

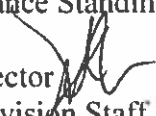
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Director
Irvin Corley, Jr.
Executive Policy Manager
Marcell R. Todd, Jr.
Senior City Planner
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Deputy Director

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City of Detroit
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TO: Janeé Ayers, Chairperson
Budget, Audit & Finance Standing Committee

FROM: David Whitaker, Director 
Legislative Policy Division Staff

DATE: August 23, 2019

RE: Cost Recovery Fee

The Legislative Policy Division was requested to provide a report on the potential of creating cost recovery fees for the Detroit Fire Department. The department and your Honorable Body has already undertaken this analysis and adopted cost recovery fees. A copy of the policy and resolution approved by this Body has been attached.



DETROIT FIRE DEPARTMENT EMERGENCY SERVICE COST RECOVERY REIMBURSEMENT

1.0 Overview

Section 1 - Chapter 19 of the 1984 Detroit City Code, Fire Prevention, was amended by adding Article III, Emergency Service Cost Recovery, which consists of Sections 19-3-1 through 19-3-9. Section 19-3-1 states: that the continuing increase in the cost of providing adequate public safety services by the City of Detroit has created an urgent need to authorize the City to seek reimbursement for the actual and necessary cost of these services. These fees are assessed pursuant to the legal authority of the City of Detroit and are solely for the purpose of collecting revenue to cover the actual and necessary cost of providing public safety services.

2.0 Purpose

The purpose of this policy is to establish guidelines and procedures for reimbursement for the actual and necessary cost of the following services; but not limited to:

1. Assist Emergency Medical Services (EMS)
 - a. Patient Assistance
2. Assist Police
 - a. Provide Ladder(s)
 - b. Provide Tool(s)
3. Arson Investigation
4. Bomb Threat
5. Confined Space
 - a. Rescue
 - b. Standby
6. Extrication (Various)
7. Down Utility Line
8. False Alarm
 - a. System Malfunction
 - b. Call In
9. Hazardous Material Response
 - a. Air Monitoring
 - b. Leak
 - c. Removal
 - d. Spill
 - e. Standby
 - f. Wash Down
10. High Angle Rescue
11. Motor Vehicle Accident
12. Motor Vehicle Fire
13. Refuse Fire
14. Water Rescue
15. Overcrowding in a Public Assembly

**Detroit Fire Department
Emergency Cost Recovery Policy**

3.0 Scope

This policy applies to seeking the reimbursement of the cost of an emergency response which means the actual and necessary costs incurred by the City as the result of responding to an emergency event, including, without limitation:

1. All actual and necessary labor costs, including wages, fringe benefits, and reimbursable expenses of all personnel responding to the emergency event and all personnel engaged in the investigation, supervision, and preparation of reports relating to the emergency.
2. All actual and necessary cost for material. Supplies, and equipment used or damaged in the course of the city's response to the emergency.
3. All actual and necessary costs for the repair or replacement of publicly-owned property, including, but not limited to , building, facilities and infrastructure, such as utilities, roads, sidewalks, etc., that were damaged or destroyed in the course of the City's response to the emergency
4. All actual and necessary costs for the investigation of an emergency, and for the cleaning up, inspecting, testing, monitoring, mitigating, restoring, and crowd control at the site of the emergency.
5. All actual and necessary costs for labor and services, which were contracted for by the City in connection with, or as a direct or indirect result of the emergency.

4.0 Responsible Party

A Responsible Party is defined as:

1. Any owner, lessor, or operator of real property, the use of condition of which is responsible for, contributes to, an emergency
2. Any registered owner, lessor, lessee, or operator of any motor vehicle, the operation of which results in an emergency, but does not mean any occupant of the motor vehicle
3. Any entity which owns, maintains, or operates a railroad, which by its operation results in an emergency
4. Any public or private utility whose activities or facilities, including, but not limited to, electric lines, telephone lines, cable line and pipelines which were involved in an emergency
5. Any other person whose actions, in whole or in part, cause an emergency.

5.0 Fee Assessment

Personnel

The fee schedule is based on the hourly rate of a member responding to the scene of the emergency and any additional costs (e.g., equipment, materials, etc.) As stipulated in the ordinance, this fee will be the full cost of the response by the Detroit Fire Department. Personnel cost shall reflect the cost of salary and fringe benefits of the emergency responders.

Detroit Fire Department
Emergency Cost Recovery Policy

Rank	Annual Salary and Fringe Benefits	Fully Loaded Hourly Rate of Pay
Fire Marshal	200,237	96.31
Assistant Fire Marshal	174,595	83.94
Deputy Chief	176,268	84.74
Battalion Chief	167,981	80.76
Senior Chief	168,687	81.09
Captain	141,632	68.09
Lieutenant	126,348	60.74
Sergeant	117,270	56.38
Fire Engine Operator	117,270	56.38
Fire Fighter Driver	94,660	45.51
Fire Fighter	89,032	42.80
Fire Boat Captain	88,955	42.76
Fire Boat Deck Hand	53,910	25.92
Haz-Mat Technician	94,660	45.51
EMS Supervisor	128,030	61.55
EMT Specialist	81,053	38.97
EMT	76,435	36.75
Paramedic	93,196	44.80

Equipment

Equipment fees shall be assessed based on the Secondary Employment standard for any equipment such as those listed below; but not limited to.

Description	Cost per Day
Engine	474.89
Ladder Truck	726.03
Aerial Platform	1,091.32
Squad / TMS	383.56
Fire Boat	462.33
Ambulance	145.02
Command Post	76.32
Decontamination Unit	21.53
TAC Unit	123.29
Self-Contained Breathing Apparatus	2.47
Fire Coat and Bunker Pants	1.10

Administrative Processing

An administrative fee for the collection, tracking, and assessment of costs associated with the incident will be added as a charge. The fee is based on the hourly rate of personnel processing the claim for reimbursement and any follow-up processing done over time. The administrative processing fee will vary based on the type of call for service, and if the call for service becomes a long term investigation.

Detroit Fire Department
Emergency Cost Recovery Policy

6.0 Billing

Claims for reimbursement must be closely monitored, Accurate records are essential and claims must be accompanied by supporting documentation showing what work was done and equipment used; why, where, when , by whom, with what resources and for how much.

Records must be comprehensive and include:

- Documentation of activities undertaken, including a description and justification of the work carried out together with an explanation of why the various methods were selected.
- Accurate personnel records (for both permanent and volunteers) including dates and hours worked, rates of pay and calculation methods used.
- Travel, accommodation and living expenses for response personnel
- Records of specialists used and associated expenses
- Details of equipment used and costs to hire or purchase
- Records of all supplies purchased, used, lost etc.
- Transport costs (number and types of vehicles, vessels or aircraft used and the number of hours used and methods used for calculating amounts claimed).
- Any supporting computer files and databases of the incident

The INCIDENT COMMANDER on the scene shall be responsible for the compilation and recording of all pertinent information relative to the incident. The INCIDENT COMMANDER shall be responsible for the completion of the National Fire Incident Report, and if applicable the Hazardous Material Clean-Up Form. Both reports are to be forwarded to the Fire Marshal's Division for invoice preparation and billing processing.

ANNUAL REVIEW OF FEES

The above fees were calculated using the current collective bargaining agreements and the equipment that the department presently has active; which is subject to change with new equipment or new collective bargaining agreements. The Executive Fire Commissioner, or his/her designee, shall annually review the fee schedule for personnel, equipment and administrative processing and accordingly modify the fees if necessary to keep current with the department's expenses in the respective area. The Executive Fire Commissioner, or his/her designee, shall make a recommendation to the City Council and the Law Department regarding the fee adjustment for approval.



Executive Fire Commissioner

11/9/2012
Date

Detroit Fire Department
Emergency Cost Recovery Policy

APPENDIX A

Vehicle	Cost	Life # Months	Salvage Value	Monthly Dep.	Annual Dep.	Daily Rate	Hourly Rate
Engine	525,000	36	5,000	14,444.44	173,333.33	474.69	19.79
Ladder Truck	800,000	36	5,000	22,083.33	265,000.00	726.03	30.25
Aerial Platform	1,200,000	36	5,000	33,194.44	398,333.33	1,091.32	45.47
Squad/TMS	425,000	36	5,000	11,666.67	140,000.00	383.56	15.98
Command Post	200,000	84	5,000	2,321.43	27,857.14	76.32	3.18
Decon Unit	60,000	84	5,000	654.76	7857.14	21.53	.90
Tac Unit	140,000	36	5,000	3,750.00	45,000.00	123.29	5.14
Chief SUV	45,000	60	1,200	730.00	8,760.00	24.00	1.00
Automobile	29,000	36	1,500	763.89	9,166.67	25.11	1.05
Ambulance	160,000	36	1,200	4,411.11	52,933.33	145.02	6.04
Fire Boat	3,500,000	240	125,000	14,062.50	168,750.00	462.33	19.26
S.C.B.A	4,500	60	0	75.00	900.00	2.47	.10
Turn Out Gear	1,200	36	0	33.33	400.00	1.10	.05

Note: The above rates are subject to change.

Appropriation No.		Position Title	Salary & Fringe	Total
00718	Add 44	Sergeants	\$ 98,577	\$ 4,337,388
	Less 44	Lieutenants	109,139	<u>(4,802,106)</u>
		Net Appropriation Decrease		(464,728)
00715	Add 1	Supt. of Fire Apparatus	\$149,467	\$ 149,467
	Add 3	General Auto Mechanic	64,784	<u>194,352</u>
		Net Appropriation Increase		(343,819)
00065	Add 1	Arson Investigator	\$109,139	
		Net Appropriation Increase		<u>\$ 109,139</u>
		Net Decrease to Appropriations		<u>\$ (11,770)</u>

I respectfully ask your approval to reallocate and appropriate funding in accordance with the attached resolution.

Respectfully submitted,

DONALD R. AUSTIN

Executive Fire Commissioner

Approved:

BRENT HARTZELL

Budget Director

CHERYL JOHNSON

Treasurer

By Council Member Brown:

Resolved, That the Detroit Fire Department be and is hereby authorized to reallocate funds from Appropriation No. 00718 in the amount of (\$452,957); from \$97,657,716 to \$97,204,759 and appropriate Appropriation No.'s 00065 of \$109,139; from \$2,571,013 to \$2,680,152 and Appropriation No. 00715 of \$343,818; from \$4,753,764 to \$5,097,582, be it further

Resolved, That the Finance Director be and is hereby authorized to increase the necessary accounts, cost centers and appropriations, transfer funds and honor vouchers when presented, in accordance with the foregoing communication, from the City of Detroit Fire Department. The City of Detroit Fire Department requests a waiver of reconsideration.

Adopted as follows:

Yeas — Council Members Brown, Cockrel, Jr., Jenkins, Jones, Kenyatta, Spivey, Tate, Watson, and President Pugh — 9.

Nays — None.

Fire Department

November 12, 2012

Honorable City Council:

Re: Proposed Resolution to Approve Fees Established Under Section 19-3-5 of the 1984 Detroit City Code for the Provision of Emergency Services.

In accordance with the applicable provisions of the 2012 Detroit City Charter and the 1984 Detroit City Code, attached is the above-referenced Resolution. The proposed Resolution has been approved as to form by the Corporation Counsel.

It is requested that your Honorable Body consider and adopt the proposed Resolution prior to your Winter Recess. We are available to answer any questions that you may have concerning this proposed Resolution.

Thank you for your consideration.

Respectfully submitted,

DONALD R. AUSTIN

Executive Fire Commissioner

By Council Member Brown:

Whereas, On November 17, 2012, Ordinance No. 11-12, which amends Chapter 19, *Fire Prevention and Protection*, to add Article III, *Emergency Service Cost Recovery*, will become effective.

Whereas, Chapter 19, Article III, of the 1984 Detroit City Code authorizes the Detroit Fire Department to seek reimbursement for the actual and necessary costs of emergency services;

Whereas, In accordance with Section 19-3-5 of the 1984 Detroit City Code, *Authorization to Establish Fees*, the Fire Commission is required to establish, subject to the approval of the Detroit City Council in accordance with Section 9-507 of the 2012 Detroit City Charter, necessary fees for emergency services provided by the Detroit Fire Department;

Whereas, After studying and analyzing the issue, the Fire Commissioner has determined that the Detroit Fire Department will assess fees for the following types of emergency responses;

Arson Investigations

Bomb Threats

Confined Spaces

• Rescue

• Standby

Extrications (Various)

Downed Utility Lines

False Alarms

• System Malfunctions

• Call In

Fire Fighter Assistance to EMS Personnel

• Provide Patient Lift Assist

Fire Fighter Assistance to Police Personnel

• Provide Ladder

• Provide Tools

Hazardous Material Responses

- Air Monitoring
- Leak
- Removal
- Spill
- Standby
- Wash Down

High Angle Rescues

Motor Vehicle Accidents

- Accidents involving private
- Injury accidents
- Non-injury accidents

Motor Vehicle Fires

Overcrowding in a Public Assemblies

Refuse Fires

Water Rescues

Whereas, After studying and analyzing the issue, the Fire Commissioner has determined the following fees shall be established for emergency services rendered by Detroit Fire Department personnel, which hourly rate includes fringe benefit costs:

Fire Marshal	\$96.31 per hour
Assistant Fire Marshal	\$83.94 per hour
Deputy Chief	\$84.74 per hour
Battalion Chief	\$80.76 per hour
Senior Chief	\$81.09 per hour
Captain	\$68.09 per hour
Lieutenant	\$60.74 per hour
Sergeant	\$56.38 per hour
Fire Engine Operator	\$56.38 per hour
Fire Fighter Driver	\$45.51 per hour
Fire Fighter	\$42.80 per hour
Fire Boat Captain	\$42.76 per hour
Fire Boat Deck Hand	\$25.92 per hour
Haz-Mat Technician	\$45.51 per hour
EMS Supervisor	\$61.55 per hour
EMT Specialist	\$38.97 per hour
EMT	\$36.75 per hour
Paramedic	\$44.80 per hour

Whereas, After studying and analyzing the issue, the Fire Commissioner has determined the following fees to be established for the use of Detroit Fire Department equipment used in the provision of emergency services by Detroit Fire Department personnel:

Engine	\$19.79 per hour
Ladder Truck	\$30.25 per hour
Aerial Platform	\$45.47 per hour
Squad/TMS	\$15.98 per hour
Command Post	\$ 3.18 per hour
Decon Unit	\$ 0.90 per hour
Tac Unit	\$ 5.14 per hour
Chief SUV	\$ 1.00 per hour
Automobile	\$ 1.05 per hour
Ambulance	\$ 6.04 per hour
Fire Boat	\$19.26 per hour
S.C.B.A.	\$ 0.10 per hour
Turn Out Gear	\$ 0.05 per hour

Whereas, The proposed fees are for a services rendered by the Detroit Fire Department and there exists a reasonable relationship between the amount of the fees and the value of the services rendered by the Detroit Fire Department.

Therefore, Be It Resolved, That the City

Council approves the following fees as established by the Fire Commissioner for the provision of emergency services:

Arson Investigations

Bomb Threats

Confined Spaces

- Rescue
- Standby

Extrications (Various)

Downed Utility Lines

False Alarms

- System Malfunctions
- Call In

Fire Fighter Assistance to EMS

Personnel

- Provide Patient Lift Assist

Fire Fighter Assistance to Police

Personnel

- Provide Ladder
- Provide Tools

Hazardous Material Responses

- Air Monitoring
- Leak
- Removal
- Spill
- Standby
- Wash Down

High Angle Rescues

Motor Vehicle Accidents

- Accidents involving private
- Injury accidents
- Non-injury accidents

Motor Vehicle Fires

Overcrowding in a Public Assemblies

Refuse Fires

Water Rescues

the City Council approves the following fees, as established by the Fire Commissioner, for the provision of emergency services:

Fire Marshal	\$96.31 per hour
Assistant Fire Marshal	\$83.94 per hour
Deputy Chief	\$84.74 per hour
Battalion Chief	\$80.76 per hour
Senior Chief	\$81.09 per hour
Captain	\$68.09 per hour
Lieutenant	\$60.74 per hour
Sergeant	\$56.38 per hour
Fire Engine Operator	\$56.38 per hour
Fire Fighter Driver	\$45.51 per hour
Fire Fighter	\$42.80 per hour
Fire Boat Captain	\$42.76 per hour
Fire Boat Deck Hand	\$25.92 per hour
Haz-Mat Technician	\$45.51 per hour
EMS Supervisor	\$61.55 per hour
Engine	\$19.79 per hour
Ladder Truck	\$30.25 per hour
Aerial Platform	\$45.47 per hour
Squad/TMS	\$15.98 per hour
Command Post	\$ 3.18 per hour
Decon Unit	\$ 0.90 per hour
Tac Unit	\$ 5.14 per hour
Chief SUV	\$ 1.00 per hour
Automobile	\$ 1.05 per hour
Ambulance	\$ 6.04 per hour
Fire Boat	\$19.26 per hour
S.C.B.A.	\$ 0.10 per hour
Turn Out Gear	\$ 0.05 per hour

Approved as to form:
 KRYSTAL A. CRITTENDON
 Corporation Counsel
 Adopted as follows:
 Yeas — Council Members Brown,
 Cockrel, Jr., Jones, Kenyatta, Watson,
 and President Pugh — 6.
 Nays — Council Members Jenkins,
 Spivey, and Tate — 3.

Police Department
 October 12, 2012

Honorable City Council:
 Re: Request permission to accept an
 increase in the "FY2013 Traffic Enforce-
 ment Grant Project" from the Michigan
 Office of Highway Safety Planning.

The Michigan Office of Highway Safety
 Planning (M.O.H.S.P.) has awarded the
 Detroit Police Department (DPD) an addi-
 tional \$100,000.00, with no cash match,
 for the "FY2013 Traffic Enforcement Grant
 Project." The added funding will increase
 the overall grant budget from \$200,000.00
to \$300,000.00. The appropriation num-
 ber for this grant is 13521 and the cost
 center number is 372484.

The increased funding will allow for
 payment of personnel overtime wages.
 The goal of M.O.H.S.P. is to increase the
 use of safety belts and proper use of child
 safety seats, thus substantially improving
 the likelihood of surviving a traffic crash
 and/or reducing the severity of injury.
 Additionally during enforcement, DPD
 officers will also focus on removing
 impaired (intoxicated) drivers from behind
 the steering wheels of cars, thus reducing
 their ability to hurt themselves or others.

Police Officer Viera Brownlee, of Grants
 and Contracts, will serve as the Project
 Director for the grant.

Participation requires the approval of
 your Honorable Body, via adoption of the
 attached resolution. The Board of Police
 Commissioners has been notified of the
 funding and approved participation.

<u>Title</u>	<u>Code</u>	<u>Salary Range</u>	<u>Step Code</u>
Deputy Inspector General	(01-01-49)	\$72,300-\$112,500	K
Investigator — Office of Inspector General	(01-17-10)	\$44,200-\$61,300	K
Forensic Auditor — Office of Inspector General	(01-17-20)	\$63,000-\$84,100	K

Approved:
 BRENT HARTZELL
 Budget Director
 MICHAEL V. JAMESON
 Finance Director

By Council Member Jones:
 Resolved, That the 2012-2013 Official Compensation Schedule is hereby amended
 to reflect the following pay ranges, effective upon Council's approval.

If you have any questions or concerns,
 regarding this matter, please feel free to
 contact me at 596-1800, Monday through
 Friday, 9:00 a.m. to 5:00 p.m.

Respectfully submitted,
 CHESTER L. LOGAN
 Interim Chief of Police

Approved:
 FLOYD STANLEY
 Deputy Budget Director
 CHERYL JOHNSON
 Finance Director

By Council Member Brown:
 Resolved, That the Detroit Police
 Department be and is hereby authorized
 to accept an increase in the "FY2013
 Traffic Enforcement Grant Project" in the
 amount of \$100,000.00, from \$200,000.00
 (Appropriation #13521 and Cost Center
 #372484) to \$300,000.00, with a no cash
match, from the Michigan Office of Highway
 Safety Planning (MOHSP) and be it further

Resolved, That the Finance Director be
 and is hereby authorized to establish nec-
 essary cost centers and appropriations,
 transfer funds, honor payrolls and vouch-
 ers when presented, as necessary, for the
 operation of the program as outlined in
 the foregoing communication.

Adopted as follows:
 Yeas — Council Members Brown,
 Cockrel, Jr., Jenkins, Jones, Kenyatta,
 Spivey, Tate, Watson, and President Pugh
 — 9.
 Nays — None.

Human Resources Department
 November 1, 2012

Honorable City Council:
 Re: Request to Amend the Official
 Compensation Schedule.

Recommendation is submitted to
 amend the 2012-2013 Official Com-
 pensation Schedule to include the follow-
 ing pay ranges for classifications that
 were adopted to staff the Office of
 Inspector General.

Respectfully submitted,
 PATRICK A. AQUART
 Director
 Human Resources Department

