



**OFFICE OF CHIEF FINANCIAL OFFICER
OFFICE OF BUDGET**

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MEMORANDUM

TO: Scott Benson, Councilman
Detroit City Council

FROM: Tanya Stoudemire *Tanya Stoudemire*
Deputy CFO/Budget Director

DATE: May 3, 2020

RE: Charter Revision Commission Budget Timeline

In regards to the Charter Revision Commission, the following information is provided as a timeline to assist in determining their FY2021 Budget.

December 2019 –

December 6th, the Detroit Charter Revision Commission (DCRC) submitted FY 2020 Budget request to OFCO-Office of Budget
Budget Request: \$1,069,854

January 2020 –

January 13th-30th, Office of Budget conducts hearings with most departments, however, there are no Budget Hearing with the following departments/entities:
DCRC, DESC, DWSD, DEGC

February 2020 -

February 19th, Approved City of Detroit revenues fall below baseline budget necessitating cuts in requested new initiatives.
DCRC's new initiatives totaling \$493,854 are not recommended.
Mayor's FY 2021 Budget Recommendation for DCRC \$567,000 is status quo

March 2020 -

March 6th, Mayor's Budget Address
March 6th, Mayor's Recommended Budget is available on City's website
March 13th, LPD waiting to hear from DCRC to schedule their hearing for March 19th, 11am
March 17th, the Legislative Policy Division emails budget analysis questions to DCRC



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March 24th, City Council cancels Budget hearings and remaining budget schedule reduced to Executive Session
March 27th, 1pm, is date City Council originally scheduled hearing with DCRC
March 31st, OCFO sends email and report to DCRC to assist them with answering City Council budget questions

April 2020 –

April 29th, DCRC budget discussed at the City Council Executive Session

May 2020 -

DCRC has a current budget of \$576,000. As of May 1st \$260,840.23 is remaining/45% remains unspent

DETROIT CHARTER REVISION COMMISSION HISTORICAL DATA:

FY 2009 Adopted Budget.....\$250,000 (DCRC page attached)
FY 2011 Adopted Budget.....\$500,000 (DCRC page attached)
FY 2012 Adopted Budget.....\$355,000 (DCRC page attached)
Funds Availability Report as of May 3, 2020, attached
FY21 Detailed Budget Request for Purchased Services-Other (includes requested new initiatives), attached

Please let me know if you have any questions.

Attachments: (5)

cc: David P. Massaron, CFO

CITY OF DETROIT
City Council Budget Presentation
Legal Budget - Non Departmental

	2008-09 Actuals	2009-10 Redbook FTE	2009-10 Redbook	2010-11 Dept Final FTE	2010-11 Dept Final Request	2010-11 Mayor's Rec. FTE	2010-11 Mayor's Budget Rec
TOTAPP - TOTAL APPROPRIATIONS							
1000 - General Fund							
<i>00664 - City-County Building Rent and Rehabil:</i>							
350200 - City-County Bldg. Rent	53,355	0	0	0	0	0	210,148
<i>00664 - City-County Building Rent</i>	<i>53,355</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>210,148</i>
<i>00780 - Downtown Development Auth SBT - Inv</i>							
350210 - D.D.A. SBT-Inventory F	314,432	0	58,046	0	58,046	0	49,209
<i>00780 - Downtown Development Au</i>	<i>314,432</i>	<i>0</i>	<i>58,046</i>	<i>0</i>	<i>58,046</i>	<i>0</i>	<i>49,209</i>
00844 - Charter Revision Commission							
351250 - Charter Revision Comr	0	0	250,000	0	701,810	0	750,000
00844 - Charter Revision Commiss	0	0	250,000	0	701,810	0	750,000
<i>00852 - Claims Fund(Insurance Premium)</i>							
350220 - Claims Fund (Insuranc	61,586,544	0	72,721,975	0	77,870,091	0	63,886,675
<i>00852 - Claims Fund(Insurance Pre</i>	<i>61,586,544</i>	<i>0</i>	<i>72,721,975</i>	<i>0</i>	<i>77,870,091</i>	<i>0</i>	<i>63,886,675</i>
<i>00870 - Centralized Utility Payments</i>							
350800 - Centralized Utility Payn	336,696	0	11,000	0	11,000	0	11,000
<i>00870 - Centralized Utility Payment</i>	<i>336,696</i>	<i>0</i>	<i>11,000</i>	<i>0</i>	<i>11,000</i>	<i>0</i>	<i>11,000</i>
<i>00993 - Downtown Development Authority Bond.</i>							
351060 - DDA Bonds 1997	0	0	1,270,913	0	523,963	0	523,963
<i>00993 - Downtown Development Au</i>	<i>0</i>	<i>0</i>	<i>1,270,913</i>	<i>0</i>	<i>523,963</i>	<i>0</i>	<i>523,963</i>
<i>04739 - General Revenue - Non-Departmental</i>							
350620 - City Income Tax Collec	529,656	0	155,000	0	155,000	0	0
351020 - Non-Departmental	15,003,229	0	0	0	0	0	0
<i>04739 - General Revenue - Non-De</i>	<i>15,532,885</i>	<i>0</i>	<i>155,000</i>	<i>0</i>	<i>155,000</i>	<i>0</i>	<i>0</i>

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TOTAPP - TOTAL APPROPRIATIONS							
1000 - General Fund							
<i>00780 - Downtown Development Auth SBT - Inv</i>							
350210 - D.D.A. SBT-Inventory F	0	0	49,209	0	49,209	0	34,775
<i>00780 - Downtown Development Au</i>	0	0	49,209	0	49,209	0	34,775
<i>00844 - Charter Revision Commission</i>							
351250 - Charter Revision Comr	250,000	0	500,000	0	500,000	0	500,000
<i>00844 - Charter Revision Commiss</i>	250,000	0	500,000	0	500,000	0	500,000
<i>00852 - Claims Fund(Insurance Premium)</i>							
350220 - Claims Fund (Insuranc	84,997,155	0	63,168,180	0	63,168,180	0	72,551,937
<i>00852 - Claims Fund(Insurance Pre</i>	84,997,155	0	63,168,180	0	63,168,180	0	72,551,937
<i>00870 - Centralized Utility Payments</i>							
350800 - Centralized Utility Payn	84,971	0	11,000	0	11,000	0	11,000
<i>00870 - Centralized Utility Payment</i>	84,971	0	11,000	0	11,000	0	11,000
<i>00993 - Downtown Development Authority Bond.</i>							
351060 - DDA Bonds 1997	1,270,913	0	523,963	0	523,963	0	522,213
<i>00993 - Downtown Development Au</i>	1,270,913	0	523,963	0	523,963	0	522,213
<i>00995 - DRMS</i>							
351070 - DRMS Operations	28,117	0	0	0	0	0	0
<i>00995 - DRMS</i>	28,117	0	0	0	0	0	0
<i>04739 - General Revenue - Non-Departmental</i>							
350620 - City Income Tax Collec	150,522	0	0	0	0	0	0
351020 - Non-Departmental	29,749,642	0	0	0	0	0	0
<i>04739 - General Revenue - Non-De</i>	29,900,164	0	0	0	0	0	0

CITY OF DETROIT
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TOTAPP - TOTAL APPROPRIATIONS							
1000 - General Fund							
<i>00664 - City-County Building Rent and Rehabilite</i>							
350200 - City-County Bldg. Rent	224,825	0	193,735	0	193,735	0	507,580
<i>00664 - City-County Building Rent</i>	<i>224,825</i>	<i>0</i>	<i>193,735</i>	<i>0</i>	<i>193,735</i>	<i>0</i>	<i>507,580</i>
<i>00780 - Downtown Development Auth SBT - Invt</i>							
350210 - D.D.A. SBT-Inventory F	0	0	34,775	0	34,775	0	36,225
<i>00780 - Downtown Development Au</i>	<i>0</i>	<i>0</i>	<i>34,775</i>	<i>0</i>	<i>34,775</i>	<i>0</i>	<i>36,225</i>
00844 - Charter Revision Commission							
351250 - Charter Revision Comr	504,522	0	355,000	0	0	0	0
00844 - Charter Revision Commiss	504,522	0	355,000	0	0	0	0
<i>00852 - Claims Fund(Insurance Premium)</i>							
350220 - Claims Fund (Insurance	69,896,396	0	68,115,884	0	68,116,651	0	80,425,836
<i>00852 - Claims Fund(Insurance Pre</i>	<i>69,896,396</i>	<i>0</i>	<i>68,115,884</i>	<i>0</i>	<i>68,116,651</i>	<i>0</i>	<i>80,425,836</i>
<i>00870 - Centralized Utility Payments</i>							
350800 - Centralized Utility Payn	18,015	0	11,000	0	11,000	0	11,000
<i>00870 - Centralized Utility Payment</i>	<i>18,015</i>	<i>0</i>	<i>11,000</i>	<i>0</i>	<i>11,000</i>	<i>0</i>	<i>11,000</i>
<i>00993 - Downtown Development Authority Bond.</i>							
351060 - DDA Bonds 1997	523,963	0	522,213	0	1,370,400	0	1,370,400
<i>00993 - Downtown Development Au</i>	<i>523,963</i>	<i>0</i>	<i>522,213</i>	<i>0</i>	<i>1,370,400</i>	<i>0</i>	<i>1,370,400</i>
<i>00995 - DRMS</i>							
351070 - DRMS Operations	2,024	0	0	0	0	0	0
<i>00995 - DRMS</i>	<i>2,024</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>



Funds Available Analysis Report by Appropriation

Fund: 1000
 Appropriation: 00844 Charter Commission
 Cost Center: 351250 Charter Revision Commission

Object Code	Description	Project Code	Amended Budget Amount	Commitment Amount	Obligation Amount	Expenditures	Funds Available Amount
617900	Contract Svcs-Other-Misc	000000	52,760.00	0.00	0.00	29,409.99	23,350.01
617903	Contract Svcs-Pers Servs	000000	341,025.00	0.00	0.00	183,092.34	157,932.66
	Contract-Pd On P/R						
620100	Office Supplies	000000	2,132.00	0.00	0.00	290.38	1,841.62
622302	Software Maintenance	000000	888.00	0.00	0.00	0.00	888.00
626010	Advertising	000000	888.00	0.00	0.00	0.00	888.00
626100	Printing	000000	52,962.00	0.00	142.32	768.00	52,051.68
626400	Rentals- Buildings	000000	10,659.00	0.00	0.00	12,252.20	-1,593.20
626415	Rentals- Office Equipment	000000	5,329.00	0.00	0.00	0.00	5,329.00
626600	Postage	000000	5,862.00	0.00	0.00	0.00	5,862.00
626700	Telecommunications	000000	2,132.00	0.00	345.00	-345.00	2,132.00
626705	Voice Com Serv - Cellular	000000	7,035.00	0.00	0.00	2,188.54	4,846.46
627110	Purchased Services - Other	000000	88,821.00	0.00	52,932.00	33,684.00	2,205.00
627110	Purchased Services - Other	000090	0.00	0.00	0.00	400.00	-400.00
628500	Miscellaneous Expense	000000	4,441.00	0.00	0.00	0.00	4,441.00
644114	Capital Outlay Equipment	000000	1,066.00	0.00	0.00	0.00	1,066.00
	Office Furniture						
Total Expenditures			576,000.00	0.00	53,419.32	261,740.45	260,840.23
Cost Center Net Tax Cost			576,000.00	0.00	53,419.32	261,740.45	260,840.23
Total Expenditures for Appropriation			576,000.00	0.00	53,419.32	261,740.45	260,840.23
Appropriation Net Tax Cost			576,000.00	0.00	53,419.32	261,740.45	260,840.23
Total Expenditures for Fund			576,000.00	0.00	53,419.32	261,740.45	260,840.23
Fund Net Tax Cost			576,000.00	0.00	53,419.32	261,740.45	260,840.23

This report should be used for funds availability analysis only. Expenditures may not equate to posted expenses from the General Ledger.

**CITY OF DETROIT
BUDGET REQUEST DETAIL
Purchased Services- Other**

ORG 351250
FUND 1000
APPRO 00844
OBJECT 627110

NAMES

Agency: NON-DEPARTMENTAL	Adopted	2019-20	\$88,821	2020-21	\$610,400	2021-22	\$610,400	2022-23	\$610,400
Organization: CHARTER REVISION COMMISSION	Request	2020-21	\$610,400	2021-22	\$610,400	2022-23	\$610,400	2023-24	\$610,400
Object Account: Purchased Services- Other	Increase/(Decrease)		\$521,579		\$0		\$0		\$0

List major items to be purchased from this account and their estimated costs			Explain why this account increased or decreased		
2020-21					
NEW INITIATIVES			NEW INITIATIVES- Increase to cover		
Clerks's office	\$ 4,000.00		YTD	No Actuals	expected need to provide public
Interpreter	\$ 5,400.00		FY19		communications
Meeting announcemets via mail	\$ 19,000.00		FY18	<u>No Budget</u>	
Printing & Advertisement	\$ 350,000.00		FY17	<u>No Budget</u>	
Educational Promotion	\$ 100,000.00				
Educational Promotional Staff	\$ 12,000.00				
Reporter/Taping Meetings	\$ 120,000.00				
	Total	\$ 610,400.00	REQUEST		
		\$ 116,546.00	RECOMMENDATION		
		\$ 493,854.00	NEW INITIATIVES		
2021-22					
	Total	\$ 610,400.00			
2022-23					
		\$ 610,400.00			
2023-24					
		\$ 610,400.00			

NOTE: If this request includes funding for New Initiatives, please identify these funds in the fields above