

Commission on Local Government Reform and Collaboration

**Draft Plan
April 2009**

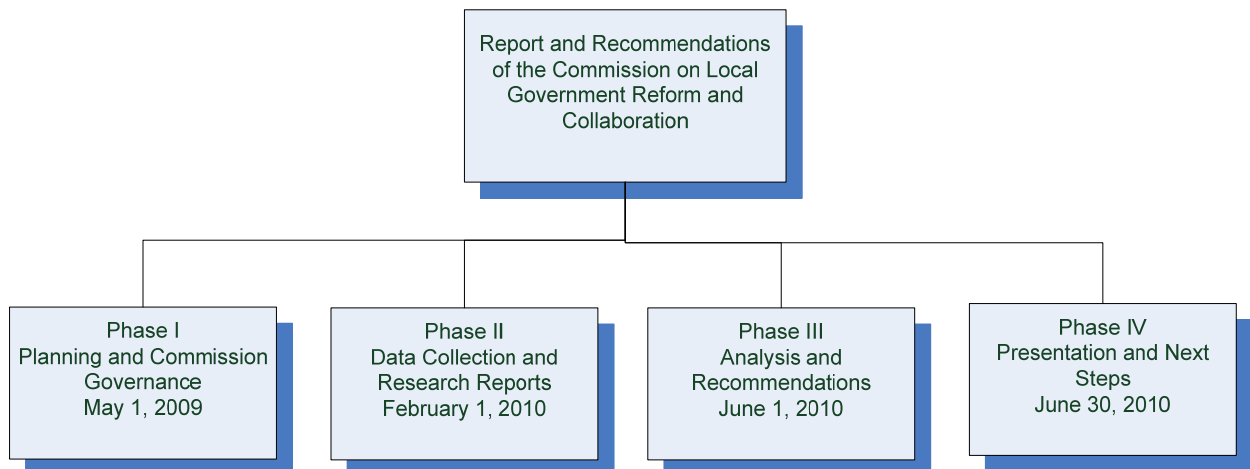
Purpose of the Project

To develop recommendations on ways to increase the efficiency and effectiveness of local government operations to achieve cost savings to taxpayers and to facilitate economic development

Report Targets:

1. Identification of options for encouraging and incentivizing local governments to collaborate
2. Identification of local tax structure changes which would encourage collaboration or improve service effectiveness
3. Identification of current/alternative service delivery models
4. Data Collection

Work Breakdown Structure, Identification of Phases, Completion Dates



Deliverables for Each of the Phases

Phase I: Planning and Commission Governance (Milestone completion – May 1, 2009)

1. Project Work Plan

Draft Project Plan

- a. Budget – *The Commission is currently working with a \$160,000 budget. Tim Dowling will oversee the implementation of the budget and the process for expending funds. This will be done through the Governor’s Office and Legislative Services Commission.*
- b. Schedule – Overview:

	2009	2010
January		Public Hearings / Research Report
February		Analysis / Recommendations – Bob Steinbach
March		Analysis / Recommendations – Bob Steinbach
April	Approval of Work Plan Approval of Project Plan Background Information provided by local government associations	Analysis / Recommendations – Bob Steinbach Report Outline
May	Background presentation – Department of Taxation	Report Draft and Review
June	Background presentation – Department of Development	Report Release
July	Web Site live Research Kick off Public Hearings / Research Report	
August	Public Hearings / Research Report	
September	Public Hearings / Research Report	
October	Public Hearings / Research Report	
November	Public Hearings / Research Report	
December	Public Hearings / Research Report	

- c. Communications plan
 - i. Web site
 - ii. Public Hearing Announcements
 - iii. Media
 - iv. Report release

2. Commission and research funding
 - a. Residual funding from Cuyahoga County study
 - b. CURA
 - c. Other funding sources
3. Commission governance
 - a. Sub-committee structure – *organized by four areas of Report Targets*
 - b. Chair responsibilities
 - c. Administrative responsibilities – *provided by association staff*
4. Organization of research/data collection
 - a. Glenn School contract/arrangement
 - i. Research proposal from Glenn School (April 2009)
 - ii. Proposal review (April 2009)
 - iii. Research contract
 - b. Solicitation/integration of other studies/papers –(July 2009, and ongoing)

Phase II: Research (Milestone completion – February 1, 2010) – Bob Steinbach to help guide process for intake and processing of information

1. Identification of Research Reports
 - a. Statutory and Constitutional impediments and other barriers to collaboration or reform among local governments in Ohio: an identification of the specific constraints and impediments to collaboration
 - b. The findings of other studies in Ohio and around the nation on local government collaboration, including the identification of existing data on costs and service delivery as well as the implementations of the recommendations of the studies
 - c. The regional organization of state service delivery and opportunities for consolidation and improvement
 - d. The implications of tax law and tax policy on local government collaboration
 - e. Taxing district boundaries and state services and local government boundaries
 - f. The current state of local government collaboration in Ohio: an analysis of the success of current practices and projects, including innovative practices
 - g. The historical and policy foundations of local government service delivery including an assessment of the value to citizens
 - h. An estimate of direct and indirect costs of local government
 - i. Data on the cost and effect of local government services and a template for future data collection
 - j. Demographic changes and trends in Ohio
2. Identification of existing data sources
 - a. Review of other studies and ODOD grant applications
 - b. Existing data on services and costs

Draft Project Plan

- i. CRP
 - ii. University sources
 - iii. Other sources
3. Quantitative data collection
 - a. Identification of new data needs
 - b. Organization for collection
 - c. Formatting requirements
 - d. New data
 - e. Data compilation
4. Qualitative data collection
 - a. Public hearings
 - i. Identification of locations
 - ii. Creation of hearing format
 - iii. Organization of hearings
 - iv. Hearings
 - v. Compilation of results
 - b. Online survey
 - c. Online comment collection
 - i. Establish collection mechanism
 - ii. Collect data
 - d. Review of laws and administrative rules relevant to the Commission's work
 - i. Identification of barriers to collaboration
 - ii. Options for changes
 - e. Examination of tax incentives and arrangements
5. Formatting of data and data hand-off
 - a. Data analysis
 - b. Data formatting
 - c. Transfer of data to the Commission (research report)

Phase III: Analysis and Recommendations (Milestone completion – April 1, 2010)

1. Commission consideration of data – Bob Steinbach
2. Commission decision making – Bob Steinbach
3. Draft report preparation
4. Report review and approval

Phase IV: Presentation and Next Steps (Milestone completion – June 30, 2010)

1. Presentation of the report to statutory authorities
2. Press release/event

3. Identification of next steps