

**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:

2010-11 <u>Requested</u>		2009-10 <u>Budget</u>	2010-11 <u>Recommended</u>	Increase <u>(Decrease)</u>
\$ 2,026,402	City Appropriations	\$ 1	\$ 1,786,246	\$ 1,786,245
\$ 2,026,402	Total Appropriations	\$ 1	\$ 1,786,246	\$ 1,786,245
\$ 959,254	City Revenues	\$ 1	\$ 953,700	\$ 953,699
\$ 959,254	Total Revenues	\$ 1	\$ 953,700	\$ 953,699
\$ 1,067,148	NET TAX COST:	\$ -	\$ 832,546	\$ 832,546

AGENCY EMPLOYEE STATISTICS:

2010-11 <u>Requested</u>		2009-10 <u>Budget</u>	03-31-10 <u>Actual</u>	2010-11 <u>Recommended</u>	Increase <u>(Decrease)</u>
<u>6</u>	City Positions	<u>0</u>	<u>6</u>	<u>6</u>	<u>6</u>
6	Total Positions	0	6	6	6

ACTIVITIES IN THIS AGENCY:

	2009-10 <u>Budget</u>	2010-11 <u>Recommended</u>	Increase <u>(Decrease)</u>
Total Appropriations	\$ 1	\$ 1,786,246	\$ 1,786,245
	\$ 1	\$ 1,786,246	\$ 1,786,245

## **DEPARTMENT OF ADMINISTRATIVE HEARINGS (45)**

### *DEPARTMENT OF ADMINISTRATIVE HEARINGS ACTIVITY INFORMATION*

#### ACTIVITY DESCRIPTION: BLIGHT VIOLATIONS ADJUDICATION

The 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 opened its doors in January 2005 at 561 East Jefferson. Since then, 210,322 blight violation notices have been issued by the enforcing agencies and 200,152 DAH hearings have been held. The total future volume of violations and hearings is not known, but it is expected to decrease. The decrease is due to the expected deterrent effects of increased enforcement as these efforts continue throughout the city.

The DAH was an integral part of the Blight Enforcement Group that reconfigured the code enforcement process to focus on compliance with Detroit City Codes versus a system geared toward revenue collection. The Blight Enforcement Working Group accomplished the reconfigured focus toward compliance by the following initiatives:

1. Creation of a "warning" system before the issuance of a blight ticket;
2. Amending Chapters 8.5 and 22 of the City Code to:
  - a. Reduce the fine amounts;
  - b. Allow for property owners to prove compliance to get a fine waiver; and allow for hearing officers to consider a number of factors in determining the amount of the fine to be assessed.

The DAH implemented a Web Interface Technology Initiative to enhance citizens' access to blight violation information on the city's official website. Additionally, the DAH completed technical development of online web-based and interactive voice response (IVR) systems for automated payments of blight violation notices. DAH is moving toward implementation of both systems.

The DAH continued implementation of the Community Docket and Judgment Responsibility Program Initiatives. The Community Docket Initiative is a collaborative effort between the Detroit Police Department, neighborhood-based groups and the DAH. Community and neighborhood groups report blight observed in their areas to DPD ticket writers; a specialized DAH docket is created so that all the tickets issued for the reported violations in a particular neighborhood can be heard at the same date and time; and the hearings are held in the evening to enable the community members to attend the hearing on the violations that they reported. The Judgment Responsibility Program Initiative (JRP) is a very successful notification effort implemented to increase compliance with DAH orders and judgments. The JRP collection approach was developed by DAH to aggressively focus on collection of delinquent fines owed to DAH.

## **DEPARTMENT OF ADMINISTRATIVE HEARINGS (45)**

### PLANNING FOR THE FUTURE FOR FY 2010-11, FY 2011-12, and BEYOND:

The DAH is a part of the Core Restructuring Team that is working to consolidate all administrative hearings in the City of Detroit for purposes of efficiency, effectiveness and cost savings. The departments with administrative hearings that may be consolidated into an omnibus administrative hearings bureau include:

1. Municipal Parking Department
2. Buildings and Safety Engineering
3. Health and Wellness Promotion

DAH is relocating to the Coleman A. Young Municipal Center. This move will provide enhanced accessibility and convenience for residents.

**DEPARTMENT OF ADMINISTRATIVE HEARINGS (45)**

*BLIGHT VIOLATIONS ADJUDICATION MEASURES AND TARGETS*

<b>Type of Performance Measure:</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
List of Measures	<b>Actual</b>	<b>Actual</b>	<b>Projection</b>	<b>Target</b>
<b>Outputs: Units of Activity directed toward Goals</b>				
Number of zoning division violations heard	319	256	256	256
Number of environmental division violations heard	10,291	8,516	8,516	8,516
Number of property maintenance division violations heard	35,657	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	0.08%	0.1%	0.1%	0.1%
Percent of Decisions and Orders overturned	27%	26%	26%	26%
<b>Efficiency: Program Costs related to Units of Activity</b>				
Percent of Orders in delinquency	73%	61%	61%	61%
Percent of cases that are no-show	58%	58%	58%	58%
<b>Activity Costs</b>	<b>\$1,866,024</b>	<b>\$2,193,173</b>	<b>\$1</b>	<b>\$1,786,246</b>

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

<b>Administration</b>	<b>2009-10 Redbook</b>		<b>2010-11 Dept Final Request</b>		<b>2010-11 Mayor's Budget Rec</b>	
	<b>FTE</b>	<b>AMOUNT</b>	<b>FTE</b>	<b>AMOUNT</b>	<b>FTE</b>	<b>AMOUNT</b>
<b>Blight Violation Adjudication</b>						
<i>APPROPRIATION</i>						
<i>ORGANIZATION</i>						
11159 - Blight Violation Adjudication						
450010 - Administration	0	\$1	6	\$2,026,402	6	\$1,786,246
<b>APPROPRIATION TOTAL</b>	<b>0</b>	<b>\$1</b>	<b>6</b>	<b>\$2,026,402</b>	<b>6</b>	<b>\$1,786,246</b>
<b>ACTIVITY TOTAL</b>	<b>0</b>	<b>\$1</b>	<b>6</b>	<b>\$2,026,402</b>	<b>6</b>	<b>\$1,786,246</b>

**CITY OF DETROIT**  
**Budget Development for FY 2010-2011**  
**Appropriations - Summary Objects**

	<b>2009-10 Redbook</b>	<b>2010-11 Dept Final Request</b>	<b>2010-11 Mayor's Budget Rec</b>
<b>AC0545 - Blight Violation Adjudication</b>			
<i>A45000 - Department of Administrative Hearings</i>			
SALWAGESL - Salary & Wages	0	386,712	387,185
EMPBENESL - Employee Benef	0	241,250	298,661
PROFSVCSL - Professional/Cor	1	847,108	921,362
OPERSUPSL - Operating Suppli	0	40,580	15,000
OPERSVCSL - Operating Servic	0	459,752	164,038
CAPEQUPSL - Capital Equipme	0	5,000	0
OTHEXPSSL - Other Expenses	0	46,000	0
<i>A45000 - Department of Administrativ</i>	1	2,026,402	1,786,246
<b>AC0545 - Blight Violation Adjudication</b>	<b>1</b>	<b>2,026,402</b>	<b>1,786,246</b>
<b>Grand Total</b>	<b>1</b>	<b>2,026,402</b>	<b>1,786,246</b>

**CITY OF DETROIT**  
**Budget Development for FY 2010-2011**  
**Appropriation Summary - Revenues**

	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2010-11</b>	<b>Variance</b>
	<b>Actuals</b>	<b>Redbook</b>	<b>Dept Final</b>	<b>Mayor's</b>	
			<b>Request</b>	<b>Budget Rec</b>	
<b>A45000 - Department of Administrative Heari</b>					
<i>11159 - Blight Violation Adjudication</i>					
446100 - Administration Fee	139,609	1	677,922	121,000	120,999
448115 - Other Fees	0	0	0	527,000	527,000
448150 - Other Fees-State	11,634	0	0	0	0
448300 - Circuit Court Appeals F	125	0	400	400	400
448301 - Motion Fee	2,930	0	6,000	3,000	3,000
449165 - Personal Services-Eng	0	0	200,000	200,000	200,000
472100 - Other Forfeits And Pen	300	0	300	300	300
472117 - Late Payment Fee	99,183	0	74,432	100,000	100,000
472150 - Other Miscellaneous	2,087	0	200	2,000	2,000
<i>11159 - Blight Violation Adjudication</i>	<i>255,868</i>	<i>1</i>	<i>959,254</i>	<i>953,700</i>	<i>953,699</i>
<b>A45000 - Department of Administrative He</b>	<b>255,868</b>	<b>1</b>	<b>959,254</b>	<b>953,700</b>	<b>953,699</b>
<b>Grand Total</b>	<b>255,868</b>	<b>1</b>	<b>959,254</b>	<b>953,700</b>	<b>953,699</b>

**CITY OF DETROIT  
MAYOR'S 2010-2011 RECOMMENDED BUDGET**

**Department of Administrative Hearings**

Appropriation	REDBOOK FY	DEPT REQUEST	MAYORS FY
Organization	2009 2010 FTE	FY 2010 2011 FTE	2010 2011 FTE
Classification			
<b>11159 - Blight Violation Adjudication</b>			
<b>450010 - Administration</b>			
Office Assistant III	0	1	1
Office Assistant III-Exempted	0	1	1
Principal Accountant	0	1	1
Mgr of Administrative Hearings	0	1	1
Dir of Administrative Hearings	0	1	1
Admin Asst GD II-Admin Hearing	0	1	1
<b>Total Administration</b>	<b>0</b>	<b>6</b>	<b>6</b>
<b>Total Blight Violation Adjudication</b>	<b>0</b>	<b>6</b>	<b>6</b>
<b>Agency Total</b>	<b>0</b>	<b>6</b>	<b>6</b>