

CHAPTER 2 – COMMISSIONS AND BOARDS

ARTICLE 1 – LIBRARY BOARD

- SECTION 2-101: LIBRARY; OPERATION AND FUNDING**
- SECTION 2-102: MEMBERS; TERMS**
- SECTION 2-103: OFFICERS; MEETINGS**
- SECTION 2-104: POWERS AND DUTIES**
- SECTION 2-105: ANNUAL REPORT TO VILLAGE BOARD**
- SECTION 2-106: LIBRARY; RULES AND REGULATIONS**
- SECTION 2-107: LIBRARY; COST OF USE; VIOLATION OF RULES**
- SECTION 2-108: LIBRARY; BOOK REMOVAL**
- SECTION 2-109: LIBRARY; DAMAGED AND LOST MATERIALS**
- SECTION 2-110: LIBRARY; UNWANTED BOOKS**

ARTICLE 2 – PLANNING COMMISSION

- SECTION 2-201: MEMBERS**
- SECTION 2-202: TERMS; COMPENSATION**
- SECTION 2-203: OFFICERS; MEETINGS**
- SECTION 2-204: DUTIES**

ARTICLE 3 – BOARD OF ADJUSTMENT

- SECTION 2-301: VILLAGE BOARD**

ARTICLE 4 – BOARD OF HEALTH

- SECTION 2-401: MEMBERS; TERMS**
- SECTION 2-402: OFFICERS; MEETINGS**
- SECTION 2-403: DUTIES**
- SECTION 2-404: ENFORCEMENT OFFICIAL**

ARTICLE 5 – PARKS AND RECREATION COMMISSION

- SECTION 2-501: OPERATION AND FUNDING**
- SECTION 2-502: MEMBERS; TERMS; COMPENSATION**
- SECTION 2-503: OFFICERS; MEETINGS**
- SECTION 2-504: DUTIES**
- SECTION 2-505: PARKS; CLOSING HOURS**

ARTICLE 6 – PENAL PROVISION

- SECTION 2-601: VIOLATION; PENALTY**

CHAPTER 2 – COMMISSIONS AND BOARDS

Article 1 – Library Board

(Am. by Ord. No. 351, 12/13/01)

SECTION 2-101: LIBRARY; OPERATION AND FUNDING

The Village owns and manages the village library through the Library Board. The Village Board, for the purpose of defraying the cost of the management, purchases, improvements, and maintenance of the library, may each year levy a tax not exceeding the maximum limit prescribed by state law on the actual valuation of all real estate and personal property within the Village that is subject to taxation. The revenue from the said tax shall be known as the Library Fund and shall include all gifts, grants, deeds of conveyance, bequests, or other valuable income-producing personal property and real estate from any source for the purpose of endowing the library. The Library Fund shall at all times be in the custody of the village treasurer. The board shall have the power and authority to appoint the librarian and to hire such other employees as it may deem necessary and may pass such other rules and regulations for the operation of the library as may be proper for its efficient operation. All actions by the Library Board shall be under the supervision and control of the Village Board. (Neb. Rev. Stat. §51-201, 51-202, 51-211)

SECTION 2-102: MEMBERS; TERMS

A. The Library Board shall consist of five members who shall be residents in the Village. However, two of such members may be residents of the area over which the Village is authorized to exercise extraterritorial zoning and subdivision regulations. Upon recommendation by the Library Board, said members shall be appointed by a majority vote of the Village Board and shall serve three-year terms of office. No member of the Village Board shall serve as a member of the Library Board while serving a term of office as a member of the Village Board. The members shall serve without compensation.

B. Members shall be limited to serving no more than two consecutive four-year terms except that a member may be reappointed if no other person is willing to serve, and persons who have served their maximum consecutive terms may once again become eligible after a two-year lapse. The length of each term shall be specifically stated by the Village Board at the time of initial appointment; provided, however, that each term shall commence on July 1 each year.

C. Vacancies in the membership shall be filled for the unexpired term in the same manner as the original appointment. All members may, after a public hearing before the Village Board, be removed by a majority vote of the Village Board for inefficiency, neglect of duty, malfeasance in office or other good and sufficient cause. (Neb. Rev. Stat. §51-202)

SECTION 2-103: OFFICERS; MEETINGS

The Library Board shall meet at such times as the Village Board may designate. At the time of the first meeting in July of each year, the members shall organize by selecting from their number a chairperson, vice-chairperson, and secretary. No member of the Library Board shall serve in the capacity of both chairperson and secretary. It shall be the duty of the chairperson to preside at all meetings and to report to the Village Board at its last meeting of the month the findings of the Library Board. It shall be the duty of vice-chairperson to perform the duties of the chairperson in his or her absence. It shall be the duty of the secretary to prepare an agenda for all regular and special meetings, to keep the full and correct minutes and records of all meetings and to file the same with the village clerk, where they shall be available for public inspection during office hours within ten working days or before the next board meeting, whichever is earlier. A majority of the board members shall constitute a quorum for the transaction of business. Special meetings may be held upon the call of the chairperson or any three board members. (Neb. Rev. Stat. §51-202)

SECTION 2-104: POWERS AND DUTIES

The Library Board shall have the power and authority to appoint the librarian and to hire such other employees as it may deem necessary and may pass such other rules and regulations for the operation of the library as may be proper for its efficient operation; however, the Village Board shall approve any personnel administrative or compensation policy or procedure before implementation of such policy or procedure by the Library Board. All actions by the Library Board shall be under the supervision and control of the Village Board. The Library Board shall be responsible for making such reports and performing such additional duties as the council may designate from time to time. (Neb. Rev. Stat. §51-205, 51-211)

SECTION 2-105: ANNUAL REPORT TO VILLAGE BOARD

The Library Board shall, on or before the second Monday in February in each year, make a report to the Village Board of the condition of its trust on the last day of the prior fiscal year. The report shall show all money received and credited or expended; the number of materials held, including books, video and audio materials, software programs, and materials in other formats; the number of periodical subscriptions on record, including newspapers; the number of materials added and the number withdrawn from the collection during the year; the number of materials circulated during the year; and other statistics, information, and suggestions as the Library Board may deem of general interest or as the Village Board may require. The report shall be verified by affidavit of the proper officers of the Library Board. (Neb. Rev. Stat. §51-213)

SECTION 2-106: LIBRARY; RULES AND REGULATIONS

The Library Board shall establish rules and regulations for the governing of the village library and for the preservation and efficient management thereof. By general rules it

shall fix and impose penalties and forfeitures for injury to the library grounds, rooms, books, or other property or for failure to return a book. All fees, penalties and forfeitures may be collected in civil action in the event of failure, neglect or refusal to pay the said assessments. (Neb. Rev. Stat. §51-205, 51-214)

SECTION 2-107: LIBRARY; COST OF USE; VIOLATION OF RULES

Use of the public library shall be free for the inhabitants of the Village. The librarian may exclude from the use of the library and reading rooms any person who shall willfully violate or refuse to comply with the rules and regulations established for the government thereof. (Neb. Rev. Stat. §51-201, 51-212)

SECTION 2-108: LIBRARY; BOOK REMOVAL

It shall be unlawful for any person not authorized by the regulations made by the Library Board to take a book from the library without the consent of the librarian or an authorized employee of the library. Any person removing a book from the library without properly checking it out shall be deemed guilty of an offense. (Neb. Rev. Stat. §51-211)

SECTION 2-109: LIBRARY; DAMAGED AND LOST MATERIALS

Any person who injures or fails to return any item checked out from the library shall forfeit and pay not less than the value of the item in addition to any replacement costs and penalty which the Library Board may assess. (Neb. Rev. Stat. §51-211)

SECTION 2-110: LIBRARY; UNWANTED BOOKS

The Library Board may authorize the sale, exchange, or disposal of any surplus, damaged, defective, obsolete, or duplicate books in the Library. Records shall be kept of any such books so disposed of. (Neb. Rev. Stat. §51-207)

Article 2 – Planning Commission

(Neb. Rev. Stat. §19-924 through 19-929) (Am. by Ord. Nos. 402, 11/30/10; 437, 3/10/15)

SECTION 2-201: MEMBERS

A. The Planning Commission shall consist of seven members, who shall be residents of the Village. However, two of such members may be residents of the area over which the Village is authorized to exercise extraterritorial zoning and subdivision regulation. Vacancies in the membership shall be filled for the unexpired terms in the same manner as the original appointments. Any member may, after a public hearing before the Village Board, be removed by a majority vote of the board members for inefficiency, neglect of duty, malfeasance in office or other good and sufficient case. No member of the Village Board shall serve as a member of the Planning Commission while serving a term of office as a member of the Village Board.

B. One alternate member may be appointed to the Planning Commission. The term of the alternate member shall be three years, and he or she shall hold office until his or her successor is appointed and approved. The alternate member may be removed from office in the same manner as a regular member. If the alternate member position becomes vacant other than through the expiration of the term, the vacancy shall be filled for the unexpired portion of the term by the chairperson with the approval of a majority vote of the elected members of the Village Board. The alternate member may attend any meeting and may serve as a voting and participating member of the commission at any time when less than the full number of regular members is present and capable of voting.

SECTION 2-202: TERMS; COMPENSATION

Upon recommendation by the Planning Commission, said members shall be appointed by a majority vote of the Village Board and shall serve three-year terms of office. Members shall be limited to serving no more than two consecutive three-year terms, except that a member may be reappointed if no other person is willing to serve, and persons who have served their maximum consecutive terms may once again become eligible after a two-year lapse. The length of each person's term shall be specifically stated by the Village Board at the time of his or her initial appointment; provided, however, each term shall commence on the first day of July each year. The commission members shall serve without compensation.

SECTION 2-203: OFFICERS; MEETINGS

At the time of the Planning Commission's first meeting in July, the members shall organize by electing from their membership a chairperson, vice-chairperson and secretary. It shall be the duty of the chairperson to preside at all meetings and hearings and to report to the Village Board at its last meeting of the month the findings of the commission. It shall be the duty of the vice-chairperson to perform the duties of the

chairperson in his or her absence. It shall be the duty of the secretary to keep the full and correct minutes and records of all meetings and to file the same with the village clerk, where they shall be available for public inspection within ten working days or before the next meeting, whichever is earlier, and to prepare an agenda for all regular and special meetings and file the agenda with the village clerk at least 24 hours in advance of the meeting. The village clerk shall post notice of all meetings at least five days prior to the meeting date in three prominent places. Warrants shall be drawn by a majority vote of the Village Board and warrants so drawn shall be paid by the village treasurer out of the general fund. The commission shall meet at least once each calendar quarter at such times as the Village Board may designate. Special meetings may be held upon the call of the chairperson or any three commission members. A majority of the members shall constitute a quorum for the transaction of business.

SECTION 2-204: DUTIES

It shall be the duty of the Planning Commission to make and adopt plans for the physical development of the Village, including any areas outside its boundaries which, in the commission's judgment, bear relation to the planning of the Village.

Article 3 – Board of Adjustment

SECTION 2-301: VILLAGE BOARD

The Greenwood Village Board of Trustees shall serve as the Board of Adjustment for the Village. (Neb. Rev. Stat. §19-912.01) (Ord. No. 436, 3/10/15)

Article 4 – Board of Health

SECTION 2-401: MEMBERS; TERMS

The Village Board shall appoint a Board of Health consisting of three members, including the chairperson of the Village Board, who shall serve as chairperson and secretary, and two other members. One member shall be a physician or health care provider, if one can be found who is willing to serve. Such physician or health care provider, if appointed, shall be the medical advisor. If the Village Board has appointed a village marshal, he may be appointed to the Board of Health and serve as quarantine officer. If there is no village marshal, the Cass County Sheriff may be appointed. The members of the board shall serve one-year terms of office, unless removed by the chairperson of the Board of Trustees with the advice and consent of the trustees. (Neb. Rev. Stat. §17-208)

SECTION 2-402: OFFICERS; MEETINGS

No member of the Board of Health shall hold more than one Board of Health position. The secretary shall keep full and correct minutes and records of all meetings and file the same with the village clerk, where they shall be available for public inspection during office hours. A majority of the board shall constitute a quorum for the purpose of doing business. The board shall meet at such times as the Village Board may designate. Special meetings may be held upon the call of the chairperson or any two members of the board.

SECTION 2-403: DUTIES

It shall be the duty of the Board of Health to enact rules and regulations, which shall have the full force and effect of law to safeguard the health of the people of the Village. The board shall enforce the rules and regulations and provide fines and punishments for any violations thereof. It may regulate, suppress, and prevent the occurrence of nuisances and shall actively enforce all laws of the State of Nebraska and ordinances of the Village relating to nuisances and matters of sanitation which affect the health and safety of the people. The board shall regularly inspect such premises and businesses as the Village Board may direct. The board shall be responsible for making such reports, prescribing such penalties, and performing such other duties as the Village Board may designate from time to time. All actions of the Board of Health shall be subject to the review and supervision of the Village Board. (Neb. Rev. Stat. §17-208)

SECTION 2-404: ENFORCEMENT OFFICIAL

The village marshal or Sheriff's Department shall be the chief health officer of the Village. It shall then be his duty to notify the Village Board and the Board of Health of health nuisances within the Village and its zoning jurisdiction. (Neb. Rev. Stat. §17-208)

Article 5 – Parks and Recreation Commission

(Neb. Rev. Stat. §17-952) (Am. by Ord. No. 389, 6/9/09)

SECTION 2-501: OPERATION AND FUNDING

A. The Village owns and operates the village parks and other recreational areas through the Parks and Recreation Commission. The Village Board, for the purpose of defraying the cost of the care, management, and maintenance of the village parks, may each year levy a tax not exceeding the maximum limit prescribed by state law on the actual valuation of all real estate and personal property within the corporate limits that is subject to taxation. The revenue from the said tax shall be known as the Park Fund and shall remain in the custody of the village treasurer. The Park Fund is to pay for all advertising, ball program equipment and uniforms, repair and maintenance in the park and all operational expenses.

B. The revenue from donation and fundraisers shall be known as the Recreation Fund and shall remain in the custody of the village treasurer. The Recreation Fund shall be used to pay for all fundraising activities and events held by the commission.

C. The Parks and Recreation Commission shall not enter into a contract of any nature which involves an expenditure of funds unless the contract has been approved by resolution of the majority of the members of the Village Board prior to contractual agreement.

SECTION 2-502: MEMBERS; TERMS; COMPENSATION

A. The Parks and Recreation Commission shall consist of seven members: five adults who shall be resident freeholders in the Village and two teenagers (defined as persons age 13 through 19). Upon recommendation by the commission, said members shall be appointed by the chairperson with the consent of the Village Board and shall hold office for three years respectively. Members shall be limited to serving no more than two consecutive three-year terms, except that a member may be reappointed if no other person is willing to serve, and persons who have served their maximum consecutive terms may once again become eligible after a two-year lapse. The length of each term shall be specifically stated by the chairperson at the time of initial appointment; provided, however, each term shall commence on December 1 each year. No member of the Village Board shall serve as a member of the Parks and Recreation Commission while serving a term of office as a member of the Village Board.

B. Vacancies in the membership shall be filled for the unexpired term in the same manner as the original appointment to membership. Any member may, after a public hearing before the Village Board, be removed by a majority vote of the board

for inefficiency, neglect of duty, malfeasance in office or other good and sufficient cause. Members shall serve without compensation.

SECTION 2-503: OFFICERS; MEETINGS

At the time of the commission's first meeting in July, the members shall organize by electing from their membership a chairperson, vice-chairperson and secretary. No member shall hold more than one commission position. It shall be the duty of the chairperson to preside at all meetings and to report the findings of the commission to the Village Board at its last meeting of the month. It shall be the duty of the vice-chairperson to perform the duties of the chairperson in his or her absence. It shall be the duty of the secretary to prepare an agenda for all regular and special meetings and file it with the village clerk at least 24 hours in advance of the meeting, to keep the full and correct minutes and records of all meetings and to file the same with the village clerk, where they shall be available for public inspection within ten working days or before the next commission meeting, whichever is earlier. The commission shall meet at such times as the Village Board may designate. Special meetings may be held upon the call of the chairperson or any three commission members. A majority of the commission shall constitute a quorum.

SECTION 2-504: DUTIES

It shall be the duty of the Parks and Recreation Commission to direct and oversee the park and recreation facilities and to plan, initiate, organize and put into effect a program of development, including but not limited to the establishment of appropriate rules and regulations for their management, care, use and operation. All requests by the commission for village employees to perform work in the village parks shall be submitted to the Village Board. The commission shall be responsible for making such reports, including yearly budgets for both Park Fund and Recreation Fund, and performing such other duties as the Village Board may from time to time designate. All actions of the commission shall be subject to the review and control of the Village Board.

SECTION 2-505: PARKS; CLOSING HOURS

Village parks shall be closed to all persons except law enforcement officers from the hours of 11:00 P.M. to 6:00 A.M. Any person who shall violate or refuse to comply with the enforcement of this section shall be deemed guilty of an offense and may be prosecuted and/or fined.

Article 6 – Penal Provision

SECTION 2-601: VIOLATION; PENALTY

Any person who shall violate or refuse to comply with the enforcement of any of the provisions of this chapter, set forth at full length herein or incorporated by reference, shall be deemed guilty of an offense and upon conviction thereof shall be fined not more than \$500.00 for each offense. A new violation shall be deemed to have been committed every 24 hours of such failure to comply.