



THE CITY OF NEW YORK
OFFICE OF THE MAYOR
NEW YORK, N. Y. 10007

EXECUTIVE ORDER NO. 31

AUGUST 29, 1996

DEPUTY MAYORS

By the power vested in me as Mayor of the City of New York, it hereby is ordered

Section 1 There shall be four Deputy Mayors. One shall be designated the Deputy Mayor for Operations, one shall be designated the Deputy Mayor for Education and Human Services, one shall be designated the Deputy Mayor for Economic Development and Planning, and one shall be designated the Deputy Mayor for Community Development and Business Services.

§ 2 The Deputy Mayor for Operations shall

a Supervise and coordinate the operations of all administrations, departments, agencies, boards, offices, committees, and commissions except as otherwise provided herein, provided that, except with respect to matters pertaining to their departmental

budgets, the Police Department, the Fire Department, the Department of Investigation, the Law Department, the Administration for Children's Services, the Office of Management and Budget, the Criminal Justice Coordinator, the Office of Emergency Management and the Office of Communications shall report directly to the Mayor.

b Advise and assist the Mayor regarding all policies, planning and programs designed to implement and enhance the fiscal operations and financial and business management practices of the City

c Supervise and coordinate the operations of the Mayor's Office of Operations, the Office of City Legislative Affairs, the Office of State Legislative Affairs, and the Mayor's Office in Washington, D C

d Serve as the Mayor's representative, either directly or through the Offices of City and State Legislative Affairs, on, and maintain liaison with, regional bodies and intergovernmental agencies operating within the New York metropolitan region

e Maintain liaison, either directly or through the Mayor's Office in Washington, D C., with the United States Conference of Mayors, the National League of Cities, the New York Conference of Mayors and other similar bodies.

- f Maintain liaison with and review the activities of the Metropolitan Transportation Authority.
- g Supervise and coordinate the preparation of the City's Revenue, Expense and Capital Budgets.
- h Develop, supervise and coordinate policies and programs relating to personnel and management practices.
- i Succeed to the powers and duties of the "Deputy Mayor - City Administrator of the City" under section 7384 of the Unconsolidated Laws (Chapter 1016 of the Laws of 1969)
- j Act for and on behalf of the Mayor in the exercise of all functions, powers and duties which the Mayor may have pursuant to the New York State Local Finance Law, as the same may from time to time be amended, the New York State Financial Emergency Act for the City of New York, as the same may from time to time be amended, Article 10 of the Public Authorities Law, as the same may from time to time be amended, and the New York City Municipal Water Finance Authority Act, as the same may from time to time be amended, including, but not limited to, full power to execute for and on behalf of the Mayor, any agreement, amendment to such agreement or other document pursuant to such laws
- k Execute and deliver, in the name and on behalf of the Mayor, a certificate approving any borrowing of funds or pledge of assets or

revenues by the New York City Health and Hospitals Corporation which would require the approval of the Mayor pursuant to the "Memorandum of Agreement Between New York City Health and Hospitals Corporation and The City of New York Relating to Operating Expenditures by the Corporation", dated July 1, 1970

l Execute and deliver, in the name and on behalf of the City, official statements of the City relating to the issuance of the City's obligations.

m Represent the Mayor, when so directed by the Mayor, on any board, committee, commission or corporation of which the Mayor is a member.

n Perform any function, power or duty of the Mayor in relation to the execution or authorization of contracts, franchises, revocable consents, and other agreements.

o Perform any function, power or duty of the Mayor, including authorizations and approvals to be made or given by the Mayor pursuant to sections 384, 1602 and 1802 of the Charter, in relation to the authorization or execution of deeds and satisfactions, leases, easements, mortgages, and any other grants or estates or interests in real property.

p Perform any function, power or duty which the Mayor has and is authorized to delegate pursuant to New York City Charter sections

217, 219, 329 and 1301(2)(b), and pursuant to Administrative Code section 5-304

- q Approve and sign applications to secure grant funds, submitted pursuant to provisions of the New York State Environmental Conservation Law or the rules or regulations of the State Department of Environmental Conservation, and to sign any other documents as may be necessary to secure such funds
- r Perform such other duties as the Mayor may direct

§ 3 The Deputy Mayor for Operations hereby is delegated the authority to perform all functions, powers or duties of the Mayor which the Mayor is authorized to delegate, in the event that the Mayor is unable to perform such functions, powers or duties for a reason specified in subdivision a of section 10 of the New York City Charter. In the event that both the Mayor and the Deputy Mayor for Operations are unable to perform such functions, powers or duties for a reason specified in subdivision a of section 10 of the Charter, such authority is delegated to the Deputy Mayor for Economic Development and Planning

- § 4 The Deputy Mayor for Education and Human Services shall
 - a Advise and assist the Mayor regarding all policies, planning and programs regarding education and human services.

- b. Supervise and coordinate the operations of the Community and Youth Services Agencies and any successor agency, and the Departments of Homeless Services, Aging, the Human Resources Administration, and the Office for Persons With Disabilities.
- c. Maintain liaison with and review the activities of the Board of Education, the New York City School Construction Authority, the City University of New York, the New York City Housing Authority, and the Mayor's Commission on Youth Empowerment Services
- d. Work with the Deputy Mayor for Operations in coordination with the Office of Management and Budget and the Office of Operations, to ensure the implementation of Mayoral policies regarding human services
- e. Oversee implementation of all plans and programs for assisting homeless individuals in New York City
- f. Represent the Mayor, when so directed by the Mayor, on any board, committee, commission or corporation of which the Mayor is a member.
- g. Perform such other duties as the Mayor may direct

§ 5 The Deputy Mayor for Community Development and Business Services shall

- a Supervise and coordinate the operations of the Departments of Business Services, Consumer Affairs, Employment, and Parks and Recreation, the Commission on Human Rights, and the Commission on the Status of Women.
- b Supervise and coordinate the operations of the Community Assistance Unit, the Mayor's Voluntary Action Center, the Commission for the United Nations and Consular Corps, the Commission for International Business, and the Offices of Protocol, Veteran Affairs, and Immigrant Affairs
- c Maintain liaison with and review the activities of the Brooklyn Navy Yard Development Corp , the Board of Elections, the Campaign Finance Board, and with the United States Census Bureau and other federal and state agencies regarding the Census
- d Perform any function, power or duty of the Mayor in relation to the submission of information to the State Comptroller, in accordance with section 980-g of the General Municipal Law, including but not limited to the power to sign and submit the statement required pursuant to paragraph four of subdivision (b) of such section
- e Perform any function, power or duty of the Mayor, including authorizations and approvals to be made or given by the Mayor pursuant to sections 384, 1602 and 1802 of the Charter, in relation to the authorization or execution of deeds and satisfactions, leases,

easements, mortgages and any other grants or estates or interests in real property and licenses, permits or other agreements, affecting the use of real property by the Brooklyn Navy Yard Development Corporation.

- f. Represent the Mayor, when so directed by the Mayor, on any board, committee, commission or corporation of which the Mayor is a member.
- g. Perform such other duties as the Mayor may direct

§ 6 The Deputy Mayor for Economic Development and Planning shall

- a. Advise and assist the Mayor regarding all policies, planning, and programs designed to foster the economic growth of the City, including those relating to commercial and industrial development, energy, foreign trade and investment, government regulation, film, theater and broadcasting, entertainment and sports facility development, and air, land and sea freight
- b. Supervise and coordinate the operations of the Departments of Cultural Affairs, Housing Preservation and Development, and City Planning, the Office of Film, Theater, and Broadcasting, and the Office of Environmental Coordination
- c. Maintain liaison with and review the activities of the City Planning Commission, the Rent Guidelines Board, the Art Commission, the

Landmarks Preservation Commission, the United Nations Development Corp., the New York City Sports Commission and New York City Sports Development Corp., the Board of Standards and Appeals, and the New York City Loft Board.

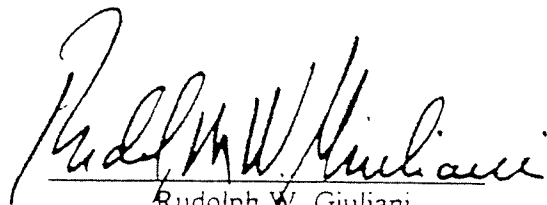
- d. Serve as Chairperson of the Commercial Incentive Boundary Area Commission and the Industrial and Commercial Incentive Board.
- e. Direct and supervise the activities of the Economic Development Corporation as provided in the Amended and Restated Contract between the City and the Economic Development Corporation, and take such actions thereunder as are reserved to the Deputy Mayor.
- f. Direct and coordinate the activities of all administrations, departments, agencies, boards, offices, committees and commissions with respect to energy policies, planning and programs
- g. Maintain liaison with the New York State Department of Economic Development, the City Empowerment Zone, the New York State Urban Development Corporation, the Port Authority of New York and New Jersey, the Power Authority of the State of New York, the New York State Public Service Commission, the New York Convention and Visitors Bureau, and other governmental agencies and offices with respect to matters of City economic development, energy policies and programs

- h. Perform any function, power or duty of the Mayor, including authorizations and approvals to be made or given by the Mayor pursuant to sections 384, 1602 and 1802 of the Charter, in relation to the authorization or execution of deeds and satisfactions, leases, easements, mortgages and any other grants of estates or interests in real property and licenses, permits or other agreements affecting the use of real property by or involving the Department of Housing Preservation and Development Agency, or the Economic Development Corporation, including any such authorization or approval in relation to real property under the jurisdiction of the Department of Citywide Administrative Services made for the purpose of a project of the Economic Development Corporation
- i. Perform any function, power or duty of the Mayor in relation to any contracts with or involving the New York City Industrial Development Agency
- j. Represent the Mayor, when so directed by the Mayor, on any board, committee, commission or corporation of which the Mayor is a member
- k. Perform such other duties as the Mayor may direct

§ 7 Executive Order No 2, dated January 1, 1994, sections 2 and 3 of Executive Order No 9, dated June 17, 1994, Executive Order No 12, dated August 10,

1994, Executive Order No. 16, dated December 27, 1994, Executive Order No. 17, dated January 3, 1995, and Executive Order No. 21, dated March 24, 1995, hereby are REPEALED

§ 8 This Order shall take effect immediately upon the resignation of the City's present First Deputy Mayor. Any authorizations or approvals given to the Deputy Mayor for Community Development and Business Services under section 5(d), and the Deputy Mayor for Economic Development and Planning under section 6(h) on or after May 1, 1996 are hereby ratified.


Rudolph W. Giuliani
Mayor