

January 25, 2013

Michigan Department of Treasury
Office of Revenue and Tax Analysis
PO Box 30722
Lansing MI 48909

RE: Compliance Form 4887 - Category 2 Consolidation of Services for Village of South Rockwood, MI

The Village of South Rockwood is pleased to submit its form 4887 compliance documents per Public Act 200 Economic Vitality Incentive Program for Category 2.

The Village of South Rockwood has chosen to track and display this data using Munetrix to make the information readily available to the public and other local units of government.

Included with this letter are the required documents for Village of South Rockwood - including:

- An update of our progress to last year's proposed collaboration
- A plan of 1 or more proposals to increase existing level of cooperation, collaboration, and consolidation, within the jurisdiction or with other jurisdictions
 - Includes an estimate of the potential savings for any new service or consolidations being planned
 - Includes a timeline we expect to work towards
- A listing of previous shared services or consolidations with the estimated cost savings these actions have generated.

The attached pages are drawn directly from the reporting feature in our Munetrix homepage. We will make copies available to the public when requested.

All documentation necessary to comply with the EVIP requirements are included with this letter, and we look forward to continue receiving these important funds from the State of Michigan.

Please contact me if you need any further information or clarification.

Sincerely,



Willene Harold
Village Clerk

Economic Vitality Incentive Program/County Incentive Program Certification of Consolidation of Services

Issued under authority of 2012 Public Act 200. Filing is mandatory to qualify for payments.

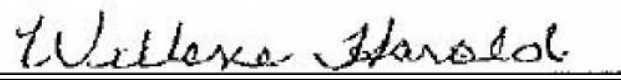
Each city/village/township/county applying for Consolidation of Services payments must:

1. Certify to the Michigan Department of Treasury (Treasury) that the local unit listed below has produced and made readily available to the public, a consolidation plan as required by 2012 Public Act 200. The plan shall be made available for public viewing in the clerk's office or posted on a publicly accessible Internet site.
2. Submit to Treasury a consolidation plan.

City/village/township: This certification, along with a consolidation plan, **must be received by February 1, 2013** to receive the February and April payments or on or before March 31, 2013 to receive the April payment. Post mark dates will not be considered. For questions, call (517) 373-2697.

County: This certification, along with a consolidation plan, **must be received by February 1, 2013** (or the first day of a payment month) in order to qualify for that month's payment. Post mark dates will not be considered. For questions, call (517) 373-2697.

PART 1: LOCAL UNIT INFORMATION		
Local Unit Name Village of South Rockwood	Local Unit County Name Monroe County	
Local Unit Code 305058	Contact E-Mail Address willene.harold@comcast.net	
Contact Name Willene Harold	Contact Title Village Clerk	Contact Telephone Number (734) 379-3683
Website Address, if reports are available online		

PART 2: CERTIFICATION	
<i>In accordance with 2012 Public Act 200, the undersigned hereby certifies to Treasury that the above mentioned local unit has produced a consolidation plan and has made the plan available for public viewing in the city, village, township, or county clerk's office or has posted the plan on a publicly accessible Internet site. The consolidation plan is attached to this signed certification.</i>	
Chief Administrative Officer Signature (as defined in MCL 141.422b) 	Printed Name of Chief Administrative Officer (as defined in MCL 141.422b) Willene Harold
Title Village Clerk	Date January 25, 2013

Completed and signed form (including required attachments) should be e-mailed to: TreasRevenueSharing@michigan.gov

If you are unable to submit via e-mail, mail the completed form and required attachment to:

Michigan Department of Treasury
Office of Revenue and Tax Analysis
PO Box 30722
Lansing MI 48909

TREASURY USE ONLY		
EVIP/CIP Y N	Certification Received	EVIP/CIP Notes
Final Certification	Plan Received	
	1st C/P Submission Y N	

The Village of South Rockwood publicly displays their Shared Services.

Village of South Rockwood
 5676 Carleton Rockwood Rd PO Box 85
 South Rockwood, MI 48179-0085

Local Unit Code: 305058
 Total Savings: \$37,500

Prepared on: Friday, January 25, 2013

Shared Services Plan:

VILLAGE OF SOUTH ROCKWOOD SHARED SHARED SERVICES PLAN 2013 EXECUTIVE SUMMARY

The Village of South Rockwood is a partner in a plan that consolidated police services with small communities in Monroe County. The communities of Dundee, Luna Pier, Carleton, Milan and Erie Township established a Mutual Aid Agreement to share law enforcement services. The cooperative agreement has saved the Village of South Rockwood about \$7,000.00 annually.

In addition to this proposal, the village has also reduced two employee positions to cut costs. The reduction of one part time administrative position resulted in an annual savings of \$14,258.00. One full time Department of Public Works position was eliminated for an annual savings of \$34,507.00.

The final part of this state-required plan is a proposal to integrate administrative services in the village office to allow coverage when one or more employees are on vacation or ill and to improve office efficiencies. This integration of activities is proposed to begin in 2012.

Staff reductions and the cross training of employees have been implemented and successful.

Our efforts to partner with the communities of Dundee, Luna Pier, Carleton, Milan and Erie Township to consolidate police services has been successful to reduce costs and we are proposing to partner with other Monroe County communities to develop a guideline for expediting the development process for industrial, commercial and residential real estate in Monroe County. The guide will assist potential developers on where to go and who to contact. The Village plans to qualify for a Redevelopment Ready Community through the Michigan Economic Development Corporation to bring industry and commercial development for the creation of new jobs and to increase tax revenue.

We are proposing to partner with the City of Rockwood's water department to use both personnel and equipment in emergency water transmission repairs and replacement. This proposal should increase efficiency and reduce costs to both communities.

Shared Services Name	Primary Function	Type	Status	Year	Number of Partners
Developer Streamlining Guide	Economic Development	Joint Venture	Proposed		16
Water Dept. Emergencies Services	Collaboration	Joint Venture	Proposed		2
Cross Training	Other	Independent Authority	Existing		1
Police Dept. Collaboration	Police	Joint Venture	Existing	2005	1
SEMCOG	Collaboration	Contractual	Existing	1968	158
Staff Reductions	Staff Reductions	Independent Authority	Existing	2011	1

Shared Service - Developer Streamlining Guide

Field	Field Value
Shared Services Name	Developer Streamlining Guide
Data Owner	South Rockwood
Form	Joint Venture
Primary Purpose	Economic Development
Scope	County
Status	Proposed
Year Initiated	
Revenues (less partner contributions)	
Website	
Description	To establish a county wide recognized guide for expediting the development process for industrial, commercial and residential real estate in Monroe County. This guide will provide guidance to developers on what to do, where to go and who to contact. The Village of South Rockwood proposes to qualify for "Redevelopment Ready Community" through the Michigan Economic Development Corporation.

Partners for Developer Streamlining Guide

	Partner	Type	Lies Within	Population	Contribution	Savings
	South Rockwood	Village	Monroe County	1675.00	3000	35000
	Monroe	City	Monroe County	20733.00		
	Luna Pier	City	Monroe County	1436.00		
	Ash	Township	Monroe County	7783.00		
	Bedford	Township	Monroe County	31085.00		
	Dundee	Township	Monroe County	6759.00		
	Frenchtown	Township	Monroe County	20428.00		
	Monroe	Township	Monroe County	14568.00		
	Raisinville	Township	Monroe County	5816.00		
	Dundee	Village	Monroe County	3957.00		
	Monroe Bank & Trust	For-Profit	Monroe County			
	Michigan Works MCETD	For-Profit	Monroe County			
	Fifth Third Bank	For-Profit	Monroe County			
	Monroe County Drain Commission	Not-for-Profit	Monroe County			
	Monroe County Planning Commission	Not-for-Profit	Monroe County			
	Monroe County Road Commission	Not-for-Profit	Monroe County			
Total:					3000	35000

Timeline for Developer Streamlining Guide

Developer Streamlining Guide
Timeline

	May/12	Jun/12	Jul/12	Aug/12	Sep/12	Oct/12	Nov/12	Dec/12	Jan/13	Feb/13
Developer Streamlining Meeting 1										
Developer Streamlining Meeting 2										
Developer Streamlining Meeting 3										
Developer Streamlining Meeting 4										
Developer Streamlining Meeting 5										
Village of Carleton Developer Streamlining										

Shared Service - Water Dept. Emergencies Services

Field	Field Value
Shared Services Name	Water Dept. Emergencies Services
Data Owner	South Rockwood
Form	Joint Venture
Primary Purpose	Collaboration
Scope	External
Status	Proposed
Year Initiated	
Revenues (less partner contributions)	
Website	
Description	Cost savings of \$2500.00 per event. No way to estimate the number of events. Efficiency and cost savings in not hiring independent contractors for emergency situations.

Partners for Water Dept. Emergencies Services

	Partner	Type	Lies Within	Population	Contribution	Savings
	South Rockwood	Village	Monroe County	1675.00	2500	2500
	Rockwood	City	Wayne County	3289.00		
Total:					2500	2500

Timeline for Water Dept. Emergencies Services

Water Dept. Emergencies Services
Timeline

	Dec/12	Jan/13	Feb/13	Mar/13	Apr/13	May/13	Jun/13	Jul/13
Meeting with water departments								
Presentation to South Rockwood Village								
Presentation to Rockwood City Council								
Contractual Agreement Legal								
Approve Agreement								

Shared Service - Cross Training

Field	Field Value
Shared Services Name	Cross Training
Data Owner	South Rockwood
Form	Independent Authority
Primary Purpose	Other
Scope	Internal
Status	Existing
Year Initiated	
Revenues (less partner contributions)	15000
Website	villageofsouthrockwoodmi.com
Description	The Village of South Rockwood has three full and part time administrative employees. They include a full time Village Clerk, a full time Village Treasurer and a part time Deputy Clerk. In 2012, the village plans to initiate a plan to more fully integrate the duties of the three administrative personnel and provide cross training opportunities. The integration of administrative activities and the cross training program will provide the village residents with a more efficient office and also allow for coverage of various positions while one or more of the administrative personnel is away from the office on vacation or illness. The cost savings of these initiatives have been estimated to save approximately \$15,000.00, and the increase in process/office efficiencies will allow the village to operate more effectively.

Partners for Cross Training

	Partner	Type	Lies Within	Population	Contribution	Savings
	South Rockwood	Village	Monroe County	1675.00		
Total:						

Shared Service - Police Dept. Collaboration

Field	Field Value
Shared Services Name	Police Dept. Collaboration
Data Owner	South Rockwood
Form	Joint Venture
Primary Purpose	Police
Scope	County
Status	Existing
Year Initiated	2005
Revenues (less partner contributions)	7000
Website	villageofsouthrockwoodmi.com
Description	<p>The Village of South Rockwood Police Department has been involved in establishing a series of shared services with other police departments in the area. These share services have been in effect for several years and include:</p> <p>Rifle, pistol and shotgun firearms training and qualifications in cooperation with the Rockwood Police Department, the Luna Pier Police Department, the Carleton Police Department and the Erie Township Police Department instructors and expenses are shared with no charges assessed to any individual department.</p> <p>Taser training and certification is conducted in cooperation with the Carleton Police Department. Instructors and expenses are shared with no charges assessed to any individual department.</p> <p>Participation in county Law Enforcement Regional Training conducted by the Monroe County Sheriff's Office. The program is funded by a grant</p> <p>The police department participates in a written Mutual Aid Agreement between Carleton Police Department, Dundee Police Department, Erie Township Police Department, Luna Pier Police Department and the Milan Police Department</p>

Partners for Police Dept. Collaboration

	Partner	Type	Lies Within	Population	Contribution	Savings
	South Rockwood	Village	Monroe County	1675.00		
Total:						

Shared Service - SEMCOG

Field	Field Value
Shared Services Name	SEMCOG
Data Owner	01 SEMCOG
Form	Contractual
Primary Purpose	Collaboration
Scope	Region
Status	Existing
Year Initiated	1968
Revenues (less partner contributions)	8000000
Website	http://www.semco.org
Description	SEMCOG was established in 1968 as a regional planning partnership in Southeast Michigan. We are accountable to local governments who join as members. Membership is open to all counties, cities, villages, townships, intermediate school districts, community colleges, and public universities in Livingston, Macomb, Monroe, Oakland, St. Clair, Washtenaw, and Wayne Counties. Citizens are represented at SEMCOG through their local elected officials. Funding for SEMCOG is provided by federal and state grants, contracts, and membership dues.

Partners for SEMCOG

	Partner	Type	Lies Within	Population	Contribution	Savings
	South Rockwood	Village	Monroe County	1675		
	77 Citys					
	7 Countys					
	6 Postsecondarys					
	6 ISDs					
	51 Townships					
	11 Villages					
Total:					2657	0

Shared Service - Staff Reductions

Field	Field Value
Shared Services Name	Staff Reductions
Data Owner	South Rockwood
Form	Independent Authority
Primary Purpose	Staff Reductions
Scope	Internal
Status	Existing
Year Initiated	2011
Revenues (less partner contributions)	48765
Website	villageofsouthrockwoodmi.com
Description	The Village of South Rockwood has eliminated two employee positions to cut costs. The reduction of one part time administrative position resulted in an annual savings of \$14,258. The reduction of one Department of Public Works full time position resulted in an annual savings of \$34,507.00.

Partners for Staff Reductions

	Partner	Type	Lies Within	Population	Contribution	Savings
Total:	South Rockwood	Village	Monroe County	1675.00		