



## CITY OF DETROIT

MARY WATERS

COUNCIL MEMBER AT-LARGE

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# MEMORANDUM

**To:** David Whitaker, Legislative Policy Division

**Through:** Mary Sheffield, City Council President

**From:** Council Member At-Large Mary Waters submitting memorandum relative to

**Date:** 5/17/2024

**RE:** Crafting Public Application Process For Joining Tenant's Rights Commission

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### SUMMARY:

Please work with our office to craft an application process for members of the public to join the Tenant's Rights Commission.

- Please use the application process for the Reparations Task Force as a model for the Tenant's Rights Commission
- Please ensure that citizens have both an offline (paper) and online method of completing the application
- Please work to have this application done by Monday, June 3, 2024, available to the public by Monday, June 17, 2024, and establish a sixty (60) day period for people to apply in
- Please close the application period on Friday, August 16, 2024
- Please work with HRD and the Commission staff to review the applications and send eligible ones to City Council for review within thirty (30) days after the application window closes

**DEPARTMENTAL CONTACT:**

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**Position:** Policy and Communications Analyst