



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

Lead Applicant	
Project Name	
Type of Request	
Funding Request	
JobsOhio Region	
Number of Collaborative Partners	

Office of Redevelopment

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

Email: LGIF@development.ohio.gov

Phone: 614 | 995 2292

Lead Applicant		Round 3	
Project Name		Type of Request	

Lead Applicant				
Mailing Address:	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	
Mailing Address:	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	
Mailing Address:	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		Round 3	
Project Name		Type of	

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

Collaborative Partners		
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.		

Population		
The applicant is required to provide information from the 2010 U.S. Census information, available at: http://factfinder2.census.gov/		
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		Round 3	
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		Round 3		
Project Name		Type of Request		

Collaborative Partners					
Number 1					
Address Line 1		Population			
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	

Collaborative Partners					
Number 2					
Address Line 1		Population			
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	

Collaborative Partners					
Number 3					
Address Line 1		Population			
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	

Collaborative Partners					
Number 4					
Address Line 1		Population			
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		Round 3		
Project Name		Type of Request		

Collaborative Partners					
Number 5					
Address Line 1		Population			
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	

Collaborative Partners					
Number 6					
Address Line 1		Population			
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	

Collaborative Partners					
Number 7					
Address Line 1		Population			
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	

Collaborative Partners					
Number 8					
Address Line 1		Population			
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		Round 3		
Project Name		Type of Request		

Collaborative Partners					
Number 9					
Address Line 1		Population			
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	

Collaborative Partners					
Number 10					
Address Line 1		Population			
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	

Collaborative Partners					
Number 11					
Address Line 1		Population			
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	

Collaborative Partners					
Number 12					
Address Line 1		Population			
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		Round 3	
Project Name		Type of Request	

Identification of the Type of Award	
Targeted Approach	

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		Round 3	
Project Name		Type of Request	

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

Scalable/Replicable Proposal	Scalable	Replicable	Both
Scalable/Replicable (10 points)			
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

Probability of Success	Yes	No
Probability of Success (5 points)		
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		Round 3	
Project Name		Type of Request	

Performance Audit Implementation/Cost Benchmarking	Yes	No
Performance Audit/Benchmarking (5 points)		
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)		

Economic Impact	Yes	No
Economic Impact (5 points)		
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)		

Section 3
Project Information

Response to Economic Demand	Yes	No
Response to Economic Demand (5 points)		
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)		

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).

Lead Applicant		Round 3	
Project Name		Type of Request	

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 - _____			
TOTAL EXPENSES			
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			
TOTAL REVENUES			

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 - _____			
TOTAL EXPENSES			
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			
TOTAL REVENUES			

Lead Applicant		Round 3
Project Name		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.

Lead Applicant		Round 3	
Project Name		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

Section 4
Financial Information

Lead Applicant		Round 3	
Project Name		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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Lead Applicant		Round 3	
Project Name		Type of Request	

Scoring Overview

Section 1: Collaborative Measures

Collaborative Measures	Description	Max Points		Applicant Self 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.	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.	5		

Section 2: Success Measures

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

Section 3: Significance Measures

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.	5		
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)	5		
Response to Economic Demand	The project responds to current substantial changes in economic demand for local or regional government services.	5		

Section 4: Financial Measures

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.	5		
Local Match	Percentage of local matching funds being contributed to the project. This may include in-kind contributions.	5		
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.	30		
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.).	5		

Total Points

AGREEMENT FOR ESTABLISHMENT
OF
WESTSHORE COUNCIL OF GOVERNMENTS

This agreement is made and entered into by and between certain municipal corporations in Cuyahoga County, Ohio and counties adjacent thereto. We have become parties to this agreement by causing this agreement or an identical copy of it to be signed by an officer duly authorized by the legislative authority of such municipal corporation.

WITNESSETH

The parties to this agreement wishing to establish a regional council of governments pursuant to Chapter 157 of the Ohio Revised Code, consisting of the municipal corporations of Bay Village, Fairview Park, Lakewood, North Olmsted, Rocky River, and Westlake agree as follows:

I. NAME. There is hereby established a regional council of governments which shall be known as the Westshore Council of Governments.

II. PURPOSE. The purpose of the Council shall be to foster cooperation between municipalities in all areas of municipal service. This shall include but shall not be limited to the effective exchange of information, pooling of manpower and resources for the efficient solutions of specific problems dealing with reciprocal service, mutual aid, and parallel action, and the exchange of ideas relating to areawide interest.

III. REPRESENTATION. Each municipal member of the Council shall be represented by its mayor or by an alternate designated by him.

IV. OFFICERS. The Council shall elect from its membership a president, vice president, secretary and treasurer who shall serve for a term of one year without compensation. The Council shall appoint a fiscal officer who need not necessarily be a member of the Council and who may serve with or without compensation.

V. MEETINGS. The Council shall meet at least once a year or at the call of its president or upon written notice signed by two or more of its members. A simple majority of the total membership shall constitute a quorum, and action may be taken by the affirmative vote of a simple majority of the total membership. Each member of the Council shall be entitled to one vote on each item under consideration. Voting shall be done by members or alternates personally present and no proxy or absentee voting shall be permitted.

VI. BYLAWS. The Council shall have the authority to adopt its own rules and bylaws to govern its proceedings.

VII. ADDITIONAL MEMBERS. Other municipalities may be admitted to membership in the Council upon unanimous vote of approval by the existing members. Such new member municipality may be required to share in the costs of any cooperative program then in existence as a condition of membership.

VIII. WITHDRAWAL FROM MEMBERSHIP. Any member municipality may withdraw from the Council sixty days after written notice of such withdrawal is mailed to all other members. Such withdrawal shall not affect the contractual rights set forth herein as to all other parties hereto. Where a member has made a financial commitment to provide matching funds for a federal grant or state grant over a specific period of time, or has made any other financial commitment to the Council, such financial liability shall extend for the full term of the commitment and shall not be affected by the member's withdrawal from the Council prior to the expiration thereof.

IX. WEST SHORE ENFORCEMENT BUREAU. In order to provide a greater degree of cooperation in the field of law enforcement, the Council hereby establishes the West Shore Enforcement Bureau. The membership on the Bureau shall consist of the police chiefs of each member municipality or their alternates specifically designated by them. The Bureau shall have authority to adopt its own rules and bylaws to govern its proceedings, subject to approval of the Council. Financial responsibility for the West Shore Enforcement Bureau shall rest on the fiscal officer for the Council.

X. CANCELLATION OF THE AGREEMENT. In the event a majority of the member municipalities agree that the West Shore Council of Governments should be dissolved, any assets of the Council shall be distributed to the members in accordance with the same formula under which they were contributed and accumulated.

XI. AMENDMENTS. This agreement may be amended by majority vote of all members of the Council at any regular or special meeting, provided copies of such proposed amendments are mailed to each member municipality not less than five days prior to such meeting; subject to the approval of a majority of the Municipal Council.

XII. SEVERABILITY. In the event any part or portion of this agreement shall be found to be contrary to law and thereby held to be null and void, all other provisions of this agreement shall remain in full force and effect, and shall not be otherwise affected by any such ruling, finding or decision.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be duly executed on the date indicated by signing this agreement or identical copies of same.

Date

November 19, 1971

11-22-71

November 19, 1971

11/19/71

11-23-71

11-24-71

CITY OF BAY VILLAGE

By Henry P. Rice
Mayor

CITY OF FAIRVIEW PARK

By Charles D. Manning
Mayor

CITY OF LAKEWOOD

By Robert M. Smith
Mayor

CITY OF NORTH OLMS TED

By Ralph E. Christensen
Mayor

CITY OF WESTLAKE

By William H. ...
Mayor

CITY OF ROCKY RIVER

**
By Earl ...
Mayor
(see attachment)

WEST SHORE ENFORCEMENT BUREAU

Bylaws

In accordance with Article IX of the Agreement for Establishment of the West Shore Council of Governments, these bylaws are hereby adopted to govern the activities and procedures of the West Shore Enforcement Bureau.

I. PURPOSE. The purpose of the West Shore Enforcement Bureau shall be to provide organizational status to cooperative efforts between law enforcement agencies of the municipal members of the West Shore Council of Governments; to qualify for grants made available by virtue of the Omnibus Crime Control and Safe Streets Act of 1968, and other provisions of state and federal law; to serve as a forum for discussion of areawide law enforcement problems and to facilitate the collection and exchange of information relating to law enforcement activities within the various municipalities; and to provide for the exchange of services, physical assistance, and mutual aid between members of the Council in any manner deemed necessary and appropriate for effective law enforcement.

II. REPRESENTATION. The West Shore Enforcement Bureau shall consist of the police chiefs of the member municipalities, or their alternates specifically designated by them. A quorum shall consist of a majority of the police chiefs eligible for membership, and each representative shall be entitled to one vote. Action may be taken by the affirmative vote of a majority of those present and voting.

III. OFFICERS. Within thirty days after the approval of the Agreement for Establishment of the West Shore Council of Governments by each member legislative body, the police chiefs of each municipality shall meet and elect officers who shall serve through December 31, 1972. Such officers shall consist of a chairman and vice chairman. Beginning January 1, 1973, officers shall be elected for terms of one year each.

may be held when requested by the Chairman or by any two members who make such request in writing.

V. POWERS AND DUTIES. The Bureau shall have the following powers and duties and shall carry out such other responsibilities as may be imposed upon it by the West Shore Council of Governments or by the laws of the State of Ohio.

A. To prepare an annual budget subject to approval of the Council and an equitable plan for the division of cost; to serve as the financial control body and to receive funds for the Council.

B. To establish a salary of staff members, if any.

C. To approve regional studies and plans and to provide for the implementation of such plans.

D. To apply for and accept loans, grants and contributions on behalf of the Council and any other assistance in the form of money, property, labor and supplies from public and private sources, including assistance agencies, State of Ohio, and instrumentalities of the United States; to expend and disperse such grants, gifts, contributions and loans and other assistance for any approved purpose.

E. The Bureau may contract or enter into agreements with any person, federal, state or local agency or public or private organization and any local agency or political subdivision of the state may contract with it, to carry out the purposes of the Bureau as specified in these bylaws, or for which assistance is accepted. This shall include contracts for grants, loans, contributions, and any other assistance available from agencies of the State of Ohio and instrumentalities of the United States. The Bureau may enter into contracts let in connection with any project, for which assistance is received, stipulating that the contractor and any subcontractor comply with requirements as to minimum

wages, hours of work, and any condition which the State of Ohio and the United States has attached to financial aid which may be granted to the project.

VI. FINANCE.

A. Financial responsibility for the West Shore Enforcement Bureau shall rest on the fiscal officer for the Council.

B. Fiscal year. The fiscal year of the Bureau shall commence on January 1 and shall be a calendar year.

C. Allocation of costs. Costs for operation of the Bureau and all activities carried on under its authorization shall be borne by the member municipalities on the basis of a formula which shall be based on population as recorded in the most recent decennial census, and upon the amount of the last available tax duplicate. Both population and tax duplicate shall receive equal weight in the determination of the formula. The formula shall be determined by dividing the proposed annual budget into equal parts, and allocating one part to the member municipalities in proportion to population and allocating the other part in proportion to tax duplicate. This shall be done by multiplying population figures and tax duplicate figures by common multipliers so as to arrive as closely as possible to the desired total figure.

D. Annual Audit. The Council may cause an annual audit to be performed by the Ohio Auditor of State or a licensed public accountant covering all financial affairs of the Council and the Bureau. Copies of such audit shall be mailed to each member of the Council.

VII. PARLIAMENTARY AUTHORITY. Roberts Rules of Order, Revised, shall govern all parliamentary procedures of the Council and of the Bureau in all cases to which they may be applicable, and in which they are not inconsistent with the bylaws or the special rules of order of this organization.

VIII. AMENDMENTS. These bylaws may be amended at any meeting of the Bureau provided written notice of such proposed amendments have been mailed to each municipal member at least five days before said meeting.

A T T A C H M E N T

Agreement for establishment of Westshore Council of Governments to be amended as and signed as amended...

ARTICLE IX. WEST SHORE ENFORCEMENT BUREAU. In order to provide a greater degree of cooperation in the field of law enforcement, the Council hereby establishes the West Shore Enforcement Bureau. The membership of the Bureau shall consist of the police chiefs of each member municipality or their alternates specifically designated by them. The Bureau shall have authority to adopt its own rules and bylaws to govern its proceedings, subject to the approval of the Council. Financial responsibility for the West Shore Enforcement Bureau shall rest on the fiscal officer for the Council. NO TERMS AND CONDITIONS OF ANY CONTRACT SHALL BE BINDING ON THE PARTICIPATING MUNICIPALITY UNLESS APPROVED BY THE LEGISLATIVE BODY OF THAT MUNICIPALITY.

ARTICLE XI. AMENDMENTS. This agreement may be amended by majority vote of all members of the Council at any regular or special meeting, provided copies of such proposed amendments are mailed to each member municipality not less than five days prior to such meeting ~~;-subject-to-the-approval-of-a-majority-of-the-Municipal-Councils-;~~. SUCH AMENDMENTS SHALL NOT BECOME EFFECTIVE UNTIL APPROVED BY THE LEGISLATIVE BODIES OF ALL THE MUNICIPALITIES PARTIES TO THE AGREEMENT.

Bent, Nicole

From: Deborah Sutherland <dsutherland@cityofbayvillage.com>
Sent: Monday, October 15, 2012 4:50 PM
To: lgif
Cc: Bent, Nicole; Steven Presley
Subject: CURE--Westshore Regional Fire District Phase Two Feasibility Study
Attachments: Westshore Regional Fire District Phase Two Feasibility Study.docx

After talking with Nicole Bent today regarding the Issues for Response, the following items were resolved:

- 86. ROI**--It is not necessary to recalculate as this was worked out with Ms. Bent prior to original submittal
- 87. Resolutions of Support**—According to Ms. Bent and Thea Walsh, a resolution of support from the Westshore Council of Governments was sufficient to satisfy this requirement
- 88. Partnership Agreements**—were included with the original submittal

Please feel free to contact me should you have any further questions.

Thanks,

Mayor Debbie Sutherland

Westshore Regional Fire District Phase Two Feasibility Study

Budget Narrative

The amount of \$129,600 for consultant fees will fund the development of specific action steps in order to fully consolidate the 4 Fire/EMS Departments of Bay Village, Rocky River, Fairview Park, and Westlake. The Consultant will work with all 4 cities as the liaison to fully identify existing resources, whether capital or human, departmental functions and provide specific strategies for merger. Those functions include standardized training plans and protocols, development of standard operating procedures and deployment standards, joint staffing and apparatus guidelines, development of standard fire inspection, safety, and education standards, establishment of joint/shared specialty response teams, and the determination of the supervisory hierarchy that will best accomplish our goals. Additionally, \$11,000 in equipment expense is anticipated and will include office space, phone, computer, and a vehicle lease for the consultant.