

Local Law Filing

NEW YORK STATE DEPARTMENT OF STATE  
162 WASHINGTON AVENUE, ALBANY, NY 12231

(Use this form to file a 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  
~~Cityxxx~~ of CHAUTAUQUA  
~~Townx~~  
~~Villagex~~



Local Law No. 5 of the year 19 91

A local law A LOCAL LAW AMENDING LOCAL LAW 3-90 CHAUTAUQUA COUNTY  
(Insert Title) CODE OF ETHICS

Be it enacted by the Legislature of the  
(Name of Legislative Body)

County  
~~Cityx~~ of CHAUTAUQUA as follows:  
~~Townx~~  
~~Village~~

SECTION 1. Section 8, Subsection 1 of Local Law 3-90 is hereby repealed in its entirety and a new Section 8, Subsection 1 is hereby enacted to read as follows:

1. The following public officials are subject to these disclosure requirements:

- County Executive
- County Executive Administrative Assistant
- Legislators
- District Attorney
- Assistant District Attorney
- County Clerk
- Deputy County Clerk
- Sealer of Weights and Measures
- County Comptroller
- Sheriff
- Undersheriff
- Director of Finance
- Deputy Director of Finance - Division of the Treasury
- Deputy Director of Finance - Division of Taxation
- Commissioner of Public Health
- Director of Health Services
- Director of Environmental Health Service
- Deputy Director of Health Services
- County Home Administrator
- Commissioner of Mental Health
- Deputy Commissioner of Mental Health
- Commissioner of Social Services
- Deputy Commissioner of Social Services
- Deputy Commissioner of Family Services
- Deputy Commissioner of Administration
- Director of Social Services
- Director of Administrative Services
- Director of Certification
- Director of Medical Assistance
- Social Services Attorney
- Assistant Social Services Attorney
- Director of Data Processing

Deputy County Attorney  
Director of Emergency Management and Civil Defense  
Director of Central Services  
Deputy Director of Central Services -  
    Division of Purchasing  
Deputy Director of Central Services -  
    Division of Office Services  
Deputy Director - Division of Data Processing  
Budget Director  
Director of Planning  
Deputy Director of Planning  
Director of Development  
Deputy Director of Development  
Director of Office for the Aging  
SWNY Partnership - Director  
Fire Coordinator  
Director of Personnel  
Deputy Director of Personnel  
Director of the Youth Bureau  
Deputy Director of the Youth Bureau  
Director of Probation  
Deputy Director of Probation  
Director of Public Works  
Deputy Director of Public Works -  
    Division of Engineering  
Deputy Director of Public Works -  
    Division of Transportation  
Deputy Director of Public Works -  
    Division of Environment  
Assistant Deputy Director of Public Works -  
    Bureau of Buildings and Grounds  
Airport Manager  
Insurance Administrator  
Director of Veterans Service Agency  
Administrative Director of:  
    South & Center Chautauqua Lake Sewer District  
    North Chautauqua Lake Sewer District  
    Portland-Pomfret-Dunkirk Sewer District  
Chairman of the Board - South & Center Chautauqua  
    Lake Sewer District  
Clerk of the Legislature  
Deputy Clerk of the Legislature  
Public Defender  
Assistant Public Defender  
Election Commissioners  
Board of Health Members  
Purchasing Clerks  
County Historian  
Coroner  
County Forester  
Purchasing Agent - All Departments  
All other officers or employees who are authorized to  
approve vouchers, purchase orders, contracts and payroll

SECTION 2. Section 6, subsection 1 of Local Law 3-90 is hereby amended to read as follows:

1. All public officials who are elected or paid shall file with the Board of Ethics, by depositing with the County Clerk a signed annual disclosure statement:  
(a) within one hundred twenty (120) days of the effective date of this act; (b) within thirty (30) days of

taking office; and (c) no later than April 30 of each year thereafter. Within thirty (30) days of any material change in the information contained in his or her most recently filed statement, the public official shall file a signed amendment to the statement indicating the change. The Board of Ethics shall have free and unlimited access to all forms at all times. The financial information shall be disclosed in form attached hereto.

SECTION 3. Section 10, subsection 2 of Local Law 3-90 is hereby amended to read as follows:

2. Any County Officer or employee who violates any provision of this Code may be subject to a civil fine of up to Ten Thousand Dollars for each violation, as may be determined by the Ethics Board. A civil fine may be imposed in addition to any other penalty contained in any other provision of law or in this code.

SECTION 4. Section 11(D)(i) of Local Law 3-90 is hereby amended to read as follows:

(i) Prescribe and promulgate rules and regulations governing its internal organization and procedures consistent with the Code of Ethics and Article XVIII of the General Municipal Law.

SECTION 5. The Annual Financial Disclosure Form required by Section 6(1) is amended to read as attached hereto.

SECTION 6. All other terms and provisions of Local Law 3-90 shall remain in full force and effect.

SECTION 7. This Local Law shall become effective upon filing with the Secretary of State.

INSTRUCTIONS FOR THE ANNUAL STATEMENT  
OF FINANCIAL DISCLOSURE FOR  
COUNTY OF CHAUTAUQUA

The requirements relating to the reporting of financial interests are in the public interest. No adverse inference of unethical or illegal conduct or behavior should be drawn from these requirements.

1. Name and Address. Specify your full name, including middle name and/or maiden name.
2. Spouse and Children. Specify the full name of your children, including their middle names and the maiden name (if applicable) of your spouse.
3. a. Business Positions. Include every office or position in a corporation or association organized for profit or not-for-profit.  
  
b. Outside Employment. If you practice law, are licensed by the Department of State as a real estate broker or agent, or practice any profession licensed by the Department of Education, provide a description of the principal subject areas or matters undertaken and your license to practice, including the nature of your clients' business. If you practice with a partnership, unincorporated association, or corporation, or are a partner or shareholder of a firm or corporation, include a general description of the principal subject areas or matter undertaken by your firm or corporation, including the nature of the firm's clients' businesses. You do not need to include the names of individual clients, customers or patients. This paragraph applies even if the income is deferred.  
  
c. Future Employment. In describing any contact, promise or other agreement relating to your future employment, specify the name and address of the other party and describe the nature of the future employment.  
  
d. Past Employment. Disclosure of income from past employment relates only to income currently received or received during the previous twelve (12) months.  
  
e. Investments. Specify the name and address of all businesses (including corporations controlled by you, your spouse and dependent children, if any) in which your investment exceeds \$5,000 or 5%. Include any real estate, regardless of value, owned during the year even if subsequently sold.  
  
f. Trusts. If you have a beneficial interest in a trust or estate worth more than \$2,000.00, except for IRS eligible retirement plans or interests in the estate or trust of a relative, describe the nature of your interest and provide a brief description of the trust or estate. This also applies for your spouse and dependent children if any.  
  
g. Other Income. This should include any income for which you have received an IRS 1099 form involving income in excess of \$1,000.00 during the preceding year.

4. Gifts. Disclose in this category any gifts received from a relative if the relative was acting as an agent for a third-party. Gifts include any nonemployment related donations to a retirement plan. The term "gift" includes discounts where the amount of the discount exceeds \$250.00 and the discount was not available to other members of the public.

5. Third-Party Reimbursement. Report all reimbursements aggregating \$250.00 or more for travel-related expenses, whether paid by one or more individuals.

6. Loans. Describe all loans from private individuals or corporations to you, your spouse and dependent children, if any, in excess of \$5,000. Loans from federally insured banks or savings and loans institutions do not need to be disclosed.

7. Interest in Contracts. Describe any interest in any contract between the County, or any town, village or city within the County, and you, your spouse or dependent children.

8. Political Parties. List any position held as an officer of a political party, political committee or political organization with the last five (5) years.

ANNUAL STATEMENT OF FINANCIAL DISCLOSURE FOR  
COUNTY OF CHAUTAUQUA  
FOR 199\_\_.

1. Name and Address.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Department or Agency

\_\_\_\_\_  
County Address

\_\_\_\_\_

\_\_\_\_\_  
County Telephone

2. Spouse and Children.

Provide the name of your spouse (if married) and the names of any dependent children:

_____ Spouse	_____ Child/Age
_____ Child/Age	_____ Child/Age

3. Financial Interests.

a. Business Positions. List any office, trusteeship, directorship, partnership or other position in any business, association, proprietary, or not-for-profit organization for you and your spouse and dependent children, if any, and indicate whether these businesses are involved with the County of Chautauqua in any manner.

Name of Family Member	Position	Organization	County Department or Agency and Nature of Involvement
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b. Outside Employment. Describe any outside occupation, employment, trade, business or profession providing more than \$1,000/year for you and your spouse and dependent children, if any, and indicate whether such activities are regulated by any State or local agency.

Name of Family Member	Position	Name, Address and Description of Organization	State or Local Agency
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c. Future Employment. Describe any contract, promise or other agreement between you and anyone else, with respect to your employment after leaving your County office or position.


d. Past Employment. Identify the source and nature of any income in excess of \$1,000 per year from any prior employer, including deferred income, contributions to a pension or retirement funds, profit sharing plan, severance pay, or payments under a buy-out agreement.

Name and Address of Income Source	Description of Income (ie, pension, deferred, etc.)
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e. Investments. Itemize and describe all investments in excess of \$5,000 or five percent (5%) of the value in any business, corporation, partnership, or other assets including stocks, bonds, loans, pledged collateral, and other investments, for you and your spouse and dependent children, if any. List the location of all real estate within the County or within five (5) miles of the County in which you, your spouse or dependent children, if any, have an interest, regardless of its value.

Name of Family Member	Name and Address of Business	Description of Investment
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f. Trusts. Identify each interest in a trust or estate or similar beneficial interest in any assets in excess of \$2,000, except for IRS eligible retirement plans or interests in an estate or trust of a relative, for you and your spouse and dependent children.

Name of Family Member	Trustee/Executor	Description of Trust/Estate
<hr/>	<hr/>	<hr/>

g. Other Income. Identify the source and nature of any other income in excess of \$1,000/year from any source not described above, including teaching income, lecture fees, consultant fees, contractual income, or other income of any nature, for you and your spouse and your dependent children, if any.

Name of Family Member	Name and Address of Income Source	Nature of Income
<hr/>	<hr/>	<hr/>
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4. Gifts and Honorariums.

List the source of all gifts aggregating in excess of \$250.00 received during the last year by you, your spouse or dependent child, excluding gifts from a relative. The term "gifts" includes gifts of cash, property, personal items, payments to third-parties on your behalf, forgiveness of debt, honorariums and any other payments that are not reportable as income.

Name of  
Family Member

Name and Address  
of Doner

_____	_____
_____	_____
_____	_____
_____	_____

5. Third-Party Reimbursements.

Identify and describe the source of any third-party reimbursement for travel-related expenditures in excess of \$250.00 for any matter that relates to your official duties. The term "reimbursement" includes any travel-related expenses provided by anyone other than the County for speaking engagements, conferences, or factfinding events that relate to your official duties.

Source

Description

_____	_____
_____	_____
_____	_____
_____	_____

6. Loans.

Describe all loans to you, your spouse and dependent children in excess of \$5,000 [that are payable upon demand,] where the creditor is not a federally insured bank or savings and loan institution.

Name of  
Family Member

Name and Address  
of Creditor

_____	_____
_____	_____

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7. Interest in Contracts. Describe any interest of you, your spouse or dependent children in any contract involving the County, or any town, village, or city within the County.

<u>Name of Family Member</u>	<u>Contract Description</u>
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8. Political Parties.

List any position you held within the last five (5) years as an officer of any political party, political committee or political organization. The term "political organization" includes any independent body or any organization that is affiliated with or a subsidiary of a political party.

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I hereby certify under penalty of perjury, that the information disclosed on this form is true and complete.

\_\_\_\_\_  
Signature

DATE: \_\_\_\_\_