

(Please Use this Form for Filing your Local Law with the Secretary of State)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

County
~~City~~ of Livingston
~~Town~~
~~Village~~

Local Law No. 3 of the year 19 88

A local law to establish the position of County Administrator of the County of Livingston (Insert title)

Be it enacted by the Board of Supervisors of the (Name of Legislative Body)

County
~~City~~ of Livingston as follows:
~~Town~~
~~Village~~

Section 1. The position of County Administrator of the County of Livingston is hereby created pursuant to Section 204 of the County Law. The position shall be filled by the appointment of the Livingston County Board of Supervisors and the person so selected shall serve at the pleasure of the Livingston County Board of Supervisors. The heads of all administrative units are hereby directed to cooperate with the administrator and to provide assistance and information as the administrator may request.

Section 2. The County Administrator shall be the chief administrative officer of the County of Livingston; shall report directly to the Livingston County Board of Supervisors and shall be subject to its supervision, direction and control as set forth herein and in such other resolutions and rules as the Livingston County Board of Supervisors may enact. The County Administrator shall perform all duties now or hereafter conferred upon the office by the Livingston County Board of Supervisors, including, but not limited to the following:

- a. Appoint such assistants with the office as may be authorized by the Board of Supervisors.
- b. Coordinate the administration of all units of County government in accordance with policies established by the Board of Supervisors.
- c. Supervise and administer the central services of county government which are used by county departments.
- d. Recommend for appointment by the Board of Supervisors, the heads of all County departments not administered by an elected official.
- e. Be the chief budget officer of the County and be responsible for the preparation of the operating and capital budgets of the County for adoption by the Board of Supervisors in the manner prescribed by law.
- f. Act as the purchasing agent for the County and oversee the physical property of the County in administering the property maintenance and management policy of the Board of Supervisors.
- g. Attend meetings of the Board of Supervisors and its committees and undertake such research and submit to the Board of Supervisors such reports and recommendations as it may, from time to time, request.
- h. Report annually to the Board of Supervisors regarding the activities of the several departments and administrative units of the County concerning their administration and performance.
- i. Have all the powers necessary and incidental to the performance and exercise of any of the duties and functions lawfully delegated to the office by the Board of Supervisors.

(If additional space is needed, please attach sheets of the same size as this and number each)

Section 3. Nothing contained herein shall be construed as modifying, transferring or abolishing any power, duty or authority of the Board of Supervisors, any county department or its head or any other elected or appointed official as provided by law.

Section 4. This local law shall take effect on the date it is filed in the office of the Secretary of State.

(Complete the certification in the paragraph which applies to the filing of this local law and strike out the matter therein which is not applicable.)

1. (Final adoption by local legislative body only.)

I hereby certify that the local law annexed hereto, designated as local law No. 3 of 1988
County
of the ~~City~~ of Livingston was duly passed by the Board of Supervisors
~~Town~~ ~~Village~~ (Name of Legislative Body)
on August 10, 1988 in accordance with the applicable provisions of law.

2. (Passage by local legislative body with approval or no disapproval by Elective Chief Executive Officer,* or repassage after disapproval.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 19_____
County
of the ~~City~~ of _____ was duly passed by the _____
~~Town~~ ~~Village~~ (Name of Legislative Body)
on _____ 19_____ and was approved not disapproved by the _____
repassed after disapproval Elective Chief Executive Officer *
and was deemed duly adopted on _____ 19_____, in accordance with the applicable provisions of law.

3. (Final adoption by referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 19_____
County
of the ~~City~~ of _____ was duly passed by the _____
~~Town~~ ~~Village~~ (Name of Legislative Body)
on _____ 19_____ and was approved not disapproved by the _____
repassed after disapproval Elective Chief Executive Officer *
on _____ 19_____. Such local law was submitted to the people by reason of a
mandatory referendum, and received the affirmative vote of a majority of the qualified electors voting
permissive general referendum, and received the affirmative vote of a majority of the qualified electors voting
thereon at the annual special election held on _____ 19_____, in accordance with the applicable provisions of law.

4. (Subject to permissive referendum, and final adoption because no valid petition filed requesting referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 19_____
County
of the ~~City~~ of _____ was duly passed by the _____ on
~~Town~~ ~~Village~~ (Name of Legislative Body)
_____ 19_____ and was approved not disapproved by the _____ on
repassed after disapproval Elective Chief Executive Officer *
_____ 19_____. Such local law being subject to a permissive referendum and no
valid petition requesting such referendum having been filed, said local law was deemed duly adopted on
_____ 19_____, in accordance with the applicable provisions of law.

*Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairman of the county legislative body, the mayor of a city or village or the supervisor of a town, where such officer is vested with power to approve or veto local laws or ordinances.

5. (City local law concerning Charter revision proposed by petition.)

I hereby certify that the local law annexed hereto, designated as local law No. of 19..... of the City of..... having been submitted to referendum pursuant to the provisions of § 36 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the special election held on 19 became operative.

6. (County local law concerning adoption of Charter.)

I hereby certify that the local law annexed hereto, designated as Local Law No. of 19..... of the County of, State of New York, having been submitted to the Electors at the General Election of November, 19, pursuant to subdivisions 5 and 7 of Section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and of a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph above.

James Fitz Gerald
Clerk of the County legislative body, City, Town or Village Clerk or officer designated by local legislative body

Date: August 10, 1988

(Seal)

(Certification to be executed by County Attorney, Corporation Counsel, Town Attorney, Village Attorney or other authorized Attorney of locality.)

STATE OF NEW YORK
COUNTY OF Livingston

I, the undersigned, hereby certify that the foregoing local law contains the correct text and that all proper proceedings have been had or taken for the enactment of the local law annexed hereto.

.....
Signature
..... COUNTY ATTORNEY
Title

Date: August 10, 1988

County
~~City~~ of LIVINGSTON
Town
~~Village~~