

Referrals
3-19-19

**BUDGET,
FINANCE, AND
AUDIT STANDING
COMMITTEE**

37.

March 12, 2019

TO: HONORABLE CITY COUNCIL

Re: Contracts and Purchase Orders Scheduled to be considered at the Formal Session for March 12, 2019

Please be advised that the Contract listed was submitted on February 15, 2019 for the City Council Agenda for February 19, 2019 has been amended as follows:

The contractor's **Contract Number** was submitted incorrectly by the Buyer.

Please see the correction(s) below:

Submitted as: Page 1

OCFO

6001927 100% City Funding – To Provide Professional Facilitation and Project Administration Consulting Services for the City's Fiscal Services Team in Performing the work to Determine and Implement a Corrective Action Plan to Improve its Financial Reporting Processes. – Contractor: Plante Moran – Location: 1098 Woodward Ave Detroit, MI 48224 – Contract Period: Upon City Council Approval through February 28, 2021– Total Contract Amount: \$370,000.00.

Should read as: Page 1

OCFO

6001929 100% City Funding – To Provide Professional Facilitation and Project Administration Consulting Services for the City's Fiscal Services Team in Performing the work to Determine and Implement a Corrective Action Plan to Improve its Financial Reporting Processes. – Contractor: Plante Moran – Location: 1098 Woodward Ave Detroit, MI 48224 – Contract Period: Upon City Council Approval through February 28, 2021– Total Contract Amount: \$370,000.00.

Respectfully Submitted,

Boysie Jackson
Chief Procurement Officer
BJ/CD

BY COUNCIL MEMBER: _____

RESOLVED, that **Contract #6001929** referred to in the foregoing communication dated March 12, 2019 be hereby and is approved.



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City of Detroit

CITY COUNCIL

MARY SHEFFIELD
COUNCIL MEMBER
DISTRICT 5

MEMORANDUM

TO: Mr. David Whitaker, Director, Legislative Policy Division
THROUGH: Council Member Janee Ayers, Chair, Budget, Finance, & Audit Committee
FROM: Council President Pro Tempore Mary Sheffield *ms*
DATE: March 15, 2019
RE: Resolution in Support of the Michigan Legislature Enacting Legislation Extending NEZ New and Rehab Certificates that are Expiring

Homeownership is a critical element in creating a strong tax base and stabilizing neighborhoods. Neighborhood Enterprise Zones have played an integral role in encouraging homeownership. Therefore, I am requesting that the Legislative Policy Division draft a resolution in support of the Michigan Legislature enacting legislation that would extend NEZ new and rehab certificates that are expiring. In addition, if there is any pending legislation regarding NEZ certificates that are expiring please reference that legislation in your resolution.

Thank you.

C
CITY CLERK 2019 MAR 15 PM 12:20
Honorable Colleagues
Hon. Janice Winfrey, City Clerk



City of Detroit

CITY COUNCIL

MARY SHEFFIELD
PRESIDENT PRO TEMPORE
DISTRICT 5

MEMORANDUM

TO: David Bell, Director, Building, Safety, Engineering & Environmental Dept.

FROM: President Pro Tempore Mary Sheffield, Chair, Neighborhoods and Community Services Committee MS

THRU: Brenda Jones, City Council President

DATE: March 15, 2019

RE: BSEED Budget Hearing

- What is the estimated cost of Electronic Plan Review (ePLANS)? Is that administered in-house or do we contract out the services? How long has it been live? Has it streamlined the review and approval process?
- What is BSEED doing to prepare for the eventually regulation and sale of Cannabis? Has the state provided any funds or assistance for regulating sales?
- Does BSEED have enough inspectors to cover the increased development in Detroit? If not, how many inspectors would be needed? What would be the cost of hiring more inspectors?
- How many fines or citations have been issued since the implementation of the Rental Property Ordinance? What is the total amount of fines issued, and how many have been paid? Do the fines go into the general fund?
- What will BSEEDs role be in the new demolition program?
- What is the status on increasing the Special Flood Hazard Areas? What are the current boundaries and what are the proposed boundaries? Will residents in the SFHA see decreases in their insurance premiums?

- On page B13-10, what accounts for the sharp decrease in Professional & Contractual Services from FY2020 to FY2021? Is the department bringing in more FTEs?
- On page B13-10, what is the reason for the \$1 million Equipment Acquisition for FY2020? Why are there no expenditures for the years after that? Does the department not expect to purchase any equipment after FY2020?
- On page B13-11, what is the one-time \$2.5 million revenue for FY2020 under Contributions and Transfers? What is the source of the revenue and what program is it funding?



City of Detroit

CITY COUNCIL

CITY CLERK 2019 MAR 14 PM 1:26

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MARY SHEFFIELD
PRESIDENT PRO TEMPORE
DISTRICT 5

MEMORANDUM

TO: Donald Rencher, Director, Housing & Revitalization Department
FROM: President Pro Tempore Mary Sheffield, Chair, Neighborhoods and Community Services Committee *MS*
THRU: Brenda Jones, City Council President
DATE: March 14, 2019
RE: HRD Budget Hearing

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- The page 2 budget summary shows 85 FTE positions for HRD in the FY2019 Adopted budget, but as of January 2019 there were 97 FTE positions in HRD. Why are there more positions than the adopted budget? Are these all FTE positions? What revenue is paying for non-general fund positions?
 - What is the reason for the approximately \$50 million increase in Operating Supplies Expenditures for FY2020? On pg. B36-5 the one-time \$50 million operating supplies expense appears under the category Blight Investments. What is the specific purpose of the expense and funding source is paying for it?
 - On pg. 36-8 Senior Home Repair has \$2.5 million in the FY2019 Adopted Budget and zeroed out the following years. On pg. 36-13, is the \$2.5 million for FY2020 CDBG Housing Rehabilitation now covering the home repair grant program? If so, are all the funds coming from CDBG? Are there any philanthropic or general fund dollars that could increase the total? What about Housing Trust fund dollars?
 - How long are our Section 108 Loan repayment obligations? Can we use any of the surplus general fund dollars to quicken our repayment?
 - How much CDBG is available planning studies? Are we required to use CDBG set aside for administrative purposes, or can any unobligated CDBG be used?

- Approximately how many project-based vouchers does the city have available? How does the department decide which projects to utilize them?
- Approximately how much money is currently in the affordable housing leverage fund? What about the Affordable Housing Preservation Fund? What other sources of revenue could be used to increase the Preservation Fund? Would HRD support using 50% of commercial land scales for the Preservation Fund?
- With tax abatements soon to be a trigger for the Inclusionary Housing Ordinance, does HRD have the capacity to track and monitor compliance with jobs, affordable housing, etc.? How many FTEs would be needed to adequately monitor these projects? How are we currently monitoring compliance with the Inclusionary Housing Ordinance?
- Approximately how many affordable units are available right now? How many affordable units are expected to come online in the next 2 years? How many development are losing their affordable units in the next 2 years? What would it take to change the way we measure affordability? What would be the fiscal impact of changing the affordability requirements to 60% AMI or under for all projects?
- I have requested a Right to Counsel Ordinance to be drafted and I would like to request funding for the ordinance (estimated at \$3.5 – \$4 million) be provided through the Affordable Housing Leverage fund as a condition for the City's \$50 million investment into the fund.



City of Detroit

CITY COUNCIL

CITY CLERK 2019 MAR 14 PM 1:25

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MARY SHEFFIELD
PRESIDENT PRO TEMPORE
DISTRICT 5

MEMORANDUM

TO: Maurice Cox, Director, Planning & Development Department
FROM: President Pro Tempore Mary Sheffield, Chair, Neighborhoods and Community Services Committee *ms*
THRU: Brenda Jones, City Council President
DATE: March 14, 2019
RE: PDD Budget Hearing

- Please list all of the active planning studies taking place throughout the city. Are there any future planning studies that have been funded but have not started yet? If so, what are they? Is there a process for neighborhoods to request a future planning study? How much funding does the City have available for future studies?
- Approximately how many parcels (DLBA, DBA, or City) are being held for planning studies, development agreements, or other reasons? Where are those parcels located? How much in tax revenue and upkeep costs are we losing by holding these properties? Is there a running list of such properties so people looking to purchase property could be aware?
- Has PDD specifically allocated funds for the CBO process? If not, how come? What are some ways in which the CBO ordinance and process can be improved?
- What is the status of the East Jefferson planning study? Is the Department still meeting with residents and stakeholders? What is the total cost of the planning study and eventually repaving of Jefferson?
- A large number of PDD staff positions are funded through CDBG. Does the Department have a contingency in case the proposed federal cuts to CDBG take

place? Would the department be able to support the current staffing level without federal fund?

- On page B43-7, under Fund #4533, what is the \$5,345,000 for Equipment Acquisition for FY2019? What project/equipment is this funding? Is this City funds?
- What is the yearly revenue from commercial land sales for the past 5 years? Do commercial land sales fund any other specific programs aside from the Housing Preservation Fund? What other forms of revenue (non-grant) does PDD generate?
- What is the African American Civil Rights Preservation Grant? What types of programs does this fund? Is there a match requirement from the City?
- The FY2019 adopted budget allowed for 41 total FTE positions but it appears as of 2019 only 32 positions are filled? Why is the department so under capacity? Will this affect the timeline on any current projects or planning studies? Does the department need more staff? If so, in which positions?
- What is the current status of the Brewster Wheeler Recreation Center? What funds have been dedicated to the project and when is construction expected to commence?
- How is PDD soliciting feedback from the community over the installation of bike lanes? When is the trial run over and the lanes considered permanent? What is the estimated cost of installing the bike lanes throughout the City?



City of Detroit

CITY COUNCIL

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MARY SHEFFIELD
COUNCIL PRESIDENT PRO TEMPORE
DISTRICT 5

Memorandum

To: Honorable Nancy Blount, Chief Judge, 36th District Court
From: Council President Pro Tempore Mary Sheffield *MS*
CC: Honorable Colleagues, Mayor Mike Duggan, LPD, City Clerk
Date: 3/14/2019
Re: Questions for the 36th District Court Budget Hearing

1. Projected revenues for Fines, Forfeits, and Penalties are \$317,000 less than last year's adopted budget.

Why is there a 39% projected decrease in this revenue source? What effect will this have on the Court's operations?

2. In an effort to ensure the judicial system does not favor the rich and punish the poor, I have proposed the elimination of the cash bail system in Detroit.

How much is collected in cash bails annually and how much is forfeited? What expenditures are the forfeited cash bail funds used to fund?

3. At a recent Eviction Summit, it was stated that the 36th District Court hears approximately 35,000 landlord/tenant cases annually. As a part of the People's Bills I've introduced, I am proposing a Right to Counsel Ordinance for individuals facing eviction.

What percentage of cases and court expenditures are related to landlord/tenant cases? Will a significant reduction in the number of these cases save the Court money and time?

4. A number of encounters with law enforcement are a direct result of mental health issues and consequently involve individuals with addiction problems. The proposed budget has an 11% decrease in the Drug Court expenditure at a time when the Nation is mired in an opioid crisis.

Why is there a reduction in the expenditure for the Drug Court? What is the adequate level of funding for the Drug Court and what are the financial and social consequences of failing to properly fund it?

CITY CLERK



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City of Detroit

CITY COUNCIL

MARY SHEFFIELD
COUNCIL MEMBER
DISTRICT 5

MEMORANDUM

TO: Dr. Joneigh Khaldun, Director and Health Officer Detroit Health Department
THROUGH: Council President Brenda Jones
FROM: Council President Pro Tempore Mary Sheffield *MS*
DATE: March 14, 2019
RE: Detroit Health Department Budget Hearing

- 1) Does the increase in operational expenses for Animal Control include raising the salary for the Animal Control officer to make them more competitive with other neighboring communities? How many Animal Control officers are needed to address the shortfall?
- 2) The demolition program has had issues with contractors using contaminated backfill. Is the Health Department responsible for testing the residents that live near a parcel that was found to have contaminated backfill? What role will the Health Department play in protecting the public's health once the demolition program is 100% funded by the city's general fund?
- 3) With the recent emissions issue that we have had in regard to the Marathon Oil Refinery, does the Health Department follow up with residents to address their concerns or to conduct testing? What does the Health Department do with the information that is received from any emissions monitoring that is taking place?
- 4) Does the Health Department have any plans to seek other grant funding beyond FY19 to address lead contamination and remediation?

CITY CLERK 2019 MAR 14 PM 2:22
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Honorable Colleagues
Hon. Janice Winfrey, City Clerk



City of Detroit

CITY COUNCIL

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MARY SHEFFIELD
COUNCIL PRESIDENT PRO TEMPORE
DISTRICT 5

Memorandum

To: Atty. Lawrence Garcia, Corporation Counsel Law Department

From: Council President Pro Tempore Mary Sheffield *MS*

CC: Honorable Colleagues, Mayor Mike Duggan, LPD, City Clerk

Date: 3/12/2019

Re: Questions for the Law Department Budget Hearing

1. In response to LPD's question regarding increased contractual services costs, the Law Department indicated some of the funding is related wrongful conviction cases. **Of the indicated eight wrongful conviction lawsuits, each seeking tens of millions of dollars, outside of litigation is the Law expending resources to identify and correct the mistakes made which lead to the conviction of innocent citizens and lawsuit filings?**
2. Every week City Council is presented with several lawsuit settlements and requests for indemnification for City employees. **How much of the Law Department's budget is dedicated to litigating suits against the City and its employees? Are funds available to assess the nature of the lawsuits and to provide recommendations and training for City employees to reduce the City's exposure and lawsuit filings?**
3. There are a number of legal issues with State and Federal law which negatively impact the City's ability to govern and protect City residents and assets. In the Law Department's Activity Description, there is mention of a legislative liaison and federal lobbyist? **Who holds these positions, who do they report to and what is the cost of these services?**
4. There's a small increase in salary and wages but a decrease in employee benefits. **Does this represent a shift from FTE's to contractual employees? If so, what is the effect on attrition for the Law Department.**

CITY CLERK 2019 MAR 14 PM 2:22