



**CITY OF PORTLAND**  
**Cooperation, Collaboration and Consolidation of Services Plan**

**Prepared Pursuant To And In Compliance With Public Act 63 of 2011**  
**Category 2 of the State of Michigan Economic Vitality Incentive Program**  
**December 28, 2011**

**Cooperation/Consolidation Projects Implemented Since July 1, 2011**

**Regional Economic Development Services:** During October 2011 the Ionia County Economic Alliance (ICEA) approved an agreement with the Right Place, Inc., Grand Rapids for economic development services for Ionia County. The City of Portland and its DDA are both members of the ICEA , providing both funding and staff assistance to the ICEA's United for Progress Campaign. This campaign, which partnered the public and private sectors to raise money to support economic development activities in the County, resulted in the ICEA hiring the Right Place, Inc., (Kent County's economic development agency) to provide similar services in the County. Estimated cost savings: \$25,000.00.

**Shared VOIP Telephone System with Portland Public School District:** In August of 2012 the City Council approved replacement of the phone system at City Hall by consolidating it with the phone system in place at Portland Public Schools. The City was able to eliminate its use of Centrex circuits through AT&T and reduce its phone costs. Estimated cost savings are estimated to be \$5,000 -\$6,000.

**Department of Public Works Services:** Crack sealing Danby Townships parking lot. Estimated cost savings \$850.

**Proposed Cooperation/Consolidation Projects After January 1, 2012**

**Assessing Services:** Currently, the Cities of Belding, Ionia and Portland individually contract for assessing services. Explore hiring the same private company to complete assessing services for the three cities and explore the option of contracting with the County of Ionia to provide services.

Key Partners: Cities of Belding and Portland, and possibly County of Ionia

Estimated Cost Savings: Per community of \$10,000

**City Income Tax Administration:** Both the Cities of Ionia and Portland employ staff to administer their City Income Tax. Explore hiring one individual to work part-time at each City to assist with auditing, data entry and compliance efforts. Expect increased proficiency from part time staff and cost savings on training and benefits.

Key Partners: City of Portland

Estimated Cost Savings: Per community of \$10,000

**Road Maintenance Services:** Currently, the Cities of Belding, Ionia and Portland individually contract for and coordinate the crack sealing, pavement marking and sweeping of their streets. The parties intend to explore collectively bidding or hiring the same private company to complete one or more of these services.

Key Partners: Cities of Belding and Portland

Estimated Cost Savings: Per community of \$7,500

**Shared VOIP Telephone System with Portland Public School District:** The City is planning two additional phases to consolidate the phone system of other City Department outside of City Hall with the Portland Public School Districts VOIP phone system.

Key Partners: Portland Public School District

Estimated Cost Savings: \$8,000-\$10,000.

**Creation of a Fire Authority:** The City is exploring creation of a Fire Authority with Portland Township and Danby Township. Creation of an Authority with a new funding formula and responsibility for capital purchases is anticipated to save the City of Portland by reducing City expenditures and staff time spent on Fire Protection Services.

Key Partners: Danby Township and Portland Township

Estimated Cost Savings: \$25,000

**Joining West Michigan Regional Planning Commission:** The City will be considering joining and appointing a representative to the West Michigan Regional Planning Commission (WMRPC). The primary focus areas of the WMRPC include Transportation Planning, Economic and Community Development, Land Use Planning, Data Compilation/Analysis, and promoting cooperation among communities. The WMRPC also assists communities with their planning and community development requirements. Available resources include U.S. Census and other demographic information, mapping capabilities, facilitation skills, plan preparation (land use, master, recreation, etc.), identifying funding resources, planning literature, and many other resources specific to Region 8's communities.

Key Partners: WMRPC

Estimated Cost Savings \$3,000-\$5000

### **Current Cooperation/Consolidation Projects Prior To July 1, 2011**

Over the years the City of Portland has implemented a number of cooperative initiatives with neighboring communities. The City has also achieved much efficiency by consolidating internal operations. The list below is a good faith effort to identify existing Cooperation /Consolidation projects:

Description of Service	Participating Units	Estimated Annual Cost Savings/Revenues
Fire Protection Services Contracts	Danby Twp. and Portland Twp.	\$116,000
Fire Mutual Aid Agreements	Various	\$50,000
Shared Fire Trainings	Various	\$5,000-\$10,000
Ambulance Service Contracts	8 Neighboring Units of Government	\$160,695
Central Dispatch	Ionia County	\$75,000-\$100,000
Shared Police Trainings and Facilities	Ionia County, Schoolcraft	\$15,000

Description of Service	Participating Units	Estimated Annual Cost Savings/Revenues
Shared Purchase Contracts- Police	State of Michigan, Macomb County, Ionia County	\$5,000-\$10,000
Law Enforcement Mutual Aid	Ionia County, State of Michigan	\$3,000-\$4,000
CMET Drug Enforcement Team	Ionia & Montcalm Counties and Cities	\$5,000
Speed Trailer Purchase/Operation	Various Governmental Units	\$5,000
Shared Purchase Contracts DPW (Vehicles, Salt, Equipment)	State of Michigan, Macomb County, Ionia County, Various Cities	\$10,000-\$20,000
Recruitment/Training	Michigan Works!	\$5,000-\$10,000
Building Inspection/Permitting Services	Municipal Inspection Services	\$12,000
Fire Department Admin./Ambulance Admin./Code Enforcement	Internal Consolidation	\$15,000
Ambulance Paramedics/Meter Readers	Internal Consolidation	\$15,000
Parks/Recreation/Cemetery Maintenance and Supervision	Internal Consolidation	\$50,000
Use of School Property for Recreation	Portland Public Schools	\$5,000
Property & Liability Insurance	Michigan Municipal League	\$10,000
Workers' Compensation Insurance	Michigan Municipal League	\$15,000
Unemployment Insurance	Michigan Municipal League	\$5,000
Joint Mailing of City and DDA Newsletter with Utility Bills	Internal Consolidation	\$10,000
Senior Citizen Programs	Portland Area Service Group, Portland Township, Danby Township	\$2,500
Election Services	Portland Public Schools	\$2,500-\$5,000
Various Annexation Agreements	Danby and Portland Townships	\$117,000 additional property tax revenues