

Wooldridge, John

From: Wooldridge, John
Sent: Friday, November 22, 2024 2:21 PM
To: Morgan, Douglas; Gilmore, Drew
Cc: Pace, Wayne; Weeks, Samantha; Bradford, Brittany; Kouskouris, Matthew
Subject: FW: Notes Needed typed and PDF ASAP (Daily Update)

Happy Thanksgiving All,

This email will get PDF into each of the infected parcels to document the files.

It was discovered that ODOT D5 has approximately one hundred (100) parcels between 2020 and 2024 that were negotiated in-house in D5 while Kimber Heim was RSM without necessary note taking. Nearly 100% of the parcels have either no notes or insufficient notes to document the communications with owners. Although Kimber repeatedly stated the parcels were “done” or “completed,” we verified earlier this year that they were not. She was asked to update the notes as she is the only one with personal knowledge of the conversations as other former employees have moved on and Kimber was present at all offers and meetings. Kimber did not finish the notes prior to her resignation.

I have discussed this issue with D5 and CO and reached a proposed resolution that can be accomplished and does the best to comply with the Federal and State record keeping professions and rules pertaining to keeping notes documenting owner discussions. It is not feasible to recreate notes that cover the missing information as no one currently in the ODOT office was a party to the conversations with owners. It was decided that we would do two actionable items for each parcel. We will PDF this explanation (this email) into all the parcel files listed below (PID and Parcel numbers listed). The intent of this email is to explain the file as to why negotiator notes are not completed and/or compliant with ODOT P&P. We will also PDF any printed emails, handwritten notes, electronic files, or other documentation that should have been in the notes and save all to the specific parcel folders applicable. This documentation will be obtained via the paper and electronic closeout process in which we can find some evidence of some communications with owners or representation. It will not have all necessary information. Most parcels will not have a signed and completed RE-60 nor RE-60-1 (notes and summary) since Kimber and prior staff are not available to complete and sign. Some parcels are not yet completed but will have compliant notes from this point forward by current staff.

Thank you!

Respectfully,

John R. Wooldridge
Real Estate Administrator
ODOT District 5

9600 Jacksontown Road
Jacksontown, Ohio 43030
D: 1.740.323.5427 C: N/A

John.Wooldridge@dot.ohio.gov



**Department of
Transportation**

From: Wooldridge, John
Sent: Wednesday, September 25, 2024 4:37 PM
To: Heim, Kimber <Kimber.Heim@dot.ohio.gov>
Cc: Morgan, Douglas <Doug.Morgan@dot.ohio.gov>
Subject: Notes Needed typed and PDF ASAP (Daily Update)

Hello Kimber,

The team is getting through closeouts but ran into many parcels without completed notes. I recognize that some staff is gone but I think you were part of these acquisitions and is the sole remaining person with personal knowledge of the notes to draft them. Please make this note entering your #1 priority until they are all done and in PDF in each file. The below table lists the needed PID, PCL, and parcel number. It is split between partial notes (either needs PDF and/or needs notes updated as incomplete) or none (no PDF and no word doc or paper completed in file). Please draft the notes, save them, and either Print to PDF or Print paper, sign, and Scan as PDF. These are in order (top 5 are federally funded and LPA projects that need done first:

CRS	PID	PCL	RELO	Need NOTES Finished (Part)	Need NOTES (None)
MUS TR 90 4.00 Wortman	117331	1	0	-	1
PER CR 99 00.00 SRTS	115361	2	0	10 & 11	-
LIC SR 13 00.42	111614	11	0	1, 5, 7, 10, 13	6, 8, 9, 11, 12
LIC US 62 00.49	109329	10	0	1, 4, 8	2, 3, 5, 6, 7, 9, 10
LIC US 62 03.64	110861	9	0	3, 4, 5, 6, 7, 9, 12, 14, 15	-
MUS IR 70 10.49	93006	5	0	15	10, 16, 20, 25, 30
FAI SR 37 06.10	110412	13	0	20	6, 9, 16, 18, 21
GUE SR 209 08.56	110245	1	0	-	1 & 2
FAI US 22 09.42	110407	4	0	6	5
D05 FY 2022 Signal Upgrade	107619	2	0	-	1
KNO SR 229 14.80	111312	3	0	-	1, 2, 3
MUS SR 146/340 31.42/03.26	107158	2	0	1 & 2	-
MUS US 22 09.95	8809	4	0	1, 2, 3, 4	-
LIC SR 16 (15.58)(15.91)	97990	1	0	1	--
GUE SR 265 05.68	111607	1	0	1	-
PER SR 13 05.74	96342	2	0	2	-
GUE IR 70/77 FY 2024	104993	3	0	1, 2, 3	-
MUS SR 16 06.70	113521	1	0	1	-
D05 CUL FY2024	107367	2	0	-	1 & 2
LIC US 40 13.15	110416	3	0	15	29
LIC MR 297 00.03 (Loop Rd.)	93290	1	0	3	-
MUS US 22 05.25	102016	2	0	1 & 2	-
GUE SR 146 04.20	111229	1	0	-	1
GUE SR 209 07.45	112409	2	0	-	1
PER SR 155 03.86	114167	2	0	-	1 & 2
COS SR 643 00.14	110069	15	0	-	All 15 ROE
COS SR 643 08.30	114481	8	0	-	All 8 ROE

Thank you for getting these 100 parcels done ASAP. I recognize that you cannot get them all typed in one day (Friday) or even two (Monday), etc. Please try to finish at least 1-2 per hour (more if possible) and provide me the daily list of those completed (i.e., provide PID/PCL or highlight the list, etc.). Thank you for making this your highest priority this and next week until done.

Respectfully,

John R. Wooldridge
Real Estate Administrator
ODOT District 5

9600 Jacksontown Road
Jacksontown, Ohio 43030
D: 1.740.323.5427 C: N/A

John.Wooldridge@dot.ohio.gov



**Department of
Transportation**

4/22

Circle K
DO

meeting @ 7:30 am

not compensable
technically true

Mr Taylor asked if
OOT did not care
business went under
during their projects

Mr & Mrs Taylor stated
it is not the traffic
patterns except for
~~drive thru~~

My
analysis
is unclear

37 entrance is
confusing & ~~patrons~~
~~could easily drive~~
by

They both stated it
was the residents
from Pudding Lake
Millsport, Lancaster
& Baltimore have
been seeing Closed

Social Media Annun-
fave state "closing"

Houston put out notice to close

Employee work for
Shurston as well
+ The communication
as understood by
them was interstate
closed —

Mr Taylor offered
sales # for the
past 3 months &
March comparison
to same time April
is loss of $\frac{1}{3}$ - $\frac{1}{2}$ sales
a day. Offered
for protg -

He is very nervous
& mentioned again how
he denied the BB offer
before signing.

4/21 110412

37 entrance does not
call out between
the barrels —

Drive thru — ↓ 110 37
out on
256 —

changed the set up
to try to ease the
access

on site visit

absolute mess — !

110412 pd 006 sales
\$3500 - \$5000 loss last week
\$2600 - T
2100 - M

Jan
\$120,000
Feb
\$130,000
a month

newspaper

news

closed

March
\$160,000

\$20,000

— left over

all the area
& Columbus area

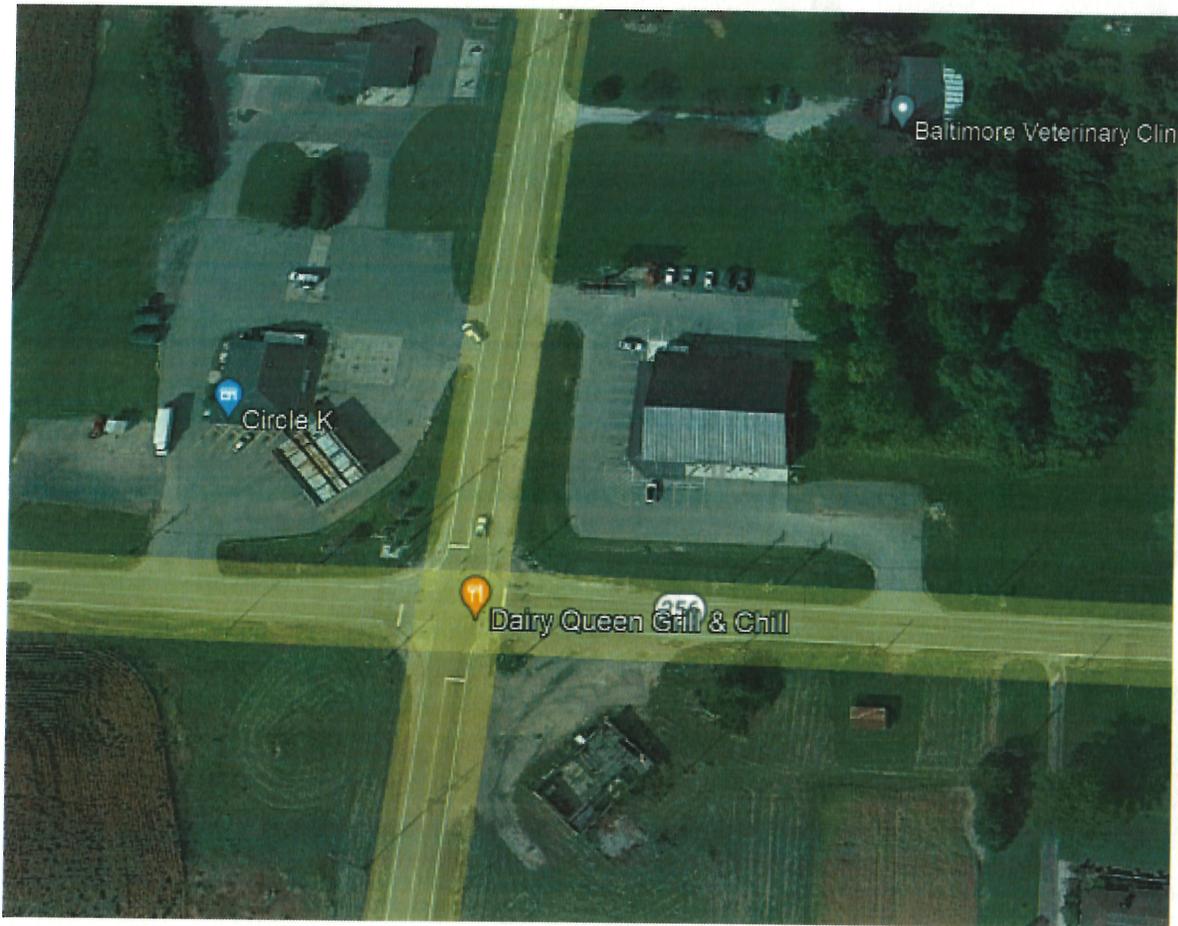
FB posts - channel 10.

Township / Thurston
Village
employee

Perry County sharing
250 closed

Issue is all the news coverage
states ~~then~~ closed
shut down!

110412 Su PPLP



- 1) Right to Access to Public Road not the traffic
- 2) Loss of Sale not compensable because cannot benefit one over the other, DP - Circle K
- 3) Haven't owned this 3 yrs for loss of business

Print

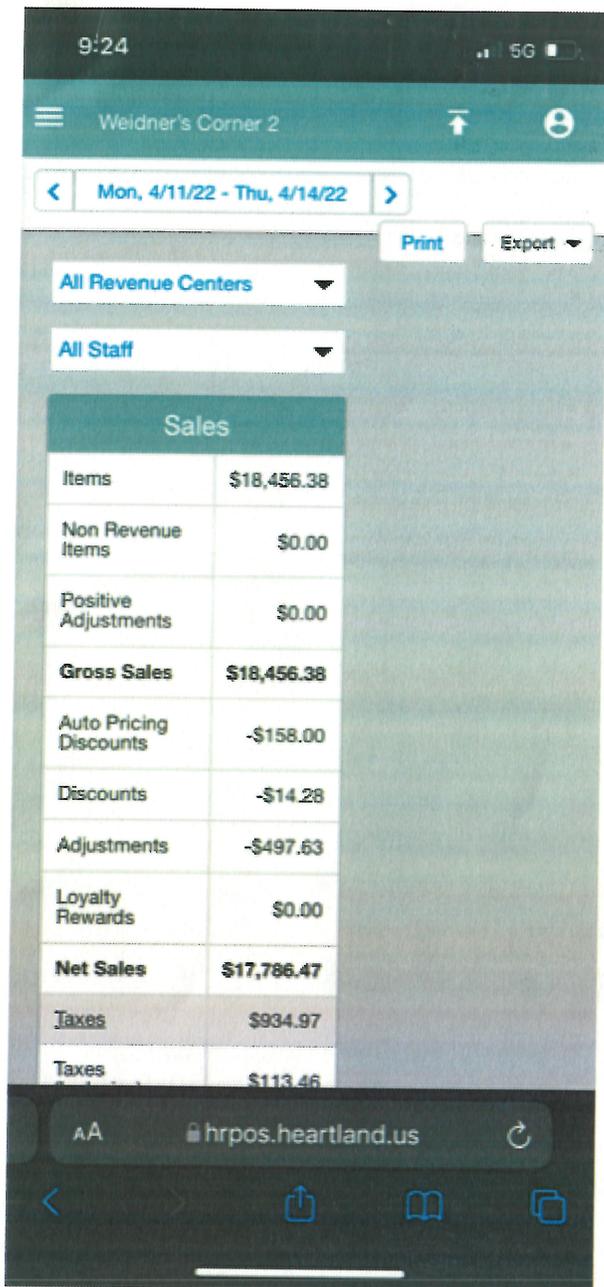
Export

All Revenue Centers

All Staff

Sales

Items	\$11,005.08
Non Revenue Items	-\$140.00
Positive Adjustments	\$0.00
Gross Sales	\$10,865.08
Auto Pricing Discounts	-\$81.50
Discounts	-\$33.08
Adjustments	-\$327.16
Loyalty Rewards	\$0.00
Net Sales	\$10,423.34
Taxes	\$578.00
Taxes	\$53.46



Sent from my iPhone

Heim, Kimber

From: Todd Taylor <tntaylor_29@icloud.com>
Sent: Thursday, April 21, 2022 9:28 PM
To: Heim, Kimber
Subject: Weidners Sales. This week vs last week.

CAUTION: This is an external email and may not be safe. If the email looks suspicious, please do not click links or open attachments and forward the email to csc@ohio.gov <<mailto:csc@ohio.gov>> or click the Phish Alert Button if available.

Down
900⁰⁰
M-J

Other expenses to consider for business owners:

- **Restaurant Operating Necessities**
 - o Electric/Water/Mortgage Payment
 - o Food Costs
 - o Beverages Costs
 - o Other Product Costs
 - o Silverware
 - o Plates
 - o Cups
 - o Napkins
 - o Sauces
 - o Spices
 - o Cleaning Supplies
 - o Bathroom Supplies
 - o Cooking Hardware
 - o Gas/Propane for Grills, Ovens, Etc.
 - o POS Service Fees 0.8 - 3%
- **Labor Costs**
 - o Salary
 - Overtime and bonuses
 - Payroll taxes
 - Health care
 - Vacation and sick days (if applicable)
 - Bonuses
 - o Uniform (T-Shirt)
- **Drive Through Needs:**
 - o Beverages Stocked (Alcoholic and Non-Alcoholic)
 - o Food to Stock the Drive Through
 - o Chewing Tobacco
 - o Smoking Tobacco
 - o Maintenance on Garage Doors and Drive Through Area
 - o Maintenance on Coolers if need be