



CITY OF GROSSE POINTE WOODS
20025 Mack Plaza Drive
Grosse Pointe Woods, Michigan 48236-2397

(313) 343-2440
Fax (313) 343-2785

**NOTICE OF MEETING
AND
AGENDA**

COMMITTEE-OF-THE-WHOLE

Mayor Robert E. Novitke has called a meeting of the City Council, meeting as a Committee-of-the-Whole, for **Monday, March 21, 2011, at 8:00 p.m.** The meeting will be held in the Conference Room of the Municipal Building, 20025 Mack Plaza, and is accessible through the Municipal Court doors. In accordance with Public Act 267, the meeting is open to the public and the agenda items are as follows:

1. Call to Order
2. Roll Call
3. Acceptance of Agenda
4. Cost Containment
 - A. Information Technology
 1. Memo 01/04/11 – Information Technology Manager
 - B. Suggested Ordinances:
 1. Alarm System Regulations, Permits and False Alarms
 - a. Memo 03/09/11 – City Administrator
 2. Traffic Crashes/Cost Recovery
 - a. Memo 03/09/11 – City Administrator
5. New Business
6. Adjournment

Alfred Fincham
City Administrator

IN ACCORDANCE WITH PUBLIC ACT 267 (OPEN MEETINGS ACT)
POSTED AND COPIES GIVEN TO NEWSPAPERS

The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services, such as signers for the hearing impaired, or audio tapes of printed materials being considered at the meeting to individuals with disabilities. All such requests must be made at least five days prior to a meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse Pointe Woods by writing or call the City Clerk's office, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 (313) 343-2440, Telecommunications Device for the Deaf (TDD) 313 343-9249, or e-mail the City Clerk at cityclerk@gpwmil.us.

cc:
Council – 7
Ahee
Berschback
Pazuchowski
Rec. Secretary

Tutag
Hathaway
Irby
Fincham
Grosse Pointe News

Post - 8
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Granger - Email

CITY OF GROSSE POINTE WOODS
INFORMATION TECHNOLOGY
MEMORANDUM

COW 3-14
4A
RECEIVED
MAR - 7 2011
CITY OF GROSSE POINTE WOODS

DATE: January 4, 2011
TO: Alfred Fincham, City Administrator
CC: Dee Ann Irby, City Treasurer/Comptroller
FROM: Gary Capps, Information Technology Manager
SUBJECT: Printer, Copier, Fax, and Scanning Analysis

On March 8, 2010 there was a general consensus among the members of the Committee of the Whole to have the City Clerk work with PRIME Innovations to perform a city-wide analysis of our printers and copiers. At that time there was a discussion among Finance and Administration regarding the scope of the consolidation and it was determined that the consolidation would be better handled by the Information Technology Department. The reasoning for this is that these devices are no longer just copy machines. They perform the functions of networked printing, networked scanning to files, scanning to email, and faxing from the desktop. There are other factors which need to be considered such as file size, disk space allocation, backup solution retention lengths, email database size, and electronic record retention rules. In addition, the responsibility of placing service calls and reporting meter reads has been moved to the IT Department.

Starting in March 2010 the IT Department worked with PRIME to set up a temporary server at GPW to allow logging of printing usage/trends for further analysis. The results of this study have been used as a basis for determining our current and future printing needs. Based on our observations and in concurrence with PRIME's recommendation, there is an opportunity to immediately begin saving money by consolidating our Copiers, Laser printers, and fax machines into higher end multifunction devices. The opportunity to lease the equipment and pay on a cost per page basis versus purchasing it outright and with a cost per page for maintenance could allow us to immediately save money without having funds available up front.

There are many manufactures to choose from and they all offer the similar functionality such as 2-sided scanning, SMB scanning, print or scan to fax, data encryption kits and proximity card authentication for security and usage auditing. Other standard features include PPM color and PPM B/W, browser based administration, 3-hole punch and staple, and internal storage for frequently used forms. It also gives us the ability to interface with RSA open architecture for record retention solutions.

I've had the opportunity for a hands-on look at some of these options which I know would be very beneficial for streamlining our day to day operations. At this point I am interested to know if leasing is an option for the City versus purchasing the equipment outright. If leasing is an option I would like to proceed with obtaining current pricing for a solution such as this to begin planning the consolidation of equipment.

Please feel free to contact me for further discussion on this topic or if you would like clarification on any of this information.

Finance Department Current vs. Proposed

Current Costs

	Annual Maintenance	Maintenance Cost Per Page	Supplies Cost Per Page	Monthly Volume	Monthly Operating Cost	Annual Operating Cost	Operating Cost 4 years
Ricoh Aficio 2045e		\$0.0136		4,350	\$59.16	\$709.92	\$2,839.68
Xerox Phaser 7400	\$889.00				\$74.08	\$889.00	\$3,556.00
Phaser b/w pages			\$0.06	488	\$29.38	\$352.56	\$1,410.24
Phaser Color Pages			\$0.21	4,485	\$950.37	\$11,404.44	\$45,617.76
Monthly Totals				9,323	\$1,112.99	\$13,355.92	\$53,423.68

Proposed costs from PRIME

	48-Month Lease Payment	Maintenance Cost Per Page	Supplies Cost Per Page	Monthly Volume	Monthly Cost	Annual Cost	Lease Term Cost
TaskAlpha 400ci Lease Payment	\$260.54				\$260.54	\$3,126.48	\$12,505.92
Black and White Pages			\$0.009	4,838	\$43.54	\$522.50	\$2,090.02
Color Pages			\$0.065	4,485	\$291.53	\$3,498.30	\$13,993.20
Totals				9,323	\$595.61	\$7,147.28	\$28,589.14

Monthly Operating Cost Savings	\$517.39
Annual Operating Cost Savings	\$6,208.64
4 year savings	\$24,834.54

Proposed costs from MBS

	48-Month Lease Payment	Maintenance Cost Per Page	Supplies Cost Per Page	Monthly Volume	Monthly Cost	Annual Cost	Lease Term Cost
Sharp MX-4100N Lease Payment	\$260.70				\$260.70	\$3,128.40	\$12,513.60
Black and White Pages			\$0.0085	4,838	\$41.12	\$493.48	\$1,973.90
Color Pages			\$0.069	4,485	\$309.47	\$3,713.58	\$14,854.32
Totals				9,323	\$611.29	\$7,335.46	\$29,341.82

Monthly Operating Cost Savings	\$501.71
Annual Operating Cost Savings	\$6,020.46
4 year savings	\$24,081.86



CITY OF GROSSE POINTE WOODS MEMORANDUM

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RECEIVED

MAR - 9 2011

CITY OF GROSSE PTE WOODS

DATE: March 9, 2011
TO: Mayor and Council
FROM: Al Fincham, City Administrator *AF*
SUBJECT: Ordinance Consideration: Alarm System Regulations, Permits and False Alarms

Responding to alarms is an extremely high activity by road patrol and fire response personnel in the Department of Public Safety. Over the past three years, they have received and responded to 284 fire alarms or an average of 95 each year. In addition, emergency response personnel responded to 2,066 burglary alarms or an average of 689 each year for the past three years. The CLEMIS recordkeeping system gives us the capability of segregating these alarms from actual emergencies. Therefore, 100 percent of these 2,350 alarms were false.

Many surrounding communities in southeast Michigan have begun using false alarm fee schedules to facilitate the more efficient use of police and fire services for true emergencies. The adoption of an ordinance and establishment of a fee schedule would be beneficial for the following reasons:

- A proactive manner of accountability would be established to identify which businesses and residences have alarm systems;
- Owners of alarmed properties would have an incentive to be prudent and responsible for the operation and maintenance of such alarm systems;
- Emergency response personnel could focus on true emergencies.

Additionally, we have established a draft internal policy of personnel and apparatus response to limit the manpower and equipment responding to a report of an alarm (this policy is currently being reviewed by supervisory personnel for their input). This internal policy, when adopted, will diminish the potential liability created when fire apparatus and police vehicles respond on an "emergency basis" to a report of a smoke detector sounding or a report of an alarm sounding without any additional information. This new approach will also result in less wear and tear on existing equipment and fuel costs.

Attached are copies of a draft *Alarm Regulation Ordinance* and *Alarm License Application* for your review and consideration.

City of Grosse Pointe Woods

Department of Public Safety
20025 Mack Plaza Drive
Grosse Pointe Woods, MI 48236
Telephone 313-343-2445

ALARM REGULATION ORDINANCE
Ordinance #

AN ORDINANCE ESTABLISHING A LICENSING FEE FOR ALARM SYSTEMS; REGULATING ALL ALARM SYSTEMS; CONTROLLING EXTERIOR LIGHTING AND SOUND DEVICES OPERATED IN CONJUNCTION WITH ALARM SYSTEMS; ESTABLISHING A PROCEDURE FOR THE REVOCATION OF ALARM LICENSES AFTER RECEIPT OF FOUR FALSE ALARMS WITHIN A CALENDAR YEAR AND THE FAILURE OF THE LICENSEE TO TAKE CORRECTIVE ACTIONS; AND GOVERNING POLICE AND FIRE RESPONSES FOR ALARMS WITHIN THE CITY OF GROSSE POINTE WOODS, MICHIGAN.
THE CITY OF GROSSE POINTE WOODS ORDAINS:

Section 1. "No resident, business, corporation, institution, or agent thereof, within the City shall use or operate, attempt to use or operate or cause to be used or operated, or arrange, adjust, program or otherwise provide or install any device or combination of devices that will upon activation, either mechanically, electronically, automatically or upon any other means initiate the intrastate calling, dialing or connection directly, or indirectly by means of a second person caller, to any telephone number assigned to any subscriber by a public telephone company; or alarm system located within the City's Police or Fire Department, without the prior written consent of the Director of Public Safety, as specified in Section No. 3 of this Ordinance. This Ordinance shall not apply to a commercial bank subject to regulation under the United States Bank Protection Act of 1968, as amended, 12 United States Code 1881-1884."

Section 2. Definitions of Terms Used in this Ordinance.

- (a) The term "alarm system" means as assembly of equipment and devices (or a single device such as a solid state unit which plugs directly into an electrical line or battery operated) arranged to signal the presence of a hazard requiring urgent attention and to which Police and Fire Departments are expected to respond. In this Ordinance, the term "alarm system" shall include the terms, but not limited to "hold up alarm systems", "intrusion or burglary alarm systems", "fire or temperature alarm systems", "smoke alarm systems", "ambulance alarm systems", "gas or sniffing alarm systems" and "attention alarm systems."
- (b) The term "false alarm" means the activation of an alarm system through mechanical failure, faulty equipment, malfunction, improper installations, or the negligence or the improper use of the owner or lessee of an alarm system or of his employees or agents which shall be established when there is no evidence of criminal activity, fire or need for medical attention upon the activation of the alarm system with the following exceptions:

1. A testing of the alarm system when prior notification has been received by the Police or Fire Department; and,
 2. Alarms caused specifically by hurricanes, tornadoes, earthquakes or unnatural catastrophies.
- (c) The term "telephone number" means any number assigned to a person, firm, municipality or corporation by a public utility company engaged in the business of providing communication services and facilities, including without limitation any additional numbers assigned by a public utility company engaged in the business of providing communication services and facilities to be used by means of a rotary or other system or means to connect a subscriber to such primary number when the primary telephone number is in use.

Section 3. Prior written consent to connect users to the City's Police or fire Departments' communication systems telephone number or numbers, or facilities, may be obtained by completing the City's alarm licensing application and the payment of the licensing fee as set from time to time by resolution of the City Council. Such license being valid for a period of five years from the date of issuance, or until a change of occupancy if such occurs during such five year period. No alarm system company or alarm system seller or installer shall receive written permission to connect alarm systems to the assigned Police and Fire Departments' communication systems telephone number or numbers, or facilities, until such time as the user of such alarm system has obtained a license as specified in this Section.

Section 4. Revocation of the alarm system license issued by the City without reimbursement of any portion of the licensing fee may occur under the following circumstances:

- (a) Fraud or willful or known misrepresentation or false statement made in application for a license.
- (b) Four false alarms within a calendar year providing:
 1. That upon the third false alarm, the Director of Public Safety, or his agent, has given written notification to the user of the requirements of this section;
 2. That upon the fourth false alarm and upon written notification by the Director of Public Safety, or his agent, the user shall have the opportunity to have the alarm system inspected by an alarm system contractor and within 15 days of the receipt of such notification, report in writing to the Director of Public Safety, the results of the inspection, the probable cause of false alarms and the recommendations for eliminating false alarms;
 3. Failure of the user to act as specified in Section 4, (b2) of this Ordinance and/or additional false alarm(s) during the calendar year.

Section 5. No alarm system regardless of the need for a license as required by this Ordinance may operate outside lighting or audible sounding devices which are activated by an alarm system unless such lighting or sounding devices are programmed to deactivate in a period no longer than thirty minutes after the activation of the alarm. Any malfunction of such equipment unless caused specifically by hurricanes, tornadoes, earthquakes or unnatural catastrophies shall constitute a violation of this Ordinance and subject the user, institution or agent thereof to the penalties of this Ordinance.

Section 6. Any person, business, corporation institution, or agent thereof violating any provisions of this Ordinance shall upon conviction be subjected to a fine of not more than \$500 or

DRAFT

imprisonment for not more than ninety days, or both, in the discretion of the court. Continuing acts of violation and each day upon which such violations shall occur may be charged as separate offenses.

Section 7. If any provision of this Ordinance shall be held invalid, the remainder of the Ordinance shall not be affected thereby.

Section 8. This Ordinance shall take effect twenty days after its enactment or upon its publication, whichever is later.

Enacted:



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CITY OF GROSSE POINTE WOODS
MEMORANDUM

DATE: March 9, 2011

TO: Mayor and Council

FROM: Al Fincham, City Administrator *AF*

SUBJECT: Ordinance Consideration: Traffic Crashes and Cost Recovery

RECEIVED
MAR 09 2011
CITY OF GROSSE PTE. WOODS

Responding to traffic accidents in the City of Grosse Pointe Woods takes considerable time and manpower. As you can see from the statistics, the five year average for total Public Roadway and Private Property accidents has averaged 329 reported accidents per year.

	2006	2007	2008	2009	2010
Public Roadway	289	343	329	295	244
Private Property	0	0	39	33	73
Pedestrian	5	1	0	3	3

Many communities in Michigan have been using Cost Recovery Corporation, which is located in Springfield, Ohio to facilitate a proven and efficient way to capture costs associated with the responses to reported accidents. The adoption of an ordinance and establishment of a fee schedule for non-resident at fault drivers is suggested for your consideration.

Cost Recovery Corporation does not charge anything to municipalities that subscribe to their service.

Attached for your review and consideration are copies of a draft internal policy for Accident Cost Recovery, a sample ordinance as well as information about the Cost Recovery Corporation.

DRAFT

City of Grosse Pointe Woods Department of Public Safety

General Order No: tbd	Date Issued:	Effective Date:
Subject: Accident Cost Recovery		File Code:
Rescinds:		

I. PURPOSE:

The primary function of Public Safety Department is to provide criminal protection, criminal investigation and fire protection. Traffic crashes are civil situations caused by the negligence of an individual. An officers time spent on these incidents do not benefit the local taxpayer and detract from the Public Safety Department's ability to protect the community.

Most drivers that are found to be at fault in a collision are individuals who do not financially support the Public Safety Department through property taxes. This leaves the residents and business owners to pay for the costs associated with a civil traffic crash caused by a non-resident, non-taxpaying individual.

The purpose of this policy is to help alleviate the increasing financial burden placed upon the residents of the City of Grosse Pointe Woods to address the increasing demands for service by the Public Safety Department. This is not a revenue generating system. It is designed to recoup some of the money spent by the taxpayers for services provided to non-taxpayers.

II. POLICY:

It shall be the policy of this department to institute a cost recovery program, through whatever means are deemed appropriate by the City Administrator and the Director of Public Safety, for traffic collisions, where the "at fault" driver is not a resident of the City of Grosse Pointe Woods, utilizing the following procedures.

III. DEFENITIONS:

- **At Fault Driver:** This is the individual, as determined by the reporting officer to be the person causing the collision through negligence, inattention, or other careless actions.
- **Cost Recovery Corporation, Inc.:** The agency authorized by the City of Grosse Pointe Woods to process and collect all recovery claims resulting from a traffic collision.
- **Emergency Response:** Personnel and equipment from the City of Grosse Pointe Woods needed to respond to a traffic collision. This includes police, fire, and the Department of Public Works.
- **Non-Resident:** A person that neither resides nor owns a business in the City of Grosse Pointe Woods.

IV. Procedure:

- A. All officers responding to or assisting with a traffic crash shall notify the dispatcher upon arrival to the scene and when they clear. The dispatcher must also be made aware of the arrival and departure of support units, such as fire and DPW equipment. This information is vital to the proper completion of the cost recovery report.
- B. Officers investigating a traffic collision, on public or private property, shall make a determination as to who the "at fault" driver is. This information shall be indicated on the State of Michigan UD-10 Traffic Crash Report. A citation shall be issued to the at fault driver indicating the offense.

Insurance company information shall be collected and entered in the appropriate space of the UD-10 report. This includes the name and telephone number of the company and the number of the policy.

- C. The CRC report shall only be completed when the "at fault" driver is a **non-resident**. The reporting officer shall complete the CRC report. Only the **non-resident** at fault driver's information shall be entered in the "Parties Involved" section. If more than one non-resident driver's were determined to be at fault, the second "Parties Involved" section will be used.

Information collected from a resident, whether at fault or not, shall not be included in the CRC report.

The officer shall complete the 'Scene Procedures' section, checking all that apply. The Additional Comments section may be used to list resources and procedures that were not previously addressed. The reporting shall then sign and submit the report, with the UD-10, for the supervisor's approval.

- D. Once the shift supervisor approves the report, the dispatcher shall submit the original CRC report and a copy of the UD-10 to the administration offices.
- E. The administrative secretary shall submit the required documents to CRC for collection. Copies of all documents shall be maintained in the administrative office. The administrative secretary shall see that all funds received from CRC are turned over to the treasurer's office for deposit. A record shall be kept of all payments received.

V. Appeals:

At fault drivers wishing to appeal the collection process shall be turned over to the Director. The Director will take each appeal on a case-by-case basis and make a decision as to whether the collection should proceed or not. On successful appeals the Director, or his designate, will contact CRC and have the collections terminated.

ORDINANCE NO. 378

AN ORDINANCE OF THE CITY OF CENTER LINE TO AMEND CHAPTER 70, TRAFFIC AND VEHICLES, DIVISION 2, EMERGENCY RESPONSE, TO ESTABLISH THE PROVISIONS FOR REQUIRING THE PAYMENT OF COSTS INCURRED BY THE CITY IN MAKING EMERGENCY RESPONSES TO MOTOR VEHICLE ACCIDENTS INVOLVING DRIVERS WHO ARE OPERATING A MOTOR VEHICLE WHILE UNDER THE INFLUENCE OF ALCOHOLIC BEVERAGES AND/OR A CONTROLLED SUBSTANCE OR BY DRIVERS WHO ARE FOUND AT FAULT IN A MOTOR VEHICLE ACCIDENT.

THE CITY OF CENTER LINE ORDAINS:

DIVISION 2. EMERGENCY RESPONSE

Sec. 70-226. Definitions.

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Emergency response means:

- (1) Providing, sending and/or utilizing public works, police, firefighting and/or rescue services by the city to an accident involving a motor vehicle where one or more of the drivers were operating the motor vehicle while under the influence of an alcoholic beverage or controlled substance or the combined influence of an alcoholic beverage and controlled substance.
- (2) The making of a traffic stop and arrest by a public safety officer when the driver was operating the motor vehicle while under the influence of an alcoholic beverage or controlled substance or the combined influence of an alcoholic beverage and controlled substance.
- (3) Providing, sending and/or utilizing public works, police, firefighting and/or rescue services by the city to an accident involving a motor vehicle.

Expense of emergency response means:

- (1) "Direct costs or expense of an emergency response," which shall consist of, but not be limited to, the following, and shall be established by the City Manager/Clerk, who, from time to time, may adjust for the direct fees as deemed to be necessary or expedient in respect to billing for said fees or the collection thereof.
 - a. Personnel costs associated with the response.
 - b. Transportation costs associated with the response.

- c. Equipment costs associated with the response.
 - d. Administrative costs associated with the response.
 - e. Legal costs associated with the response.
- (2) The direct costs associated with the occurrence of an emergency response as set forth in this division. The expenses of making an emergency response as set forth in this division shall include the costs connected with the administration and provision of a breathalyzer test and the videotaping of the driver if applicable. These costs shall be set from time-to-time by the City Manager as deemed necessary.
- (3) The direct cost of an emergency response for a motor vehicle accident in the City shall be a cost charged to the motor vehicle insurance company of the responsible or at fault party, or in the case of uninsured motorists, the responsible or at fault party individually, for the accident as determined by the police department.

Sec. 70-227. Findings.

The City finds that a significant number of traffic arrests and traffic accidents in the city involve drivers who were operating a motor vehicle while under the influence of alcoholic beverages and/or a controlled substance. In addition, the city finds that in traffic accidents involving drivers who were operating a motor vehicle while under the influence of alcoholic beverages and/or a controlled substance there is a greater likelihood of personal injury and property damage. As a result of these determinations, a greater operational and/or financial burden is placed upon the public safety department, including police, fire and rescue services, as well as public works services, by persons who are operating a motor vehicle while under the influence of alcoholic beverages and/or a controlled substance, or who have been found at fault in any accident.

The City also finds that emergency public safety department services, as well as Department of Public Works services for vehicular accidents continues to increase resulting in increased demands on all areas of city services. The City further finds that the public safety department response to motor vehicle accidents decreases costs to insurance companies by providing various safety services. The City finds that using property tax increases to provide for the increase in service demands is not appropriate since many of the motor vehicle accidents involve individuals not owning property or paying taxes within the City. As a result, the City finds that it is necessary to institute a system of cost recovery for emergency Department of Public Safety response to motor vehicle accidents, as well as Department of Public Works response.

Sec. 70-228. Liability for expenses.

- (a) Any person who, while under the influence of an alcoholic beverage or any controlled substances or the combined influence of an alcoholic beverage and any controlled substance, operates a motor vehicle which results in

an emergency response as defined in this division shall be responsible and/or liable for the expenses of the emergency response.

- (b) For purposes of this division, it shall be presumed that a person was operating a motor vehicle under the influence of an alcoholic beverage if chemical analysis of the driver's blood, urine or breath indicates that the amount of alcohol in the driver's blood was in excess of the limits established by the state motor vehicle code adopted by reference.
- (c) Any person who is the responsible or at fault party in any motor vehicle accident shall be responsible and/or liable for the expenses of the emergency response. The cost of an emergency response for a motor vehicle accident in the City shall be a cost charged to the motor vehicle insurance company of the responsible or at fault party, or in the case of uninsured motorists, the responsible or at fault party individually, for the accident as determined by the Public Safety Department.
- (d) For the purpose of this division, claims for costs shall be initially filed with the motor vehicle insurance company of the responsible party as add on costs for the claim for damages to the vehicle, property or injuries. The claims shall be filed with the insurance company of the responsible or at fault party, and in the case of an uninsured motorist, the responsible or at fault party individually, the owner of the vehicle or other responsible parties.
- (e) The City Manager and the Director of Public Safety shall prepare rules for collection and billing and establishing the cost of the emergency response costs as provided in this Ordinance.
- (f) All amounts collected pursuant to this Ordinance shall be placed in a specific account established by the City and deposited in the General Fund.

Sec. 70-229. Civil liability.

Costs established pursuant to this division shall be construed to be a responsibility and liability of a civil nature on the part of the driver and shall not be construed to conflict, contravene or enlarge or reduce any criminal liability or responsibility including fines imposed by a judge on a driver for operating a motor vehicle while under the influence of an alcoholic beverage and/or controlled substance, or who is found to be the responsible or at fault party, in a motor vehicle accident.

REPEALER:

Any and all other Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SEVERABILITY:

This Ordinance and each section, provision or part thereof are hereby declared to be severable, and should any portion thereof be adjudged invalid or unenforceable by a court of competent jurisdiction, such adjudication shall not affect the remainder of this Ordinance.

This Ordinance shall become effective ten (10) days after the date of its publication as required by the Charter of the City of Center Line.

CITY CLERK'S CERTIFICATION

The foregoing is a true and complete copy of an Ordinance duly adopted by the City Council of the City of Center Line, Michigan, at a Special Council meeting held on February 16, 2009, of which public notice was given pursuant to 1968 P.A. 261, as amended, being MCLA 15.251, et.seq.

MEMBERS PRESENT: Mayor Zielinski, Council Members Mary Hafner, and Ron Lapham.

MEMBERS ABSENT: Council Members David Hanselman and Roy Gillette.

It was moved by Council Member Ron Lapham and supported by Council Member Mary Hafner to adopt the Ordinance.

MEMBERS VOTING AYES: Mayor Zielinski, Council Members Mary Hafner, and Ron Lapham.

MEMBERS VOTING NAY: None.

MEMBERS ABSENT: Council Members David Hanselman and Roy Gillette.

ORDINANCE DECLARED ADOPTED.

NANCY L. BOURGEOIS
City Clerk
City of Center Line

Adopted: February 16, 2009
Published: February 25, 2009
Effective: March 6, 2009



COST RECOVERY CORPORATION

COST RECOVERY CORPORATION'S (CRC) PROTOCOL AND PROCESS MIRRORS THE MANDATES PUT IN PLACE BY THE FEDERAL GOVERNMENT AND OFFICE OF INSPECTOR AS RELATED TO EMS BILLING

- You must have an ordinance or resolution in place to assess service fees. The ordinance should express the genesis of the law.
- Specific protocol and policies are adopted by way of resolution.
- Fees are based on time and materials and assessed according to actual costs that are usual, customary and reasonable rates. The fee schedule is adopted by way of resolution.
- Claims are generated according to your existing reporting. No additional forms, equipment or software are required.
- Claims are filed to the "at-fault" party only. The Federal Government established strict compliance rules relative to who was billed by the Fire Department EMS. It is considered fraudulent to bill outside the true user of service. Further, billing outside of the "at-fault" party creates negative public relations.
- There is no out of pocket cost to residents. Like EMS billing, the Federal Government mandated that regardless of residency, the "user" would be billed to avoid discrimination. However, if the "user or at-fault" is a resident and insurance declines payment, it is written off as allowed by the Office of Inspector General in 2000. The Federal Government views tax dollars similar to a co-pay. NON-residents are to be held financially accountable considering they do not support services in the area in which services were provided to them.
- All follow up with insurance companies and/or the responsible party is handled by CRC.
- All payments received are placed in a trust lock box account.
- Payment and month end reporting is submitted within 14 business days.
- There is no charge to the department for CRC services. CRC does not take a percentage of funds recovered. CRC bills a separate administrative fee on top of department charges directly to the insurance company or responsible party.*
- A Service Contract/Business Associates Agreement is required in order to establish CRC as administrative agent acting on the departments' behalf. This affords CRC *immediate* access to reporting. A contract also establishes proof of CRC's compliance with HIPAA as well as state mandated privacy laws.
- We encourage and assist in developing a press release to inform your residents of the protocol and program benefits

Proprietary Information



COST RECOVERY CORPORATION



COST RECOVERY CORPORATION

Why bill for traffic crash responses?

Similar to other user fees it is designed to remove an unfair tax burden from ALL innocent taxpayers and target ONLY the appropriate party. Insurance companies should reimburse communities for services provided to their negligent policyholder. Innocent taxpayers should not be forced to subsidize insurance companies' investigatory costs, thru-traffic or non-contributing individuals who require service response due to their own negligence. This program follows all mandates set forth by the Federal Government and OIG as related to EMS.

Why don't taxes cover police/fire services at traffic crashes?

Taxes cover basic police and fire services. Basic services consist of fire protection for home/business and criminal protection/investigation. Traffic crashes are typically civil situations caused by negligence and detract from safety services ability to serve and protect their own residents/taxpayers.

Is this double taxation?

No. Taxpayers are exempt if they pay taxes in the location of the incident. Negligent driving fees prevent insurance companies from receiving **DOUBLE** profits.

Is this a way for the city/county/township to make additional money?

No. This is designed to protect taxpayer dollars. Recouping the money already spent by taxpayers and recycling it back into the budget for services actually benefits the innocent taxpayer.

Who is billed for a traffic crash response?

Only the at-fault driver's insurance would receive a claim. If "fault" is not determined, no action is taken until the insurance companies have agreed upon responsibility.

Is my insurance company required to pay these claims?

Currently, 56% of insurance companies recognize the value of this program and pay these claims. Keeping policyholders safe limits potential liability costs for insurance companies and as a result, protects their profit margins. The financial benefits to insurance companies would further indicate their responsibility to reimburse the community in which their negligent policyholder received service. Most insurance companies claim to cover liabilities due to negligence and traffic crashes are indeed a liability caused by negligent driving. However, each policy, broker and company is unique. We encourage you to contact your local broker and hold them accountable for your premiums paid. The law requires that we maintain insurance, however, it does not mandate a specific company. We encourage prudent shopping.

What happens if my insurance company doesn't cover me?

A resident is exempt from any out of pocket cost provided no crime has been committed. A non-resident/non-taxpayer would be held financially accountable because they are not supporting safety services in that specific community.

What if the at-fault driver is un-insured?

You are required by law to maintain insurance. The un-insured at-fault driver would be billed directly.

Will recovering costs raise my insurance rates?

No. The State Insurance Commissioner controls insurance rates. If your premium were adjusted, it would be because you were at fault, thus deeming you a higher risk. This would occur regardless of this program or additional claim.

Is this program unwelcoming to neighboring communities or potential visitors?

No. Statistics indicate that people avoid unsafe/high crime communities. Tolls, hotel tax, recreational/park fees etc. are examples of other types of extraneous user fees that do NOT hinder visitors/tourism. *Incentivizing safe driving creates a safer commute and community.*



COST RECOVERY CORPORATION

Cost Recovery Corporation (CRC) Is The Professional Industry Expert In Recovering Extraneous Costs For Safety Services

*CRC is the only company in the United States that was asked to testify in Washington, DC at the National Conference of Insurance Legislators (NCOIL) in 2008, indicating our expertise in the industry. (See attached article.)

*CRC is the only company in the United States to recover costs for Law Enforcement. The company has been providing Law Enforcement recovery service since 2004.

*Our Founder and CEO, Dr. Terry L. Henley, actually created EMS billing in the 1970's, prior to Federal Regulation. His experience and history of developing and implementing cost recovery is unmatched in the country. (See attached professional background.)

*Dr. Henley developed traffic crash billing for Fire Departments in the late 1990's, working with the City of Hamilton, Ohio's Fire Department as the first department in the country to recover these extraneous costs in 1999.

*Extensive costs studies and years of research has been done by Dr. Henley and CRC to develop and hold in place a National Standard relating to the actual cost of doing business within Safety Services departments. These costs are usual, customary and reasonable. The proprietary costs studies have afforded continuity relative to assessing fees across the country.

*CRC's process and protocol mirrors the standards put in place by our Federal Government and Office of Inspector General, relative to EMS billing. Dr. Henley worked on several standards committees with the government when health insurance companies were mandated to pay EMS claims.

*Cost Recovery Corporation handles all follow-up with insurance companies, attorney letters, at-fault party communication, thus minimizing department staff effort.

*CRC works diligently to educate citizens of the benefits of the program and the focus on protecting their tax dollars.

*CRC is experienced with and available to address all media outlets. CRC meets with City/County administrators, finance directors, attorneys, Council/Commission members, as well as, addressing concerns and questions at public hearings.

*** CRC has never charged a fee to any department, municipality or county for our services. CRC does not keep a percentage of what is recovered for our clients. Our services are billed on top of the Safety Services fees and paid by the insurance company or at-fault party.**



COST RECOVERY CORPORATION

8 N. Limestone Street Suite E Springfield, Ohio 45502-1132

1-800-225-8325 • Fax: (937) 890-7742

Responder¹ Police Report

CRASH/INJURY SEVERITY CHARGE REPORT

	ON SCENE TIME	30 Min.	45 Min.	60 Min.	75 Min.	90 Min.	105 Min.
Fatal							
	Vehicles	\$154	\$154	\$154	\$154	\$154	\$154
	Officers	\$20	\$30	\$40	\$50	\$60	\$70
	Reconstruction	\$40	\$60	\$80	\$100	\$120	\$140
	Station Prep-Admin	\$159.80	\$160.57	\$173.34	\$180.11	\$186.88	\$193.65
A-Level							
	Vehicles	\$154	\$154	\$154	\$154	\$154	\$154
	Officers	\$20	\$30	\$40	\$50	\$60	\$70
	Reconstruction	\$40	\$60	\$80	\$100	\$120	\$140
	Station Prep-Admin	\$146.90	\$153.67	\$160.44	\$167.21	\$173.98	\$180.75
	Vehicles	\$154	\$154	\$154	\$154	\$154	\$154
	Officers	\$20	\$30	\$40	\$50	\$60	\$70
	Reconstruction	\$40	\$60	\$80	\$100	\$120	\$140
	Station Prep-Admin	\$127.55	\$171.31	\$141.09	\$147.86	\$154.63	\$161.40
C-Level							
	Vehicles	\$154	\$154	\$154	\$154	\$154	\$154
	Officers	\$20	\$30	\$40	\$50	\$60	\$70
	Reconstruction	\$40	\$60	\$80	\$100	\$120	\$140
	Station Prep-Admin	\$127.55	\$130.45	\$133.35	\$136.25	\$139.15	\$142.05
PDO							
	Vehicles	\$154	\$154	\$154	\$154	\$154	\$154
	Officers	\$20	\$30	\$40	\$50	\$60	\$70
	Reconstruction	\$40	\$60	\$80	\$100	\$120	\$140
	Station Prep-Admin	\$127.55	\$130.45	\$133.35	\$136.25	\$139.15	\$142.05
COURT TIME AND WITNESS INTERVIEW @ \$80/hr							

Fatal: Crash resulting in death of an individual within 30 days of the accident

A-Level: Crash with one incapacitating injury

B-Level: Crash with one person with a visible injury but not incapacitating

C-Level: Crash with one person with a possible injury

PDO: Property Damage only with a value of \$500 on any single vehicle resulting in a claim filed to an insurance company or an individual without insurance

*This information is Trade Secret and should not be divulged without the expressed written permission of Cost Recovery Corp *. Responder¹ is a program protected a Patent Pending Status*