

SAMPLE LETTER OF REQUEST TO FORM A JOINT BOARD

Date

Ohio Soil and Water Conservation Commission
Ohio Department of Agriculture
8995 East Main Street
Reynoldsburg, Ohio 43068

Dear Commission Chairman,

The Clearwater Soil and Water Conservation District respectfully requests the formation of a Joint Board of Supervisors to carry out the Upper Little Jackson Watershed Project. The project involves the following soil and water conservation districts – Muster, Johnson, Meyers, and Clearwater. The project received funding from Ohio EPA 319 Funds. Each soil and water conservation district has agreed through Board action to support the project and to appoint a representative to the joint board.

The accompanying Attachment 2, [Project Information Supporting Joint Board Request](#), contains information about the project. However, please feel free to contact our office if you have any questions.

Sincerely,

Seth Dobson, Chairman
Clearwater SWCD

CC: Johnson SWCD
Meyers SWCD
Muster SWCD
Program Specialist