

The by-laws of the Bronx Borough Board (hereafter referred to as "the Board") shall conform to all provisions of the New York City Charter. Nothing in these by-laws shall be construed so as to change, modify, or amend the City Charter's mandate.

ARTICLE I. Membership

Section 1. The Board shall consist of the Borough President, the City Council members, and the Chairperson of each community board.

ARTICLE II. MEETINGS

Section 1. All meetings of the Board shall be held at Borough Hall unless the Borough President directs otherwise.

Section 2. Regular public meetings shall be held monthly, except July & August ~~other than the summer months unless warranted~~, or as unless warranted. Otherwise specially provided for by law, all Board meetings, shall be open to the public. Formal actions of the Board shall only be taken at a meeting open to the public.

Section 3. Special meetings shall be called on by the Borough President or a majority of the members. Notice of such meetings may be made in writing, by telephone or by any other rapid means of communication no less than 24 hours in advance of such meeting. The matters to be considered at such meeting shall be stated in the notice.

Section 4. The Borough President shall preside over all meetings of the board. In the Borough President's absence, his/her designated representative shall preside in place of the Borough President.

Section 5: At least 72 hours prior to each regular meeting, the Borough President office shall prepare and distribute the agenda for the meetings. No other and/ or additional items shall be acted upon that are not on the agenda.

Section 6: Where possible, resolutions shall be presented in writing with the name of the person proposing it.

Section 7: Minutes of the meeting will be made available via email.

Article III. QUORUM AND VOTING

Section 1. A majority of the members of the Board are entitled to vote on a matter before the Board shall constitute a quorum of the Board for action by the Board.

Section 2. Except as otherwise specifically provided by the New York City Charter All action shall be taken by a majority vote of the members present and entitled to vote during the presence of a quorum.

Section 3. A board member may, by written authority filed with the Board, designate a representative to act in his/her place on the board. Representatives must be an officer of the of the board.

- a. Such representative shall be considered a member of the Board for the purpose of determining whether a quorum of the Board has been reached.
- b. A board member may authorize more than one representative to the Board but only one representative may act in place of the board member during any meeting.

Section 4. Each board member shall have one vote.

- a. All community board Chairpersons, City Council members, or designated representatives, may cast a vote at Board meetings on borough-wide issues.
- b. Except as already indicated, a community board Chairperson or his/her designated representative shall be limited to voting on issues that directly affect the community district represented by such member.

ARTICLE V. PUBLIC HEARINGS & Minutes

Section 1. All public hearings shall be held at a convenient place of public assembly chosen by the Borough President located within the borough.

Section 2. Notice of the time, place, and subject of a public hearing to be held by the Board shall be given as follows:

- a. For all subject matter, including actions subject to the land use review procedure by publication in the City Record for the ten days of publication immediately preceding and including the date of the hearing.
- b. For all actions, publications in the Comprehensive City Planning Calendar to be distributed not less than ten calendar days prior to the date of hearing.

- c. For all actions resulting in acquisition of property by the City, whether by condemnation or otherwise, to the owner or owners of the property in question distributed) to the last known address of such owner or owners as shown on the City's tax records, not later than ten days prior to the date of the hearing;
- d. The agency requesting the action under this section shall have the responsibility of providing and mailing such notice.

Section 3. Hearings shall be legislative style, without sworn testimony or strict rules of evidence. Only members of the Board or persons expressly authorized by the Borough President may question a speaker and/or presenter. All persons appearing and wishing to speak shall be given the opportunity to speak.

Section 4. Public hearings shall require a quorum of a majority of the Board members who are entitled to vote on the subject matter in question. The minutes of the meeting at which the public hearing is held shall record the individual members present.

Section 5. The record of a public hearing shall consist of a tape or video recording of the proceedings, a list of speakers, names and affiliations, if any, a notation of each speaker's own indication, on a form provided for that purpose of support or opposition on the subject matter, and exhibits or written statements offered by speakers.

ARTICLE VI. BOARD RECOMMENDATIONS

Section 1. Board recommendations shall be in writing and shall include a statement on the proposal, the time, and place of public hearing, the time and place of the meeting at which the recommendation was adopted, and the votes of the individual board members.

Section 2. Adoption of a recommendation or the waiver of a public hearing and recommendations by the Board shall be by a public roll call vote which results in approval by a majority members entitled to vote on the subject matter in question, present during the presence of a quorum, at a duly called meeting.

Section 3. The minutes of a meeting at which recommendation or waiver was adopted shall record the individual members present.

Section 4. The Board shall submit recommendations adopted pursuant to Section 197-c of the New York City Charter, Uniform Land Use Review Procedure (ULURP), promptly after adoption to the City Planning

Commission, the City Council, and the applicant.

Section 5. The Board shall submit the recommendation adopted pursuant to Section 384(b) of the New York City Charter (Disposition of City Property) to the New York City Economic Development Corporation (EDC). No matter submitted to the Board by EDC shall be considered by the Board unless EDC has informed the relevant community board and City Council members.

ARTICLE VII. AMMENDMENTS

Section 1. The by-laws herein may be amended by a two-thirds (2/3) vote at any meeting provided that a copy of such proposed amendment shall have been distributed to all members at least 30 days prior to the vote to amend.