

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

The Village of South Rockwood is pleased to submit form 4887 with the required documents per Public Act 59 Economic Vitality Incentive Program (EVIP) 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:

- A listing of previous shared services or consolidations with the estimated cost savings these actions have generated.
- An update of our progress to 1st 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

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 Administrator / Clerk

Michigan Department of Treasury
(Recreated) 4887 (Rev 09-13)

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

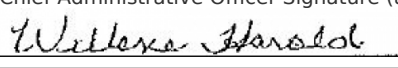
Issued under authority of 2013 Public Act 59. Filing is mandatory to qualify for payments.

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 2013 Public Act 59. 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, 2014** to receive the February and April payments or on or before March 31, 2014 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, 2014** (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	
Local Unit Code 583050		Contact E-Mail Address willene.harold@comcast.net	
Contact Name Willene Harold	Contact Title Village Administrator / Clerk	Contact Phone Number (734)379-3683	Extension
Website Address, if reports are available online http://munetrix.com/sections/data/municipal.php?MuniID=1261&Type=Village			
PART 2: CERTIFICATION			
<i>In accordance with 2013 Public Act 59, the undersigned hereby certifies to Treasury that the above mentioned local unit has produced a Consolidation Plan and has made them available for public viewing in the city, village, township, or county clerk's office or has posted them 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 Administrator / Clerk		Date January 28, 2014	

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

If you are unable to submit via e-mail, fax to (517) 335-3298 or mail the completed form and required attachments to:

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

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

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 "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.

Summary of Shared Service Initiatives

Name	Purpose	Form	Scope	Status	Year	Data Owner	# of Partners
Cross Training	Other	Independent Authority	Internal	In Process	2012	South Rockwood	1
Water Dept. Emergencies Services	Collaboration	Joint Venture	External	In Process	2013	South Rockwood	2
ADW - Alliance of Downriver Watersheds	Water	Joint Venture	County	Dropped	2006	Wayne County	27
Administrative Responsibilities Realignment	Administration	Individual Community Initiative	Internal	Proposed	2014	South Rockwood	1
Developers Streamlining Guide	Economic Development	Joint Venture	County	Proposed	2012	South Rockwood	16
North County Business Summit/Corporation	Economic Development	Joint Venture	County	Existing	2014	South Rockwood	4
Police Dept. Collaboration	Police	Joint Venture	County	Existing	2005	South Rockwood	1
SEMCOG	Collaboration	Contractual	Region	Existing	1968	Warren	158
Staff Reductions	Staff Reductions	Independent Authority	Internal	Existing	2011	South Rockwood	1
Toxics Reduction within the Rouge and Detroit River Areas of Concern	Water	Contractual	Internal	Existing	2011	Wayne County	58

Shared Service - Cross Training

Owner:	South Rockwood
Form:	Independent Authority
Primary Purpose:	Other
Scope:	Internal
Status:	In Process
Year Initiated:	2012
Revenues:	\$15,000 (less partner contributions)
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.
 Update - February, 2014
 Barrier: The cross training will resume due to a change of personnel. Expected completion date March 2016

Partners for Cross Training

Partner	Type	Lies Within	Population	Contribution	Savings
South Rockwood	Village	Monroe County	1,675		

Timeline for Cross Training

Name	Start Date	End Date
Cross Training	01/28/2014	03/01/2016

Shared Service - Water Dept. Emergencies Services

Owner:	South Rockwood
Form:	Joint Venture
Primary Purpose:	Collaboration
Scope:	External
Status:	In Process
Year Initiated:	2013
Revenues:	\$2,500 (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.
Update - February, 2014

- Continuing development of contract. A verbal agreement is now in effect.
- The village realized \$2,500 in savings from one emergency cooperation with Rockwood.
- No barriers

Partners for Water Dept. Emergencies Services

Partner	Type	Lies Within	Population	Contribution	Savings
South Rockwood	Village	Monroe County	1,675	\$2,500	\$2,500
Rockwood	City	Wayne County	3,289		

Timeline for Water Dept. Emergencies Services

Name	Start Date	End Date
Meeting with water departments	12/20/2012	12/20/2012
Presentation to Rockwood City Council	03/06/2013	03/06/2013
Contractual Agreement Legal	04/09/2013	04/09/2013
Presentation to South Rockwood Village Council	02/18/2013	02/19/2013
Approve Agreement	07/15/2013	07/15/2013

Shared Service - ADW - Alliance of Downriver Watersheds

Owner:	Wayne County
Form:	Joint Venture
Primary Purpose:	Water
Scope:	County
Status:	Dropped
Year Initiated:	2006
Revenues:	\$30,000 (less partner contributions)
Website:	http://www.allianceofdownriverwatersheds.com/adw_info.htm

Description:
 The Alliance of Downriver Watershed (ADW) members have been formerly and informally working together for several years to manage the area's water resources on a watershed basis and to comply with federal regulations regarding the discharge of storm water. The ADW is a permanent watershed organization formed under Public Act 517 of the Public Laws of 2004. The ADW formed in January 2007 and consists of 26 public agencies in the Ecorse Creek, Combined Downriver, and Lower Huron River Watersheds in southeast Michigan. The agencies and communities that comprise the ADW believe there are substantial benefits that can be derived by joining together and cooperatively managing the rivers, lakes, and streams within the watersheds and in providing mutual assistance in meeting state water discharge permit requirements of the members.
 Update - February, 2014
 Participation in the ADW has been dissolved because the Village has sought to have their NPDES permit changed to a "Jurisdictional" permit which will allow the Village to better control its own expenses. Most of the permit work is now being done in-house.

Partners for ADW - Alliance of Downriver Watersheds

Partner	Type	Lies Within	Population	Contribution	Savings
South Rockwood	Village	Monroe County	1,675		
5 Townships			79,805	\$0	\$0
3 Not-for-Profits			0	\$0	\$0
16 Citys			418,674	\$0	\$0
1 Villages			1,675	\$0	\$0
1 Districts			4,944	\$0	\$0
1 Countys			1,820,584		

Shared Service - Administrative Responsibilities Realignment

Owner:	South Rockwood
Form:	Individual Community Initiative
Primary Purpose:	Administration
Scope:	Internal
Status:	Proposed
Year Initiated:	2014
Revenues:	\$5,000 (less partner contributions)
Website:	

Description:
 The Village Administrator/Clerk is proposing to realign some office responsibilities. The current Deputy Clerk is leaving during the first quarter of 2014 and a new Deputy Clerk will be hired. Additionally, a new part time person will be hired as well. The realigning of responsibilities will include reducing the new Deputy Clerk's clerical duties and shifting those duties to the new part time person. The Village Administrator's job responsibilities will be shared by a current employee in the DPW. Estimated savings are to be realized by reduced wages of the new Deputy Clerk and reduced overtime for the Administrator/Clerk. Estimated savings -\$5,000.00. The new training and realignment should be completed within 2-years

Partners for Administrative Responsibilities Realignment

Partner	Type	Lies Within	Population	Contribution	Savings
South Rockwood	Village	Monroe County	1,675		\$5,000

Timeline for Administrative Responsibilities Realignment

Name	Start Date	End Date
Realignment & Training	03/17/2014	03/17/2016

Shared Service - Developers Streamlining Guide

Owner:	South Rockwood
Form:	Joint Venture
Primary Purpose:	Economic Development
Scope:	County
Status:	Proposed
Year Initiated:	2012
Revenues:	\$0 (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.
 Update: February, 2014
 Participation in the Streamlining Guide is ongoing - monthly meetings, The guide is now available on the Monroe County Business Development Corporation website.
 No Barriers.

Partners for Developers Streamlining Guide

Partner	Type	Lies Within	Population	Contribution	Savings
South Rockwood	Village	Monroe County	1,675	\$3,000	\$35,000
6 Townships			86,439	\$0	\$0
3 Not-for-Profits			0	\$0	\$0
3 For-Profits			0	\$0	\$0
2 Villages			5,632	\$3,000	\$35,000
2 Citys			22,169	\$0	\$0

Timeline for Developers Streamlining Guide

Name	Start Date	End Date
Village of Carleton Developer Streamlining Meeting	01/14/2013	01/14/2013
Developer Streamlining Meeting 1	05/01/2012	05/01/2012
Developer Streamlining Meeting 2	07/24/2012	07/24/2012
Developer Streamlining Meeting 3	08/14/2012	08/14/2012
Developer Streamlining Meeting 4	11/27/2012	11/27/2012
Developer Streamlining Meeting 5	01/08/2013	01/08/2013

Shared Service - North County Business Summit/Corporation

Owner:	South Rockwood
Form:	Joint Venture
Primary Purpose:	Economic Development
Scope:	County
Status:	Existing
Year Initiated:	2014
Revenues:	\$750 (less partner contributions)
Website:	

Description:
 New -2014
 Participation in a planned North County Business Summit/Cooperaion. The Village is planning to particiapte in a North County Business Summit (tentatively schedule for March 18, 2014) in which Monroe County Business Development Corporation will proposed a cooperative agreement between the communities of South Rockwood, the Village of Carleton, Ash Township and Berlin Township to share the cost of entering into a contract with the BDC to actively promote vacant land in each community. While the BDC hasn't established a cost for the proposed contract, the Village would only have to pay one-quarter of the cost if all four communities agree to participate. The BDC has offered an example of an agreement recently established with a neighboring township. The cost for that neighboring township was about \$1,000.00/year. If all four communities agree to a similiar agreement, the cost per community would be \$250.00/year, or a savings of \$750.00. The agreement should be finalized by July 1, 2014

Partners for North County Business Summit/Corporation

Partner	Type	Lies Within	Population	Contribution	Savings
South Rockwood	Village	Monroe County	1,675		
Ash	Township	Monroe County	7,783		
Berlin	Township	Monroe County	9,299		
Carleton	Village	Monroe County	2,345		

Timeline for North County Business Summit/Corporation

Name	Start Date	End Date
Meeting	03/18/2014	07/01/2014

Shared Service - Police Dept. Collaboration

Owner:	South Rockwood
Form:	Joint Venture
Primary Purpose:	Police
Scope:	County
Status:	Existing
Year Initiated:	2005
Revenues:	\$7,000 (less partner contributions)
Website:	villageofsouthrockwoodmi.com

Description:
 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:
 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. 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. Participation in county Law Enforcement Regional Training conducted by the Monroe County Sheriff's Office. The program is funded by a grant
 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.
 Update - February, 2014
 The Village has been actively sending officers to other jurisdictions and using other agencies to assist in the Village.

Partners for Police Dept. Collaboration

Partner	Type	Lies Within	Population	Contribution	Savings
South Rockwood	Village	Monroe County	1,675		

Shared Service - SEMCOG

Owner:	Warren
Form:	Contractual
Primary Purpose:	Collaboration
Scope:	Region
Status:	Existing
Year Initiated:	1968
Revenues:	\$8,000,000 (less partner contributions)
Website:	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.
 Update - February, 2014
 SEMCOG supplies much of the material that the Village needs to comply with the "Jurisdictional" NPDES permit requirements.

Partners for SEMCOG

Partner	Type	Lies Within	Population	Contribution	Savings
South Rockwood	Village	Monroe County	1,675		
77 Citys			2,805,058	\$7,170	\$0
7 Countys			4,704,743	\$0	\$0
6 Postsecondarys			0	\$0	\$0
6 ISDs			698,320	\$0	\$0
51 Townships			1,230,035	\$0	\$0
11 Villages			50,103	\$0	\$0

Shared Service - Staff Reductions

Owner:	South Rockwood
Form:	Independent Authority
Primary Purpose:	Staff Reductions
Scope:	Internal
Status:	Existing
Year Initiated:	2011
Revenues:	\$48,765 (less partner contributions)
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.
 Update - February, 2014
 \$48,765 savings realized by reducing two staff positions.

Partners for Staff Reductions

Partner	Type	Lies Within	Population	Contribution	Savings
South Rockwood	Village	Monroe County	1,675		

Shared Service - Toxics Reduction within the Rouge and Detroit River Areas of Concern

Owner:	Wayne County
Form:	Contractual
Primary Purpose:	Water
Scope:	Internal
Status:	Existing
Year Initiated:	2011
Revenues:	\$800,000 (less partner contributions)
Website:	
Description:	
<p>This project is improving the proper handling and disposal of toxic materials within the Rouge and Detroit River watersheds to reduce discharges of pollutants to waterways. Accomplished through household hazardous waste/e-waste collections as well as targeted toxics reduction investigations at private commercial and industrial facilities with high potential of handling/mishandling toxic materials. Estimated to collect and/or prevent 15,000,000 gallons of illicit discharges to waterways, and the proper disposal of 500,000 pounds of e-waste, 2,400 pounds of unwanted medicines, and 1,000,000 pounds of household hazardous waste over a 2-year period.</p> <p>Grant Funding - \$500,000 Contributions from Communities -\$300,000 Savings - Savings to both the County and our partners by collaborating together to provide the service. Update - February, 2014 This project is ongoing.</p>	

Partners for Toxics Reduction within the Rouge and Detroit River Areas of Concern

Partner	Type	Lies Within	Population	Contribution	Savings
South Rockwood	Village	Monroe County	1,675		
4 Villages			16,203	\$0	\$0
37 Citys			1,292,253	\$0	\$0
3 Countys			3,367,737	\$0	\$0
12 Townships			395,568	\$0	\$0
1 Not-for-Profits			0	\$0	\$0
1 Districts			4,944	\$0	\$0