

David Whitaker, Esq.  
Director  
Irvin Corley, Jr.  
Executive Policy Manager  
Marcell R. Todd, Jr.  
Senior City Planner

John Alexander  
LaKisha Barclift, Esq.  
M. Rory Bolger, PhD, AICP  
Timothy Boscarino, AICP  
Elizabeth Cabot, Esq.  
Janese Chapman  
Richard Drumb  
George Etheridge

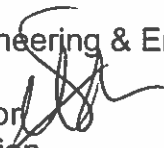
# City of Detroit

## CITY COUNCIL

LEGISLATIVE POLICY DIVISION  
208 Coleman A. Young Municipal Center  
Detroit, Michigan 48226  
Phone: (313) 224-4946 Fax: (313) 224-4336

Christopher Gulock  
Derrick Headd  
Marcel Hurt, Esq.  
Kimani Jeffrey  
Anne Marie Langan  
Carolyn Nelson  
Kim Newby  
Jamie Murphy  
Analine Powers, PhD  
Sabrina Shockley  
Thomas Stephens, Esq.  
David Teeter  
Theresa Thomas  
Kathryn Lynch Underwood  
Ashley Wilson

TO: David Bell, Director  
Buildings, Safety, Engineering & Environmental Department

FROM: David Whitaker, Director   
Legislative Policy Division

DATE: March 11, 2019

RE: 2019-2020 Budget Analysis **REVISED**

Attached is our budget analysis regarding your department's budget for the upcoming 2019-2020 Fiscal Year.

Please be prepared to respond to the issues/questions raised in our analysis during your scheduled hearing on **Friday, March 15, 2019 at 11:00 am**. We would then appreciate a written response to the issues/questions prior to your budget hearing. Please forward a copy of your responses to the Councilmembers and the City Clerk's Office as well.

Please contact us if you have any questions regarding our budget analysis.

Thank you for your cooperation in this matter.

### Attachment

cc: Councilmembers  
Auditor General's Office  
Dave Massaron, Acting CFO  
Eunice Williams, Agency CFO  
Tanya Stoudemire, Budget Director  
Lenetta Walker, Budget Manager  
Stephanie Washington, Mayor's Office

## Buildings, Safety, Engineering and Environmental Department (13)

### FY 2019-20 Budget Analysis by the Legislative Policy Division

#### Issues and Questions

- 1) Please explain why Salaries & Wages are expected to increase by \$2.1 million in FY 2020.
  - a) Are the positions full-time or part-time?
  - b) Will the new hires generate any additional revenue for the City of Detroit? If so, how much?
- 2) Please explain why Professional / Contractual Services are expected to increase by \$266,318.
  - a) Will any new revenue for the City be generated by this transaction?
- 3) BSEED Operating Services will be decreasing by 60% or \$2.4 million.
  - a) What Operating Services will be cut?
  - b) Without these services will there be a loss of revenue for the City? If so, how much?
- 4) Equipment Acquisitions are expected to increase by \$996,566.
  - a) What Equipment Acquisitions will BSEED purchase in FY 2020?
  - b) Will any additional revenue be generated for the City because of the Equipment Acquisitions? If so, how much?
- 5) Under the Construction Code Fund, BSEED is expecting Contributions / Transfers of \$2.5 million. Where are these Contributions / Transfers coming from?
- 6) Please briefly explain the BSEEDt's new expense initiatives, new capital funding requests, operational reform and savings proposals, and new revenue initiatives/proposals to be implemented in FY 2020. Please provide which appropriation/cost center the new initiative/request/proposal is impacting in FY 2020.
- 7) According to the Budget Summary, the department had a net of 7 vacancies on January 1, 2019. Please briefly describe the 14 General Fund positions that are vacant and any difficulty of filling the vacancies. Also, please briefly explain the department's strategy to fill vacant positions. In addition, please explain why the actual Non-General Fund positions exceed the budgeted positions by 7 positions.

## **BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)**

### ***AGENCY PLAN: MISSION, GOALS AND ACTIVITY SUMMARY***

#### **MISSION:**

The Buildings, Safety, Engineering, and Environmental Department (BSEED) mission is to provide for the safety, health and welfare of the general public as it pertains to buildings and their environs in an efficient, cost effective, user friendly and professional manner. BSEED enforces construction, property maintenance, environmental compliance and zoning codes, which preserves and enhances property values and promote a quality of life to make Detroit a preferred place to reside and conduct business. BSEED also operates as the City's Environmental Affairs Department.

#### **DESCRIPTION:**

The Buildings, Safety Engineering and Environmental Department employs a team of State Certified Construction and Trade Inspectors, Plan Reviewers, Professional Engineers, as well as Environmental Specialists, Administrative and Operational staff that collectively:

- Administrators and enforces Zoning laws, ordinances and regulations related to land use; providing zoning reviews, special land use hearings and site plan reviews.
- Performs Plan Reviews of construction documents for new construction, alteration or rehabilitation of existing structures.
- Issues building and trade permits for construction and demolition, inspects all construction projects and enforces compliance with building codes.
- Performs annual inspections of rental and commercial structures as required by the Property Maintenance Code.
- Performs inspections of dangerous buildings and issues violations where conditions exist.
- Issues violations for blight, including graffiti, and pursues enforcement actions to achieve code compliance.
- Licenses businesses; educates, investigates and enforces noncompliance with business license requirements.
- Develops and implements programs for sustainable Brownfield Redevelopment and green initiatives.
- Identifies and mitigates environmental hazards and obtains funding for assessment and clean-up of contaminated sites.
- Provides technical assistance, engages in policy, legislative and regulatory initiatives to assist the City and other municipalities to meet their environmental objectives.

#### **AGENCY GOALS:**

1. Ensure structures in the city meet or exceed minimum standards by enforcing compliance with construction and zoning codes, and related federal, state or local laws.
2. Improve responsiveness and efficiency to assist developers, customers, and the community.
3. Improve the stability and safety of neighborhoods by enforcing the property maintenance and zoning codes. Special Land Use conditions and other ordinances.
4. Assist in the reduction of blighted, vacant or dangerous structures within the city of Detroit.
5. Enforce compliance of local businesses with federal, state and local laws, in order to promote a healthy local economy.
6. Foster legislative and regulatory initiatives that will help the city meet its environmental objectives.
7. Manage the department in a cost-effective and responsible manner.

Department Name: Buildings, Safety, Engineering, & Environmental Department (BSEED)

Department #: 13

**Budget Summary:**

	FY 2018 Actual		FY 2019 Adopted Budget		FY 2020 Recommended Budget	
	General Fund	All Funds	General Fund	All Funds	General Fund	All Funds
Total Revenues	1,854,370	24,570,133	3,632,291	30,370,936	4,378,457	31,358,457
Total Expenditures	956,495	22,611,717	3,170,025	29,908,670	3,385,791	30,365,791
Net Tax Cost	(897,875)	(1,958,416)	(462,266)	(462,266)	(992,666)	(992,666)

	FY 2021 Forecast		FY 2022 Forecast		FY 2023 Forecast	
	General Fund	All Funds	General Fund	All Funds	General Fund	All Funds
Total Revenues	4,427,457	28,907,457	4,427,457	28,907,457	4,427,457	28,907,457
Total Expenditures	3,397,421	27,877,421	3,451,152	27,931,152	3,505,957	27,985,957
Net Tax Cost	(1,030,036)	(1,030,036)	(976,305)	(976,305)	(921,500)	(921,500)

Positions (by FTE):	1/1/2019 Actual	FY 2019 Adopted	FY 2020 Recommended	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
	General Fund	33	47	59	59	59
Non-General Fund	240	233	258	258	258	258
Total Positions	273	280	317	317	317	317

## BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)

### ACTIVITY DESCRIPTIONS:

#### ADMINISTRATION

The **Administration Division** is responsible for the day to day operations to ensure that each division in the department is properly executing the mandates of the administration and enforcement of federal, state, and local laws related to departmental activities. Responsibilities include identification and allocation of resources to properly manage, plan, provide program development, customer relations, strategic planning, and implementation of policies.

#### Key business processes:

- Execute operational functions and initiatives department-wide.
- Budget development and management.
- Human Resource management.
- Information Technology support, strategies and new initiatives.
- Records maintenance and retention, including construction archives, plans and permits for structures within the City.
- Addresses requests of City Council, other City agencies, and the public.
- Participates in various Mayoral and City-wide initiatives.
- Manage the schedule of various boards and commissions, including the Construction Board of Appeals, the Board of Rules and the Wrecking Board.
- Customer service and process improvement initiatives.

#### PLANNING AND PERMITTING SERVICES

The **Plan Review Division** is responsible for the review of all new construction projects for alterations to existing buildings; changes of use; signs and awnings; temporary use permits; demolition applications to ensure compliance with the Zoning Ordinance; and to determine the types of reviews necessary for permitting by the Plan Review Division and external agencies/departments. The staff verifies compliance with the Michigan Building Code, Michigan Residential Code, Michigan Rehabilitation Code, Michigan Electrical Code, Michigan Mechanical Code, Michigan Plumbing Code, International Fuel Gas Code, City Elevator Code and Boiler Code. In addition to reviewing plans for various construction projects, the division's staff provides consultation to the public, by phone, email, and in person.

The **Development Resource Center (DRC)** is designed to act as an information resource center for facilitating development projects; building application intake; mapping the development process; weather, conceptual, new construction rehabilitation and alterations; Green Storm Water; activating vacant lots for land based ventures; or tactically preserving existing structures.

The City Charter (Sec. 7-405, "One-Stop Service") provides authority to BSEED, in cooperation with other agencies whose approval is required, to establish a procedure and application form under which an applicant for development may obtain through BSEED all necessary permissions. The DRC coordinates these processes, arranges, and tracks the necessary construction or site plan reviews and approvals by other various City agencies. Whenever practicable, these reviews are performed onsite in BSEED.

## BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)

- **Welcome Resource Center/Intake Center (WRC)** – The primary Intake Center for entering into the BSEED virtual environment. A customer's arrival point of entry for permitting applications; providing assistance, guidance and resources; allowing customers to create accounts, upload plans and applications for review. **Electronic Plan Review (ePLANS)** - Electronic submittal of construction or site plans for review and approval, either off-site or at BSEED. **Electronic Plan Review** is currently LIVE; is expected to streamline operations and reduce review turn-around and response times by providing parallel vs. sequential reviews; and enable feedback, corrections and comments to be submitted online.
- As part of the development concierge service being provided, we assign a Project Facilitator who will serve as a single point of contact for inter-agency communication; provide guidance to customers; schedule pre-application consultations; track projects; plan reviews; and connect to business advocacy services. BSEED is also preparing illustrated "Quick Start", "DIY" and "How To" materials to be disseminated.
- **One-Step Virtual Permitting** – BSEED is designing a Phase 2 of our cloud-based solution, a multi-departmental resource base for all City of Detroit permitting needs. This allows consolidation of development-related reviews, approvals, and permit issuance in one location. Also, provide a Permitting Wizard to navigate through the required Zoning, Permitting, Fees, and Licensing.
- **Queue** - BSEED customers have access to an on-site kiosk, mobile device or computer to virtually stand in line. It reduces crowded waiting areas, connecting customers to the right persons while offering interactive real-time updates.

The Zoning Division is the designated Zoning Administrator for the City of Detroit. The City Charter (Sec. 7-401) provides responsibility to BSEED to "administer and enforce all laws, ordinances and regulations relating to the use of land ('zoning')". All applications for permits, grants, variances, waivers or exceptions under zoning laws are coordinated by this division including:

- Reviews construction projects for compliance with zoning ordinance.
- Provides zoning assistance, interpretation and verification.
- Facilitates zoning review prior to the establishment of new uses in all zoning districts.
- Performs Site Plan review for special land uses and large scale development.
- Processes zoning variances for the Board of Zoning Appeals.
- Provides special land use hearings for conditional, controlled and regulated land uses, which includes inviting the public.
- Hearings are held for Medical Marihuana, which complies with the Medical Marihuana Act provided by the State of Michigan.
- Coordinates with and testifies at Board of Zoning Appeals hearings.
- Works interdepartmentally on zoning ordinance revisions related to development.
- Enforces zoning ordinances, special land use conditions, and illegally established uses through inspections and issuance of correction orders/violations.
- Provides zoning decision based on outcome of Special Land Use hearings.

## **BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)**

### **LICENSING & PERMITS**

The Business License unit educates and enforces compliance of City Codes for regulated Detroit businesses as delineated in federal, state and local laws to promote a healthy and viable local economy.

- Business License Center is charged with granting and renewing licenses to businesses that have complied with the licensing process;
- Processing license applications and coordinating approvals with internal external agencies are the components of the process;
- Conducting "Show Cause" Hearings for non-compliant businesses is an enforcement tool. The hearing's disposition may result in denial, suspension or revocation of a business license in accordance with city code;
- Business License has office staffers and field investigators to ensure that education, assistance, and enforcement guides are available to the Citizens of Detroit.
- When a license is denied, suspended, or revoked, works with the Law Department to have the business placarded, placing the public on notice that the indicated business operation is illegal.

The Permits unit is responsible for issuing permits for construction (building, mechanical, electrical, plumbing, elevator, boiler, and demolition) upon approval of trade and use licenses.

### **CONSTRUCTION INSPECTION SERVICES**

Construction Inspection Services protects and promotes public health, safety and welfare in new construction development and renovating existing structures by verifying compliance with applicable codes and taking appropriate enforcement action when necessary. BSEED enforces the State of Michigan Construction Codes and its Inspectors are registered through State Public Act 407 of 2016. Enforcement may include misdemeanor violations adjudicated at the 36<sup>th</sup> District Court, show cause, and stop work orders.

The Buildings Division performs inspections of construction activities to ensure that structures comply with approved plans and the building codes and standards. The Buildings Division also inspects permit work related to life safety systems and their function testing, wrecking, signs, awnings, tents, other temporary uses and issues Certificates of Occupancy upon approval. The Buildings Division coordinates the Board of Wrecking Examiners, an appointed body that oversees all aspects of wrecking licensing within the City.

- The Mechanical Section conducts inspections of mechanical systems including heating/cooling appliances; large refrigeration installations related to air conditioning, process or storage purposes; gas piping; and fire suppression systems for compliance with applicable codes. The License Examiner's Office conducts examinations of applicants for steam and refrigeration occupational licenses. The Mechanical Section is responsible for approval of business and use licenses relating to the operation of mechanical equipment.
- The Electrical Section inspects new construction, alterations, and renovations of electrical, signaling and fire alarm systems for code compliance. This section also approves licenses of electrical contractors, journey workers, master electricians, fire alarm technicians and sign specialists. The Electrical Section coordinates the Board of Electrical Examiners, an appointed body that oversees all aspects of electrical licensing within the city.

## **BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)**

- The Boiler Section conducts inspections of all large capacity boilers in the city of Detroit and monitors compliance with “post-of-duty” requirements to ensure safe boiler operation. The division enforces the National Board Inspection Code.
- The Elevator Section conducts inspections of all elevators, escalators, moving walks and chair-lift installations for National ASME Code A17.1 compliance. This section also administers examinations and licensing for elevator journey workers within the city of Detroit.
- The Plumbing Section inspects new construction, alterations, and renovations of plumbing systems to ensure the systems meet approved plans and comply with code requirements. This section also approves the registration of plumbing contractors and water treatment operators. Plumbing cross-connection inspections are performed to identify potable water systems that are in need of protection from contaminants, as required by the State of Michigan Safe Drinking Water Act.

### **Key business processes:**

- Construction inspections, Permit and Annual Inspections and issuance of Certificates of Occupancy, Approval or Acceptance.
- Notification of Violations and compliance enforcement at 36<sup>th</sup> District Court and Department of Administrative Hearings.
- Responding to Complaints.
- Examinations of Trade Professionals.
- Annual Cross-Connection Inspections.

There are future development projects that will demand onsite inspectors to monitor the activities of the projects from ground breaking to completion. Based on discussions with local contractors and or developers, three additional dedicated inspectors for each discipline will be needed for Building, Mechanical, Plumbing and Electrical.

### **PROPERTY MAINTENANCE INSPECTIONS**

The Property Maintenance Division (PMD) provides inspections of existing rental residential and commercial structures to encourage property maintenance and the stabilization of neighborhoods by addressing blight, as well as maintaining the safety and welfare of tenants. Property Maintenance also conducts community surveys and responds to citizen complaints to correct noncompliant properties and if tenant relocation is necessary (in cases of no heat, water or electricity). PMD works with the housing and health department to find temporary living arrangements. Property owners who are not in compliance with the current Property Maintenance and Zoning Codes are subject to tickets which may result in litigation and possible fines levied by the Department of Appeals and Hearings and 36<sup>th</sup> District Court. BSEED hired project managers who streamline and implement processes and procedures while tracking performance and daily productivity to help increase code enforcement. All metrics, dashboards, and scorecards are being managed by the managers and reported to the Administration on a weekly basis.



## **BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)**

### **Key business processes:**

- **Rental Inspection.**
- **Commercial Inspections.**
- **Property Maintenance inspections including graffiti.**
- **Issuance of violations and enforcement at 36<sup>th</sup> District Court and the Department of Appeals and Hearings.**
- **Responding to Complaints.**

**Rental Program-** Rental inspections are performed to verify that the owner is in compliance with the minimum requirements of Chapter 9 of the 1984 Detroit City Code entitled The Property Maintenance (D P M) Code. A team has been put together to ensure that the owners are remaining compliant according to their agreements.

**Commercial Annuals-** Scrap Yards Moratorium was released January 02, 2019 which states, "Any auto-related property owner has until April 01, 2019 to come into compliance."

**Commercial Deferral-** the Dangerous Buildings' ordinance (290-H) and State Law require the City to take certain actions to remedy dangerous structures. State licensed building inspectors investigate and identify dangerous conditions and recommend abatement actions. Administrative staff sends out appropriate notifications and schedules "show cause" hearings at the department and City Council.

**Commercial Corridor-** the purpose of enforcement procedures for property maintenance "Blight" violations is to maintain the integrity of the stable neighborhoods and business districts and improve the integrity of the blighted neighborhoods and business districts within the city of Detroit.

**The Dangerous Buildings Division** imposes ordinance (290-H) and State Law require the City to take certain actions to remedy dangerous structures. State licensed building inspectors investigate and identify dangerous conditions and recommend abatement actions. Administrative staff sends out appropriate notifications and schedules "show cause" hearings at the department and City Council.

**Demolition activities,** subsequent to an order to demolish, have been reassigned to the Housing and Revitalization Department and the Detroit Building Authority. The division will continue to issue wrecking permits and inspect demolition work for Building Code compliance.

### **Key business processes:**

- **Intake and response to dangerous building complaints, including emergencies.**
- **Tract index searches and property ownership identification.**
- **Notification to owners and posting of notices.**
- **Filing documents of record.**
- **Coordination of and presentation at "show cause" office hearings.**

## BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)

### Key business processes (Cont.):

- Presentation at City Council hearings.
- Demolition deferral and rescission request processing.
- Fire Insurance Escrow inspections.

### ENVIRONMENTAL AFFAIRS

Environmental Affairs (EA) interacts with federal, state and local agencies to improve and protect the City's water, air, and land resources. EA's technical personnel are assigned to either Environmental Assessment or Response (Brownfields) or Environmental Management Systems/Emergency Response.

EA develops and implements programs that support sustainable development initiatives which focus on Brownfields Redevelopment pursuant to the Michigan Natural Resources and Environmental Protection Act (NREPA), Public Act 451 of 1994, as amended, and obtains funding for cleanup of contaminated sites. EA fosters legislative and regulatory initiatives at the state and federal levels to assist the City of Detroit like other municipalities in meeting their environmental objectives through partnership programs, policies, and funding. In addition, EA identifies funding opportunities by applying for and obtaining grants for redevelopment purposes. EA reviews Environmental Site Assessment reports for commercial properties to assist the Detroit Building Authority in the demolition of these sites. EA is responsible for enforcement of the bulk solid materials storage amendments to Chapter 22 of the City Code.

The City Charter requires EA to coordinate environmental protection policies in the City of Detroit. EA must review and approve Environmental Site Assessment reports for all properties being acquired by the City of Detroit. EA staff provides skills to maintain citywide compliance with applicable laws and regulations. Staff also provides guidance on the most effective, sustainable use of the natural resources available to the City. Lastly, EA assists other city departments with environmental compliance requirements and objectives by providing technical assistance and developing procedures to achieve compliance.

In FY 2017-18, the Environmental Enforcement group which was formerly a part of the Department of Public Works (DPW) Solid Waste group was merged to the EA appropriation for synergy and has been under the supervision of EA since May 2018. Personnel and operating costs associated with the unit are fully reimbursable by the Solid Waste fund of DPW.

In FY20, the EA will assume responsibility for the administration of the Wayne County Soil Erosion and Sedimentation Control Program within the city of Detroit. The new program will require Environmental Specialists to review plans submitted for each development that meets the requirements in addition to conducting multiple site inspections at each site to ensure that control measures are installed correctly and are working properly.

EA was approved to participate in the Community Rating System (CRS) in late 2017 which is optional to communities that participate in the National Flood Insurance Program (NFIP). The mandated activities were evaluated and the city received a CRS classification of 8, which allowed homeowners of properties located in Special Flood Hazard Areas (SFHA) of the city to realize a 10% reduction in the cost of their flood insurance premiums which became effective on October 1, 2017.

### **BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT (13)**

Due to efforts by the Federal Emergency Management Agency (FEMA) to revise the Flood Insurance Rate Maps, which determine the size and location of the SFHA, the Jefferson/Chalmers neighborhood may see an increase in the size of the SFHA by four times or more. It is the City's goal to increase the flood plan management activities to enable a higher reduction on flood insurance premiums. Additional participation in FEMA's effort to revise the Flood Insurance Rate Maps is imperative to prevent the expansion of the flood plains.

EA anticipates an increase in the number of Environmental Assessments reports for review and approval by EA requested for planning for new development projects in the city and prior to commercial demolitions. EA also anticipates additional requests for environmental reviews from Detroit Brownfield Redevelopment Authority (DBRA).

Environmental Enforcement has seen a yearly increase in requests submitted through See Click Fix from 17,690 in Fiscal Year 2017 to a projected 35,600 in fiscal year 2019.

**CITY OF DETROIT  
BUDGET DEVELOPMENT  
EXPENDITURES BY SUMMARY CATEGORY - ALL FUNDS**

Department # - Department Name Summary Category	FY2019 Adopted	FY2020 Recommended	FY2021 Forecast	FY2022 Forecast	FY2023 Forecast
<b>13 - Buildings, Safety, Engineering, &amp; Environmental Department</b>	<b>29,908,670</b>	<b>30,365,791</b>	<b>27,877,421</b>	<b>27,931,152</b>	<b>27,985,957</b>
Salaries & Wages	16,229,121	18,319,237	17,364,437	17,413,545	17,463,634
Employee Benefits	4,859,596	4,783,700	4,514,865	4,519,488	4,524,204
Professional & Contractual Services	1,162,658	1,428,976	217,385	217,385	217,385
Operating Supplies	857,018	791,069	1,834,091	1,834,091	1,834,091
Operating Services	5,848,605	3,477,375	3,477,375	3,477,375	3,477,375
Equipment Acquisition	95,500	1,092,066	-	-	-
Fixed Charges	192,609	192,609	192,609	192,609	192,609
Other Expenses	663,563	280,759	276,659	276,659	276,659
<b>Grand Total</b>	<b>29,908,670</b>	<b>30,365,791</b>	<b>27,877,421</b>	<b>27,931,152</b>	<b>27,985,957</b>

CITY OF DETROIT  
 BUDGET DEVELOPMENT  
 REVENUES BY SUMMARY CATEGORY - ALL FUNDS

Department # - Department Name Summary Category	FY2019 Adopted	FY2020 Recommended	FY2021 Forecast	FY2022 Forecast	FY2023 Forecast
<b>13 - Buildings, Safety, Engineering, &amp; Environmental Department</b>	<b>30,370,936</b>	<b>31,358,457</b>	<b>28,907,457</b>	<b>28,907,457</b>	<b>28,907,457</b>
Grants, Shared Taxes, & Revenues	2,361,291	2,230,457	2,230,457	2,230,457	2,230,457
Sales & Charges for Services	525,000	579,000	579,000	579,000	579,000
Fines, Forfeits & Penalties	27,318,631	25,883,000	25,932,000	25,932,000	25,932,000
Licenses, Permits, & Inspection Charges	-	2,500,000	-	-	-
Contributions & Transfers	166,014	166,000	166,000	166,000	166,000
Miscellaneous	-	-	-	-	-
<b>Grand Total</b>	<b>30,370,936</b>	<b>31,358,457</b>	<b>28,907,457</b>	<b>28,907,457</b>	<b>28,907,457</b>

CITY OF DETROIT  
 BUDGET DEVELOPMENT  
 EXPENDITURES BY SUMMARY CATEGORY - FUND DETAIL

Department # - Department Name Fund # - Fund Name Summary Category	FY2019 Adopted	FY2020 Recommended	FY2021 Forecast	FY2022 Forecast	FY2023 Forecast
13 - Buildings, Safety, Engineering, & Environmental Department	29,908,670	30,365,791	27,877,421	27,931,152	27,985,957
1000 - General Fund	3,170,025	3,385,791	3,397,421	3,451,152	3,505,957
Salaries & Wages	2,039,195	2,499,083	2,547,227	2,596,335	2,646,424
Employee Benefits	635,518	642,939	647,470	652,093	656,809
Professional & Contractual Services	313,000	49,445	12,500	12,500	12,500
Operating Supplies	92,623	51,952	51,952	51,952	51,952
Operating Services	81,489	79,803	79,803	79,803	79,803
Other Expenses	8,200	62,569	58,469	58,469	58,469
2490 - Construction Code Fund	26,738,645	26,980,000	24,480,000	24,480,000	24,480,000
Salaries & Wages	14,189,926	15,820,154	14,817,210	14,817,210	14,817,210
Employee Benefits	4,224,078	4,140,761	3,867,395	3,867,395	3,867,395
Professional & Contractual Services	849,658	1,379,531	204,885	204,885	204,885
Operating Supplies	764,395	739,117	1,782,139	1,782,139	1,782,139
Operating Services	5,767,116	3,397,572	3,397,572	3,397,572	3,397,572
Equipment Acquisition	95,500	1,092,066	-	-	-
Fixed Charges	192,609	192,609	192,609	192,609	192,609
Other Expenses	655,363	218,190	218,190	218,190	218,190
<b>Grand Total</b>	<b>29,908,670</b>	<b>30,365,791</b>	<b>27,877,421</b>	<b>27,931,152</b>	<b>27,985,957</b>

CITY OF DETROIT  
 BUDGET DEVELOPMENT  
 REVENUES BY SUMMARY CATEGORY - FUND DETAIL

Department # - Department Name Fund # - Fund Name Summary Category	FY2019 Adopted	FY2020 Recommended	FY2021 Forecast	FY2022 Forecast	FY2023 Forecast
<b>13 - Buildings, Safety, Engineering, &amp; Environmental Department</b>					
1000 - General Fund	30,370,936	31,358,457	28,907,457	28,907,457	28,907,457
Sales & Charges for Services	3,632,291	4,378,457	4,427,457	4,427,457	4,427,457
Fines, Forfeits & Penalties	1,536,291	2,205,457	2,205,457	2,205,457	2,205,457
Licenses, Permits, & Inspection Charges	250,000	250,000	250,000	250,000	250,000
2490 - Construction Code Fund	1,846,000	1,923,000	1,972,000	1,972,000	1,972,000
Sales & Charges for Services	26,738,645	26,980,000	24,480,000	24,480,000	24,480,000
Fines, Forfeits & Penalties	825,000	25,000	25,000	25,000	25,000
Licenses, Permits, & Inspection Charges	275,000	329,000	329,000	329,000	329,000
Contributions & Transfers	25,472,631	23,960,000	23,960,000	23,960,000	23,960,000
Miscellaneous	166,014	166,000	166,000	166,000	166,000
<b>Grand Total</b>	<b>30,370,936</b>	<b>31,358,457</b>	<b>28,907,457</b>	<b>28,907,457</b>	<b>28,907,457</b>

CITY OF DETROIT  
 BUDGET DEVELOPMENT  
 FINANCIAL DETAIL BY DEPARTMENT, FUND, APPROPRIATION, & COST CENTER  
 EXPENDITURES

Department # - Department Name	FY2019 Adopted	FY2020 Recommended	FY2021 Forecast	FY2022 Forecast	FY2023 Forecast
Fund # - Fund Name					
Appropriation # - Appropriation Name					
Cost Center # - Cost Center Name					
13 - Buildings, Safety, Engineering, & Environmental Department	29,908,670	30,365,791	27,877,421	27,931,152	27,985,957
1000 - General Fund	3,170,025	3,385,791	3,397,421	3,451,152	3,505,957
12146 - BSEED Business License Center	842,960	646,195	617,267	627,486	637,908
130365 - Business License Center	842,960	646,195	617,267	627,486	637,908
13161 - BSEED Environmental Affairs Department	2,327,065	2,739,596	2,780,154	2,823,666	2,868,049
130370 - Environmental Affairs Department	590,774	534,139	541,807	550,904	560,183
130372 - Environmental Enforcement	1,736,291	2,205,457	2,238,347	2,272,762	2,307,866
2490 - Construction Code Fund	26,738,645	26,980,000	24,480,000	24,480,000	24,480,000
10814 - BSEED Administration	9,681,773	7,327,151	6,757,605	6,757,605	6,757,605
130310 - BSE&ED Administration	9,681,773	7,327,151	6,757,605	6,757,605	6,757,605
10815 - BSEED Mechanical	8,886,798	9,917,565	8,650,236	8,650,236	8,650,236
130340 - BSE&ED Mechanical	8,886,798	9,917,565	8,650,236	8,650,236	8,650,236
130345 - BSEED Housing-Inspections	4,863,285	5,786,655	4,754,305	4,754,305	4,754,305
130346 - BSEED Buildings	1,203,891	1,391,943	1,156,964	1,156,964	1,156,964
130347 - BSEED Zoning	2,523,158	2,454,874	2,454,874	2,454,874	2,454,874
11110 - BSEED Property Maintenance Code	296,464	284,093	284,093	284,093	284,093
130320 - Property Maintenance Enforcement	5,977,460	7,546,455	6,883,330	6,883,330	6,883,330
130321 - Dangerous Building Administration	4,449,281	6,064,178	5,401,053	5,401,053	5,401,053
13162 - BSEED Construction	1,528,179	1,482,277	1,482,277	1,482,277	1,482,277
130375 - BSEED Permits	2,192,614	2,188,829	2,188,829	2,188,829	2,188,829
130376 - Plan Review	276,284	267,765	267,765	267,765	267,765
130377 - Development Resource Center - One Stop Shop Plan Review	1,246,257	1,286,930	1,286,930	1,286,930	1,286,930
<b>Grand Total</b>	<b>29,908,670</b>	<b>30,365,791</b>	<b>27,877,421</b>	<b>27,931,152</b>	<b>27,985,957</b>



CITY OF DETROIT  
BUDGET DEVELOPMENT  
FINANCIAL DETAIL BY DEPARTMENT, FUND, APPROPRIATION, & COST CENTER  
REVENUES

Department # - Department Name	FY2019 Adopted	FY2020 Recommended	FY2021 Forecast	FY2022 Forecast	FY2023 Forecast
Fund # - Fund Name					
Appropriation # - Appropriation Name					
Cost Center # - Cost Center Name					
13 - Buildings, Safety, Engineering, & Environmental Department					
1000 - General Fund	30,370,936	31,358,457	28,907,457	28,907,457	28,907,457
12146 - BSEED Business License Center	3,632,291	4,378,457	4,427,457	4,427,457	4,427,457
130365 - Business License Center	1,846,000	1,923,000	1,972,000	1,972,000	1,972,000
13161 - BSEED Environmental Affairs Department	1,846,000	1,923,000	1,972,000	1,972,000	1,972,000
130370 - Environmental Affairs Department	1,786,291	2,455,457	2,455,457	2,455,457	2,455,457
130372 - Environmental Enforcement	50,000				
2490 - Construction Code Fund	1,736,291	2,455,457	2,455,457	2,455,457	2,455,457
10814 - BSEED Administration	26,738,645	26,980,000	24,480,000	24,480,000	24,480,000
130310 - BSE&D Administration	166,014	166,000	166,000	166,000	166,000
10815 - BSEED Mechanical	166,014	166,000	166,000	166,000	166,000
130340 - BSE&D Mechanical	6,882,673	8,802,000	6,302,000	6,302,000	6,302,000
130345 - BSEED Housing-Inspections	5,082,673	7,669,000	5,169,000	5,169,000	5,169,000
130347 - BSEED Zoning	1,000,000	1,021,000	1,021,000	1,021,000	1,021,000
11110 - BSEED Property Maintenance Code	300,000	112,000	112,000	112,000	112,000
130320 - Property Maintenance Enforcement	5,030,000	5,935,000	5,935,000	5,935,000	5,935,000
130321 - Dangerous Building Administration	3,530,000	5,896,000	5,896,000	5,896,000	5,896,000
13162 - BSEED Construction	1,500,000	39,000	39,000	39,000	39,000
130375 - BSEED Permits	15,159,958	12,077,000	12,077,000	12,077,000	12,077,000
130376 - Plan Review	25,000	25,000	25,000	25,000	25,000
<b>Grand Total</b>	<b>30,370,936</b>	<b>31,358,457</b>	<b>28,907,457</b>	<b>28,907,457</b>	<b>28,907,457</b>

**CITY OF DETROIT**  
**FY2020 - 2023 Positions - Mayor**

13000-Buildings, Safety Engineering and Environmental Department		FY 2018-19 FTE	FY 2019-20 FTE	FY 2020-21 FTE	FY 2021-22 FTE	FY 2022-23 FTE
Appropriation		Budget	Mayor	Forecast	Forecast	Forecast
Cost Center						
Job Code and Title						
<b>10014-BSEED Administration</b>						
130310-BSE&ED Administration						
010121. Director of Buildings and Safety Engineering		1	1	1	1	1
010122. Deputy Director of Buildings and Safety Engineering		1	1	1	1	1
011040. Executive Manager - BSEED		1	1	1	1	1
012014. Information Technician		1	1	1	1	1
012072. Admin Asst - Grade III - BSEED		1	1	1	1	1
012210. Administrative Specialist I		1	1	1	1	1
012237. Admin Asst - Grade II - BSEED		1	1	1	1	1
013375. Executive Administrative Assistant I		1	1	1	1	1
013376. Executive Administrative Assistant II		1	1	1	1	1
019210. Office Management Assistant		1	1	1	1	1
041971. Business Systems Support Specialist I		1	1	1	1	1
041972. Business Systems Support Specialist II		2	2	2	2	2
076022. Project Manager and Analytics Specialist III		1	0	0	0	0
929102. Administrative Special Services Staff II		1	0	0	0	0
929107. Administrative Special Services Staff II - Exempt		1	0	0	0	0
929108. Administrative Special Services Staff III - Exempt		1	0	0	0	0
111003. Project Manager & Analytics Specialist III		0	1	1	1	1
111141. Operations General Manager		1	1	1	1	1
<b>Total 130310-BSE&amp;ED Administration</b>		<b>18</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>
<b>Total 10814-BSEED Administration</b>		<b>18</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>
<b>10815-BSEED Mechanical</b>						
130340-BSE&E Mechanical						
012031. Senior Clerk		1	0	0	0	0
012053. Admin Supvr of Lic Permits and Rev Collections		1	1	1	1	1
019210. Office Management Assistant		2	2	2	2	2
199421. Electrical Inspector		17	21	21	21	21
199431. Supervising Electrical Inspector		1	1	1	1	1
199521. Boiler Inspector		4	6	6	6	6
199523. Elevator Inspector		7	12	12	12	12
199526. Mechanical Inspector		16	18	18	18	18
199530. Licenses Examiner - Mechanical		1	1	1	1	1

**CITY OF DETROIT**  
**FY2020 - 2023 Positions - Mayor**

13000-Buildings, Safety Engineering and Environmental Department	FY 2018-19 FTE	FY 2019-20 FTE	FY 2020-21 FTE	FY 2021-22 FTE	FY 2022-23 FTE
Appropriation	Budget	Mayor	Forecast	Forecast	Forecast
Cost Center					
Job Code and Title					
199531.Supervising Boiler Inspector	1	1	1	1	1
199533.Supervising Elevator Inspector	1	1	1	1	1
199535.Supervising Mechanical Inspector	1	1	1	1	1
013131.Office Assistant III	4	5	5	5	5
<b>Total 130340-BSE&amp;E Mechanical</b>	<b>57</b>	<b>70</b>	<b>70</b>	<b>70</b>	<b>70</b>
130345-BSE&E Housing-Inspections					
012031.Senior Clerk	1	0	0	0	0
012051.Head Clerk	1	1	1	1	1
199321.Plumbing Inspector	11	14	14	14	14
199331.Supervising Plumbing Inspector	1	1	1	1	1
013131.Office Assistant III	1	2	2	2	2
<b>Total 130345-BSE&amp;E Housing-Inspections</b>	<b>15</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>
130346-BSE&ED Buildings					
012014.Information Technician	1	1	1	1	1
012019.Senior Information Technician	1	1	1	1	1
012031.Senior Clerk	2	0	0	0	0
019211.Office Management Assistant - Exempted	1	1	1	1	1
081006.Customer Service Representative I - BSEED	1	1	1	1	1
199221.Building Inspector	21	21	21	21	21
199231.Supervising Building Inspector	1	1	1	1	1
199241.Assistant Chief of Building Inspections	1	1	1	1	1
199251.Chief of Building Inspections	1	1	1	1	1
013131.Office Assistant III	1	3	3	3	3
<b>Total 130346-BSE&amp;ED Buildings</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>
130347-BSE&E Zoning					
010912.Manager I - BSEED	1	1	1	1	1
012014.Information Technician	1	1	1	1	1
114231.Senior City Planner - Design	1	1	1	1	1
199035.Zoning Inspector	1	1	1	1	1
<b>Total 130347-BSE&amp;E Zoning</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>Total 10815-BSEED Mechanical</b>	<b>107</b>	<b>123</b>	<b>123</b>	<b>123</b>	<b>123</b>

**CITY OF DETROIT**  
**FY2020 - 2023 Positions - Mayor**

13000-Buildings, Safety Engineering and Environmental Department	FY 2018-19 FTE	FY 2019-20 FTE	FY 2020-21 FTE	FY 2021-22 FTE	FY 2022-23 FTE
Appropriation	Budget	Mayor	Forecast	Forecast	Forecast
Cost Center					
Job Code and Title					

11110-BSEED Property Maintenance Code					
130320-Property Maintenance Enforcement					
010122.Deputy Director of Buildings and Safety Engineering	0	1	1	1	1
010714.General Manager - BSEED	0	1	1	1	1
012006.Tile Searcher	2	3	3	3	3
012014.Information Technician	0	2	2	2	2
012031.Senior Clerk	4	0	0	0	0
012051.Head Clerk	1	1	1	1	1
012053.Admin Supvr of Lic Permits and Rev Collections	1	1	1	1	1
013375.Executive Administrative Assistant I	0	1	1	1	1
019211.Office Management Assistant - Exempted	1	1	1	1	1
076022.Project Manager and Analytics Specialist III	1	0	0	0	0
199155.Assistant Chief of Property Maintenance	1	1	1	1	1
199171.Chief of Prop Maint and Municipal Code Admin	1	0	0	0	0
199221.Building Inspector	34	40	40	40	40
199231.Supervising Building Inspector	4	3	3	3	3
111002.Project Manager & Analytics Specialist II	0	3	3	3	3
111004.Project Manager & Analytics Specialist IV	0	1	1	1	1
013131.Office Assistant III	6	9	9	9	9
<b>Total 130320-Property Maintenance Enforcement</b>	<b>56</b>	<b>68</b>	<b>68</b>	<b>68</b>	<b>68</b>
130321-Dangerous Building Administration					
012006.Tile Searcher	4	3	3	3	3
012041.Principal Clerk	1	1	1	1	1
012072.Admin Asst - Grade III - BSEED	1	1	1	1	1
199221.Building Inspector	9	9	9	9	9
199231.Supervising Building Inspector	2	2	2	2	2
013131.Office Assistant III	5	5	5	5	5
<b>Total 130321-Dangerous Building Administration</b>	<b>22</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>
<b>Total 11110-BSEED Property Maintenance Code</b>	<b>78</b>	<b>89</b>	<b>89</b>	<b>89</b>	<b>89</b>
12146-BSEED Business License Center					
130365-Business License Center					
010912.Manager I - BSEED	1	1	1	1	1

**CITY OF DETROIT**  
**FY2020 - 2023 Positions - Mayor**

**13000-Buildings, Safety Engineering and Environmental Department**

Appropriation Cost Center Job Code and Title	FY 2018-19 FTE Budget	FY 2019-20 FTE Mayor	FY 2020-21 FTE Forecast	FY 2021-22 FTE Forecast	FY 2022-23 FTE Forecast
012072.Admin Asst - Grade III - BSEED	1	1	1	1	1
081006.Customer Service Representative I - BSEED	3	3	3	3	3
099131.Commercial and Residential License Investigator	2	2	2	2	2
099156.Senior Commercial and Residential License Investigator	1	1	1	1	1
111002.Project Manager & Analytics Specialist II	0	1	1	1	1
013131.Office Assistant III	1	1	1	1	1
<b>Total 130365-Business License Center</b>	<b>9</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>
<b>Total 12146-BSEED Business License Center</b>	<b>9</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>
<b>13161-BSEED Environmental Affairs Department</b>					
130370-Environmental Affairs Department	1	1	1	1	1
010721.General Manager - Environmental Affairs	4	4	4	4	4
272022.Environmental Specialist II	2	2	2	2	2
272023.Environmental Specialist III	1	1	1	1	1
013131.Office Assistant III	8	8	8	8	8
<b>Total 130370-Environmental Affairs Department</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>
<b>130372-Environmental Enforcement</b>					
012041.Principal Clerk	1	1	1	1	1
013121.Office Assistant II	2	0	0	0	0
264221.Environmental Control Inspector	22	30	30	30	30
264231.Senior Environmental Control Inspector	2	3	3	3	3
264241.Principal Environmental Control Inspector	2	3	3	3	3
272032.Environmental Specialist III - Environ I Assessment & Response	1	1	1	1	1
013131.Office Assistant III	0	3	3	3	3
<b>Total 130372-Environmental Enforcement</b>	<b>30</b>	<b>41</b>	<b>41</b>	<b>41</b>	<b>41</b>
<b>Total 13161-BSEED Environmental Affairs Department</b>	<b>38</b>	<b>49</b>	<b>49</b>	<b>49</b>	<b>49</b>
<b>13162-BSEED Construction</b>					
130375-BSE&E Permits	1	1	1	1	1
012041.Principal Clerk	5	5	5	5	5
081006.Customer Service Representative I - BSEED	6	6	6	6	6
<b>Total 130375-BSE&amp;E Permits</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
130376-Plan Review	0	1	1	1	1
010814 Manager II - BSEED					

**CITY OF DETROIT**  
**FY2020 - 2023 Positions - Mayor**

13000-Buildings, Safety Engineering and Environmental Department	FY 2018-19 FTE	FY 2019-20 FTE	FY 2020-21 FTE	FY 2021-22 FTE	FY 2022-23 FTE
Appropriation	Budget	Mayor	Forecast	Forecast	Forecast
Cost Center					
Job Code and Title					
012014.Information Technician	1	1	1	1	1
124043.Senior Associate Civil Engineer - Design	3	3	3	3	3
124072.Head Engineer - Buildings and Safety	1	0	0	0	0
199221.Building Inspector	5	5	5	5	5
199231.Supervising Building Inspector	0	1	1	1	1
199321.Plumbing Inspector	1	1	1	1	1
199421.Electrical Inspector	2	2	2	2	2
199526.Mechanical Inspector	1	1	1	1	1
<b>Total 130376-Plan Review</b>	<b>14</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>
130377-Development Resource Center-One Stop Shop Plan Review					
010912.Manager I - BSEED	1	1	1	1	1
012014.Information Technician	2	2	2	2	2
012019.Senior Information Technician	1	1	1	1	1
012031.Senior Clerk	1	1	1	1	1
114131.Senior City Planner - Research	1	1	1	1	1
114141.Principal City Planner - Research	1	1	1	1	1
199035.Zoning Inspector	1	1	1	1	1
199221.Building Inspector	2	2	2	2	2
<b>Total 130377-Development Resource Center-One Stop Shop Plan Review</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>
<b>Total 13162-BSEED Construction</b>	<b>30</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>
<b>Agency Total</b>	<b>280</b>	<b>317</b>	<b>317</b>	<b>317</b>	<b>317</b>