

## Johnson, Susan K.

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**From:** Happ, Jeffrey M.  
**Sent:** Friday, November 22, 2024 11:35 AM  
**To:** Smith, Tracy L.  
**Cc:** Schultz, Brenda F.; Johnson, Susan K.  
**Subject:** RE: Presentation and RT154 for 3639 Parsons Entry Way

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Wow, Looks amazing.

Approved

**From:** Smith, Tracy L.  
**Sent:** Friday, November 22, 2024 11:25 AM  
**To:** Happ, Jeffrey M. <HappJ@Columbus.gov>  
**Cc:** Schultz, Brenda F. <BFSchultz@columbus.gov>; Johnson, Susan K. <SUJohnson@columbus.gov>  
**Subject:** Presentation and RT154 for 3639 Parsons Entry Way  
**Importance:** High

Please see attached a presentation and letter for your review and approval

Susan is working with Crystal at CME. If you would like her to answer questions the first 15 mins of the scheduled SSB mtg November 26<sup>th</sup> 1000 hours we can have her there.

If you choose to approve and like to move forward, Susan and CME will just bring you updates as the plans for the construction and renovation proceeds and Nikki will have the Legislation drawn up for the donation.

Thank you for your review and hopeful approval.

Tracy

Thank you,

Assistant Chief Tracy L. Smith  
Support Services Bureau  
SHE HER HERS

**"If your actions inspire others to dream more, learn more, do more and become more, you are a leader"**  
John Quincy Adams



THE CITY OF  
**COLUMBUS**

ANDREW J. GINTHER, MAYOR

DIVISION OF FIRE

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**DIVISION OF FIRE**  
**OFFICIAL INTRA-DIVISIONAL COMMUNICATION**

**DATE:** 11/22/24

**TO:** Fire Chief Jeffrey M. Happ

**SUBJECT:** Training Academy Entry - 3639 Parsons

Dear Chief,

This letter is to inform you about an exciting opportunity for the Division to modernize the front entry way to the 3639 Parsons building. A partnership with CME Federal Credit Union has allowed us to team up to update the front entry, hallway and gymnasium for personnel and our community.

As we continue to share our building space with various outside agencies, public education and dignitary ceremonies, we have identified some very simple yet impactful changes.

A sample presentation is attached for your review and approval with all financial obligations being supplied on a donation basis from Mrs. Crystal Geitter and her team at CME Federal Credit Union.

The business office will handle the legislation paperwork after receipt of the donation letter from CME and the dollar transactions will be handled with vendors directly from CME.

I am requesting that we accept CME renovation donation for this project with the donation estimated to be valued at approximately \$25,000.

Respectfully,

AC Tracy Smith  
Support Services Bureau