

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 Alanson

The Village of Alanson 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 Alanson 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 Alanson:

- A listing of previous shared services or consolidations with the estimated cost savings these actions have generated.
- An update of our progress to last year's proposed collaboration
- A plan of one 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,

Iris E. Lesh
Village 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 Alanson		Local Unit County Name Emmet County	
Local Unit Code 243010		Contact E-Mail Address irislesh@yahoo.com	
Contact Name Iris E. Lesh	Contact Title Village Clerk	Contact Phone Number 231-548-5431	Extension
Website Address, if reports are available online http://munetrix.com/sections/data/municipal.php?MuniID=1422&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) Iris E. Lesh	
Title Village Clerk		Date February 14, 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

The Village of Alanson is a proud community with a lot of character and heritage. As with most small communities in the far reaching corners of the state, we have been collaborating and sharing services as a way of life. Communities our size do not have the depth or breadth of resources that a lot of larger communities have available to them, so living lean is what we do!

The Village and its leadership will continue to look for creative and meaningful ways to cut costs and become more efficient with our neighbor's help - and vice-versa. We will start to look for larger, more regional collaborations in the future as well - spawned by need - but also by the Governor's directive to do so. We will also continue to keep and increase our resident participation in the community - since it is OUR community collectively!

On the pages that follow, you will find our existing and proposed services that we proudly submit so that we can receive our important EVIP revenue sharing dollars from the State of Michigan.

This plan and the records within will be updated on an ongoing basis so as to keep the public informed and to track our progress.

Summary of Shared Service Initiatives

Name	Purpose	Form	Scope	Status	Year	Data Owner	# of Partners
Phase #3 of Fencing Community Recycling Area	Public Safety	Joint Venture	External	In Process	2012	Alanson Village	1
Sanctuary Island 3 in-ground trash receptacles	Parks & Recreation	Joint Venture	Internal	Proposed	2013	Petoskey-Harbor Springs Community Foundation	2
Fencing Community Recycling Area	Public Safety	Joint Venture	External	Existing	2013	Alanson Village	2
Littlefield Alanson Community Building	Collaboration	Independent Authority	Internal	Existing	1972	Alanson Village	2
TF09-114 Sanctuary Island Boardwalk Project	Parks & Recreation	Contractual	Internal	Existing	2010	Alanson Village	2
Upgrade of Community Recycling Area	Public Works	Joint Venture	County	Existing	2012	Alanson Village	3
Village of Alanson - Littlefield Township Joint Employee	Collaboration	Contractual	Internal	Existing	1987	Alanson Village	2
Village of Alanson - Littlefield Township Master Recreation Plan	Parks & Recreation	Joint Venture	External	Existing	2011	Alanson Village	2

Shared Service - Phase #3 of Fencing Community Recycling Area

Owner:	Alanson Village
Form:	Joint Venture
Primary Purpose:	Public Safety
Scope:	External
Status:	In Process
Year Initiated:	2012
Revenues:	\$0 (less partner contributions)
Website:	villageofalanson@yahoo.com

Description:
 The Alanson DPW yard is the site of Emmet County re-cycle bins. These bins are used by village, township and surrounding area residents.
 The first phase of improvement to this area was funded by Emmet County DPW, Littlefield Township and the Village of Alanson and included, paving and cement pads to set the bins on.
 The second phase of improvement to the re-cycle area was successfully completed in 2013; and included the installation of a one hundred forty six of six foot tall fence constructed of treated pine. This improvement benefited those using this area by making the area safer and more user friendly. It benefited the village by sharing the cost of the fence with the township and also by reducing the yearly cost of maintenance.
 The final phase of improvements to the recycling area will be to have the fencing professionally sealed which we were unable to do with last year as it needed to set one year to age. This final proposed phase will be funded by the village and township. The estimated cost saving will be between \$500-\$600. This saving will be realized the following two ways, cost saving from shared project cost, and increase in the life expectance of the fence.
 It is the village's goal to have this completed early spring of 2014.

Partners for Phase #3 of Fencing Community Recycling Area

Partner	Type	Lies Within	Population	Contribution	Savings
Alanson Village	Village	Emmet County	738		

Shared Service - Sanctuary Island 3 in- ground trash receptacles

Owner:	Petoskey-Harbor Springs Community Foundation
Form:	Joint Venture
Primary Purpose:	Parks & Recreation
Scope:	Internal
Status:	Proposed
Year Initiated:	2013
Revenues:	\$0 (less partner contributions)
Website:	villageofalanson@yahoo.com

Description:
 The Sanctuary Island Boardwalk was opened to the public on August 5, 2013. The Village of Alanson applied for a grant from the Petoskey-Harbor Spring Community Foundation to assist in the purchase of 3 in-ground trash receptacles to be located on the island. These receptacles will provide an place for island users to put their trash while visiting the island to fish, picnic or just take a walk. Total cost of the receptacles was \$1134 dollar with the \$500 coming from the Petoskey-Harbor Springs Community Foundation and the balance \$634 dollar from the Village of Alanson. Cost saving to the village will be \$500. The receptacle will make this project more user friendly, making it a healthier, cleaning place to visit.

Partners for Sanctuary Island 3 in- ground trash receptacles

Partner	Type	Lies Within	Population	Contribution	Savings
Petoskey-Harbor Springs Community Foundation	Not-for-Profit	Emmet County	0	\$500	
Alanson Village	Village	Emmet County	738	\$634	\$500

Timeline for Sanctuary Island 3 in- ground trash receptacles

Name	Start Date	End Date
3 in-ground trash receptacles Sanctuary Island	12/09/2013	05/01/2014

Shared Service - Fencing Community Recycling Area

Owner:	Alanson Village
Form:	Joint Venture
Primary Purpose:	Public Safety
Scope:	External
Status:	Existing
Year Initiated:	2013
Revenues:	\$0 (less partner contributions)
Website:	villageofalanson@yahoo.com

Description:
 The Village of Alanson, DPW area is the site of Emmet County re-cycling bins. Through the cooperative efforts of Emmet County, Littlefield Township and the Village of Alanson this area was upgrade to include paved access to the bins, and cement pads to set the bins on in 2012. In a continuing effort to make this area safe and user friendly; the Village of Alanson and Littlefield Township are discussing fencing the bins on three sides. This improved will benefit those using the area as well as the village and township. Estimated cost saving for the village and township is estimated at \$2,000- \$3,000, plus the yearly cost of village DPW personnell used to maintain this area.
 Barriers-None

Partners for Fencing Community Recycling Area

Partner	Type	Lies Within	Population	Contribution	Savings
Alanson Village	Village	Emmet County	738	\$2,500	\$2,500
Littlefield	Township	Emmet County	2,978		

Timeline for Fencing Community Recycling Area

Name	Start Date	End Date
Phone call to Littlefield Township	01/18/2013	01/18/2013
Bid request	01/28/2013	02/04/2013
Meeting to review bids	02/11/2013	02/11/2013
Fence installed	05/27/2013	06/03/2013

Shared Service - Littlefield Alanson Community Building

Owner:	Alanson Village
Form:	Independent Authority
Primary Purpose:	Collaboration
Scope:	Internal
Status:	Existing
Year Initiated:	1972
Revenues:	\$0 (less partner contributions)
Website:	

Description:
 The Littlefield Alanson Mangement Authority is a seperate authority who manages the Littlefield -Alanson Community Building for Littlefield Township and the Village of Alanson. Its function is the daily maintenance of the building and its grounds. The authority is responsible for building rentals. The Community Building houses the village and township offices, a private meeting room, a large common area which includes a kitchen and the Alanson Area Public Library. Intenet service to the building is shared by the library, township and village. The building has recently under gone extensive renovation. This renovation is being funded by the township and village. Cost savings for the village about \$ 23,189.

Partners for Littlefield Alanson Community Building

Partner	Type	Lies Within	Population	Contribution	Savings
Alanson Village	Village	Emmet County	738		\$23,189
Littlefield	Township	Emmet County	2,978		

Shared Service - TF09-114 Sanctuary Island Boardwalk Project

Owner:	Alanson Village
Form:	Contractual
Primary Purpose:	Parks & Recreation
Scope:	Internal
Status:	Existing
Year Initiated:	2010
Revenues:	\$0 (less partner contributions)
Website:	

Description:
 The TF09-114 Sanctuary Island Board Project will create a public recreation area in the Village of Alanson. Upon completion the project will include chain driven ferry from the mainland to Sanctuary Island, a boardwalk, fishing piers and a gazabo for picnics. This project is being funded by a MDNRE Grant and the Village of Alanson. The State of Michigan will provide 68 % of the funds with the village share 32 %. The village is using in-kind donations of labor, equipment and materials to provide its 32% match. The village has also received two donation for the project from TIFF money captured by the Alanson DDA. The village has completed the first of four draw allowed in the project.
 Sanctuary Island Boardwalk Project began with the donation of a small island located in the Crooked River by a former village resident. A MDNRE Acquisition Grant was used to acquire the property across the river from the island. The village then received a MDNRE Development Grant to help build the ferry to the island, build the fishing piers, boardwalk and gazabo. Cost savings to the village when the project is completed is \$250,000

Partners for TF09-114 Sanctuary Island Boardwalk Project

Partner	Type	Lies Within	Population	Contribution	Savings
Alanson Village	Village	Emmet County	738	\$116,400	\$250,000
Michigan	State	United States	9,883,635	\$250,000	

Shared Service - Upgrade of Community Recycling Area

Owner:	Alanson Village
Form:	Joint Venture
Primary Purpose:	Public Works
Scope:	County
Status:	Existing
Year Initiated:	2012
Revenues:	\$0 (less partner contributions)
Website:	

Description:
 The Village of Alanson currently provides a site for Emmet County Recycling bins. In an effort to make this area safer and encourage our counties recycling program Emmet County DPW, Littlefield Township and the Village of Alanson are discussing co-operative improvements to the area. While the improvements are still in the planning stage, the plan would include a cement pad for the recycling bins, and a paved road and turn around area for the trucks. These improvements will benefit the residents of the township, village and residents for surrounding area. Estimated cost saving for the village would be \$24,500 for annual maintenance and the village share of the proposed improvement of the site. This project was successfully completed in Spring 2012.

Partners for Upgrade of Community Recycling Area

Partner	Type	Lies Within	Population	Contribution	Savings
Alanson Village	Village	Emmet County	738		\$24,500
Emmet County	County	10 NWM	32,694		
Littlefield	Township	Emmet County	2,978		

Timeline for Upgrade of Community Recycling Area

Name	Start Date	End Date
Upgrade of Community Recycling Area	02/20/2012	05/30/2012

Shared Service - Village of Alanson - Littlefield Township Joint Employee

Owner:	Alanson Village
Form:	Contractual
Primary Purpose:	Collaboration
Scope:	Internal
Status:	Existing
Year Initiated:	1987
Revenues:	\$0 (less partner contributions)
Website:	

Description:
 The Village of Alanson and Littlefield Township share the cost of a joint employee. The job discription for this employee includes daily maintenance of the Littlefield-Alanson Community Building including the Alanson Area Public Library. It is his/her responsibility to keep the sidewalks around the building clean and sanded during the winter month. The joint employee is also responsible for the mowing and trimming of the township owned cemetery during the summer, and assisting the villages full time DPW worker with village plowing during the winter. This employee is jointly use and the cost saving to the village on an annual basis is approximately \$16,000.

Partners for Village of Alanson - Littlefield Township Joint Employee

Partner	Type	Lies Within	Population	Contribution	Savings
Alanson Village	Village	Emmet County	738		\$16,000
Littlefield	Township	Emmet County	2,978		

Shared Service - Village of Alanson - Littlefield Township Master Recreation Plan

Owner:	Alanson Village
Form:	Joint Venture
Primary Purpose:	Parks & Recreation
Scope:	External
Status:	Existing
Year Initiated:	2011
Revenues:	\$0 (less partner contributions)
Website:	

Description:
 The Village of Alanson and Littlefield Township are currently in the process of updating their Master Recreation Plan. The update is being done by a Joint Recreation Committee with the assistance of a consultant. This shared plan upon completion, will allow both municipalites to apply for grants including grants from the State of MI. The draft plan has been completed and currently being reviewed. A public hearing will be held, after which the plan will then be submitted to the Alanson Village Council and the Littlefield Township Board and the MDNR fo approval. The cost saving to village will be \$ 3,400.

Partners for Village of Alanson - Littlefield Township Master Recreation Plan

Partner	Type	Lies Within	Population	Contribution	Savings
Alanson Village	Village	Emmet County	738		\$3,400
Littlefield	Township	Emmet County	2,978		