



MEMO TO FILE

MUS-376-5.09

Parcel 010-1

PID 115989

Determination of Rent Supplement Payment

Description of Subject: 8895 Gaysport Hill Road, Blue Rock, OH 43720

The subject property is located at 8895 Gaysport Hill Road, Blue Rock, OH 43720. The subject is a one-story converted schoolhouse located in a rural residential area of Muskingum County, Ohio. The subject sits on 1.061 acres of land on a hill above Blue Rock/Gaysport, Ohio. Most of this property is either part of a thick, treed ravine, as this home sits on a hill and is accessed by a long, narrow drive. There is limited mowable, usable lawn. The project has a take area of 1.061 acres due to the instability of the hill the property sits on in Blue Rock. There is no garage for this home, though there is a barn that sits down in the ravine. This barn is not utilized by the tenant/occupants, but by a third party. The subject property has four rooms, one bath, five rooms, which include Living Room attached to the kitchen/dining room, a bathroom, a utility room, and 2 bedrooms. There also is a utility room, which is not included in the total room count, but which was considered in searching for comparables and another room utilized for storage. Several other rooms are uninhabitable and not available to view due to age and deterioration, so these rooms were not counted in the total room count.

The property has 1,918 sq ft of living space per auditor and a basement which is unsafe. Due to the lack of utility of several rooms, and the inability to enter them to measure, the estimated habitable living space of this home is 918 (estimated). The property has a deck and carport. The basement is unfinished and considered uninhabitable to the instability of the foundation. The building was originally built in 1885 and used as a schoolhouse until decommissioned in 1950's and sold in late 1950 to be used as a residence. The heating by pellet stove, unknown condition of the well servicing the property and the septic system does not seem to be up to code. The property is in poor maintenance and is not decent, safe, and sanitary due to the condition of two of the upper rooms.

Subject property is unique in its initial constructed use as a schoolhouse has been altered through the years to add divided living space and bedrooms.

Description of Comparable Properties as compared to Subject Property:
Comparable 1 804 Race Street, Zanesville, OH 43701

Comparable 1 is a one-story, single-family home. The home contains four rooms, kitchen, living room, two bedrooms and one full bath. The basement is clean and dry and can be utilized for storage. This property has a laundry area off the kitchen and connected to the rear entrance to the property. This property has a nice front porch, a small back porch, a storage building and off-street parking.

This comparable is considered equal to the subject property in rooms, but in better condition being DS&S with additions of yard area both front, side and back. The room count is equal to the subject. The square footage is less than the subject but all 813 sq ft of this property is in good condition and usable space, where the subject property has about 1000 sq ft of unusable space due to safety of the floor. This comparable property is considered to be in good condition with newer flooring in the bedrooms and kitchen area. The parking is equal to or better as the subject based on two accessible parking spots where the subject has limited space to park and turnaround to exit the property. The comparable property has two separate storage options in a 12 by 12 shed and the basement which has approximately 300 sq ft of storage. The comparable property is located in Zanesville, Ohio on a city street, on approximately 0.11 of an acre. This comparable property has access to the front of the house on a city street and an alley which allows access to the off-street parking. The properties are similar in age of construction. This property does have a stove and refrigerator available to the tenants.

Comparable 2 1504 Carroll Street, Zanesville, OH 43701

Comparable 2 is a two-story, single-family dwelling with 2 Bedrooms and 1 Bath upstairs, a kitchen, family/dining room and large living room for a room count of 5/2. The basement is clean and dry and available for storage. This property has a laundry area in the large kitchen area. There is a bonus room that can be used as a family room or dining room. There is a nice carpeted living room. The stairs to the 2nd floor can be accessed from the dining area and the family room. Upstairs, both bedrooms have a private door to the bathroom. Both bedrooms have closet space existing. There is storage area in the mudroom accessed from the back door. There is a nice front porch and back porch attached to the property. This property has two off-street parking spaces identified by block wall and cement slab. There is a 12 x 12 shed available for storage in the back yard. There is parking along the front of the property as well. This location is on a side street with only one neighbor.

Compared to the subject property this rental property has air conditioning available, a new furnace, nice wooden floors and carpet in the living room. Property is on city water and sewer. Comparable property is considered to be better than the subject based on usable space and condition of the home. This comparable is situated on 0.0960 acres of land and has 1248 sq ft of living space and 300 sq ft basement. The properties are similar in age, but the comparable is in better condition.

Comparable 3 947 Moxahala Avenue, Zanesville, OH 43701

Comparable 3 is a one-story, single-family home on a busy main street in Zanesville, Ohio. This property has less living space at 645 sq ft. There are two bedrooms, but one bedroom is 8 x 8, and the other bedroom has the front door which opens into the bedroom as compared to the size of both rooms at the subject bedrooms are larger. The kitchen is a small room with laundry hook up. The kitchen does have a stove and refrigerator available for use by the tenants. The comparable property has off-street parking in the rear. This property is in the city and has city water and city sewer. Though this property is smaller in size than the subject property it is

thought to be better than the subject as the condition with the new flooring and appliances. This property is situated on 0.1020 acres of land which is close to shopping. Compared to the subject property, this property is considered to be equal to or better due to the condition and location. This property has a large side yard and backyard for use by the tenants. The back porch and front porch equal the deck, but the subject setting is a wooded area away from the city. Neither property has a garage so equal.

Determination of Prime Comparable

An exhaustive search has been on-going since June 2023. I have utilized ZILLO, REDFIN, FACEBOOK Marketplace, Zanesville Rentals, and driven the area looking for Owner Rental signs. I have had discussions with the three local rental/property agencies in Muskingum County. My search was for the entirety of Muskingum County from Blue Rock to South Zanesville to Zanesville. I have visited six properties and determined that Comparable 1 is a suitable relocation location for Thomas and Hope. This property is deemed to be equal to or better than the subject property due to condition of the subject. Comparable 1 has air conditioning and a newer furnace, city water and sewer as compared to the subject property's pellet stove, well and septic.

Comparable 1 meets or exceeds all points of comparability which are noted on the RE 611 (T) except the total HLS, but does provide them with a DS&S replacement. Though a little short on HLS, it does offer the total rooms with the same function as the subject, along with a utility room. Comparable 1 is available and meets the necessary criteria and has been chosen as the Prime Comparable for determination of the Rent Supplement Payment.

Kimber L. Heim
Relocation Agent-in-Training
D5 Realty Specialist Manager



**STATE OF OHIO DEPARTMENT OF TRANSPORTATION
RELOCATION ASSISTANCE AGENT'S NOTES**

MUS	376	5.09
County	Route	Section
010-1		115989
Relocation Parcel No.	PID	
Thomas Rodgers, Hope Miller		
Relocatee's Name(s)		

NOTE: All entries must be typed and signed or initialed by the Agent on the date of entry.
To add an additional row, tab from the end of the last Entry field.

Date	Entry
06/07/23	Allison Durant and Tricia Polt attempted contact with Charlie Rodgers by going to a second location attached to a family member. Allison was able to speak with Charlie's mother, Jenny, cell 740-704-1526, who informed Allison the house in Gaysport was purchased for Thomas but because of his age at the time, the deed was to Charlie Rogers. She provided a phone number for Charlie and stated she would get in contact with her as well.
06/08/23	Allison Durant and I entered the property at 8895 Gaysport Hill Road, Gaysport, OH 43720. The property has a very long driveway. Mr. Rodgers was not home but the cousin, Aydin, was at home prior to going to work. Aydin gave entry to the property, and we walked around on the inside to get a baseline as the property has been under rehabilitation for years to create living space from the historic schoolhouse/church. Aydin showed us the newly remodeled utility/laundry room which is attached to the bathroom which was being upgraded but was unfinished at the time with tile, flooring, or paint/wall coverings. Aydin provided his contact information and let us know he would have Thomas contact us when he saw him later that day. I let Aydin know that as a tenant I would need information concerning his status once determinations were able to be made. He understood what was going on and how it affected him in the future. He told me he would have Thomas call me. Aydin provided me his cell phone number 740-647-2404, texting is easier.
06/08/23	Thomas called me and provided his contact information and his sister, Charlie's, contact information.
06/09/23	I was able to speak with Charlie Rodgers to discuss necessity of meeting face to face at the property. Ms. Rodgers explained she is very pregnant and taking it day-to-day, so appointment needed to be scheduled in the next week or so. We agreed to an appointment 06/15/2023. I asked her if it was OK to visit the site and contact the

	Both understood and were happy to have the meeting to confirm some of the details, we said our goodbyes and left New Lexington.
12/14/23	To complete the documentation, I met with Thomas Sr., for him to sign the RE 95 concerning the personal property being moved from around the structure and out of the shed. Answered a couple questions about how fast they will be able to move once Charlie is made an offer. A discussion ensued about the value of the property from their perspective and what the future plans for the MUS 376 location had been before this project is taking their property.
12/19/23	JR confirmed the project can move forward without Environmental Clearance with the Consultant and Patty. Consultant stated they would begin working on the acquisition package.
1/10/24	Consultant contacted me concerning preparations complete to meet with Charlie Rodgers and an appointment had been scheduled to meet on Saturday, 1/13/2023. I will prepare eligibility letter for Thomas Rodgers, Sr. moving.
01/17/24	Attempted call to Thomas Rodgers, Sr. phone not in service.
1/19/24	Sent letter Thomas Rodgers, Sr. due to the Personal Property he has at the displacement site. All cell phone numbers are currently not taking calls.
1/22/24	Samantha Weeks and I drove to a home per Muskingum County Auditor has Thomas Sr., of owning. We arrived at the location and he was not home at the time. We left a copy of the "Contact letter" sent on Friday, 01/19/2024, in an envelope addressed to Thomas Rodgers, Sr.
01/31/24	Attempted contact with Thomas Sr., on the phone number previously provide, still not in working order.
02/07/24	Visited the Displacement Site in Blue Rock, OH, left note for Thomas to contact me ASAP Delivered note to Thomas Rodgers, Sr., residence in Philo, OH to get in touch ASAP. ran in to Thomas and was able to discuss his next steps.
3/22/24	Left copy of the letter, W9, SIF and request to call me at Thomas Rodgers, Sr., residence in Philo, OH.
4/18/24	Thomas Sr., did not get off work in time to meet at the displacement site. I took pictures of the inventory around the property. Could not access the shed due to hill instability.
05/06/24	Meeting set for 5:00 pm 05/06/24 at Gaysport displacement site to finish up inventory for move of personal property.

05/06/24	<p>Patty Moorman and I arrived at the displacement site for meeting with Thomas Jr. and Thomas Sr. concerning the items needing moved or discarded. Patty and I arrived at 5:00 pm and waited until 5:30 pm for them to arrive. While we were waiting for the displacees to arrive we walked around the exterior of the property and determined some things had been moved from the previous photos taken in April 2024.</p>
	<p>Although the front overhang had collapsed, we were able to access the interior of the displacement site through the sliding glass door on the west side of the structure. Once inside, we toured the interior and found Bedroom 1 with a complete bedroom suite containing bed frame, headboard and footboard, mattress and box springs chifferobe dresser, large dresser with mirror; in the Living Room there is a couch, two wooden end tables, one wicker type chair, two curio cabinets with contents, an antique trunk, wooden bench, wooden side table with drawers, wooden TV tray, and one (1) hanging decoration, in the Kitchen area there is a kitchen table, one kitchen chair, a stove, various dishes and storage containers, in Bedroom 2 there is a mattress and box spring on the floor, a stereo system, and a dresser with small item personal property.</p>
05/07/24	<p>Thomas Jr., texted me to call him. I called him immediately and he apologized for not meeting with Patty and I as he stated he had mixed up the dates to meet. I explained to him before we could provide any reimbursement for moving or any Rent Supplement Payment for his move into the replacement site, ODOT would need to provide him our Move Authorization Letter which would detail the full amount to be reimbursed. ODOT would need the final estimate for the dumpster rental and an assignment of warrant signed by Thomas so ODOT can pay direct to the dumpster provider. Also, I informed Thomas the final acquisition payment would also be held until the property was emptied of all personal property both inside and outside. Thomas understood and stated they intended to have the dumpster delivered on Friday, 05/10, and get organized to move.</p>
05/10/24	<p>Thomas Jr. called me to let me know due to the weather, the dumpster was not going to be delivered until Monday or Tuesday, 05/13 or 05/14. I let him know I would have a letter for him concerning the amount of move reimbursement which was going to be based on a room count and the dumpster would be a separate amount on the claim information. I, again, requested the information for the dumpster rental. He told me he would call me as soon as he had the quote and the dumpster was on-site. Thomas asked about the money situation and I explained again once the move was complete, the money for the move would be processed, and the \$35,000 check would be released to Charlie Rodgers. I told him before any Rent Supplement Payment (RSP) would be released, I would need the lease signed by all with the rental amount, any deposit required and to make sure the utilities included or separate was noted clearly in the lease language. He told me he understood and would get the dumpster company to call me or email me the quoted amount for the dumpster. The call ended.</p>

- Lease with all required signatures - 7/26/24 - PDF Standard Lease Agree.
 - ? • Utility worksheet --? 7/26/24 Utility Allowance
 - Supporting docs showing market rent.
 - Support of Arms length rental agreement between father/son.
 - Proof of paying rent.
 - ? • Rent & Utility verification needs completed & signed.
 - Fill in RE610 - Showing owner RHP. Is that FMVE? Excel 7/26/24
Doesn't go on that form. Status of acquisition on the form.
 - Need clarification when move was completed?
 - Conflicting dates: Date authorized (Needs to match auth letter)
 - Date Moved: (Needs to match post move inspection)
 - ~~total~~ Post move insp. & possession needs to match RE95
 - All need to be noted in Relo. Notes.
 - RE95R form signed yet for possession? - 7/26/24 - unsigned
 - The Claim form for the move is in RSP folder.
 - Missing documents, Do not see a claim for RSP.
 - Do not see assignment of warrant or very little doc for father's parcel.
- not done yet

Heim, Kimber

From: Moorman, Patty
Sent: Friday, August 2, 2024 2:24 PM
To: Heim, Kimber
Cc: Missler, Travis; Wooldridge, John
Subject: RE: 115989 PCL 010-1

Kimber,

Travis and I are in the process of reviewing the information for Parcel 10-1 and are compiling a complete list of issues that need addressed. Below is a list of things we need from you, or need you to correct now before we can continue with our review.

~~Is there a lease that has all the required signed signatures? Where is the utility worksheet to support the numbers for the replacement site? Since the replacement site is owned by the father, please ask for support that it was a previous rental and that the rent being charged is market rent. Since the son will be renting from the father, we need more support that it is arms length and he will actually be paying rent. Has he been paying rent and does he have proof of payment? The Rent and Utility verification form is only partially completed and is not signed. There are a lot of open blanks on the RE610 that need filled in. You are showing an owner RHP. I assume that is the FMVE and does not go in that location on the form. You need to show the status of the acquisition on the form. We need clarification when the move was completed as the dates are conflicting between date authorized (needs to match date on the move authorization letter), date moved (needs to match the post move inspection), post move inspection and possession Needs to match the RE95R) and all need to be noted in the relocation notes. Do you have the signed RE95R form yet for possession? The claim form for the move is in the RSP folder. Not all the documents needed for the RSP are in the RSP folder. I do not see a claim for the RSP. I do not see the assignment of warrant or very little documentation for the father's parcel.~~

As you would expect from a consultant or any agent, we need a clear request for approving a claim, a clear, complete package with all documents correctly filled in, all required documents found listed on the billing package checklists. It is not our job to try to find all the parts and pieces, fill in all the blanks, and try to understand the parcel from the limited notes. We simply do not have the time to sort through the documents and duplicates to find the right information. We cannot approve a claim when we do not have all the support documentation and when the required documentation is not signed by all required parties. Until we have all that is needed, we cannot approve any claims. I understand that the Displacees are anxious for their money, but the delay is not in our review. The manual lays out what is needed for each billing package for each type of benefit. Please prepare a memo itfile and attached the bling check list to show everything is there that we need. Please review the forms and fill in all the data needed and correct dates. The relocation notes need to tell the story of the parcel discussing all the payments, dates, etc., so we can understand at the parcel. If you would like to have a TEAMS call to review each parcel in detail and what we need, we can schedule a meeting next week.

Patty Moorman

Relocation Unit Manager

ODOT Office of Real Estate, MS 4120

1980 W. Broad St., Columbus, OH 43223

Cell 1-419-551-8716

Patty.Moorman@dot.ohio.gov



Department of Transportation

From: Heim, Kimber <Kimber.Heim@dot.ohio.gov>
Sent: Tuesday, July 30, 2024 3:30 PM
To: Moorman, Patty <Patty.Moorman@dot.ohio.gov>
Subject: 115989 PCL 010-1

Afternoon Patty:

Have you completed your review? If not, do you agree with the payment as the Thomas has contacted me the landlord is antsy? If you do, I will process the 1st installment and Move Reimbursement.

Kimber L. Heim

Realty Specialist Manager
ODOT – District 5
9600 Jacksontown Road
Jacksontown, OH 43030
Ph: 740-323-5422 (direct) Cell: 740-814-0708
FAX: 740-323-5125



OHIO DEPARTMENT OF
TRANSPORTATION

Heim, Kimber

From: Moorman, Patty
Sent: Thursday, August 15, 2024 9:41 AM
To: Heim, Kimber
Cc: Missler, Travis; Wooldridge, John
Subject: RE: 115989 PCL 010-1

Kimber,

I have completed the review of your billing package. This is what I need and/or corrections that need to be made. Many of these I previously requested. These need made ASAP so that the RSP can be submitted for billing. This RSP should have been billed back in June when the lease was signed so this needs to be your priority. I will not sign the claims until I have the revisions. I am teaching classes next week Tuesday through Thursday so please provide me with all the revisions tomorrow or early Monday.

First, all info needs to be in RealOS as soon as you have the corrections made and before the rw bill is prepared.

I see a copy of the utility worksheets now, but you have not circled the utilities for the replacement to support the numbers you are utilizing. It is just a blank worksheet. You need to indicate the type of utility (circle), the category (number of bedrooms) and then total up the utilities for that location on the bottom, indicate the location of the site that the form is for. A blank form does not tell me anything.

RE611T has availability date as 1/1/2024 but RSP approval on 1/30/2024. The availability date needs to be on date offer is approved, and again on date offer is made. Notes need to indicate you checked on the availability of the comps on day of the offer.

Where is the RE611pg2 signed by me, the reviewer, approving the RSP? *Patty*

The market rent table dated January 18, 2024 does not have the preparer's signature. ✓

Claims for second installment and final payment is not signed by you, the relocation agent. ✓

Previously requested-Since the replacement site is owned by the father, please ask for support that it was a previous rental and that the rent being charged is market rent. Since the son will be renting from the father, we need more support that it is arms length and he will actually be paying rent. Has he been paying rent and does he have proof of payment? I don't see any support for this being a rental, other than the father owns it and the kids are moving in. Old lease, rent receipt, name of previous tenant so you can verify it was used as a rental unit.

RE-607 Rent and Utility verification form is only partially completed and is not signed by the landlord or the tenant. *Receipts - name of previous tenant*

There are a lot of open blanks on the RE610 that need filled in. You are showing an owner RHP. I assume that is the FMVE and does not go in that location on the form. You need to show the status of the acquisition on the form. Top section-add FMVE and Approval Date. In the Fourth Section: Add Last Date to file claim (18 months from date of offer); Date of Final Acquisition Payment; Date Contract for Subject Signed; 90 day Expiration Date: Date filed by AG (NA); Vacate Notice (NA) Expiration of Vacate (NA). *updated in REAL OS.*

Relocation notes- Previously requested-On your notes, add your initials after each entry or sign your signature at the bottom of each page. You are showing one set of initials on the last page only. Your initials after each entry verifies who made the contact with the Displacee for that entry.

Clarification needed in the notes:

- 1) Where did the meetings take place on 11/15/23, 12/14/23, 6/5/24
- 2) Memo says RSP approved 1/30/2024. Entry in the notes should state RSP was approved and the amount for that date.
- 3) Why was relocation offer not coordinated with acquisition offer to ensure 7 day timeline to present relocation benefits was met? Notes need to explain this.
- 4) Was there still personal property visible outside on 2/7/24?
- 5) Where did you run into Thomas Jr on 2/7/24?
- 6) DS&S is important to complete BEFORE a signed lease not "now that it is official with a signed lease". Notes should indicate why you were not able to complete the DS&S prior to the Displacees signing a lease and moving in.

Photos of the replacement site should be with the DS&S form.

Compliance Issues with this file that cannot be corrected at this point but should clearly be discussed in the notes as to why they did or did not occur in a timely manner as policy directs: Offer made on 2/1/2024 but not acknowledged until 6/7/2024 by the Displacees. Offer left taped on the door, not hand delivered to the Displacees. Offer to tenant not made within 7 days of acquisition offer. DS&S inspection on the replacement site completed 6/7/2024 but lease signed 6/6/2024-inspected after move in. Move authorized on 6/7/2024, but notes say move inspection on 5/6/2024 and then post move in July. Displacees moved out before the move authorization letter. RSP billing two months overdue from date lease was signed.

10-1P For Thomas Sr., The move authorization letter for Thomas Sr left at the displacement site per notes. Did you confirm he received it? Do you have a signed copy of receipt of letter? Do you have the assignment of warrant for the move payment to Thomas Jr signed? Ready to bill the move costs? Where is the documentation and claim for this payment?

Patty Moorman

Relocation Unit Manager

ODOT Office of Real Estate, MS 4120
1980 W. Broad St., Columbus, OH 43223
Cell 1-419-551-8716
Patty.Moorman@dot.ohio.gov



**Department of
Transportation**

From: Heim, Kimber <Kimber.Heim@dot.ohio.gov>
Sent: Tuesday, July 30, 2024 3:30 PM
To: Moorman, Patty <Patty.Moorman@dot.ohio.gov>
Subject: 115989 PCL 010-1

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Kimber L. Heim

Realty Specialist Manager

ODOT – District 5

9600 Jacksontown Road

Jacksontown, OH 43030

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FAX: 740-323-5125



OHIO DEPARTMENT OF
TRANSPORTATION

15989
SR. -

June July
August
Sept 1/4

Assignment
of warrant
to landlord

Post move - letter 7/11/24

Claim form

and certified

move payment

Reminding him of the
benefits.

JR -
fixed move
schedule
move out
date

RSP
w/rent

forms all ~~all~~ filed
in.

18 months.

4x3 - gtrly
months

how calculate
mo of util pmts
claim installment * 4
if willing -
assignment for
lot 3

↑ - 4 mos