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TO: Council President Pro Tempore James E. Tate, Jr.
FROM: Willie C. Donwell, Director, Property Assessment Board of Review 
DATE: March 26, 2023
RE: Responses to 2023-2024 Budget Questions

I respectfully submit the following responses to your questions sent on March 24, 2023, regarding the proposed Fiscal Year 2024 Proposed Budget for the Property Assessment Board of Review.

1. What is the cost of the Michigan Certified Assessing Technician (MCAT) class for certification for each BOR member?

The MCAT certification is a two-and-a-half-day class with a comprehensive test at the end. The current cost is \$150 per Board member.

2. Does the BOR collect data illustrating where resident apply for HOPE by District? If so, what is the breakdown by District in 2021?

Yes. Based on data collected the breakdown is as follows (please keep in mind that in 2021 there were approximately 11,000 households that saw the benefit of not having to reapply due to a change in the law based on the pandemic):

- District 1: 2875
- District 2: 2719
- District 3: 2723
- District 4: 2476
- District 5: 1425
- District 6: 1299
- District 7: 3087

3. Is the BOR responsible for the parcel splitting? If not, what City of Detroit department is responsible?

The BOR is not responsible for the actual work of splitting/combining of parcels but may be required to approve the final disposition depending on when the adjustment is done. Parcel splitting/combinations are processed through the Office of the Assessor / Land Maintenance Section. The adjustments ultimately will affect a new value applied to the assessment roll that may require approval by the Board of Review.