

RESOLUTION No. 2021-

**RELATIVE TO THE ESTABLISHMENT OF AN ORIENTATION PROGRAM
FOR NEWLY ELECTED MEMBERS OF THE NIAGARA FALLS CITY COUNCIL**

BY:

Council Chairman Kenneth Tompkins
Council Member Frank Soda
Council Member John Spanbauer
Council Member Christopher Voccio

WHEREAS, the City Council of the City of Niagara Falls, New York is the legislative, policy-making, and appropriating body for the City; and

WHEREAS, the members of the City Council are elected to four-year terms of office, but serve in a part-time capacity and rely on the City department heads and other personnel to assist them in the performance of their respective duties; and

WHEREAS, the members of the City Council annually elect a presiding officer known as the Council Chairman; and

WHEREAS, the City Council is empowered by the Niagara Falls City Charter to adopt an annual budget which appropriates funds for municipal services; levy taxes and special assessments; borrow money; enter into contracts, franchises, and other agreements; amend the City Charter; investigate the conduct of city affairs; and to exercise all powers of local legislation with respect to enacting, amending, or rescinding local laws, ordinances, and resolutions; and

WHEREAS, there are local elections scheduled every two years for the election of members to the City Council which have the potential for changing the membership of this legislative branch of local government; and

WHEREAS, the Niagara Falls Financial Advisory Panel was created by resolution (*No. 2015-8*) of the City Council at its regularly scheduled meeting on January 20, 2015, for the purpose of providing the City Council recommendations that would facilitate the advancement of future budgetary strategies.

WHEREAS, one of the recommendations made by the Niagara Falls Financial Advisory Panel was that the City Controller, Corporation Counsel, City Clerk, and City Administrator collaborate on the development of a formal orientation for newly elected members of the City Council that focuses on the topics of financial reporting, budgetary mechanics and scheduling, and the responsibilities for financial oversight.

Kennedy _____ **Soda** _____ **Spanbauer** _____ **Voccio** _____ **Tompkins** _____

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Niagara Falls, New York hereby directs the Council Chairman to establish, organize, and preside over a formal orientation program for newly elected members of the City Council; and

BE IT FURTHER RESOLVED, that the Council Chairman will schedule this new member orientation once the results of the November General Election have been certified as official by the Niagara County Board of Elections, but prior to any new member being sworn in at the Council's annual meeting on January 1; and

BE IT FURTHER RESOLVED, that the Council Chairman will organize presentations from himself, the City Clerk, Corporation Counsel, and City Controller during this orientation process. In addition, the City Administrator will meet with new Council members and provide an orientation on the administrative operations of the City; and

BE IT FURTHER RESOLVED, that the new member orientation will focus primarily on the topics of regular meeting agenda development; City Council Office organization; communications between a City Council member and other City Departments; general responsibilities of a member of the City Council; the form and content of City Council resolutions; the method of financial reporting; the mechanics of developing and adopting the annual city budget; and any other topic deemed necessary by the Council Chairman and City Administrator for the introduction of newly elected members of the City Council to the process of local governance within the City of Niagara Falls, New York.