

DEPARTMENT OF ADMINISTRATIVE HEARINGS (45)

AGENCY PLAN: MISSION, GOALS AND BUDGET SUMMARY

MISSION:

The City of Detroit Department of Administrative Hearings (DAH) provides quality administrative hearings in a timely, efficient and cost-effective manner, with respect for the dignity of individuals and their due process rights.

AGENCY GOALS:

1. Adjudicate blight code violations issued by authorized city agents, with sensitivity to their impact on the escalating problem of blight in Detroit.
2. Enhance collectibility of fines and fees, through garnishments and liens utilizing the Department's decisions and orders.

AGENCY FINANCIAL SUMMARY:

2011-12 <u>Requested</u>		2010-11 <u>Budget</u>	2011-12 <u>Recommended</u>	Increase <u>(Decrease)</u>
\$ 1,712,388	City Appropriations	\$ 953,700	\$ 1,433,615	\$ 479,915
\$ 1,712,388	Total Appropriations	\$ 953,700	\$ 1,433,615	\$ 479,915
\$ 727,143	City Revenues	\$ 953,700	\$ 727,143	\$ (226,557)
\$ 727,143	Total Revenues	\$ 953,700	\$ 727,143	\$ (226,557)
\$ 985,245	NET TAX COST:	\$ -	\$ 706,472	\$ 706,472

AGENCY EMPLOYEE STATISTICS:

2011-12 <u>Requested</u>		2010-11 <u>Budget</u>	04-01-11 <u>Actual</u>	2011-12 <u>Recommended</u>	Increase <u>(Decrease)</u>
<u>6</u>	City Positions	<u>3</u>	<u>6</u>	<u>6</u>	<u>3</u>
6	Total Positions	3	6	6	3

ACTIVITIES IN THIS AGENCY:

	2010-11 <u>Budget</u>	2011-12 <u>Recommended</u>	Increase <u>(Decrease)</u>
Total Appropriations	\$ 953,700	\$ 1,433,615	\$ 479,915

DEPARTMENT OF ADMINISTRATIVE HEARINGS (45)

DEPARTMENT OF ADMINISTRATIVE HEARINGS ACTIVITY INFORMATION

ACTIVITY DESCRIPTION: BLIGHT VIOLATIONS ADJUDICATION

The Department of Administrative Hearings (DAH) is a quasi-judicial tribunal that provides expedient, independent and impartial adjudication of municipal ordinance violations. This activity houses ticket processing, security, and information technology contractors. The tribunal is run by a Director, Manager, Principal Accountant, three support staff, and the Hearings Officers.

The DAH is an innovative approach to enforcing the Detroit City Code as it applies to property maintenance and blight prevention. The department's focus is to resolve blight violations in an effort to improve the quality of life of Detroit residents. Blight violations have a major impact on the quality of life in Detroit and DAH operates effectively to handle those violations.

GOALS:

1. Adjudicate unlimited numbers of blight code violations issued by authorized City agents, with sensitivity to their impact on the escalating problem of blight in Detroit.
2. Enhance collectibility of fines and fees, through garnishments and liens utilizing the Department's decisions and orders.

MAJOR INITIATIVES FOR FY 2010-11:

The DAH's major initiative is playing an integral role in the Mayor's new compliance-based approach to code enforcement as a means to eradicate blight in the city. The Blight Enforcement Working Group, a collaborative effort between the city Departments of Law, Public Works, DAH, Buildings Safety Engineering & Environmental, and Police, has continued to implement recent city code changes and department policies to promote more compliance with anti-blight codes. The DAH's major initiative aimed at increased compliance was the CARE Initiative launched in 2010. CARE, the Compliance Assistance Reaching the Elderly & Indigent program, is comprised of a network of city departments and non-profit community service organizations. CARE participants are provided with additional time and assistance to remediate blight at their properties. The CARE partners are the City of Detroit Department of Human Services, the Mayor's Community Access Centers, Community Legal Resources (CLR), the Legal Aid and Defender Association (LAD), Neighborhood Legal Services Michigan and NEXT Detroit Neighborhood Initiative.

PLANNING FOR THE FUTURE FOR FY 2011-12, FY 2012-13, and BEYOND:

In 2011 and 2012, the DAH will expand the CARE program to reach more elderly and indigent residents to increase compliance and remediate blight. To increase operational efficiency, the DAH will begin adjudicating business license cases reducing the cost of funding a separate administrative hearings function at Buildings Safety Engineering and Environmental Department. Additionally, the DAH will continue its successful in-house judgment notification collections effort aimed at increasing compliance with DAH orders and judgments. This effort will be expanded to include automated telephone reminders of unpaid blight judgments and enhancements to the current Finance Department-led collections effort.

DEPARTMENT OF ADMINISTRATIVE HEARINGS (45)

BLIGHT VIOLATIONS ADJUDICATION MEASURES AND TARGETS

Type of Performance Measure:	2008-09	2009-10	2010-11	2011-12
List of Measures	Actual	Actual	Projection	Target
Outputs: Units of Activity directed toward Goals				
Number of zoning division violations heard	256	256	256	256
Number of environmental division violations heard	8,516	8,516	8,516	8,516
Number of property maintenance division violations heard	30,009	30,009	30,009	30,009
Average number of days between violation issuance and hearing date	60	60	60	60
Percent of Decisions and Orders appealed	0.1%	0.1%	0.1%	0.1%
Percent of Decisions and Orders overturned	26%	26%	26%	26%
Efficiency: Program Costs related to Units of Activity				
Percent of Orders in delinquency	61%	61%	61%	61%
Percent of cases that are no-show	58%	58%	58%	58%
Activity Costs	\$2,195,497	\$1,585,767	\$953,700	\$1,433,615

CITY OF DETROIT
Department of Administrative Hearings
Financial Detail by Appropriation and Organization

Administration	2010-11 Redbook		2011-12 Dept Final Request		2011-12 Mayor's Budget Rec	
	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Blight Violation Adjudication						
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
11159 - Blight Violation Adjudication						
450010 - Administration	3	\$953,700	6	\$1,712,388	6	\$1,433,615
APPROPRIATION TOTAL	3	\$953,700	6	\$1,712,388	6	\$1,433,615
ACTIVITY TOTAL	3	\$953,700	6	\$1,712,388	6	\$1,433,615

CITY OF DETROIT
Budget Development for FY 2011-2012
Appropriations - Summary Objects

	2010-11 Redbook	2011-12 Dept Final Request	2011-12 Mayor's Budget Rec
AC0545 - Blight Violation Adjudication			
<i>A45000 - Department of Administrative Hearings</i>			
SALWAGESL - Salary & Wages	252,612	394,961	352,438
EMPBENESL - Employee Benef	217,175	371,241	333,996
PROFSVCSL - Professional/Cor	355,603	769,509	623,302
OPERSUPSL - Operating Suppli	15,000	40,000	13,500
OPERSVCSL - Operating Servic	113,310	136,677	110,379
<i>A45000 - Department of Administrativ</i>	<i>953,700</i>	<i>1,712,388</i>	<i>1,433,615</i>
AC0545 - Blight Violation Adjudication	953,700	1,712,388	1,433,615
Grand Total	953,700	1,712,388	1,433,615

CITY OF DETROIT
Budget Development for FY 2011-2012
Appropriation Summary - Revenues

	2009-10 Actuals	2010-11 Redbook	2011-12 Dept Final Request	2011-12 Mayor's Budget Rec	Variance
A45000 - Department of Administrative Heari					
<i>11159 - Blight Violation Adjudication</i>					
446100 - Administration Fee	29,208	121,000	29,148	29,148	(91,852)
447605 - Other Reimbursements	17,252	0	0	0	0
448115 - Other Fees	725,393	527,000	450,000	450,000	(77,000)
448300 - Circuit Court Appeals F	0	400	0	0	(400)
448301 - Motion Fee	755	3,000	1,000	1,000	(2,000)
449165 - Personal Services-Eng	500,000	200,000	200,000	200,000	0
455105 - Court Fines	5,888	0	0	0	0
472100 - Other Forfeits And Pen	175	300	175	175	(125)
472117 - Late Payment Fee	47,040	100,000	45,000	45,000	(55,000)
472150 - Other Miscellaneous	333	2,000	1,320	1,320	(680)
474100 - Miscellaneous Receipts	196,755	0	500	500	500
<i>11159 - Blight Violation Adjudication</i>	<i>1,522,799</i>	<i>953,700</i>	<i>727,143</i>	<i>727,143</i>	<i>(226,557)</i>
A45000 - Department of Administrative He	1,522,799	953,700	727,143	727,143	(226,557)
Grand Total	1,522,799	953,700	727,143	727,143	(226,557)

**CITY OF DETROIT
MAYOR'S 2011-2012 RECOMMENDED BUDGET**

Department of Administrative Hearings

Appropriation	REDBOOK FY	DEPT REQUEST	MAYORS FY
Organization	2010 2011 FTE	FY 2011 2012 FTE	2011 2012 FTE
Classification			
11159 - Blight Violation Adjudication			
450010 - Administration			
Dir of Administrative Hearings	1	1	1
Mgr of Administrative Hearings	1	1	1
Office Assistant III	1	2	2
Principal Accountant	0	1	1
Executive Secretary II	0	1	1
Admin Asst GD II	0	0	0
Total Administration	3	6	6
Total Blight Violation Adjudication	3	6	6
Agency Total	3	6	6

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