LOCAL LAW NO. 11 - 2016

A LOCAL LAW AMENDING THE ADMINISTRATIVE CODE REGARDING MAINTAINING INVENTORIES OF THE COUNTY'S PROPERTY

BE IT ENACTED BY THE COUNTY LEGISLATURE OF ONONDAGA COUNTY AS FOLLOWS:

Section 1. Findings/Purpose. To protect the public's investment in the County's property and resources, it is necessary to maintain accurate and current inventories. The Division of Purchase presently bears this responsibility. However, with the implementation of enterprise technology and controls, the Finance Department, headed by the Chief Fiscal Officer is better suited to track property and its use across and within departments and units of County government. This local law amends the Administrative Code to shift these executive duties.

Section 2. Amendment. The Onondaga County Administrative Code, being Local Law No. 1-1975, as previously amended, is hereby further amended as follows:

From within Section 3.06, powers and duties of the Purchasing Director, strike subsections (d), (e), and (h) in their entirety, consecutively renumbering the remaining subsections such that they become subsection (a) through (g).

To Section 4.02, powers and duties of the Chief Fiscal Officer, add three new paragraphs to subsection (a), as follows below, then renumber such section in a way that eliminates the present reference to subsection (a), as there is no coordinate subsection (b). Thereafter, all enumerated powers and duties shall be renumbered such that they are to become subsections (a) through (i).

The additional language is to be new subsections (e), (f), and (g):

- (e) be responsible, except as may otherwise specifically be provided in this Code, whether directly or by providing direction and assistance to departments and other units of County government, for the maintenance of all records pertaining to materials, supplies and equipment owned by or otherwise within the jurisdiction of the County government;
- (f) be responsible, whether directly or by providing direction and assistance to departments and other units of County government, for the transfer of materials, supplies and equipment among such departments and units as required, subject to the approval of the County Executive;
- (g) be responsible, whether directly or by providing direction and assistance to departments and other units of County government, for the receipt, storage, and protection of supplies, materials, and equipment utilized by the County government throughout its various departments, offices, divisions, agencies and other units;

Section 3. Effective Date. This local law shall take effect immediately upon filing in the Office of the Secretary of State pursuant to section 27 of the Municipal Home Rule Law.

LL - Administrative Code – Inventory KMB Clm dak 2 Cl W 6 Z d 3 S 9 I

ADOPTED

OCT 1 1 2016

I HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AN EXACT COPY OF LEGISLATION DULY ADOPTED BY THE COUNTY LEGISLATURE OF ONONDAGA COUNTY ON THE

11th DAY OF October, 2016

Debnal L. Maturo

CLERK, COUNTY LEGISLATUR ONONDAGA COUNTY, NEW YOR