the table to add a pool or big gym room or big auditorium or whatever, do you want us to think of those things when we are playing with this building now because you might program some changes just a little differently now even in this first building. If you can't see us getting outside this shell in fifteen years tell us now and we won't waste our energy getting outside this shell.

Mr. Graham said if you're going to have that type of center you've got to have a gymnasium – regulation size. There are no pools around here. Having a pool there would be a tremendous value. It would be a great asset for all the kids here in the city and the adults who would like to go to a pool in the evenings. He said he would certainly consider an indoor pool.

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Mr. Krajnak said the initial planning might require that we stay within the walls of this building, but think about how the whole building and site could be expanded. It's contiguous to park land. If we have to get into gymnasium and pool and the parking requirements for that would we extend this facility beyond the five acre site that it's on and start growing it into the park land? We're asking you how far we can dream.

Mr. Shad said they can do some programmatic layouts and give council some cost estimates, but again the committee got to the point of feeling that council would never get beyond today, that all we'd ever have is this building so we'll make the most of it. If you all think there might be a will in this community to get beyond this building please tell us to and we will dream because that is what this project was envisioned to do and can do probably within our budget but again if we politically don't feel that this community could ever get beyond what we can take then just say so and then we won't waste the time and energy.

Mr. Woodruff said he wants to be completely honest. He doesn't think a pool is, and this is just his preference, realistic in ten years. He really doesn't not with the escalating costs of what it takes to maintain the facility over ten years and build a gymnasium in ten years and still maintain all of the other facilities that we have in Whitehall because what the one thing people are not going to want to see is us invest time, money and resources into the centralized one building and forget about all the other parks and all the other stuff that we have going on. He doesn't think it's realistic in ten years to say gym plus pool plus indoor pool plus – He doesn't think that is realistic in ten years after ownership.

President Howard said that he thinks what they need to look at is the potential that we can expand. We can look at the current structure that we have now with the impression that we would want to do some expansion of that facility to create a bigger gymnasium and so forth if we had further plans to develop. It doesn't have to be a pool or a water facility park type. This idea and plan allows us to incorporate other partners including the YMCA's around the city and how we work with them.

Ms. Stewart said she feels a little differently from Mr. Graham. She would rather see us sell Rockwell when we are allowed to in 2013 and take that money and put it into one fantastic facility that was more accessible and she would love to see something the city doesn't have such as some luxury condos. We could than with Woodcliff tear it down and come clear back there including whole Big Walnut area. It could still be a beautiful park-like setting with some more upscale housing and take all that money from the park and fund all those things.

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(Everyone talked at once. Not audible.)

Ms. Stewart said she doesn't see how we can maintain that big park and this park.

Mr. Graham asked, "How big is Rockwell?" Someone answered, 91 acres.

Mr. Woodruff asked Ray Ogden if he knows what the top is. Mr. Shad answered probably thirty or fortyish. Ms. Stewart said we don't have the money to do that, and we can't call it a central park.

Mr. Woodruff said he agreed with Mr. Graham's sentiment on how beautiful the park is.

Everybody talked at once. Not audible.

Mr. Krajnak said we've asked the LRA, What does the community really want? What would they support here? He said he just came from the groundbreaking of the Whetstone Recreation Center in which the community raised some money to put in with the city's money to renovate that center and they are focused on a community room within an 8300 sq. ft. addition and renovation of the whole space. That was a really nice relationship that the city said we need private dollars as well as the public dollars that we can raise for this. The LRA has talked about do we need to have private/public partnership on this as a way to fund it. There is time to figure out how to do that and who is part of doing that. He said he thinks that what he is hearing here tonight to try to summarize this, if he may do that, is that there is support for mixed use. There is support so that this facility can be a center for the community, which could accommodate education, recreation and potentially some space that could be available for city agencies or other civic groups. That while we might have to limit our vision to an initial phase that we should not limit it completely, but we should design the building in such a way that it could expand. Think about where we are going to put the major core of restrooms in this building. We don't want to put it in a place where we can either expand it when the occupancy of the building increases and therefore we add more fixtures. So we want to be smart about what we do initially. In order to do that we need to know what might happen next even though it doesn't have to be completely chiseled in stone. So that's what he is hearing. Is that what everybody else is hearing? Everyone agreed. President Howard said you've got your charge and you've got your mission.

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Mr. Shad said Council will see some documents and some ideas that show small, medium, large or at least small/large planning. Mr. Krajnak said and since that will be more defined, we can put dollars on it so council can have a comfort level of knowing if we do this and here's what that next step might be. The way we will do it is in today's dollars though.

President Howard said we will get all of the green energy efficient funding that we possibly can.

Mr. Shad said if you have a dream it's easier to conquer a dream, when you've got it and people can grasp it. You've got a number to work with then you go to places like the county and ask how can we tap CDBG this time? Or you go to the Y and say okay this is where we are all going and how could we mutually do a fundraiser, if the city is serious about partnerships then the Y brings the fundraising component to the game because their resources are the system, which is all of the counties. You have these people, but you have to know what we want and what our desire is so you can negotiate and find where the partners lie and where your common interests lie. We appreciate your time today.

President Howard said council is ready for the next step in that process. He thanked Mr. Krajnak and thanked the LRA and said he appreciated them being here this evening.

President Howard went on with the committees' meeting. He said we have our parade coming up obviously on July 4<sup>th</sup>. He asked council if we would continue on with our tradition as we have in the past and be together in one section so we can get the application filled out.

President Howard advised members that we have a meeting July 3<sup>rd</sup> and there is the one issue that we have to bring to light in regards to the tax budget that we have coming forward through legislation. We need a public hearing scheduled. Do we want to hold our meeting on Monday the 2<sup>nd</sup>, which would be a regular meeting?

(Everyone talked at once. Not audible)

President Howard said it was decided that with the July 4<sup>th</sup> holiday, to cancel on the 3<sup>rd</sup> and reschedule it for the 10<sup>th</sup>. We'll have our regular council meeting on the 10<sup>th</sup>. If we need something else scheduled after that, we will deal with it at that point. We just have to get our regular meeting scheduled so that we can get it to the press, the meeting date published and then take care of our three reading process with our tax budget and so forth.

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President Howard moved on to the draft legislation.

Draft #1, which is a resolution levying special assessments for property maintenance located at several locations in the city of Whitehall. He commended Ray Ogden for doing a great job getting these to Council.

Mr. Graham asked if it costs it more to do this than what we are charging.

Mr. Ogden said no, we charge 20% on top of that so we make money on the deal.

President Howard commented, must include administrative overhead, got to recoup that cost. He said it's going into Service and City Property and needs to go on first reading.

Draft #2, which is a resolution to approve then and now certificates, going under Finance and also needs to go on first reading so we can get it paid.

Draft #3, authorizing the mayor to accept an equipment donation from the Ohio Department of Homeland Security, going under Safety and needs to be adopted on first reading, it will be a one time donation of electronic surveillance equipment.

Draft #4, to adopt the budget of the city of Whitehall for the fiscal year beginning January 1, 2008. The mayor, prior to her leave due to her health situation and so forth, did provide everybody a copy of her submitted 2008 tax budget. Upon reviewing some of numbers, there are some questions, some things that need to be reviewed. He did ask the auditors office if they had already taken a look and reviewed the information and so forth and they have not although the auditor's office had provided some initial information to the mayor's office in regards to that. But before we move forward and with the mayor not being here and myself being acting mayor it's prudent for me to follow-up and check with everyone about the submitted tax budget. With the auditor's office just receiving it and being unable to verify the numbers for accuracy and so forth it needs to be reviewed. Also the department heads need to review their budget numbers that the mayor had put into the tax budget so they are aware of where those items are and if there is...obviously this is the mayor's direction, goals and objective for her 08 budget, but if there is something that has been taken out of the budget that is a different priority than what is reflected in the tax budget then I've asked the department heads to take a look at that and categorize them to make sure it's appropriately reflected in the budget, we will continue to work on that.

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Mr. Woodruff said to do it without the mayor here it's hard to guess why her priorities are the way that they are, especially if the department heads didn't get an opportunity to look at it before she submitted it. None of them had the opportunity to look at it before it was submitted and neither did the auditor, so to go through it without being able to ask the mayor what the priorities are and why.

President Howard asked Chief Zitzke if he had a copy of it yet. He mentioned to the chief last week if he had a copy to review it. The chief said they talked about it, but he hasn't seen it yet. President Howard had a few extras and passed them out to the chief and Ray Ogden. They presented the departmental requests. To his understanding, based on what the mayor's office has informed him, it was finalized late on June 4th prior to the mayor leaving and was then turned into the council office. His understanding is that the department heads have not seen the final product out of the mayor's office.

Mr. Woodruff asked if there is a problem from any of the department heads should we encourage them to let us know so that we don't run into another problem that we might have had to before....

President Howard interrupted and said as acting mayor he has asked informally and then now formally for the department heads to go ahead and review those documents and if there is anything of question in regards to priorities that's been funded in the current tax budget let him know and he will discuss it with them. He said again he has already asked the auditor to review it, which she had not been given the final copy of it until late last week.

President Howard said he wanted to wish the mayor a speedy recovery. He has heard from Julie, she is feeling a bit better from what she had been last week.

Draft #5, making an appropriation transfer in the amount of \$1500.00 from previously unappropriated monies in the General Fund to the Community Policing Account. President Howard said he has a little problem with the wording on this, which he will have to follow-up. He believes there is some wording that is not appropriate, the way it says appropriation transfer because we haven't appropriated anything yet, but it does say if you read through the legislation that the Resolution No. 20-07 that we had passed authorized the mayor to accept the monetary donation from the Whitehall American Legion for the purpose of purchasing a 911 training equipment for Safety Town. At this point and time they are looking at appropriating that money first moving it from the General Fund to the Community Policing Account and then

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appropriating it at that point so he thinks we need to clean up the language and that before we have it – we certainly can get it added to our agenda, clean up that language and then we can then take care of it from that point and go on first reading next week. He asked the Chief if that was okay.

Chief Zitzke said yes, that's wonderful. Initially he wasn't in any hurry for this, but then we thought that this 911 trainer that we use for Safety Town we could actually use it for training our new dispatchers too in a classroom setting. We can get dual purpose out of this so that's the reason why they would like to have it as an emergency and do it as quickly as possible.

President Howard said they would put it under Safety and get the language cleaned up for next Tuesday.

Draft #6, authorizing the expenditure of \$5,270,00 from the Law Enforcement Trust Fund Account to purchase 31 Sigarms, 40 Caliber Duty Handguns.

Chief Zitzke passed information out to everybody. He said what happens is with our handguns, just like everything else there, is maintenance and as he went through the list of things that he had to check into since he became chief, one of the things he came across was that they had not been doing maintenance on the firearms. After checking into the costs of bringing the firearms up to speed, he found that he could buy new firearms for \$200.00 less than what they can do the maintenance on the old ones. The advantage to that, aside from the \$200.00, is you end up with the newest handguns. Typically they need to be replaced every twelve years. They are eight years into these guns and we would have to do maintenance on them and the cost would be \$5425.00 and then four years from now we should be replacing them. If they spend \$5270.00 we've actually replaced them and then they would not have to be replaced for twelve years.

President Howard asked if this was coming out of the Law Enforcement Trust Fund.

Chief Zitzke said yes and that doesn't impact the budget that way.

President Howard said they would put it under Safety and it would go on first reading.

Chief Zitzke said he would like to mention on this is the information that he passed out is current and accurate. The information that went along with the original legislation was only valid until Friday,

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but we contacted Zigarms and they extended that quote for us, which Council has in front of them and it is good until August 6<sup>th</sup> so whatever we do, he needs to make sure they have enough time to purchase those before August 6<sup>th</sup>.

Draft #7, 8 and 9 were all put under Safety and they will all go on first reading.

Draft #10, was put into Finance and Appropriations.

Mr. Graham asked if this was the thing that they used to call Furtherance of Justice.

Chief Zitzke said it is and it is not. We have a Furtherance of Justice Fund, which is part of the annual budget. That money is gone. They used it already this year for a couple of reasons. Number one because that amount was cut considerably over the past years, and number two, because they've been very proactive in our drug investigations and that has resulted in a significant number of arrests and seizures of cocaine and crack and marijuana and handguns and also in cash. In order to continue that work, we need to do one of two things. We could do a supplemental appropriation to the Furtherance of Justice Fund, which is not something that he really wants to come to Council and ask for or second is to use the Law Enforcement Trust Fund, which was actually created back in the late 80's and early 90's and the whole purpose for the Law Enforcement Trust Fund is for the drug dealers to pay for the investigations that they do to find them – to capture them so these long and protracted investigations that they do he likes the idea of it falling on the shoulders of the drug dealers as opposed to falling on the shoulders of the taxpayers so let's not impact the budget, let's do it out of the Law Enforcement Trust Fund.

He said the reason it is worded "up to ten thousand dollars" is because this is not something that we necessarily dreamed up last week. They've actually been headed in that direction for quite sometime. He'd even feel comfortable with moving that forward until we had the same kind of reporting criteria and tracking criteria that existed with the Furtherance of Justice Fund. There are certain criteria and reporting criteria, certain tracking criteria, there's a procedure to obtain money from the auditor's office and that sort of thing. What he needed to do, even though he doesn't like to create two separate systems, they had to be. It would almost make sense just to transfer money from the Law Enforcement Trust Fund into the Furtherance of Justice Fund, but they couldn't do that because the auditor would not let us do that because the law doesn't permit us to transfer money from one type of account like that to the other type of account so they couldn't just transfer money.

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They had to really create a separate system so all we did was mirror the Furtherance of Justice controls and reporting requirements and we created another set of reporting requirements and controls for the money that would be used out of the Law Enforcement Trust Fund account. He said the other thing that they did was they had a separate internal control policy, which was required by law. That internal control policy is now being incorporated into our division directives so we don't have three or four or five different sets of policies running around. It's all incorporated into one – into our division directives so that's under our fiscal management section. It's really an identical policy they just incorporated it into our directives so that's the reason why it has taken some time for that to evolve around to Council's approval. It's because he wanted to make sure that they had our internal control policy in place, we had all of our fiscal reporting requirements, our tracking and everything in place before we came to Council and asked them to use that. He said he thinks that is the absolute pure goal of the Law Enforcement Trust Fund is to use that for those kinds of investigations. That's the reason the Legislature and the United States Congress created that to begin with.

The chief said the other thing is on that it says "up to" and the reason it says up to is because we don't draw all those funds at one time. Just as with Furtherance of Justice they make a request from the auditor's office when they need that incrementally so that's the reason why it says "up to" and it doesn't just say \$10,000.00 because we may not use \$10,000.00 a year, but that allows us to draw that incrementally through the auditor's office and through that process.

Safety Committee

Chairperson Stewart opened Safety at 8:45 p.m. They have draft #3, #5, #6, #7, #8, and #9 all going on first reading next week and they have the third reading on Ord. No. 9-07 that will be tabled again to June 19, 2007. She said she did talk to Leo tonight. He's running a fever that's why he's not here. He said he talked to the PUCO and that Yearling Road railroad tracks will be repaved in July and they found the bridge over by the park sound, but it looks bad so they've got some special patching stuff and within sixty (60) days they are going to patch the bridge to make it look better so he got some things done in a pretty timely fashion. There being nothing further, Chairperson Stewart closed the Safety Committee at 8:48 p.m.

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Service and City Property

Chairperson Graham opened Service and City Property at 8:48 p.m. He said they had the third reading on Res. No. 23-07. They also have Draft #1.

President Howard reminded everyone that Draft #1 would be amended on the floor next week to say Lease/Purchase.

There being nothing further, Chairperson Graham closed the Service and City Property Committee at 8:48 p.m.

Finance and Appropriations

Chairperson Woodruff opened Finance and Appropriations at 8:48 p.m. They have third reading of Ord. No. 53-07 and drafts #2, #4 and #10.

There being nothing further, Chairperson Woodruff closed the Finance and Appropriations Committee at 8:49 p.m.

Parks and Recreation

Chairperson Shannon opened Parks and Recreation at 8:49 p.m. They had third reading on Ord. No. 51-07.

Ms. LaCorte asked how to go about doing a special recognition for somebody. Dave Stewart is still running our T-ball league. The gentleman has no children or grandchildren of his own, but he sits there and runs the season. He is a very, very dedication person.

Mr. Shannon said she should get together with the city attorney's office and get background information on file and come up with a resolution.

There being nothing further, Chairperson Shannon closed the Parks and Recreation Committee at 8:52 p.m.

Planning and Development

Chairperson Graham opened Planning and Development at 8:52 p.m. and said they have nothing on the agenda. There being nothing further, Chairperson Graham closed the Planning and Development Committee at 8:46 p.m.

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There being no further business, the meeting adjourned at 8:53 p.m.

Respectfully submitted,

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Marjorie E. Russell  
Acting Clerk of Council

COUNCIL COMMITTEES' MEETING  
OCTOBER 23, 2007

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Council President Brent Howard called the October 23, 2007, meeting of council committees to order at 7:04 p.m.

The following members of the administration and council were present:

Members of the Administration

President Brent Howard  
Mayor Lynn Ochsendorf  
Auditor Kim Maggard  
Acting City Attorney Kevin Shannon  
Director Lynn McNabb  
Chief Tim Tilton  
Chief Richard Zitzke  
Matt Shad, Dep. for Dev. & Admin.

Council Members

Chris Rodriguez  
Leslie LaCorte  
Jim Graham  
Leo Knoblauch  
Cindy Stewart

Administration/Council of the Whole Matters

President Howard opened by saying that he appreciated everybody in attendance. He stated, "A few weeks ago we had passed out the outstanding employee of the year in the various departments, as recognized by their peers. This evening we have Brendon Cottrell in attendance, he was awarded the Outstanding Firefighter/Paramedic of 2007 with a one time payment of \$250.00, additional compensation. President Howard invited Cottrell to the front of the room, read the document in full and presented him with his award. (Everyone clapped.)

Mr. Cottrell thanked President Howard and stated he wanted to thank One Unit because they are the best and that he appreciated the award.

President Howard then turned the meeting over to Chief Tilton who stated, "The firefighting game is a team game, both Brendon and his One Unit compatriots are some of the best in the country, and they prove that day in and day out. Brendon's attention to detail in terms of training and everything is hopefully very soon going to end up having a little training facility in the back parking lot here in force."

Several others offered their congratulations, President Howard said, "Again, thank you. We appreciate all your, hard work, commitment, and dedication to this city. Obviously you have been

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recognized as an outstanding person by the other fire personnel and we appreciate everything you do and we look forward to having you here and seeing what this is going to be out back as far as an additional training facility."

President Howard said the folks from Rodgers & Krajnak Architects, Peter Krajnak and Audrey Moody, are here this evening to update us on the current LRA progress. President Howard welcomed Mr. Shad back.

Mr. Shad said, "Briefly tonight, what we are intending is to again update you where the LRA had brought our committee work basically to a close. We are rapidly trying to finish up the documents for the government, I believe from the last update there were a couple comments on what you wanted and expected to see as far as the proposal. What you are going to see is our general recommendation, from the time line and number systems that are part of getting that forward and then just briefly what we are going to be doing as far as finishing this up to getting it off to the federal government, to getting their approval.

To remind you all again, this plan is time-lined even though the federal government is not time-lined on their deeding this property away. Even though we were forced to follow-through on a certain time and deadline, there is still no real projected date as to when the BRAC process will finish the facility on base, which will then allow this facility to be opened up, but we still have the responsibility to get our work done in a timely manner. I'm going to let Peter and Audrey do most of the work tonight. We have I think all if not the vast majority of this committee here tonight. That's why you have such a big audience for a change. If there is some point you may ask of them some questions, they will be here. I think they are mostly here just for support and just to show that we did work it pretty hard, and we're glad we're finally wrapping it up."

President Howard asked the members of the LRA Committee to introduce themselves for the record. Richard Pope, chair of the LRA; Judy Meloy, School Superintendent; Leanne Adkins; Gary Meidl, Whitehall Parks Commission Chairman.

President Howard said he appreciates them being here and being a part of this process. It certainly takes teamwork to get these things done. He then turned the meeting over to Peter Krajnak.

Peter Krajnak said, "A couple of things that we want to make sure that we cover tonight – we'll give you just a brief overview of where we've been to this point, but the real focus is, as Matt described, we want to

finish the document and submit it. Our goal is to turn the draft of the document over to the city for your review, as a draft, by the end of next week and there are a couple of issues that we need you to look at and some information that we need from the city to include in that document. We'll show you conceptually what the designs are related to the site plan and the building plans and a cost estimate for what it will take to renovate and expand the building once you purchase or get the building, I should say.

What's important to understand is that as the LRA has gone through this process and considered various uses for the project, the use that has come to the forefront has been mostly a combination of recreation use and community use. You might want to call it a community center – you might want to call it a recreation center – it's really a combination of those two uses. Meeting spaces, some office space, a variety of flexible recreation-type spaces related to what we call the 'sweat places' for physical recreation and then there are areas for more craft-like or art-like recreation projects, lessons – a number of training facilities for different community training opportunities. It's really a multiple use, but mainly focused on recreation and community.

We have a number of drawings for you. We realize that this might be small for some of you. If you want to come up and stand over here, you're welcome to do that so you can see what we're looking at. What I want to point out to you is that Country Club Road is along this part of the drawing here. The footprint of the site is actually this white portion. That relates to what the existing building is today, which is the single corridor, the entry doors, there is basically rooms on both sides of this corridor now and an assembly hall on this portion of the building. Behind that is a 3-bay garage structure. The 3-bay garage structure will be removed and what this shows you is the maximum use of the site long-term. With the existing building here, and I'll show you the internal plans of what those renovations would include. The color coding, again, identifies the variety of sizes of spaces for the recreation and community uses. Let me point out some of the organization of the site before we get into the building.

One component that the LRA discussed was an opportunity to include some sort of a community memorial, it might be in response to some of the veteran groups that are in your community. Instead of planting it in back of the site, we wanted to make it a front yard element and therefore this circular form actually is framed by a plaza, which is the entry plaza. There's a drive-in and a drive-out so when you are coming into this facility or walking to this facility, you come past that very public garden and it's more of a garden than it is a piece of

sculpture sitting in a yard. It's not designed – it's a placeholder for something that could be rather significant along County Club Road.

Those drive-ins lead you into a parking area and it's really from this part of the building that you can enter into the building as it grows around and grows toward the rest of the park. The other parcel next to that – part of that parking comes off of that parcel. We are also identifying future parking here that might also link with existing parking that runs up this way along Etna. So there may be access to this parking from both County Club and Etna, if this parking were to be built in the future.

The circulation spine allows for a linear building that can be expanded over time, and that's important, as you think about creating a building, renovating a building, and then allowing for the building to be expanded in the future while the operation of the building are still in affect. We don't want to have disruptions to the existing building as we expand it and that can happen in several different increments.

Our thought process tonight is to show you the initial project of just renovating the building, not adding significantly to it other than some Code updates, but showing you the ultimate master plan for the whole site. And that master plan for the whole site creates, again, a variety of meeting spaces, what we call the great room that is a place where you could seat a couple hundred people around tables or have a big reception, a big community event indoors.

There's a child care portion of this that would look out onto the park area with access out to the playground and then a variety of different meeting spaces, fitness spaces and offices.

The addition is all a single-story – it's all on one floor, whereas the existing building is a two-story building. I'd like to show you the work internally into the building now. Let me get back to questions regarding the site and everything.

This drawing is an existing drawing. It shows you the existing conditions. We measured the building and created these drawings because we did not have accurate drawings of the whole building and the intent is that in the future we really want this location to be the front door to the building. That's the closest to the parking lot. Instead of having to park in the rear of the building and walk all the way around to the door where it is currently, we're going to make this entrance the main entrance. We create a control center at this point where a person is greeting people as they walk in. The assembly hall becomes the big fitness room, actually a multi-use room for a variety of activities. There

is an addition and these new walls actually show the new construction in this center portion of the building and that's to create the right kind of accessible restrooms, which is really what the building is deficient in right now.

There are some other renovations. Currently there is an egress issue. We don't want Tim's crew to go into that building and get trapped in here. There's a dead-end corridor in the building where we want to create a stair in this corner of the building, use the existing stair at this corner of the building. Currently the stair is right here in the center off the main lobby. We'll take the shaft of that stair and utilize it to create an elevator shaft and that's where we are going to locate the elevator to provide accessibility to the upper level. Coming into the entrance, the elevator is right here.

The rest of the existing building is turned into multi-purpose spaces. These spaces are rather long and narrow, the nature of the existing building. The new spaces that we create in this master plan are more flexible in their proportion of length to width in those rooms, but still these spaces are useful for certain types of activities, certain needs.

The upper floor currently a stair comes up to this point. There's a corridor that leads to the end of the building here, which is what we are trying to resolve by putting a stair in there. This corridor leads down here to another stair. We need to bring the elevator up to that level. The new stair goes into the existing footprint of the building. We are actually going to infill the area where the lobby has a two-story space. Come into the building and it's open to above by putting a floor into that second floor we add a little more usable space. We also eliminate that Code issue of having an open area between the two floors.

On this floor we create some accessible restrooms where there are currently some restrooms and showers. The showers are actually removed from this part of the building. We would be creating showers in the new square footage on the first floor. Those showers are back in here.

So that's a quick overview of the layout of the project. The cost of the project – we analyzed the amount of renovation, the kind of renovation and assigned a cost per square foot to that. We did not go system by system and identify how many doorknobs we're buying at \$39.50 a doorknob. So it's based on a cost per square foot, looking at the exterior building of the building, the interior of the building, the systems of the building.

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To do the renovation work, and this is total project cost, and that's to include the site work, the construction of the building and renovation and new construction. There's a construction contingency and I'll pass this out to you later because if I pass it out to you now you won't listen to me.

There's an allowance for demolition, there's a contingency of 10% on the construction costs. There is soft cost for design fees, fundraising, other soft costs, furnishings and equipment allowances. That's estimated in today's dollars. I realize you don't have the building today and we'd have to allow for inflation as we look at this, but this is somewhere between a 3.9 and a 4.8 million dollar project – total project. Site work and all of those costs included, including the contingencies.

It's not a construction cost – it's a total project cost. It doesn't help you to know just what the construction dollars are. It helps you to know what you've got to pay, if you wanted to do this project today.

Looking into the future to what the total site would be, that project is somewhere between 12.5 and 15.5 million dollars for this entire site development. A breakout of that is here and I'll pass these out to you.

The reason why it's very important for you to know the costs is that there's a requirement that would have to be in the report and that's a requirement that the City of Whitehall demonstrates the financial ability and the commitment to complete the facility modifications required in order to comply with the schedule for occupying the facility.

You need to discuss your commitment to funding a project like this and the strategy of that commitment needs to be identified and included in the report."

Mr. Krajnak asked Audrey and Matt if there were other elements that need to be touched on in further detail before we address any questions.

Mr. Shad said he thinks that's the gist of it and we're just throwing that out, like you said, we need to shock them into .... Most of the documentation and work that we have is mostly mandatory – find this – show that. We've been demonstrating those pieces and elements as we've gone along.

Mr. Shad said, "Again, to remind everybody too, is that the Committee did kind of bounce through a number of decision-making steps along the way. It was not that this would be assumed project from

the start, weighed probably every kind of public use as well as potential private uses.

Most of the Committee I would say from the start felt that it was a more valuable to us as a public asset than a private asset only because location-wise this is a very valuable place in the public community because it is central.

Privately it's not very valuable because it is central. It's the zoning and the likely zoning that you can establish on this property only lends itself at probably best as some form of housing. If you wanted to say that it was something that would generate revenue for the city, it would probably have to be some form of senior housing, assisted living where you could actually create jobs taking care of elderly people, but in that sense that was probably the most viable of the private kinds of ventures. It was not necessarily a good spot for forms of commercial, retail, or industrial.

I would say the group was pretty avid about trying to hold the public asset as much as possible and did again go through the process of evaluating other uses such as swing spaces, lease functions, school functions, and that was again to the biggest extent why we had all those people in this group from the start as they weighed in and actually chimed in as the process went through. But again, it seemed like that the kinds of needs and uses that are shown in this building will probably be the most valuable. Yet I should ask the question because I honestly don't remember so much myself. These renovations are to bring it to optimal, but could the City take the building and use it without really having to do much of any of these things? How much of this is best case for the existing building as opposed to necessary just to take it?"

Mr. Krajnak said, "It depends on what condition you want the building to be in. It's a pretty well-built building, but there are portions of the systems that need attention, windows, mechanical systems, and plumbing. The ADA, Americans with Disabilities Act, is an important issue related to that. There is no elevator to the second floor. There is no access road to the building right now at grade because all entries have steps. Yes, we could solve those with some ramps. The only access right now that is at grade is through the actual assembly hall overhead doors, but as a public entry you would need to make it accessible for public use. While Matt, it's difficult to break out with a minimum scope here, there are ways to reduce the total cost of the project to I guess lessen the first costs and use the building. One issue that we get into when our clients look at those are, if you're occupying the building and then you want to go and do renovation later, you've got to relocate or do a phased approach to upgrades and renovations and ultimately that

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ends up costing you more and creates more disruption. So having the opportunity to do repair work, renovation work, bringing everything up to Code initially I think is a very important issue for you to consider."

Mayor Ochsendorf asked, "How long of a time period do we have even to make a commitment or not make a commitment?"

Mr. Krajnak said, "The commitment or the strategy of the commitment needs to be in the report. You've got until the report needs to be turned in to identify what the strategy for that commitment is."

Mr. Knoblauch said, "Okay, when does the report need to be turned in?"

Mr. Krajnak said, "We're turning the draft in to you in a week and a half and December 15<sup>th</sup> is the target for turning it in as a final."

Mr. Shad said, "My understanding is that we don't likely expect to receive the property for two to three years."

President Howard asked, "At that point are they asking how specific we must be? You're talking about strategy and then we have to answer to or suggest in that report – in the final that we submit. How detailed are they asking us to have the strategy?"

Mr. Krajnak asked Audrey Moody if she could enumerate on that.

Ms. Moody said, "In other reports that I've read they've sited Bonds and Levies or said that constructions funds are already set aside. I don't know what the minimum commitment is, but that is what I've read in other reports."

Mr. Krajnak said, "The wording is that for the City of Whitehall to demonstrate financial ability and commitment to complete the facility modifications, but here's the loophole, required in order to comply with the schedule for occupying the facility. They have not identified when the schedule is, right?"

Mr. Pope said, "So if it's two years, if it's two to three years before they turn it over and five years before we even consider making it ADC compliant then your monetary schedule is seven years and not immediately. In other words, the terms aren't spelled out. They are just asking you, are you willing to accept the renovation of the building and what are your time constraints, correct? So you can make it a ten year plan or a fifteen year plan and enter it into your report, whatever you wanted."

Mr. Shad said, "Another question that might be just asked is, given what the existing building is, is the renovation cost relative to new construction and a demo? Are they comparable or is there a significant difference? I think some of Council asked, is the building a value to keep?"

Mr. Krajnak said, "I think the building is a value to keep. I think the renovation cost – we're looking at 100-125 dollars a square foot in renovation costs vs. the new construction, which is between 225 and 275. The building's got good bones. It just needs the right kind of Code upgrading. The elevator and the stair are critical, I think, to allow for the building to be safe and the building to be accessible."

Mr. Shad said, "At least if we choose to occupy the second floor."

Mr. Krajnak said, "That's correct."

President Howard said, "That's kind of an important question. How specific do we have to be in regards to our plan and strategy? How are we going to utilize the building? Are we telling them that we have interest in the building? We have interest of doing the renovations to bring it either up to the minimum amount of Code at that point to occupy it and then if we're talking about three, four, or twelve million dollars depending on the level of renovations or upgrades we're doing, are we then tying in at that point and specifically identifying where our dollars are coming from?"

Mr. Krajnak said, "I don't know the answer as to identifying where the dollars are today for a schedule that they haven't identified yet."

President Howard said, "We have a lot of options that we could explore at that point."

Leanne Adkins, a LRA member said, "I thought we had to, when we first started this we had to specifically give a type of use, whether it's going to be Parks and Recs or whether it's going to be community, police, fire because of what department it was going to be approved."

Mr. Krajnak said, "That's correct."

Mr. Pope said, "She's correct."

Mr. Krajnak said, "Now it goes through National Parks."

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Mr. Pope said, "We looked at, like Mr. Shad said, we respected all those different authorities that were looking at that building. Keep in mind that for a buck you're going to get a 200 and some odd dollar square foot building that would cost you to build new and to answer your question I would be as less specific as I could be in answering that as I could possibly be. I would say, yes we're interested, yes we want to do it, and thank you for asking us and then when they come back with more specifics, then is when you would probably get concerned because you want that building for a buck and that acreage. They're not specific, why would we have to be?"

Mr. Gee, Director of Parks and Recs, asked, "But do you know how specific that they want to be pertaining to how it's going to be used?"

Mr. Krajnak said, "I don't know exactly how it is. We've seen other reports like this that have been turned in. The key is to give them enough information so that everything is on the check list and they don't have to toss it away saying, okay they didn't respond to this we're not even going to entertain that."

Mr. Gee asked, "Is it fair to say they are more concerned about how we are going to put the building itself, upgrade the building?"

Mr. Krajnak said, "I think they want to know that if they allow you to have this building that you will implement the project. They want to know that. They don't want to turn the building over to somebody who's going to just let it decay."

Mr. Pope said, "Well the bottom line is, I don't think they want to give the building away to a public entity and then have that public entity sell that building for a profit. They want you to use that building for exactly what they are financing you for. I don't think there is any specific direction there. I don't think we'll be able to answer that until we voice an interest in actually wanting the property."

Mr. Gee said, "Just out of curiosity, is that option even there to sell it at some point, if we chose to?"

Mr. Shad said, "No, if we go for Parks we commit to the parks. If we were to walk away from that commitment they have the right to come and take the property."

Mr. Pope said, "I think Leanne is right. I think the first directive we've already handled. I think it's notable for Council to understand that the big numbers that you are looking at, they could be twenty years down the road. It could be half a million dollars a year for twenty years

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so don't let the large numbers scare you because I think the number that we all need to know is, if we do accept it and we want to turn this over to Parks and Rec, what do we have to do that first year to be able to maintain that building. Stay off that second floor. We know we have to do mechanical and abatement and issues with exits and all that so that's going to be the monetary thing, but very, very inexpensive compared to what you're getting."

Gary Meidl said, "Parks is way out of the schedule for how the use is going to be of that building. We've given a list to Peter and how we are going to do it as soon as we walk in the door. We don't need all these elaborate things as far as Parks is concerned."

Mr. Pope said, "We don't need bells and whistles."

Mr. Graham said, "I would think if they're not telling you when you're going to get it so you can say that the plans for the financing would be to place a Bond Issue and that's all you're saying. You're telling them right there, that's how we're going to finance it, but we can't finance it until we have it. It could fall through as quickly as we got it."

Leanne Adkins said, "Let me ask a question some others might be thinking. Being part of the committee we kind of got the facts on the side of the feds. What happens to this building if the city decides not to take it?"

Gary Meidl said, "It goes to public sale, doesn't it? Like any other government property, it would go up to bid auction."

Mr. Knoblauch said, "I think it goes out to other government agencies."

Mr. Shad said, "No, all the federal and state were already notified."

Mr. Knoblauch said, "Then again, I think it goes up for public bidding. I think it's a no-brainer. Just trying to see what we're going to do with it and how everybody in the community feels about obtaining the building."

Mr. Pope said, "A positive concern is that we are all interested in the fact that we want to move Whitehall along further ahead on the agendas with the School Board and with the Parks and Rec and with the Police Department and with other things and we just don't want to let this acreage and building go for the minimal price we are going to pay. We could discuss all of this later on as far as what you were closing off and what you might be able to use or not use. I think the big decision

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here today is do we want to make this move by December 15<sup>th</sup>? To say yes we would like to commit and just not leave anything on the table as far as numbers."

President Howard said, "I think we are at that point. I think everybody is in consensus that we want to move forward with it. Obviously it's a perfect location for further expansion of our parks. It fits in perfectly with what our overall plans have been in regards to further centralization. I don't think we have any problem moving forward with, and this is what our plan is with the property, and just filling in the blanks, getting things submitted and finalized and put in place and get it sent in to the proper agency. I don't see any hurdles myself."

Mr. Meidl said, "One thing I could add about the parks getting it. We have a master plan brought about by Edsall and Associates, on how they are going to use the facilities around the park. They would be a natural to come in and tell us how we can use it."

Mr. Pope said, "I guess the only question I hear this evening for Council and for the Mayor and everybody is since we have lost our Development Director, what are we going/how is this going to be handled now, with keeping this commitment by the 15<sup>th</sup>? This letter, or I mean, what road do we follow to make sure this is done accurately and exactly?"

Mayor Ochsendorf said, "Our office has been in touch with them. There's been certain things actually that have already taken place, so that we are current." "

Mr. Pope said, "OK." So it's paperwork from here on out."

Mayor Ochsendorf said, "As far as I know."

Mr. Shad said, "Mr. Pope I'm still in contract working for the City."

Mr. Pope said, "Oh, wonderful. I didn't know that either. That's wonderful."

Ms. Moody said, "I'd like to read a sentence that speaks to this, I finally found it, generally the applicant must demonstrate that it has financial resources to improve the property and to then use the property for the approved purpose and events within a period of time. So that's what we're, that's pretty broad." (Mixed comments and laughter)

Mr. Pope said, "That's pretty vague." (Laughter)

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Mr. Howard said, "We can definitely meet those standards."  
(Laughter and many comments at one time)

Mr. Shad said, "If you get questions again, part of this too and how we got here, some of this detail work most communities probably wouldn't have done, necessarily. This was a little bit of icing on the cake for us. It was an opportunity that the Federal Government gave us a chance to get a few dollars to think through and ahead a lot of the communities have been doing this without much of this sort of architectural point of view. I think Mr. Pope's kinda right and Pete's kinda right, I think a lot of questions based on capacity, capacity to pay, more than do you have 10 million dollars or 4 million dollars, whatever. We also, I wanted to say with this design, this is optimal for the renovation, as far as something we thought would produce the best plan from the existing building and then how to add to it in the best most efficient way. The fourteen is if you built everything, everything is far from necessary. Even the renovation plan is the best way to do the renovation and make it a one fence, one stop fence. We can always go back and do less, but I think that what we want is to not surprise this or future councils with the dollars. You will get a fine building for 4 is what it basically says and then in your minds do you believe that we have the opportunity to come back and spend 4. Do you have the capacity, and do you have the will and then the question is, if you have those, then it's a matter of making it happen when you are afforded the opportunity."

Mayor Ochsendorf said, "And we, I mean we pretty much all agree that there's a need for that building in our City and with that being landlocked there was no point in only having a new police station, new multi center, whatever it might be, you know, government building, whatever. And this gives us an opportunity to continue to maintain what we have and it also gives us the opportunity to grow when we are able and it brings in a lot of the partners into the city."

Mr. Pope: "And keep in mind that renovation on the project only means that if you have a slat with two walls standing and you tear the rest of it down you are renovating the existing, right? See he kinda says, yeah, maybe, but in other words if there is something there to use if we can just leave one portion of it there."

Mr. Graham: "Just with the garage alone, I guarantee you can come up with something to use that the very day you get it, even if it is nothing more than the storage of vehicles that are sitting outside somewhere."

Mr. Pope: "And keep in mind too there's a lot of appropriated funds that are going to be available that we haven't even looked into yet"

that really spark a major portion of the development of this, that go beyond our reach, that end up in Matt Shad's reach at that time, with knowing where to go to look for these funds and the school board knows where to go to look for certain funds and things like that, so it isn't a total out-of-pocket expense for a city either, it's a portion."

Mr. Shad: "This is still something that would be CDBG eligible type of project since we are not proposing governmental use buildings like this that are based and open to the community and open to all that is a definite CDBG eligible fund, where we may not be able to give Ray a curb and gutter for a year or two, but that is tapping funds. This is still something that if you could get to the point where you have an agreement with the Y, there is nothing that says that the Y cannot be a lessor for a dollar of this building and any portion of the site and bringing them to table in their experiences that they did some of their facilities in Gahanna, Grove City and Hilliard, the community basically proffered up the site and the Y did the projects. If you could proffer it eventually, that's a door opened and it is a fund raising vehicle opened, so those kind of things are still out there, but again what we wanted to let you know is you got possibly a 4 million dollar price tag, we don't want to surprise you, we don't want it all, just jump off the cliff not knowing where we are going, but as long as you are not surprised by this, if you are comfortable enough that you want to try to tackle this then, at least let us write it up and send it on its way. If it is not the city for parks, then it probably is to another kind of entity."

Ms. Maggard, "So then we could not use this for government offices, it would be for parks, from what I understand."

Mr. Shad: "The primary purpose would be parks and rec."

Mr. Pope: "And that was directed primarily because the most amount of money that you can get funded when you go out looking for money is directed at that division."

Mr. Shad, "But what my comment was, if we had some function in there, yes, police could have a function there, we could function a government entity there. Now if you ask for CDBG those dollars could not be afforded for the park and rec. operations."

Ms. Maggard, "Well, I know that."

Mr. Shad, "But it could be any, as long as it's the majority of the use and the primary use."

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Ms. Maggard, "Like the police could have an office there, or whatever."

President Howard, "It's certainly a way to move forward and take it from our draft and into final form and get submitted and keep our fingers crossed, and look forward to that date when we take title."

Ms. LaCorte: "I just have one more question, once we turn in the final draft on December 15<sup>th</sup>, then what would be the next step? How long do you foresee us hearing something back from them, or knowing something?"

Mr. Shad, "The main thing is we have to get it accepted as far as, does it meet the check-list requirements so it gets reviewed through the Department of the Army and HUD and we basically have to prove that we dotted all our I's and crossed all our T's and make sure that we ... and the other key is making sure we went through the homeless issue process that was a part of this too. That is a key component."

Ms. LaCorte, "So this could take months or years?"

(Several at once) "Years!"

Ms. LaCorte, "That's what I want to know. When do we hear from them?"

Mr. Shad, "At worst it is months."

Mr. Gee, "So if we turn something in and they found an issue with something, we'd have the opportunity to alter, amend it?"

Mr. Shad, "Correct. So as far as them accepting us, that is probably months and then after that it is probably just proceeding with the part – I can't think of what federal agency I'm thinking of now."

Ms. LaCorte, "So if they are not happy with what we turn in they contact you and we call our committee together and try to work something out?"

Mr. Shad, "Yes, returning it with red ink. Yes, they have done it with some of the others. One of them got dinged because they didn't have their public notice for the interest period way back a long time ago, they were short two days."

President Howard, "We'd have the opportunity to update it and re-present it and submit it again in its whole as corrected and wait again?"

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Mr. Shad, "Yes".

Mayor Ochsendorf, "I'm really confident that if we need to raise some money somehow to do this that – I mean we had experience doing that during the BRAC and we made contact with a lot of different entities during that time that chipped in and I think we have somewhat of a process already somewhat in place."

President Howard, "The key component to the success of this facility is going to be overall partnering inside our own community as well as outside the community with the various entities and so forth."

President Howard asked if there were any other questions from council members.

Ms. Stewart said, "I'd like to tell the committee, 'thank you.' I'm very impressed. I can see that you spent a lot of time and brought a pretty thorough recommendation and I really appreciate all the time spent on it and I'm pretty excited about the potential here so I want to thank all of you for your time."

Mr. Graham, "And it may not be as far in the future as people think. The buildings that they would be using as replacements for these at DSCC or whatever, I never can get it straight, ... anyway, they are out, they are asking for bids and stuff on them, so although I can tell you right now, it will be the same as the hospital, you are still looking probably at four years down the road, but it's not that big of a building either, so it is not something that would take them a long time. The hospital is a design/build situation so those take a long time, but what they are looking at as the replacement for these buildings didn't seem to be quite that complicated so they have already started that process and the first time I saw it was like two months ago. Once you see it coming out on Dodge-Hill or Dodge-McGraw ...."

Mr. Pope: "It is usually within a couple years once it goes out to bid it is getting really close."

Mr. Pope: "Could you flip that one cover page over, I had one more comment. Where is the one plot plan with the houses, this here? Council members you know this is a great investment that is just food for thought for future council and all that is that I certainly would take a look at not letting these three properties go anywhere. That is, when the opportunity affords itself to the public I would certainly take a look at those three properties and not allow them to go anywhere."

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Mr. Knoblauch said something about there being one behind it that was just built.

President Howard: "Anything else? Okay. Well, thank you to everyone for being here. We appreciate the update and LRA members we appreciate all your hard work."

Mr. Pope: "Thank you Council members."

President Howard, "We are looking forward to the next step in the process."

A recess was taken at 7:53 p.m. and the meeting reconvened at 8:03 p.m.

President Howard noted that they would have another presentation at this time and invited Chief Zitzke to proceed with his proposal on the information he provided at their Agenda meeting last week.

Chief Zitzke advised that he had given packages to everyone last week that kind of gave a rundown of the digital video cameras that they want to switch to for their patrol cars. He said he has been talking to council about this for quite awhile. Originally, this had been a somewhat lengthy research project, but they don't have a lot of the research there, but they do have what they ultimately came up with. He said that right now they use a system based on a VHS tape and it was a pretty ... system in its day, but its day has come and gone. Unfortunately, he said they are in a situation where even if it was old technology, if that was the only issue they had they would be okay, however, it is old, it needs replaced and it has cost about \$600 to \$800 to repair them on a regular basis because they don't offer a service plan with them anymore because they are so old. So now they have become cost prohibitive to keep. Chief Zitzke said they went out to look at different types of in-car camera systems, video systems and they didn't try to reinvent the wheel, they looked at a lot of different agencies and what they are using, what they liked and what they didn't like about their systems. He said that what they came up with, there are a lot of different systems. There are hard drive system, where you remove the hard drive from them and bring them in and download the hard drive and do that sort of thing. He continued that if they are going to invest a significant amount of money on something new they really want to invest it, in his mind, on emerging technology, so they are not in here a year later with something that is obsolete. He said this is really cool emerging technology – it is wireless. He said that what happens is that what is recorded in the cruiser, you pull up to the police department and there are four antennas on the roof of the police department and it downloads it wirelessly and automatically

into the main computer system. He said it turns out it is not as emergent as he thought it was and that the system has been used at NASCAR racing for the last 20 years. He said that is what is inside their vehicles and it is broadcast quality so it is not really brand new technology and it is not really emergent technology, but it is new or fairly new to the law enforcement field. He said they contacted Custom Signals, which is a company that makes the equipment that they have now, which they feel they received good service from over the years. It is a pretty good quality system and they like their service and equipment, although it has run its course.

Chief Zitzke said that Custom Signals was willing to come out and put a trial version of their system in one of our patrol cars, so they did that so that our officers could actually use it for a period of time to see how they liked it. He advised that the officers absolutely loved it and that the quality of the video is tremendous.

#### Safety Committee

Chairperson Stewart opened the Safety Committee at 8:33 p.m. and advised that they would have drafts 1 A and B.

Mr. Knoblauch updated everyone on the Yearling Road railroad crossing. He said there are seven other crossings ahead of us on the schedule, but if you look near the tracks you will see some of the concrete that will go in so they are looking at about the middle of November, perhaps earlier, but they are also putting in new signals. He said they are putting in concrete instead of just asphalt so it should last longer and be a lot smoother. He said he would check with them again in a couple of weeks to see if they are still on schedule.

Mr. Rodriguez said he spoke with Moses Hubert, the deputy director for the City of Columbus, regarding the crime issue brought up last week. He said that Mr. Hubert will be contacting the community liaison officer for Precinct 9 along with the Lt., Sgt., and strategic response commander and get back to Mr. Rodriguez to set up some kind of meeting, which anyone who wants to attend is welcome to do so. He said that last week he happened to be introduced to a guy from AEP, Greg Pauley, Director of Public Policy, who put him in contact with Marsha Harvey, who is the customer service rep for this area. Ms. Harvey said that she reports to Kevin Walker who is the president of Ohio AEP and they are meeting this Friday at 10:00 a.m. to check out the area between Maplewood and Napoleon as a partial solution might be by way of more lighting and that's where that came from. He said they are going to meet at 3:00 p.m. on Friday at Dir. Ogden's church.

COUNCIL COMMITTEES – October 23, 2007

Mr. Rodriguez said that Chief Zitzke kindly offered them the use of a four-wheel drive vehicle to check out along the tracks area. He said they may take advantage of that offer.

Mayor Ochsendorf said she and the Chief have been back through there and some areas are a lot more open than others and some areas are a lot more vacant than others. Some areas are worse as far as blight in that area. The areas that are the worst from what they saw were the ones that were further down toward the Broad Street area. There are a lot of empties and a lot of broken windows and that is another issue as far as code enforcement in that area and they are pursuing that partly that way also.

President Howard said he and Chief Zitzke talked about this issue last week as well. He asked Attorney Shannon if the city has the ability, even though the properties involved are in the city of Columbus, to pursue some type of nuisance. Mr. Shannon said his theory at this point is that when the Environmental Court was created in 1990-91, one of the powers that was vested in the Environmental Court was the ability to hear private causes of action brought by private residents, homeowners in an area, when they were unhappy, very displeased with a jurisdiction's response to a particular area. This clearly happened in Columbus. The legislation gives you the opportunity to bring suit and secondly it keeps the jurisdiction on the situation as bringing these private causes of action makes them look bad if they are not taking care of it. He said that with the assistance of the service director he could fashion a complaint with respect to a situation in Whitehall and proceed in Environmental Court and we have special counsel, Mr. Durham, with the idea that an adjacent jurisdiction could bring such a private cause of action against the property owner – it is a unique idea. He said a homeowners' association would, in his opinion, have standing to bring such a suit based upon the impact on their properties. He said that what Mr. Rodriguez is doing, at least initially, is very, very good, making contact with the jurisdiction that is involved in an attempt to address it in that fashion first, but as to whether or not the city of Whitehall could do that, he thought that probably a court would want to know what we have done as far as jurisdictionally first, meeting with our colleagues across the border in an attempt to resolve this. If we did file such a suit he would think that Judge Hale would want to know if they could get the folks to the table to address the issue.

President Howard said that really doesn't answer the question because ultimately our immediate response last week was to bring everybody to the table. He expressed his appreciation to Mr. Rodriguez for taking the lead and starting that process. He said that is what they want to do is get everyone to the table and get it resolved and hopefully

COUNCIL COMMITTEES – October 23, 2007

taken care of, but at some point they may have to involve private property owners in another type of process. Attorney Shannon said that obviously a homeowners' association would have to retain their own legal counsel to do such a thing and that may be cost prohibitive. He said it is obviously worth having the city look into whether or not they could bring such a suit if they keep hitting brick walls and are not happy and people are no willing to come to the table and not willing to address the issue and take care of the situation out there.

Chief Zitzke said that this issue, although brought to light recently, is really an ongoing long-term problem that they have been dealing with for quite a while. He said they have increased patrols in that area and have some officers who are constantly over there. He said they have also dealt with various Columbus police representatives and they have done a number of enforcement actions over there. He said that this problem has been ongoing for two or three years now.

City Attorney Shannon said they are essentially talking about a two-part war, one from a civil, environmental perspective and the other, what they are already doing, is from a criminal law enforcement perspective, putting the squeeze on. He said that what Mr. Rodriguez is doing, however, in setting up these meetings and getting the whole community involved is essential and even going to the utility company is a wonderful idea as well. Something just as simple as lighting in the area can discourage activity discussed last week and it is an obvious fix that we can take care of. He said, we are heading in the right direction in trying to come up with some creative ideas, and obviously, it is something that he can help get in motion.

Mr. Graham asked if there was any way the city could represent a citizen. Kevin Shannon said there is a line where we have an obligation and we are representing the municipal corporation versus the private individual. He said it doesn't mean that we can't help. He said that ultimately there is that private interest which is distinct from the public interest but it doesn't mean that we can't try to do things, like talking about the private individual's ability to bring a suit in the Environmental Court.

Ms. LaCorte said she appreciated Kevin putting his heart into this, knowing that he is only short term here. She said it seems like he is taking a great interest in this and helping us out. She said they were hit pretty hard with this the last two or three nights and she appreciates him motivating them to look at the options.

President Howard said he thought it was important to explore all options as far as a bordering, neighboring city as it has an extreme

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impact on that particular area of our city and the actions that should not be occurring. He said that if they need to proceed further then they should be able to do so without reinventing the wheel.

Ms. LaCorte said she appreciated Mr. Rodriguez taking the bull by the horns and getting stuff going in the right direction. She said if there was anyway she could help out she would be happy to do so.

Ms. Stewart noted that some of the residents had expressed a little fear about coming forward and so she hoped that the city could nip this in the bud as quickly as possible.

Having no further business, Ms. Stewart closed the Safety Committee at 8:53 p.m.

Service and City Property

Chairperson Rodriguez opened the Service and City Property Committee at 8:53 p.m. and reviewed the legislation assigned to his committee, including draft 2 and Ord. Nos. 100-07, 102-07 and 103-07.

Director Ogden presented legislation to modify Section 933.11 regarding storage of garbage and other refuse and explained the changes made to Sections (a), (c) and (h).

Mr. Graham inquired about tires and Director Ogden advised that we do not take tires, however, we provide them with a notice advising that it is a violation and also providing them with information regarding where they can dispose of them.

(Mike Shannon arrived at 9:00 p.m.)

Mr. Graham asked about other items that are placed out at the curb. Dir. Ogden pointed out that it addresses "other trash, other items or it says bulk items" which is other items. Mr. Graham said he just wanted to make sure.

President Howard noted that Dir. Ogden had broadened the language to encompass all refuse that gets placed at the curb.

Mr. Graham presented a number of scenarios and Director Ogden explained the consequences of each situation.

Director Ogden asked that members let him know if they want any further changes in the legislation and he will send it to City Attorney

COUNCIL COMMITTEES – October 23, 2007

Shannon to have it in final form for the next committee meeting in November.

Mr. Knoblauch passed out copies of Sections 545.11, 331.36, 337.20 and 545.10 which he printed from the website. He said he has been contacted by a resident who is right next to a business that uses a hydraulic drill and it is pretty noisy all the time. He said that the noise ordinances we have don't really identify businesses that have noisy equipment. He said he and Director Ogden discussed this issue and he was wondering what council would think about adding to the existing section language regarding "any business within so many feet of a residential area when using a pneumatic drill or something like that, that they have to have it in an enclosed area, just to keep the noise down. It might not muffle all the noise, but at least keep it down." He said he just wanted to bring up the idea and see what everyone else thought about it.

Mayor Ochsendorf said that one thing that comes to her mind is that if the business is already there and you are going to move there – Mr. Knoblauch said that some of the residents were there before the businesses involved. Mr. Mike Shannon noted the issue of retroactively imposing a condition on an existing business that is operating lawfully.

Director Ogden explained the situation that there are two overhead doors, one is in the rear and one is in the front. He said they leave the rear door open. He said that is not a zoning condition. They do not have to leave that door open. He said he has been told by the manager that the door is broken and the owner is trying to get it fixed, but he does not know how true that is. He said they can operate there but they have to observe certain practices.

Mr. Kevin Shannon they are treating it as a violation of the noise statute but the problem with a noise statute is that they are the easiest statutes to strike down because you have to, in most successful cases, have noise parameters set up that are determined to be acceptable to the community for certain types of uses at certain times of day, etc. He said one community went to Bell Labs and determined a decibel level acceptable during certain times of the day and then in order to prosecute those kinds of cases or sue you have to prove that the violation of the noise statute enjoined the quiet use and enjoyment of the premises. What you are seeking to do, if you go back and revamp that code you are clearly getting into an *expos facto* issue. He said it doesn't mean that you can't go through the framework of some type of legislation and pass it, but you are going to come into attack at some time as it being *expos facto* legislation. You are basically making criminal that which wasn't criminal.

COUNCIL COMMITTEES – October 23, 2007

Mr. Graham suggested that someone just go to the business and ask them to be a good neighbor and keep their door closed. Director Ogden said that is what he did, but because the door is broken they have to raise it by hand and he doesn't want to do that every time they move a car in and out.

Ms. LaCorte said she would like to see something further added as far as people leaving their dogs to bark all night. Mr. Knoblauch said that is handled in another section. Chief Zitzke said they get plenty of calls on barking dogs.

President Howard advised that some people came in before the meeting and dropped off a tape and they would like to see some type of resolution. He said there are obviously issues in regards to how we handle and deal with noise and how it affects surrounding properties. He asked Director Ogden if there was a special permit on this property or whether it was grandfathered. Director Ogden said he didn't know, but that when it was brought to his attention back in the early 2000's there was occupancy given for sale and display of tires, which would be a special permitted use. He said he didn't know whether the building inspector at that time determined that it was a grandfathered zoning because it was partially used for repairs or whether it preceded the code. He said it never came before council, but that it was something worth checking into.

Mr. Knoblauch said it sounds like there is not much to be done from a legislative standpoint and they would have to pursue it from some other direction. President Howard said they could perhaps draft some updated language and bring it forward for discussion and go from there. He said people can raise and lower doors manually. He noted he deals with property maintenance everyday and there is no reason the door should not be fixed. He said he would like to see the issue of whether there was or was not a special permit or variance granted for that use.

There being no further business, Chairperson Rodriguez closed Service and City Property at 9:18 p.m.

Finance and Appropriations

Mr. Graham opened Finance and Appropriations at 9:18 p.m., noting they had no draft legislation. He reviewed Ord. No. 96-07 regarding the transfer of some funds from the Fire Department New Equipment Fund back into the General Fund.

COUNCIL COMMITTEES – October 23, 2007

There being nothing further, Mr. Graham closed the Finance and Appropriations Committee at 9:19 p.m.

Parks and Recreation

Chairperson Shannon opened Parks and Recreation at 9:19 p.m. and, having nothing, closed the same.

Planning and Development

Chairperson Graham opened Planning and Development at 9:20 p.m. and having no business closed the same at 9:21 p.m.

There being no further business, President Howard adjourned the meeting at 9:21 p.m.

Respectfully submitted,

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Carol J. Churchman CMC  
Clerk of Council

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**CITY OF WHITEHALL  
PUBLIC HEARING**

**Draft Redevelopment Plan for Whitehall US Army Reserve Center**

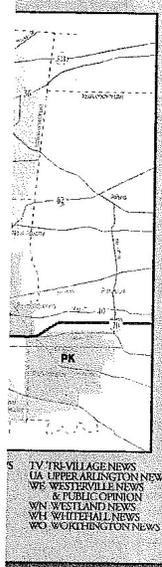
The Whitehall Local Redevelopment Authority (LRA) has scheduled a Public Hearing for Tuesday, December 18, 2007 beginning at 7:00 p.m. at the City of Whitehall Municipal Building, 360 S. Yearling Road, Court Room, for the purpose of presenting the draft Redevelopment Plan for the Whitehall US Army Reserve Center, (721 Country Club Road).

Public comment regarding the draft plan will be accepted at the Public Hearing. A copy of the draft plan will be on display at the Municipal Building beginning on Monday, December 10, 2007 and up to the time of the Public Hearing. Copies can also be obtained by contacting the Mayor's office at (614) 338-3106

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**CITY OF WHITEHALL PUBLIC HEARING**

**Draft Redevelopment Plan for Whitehall US Army Reserve Center**  
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**City of Whitehall, Ohio**  
**L.R.A. Public Hearing**  
 Tuesday, December 18, 2007  
 7:00 p.m.

**PLEASE SIGN IN**

NAME	ADDRESS	CITY, STATE, ZIP
1. <u>Matt Alsd</u>	<u>831 FRANKLIN</u>	<u>COL OH 43205</u>
2. <u>Lynn Ochsendorf</u>	<u>579 MAPLE WOOD AVE</u>	<u>Whitehall, OH 43213</u>
3. <u>Julie Dey</u>	<u>4563 St Francis Ln</u>	<u>Whitehall, Ohio 43213</u>
4. <u>Naja Bailey</u>	<u>567 Virginia Ci. W.</u>	<u>Whitehall, OH 43213</u>
5. <u>RABINIS</u>	<u>567 Virginia Ciew.</u>	<u>WHITEHALL, OH 43213</u>
6. <u>Larry R Morrison</u>	<u>598 Ross Rd</u>	<u>Whitehall, OH 43213-2858</u>
7. <u>Angie Moody</u>	<u>264 S. Third Street</u>	<u>Columbus, OH 43215</u>
8. <u>Kurtis Pop</u>	<u>155 Ross Rd</u>	<u>Whitehall OH 43213</u>
9. <u>Hugh &amp; Melissa Morgan</u>	<u>727 Country Club Rd.</u>	<u>Whitehall 43213</u>
10. <u>Zachary Woodruff</u>	<u>4178 Mayflower Blvd.</u>	<u>Whitehall OH 43213</u>
11. <u>De Rood</u>	<u>PO Box</u>	<u>Whitehall " "</u>
12. <u>Charles Toyzan</u>	<u>3999 Ural Ave</u>	<u>Columbus Ohio 43213</u>
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**WHITEHALL LOCAL REDEVELOPMENT AUTHORITY  
PUBLIC HEARING**

**TUESDAY, DECEMBER 18, 2007 7:00 p.m.**

**AGENDA**

**TOPIC**

- I. Call to Order Chairman Richard Pope**
- II. Introduction of Members**
- |  |                             |
|--|-----------------------------|
| <b>Mayor Lynn Ochsendorf</b>                   | <b>Chief Richard Zitzke</b> |
| <b>Matt Shad, Interim-Development Director</b> | <b>Joan Blackwell</b>       |
| <b>Superintendent Judy Meloy</b>               | <b>Gary Meidl</b>           |
| <b>City Attorney Mike Shannon</b>              | <b>Jake Brewer</b>          |
| <b>LeAnne Adkins</b>                           |                             |
| <b>Council Member Leslie LaCorte</b>           |                             |
- III. Review of Purpose**
- IV. Public Comment**
- V. Adjourn**

WHITEHALL LOCAL REDEVELOPMENT AUTHORITY  
PUBLIC HEARING MINUTES  
TUESDAY, DECEMBER 18, 2007

Matt Shad, Interim Development Director opened the public hearing at 7:09 p.m. with the introduction of Chairman Richard Pope, member Gary Meidl and Audrey Moody from the architect firm of Rogers and Krajnak.

Matt Shad, Interim Development Director gave an overview of the LRA process. He explained the requirements for reutilizing the site. Mr. Shad explained all the reuse ideas that could have been developed. He explained the anticipated reuse plan as it stands now with Parks and Recreation being the main entity to utilize the space. He stated that the City's focus was on the reuse and we used our architectural firm to review all the documents from the federal government, assess the building as it is and outline our decisions for reuse. Mr. Shad explained the layout of the site. Mr. Shad then opened the floor for comments.

Richard Pope stated this is a good thing for this city. People have found work. I know the previous Mayor or incoming Mayor Wolfe has worked with BRAC to put this together to try and look into this land and this development. We have known that this building has good use and I know it is and my heart tells me that for one dollar we can't afford to give it away. So we are looking at maybe ten to fifteen years before the full development but what we have so far we will support and get this thing up and running. Are there any questions before I close the meeting?

Gary Meidl stated that the parks department has started laying out a plan for the reuse as the building stands now. We already have ideas set aside for uses. We will be hiring an additional person to oversee the whole thing. We will start very small to begin with, with specific development to follow. The parks are really satisfied with the outcome.

Chairman Pope stated that the thing to keep in mind is that with Parks and Recreation there are lots of different funding opportunities that are not tax payer monies. There are just so many different avenues to go to get funding.

Mr. Zach Woodruff, 4178 Mayflower, asked if the parks immediately move in, will we have to do the minor renovations to bring it up to ADA standards? I know there were some questions when the building was originally looked at that didn't meet all the codes, fire codes, those kinds of things. If the parks department decides to move in will those improvements need to be made before you can move in?

Chairman Pope stated that there is nothing stated that we have to occupy the second floor.

Mr. Woodruff asked so if we only occupy the first floor then those improvements don't have to be made?

Chairman Pope stated that minor improvement will need to be made, such as, restrooms brought up to ADA standards, things like that to meet the current code standards. Correct, Audrey?

Audrey Moody answered with a yes.

But as far as the expense of the elevators to get to that second floor, there is nothing that says we have to occupy the second floor.

Gary Meidl stated that we will need to put in a wheelchair access, the concrete type.

There was further discussion on minor expenses at this time.

Mr. Woodruff asked if they had any idea what those minor renovations and additional staff will cost?

Mr. Meidl said that we are giving our plan to the architects for what our proposed uses are, and we will have a cost then.

Mr. Woodruff replied, ok.

Mr. Shad stated that the majority of the renovations can be accommodated and there is nothing that says you have to air condition the building. It will be of your choosing. The fire code and the elevator is the majority of the renovations. You could easily occupy much of the first floor without having too much of anything. You probably should do the ADA bathrooms. There is funding to complete that project out there.

There was continued discussion on plans for the renovations.

Mr. Pope stated that we don't have a date for occupancy at this time. It could be 2009 or 2010.

Mr. Shad asked if there were any other questions or comments at this time. I will ask that everyone who has attended tonight to make sure the sign in.

Mr. Pope closed the LRA meeting at 7:30 p.m. by thanking all those for their attendance.

### **3.0 Homeless Assistance Submission**

#### **3.1 Balancing Homeless Assistance Needs and Redevelopment Needs**

Franklin County has for several years maintained a status of an Urban County as designated by the U.S. Department of Housing and Urban Development (HUD). The Community Development section of the Franklin County Department of Community and Economic Development administers federal entitlement dollars the County receives from HUD. The County receives such funding under four Consolidated Plan programs: the Community Development Block Grant (CDBG) program which primarily benefits low-income individuals, the HOME Partnership (HOME) program which funds affordable housing opportunities, the Emergency Shelter Grant (ESG) program which provides homelessness assistance and the American Dream Downpayment Initiative (ADDI) which promotes homeownership for first time homebuyers.

Annually, the County receives approximately \$3 million from HUD under those four programs. These federal entitlement funds enable the Franklin County Board of Commissioners to deliver critically needed programs and services to our suburban county residents. Thirty-eight communities participate in Franklin County's Community Development Block Grant Program. This does not include the City of Columbus, as it administers independently its own entitlement program. This relationship is established through partnership agreements periodically renewed between the County and its suburban jurisdictions listed below. The City of Whitehall has long maintained its relationship with Franklin County. As of the 2000 Census, the entire City of Whitehall has been designated a CDBG Target Area, as its aggregated census tracts maintained a median number of households that were at or below 80% of the area median income.

#### **CITIES:**

City of Bexley  
City of Dublin  
City of Gahanna  
City of Grandview Heights  
City of Grove City  
City of Hilliard  
City of Reynoldsburg  
City of Upper Arlington  
City of Westerville  
City of Whitehall  
City of Worthington

#### **VILLAGES:**

Village of Canal Winchester  
Village of Groveport

Village of Harrisburg  
Village of Lockbourne  
Village of Marble Cliff  
Village of Minerva Park  
Village of New Albany  
Village of Obetz  
Village of Urbancrest  
Village of Valleyview

TOWNSHIPS:

Blendon Township  
Brown Township  
Clinton Township  
Franklin Township  
Hamilton Township  
Jackson Township  
Jefferson Township  
Madison Township  
Mifflin Township  
Norwich Township  
Perry Township  
Plain Township  
Pleasant Township  
Prairie Township  
Sharon Township  
Truro Township  
Washington Township

As part of administering the CDBG program, Franklin County is required to draft a Consolidated Action Plan, a multi-year plan, which outlines the strategies and focus of the Community Development Block Grant Program. The plan highlights the targeted activities and programs for the department to accomplish. For more than a decade the City of Columbus and Franklin County have jointly authored the Consolidated Action Plan, the current plan effective from 2005-2009.

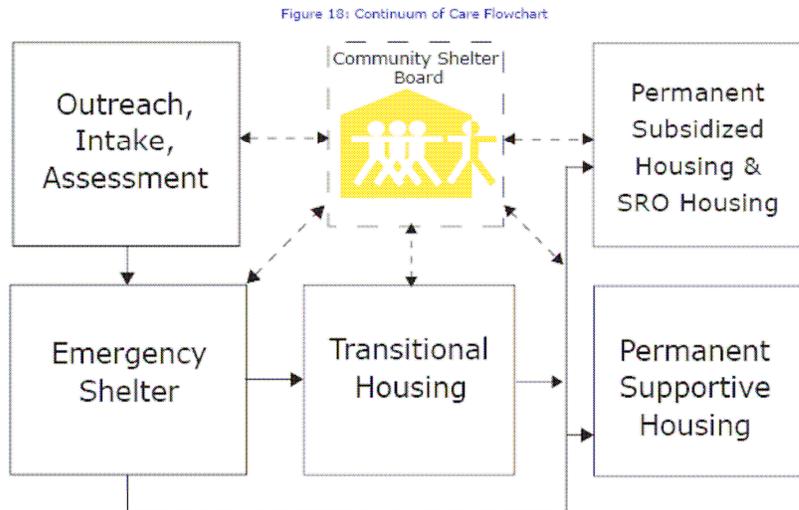
Below is a summary of the analysis of homelessness needs and priorities developed within the Consolidated Action Plan. The City of Columbus Planning Department, as a part of the "City of Columbus, Ohio Local Redevelopment Authority Redevelopment Plan and Homeless Assistance Submission," for the Fort Hayes Memorial US Army Reserve Center produced the excerpt below. We acknowledge and generously thank our neighbor for assisting us in summarizing our homeless needs in the City of Columbus and Franklin County and continue to work cooperatively with them to address the continuing concerns.

### **3.1.1 Information About Homelessness**

*Source: City of Columbus/Franklin County 2005-2009 Consolidated Plan*

## A. Facilities and Services for Persons Who are Homeless

Columbus and Franklin County have a well-developed continuum of care of facilities and services for persons who are homeless or at risk of homelessness. The Community Shelter Board (CSB) coordinates the community's response to homelessness, including planning and policy development. CSB also allocates public and private funds for homeless facilities and services. The Continuum of Care flowchart (Figure 18) provides an overview of the system and illustrates how the components of the Franklin County system work together.



### A.1 Emergency Shelter

Emergency shelter is typically defined as short term lodging for people experiencing a housing crisis. In Franklin County there are two general types of emergency shelter: temporary shelter, with a usual length of stay of 90 days or less, and transitional shelter with a usual length of stay ranging from 60 days to one year. Persons in need of emergency shelter access the shelter system in a variety of ways. This includes referral from a community social service agency or street outreach program, by directly contacting an emergency shelter provider, by calling an informational phone line, or by sub-referrals among shelter providers. The Community Shelter Board and the Franklin County Alcohol, Drug Addiction and Mental Health Services Board (ADAMH) are the principal funders of the community's 980 emergency shelter beds. These include general population emergency shelter beds, as well as special population beds for victims of domestic violence, persons in psychiatric crisis and youth.

### A.2 Shelter for Single Adults

The system includes four shelters for adult men and two shelters for single adult women.

### A.3 Shelter for Families

The four emergency shelter programs for families that are partner agencies of CSB (three receive CSB funding) have worked toward the establishment of a seamless system of services. The YWCA Interfaith Hospitality Network serves as the “front door” shelter for homeless families in Columbus and Franklin County. Through the YWCA Hospitality Center families in need of emergency shelter are assessed, provided case management services and referred to appropriate “nextstep” housing, including longer-term family “tier II” shelter programs (Volunteers of America, Homeless Families Foundation, Catholic Social Services), the Family Housing Collaborative, transitional housing or permanent housing. In 2005 the YWCA opened a new Family Center to replace the Interfaith Hospitality Network. The Family Center will continue serving as the front door shelter and will be able to accommodate 50 families. In addition to short-term emergency shelter, the Family Center will offer meals, on-site childcare, case management, job-seeking assistance and housing placement assistance. An unprecedented demand by families for emergency shelter in 1998 prompted the development of the Family Housing Collaborative (FHC), which is currently comprised of CSB, YWCA/Interfaith Hospitality Network, and the Salvation Army. The FHC moves a family out of shelter within about two weeks to permanent housing in the neighborhood of their choice. Financial assistance is provided by the FHC for housing related expenses (e.g., rent, utilities, security deposit) along with individualized case management services for 90-180 days following move-in. In 2004-05 the FHC anticipated serving 360 households.

#### **A.4 Transitional and Permanent Supportive Housing**

Transitional housing is a step between emergency shelter and permanent housing. It is stable housing with a supportive service component, and is time-limited, with most programs ranging from six months to two years. In 2004 there were a total of 645 transitional housing beds in Franklin County (Table 38). Permanent supportive housing is affordable housing for disabled persons that does not have a time limit on residency and includes a supportive service component tailored to the needs of the resident population. Services are provided on site or at other locations. The housing may be in the form of a single family home, an apartment or single room occupancy unit or other dormitory-style housing with shared bath and kitchen facilities. There were 1,393 beds/units of permanent supportive housing in Franklin County in 2004 (Table 39). The majority of these units are for persons with mental illness. Transitional and permanent housing, including permanent supportive housing, is accessed through a network of housing assistance staff members at CSB funded agencies, as well as by direct application. A number of agencies that provide emergency shelter also provide transitional housing, and in some cases are also permanent supportive housing providers. This helps to coordinate the use of resources in the community and makes it easier for individuals and families to move from one point in the continuum to the next.

#### **A.5 Housing Resource Center**

Many of the transitional and permanent housing components of the Continuum of Care in Columbus and Franklin County are linked together through the Housing Resource Center (HRC). The HRC grew out of the Community Shelter Board’s mission to reduce the number of homeless families and individuals by encouraging self-sufficiency and assisting in the location of stable housing. The HRC has three program components: Prevention strives to reduce homelessness by providing intervention to prevent eviction through provision of case management, service linkage and mediation services, as well as short-term

financial assistance. CSB provides funds to a centralized agency to administer prevention activities.

Transition, which assists individuals and families in emergency shelter to successfully reintegrate into the neighborhood of their choice through the provision of relocation, case management, mediation services, service linkage, tenant education and short term rental assistance. CSB funds the staff and operating costs of transition activities run by homeless service providers. Information provides non-financial resources to support the Prevention and Transition components. This includes a database of affordable apartments, which is updated using data from CMHA, the Columbus Apartment Association and private landlords and can be accessed by staff at provider agencies. Seminars are organized to educate housing staff of service agencies, so that they may better advocate for their consumers in matters concerning accessing and maintaining housing.

Table 34: General population—Emergency Shelter, 2004

Provider Name	Facility Name	Capacity
<b>Adult Men</b>		
Friends of the Homeless	Men's Shelter	130 beds (+5 overflow)
Lutheran Social Services	Faith Mission on 6 <sup>th</sup> Street	110 beds (+20 overflow)
Lutheran Social Services	Faith Mission on 8 <sup>th</sup> Avenue	95 beds
Volunteers of America	Men's Transitional Residence	30 beds
<b>Adult Women</b>		
Friends of the Homeless	Rebecca's Place	47 beds (+7 overflow)
Lutheran Social Services	Faith Mission Nancy's Place	42 beds (+8 overflow)
<b>TOTAL</b>	3 providers/6 facilities	454 beds

Source: Community Shelter Board

Table 35: Families with Children—Emergency Shelter, 2004

Provider Name	Facility Name	Capacity
Catholic Social Services	Barbara Bonner Family Shelter	70 beds/21 families
Homeless Families Foundation	Family Shelter	98 beds/25 families
Volunteers of America	Family Shelter	96 beds/24 families
YWCA	Interfaith Hospitality Network	148 beds/40 families
<b>TOTAL</b>	4 providers/facilities	412 beds/110 families

Source: Community Shelter Board

Table 36: Special Populations—Emergency Shelter, 2004

Provider Name	Facility Name	Individuals	Families
CHOICES	Shelter for women victims of domestic violence	6 beds	28 beds
Huckleberry House	Shelter for youth ages 12-18	16 beds	
Maryhaven Engagement Center	Men's program (public inebriates)	42 beds	
Maryhaven Engagement Center	Women's program (public inebriates)	8 beds (+4 overflow)	
Netcare	Miles House (psychiatric crisis)	4 beds	
Volunteers of America	Men's Transitional Residence for Veterans	10 beds	
<b>TOTAL</b>	6 providers/6 facilities	86 beds	28 beds

Source: Community Shelter Board

Table 37: Families with Children – Transitional Housing, 2004

Provider Name	Facility Name	Bed Capacity
Catholic Social Services, Jewish Family Services, Salvation Army	Family Housing Collaborative	160 beds/40 units
Friends of the Homeless	Family Transitional	24 beds/6 units
Lutheran Social Services	Fresh Start	80 beds/20 units

Source: Community Shelter Board

Table 38: Adults with Special Needs – Transitional Housing, 2004

Provider Name	Facility Name	Bed Capacity	
		Individuals	Families
<b>Adults with HIV/AIDS</b>			
Pater Noster House		5 beds	
<b>Adults with Mental Illness</b>			
Columbus Area CMHC	Kendall Manor*	3 beds	
North Central CMHC	Fowler House* (dual diagnosis)	10 beds	
Southeast, Inc.	Parker Morrow* (SMD)	6 beds	
Southeast, Inc.	Redmond House* (SMD)	15 beds	
<b>Persons with Substance Abuse Problems or Dual Diagnosis</b>			
Amethyst	Amethyst Rapid Stabilization		24 beds/ 8 units
Friends of the Homeless	New Horizons	28 beds	
Friends of the Homeless	Rebecca's Place	12 beds	
House of Hope	Residential Treatment*	20 beds	
Lutheran Social Services	Second Chance	18 beds	
Maryhaven	Women's Program at Noe-Bixby Road*	23 beds	21 beds/ 7 units
Salvation Army	Adult Rehabilitation Center	85 beds	
Volunteers of America	Support, Recovery, & Education	60 beds	
Huckleberry House	Transitional Living Program	17 beds	34 beds/17 units
<b>For Families</b>			
Friends of the Homeless	Family Transitional		24 beds/ 6 units
Lutheran Social Services	Fresh Start		80 beds/ 20 units
Salvation Army	Family Housing Collaborative		160 beds/ 40 units
<b>TOTAL</b>		<b>302 beds</b>	<b>343 beds/ 98 units</b>

Source: Community Shelter Board

## B. Facilities and Services for Homeless Subpopulations

### B.1 Outreach to Homeless Persons with Substance Abuse and/or Mental Illness

A community-based, interdisciplinary mobile treatment team offered through Southeast, Inc. focuses exclusively on persons who are homeless with symptoms of mental illness and/or chemical dependency. The Netcare Reach Out Program works to bring public inebriates off the streets for services and treatment. Netcare Access provides a centralized assessment and referral system for persons experiencing crises or problems related to mental health and/or substance abuse. The recently opened Safe Havens project and Crisis Engagement Center at Maryhaven provide two

new points of access to the continuum of care system for homeless persons with mental illness and substance abuse living on the streets.

## **B.2 Serious Mental Illness**

A 13-unit Safe Havens project opened in 1998 to move men with serious mental illness or dual diagnosis from the streets to a low-demand living environment. In addition to general population emergency shelters, persons with serious mental illness can access psychiatric crisis beds at Miles House or Redmond House. Once persons with serious mental illness are stabilized, case management services are available to assist them in accessing the transitional and permanent supportive housing options in the community targeted to this population. These include 34 transitional housing beds and 148 permanent supportive housing beds. The Community Housing Network (CHN) is the primary provider of housing for persons with serious mental illness.

## **B.3 Chronic Substance Abuse**

The Crisis Engagement Center, opened by Maryhaven in 1999, serves up to 42 publicly inebriated men and up to 8 publicly inebriated women. The Friends of the Homeless Shelter Treatment Services Program (Solutions and Possibilities) provides case management and intensive day services while homeless persons access emergency shelter. Friends' New Horizons transitional housing program serves graduates of the day treatment program. Housing for persons with chronic substance abuse currently includes 263 transitional housing beds for single adults and 79 transitional housing beds for families with children. In addition, there are 200 permanent supportive housing beds for persons in families and 676 beds for single individuals with substance abuse. This is a significant increase in beds from the 1999 figure. In 2000, Community Housing Network and Friends of the Homeless opened Recovery Readiness, a 25- to 30-unit permanent supportive housing facility for homeless men with chronic substance abuse. The project will be relapse tolerant, providing housing and services that support the tenant, despite the chronic nature of their addiction.

## **B.4 Dually Diagnosed**

Franklin County has in place services for dually diagnosed community mental health centers, which are also certified for alcohol and drug addiction services. There are, however, limited resources for homeless persons with dual diagnosis. Many persons in this subpopulation move through either the system for persons with chronic substance abuse or the system for persons with serious mental illness. Case managers work to link them with services and treatment to deal with their dual diagnosis. The Safe Haven project is now available to serve dually diagnosed, hard-to-serve homeless men living on the streets. In addition, dually diagnosed homeless persons can receive treatment services through the Friends of the Homeless Shelter Treatment Services (Solutions and Possibilities) and New Horizons programs.

## **B.5 HIV/AIDS**

There are HIV/AIDS prevention and identification outreach services within many chemical dependency programs. Southeast, Inc., which operates the mobile treatment team, has a unit that focuses on the needs of homeless people with AIDS. In addition, the Columbus Health Department does on-site testing at shelters with referral to services, and treatment through providers such as Pater Noster House and the Columbus AIDS Task Force. The Columbus AIDS Task Force, the

primary link to subsidy housing for persons with HIV/AIDS, has established an outreach program to persons in emergency shelters, inpatient drug/alcohol programs, psychiatric hospitals, outpatient mental health services and HIV service providers. Columbus AIDS Task Force manages the Shelter Plus Care program for eligible persons infected with HIV. They make arrangements to assist people to access community-wide rental housing via the Shelter Plus Care program. AIDS services providers assist persons to access the 5 transitional housing beds at Pater Noster House and the 135 permanent supportive housing subsidies for single adults and families through the Columbus AIDS Task Force. Persons in these units receive case management and services from community service providers. The HIV program at Children's Hospital, FACES provides family centered, community-based care to HIV-infected children and their families. In addition, the program promotes and implements educational activities around HIV prevention and prevention of perinatal transmission, as well as educating patients and family members about access to clinical trials. Their services range from pediatric, adolescent and adult primary care to HIV-specialty care to homecare and hospice services. The Tobias project provides HIV care, prevention, and outreach services to the non-Hispanic African American community.

### **B.6 Veterans**

There are a number of programs that provide outreach and homelessness prevention specifically for homeless veterans, including the Veterans Services Commission, Vietnam Veterans of America, the Veterans Administration Outpatient Clinic, the Veterans Administration Hospital, and the VA Healthcare for the Homeless Program. These programs help homeless veterans sign up for entitlements and provide emergency assistance, cash benefits and health care and referrals to shelters as needed. Veterans are also served through other outreach programs that target unsheltered homeless men.

### **B.7 Victims of Domestic Violence**

Outreach to victims of domestic violence often takes place as part of the intake and assessment process of the family and single women's emergency shelter system. CHOICES, which operates emergency shelter for victims of domestic violence, has a 24-hour crisis hotline, through which persons can access crisis intervention, counseling, referrals and shelter intake. Other outreach and referral mechanisms include the police departments of Columbus and Franklin County and the Columbus City Attorney and Franklin County Prosecutor's Office. Victims of domestic violence often receive shelter and housing through the Continuum of Care system that serves the broader population of homeless single women and families. There are, however, 34 emergency shelter beds operated by Choices for children who are victims of domestic violence. Several transitional housing programs, including Lutheran Social Services, Rebecca's Place, Amethyst and W.A.I.T, also provide housing and services for victims of domestic violence. In addition, these women and families have access to a variety of supportive services to assist them in obtaining and maintaining permanent housing.

### **B.8 Youth**

Through the Huckleberry House 24-hour Youth Outreach Program, workers seek out at-risk teens in targeted city neighborhoods to link them with appropriate providers or with Huckleberry House emergency shelter and transitional housing programs. Other sources of outreach and referral for youth are the delinquency prevention and diversion programs of the Franklin County Juvenile Court

and programs of Franklin County Children Services that provide services to unruly youth and protective services for at-risk youth. Facilities for homeless youth consist primarily of 16 emergency shelter beds and 36 transitional housing units operated by Huckleberry House. Franklin County Children Services provides temporary housing in foster homes, residential treatment centers and group homes for homeless or at-risk youth through their Protective Services Program. Case management and supportive services for youth are provided through a number of community-based organizations, many of which are ADAMH-funded agencies. Kids in Different Systems, an interagency collaboration of child-serving programs, coordinates services for the most difficult-to-serve youth.

### **B.9 Medically Fragile**

The Health Care for the Homeless project of Neighborhood Health Centers and Mount Carmel Health provide outreach teams of nurses and social workers who facilitate access to the social and health care service systems for medically fragile homeless persons.

### **B.10 Unsheltered Homeless**

In addition to the outreach programs for special needs homeless populations, there are programs that provide services and outreach for the general unsheltered homeless population. Take It To The Streets and The Open Shelter, Inc. provide street outreach and material assistance, along with referral to shelters and services. The Salvation Army Canteen is a mobile unit that provides outreach services in four locations throughout the city to homeless individuals who are not accessing shelters. Services include a psychiatric social worker from Southeast, Inc., food and material assistance and referral to services. The Columbus Coalition for the Homeless distributes a "street card" that identifies all homeless services available in or near the downtown area.

Table 39: Disabled Persons – Permanent Supportive Housing, 2004

Provider Name	Facility Name	Bed Capacity	
		Individuals	Families w/ Children
<b>Persons with Mental Illness</b>			
Community Housing Network	Next Generation Housing*	40 beds	
Lutheran Social Services	Faith Housing Shelter Plus Care	44 beds	
North Central CMHC	Norwich House*	11 beds	
YWCA	Shelter Plus Care	25 beds	
YWCA	WINGS	28 beds	
<b>Persons with Substance Abuse or Dual Diagnosis</b>			
Amethyst	Shelter Plus Care	54 beds/ units	114 beds/ 38 units
Community Housing Network	Cassady Avenue	10 beds/ units	
Community Housing Network	1208 North High	10 beds/ units	
Community Housing Network	1494 North High	36 beds/ units	
Community Housing Network	North 22nd Street (Includes 14 S + C)	30 beds/ units	
Community Housing Network	Parsons	25 beds/ units	
Community Housing Network	Rebuilding Lives Pact Team Initiative	48 beds/ units	
Community Housing Network	Safe Havens	13 beds/ units	
Community Housing Network	Shelter Plus Care (total of 221 with other programs)	197 beds/ units	
Community Housing Network	Summit* (Includes 6 S+C)		68 beds/17 units
Community Housing Network	Wicklow Road		18 beds/ 6 units
Community Housing Network	Wilson House	8 beds/ units	
Southeast, Inc.	Rebuilding Lives Scattered Site Apartments	60 beds/units	
National Church Residences	Commons at Grant	50 beds/ units	
YMCA	Sunshine Terrace	65 beds/ units	
YMCA	40 West Long Street	70 beds/ units	
<b>Persons with HIV/AIDS</b>			
Columbus AIDS Task Force	Shelter Plus Care	69 beds/ units	51 beds/ 17 units
Columbus AIDS Task Force	HOPWA Rental Subsidies	8 beds/ units	7 beds/ 3 units
<b>General Population</b>			
Homeless Families Foundation	Permanent Supportive Housing		52 beds/ 12 units
Community Housing Network	Family Homes (formerly Catholic Social Services-Warren street)		30 beds/ 10 units
Community Housing Network	East 5th Avenue	32 beds/ units	
Volunteers of America			120 beds/ 30 units
<b>TOTAL</b>		933 beds/ units	460 beds/ 133 units

Source: Community Shelter Board

## C. Housing Needs: Nature and Extent of Homelessness

### C.1 Point-in-Time Study

Each year the Community Shelter Board updates the point-in-time study of the homeless population in Franklin County for the HUD Continuum of Care submission. Included in the count are unsheltered homeless persons, as well as persons in emergency shelter and transitional housing.

In 2003, CSB estimated that there were 1,783 persons who were homeless at any given time during the year. This included 651 persons in families, 1,132 individuals. The count of unsheltered homeless persons is based on a point-in-time survey conducted May 1, 2002, which found 150 unsheltered adults and children. For 2004, the unsheltered count was verified based on surveys with outreach provider agencies that referred to their administrative records and direct service experience. For unsheltered homeless youth, point-in time data was obtained from the Ohio Highway Patrol. The count of sheltered homeless persons includes several components:  
Average daily occupancy of CSB-funded emergency shelters  
Persons in transitional housing  
Average daily occupancy of CSB transition beds  
Persons in special needs shelter beds (domestic violence, youth, public inebriate, psychiatric crisis)  
The count assumes that all transitional housing and special needs shelter beds are full.

## **C.2 Emergency Shelter Statistics**

The largest population served by the Columbus shelter system is single men. Between 1998 and 2004 the number of persons in families served by the shelter has decreased by 35.0%, the number of single men decreased by 20.5% and the number of single women increased by 18.4%. In 2004, agencies funded by the Community Shelter Board provided access to 980 shelter beds and served (unduplicated count) 3,516 single men, 1,103 single women and 2,291 persons in families. During 2004 these agencies provided 349,974 units of service (one person sheltered for one night) to homeless persons. Since 1998, the number of persons served by the shelter system has decreased by 22.5% (8,911 to 6,910) and the units of service have decreased by 8.1 % (380,755 to 349,974). However, the average length of stay for persons served has gone up to 51 nights in 2004 compared to 43 nights in 1998.

## **C.3 Homeless Subpopulations: Homeless Families with Children**

In 2004 YWCA, a CSB agency, undertook a study to describe and study correlations between the characteristics and outcomes of households served by YWCA's Interfaith Hospitality Network program. The data from the study provide a demographic profile of the homeless population served by IHN. There were 604 households served during the 2003 calendar year. Almost all the households (90 percent) were residents of Franklin County when they became homeless. More than two-thirds of the households were small, with up to 3 members. The majority of head of households served were African American (72 percent) and female (88 percent). The median age of the head of household served was 32 years. The top three reasons for crisis were identified as:  
Loss of or inadequate income (35%)  
Family relationship problems (27%)  
Poor money management (15%)

The average monthly income of the households served was \$625. In 2003, the median household income in Franklin County was \$45,141 or \$3,760 per month over six times the income of the homeless households served. Twelve percent of the households served reported having no income. Only 20 percent of the heads of households were employed fulltime or part-time. The majority of households (63 percent) had income from other sources (Social Security/Public Assistance/Child support). Seventy eight percent of the households served were homeless for the first time in the past two years.

#### **C.4 Unmet Needs**

Unmet needs are identified in the Five Year Strategic Plan section of this document. They are based on the 2004 Continuum of Care figures for unmet needs/gaps.

Unmet need for emergency shelter for individuals: 244 beds; persons in families with children: 0 beds.

Unmet need for transitional housing for individuals: 162 beds; families: 69 beds.

Unmet need for permanent supportive housing for individuals: 271 beds; families: 75 beds.

Unsheltered homeless individuals: 360.

Unsheltered homeless families with children: 10

Unsheltered chronically homeless: 84

Additional unmet needs appear in the prevention, outreach and supportive services components of the Continuum of Care.

#### **C.5 Prevention**

To improve homeless prevention and shelter diversion services.

To expand shelter diversion services to men's system shelters.

#### **C.6 Outreach**

To ensure non-duplication of effort in, effective service coordination and delivery of outreach to persons living on the streets and those staying in shelters.

To enhance case management coordination and linkage to permanent supportive housing through standardized referral procedures.

To expand outreach to encampments that might pose a health hazard or risk to the rest of the community.

To ensure persons in need of alcohol and drug treatment have more ready access to available detox and treatment services.

To train front-line shelter staff to improve their ability to effectively engage, refer and assist persons with mental illness who may cycle between shelter and street.

To identify and link sheltered and unsheltered chronically homeless persons with new permanent supportive housing opening in 2003-2004.

#### **C.7 Supportive Services**

To improve clients' ability to access all available services and resources to promote housing stability.

To improve access to mainstream benefits and resources.

To improve engagement practices and referral protocols for mentally ill shelter clients through training and on-site linkages.

To ensure shelter case management services are targeted to those most in need of assistance.

To connect permanent supportive housing residents to employment.

### **D. Housing Needs: Needs of Persons Threatened with Homelessness**

#### **D.1 "Worst-case" housing needs and at-risk households**

- Decent affordable housing is the greatest need of persons threatened with homelessness in Franklin County. It is estimated that in 2000 there were 31,210 renter households in Franklin County with “worst case housing needs” – incomes at or below 50% of median income paying more than 50% of their income for housing.
- Of the “worst-case” households, 24,908 were extremely low-income, with incomes at or below 30% of median.
- The demand for housing affordable to the “worst-case” households far exceeds the supply, with only about one unit for every two households.
- Employment that provides a “living wage” is a key need of at-risk households. There are, however, major barriers to low-income households achieving this goal:
- In Franklin County the greatest job growth is occurring in suburban locations where there are the fewest housing units affordable to low-income households.
- Almost one half of the employment growth in Franklin County is projected to be in lower wage retail and service sector jobs.
- Households with one or two full-time workers may be cost burdened and at risk of homelessness.
- Short-term rental/mortgage/utility assistance is needed in at-risk households to prevent eviction or foreclosure.
- Legal services are often needed by at-risk households to deal with eviction, credit, and domestic violence issues. In 2003, 1,108 were given counsel and advice on housing issues through the helpline of the Legal Aid Society of Columbus. Another 270 cases were screened for extended service.
- Extremely low-income families and individuals that live on the brink of homelessness share a common need for the range of supportive services that are needed by those who are actually homeless.

## **D.2 Indicators of Threatened Homelessness in Columbus & Franklin County**

- Income at or below 30% of median
- Paying 50% or more of income for housing
- Single parent, female-headed minority household
- Pregnant or new baby
- Substance abuse, mental health or physical health problems
- Divorce or relationship problems
- Living doubled-up
- Low-wage employment
- Recently homeless

## **E. Five-Year Strategic Plan**

The Strategic Plan identifies what Columbus and Franklin County propose to accomplish by 2009 to address the housing and community development needs identified in the preceding sections of the Consolidated Plan. The priority needs, goals, objectives and outcomes were developed by the City of Columbus and Franklin County, incorporating input from the surveys, meetings and focus groups during the citizen participation process (see Section 7).

### **E.1 Consolidated Plan Principles**

The goals and objectives in the Columbus and Franklin County 2005-2009 Consolidated Plan are built upon a set of guiding principles (see below). These were developed by the Consolidated Plan Key Coordinating Group, and provide an overarching framework within which Columbus and Franklin County developed their strategic plans.

The 2005-2009 Columbus and Franklin County Consolidated Plan is built upon the following principles:

- **Regional and Local.** Balance regional issues with specific neighborhood and target area needs.
- **Citizen Participation.** Provide opportunities for all citizens and program customers to participate in plan development, implementation and evaluation.
- **Proactive.** Anticipate and respond to current and emerging trends, community needs and citizen values.
- **Priority to Lowest Income.** Ensure that no one is left behind, especially the poorest in our community.
- **Collaboration.** Encourage public, private and non-profit sector collaboration and reduce program duplication.
- **Emphasize the Positive.** Build upon available and realistic community assets, resources, plans and market forces.
- **Leverage.** Leverage the involvement of private sector organizations and resources.
- **Measurable Results.** Produce and evaluate measurable outcomes and results.
- **Continuous Improvement.** Employ continuous improvement strategies to address the holistic needs of a neighborhood, household or individual to achieve sustainable results.

### **E.2 Priorities for Investment**

HUD requires communities, as part of the strategic plan development, to estimate the cost to address the needs for housing, homeless persons, non-homeless special needs populations and non-housing community development activities during the time period of the strategic plan. In addition, communities must assign priorities for addressing their housing and homeless needs. These needs are identified in the following tables. The priority needs were developed based primarily on the data in the needs assessment portion of the Consolidated Plan. In addition, individuals and organizations in the community with expertise in the various program areas included in the priority needs assessment were asked to provide information to assist in completion of the tables. The data sources for the priority needs tables are identified on the tables or in footnotes.

### **E.3 Homeless Strategy**

There are a number of parts of the Columbus and Franklin County Continuum of Care System that the community is working to strengthen. In 2002, the Continuum of Care Steering Committee developed the 10 Year Plan to End Chronic Homelessness around the success of the Rebuilding Lives Plan. In September 2004, the COC Steering Committee updated the 10-Year Plan. Over the next ten years, Franklin County seeks to move from a well-coordinated system of cooperative funding and planning (the results of the old plan) to becoming a well-integrated system of planning, funding and services for persons who have experienced chronic homelessness.

Specific elements of the ten-year plan include the following two major strategies and future goals:

#### **E.4 Target One**

Homeless households who have a disabled member (inclusive of both individual households and families with children) and have experienced long-term homelessness.

##### **a. Close the front door by Preventing Homelessness**

- Improve access to Franklin County Department of Job & Family Services (FCDJFS) programs & reduce referrals/discharge to shelters
- Improve access to and coordination with health care programs & reduce referrals/discharge to shelters from hospital facilities
- Improve access to and coordination with Alcohol, Drug and Mental Health Board (ADAMH) Programs & reduce referrals/discharge to shelters from inpatient treatment facilities
- Reduce referrals/discharge from Ohio Department of Rehabilitation and Corrections (ODRC) and local correctional system to shelters

##### **b. Open the Back Door**

- Continue implementation of Rebuilding Lives plan through development of new permanent supportive housing (PSH) for chronically homeless men and women
- Continue development of new permanent supportive housing for chronically homeless families with children
- Increase understanding of chronically homeless families
- Improve coordination and linkage between outreach and permanent supportive housing projects
- Improve access to Columbus Metropolitan Housing Authority (CMHA) programs
- Expedite benefits enrollment by the Social Security Administration and Department of Veterans Affairs

##### **c. Build the Infrastructure**

- Increase supply of affordable housing
- Develop Economic Independence Initiative to increase income of PSH residents

##### **d. Manage for Results**

- Upgrade and expand HMIS
- Initiate dialogue to ensure buy-in and implementation of 10 Year Plan to End Chronic Homelessness: Annual Update
- Issue annual reports to the community
- Rebuilding lives and family system evaluation

#### **E.5 Target Two**

Homeless households who do not have a disabled member (inclusive of both individual households and families with children) and have experienced short-term homelessness, as well as households at-risk of homelessness.

##### **a. Close the Front Door by Preventing Homelessness**

- Continue to provide and seek to improve homelessness prevention and shelter diversion services
- Advocate to assure no net loss of assisted housing units for low income households

**b. Open the Back Door**

- Continue to provide and ensure appropriate targeting of financial assistance and resource specialist services to assist households to exit shelters
- Continue to provide and ensure appropriate targeting of direct housing and related financial assistance to assist family households to exit shelters
- Continue providing operations and services funding for transitional housing
- Transition the YWCA Interfaith Hospitality Network to a single site model
- Assure access to public school and educational resources for homeless children
- Improve access to Columbus Metropolitan Housing Authority (CMHA) programs

# 2005-2009 Priority Needs of Homeless Populations, Columbus and Franklin County (HUD TABLE 1A)

Table 49: Continuum of Care Housing Gaps Analysis Chart

		Current Inventory in 2004	Under Development in 2004	Unmet Need/ Gap
<b>Individuals</b>				
Beds	Emergency Shelter (1)	594	0	136 (2)
	Transitional Housing	302	0	162 (3)
	Permanent Supportive Housing	933	125	271 (4)
	<b>Total</b>	<b>1829</b>	<b>125</b>	<b>569</b>
<b>Persons in Families With Children</b>				
Beds	Emergency Shelter	440	0	0
	Transitional Housing	343	0	69
	Permanent Supportive Housing	460	0	75
	<b>Total</b>	<b>1243</b>	<b>0</b>	<b>144</b>

Table 50: Continuum of Care Homeless Population and Subpopulations Chart

Part 1: Homeless Population	Sheltered		Unsheltered	Total
	Emergency	Transitional		
1. Homeless Individuals	490 (A)	282 (A)	360 (A/N)	1132
2. Homeless Families with Children	105 (A)	64 (A)	10 (A/N)	179
2a. Persons in Homeless Families with Children	387 (A)	234 (A)	30 (A/N)	651
<b>Total (lines 1 + 2a)</b>	<b>877 (A)</b>	<b>516 (A)</b>	<b>390 (A/N)</b>	<b>1,783</b>
<b>Part 2: Homeless Subpopulations</b>	Sheltered		Unsheltered	Total
1. Chronically Homeless	371		84	455
2. Severely Mentally Ill	435		Optional for	
3. Chronic Substance Abuse	463		Unsheltered	
4. Veterans	69			
5. Persons with HIV/AIDS	96			
6. Victims of Domestic Violence	36			
7. Youth (Under 18 years of age)	45			

**Table 51: Fundamental Components in CoC System—Housing Activity Chart**

EMERGENCY SHELTER												
Provider Name	Facility Name	HMIS	Geo Code	Target Population <sup>(1)</sup>		2004 Year-Round Units/ Beds			2004 All Beds			
				A	B	Family Units	Family Beds	Individual Beds	Year-Round	Seasonal	Overflow/ Voucher	
<b>Current Inventory</b>												
<b>Families with Children</b>												
Catholic Social Services	Barbara Bonner Family Shelter	C	399049	FC		21	70		70			
Homeless families foundation	Family Shelter	C	391176	FC		25	98		98			
Volunteers of America	Family Shelter	C	391176	FC		24	96		96			
YWCA (1)	Interfaith Hospitality Network	C	391176	FC		40	148		148			
<b>Adult Men</b>												
Friends of the Homeless	Men's Shelter	C	391176	SM				130	130			5
Lutheran Social Services	Faith Mission on 6th Street	C	391176	SM				110	110			20
Lutheran Social Services	Faith Mission on 8th Avenue	C	391176	SM				95	95			
Volunteers of America	Men's Transitional Residence	C	391176	SM				30	30			
<b>Special Populations</b>												
CHOICES	Shelter for women victims of domestic violence	P-7/06	399049	M	DV	7	28	6	34			
Huckleberry House	Shelter for youth ages 12-18	P-1/06	391176	YMF				16	16			
Netcare	Miles House* (psychiatric crisis)	P-7/06	391176	SMF				4	4			
Volunteers of America	Men's Transitional Residence for Veterans	C	391176	SM	VET			10	10			
Maryhaven Engagement Center	Men's program (public inebriates)	C	391176	SM				42	42			
Maryhaven Engagement Center	Women's program (public inebriates)	C	391176	SF				8	8			4
<b>Adult Women</b>												
Friends of the Homeless	Rebecca's Place	C	391176	SW				47	47			7
Lutheran Social Services	Faith Mission Nancy's Place	C	391176	SW				42	42			8
<b>SUBTOTAL</b>						114	440	540	980	0		54
<b>Under Development</b>												
none												
<b>SUBTOTAL</b>						0	0	0	0	0		0

Fundamental Components in CoC System—Housing Activity Chart continued

TRANSITIONAL HOUSING											
Provider Name	Facility Name	HMIS	Geo Code	Target Population <sup>(1)</sup>		2004 Year-Round Units/ Beds			2004 All Beds		
				A	B	Family Units	Family Beds	Individual Beds	Year-Round	Seasonal	Overflow/Voucher
<b>Current Inventory</b>											
<b>For Persons with HIV/AIDS</b>											
Pater Noster House		P-7/06	399049	SMF	AIDS			5	5		
<b>For Persons with Mental Illness</b>											
Columbus Area, Inc. (CMHC)	Kendall Manor*	P-7/06	391176	SMF				3	3		
North Central Mental Health Services	Fowler House* (dual diagnosis)	P-7/06	391176	SMF				10	10		
Southeast, Inc.	Redmond House* (SMD)	P-7/06	391176	SMF				15	15		
Southeast, Inc.	Parker Morrow* (SMD)	P-7/06	391176	SMF				6	6		
<b>For Families</b>											
Friends of the Homeless	Family Transitional (Program will end 6/30/05)	N	391176	FC		6	24		24		
Lutheran Social Services	Fresh Start	C	391176	FC		20	80		80		
Salvation Army	Family Housing Collaborative	C	391176	FC		40	160		160		
<b>For Persons with Substance Abuse or Dual Diagnosis</b>											
Amethyst	Amethyst Rapid Stabilization	P-1/06	391176	FC		8	24		24		
Friends of the Homeless	New Horizons	P-1/06	391176	SM				28	28		
Friends of the Homeless	Rebecca's Place	C	391176	SF				12	12		
House of Hope	Residential Treatment*	P-7/06	391176	SM				20	20		
Lutheran Social Services	Second Chance	P-1/06	391176	SMF				18	18		
Salvation Army	Adult Rehabilitation Center	P-7/06	391176	SM				85	85		
Volunteers of America	Support, Recovery, & Education	P-7/06	391176	SM				60	60		
Maryhaven	Women's Program at Noe-Bobby Road*	P-7/06	391176	M		7	21	23	44		
Huckleberry House	Transitional Living Program	P-1/06	391176	YMF		17	34	17	51		
<b>SUBTOTAL</b>						98	343	302	645	0	0
<b>Under Development</b>											
none											
<b>SUBTOTAL</b>						0	0	0	0	0	0

Fundamental Components in CoC System -- Housing Activity Chart continued

PERMANENT SUPPORTIVE HOUSING											
Provider Name	Facility Name	HMIS	Geo Code	Target Population <sup>(1)</sup>		2004 Year-Round Units/ Beds			2004 All Beds		
				A	B	Family Units	Family Beds	Individual Beds	Year-Round	Seasonal	Overflow/Voucher
<b>Current Inventory</b>											
For Persons with HIV/AIDS											
Columbus AIDS Task Force	Shelter Plus Care	P-1/06	391176	M	AIDS	17	51	69	120		
Columbus AIDS Task Force	HOPWA Rental Subsidies	P-7/06	399049	M	AIDS	3	7	8	15		
For General Populations											
Community Housing Network	Family Homes (formerly Catholic Social Services-Warren Street)	P-1/06	391176	FC		10	30		30		
Community Housing Network	East 5th Avenue	C	391176	SF				32	32		
Homeless Families Foundation	Permanent Supportive Housing	P-7/06	391176	FC		12	52		52		
Volunteers of America	Family Permanent Housing	P-1/06	391176	FC		30	120		120		
For Persons with Mental Illness											
Community Housing Network	Next Generation Housing*	P-7/06	391176	SMF				40	40		
Lutheran Social Services	Faith Housing S+C	P-1/06	391176	SMF				44	44		
YWCA	Shelter Plus Care	P-1/06	391176	SF				25	25		
YWCA	WINGS	C	391176	SF				28	28		
North Central Mental Health Services	Norwich House*	P-7/06	391176	SMF				11	11		
For Persons with Substance Abuse or Dual Diagnosis											
Amethyst	Shelter Plus Care	P-1/06	391176	M		38	114	54	168		
Community Housing Network	Parsons	C	391176	SM				25	25		
Community Housing Network	Safe Havens	C	391176	SMF				13	13		
Community Housing Network	Cassady Avenue (includes 4 S+C)	C	399049	SM				10	10		
Community Housing Network	1208 North High	P-7/06	391176	SF				10	10		
Community Housing Network	1494 North High	C	391176	SMF				36	36		
Community Housing Network	North 22nd Street (includes 14 S+C)	C	391176	SMF				30	30		
Community Housing Network	Shelter Plus Care (total of 221 with other programs)	P-1/06	391176	SMF				197	197		
Community Housing Network	Summit* (includes 6 S+C)	P-1/06	391176	FC		17	68		68		
Community Housing Network	Rebuilding Lives Pact Team Initiative	C	391176	SMF				48	48		
Southeast, Inc.	Rebuilding Lives Scattered Site Apartments	C	391176	SMF				60	60		
YMCA	Sunshine Terrace	C	391176	SMF				65	65		
YMCA	40 West Long Street	C	391176	SM				70	70		

**Fundamental Components in CoC System -- Housing Activity Chart continued**

Provider Name	Facility Name	HMIS	Geo Code	Target Population <sup>(1)</sup>		2004 Year-Round Units/ Beds			2004 All Beds		
				A	B	Family Units	Family Beds	Individual Beds	Year-Round	Seasonal	Overflow/ Voucher
Community Housing Network	Wilson House	P-1/06	391176	SMF				8	8		
National Church Residences	Commons at Grant	C	391176	SMF				50	50		
<b>SUBTOTAL</b>						133	460	933	1393		
<b>Under Development</b>											
Community Housing Network	Rebuilding Lives Pact (Includes CMHA units)	C	391176	SMF				60	60		
Community Housing Network	Briggsdale	P-1/06	399049	SMF				25	25		
Maryhaven/NCR	Chantry Place	P-1/06	391176	SMF				40	40		
<b>SUBTOTAL</b>						0	0	125	125		

**Form HUD 40076 CoC-G**

Source: Community Shelter Board, Continuum of Care 2004

(1) Target Populations key to abbreviations:

- A—Primary Target Population
- B—Secondary Target Population (Special Needs)
- SM—Single men
- SW—Single women
- FC—Families with children
- DV—Domestic violence
- VET—Veteran

(2) Family shelter demand historically increases during summer months, we therefore have a flexible demand/capacity system via the YWCA that uses a combination of congregational sites and motels during peak demand.

**3.2 Notices of Interest**

No Notices of Interest were submitted by homeless service providers relative to Whitehall Memorial US Army Reserve Center.

**3.3 Legally Binding Agreements**

No legally binding agreements with homeless service providers have been prepared since no NOI's were submitted.

**3.4 Balance**

The LRA sought to balance the needs of the homeless with other needs for redevelopment. While there is an identifiable homeless population with needs in Columbus and Franklin County, no homeless service providers submitted Notices of Interest relative to the Whitehall Memorial U.S. Army Reserve Center. There are no identifiable economic based redevelopment options for the USARC either given its remoteness from commercial areas, restrictiveness of the site's and neighboring properties uses and zoning, and the supply of better situated redevelopment sites within commercially zoned areas within the City of Whitehall.

### 3.5 Outreach

Outreach occurred using a distribution list of homeless service providers in Columbus and Franklin County provided by the Columbus Shelter Board (see below).

#### CSB PARTNER AGENCY PROGRAMS

AGENCY	EXECUTIVE DIRECTOR/ ASSOCIATE DIRECTOR	PROGRAM DIRECTOR/ PROGRAM SUPERVISOR	PROGRAM
Friends of the Homeless	Tonya Helber Director 253-2770, Ext. 103 <a href="mailto:thelber@friendsofthehomeless.org">thelber@friendsofthehomeless.org</a>	Martha Smith Program Director 253-2770, Ext. 1 <a href="mailto:msmith@friendsofthehomeless.org">msmith@friendsofthehomeless.org</a>	Men's Shelter
		Theresa Ploesser Program Director 253-2770 <a href="mailto:tploesser@friendsofthehomeless.org">tploesser@friendsofthehomeless.org</a>	Rebecca's Place
Gladden Community House	Joy E. Chivers President & CEO 227-1600 <a href="mailto:joy.chivers@sbcglobal.net">joy.chivers@sbcglobal.net</a>	Helen Evans Vice President 227-1619	Homeless Prevention Program
Homeless Families Foundation	Adrienne Corbett Executive Director 461-9247 <a href="mailto:acorbettff@ameritech.net">acorbettff@ameritech.net</a>	Stephanie Jordan-Smith Program Director 461-9247 <a href="mailto:sjordansmithff@ameritech.net">sjordansmithff@ameritech.net</a>	Family Shelter
Lutheran Social Services / Faith Mission / Faith Housing	Thomas J. Stofac President/CEO 228-5200 <a href="mailto:tstofac@lssco.org">tstofac@lssco.org</a>  Ben Robinson Vice President for Community Service 228-5200, Ext. 1605 <a href="mailto:brobinson@lssco.org">brobinson@lssco.org</a>	Janie Kowalski Shelter Manager 224-6617, Ext. 157 <a href="mailto:jkowalski@lssco.org">jkowalski@lssco.org</a>	Faith Mission on 6 <sup>th</sup> Street
		Vick Ward Director of Residential Services 224-6617, Ext. 173 <a href="mailto:vward@lssco.org">vward@lssco.org</a>	
		Simona Clardy Shelter Manager 224-6617, Ext. 162 <a href="mailto:scardy@lssco.org">scardy@lssco.org</a>	Nancy's Place
Maryhaven	Paul H. Coleman President and CEO 445-8131 <a href="mailto:pcoleman@maryhaven.com">pcoleman@maryhaven.com</a>	James Alexander Supervisor 449-2538 <a href="mailto:jalexander@maryhaven.com">jalexander@maryhaven.com</a>	Engagement Center
		Jerry Pierce Outreach Specialist 560-4294 – cell	Outreach
The Salvation Army	Major Paul Cain Area Coordinator 437-2130 <a href="mailto:pcain@usa.salvationarmy.org">pcain@usa.salvationarmy.org</a>	Kara Hill Director of Housing 437-2150 <a href="mailto:KMurphy@usa.salvationarmy.org">KMurphy@usa.salvationarmy.org</a>	Family Housing Collaborative

**CSB PARTNER AGENCY PROGRAMS**

AGENCY	EXECUTIVE DIRECTOR / ASSOCIATE DIRECTOR	PROGRAM DIRECTOR / PROGRAM SUPERVISOR	PROGRAM
Volunteers of America	Dennis J. Kresak Interim President & CEO 253-6100 <a href="mailto:dkresak@voa.org">dkresak@voa.org</a>	Karen Deberry Director of Family Services 252-0530 <a href="mailto:Kdeberry@voacentralohio.org">Kdeberry@voacentralohio.org</a>  Vicky Joe Director of Men's Services 849-0145, Ext. 216 <a href="mailto:vjoe@voacentralohio.org">vjoe@voacentralohio.org</a>	Family Shelter   Men's Shelter
YWCA of Columbus	Cynthia Lazarus President & CEO 224-9121, Ext. 209 <a href="mailto:clazarus@ywcacolumbus.org">clazarus@ywcacolumbus.org</a>  Colleen Bain Gold, Senior Vice President for Housing 224-9121 Ext. 220 <a href="mailto:cbain@ywcacolumbus.org">cbain@ywcacolumbus.org</a>	Shannon Baster Vice President 224-9121, Ext. 212 <a href="mailto:sbaster@ywcacolumbus.org">sbaster@ywcacolumbus.org</a>  Angela Banks-Mason Director of Supportive Services 253-3915 <a href="mailto:abanks-mason@ywcacolumbus.org">abanks-mason@ywcacolumbus.org</a>	Family Center

## **4.0 Completeness Review Checklist**

U.S. Department of Housing and Urban Development  
Office of Community Planning and Development

### **Base Closure Community Redevelopment and Homeless Assistance Act**

#### **Redevelopment Plan and Homeless Assistance Submission Completeness Review**

##### **Whitehall Memorial US Army Reserve Center**

##### **Whitehall, Ohio Local Redevelopment Authority**

###### **3.1.1.1 Redevelopment Plan**

1. **yes**            no        Does the LRA Application include a redevelopment plan for the installation?

###### **3.1.1.2 Outreach to Homeless Assistance Providers**

2. **yes**            no        Does the LRA Application include a list of the political jurisdictions that comprise the LRA?
3. **yes**            no        Does the LRA Application include a copy of the LRA newspaper advertisement from a newspaper of general circulation in the vicinity of the installation?
- 3a. **yes**           no        Did the newspaper advertisement announce the receipt of notices of interest for a minimum of 90 days, maximum of 180 days?
4. **yes**            no        Does the LRA Application provide a list of homeless assistance providers consulted during the outreach process?
5. **yes**            no        Does the LRA Application discuss the LRA's overall efforts of outreach to homeless providers in the community and the vicinity of the installation?
6. **yes**            no        Does the LRA Application discuss the workshop that was conducted during the outreach period?

###### **3.1.1.3 Information about the Homeless in the Vicinity of the Installation**

7. **yes**            no        Is there a list of all the political jurisdictions that comprise the LRA?
- 7a. **yes**            no        Does the LRA Application include copies of the Consolidated Plan(s) along with appropriate narrative? LRAs that represent cities within urban counties should comment on how the Consolidated Plan applies to their particular jurisdiction.
- 7b. **yes**            no        If the community in the vicinity of the installation is not an n/a   √   entitlement city or a city in an urban county, did the LRA provide information on the homeless population?

**3.1.1.4 Notices of Interest (NOIs) – NON-APPLICABLE: No NOIs were submitted**

8. yes no Does the LRA include a copy of each NOI received (no NOIs) from homeless providers (includes both approved and disapproved NOIs)?
- 8a. yes no Does the LRA explain why each NOI from a homeless assistance provider (no NOIs) was either approved/disapproved?

**3.1.1.5 Legally Binding Agreements (LBAs) – NON-APPLICABLE: No NOIs were submitted**

9. yes no Does the LRA Application include an LBA for each of the selected NOIs with the homeless assistance providers?
- 9a. yes no Does the LBA for property have an “environmental renegotiation” clause (586.30(b)(3)(i)), i.e., does each LBA provide for a process for negotiating alternative arrangements that would enable the same balance of interests made originally in the event that an environmental review conducted subsequent to HUD approval indicates that any property identified for transfer in the agreement is not suitable for the intended purpose?
- 9b. yes no Does the LBA have a “Reverter” clause (586.30(b)(3)(i) and (586.45(e)), i.e., when an LBA discusses on-base property awards, does it provide for the reversion or transfer, either to the LRA or to another entity or entities, of building and property in the event they cease to be used for the homeless?
10. yes no Does the LRA Application discuss how the LBA(s) with the homeless n/a\_\_\_ providers meet gap(s) in the continuum of care?
11. yes no Does the LRA Application discuss how the LBAs may/may not n/a\_\_\_ impact the community in terms of:
- 11a.yes no the impact of the homeless housing and services provided through the LBA(s) might have on the community?
- 11b.yes no the concentration of the homeless/low income individuals and n/a\_\_\_ persons or families served by the LBA(s)?
- 11c.yes no availability of general services in support of the homeless n/a\_\_\_ persons or families served by the LBA(s)?
12. yes no Are the LBAs executed?

If unexecuted:

- 12a.yes no Are LBA acceptance letters provided for each non-profit with an LBA?
- 12b.yes no If the non-profit is an umbrella or consortium organization, did the provider organizations give their consent to the umbrella/consortium and the LRA as reflected within the LBA?
13. yes no Has the LRA’s or political jurisdiction’s chief legal counsel provided an opinion for the LBA(s) as to their enforceability under State law (586.30(b)(3)(i)?

**Balance between Economic Redevelopment, Other Development, and Homeless Assistance  
– NON-APPLICABLE: No LBAs Were Required (except as noted below)**

14. **yes**           no       Does the LRA Application discuss how the LBAs are consistent with the Consolidated Plan?
- 14a. **yes**           no       Does the LRA Application relate the LBAs to the priorities discussed in the Consolidated Plan?
- 14b. **yes**           no       Does the LRA Application describe how it balances the needs for economic, other development and homeless assistance?

**Public Comment Requirements**

15. **yes**           no       Does the LRA Application provide an overview of the citizen participation process?
- 15a. **yes**           no       Does the LRA Application provide information on the public hearing?
- 15b. **yes**           no       Does the LRA Application include a summary of the comments from the hearing on the draft application?

**Public Benefit Transfer Outreach**

16. **yes**           no       Does the LRA Application contain evidence that the public benefit transfer outreach was conducted?