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TO: Honorable Detroit City Council

FROM: David Whitaker, Director 
Legislative Policy Division

DATE: March 12, 2024

RE: **Expiring terms of appointment for The Inspector General and Director of the Board of Zoning Appeals.**

The Legislative Policy Division (LPD) would like to bring to the attention of this Honorable Body, the approaching expirations of the terms of appointment for Ms. Ellen Ha, Inspector General and Mr. James Ribbron, Director of the Board of Zoning Appeals.

The Inspector General was appointed in 2018 by City Council for a 6-year term, ending August 19, 2024. In addition, the BZA Director was appointed the same year, his appointment expires July 31, 2024.

If a vacancy occurs in the Office of Inspector General, the City Council shall fill the office for the full term within 60 days. The Inspector General is not eligible for reappointment.

Minimum qualifications for the Office of Inspector General are contained in City Code Section 7.5-303 as follows:

Sec. 7.5-303. Minimum Qualifications. The Inspector General shall be a person who:

1. Has a bachelor's degree from an accredited institution of higher learning.
2. Has at least ten (10) years of experience in any one, or combination of, the following fields:
 - a. As a federal, state, or local law enforcement officer;
 - b. As a federal, state, or local government attorney, including a public defender;

- c. As a federal or state court judge;
- d. Progressive supervisory experience in an investigative public agency similar to an inspector general's office;
- e. Has managed and completed complex investigations involving allegations of fraud, theft, deception, and conspiracy; and
- f. Has demonstrated the ability to work with local, state, and federal law enforcement agencies and the judiciary.

The Director of the Board of Zoning Appeals, Mr. Ribbron was also appointed by City Council in 2018. This appointment is set to expire on July 31, 2024. The Board of Zoning Appeals Director position is eligible for reappointment.

Section 50-2-62 of the Detroit City Code sets forth the following relative to the position of Director.

Sec. 50-2-62. - Director; compensation; removal; no authority to vote; authorization to employ assistant and other staff.

(a) The City Council shall appoint a Director of the Board of Zoning Appeals who shall serve for a term of six years. Compensation of the Director shall be fixed by City Council. The Director may be removed for cause by the City Council in accordance with [Section 2-107\(C\)](#) of the Charter.

(b) The Director is not a member of the Board and, therefore, is without authority to vote on matters before the Board.

(c) The Director shall employ an assistant and other staff.

At this time, Council should determine the schedule and method by which to accept applications and conduct interviews for both positions, noting the timing of budget hearings and deliberations and the August recess period.

In 2018, Council approved both appointments in the month of July. If Council wishes, LPD is available to discuss how the process was conducted in the past. We have attached copies of the previously approved resolutions for your review. If we can be of further assistance, please feel free to contact our office.

the Local Development Finance Authority Board with a term ending date of February 28, 2021.

Be It Finally

Resolved, That a copy of this resolution be transmitted to the Brownfield Redevelopment Authority and the Mayor's Office.

Adopted as follows:

Yeas — Council Members Ayers, Benson, Castañeda-Lopez, Leland, McCalister, Jr., Sheffield, Tate and President Jones — 8.

Nays — None.

**RESOLUTION CONFIRMING THE
APPOINTMENT OF A MEMBER TO
LOCAL DEVELOPMENT FINANCE
AUTHORITY BOARD**

July 31, 2018

By Council Member McCalister:

Resolved, The Detroit City Council hereby confirms the appointment of Linda Forte to serve as a member on the Local Development Finance Authority Board with a term ending date of February 29, 2020.

Be It Finally

Resolved, That a copy of this resolution be transmitted to the Brownfield Redevelopment Authority and the Mayor's Office.

Adopted as follows:

Yeas — Council Members Ayers, Benson, Castañeda-Lopez, Leland, McCalister, Jr., Sheffield, Tate and President Jones — 8.

Nays — None.

**RESOLUTION CONFIRMING THE
APPOINTMENT OF A MEMBER TO
LOCAL DEVELOPMENT FINANCE
AUTHORITY BOARD**

July 31, 2018

By Council Member McCalister:

Resolved, The Detroit City Council hereby confirms the appointment of Damon Hodge to serve as a member on the Local Development Finance Authority Board with a term ending date of February 28, 2021.

Be It Finally

Resolved, That a copy of this resolution be transmitted to the Brownfield Redevelopment Authority and the Mayor's Office.

Adopted as follows:

Yeas — Council Members Ayers, Benson, Castañeda-Lopez, Leland, McCalister, Jr., Sheffield, Tate and President Jones — 8.

Nays — None.

**RESOLUTION TO APPOINT A
MEMBER TO THE PUBLIC
LIGHTING AUTHORITY**

July 31, 2018

By Council Member McCalister:

Resolved, The Detroit City Council jointly with Mayor Duggan hereby appoints Melvin Hollowell to the Public Lighting Authority for a term ending

December 31, 2020. He will be the attorney member required on the board.

Adopted as follows:

Yeas — Council Members Ayers, Benson, Leland, McCalister, Jr., Sheffield, and President Jones — 6.

Nays — Council Members Castañeda-Lopez and Tate — 2.

**RESOLUTION TO APPOINT A
MEMBER TO THE PUBLIC
LIGHTING AUTHORITY**

July 31, 2018

By Council Member McCalister:

Resolved, The Detroit City Council appoints Rod Parker to the Public Lighting Authority for a term ending December 31, 2020. He will be the certified public accountant member required on the board.

Adopted as follows:

Yeas — Council Members Ayers, Benson, Castañeda-Lopez, Leland, McCalister, Jr., Sheffield, Tate and President Jones — 8.

Nays — None.

*WAIVER OF RECONSIDERATION (No. 21), per motions before adjournment.

**RESOLUTION TO APPOINT A
MEMBER TO THE PUBLIC
LIGHTING AUTHORITY**

July 31, 2018

By Council Member McCalister:

Resolved, The Detroit City Council appoints Rick Preuss to the Public Lighting Authority for a term ending December 31, 2020.

Adopted as follows:

Yeas — Council Members Ayers, Benson, Castañeda-Lopez, Leland, McCalister, Jr., Sheffield, Tate and President Jones — 8.

Nays — None.

*WAIVER OF RECONSIDERATION (No. 22), per motions before adjournment.

**RESOLUTION APPOINTING A BOARD
OF ZONING APPEALS DIRECTOR**

July 31, 2018

By Council Member McCalister:

Resolved, The Detroit City Council hereby appoints James Ribbron as the Director of the Board of Zoning Appeals for a term beginning August 1, 2018, and ending July 31, 2024.

Adopted as follows:

Yeas — Council Members Ayers, Benson, Castañeda-Lopez, Leland, McCalister, Jr., Sheffield, Spivey, Tate and President Jones — 9.

Nays — None.

*WAIVER OF RECONSIDERATION (No. 23), per motions before adjournment.

**RESOLUTION APPOINTING AN
INSPECTOR GENERAL**

July 31, 2018

By Council Member McCalister:

Resolved, The Detroit City Council

hereby appoints Ellen Ha (Eun Gyung Ha Ajluni) as the Inspector General of the City of Detroit for a six-year term beginning August 20, 2018 and ending August 19, 2024.

Adopted as follows:

Yeas — Council Members Ayers, Benson, Castañeda-Lopez, Leland, McCalister, Jr., Sheffield, Spivey, Tate and President Jones — 9.

Nays — None.

*WAIVER OF RECONSIDERATION (No. 24), per motions before adjournment.

PRESIDENT'S REPORT ON STANDING COMMITTEE REFERRALS AND OTHER MATTERS

NONE.

NEIGHBORHOOD AND COMMUNITY SERVICES STANDING COMMITTEE

By ALL COUNCIL MEMBERS:

THE FOLLOWING ITEMS ARE TO BE REFERRED TO THE NEIGHBORHOOD AND COMMUNITY SERVICES STANDING COMMITTEE:

MISCELLANEOUS

1. **Council Member Mary Sheffield** submitting memorandum relative to Chene Park Amphitheatre and request that the City Planning Commission and the Entertainment Commission review and report their findings and recommendations in the next 60 to 90 days.

2. **Council Member Mary Sheffield** submitting memorandum relative to Chene Park Amphitheatre and request that a resolution be prepared for the retention and improved operation.

Adopted as follows:

Yeas — Council Members Ayers, Benson, Castaneda-Lopez, Leland, McCalister, Jr., Sheffield, Tate and President Jones — 8.

Nays — None.

PLANNING AND ECONOMIC DEVELOPMENT STANDING COMMITTEE

By ALL COUNCIL MEMBERS:

THE FOLLOWING ITEM(S) ARE TO BE REFERRED TO THE PLANNING AND ECONOMIC DEVELOPMENT STANDING COMMITTEE:

HOUSING AND REVITALIZATION DEPARTMENT

1. Submitting reso. autho. Request for Public Hearing on behalf of Ford Motor Company (#433), to Establish a Neighborhood Enterprise Zone in the area of 2001 15th Street, Detroit, MI in accordance with Public Act 147 of 1992. **(The Housing and Revitalization Department, Planning and Development Department and the Finance Department have reviewed the Master Plan and the neighborhood preservation and development goals of the City, and find that establishment of the**

Ford Motor Company Neighborhood Enterprise Zone would be consistent with all of the aforementioned.)

2. Submitting reso. autho. Request for Public Hearing on behalf of Ford Motor Company (#434), to Establish an Obsolete Property Rehabilitation District, in the area of 2001 15th Street and 2231 Dalzelle Street, Detroit, Michigan, in accordance with Public Act 146 of 2000. **(The Housing and Revitalization Department has reviewed the application of Ford Motor Company and find that it satisfies the criteria set forth by P.A. 146 of 2000 and would be consistent with development and economic goals of the Master Plan.)**

Adopted as follows:

Yeas — Council Members Ayers, Benson, Castaneda-Lopez, Leland, McCalister, Jr., Sheffield, Tate and President Jones — 8.

Nays — None.

PUBLIC HEALTH & SAFETY STANDING COMMITTEE

By ALL COUNCIL MEMBERS:

THE FOLLOWING ITEMS ARE TO BE REFERRED TO THE PUBLIC HEALTH AND SAFETY STANDING COMMITTEE: **OFFICE OF CONTRACTING AND PROCUREMENT**

Submitting the following **Office of Contracting and Procurement Contracts:**

1. Submitting reso. autho. RESCIND/REMOVAL **Contract No. 3024574** — 100% City Funding — To Provide an Avatar III Explosive Ordinance Disposable Robot and Accessories. — Contractor: Audio Visual Equipment & Supplies DBA AVE. — Location: 25325 Shiawassee Circle Suite 203, Southfield, MI 48033 — Contract Period: One Time Purchase — Total Contract Amount: \$45,645.00. **Police.**

LEGISLATIVE POLICY DIVISION

2. Submitting report relative to Truck Route Language. **(The City of Detroit has not established within the Detroit City Code any specific truck routes. The regulating, prohibition of and/or limiting access of trucks to particular streets and highways of the City is done by regulations promulgated by the Department of Public Works (DPW). As traffic patterns, landscape and zoning of land areas change the designation of truck routes may need to change with some frequency. In an effort to maintain adequate truck routes overall, DPW has released a Request for Proposal (RFP) to implement a study to determine what necessary changes or modifications needed to the current truck routes throughout the City of Detroit (City).)**

3. Submitting report relative to The MSHDA and DBA Requirements for Demolition Contracts. **(The Legislative**