

#### **5.4 Duties of Officers:**

**(a) Chairperson.** The Chairperson shall be the principal executive officer of the Authority and shall in general, supervise and control all of the business and affairs of the Authority. The Chairperson shall preside at all meetings of the Membership. The Chairperson may sign and affix the Corporate Seal of the Authority to any deeds, mortgages, bonds, contracts, including land options, or other instruments which the membership of the Authority have authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Members of the Authority or by the Bylaws or by statute to some other officer or agent of the Authority, and in general shall perform all the duties incident to the office of Chairperson and such other duties as may be prescribed by the Members of the Authority from time to time.

**(b) Vice Chairperson.** In the absence of the Chairperson, or in the event of his or her inability or refusal to act, the Vice Chairperson shall perform the duties of the Chairperson, and when so acting, shall have all the powers of and be subject to all restrictions upon the Chairperson. The Vice Chairperson shall perform such other duties as from time to time may be assigned to him or her by the Chairperson or by the Members of the Authority.

**(c) Secretary-Treasurer.** The Secretary-Treasurer need not be a Member of the Authority, such as support staff as provided in Section 5.5, and, if not a Member of the Authority, shall have no voting rights. The Secretary is the official custodian for the Minutes and all other official records of the Authority and of the Seal of the Authority and shall see that the Seal of the Authority is affixed to all documents, the execution of which on behalf of the Authority under its Seal is duly authorized in accordance with these Bylaws. The Secretary-Treasurer shall keep a registry of the address of each Member of the Authority, which shall be furnished to the Secretary-Treasurer by such Members; and, in general, to perform all duties incident to the office of Secretary-Treasurer and such other duties as from time to time may be assigned to her by the Chairman or the Members of the Authority. If required by the Members of the Authority, the Secretary-Treasurer shall give a bond for the faithful discharge of his or her duties in such sum and with such surety or sureties the Members of the Authority shall determine. The Secretary-Treasurer shall have charge and custody of and be responsible for all funds and securities of the Authority, and receive and give receipts for monies in the name of the Authority from any source whatsoever, and deposit all such monies in the name of the Authority in such bank or banks, trust companies or other depositories as shall be selected in accordance with the provisions of these Bylaws and in general, to perform all the duties incident to the office of Secretary-Treasurer and such other duties as from time to time may be designated to him or her by the Chairperson or by the Members of the Authority.

**5.5 Support Staff.** From time to time, as provided by agreement between the Authority and the City, the City may provide support for the Authority through the employees of the City.