Portage County Asset Mapping

Portage County Regional Planning Commission &
Portage County Auditor

Local Government Innovation Fund Grant Application
March 1, 2012

Tab 1. Contact Information

Applicant name:	Portage County Regional Planning Commission
Address:	124 N. Prospect St., Ravenna, Ohio 44266
Phone/fax:	330-297-3613 (phone) 330-297-3617 (fax)
Website/e-mail:	http://www.co.portage.oh.us/planningcommission.htm

Contact person:	Todd Peetz, AICP
Title:	Director
Address:	same as above
County:	Portage County
Phone:	330-297-3613 (phone) 330-297-3617 (fax)
E-mail:	tpeetz@pcrpc.org

County population (2010 U.S. Census): 161,419

Tab 2. Collaborative partners

Partner: Portage County Auditor

Contact person: Janet Esposito, County Auditor

Address: 449 S. Meridian St., 5th Floor Portage County Admin. Building, Ravenna, OH 44266

Phone: 330-297-3561 E-mail: jespositio@portageco.com

Nature of partnership: Share project work and plan input

Partnership agreement: **Yes (Pending)** No

Tab 3. Project Information

Project name: ***Proactive Planning for Energy Development in Portage County***

Brief project description (max 2 pages single-spaced): The proposed project will be a planning project focusing on County Geographic Information Systems (GIS) technologies to revamp existing data and share data with Local, Regional, State, Federal and general public. The project is to convert data used for GIS and create an interactive tool in an excel format that can be used by anyone. However, we propose getting this information to those who are in planning, economic development, Zoning Inspectors and Chamber of Commerce, residential, commercial, and industrial real estate and any local, regional or state agency or member of the public that can benefit from the available information provided. Unless you can operate GIS and have all the data resources at your disposal then this information is not readily available.

First what is GIS? Wikipedia defines GIS as: "A GIS system can be thought of as a system that digitally creates and "manipulates" spatial areas that may be jurisdictional, purpose, or application-oriented. Generally, a GIS is custom-designed for an organization. Hence, a GIS developed for an application, jurisdiction, enterprise, or purpose may not be necessarily interoperable or compatible with a GIS that has been developed for some other application, jurisdiction, enterprise, or purpose. What goes beyond a GIS is a spatial data infrastructure (SDI), a concept that has no such restrictive boundaries.

Therefore, in a general sense, the term describes any information system that integrates, stores, edits, analyzes, shares, and displays geographic information for informing decision making. The term GIS-centric, however, has been specifically defined as the use of the Esri ArcGIS geo database as the asset/feature data repository central to computerized maintenance management system (CMMS) as a part of enterprise asset management and analytical software systems. GIS applications are tools that allow users to create interactive queries (user-created searches), analyze spatial information, edit data in maps, and present the results of all these operations. Geographic information science is the science underlying geographic concepts, applications, and systems".

Currently data is being collected by the County Auditor for property tax purposes; this data is constantly being updated and includes parcel identification, owner's name, type of land use, acreage, building square footage, land cost, building cost, CAUV (agricultural tax exemption) and other information data points. However GIS also tracks natural resource values like flood plains, wetlands, and steep slope etc. GIS also attaches zoning information and infrastructure data, like roads, potable water and sewer lines, power lines, and other utility transmission lines. In essence GIS data can map and store all the essential data necessary for community planning and economic development. It is a powerful tool that is being widely used across the state of Ohio, but incredibly underutilized as a tool for economic development and a tool by the general public. The Auditor's data however does require some fine tuning, the data itself needs some minor adjustments into excel format.

Some of the challenges and opportunities we hope to address:

- **Working with all the local governments in Portage County** create a excel spreadsheet that will best meet the needs of the local communities, based upon data that is available and can be routinely updated.
- **Create an economic development tool** that can quick sort parcels by the needs of the user to help locate properties or buildings of sufficient size that meet building requirements of prospective buyers, builders, or commercial and industrial industries, along with a mapping component.
- **Planning aspect** of having a base data at specific point in time to **track trends and changes to land use,** quickly develop reports and over time reports with comparative data.
- Most other counties in the State are using GIS, this methodology and approach can be **easily applied throughout the state. T**his could be a pilot project for future expansion of this concept.
- The information in the excel table can be expanded upon based upon **reliable data**. There really is **no limit** of the type of data that can be added to this project going forward. This includes mapping and picture information being attached to the parcel information.
- **Easy to maintain and update**. Much of the natural resource data would remain consistent over time. The County Auditor is always updating their parcel information as required by the Ohio Revised Code and local government zoning maps can being easily updated within the system.
- The data can be place on a designated **website so the general public could have easy access** to it and they would not need to have their own GIS operation to access the data.
- **Marketing** Portage County with information on properties that which is not currently available.

The Portage County Regional Planning Commission (PCRPC) along with the Portage County Auditor's office will be responsible for compiling and processing information, holding meetings to identify ways to address the issues, and for producing the final plan.

Issues & Solutions	Responsible agency/agencies
Local government and services	
Methodology to manage project	PCRPC, PC Auditor
Coordinate with local communities on issues related to local government and energy development	PCRPC
Methodology to management	PC Auditor, PCRPC
Coordinate Maintenance Program	PC Auditor
Economy	
How can Asset Mapping maximize assistance for economic Development and trends?	PCRPC
Website and Public Access	
Develop a user-friendly tool that can be accessed from a website	PC Auditor

Type of award: **Grant X** Loan

Problem statement: The local governments and residents of Portage County have desire to improve the economic development conditions within the county and increase their access to information. This information exists but not entirely in the format that can best serve local governments and the public without a trained GIS qualified person. In addition, the data is not customized to meet the needs of non-GIS qualified persons do some data manipulation they require; as well as, expanding the data to maximize their potential use of the information. By pursuing asset mapping and making the data able in a user-friendly format in an Excel Spread sheet, the data now becomes an economic development tool that can readily find sites for locating both commercial and industrial sites by searching the entire county. It can be used to avoid building in sensitive environmental areas like flood plains and wetlands. It can help identify properties that may have gone dormant rather than just seek out new green-field parcels. It should help locate sites where they belong in existing areas already zoned for commercial or industrial use. Most importantly it will help to coordinate economic development efforts throughout the County.

One targeted approach to innovation: The targeted approach to innovation will be to create a ***shared service***. Portage County Auditor's office and Regional Planning will form a excel spreadsheet that will be customized to meet the County-wide needs. This will be done with the assistance and collaboration of Portage Revitalization, Economic Planning (PREP) group that meets monthly and includes all the Economic Development Specialists, City Planners, Zoning Inspectors, Chambers of Commerce, Commercial and Industrial Realtors in the County. We have already established a collaborative atmosphere of cooperation and PREP would be the primary users of this product as an economic development tool. Asset mapping methodology can be easily transferrable to other Counties that have GIS technology.

Anticipated return on investment (use project budget): Quantifying the anticipated savings from this planning endeavor is challenging since none of our communities are identical. However, we have completed per a request by the City of Ravenna to do an asset map project for them. The cost for Portage County Regional Planning Commission was approximately $8,000. We have 18 Townships, 6 Villages and 5 Cities in Portage County. If we estimate that each city average cost to do independently was averaged at $7,500 and the Townships at $5,000 and the Villages at $4,000 then the total independent cost would $157,500. This is an amount that the local governments do not have. However, working on the County at one time with shared resources we feel we can almost halve that cost. The return on investment may be difficult to measure, but with a unified proactive approach and time savings to users, by attracting just a few businesses, asset mapping should pay for itself rather quickly.

Probability of success (plans for project implementation): Given that we have already provided the City of Ravenna an excel format document of asset mapping we are extremely confident of success. It is from that success that multiple other jurisdictions from PREP would like us to pursue this grant for a county-wide asset mapping project. However, this is a very labor intensive project

that needs to be done right. While the data for the most part already exists it needs to be manipulated in order to be a useable tool for economic development and for public consumption. We also believe this will be a great planning tool here in Portage County which can be transferrable and could ultimately make Ohio much easier to navigate and locate businesses and industries throughout the State.

Ability to replicate or scale the project for other political subdivisions: We believe strongly that this is the next step for GIS to be converted into a user-friendly excel spreadsheet as a planning and economic development tool. Most political subdivisions especially county governments use GIS, it's just a matter ofconverting the information to be used by non-GIS persons. We proposed to share the methodology and give a presentation to the American Planning Association, Ohio Chapter about what we have accomplished. We would also present to the local governments, here in Portage County like to City Councils and Township Trustees Association. We would also be willing to do a presentation to other County governments within reason that is requested by the Ohio Department of Development. We believe asset mapping can benefit local governments more than just the mapping component alone.

Is the project part of a consolidation effort by applicant and partners? No formal consolidation will result from the planning grant. However continued informal collaboration will be requested and presentations to local governments will be done as part of this project.

Past successes on an innovation (efficiency, shared service, coproduction, shared merger) project: In the last year and a half, the Portage County Regional Planning Commission (RPC) has been the instrumental in forming a grassroots, county-wide effort to develop a comprehensive vision and plan for Portage County called *Visioning in Portage* (VIP). The lack of a county vision has been identified as a problem by many classes of Leadership Portage County over the years it has been in existence, but RPC's current director chose to initiate the means to create a vision and plan. Numerous volunteer committees have been formed and are working to accomplish this goal. We have also been working with PREP since April 2010, monthly meetings to discuss current activities of all the local communities. It has fostered an air of cooperation and collaboration that is rare among local jurisdictions. It has truly united our communities to work together on land use and economic development issues.

How project responds to current changes in economic demand for local or regional government services:

The scope of this project is completely geared to be customized to meet current changes and demands of the potential users. Especially those seeking to locate commercial, or industrial uses or expand their operations here in Portage County.

- Currently there is a great deal of data available, but can only be accessed by those using GIS and even it is not customized or in a user friendly format (Excel).
- There is no other convenient easy to use data available to help market properties especially properties that are not for sale.

- There may be multiple sites available throughout the county, but the information is not readily available.
- Asset mapping can easily track trends as year over year data is collected. There is no convenient or easy way to access market or land use trends currently.
- Foster additional collaboration with other local governments by sharing of information on land use, market types available acreage of building square footage.
- This is an easy to use marketing tool to show what, where and how much land, buildings, type of industry. Nothing like this currently exists.

Does the project implement recommendations of a performance or other audit? No.

How does the project facilitate an improved business environment or promote community attraction?

This is actually what asset mapping can do. Quickly and accurately find potential commercial and industrial sites within a few clicks to sort the table depending on the needs of the person requesting the search. It can easily promote or market what we have, where it is and how much and who owns it currently. This would help those in decision making roles on where to locate so much more manageable and provide the opportunity to view the county with a greater lens.

4. Financial Documentation:

Detailed budget included separately

- 3 years of financial history
- Anticipated costs: Amount and type of funds requested
  Percent of local matching funds and how match will be met
  Documentation of in-kind contributions (see sec. 2.06 policies)

Budget – Personnel

Activity (some activities may occur concurrently)	**PCRPC Time**	**Agency**	**PCRPC cost *,****	**In-kind**	**In-kind Contribution ($50/hr.)**
Develop methodology for implementation County wide, including how to create updates to project as part of normal updates by the County Auditor.	100 hours 100 hours	PCRPC PC Auditor	$5,000.00 $5,000.00		
Create individual parcel information and standardization for each community in Portage County.	450 hours 450 hours	PCRPC PC Auditor	$22,500.00 $22,500.00		
Use PREP Committee to review the progress and discuss options, report obstacles and opportunities too.	10 hours	PCRPC	$500.00	PREP committee is made up of more than 12 individuals, city planners, Economic Development professionals, Zoning Inspectors, Chamber of Commerce, Commercial and Industrial Realtors x 10 meetings, 120 hours total	$6,000.00
Develop a website site compatible format to allow the public to access data that is created.	40 hours	PC Auditor	$2,000.00		
Include photos to be included as an option to the final product.	150 hours 250	PCRPC, PC Auditor	$7,500.00 $12,500.00		

Create a public information program to demonstrate what information is available and how to access it.	50 hours	PCRPC, Assumes 5 hours per meeting, 10 meetings total	$2,500.00		
Final Plan or methodology to share with other Counties or communities	85 hours 10 hours	PCRPC PC Auditor	$4,250.00 $500.00		
Final Plan presentation to Regional Planning Commission	5 hours	PCRPC	$250.00		
Total time			**$85,000.00**		**$6,000.00**
Materials			**$9,051.50**		**$5,000.00**
Total time, materials (see below), in-kind			**$94,051.50**		**$11,000**

*PCRPC Time divided between Director, Planner, and Assistant depending on task.
** PC Auditor time is divided up by County Auditor, IT Director, GIS Specialists and Assistants.

The **percentage of the match** amount requested is $94,051, with a match of $11,000 is **11.7%** of the requested amount.

Budget – Materials, travel

Materials	Unit cost	Total cost	In-Kind
12 Planning meeting copies – 10 per PREP meeting x 10 meetings	$0.10 B&W $0.25 color	$84.00 $90.00	
50 Final Plan copies (50 pages) – 2000 B&W pages, 500 color pages	$0.10 B&W $0.25 color	$200.00 $125.00	
50 Final Plan finishing, binding	$0.05	$2.50	
Travel (meet with agencies, businesses) – 1000 miles assumes out of county travel	$0.55/mile	$550.00	
PCRPC Purchase Server	$3,000.00		$3,000
PC Auditor Server	$10,000	$8,000	$2,000
Total		**$9051.50**	**$5,000**

- **3 years of financial projections identifying anticipated savings as a result of the project**:
  In one year, if the mapping were to be processed individually the estimated cost savings would be $63,000. The additional time/cost savings for planners, economic development specialist, zoning inspectors, chamber of commerce members is much more difficult to measure, but asset mapping will save time and money. In addition the private aspects could also be huge for realtors and corporate land use managers trying to find viable locations within the County.

We also believe it can be maintained during the normal course of updating the Auditor's information and will not result in addition extraordinary expense. The fact that GIS is widely used throughout the state means that this methodology can be passed on and duplicated state wide giving not only Portage County but the entire State a unique position for job attraction. Asset mapping can also be used as a marketing tool on the web, which would only be the cost to maintain the website. It is user friendly reducing the need to handle inquiry calls.

All in all asset mapping is an innovative planning tool that can be customized for each local government in a format that is widely understood and utilized, can be place on the web for not only professionals but also for the public. Asset mapping is also a marketing tool that can track trends and changes in land use over time. Asset mapping in also spreadsheet that can quickly sort to find properties or building opportunities (sales/purchase) that may not otherwise exist or be readily known. There are a lot of win/wins with a tool this powerful.

PORTAGE COUNTY RPC
2009 YEAR END FINANCIAL STATEMENT

JANUARY 1, 2009 CASH BALANCE	**$**	**10,329.30**	**$**	**10,826.85**	
REVENUE SOURCE		**Estimated Revenue**	**Actual**	**Revenue**	**%**
RPC Membership Dues	$	199,702.00	$	240,068.00	120%
Subdivisions	$	20,100.00	$	9,205.00	46%
IGR's	$	400.00	$	500.00	125%
Copies/Misc.(community over hrs)	$	6,500.00	$	3,149.67	48%
Publications	$	80.00	$	34.75	43%
Local Contribution (PCC)	$	60,000.00	$	60,000.00	100%
Rental Income	$	26,167.00	$	12,579.30	48%
Contracts	$	53,150.00	$	38,717.55	73%
Contract Portage County	$	114,500.00	$	88,192.42	77%
Grant	$	-		-	0%
Refunds/Reimbursements	$	-		27.00	0%
Donations	$	-		100.00	0%
TOTAL REVENUES	**$**	**480,599.00**	**$**	**452,573.69**	94%
TOTAL CERTIFICATE OF RESOURCES	**$**	**490,928.30**			
EXPENDITURES (including carryovers)		**Appropriated**		**Expenditures**	**%**
3 Salaries	$	268,865.00	$	268,853.42	100%
3 PERS	$	35,601.00	$	35,536.28	100%
3 Medicare	$	3,140.00	$	3,133.99	100%
3 Workers Comp	$	6,058.00	$	6,057.02	100%
3 Health Insurance	$	45,560.00	$	45,510.00	100%
3 Other Health Benefits (cafeteria plan)	$	2,000.00	$	2,000.00	100%
4 Insurances (Bldg & Bonds)	$	-	$	-	0%
4 Maint/Custodial Contract	$	4,000.00	$	3,120.00	78%
4 Utilities	$	9,598.00	$	8,723.90	91%
4 Telephone	$	2,640.00	$	2,569.19	97%
4 Contract Services	$	1,800.00	$	1,797.60	100%
4 Professional & Technical Services	$	7,610.00	$	4,089.25	54%
4 Audit Services	$	-	$	187.10	0%
4 Legal Services	$	15,000.00	$	15,000.00	100%
4 Architect Services	$	2,750.00	$	2,738.90	0%
4 Repairs	$	2,700.00	$	1,573.46	58%
4 Advertising	$	600.00	$	268.60	45%
4 Postage	$	1,700.00	$	1,009.48	59%
4 Dues	$	1,552.00	$	1,406.00	91%
4 Travel/Training	$	6,570.00	$	2,195.22	33%
4 Copier Rental	$	2,905.00	$	2,877.42	99%
5 Supplies	$	6,000.00	$	2,656.80	44%
5 Photocopying/Printing	$	2,965.00	$	2,683.77	91%
5 Publications	$	240.00	$	67.00	28%
5 Equipment/Software	$	2,950.00	$	449.94	15%
6 Building Improvement	$	-		-	0%
7 Reimbursement/Refund	$	110.00		110.00	100%
8 Acquistion (Loan)	$	47,685.00	$	31,773.98	67%
TOTAL APPROPRIATIONS/EXPENDITURES	**$**	**480,599.00**	**$**	**446,388.32**	93%
DECEMBER 31, 2009 CASH BALANCE			**$**	**17,012.22**	
Outstanding purchase orders to carryover				**240.00**	
DECEMBER 31, 2009 Unencumb Balance				**16,772.22**	

PORTAGE COUNTY RPC
FINANCIAL STATEMENT
December 31, 2009

	Month to Date		Year to Date	
Beginning Cash Balance	**$ 884.99**	<-- Dec 1st--->	**$ 10,826.85**	<-- Jan. 1st
Total All Receipts	**$ 45,601.83**		**$ 452,573.69**	
Total All Expenditures	**$ 29,474.60**		**$ 446,388.32**	
Ending Cash Balance	**$ 17,012.22**	<--Dec 31st -- >	**$ 17,012.22**	

REVENUES	**Budget**	**M-T-D**	**Y-T-D**	**Accts Recvble**	**Balance**	**% recvd**
RPC Membership Dues	199,702.00	40,366.31	240,068.00	-	(40,366.00)	120%
Subdivisions	20,100.00	210.00	9,205.00	-	10,895.00	46%
IGR's	400.00	-	500.00	-	(100.00)	125%
Copies/Misc.(community over hrs)	6,500.00	64.57	3,149.67	-	3,350.33	48%
Publications	80.00	-	34.75	-	45.25	43%
Local Contribution (PCC)	60,000.00	-	60,000.00	-	-	100%
Rental Income	26,167.00	1,138.00	12,579.30	-	13,587.70	48%
Contracts	53,150.00	360.97	38,717.55	1,222.79	14,432.45	73%
Contract Portage County	114,500.00	3,361.98	88,192.42	6,597.04	26,307.58	77%
Grant	-	-	-	-	-	0%
Refund/Reimbursement	-	-	27.00	-	(27.00)	
Donation	-	100.00	100.00	-	(100.00)	
TOTAL REVENUE	**480,599.00**	**45,601.83**	**452,573.69**	**7,819.83**	**28,025.31**	**94%**
January 1, 2009 Unencumbered Cash Balance	**10,330.00**					
TOTAL CERTIFICATE OF RESOURCES	**490,929.00**					

EXPENDITURES	**Budget**	**M-T-D**	**Y-T-D**	**Encumbered**	**Balance to Expend**	**% expend**
Salaries	268,865.00	17,833.60	268,853.42	-	11.58	100%
PERS	35,601.00	2,496.72	35,536.28	-	64.72	100%
Medicare	3,140.00	253.98	3,133.99	-	6.01	100%
Workers Comp	6,058.00	-	6,057.02	-	0.98	100%
Health Insurance	45,560.00	2,980.00	45,510.00	-	50.00	100%
Other Health Benefits (Cafeteria Plan)	2,000.00	776.33	2,000.00	-	-	100%
Contract Services	1,800.00	149.80	1,797.60	-	2.40	100%
Travel/Training	6,570.00	41.04	2,195.22	-	4,374.78	33%
Dues	1,552.00	-	1,406.00	-	146.00	91%
Publications	240.00	-	67.00	-	173.00	28%
Utilities	9,598.00	451.24	8,723.90	-	874.10	91%
Advertising	600.00	-	268.60	-	331.40	45%
Telephone	2,640.00	553.99	2,569.19	-	70.81	97%
Postage	1,700.00	-	1,009.48	-	690.52	59%
Repairs	2,700.00	450.00	1,573.46	-	1,126.54	58%
Maint/Custodial Contract	4,000.00	300.00	2,880.00	240.00	880.00	78%
Copier Rental	2,905.00	207.00	2,877.42	-	27.58	99%
Professional & Technical Services	7,610.00	-	4,089.25	-	3,520.75	54%
Audit Services	-	-	-	-	-	0%
Architect Services	2,750.00	-	2,738.90	-	11.10	0%
Legal Services	15,000.00	2,500.00	15,000.00	-	-	100%
Insurances (Bldg & Bonds)	-	-	-	-	-	0%
Supplies	6,000.00	289.99	2,656.80	-	3,343.20	44%
Photocopying/Printing	2,965.00	190.91	2,683.77	-	281.23	91%
Equipment/Software	2,950.00	-	449.94	-	2,500.06	15%
Building Improvements	-	-	-	-	-	0%
Refund/Reimbursement	110.00	-	110.00	-	-	100%
Debt Service (Loan)	47,685.00	-	31,773.98	-	15,911.02	0%
TOTAL 2009 EXPENDITURES	**480,599.00**	**29,474.60**	**445,961.22**	**240.00**	**34,397.78**	93%
2008 Carryover Encumbrances						
Audit Services	257.55	-	187.10	-	70.45	**CLOSED**
Custodial Contract	240.00	-	240.00	-	-	
Total 2008 Encumbrances	**497.55**	**-**	**427.10**	**-**	70.45	
GRAND TOTAL	**481,096.55**	**29,474.60**	**446,388.32**	**240.00**	**34,468.23**	

Financials

Portage County Regional Planning Commission
2010 Financial Report

Beginning Cash Balance		**17,012.22**
REVENUE		
RPC Membership Dues		**186,858.97**
Subdivisions		**13,765.00**
Intergovernmental Reviews		**300.00**
Copies/Misc./Overhours		**1,913.40**
Publications		**174.25**
Rental Income		**12,276.00**
Contracts		
Shalersville Twp Comprehensive Plan	2,770.01	
Aurora City Fair Housing	2,025.98	
Ravenna City Fair Housing	3,784.91	
Franklin Twp Zoning Resolution Update	112.35	
Total Contracts		**8,693.25**
Grants		
2009 CDBG Formula Grant	32,382.27	
2009 CDBG Fair Housing	5,972.62	
Neighborhood Stabilization Grant	29,186.01	
EPA SWIF Grant	-	
2010 CDBG Formula Grant	8,000.00	
Total Grants		**75,540.90**
County Contribution		**30,000.00**
Refund/Reimbursement		**10,662.00**
Donation	-	-
TOTAL REVENUE/BUDGET		**357,195.99**
EXPENDITURES		
Salaries		**206,520.33**
PERS		**27,967.53**
Medicare		**2,929.58**
Workers Comp		**4,704.93**
Health Insurance		**37,606.72**
Other Health Benefits (cafeteria plan)		-
Insurances (bldg & bonds)		**354.00**
Maint/Custodial Contract		**3,120.00**
Utilities		**8,239.09**
Telephone		**2,089.73**
Contract Services		**1,629.94**
Professional & Technical Services		**4,414.65**
Audit Services		**1,819.65**
Legal Services		**15,000.00**
Architect Services		-
Repairs (equipment, rental, bldg.)		**1,911.83**
Advertising		**84.66**
Postage		**1,736.86**
Supplies		**1,936.16**
Photocopying/Printing		**3,369.59**
Dues/Periodicals		**518.48**
Travel/Training		**758.23**
Equipment		**1,377.44**
Copier		**2,945.88**
Loan (multi purpose building)		-
Building Improvements		-
Reimbursement/Refund		-
TOTAL EXPENDITURES		**331,035.28**
Ending Cash Balance		**26,160.71**

* Unaudited Financial Information

PORTAGE COUNTY RPC
FINANCIAL STATEMENT
December 31, 2010

	Month to Date		Year to Date	
Beginning Cash Balance	**$ 846.14**	<-- Dec 1st--->	**$ 17,012.22**	<-- Jan. 1st
Total All Receipts	**$ 53,251.14**		**$ 340,183.77**	
Total All Expenditures	**$ 27,936.57**		**$ 331,035.28**	
Ending Cash Balance	**$ 26,160.71**	<--Dec 31st -- >	**$ 26,160.71**	

REVENUES	**Budget**	**M-T-D**	**Y-T-D**	Accts Recvble	**Balance**	**% recvd**
RPC Membership Dues	201,160.00	25,309.00	186,858.97	415.56	14,301.03	93%
Subdivisions	10,000.00	1,565.00	13,765.00	-	(3,765.00)	138%
IGR's	400.00	-	300.00	-	100.00	75%
Copies/Misc.(community over hrs)	6,500.00	123.88	1,913.40	13.24	4,586.60	29%
Publications	50.00	2.00	174.25	-	(124.25)	349%
Local Contribution (PCC)	30,000.00	-	30,000.00	-	-	100%
Rental Income	12,279.00	1,023.00	12,276.00	-	3.00	100%
Contracts	28,750.00	993.49	8,693.25	200.64	20,056.75	30%
Contract Portage County	106,000.00	13,572.77	75,540.90	11,442.05	30,459.10	71%
Grant	50,000.00	-	-	-	50,000.00	0%
Refund/Reimbursement	-	10,662.00	10,662.00	-	(10,662.00)	
Donation	-	-	-	-	-	
TOTAL REVENUE	**445,139.00**	**53,251.14**	**340,183.77**	**12,071.49**	**104,955.23**	**76%**
January 1, 2010 Unencumbered Cash Balance	**16,772.22**					
TOTAL CERTIFICATE OF RESOURCES	**461,911.22**					

EXPENDITURES	**Budget**	**M-T-D**	**Y-T-D**	Encumbered	**Balance to Expend**	**% expend**
Salaries	241,730.00	14,571.20	206,520.33	-	35,209.67	85%
PERS	33,384.00	2,039.98	27,967.53	-	5,416.47	84%
Medicare	3,496.00	206.72	2,929.58	-	566.42	84%
Workers Comp	8,200.00	-	4,704.93	-	3,495.07	57%
Health Insurance	45,500.00	2,571.76	37,606.72	-	7,893.28	83%
Contract Services	1,798.00	249.70	1,629.94	-	168.06	91%
Travel/Training	4,200.00	169.00	758.23	-	3,441.77	18%
Dues	1,612.00	-	160.98	-	1,451.02	10%
Publications	358.00	-	357.50	-	0.50	100%
Utilities	10,035.00	667.06	8,239.09	-	1,795.91	82%
Advertising	459.00	-	84.66	-	374.34	18%
Telephone	2,500.00	347.46	2,089.73	-	410.27	84%
Postage	1,800.00	-	1,736.86	-	63.14	96%
Repairs	1,700.00	774.00	1,911.83	-	(211.83)	112%
Maint/Custodial Contract	4,000.00	240.00	2,880.00	240.00	880.00	78%
Copier Rental	3,183.00	207.00	2,945.88	-	237.12	93%
Professional & Technical Services	5,350.00	97.65	4,414.65	-	935.35	83%
Audit Services	3,300.00	113.98	1,819.65	-	1,480.35	0%
Architect Services	-	-	-	-	-	0%
Legal Services	15,000.00	5,000.00	15,000.00	-	-	100%
Insurances (Bldg & Bonds)	400.00	-	354.00	-	46.00	0%
Supplies	3,920.00	138.23	1,936.16	-	1,983.84	49%
Photocopying/Printing	3,280.00	542.83	3,369.59	-	(89.59)	103%
Equipment/Software	1,805.00	-	1,377.44	-	427.56	76%
Building Improvements	-	-	-	-	-	0%
Refund/Reimbursement	-	-	-	-	-	
Debt Service (Loan)	47,684.00	-	-	-	47,684.00	0%
TOTAL 2010 EXPENDITURES	**444,694.00**	**27,936.57**	**330,795.28**	**240.00**	**113,658.72**	**74%**
2009 Carryover Encumbrances						
Custodial Contract	240.00	-	240.00	-	-	
Total 2009 Encumbrances	**240.00**	**-**	**240.00**	**-**	**-**	
GRAND TOTAL	**444,934.00**	**27,936.57**	**331,035.28**	**240.00**	**113,658.72**	

Portage County RPC-Fund 925
Balance Sheet
December 31, 2010

ASSETS

Current Assets			
Cash	$ 26,160.71		
Account Receivable	12,071.34		
Total Current Assets			38,232.05
Property and Equipment			
Total Property and Equipment			0.00
Other Assets			
Total Other Assets			0.00
Total Assets		$	38,232.05

LIABILITIES AND CAPITAL

Current Liabilities			
Total Current Liabilities			0.00
Long-Term Liabilities			
tal Long-Term Liabilities			0.00
Total Liabilities			0.00
Capital			
Beginning Balance Equity	$ 7,088.20		
Retained Earnings	17,743.70		
Net Income	13,400.15		
Total Capital			38,232.05
Total Liabilities & Capital		$	38,232.05

Portage County RPC-Fund 925
Income Statement
For the Twelve Months Ending December 31, 2010

	Current Month		Year to Date	
Revenues				
Sales-Retail	0.00	0.00	0.00	0.00
Sales Discounts	0.00	0.00	0.00	0.00
Rental Income	12,276.00	3.56	12,276.00	3.56
RPC Membership Dues	187,274.53	54.37	187,274.53	54.37
Contract Service PCC	80,044.18	23.24	80,044.18	23.24
Transfer Fee-GF	30,000.00	8.71	30,000.00	8.71
Subdivisions	13,765.00	4.00	13,765.00	4.00
IGR's	300.00	0.09	300.00	0.09
Copies/Miscellaneous	1,993.94	0.58	1,993.94	0.58
Publications	174.25	0.05	174.25	0.05
Refunds	10,662.00	3.10	10,662.00	3.10
Moving/Operating Expenses	0.00	0.00	0.00	0.00
Contracts	7,945.53	2.31	7,945.53	2.31
Loan	0.00	0.00	0.00	0.00
Grants	0.00	0.00	0.00	0.00
Total Revenues	344,435.43	100.00	344,435.43	100.00
Cost of Sales				
Product Cost-Retail	0.00	0.00	0.00	0.00
Direct Labor - Retail	0.00	0.00	0.00	0.00
Total Cost of Sales	0.00	0.00	0.00	0.00
Gross Profit	344,435.43	100.00	344,435.43	100.00
Expenses				
Payroll Tax Exp	0.00	0.00	0.00	0.00
Wages Expense	0.00	0.00	0.00	0.00
Salaries	206,520.33	59.96	206,520.33	59.96
PERS	27,967.53	8.12	27,967.53	8.12
Medicare	2,929.58	0.85	2,929.58	0.85
Workmans Comp	4,704.93	1.37	4,704.93	1.37
Health Insurance	37,606.72	10.92	37,606.72	10.92
Architecture Contract	0.00	0.00	0.00	0.00
Publications	357.50	0.10	357.50	0.10
Contract Insurance Bldg/Conten	354.00	0.10	354.00	0.10
Maint/Janitor Services	3,830.00	1.11	3,830.00	1.11
Utilities	8,239.09	2.39	8,239.09	2.39
Telephone	2,089.73	0.61	2,089.73	0.61
Contract Services	16,629.94	4.83	16,629.94	4.83
Audit Services	1,819.65	0.53	1,819.65	0.53
Legal Services	0.00	0.00	0.00	0.00
Prof. & Tech Serv.	4,414.65	1.28	4,414.65	1.28
Repairs	1,201.83	0.35	1,201.83	0.35
Advertising	84.66	0.02	84.66	0.02
Indirect Cost Alloc.	0.00	0.00	0.00	0.00
Project Expense (Fund 307)	0.00	0.00	0.00	0.00
Supplies and Materials	1,936.16	0.56	1,936.16	0.56
Photocopying/Printing	3,369.59	0.98	3,369.59	0.98
Travel/Training	758.23	0.22	758.23	0.22
Dues/Period./Publica.	160.98	0.05	160.98	0.05
Postage	1,736.86	0.50	1,736.86	0.50
Equipment	1,279.79	0.37	1,279.79	0.37
Software	97.65	0.03	97.65	0.03
Copier	2,484.00	0.72	2,484.00	0.72
Rentals	461.88	0.13	461.88	0.13

Portage County RPC-Fund 925
Income Statement
For the Twelve Months Ending December 31, 2010

	Current Month		Year to Date	
Land/Bldg Acquisition	0.00	0.00	0.00	0.00
Other Expenses	0.00	0.00	0.00	0.00
Cafeteria Plan Benefit	0.00	0.00	0.00	0.00
Refunds	0.00	0.00	0.00	0.00
Prior period adjustments	0.00	0.00	0.00	0.00
Building Improvement	0.00	0.00	0.00	0.00
Total Expenses	331,035.28	96.11	331,035.28	96.11
Net Income	$ 13,400.15	3.89	$ 13,400.15	3.89

PORTAGE COUNTY RPC
2011 YEAR END FINANCIAL STATEMENT

JANUARY 1, 2011 CASH BALANCE	**$**	**26,160.71**	**$**	**26,160.71**	
REVENUE SOURCE		**Estimated Revenue**		**Actual Revenue**	**%**
RPC Membership Dues	$	228,129.00	$	223,387.55	98%
Subdivisions	$	10,000.00	$	12,365.00	124%
IGR's	$	400.00	$	400.00	100%
Copies/Misc.(community over hrs)	$	6,000.00	$	1,026.58	17%
Publications	$	50.00	$	255.00	510%
Local Contribution (PCC)	$	-	$	27,000.00	
Rental Income	$	11,799.00	$	5,248.00	44%
Contracts	$	16,000.00	$	13,260.38	83%
Contract Portage County	$	91,600.00	$	79,852.14	87%
Grant	$	50,000.00		-	0%
Donations		-		1,125.60	
Refunds/Reimbursements		-		-	0%
TOTAL REVENUES	**$**	**413,978.00**	**$**	**363,920.25**	88%
TOTAL CERTIFICATE OF RESOURCES	**$**	**440,138.71**			
EXPENDITURES (including carryovers)		**Appropriated**		**Expenditures**	**%**
3 Salaries	$	218,836.00	$	208,272.80	95%
3 PERS	$	29,943.00	$	29,158.24	97%
3 Medicare	$	3,101.00	$	2,945.38	95%
3 Workers Comp	$	4,131.00	$	4,130.41	100%
3 Health Insurance	$	35,152.00	$	33,432.88	95%
4 Insurances (Bldg & Bonds)	$	-	$	-	0%
4 Maint/Custodial Contract	$	3,400.00	$	3,120.00	92%
4 Utilities	$	11,992.00	$	9,229.95	77%
4 Telephone	$	2,500.00	$	2,158.63	86%
4 Contract Services	$	1,500.00	$	1,498.20	100%
4 Professional & Technical Services	$	4,900.00	$	3,240.25	66%
4 Audit Services	$	-	$	-	0%
4 Legal Services	$	10,000.00	$	10,000.00	100%
4 Architect Services	$	-	$	-	0%
4 Repairs	$	1,300.00	$	1,196.00	92%
4 Advertising	$	600.00	$	447.65	75%
4 Postage	$	1,900.00	$	1,546.99	81%
4 Dues	$	1,612.00	$	495.00	31%
4 Travel/Training	$	5,000.00	$	2,523.74	50%
4 Copier Rental	$	3,400.00	$	3,122.62	92%
5 Supplies	$	3,400.00	$	2,663.23	78%
5 Photocopying/Printing	$	3,200.00	$	1,940.32	61%
5 Publications	$	-	$	-	0%
5 Equipment/Software	$	5,203.00	$	4,833.60	93%
6 Building Improvement	$	10,089.00		-	0%
7 Reimbursement/Refund	$	-		-	0%
8 Acquistion (Loan)	$	41,789.00	$	31,790.00	76%
TOTAL APPROPRIATIONS/EXPENDITURES	**$**	**402,948.00**	**$**	**357,745.89**	89%
DECEMBER 31, 2011 CASH BALANCE			**$**	**32,335.07**	
Outstanding purchase orders to carryover				**240.00**	
DECEMBER 31, 2011 Unencumb Balance				**32,095.07**	

PORTAGE COUNTY RPC
FINANCIAL STATEMENT
December 31, 2011

	Month to Date		Year to Date	
Beginning Cash Balance	**$ 13,478.70**	<-- Dec 1st--->	**$ 26,160.71**	<-- Jan. 1st
Total All Receipts	**$ 59,751.80**		**$ 363,920.25**	
Total All Expenditures	**$ 40,895.43**		**$ 357,745.89**	
Ending Cash Balance	**$ 32,335.07**	<--Dec 31st -- >	**$ 32,335.07**	

REVENUES	**Budget**	**M-T-D**	**Y-T-D**	**Accts Recvble**	**Balance**	**% recvd**
RPC Membership Dues	228,129.00	35,915.73	223,387.55	-	4,741.45	98%
Subdivisions	10,000.00	2,350.00	12,365.00		(2,365.00)	124%
IGR's	400.00	-	400.00	-	-	100%
Copies/Misc.(community over hrs)	6,000.00	251.75	1,026.58	6.50	4,973.42	17%
Publications	50.00	-	255.00	-	(205.00)	510%
Local Contribution (PCC)	-	-	27,000.00	-	(27,000.00)	0%
Rental Income	11,799.00	1,700.00	5,248.00	-	6,551.00	44%
Contracts	16,000.00	2,902.21	13,260.38	819.43	2,739.62	83%
Contract Portage County	91,600.00	16,632.11	79,852.14	8,432.10	11,747.86	87%
Grant	50,000.00	-	-	-	50,000.00	0%
Refund/Reimbursement	-	-	-	-	-	
Donation	-	-	1,125.60	-	(1,125.60)	
TOTAL REVENUE	**413,978.00**	**59,751.80**	**363,920.25**	**9,258.03**	**50,057.75**	**88%**
January 1, 2011 Unencumbered Cash Balance	**26,160.71**					
TOTAL CERTIFICATE OF RESOURCES	**440,138.71**					

EXPENDITURES	**Budget**	**M-T-D**	**Y-T-D**	**Encumbered**	**Balance**	**% expend**
Salaries	218,836.00	16,230.40	208,272.80	-	10,563.20	95%
PERS	29,943.00	2,272.26	29,158.24	-	784.76	97%
Medicare	3,101.00	229.70	2,945.38	-	155.62	95%
Workers Comp	4,131.00	-	4,130.41	-	0.59	100%
Health Insurance	35,152.00	2,571.76	33,432.88	-	1,719.12	95%
Contract Services	1,500.00	124.85	1,498.20	-	1.80	100%
Travel/Training	5,000.00	66.25	2,523.74	-	2,476.26	50%
Dues	1,612.00	-	495.00	-	1,117.00	31%
Publications	-	-	-	-	-	0%
Utilities	11,992.00	366.72	9,229.95	-	2,762.05	77%
Advertising	600.00	-	447.65	-	152.35	75%
Telephone	2,500.00	418.44	2,158.63	-	341.37	86%
Postage	1,900.00	-	1,546.99	-	353.01	81%
Repairs	1,300.00	65.00	1,196.00	-	104.00	92%
Maint/Custodial Contract	3,400.00	240.00	3,120.00	240.00	40.00	99%
Copier Rental	3,400.00	270.13	3,122.62	-	277.38	92%
Professional & Technical Services	4,900.00	-	3,240.25	-	1,659.75	66%
Audit Services	-	-	-	-	-	0%
Architect Services	-	-	-	-	-	0%
Legal Services	10,000.00	1,666.70	10,000.00	-	-	100%
Insurances (Bldg & Bonds)	-	-	-	-	-	0%
Supplies	3,400.00	391.73	2,663.23	-	736.77	78%
Photocopying/Printing	3,200.00	6.50	1,940.32	-	1,259.68	61%
Equipment/Software	5,203.00	79.99	4,833.60	-	369.40	93%
Building Improvements	10,089.00	-	-	-	10,089.00	0%
Refund/Reimbursement	-	-	-	-	-	
Debt Service (Loan)	41,789.00	15,895.00	31,790.00	-	9,999.00	76%
TOTAL 2011 EXPENDITURES	**402,948.00**	**40,895.43**	**357,745.89**	**240.00**	**44,962.11**	**89%**
2010 Carryover Encumbrances						
Custodial Contract	-	-	-	-	-	
Total 2010 Encumbrances	-	-	-	-	-	
GRAND TOTAL	**402,948.00**	**40,895.43**	**357,745.89**	**240.00**	**44,962.11**	

Portage County RPC-Fund 925
Balance Sheet
December 31, 2011

ASSETS

Current Assets			
Cash	$ 32,335.07		
Account Receivable	9,257.89		
Total Current Assets			41,592.96
Property and Equipment			
Total Property and Equipment			0.00
Other Assets			
Total Other Assets			0.00
Total Assets		$	41,592.96

LIABILITIES AND CAPITAL

Current Liabilities			
Total Current Liabilities			0.00
Long-Term Liabilities			
Total Long-Term Liabilities			0.00
Total Liabilities			0.00
Capital			
Beginning Balance Equity	$ 7,088.20		
Retained Earnings	28,491.10		
Net Income	6,013.66		
Total Capital			41,592.96
Total Liabilities & Capital		$	41,592.96

Unaudited - For Management Purposes Only

Portage County RPC-Fund 925
Income Statement
For the Twelve Months Ending December 31, 2011

	Current Month		Year to Date	
Revenues				
Sales-Retail	0.00	0.00	0.00	0.00
Sales Discounts	0.00	0.00	0.00	0.00
Rental Income	5,248.00	1.44	5,248.00	1.44
RPC Membership Dues	216,996.25	59.65	216,996.25	59.65
Contract Service PCC	79,491.45	21.85	79,491.45	21.85
Transfer Fee-GF	27,000.00	7.42	27,000.00	7.42
Subdivisions	12,365.00	3.40	12,365.00	3.40
IGR's	400.00	0.11	400.00	0.11
Copies/Miscellaneous	2,085.44	0.57	2,085.44	0.57
Publications	255.00	0.07	255.00	0.07
Refunds	0.00	0.00	0.00	0.00
Moving/Operating Expenses	0.00	0.00	0.00	0.00
VIP DONATIONS	60.00	0.02	60.00	0.02
Contracts	19,858.41	5.46	19,858.41	5.46
Loan	0.00	0.00	0.00	0.00
Grants	0.00	0.00	0.00	0.00
Total Revenues	363,759.55	100.00	363,759.55	100.00
Cost of Sales				
Product Cost-Retail	0.00	0.00	0.00	0.00
Direct Labor - Retail	0.00	0.00	0.00	0.00
Total Cost of Sales	0.00	0.00	0.00	0.00
Gross Profit	363,759.55	100.00	363,759.55	100.00
Expenses				
Payroll Tax Exp	0.00	0.00	0.00	0.00
Wages Expense	0.00	0.00	0.00	0.00
Salaries	208,272.80	57.26	208,272.80	57.26
PERS	29,158.24	8.02	29,158.24	8.02
Medicare	2,945.38	0.81	2,945.38	0.81
Workmans Comp	4,130.41	1.14	4,130.41	1.14
Health Insurance	33,432.88	9.19	33,432.88	9.19
Architecture Contract	0.00	0.00	0.00	0.00
Publications	0.00	0.00	0.00	0.00
Contract Insurance Bldg/Conten	0.00	0.00	0.00	0.00
Maint/Janitor Services	3,120.00	0.86	3,120.00	0.86
Utilities	9,229.95	2.54	9,229.95	2.54
Telephone	2,158.63	0.59	2,158.63	0.59
Contract Services	1,498.20	0.41	1,498.20	0.41
Audit Services	0.00	0.00	0.00	0.00
Legal Services	10,000.00	2.75	10,000.00	2.75
Prof. & Tech Serv.	3,240.25	0.89	3,240.25	0.89
Repairs	1,196.00	0.33	1,196.00	0.33
Advertising	447.65	0.12	447.65	0.12
Indirect Cost Alloc.	0.00	0.00	0.00	0.00
Project Expense (Fund 307)	0.00	0.00	0.00	0.00
Supplies and Materials	2,433.29	0.67	2,433.29	0.67
Photocopying/Printing	1,940.32	0.53	1,940.32	0.53

For Management Purposes Only

Portage County RPC-Fund 925
Income Statement
For the Twelve Months Ending December 31, 2011

	Current Month		Year to Date	
Travel/Training	2,523.74	0.69	2,523.74	0.69
Dues/Period./Publica.	495.00	0.14	495.00	0.14
Postage	1,546.99	0.43	1,546.99	0.43
Equipment	4,857.83	1.34	4,857.83	1.34
Software	667.59	0.18	667.59	0.18
Copier	2,660.74	0.73	2,660.74	0.73
Rentals	0.00	0.00	0.00	0.00
Land/Bldg Acquisition	31,790.00	8.74	31,790.00	8.74
Other Expenses	0.00	0.00	0.00	0.00
Cafeteria Plan Benefit	0.00	0.00	0.00	0.00
Refunds	0.00	0.00	0.00	0.00
Prior period adjustments	0.00	0.00	0.00	0.00
Building Improvement	0.00	0.00	0.00	0.00
Total Expenses	357,745.89	98.35	357,745.89	98.35
Net Income	$ 6,013.66	1.65	$ 6,013.66	1.65

For Management Purposes Only

FOR 2009 12

ACCOUNTS FOR: 1003 Real Estate Assessment		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 Program Revenues								
10031131 130000	Permits	0	0	0	-200.00	.00	200.00	100.0%
10031131 142000	Penalties	-1,000	0	-1,000	.00	.00	-1,000.00	.0%
10031131 153000	Fees	0	0	0	-75.80	.00	75.80	100.0%
10031131 153500	CAUV Fee	-3,000	0	-3,000	-2,850.00	.00	-150.00	95.0%
10031131 155000	Settlement Fees	-1,010,000	0	-1,010,000	-1,716,161.74	.00	706,161.74	169.9%
10031131 155200	Tangible Personal	0	0	0	-58,039.32	.00	58,039.32	100.0%
10031131 155500	Manufactured Homes	-25,000	0	-25,000	-47,824.57	.00	22,824.57	191.3%
10031131 155800	Payment in Lieu of	-1,000	0	-1,000	-1,075.67	.00	75.67	107.6%
10039151 191100	State Reimbursemen	0	0	0	-138,542.78	.00	138,542.78	100.0%
TOTAL Program Revenues		-1,040,000	0	-1,040,000	-1,964,769.88	.00	924,769.88	188.9%
30 Personal Services								
10031123 311200	Employee Full Time	68,178	0	68,178	66,145.12	.00	2,032.88	97.0%*
10031123 313000	Employee Overtime	5,000	0	5,000	.00	.00	5,000.00	.0%
10031123 321010	PERS	9,543	0	9,543	9,260.25	.00	282.75	97.0%*
10031123 321200	Medicare	982	0	982	949.37	.00	32.63	96.7%*
10031123 321300	Workers Compensati	1,986	0	1,521	1,520.68	.00	.32	100.0%*
10031123 321500	Health Benefits	13,261	0	10,881	10,880.39	.00	.61	100.0%*
10031133 311200	Employee Full Time	212,527	0	212,527	205,840.08	.00	6,686.92	96.9%*
10031133 311300	Part Time/Seasonal	28,000	0	20,063	4,992.00	.00	15,071.00	24.9%*
10031133 313000	Employee Overtime	500	0	500	.00	.00	500.00	.0%
10031133 321010	PERS	29,756	0	29,622	29,516.38	.00	105.62	99.6%*
10031133 321200	Medicare	2,382	0	2,297	2,284.76	.00	12.24	99.5%*
10031133 321300	Workers Compensati	7,456	0	4,740	4,739.94	.00	.06	100.0%*
10031133 321500	Health Benefits	44,427	0	56,059	56,058.58	.00	.42	100.0%*
10039123 311200	Employee Full Time	9,963	0	9,963	9,672.02	.00	290.98	97.1%*
10039123 321010	PERS	1,396	0	1,396	1,354.08	.00	41.92	97.0%*
10039123 321200	Medicare	145	0	145	136.24	.00	8.76	94.0%*
10039123 321300	Workers Compensati	291	0	223	222.20	.00	.80	99.6%*
10039123 321500	Health Benefits	2,841	0	2,860	2,860.00	.00	.00	100.0%*
10039153 311200	Employee Full Time	99,592	0	99,592	99,590.40	.00	1.60	100.0%*
10039153 321010	PERS	13,944	0	13,944	13,942.76	.00	1.24	100.0%*
10039153 321200	Medicare	1,433	0	1,433	1,409.20	.00	23.80	98.3%*
10039153 321300	Workers Compensati	344	0	2,374	2,373.86	.00	.14	100.0%*
10039153 321500	Health Benefits	15,756	0	15,860	15,860.00	.00	.00	100.0%*
TOTAL Personal Services		569,703	0	569,703	539,608.31	.00	30,094.69	94.7%

FOR 2009 12

ACCOUNTS FOR: 1003 Real Estate Assessment		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
40 Contractual Services								
10031124 420000	Professional & Tec	32,960	0	22,960	.00	.00	22,960.00	.0%
10031134 400000	Contractual Servic	169,950	0	69,048	.00	.00	69,048.00	.0%
10031134 400100	Training	4,120	0	4,120	997.00	.00	3,123.00	24.2%*
10031134 400170	Travel (Non-Semina	1,030	0	1,030	611.00	.00	419.00	59.3%*
10031134 400180	Membership Dues	1,000	0	1,000	.00	.00	1,000.00	.0%
10031134 412000	Advertising	2,000	0	2,000	810.00	.00	1,190.00	40.5%*
10031134 412100	Telephone	3,500	0	3,500	2,685.35	.00	814.65	76.7%*
10031134 412400	Postage	10,000	0	39,000	37,311.24	.00	1,688.76	95.7%*
10031134 413000	Maintenance & Repa	3,000	0	3,000	.00	.00	3,000.00	.0%
10031134 413100	Vehicle Maintenanc	3,500	0	3,500	2,034.92	.00	1,465.08	58.1%*
10031134 413320	Software Maintenan	0	0	99,131	48,864.00	28,439.00	21,828.10	78.0%*
10031134 420000	Professional & Tec	281,000	0	335,905	139,033.11	1,345.50	195,525.94	41.8%*
10031134 420300	Transcripts	5,000	0	5,000	831.75	.00	4,168.25	16.6%*
10039154 400000	Contractual Servic	1,000	0	1,000	.00	.00	1,000.00	.0%
10039154 400100	Training	2,500	0	2,500	.00	.00	2,500.00	.0%
10039154 400170	Travel (Non-Semina	2,500	0	2,500	.00	.00	2,500.00	.0%
10039154 400180	Membership Dues	550	0	550	.00	350.00	200.00	63.6%*
10039154 413320	Software Maintenan	8,500	0	23,292	7,943.00	.00	15,349.00	34.1%*
10039154 420000	Professional & Tec	25,000	0	343,088	326,705.00	4,200.00	12,183.00	96.4%*
TOTAL Contractual Services		557,110	0	962,124	567,826.37	34,334.50	359,962.78	62.6%
50 Materials And Supplies								
10031135 500000	Materials & Suppli	3,500	0	9,471	9,470.38	.00	.62	100.0%*
10031135 510000	Office Supplies	850	0	0	.00	.00	.00	.0%
10031135 521000	Photocopy & Printi	3,000	0	3,852	3,851.44	.00	.56	100.0%*
10031135 596400	Hardware	45,000	0	35,242	2,667.10	.00	32,574.90	7.6%*
10031135 596410	Software	414,000	0	394,020	600.00	.00	393,420.00	.2%*
10039155 500000	Materials & Suppli	5,000	0	5,167	1,560.80	.00	3,606.34	30.2%*
10039155 596410	Software	0	0	23,385	8,598.00	.00	14,787.00	36.8%*
TOTAL Materials And Supplies		471,350	0	471,137	26,747.72	.00	444,389.42	5.7%
60 Capital Outlay								
10031136 630000	Equipment	598,000	0	598,000	.00	.00	598,000.00	.0%

FOR 2009 12

ACCOUNTS FOR: 1003 Real Estate Assessment	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10031136 641000 Software	0	0	72,367	51,366.00	.00	21,001.00	71.0%*
10039156 630000 Equipment	0	0	115,000	15,560.97	.00	99,439.03	13.5%*
TOTAL Capital Outlay	598,000	0	785,367	66,926.97	.00	718,440.03	8.5%
TOTAL Real Estate Assessment	1,156,163	0	1,748,331	-763,660.51	34,334.50	2,477,656.80	-41.7%
TOTAL REVENUES	-1,040,000	0	-1,040,000	-1,964,769.88	.00	924,769.88	
TOTAL EXPENSES	2,196,163	0	2,788,331	1,201,109.37	34,334.50	1,552,886.92	

PRIOR FUND BALANCE	6,252,146.74
CHANGE IN FUND BALANCE	763,190.94
CURRENT FUND BALANCE	7,015,337.68

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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	1,156,163	0	1,748,331	-763,660.51	34,334.50	2,477,656.80	-41.7%

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ACCOUNTS FOR: 1003 Real Estate Assessment		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 Program Revenues								
10031131 130000	Permits	-200	0	-200	-385.00	.00	185.00	192.5%
10031131 142000	Penalties	-400	0	-400	-100.00	.00	-300.00	25.0%
10031131 153500	CAUV Fee	-2,400	0	-2,400	-2,675.00	.00	275.00	111.5%
10031131 155000	Settlement Fees	-1,000,000	0	-1,000,000	-1,688,144.67	.00	688,144.67	168.8%
10031131 155200	Tangible Personal	0	0	0	-24,787.50	.00	24,787.50	100.0%
10031131 155500	Manufactured Homes	-25,750	0	-25,750	-48,416.50	.00	22,666.50	188.0%
10031131 155800	Payment in Lieu of	-1,000	0	-1,000	-841.41	.00	-158.59	84.1%
TOTAL Program Revenues		-1,029,750	0	-1,029,750	-1,765,350.08	.00	735,600.08	171.4%
20 NonProgram/Other Revenues								
10031132 280000	Transfer In	0	0	0	-20,068.00	.00	20,068.00	100.0%
TOTAL NonProgram/Other Revenues		0	0	0	-20,068.00	.00	20,068.00	100.0%
30 Personal Services								
10031123 311200	Employee Full Time	82,102	0	82,102	62,328.60	.00	19,773.40	75.9%*
10031123 313000	Employee Overtime	5,000	0	5,000	.00	.00	5,000.00	.0%
10031123 321010	PERS	11,494	0	11,494	8,725.94	.00	2,768.06	75.9%*
10031123 321200	Medicare	1,188	0	1,188	894.55	.00	293.45	75.3%*
10031123 321300	Workers Compensati	2,046	-888	1,158	1,157.54	.00	.46	100.0%*
10031123 321500	Health Benefits	16,694	0	16,694	10,961.46	.00	5,732.54	65.7%*
10031133 311200	Employee Full Time	212,527	0	212,527	206,025.54	.00	6,501.46	96.9%*
10031133 311300	Part Time/Seasonal	28,000	0	28,000	2,304.00	.00	25,696.00	8.2%*
10031133 321010	PERS	29,756	-482	29,274	29,162.45	.00	111.55	99.6%*
10031133 321200	Medicare	2,382	-13	2,369	2,266.32	.00	102.68	95.7%*
10031133 321300	Workers Compensati	6,376	-2,686	3,690	3,689.56	.00	.44	100.0%*
10031133 321400	Unemployment	0	7,360	7,360	562.00	.00	6,798.00	7.6%*
10031133 321500	Health Benefits	60,580	-3,471	57,109	56,042.22	.00	1,066.78	98.1%*
10039123 311200	Employee Full Time	9,963	0	9,963	9,672.04	.00	290.96	97.1%*
10039123 321010	PERS	1,396	0	1,396	1,354.08	.00	41.92	97.0%*
10039123 321200	Medicare	145	0	145	136.24	.00	8.76	94.0%*
10039123 321300	Workers Compensati	299	0	299	169.26	.00	129.74	56.6%*
10039123 321500	Health Benefits	3,016	180	3,196	3,014.45	.00	181.55	94.3%*

FOR 2010 12

ACCOUNTS FOR: 1003 Real Estate Assessment		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10039153 311200	Employee Full Time	99,592	1,090	100,682	99,590.40	.00	1,091.60	98.9%*
10039153 321010	PERS	13,933	153	14,086	13,942.76	.00	143.24	99.0%*
10039153 321200	Medicare	1,444	0	1,444	1,407.64	.00	36.36	97.5%*
10039153 321300	Workers Compensati	2,986	-1,243	1,743	1,742.83	.00	.17	100.0%*
10039153 321500	Health Benefits	16,718	0	16,718	16,716.44	.00	1.56	100.0%*
TOTAL Personal Services		607,637	0	607,637	531,866.32	.00	75,770.68	87.5%
40 Contractual Services								
10031124 420000	Professional & Tec	33,000	-33,000	0	.00	.00	.00	.0%
10031134 400000	Contractual Servic	170,000	-170,000	0	.00	.00	.00	.0%
10031134 400100	Training	1,000	-789	211	211.00	.00	.00	100.0%*
10031134 400170	Travel (Non-Semina	1,000	-1,000	0	.00	.00	.00	.0%
10031134 400180	Membership Dues	1,000	-1,000	0	.00	.00	.00	.0%
10031134 412000	Advertising	2,000	-2,000	0	.00	.00	.00	.0%
10031134 412100	Telephone	3,600	-1,078	2,522	2,521.12	.00	.88	100.0%*
10031134 412400	Postage	10,300	-699	9,601	9,600.35	.00	.65	100.0%*
10031134 413100	Vehicle Maintenanc	3,860	-2,610	1,250	1,249.58	.00	.42	100.0%*
10031134 413320	Software Maintenan	100,000	64,280	164,280	127,826.46	.00	36,453.54	77.8%*
10031134 420000	Professional & Tec	289,440	1,158,346	1,447,786	74,519.00	1,033,192.00	340,074.50	76.5%*
10031134 420300	Transcripts	5,000	-4,880	120	120.00	.00	.00	100.0%*
10039154 400100	Training	2,500	-2,500	0	.00	.00	.00	.0%
10039154 400170	Travel (Non-Semina	2,500	-2,500	0	.00	.00	.00	.0%
10039154 400180	Membership Dues	550	200	750	750.00	.00	.00	100.0%*
10039154 413320	Software Maintenan	8,500	38,365	46,865	46,864.79	.00	.21	100.0%*
10039154 420000	Professional & Tec	0	4,200	4,200	4,200.00	.00	.00	100.0%*
TOTAL Contractual Services		634,250	1,043,335	1,677,585	267,862.30	1,033,192.00	376,530.20	77.6%
50 Materials And Supplies								
10031135 500000	Materials & Suppli	3,890	-13	3,877	3,340.40	.00	536.60	86.2%*
10031135 510000	Office Supplies	1,000	0	1,000	559.97	.00	440.03	56.0%*
10031135 521000	Photocopy & Printi	4,250	0	4,250	3,677.39	.00	572.61	86.5%*
10031135 596400	Hardware	5,000	-419	4,581	2,275.10	.00	2,305.90	49.7%*
10031135 596410	Software	5,000	-5,000	0	.00	.00	.00	.0%
10039155 500000	Materials & Suppli	5,000	-3,081	1,919	1,873.53	.00	45.47	97.6%*
10039155 596410	Software	0	23,500	23,500	2,500.00	21,000.00	.00	100.0%*
TOTAL Materials And Supplies		24,140	14,987	39,127	14,226.39	21,000.00	3,900.61	90.0%

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ACCOUNTS FOR: 1003 Real Estate Assessment	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
60 Capital Outlay							
10031136 630000 Equipment	0	15,000	15,000	.00	.00	15,000.00	.0%
10031136 650000 Automobiles	0	22,000	22,000	21,280.35	.00	719.65	96.7%*
TOTAL Capital Outlay	0	37,000	37,000	21,280.35	.00	15,719.65	57.5%
70 Other Expenses							
10031137 700000 Miscellaneous	0	4,000,000	4,000,000	4,000,000.00	.00	.00	100.0%*
TOTAL Other Expenses	0	4,000,000	4,000,000	4,000,000.00	.00	.00	100.0%
TOTAL Real Estate Assessment	236,277	5,095,322	5,331,599	3,049,817.28	1,054,192.00	1,227,589.22	77.0%
TOTAL REVENUES	-1,029,750	0	-1,029,750	-1,785,418.08	.00	755,668.08	
TOTAL EXPENSES	1,266,027	5,095,322	6,361,349	4,835,235.36	1,054,192.00	471,921.14	
PRIOR FUND BALANCE				7,015,337.68			
CHANGE IN FUND BALANCE				-3,049,829.88			
CURRENT FUND BALANCE				3,965,507.80			

FOR 2010 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	236,277	5,095,322	5,331,599	3,049,817.28	1,054,192.00	1,227,589.22	77.0%

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ACCOUNTS FOR: 1003 Real Estate Assessment	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10 Program Revenues							
10031131 130000 Permits	-200	0	-200	-430.00	.00	230.00	215.0%
10031131 142000 Penalties	-300	0	-300	.00	.00	-300.00	.0%*
10031131 153500 CAUV Fee	-2,500	0	-2,500	-3,300.00	.00	800.00	132.0%
10031131 155000 Settlement Fees	-1,450,000	0	-1,450,000	-1,807,044.39	.00	357,044.39	124.6%
10031131 155200 Tangible Personal	0	0	0	-1,225.02	.00	1,225.02	100.0%
10031131 155500 Manufactured Homes	-36,000	0	-36,000	-49,111.46	.00	13,111.46	136.4%
10031131 155800 Payment in Lieu of	-1,054	0	-1,054	-1,249.65	.00	195.65	118.6%
10039151 150000 Sales And Services	0	0	0	-858.74	.00	858.74	100.0%
TOTAL Program Revenues	-1,490,054	0	-1,490,054	-1,863,219.26	.00	373,165.26	125.0%
20 NonProgram/Other Revenues							
10031132 270000 Sale Of Fixed Asse	0	0	0	-1,335.00	.00	1,335.00	100.0%
TOTAL NonProgram/Other Revenues	0	0	0	-1,335.00	.00	1,335.00	100.0%
30 Personal Services							
10031123 311200 Employee Full Time	104,505	-16,338	88,167	88,166.09	.00	.91	100.0%
10031123 321010 PERS	14,631	-1,300	13,331	12,071.97	.00	1,259.03	90.6%
10031123 321200 Medicare	1,510	-250	1,260	1,257.22	.00	2.78	99.8%
10031123 321300 Workers Compensati	2,464	-1,217	1,247	1,246.57	.00	.43	100.0%
10031123 321500 Health Benefits	21,061	-7,070	13,991	13,986.89	.00	4.11	100.0%
10031133 311200 Employee Full Time	544,546	-348,700	195,846	195,845.31	.00	.69	100.0%
10031133 311300 Part Time/Seasonal	5,000	-402	4,598	1,632.00	.00	2,966.00	35.5%
10031133 321010 PERS	76,242	-48,630	27,612	27,026.16	.00	585.84	97.9%
10031133 321200 Medicare	6,346	-4,230	2,116	2,098.72	.00	17.28	99.2%
10031133 321300 Workers Compensati	7,216	-3,049	4,167	4,166.59	.00	.41	100.0%
10031133 321400 Unemployment	0	6,744	6,744	6,744.00	.00	.00	100.0%
10031133 321500 Health Benefits	147,617	-91,705	55,912	55,904.19	.00	7.81	100.0%
10039123 311200 Employee Full Time	9,672	220	9,892	9,888.28	.00	3.72	100.0%
10039123 321010 PERS	1,355	110	1,465	1,354.08	.00	110.92	92.4%
10039123 321200 Medicare	137	10	147	139.37	.00	7.63	94.8%
10039123 321300 Workers Compensati	299	-105	194	193.44	.00	.56	99.7%
10039123 321500 Health Benefits	3,172	-150	3,022	3,014.44	.00	7.56	99.7%

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ACCOUNTS FOR: 1003 Real Estate Assessment		ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10039153 311200	Employee Full Time	106,314	0	106,314	103,540.92	.00	2,773.08	97.4%
10039153 313000	Employee Overtime	0	30	30	29.21	.00	.79	97.4%
10039153 321010	PERS	14,884	0	14,884	14,287.90	.00	596.10	96.0%
10039153 321200	Medicare	1,542	0	1,542	1,464.52	.00	77.48	95.0%
10039153 321300	Workers Compensati	2,127	0	2,127	1,991.81	.00	135.19	93.6%
10039153 321500	Health Benefits	17,576	0	17,576	16,716.44	.00	859.56	95.1%
TOTAL Personal Services		1,088,216	-516,032	572,184	562,766.12	.00	9,417.88	98.4%
40 Contractual Services								
10031124 420000	Professional & Tec	9,988	0	9,988	.00	.00	9,988.00	.0%
10031134 400000	Contractual Servic	170,000	0	170,000	.00	.00	170,000.00	.0%
10031134 400100	Training	1,000	0	1,000	322.00	.00	678.00	32.2%
10031134 400170	Travel (Non-Semina	1,000	0	1,000	.00	.00	1,000.00	.0%
10031134 400180	Membership Dues	1,000	0	1,000	.00	.00	1,000.00	.0%
10031134 412000	Advertising	2,500	0	2,500	.00	.00	2,500.00	.0%
10031134 412100	Telephone	3,600	0	3,600	2,714.34	.00	885.66	75.4%
10031134 412400	Postage	11,662	0	11,662	8,176.03	.00	3,485.97	70.1%
10031134 413100	Vehicle Maintenanc	3,860	0	3,860	83.00	.00	3,777.00	2.2%
10031134 413320	Software Maintenan	127,827	0	127,827	116,859.26	.00	10,967.74	91.4%
10031134 420000	Professional & Tec	289,440	1,033,192	1,322,632	357,953.00	.00	964,679.00	27.1%
10031134 420300	Transcripts	5,000	0	5,000	.00	.00	5,000.00	.0%
10039154 400100	Training	2,500	0	2,500	784.84	20.00	1,695.16	32.2%
10039154 400170	Travel (Non-Semina	2,500	0	2,500	4,077.91	.00	-1,577.91	163.1%*
10039154 400180	Membership Dues	450	0	450	515.00	.00	-65.00	114.4%*
10039154 413310	Hardware Maintenan	0	0	0	886.44	.00	-886.44	100.0%*
10039154 413320	Software Maintenan	38,660	-30	38,630	35,041.00	.00	3,589.00	90.7%
TOTAL Contractual Services		670,987	1,033,162	1,704,149	527,412.82	20.00	1,176,716.18	30.9%
50 Materials And Supplies								
10031135 500000	Materials & Suppli	9,471	-1,669	7,802	1,571.11	.00	6,230.89	20.1%
10031135 510000	Office Supplies	1,194	0	1,194	1,154.35	.00	39.65	96.7%
10031135 521000	Photocopy & Printi	4,456	0	4,456	3,756.26	.00	699.74	84.3%
10031135 542000	Gasoline	0	1,590	1,590	1,547.12	.00	42.88	97.3%
10031135 596400	Hardware	0	275	275	274.99	.00	.01	100.0%
10031135 596410	Software	0	579	579	578.98	.00	.02	100.0%
10039155 500000	Materials & Suppli	2,500	0	2,500	1,898.29	.00	601.71	75.9%

FOR 2011 12

ACCOUNTS FOR: 1003 Real Estate Assessment	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10039155 596410 Software	9,000	23,600	32,600	21,011.97	.00	11,588.03	64.5%
TOTAL Materials And Supplies	26,621	24,375	50,996	31,793.07	.00	19,202.93	62.3%
60 Capital Outlay							
10031136 640000 Hardware	10,000	0	10,000	274.99	.00	9,725.01	2.7%
TOTAL Capital Outlay	10,000	0	10,000	274.99	.00	9,725.01	2.7%
TOTAL Real Estate Assessment	305,770	541,505	847,275	-742,307.26	20.00	1,589,562.26	-87.6%
TOTAL REVENUES	-1,490,054	0	-1,490,054	-1,864,554.26	.00	374,500.26	
TOTAL EXPENSES	1,795,824	541,505	2,337,329	1,122,247.00	20.00	1,215,062.00	
PRIOR FUND BALANCE				3,965,507.80			
CHANGE IN FUND BALANCE				742,307.26			
CURRENT FUND BALANCE				4,707,815.06			

FOR 2011 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	305,770	541,505	847,275	-742,307.26	20.00	1,589,562.26	-87.6%

** END OF REPORT - Generated by Maureen E Bennett **

5. Supporting Documentation

Label support documentation:

- Executed partnership agreement pending
- Resolution of support from partners' governing agency
- Identification of political units served (city, county, township), including 2010 Census information

Atwater Township	2,740
Aurora City	15,548
Brady Lake Village	464
Brimfield Township	10,376
Charlestown Township	1,799
Deerfield Township	2,822
Edinburg Township	2,586
Franklin Township	5,527
Freedom Township	2,843
Garrettsville Village	2,325
Hiram Village	1,406
Hiram Township	2,411
Kent City	28,904
Mantua Village	1,043
Mantua Township	4,811
Mogadore Village (part)	1,007
Nelson Township	3,148
Palmyra Township	2,919
Paris Township	1,744
Randolph Township	5,298
Ravenna City	11,724
Ravenna Township	9,209
Rootstown Township	8,225
Shalersville Township	5,670
Streetsboro City	16,028
Suffield Township	6,311
Sugar Bush Knolls Village	177
Tallmadge City (part)	280
Windham Village	2,209
Windham Township	1,865
Portage County Total	**161,419**

- **Self-score assessment using LGIF project selection methodology**:

Local Government Innovation Fund Project Selection Methodology

Section 1: Financing Measures

Financing Measures	Description	Criteria	Max Points	Self Score
Financial Information	*Applicant includes financial information (i.e., service related operating budgets) for the most recent three years and the three year period following the project. The financial information must be directly related to the scope of the project and will be used as the cost basis for determining any savings resulting from the project.*	Applicant provides a thorough, detailed and complete financial information	5	
		Applicant provided more than minimum requirements but did not provide additional justification or support	3	
		Applicant provided minimal financial information	1	
		Total Possible Points	**5**	5
Repayment Structure (Loan Only)	*Applicant demonstrates a viable repayment source to support loan award. Secondary source can be in the form of a debt reserve, bank participation, a guarantee from a local entity, or other collateral (i.e., emergency fund, rainy day fund, contingency fund, etc.)*	Applicant clearly demonstrates a secondary repayment source.	5	
		Applicant does not have a secondary repayment source.	0	
		Total Possible Points	**5**	NA
Local Match	*Percentage of local matching funds being contributed to the project. This may include in-kind contributions.*	70% or greater	5	
		40-69.99%	3	
		10-39.99%	1	
		Total Possible Points	**5**	1
Total Points Available		15		**6**

Section 2: Collaborative Measures

Collaborative Measures	Description	Criteria	Points	
Population	*Applicant's population (or the population of the area(s) served) falls within one of the listed categories as determined by the U.S. Census Bureau. Population scoring will be determined by the **smallest** population listed in the application. Applications from (or collaborating with) small communities are preferred.*	Applicant (or collaborative partner) is not a county and has a population of less than 20,000 residents	5	
		Applicant (or collaborative partner) is a county but has less than 235,000	5	
		Applicant (or collaborative partner) is not a county but has a population 20,001 or greater.	3	
		Applicant (or collaborative partner) is a county with a population of 235,001 residents or more	3	
		Total Possible Points	**5**	5
Participating Entities	*Applicant has executed partnership agreements outlining all collaborative partners and participation agreements and has resolutions of support. (Note: Sole applicants only need to provide a resolution of support from its governing entity.*	More than one applicant	5	
		Single applicant	1	
		Total Points Possible	**5**	5
Total Points Available		10		**10**

Local Government Innovation Fund Project Selection Methodology

Section 3: Success Measures				Self Score
Success Measures	**Description**	**Criteria**	**Points**	
Expected Return	*Applicant demonstrates as a percentage of savings (i.e., actual savings, increased revenue, or cost avoidance) an expected return. The return must be derived from the applicant's cost basis. The expected return is ranked in one of the following percentage categories:*	75% or greater	30	
		25.01% to 74.99%	20	
		Less than 25%	10	
		Total Possible Points	**30**	20
Past Success	*Applicant has successfully implemented, or is following project guidance from a shared services model, for an efficiency, shared service, coproduction or merger project in the past.*	Yes	5	
		No	0	
		Total Possible Points	**5**	5
Scalable/Replicable Proposal	*Applicant's proposal can be replicated by other local governments or scaled for the inclusion of other local governments.*	The project is both scalable and replicable	10	
		The project is either scalable or replicable	5	
		Does not apply	0	
		Total Possible Points	**10**	10
Probability of Success	*Applicant provides a documented need for the project and clearly outlines the likelihood of the need being met.*	Provided	5	
		Not Provided	0	5
		Total Possible Points	**5**	
Total Points Available		50		**40**

Section 4: Significance Measures				
Significance Measures	**Description**	**Criteria**	**Points Assigned**	
Performance Audit Implementation/Cost Benchmarking	*The project implements a single recommendation from a performance audit provided by the Auditor of State under Chapter 117 of the Ohio Revised Code or is informed by cost benchmarking.*	Project implements a recommendation from an audit or is informed by benchmarking	5	
		Project does not implement a recommendation from an audit and is not informed by benchmarking	0	
		Total Possible Points	**5**	***0***
Economic Impact	*Applicant demonstrates the project will a promote a business environment (i.e., demonstrates a business relationship resulting from the project) and will provide for community attraction (i.e., cost avoidance with respect to taxes)*	Applicant clearly demonstrates economic impact	5	
		Applicant mentions but does not prove economic impact	3	
		Applicant does not demonstrate an economic impact	0	***5***
		Total Possible Points	**5**	
Response to Economic Demand	*The project responds to current substantial changes in economic demand for local or regional government services.*	Yes	5	
		No	0	
		Total Possible Points	**5**	***5***
Total Points Available		15		**10**

Section 5: Council Measures				
Council Measures	**Description**	**Criteria**	**Points Assigned**	
Council Preference	*Council Ranking for Competitive Rounds*	The applicant demonstrates innovation or inventiveness with the project	10	
		Total Possible Points	**10**	10
Total Points Available		10		**10**
		Total Points	**100**	
		Total Points Possible	**100**	***76***

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RESOLUTION **No. 12-0187**

RE: OHIO DEPARTMENT OF DEVELOPMENT LOCAL GOVERNMENT INNOVATION FUND GRANT APPLICATION SUPPORT

It was moved by Tommie Jo Marsilio, and seconded by Maureen T. Frederick that the following resolution be adopted:

WHEREAS: the Portage County Regional Planning Commission is applying for a grant from the Ohio Department of Development Local Government Innovation Fund in the amount of not less than $80,000;

WHEREAS: the grant, if received, will benefit the residents and communities of Portage County by processing a county-wide asset mapping project; now therefore be it

RESOLVED: the Portage County Board of Commissioners supports the Portage County Regional Planning Commission's application for an Ohio Department of Development Local Government Innovation Fund grant to support the planning project titled, County-wide Asset Mapping *in Portage County*; and be it further

RESOLVED, that the local match will be an in-kind match provided by the Regional Planning Commission; and be it further

RESOLVED: the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice vote was as follows:

Christopher Smeiles, Yea; Tommie Jo Marsilio, Yea; Maureen T. Frederick, Yea;

* * * * *

I, Clerk of the Board of Commissioners, do hereby certify that the foregoing is a true and correct copy of a Resolution of the Board of Commissioners of Portage County, duly adopted February 28, 2012 and appearing upon the official record of said Board, Volume 76, Page __.

Amy Hutchins

Clerk, Portage County Board of Commissioners

Local Government Innovation Fund Program

Application Scoring

Lead Applicant	Portage County Regional Planning Commission
Project Name	Portage County Asset Mapping

✓	**Grant Application**

or

	Loan Application

The Local Government Innovation Fund Council
77 South High Street
P.O. Box 1001
Columbus, Ohio 43216-1001
(614) 995-2292

Local Government Innovation Fund Project Scoring Sheet

Section 1: Financing Measures

Financing Measures	Description	Criteria	Max Points	Applicant Self Score	Validated Score
Financial Information	*Applicant includes financial information (i.e., service related operating budgets) for the most recent three years and the three year period following the project. The financial information must be directly related to the scope of the project and will be used as the cost basis for determining any savings resulting from the project.*	Applicant provides a thorough, detailed and complete financial information	**5**	○	
		Applicant provided more than minimum requirements but did not provide additional justification or support	**3**	◉	
		Applicant provided minimal financial information	**1**	○	
			Points	3	0
Repayment Structure (Loan Only)	*Applicant demonstrates a viable repayment source to support loan award. Secondary source can be in the form of a debt reserve, bank participation, a guarantee from a local entity, or other collateral (i.e.,emergency rainy day , or contingency fund, etc.).*	Applicant clearly demonstrates a secondary repayment source.	**5**	○	
		Applicant does not have a secondary repayment source.	**0**	◉	
			Points	0	0
Local Match	*Percentage of local matching funds being contributed to the project. This may include in-kind contributions.*	70% or greater	**5**	○	
		40-69.99%	**3**	○	
		10-39.99%	**1**	◉	
			Points	1	0
			Total Section Points	4	0

Section 2: Collaborative Measures

Collaborative Measures	Description	Criteria	Max Points	Applicant Self Score	Validated Score
Population	*Applicant's population (or the population of the area(s) served) falls within one of the listed categories as determined by the U.S. Census Bureau. Population scoring will be determined by the **smallest** population listed in the application. Applications from (or collaborating with) small communities are preferred.*	Applicant (or collaborative partner) is not a county and has a population of less than 20,000 residents	**5**	○	
		Applicant (or collaborative partner) is a county but has less than 235,000	**5**	◉	
		Applicant (or collaborative partner) is not a county but has a population 20,001 or greater.	**3**	○	
		Applicant (or collaborative partner) is a county with a population of 235,001 residents or more	**3**	○	
			Points	5	0
Participating Entities	*Applicant has executed partnership agreements outlining all collaborative partners and participation agreements and has resolutions of support. (Note: Sole applicants only need to provide a resolution of support from its governing entity.)*	More than one applicant	**5**	◉	
		Single applicant	**1**	○	
			Points	5	0
			Total Section Points	10	0

Local Government Innovation Fund Project Scoring Sheet

Section 3: Success Measures

Success Measures	Description	Criteria	Points	Applicant Self Score	Validated Score
Expected Return	*Applicant demonstrates as a percentage of savings (i.e., actual savings, increased revenue, or cost avoidance) an expected return. The return must be derived from the applicant's cost basis. The expected return is ranked in one of the following percentage categories:*	75% or greater	**30**	○	
		25.01% to 74.99%	**20**	◉	
		Less than 25%	**10**	○	
			Points	20	0
Past Success	*Applicant has successfully implemented, or is following project guidance from a shared services model, for an efficiency, shared service, coproduction or merger project in the past.*	Yes	**5**	◉	
		No	**0**	○	
			Points	5	0
Scalable/Replicable Proposal	*Applicant's proposal can be replicated by other local governments or scaled for the inclusion of other local governments.*	The project is both scalable and replicable	**10**	◉	
		The project is either scalable or replicable	**5**	○	
		Does not apply	**0**	○	
			Points	10	0
Probability of Success	*Applicant provides a documented need for the project and clearly outlines the likelihood of the need being met.*	Provided	**5**	◉	
		Not Provided	**0**	○	
			Points	5	0
			Total Section Points	40	0

Section 4: Significance Measures

Significance Measures	Description	Criteria	Points Assigned	Applicant Self Score	Validated Score
Performance Audit Implementation /Cost Benchmarking	*The project implements a single recommendation from a performance audit provided by the Auditor of State under Chapter 117 of the Ohio Revised Code or is informed by cost benchmarking.*	Project implements a recommendation from an audit or is informed by benchmarking	**5**	○	
		Project does not implement a recommendation from an audit and is not informed by benchmarking	**0**	◉	
			Points	0	0
Economic Impact	*Applicant demonstrates the project will a promote business environment (i.e., demonstrates a business relationship resulting from the project) and will provide for community attraction (i.e., cost avoidance with respect to taxes)*	Applicant clearly demonstrates economic impact	**5**	◉	
		Applicant mentions but does not prove economic impact	**3**	○	
		Applicant does not demonstrate an economic impact	**0**	○	
			Points	5	0
Response to Economic Demand	*The project responds to current substantial changes in economic demand for local or regional government services.*	Yes	**5**	◉	
		No	**0**	○	
			Points	5	0
			Total Section Points	10	0

Section 5: Council Measures			
Council Measures	Description	Criteria	Points Assigned
Council Preference	*Council Ranking for Competitive Rounds*	**The Applicant Does Not Fill Out This Section**; This is for the Local Government Innovation Fund Council only. The points for this sectionis based on the applicant demonstrating innovation or inventiveness with the project	
		Total Section Points (10 max)	

Scoring Summary

	Applicant Self Score	Validated Score
Section 1: Financing Measures	4	0
Section 2: Collaborative Measures	10	0
Section 3: Success Measures	40	0
Section 4: Significance Measures	10	0
Total Base Points:	64	0

Reviewer Comments

Portage County Asset Mapping

Portage County Regional Planning Commission & Portage County Auditor

Local Government Innovation Fund Grant Application
March 1, 2012

Local Government Innovation Fund Partnership Agreement
Between the Portage County Regional Planning Commission
& the Portage County Auditor

Project Name: Portage County Asset Mapping

Brief project description (max 2 pages single-spaced): The proposed project will be a planning project focusimg on County Geographic Information Systems (GIS) technologies to revamp existing data and share data with Local, Regional, State, Federal and general public. The project is to convert data used for GIS and create an interactive tool in an excel format that can be used by anyone. However, we propose getting this information to those who are in planning, economic development, Zoning Inspectors and Chamber of Commerce,residential, commercial, and industrial real estate and any local, regional or state agency or member of the public that can benefit from the available information provided. Unless you can operate GIS and have all the data resources at your disposal then this information is not readily available.

First what is GIS? Wikipedia defines GIS as: "A GIS system can be thought of as a system that digitally creates and "manipulates" spatial areas that may be jurisdictional, purpose, or application-oriented. Generally, a GIS is custom-designed for an organization. Hence, a GIS developed for an application, jurisdiction, enterprise, or purpose may not be necessarily interoperable or compatible with a GIS that has been developed for some other application, jurisdiction, enterprise, or purpose. What goes beyond a GIS is a spatial data infrastructure (SDI), a concept that has no such restrictive boundaries.

Therefore, in a general sense, the term describes any information system that integrates, stores, edits, analyzes, shares, and displays geographic information for informing decision making. The term GIS-centric, however, has been specifically defined as the use of the Esri ArcGIS geodatabase as the asset/feature data repository central to computerized maintenance management system (CMMS) as a part of enterprise asset management and analytical software systems. GIS applications are tools that allow users to create interactive queries (user-created searches), analyze spatial information, edit data in maps, and present the results of all these operations. Geographic information science is the science underlying geographic concepts, applications, and systems".

Currently data is being collected by the County Auditor for property tax purposes; this data is constantly being updated and includes parcel identification, owner's name, type of land use, acreage, building square footage, land cost, building cost, CAUV (agricultural tax exemption) and other information data points. However GIS also tracks natural resource values like flood plains, wetlands, and steep slope etc. GIS also attaches zoning information and infrastructure data, like roads, potable water and sewer lines, power lines, and other utility transmission lines. In essence GIS data can map and store all the essential data necessary for community planning and economic development. It is a powerful tool that is being widely used across the state of Ohio, but incredibly underutilized as a tool for economic development and a tool by the general public. The Auditor's data however does require some fine tuning, the data itself needs some minor adjustments into excel format.

Some of the challenges and opportunities we hope to address:

- **Working with all the local governments in Portage County** create a excel spreadsheet that will best meet the needs of the local communities, based upon data that is available and can be routinely updated.
- **Create an economic development tool** that can quick sort parcels by the needs of the user to help locate properties or buildings of sufficient size that meet building requirements of prospective buyers, builders, or commercial and industrial industries, along with a mapping component.
- **Planning aspect** of having a base data at specific point in time to **track trends and changes to land use,** quickly develop reports and over time reports with comparative data.
- Most other counties in the State are using GIS, this methodology and approach can be **easily applied throughout the state.** This could be a pilot project for future expansion of this concept.
- The information in the excel table can be expanded upon based upon reliable data. There really is **no limit** of the type of data that can be added to this project going forward. This includes mapping and picture information being attached to the parcel information.
- **Easy to maintain and update**. Much of the natural resource data would remain consistent over time. The County Auditor is always updating their parcel information as required by the Ohio Revised Code and local government zoning maps can being easily updated within the system.
- The data can be place on a designated **website so the general public could have easy access** to it and they would not need to have their own GIS operation to access the data.
- **Marketing** Portage County with information on properties that which is not currently available.

The Portage County Regional Planning Commission (PCRPC) along with the Portage County Auditor's office will be responsible for compiling and processing information, holding meetings to identify ways to address the issues, and for producing the final plan.

Issues & Solutions	Responsible agency/agencies
Local government and services	
Methodology to manage project	PCRPC, PC Auditor
Coordinate with local communities on issues related to local government and energy development	PCRPC
Methodology to management	PC Auditor, PCRPC
Coordinate Maintenance Program	PC Auditor
Economy	
How can Asset Mapping maximize assistance for economic Development and trends?	PCRPC
Website and Public Access	
Develop a user-friendly tool that can be accessed from a website	PC Auditor

Applicants may apply in-kind labor, services or materials that were or will be contributed by the Applicants to their requested matching funds. In-kind contributions may only be provided under the following conditions:

- The in-kind contribution is necessary and reasonable to complete the project.
- The in-kind contribution of services is adequately documented. Adequate documentation of the in-kind services include, at a minimum:
    - Name, address, phone number, and occupation of person;
    - The date and actual time that the services were provided;
    - The specific type of service provided;
    - The rate o pay for the service (based on the service provided, not the individual's rate of pay in his/her profession); and
    - A notarized signature and the date line for the person attesting to the validity and accuracy of the expense.

Agreement between Portage County Regional Planning Commission and the Portage County Auditor

Parties agree that if the proposed Local Government Innovation Fund Grant for the purpose of Asset Mapping is funded that both parties will enter into a contract agreement at that time to complete the work.

Portage County Regional Planning Commission

Thomas A. Smith, Chairman

Todd T. Peetz, Secretary

Portage County Auditor

Janet Esposito, County Auditor