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Hansard
Agency
By-Law*

By-Laws Of The Rochester Urban Renewal Agency
As Amended By Rochester Urban Renewal Agency by Unanimous
Vote At Its Regular Meeting Of August 10, 1971.

(Changes or additions indicated by underlining
deletions by ~~strikeouts~~)

ARTICLE I - THE AGENCY

Section 1 - Name of Agency

The name of the Agency shall be the "Rochester Urban Renewal Agency".

Section 2 - Seal of Agency

The seal of the Agency shall be circular in form consisting of two concentric circles with the name of the Agency inscribed between the inner and outer circles and shall be altered from time to time as may be determined by resolution of the Agency.

Section 3 - Office of Agency

The offices of the Agency shall be in the City of Rochester at such place or places as the Agency may from time to time designate by resolution.

Section 4 - Organization and Powers

The Agency, pursuant to the provisions of Article 15-A, Section 553 of the General Municipal Law, is a corporate governmental agency, constituting a public benefit corporation and shall be perpetual in duration. The Agency was created by the enactment of Chapter 196 of the Session Laws of New York of 1969 adopted by the New York State Legislature on April 25, 1969, and reads as follows:

1969 REGULAR SESSION

Rochester Urban Renewal Agency
CHAPTER 196

An Act to amend the general municipal law, in relation to the Rochester urban renewal agency.

Approved and effective April 25, 1969.

Passed on home rule request. See Const. art. IX, Section 2(b) (2), and McKinney's Legislative Law Section 44.

The People of the State of New York, represented in Senate and Assembly, do enact as follows:

Section 1. Title twelve of article fifteen-B of the general municipal law, as added by chapter eight hundred twenty-six of the laws of nineteen hundred sixty-four, is hereby repealed.

Section 2. Article fifteen-B of such law is hereby amended by adding thereto a new title, to be title twelve to read as follows:

TITLE 12

Section 581. Rochester Urban Renewal Agency

A municipal urban renewal agency, to be known as the Rochester urban renewal agency, is hereby established for the accomplishment of any or all of the purposes specified in articles fifteen and fifteen-a of this chapter and in accordance with article eighteen of the constitution of the state of New York. It shall constitute a body corporate and politic, be perpetual in duration and consist of the nine councilmen of the city of Rochester, including the mayor who shall be chairman. It shall have the powers and duties now or hereafter conferred by article fifteen-a of this chapter upon municipal urban renewal agencies. It shall be organized in the manner prescribed by and be subject to the provisions of article fifteen-a of this chapter and the agency, its members, officers and employees and its operations and activities shall in all respects be governed by the provisions of such article.

Section 3. This act shall take effect immediately.

Note - The section proposed to be repealed by this act provides the agency consist of five members: the mayor, the city manager, the deputy city manager, the administrator of urban renewal and the comptroller.

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ARTICLE II - OFFICERS

Section 1 - Officers and Qualifications

The Officers of the Agency shall be, a Chairman, a Vice-Chairman, a Secretary and a ~~Treasurer~~ Comptroller as provided by these By-Laws, and such other officers, agents and employees, permanent and/or temporary, as it may require and from time to time authorize, and the Agency shall determine the qualifications, duties and compensation of all officers and employees. The ~~Treasurer~~ Comptroller and Secretary will not be members of the Agency.

Section 2 - Duties, Powers and Qualifications of Officers

The duties, powers and qualifications of the officers of the Agency shall be as follows:

Chairman: The Chairman shall be the Mayor of the City of Rochester and shall have the following duties and powers: He shall preside at all meetings of the Agency and present at each meeting held annually of the Agency, a report of the condition of the business and affairs of the Agency. He shall call regular and special meetings of the Agency in accordance with these By-Laws. The Chairman shall enforce these By-Laws and perform all duties incidental to the position of Chairman, which are required by law.

Vice-Chairman: The Vice-Chairman shall be the Vice-Mayor of the City of Rochester, and shall have the following duties and powers: During the absence or disability of the Chairman to perform his duties or exercise his powers, as set forth in these by-laws. When the Vice-Chairman is so acting in place of the Chairman, the Vice-Chairman shall have all the powers and be subject to all responsibilities hereby given to or imposed upon the Chairman.

Section 3 - Secretary

The Secretary shall be ~~the Administrator of the Department of~~ Urban-Renewal appointed by a majority vote of the members of the Agency of the City of Rochester and shall have the following duties and powers: He shall act as Secretary of the meetings of the Agency and record all votes, and keep a record of the proceedings of the Agency in a journal to be kept for such purpose. He shall utilize the City Clerk of the City of Rochester for such purposes as he deems necessary. He shall have the power to certify as to the correctness of all copies of the minutes of Agency meetings, any extracts therefrom, resolutions and other papers and documents of the Agency. He shall keep the seal of the Agency in safe custody and shall have the powers to affix such seal to all contracts and instruments authorized to be executed by the Agency. He shall have the authority to sign all such contracts and instruments. The Secretary shall also be authorized to review and approve all vouchers submitted to the Agency for payment for supplies furnished and services rendered and shall thereupon, if approved, certify to the ~~Treasurer~~ Comptroller of the Agency that, in his opinion, such payment voucher is valid and accurate claim for which Agency funds may be disbursed. He shall further have the authority to requisition supplies and services necessary to carry out the lawful Urban Renewal activities of the Agency as prescribed by Federal, State, and Local laws and administrative regulations. The Secretary shall prescribe the form of vouchers to be used for rendering of services, travel expenses, and all other disbursements and for the certification of payrolls. He shall also have charge of the Accounting Section and prescribe the rules and regulations for its administration and supervise its activities. The Secretary shall exhibit at all reasonable times his books and accounts to any member of the Agency upon application, at the office of the Agency during business hours. The Secretary shall keep at the office of the Agency correct books of account of all its business and transactions.

Section 4 - ~~Treasurer~~ Comptroller

The ~~Treasurer~~ Comptroller shall be the ~~Treasurer~~ Comptroller of the City of Rochester and shall have the following duties and powers: The ~~Treasurer~~ Comptroller shall have the care and custody of and be responsible for all funds and/or securities of the Agency and he shall deposit the funds of the Agency in such bank or trust company as the Agency may designate. The ~~Treasurer~~ Comptroller shall render a statement of the condition of the finances of the Agency once each month and at any other such meetings as the Agency may require. He shall also sign all checks of the Agency when a proper voucher is presented to him, and he shall do and perform all other duties appertaining to the office of the ~~Treasurer~~ Comptroller

Section 5 - Counsel

The Chief Urban Renewal Counsel of the Agency shall be appointed by a majority vote of the Agency members. The Chief Urban Renewal Counsel of the Agency shall act as legal counsel to the Agency and shall have the responsibility of preparing resolutions, contracts and other written instruments authorized to be executed by the Agency and shall advise the Agency and transact on its behalf all legal matters arising out of and in the course of the activities of the Agency. He shall be directly responsible to the ~~Administrator of the Department of~~ Urban-Renewal Rochester Urban Renewal Agency.

ARTICLE III - MEETINGS AND PROCEDURES

Section 1 - Regular Meetings

A regular meeting of the Agency shall be held on the same date as the regular meeting of the City Council of the City of Rochester as set forth in Paragraph I of the Rules of the Council adopted January 2, 1968; or as thereafter amended.

Section 2 - Special Meetings

Special meetings of the Agency may be called at any time by a majority of the members of the Agency or by the Chairman or Vice-Chairman. Every special meeting shall be held at such time and place as shall be designated in the notice thereof. The City Clerk of the City of Rochester shall cause the written notice thereof, specifying the object of the meeting to be served upon each member personally or to be delivered at his usual place of residence at least twenty-four hours before the time fixed for such meetings. At such special meeting no business other than that named in the notice of the meeting shall be transacted.

Section 3 - Executive Meeting

Whenever the Agency shall determine to transact any business in executive meeting the presiding officer shall direct all persons except members and officers of the Agency to withdraw and the doors shall be closed. In respect of proceedings at such executive meeting, every member and officer shall observe such secrecy as may be enjoined by the Agency.

Section 4 - Quorum

The majority of the Agency shall constitute a quorum; but a smaller number may adjourn from day to day. Majority shall mean a majority of the Agency members as a whole.

Section 5 - Voting

At all meetings of the Agency, all questions shall be determined by a viva voce vote of the members present, provided, however, that upon any question, any member of the Agency may call for a roll call, in which case such a vote must be ordered by the presiding officer. The presiding officer may vote at any meeting.

Section 6 - Order of Business

At all meetings of the Agency, the following order of business shall be observed, so far as is consistent with the purposes of the meeting, viz;

1. Call of Roll
2. Report of notice of meeting and filing of waiver of Notice, if any required.
3. Consideration of minutes of preceding meeting and action thereon.
4. Report of officers.
5. Public Hearings.
6. Introduction and action upon resolutions.
7. Report of Committees (if any)
8. Miscellaneous business.
9. Adjournment.

Section 7 - Amendments

These By-Laws may be altered, amended, repealed or added to by the affirmative vote of a majority of the Agency, at any meeting of the Agency, provided that a written notice shall have been sent to each member of the Agency, at the address to which notices of meetings are sent, at least three (3) days before the date of the meeting at which such amendment, alteration, or repeal of such By-Laws is to be considered, provided however, that if an emergency shall arise which, in the judgment of a majority of the members of the Agency, requires the immediate repeal, alteration, or amendment of any section of the By-Laws, such change may be made temporarily at any meeting of the Agency, and immediately following such meeting, notice of such action shall be sent to any member of the Agency not present at such meeting, together with notice that at the next regular meeting of the Agency such action shall be reviewed for confirmation, amendment or repeal. Any action taken by the Agency or its officers or employees, acting in good faith on such emergency order shall be deemed the legal, valid and authorized act of the Agency.

Section 8 - Waiver of Notice

Whenever under the provisions of these By-Laws any member of the Agency is entitled to notice of any regular, special or other meeting of the Agency, or of any action to be taken by the Agency, such meeting may be held or such action may be taken without the giving of such notice, provided every member of the Agency entitled to such notice shall, in writing, waive the requirement of these By-Laws in respect thereto.

Section 9 - Repeal

All previous resolutions adopted by the Agency inconsistent with these By-Laws be and are hereby repealed.

Section 10 - Rules of Order

The rules of parliamentary practice comprised in Robert's Rules of Order and the Rules of Order of the Council of the City of Rochester shall govern the Agency in all cases except as herein provided for.

CERTIFICATE

I, ROBERT L. SPELLMAN, duly appointed, qualified and acting Secretary of the ROCHESTER URBAN RENEWAL AGENCY, do hereby certify that the attached is a true and correct copy of the original By-Laws, as amended, of the ROCHESTER URBAN RENEWAL AGENCY on file and on record, and I do further certify that the copy of the By-Laws attached hereto is a true and correct copy of the By-Laws, as amended, adopted at a regular meeting of the ROCHESTER URBAN RENEWAL AGENCY on this 10th day of August, 1971, pursuant to Resolution No. URA 71-120.

IN TESTIMONY WHEREOF, I have hereunto set my hand and the seal of said Agency this _____ day of _____ 1971.

Secretary,
Rochester Urban Renewal Agency