

Charter Amendment #4 rev 9/1/14 – Strong Mayor Form of Government

Only the sections of the Charter being amended are shown. Matters that are underlined are additions to the existing text. Matters that are struck through are existing text that is to be removed. All unmodified text is in the existing Charter.

Article I. The City of Amsterdam and Its Government

§ C-2. Purpose.

The purpose of this Charter is to provide the legal framework for organizing and operating the government in the City of Amsterdam. The intent of this Charter is to create a strong mayor form of government.

§ C-12. Appointive officers.

A. The appointive officers of the City shall be a City Clerk, a Deputy City Clerk, a Corporation Counsel, a City Engineer, an Assistant City Engineer, a Fire Chief, a Police Chief, a Commissioner of Health, a Recreation Commissioner, a Director of the Department of Water and Sanitary Sewers and such other officers as may be required to be appointive by this Charter or other applicable law. The City Clerk shall be appointed by the Common Council and the Clerk shall appoint the Deputy Clerk. Except as otherwise provided in this Charter or law, all appointive officers of the City shall be full-time.

[Amended by L.L. No. 3-1982]

B. The term of office of the ~~City Engineer~~, Corporation Counsel, Director of Community and Economic Development, Director of Public Works, ~~Fire Chief, Police Chief~~ and the Commissioner of Health shall be coterminous with that of the appointing officer.

[Amended 5-6-1980 by L.L. No. 3-1980, ref. date ; by L.L. No. 4-1989, ref. date 11-7-1989]

C. Any officer permanently appointed to an office classified in the competitive class of Civil Service shall hold such office for an indefinite term, subject to the provisions of Civil Service Law, Rules and Regulations.

D. No person appointed to a salaried office shall be entitled to hold an additional second salaried office during his term unless otherwise provided by the Charter or ordinance.

[Added 12-20-1982 by L.L. No. 3-1983, ref. date 11-8-1983; amended by L.L. No. 8-1989, ref. date 11-7-1989]

§ C-13. Removal from office.

An officer appointed for a specified term may be removed from that office by the appointing authority. If an appointment was made subject to approval of the Common Council, no such approval is required for removal or disciplinary action. ~~Common Council for cause upon recommendation of the Mayor after such officer has been given a copy of charges constituting grounds for removal and a hearing, upon not less than 10 days' notice, has been conducted, at which the officer so charged has had opportunity to appear in person or by counsel to subpoena and present witnesses and evidence in his own behalf, and to cross-examine witnesses against him. A decision of the Common Council to remove an officer shall be subject to review pursuant to the Civil Practice Law and Rules.~~

§ C-15. Compensation of officers and employees.

The compensation of the Mayor, the Controller and the Aldermen shall be fixed by local law, except as otherwise provided in this Charter, and any increase or decrease shall become effective only at the start of the term of office next succeeding that in which it was enacted. The salaries and compensation of employees of the City and of the appointive officers shall be fixed by employment contract, collective bargaining agreement, appointing resolution or by the operating budget in the absence of the foregoing the Common Council.

Article III. Common Council

§ C-28. Procedures.

- A. The Common Council shall meet regularly at least twice each month at such time and place within the City as it may prescribe by rule. Special meetings may be held on the call of the Mayor or of two or more other Council members, upon such notice as the Common Council may prescribe by rule, unless all members consent, in writing, and waive notice. Any official action of the Common Council shall be taken only at an open meeting.
- B. The Common Council shall adopt its own rules of procedure and order of business, and the minutes of its proceedings, the taking and keeping of which shall be a responsibility of the City Clerk, shall be a public record.
- C. Voting shall be by voice vote except that any member may request a vote by roll call and the ayes and nays shall be recorded in the minutes. A majority of the authorized number of Aldermen shall constitute a quorum of the Common Council, but a smaller number may adjourn from time to time and may compel the attendance of absent members, in the manner and subject to the penalties prescribed by the rules of the Common Council. No action of the Common Council, except as otherwise provided herein, shall be valid or binding unless adopted by the affirmative vote of a majority of the authorized

~~number of Aldermen. No Alderman shall be excused from voting on any matter except by unanimous consent of all other Aldermen present.~~

§ C-29. Powers and duties.

In addition to other powers and duties conferred or imposed upon the Common Council by this Charter or by law, the Council shall have but not be limited to the following powers:

- A. To establish, abolish or consolidate administrative offices, departments, boards, commissions and other such agencies, except those created by this Charter, and to prescribe the functions of all such agencies subject to applicable provisions of this Charter and other laws.
- B. To increase, decrease or delete any item in the annual proposed City operating budget and to add new items and to adopt such budget pursuant to applicable provisions of this Charter. **[Amended by L.L. No. 5-2004, ref. date 11-2-2004] [Amended by L.L. No. 3-2013, ref. date 11-5-2013]**
- C. To enact necessary appropriations ordinances.
- D. To levy all taxes and fix all service charges and fees except as otherwise provided in this Charter.
- E. To provide for the performance by a qualified certified public accountant or firm of an annual independent audit of City fiscal accounts, including those of the water department, and such other audits as it may deem necessary.
- F. To award all public contracts, subject to applicable law. All bids in response to requests for bid issued by the Common Council shall be sent or delivered, prior to the bid deadline to the Office of the City Clerk, duly filed and recorded and thereafter to be publicly opened and read at the time and place specified. **[Amended 1-21-1986 by L.L. No. 1-1986, ref. date]**
- G. To authorize the acquisition, retention and disposition of real and other property by the City.
- H. To conduct investigations of any department, board, bureau, officer or other agency of the City; and pursuant to such an investigation to have access to all records and papers kept in the custody of any department, board, bureau, officer or other agency; to compel the attendance of witnesses and the production of books, papers or other evidence at any meeting of the Council or of a special committee thereof, and for that purpose to issue subpoenas signed by the Mayor. This provision shall not apply to papers, records and books where the production of same is otherwise prohibited by state and federal law.
- I. Should the Mayor fail to appoint any position required by the City Charter within 90 days of a vacancy therein, then the Common Council may directly appoint such position. **[Added by L.L. No. 6-2004, ref. date 11-2-2004]**

J. Acting by resolution, to retain legal counsel from time to time to represent either the Common Council as a body or individual members of the Common Council when there is a conflict with representation by the Corporation Counsel. The costs of this representation shall be a charge on the general fund.

Article IV. The Mayor and Acting Mayor

§ C-36. Powers and duties.

In addition to other powers, duties and responsibilities assigned to the Mayor by this Charter or by law, the Mayor shall have the following powers and duties:

- A. To appoint, as provided in this Charter, all officers of the City, except as otherwise provided by law.
- B. When he deems it necessary for the good of the service, to suspend or remove any officer or employee of the City, subject to civil service law, rules and regulations.
- C. To recommend to the Common Council such actions as he deems necessary and expedient and to introduce proposed legislation on his own motion.
- D. Provide for the preparation of long-range capital programs with detailed plans to meet the needs of the city for facilities and equipment. **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**
- E. To prepare, propose and provide to the Common Council a preliminary City operating budget and preliminary capital projects budget for all Departments/Functions with direction and guidance as deemed necessary, as provided in Article XVIII herein. **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**
- F. On approval by the Common Council, to negotiate and grant leases, concessions, licenses and permits for use of City property and appurtenances and to execute deeds and enter into contracts on behalf of the City, as authorized by the Common Council.
- G. To keep the Council fully informed at all times of the financial condition and needs of the City and to recommend such measures as the Mayor deems necessary to assure and protect its fiscal integrity. **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**
- H. On or before January 15 of each year, to prepare and submit to the Common Council a State of the City message reviewing the general condition of the City and its programs and outlining such action as the Mayor believes will

be to the benefit of the City in the forthcoming year. **[Amended 2-1-1994 by L.L. No. 1-1994]**

- I. To perform such other duties and exercise such other powers as may be imposed upon or granted to the Mayor by law.
- J. To retain legal counsel from time to time to represent the Mayor when there is a conflict with representation by the Corporation Counsel. The costs of this representation shall be a charge on the general fund.

Article V. Department of Finance

§ C-40. Powers and duties of Controller.

The Controller shall serve as the City Treasurer and perform all the duties now or hereafter assigned by law to a City Treasurer. Except as otherwise provided by law, it shall be the duty of the Controller to promote, secure and preserve the financial interests of the City and he shall:

- A. At the direction of the Mayor, obtain from the operating agencies of City government estimates of anticipated appropriations and revenues and otherwise assist the Mayor in the preparation of the proposed operation budget as provided in Article XVIII of this Charter. **[Amended by L.L. No. 5-2004, ref. date 11-2-2004] [Amended by L.L. No. 3-2013, ref. date 11-5-2013]**
- B. Establish, supervise and maintain a system of central purchasing so as to provide for the control of supplies and equipment commonly used by the departments and agencies of the City government. To carry out this responsibility, the Controller shall designate a member of his staff to serve as purchasing agent for the City. The purchasing agent shall: **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**
 - (1) deleted **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**
 - (2) Advise and assist the heads of the various departments and agencies in procuring at the most advantageous pricing and quantities any supplies and equipment, making use whenever such use is advantageous to the City of the purchase contracts of the State of New York, subject to such rules and regulations as the Common Council may establish. **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**
- C. On the Controller's own initiative or on request of the Mayor or agency heads, conduct studies of the management and operation of the City departments and agencies and recommend action to improve operational efficiency and

effectiveness of service delivery. **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**

- D. Advise and assist all officers, employees and departments of the City regarding proper fiscal management of their respective activities and, in conjunction with this function, to:
- (1) Maintain, examine and audit the books and accounts of such officers, employees and departments, including the Water Department, and prescribe the form of accounts and financial reports to be used by them, consistent with the uniform system of accounts prescribed by the State Department of Audit and Control. **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**
 - (2) Confirm the deposit of all City moneys into the City treasury by all officers and employees receiving the same and assure that all required financial reports are made by all officers and employees responsible for such reports.
- E. Affix a written certification to all contracts and agreements for the expenditure of public funds entered into by any official of the City government that an amount has been appropriated for the particular purpose and is available therefor or has been authorized to be borrowed pursuant to the Local Finance Law, and no such contract or agreement shall be valid until so certified by the Controller. This requirement, however, shall not prevent the making of a contract for a term exceeding one year, nor require the City to pay during a fiscal year any amount larger than is due during that year under the terms of the contract.
- F. Transmit to the Mayor and the Common Council monthly statements of cash on hand and of classified unencumbered appropriation balances for the City as a whole and such other financial statements as may from time to time be required. The Controller at all times shall keep all departments, boards, commissions or other agencies currently informed of their classified unencumbered appropriation balances. **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**
- G. Receive and have custody of all moneys paid to the City and disburse City moneys upon warrant or as otherwise provided by this Charter or by law.
- H. Demand and receive all moneys and fees owing to the City whenever any person is indebted to the City in any manner and where the means of collection of such debt is not otherwise provided by law. When any claim shall not be collectible by other methods, he shall report the same to the Corporation Counsel for collection.
- I. Keep all general accounts of the City and of the respective departments, offices, boards, commissions and agencies thereof and keep separate accounts for the items of appropriation contained in the City budget showing the amount of the

appropriation, the amount paid therefrom, the unpaid obligations against such amount and the unencumbered balance. The Controller shall keep and administer all notes, bonds and other evidence of City indebtedness and keep and administer all securities and other forms of negotiable instruments owned by or belonging to the City. **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**

- J. Issue all checks for payment of money by the City and of the respective departments, offices, boards, commissions and agencies thereof. No claim against the City, except for a fixed salary or for the principal of or interest on indebtedness, shall be paid unless an itemized voucher therefor, certified by or on behalf on the claimant, in such form as the Controller shall prescribe, shall have been presented to the Department of Finance. Notwithstanding any other provisions of this Charter, no claim other than a claim for a sum certain due by contract for goods delivered or services rendered shall be paid unless and until such claim shall also have been presented to and approved by the Common Council; or such claim shall have been ordered paid by a court of law.
- K. Manage the funds of the City in such manner as to gain maximum advantages to the City from interest bearing investments.
- L. At the direction of the Mayor prepare the Capital Program Report and account for all funds received and disbursed as they pertain to capital project revenues, appropriations and expenditures. **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**
- M. Have charge of all central services such as mail distribution, printing and reproduction and similar services.
- N. Subject to Civil Service Law, Rules and Regulations, appoint, suspend or remove other officers and employees of the Department of Finance and to fill such positions as may be authorized for the Department in the operating budget ~~by the Common Council~~, subject to Civil Service Law, Rules and Regulations. The Controller shall designate a member of his staff to act as Deputy Controller in the event of the Controller's absence or incapacity. **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**
- O. Attend all meetings of the Common Council. **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**
- P. To retain legal counsel from time to time to represent the Controller when there is a conflict with representation by the Corporation Counsel. The costs of this representation shall be a charge on the general fund.

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The Controller shall serve as the City Treasurer and perform all the duties now or hereafter assigned by law to a City Treasurer. Except as otherwise provided by law, it shall be the duty of the Controller to promote, secure and preserve the financial interests of the City and he shall:

- A. At the direction of the Mayor, obtain from the operating agencies of City government estimates of anticipated appropriations and revenues and otherwise assist the Mayor in the preparation of the proposed operation budget as provided in Article XVIII of this Charter. **[Amended by L.L. No. 5-2004, ref. date 11-2-2004] [Amended by L.L. No. 3-2013, ref. date 11-5-2013]**

- B. Establish, supervise and maintain a system of central purchasing so as to provide for the control of supplies and equipment commonly used by the departments and agencies of the City government. To carry out this responsibility, the Controller shall designate a member of his staff to serve as purchasing agent for the City. The purchasing agent shall: **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**
 - (1) deleted **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**

 - (2) Advise and assist the heads of the various departments and agencies in procuring at the most advantageous pricing and quantities any supplies and equipment, making use whenever such use is advantageous to the City of the purchase contracts of the State of New York, subject to such rules and regulations as the Common Council may establish. **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**

- C. On the Controller's own initiative or on request of the Mayor or agency heads, conduct studies of the management and operation of the City departments and agencies and recommend action to improve operational efficiency and effectiveness of service delivery. **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**

- D. Advise and assist all officers, employees and departments of the City regarding proper fiscal management of their respective activities and, in conjunction with this function, to:
 - (1) Maintain, examine and audit the books and accounts of such officers, employees and departments, including the Water Department, and prescribe the form of accounts and financial reports to be used by them, consistent with the uniform system of accounts prescribed by the State

Department of Audit and Control. **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**

- (2) Confirm the deposit of all City moneys into the City treasury by all officers and employees receiving the same and assure that all required financial reports are made by all officers and employees responsible for such reports.
- E. Affix a written certification to all contracts and agreements for the expenditure of public funds entered into by any official of the City government that an amount has been appropriated for the particular purpose and is available therefor or has been authorized to be borrowed pursuant to the Local Finance Law, and no such contract or agreement shall be valid until so certified by the Controller. This requirement, however, shall not prevent the making of a contract for a term exceeding one year, nor require the City to pay during a fiscal year any amount larger than is due during that year under the terms of the contract.
- F. Transmit to the Mayor and the Common Council monthly statements of cash on hand and of classified unencumbered appropriation balances for the City as a whole and such other financial statements as may from time to time be required. The Controller at all times shall keep all departments, boards, commissions or other agencies currently informed of their classified unencumbered appropriation balances. **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**
- G. Receive and have custody of all moneys paid to the City and disburse City moneys upon warrant or as otherwise provided by this Charter or by law.
- H. Demand and receive all moneys and fees owing to the City whenever any person is indebted to the City in any manner and where the means of collection of such debt is not otherwise provided by law. When any claim shall not be collectible by other methods, he shall report the same to the Corporation Counsel for collection.
- I. Keep all general accounts of the City and of the respective departments, offices, boards, commissions and agencies thereof and keep separate accounts for the items of appropriation contained in the City budget showing the amount of the appropriation, the amount paid therefrom, the unpaid obligations against such amount and the unencumbered balance. The Controller shall keep and administer all notes, bonds and other evidence of City indebtedness and keep and administer all securities and other forms of negotiable instruments owned by or belonging to the City. **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**
- J. Issue all checks for payment of money by the City and of the respective departments, offices, boards, commissions and agencies thereof. No claim against the City, except for a fixed salary or for the principal of or interest on indebtedness, shall be paid unless an itemized voucher therefor, certified by or on behalf on the claimant, in such form as the Controller shall prescribe, shall

have been presented to the Department of Finance. Notwithstanding any other provisions of this Charter, no claim other than a claim for a sum certain due by contract for goods delivered or services rendered shall be paid unless and until such claim shall also have been presented to and approved by the Common Council; or such claim shall have been ordered paid by a court of law.

- K. Manage the funds of the City in such manner as to gain maximum advantages to the City from interest bearing investments.
- L. At the direction of the Mayor prepare the Capital Program Report and account for all funds received and disbursed as they pertain to capital project revenues, appropriations and expenditures. **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**
- M. Have charge of all central services such as mail distribution, printing and reproduction and similar services.
- N. Subject to Civil Service Law, Rules and Regulations, appoint, suspend or remove other officers and employees of the Department of Finance and to fill such positions as may be authorized for the Department in the operating budget ~~by the Common Council~~, subject to Civil Service Law, Rules and Regulations. The Controller shall designate a member of his staff to act as Deputy Controller in the event of the Controller's absence or incapacity. **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**
- O. Attend all meetings of the Common Council. **[Amended by L.L. No. 3-2013, ref. date 11-5-2013]**
- P. To retain legal counsel from time to time to represent the Controller when there is a conflict with representation by the Corporation Counsel. The costs of this representation shall be a charge on the general fund.

Article VI. Law Department

§ C-43. Law Department staff.

Editor's Note: Amended during codification (see Ch. 1, General Provisions, Art. II). Subject to Civil Service Law, Rules and Regulations, the Corporation Counsel shall appoint such secretarial and clerical staff as may be required and authorized for the Department of Law in the operating budget ~~by the Common Council~~.

Article IX. Public Works Department

§ C-56. Powers, duties and responsibilities of Director of Public Works.

The powers, duties and responsibilities of the Director of Public Works shall include:

- A. Performance of all duties now or hereafter assigned to the City Engineer.
- B. Responsibility for the supervision and direction of all of the activities of the Department and for all engineering work of the City.
- C. Responsibility for the construction, maintenance, cleaning and repair of streets, sidewalks, sewers, public parking lots, retaining walls, public buildings, facilities and structures, except as may otherwise be provided by law, and for the collection and disposal of solid wastes and other refuse from residential structures and such other places as the Common Council may determine. In administering the streets and sewerage facilities of the City, the Director of Public Works shall assure that private developers have satisfactorily discharged their responsibilities for construction of streets and sewer lines through subdivisions.
- D. Responsibility for the supervision of consulting engineers when retained by the Common Council for specific purposes.
- E. Supervision and administration on behalf of the City of all contracts for public construction or public services.
- F. House numbering, streetlighting and, at the direction of the Chief of Police, installation, maintenance and removal of the traffic control devices, signs and markings.
- G. Planting, care and removal of trees and shrubs located on City property.
- H. ~~Provide Provision, as the Common Council may provide,~~ for the maintenance and repair of all City vehicles and equipment, other than office equipment, including the maintenance of suitable and accurate use and repair records for all such vehicles and equipment.
- I. Have custody of all City maps and surveys, except as otherwise provided in this Charter or other law.
- J. Recommend to the Mayor and the Common Council the adoption of such standard technical codes as he believes to be needed for the safety and well-being of the City's residents.
- K. Certification of all public work performed pursuant to contract under supervision and control of the Department before it is accepted, to the effect that such work is performed in a good and substantial manner, with the materials required and of the quality and in the manner directed by the terms of the contract. The

Director of Public Works shall file such certificate of completion with the City Clerk and Controller before final payment is made under the contract.

- L. Subject to civil service law, rules and regulations, the Director of Public Works shall appoint assistants and other employees of the Department to fill such positions within the Department as are authorized by the operating budget ~~Common Council~~. The Director of Public Works may also suspend and remove all assistants and other employees of the Department subject to civil service law, rules and regulations.
- M. In addition to the duties assigned to the Director of Public Works by this Charter or required by ordinance or resolution of the Common Council, the Director shall perform any similar or related duties incident to the functions of the Department as may be assigned by the Mayor.
- N. The Director of Public Works shall attend meetings of the Common Council.

§ C-57. Division of Building and Zoning Enforcement.

[Amended 12-18-1990 by L.L. No. 2-1990; 7-17-2007 by L.L. No. 3-2007; 7-7-2009 by L.L. No. 3-2009]

There shall be a Division of Building and Zoning Enforcement, the head of which shall be the Code Enforcement Supervisor, whose duties and responsibilities shall include, but not be limited, to the enforcement in the City of Amsterdam of the State Uniform Fire Prevention and Building Code and such other standard codes as the Common Council may adopt on behalf of the City. The Code Enforcement Supervisor shall be the Chief Code Enforcement Officer within the Division of Building and Zoning Enforcement. The Mayor shall appoint such Code Enforcement Supervisor, Building Inspectors, Housing Inspectors, Plumbing Inspectors, Electrical Inspectors and Code Enforcement Officers as shall from time to time be authorized by the operating budget ~~Common Council~~, which inspectors and officers shall serve at the Mayor's discretion. The Code Enforcement Supervisor shall have the responsibility for registration of and investigation into any and all bona-fide code violation complaints pertaining to new construction, existing buildings commercial or residential and the Zoning Ordinance. *Editor's Note: Former Section 9.10, Powers and duties of the Assistant City Engineer, amended by L.L. No. 7-1989, ref. date 11-7-1989, which immediately followed this section, was deleted 12-18-1990 by L.L. No. 2-1990.*

Article XII. Police Department

§ C-75. Chief of Police; powers and duties.

The Chief of Police shall be the executive head of the Police Department and the powers and duties of the office shall include:

- A. Enforcement of the laws of the state and the laws and ordinances of the City.
- B. Assignment of all members of the Department to their respective posts, shifts, details and duties.

- C. Subject to Civil Service Law, Rules and Regulations, the Chief of Police shall appoint all officers and employees of the Police Department to fill such positions within the Department as have been authorized by the operating budget ~~Common Council~~; the Chief also may suspend and remove all officers and employees, subject to Civil Service Law Rules and Regulations.
- D. Establishment and implementation of programs to regulate and facilitate the safe flow of vehicular and pedestrian traffic and to recommend to the Mayor and Common Council such action as may be needed pursuant to that objective.
- E. Promulgation of reasonable rules and regulations concerning the operation of the Police Department and the conduct, duties and assignments of its officers and employees.
- F. Responsibility for the training, efficiency, discipline and good conduct of the Department and for the care and custody of City property entrusted to the Department for its use.
- G. Responsibility for the security of persons in custody of the Police Department.
- H. Deposit of all fines and other charges collected by the Police Department with the Department of Finance no less often than once each week.
- I. Establishment and implementation of crime prevention programs.
- J. Attendance at meetings of the Common Council.

Article XIII. Fire Department

§ C-78. Fire Chief: powers and duties.

The Chief of the Fire Department shall be the executive head of the Fire Department, and his powers and duties shall include:

- A. Organization and administration of the Fire Department and the deployment and supervision of its officers, members and employees, including the promulgation of reasonable rules and regulations concerning the operation of the Department and the conduct, duties, discipline and assignments of its personnel.
- B. Subject to Civil Service Law, Rules and Regulations, the Chief of the Fire Department shall appoint all officers, members and employees of the Fire Department to fill such positions within the Department as have been authorized by the operating budget ~~Common Council~~; the Chief also may suspend and remove all officers, members and employees, subject to Civil Service Law, Rules and Regulations.
- C. Exclusive jurisdiction over the fighting and extinguishing of any fire occurring within the City.
- D. Responsibility for the operation, repair and maintenance of a fire alarm signal system.
- E. Responsibility for the efficiency, discipline and good conduct of the Department and for the care and custody of all City property entrusted to the Department for its use.
- F. Maintenance and administration of a fire prevention and safety program.

- G. Investigation of the causes, circumstances and origins of fires and the submission to the Chief of Police and the District Attorney of a written report of every incident in which arson is suspected.
- H. Filing of copies of all fire safety inspection reports in the Office of the City Engineer.
- I. Implementation of a program of suitable, continuous training of all members of the Department.
- J. Attendance at meetings of the Common Council.
- K. (Reserved) *Editor's Note: Former Subsection K, regarding inspection of property and physical facilities, as added 12-18-1990 by L.L. No. 2-1990 and amended during codification (see Ch 1, General Provisions, Art. II), was repealed 7-17-2007 by L.L. No. 3-2007.*
- L. (Reserved) *Editor's Note: Former Subsection L, regarding qualified technical assistance to conduct inspections, as added 12-18-1990 by L.L. No. 2-1990, was repealed 7-17-2007 by L.L. No. 3-2007.*
- M. (Reserved) *Editor's Note: Former Subsection M, regarding assistance of City Engineer, as added 12-18-1990 by L.L. No. 2-1990, was repealed 7-17-2007 by L.L. No. 3-2007.*
- N. Inspection of all multiple dwellings subject to state law, State Uniform Fire Prevention and Building Code and any standard or special codes now in force or hereafter adopted by the Common Council, for purposes of ensuring compliance with such laws, state codes and/or City codes.
[Added 12-18-1990 by L.L. No. 2-1990, ref. date *Editor's Note: Amended during codification (see Ch. 1, General Provisions, Art. II).*]
- O. Responsibility for requiring the posting of occupancy limits in all public buildings in the City of Amsterdam.
[Added 12-18-1990 by L.L. No. 2-1990, ref. date]
- P. Responsibility for firesafety inspections in the City of Amsterdam.
[Added 12-18-1990 by L.L. No. 2-1990, ref. date; amended 7-17-2007 by L.L. No. 3-2007]
- Q. (Reserved) *Editor's Note: Former Subsection Q, regarding registration of and investigation into code violation complaints, as added 12-18-1990 by L.L. No. 2-1990, was repealed 7-17-2007 by L.L. No. 3-2007.*
- R. Responsibility, within authority established by the Common Council, for the inspection of rental premises and the issuance of rental certificates.
[Added 12-18-1990 by L.L. No. 2-1990, ref. date]
- S. The Fire Chief shall be the Chief Code Enforcement Officer within the Division of Fire Code Enforcement and the Chief shall appoint Code Complaint Technicians from within the Fire Department to serve at his direction.
[Amended 7-17-2007 by L.L. No. 3-2007]

Article XV. Assessment and Taxation Department

§ C-83. Assessment and Taxation Department.

[Amended 10-7-2008 by L.L. No. 2-2008]

There shall be an Assessment and Taxation Department, the head of which shall be the City Assessor, who shall be appointed by the Mayor with the approval of the Common Council. The appointee must possess the qualifications required by the New York State Real Property Tax Law, and the term of appointment shall be six years as authorized by Real Property Tax Law § 310(2). The Department of Assessment and Taxation shall consist of a Clerk and such other full- and part-time positions as may be authorized by the operating budget ~~Common Council~~. The Assessor shall designate a staff member to serve as Acting Assessor in the event of the absence or incapacity of the Assessor.