

## 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 City of Muskegon		Local Unit County Name Muskegon	
Local Unit Code 612020		Contact E-Mail Address beth.lewis@shorelinecity.com	
Contact Name Beth Lewis	Contact Title Interim Finance Director	Contact Telephone Number (231) 724-6917	Extension
Website Address, if plan is available online www.shorelinecity.com			
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) 		Printed Name of Chief Administrative Officer (as defined in MCL 141.422b) Frank Peterson	
Title City Manager		Date 12/26/2013	

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

# Economic Vitality Incentive Program/County Incentive Program FY 2014 Consolidation Plan (Previous Filer)

**Local Unit Name:** City of Muskegon

**Local Unit Code:** 612020

**Proposal Name:** One Water Production System for Metro Muskegon Area  Update  New

**Status:**  Completed  In Progress  Delayed/Stalled  Not Started  Dropped

Status Description or New Proposal Description
Goal is achieved with the signing of two long-term water supply agreements. Full implementation will occur in 2015 after construction of a new water main to service the two new municipal customers.
Jurisdictions/Organizations Involved
City of Norton Shores (new customer), Fruitport Township (new customer), City of Roosevelt Park, City of North Muskegon, Muskegon Township, Muskegon County, Dalton Township, and Laketon Township.
Estimated Savings/Improved Service or Efficiency
\$1,000,000.00 Annually
Barriers Experienced
The parties had to overcome mistrust of one another. This was achieved through multiple meetings and by incorporating several safeguards into the water contracts.

Estimated Timeline (Month, season, or quarter along with a year)		
	Date	Action/Steps
Start Date (Required)	July 2011	City of Muskegon introduced proposal for a unified municipal water system
Significant Progress Dates	October 2012	Unified agreement adopted with formerly individual "northside" customers (North Muskegon, Roosevelt Park & Muskegon County water systems).
	November 2012	Agreement approved to begin serving two new municipal customers (Norton Shores & Fruitport Township)
Implementation Date (Required)	April 1, 2015	By contract, water service to Norton Shores and Fruitport Township starts on this date.

# Economic Vitality Incentive Program/County Incentive Program FY 2014 Consolidation Plan (Previous Filer)

**Local Unit Name:** City of Muskegon

**Local Unit Code:** 612020

**Proposal Name:** Contract for Income Tax Administration       Update     New

**Status:**     Completed     In Progress     Delayed/Stalled     Not Started     Dropped

Status Description or New Proposal Description
A formal written proposal for this service was prepared and delivered to the City of Muskegon Heights in August 2012.
Jurisdictions/Organizations Involved
City of Muskegon and City of Muskegon Heights
Estimated Savings/Improved Service or Efficiency
\$100,000.00 Annually
Barriers Experienced
The cities have not been able to agree on cost.

Estimated Timeline (Month, season, or quarter along with a year)		
	Date	Action/Steps
Start Date (Required)	August 2012	Proposal drafted and delivered.
Significant Progress Dates		
		No progress to report
Implementation Date (Required)		

# Economic Vitality Incentive Program/County Incentive Program FY 2014 Consolidation Plan (Previous Filer)

**Local Unit Name:** City of Muskegon  
**Local Unit Code:** 612020

**Proposal Name:** Fire Equipment Maintenance  Update  New

**Status:**  Completed  In Progress  Delayed/Stalled  Not Started  Dropped

Status Description or New Proposal Description
The City of Muskegon's Equipment Division has now been certified to maintain and repair fire trucks and other emergency vehicles. Previously, the Fire Department relied on private companies - often located outside of the local area - to perform these services. Bringing this service in-house will result in significant savings, quicker turnaround times on repairs and more optimal utilization of staff resources.
Jurisdictions/Organizations Involved
City of Muskegon Fire Department and City of Muskegon Equipment Division
Estimated Savings/Improved Service or Efficiency
\$25,000 Annually
Barriers Experienced
Staff had to become certified.

Estimated Timeline (Month, season, or quarter along with a year)		
	Date	Action/Steps
Start Date (Required)	January 2013	Concept developed through discussions between Public Works and Public Safety divisions.
Significant Progress Dates		
Implementation Date (Required)	July 2013	Services started

# Economic Vitality Incentive Program/County Incentive Program FY 2014 Consolidation Plan (Previous Filer)

**Local Unit Name:** City of Muskegon  
**Local Unit Code:** 612020

**Proposal Name:** Consolidate Public Works Services  Update  New

**Status:**  Completed  In Progress  Delayed/Stalled  Not Started  Dropped

Status Description or New Proposal Description
The City of North Muskegon would contract with the City of Muskegon for a full range of public works services including water and sewer systems maintenance, vehicle maintenance, engineering services, and streets maintenance.
Jurisdictions/Organizations Involved
City of Muskegon and City of North Muskegon
Estimated Savings/Improved Service or Efficiency
\$75,000 Annually
Barriers Experienced
Other pressing matters taking priority; city managers for both communities retiring

Estimated Timeline (Month, season, or quarter along with a year)		
	Date	Action/Steps
Start Date (Required)	August 2012	Discussions between Muskegon and North Muskegon started.
Significant Progress Dates		
	December 2013	Muskegon started providing emergency equipment repairs for North Muskegon
		Work continues on developing long term agreement for broader range of public works services
Implementation Date (Required)	December 2013	

# Economic Vitality Incentive Program/County Incentive Program FY 2014 Consolidation Plan (Previous Filer)

**Local Unit Name:** City of Muskegon  
**Local Unit Code:** 612020

**Proposal Name:** Unification of Water Treatment Facilities     Update     New

**Status:**     Completed     In Progress     Delayed/Stalled     Not Started     Dropped

Status Description or New Proposal Description
The City of Muskegon Heights has it's own water treatment plant which will serve only Muskegon Heights starting in 2015. The City of Muskegon intends to initiate discussion with Muskegon Heights for them to join the Muskegon system and agree to utilize their existing treatment facility for benefit of the entire metropolitan area.
Jurisdictions/Organizations Involved
City of Muskegon and City of Muskegon Heights
Estimated Savings/Improved Service or Efficiency
\$500,000 Annually
Barriers Experienced
Lack of mutual interest in proceeding.

Estimated Timeline (Month, season, or quarter along with a year)		
	Date	Action/Steps
Start Date (Required)	July 2011	City of Muskegon introduced proposal for a unified municipal water system
Significant Progress Dates		
Implementation Date (Required)		

# Economic Vitality Incentive Program/County Incentive Program FY 2014 Consolidation Plan (Previous Filer)

**Local Unit Name:** City of Muskegon

**Local Unit Code:** 612020

**Proposal Name:** HOME Program Consortium

Update  New

**Status:**  Completed  In Progress  Delayed/Stalled  Not Started  Dropped

Status Description or New Proposal Description
The City of Muskegon worked with adjacent communities (Norton Shores, Muskegon Heights, Roosevelt Park) and HUD to establish a HOME program consortium. It was hoped that acting cooperatively would allow the communities to leverage significant additional federal HOME program funds.
Jurisdictions/Organizations Involved
Cities of Muskegon, Norton Shores, Roosevelt Park, Muskegon Heights
Estimated Savings/Improved Service or Efficiency
\$250,000
Barriers Experienced
Significant bureaucratic and political obstacles were encountered with the Michigan State Housing Development Authority (MSHDA).

Estimated Timeline (Month, season, or quarter along with a year)		
	Date	Action/Steps
Start Date (Required)	August 2012	Concept developed, discussed with other communities
Significant Progress Dates	June 2013	Application submitted to HUD
	August 2013	Application rescinded because MSHDA did not certify to HUD that they supported the HOME Consortium
Implementation Date (Required)		

# Economic Vitality Incentive Program/County Incentive Program FY 2014 Consolidation Plan (Previous Filer)

**Local Unit Name:** City of Muskegon  
**Local Unit Code:** 612020

**Proposal Name:** Shared Zoning Administrator  Update  New

**Status:**  Completed  In Progress  Delayed/Stalled  Not Started  Dropped

Status Description or New Proposal Description
After Muskegon Heights had a vacancy in its zoning administrator post, Muskegon and Muskegon Heights agreed to share the services of Muskegon's zoning administrator for an hourly fee.
Jurisdictions/Organizations Involved
City of Muskegon and City of Muskegon Heights
Estimated Savings/Improved Service or Efficiency
\$10,000
Barriers Experienced
No significant barriers. Both communities found the proposal was in their interest.

Estimated Timeline (Month, season, or quarter along with a year)		
	Date	Action/Steps
Start Date (Required)	October 2013	Discussion started between Cities of Muskegon and Muskegon Heights
Significant Progress Dates		
	November 2013	Governing bodies of each community approve concept
Implementation Date (Required)	December 2013	Services started.



# Economic Vitality Incentive Program/County Incentive Program FY 2014 Consolidation Plan (Previous Filer)

**Local Unit Name:** City of Muskegon

**Local Unit Code:** 612020

**Proposal Name:** Privatization of Code Enforcement & Rental Housing Inspections  Update  New

**Status:**  Completed  In Progress  Delayed/Stalled  Not Started  Dropped

Status Description or New Proposal Description
Due to staff retirements and budget constraints, the City sought alternative means to provide environmental code enforcement and rental inspection services. Previously the City had contracted with SafeBuilt Services for trade inspection services. A separate 3-year agreement for code enforcement and rental housing was negotiated
Jurisdictions/Organizations Involved
City of Muskegon and SafeBuilt Services (private)
Estimated Savings/Improved Service or Efficiency
\$50,000 annually
Barriers Experienced
Normal issues of cost, personnel, etc. that were all worked out through negotiation. Some unionized positions were eliminated, so it was also required to meet with union.

Estimated Timeline (Month, season, or quarter along with a year)		
	Date	Action/Steps
Start Date (Required)	September 2013	Discussion started with SafeBuilt
Significant Progress Dates		
	November 2013	City Commission approves contract
Implementation Date (Required)	December 2013	SafeBuilt starts providing services

