

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

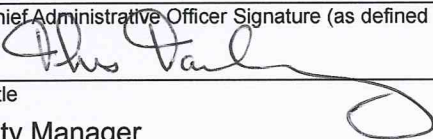
Issued under authority of 2013 Public Act 59. Filing is mandatory to qualify for payments.

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<br><b>City of Marshall</b>                                                                                                                                                                                                                                                                                                                                                                   |                                      | Local Unit County Name<br><b>Calhoun</b>                                                              |                          |
| Local Unit Code<br><b>123030</b>                                                                                                                                                                                                                                                                                                                                                                             |                                      | Contact E-Mail Address<br><b>ttarkiewicz@cityofmarshall.com</b>                                       |                          |
| Contact Name<br><b>Thomas Tarkiewicz</b>                                                                                                                                                                                                                                                                                                                                                                     | Contact Title<br><b>City Manager</b> | Contact Telephone Number<br><b>(269) 781-5183</b>                                                     | Extension<br><b>1162</b> |
| Website Address, if plan is available online<br><b>www.cityofmarshall.com</b>                                                                                                                                                                                                                                                                                                                                |                                      |                                                                                                       |                          |
| 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 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)<br>                                                                                                                                                                                                                                                   |                                      | Printed Name of Chief Administrative Officer (as defined in MCL 141.422b)<br><b>Thomas Tarkiewicz</b> |                          |
| Title<br><b>City Manager</b>                                                                                                                                                                                                                                                                                                                                                                                 |                                      | Date<br><b>January 22, 2014</b>                                                                       |                          |

Completed and signed form (including required attachment) 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 attachment to:

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

| TREASURY USE ONLY               |                                  |                |
|---------------------------------|----------------------------------|----------------|
| EVIP/CIP Eligible<br><b>Y N</b> | Certification Received           | EVIP/CIP Notes |
| Final Certification             | Plan Received                    |                |
|                                 | 1st C/P Submission<br><b>Y N</b> |                |



# ***Economic Vitality Incentive Program Consolidation of Services:***

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2013 City of Marshall Cooperation,  
Collaboration and Consolidation Plan

Presented by  
Tom Tarkiewicz, City Manager

Issued on: January 21, 2014

Revised on: March 21, 2014

**CITY OF MARSHALL**  
**ECONOMIC VITALITY INCENTIVE PROGRAM**  
**LIST OF PREVIOUS CONSOLIDATED SERVICES**

**IT SERVICES** (Marshall Public Schools)

The City and the Marshall Public Schools collaborated with Information Technology (IT) services. The employees of the Schools maintained the City's computer infrastructure. The Schools had to cancel the agreement because of their staffing level which did not have the capacity to handle the City's IT needs.

ANNUAL COST SAVINGS = \$0.00

**LIBRARY AUTHORITY** (Marshall District Library)

The Marshall District Library was formed to consolidate the City Library with financial support of the City and four Townships.

COST SAVINGS = Unknown

**ASSESSING** (Calhoun County)

The City and Calhoun County collaborated with Assessing services. The City appointed the County's Assessor and the County's Equalization Department provides the assessing services for the City. The County uses the City's Board of Review and City Attorney for assessing matters. The City's Administrative Assistant to the Assessor remains a City employee and works full-time at the County building.

ANNUAL COST SAVINGS = \$30,000

**UNION CITY TAX BILLS** (The Village of Union City)

The City provided folding/stuffing services to Union City for their summer, 2011 tax billing for approximately 800 pieces of mail. The City did not charge Union City for any service fees. This service was used during one tax season but has not reoccurred.

**COMPOSTING CENTER** (Calhoun County Road Commission)

The City of Marshall compost center operates from April through mid-November and is open to City of Marshall residents and all residents of Calhoun County. The operation is jointly funded by the City of Marshall and Calhoun County's solid waste fund.

ANNUAL COST SAVINGS = \$58,504

**COMPOSTING EQUIPMENT CONSORTIUM** (Berrien County, Three Rivers, and Coldwater)

The City of Marshall jointly owns a machine that is used to mix and chip material for compost production with three other communities. The equipment is rotated between communities and is maintained by the City of Coldwater.

ANNUAL COST SAVINGS = Unknown

**SAFETY DAY** (Village of Athens, Village of Union City, City of Springport, Village of Homer)

The City of Marshall has hosted an annual Safety Day in March and invites neighboring communities to participate. The participating communities help to reduce the cost per individual. Due to budget constraints. Safety Day has been replaced by department-sponsored monthly trainings that are offered internally.

ANNUAL COST SAVINGS = \$200

**MIDEAL** (State of Michigan)

MI DEAL (Michigan Delivering Extended Agreements Locally) allows Michigan local units of government to benefit from the State's negotiating and purchasing power by permitting them to purchase from the State's contracts on the same terms, conditions, and prices as State government. Locals benefit not only from the reduced cost of goods and services, but also from indirect savings related to writing specifications, researching industries, processing invitations to bid, recruiting a diverse pool of potential suppliers, and making awards.

ANNUAL COST SAVINGS = Unknown

**MSCPA EQUIPMENT** (Clinton, Hillsdale, Coldwater, and Union City)

The Michigan South Central Power Agency purchased two wire pullers that can be used by all of its members. The equipment is used to run new or faulty electrical lines.

COST SAVINGS = \$108,000

**DPW GARAGE** (Marshall Public Schools)

The City of Marshall shares a building with Marshall Public Schools which houses the Department of Public Works, school transit, and mechanics for both agencies. The agreement helps to reduce maintenance and utility cost. During 2013, the Marshall Public Schools moved to another facility which better met their needs.

ANNUAL COST SAVINGS = \$0

**SOUTH CENTRAL MICHIGAN PUBLIC WORKS MUTUAL AID GROUP** (City of Albion, Village of Athens, City of Battle Creek, Calhoun County Road Commission, City of Charlotte, City of Coldwater, Village of Homer, City of Springfield, and Village of Tekonsha)

The City of Marshall has entered into a mutual aid agreement with nine other communities for public works assistance. The agreement states the equipment available and how each agency will be reimbursed.

COST SAVINGS = Unknown

**SOUTHERN REBEL MUTUAL AID GROUP** (Chelsea, Clinton, Coldwater, Dowagiac, Hillsdale, Niles, Paw Paw, South Haven, Sturgis, and Union City)

The City of Marshall has entered into a mutual aid agreement with ten other communities to provide Electric Distribution assistance. The agreement states the equipment available and how each agency will be reimbursed.

COST SAVINGS = Unknown

**FIRE DEPARTMENT MUTUAL AID AGREEMENT** (All fire departments in Calhoun County)

All municipalities and townships in Calhoun County, supporting a fire department, have agreed to supply equipment and personnel when needed in an emergency.

COST SAVINGS = Unknown

**BREATHING AIR COMPRESSOR** (Townships of Marengo, Marshall and Fredonia)

The Marshall Fire Department received a grant to purchase an air compressor to fill the SCBA tanks for all four departments.

INITIAL COST SAVING = \$35,200      ESTIMATED ANNUAL SAVINGS = \$1,000

**AMBULANCE SERVICE TRAINING** (MAFFA provides continuing education credits for fire department personnel)

Fire department personnel receive continuing education credits, provided by state licensed instructors, at no cost to the department. The credits are required to renew their medical licenses.

ANNUAL COST SAVINGS = \$600

**COUNTYWIDE FIRE COMMUNICATIONS PURCHASE** (Most of the fire departments in Calhoun County)

The Calhoun County Fire Chiefs Council received a grant to upgrade fire department communications throughout the county.

ONE TIME COST SAVINGS = \$70,350

**AMBULANCE AUTHORITY** (On August 3, 2004 nine Townships and the City of Marshall voted to form the Marshall Area Firefighters Ambulance Authority)

With the ambulance service and the fire department sharing living quarters, apparatus room space, and some office space, as well as some personnel, there has been some cost saving in both departments.

The MAFAA has relocated to a separate facility.

COST SAVINGS = Unknown

**SWET** (Drug Enforcement)

SWET is the cooperation of police agencies in Calhoun County in association with the Michigan State Police to combat drug activity and crime associated from drug activity. Currently there are grants covering 50% of the costs of personnel assigned to this unit to include salary, benefits and equipment.

ANNUAL COST SAVINGS = Approximately \$25,000

**SOUTHEASTERN MICHIGAN POLICE TRAINING CONSORTIUM** (Agencies in Calhoun, Jackson, Eaton, and Lenawee Counties)

This training consortium consists of police agencies in Calhoun, Jackson, Eaton, and Lenawee Counties. By combining resources and instructors, the agencies save money, time and travel expenses. The training is completed on a regular basis, and the yearly expenses are covered by 302 Training Funds. Last year we had an average cost of approximately \$50 per officer for yearly training. Some classes we attend outside of the consortium can cost \$300 per officer.

ANNUAL COST SAVINGS = Approximately \$4,000

**EMMETT TOWNSHIP COMPUTER FORENSICS** (Computer forensic analysis to include cell phones, electronic data collectors, image capturing)

Marshall Police Department has the capability to utilize this function at no expense. By sending the equipment to Emmett Township for analysis, we save time and expenses from travel, equipment purchasing and court testimony. The equipment for this function is approximately \$4,500 and training costs of \$2,000. This does not include manpower to process and testify in court. Cost savings is based on length of equipment use and manpower.

ANNUAL COST SAVINGS = Approximately \$2,000

**CONSOLIDATED DISPATCH CENTER** (Formation of the Calhoun County Consolidated Dispatch Authority, CCCDA)

In Fiscal Year 2010, the City of Marshall had a dispatch budget of \$257,866. In Fiscal Year 2011, the CCCDA was formed and the City of Marshall has a commitment of \$225,000 per year. This commitment is for five years but other funding sources are being discussed sooner than the five year commitment. The actual savings is at least the difference plus any possible increases in future years and equipment costs associated with dispatching.

ANNUAL COST SAVINGS = Approximately \$177,230

**CENTER FOR ENTREPRENEURSHIP**

Marshall Economic Development and Marshall DDA Main Street collaborated with numerous development entities to connect entrepreneurs and businesses to the resources necessary for them to establish and expand businesses in our region through the Center for Entrepreneurship (CfE).

The CfE is comprised of the Albion EDC, Battle Creek Area Chamber Foundation, Battle Creek Community Foundation, Battle Creek Unlimited, Generation E Institute, Kellogg Community College, Marshall Area Chamber of Commerce, Marshall Economic Development, Marshall Main Street, Michigan Works!, Michigan Small Business and Technology Development Center, Miller College, Nonprofit Alliance, and SCORE.

COST SAVINGS = Unknown

**MICHIGAN DEPARTMENT OF TRANSPORTATION**

The City of Marshall assists the MDOT with the maintenance of M227 and I94BL. The City also has partnered with MDOT for deicing materials storage.

COST SAVINGS = Unknown

### **METH LAB RESPONSE TEAM**

City of Marshall in cooperation with Emmett Township, City of Albion, and the City of Springfield has developed an MOU to train and mobilize personnel to respond to Methamphetamine Labs in the event there is an active lab located. This will also include sharing of equipment and storage. This effort had no barriers as the members saw the critical need for the elimination of these dangerous labs and the protection & safety of the public and police officers.

TIMELINE – Discussions started in April of 2012. The project has been implemented. Started October 2012.

ESTIMATED SAVINGS: \$15,000

### **LABORATORY SERVICES**

The City of Marshall is performing laboratory services for the Villages of Tekonsha, Union City and Parma for their water and wastewater departments. No barriers were encountered with this cooperative effort.

TIMELINE – The discussions started in October of 2012. The services have been instituted. Started November 2012.

POSSIBLE COST SAVINGS = \$6,000

**CITY OF MARSHALL**  
**ECONOMIC VITALITY INCENTIVE PROGRAM**  
**FUTURE SERVICE CONSOLIDATION IDEAS**

**TRANSIT SERVICE** (City of Albion)

The City of Marshall began discussions in November of 2013 with the City of Albion to provide Dial-A-Ride transit services. Subsequent meetings were held in January and February of 2014. The general concept would be to run a scheduled route between the two Cities. An additional bus and additional staff will be needed. Since Albion no longer has a hospital and Marshall has a regional healthcare complex, the residents of Albion will be able to have transportation services to Oaklawn Hospital. Also, Albion Public Schools have closed their high school and the Marshall Public Schools is providing this level of education to the Albion students, this will give additional transportation options to students. Marshall also can provide retail services which are not available in Albion.

TIMELINE – Review by July 2014. If the MDOT grant is awarded, the funding would begin in October of 2014.

ANNUAL COST SAVINGS – Unknown at this time.

**COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDs)** (Counties of Calhoun, Branch, Barry, Kalamazoo, and St. Joseph)

A five county collaboration for regional development strategy is being developed. This process will make EDA grants potentially available to the five county region as well as develop a more active regional planning authority.

TIMELINE – The CEDS Working Group began work in January of 2014 and is expecting a completion in August of 2014.

POSSIBLE COST SAVINGS = Unknown

**CANCELLED FUTURE SERVICE CONSOLIDATION IDEAS**

**IT SERVICES** (Calhoun County)

The City will be discussing with Calhoun County to collaborate for IT services. The request will be, that the County IT department provides all needed IT services. After thorough review, this collaboration did not happen due to actual increased costs that the County would charge the City.

TIMELINE – Review by June 2013. Consolidation idea cancelled March of 2013.

ANNUAL COST SAVINGS = Approximately \$0

**SAFETY TRAINING CONSORTIUM** (Coldwater, Niles, Paw Paw, Dowagiac, and Sturgis)

The City of Marshall has entered into an agreement with five other communities in order to obtain monthly safety training for the electric distribution personnel. The training costs are shared amongst the members. Barriers have occurred at this time in scheduling of the consortium and trainer. Due to an opportunity with American Municipal Power of Columbus, Ohio, the City determined a safety training program with 132 municipals in seven states would be tried.

TIMELINE – Started discussions in January of 2012 and final review by June 2013. Consortium idea cancelled March of 2013.

ANNUAL COST SAVINGS = Unknown.

**FUEL PURCHASING**

The City will be coordinating fuel purchases with Marshall Public Schools. After thorough review, this collaboration did not happen due to coordination problems with the vendors.

TIMELINE – Review by June 2013. Consolidation idea cancelled April of 2013.

POSSIBLE COST SAVINGS = Unknown.

**CITY OF MARSHALL**  
**ECONOMIC VITALITY INCENTIVE PROGRAM**  
**ACTIVE SERVICE CONSOLIDATION PLAN**

**JOINT POLICE FACILITY** (Michigan State Police and Calhoun County Sheriff)

An EVIP study grant was received in January of 2012. A study was initiated in August of 2011 and completed in January of 2012 to build a facility to combine three police agencies at one location. Discussions with the three parties continued during 2012. This will allow for shared space, combined assets, and shared personnel resources. Actual current savings is approximately \$40,000 through a grant for the initial development stage. If the building is built, the costs associated will be greatly reduced to the City of Marshall because of the shared space being divided and the costs shared. This will also provide a different funding option the City of Marshall can utilize that would not be available if a structure needed to be built individually.

The City received a \$674,254 CGAP grant to support a two party building with the Marshall Police Department and the Michigan State Police. The Calhoun County Sheriff had submitted a CGAP grant request for their portion of the building but was denied. The City has applied for a CGAP grant to fund the City's and County's share of the building. Based on the approval of the current grant request, it is anticipated that construction will occur during 2014, with occupancy in July of 2015. The barriers encountered were the delay in decisions from Calhoun County and the time frame that the State needs for the project implementation.

**TIMELINE** – After receiving notification of the Michigan State Police allocation and the CGAP grant award, construction will begin in April of 2014 and construction should take 15 months.

**ESTIMATED COST SAVINGS** = \$1,000,000 to \$1,500,000 in building costs plus additional savings on continual maintenance and utility costs.