



MAYOR'S OFFICE

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April 10, 2023

Detroit City Council
1340 Coleman A. Young Municipal Center
Detroit, Michigan 48226

Re: Executive Organization Plan (EOP) Amendments

Honorable City Council:

I am pleased to present to you the attached amendments to the Executive Organization Plan (EOP). Pursuant to Section 7-102 of the 2012 Detroit City Charter, any amendments to the EOP are to be submitted to your Honorable Body and made public. After a public hearing, your Honorable Body is required to approve, recommend modification, or reject the plan within sixty (60) business days. Lacking such action, the amendments become effective.

The proposed amendments to the Executive Organization Plan would:

1. Transfer Construction and Facilities Maintenance functions from the General Services Department to the Demolition Department. The purpose for this transfer, which includes capital functions such as the building or renovating of City of Detroit structures, is to consolidate those responsibilities with the residential and commercial demolition activities of the City of Detroit. This will provide more streamlined and efficient operation of demolition functions and construction activities; and
2. Rename the Demolition Department to the Construction and Demolition Department. The purpose of this renaming is to reflect the consolidation of Construction and Facilities Maintenance with demolition activities; and
3. Transfer the animal care functions of Chapter 6, *Animal Care, Control and Regulation*, from the Detroit Health Department to the General Services Department. The purpose for transferring the animal care functions is to consolidate the shelter operation and enforcement functions of Animal Care and Control. This consolidation will provide more streamlined and efficient operation of both functions.

Please find attached the proposed Amendments, Resolution Distributing the EOP Amendments and Notice Thereof as well as the Resolution to Set and Provide Notice of the Public Hearing.

In addition to the proposed EOP Amendments outlined above, please note I have submitted the following proposed changes in the account structure for publication in the Budget Book for your consideration:

Michael E. Duggan, Mayor

- (1) Consistent with the Eighth Amended Plan for the Adjustment of Debts of the City of Detroit (October 22, 2014), *In re City of Detroit, Mich.*, Case No. 13-53846, (Bankr ED Mich, 2013) and in anticipation of the first full legacy pension payment in 2024, shift legacy pension contributions from Non-Departmental to the Debt Service and Legacy Pension department under the Office of the Chief Financial Officer; and
- (2) Shift the Project Clean Slate initiative appropriation from the Law Department to Non-Departmental; and
- (3) Transfer the Community Violence Intervention appropriation and management of the associated grants from the Detroit Police Department to the Detroit Health Department; and
- (4) Transfer of Citywide IT overhead cost centers from Non-Departmental to the Department of Innovation and Technology.

These important internal budget modifications are most appropriately addressed as part of this Honorable Body's ongoing budget review and approval process, and do not rise to the level of structural or functional changes that would warrant inclusion in the City's EOP.

Lastly, please note that pursuant to the authority granted in Section 22-10-3, I am transferring the roles and responsibilities of the Housing and Revitalization Department (HRD) under Chapter 22, *Housing*, Article X, *Right to Counsel in Eviction Proceedings*, from HRD to the Law Department, which is an Independent Department under Chapter 2 of Section 7.5-201 of the 2012 Detroit City Charter. The purpose for this transfer is to organize legal services provided by designated organizations through the Office of Eviction Defense under the City's Law Department, even if that Department is not responsible for funding or providing such services directly. Therefore, no modifications to the current language of Sec. 140, *Housing and Revitalization Department*, are necessary to effectuate this amendment. Please note this transfer is effective January 3, 2023.

We are available to respond to any questions or concerns and look forward to continued collaboration on these important issues.

Respectfully submitted,



Mike Duggan
Mayor

Enclosures

**NOTICE OF FILING OF PROPOSED
EXECUTIVE ORGANIZATION PLAN**

TO ALL INTERESTED PERSONS:

PLEASE TAKE NOTICE that pursuant to Section 7-102 of the 2012 Detroit City Charter, Mayor Mike Duggan has proposed amendments to the Executive Organization Plan, which were filed with the City Clerk and submitted to City Council on April 10, 2023, that:

- (1) Transfers the General Services Department roles and responsibilities for Construction and Facilities Maintenance to the Demolition Department; and
- (2) Renames the Demolition Department to the Construction and Demolition Department to reflect the consolidation of Construction and Facilities Maintenance with the residential and commercial demolition activities of the City of Detroit; and
- (3) Transfers the animal care functions of Chapter 6, *Animal Care, Control and Regulation*, from the Detroit Health Department to the General Services Department, Planning and Operations Division to consolidate all animal care and control functions under the General Services Department.

Section 7-102 of the Charter requires that any amendments to the EOP be made public and permits the City Council to study, conduct hearings, and request modifications. The proposed EOP amendments are published herewith.

The City Council may request that the Mayor make modifications to the proposed EOP amendments within sixty (60) business days after the filing of the EOP amendments, which is July 6, 2023. The EOP amendments shall become effective with such modifications as are accepted by the Mayor, unless it is disapproved by a resolution adopted by a two-thirds majority of City Council members serving.

Copies of the proposed EOP amendments are on file in the Office of the Detroit City Clerk, Coleman A. Young Municipal Center, 2 Woodward Avenue, Suite 200 Detroit, MI 48226, and available on the City's website.

THIS NOTICE is given by Order of the Detroit City Council. Further information concerning the proposed EOP amendments may be obtained through the Office of the City Clerk.

**JANICE M. WINFREY
DETROIT CITY CLERK**

**RESOLUTION DISTRIBUTING THE
EXECUTIVE ORGANIZATION PLAN AND NOTICE THEREOF**

BY COUNCIL MEMBER _____

WHEREAS In accordance with Section 7-102 of the 2012 Detroit City Charter, the Mayor submitted amendments to the Executive Organization Plan (EOP) on April 10, 2023 which were filed with the City Clerk and distributed to City Council; and

WHEREAS Section 7-102 of the Charter requires that amendments to the EOP be made public and permits City Council to study and conduct hearings. City Council may also request that the Mayor make modifications; and

WHEREAS Pursuant to Section 7-102 of the Charter, sixty (60) business days after the filing of amendments to the EOP, which is July 6, 2023, the EOP amendments shall become effective unless disapproved by a resolution adopted by a two-thirds majority of City Council members serving.

NOW, THEREFORE BE IT RESOLVED, THAT:

- (1) The EOP amendments submitted to City Council on April 10, 2023, shall be made available by the City Clerk for reference by all interested persons and posted on the City's website; and
- (2) The City Clerk is hereby authorized and directed to publish notice of the filing of the EOP amendments along with the summary of the EOP in a daily newspaper of general circulation in the City of Detroit and be posted on the City's website; and
- (3) The notice of the filing of the EOP amendments shall be substantially in the following form:

SEC. 85. CONSTRUCTION AND DEMOLITION DEPARTMENT

ORIGIN: THIS DEPARTMENT WAS CREATED IN ACCORDANCE WITH SECTION 7-102 OF THE CHARTER.

Summary of Departmental Purposes:

The primary purpose of the Construction and Demolition Department is the coordination of the City's capital functions, such as the building, renovation, repair maintenance and services to the City's owned facilities, and the removal of blight through safe, strategic, and efficient demolition activities. This department will consolidate and maximize operational efficiencies for capital projects as well as residential and commercial demolition activities in the City. The department shall identify and prioritize construction and demolition projects, manage contractors, and monitor compliance with federal, state, and City regulations. The Construction and Demolition Department will be responsible for the administration of compliance data management, environmental, and field support activities as well as the coordination of activities with other City departments and agencies when necessary.

Administration:

The Mayor appoints the Director of the Construction and Demolition Department who is the Chief Executive Officer of the department. The Director appoints the Deputy Director with the Mayor's consent.

Major Functional Areas:

1. Administration
2. Planning and Strategy
3. Field Operations
4. Compliance
5. Data Management/GIS
6. Community Outreach
7. Construction
8. Facilities Maintenance

Administrative Offices:

Detroit Public Safety Headquarters
1301 Third Street
Detroit, Michigan 48226

SEC. 110. GENERAL SERVICES DEPARTMENT

ORIGIN: THIS DEPARTMENT WAS CREATED IN ACCORDANCE WITH SECTION 7-102 OF THE CHARTER.

Summary of Departmental Purpose:

To improve and maintain City services and maximize operational efficiencies by providing consolidated support functions to City departments and agencies.

The General Services Department is comprised of the following Divisions:

- 1) Planning and Operations Division
- 2) Parks and Recreation Division

Administration:

The Mayor appoints the Director of the General Services Department who is the Chief Executive Officer of the Department. The Director appoints a Deputy Director for the management of the Parks and Recreation Division, as well as a Deputy Director of Operations and a Deputy Director of Planning and Projects with the Mayor's consent.

The Mayor shall establish an advisory commission for recreation, comprised of not fewer than eight (8) members, with seven (7) of its members representing each of the non at-large council districts.

Major Functional Areas:

1. Administrative Services
2. Grounds Maintenance and Forestry Services
3. Recreation Centers and Programs
4. Park Site Amenity Planning and Maintenance
5. Cemetery Management
6. Belle Isle Floriculture
7. Nature Interpretive Center
8. Detroit Recreation Camp
9. Nursery After-School Programs
10. Golf Courses
11. Vehicle/Equipment Maintenance and Management
12. ~~Facilities Maintenance~~ Animal Care
13. ~~Building Operations~~ Maintenance
14. Marina Operations
15. Inventory and Stores Management
16. Security and Janitorial Services
17. Graffiti Removal
18. Enforcement of Animal Control

Administrative Offices:

~~Northwest Activities Center
18100 Meyers
Detroit, Michigan 48235~~

115 Erskine
Detroit, Michigan 48201

Parks and Recreation Division
Northwest Activities Center
18100 Meyers
Detroit, Michigan 48235

Planning and Operations Division
Northwest Activities Center
18100 Meyers
Detroit, Michigan 48235

SEC. 120. HEALTH DEPARTMENT

ORIGIN: THIS DEPARTMENT IS MANDATED BY THE MICHIGAN PUBLIC HEALTH CODE.

Summary of Departmental Purposes:

The mission of the Detroit Health Department is to build, support, and administer programs, policies, and partnerships to prevent disease, disability, and death and to promote wellbeing in the City of Detroit.

Administration:

The Mayor appoints the Executive Director of Public Health/Health Officer who is the Chief Executive Officer of the department. The Executive Director/Health officer appoints the Deputy and Associate Director with the Mayor's consent.

Administrative Offices:

100 Mack Avenue, 3rd Floor
Detroit, Michigan 48201

Major Functional Areas:

1. Administrative Services
 - a. Personnel
 - b. Health and Medical Officers
 - c. Finance, Accounting and Billing
 - d. Health communications
 - e. Health community outreach
2. Environmental Health Services
3. Community and Industrial Hygiene
4. Food Sanitation
5. Disease Prevention and Control
 - a. Tuberculosis Control
 - b. Sexually-Transmitted Disease Control
 - c. Foodborne illness outbreak control
 - d. HIV/AIDS
 - e. Immunization
 - f. Public health preparedness
6. Public Health Programs
 - a. Maternal and Child Health
 - b. Women, Infants, and Children Program
 - c. Lead poisoning prevention and abatement
 - d. Nutrition
 - e. Childhood vision and hearing screening and support
 - f. Chronic disease prevention
 - g. Community support services and violence prevention
 - h. Family planning and contraception

- i. Healthcare facilitation and support services
- j. Substance abuse prevention
- 7. Health Policy and Planning
 - a. Special public health projects
 - b. Epidemiology
 - c. Health policy analysis
- ~~8. Animal care~~

**RESOLUTION TO SET AND PROVIDE NOTICE OF THE PUBLIC HEARING ON
THE EXECUTIVE ORGANIZATION PLAN SUBMITTED APRIL 10, 2023**

BY COUNCIL MEMBER _____:

WHEREAS In accordance with Section 7-102 of the 2012 Detroit City Charter, the Mayor submitted amendments to the Executive Organization Plan (EOP) on April 10, 2023, which were filed with the City Clerk and distributed to City Council; and

WHEREAS Section 7-102 of the Charter provides that amendments to the EOP be made public, that the City Council shall study and conduct hearings on the proposed amendments, and that the City Council may request the Mayor to make modifications to the proposed amendments; and

WHEREAS Pursuant to Section 7-102 of the Charter, sixty (60) business days after the filing of an EOP amendment, which is Thursday, July 6, 2023, the amendments to the EOP shall become effective, with such modifications as are accepted by the Mayor, unless it is disapproved by a resolution adopted by a two-thirds majority of City Council members serving.

NOW, THEREFORE BE IT RESOLVED, THAT:

- (1) The amendments to the EOP submitted to City Council on April 10, 2023, shall be made available by the City Clerk for reference by all interested persons and posted on the City's website; and
- (2) The City Clerk is hereby authorized and directed to publish notice of the filing of the amendments to the EOP in a daily newspaper of general circulation in the City of Detroit and by posting notice of the filing on the City's website; and

- (3) A public hearing on the proposed amendments to the EOP shall be held on _____, 2023, at _____, in the _____ on the _____ Floor, Coleman A. Young Municipal Center, Detroit, Michigan; and
- (4) The notice of the filing of the EOP amendments shall be substantially in the following form:

NOTICE OF FILING OF PROPOSED AMENDMENTS TO THE EXECUTIVE ORGANIZATION PLAN SUBMITTED APRIL 10, 2023, AND NOTICE OF CITY COUNCIL PUBLIC HEARING ON THE PROPOSED AMENDMENTS TO THE EXECUTIVE ORGANIZATION PLAN

TO ALL INTERESTED PERSONS:

PLEASE TAKE NOTICE that pursuant to Section 7-102 of the 2012 Detroit City Charter, Mayor Mike Duggan has proposed amendments to the Executive Organization Plan, which was filed with the City Clerk and submitted to City Council on April 10, 2023, summarized as follows:

- (1) Transfers the General Services Department roles and responsibilities for Construction and Facilities Maintenance to the Demolition Department; and
- (2) Renames the Demolition Department to the Construction and Demolition Department to reflect the consolidation of Construction and Facilities Maintenance with the residential and commercial demolition activities of the City of Detroit; and
- (3) Transfers the animal care functions of Chapter 6, *Animal Care, Control and Regulation*, from the Detroit Health Department to the General Services Department, Planning and Operations Division to consolidate all animal care and control functions under the General Services Department.

Section 7-102 of the Charter requires that any amendments to the EOP be made public and that the City Council study and conduct hearings on the proposed amendments to the EOP.

Section 7-102 of the Charter provides that the City Council may request the Mayor make modifications to the proposed amendments to the EOP and sixty (60) business days after the filing of the amendments to the EOP, which is Thursday, July 6, 2023, the amendments to the EOP shall become effective with such modifications as are accepted by the Mayor, unless it is disapproved by a resolution adopted by a two-thirds majority of City Council members serving.

Copies of the proposed amendments to the EOP are on file in the Office of the Detroit City Clerk, Coleman A. Young Municipal Center, 2 Woodward Avenue, Suite 200 Detroit, MI 48226, and available on the City's website www.detroitmi.gov.

A public hearing on the proposed amendments to the EOP shall be held on _____, 2023, at _____, in the _____ on the _____ Floor, Coleman A. Young Municipal Center, Detroit, Michigan.

THIS NOTICE is given by Order of the Detroit City Council. Further information concerning the proposed amendments to the EOP may be obtained through the Office of the City Clerk.

**JANICE M. WINFREY
DETROIT CITY CLERK**