



Property Assessment  
**Board of Review**

Coleman A. Young Municipal Center  
2 Woodward Avenue, Suite 105  
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May 17, 2024

TO: Detroit City Council

RE: 2024 – 2025 FY Budget and Use of Fund


Greetings Honorable City Council:

The approved 2024 – 2025 FY Budget provided for an increase in the per diem rate for the Board of Review and applied a one-time expenditure for software required to the implemented for use by the Board of Review.

In accordance with section 44-4-5(e) *"The City Council shall set, by resolution, the per diem compensation of the members of the Board of Review...."*, I hereby submit for your approval the Use of Funds and Resolution for the Property Assessment Board of Review to conform with the ordinance and policies set.

Please feel free to contact me with any question, my direct number is 313-628-2673.

Regards

  
Willie C. Donwell, MCAO/MCPPE  
Administrator  
Detroit Board of Review

cc: Council President Mary Sheffield  
Brian White, Chief of Staff – Council President Mary Sheffield  
David Whitaker, Director – Legislative Policy Division  
Irv Corley – Legislative Policy Division  
Derrick Headd – Legislative Policy Division  
LaKisha Barcliff – Legislative Policy Division

BOARD OF REVIEW  
USE OF FUNDS STATEMENT  
2024 - 2025 FY

**2024 - 2025 FY**      **2024 - 2025 FY**  
**Approved**                      **Use of Funds**

1000 - General Fund

    28520 - Legislative Administration

        520009 - City Council Appointed Board of Review

            Employee Benefits - Social Security / FICA / FRINGE                      \$105,947.86

            Per Diems \ Compensation    \$880,160.00

            Software Solution    \$300,000.00

        520009 - City Council Appointed Board of Review Total                      \$ 1,286,220.00      \$ 1,286,107.86

POSITION	NAME			DAYS	RATE	COMPENSATION	FICA/FRINGE	FICA/FRINGE	TOTAL
Director						\$152,800.00	0.32922	50304.816	203104.816
Chair				265	320	\$84,800.00	0.0765	6487.2	91287.2
Vice Chair				258	320	\$82,560.00	0.0765	6315.84	88875.84
Board Member				250	320	\$80,000.00	0.0765	6120	86120
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<b>Compensation Totals</b>				<b>2273</b>		<b>\$880,160.00</b>		<b>\$105,947.86</b>	<b>\$986,107.86</b>
Software Solution (One time Expense)									\$300,000.00
<b>Board of Review 2024 - 2025 FY Total</b>									<b>\$1,286,107.86</b>

**COUNCIL MEMBER:** \_\_\_\_\_

**RESOLUTION AMENDING PROPERTY ASSESSMENT  
BOARD OF REVIEW PER DIEM RATE**

**RESOLVED,** The Detroit City Council hereby approves the Use of Funds and increases the Property Assessment Board of Review per diem rate from \$300 to \$320 beginning July 1, 2024.