

**INCORPORATED VILLAGE OF AMITYVILLE: LOCAL LAW # 6 OF YEAR 2015**

A local law to amend Chapter 25 of the Code of the Village of Amityville, entitled Police Department, to add a new §25-3 through §25-4, to create the position of Police Commissioner and to define its duties.

BE IT ENACTED by the Board of Trustees of the Inc. Village of Amityville as follows:

Add §25-3 through §25-4, as follows:

Section 1. §25-3. Legislative intent – Police Commissioner.

A. The Board of Trustees recognizes that the Constitution of the State of New York and the Municipal Home Rule Law of the State of New York afford the Village the ability to structure their local governments as needed to promote the efficiency of Village operations. The Municipal Home Rule Law specifically authorizes Villages to prescribe or modify the powers and duties of municipal departments; and to specify the powers, duties, qualifications, number and mode of selection of its officers and employees. The Board of Trustees accordingly intends to exercise those powers to hereby create the position of Police Commissioner to act as the Chief Administrative Officer of the Amityville Police Department as herein specified.

B. The Police Commissioner will act as the Chief Administrative Officer of the Police Department. S/he will have primary responsibility for the planning, management and administration of select Department operations, including budgetary and financial management, external contacts with other agencies and media, and have limited direct powers with respect to policing, police training, law enforcement matters, etc., which are typically reserved for the Chief of Police.

C. It is intended that routine, daily supervision over Police Department employees shall continue to be exercised through the Department's chain of command, including the Chief of Police, who shall be supervised by and who shall report to the Police Commissioner to the same extent that he would be required to be supervised by and report to a Board of Trustees. The Commissioner shall exercise leadership and management on less routine, more strategic matters involving Police Department employees.

§25-4. Police Commissioner established; powers and duties.

A. The position of Police Commissioner is hereby created. The Commissioner shall be nominated by the Mayor and confirmed by the Board of Trustees, who shall consider his/her professional experience and qualifications for the duties of such office. The Commissioner shall serve at the pleasure of the Board and report directly to the Mayor.

B. The Commissioner shall be a resident of the Village of Amityville.

C. The Commissioner shall be the Chief Administrative Officer of the Police Department. S/he shall be responsible for the planning, management and general administration of the Police Department, including supervision of the Department's internal operations, and external contacts with other agencies and jurisdictions, but excluding policing, training and law enforcement matters; the Commissioner shall have such powers and shall execute such duties as:

- (1) Coordinate financial planning for the Department, including preparation of budgets, maintenance of fiscal control, and submission of required fiscal reports to the Board of Trustees;
- (2) Develop, implement and review budgets, accounts and expenditures;
- (3) Develop, analyze and coordinate staff scheduling and planning;

(4) Along with the Chief of Police, recommend staffing and changes in the employment, promotion, removal and status of any member of the Police Department (civilian and non-civilian), subject to the provisions of the Civil Service Law;

(5) Prepare or direct the preparation of all federal, state and local reports regarding fiscal, payroll and budgetary matters;

(6) Inspect and analyze work efficiency records and manage personnel files;

(7) Formulate and implement performance standards by which to measure departmental and employee productivity;

(8) Establish and maintain effective communications with the public and the media regarding the Department and be available for meetings of the Board of Trustees;

(9) Along with the Chief of Police, represent the department at police and municipal functions to explain departmental policies and procedures; and

(10) Act as a liaison between the Police Department and the Board of Trustees.

Section 2.     Effective Date.

This local law shall take effect immediately upon adoption, subject to filing with the Secretary of State.