



Ohio Department of Natural Resources

JOHN R. KASICH, GOVERNOR

JAMES ZEHRINGER, DIRECTOR

Office of Real Estate
Paul R. Baldrige, Chief
2045 Morse Road – E2
Columbus, OH 43229-6693

August 2nd, 2018

Mr. Robert Frankland
City of Solon
34200 Bainbridge Rd.
Solon, OH 44139

RE: H.B. 529 project: Solon-Chagrin Falls Multi-Purpose Trail

Dear Mr. Frankland :

Congratulations on your Capital Improvement award for a Community Parks, Recreation and Conservation Project appropriated by the 132nd Ohio General Assembly through House Bill 529 in the amount of **\$300,000**. The Ohio Department of Natural Resources (ODNR) Office of Real Estate & Land Management (REALM) is responsible for administering these appropriations.

ODNR will work with the Project Sponsor (you) to successfully complete your project in compliance with Tax Exempt State Bond requirements. The following sequential steps will be followed:

1. The Project Sponsor (you) completes the Project Information Package in Section One of the Guide to Capital Improvement Community Parks, Recreation, & Conservation Projects. Please submit the completed Project Information Package (pages 3-11 only) to the ODNR Office of REALM. This is needed to assure that the project and the Project Sponsor meet Tax Exempt State Bond eligibility requirements. ODNR will review your submittal and contact you if there are any questions.

For your convenience the fillable guide is located online:

<http://realestate.ohiodnr.gov/capital-projects> Please be sure to use the HB 529 guide.
If you prefer to receive this guide in paper format, email your request to

timothy.robinson@dnr.state.oh.us

Upon approval of the completed Project Information Package, ODNR will send the Project Sponsor a state – local project contract. The Project Sponsor signs this contract & returns it to the ODNR Office of REALM.

2. After receipt of the signed contract, ODNR will submit a request to the State Controlling Board for approval and release of funds for the project. This will take several weeks. Upon State Controlling Board approval, the state-local project contract will be executed, and the Project Sponsor will receive a copy. Qualifying Project Sponsors may then request partial advance of funds to begin the project.

3. Upon significant project progress, the Project Sponsor may submit reimbursement requests to the ODNR Office of REALM. These documented expenditures will be counted against any advance already issued. After the amount of an advance is met, reimbursements for properly documented expenditures will be made until the granted amount has been completely reimbursed. Because of time constraints associated with Tax Exempt State Bonds, Project Sponsors are strongly encouraged to complete projects by the end of the current biennium, June 30th, 2020.

If you have any questions please do not hesitate to contact me at (614) 265-6477 or Tim Robinson at (614) 265-6528. Good luck with your project.

Sincerely,

A handwritten signature in black ink that reads "Mary Fitch". The signature is fluid and cursive, with a long horizontal stroke at the end.

Mary Fitch
Recreation Services Administrator
mary.fitch@dnr.state.oh.us