

City Clerk File No. Ord. 12-089  
Agenda No. 3.B 1st Reading  
Agenda No. 4.B 2nd Reading & Final Passage



## ORDINANCE OF JERSEY CITY, N.J.

COUNCIL AS A WHOLE  
offered and moved adoption of the following ordinance:

CITY ORDINANCE 12-089

TITLE: **ORDINANCE AMENDING CHAPTER 3 (ADMINISTRATION OF GOVERNMENT) ARTICLE III (MAYOR) AND ARTICLE VI (DEPARTMENT ADMINISTRATION) TO REESTABLISH THE DIVISION OF THE MAYOR'S ACTION BUREAU WITHIN THE OFFICE OF THE MAYOR**

THE MUNICIPAL COUNCIL OF THE CITY OF JERSEY CITY HEREBY ORDAINS:

- A. The following amendments to Chapter 3 (Administration of Government) Article III (Mayor) are hereby adopted:

### ADMINISTRATION OF GOVERNMENT ARTICLE III Mayor

**§3-10. Through §3-18. No Change.**

**§3-18. - Organization of Office.**

The office of the Mayor shall consist of the Mayor and his or her personal staff as authorized by Sec. 2-45 of the City Code.

**§3-19. - Office of Municipal Emergency Management.**

- A. Within the office of the Mayor there shall be an Office of Municipal Emergency Management, the head of which shall be the Municipal Emergency Management Coordinator.
- B. The Municipal Emergency Management Coordinator shall serve for a term of three years.
- C. The Municipal Emergency Management Coordinator shall be responsible for the planning, activating, coordinating and the conduct of Emergency Management operations within the City of Jersey City and shall be a member and shall serve as chairman of the local Emergency Management Council.
- D. The Municipal Emergency Management Coordinator may appoint one or more Deputy Municipal Emergency Management Coordinators with the approval of the Mayor.

**§3-19.1. - Mayor's Action Bureau Created; Head.**

There is hereby created a Mayor's Action Bureau, the head of which shall be the Director of the Mayor's Action Bureau.

**§3-19.2. - Powers and Duties of the Mayor's Action Bureau.**

The Mayor's Action Bureau shall:

- A. Maintain a Mayor's Action Bureau for the purpose of handling citizens' complaints and inquires on all aspects of City services and operations to enhance citizen confidence in government by expediting the handling of citizens' complaints and inquires in coordination with the various departments of City government.
- B. Supervise central telephone switchboard operation.

**ORDINANCE AMENDING CHAPTER 3 (ADMINISTRATION OF GOVERNMENT) ARTICLE III (MAYOR) AND ARTICLE VI (DEPARTMENT ADMINISTRATION) TO REESTABLISH THE DIVISION OF THE MAYOR'S ACTION BUREAU WITHIN THE OFFICE OF THE MAYOR**

- B. The following amendments to Chapter 3 (Administration of Government) VI (Department of Administration) are hereby adopted:

**ADMINISTRATION OF GOVERNMENT**

**ARTICLE VI**

**Department of Administration**

**§3-39. Through §3-42. No Change.**

**§3-42. - Organization of Department.**

The Department of Administration shall consist of the following divisions and offices:

- A. Division of Management and Budget.
- B. Division of Personnel.
- C. Office of Municipal Public Defender.
- D. Division of Purchasing and Central Services.
- E. Division of Communications.
- F. ~~[Mayor's Action Bureau.]~~ Reserved.
- G. Division of Architecture.
- H. Division of Information Technology.
- I. Division of Engineering, Traffic and Transportation.
- J. Reserved.
- K. Reserved.
- L. Reserved.
- M. Office of Utility Management.
- N. Division of Real Estate.
- O. Division of Economic Opportunity.
- P. Office of Risk Management.
- Q. Division of Collections.
- R. Division of Treasury and Debt Management.
- S. Division of Accounts and Control.
- T. Division of Pension.
- U. Division of Payroll.
- V. Division of Internal Audit.
- W. Office of Tax Abatement.

**§3-43. Through §3-49. No Change.**

ORDINANCE AMENDING CHAPTER 3 (ADMINISTRATION OF GOVERNMENT) ARTICLE III (MAYOR) AND ARTICLE VI (DEPARTMENT ADMINISTRATION) TO REESTABLISH THE DIVISION OF THE MAYOR'S ACTION BUREAU WITHIN THE OFFICE OF THE MAYOR

~~{§3-50. -- Mayor's Action Bureau Created; Head.}~~

~~{There is hereby created a Mayor's Action Bureau, the head of which shall be the Director of the Mayor's Action Bureau.}~~

~~{§3-50.1. -- Powers and Duties of the Mayor's Action Bureau.}~~

~~{The Mayor's Action Bureau shall:~~

- ~~A. Maintain a Mayor's Action Bureau for the purpose of handling citizens' complaints and inquires on all aspects of City services and operations to enhance citizen confidence in government by expediting the handling of citizens' complaints and inquires in coordination with the various departments of City government.~~
- ~~B. Supervise central telephone switchboard operation.}~~

**§3-51. Through §3-60.11. No Change.**


- C. All ordinances and parts of ordinances inconsistent herewith are hereby repealed.
- D. The City Clerk shall have this ordinance codified and incorporated in the official copies of the Jersey City Code.
- E. This ordinance shall take effect at the time and in the manner as provided by law.
- F. The City Clerk and the Corporation Counsel may change any chapter numbers, article numbers and section numbers if codification of this ordinance reveals a conflict between those numbers and the existing code, in order to avoid confusion and possible accidental repealers of existing provisions.

Note: All new material is underlined; words in [brackets] are omitted.  
For purposes of advertising only, new matter is **boldface** and repealed matter by *italics*.

JM/he  
6/20/12

APPROVED AS TO LEGAL FORM

  
\_\_\_\_\_  
Corporation Counsel

APPROVED: \_\_\_\_\_  
APPROVED:   
\_\_\_\_\_  
Business Administrator

Certification Required ☐  
Not Required ☐

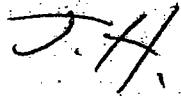


# CITY OF JERSEY CITY

## OFFICE OF THE MAYOR

### MEMORANDUM

**To:** Council President Peter Brennan & Members of the Municipal Council

**From:** Mayor Jerramiah T. Healy 

**Re:** Resolution transferring the Mayor's Action Bureau to the Mayor's Office

**Date:** June 21, 2012

I am proposing that the Mayor's Action Bureau be transferred from the Department of Administration to the Mayor's office.

This transfer will permit the Mayor's Office to properly utilize personnel and resources to provide more effective and responsive services to the residents of Jersey City. There will be no additional costs incurred by this transfer and all current personnel will be retained. An additional advantage will be the ability to cross train employees and reassign staff based on daily needs.

I look forward to your support on this initiative.

Cc: Robert Byrne, City Clerk  
Rosemary McFadden, Chief of Staff

# Ordinance of the City of Jersey City, N.J.

ORDINANCE NO. Ord. 12-089

TITLE: 3.B. JUN 27 2012 4.B. JUL 18 2012

Ordinance amending Chapter 3 (Administration of Government) Article III (Mayor) and Article VI (Department of Administration) to reestablish the Division of Mayor's Action Bureau within the Office of the Mayor.



RECORD OF COUNCIL VOTE ON INTRODUCTION JUN 27 2012 9-0											
COUNCILPERSON	AYE	NAY	N.V.	COUNCILPERSON	AYE	NAY	N.V.	COUNCILPERSON	AYE	NAY	N.V.
SOTTOLANO	✓			GAUGHAN	✓			BRENNAN	✓		
DONNELLY	✓			FULOP	✓			LAVARRO	✓		
LOPEZ	✓			RICHARDSON	✓			MASSEY	✓		

✓ Indicates Vote

N.V.-Not Voting (Abstain)

RECORD OF COUNCIL VOTE TO CLOSE PUBLIC HEARING JUL 18 2012 9-0											
Councilperson <u>RICHARDSON</u> moved, seconded by Councilperson <u>BRENNAN</u> to close PH.											
COUNCILPERSON	AYE	NAY	N.V.	COUNCILPERSON	AYE	NAY	N.V.	COUNCILPERSON	AYE	NAY	N.V.
SOTTOLANO	✓			GAUGHAN	✓			BRENNAN	✓		
DONNELLY	✓			FULOP	✓			LAVARRO	✓		
LOPEZ	✓			RICHARDSON	✓			MASSEY	✓		

✓ Indicates Vote

YVONNE DALCER  
IMTIAZ SYED

N.V.-Not Voting (Abstain)

RECORD OF COUNCIL VOTE ON AMENDMENTS, IF ANY											
Councilperson moved to amend* Ordinance, seconded by Councilperson & adopted											
COUNCILPERSON	AYE	NAY	N.V.	COUNCILPERSON	AYE	NAY	N.V.	COUNCILPERSON	AYE	NAY	N.V.
SOTTOLANO				GAUGHAN				BRENNAN			
DONNELLY				FULOP				LAVARRO			
LOPEZ				RICHARDSON				MASSEY			

✓ Indicates Vote

N.V.-Not Voting (Abstain)

RECORD OF FINAL COUNCIL VOTE JUL 18 2012 9-0											
COUNCILPERSON	AYE	NAY	N.V.	COUNCILPERSON	AYE	NAY	N.V.	COUNCILPERSON	AYE	NAY	N.V.
SOTTOLANO	✓			GAUGHAN	✓			BRENNAN	✓		
DONNELLY	✓			FULOP	✓			LAVARRO	✓		
LOPEZ	✓			RICHARDSON	✓			MASSEY	✓		

✓ Indicates Vote

N.V.-Not Voting (Abstain)

Adopted on first reading of the Council of Jersey City, N.J. on JUN 27 2012  
Adopted on second and final reading after hearing on JUL 18 2012

This is to certify that the foregoing Ordinance was adopted by the Municipal Council at its meeting on JUL 18 2012

Robert Byrne  
Robert Byrne, City Clerk

\*Amendment(s):

APPROVED:

Peter M. Brennan  
Peter M. Brennan, Council President

Date: JUL 18 2012

APPROVED:

Jeramiah T. Henry  
Jeramiah T. Henry, Mayor

Date: JUL 20 2012

JUL 18 2012

Date to Mayor \_\_\_\_\_