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TO: City Council Members

FROM: David D. Whitaker, Director

RE: 2026 Schedule of City Council Evening Community Meetings

DATE: Monday, March 30, 2026

Honorable City Council,

The City Charter, section 4-102, mandates the City Council conduct at least eight (8) community meetings during a calendar year commencing between 7:00 – 8:00 PM. Historically, the Evening Community Meeting (ECM) has been coordinated by the Legislative Policy Division-City Planning Commission, as this Honorable Body, directed staff to create an impartial scheme of rotation for the meetings. The structure was also put in place to maintain continuity as changes may occur within the City Council body. Generally, City Council ECMs are scheduled on the second or third Tuesday of the month unless there are projected conflicts with those weeks. The eight meetings have been selected within the seven discreet boundaries of the City Council Districts and one at large.

This memorandum also provides the ECM schedule for the remainder of the year and highlights items vital to an expeditious selection process and the safety of City Council and the general public. This memo covers the following:

1. Selecting ECM locations and protocols
2. Security measures

Legislative Policy Division staff are presently working to identify venues for each of these dates. Per the Council President's direction, staff is **respectfully requesting that all Council District and At-large offices please share their proposed locations for the respective district ECM meeting dates by –April**

28th so an inter-departmental team may assess the locations to confirm or suggest alternative locations if issues arise.

Staff is encouraging, to the degree possible, we begin to lean mostly on City venues, (particularly recreation centers) for the ECM. Large spaces, for security reasons, are the best option. Other types of spaces may work as well. Ultimately, the goal is to refine and decrease the frequency of transitioning to new spaces that are unfamiliar and to identify a finite number of venues that can be used repeatedly for the ECM meeting in each district.

MEETING FORMAT

Regarding ECM district presentations, each district's office, for the corresponding district or at-large meeting, is requested to adhere to the traditionally allotted 15 minutes to make presentations or provide general remarks. ECM's have been designed for the primary purpose of giving attendees the opportunity to voice their concerns within their own community. In efforts to honor the intent of the meeting and the time of our citizenry, it is important that presentations be in alignment with this practice. Lastly, in preparation for the meeting, as it concerns the selection of people to provide the invocation, presentations by Council Members and other agenda items, we request that all items should be coordinated through LPD and the Council President's office at the beginning of the month in which the meeting is to be held. If the items are not submitted during the aforementioned timeframes, LPD may proceed to make arrangements and finalize the meeting agenda. Lastly, ASL interpretive services will be provided for each ECM. However, if specific language services are needed for your district meeting (e.g. Spanish, French, Bengali, and Arabic languages services), please advise LPD and the Office of Civil Rights Inclusion Opportunity (CRIO) well in advance of the meeting.

GENERAL MEETING REQUIREMENTS

Please note that any potential meeting facility must be vetted by an interdepartmental team which includes Media Services, the Executive Protection Unit, the Department of Innovation and Technology, and is led by LPD. This is necessary to certify a venue is adequate to accommodate all of the needs for a safe and successful meeting. Generally, the facility requirements are as follows:

Seating 150-200 people auditorium style

- Three tables for Council Members with ten chairs
- Seating position for Council Members at floor level (as opposed to seating below common grade; for example, that which may be found in a theatre or stadium)
- Adequate accommodation to provide 9-12 rectangular tables for departmental resources
- One (1) table for security screening at entry way
- American Disabilities Act (ADA) compliant
- Accessible restrooms
- Adequate lighting for filming
- Free parking for attendees
- Access to the facility on the day of meeting from 2:30pm-10:00pm
- Accessibility and capacity for media equipment (e.g. outlets, space, ramps, elevators, etc.)
- Adequate audio acoustic capacity
- Free of major filming obstructions (e.g. pillars, barriers, etc.)
- Adequate exits and safe room for emergencies
- Adequate spacing in meeting room for emergency response time
- A representative(s) to perform a welcome and invocation

EPU

Over the years, the need for more stringent security protocol has risen, as we see many examples of violent acts taking place in settings that were, at one time, unheard of. The Executive Protection Unit (EPU)

is one of the primary contributors to the team that vets ECM locations. EPU has provided the following remarks: EPU is tasked with the protective services of the Detroit Mayor, City Council, Police Chief, and any designated principal assigned by the Office of the Chief of Police. Specifically, the Council's detail assignments include coordinating the security protocol for various community engagement events, i.e., district symposiums, evening community meetings, workshops, and others. In the climate of hostile political aggression directed towards elected officials and other social ills of community concerns, there has been a heightened awareness to keep preventative strategies at the forefront to ensure the safety of each Councilmember. EPU elects to keep security protocol under the auspices of LPD and Council President's office as it relates to how event venues are selected. Rationale includes, though not an exhaustive list:

- **Communication.** It is of the upmost security importance to have clear communication among police personnel, including resources to manage and navigate through events. The building's infrastructure/ capacity in short, the location may affect EPU's ability to communicate via radio channels.
- **Resources.** Due to the popularity of the ECM, additional resources may be requested to accommodate event needs, i.e., Neighborhood Police Officers (NPO) Units, external law enforcement agencies, or other sources to manage the mobility, crowd control and overall safety.
- **Considerable factors.** EPU conducts thorough examinations to consider any selected event and its venue. Site surveys are not just exclusive to the building itself, but intelligence gathering as to any specific threats to an individual member and surrounding activities within the community boundaries of the venue.

CONCLUSION

To summarize, LPD requests that Council offices provide suggested locations for ECMs by the end of April, so that venues can be assessed and then confirmed early in May.

Due to the rising security concerns raised consistently by EPU, the request is that Your Honorable Body please utilize facilities EPU and the community are familiar with; but should you propose a new venue allow for ample time for EPU to assess the facility's feasibility. By this we mean, a recreation center in each district or similar venue may be the most viable consistent location to host the ECM meeting. We understand that City Council certainly must meet with constituents in all areas of each district, but when the entire legislative body is gathered in one space, it is of utmost importance to ensure that not only the health, welfare and safety of Your Body is protected, but that continuity of City government and affairs are also protected to the utmost. These efforts are being undertaken to limit the City's exposure and ensure the safety, integrity, and stability of the meetings of the City Council. Below, please find the schedule of dates and corresponding districts for the eight 2024 City Council ECMs.

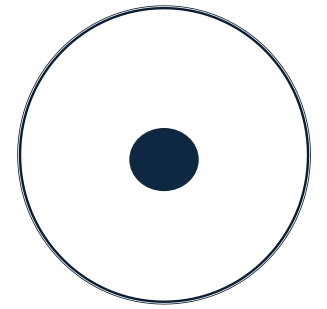
Attached you will find the current 2026 City Council calendar.

DETROIT CITY COUNCIL CALENDAR 2026

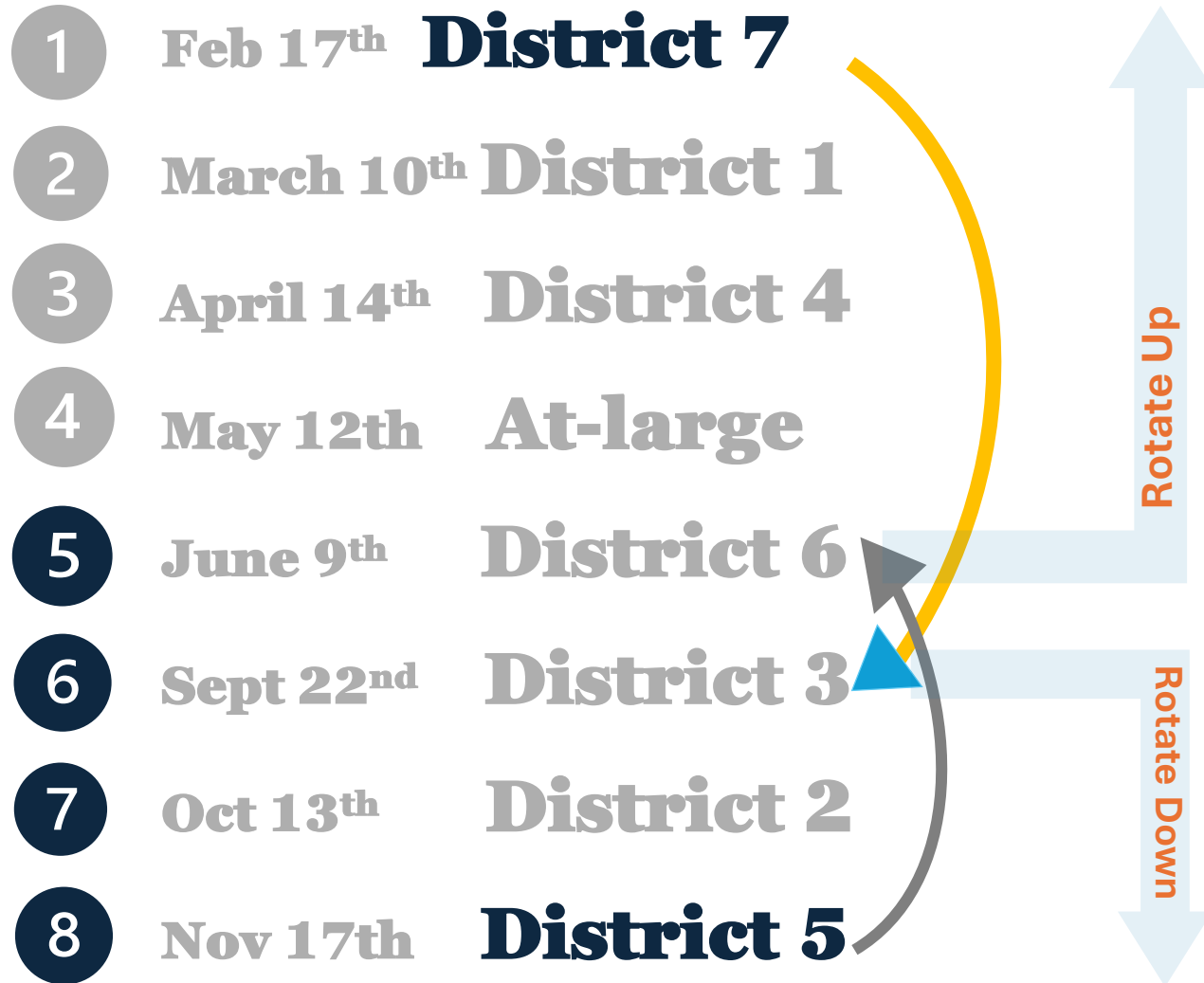


JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
<p>1 NEW YEARS DAY OBSERVANCE</p> <p>2-5 RECESS</p> <p>19 MARTIN LUTHER KING DAY</p>	<p>17 Evening Community Meeting – District 7</p> <p>23 CDBG/NOF Overview & Hearing</p> <p>25-27 CDBG/NOF Deliberations</p>	<p>3 City Council vote on CDBG/NOF</p> <p>6 Mayor’s Budget Address</p> <p>10 Evening Community Meeting – District 1</p> <p>11-31 City Council Budget Hearings</p> <p>31 Public Hearing—Budget</p>	<p>1-7 City Council Executive Sessions on Budget</p> <p>3 GOOD FRIDAY</p> <p>7 City Council Vote on Budget</p> <p>13 Mayor’s Veto, if Applicable</p> <p>14 Evening Community Meeting – District 4</p> <p>16 City Council Veto Override, if applicable</p> <p>22-27 RECESS</p>	<p>12 Evening Community Meeting – At-Large</p> <p>25 MEMORIAL DAY</p> <p>26-29 Mackinac Policy Conference</p>	<p>9 Evening Community Meeting – District 6</p> <p>19 JUNETEENTH</p> <p>22 FORD Fireworks</p>
JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
<p>4 INDEPENDENCE DAY</p> <p>29 RECESS</p>	<p>1-31 RECESS</p>	<p>7 LABOR DAY</p> <p>22 Evening Community Meeting – District 3</p> <p>TBD Congressional Black Caucus Annual Legislative Conf.</p>	<p>13 Evening Community Meeting- District 2</p> <p>TBD Community Budget Priority Meetings</p>	<p>11 VETERAN’S DAY</p> <p>17 Evening Community Meeting – District 5</p> <p>25-30 RECESS</p> <p>26 THANKSGIVING DAY</p> <p>27 DAY AFTER THANKSGIVING</p>	<p>1-31 RECESS (until Jan 4th)</p> <p>TBD CAYMC CLOSED</p> <p>24 CHRISTMAS EVE</p> <p>25 CHRISTMAS</p> <p>31 NEW YEAR’S EVE OBSERVANCE</p>

City Council 2026 ECM Schedule



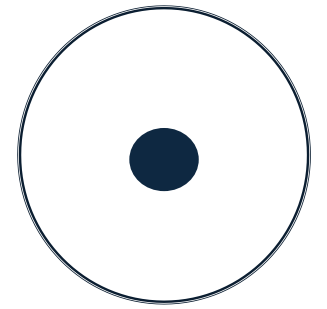
Evening Community Meeting Rotation



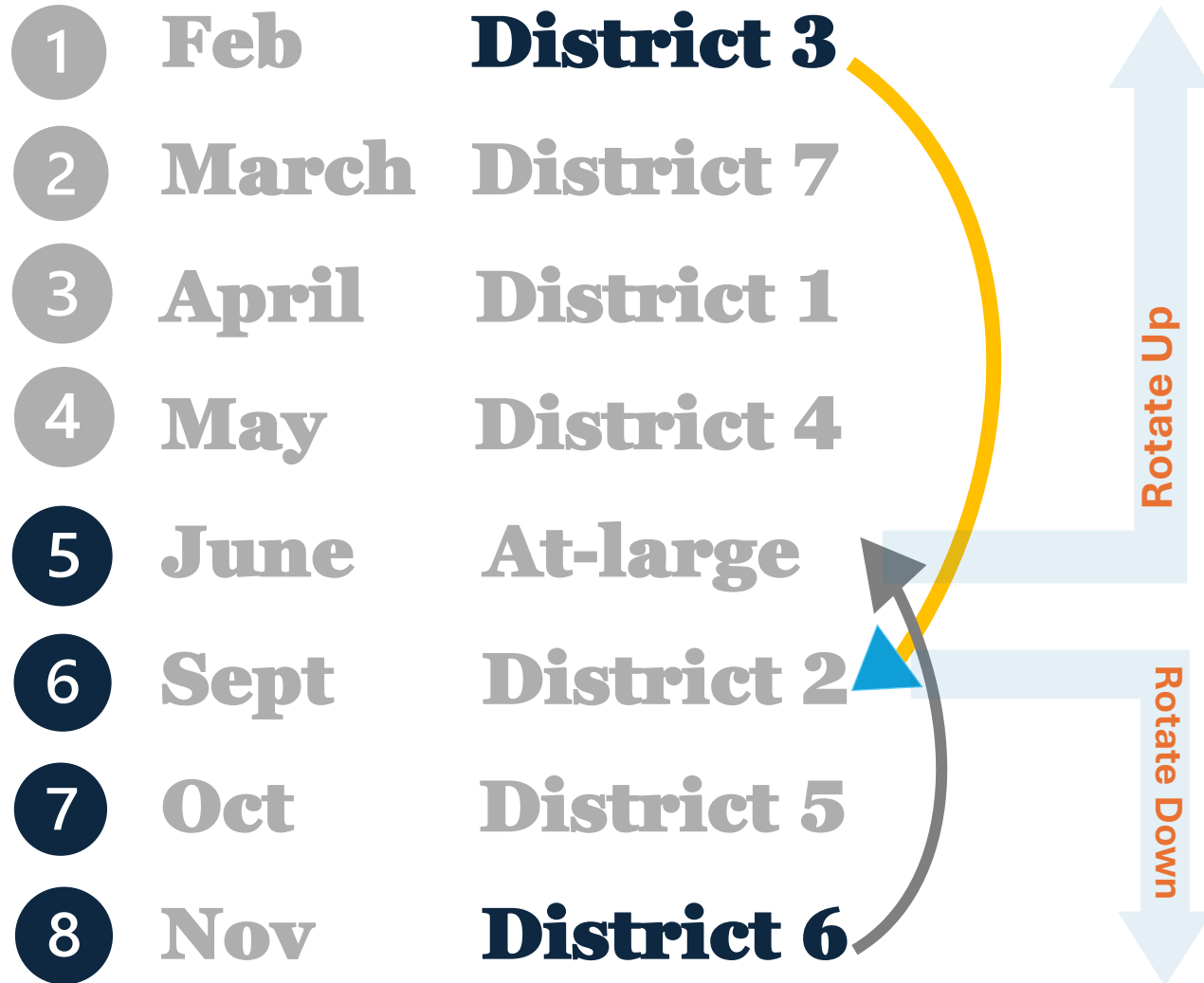
Note:

The month of **July** may be used in the case of an emergency cancellation or to hold special meetings. **August** and **December** traditionally recess periods.

City Council 2025 ECM Schedule



Evening Community Meeting Rotation



Note:

The month of **July** may be used in the case of an emergency cancellation or to hold special meetings. **August** and **December** traditionally recess periods.