

## Round 3: Application Form

# Local Government Innovation Fund

Step One: Fill out this Application Form in its entirety.

Step Two: Fill out the online submission form and submit your application materials. All supplemental application materials should be combined into one file for submission.

### LGIF: Applicant Profile

<b>Lead Applicant</b>	
<b>Project Name</b>	
<b>Type of Request</b>	
<b>Funding Request</b>	
<b>JobsOhio Region</b>	
<b>Number of Collaborative Partners</b>	

#### Office of Redevelopment

Website: <http://development.ohio.gov/Urban/LGIF.htm>

Email: [LGIF@development.ohio.gov](mailto:LGIF@development.ohio.gov)

Phone: 614 | 995 2292

Lead Applicant		<b>Round 3</b>	
Project Name		Type of Request	

Lead Applicant				
<b>Mailing Address:</b>	Address Line 1			
	Address Line 2			
	City	State	Zip Code	
City, Township or Village			Population (2010)	
County			Population (2010)	
Did the lead applicant provide a resolution of support?		Yes (Attached)	No (In Process)	

Project Contact				
Complete the section below with information for the individual to be contacted on matters involving this application.				
	Project Contact		Title	
<b>Mailing Address:</b>	Address Line 1			
	Address Line 2			
	City	State	Zip Code	
Email Address			Phone Number	

Fiscal Officer				
Complete the section below with information for the entity and individual serving as the fiscal agent for the project.				
	Fiscal Officer		Title	
<b>Mailing Address:</b>	Address Line 1			
	Address Line 2			
	City	State	Zip Code	
Email Address			Phone Number	
Is your organization registered in OAKS as a vendor?		Yes	No	

Section 1  
Contacts

Lead Applicant		<b>Round 3</b>	
Project Name		Type of	

<b>Single Applicant</b>		
Is your organization applying as a single entity?	Yes	No
Participating Entity: (1 point) for single applicants		

<b>Collaborative Partners</b>		
Does the proposal involve other entities acting as collaborative partners?	Yes	No
<p>Applicants applying with a collaborative partner are required to show proof of the partnership with a partnership agreement signed by each partner and resolutions of support from the governing entities. If the collaborative partner does not have a governing entity, a letter of support from the partnering organization is sufficient. Include these documents in the supporting documents section of the application.</p> <p>In the section below, applicants are required to identify population information and the nature of the partnership.</p> <p>Each collaborative partner should also be clearly and separately identified on pages 4-5.</p>		
Number of Collaborative Partners who signed the partnership agreement, and provided resolutions of support.		
Participating Entity: (5 points) allocated to projects with collaborative partners.		

<b>Population</b>		
The applicant is required to provide information from the 2010 U.S. Census information, available at: <a href="http://factfinder2.census.gov/">http://factfinder2.census.gov/</a>		
Does the applicant (or collaborative partner) represent a city, township or village with a population of less than 20,000 residents?	Yes	No
	List Entity	
	Municipality/Township	Population
Does the applicant (or collaborative partner) represent a county with a population of less than 235,000 residents?	Yes	No
	List Entity	
	County	Population
Population: (3-5 points) determined by the smallest population listed in the application. Applications from (or collaborating with) small communities are preferred.		

Section 2 Collaborative Partners

Lead Applicant		<b>Round 3</b>	
Project Name		Type of Request	

**Nature of Partnership (2000 character limit)**

**As agreed upon in the partnership agreement, please identify the nature of the partnership, and explain how the main applicant and the partners will work together on the proposed project.**

Section 2  
Collaborative Partners

**List of Partners**

**The applicant applying with collaborative partners (defined in §1.03 of the LGIF Policies) must include the following information for each applicant:**

- **Name of collaborative partners**
- **Contact Information**
- **Population data (derived from the 2010 U.S. Census)**

**If the project involves more than 12 collaborative partners, additional forms are available on the LGIF website.**

Lead Applicant		<b>Round 3</b>		
Project Name		Type of Request		

<b>Collaborative Partners</b>					
Number 1					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 2					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 3					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 4					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section 2 Collaborative Partners

Lead Applicant		<b>Round 3</b>		
Project Name		Type of Request		

<b>Collaborative Partners</b>					
Number 5					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 6					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 7					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 8					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section 2 Collaborative Partners

Lead Applicant		<b>Round 3</b>		
Project Name		Type of Request		

<b>Collaborative Partners</b>					
Number 9					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 10					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 11					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	

<b>Collaborative Partners</b>					
Number 12					
Address Line 1		<b>Population</b>			
Address Line 2		Municipality /Township		Population	
City	State	Zip Code	County	Population	
Email Address		Phone Number			
Resolution of Support		Signed Agreement		<input type="checkbox"/> Yes <input type="checkbox"/> No	
				<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section 2 Collaborative Partners

Lead Applicant		<b>Round 3</b>	
Project Name		Type of Request	

<b>Identification of the Type of Award</b>	
<b>Targeted Approach</b>	

**Project Description (4000 character limit)**

Please provide a general description of the project. The information provided will be used for council briefings, program, and marketing materials.

Section 3  
Project Information

Lead Applicant		<b>Round 3</b>	
Project Name		Type of Request	

<b>Past Success</b>	Yes	No
<b>Past Success (5 points)</b>		
Provide a summary of past efforts to implement a project to improve efficiency, implement shared services, coproduction, or a merger. (1000 character limit)		

<b>Scalable/Replicable Proposal</b>	Scalable	Replicable	Both
<b>Scalable/Replicable (10 points)</b>			
Provide a summary of how the applicant's proposal can be replicated by other local governments or scaled for the inclusion of other local governments. (1000 character limit)			

Section 3  
Project Information

<b>Probability of Success</b>	Yes	No
<b>Probability of Success (5 points)</b>		
Provide a summary of the likelihood of the grant study recommendations being implemented. Applicants requesting a loan should provide a summary of the probability of savings from the loan request. (1000 character limit)		

Lead Applicant		<b>Round 3</b>	
Project Name		Type of Request	

<b>Performance Audit Implementation/Cost Benchmarking</b>	Yes	No
<b>Performance Audit/Benchmarking (5 points)</b>		
<p>If the project is the result of recommendations from a performance audit provided by the Auditor of State under Chapter 117 of the Ohio Revised Code or a cost benchmarking study, please attach a copy with the supporting documents. In the section below, provide a summary of the performance audit or cost benchmarking study. (1000 character limit)</p>		

<b>Economic Impact</b>	Yes	No
<b>Economic Impact (5 points)</b>		
<p>Provide a summary of how the proposal will promote a business environment (through a private business relationship) and/or provide for community attraction. (1000 character limit)</p>		

Section 3  
Project Information

<b>Response to Economic Demand</b>	Yes	No
<b>Response to Economic Demand (5 points)</b>		
<p>Provide a summary of how the project responds to substantial changes in economic demand for local or regional government services. The narrative should include a description of the current service level. (1000 character limit)</p>		

# Budget Information

## General Instructions

- Both the Project Budget and Program Budgets are required to be filled out in this form.
- Consolidate budget information to fit in the form. Additional budget detail may be provided in the budget narrative or in an attachment in Section 5: Supplemental Information.

### Project Budget:

- The Project Budget justification must be explained in the Project Budget Narrative section of the application. This section is also used to explain the reasoning behind any items on the budget that are not self explanatory, and provide additional detail about project expenses.
- The Project Budget should be for the period that covers the entire project. The look-back period for in-kind contributions is two (2) years. These contributions are considered a part of the total project costs.
- For the Project Budget, indicate which entity and revenue source will be used to fund each expense. This information will be used to help determine eligible project expenses.
- Please provide documentation of all in-kind match contributions in the supporting documents section. For future in-kind match contributions, supporting documentation will be provided at a later date.

### Program Budget:

- Six (6) years of Program Budgets should be provided. The standard submission should include three years previous budgets (actual), and three years of projections including implementation of the proposed project. A second set of three years of projections (one set including implementation of this program, and one set where no shared services occurred) may be provided in lieu of three years previous if this does not apply to the proposed project.
- Please use the Program Budget Narrative section to explain any unusual activities or expenses, and to defend the budget projections. If the budget requires the combining of costs on the budget template, please explain this in the narrative.

### Return on Investment:

- A Return on Investment calculation is required, and should reference cost savings, cost avoidance and/or increased revenues indicated in the budget projection sections of the application. Use the space designated for narrative to justify this calculation, using references when appropriate.

### For Loan Applications only:

- Using the space provided, outline a loan repayment structure.
- Attach three years prior financial documents related to the financial health of the lead applicant (balance sheet, income statement, and a statement of cash flows).

<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		<b>Type of Request</b>	

## Project Budget

### Sources of Funds

LGIF Request:

Cash Match (List Sources Below):

Source:	<input style="width: 100%;" type="text"/>

In-Kind Match (List Sources Below):

Source:	<input style="width: 100%;" type="text"/>
Source:	<input style="width: 100%;" type="text"/>
Source:	<input style="width: 100%;" type="text"/>

Total Match:   
Total Sources:

### Uses of Funds

	<u>Amount</u>	<u>Revenue Source</u>
Consultant Fees:	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Legal Fees:	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Other: _____	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Other: _____	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Other: _____	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Other: _____	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Other: _____	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Other: _____	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Other: _____	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

Total Uses:   
Local Match Percentage:

\* Please note that this match percentage will be included in your grant/loan agreement and cannot be changed after awards are made.

Local Match Percentage = (Match Amount/Project Cost) \* 100 (10% match required)  
10-39.99% (1 point)      40-69.99% (3 points)      70% or greater (5 points)

**Project Budget Narrative: Use this space to justify expenses (1200 character max).**

Section 4  
Financial Information

Lead Applicant		Round 3	
Project Name		Type of Request	

## Program Budget

Actual ___ Projected ___	FY _____	FY _____	FY _____
Expenses	Amount	Amount	Amount
Salary and Benefits			
Contract Services			
Occupancy (rent, utilities, maintenance)			
Training and Professional Development			
Insurance			
Travel			
Capital and Equipment Expenses			
Supplies, Printing, Copying, and Postage			
Evaluation			
Marketing			
Conferences, meetings, etc.			
Administration			
*Other - _____			
*Other - _____			
*Other - _____			
<b>TOTAL EXPENSES</b>			
Revenues	Revenues	Revenues	Revenues
Contributions, Gifts, Grants, and Earned Revenue			
Local Government: _____			
Local Government: _____			
Local Government: _____			
State Government			
Federal Government			
*Other - _____			
*Other - _____			
*Other - _____			
Membership Income			
Program Service Fees			
Investment Income			
<b>TOTAL REVENUES</b>			

<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		Type of Request	

## Program Budget

Actual ___ Projected ___	FY _____	FY _____	FY _____
Expenses	Amount	Amount	Amount
Salary and Benefits			
Contract Services			
Occupancy (rent, utilities, maintenance)			
Training and Professional Development			
Insurance			
Travel			
Capital and Equipment Expenses			
Supplies, Printing, Copying, and Postage			
Evaluation			
Marketing			
Conferences, meetings, etc.			
Administration			
*Other - _____			
*Other - _____			
*Other - _____			
<b>TOTAL EXPENSES</b>			
Revenues	Revenues	Revenues	Revenues
<b>Contributions, Gifts, Grants, and Earned Revenue</b>			
Local Government: _____			
Local Government: _____			
Local Government: _____			
State Government			
Federal Government			
*Other - _____			
*Other - _____			
*Other - _____			
Membership Income			
Program Service Fees			
Investment Income			
<b>TOTAL REVENUES</b>			

<b>Lead Applicant</b>		<b>Round 3</b>
<b>Project Name</b>		Type of Request

### Program Budget

Use this space to justify the program budget and/or explain any unusual revenues or expenses (6000 characters max).

#### Section 4: Financial Information Scoring

(5 points) Applicant provided complete and accurate budget information and narrative justification for a total of six fiscal years.

(3 points) Applicant provided complete and accurate budget information and for at least three fiscal years.

(1 point) Applicant provided complete and accurate budget information for less than three fiscal years.

<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		Type of Request	

## Return On Investment

Return on Investment is a performance measure used to evaluate the efficiency of an investment. To derive the expected return on investment, divide the net gains of the project by the net costs. For these calculations, please use the implementation gains and costs, NOT the project costs (the cost of the feasibility, planning, or management study)--unless the results of this study will lead to direct savings without additional implementation costs. The gains from this project should be derived from the prior and future program budgets provided, and should be justified in the return on investment narrative.

### Return on Investment Formulas:

Consider the following questions when determining the appropriate ROI formula for the project. Check the box of the formula used to determine the ROI for the project. These numbers should refer to savings/revenues illustrated in projected budgets.

Do you expect cost savings from efficiency from the project?

Use this formula: 
$$\frac{\text{Total \$ Saved}}{\text{Total Program Costs}} * 100 = \text{ROI}$$

Do you expect cost avoidance from the implementation of the project/program?

Use this formula: 
$$\frac{\text{Total Cost Avoided}}{\text{Total Program Costs}} * 100 = \text{ROI}$$

Do you expect increased revenues as a result of the project/program?

Use this formula: 
$$\frac{\text{Total New Revenue}}{\text{Total Program Costs}} * 100 = \text{ROI}$$

Expected Return on Investment = \_\_\_\_\_ \* 100 = \_\_\_\_\_

**Return on Investment Justification Narrative:** In the space below, briefly describe the nature of the expected return on investment, using references when appropriate. (1300 character limit)

Expected Return on Investment is:

Less than 25% (10 points)
25%-74.99% (20 points)
Greater than 75% (30 points)

Questions about how to calculate ROI? Please contact the Office of Redevelopment at 614-995-2292 or [lgif@development.ohio.gov](mailto:lgif@development.ohio.gov)

Section 4  
Financial Information

<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		Type of Request	

## Loan Repayment Structure

Please outline the preferred loan repayment structure. At a minimum, please include the following: the entities responsible for repayment of the loan, all parties responsible for providing match amounts, and an alternative funding source (in lieu of collateral). Applicants will have two years to complete the project upon execution of the loan agreement, and the repayment period will begin upon the final disbursement of the loan funds. A description of expected savings over the term of the loan may be used as a repayment source.

Section 4  
Financial Information

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 points)	Applicant does not have a secondary repayment source (0 points)
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<b>Lead Applicant</b>		<b>Round 3</b>	
<b>Project Name</b>		Type of Request	

## Scoring Overview

### Section 1: Collaborative Measures

Collaborative Measures	Description	Max Points		Applicant Self Score
<b>Population</b>	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 <b>smallest</b> population listed in the application. Applications from (or collaborating with) small communities are preferred.	5		
<b>Participating Entities</b>	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.	5		

### Section 2: Success Measures

<b>Past Success</b>	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.	5		
<b>Scalable/Replicable Proposal</b>	Applicant's proposal can be replicated by other local governments or scaled for the inclusion of other local governments.	10		
<b>Probability of Success</b>	Applicant provides a documented need for the project and clearly outlines the likelihood of the need being met.	5		

### Section 3: Significance Measures

<b>Performance Audit Implementation/Cost Benchmarking</b>	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.	5		
<b>Economic Impact</b>	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)	5		
<b>Response to Economic Demand</b>	The project responds to current substantial changes in economic demand for local or regional government services.	5		

### Section 4: Financial Measures

<b>Financial Information</b>	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.	5		
<b>Local Match</b>	Percentage of local matching funds being contributed to the project. This may include in-kind contributions.	5		
<b>Expected Return</b>	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.	30		
<b>Repayment Structure (Loan Only)</b>	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.).	5		

**Total Points**

- **Supporting Documentation**
- **Executed Partnership Agreements:**

**The decision to lease the AG Building was made official by the Board of Clark County Commissioners in Resolution 2012-0567 on July 10, 2012. The Soil and Water Conservation office will be relocated to the Springview facility no later than August 15, 2012. The FSA lease expires September 30, 2012. Therefore, a new lease will be created for housing their NRCS server office/equipment at the Springview facility. Clark County is responsible for housing the OSU Extension Office, which is being directed to the Springview area when renovations are completed.**

**From:** Kennedy, Nathan

**Sent:** Thursday, July 12, 2012 2:45 PM

**To:** Kelly, Gene; Holmes, Jon; White, Dusty; Dallessandris, Lisa; Simpson, Chris; 'Pam Bennett'

**Cc:** Detrick, John; Lohnes, Rick; Hartley, David; Noble, Michelle; Deniston, Kimberly; Swank, Mike; Noble, Michelle; Hale, Tom; Godsey, Alice

**Subject:** Relocation of Agriculture Building Departments

I am sure you have read much in the newspaper and have heard many stories of what is going to happen. With that said I thought it would be good to share with all the tentative timelines and processes of how the relocation of Agriculture Building Departments will function.

As for timelines the only dead line that has been decided on is that on or before August 14 Soil and Water and NRCS will be moved from the Agriculture Building to Springview across the hall from Community Development. This is a temporary location. Sometime later this fall FSA will leave the Agriculture Building and move to Madison County. Although this part of the lease has not be negotiated and approved, Coop Extension/4H is anticipated to be moved to Springview sometime between July 2013 and December 2013.

In order to renovate Springview space, the County will need to contract with an architect/engineer. Although one may have pretty good idea of how they want to configure space, my experience has taught me to wait until the architect/engineer drafts their plans. Many times they can come up with ideas on how to use space better and renovate cheaper than what the lay people come up with. The architect/engineer may recommend and demonstrate how locating the Agriculture departments on the ground floor may be the best option for all. Then again they may recommend looking at the current EDO/EMA space. Through out this process the architect/engineer will be interviewing you, asking detailed questions of work flow, etc. to help you lay out your space so that it will best work for you, while maintaining budget. That is their job. It is also their job to help out with organizing the moves, hence we do not know when Coop Extension/4H will be moving.

So except for Soil and Water and NRCS, please be patient and realize that this process takes time. Your needs will be addressed and all of your departments will have significant input on the project. The architect/engineer will be working with you and your staff to ensure that the transition is as smooth as possible.

I appreciate your cooperation and patience. Please share this email as appropriate.

Thank you,

Nate

- **Supporting Documentation**

The Board of County Commissioners, in and for Clark County, Ohio, met this 10th day of July, 2012 in special session, pursuant to adjournment, in accordance with Section 121.22 O.R.C. (Sunshine Law), with the following members present, viz:

John Detrick

Richard L. Lohnes

David Hartley

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Resolution 2012-0567

Accept Lease Agreement  
with Community Improvement Corporation (CIC)

Commissioner Hartley moved to accept the following lease agreement:

Lessee: Community Improvement Corporation (CIC)  
Purpose: Lease of Agriculture Building, 4400 Gateway Blvd., Springfield, Ohio 45502  
Effective Dates: August 15, 2012-August 14, 2017

Further move to authorize the County Administrator to execute the lease agreement and related documents.

Commissioner Lohnes seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner Hartley, No Commissioner Lohnes, Yes Commissioner Detrick, Yes

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I, Megan Lokai, Clerk to the Board of County Commissioners, do hereby certify that the above is a true and correct copy of a motion as recorded in the Journal of the Clark County Commissioners, under the date of July 10, 2012.

*Megan Lokai*

Megan Lokai, Clerk

copy: County Auditor  
County Administrator  
Requesting Department  
COML file

• Supporting Documentation

**Ag. Bldg. Rev. and Exp. Proj. Including Common Areas**

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Rent Revenue	8,712	46,896	83,376	83,376	83,376	83,376	83,376	83,376	83,376	83,376	52,110
Space Reimbursement	3,084	13,648	32,150	40,123	40,123	40,123	40,123	40,123	40,123	40,123	25,077
Total Revenue	13,808	62,557	117,540	125,514	125,515	125,516	125,517	125,518	125,519	125,520	79,209
Salaries & Wages	6,019	6,019	6,019	6,019	6,019	6,019	6,019	6,019	6,019	6,019	6,019
Fringe Benefits	2,971	2,971	2,971	2,971	2,971	2,971	2,971	2,971	2,971	2,971	2,971
Supplies	862	862	862	862	862	862	862	862	862	862	862
Utilities	23,768	23,768	23,768	23,768	23,768	23,768	23,768	23,768	23,768	23,768	23,768
Other Expenses	44	44	44	44	44	44	44	44	44	44	44
Equipment Expense	80	80	80	80	80	80	80	80	80	80	80
Fuel	132	132	132	132	132	132	132	132	132	132	132
Supplies Direct	1,929	1,929	1,929	1,929	1,929	1,929	1,929	1,929	1,929	1,929	1,929
Contract Services	72	72	72	72	72	72	72	72	72	72	72
Contract Services Dir	5,658	5,658	5,658	5,658	5,658	5,658	5,658	5,658	5,658	5,658	5,658
Refuse Disposal	570	570	570	570	570	570	570	570	570	570	570
Contract Services Repair	428	428	428	428	428	428	428	428	428	428	428
Contract Services Rep Dir	2,527	2,527	2,527	2,527	2,527	2,527	2,527	2,527	2,527	2,527	2,527
Insurance	1,294	1,294	1,294	1,294	1,294	1,294	1,294	1,294	1,294	1,294	1,294
Property Taxes	-	1,853	7,088	15,061	15,061	15,061	15,061	15,061	15,061	15,061	15,061
Total Expenses	46,354	48,207	53,442	61,415	61,415	61,415	61,415	61,415	61,415	61,415	61,415
Net Income	(32,546)	14,350	64,098	64,099	64,100	64,101	64,102	64,103	64,104	64,105	17,794

Assumptions:

Costs are based on the County Cost Allocation Plan 2010 for use in 2012. Assuming FSA space is available in October 2012.

• Detailed Financial Data for Clark County

**Clark County General Fund 2012 Budget vs Actual**  
**May 31, 2012**

	Budget	May Actual	YTD Actual	Balance	%
<b>Revenue:</b>					
Sales Tax Revenue (1%)	13,778,942	1,135,747	5,906,742	(7,872,200)	42.9%
Sales Tax Revenue (1/2%)	6,879,748	567,051	2,949,876	(3,929,872)	42.9%
Investment Revenue	500,000	36,052	299,685	(200,315)	59.9%
Local Govt Fund	1,735,481	258,452	783,064	(952,417)	45.1%
Inside Mileage Revenue <sup>1</sup>	4,243,008	-	1,973,823	(2,269,185)	46.5%
Other Revenue	6,984,427	804,796	3,169,883	(3,814,544)	45.4%
"Rainy Day" Fund Transfer In	-	-	-	-	-
<b>Total Revenue</b>	<b>34,121,605</b>	<b>2,802,098</b>	<b>15,083,073</b>	<b>(19,038,532)</b>	<b>44.2%</b>
<b>Expense:</b>					
Salaries & Wages	17,343,775	1,245,989	6,270,463	11,073,312	36.2%
Fringe Benefits	8,254,197	1,184,163	3,489,981	4,764,216	42.3%
Other Operating Exp	7,568,185	648,988	2,998,778	4,569,407	39.6%
Transfers Out	3,252,504	32,000	1,489,426	1,763,078	45.8%
<b>Total Expense</b>	<b>36,418,661</b>	<b>3,111,140</b>	<b>14,248,474</b>	<b>22,170,187</b>	<b>39.1%</b>
<b>Beginning Cash Balance</b>		<b>4,757,610</b>	<b>3,613,969</b>		
<b>Net Change in Funds</b>		<b>(309,042)</b>	<b>834,598</b>		
<b>Ending Cash Balance</b>		<b>4,448,568</b>	<b>4,448,568</b>		
<b>Encumbrances</b>			<b>2,600,828</b>		
<b>Unencumbered Cash Balance</b>			<b>1,847,740</b>		

Note 1: Inside Mileage is received in two months, April and August



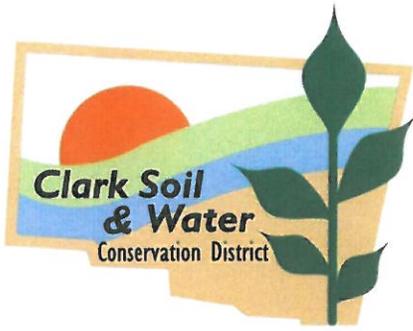
# Clark County General Fund Forecasted Combined Statement of Revenues, Expenditures and Change in Fund Balances (Cash Basis) DRAFT

	2009	2010	2011	2012	2013	2014	2015	2016	
	Actual	Actual	Actual	Projected	Projected	Projected	Projected	Projected	
<b>Revenues:</b>									
Sales Tax	12,447,730	12,881,279	13,442,872	13,778,944	14,123,417	14,476,503	14,838,415	15,209,376	
Local Government Fund	2,585,957	2,441,229	2,441,597	1,735,481	1,072,527	357,509	-	-	
Property Tax	4,305,515	4,293,838	3,891,272	3,888,871	3,935,087	4,130,006	4,179,526	4,229,724	
Investment Income	1,777,943	1,101,348	776,022	500,000	772,288	1,216,354	1,702,896	2,235,051	
Other Revenue	7,154,093	6,934,820	7,306,281	7,328,200	7,332,289	7,408,983	7,464,766	7,535,907	
1/2% Sales Tax	6,175,629	6,428,471	6,711,950	6,889,472	7,061,709	7,238,251	7,419,208	7,604,688	
Total Revenues	34,446,868	34,080,985	34,569,994	34,120,967	34,297,317	34,827,607	35,604,811	36,814,745	
Percentage of Increase*	-3.47%	-1.06%	1.43%	-1.30%	0.52%	1.55%	2.23%	3.40%	
<b>Expenditures:</b>									
Personnel	25,369,008	24,246,742	24,377,532	24,595,130	24,766,753	25,216,130	25,360,340	25,767,428	
Operating	6,947,943	6,133,870	6,666,804	6,731,618	6,816,079	6,906,143	6,998,899	7,094,445	
Capital Outlay	54,064	-	15,000	383,738	339,000	398,000	368,000	362,500	
Transfers	2,040,832	1,907,058	1,359,754	1,437,802	1,412,247	1,399,525	1,439,635	1,482,770	
Debt Service	925,685	1,295,491	1,407,311	1,383,849	1,446,349	1,640,636	1,639,874	1,699,380	
1/2% Sales Tax transfer out	-	-	-	-	-	-	-	-	
Total Expenditures	35,337,532	33,583,161	33,826,401	34,532,137	34,780,428	35,560,434	35,806,748	36,406,523	
Percentage of Increase*	-2.40%	-4.96%	0.72%	2.09%	0.72%	2.24%	0.69%	1.68%	
<b>Excess revenues over expenditures (deficit)</b>									
"Rainy Day" Transfer In/(Out)	(890,665)	497,824	743,592	(411,169)	(483,111)	(732,827)	(201,936)	408,222	
Fund Balance, beginning of year	3,263,217	2,372,553	2,870,377	3,613,969	3,202,800	2,719,689	1,986,862	1,784,925	
Fund Balance, ending of year	2,372,553	2,870,377	3,613,969	3,202,800	2,719,689	1,986,862	1,784,925	2,193,147	

\*Commissioners Contingency fund has balance of \$2,262,500 as of 3/31/11.

\*Temporary 1/2% Sales Tax expires 12/31/13.

\*Original shown in Spring 2012 and has no salary increases.



# Clark Soil & Water Conservation District

4400 Gateway Boulevard, Suite 103 • Springfield, Ohio 45502  
Phone (937) 521-3880 • Fax (937) 328-4606

---

*With the Right to Own, Comes the Duty to Conserve*

## **BOARD OF SUPERVISORS**

Brent Pence, Chairman  
John Ritter, Vice Chairman  
Dan Maxson, Fiscal Agent  
Adam Agle, Secretary  
Jason Bishop, Treasurer

Clark County Administrator  
Attn: Nathan Kennedy  
50 East Columbia Street  
P.O. Box 2639  
Springfield, Ohio 45501

August 7, 2012

Dear Mr. Kennedy,

On behalf of the Clark Soil and Water Conservation District Board and Staff, I would like express our willingness to work with the Clark County Commission to relocate our office to the Springview Government Center. Our District recognizes the benefits and convenience to the public with local governmental agencies being consolidated to fewer locations. Additionally, we will be able to better meet and communicate with other like agencies currently located in Springview Government Center.

If you have any questions or concerns, please feel free to give me a call.

Sincerely,

A handwritten signature in blue ink that reads "Chris Simpson".

Chris Simpson, CPESC  
District Administrator  
Clark SWCD

## Baker, Nichi

---

**From:** Kennedy, Nathan  
**Sent:** Tuesday, August 21, 2012 10:52 AM  
**To:** Lohnes, Rick; Baker, Nichi  
**Subject:** FW: letter of intent

---

**From:** Pamela J. Bennett [<mailto:bennett.27@cfaes.osu.edu>]  
**Sent:** Thursday, August 09, 2012 6:56 AM  
**To:** Kennedy, Nathan  
**Subject:** letter of intent

Nathan,

This email is to indicate that as a representative of the Ohio State University Extension office, currently located on 4400 Gateway Blvd., our office staff is willing to work with County Administrator and County Commissioners to move our offices and the Gateway Learning Gardens to the Springview Governmental Center.

Sincerely,

Pamela J. Bennett

Pamela J. Bennett  
State Master Gardener Volunteer Coordinator  
Horticulture Educator/Director, Clark County  
Ohio State University Extension  
4400 Gateway Blvd.  
Springfield, Ohio 45502  
937-521-3860  
937-328-4609 fax

<http://mastergardener.osu.edu> State Master Gardener Volunteers  
<http://clark.osu.edu> Clark County Extension home page  
<http://extension.osu.edu> Ohio State University Extension home page  
<http://bygl.osu.edu> Buckeye Yard and Garden Line

## Kennedy, Nathan

---

**From:** Sanford, Moira - NRCS, Columbus, OH [Moira.Sanford@oh.usda.gov]  
**Sent:** Tuesday, August 21, 2012 3:38 PM  
**To:** Kennedy, Nathan  
**Subject:** RE: Letter of Intent

It is our intent to move to the Springview location at the County's cost.

*Moi Sanford*

Contract Specialist  
USDA-NRCS  
200 N High St Rm 522  
Columbus OH 43215  
(614) 255-2495  
FAX 255-2552  
May 12, 2009

*If you're not confused, you're not paying attention. - Tom Peters*

---

**From:** Kennedy, Nathan [mailto:nkennedy@clarkcountyohio.gov]  
**Sent:** Tuesday, August 21, 2012 11:33 AM  
**To:** Sanford, Moira - NRCS, Columbus, OH  
**Subject:** Letter of Intent

Moi,

We are trying to wrap up our LGIF Grant application to send to the State of Ohio to help offset the cost of the renovation project at Springview, which includes the renovated space for NRCS's Clark County future offices. It would be helpful if we could get some email that shows NRCS's intent to move to Springview. Such email is not binding.

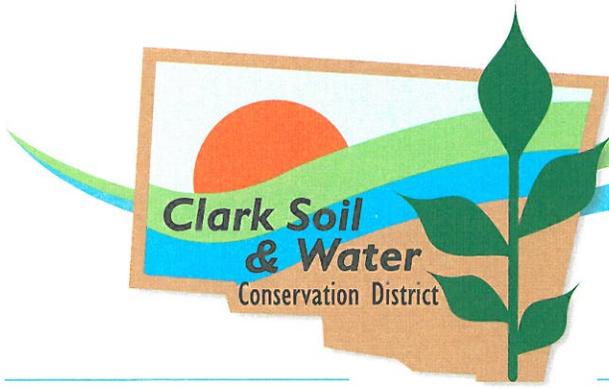
If you intend to move the NRCS's Clark County Office to Springview at the County's cost please send me a return email saying yes.

Thanks,

Nate

This electronic message contains information generated by the USDA solely for the intended recipients. Any unauthorized interception of this message or the use or disclosure of the information it contains may violate the law and subject the violator to civil or criminal penalties. If you believe you have received this message in error, please notify the sender and delete the email immediately.

8/21/2012



# Clark Soil & Water Conservation District

Conserving the Natural Resources of Clark County **SINCE 1942.**

3130 East Main St. • Springfield, Ohio 45505  
Phone (937) 521-3880 • [www.clarkswcd.com](http://www.clarkswcd.com)

**BOARD OF SUPERVISORS**  
Brent Pence, Chairman  
John Ritter, Vice Chairman  
Dan Maxson, Fiscal Agent  
Adam Agle, Secretary  
Jason Bishop, Treasurer

Clark County Administrator  
Attn: Nathan Kennedy  
50 East Columbia Street  
P.O. Box 2639  
Springfield, Ohio 45501

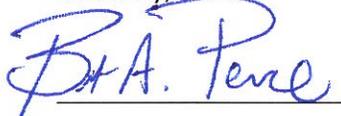
October 18, 2012

Dear Mr. Kennedy,

The Board of Supervisors for the Clark Soil and Water Conservation District (SWCD) supports the efforts of Clark County to seek funds through the Ohio Local Government Innovation Fund. We have agreed to relocate our office from the Clark County Agricultural Agencies to the Springview Government Center as a first step in consolidating county services. Additionally, we have been informed that our previous office location will be leased to the Community Improvement Corporation, who has a partnership with Konecranes to create a national training center for their employees.

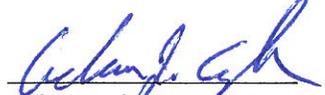
It is our understanding that the Clark SWCD staff will be located in temporary office space until a permanent location that includes other agricultural agencies of Clark County is designated and remodeled to make our work as effective and as efficient as possible. As a Board, we recognize the benefits and convenience to the public with local agencies being consolidated to fewer locations. Further, the Clark SWCD Board of Supervisors does authorize District Administrator, Chris Simpson, to negotiate and approve a new lease and rental rates on our behalf with Clark County.

Sincerely,

  
Brent Pence, *Chairman*

  
John Ritter, *Vice Chairman*

  
Dan Maxson, *Fiscal Agent*

  
Adam Agle, *Secretary*

  
Jason Bishop, *Treasurer*

**Memorandum of Understanding**

This Memorandum of Understanding (MOU) is entered into on the 12<sup>th</sup> day of October, 2012, between the Board of Clark County Commissioners (COUNTY), 50 East Columbia Street, Springfield, Ohio 45501 and Clark Soil & Water Conservation District (TENANT), 4400 Gateway Boulevard, Suite 103, Springfield, Ohio, 45502.

Whereas the COUNTY is as of the date of this MOU providing space to the TENANT in a COUNTY owned facility,

Whereas the COUNTY is not legally obligated to provide space and the TENANT is not legally obligated to use space from the COUNTY,

Whereas the COUNTY and the TENANT recognize that in the best interest of each other and the community that they serve it is beneficial for the TENANT to be located in a COUNTY facility designed for serving the agricultural community of Clark County, Ohio,

Whereas the COUNTY at its own expense has hired an architect to develop plans to renovate the COUNTY's Springview Government Center located at 3130 East Main Street, Springfield, Ohio to house the TENANT,

Hereby resolve to agree to develop a lease or occupancy agreement that the COUNTY and the TENANT can mutually agree to. Said lease or occupancy agreement will be authorized on or before December 31, 2013, provided that the space in the Springview Government Center located at 3130 East Main Street, Springfield, Ohio is ready for occupancy.

Further the TENANT agrees to work with the COUNTY's architect to develop plans to relocate at the Springview Government Center. "Work with" is defined as meet with, give input to and cooperate with the COUNTY's architect to develop plans and drawings.

Further both the COUNTY and the TENANT agree that only the final lease or occupancy agreement shall be legally binding and that this MOU is to demonstrate serious intent on behalf of both parties to develop a binding lease or occupancy agreement.

Witness our hands, the day and year first above written

Chris Simpson, CPESC, CSWCD

Board of Clark County Commissioners

By: Chris Simpson

By: [Signature]

Date: 10/12/12

Date: 10/17/12

Clark County Prosecutor

Approved as to Form and Legal Sufficiency

By: D.G. Wilson by [Signature]

Date: 10/18/12

United States Department of Agriculture



Natural Resources Conservation Service  
200 North High Street, Room 522  
Columbus, Ohio 43215  
614-255-2495 Fax: 614-255-2552

---

October 16, 2012

Board of Clark County Commissioners  
Attn: Nathan Kennedy, County Administrator  
50 East Columbia Street, Fifth Floor  
P.O. Box 2639  
Columbus, OH 45501

Dear Mr. Kennedy:

On behalf of USDA-Natural Resources Conservation Service, I would like to express our sincere willingness to work and support the Board of Clark County Commissioners to relocate our office to the Springview Government Center. Our organization recognizes the benefits and convenience to the public with local government agencies being consolidated to fewer locations. Additionally, we will be able to better meet and communicate with other like agencies currently located in Springview Government Center.

If you have any questions or concerns, please feel free to give me a call.

Sincerely,

A handwritten signature in black ink, appearing to read "Terry J. Cosby", is written over a circular stamp or mark.

TERRY J. COSBY  
STATE CONSERVATIONIST

CC Moi Sanford, CS, NRCS, Columbus, OH  
Bill Dwyer, Acting SAO, NRCS, Columbus, OH  
Deba Mohler, DC, NRCS, Springfield, OH

*Helping People Help the Land*

An Equal Opportunity Provider and Employer

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Witness our hands, the day and year first above written

Terry J. Cosby, State Conservationist  
USDA-NRCS

Board of Clark County Commissioners

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Clark County Prosecutor  
Approved as to Form and Legal Sufficiency

By: \_\_\_\_\_

Date: \_\_\_\_\_



Clark County  
4400 Gateway Blvd., Suite 104  
Springfield, OH 45502

Phone (937) 521-3860  
Fax (937) 328-4609  
clark.osu.edu

October 16, 2012

Board of Clark County Commissioners  
Attn: Nathan Kennedy, County Administrator  
50 East Columbia Street, Fifth Floor  
P.O. Box 2639  
Columbus, OH 45501

Dear Mr. Kennedy:

On behalf of Ohio State University Extension, Clark County, I would like to express our sincere willingness to work and support the Board of Clark County Commissioners to relocate our office to the Springview Government Center. Our organization recognizes the benefits and convenience to the public with local government agencies being consolidated to fewer locations. Additionally, we will be able to better meet and communicate with other like agencies currently located in Springview Government Center.

If you have any questions or concerns, please feel free to give me a call.

Sincerely,

A handwritten signature in cursive script that reads "Pamela J. Bennett".

Pamela J. Bennett  
OSU Extension  
State Master Gardener Volunteer Coordinator  
Clark County Director/Horticulture Educator

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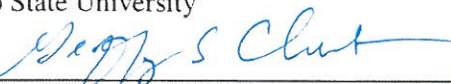
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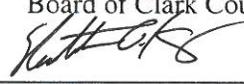
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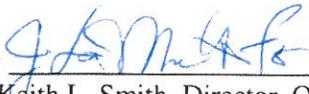
Witness our hands, the day and year first above written

Ohio State University

Board of Clark County Commissioners

By:   
Geoffrey Chatas, Sr Vice President  
Business & Finance and CFO  
Date: 10-16-12

By:   
Date: 10/19/12

By:   
Keith L. Smith, Director, OSU Extension

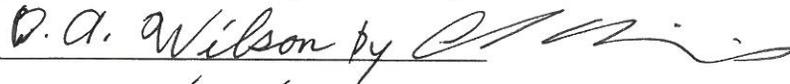
Date: 10/18/12

By: \_\_\_\_\_  
Pam Bennett, Educator, Clark County  
State MG Volunteer Coordinator

Date: \_\_\_\_\_

Clark County Prosecutor

Approved as to Form and Legal Sufficiency

By:   
Date: 10/19/12

## Kennedy, Nathan

---

**From:** Bennett, Pamela [bennett.27@osu.edu]  
**Sent:** Friday, October 19, 2012 9:35 AM  
**To:** Kennedy, Nathan  
**Cc:** Lohnes, Rick  
**Subject:** Re: MOU - scanned

no - all of our contracts go through campus.

Sent from my iPad

On Oct 19, 2012, at 8:34 AM, "Kennedy, Nathan" <nkennedy@clarkcountyohio.gov> wrote:

Very good!!! Do you, Pam, need to sign it too?

Nate

---

**From:** Bennett, Pamela [mailto:bennett.27@osu.edu]  
**Sent:** Thursday, October 18, 2012 8:41 PM  
**To:** Kennedy, Nathan; Lohnes, Rick  
**Subject:** Fwd: MOU - scanned

Sent from my iPad

Begin forwarded message:

**From:** "LaMuth, Jacqueline" <lamuth.1@osu.edu>  
**To:** "Pam Bennett (bennett.27@cfaes.osu.edu)" <bennett.27@cfaes.osu.edu>  
**Cc:** "Stephen E. Wright (wright.900@cfaes.osu.edu)" <wright.900@cfaes.osu.edu>, "Smith, Keith" <smith.150@osu.edu>, "McClain, Brian" <mcclain.112@osu.edu>  
**Subject:** MOU - scanned

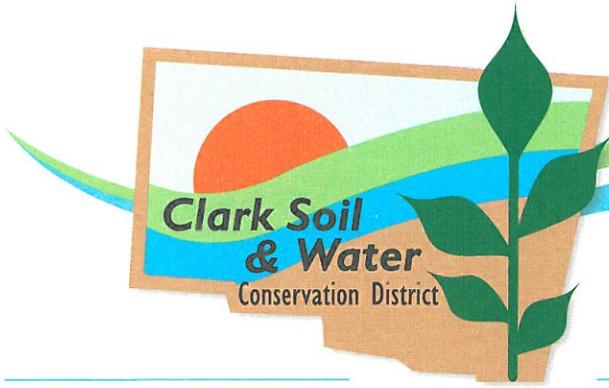
Pam,

Here's a scanned copy of the signed MOU. I'll put the original in today's mail. You need to add your signature. Please send me a fully signed copy and be sure to keep one for your files.

Jackie

---

Jacqueline E. LaMuth  
Leader, Resource Development and Management  
Associate Professor  
Ohio State University Extension  
Agricultural Administration Building Room 6  
2120 Fyffe Road  
Columbus, OH 43210  
PH: 614-292-6470  
FAX: 614-688-0529  
E-MAIL: [lamuth.1@osu.edu](mailto:lamuth.1@osu.edu)



# Clark Soil & Water Conservation District

Conserving the Natural Resources of Clark County **SINCE 1942.**

3130 East Main St. • Springfield, Ohio 45505  
Phone (937) 521-3880 • [www.clarkswcd.com](http://www.clarkswcd.com)

**BOARD OF SUPERVISORS**  
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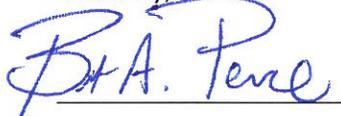
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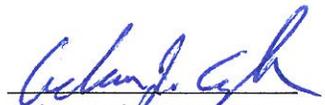
It is our understanding that the Clark SWCD staff will be located in temporary office space until a permanent location that includes other agricultural agencies of Clark County is designated and remodeled to make our work as effective and as efficient as possible. As a Board, we recognize the benefits and convenience to the public with local agencies being consolidated to fewer locations. Further, the Clark SWCD Board of Supervisors does authorize District Administrator, Chris Simpson, to negotiate and approve a new lease and rental rates on our behalf with Clark County.

Sincerely,

  
Brent Pence, *Chairman*

  
John Ritter, *Vice Chairman*

  
Dan Maxson, *Fiscal Agent*

  
Adam Agle, *Secretary*

  
Jason Bishop, *Treasurer*

**Memorandum of Understanding**

This Memorandum of Understanding (MOU) is entered into on the 12<sup>th</sup> day of October, 2012, between the Board of Clark County Commissioners (COUNTY), 50 East Columbia Street, Springfield, Ohio 45501 and Clark Soil & Water Conservation District (TENANT), 4400 Gateway Boulevard, Suite 103, Springfield, Ohio, 45502.

Whereas the COUNTY is as of the date of this MOU providing space to the TENANT in a COUNTY owned facility,

Whereas the COUNTY is not legally obligated to provide space and the TENANT is not legally obligated to use space from the COUNTY,

Whereas the COUNTY and the TENANT recognize that in the best interest of each other and the community that they serve it is beneficial for the TENANT to be located in a COUNTY facility designed for serving the agricultural community of Clark County, Ohio,

Whereas the COUNTY at its own expense has hired an architect to develop plans to renovate the COUNTY's Springview Government Center located at 3130 East Main Street, Springfield, Ohio to house the TENANT,

Hereby resolve to agree to develop a lease or occupancy agreement that the COUNTY and the TENANT can mutually agree to. Said lease or occupancy agreement will be authorized on or before December 31, 2013, provided that the space in the Springview Government Center located at 3130 East Main Street, Springfield, Ohio is ready for occupancy.

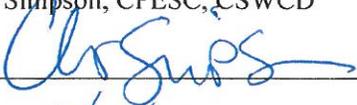
Further the TENANT agrees to work with the COUNTY's architect to develop plans to relocate at the Springview Government Center. "Work with" is defined as meet with, give input to and cooperate with the COUNTY's architect to develop plans and drawings.

Further both the COUNTY and the TENANT agree that only the final lease or occupancy agreement shall be legally binding and that this MOU is to demonstrate serious intent on behalf of both parties to develop a binding lease or occupancy agreement.

Witness our hands, the day and year first above written

Chris Simpson, CPESC, CSWCD

Board of Clark County Commissioners

By: 

By: 

Date: 10/12/12

Date: 10/17/12

Clark County Prosecutor

Approved as to Form and Legal Sufficiency

By: D.G. Wilson by 

Date: 10/18/12

United States Department of Agriculture



Natural Resources Conservation Service  
200 North High Street, Room 522  
Columbus, Ohio 43215  
614-255-2495 Fax: 614-255-2552

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October 16, 2012

Board of Clark County Commissioners  
Attn: Nathan Kennedy, County Administrator  
50 East Columbia Street, Fifth Floor  
P.O. Box 2639  
Columbus, OH 45501

Dear Mr. Kennedy:

On behalf of USDA-Natural Resources Conservation Service, I would like to express our sincere willingness to work and support the Board of Clark County Commissioners to relocate our office to the Springview Government Center. Our organization recognizes the benefits and convenience to the public with local government agencies being consolidated to fewer locations. Additionally, we will be able to better meet and communicate with other like agencies currently located in Springview Government Center.

If you have any questions or concerns, please feel free to give me a call.

Sincerely,

A handwritten signature in black ink, appearing to read "Terry J. Cosby", written over a circular stamp or mark.

TERRY J. COSBY  
STATE CONSERVATIONIST

CC Moi Sanford, CS, NRCS, Columbus, OH  
Bill Dwyer, Acting SAO, NRCS, Columbus, OH  
Deba Mohler, DC, NRCS, Springfield, OH

*Helping People Help the Land*

An Equal Opportunity Provider and Employer

**Memorandum of Understanding**

This Memorandum of Understanding (MOU) is entered into on the 12<sup>th</sup> day of October, 2012, between the Board of Clark County Commissioners (COUNTY), 50 East Columbia Street, Springfield, Ohio 45501 and National Resource Conservation Service (TENANT), 200 North High Street, Room 522, Columbus, Ohio, 43215 (local office currently at 4400 Gateway Boulevard, Springfield, Ohio, 45502).

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Whereas the COUNTY is not legally obligated to provide space and the TENANT is not legally obligated to use space from the COUNTY,

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Witness our hands, the day and year first above written

Terry J. Cosby, State Conservationist  
USDA-NRCS

Board of Clark County Commissioners

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Clark County Prosecutor  
Approved as to Form and Legal Sufficiency

By: \_\_\_\_\_

Date: \_\_\_\_\_



Clark County  
4400 Gateway Blvd., Suite 104  
Springfield, OH 45502

Phone (937) 521-3860  
Fax (937) 328-4609  
clark.osu.edu

October 16, 2012

Board of Clark County Commissioners  
Attn: Nathan Kennedy, County Administrator  
50 East Columbia Street, Fifth Floor  
P.O. Box 2639  
Columbus, OH 45501

Dear Mr. Kennedy:

On behalf of Ohio State University Extension, Clark County, I would like to express our sincere willingness to work and support the Board of Clark County Commissioners to relocate our office to the Springview Government Center. Our organization recognizes the benefits and convenience to the public with local government agencies being consolidated to fewer locations. Additionally, we will be able to better meet and communicate with other like agencies currently located in Springview Government Center.

If you have any questions or concerns, please feel free to give me a call.

Sincerely,

A handwritten signature in cursive script that reads "Pamela J. Bennett".

Pamela J. Bennett  
OSU Extension  
State Master Gardener Volunteer Coordinator  
Clark County Director/Horticulture Educator

**Memorandum of Understanding**

This Memorandum of Understanding (MOU) is entered into on the 12<sup>th</sup> day of October, 2012, between the Board of Clark County Commissioners (COUNTY), 50 East Columbia Street, Springfield, Ohio 45501 and Ohio State University Extension Office (TENANT), 4400 Gateway Boulevard, Springfield, Ohio, 45502.

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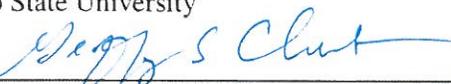
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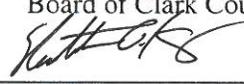
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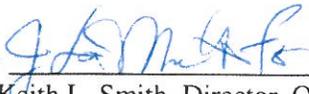
Witness our hands, the day and year first above written

Ohio State University

Board of Clark County Commissioners

By:   
Geoffrey Chatas, Sr Vice President  
Business & Finance and CFO  
Date: 10-16-12

By:   
Date: 10/19/12

By:   
Keith L. Smith, Director, OSU Extension

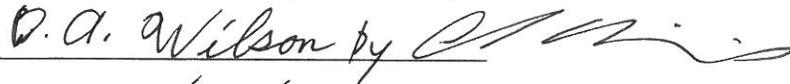
Date: 10/18/12

By: \_\_\_\_\_  
Pam Bennett, Educator, Clark County  
State MG Volunteer Coordinator

Date: \_\_\_\_\_

Clark County Prosecutor

Approved as to Form and Legal Sufficiency

By:   
Date: 10/19/12

## Kennedy, Nathan

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**From:** Bennett, Pamela [bennett.27@osu.edu]  
**Sent:** Friday, October 19, 2012 9:35 AM  
**To:** Kennedy, Nathan  
**Cc:** Lohnes, Rick  
**Subject:** Re: MOU - scanned

no - all of our contracts go through campus.

Sent from my iPad

On Oct 19, 2012, at 8:34 AM, "Kennedy, Nathan" <nkennedy@clarkcountyohio.gov> wrote:

Very good!!! Do you, Pam, need to sign it too?

Nate

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**From:** Bennett, Pamela [mailto:bennett.27@osu.edu]  
**Sent:** Thursday, October 18, 2012 8:41 PM  
**To:** Kennedy, Nathan; Lohnes, Rick  
**Subject:** Fwd: MOU - scanned

Sent from my iPad

Begin forwarded message:

**From:** "LaMuth, Jacqueline" <lamuth.1@osu.edu>  
**To:** "Pam Bennett (bennett.27@cfaes.osu.edu)" <bennett.27@cfaes.osu.edu>  
**Cc:** "Stephen E. Wright (wright.900@cfaes.osu.edu)" <wright.900@cfaes.osu.edu>, "Smith, Keith" <smith.150@osu.edu>, "McClain, Brian" <mcclain.112@osu.edu>  
**Subject:** MOU - scanned

Pam,

Here's a scanned copy of the signed MOU. I'll put the original in today's mail. You need to add your signature. Please send me a fully signed copy and be sure to keep one for your files.

Jackie

---

Jacqueline E. LaMuth  
Leader, Resource Development and Management  
Associate Professor  
Ohio State University Extension  
Agricultural Administration Building Room 6  
2120 Fyffe Road  
Columbus, OH 43210  
PH: 614-292-6470  
FAX: 614-688-0529  
E-MAIL: [lamuth.1@osu.edu](mailto:lamuth.1@osu.edu)