

Instructions - Consolidation Plan (Previous Filer)

The Consolidation Plan Template is a word document and can be expanded as needed. Local Units are not required to use this template. Local Units may submit the required information in any format that they choose.

Required Information:

1. An update on the status of the new proposals that were in the previous year's consolidation plan including, a timeline of the steps to accomplish the proposal, whether or not the previously submitted proposal has been fully implemented, and a listing of the barriers experienced in implementing the proposal.
2. One or more proposals to increase the existing level of cooperation, collaboration and consolidation or a detailed explanation of why increasing the existing level of cooperation, collaboration, and consolidation is not feasible.

Template Instructions:

Plan Available to the Public: Indicate method used to make the plan available to the public.

Update Status of Previous Year's Service Consolidation Proposal(s) Box

1. Previous Year's Service Consolidation Proposals: List the proposed service consolidations included in the previous year's consolidation plan.
2. Timeline to Accomplish Proposal: Provide a timeline of the steps to accomplish proposal.
3. Jurisdictions Involved: List the other Jurisdictions Involved. If the consolidation was done within your jurisdiction, indicate the areas that consolidated (i.e. Police Department and Fire Department).
4. Realized Savings/(Loss): Indicate the cost savings (or loss) that has been realized due to the consolidation.
5. Implementation Status of Proposal: Provide an update on the status of the proposed service consolidations.
6. Barriers Experienced in Implementing Proposal: List the barriers experienced in implementing the proposal.
7. Additional Information: Consolidation #1 – If you would like, provide any additional information or detailed explanations related to the first consolidation you listed (benefits realized, barriers experienced, etc.). Continue with Consolidation #2, if applicable.

Proposed Service Consolidations(s) Box (must include at least one new consolidation)

1. Service Consolidation: List any proposed new service consolidations being planned either within the jurisdiction or with other jurisdictions.
2. Implementation Timeline: Provide a timeline for implementing the new proposal.
3. Jurisdictions Involved: List the other jurisdictions that may or would be involved. If the proposed consolidation will be done within your jurisdiction, indicate the areas that are being proposed for consolidation (i.e. Police Department and Fire Department).
4. Estimated Savings/(Loss): Indicate the estimated cost savings (or loss) for the proposed consolidation.
5. Description of Estimated Savings/(Loss): Describe what period of time your estimated cost savings amount represents (i.e. \$150,000 savings annually over 5 years or \$750,000 over 5 years).
6. Other Consolidation Benefits: Sometimes consolidations may not necessarily result in cost savings, but they may provide taxpayers with improved service and/or improved efficiencies. Indicate if the proposed consolidation will provide improved service and/or improved efficiencies. Feel free to include any additional benefits you are anticipating.
7. Additional Information: Proposed Consolidation #1 – If you would like, briefly describe the first proposed consolidation you listed (What/Who will be consolidated, benefits expected and anticipated barriers). Continue with Proposed Consolidation #2, if applicable.
8. Detailed explanation of why increasing the existing level of cooperation, collaboration and consolidation is not feasible.

Economic Vitality Incentive Program Consolidation Plan (Previous Filer) as of: January 21, 2013

Local Unit Name: Spring Lake Village
County: Ottawa

Plan Available to the Public (check all that apply): In Municipal Offices Internet Website Other _____

Update Status of Previous Year's Service Consolidation Proposal(s)			Spring Lake Village	Ottawa	
Previous Year's Service Consolidation Proposals	Timeline to Accomplish Proposal	Jurisdictions Involved	Realized Savings/(Loss)	Implementation Status of Proposal	Barriers Experienced in Implementing Proposal
1. Shared Bookkeeper	2012	Ferrysburg	\$0.00	Completed	None. We LOVE sharing this employee
2. Shared Planner	2012	Grand Haven	\$15,000.00	Completed	None.
3. Shared Zoning Administrator	2012	Spring Lake Township	\$15,000.00	Completed	None.
4. Shared Elections	2013	Spring Lake Township	\$2,000.00	In Process	None yet.
5. New 10-Year Police Agreement	2014	Ferrysburg	\$120,000.00	In Process	None.
Additional Information:					
Consolidation #1: We utilize one Ferrysburg staff member to assist with monthly bookkeeping.					
Consolidation #2: The GH Planner recently resigned to take a position with the City of Grand Rapids.					
Consolidation #3: Our shared planner facilitates great communication between the two municipalities.					
Consolidation #4: Will be implemented in 2014					
Consolidation #5: This is a unique and extremely successful story of consolidation before it was mandated.					

**Economic Vitality Incentive Program
Consolidation Plan (Previous Filer)
as of: January 21, 2013**

**Local Unit Name: Spring Lake Village
County: Ottawa**

Proposed Service Consolidation(s) Spring Lake Village Ottawa					
Service Consolidation	Implementation Timeline	Jurisdictions Involved	Estimated Savings/(Loss)	Description of Estimated Savings/(Loss)	Other Consolidation Benefits
1. Building Authority	12/31/13	Grand Haven, Grand Haven Township, Ferrysburg, Spring Lake Township	\$5,000.00		Uniform Forms, Fee and Ordinances, Shared personnel
2. Rental Inspection Program	12/31/13	Grand Haven, Ferrysburg	\$5,000.00		Shared inspectors provide more consistent and timely inspections.
3. Code Enforcement	04/01/13	Ferrysburg	\$5,000.00		Utilizing P/T Police Officers to perform Code Enforcement
4. Shared DPW Superintendent	07/01/13	Spring Lake Township	\$20,000.00	In perpetuity	Shared administrative staff will allow us to lower our personnel & legacy costs
5. EPA Environmental Grant	Fall 2013	Ferrysburg, Spring Lake Township, Fruitport Township, Crockerly Township	\$200,000.00	\$200K over the course of three years.	The grant will cover environmental analysis of brownfield sites, which will spur economic development within the jurisdictions

Additional Information:

Consolidation #1: Standardization provides better customer service to developers and builders

Consolidation #2: Standardization provides better customer service to property owners.

Consolidation #3: Equitable enforcement improves quality of life for residents

Proposed Service Consolidation(s) Spring Lake Village Ottawa					
Service Consolidation	Implementation Timeline	Jurisdictions Involved	Estimated Savings/(Loss)	Description of Estimated Savings/(Loss)	Other Consolidation Benefits
Consolidation #4: Communication improvement between SLT & SLV					
Consolidation #5: Garner additional points in the grant process by partnering with our neighbors					
Detailed explanation of why increasing the existing level of cooperation, collaboration and consolidation is not feasible:					