



**BOARD OF COUNTY COMMISSIONERS  
WARREN COUNTY, OHIO**

**406 Justice Drive, Lebanon, Ohio 45036**

**[www.co.warren.oh.us](http://www.co.warren.oh.us)**

**[commissioners@co.warren.oh.us](mailto:commissioners@co.warren.oh.us)**

**Telephone (513) 695-1250**

**(513) 261-1250**

**(513) 925-1250**

**(937) 425-1250**

**Facsimile (513) 695-2054**

**TOM ARISS**

**PAT ARNOLD SOUTH**

**DAVID G. YOUNG**

**BOARD OF COUNTY COMMISSIONERS  
WARREN COUNTY, OHIO**

**MINUTES: Regular Session – June 3, 2014**

The Board met in regular session pursuant to adjournment of the May 27, 2014, meeting.

Pat Arnold South - present

Tom Ariss - present

David G. Young - present

Tina Osborne, Clerk - present

Minutes of the May 20, 2014 and May 27, 2014 meetings were read and approved.

- 14-0843      A resolution was adopted to approve replacement of various culverts Phase II on Warren County Roads under Force Account. Vote: Unanimous
- 14-0844      A resolution was adopted to Waive Building Permit and Inspection Fees associated with the Lebanon Municipal Service Facility Project. Vote: Unanimous
- 14-0845      A resolution was adopted to declare an Emergency and Waive Competitive Bidding Process for Emergency Repair of the Dry Sprinkler System at the Warren County Administration Building. Vote: Unanimous
- 14-0846      A resolution was adopted to declare an Emergency and Waive Competitive Bidding Process for Emergency Repair of the Elevator at 416 S. East Street (Health/Human Services Bldg.). Vote: Unanimous
- 14-0847      A resolution was adopted to approve Notice of Intent to Award Bid to A & A Safety, Inc. for the 2014 Striping Project. Vote: Unanimous
- 14-0848      A resolution was adopted to approve and enter into an Agreement with Kevin Konz of the Warren County Juvenile Court for a Summer School Teacher for Mary Haven Youth Center. Vote: Unanimous

MINUTES  
JUNE 3, 2014  
PAGE 2

- 14-0849 A resolution was adopted to approve and enter into a TANF Summer Employment Program Worksite Agreement for AAA Wastewater on behalf of Warren County Department of Human Services. Vote: Unanimous
- 14-0850 A resolution was adopted to approve and enter into a TANF Summer Youth Employment Program Worksite Agreement with Warren County Facilities Management on behalf of Warren County Department of Human Services. Vote: Unanimous
- 14-0851 A resolution was adopted to approve and authorize Amendment #2 for Fiscal Year 2014 Reclaim Ohio Program on behalf of the Warren County Juvenile Court. Vote: Unanimous
- 14-0852 A resolution was adopted to approve and enter into a Cooperative Agreement with the Warren County Port Authority relative to the PASS Through Funds for Sinclair Community College. Vote: Unanimous
- 14-0853 A resolution was adopted to enter into an Engineering Service Contract with Evans, Merchwart, Hambleton & Tilton, Inc. (EMH&T). Vote: Unanimous
- 14-0854 A resolution was adopted to affirm "Then & Now" requests pursuant to Ohio Revised Code 5705.41 (D) (1). Vote: Unanimous
- 14-0855 A resolution was adopted to acknowledge payment of Bills. Vote: Unanimous
- 14-0856 A resolution was adopted to approve various Refunds. Vote: Unanimous
- 14-0857 A resolution was adopted to approve a Street and Appurtenances Bond Release for Towne Development Group, Ltd. for completion of improvements in Thornton Grove, Phase 4, Part 1, situated in Hamilton Township. Vote: Unanimous
- 14-0858 A resolution was adopted to approve a sidewalk Bond Release for Towne Development Group, Ltd. for completion of improvements in Thornton Grove, Phase 4, Part 1, situated in Hamilton Township. Vote: Unanimous
- 14-0859 A resolution was adopted to approve Oak Forge Drive and Spruce Glen in Thornton Grove, Phase 4, Part 1, for public maintenance by Hamilton Township. Vote: Unanimous
- 14-0860 A resolution was adopted to approve a Street and Appurtenances Bond Release for Towne Development Group, Ltd. for completion of improvements in Thornton Grove, Phase 4, Part 2, situated in Hamilton Township. Vote: Unanimous

- 14-0861 A resolution was adopted to approve a Sidewalk Bond Release for Towne Development Group, Ltd. for completion of improvements in Thornton Grove, Phase 4, Part 2, situated in Hamilton Township. Vote: Unanimous
- 14-0862 A resolution was adopted to approve Silver Wood Drive and Elm Tree Drive in Thornton Grove, Phase 4, Part 2, for public maintenance by Hamilton Township. Vote: Unanimous
- 14-0863 A resolution was adopted to approve Bond Release for Heartland, Ltd. for completion of improvements in Willow Grove, situated in Hamilton Township. Vote: Unanimous
- 14-0864 A resolution was adopted to enter into Erosion Control Bond Agreement with VWC Holdings, Ltd. for improvements in Villages of Winding Creek the Boulevards, Section 4, situated in Clearcreek Township. Vote: Unanimous
- 14-0865 A resolution was adopted to approve the following Record Plats. Vote: Unanimous
- 14-0866 A resolution was adopted to approve a Supplemental Appropriation into Fund #463 (Fields Ertel and Columbia Road Roundabout Project). Vote: Unanimous
- 14-0867 A resolution was adopted to approve Supplemental Appropriation into Fairgrounds Construction Project Fund #498. Vote: Unanimous
- 14-0868 A resolution was adopted to approve Supplemental Appropriation within Community Development Fund #265. Vote: Unanimous
- 14-0869 A resolution was adopted to approve Appropriation Adjustment from Commissioners General Fund #101-1110 Board of Elections Fund #101-1300. Vote: Unanimous
- 14-0870 A resolution was adopted to approve Appropriation Adjustment within Telecom Fund #631. Vote: Unanimous
- 14-0871 A resolution was adopted to approve Appropriation Adjustment within Probation Supervision ORC 2951.021 – Common Pleas Court Fund #227. Vote: Unanimous
- 14-0872 A resolution was adopted to approve Appropriation Adjustment within Emergency Services / Emergency Services / EMA Fund #264. Vote: Unanimous
- 14-0873 A resolution was adopted to approve Appropriation Adjustments within Garage Fund #101-1620. Vote: Unanimous

- 14-0874 A resolution was adopted to approve Appropriation Adjustment within Property and Casualty Insurance Fund #637. Vote: Unanimous
- 14-0875 A resolution was adopted to authorize payment of Bills. Vote: Unanimous
- 14-0876 A resolution was adopted to Reject Proposals and Re-Solicit for the Food Service in the Warren County Jail and the Juvenile Justice Facility. Vote: Unanimous
- 14-0877 A resolution was adopted to approve Passenger Fare Increases for the Warren County Transit System. Vote: Unanimous
- 14-0878 A resolution was adopted to Cancel regularly scheduled Commissioners' Meeting of Thursday, June 5, 2014.  
Vote: Mr. Young – yea; Mr. Ariss – yea; Mrs. South - nay
- 14-0879 A resolution was adopted to approve Appropriation Adjustments from Veterans Fund #101-5220 into Fund #101-5210. Vote: Unanimous

#### DISCUSSIONS

On motion, upon unanimous call of the roll, the Board accepted and approved the consent agenda.

---

Susanne Mason, Program Manager, was present to discuss the Warren County Transit Program.

Mrs. Mason stated that the Board held a public hearing on April 29, 2014, and at the conclusion of the public hearing, began a 30 day comment period as required. She then stated that she provided notification to the relevant agencies throughout the County and she has received no public comment relative to the fare increase.

Upon discussion, the Board resolved (Resolution #14-877) to approve a fare increase to the Warren County Transit Program effective July 1, 2014.

---

Commissioner Pat South, Matt Schnipke, Economic Development and Chandler Watson, Intern within Economic Development, were present to provide an update on the progress of the Fairgrounds Redevelopment Committee to date.

Commissioner South stated that exactly one year ago today was the first meeting of the Fairground Redevelopment Committee and then reviewed the criteria and objectives of the committee.

Mr. Schnipke then presented the attached PowerPoint presentation providing the following:

1. A historical overview of the property including the uses of the fairgrounds
2. Why redevelopment is important and what the ideal redevelopment would include
3. Available funding for the redevelopment
4. The process the Committee went through relative to a Request for Information/Request for Proposals
5. A review of the proposal received from the Warren County Agricultural Society, Warren County Convention and Visitors Bureau and various Equestrian Groups.
6. The estimated costs associated with the construction of a Convention/Expo Center
7. The private sector outreach the committee did relative to private development of the property including a SWOT Analysis provided by the private sector and the opinions agreed upon by all private sector relative to the property
8. The discussion relative to a Vet-Tech Program being discussed in cooperation with the Warren County Career Center and Sinclair Community College
9. The creation of a sub-committee and the recommendation that will be presented to the full committee relative priorities and pricing for "Phase I" of the redevelopment
10. An update of the funds to be received from the State of Ohio relative to the City of Lebanon
11. The next steps in the process

Commissioner South discussed the requested to consider the relocation of Warren County Community Services, Inc. to the property bringing 100 employees into the City of Lebanon. She then stated that it would not be possible for the Warren County Fair to remain on the premises with this use.

Mr. Schnipke stated that the City of Lebanon determined that the cost associated with the relocation of Warren County Community Services, Inc. would not provide an adequate return on investment for the City and therefore, they would not be able to provide the needed financial assistance associated with the project.

Commissioner Young stated his most important factor relative to the redevelopment of the property is job creation at the least cost to the taxpayers. He stated that the statement that the fair must remain on premises causes concern that some job creation activities aren't being considered because of a 1 week shutdown relative to the fair.

There was discussion relative to the idea of a year round event center being constructed on site that would include the ability to change the flooring from hard surface to turf to dirt which would

accommodate uses such as horse shows, monster truck shows, gun and knife shows, soccer and football games, etc.

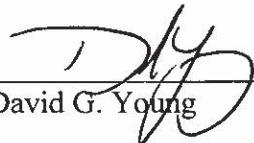
Commissioner South stated that this presentation will be given to the full Redevelopment Committee for consideration and recommendation. She then stated that the final recommendation from the full committee will be presented to this Board for a decision.


Upon discussion, the Board requested an updated financial report from the Agricultural Society as well as another meeting with the Convention and Visitor's Bureau.

---


Upon motion the meeting was adjourned.

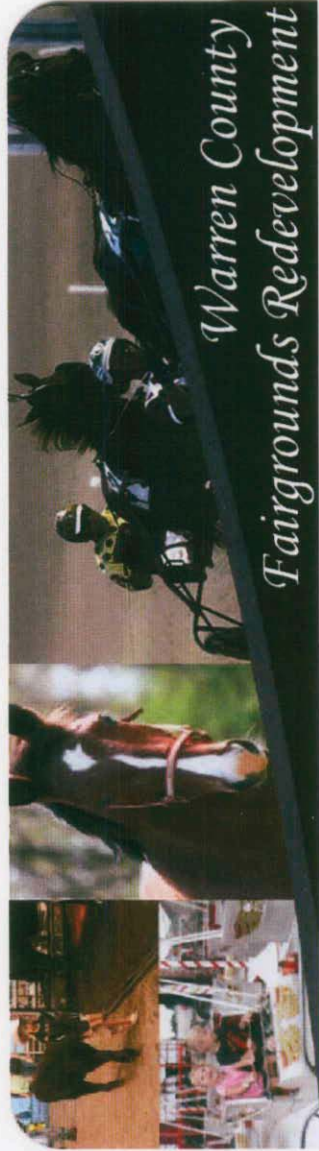
  
\_\_\_\_\_  
Pat Arnold South, President

  
\_\_\_\_\_  
David G. Young

  
\_\_\_\_\_  
Tom Ariss

I hereby certify that the foregoing is a true and correct copy of the minutes of the meeting of the Board of County Commissioners held on June 3, 2014, in compliance with Section 121.22 O.R.C.

  
\_\_\_\_\_  
Tina Osborne, Clerk  
Board of County Commissioners  
Warren County, Ohio



# **WARREN COUNTY FAIRGROUNDS REDEVELOPMENT**

**Matt Schnipke: Economic Development Specialist**

**Chandler Watson: Economic Development Intern**

## Fairgrounds Redevelopment



## Presentation Format

Historical Overview

Redevelopment Process

Looking Forward

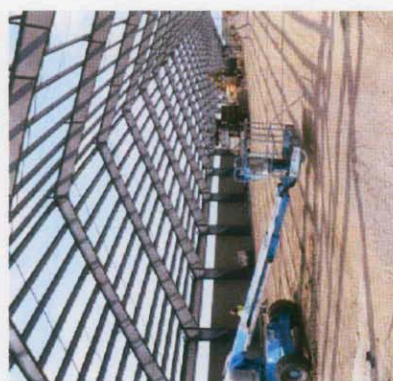


## Uses of the Fairgrounds



- Annual County Fair
- 4-H
- Horse Racing/Training
- Horse Stabling

# Miami Valley Gaming New "Racino"



## Why is Redevelopment Important?

- Property is a Gateway to Lebanon from the North
- Redevelopment Could Draw Millions of Dollars to the Area Annually
- Redevelopment Will Keep Current Uses Viable and Also Utilize the Property Year-Round

## **Ideal Redevelopment Would...**

- **Be Financially Self-Sustaining**
- **Create Jobs/Income for the City of Lebanon**
- **Maintain Current Uses of Fairgrounds**
- **Have Multiple Uses In Order to Utilize the Property Year-Round**

## Available Funding for the Redevelopment

- \$3 Million Donation from Miami Valley Gaming to the County Commissioners
- \$1.5 Million from Ohio's Development Services Agency for Each Warren County (Public Use) and City of Lebanon (Private Use).



Development  
Services Agency

## **RFI/RFP**

- Ideas Received at Fair Booth
- Ideas Received via E-mail
- Warren County Agricultural Society
- Warren County Convention & Visitors Bureau
- Warren County Equestrian Advisory Board
- Warren County Equestrian Committee

## Warren County Agricultural Society

- Retain County Fair & 4-H
- Building & Aesthetic Improvements
- Increase Stall Rentals
- Cooperate with Other Organizations-  
(WCCVB & Equestrian Groups)



## Warren County Convention & Visitors Bureau



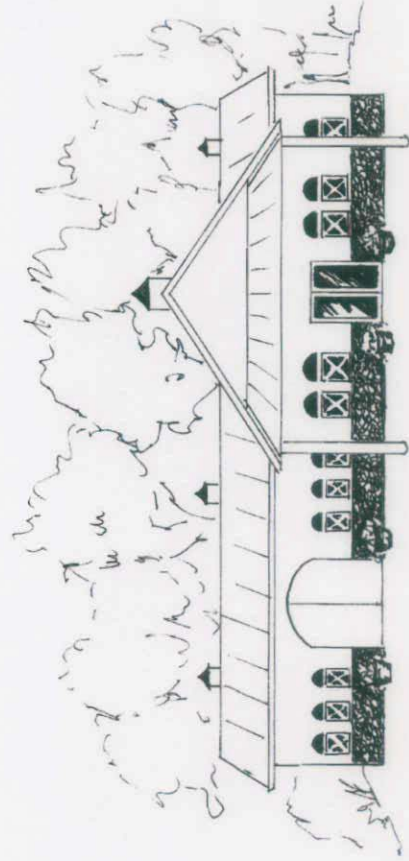
- Sports Facility
- Eliminate Stall Barns
- Small Business “Incubator”
- Retain County Fair & 4-H



## Equestrian Groups

### *CLOVERLEAF FOUR SEASONS COMPLEX*

*Of Warren County*



- Equine Arena
- Stall Rental
- Trails
- Camping

## Convention/Expo Center



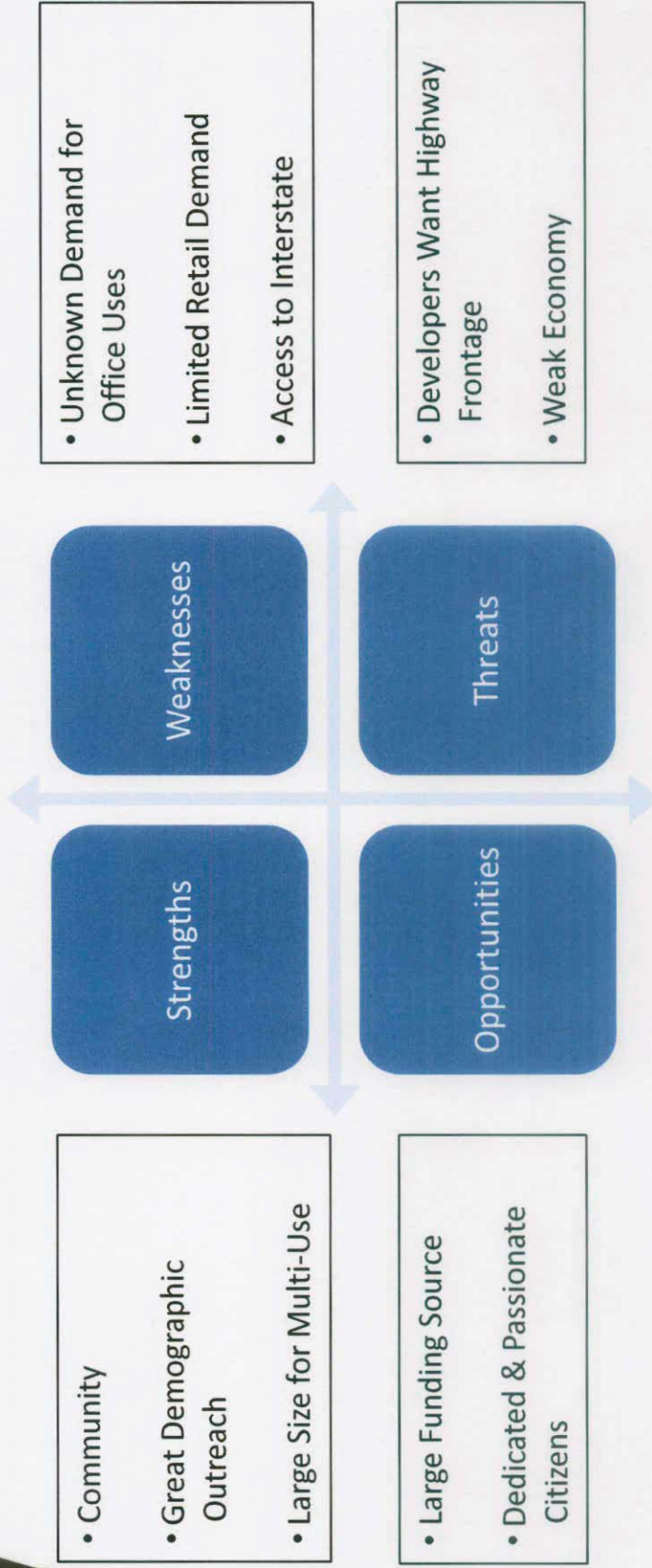
Square Feet	Cost
20,000	\$2,624,000
30,000	\$3,859,000
40,000	\$5,042,000



## Private Sector Outreach

- Committee Reached Out to Private Sector
- What Would Happen If the Property Were Sold
- Developers Were Given a Blank Slate
- More Proactive Rather than Reactive Approach

# SWOT Analysis



## Other Opinions

- Some Not Comfortable Taking on a Project of This Size
- Some Have Too Many Current Projects
- Need to keep County Fair
- Ultimately, Demand is Unknown and Hard to Calculate

## Vet-Tech Program

- Northern Gate
- Sinclair
- Career Center
- Can Seamlessly Merge In With Other Development



## Sub-Committee

- Sub-Committee Formed to Collaborate a Merged Proposal
- WCAS, WCCVB, Equestrian Interests, County Representation, TranSystems
- Cost Estimates and Prioritization



## Priorities and Pricing

- Sub-Committee Has a List of Priorities for a “Phase 1” of Redevelopment
  - State Route 48 Beautification
  - Overview of Electric Needs
  - Building/Utility/Paving Upgrades Phased as Necessary
- If Approved by Full Redevelopment Committee, These Suggestions Will Go Before the BOCC

## State Funds

- 50% Limit of State Funding Can Be Used for Public or Governmental Uses
- The Impacted Community Defined as the Most Local Jurisdiction (City of Lebanon)
- ODSA Wants to Keep Work Already Done by Redevelopment Committee.

## State Funds Cont'd

- City and County should work together to utilize full \$3 million
- MOU/IGA (\$1.5 million to City/\$1.5 million to County)
- This Would Bring Total Redevelopment Funds Available for the Fairgrounds to \$4.5 million

## Next Steps

- Present Sub-Committee Priorities to Full Redevelopment Committee
- If the Suggestions Are Agreed Upon, Present to BOCC for Final Approval



Office of  
Economic Development

#### RE-DEVELOPMENT COMMITTEE ROSTER

- **5 County Representatives to include Economic Development Director**
  - a. Martin Russell, Econ. Dev. Director (possible Chairman of Committee)
  - b. Dave Gully, Administration (Tif Zindel as alternate)
  - c. Pat South, Commissioner (need another Commissioner as Alternate)
  - d. Larry Hollingshead (Software Solutions, Atrium, APC, Sinclair College,)
  - e. Matthew Schnipke, Economic Development Specialist
- **5 City of Lebanon Representatives to include Economic Development**
  - a. Pat Clements, City Manager (Jason Millard (ED) as Alternates)
  - b. Amy Brewer, Mayor
  - c. Jack Brooks, Local Businessman & Resident
  - d. Marcia Collopy, Resident
  - e. Scott Brunka, Assistant City Manager
- **3 Business/Finance Representatives**
  - a. Amy Sigg Davis (Business, Real Estate Broker, Agriculture)
  - b. Barney Wright –LCNB V.P.; Attorney, Sinclair College Board Pres.
  - c. Ben Yoder, Attorney Frost, Brown & Todd; Member of WC Park Board
- **1 Marketing or Entertainment Venue Expert**
  - a. Jeff Nelson - Miami Valley Gaming Marketing Director
- **2 Representatives for Fair Board & 4-H Programs**
  - a. Joe Wilson, Fair Board President (Jerry Chaney, Fair Board Alternate)
  - b. Kara Colvin, OSU Extension – 4-H
- **1 Planning & Development Representative**
  - a. Bob Craig, Former County Planner, Former Village Mgr. of South Lebanon
- **Area Progress Council Leadership Class Members**
  - a. Scott Lipps, Mayor of Franklin
- **Consultant** a. David Shipps, Consultant from TranSystems
- **Legal Counsel**
  - a. Roger Sorey
  - b. Bruce McGary

#### Meeting Dates

June 3, 2013

June 26, 2013 (walk-through)

September 3, 2013

October 17, 2013

#### Fairgrounds Redevelopment Committee Summary June 1, 2014:

The 19 member Redevelopment Committee first met on June 3, 2013. The Committee was asked to make recommendations to the Board of Commissioners by the Fall of 2013 on improved upon and/or additional activities and facilities that will allow the fairgrounds operations to be financially self sufficient and not dependent upon tax payer dollars with the caveat that the annual County Fair event must be preserved unless adequate money could be generated from the sale and/or new use of the existing property that would allow the annual Fair to be relocated and built on new ground.

The work to accomplish this task required a great deal more time and work than anticipated, as costs to remedy the electrical and other building deficiencies were necessary. The State Development Services Agency (DSA), originally planned to have their guidelines for grant application done by the Fall of 2013 but did not have them complete until April 28, 2014. In early 2014, it became clear that a "Sub-Committee" needed to be established to work out potential compromised uses between the various RFP Submitters which would help identify where priority in funding for repairs and improvements should be placed. Below is a list of relevant dates on the full committee's work:

**2013:**

- June 3<sup>rd</sup> – First Meeting of Redevelopment Committee
- June 26<sup>th</sup> – Redevelopment Committee Walk-through meeting at Fairgrounds
- July 30<sup>th</sup> – Deadlines for Intent to Submit Proposal Request (RFI)
- Aug. 26<sup>th</sup> – Deadline for Completed Proposals (RFP)
- Sept. 3<sup>rd</sup> – Redevelopment Committee
- Sept. 27<sup>th</sup> – Ferguson provided estimate costs for Expo Center options
- Oct. 4<sup>th</sup> – Received Fair Board Financial review from Sean Fraunfelder Accounting Services
- Oct. 17<sup>th</sup> – Redevelopment Committee Meeting
- Oct. 25<sup>th</sup> – Initiation of Private Sector review on property use to be conducted Nov. – Jan.

**2014**

- Jan 28<sup>th</sup> – Results of Private Sector review completed & Request for Sub-Committee to be formed
- April 28<sup>th</sup> – Received Final State Rules
- May 6<sup>th</sup> – Meeting/tour of Fairgrounds with DSA and City of Lebanon

---

**RE-DEVELOPMENT SUB-COMMITTEE ROSTER:**

- Pat South, Warren County Commissioner
- Dave Gully, County Administrator
- Martin Russell, Economic Development Director
- Matthew Schnipke, Economic Development Specialist
- Joe Wilson, Warren County Agricultural Society
- Tammy Boggs, Equestrian Committee
- Phil Smith, Convention and Visitors Bureau
- David Shippy, TranSystems, LLC

**Meeting Dates:**

- February 11, 2014
- February 26, 2014
- March 28, 2014
- May 13, 2014

**Fairgrounds Sub-Committee Summary to June 1, 2014:**

On February 11<sup>th</sup> representatives from each of the phase two proposals met to discuss ways to merge the three into one. This method was intended to allow elements from each proposal to occur in a collaborative and sustainable fashion. Upon completion of a single merged proposal, it would be brought back to the full redevelopment committee for review. The representatives all agreed to continue meeting in this collaborative fashion to merge a proposal together, and did so three more times. In the meetings, the redevelopment needs and priorities for the fairgrounds property were investigated and suggested. A summary of meeting dates and activities are outline immediately below with a full summary of their report to the full committee is outlined in the balance of this report.

**2014**

- Jan. 30<sup>th</sup> – Martin Russell met with State Development Services Agency (DSA) in Columbus
- Feb. 11<sup>th</sup> – Sub Committee's 1st meeting
- Feb. 14<sup>th</sup> – Email update to BOCC on progress to date

Feb. 26<sup>th</sup> – Sub-Committee Meeting  
March 28<sup>th</sup> – Sub-Committee Meeting w/ City of Lebanon Electric Department  
April 1<sup>st</sup> – Email update to BOCC on progress to date  
April 7<sup>th</sup> – APEC Electric Consultant – Proposal \$80,000  
April 28<sup>th</sup> – Received Final State Rules  
May 6<sup>th</sup> – Meeting/tour of Fairgrounds with DSA and City of Lebanon  
May 13<sup>th</sup> – Sub Committee Meeting  
May 14<sup>th</sup> – Revised scope from APEC Electric Consultant – Proposal \$30,000

**Private Developer Review** *(Miller Valentine, Bunnell Hill, Neyer, Mills Morgan, G/C)*

ED Staff invited 6-8 private developers to solicit their interest and thoughts on possible development of the fairgrounds. 5 Responded. The result was that

- the property location lacks highway exposure that is extremely important to many retail, service and office users.
- Because there is little demonstratable office demand in immediate area, any office product built here could potentially cannibalize other area office complexes in the City.
- Speculative development is still very challenging from a capitalization perspective and neighborhood development in most communities (other than residential) is not viable right now.

The only positive results from this effort was the interest of Sinclair College & Warren County Career Center to possibly establish a Vet Tech Program on a portion of the property.

**Collaborative Proposal** *(RFP proposer's asked to determine how they can so-exist)*

In order to compensate for the annual County Fair, the proposing organizations agreed that all future development should be completed in a mutually beneficial relationship with the Fair Board. This means any use which utilizes a building on the property would be expected to pay a lease to the Fair Board. Some renovation was also agreed to be necessary on key buildings including the Grandstand, Building A, Building C and Building E. These buildings will be ideal locations for events, concerts, receptions, road shows, etc. and therefore key revenue generators.

The proposing organizations thought the **Sports Complex idea** of the Convention and Visitors Bureau (CVB) was incompatible for the fairgrounds property. While a Sports Complex would bring visitors and a very positive indirect economic impact to the City & County, it would not generate adequate direct revenue toward maintaining over all property and be detrimental in providing adequate parking for the Fair and the ability to attract other paying events. The CVB investigated the feasibility of repurposing an existing building into an indoor sports complex or construction of a new building for the same use, but ultimately found that possibility cost-prohibitive on the fairgrounds property. Although the main proposal from the CVB was found incompatible, they remain interested in filling existing buildings with tournaments as availability and demand permits.

The **Equestrian Center** was thought to be a compatible use with the Fair Board. However, based on the priority of overall needed redevelopment and limited fund availability it was felt that the proposed new construction of an enclosed equine facility was cost prohibitive but a compromise to convert one of the existing Equine Arenas into a "Covered" arena might be feasible. The development of riding and/or buggy driving trails seems very feasible but a cost must be determined.

The possibility of an **Equine Vet Tech Program** was determined as a very compatible use and Sinclair/Warren County Career Center are encouraged to submit a full proposal for this project. They will need to ultimately know what rent/utility charges would be incurred by using an existing or newly constructed building. This program could seamlessly merge and develop in coordination with other redevelopment efforts.

The suggested **Business Incubator** idea may be feasible but would be contingent on the scope of any renovation of the Grandstands that could afford 2nd floor office space. Details of the business incubator will need to be discussed as the incubator would have to compensate for the annual fair.

## Electric

The sub-committee investigated the Fair Board's request for upgrades to the property. The main goal was to prioritize these needs and acquire cost estimates. During this prioritization process, the first issue that arose was the needed upgrades to the electric system. This will need to be complete before *any* redevelopment can take place. There are two reasons for this need. The first reason is to ensure the buildings are up to standard safety codes and regulations. The second reason is to clarify proper lease rates for buildings. The electrical system at the fairgrounds property is in need of maintenance in a few different ways. After speaking with the City of Lebanon Electric Director, Shawn Coffey, the billing method was explained for the fairgrounds. Currently, the fairgrounds is being billed a demand charge, and being billed off one on-site "master" meter. Demand billing measures the highest point of electric use and sets that rate as the monthly kilowatt hour rate. It appears that this demand billing rate is standard on all non-residential properties in the City of Lebanon, and would also apply even if the electric provider were a different company.

Also, due to the entire property running on a single meter, it is very difficult to determine the amount of electricity each building is using. The suggested fix to this problem was "sub-metering". Using this method, each building's usage from the main meter could be monitored in terms of a percentage. The Fair Board would still be charged one bill, but could dissect the bill and therefore accurately charge each building its proper usage if needed.

A consultant (APEC) was brought on to estimate the costs of these upgrades to the fairgrounds property. According to their estimate, an overview of upgrades needed to the electric system and suggestions of key focus areas would cost **\$30,000**. Further work pricing will be negotiated on an as needed basis. A decision needs to be made by the full committee on whether to recommend to the BOCC to commit to this estimate. Please see **Attachment A** for the electrical estimates. To do this the County Commissioners would need to be willing to up-front this cost with reimbursement from the State and/or Racino redevelopment funding sources once received.

## State Route 48

The next need that the consensus would recommend regardless of what future development occurs is increased streetscape beautification along the State Route 48 entrance. This will provide a better image for the site, as well as a better image for the City of Lebanon's north entrance. After some initial designs and costs were estimated, a new fence and landscaping would cost roughly **\$108,000**. Please see **Attachment F** for the conceptual designs. To do this the County Commissioners would need to be willing to up-front this cost with reimbursement from the State and/or Racino redevelopment funding sources once received.

## Internal Roadways

Another need that arose would be maintenance on the existing roadways and parking lots on the property. These improvements could and should be completed in phases. Work completed by David Shipps suggests that the overall minimum costs for improvements would be **\$205,030** and the maximum costs would be **\$861,180**. These costs were calculated using average material costs throughout the State of Ohio at prevailing wages. As each building's end use is understood, different portions of the internal roadways can be improved. Please see **Attachment C** to view a map and overall cost outlines for the internal roadway upgrades.

## Ohio Development Services Agency Money

From the outset of the fairgrounds project, there has been money available from the State of Ohio. On May 6<sup>th</sup>, representatives from Warren County and the City of Lebanon met with ODSA officials to discuss the guidelines for the money and how it would be distributed. The ODSA officials said only 50% of the money could be used to rehabilitate or facilitate buildings for governmental or public use. The other half of the money would need to be geared toward job creation and economic development. The City of Lebanon has property it wishes to turn over to private ownership and create jobs for the City. ODSA officials said the money could likely be split half and half for the County and the City as long as the geographic project area is clearly defined. This means that total money for the redevelopment of the fairgrounds would be \$1.5 million from the State of Ohio and \$3 million from the Warren County Board of County Commissioners (Racino donation) for a total of \$4.5 million assuming the respective



approvals. Discussions between the County and City will be ensuing in the near future. For the complete ODSA guidelines please see **Attachment D**.

### **Financial Breakdown**

Warren County BOCC (Racino):	+\$3,000,000.00
ODSA Funds:	+\$1,500,000.00
*Electric Upgrades:	-\$30,000.00 +++++
State Route 48 Beautification:	<u>-\$108,000.00</u>
<b>Remaining Balance:</b>	<b>\$4,362,000.00</b>

#### **TBD improvement costs:**

20K Sq. Ft. Expo Center (if built new)	\$2,525,000.00
Repairs to Barn E ( <i>Roof insulation/Paint</i> )	- TBD
Improvements to Barn C ( <i>HVAC/RR</i> )	- TBD
Purchase of 7 Acres from Carlo	- TBD
Internal Roadway Upgrades (Phase 1):	-\$205K-\$806K –TBD by priority/need

### **Recommendations to Full Committee for their Next Steps**

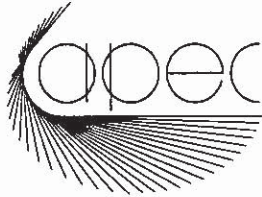
Based on all work performed to date, the Sub-Committee recommends that the 97 acre property be re-defined as an **Expo/Event Center** that features *Animal/Equine Center & Events - Corporate Events – Business Meetings – Trade Shows – Sporting Events – Concerts – Banquets – Fairs – Festivals*

Subsequently, the Full Fairgrounds Redevelopment Committee is being asked to do the following:

1. Fairgrounds Redevelopment Committee needs to clearly define the geographic boundaries of the ODSA project area. This can be any area within a one (1) mile radius of the fairgrounds property (see attached 1 Mile Radius Map). Please see **Attachment E** for a map showing a one (1) mile radius of the fairgrounds property.
2. Consider ratifying the Sub-Committee's recommendations to proceed with the estimated \$138,000 of needed electrical and streetscape projects immediately. (*to commence after the July 14-19<sup>th</sup> Fair and asking the BOCC to up-front the money with reimbursement as redevelopment funding is received.*)
3. Consider ratifying the Sub-Committee's recommendation on a collaborative use as identified above. (**Expo/Event Center** for the Fair, Increased Equine act, Sports events as building availability and demand permits, Vet Tech program, and possible Business Incubator program.)
4. Begin the process of prioritizing the necessary improvements to the other various projects, building and infrastructure that is based on continued or increased potential rent revenue and based on the projected costs by using or leveraging the estimated \$4.3M in available funds (Please see **Attachment F**). It is suggested that a new smaller Sub-Committee or an Executive Committee be established to work on reviewing this information and report back to the full committee for action. The current Sub-Committee feels that the following structures or projects top the list for improvements that should be given top consideration for priority because they are revenue generators: Building A, Building C, Building E, Grandstands, and Barns

Matt Schnipke  
Economic Development Specialist

# ATTACHMENT A



Associated Professional Engineering Consultants, LLC

204 Hiawatha Trail, Springboro, OH 45066  
Phone (937) 746-4600 Fax (937) 746-5569

## **Proposal for Engineering Services**

---

May 15, 2014

Warren County Department of Facilities Management  
406 Justice Drive  
Lebanon, Ohio 45036

**Attention:** Mr. Michael D. Shadoan  
Director – County Architect

**Subject:** Warren County Fairgrounds Electrical Documentation and Upgrade  
**Proposal No.:** 14P014 – Revision 1

Dear Mr. Shadoan:

We propose to furnish engineering services for your Warren County Fairgrounds electrical documentation and upgrade project based on our recent visit and discussions.

### **SCOPE OF WORK:**

APEC will create documentation of the electrical systems of the grounds and buildings, excluding the interior of the Grandstand Building.

1. APEC will conduct a site survey to trace lines and identify power sources and feeders. This survey will include on-site investigation, and consultation with Lebanon Electric and Connors Electric.
2. APEC will produce a site drawing of the fairgrounds including:
  - Overhead wiring
  - Underground wiring
  - Metering location
  - Transformers (including their ownership)
  - Buildings (named or numbered) with panel locations in each
3. APEC will produce a singleline drawing describing:
  - Overall power distribution of the fairgrounds
  - Cable sizes (where accessible) and estimated length
  - Breaker panel sizes
4. APEC will provide a written narrative of each power panel shown on the above drawings describing:
  - Panel location and description
  - General condition, including a picture
  - Recommendations

Once the existing electrical system documentation is complete, APEC will investigate and suggest sub-metering of selected buildings or groups of buildings, excluding the interior of the Grandstand Building, based on information from Warren County as to future use. The results of this

investigation will be the basis for a plus/minus 30% engineering and construction estimate to accomplish the installation of sub-metering. (NOTE: Electrical construction is not a part of this proposal.)

**ESTIMATED PRICING AND MAN-HOURS:**

Estimated man-hours required to complete project scope.	300 man-hours	\$	29,000
Allowance - travel expenses		\$	100
Allowance – Consumables – percentage based on project requirements.		\$	900
<b>Total:</b>		<b>\$</b>	<b>30,000</b>

We propose to furnish these services on a time and material basis, per our attached “Time and Material Rate Schedule”.

**TERMS:**

Per APEC’s attached “Terms and Conditions of Service”.

**AVAILABILITY OF ADDITIONAL SERVICES:**

Through the course of this project, APEC can provide additional engineering services including:

- Electrical load study with recommendations for peak demand management
- Arc flash study
- Lighting upgrade or replacement
- General electrical equipment or system upgrades or replacements
- Potential for addition of Solar Electric panels
- Potential for addition of Solar Water Heating panels
- HVAC upgrade or replacement
- Roof maintenance or replacement
- Demolition supervision

Associated Professional Engineering Consultants, LLC

Warren County Department of Facilities Management  
Warren County Fairgrounds Electrical Documentation and Upgrade  
APEC Proposal No. 14P014 – Revision 1

May 15, 2014  
Page 3 of 5

We appreciate the opportunity to present this proposal to Warren County. If you have any questions regarding this proposal, please contact Steve Thomas at (937) 746-4600, extension 216 or myself at extension 202.

Yours truly,

Associated Professional Engineering Consultants, LLC

A handwritten signature in black ink, appearing to read "Kenneth H. Meine". The signature is written in a cursive style with a large, sweeping initial "K".

Kenneth H. Meine  
President

Attachments

**TIME AND MATERIAL RATE SCHEDULE:**

1.0 Compensation for services on an hourly-billing rate. Billing rate includes salary, payroll, taxes, insurance benefits, and general overhead and profit. Billing rates, through December 31, 2014, for the listed individuals and rate structure are as follows:

<b>Classification - Exempt</b>	<b>Hourly Billing Rate</b>
Project Manager / Licensed Engineer / Engineer .....	\$85.00 – \$175.00
Technical Consultant .....	\$95.00 – \$225.00
Project Engineer / Licensed Engineer .....	\$85.00 – \$150.00
CAD Designer .....	\$55.00 – \$100.00
Draftsman .....	\$45.00 – \$80.00
Administrative Support .....	\$45.00 – \$70.00

2.0 All time charges, including hours over forty (40) per week, will be based on a straight time basis.

3.0 Travel expenses for authorized travel, including airfare, lodging, meals and vehicle rental, will be invoiced at cost.

4.0 For authorized travel, mileage will be invoiced per current IRS allowance.

5.0 Invoices for furnished services and expenses will be submitted every two (2) weeks. Terms are net thirty days.

6.0 This schedule covers most of our personnel and is effective as noted. Some change in job titles and salaries may occur during the effective time period due to personnel changes and salary increases.

7.0 For outside consulting engineering services, reimbursement will be invoiced at cost to APEC plus fifteen percent (15%).

8.0 APEC charges a surcharge on labor expenses to cover project consumables. This charge eliminates detailed billing and markup on the following expenses:

- 8.1 CAD plotted documents including A, B, C, D & E size plots
- 8.2 Reproduction of 8-1/2" x 11" and 11" x 17" documents
- 8.3 CD ROM of drawing releases
- 8.4 Telephone charges
- 8.5 Fax charges
- 8.6 Postage

**TERMS AND CONDITIONS OF SERVICE:**

**1.0 PRICING**

Prices include all work specified on our proposal for engineering services. Man-hours are designated per our engineering estimate provided with this proposal.

This proposal will remain firm for a period of thirty (30) days from the proposal's date. It does not become a binding contract until approved in writing by an officer of APEC, or written acceptance on the order acknowledgement form of the purchaser's written purchase order covering the work specified.

**2.0 TERMS OF PAYMENT**

Terms are net thirty (30) days with billings every two (2) weeks.

**3.0 TERMS OF DELIVERY**

Delivery will be per approved schedule of work after initial project meeting.

**4.0 LIMITATION OF LIABILITY OF ENGINEER**

In recognition of the relative risks and benefits of the project to both the Owner and the Engineer, the risks have been allocated such that the Owner agrees, to the fullest extent permitted by law, to limit the liability of the Engineer and its subconsultants to all losses, costs, damages of any nature whatsoever or claims for any cause or causes, so that the total aggregate liability of the engineer and its subconsultants to all those named shall not exceed the cost of services provided hereby. Such claims and causes include, but are not limited to, negligence, professional errors or omissions, strict liability, breach of contract or warranty.

APEC agrees to maintain adequate General Liability insurance covering the obligations set forth herein, and Workman's Compensation Insurance, as required by law covering all employees. Upon Purchaser's request, all such insurance shall be evidenced by a Certificate of insurance, executed by the APEC insurance carrier(s), filed with the Purchaser, specifically providing that APEC's General Liability Insurance includes contractual coverage covering this agreement, and further, that said insurance will not be cancelled or changed until at least thirty (30) days written notice has been given to Purchaser.

# ATTACHMENT B



## Warren County Fairgrounds Pavement Options and Costs

### 24-foot Pavement Width Options:

**A: Full Depth Pavement.** This option includes the aggregate base, surface course, tack coat, intermediate course, and prime coat, as well as the removal of old pavement. *Total cost: \$240,300.*

**B: Pavement Overlay.** This option, also known as Mill and Fill, includes the surface course, tack coats, intermediate course, and pavement. *Total cost: \$175,140.*

**C: Chip and Seal.** This option, also known as Shoot and Chip, includes single chip seal and partial depth pavement repair. *Total cost: \$44,720.*

### 16-foot Pavement Width Options:

**A: Full Depth Pavement.** This option includes the aggregate base, surface course, tack coat, intermediate course, and prime coat, as well as the removal of old pavement. *Total cost: \$494,740.*

**B: Pavement Overlay.** This option, also known as Mill and Fill, includes the surface course, tack coats, intermediate course, and pavement. *Total cost: \$360,590.*

**C: Chip and Seal.** This option, also known as Shoot and Chip, includes single chip seal and partial depth pavement repair. *Total cost: \$92,060.*

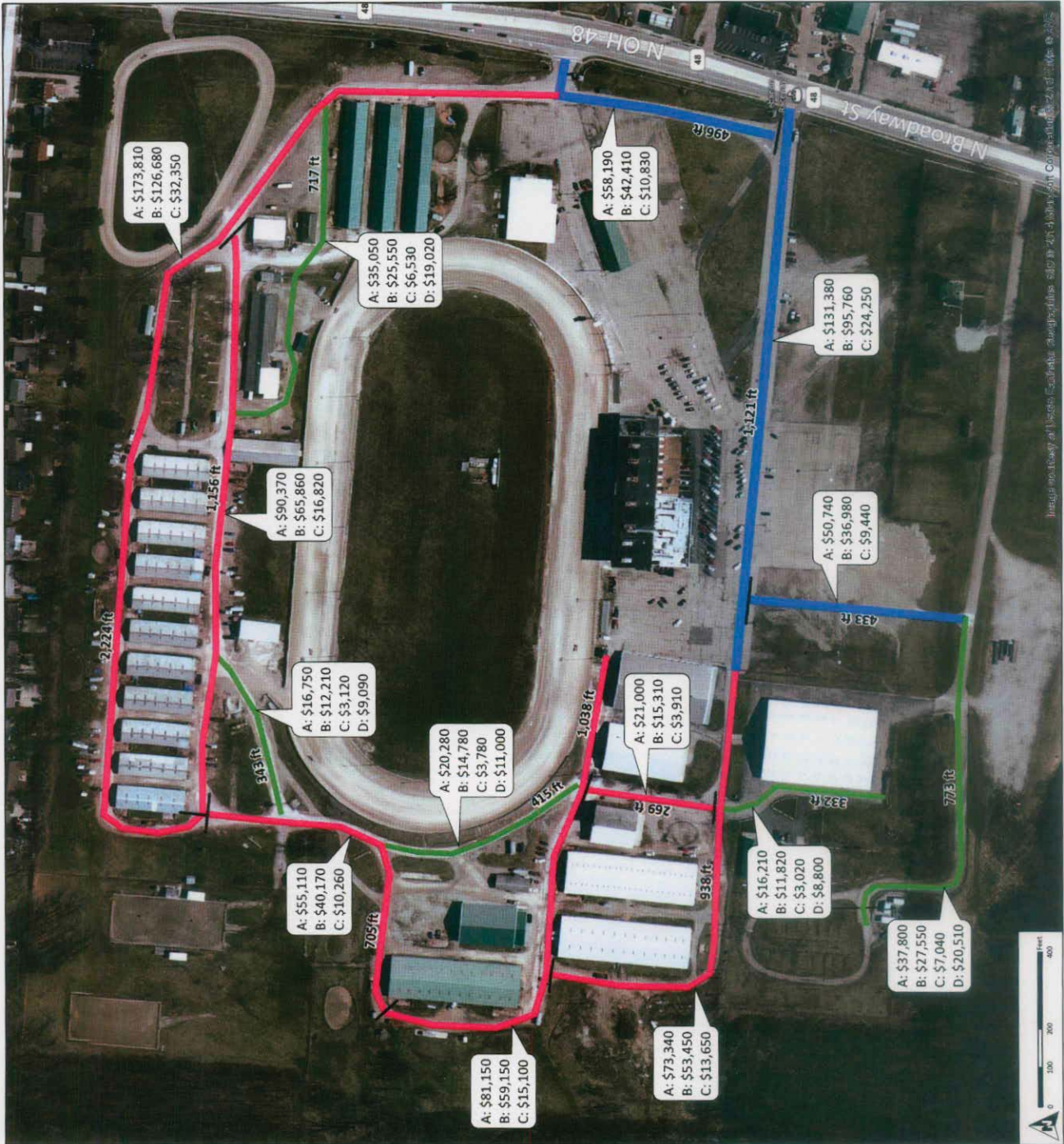
### 10-foot Pavement Width Options:

**A: Full Depth Pavement.** This option includes the aggregate base, surface course, tack coat, intermediate course, and prime coat, as well as the removal of old pavement. *Total cost: \$126,070.*

**B: Pavement Overlay.** This option, also known as Mill and Fill, includes the surface course, tack coats, intermediate course, and pavement. *Total cost: \$91,890.*

**C: Chip and Seal.** This option, also known as Shoot and Chip, includes single chip seal and partial depth pavement repair. *Total cost: \$23,460.*

**D: Gravel.** This option, also known as Stabilized Crushed Aggregate, includes an aggregate base and stabilized crushed aggregate, as well as the removal of old pavement. *Total cost: \$68,400.*



# ATTACHMENT C

# Racetrack Redevelopment Fund

## Conceptual Guidelines, Process, and Definitions

Approved: 04/2014

### Program Overview and Goals:

- The Racetrack Facility Community Economic Redevelopment Fund (Racetrack Redevelopment Fund) was created via Section 7 of HB 386 of the 129<sup>th</sup> General Assembly. The Racetrack Redevelopment Fund receives a portion of money paid to the state by horse-racing permit holders for the privilege to relocate to a new facility in accordance with Section 3 of Sub. H.B. 277 of the 129th General Assembly, as amended.
- The Racetrack Redevelopment Fund will be used for economic and community benefit projects with a primary goal of redeveloping the abandoned horse-racing Track facility. Use of funds will be prioritized for activities leading to revitalization of the abandoned Track facility resulting in an economic benefit for the community and the state.

### Proposed Guidelines:

- Only a Community impacted by the abandonment and relocation of a Track facility are eligible for grant funding (generally identified as the cities of Grove City, Lebanon, Toledo, and the Village of North Randall)
- An eligible Community may receive up to \$3 million in grant funding for Revitalization of an abandoned Track facility and defined Project Area.
- Each eligible Community will assemble a Racetrack Redevelopment Committee (Committee) for the planning and vetting of potential projects. Committees must include, but are not limited to, a representative from the Community, Collaborative Partner(s) and a non-voting representative from Ohio Development Services Agency (ODSA). Other suggested Committee members include representatives from the county, local port authority or county land bank; local economic development entities; and entities adjacent to or nearby the abandoned Track facility (i.e. business owners, adjacent land owners and adjacent local governments).
- Eligible costs may include Site planning, Site certification, Structure demolition, Repurposing, Physical site redevelopment, Relocation of utilities, or Construction.
  - A maximum \$100,000 may be used for grant administration, development fees and/or site planning (i.e. conceptual design and architectural renderings)
- Grant funds may not be used for acquisition and related expenses.
- Not more than fifty percent (50%) of grant funds may be used within the Project Area for Construction or Repurposing of publicly owned and operated facilities.
- ODSA will administer grant agreements with each Community for a term of three years.
- Release of grant funds will be contingent upon the following:
  - The horse-racing facility property transfer to the Community or Collaborative Partner for \$1, or the minimal costs required for recording of the deed;
    - Costs incurred for due-diligence efforts prior to property transfer may be reimbursed if the activity is conducted during the grant agreement term.

## **Racetrack Redevelopment Fund Conceptual Guidelines, Process, and Definitions**

Approved: 04/2014

- A partnership agreement or development agreement between the Community and Collaborative Partner(s).
  - If the property is transferred to a Collaborative Partner, a partnership agreement and/or development agreement between the Community and Collaborative Partner(s) must be in place prior to property transfer.
- ODSA Director approval of project(s) submitted by the Committee.
- The Community must have legal access to all property where grant funds will be utilized.
- Grant funds will be disbursed on a work completion basis. All requests for disbursement will be submitted to ODSA using a format prescribed in the grant agreement.
- A Phase I environmental site assessment compliant with the Ohio Environmental Protection Agency Voluntary Action Program will be required prior to any Structure demolition, Repurposing, or Physical site redevelopment. Should further assessment be recommended in the Phase I site assessment report, the Community will follow the Voluntary Action Program rules for Phase II assessment.
- If cleanup and remediation is required (other than asbestos) than a No Further Action letter submitted to the appropriate agency (i.e. Ohio EPA and/or Bureau of Underground Storage Tank Regulations) will be required in the grant agreement.
- For projects where asbestos abatement is the only cleanup and remediation activity required, an asbestos abatement completion report will be required in the grant agreement.
- Grant funds may be subject to prevailing wage requirements In accordance with O.R.C. Chapter 4115.

### Proposed Process:

- Each Committee will identify the Project Area where grant funds will be utilized.
- Each Committee will prioritize projects for Revitalization of the abandoned track facility followed by other initiatives in the Project Area.
- As projects are vetted and proposed by the Committee, ODSA will review and receive approval from the Director of ODSA prior to any release of grant funds. Project submission must follow the format prescribed by ODSA in the grant agreement.
- If a Committee submits multiple projects for approval, ODSA will give priority to projects that directly impact the Revitalization of the Track.

## **Racetrack Redevelopment Fund Conceptual Guidelines, Process, and Definitions**

Approved: 04/2014

### Definitions:

“Collaborative Partner” means any political subdivision, non-profit entity, or for-profit entity partnering with the Community for revitalization of the abandoned Track facility. Collaborative Partner(s) will be identified in a partnership and/or development agreement with the Community.

“Community” means the municipality or local government in which the abandoned Track is located.

“Construction” means the building of new structure(s) on the abandoned Track property or within the Project Area.

“Infrastructure” means the technical structures that support the property uses, including but not limited to roads, bridges, water supply, sewers, gas supply, power grids, and telecommunications, but excludes vertical structures, such as buildings and parking garages. “Permit holder” means a person that has been authorized by the State Racing Commission to conduct one or more horse-racing meetings under Chapter 3769. of the Revised Code.

“Physical site redevelopment” means site preparation activities including clearance, grading, backfill, compaction, and seeding necessary to prepare the site for development. Physical site redevelopment also includes landscaping and beautification along roadways and entrances within the Project Area.

“Project Area” means the boundary defined by the Racetrack Redevelopment Committee as the contiguous area, neighborhood, or community where Racetrack Redevelopment Fund dollars will be utilized. The Project Area must include the abandoned Track and extend no more than a one mile radius from the center of the Track property.

“Relocation of utilities” means the physical relocation, improvement or construction of Infrastructure.

“Repurposing” means of the rehabilitation or renovation of existing structure(s) on the abandoned Track property or within the Project Area.

“Revitalization” means the redevelopment of the abandoned Track property and associated Project Area for a new economic and community benefit. Revitalization includes Construction, Physical site redevelopment, Relocation of utilities, Repurposing, Site certification, Site planning, and Structure demolition.

**Racetrack Redevelopment Fund**  
**Conceptual Guidelines, Process, and Definitions**

Approved: 04/2014

“Site certification” means environmental assessment, remediation and cleanup, including professional services necessary to conduct these activities. Site certification may also include preparation for certification through available site selection programs.

“Site planning” means planning, engineering, and design including professional services necessary to conduct these activities.

“Structure demolition” means the razing or tearing-down of above-ground and sub-surface buildings and structures including the removal of utilities, parking lots, roads, and other infrastructure. Demolition activities can also include 1) any on-site debris processing, 2) removal and disposal of any asbestos-containing or otherwise contaminated debris, and 3) removal and disposal of any universal waste that was located within the structures.

"Track" means any place, track or enclosure where a permit holder conducts live horse racing for profit at a racing meeting. Track includes facilities or premises contiguous or adjacent to those places, tracks, or enclosures.

# ATTACHMENT D

# 1 Mile Radius





# ATTACHMENT E

## Prioritization of Needed Improvements at Fairgrounds:

As the Redevelopment Committee continues to analyze current and potential new uses at the fairgrounds, there are several maintenance/repair & improvement issues that have been identified. Weighing the cost of improvement against the current or potential revenue stream (ROI) will be important information for the Committee to determine. To that end, below is a list of improvements that we would like to have estimated costs.

### UTILITIES

1. **Electrical:** There are only 2 meters for the entire fairgrounds; one is at the Track Kitchen and the other is behind the Maintenance Barn/Restrooms, west of the Open Air Barn E. It may be a wise investment to have an additional meter installed for service to the north barn area as well as the Grandstands and Buildings A & C in order to determine the true operating costs for each of the “rentable/revenue generating” facilities. An initial overview is needed to target the key areas of the fairgrounds property that require upgrades.

**Estimated Cost: \$30,000 Initially; Phased Upon Demand**

### BROADWAY CURB APPEAL IMPROVEMENTS & AESTHETIC IMPROVEMENTS:

2. Remove Chain link fence and install 10' tall black aluminum fencing with stone laid columns that tie into the stone laid Main entrance to the Fairgrounds. (The interior chain link fence near main entrance was required by the Racing Association for security purposes and most likely will need to be removed.)

**Estimated Cost: \$108,000**

3. Internal roadway system that takes in paved/re-paved main corridor roads and parking vs. gravel ancillary roadways including some landscaping & signage.

**Estimated Cost: Phased**

4. There are 2 riding arenas on the west side the fairgrounds. It would be desirable to have a Pole Barn type roof (open sides) placed over the main arena so competitions can be held regardless of weather. Additional vinyl white fencing needs to be extended all around this main arena area (not the smaller west arena).

**Estimated Cost:**

## OTHER BUILDING IMPROVEMENTS

5. **Building A (10,000 sq. ft.):** Remodeling necessary to up-grade existing bathrooms, ceiling insulation; up-grade HVAC to serve entire building, interior painting; renovate front office areas, converting one of the offices into a catering kitchen (sink, electrical & food prep area), New "Room Divider; exterior spruce up with canopy entrance and landscaping.

**Estimated Cost:**

- a. **Optional Consideration:**

Demolition and/or renovation to double Building A into a 20,000 SF Expo/Meeting Facility that would require demolition of Barn B. This proposal allows for 10,000 SF Main Hall, Administration, Cafeteria and Office area.

**Estimated cost: \$2,524,000** (excludes cost of new street fencing contained in original estimate

6. **Building C (19,250 sq. ft.):** Construct restrooms to the east or west exterior wall (addition on to the building); extend gas lines from Grandstand for heat & and another "Big Ass Fan" for the south half of the building (there's already one in the north half) as a Air Handler/mover; an internal defined Food Service area with sink, counter and electrical service

**Estimated Cost:**

7. **Building E (27,720 sq. ft.):** All new ceiling insulation and painting of steel support beams

**Estimated Cost:**

- b. The cost to add on approx. 7,000 sq. ft (1/4<sup>th</sup> size increase) to the south side of this building that could then offer additional use as a covered Horse Arena.

**Estimated Cost:**

8. **Building B (4,200 sq. ft.):** Track Kitchen: Cost to tear down if the restaurant operation is ultimately moved to under the grandstands.

**Estimated Cost:**

9. **Barns #1-18:** Improvements needed include: Roof repair and/or replacement; Exterior painting; barn stall painting and repair; stall doors/gates repaired or replaced; new water heaters, paving and paddock maintenance; electrical wiring up-grades as necessary; (need itemized list per barn)

**Estimated Cost:**

# ATTACHMENT F

