

Article VII

§ 142. Consolidation of Offices into Executive Departments.

(a) Purpose and Intent.

(1) This section establishes the structural framework for the consolidation of all City offices, agencies, boards, commissions, and organizational units not expressly enumerated in this Article into the Executive Departments defined herein.

(2) The consolidation process shall be conducted in an independent, nonpartisan manner to ensure structural efficiency, eliminate redundancies, and align municipal operations under the established Executive Departments.

(3) The City Administrator shall be tasked with executing this consolidation, exercising complete independence in their oversight and decision-making.

(b) Applicability and Scope.

(1) This section applies to all offices, agencies, quasi-agencies, mayoral offices, boards, commissions, and organizational units of the City that are not explicitly designated as Executive Departments under this Article.

(2) Offices or agencies established pursuant to Federal or State mandates, or those governed by separate legal or statutory requirements, shall adhere to this section to the extent permissible by law.

(c) Consolidation Oversight and Execution.

(1) Independent Authority:

(i) The City Administrator shall oversee and execute the consolidation process in accordance with this section.

(ii) These entities shall have complete independence in evaluating, determining, and implementing the appropriate consolidation of affected offices or units.

(2) Criteria for Consolidation:

(i) Offices or units subject to consolidation shall be merged into an Executive Department based on:

1. Alignment of functions and responsibilities;
2. Operational priorities and programmatic synergies; and
3. Opportunities to improve administrative efficiency and service delivery.

(ii) The consolidation process shall consider operational overlap, cost-effectiveness, and overall structural coherence.

(3) Assignment to Executive Departments:

(i) The City Administrator shall determine the most appropriate Executive Department to absorb each office, division, unit, or subunit.

(ii) Consolidated offices or units shall function as divisions, bureaus, or subdivisions within their receiving department, subject to its internal policies and oversight mechanisms.

(4) Timeline for Implementation:

(i) All consolidations shall be completed within 24 months of the effective date of this section.

(ii) The City Administrator may authorize extensions for specific offices or units if additional time is required to ensure orderly integration, provided such extensions do not exceed six months.

(d) Administrative Reorganization.

(1) Reorganization Plan:

(i) Within six months of the effective date of this section, the City Administrator shall issue a Consolidation Plan.

- (ii) The Consolidation Plan shall outline:
 - 1. The offices and units to be consolidated;
 - 2. The receiving Executive Departments for each consolidation;
 - 3. Any administrative adjustments necessary to facilitate the process.
 - (2) Implementation Authority:
 - (i) The City Administrator shall have authority to:
 - 1. Reassign personnel;
 - 2. Recommend reallocation of budgetary resources;
 - 3. Establish interim procedures to manage transitional operations.
 - (ii) The City Administrator may issue binding directives and regulations to ensure compliance with the Consolidation Plan.
- (e) Oversight and Accountability.
- (1) Monitoring and Reporting:
 - (i) The Department of Audits shall conduct a comprehensive review of the consolidation process within 24 months to assess compliance with this section.
 - (ii) The findings of the review shall be submitted to the Mayor, City Council, City Administrator, and Board of Estimates, along with recommendations for any further structural adjustments.
 - (2) Annual Progress Reports:
 - (i) The City Administrator shall submit annual progress reports detailing the status of the consolidation process, including operational changes, resource reallocations, and any challenges encountered.
 - (3) Transparency and Public Records:
 - (i) All documents related to the consolidation process, including the Consolidation Plan and progress reports, shall be made publicly available, subject to applicable laws governing confidentiality and public disclosure.
- (f) Supersession and Severability.
- (1) Supersession
 - (i) This section supersedes any conflicting provisions of this Charter, ordinances, or administrative policies, except where preempted by Federal or State law.
 - (ii) All ordinances, resolutions, or administrative actions inconsistent with this section are hereby repealed or amended to the extent of such inconsistency.
 - (2) Severability
 - (i) If any provision of this section, or its application to any person or circumstance, is held invalid by a court of competent jurisdiction, the remaining provisions and applications shall not be affected and shall continue in full force and effect.
- (g) Implementation and Effective Date.
- (1) Implementation Authority:
 - (i) The City Administrator shall issue any administrative guidelines necessary to implement this section within 210 days of its effective date.
 - (ii) The Mayor and City Council shall provide the necessary resources to support the consolidation process as outlined herein.
 - (2) Effective Date:
 - (i) This section shall take effect immediately upon ratification.