



**Columbus South Side Area Commission  
(CSSAC)**

**Commissioner Seat**

**ELECTION PROCESS PACKET**

**2023**

The Columbus South Side Area Commission (CSSAC) serves in an advisory capacity to Columbus City Council. The CSSAC meets the fourth Tuesday of each month at the Columbus Public Library at 1113 Parsons Avenue. Our meetings begin at 6:30 p.m. and end by 8:00 p.m.

The purpose of this Commission is to afford additional voluntary citizen participation in decision making in an advisory capacity to the City Administration and City Council as provided in C.C. Section 3109.01; and to facilitate communication, understanding, and cooperation among citizens, neighborhood groups, city officials and staff, and other stakeholders by performing those functions and duties set forth in C.C. Section 3109.14

**Columbus South Side Area Commission  
Commissioner  
2023 ELECTION PETITION**

**Please read this entire Election Petition (Petition) packet carefully! A Petition with missing information will be automatically disqualified! Once submitted, Petitions become the property of the Columbus South Side Area Commission (CSSAC).**

**2023 Election Committee Chair (ECC) – Justin Soltesz (614) 832-6960**

**justin.soltesz+cssac@gmail.com**

**DATES TO REMEMBER**

Friday **September 29, 2023**                      **Petition Available to Pick-up**  
Petition packet is available for pick-up at the South Side Pride Center Office, located in Reeb Center, 280 Reeb Avenue, Columbus, OH, 43207.

Friday **October 20, 2023**                      **Petitions Due**

Deadline to turn in Petition is by 4:30 pm at the South Side Pride Center Office or Front desk located in Reeb Center, 280 Reeb Avenue, Columbus, OH 43207.

**Submit only pages 9-12 of packet (Job Description Synopsis & Nominating Election Petition)**

Sunday **October 22, 2023**                      **Verification of Petitions**  
Verification of Petitions by CSSAC Election Committee.

Sunday **October 22, 2023**                      **Candidates Notified**  
Candidates notified by CSSAC ECC.

Monday                      Friday

**October 23 – November 10, 2023 Campaign Period**  
Campaign starts for all Candidates certified by 2023 CSSAC Election Committee.  
(Please review Campaign Procedures and Dates)

Saturday **November 11, 2023**                      **CSSAC Commissioner ELECTION DAY 2023**

**ELECTION DAY**

**Voting location for all Districts:** Barack Recreation Center at 580 East Woodrow Ave.  
**Voting time:** 12:00 Noon - 4:00 p.m.

## **Columbus South Side Area Commission 2023 ELECTION PROCESS**

The Columbus South Side Area Commissioner Election is held annually to fill open seat position(s) on the Columbus South Side Area Commission (CSSAC).

Any prospective Candidate (renter or homeowner) must live at least six (6) months prior to his or her nomination and election within the CSSAC District and be at least 18 years of age.

Any Petitioner(s) should be aware that a Commissioner is required to attend all official Commission meetings.

A potential candidate(s) must complete an Election Petition (Petition), which must be certified as complete and correct by 2023 CSSAC Election Committee. The Petition packet will be available September 29, 2023, at the South Side Pride Center Office, located in the Reeb Center at 280 Reeb Avenue, Columbus, OH. **Petition must be turned in by 4:30 p.m. on Friday, October 20, 2023.** All pertinent information, including the District Boundaries, are included in this Petition packet.

The **Petition of at least 50 signatures needs to be completed**, so please allow sufficient time for this requirement. Please note that spouses cannot sign for each other. Each person must sign his or her own name.

Young adults 18 years or older may sign your Petition. If a person is unable to sign his or her name, make an X and someone can sign for him or her. You are permitted to get help securing your signatures in accordance with the boundaries in your District. You should have a cover page attached if you have helpers. (See Petition packet: Qualifications & Procedures; Petition Qualifications, Statement 4)

You can also designate someone that may pick-up and return your Petition packet, if the hours listed above are not convenient. It is your responsibility to ensure that the Petition is turned in. Once petition is turned in, it becomes the property of the CSSAC and will not be returned for any additions or corrections. Please check everything before you submit.

The 2023 Election for District Commissioner will be held on Saturday, November 11, 2023 from 12:00 Noon to 4:00 p.m. at the Barack Recreation Center, 580 East Woodrow Avenue.

Any Candidate has up to seven (7) days to file a written "Request to Challenge the Election". Election Challenges must be presented to the Election Committee by 5:00 p.m. on the 7th day (11/18/2023) following the 2023 Election for District Commissioner.

If you have questions and/or concerns relative to this Petition packet, leave them in writing at South Side Pride Center Office or Front desk located in Reeb Center, 280 Reeb Avenue, Columbus, OH 43207, in care of CSSAC, Election Committee; or call/email Election Committee Chair Justin Soltesz, (614) 832-6960, justin.soltesz+cssac@gmail.com.

# 2023 Expiring Commission Seats and Boundaries

Four (4) CSSAC Commission are expiring this year.

**DISTRICT 1: Schumacher Place**

**DISTRICT 6: Vassor Village**

**DISTRICT 9: Reeb Hosack**

**BUSINESS (At Large)**

## **District Boundary Descriptions for 2023 CSSAC Elections**

### **District 1**

#### **Boundary Description:**

Starting at the Northeast corner of E. Whittier Street and Jaeger Street; Proceeding North on Jaeger Street (east of the street centerline) to Kossuth Street; Proceeding East on Kossuth Street to S. Grant Avenue; Proceeding North on S. Grant Avenue to E. Sycamore Street; Proceeding East on E. Sycamore Street to Brust Street; Proceeding North on Brust Street to E. Beck Street; Proceeding East on E. Beck Street to Lathrop Street; Proceeding North on Lathrop Street to E. Livingston Avenue; Proceeding East on E. Livingston Avenue (south of the street centerline) to Parsons Avenue; Proceeding South on Parsons Avenue (west of the street centerline) to E. Whittier Street; Proceeding West on E. Whittier Street (north of the street centerline) to Jaeger Street.

**Association in district: Schumacher Place Civic Association**

### **District 6**

#### **Boundary Description:**

Starting at the Northeast corner of Woodrow Avenue and Parsons Avenue; Proceeding North on Parsons Avenue (east of the street centerline) to Frebis Avenue; Proceeding East on Frebis Avenue (south of the street centerline) to the unnamed alley between S. Champion Avenue and Oakwood Avenue; Proceeding South on the unnamed alley between S. Champion Avenue and Oakwood Avenue (east of the alley centerline) to the extended imaginary centerline of the unnamed alley south of Woodrow Avenue; Proceeding West on the extended imaginary centerline of the unnamed alley south of Woodrow Avenue (north of the alley centerline) to Parsons Avenue.

**Association in district: Vassor Village Civic Association**

## **District 9**

### **Boundary Description:**

Starting at the Northeast corner of High Street and State Route 104; Proceeding North on High Street (east of the street centerline) to Woodrow Avenue excluding all parcels with Woodrow Avenue addresses; Proceeding East on Woodrow Avenue excluding all parcels with Woodrow Avenue addresses; Proceeding South on Parsons Avenue (west of the street centerline) to State Route 104; Proceeding West on State Route 104 (north of the street centerline) to High Street.

**Association in district: Reeb-Hosack/Steelton Village Association**

### **Business At Large**

#### **Boundary Description:**

Beginning at the intersection of the centerlines of Lathrop Street and East Livingston Avenue; thence easterly along the centerline of East Livingston Avenue to its point of intersection with the centerline of Studer Avenue; thence southerly along the centerline of Studer Avenue to its point of intersection with the centerline of first alley running parallel to and lying south of Livingston Avenue, otherwise known as Denton Alley; thence westerly along centerline of Denton Alley to its point of intersection with the centerline of first unnamed alley running parallel to and lying east of Linwood Avenue; thence southerly along the centerline of the first unnamed alley running parallel to and lying east of Linwood Avenue to its point of intersection with the centerline of second unnamed alley running parallel to and lying north of E. Whittier Street; thence easterly along the centerline of second unnamed alley running parallel to and lying north of E. Whittier Street to its point of intersection with centerline of Studer Avenue; thence southerly along the centerline of Studer Avenue to its point of intersection with the centerline of Whittier Street; thence easterly along the centerline of Whittier Street to its point of intersection with Rhoads Avenue and continuing thereon along the extended centerline of Whittier Street to Memory Lane; thence easterly along the centerline of Memory Lane to its point of intersection with Alum Creek Drive and continuing thereon along the extended centerline of Memory Lane to the West bank of Alum Creek; thence southerly along the West bank of Alum Creek to its point of intersection with the centerline of State Route 104; thence westerly along the centerline of State Route 104 to its point of intersection with the centerline of Refugee Road; thence westerly along centerline of Refugee Road to its point of intersection with the centerline of Lockbourne Road; thence southerly along the centerline of Lockbourne Road to its point of intersection with the centerline of State Route 104; thence westerly along the centerline of State Route 104 to the East bank of the Scioto River; thence northerly along the East bank of the Scioto River to its point of intersection with the centerline of Greenlawn Avenue; thence easterly along the centerline of Greenlawn Avenue to its point of intersection with the centerline of South High Street; thence northerly along the centerline of South High Street to its point of intersection with the centerline of Thurman Avenue; thence easterly along the centerline of Thurman Avenue to its point of intersection with the centerline of South Pearl Street; thence southerly along the centerline of South Pearl Street to its point of intersection with the centerline of Nursery Lane; thence easterly along the centerline of Nursery Lane to its point of intersection with the centerline of Blackberry Alley; thence northerly along the centerline of Blackberry Alley to its point of intersection with the centerline of Whittier Street; thence westerly along the centerline of Whittier Street to its point of intersection with the centerline of Jaeger Street; thence northerly along the centerline of Jaeger to its point of intersection with Kossuth Street; thence easterly along the centerline of Kossuth Street to its point of intersection with the centerline of South Grant Avenue; thence northerly along the centerline of South Grant Avenue to its point of intersection with the centerline of East Sycamore Street; thence easterly along the centerline of East Sycamore Street to its point of intersection with the centerline of Brust Street; thence northerly along the centerline of Brust Street to its point of intersection with the centerline of East Beck Street; thence easterly along the centerline of East Beck Street to its point of intersection with the centerline of Lathrop Street; thence northerly along the centerline of Lathrop Street to its point of intersection with the centerline with East Livingston Avenue, the point of beginning.

# **Columbus South Side Area Commission Qualifications & Procedures**

## **Candidate Qualifications:**

1. Each candidate shall be eighteen (18) years of age or older.
2. Each candidate must be a resident of the Columbus South Side Area Commission's District at least six (6) months prior to his or her nomination and election within the CSSAC District for which he or she seeks to be elected at the time he or she commences circulating a Nominating Petition.
3. Each candidate who wishes to appear on the Voter Ballot must file a Nominating Petition, completed pursuant to the requirements set forth below for candidacy with the Election Committee.
4. Candidates in this non-partisan election shall not declare any political party affiliation.
5. Candidates must be registered voters on the rolls of the Franklin County Elections Board.
6. Write - in candidates will not be counted.

## **Petition Qualifications:**

1. Petitions shall be made available by Friday, September 29, 2023.
2. Petitions are to be circulated personally by candidate.
3. Each circulator of a petition must complete and execute the affidavit at the end of the Petition prior to its submission to the Election Committee.
4. The Election Committee may grant exception to the requirement that a Petition be circulated personally by the candidate due to disability demonstrated by the circulator. This exception may be granted only upon written application submitted by the circulator to the Election Committee and, if granted, by written statement to that effect to be issued by the Election Committee to the applicant within seven (7) days after the Committee has received such written application. A special person shall be designated as proxy to collect that disabled person's signatures.
5. Each petition must be signed by at least fifty (50) persons, ages 18 or older, and residing in the district area of the circulator.

## **Voter Qualifications:**

1. Each voter must be eighteen (18) years of age or older. Identification may be required to verify age.
2. Each voter must be a resident within the voting District upon election date, of the year in which the resident seeks to cast a vote. Identification shall be required to verify place of residence.
3. Each voter need not be registered voter on the rolls of the Franklin County Election Board.
4. Each voter shall vote only upon the ballot pertaining to the election of a candidate in the District in which the voter resides.
5. No voter shall cast more than one (1) ballot.

## **Campaign Procedures:**

1. Campaigning shall be permissible only within the nineteen (19) days immediately preceding the Election Day.
2. There shall be a \$100.00 limit on campaign expenditures. A campaign expense is any appraisable good or service acquired primarily for campaign purposes. Each candidate must file a report of campaign expenditures with the Elections Committee within seven (7) calendar days after the election and candidates failing to meet this requirement shall be disqualified.
3. Campaigning of any kind, including the posting of campaign materials, and not excluding any other activity that would amount to campaigning, within 50 feet of the polling place premises are prohibited. Violation of this rule shall result in the disqualification of the candidate.
4. It is the candidate's responsibility to remove any campaign posters, flyers etc., within forty-eight (48) hours following the Election Day.
5. No campaigning will be allowed inside the voting, and candidates must be at least fifty feet (50) away from the building, if they wish to campaign on the CSSAC Election Day.

# Election Petition is for the CSSAC District Commissioner Seat

Please mark below the appropriate line for the Commissioner Seat you are running for.

**DISTRICT 1** Schumacher Place \_\_\_\_\_

**DISTRICT 6** Vassor Village \_\_\_\_\_

**DISTRICT 9** Reeb/Hosack \_\_\_\_\_

**BUSINESS AT LARGE** \_\_\_\_\_

**Please make a copy of this petition for yourself and return the whole ORIGINAL petition to the CSSAC at the South Side Pride Center Office or Front Desk located in Reeb Center, 280 Reeb Avenue, Columbus, OH 43207.**

**\*DEADLINE TO TURN IN PETITIONS IS Friday, October 20, 2023 BY 4:30 p.m.\***

**Please call, text or email after returning petition and/or if you have any questions at:**

Election Committee Chair Justin Soltesz, (614) 832-6960, [justin.soltesz+cssac@gmail.com](mailto:justin.soltesz+cssac@gmail.com)



# **Columbus South Side Area Commission District Commissioner Job Description Synopsis**

The following is a synopsis of the things that will be asked of you - if you run for a position on, and are appointed to, the Columbus South Side Area Commission. Please be prepared to take on the following responsibilities before you proceed with your application. We prefer people are informed in advance of what their obligation will consist of. Be advised additional responsibilities may come into act during your appointment.

1. Maintaining residency in his/her specified District boundaries, within the South Side boundaries for Appointed Seats.
2. Serving their term for a period of two (2) years.
3. Reading/Reviewing the Bylaws for content (and possible amendments since the previously adopted copy).
4. Monthly attendance, so far as possible, at regular Commission meetings – which are held the 4th Tuesdays of each month (usually excluding August recess, unless a meeting is deemed necessary); along with any other regular or special meetings deemed an official Commission meeting. In addition, those appointed as an Officer to the Executive Committee will meet the Saturday prior to the Commission meeting. Absences from three (3) Consecutive meetings or from a total of four (4) regular meetings in any one calendar year shall be deemed as a resignation, as stated in the Columbus South Side Area Commission Bylaws.
5. Serve on at least one (1) committee per year, which includes attending that committee's meetings.
6. It is desirable, but not required, that Commissioners attend their own Civic Meetings to gather and relay information between organizations (i.e. District Reports).
7. A newly appointed Commissioner may be asked to Chair a committee (depending on their area of expertise) in addition to their regular responsibilities; otherwise Committee Chairs will be chosen from those who have served no less than one (1) year on the Commission.

Please sign and date your acknowledgment and acceptance of these obligations, along with your contact information – and return this sheet with your petition.

1. Name: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/2023
2. Phone: \_\_\_\_\_
3. Address: \_\_\_\_\_
4. Email: \_\_\_\_\_

**The Columbus South Side Area Commission  
District Commissioner – Nominating Election Petition**

I, \_\_\_\_\_ residing at \_\_\_\_\_

Declare my Candidacy for Representative to the Columbus South Side Area Commission (CSSAC).

For District \_\_\_\_\_, the following signatures from District \_\_\_\_\_ will help qualify me as a Candidate in the **CSSAC Elections to be held on Saturday, November 11, 2023**. Fifty (50) valid signatures are required for certification.

**\*DEADLINE TO TURN IN PETITIONS IS Friday, October 20, 2023 BY 4:30 p.m.\***

**COLUMBUS SOUTH SIDE AREA COMMISSION PETITION  
Each Person Must Sign His or Her Own Name!**

**Petitioner's Name:** \_\_\_\_\_ **Seat** \_\_\_\_\_

**NAME, ADDRESS, & ZIP CODE**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
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15. \_\_\_\_\_
16. \_\_\_\_\_
17. \_\_\_\_\_

**COLUMBUS SOUTH SIDE AREA COMMISSION PETITION**

Each Person Must Sign His or Her Own Name!

**Petitioner's Name:** \_\_\_\_\_ **Seat** \_\_\_\_\_

**NAME, ADDRESS, & ZIP CODE**

- 18. \_\_\_\_\_
- 19. \_\_\_\_\_
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- 41. \_\_\_\_\_
- 42. \_\_\_\_\_
- 43. \_\_\_\_\_
- 44. \_\_\_\_\_

**COLUMBUS SOUTH SIDE AREA COMMISSION PETITION**

Each Person Must Sign His or Her Own Name!

**Petitioner's Name:** \_\_\_\_\_ **Seat** \_\_\_\_\_

**NAME, ADDRESS, & ZIP CODE**

- 45. \_\_\_\_\_
- 46. \_\_\_\_\_
- 47. \_\_\_\_\_
- 48. \_\_\_\_\_
- 49. \_\_\_\_\_
- 50. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I certify, to the best of my knowledge, that the signatures on my petition are those of citizens who are at least 18 years of age and reside in the District for which I am petitioning to be a candidate.

**SIGNATURE:** \_\_\_\_\_ **DATE** \_\_\_\_\_

**PRINT NAME:** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

\_\_\_\_\_

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