

DEPARTMENT OF ADMINISTRATIVE HEARINGS (45)

AGENCY PLAN: MISSION, GOALS AND BUDGET SUMMARY

MISSION:

The Department of Administrative Hearings 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 the violations' 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:

2013-14 <u>Requested</u>		2012-13 <u>Budget</u>	2013-14 <u>Recommended</u>	Increase <u>(Decrease)</u>
\$ 1,292,965	City Appropriations	\$ 657,143	\$ 1,249,240	\$ 592,097
\$ 1,292,965	Total Appropriations	\$ 657,143	\$ 1,249,240	\$ 592,097
\$ 656,643	City Revenues	\$ 657,143	\$ 656,643	\$ (500)
\$ 656,643	Total Revenues	\$ 657,143	\$ 656,643	\$ (500)
\$ 636,322	NET TAX COST:	\$ -	\$ 592,597	\$ 592,597

AGENCY EMPLOYEE STATISTICS:

2013-14 <u>Requested</u>		2012-13 <u>Budget</u>	04-01-13 <u>Actual</u>	2013-14 <u>Recommended</u>	Increase <u>(Decrease)</u>
<u>4</u>	City Positions	<u>4</u>	<u>4</u>	<u>4</u>	<u>0</u>
4	Total Positions	4	4	4	0

ACTIVITIES IN THIS AGENCY:

	2012-13 <u>Budget</u>	2013-14 <u>Recommended</u>	Increase <u>(Decrease)</u>
Total Appropriations	\$ 657,143	\$ 1,249,240	\$ 592,097
	\$ 657,143	\$ 1,249,240	\$ 592,097

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, 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 2012-13:

The DAH's major initiative is its integral role in the Mayor's 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, will continue to implement policies and recommend city code changes to promote more compliance with anti-blight codes. To increase operational efficiency, the DAH began adjudicating business license cases reducing the cost of funding a separate administrative hearings function at the Buildings Safety Engineering and Environmental Department. Additionally, the DAH strengthened its successful in-house judgment notification collections effort aimed at increasing compliance with DAH orders and judgments.

PLANNING FOR THE FUTURE FOR FY 2013-14, FY 2015-16 and BEYOND:

To increase compliance with blight code enforcement, the DAH will expand its in-house revenue collections program to include stronger collections tools that reduce the number of unpaid blight judgments and enhance the collection of city revenue.

DEPARTMENT OF ADMINISTRATIVE HEARINGS (45)

BLIGHT VIOLATIONS ADJUDICATION MEASURES AND TARGETS

Type of Performance Measure: List of Measures	2010-11 Actual	2011-12 Actual	2012-13 Projection	2013-14 Target
Outputs: Units of Activity directed toward Goals				
Number of zoning division violations heard	256	256	230	243
Number of environmental division violations heard	8,516	8,516	5,428	6,972
Number of property maintenance division violations heard	30,009	30,009	12,550	21,325
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	\$1,545,467	\$1,197,219	\$657,143	\$1,249,240

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

Administration	2012-13 Redbook		2013-14 Dept Final Request		2013-14 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	4	\$657,143	4	\$1,292,965	4	\$1,249,240
APPROPRIATION TOTAL	4	\$657,143	4	\$1,292,965	4	\$1,249,240
ACTIVITY TOTAL	4	\$657,143	4	\$1,292,965	4	\$1,249,240

CITY OF DETROIT
Budget Development for FY 2013-2014
Appropriations - Summary Objects

	2012-13 Redbook	2013-14 Dept Final Request	2013-14 Mayor's Budget Rec
AC0545 - Blight Violation Adjudication			
<i>A45000 - Department of Administrative Hearings</i>			
SALWAGESL - Salary & Wages	286,919	307,799	270,295
EMPBENESL - Employee Benef	255,731	322,394	332,099
PROFSVCSL - Professional/Cor	12,423	553,184	539,767
OPERSUPSL - Operating Suppli	13,000	15,000	13,000
OPERSVCSL - Operating Servic	89,070	94,588	94,079
<i>A45000 - Department of Administrativ</i>	<i>657,143</i>	<i>1,292,965</i>	<i>1,249,240</i>
AC0545 - Blight Violation Adjudication	657,143	1,292,965	1,249,240
Grand Total	657,143	1,292,965	1,249,240

CITY OF DETROIT
Budget Development for FY 2013-2014
Appropriation Summary - Revenues

	2011-12 Actuals	2012-13 Redbook	2013-14 Dept Final Request	2013-14 Mayor's Budget Rec	Variance
A45000 - Department of Administrative Heari					
<i>11159 - Blight Violation Adjudication</i>					
446100 - Administration Fee	71,051	29,148	29,148	29,148	0
448115 - Other Fees	600,038	400,000	400,000	400,000	0
448301 - Motion Fee	750	1,000	1,000	1,000	0
449165 - Personal Services-Eng	200,000	200,000	200,000	200,000	0
472100 - Other Forfeits And Pen	0	175	175	175	0
472117 - Late Payment Fee	22,200	25,000	25,000	25,000	0
472150 - Other Miscellaneous	123	1,320	1,320	1,320	0
474100 - Miscellaneous Receipts	0	500	0	0	(500)
<i>11159 - Blight Violation Adjudication</i>	<i>894,162</i>	<i>657,143</i>	<i>656,643</i>	<i>656,643</i>	<i>(500)</i>
A45000 - Department of Administrative He	894,162	657,143	656,643	656,643	(500)
Grand Total	894,162	657,143	656,643	656,643	(500)

**CITY OF DETROIT
MAYOR'S 2013-2014 RECOMMENDED BUDGET**

Department of Administrative Hearings

Appropriation	REDBOOK FY		DEPT REQUEST		MAYORS FY	
Organization	2012	2013 FTE	FY 2013	2014 FTE	2013	2014 FTE
Classification						
11159 - Blight Violation Adjudication						
450010 - Administration						
Dir of Administrative Hearings	1		1		1	
Mgr of Administrative Hearings	1		1		1	
Principal Accountant	1		1		1	
Executive Secretary II	1		1		1	
Total Administration	<u>4</u>		<u>4</u>		<u>4</u>	
Total Blight Violation Adjudication	<u>4</u>		<u>4</u>		<u>4</u>	
Agency Total	<u>4</u>		<u>4</u>		<u>4</u>	

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