

## TITLE 2

### BOARDS AND COMMISSIONS, ETC.

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#### CHAPTER 1

#### IN GENERAL

#### SECTION

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**2-101. Applicability.** Unless specified otherwise, the following shall apply to the boards and committees located in this title.

**2-102. Membership.** Members shall be appointed from the general constituency without regard to location of such member's residence within the City of La Vergne to include, to the extent reasonably possible, the broadest representation of people involved with or interested in the various and diverse aspects of that board or committee, having backgrounds, experience, talents and expertise in the areas of responsibility for that board or committee that would be beneficial to the city. One (1) member shall be appointed from the board of mayor and aldermen. The alderman appointed shall serve as chairman of the board or committee.

**2-103. Appointment, terms of office and vacancies.** Members shall be appointed by the mayor and confirmed by the board of mayor and aldermen, and shall serve at the pleasure of the board. Members shall be appointed for a four (4) year term. Members shall be eligible for re-appointment. In case of any vacancies on the committee, vacancies shall be filled for the unexpired term. Members shall vacate their membership by resignation or by removal by the

board of mayor and aldermen. Members may be removed by the board of mayor and aldermen at the request of the chairman of the board or committee and the department head responsible for that board or committee, if the member is absent from two (2) or more scheduled meetings in a row. The alderman appointed to serve as chairman shall vacate the chairmanship by resignation, upon departure from the board of mayor and aldermen, or by removal by the board of mayor and aldermen. (as replaced by Ord. #2011-26, Oct. 2011)

**2-104. General administration.** (1) At its first meeting of each year, the board or committee shall elect a vice-chairman from among the members of the board or committee.

(2) It shall be the duty of the chairman to preside over all meetings of the board or committee. The vice-chairman shall preside at all meetings where the chairman is absent. A majority of the members of the board shall constitute a quorum for the transaction of business, and a majority vote of those present shall be necessary to carry any recommended action.

(3) The board or committee shall not have any authority over employees of the city, the city's budget or property of the city, but shall act solely as an advisory committee. The board or committee shall determine their own schedule for meetings, keeping of minutes, and other details of the board or committee's functions. The city administrator or his designee will provide the necessary staff support for work of the board or committee and shall act as the liaison to the city government on the behalf of the board or committee.

**2-105. Compensation.** The members of the board or committee shall serve without compensation, but may be reimbursed for reasonable and necessary expenses after approval by the city administrator.

## CHAPTER 2

### PARKS AND RECREATION ADVISORY COMMITTEE

#### SECTION

2-201. Creation and membership.

2-202. Duties of the committee.

**2-201. Creation and membership.** There shall be a Parks and Recreation Advisory Committee of the City of La Vergne (hereinafter referred to as "the committee") which shall serve as the advisory board of the parks and recreation program activities subject to the actions and policies of the board of mayor and aldermen.

The committee shall be constituted as a body of seven members. One member shall be appointed from each of the following general recreation constituencies without regard to the location of such member's residence within the City of La Vergne:

- (1) Primary and elementary age children;
- (2) Teen age children;
- (3) Young and middle age adults; and
- (4) Senior citizens.

Two members shall be appointed from the general constituency without regard to the location of such member's residence within the City of La Vergne. (1994 Code, § 2-201, modified)

**2-202. Duties of the committee.** The committee shall act as the advisory committee for future planning of recreation, ongoing programs, special events, and other matters related to leisure services for the citizens. The committee shall recommend needed maintenance and physical improvements as needed in parks and recreation. The committee shall also submit periodic reports to the governing board. (1994 Code, § 2-203)

## CHAPTER 3

### SENIOR CITIZENS ADVISORY COMMITTEE

#### SECTION

2-301. Creation and membership.

2-302. Duties of the committee.

**2-301. Creation and membership.** There shall be a Senior Citizens Advisory Committee of the City of La Vergne (hereinafter referred to as "the committee") which shall serve as the advisory board of the senior citizen program activities subject to the actions and policies of the board of mayor and aldermen.

The committee shall be constituted as a body of eleven members. Six (6) members shall be appointed from the following general constituencies: two (2) members shall be from the La Vergne Senior Citizens Club; one (1) member shall be either the Rutherford County Executive or a Rutherford County Commissioner; and three (3) members shall represent the community and/or industries of La Vergne. Four members (4) shall be appointed from the general constituency without regard to the location of such member's residence within the City of La Vergne. (1994 Code, § 2-301, modified)

**2-302. Duties of the committee.** The committee shall act as the advisory committee for future planning of the senior citizens, ongoing programs, special events, and other matters related to leisure services for the senior citizens. The committee shall recommend needed maintenance and physical improvements as needed for the senior citizen's building. The committee shall also submit periodic reports to the governing board. (1994 Code, § 2-303)

## CHAPTER 4

### GREENWAY ADVISORY COMMITTEE

#### SECTION

2-401. Creation and membership.

2-402. Duties of committee.

**2-401. Creation and membership.** There shall be a Greenway Advisory Committee of the City of La Vergne (hereinafter referred to as "the committee") which shall serve as the advisory board for the greenway program subject to the actions and policies of the board of mayor and aldermen.

The committee shall be constituted as a body of seven (7) members from the general constituency without regard to the location of such member's residence within the City of La Vergne. (1994 Code, § 2-401, modified)

**2-402. Duties of the committee.** The committee shall act as the advisory committee for future planning of the greenway projects, ongoing programs, special events, and other matters related to the greenway system. The committee shall recommend needed maintenance and physical improvements as needed for the greenway program. The committee shall also submit periodic reports to the governing board. (1994 Code, § 2-403)

## CHAPTER 5

### ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

#### SECTION

2-501. Creation and membership.

2-502. Role of the advisory committee.

**2-501. Creation and membership.** There is created an advisory board to be known as "The Economic Development Advisory Committee of the City of La Vergne," (hereinafter referred to as "the committee") which shall serve as an advisory board, subject to the actions and policies of the board of mayor and aldermen.

One (1) member shall be appointed from the City of La Vergne Planning Department and six (6) members shall be appointed from the general constituency without regard to the location of such member's residence within the City of La Vergne. (1994 Code, § 2-501, modified, as replaced by Ord. #2011-12, June 2012)

**2-502. Role of the advisory committee.** The economic development advisory committee is created to assist the board of mayor and aldermen and to advise the board in connection with issues and programs involving economic development which may include:

(1) Facilitate cooperation and coordination with various community groups and neighborhoods on economic development issues;

(2) Make recommendations to the board of mayor and aldermen and to city staff for programs in which the city could or should participate to enhance economic development opportunities in the city, which programs may be in cooperation with any appropriate private, public, civic or community agency, group or association of or in the city, county, state or federal government;

(3) Make recommendations to the board of mayor and aldermen regarding requests for financial incentives from prospective businesses. These incentives may include the reduction or elimination of impact fees, water tap fees and/or sewer tap fees.

(4) Recommend ways and means of obtaining private, local, county, state or federal funds and other participation for the promotion of economic development projects within the city;

(5) Work with City of La Vergne staff, committees and other city/community based groups, as directed by the board of mayor and aldermen, on economic issues and projects. (1994 Code, § 2-505)

## CHAPTER 6

### LOCAL EMERGENCY PLANNING COMMITTEE

#### SECTION

2-601. Creation and membership.

2-602. Role of the committee.

**2-601. Creation and membership.** There is created an advisory committee to be know as "The Local Emergency Planning Committee of the City of La Vergne," (hereinafter referred to as "the committee") which shall serve as an advisory committee, subject to the actions and policies of the board of mayor and aldermen.

There shall be twenty-two (22) members of the committee who shall be appointed by the mayor and confirmed by the board of mayor and aldermen, and who shall serve at the pleasure of the mayor and board. Two (2) members shall be appointed from the La Vergne Fire Department. Two (2) members shall be appointed from the La Vergne Police Department. Two (2) members shall be appointed from the La Vergne Rescue Squad. Two (2) members shall be appointed from the La Vergne Public Works Department. Two (2) members shall be appointed from Rutherford County Public Entities. One (1) member shall be appointed from the La Vergne Finance Department. One (1) member shall be appointed from the water treatment plant. One (1) member shall be the city administrator. One (1) member shall be an environmental specialist. One (1) member shall be appointed from Box 100. One (1) member shall be the La Vergne Fire Inspector. One (1) member shall be from the American Red Cross. One (1) member shall be the parks and recreation director. One (1) member shall be from the information technology department. One (1) member shall be from the stormwater department. One (1) member shall be from the Rutherford County Special Operations and Response Team. One (1) member shall be appointed by the mayor from the board of aldermen.

If the appointed member cannot attend a meeting or workshop, the agency or department may send a representative to act as a proxy in the appointed member's place. (1994 Code, § 2-601, as amended by Ord. #2006-8, July 2006, replaced by Ord. #2011-03, March 2011, Ord. #2011-08, May 2011, and Ord. #2012-09, June 2012, and amended by Ord. #2013-10, Sept. 2013, Ord. #2013-18, Nov. 2013, and Ord. #2015-02, March 2015)

**2-602. Role of the committee.** The committee is created to assist the board of mayor and aldermen and to advise the board in connection with issues and programs involving emergency services which may include:

(1) Development, implementation and evaluation of the city's emergency plan;

(2) Make recommendations for additional resources needed in an emergency;

(3) Complete a comprehensive emergency response plan that addresses the following:

(a) Identification of facilities used during evacuation situations.  
(b) Methods and procedures for response.  
(c) Recommend a community emergency coordinator if the mayor does not wish to serve in this position.

(d) Implementation of the incident commander system.

(e) Evacuation plans.

(f) Descriptions of emergency equipment and facilities in the community and a listing of persons responsible for the equipment and facilities.

(g) Procedures for public notification.

(h) Training programs.

(i) Responsible for pulling all emergency programs together for the betterment of the community.

(j) Work to establish more grants for emergency operations.

(4) Work with City of La Vergne staff, committees and other city/community based groups, as directed by the board of mayor and aldermen, on emergency management issues. (1994 Code, § 2-605)



## CHAPTER 7

### HISTORICAL PRESERVATION ADVISORY COMMITTEE

#### SECTION

2-701. Creation and membership.

2-702. Role of the committee.

**2-701. Creation and membership.** There is created an advisory committee to be known as the "Historical Preservation Advisory Committee of the City of La Vergne," (hereinafter referred to as "the committee") which shall serve as an advisory committee, subject to the actions and policies of the board of mayor and aldermen.

There shall be five (5) members of the committee appointed from the general constituency without regard to the location of such member's residence within the City of La Vergne. (1994 Code, § 2-701, modified)

**2-702. Role of the committee.** The committee is created to assist the board of mayor and aldermen and to advise the board in connection with issues and programs involving the preservation of the city's history which may include:

(1) Facilitate cooperation and coordination with various community groups and neighborhoods on historic preservation issues;

(2) Make recommendations to the board of mayor and aldermen and to city staff for programs in which the city could or should participate to help preserve the city's past, which programs may be in cooperation with any appropriate private, public, civic or community agency, group or association of or in the city, county, state or federal government;

(3) Recommend ways and means of obtaining private, local, county, state or federal funds and other participation for the preservation of historical projects within the city;

(4) Work with City of La Vergne staff, committees and other city/community based groups, as directed by the board of mayor and aldermen, on historical preservation issues and projects. (1994 Code, § 2-705)

## CHAPTER 8

### LA VERGNE LIBRARY BOARD

#### SECTION

2-801. Library board established.

2-802. Appointment and tenure of members; filling of vacancies.

2-803. Removal from office and filling of vacancies therefrom.

2-804. Powers and duties.

2-805. Use of library.

**2-801. Library board established.** There is hereby established a library board which shall consist of seven (7) members, who shall serve without compensation. (Ord. #2009-30, Nov. 2009)

**2-802. Appointment and tenure of members; filling of vacancies.** Three (3) members of the library board shall be appointed by the board of mayor and aldermen for one (1) year terms, two (2) for two (2) year terms, and two (2) for three (3) year terms, and their successors for a term of three (3) years. Not more than one (1) member of the board of mayor and aldermen shall serve on this board. Not more than five (5) of the members shall be of the same sex. All members shall be residents of or employed by the City of La Vergne. Vacancies in the library board occurring otherwise than by normal expiration of a term shall be filled by the board of mayor and aldermen for the unexpired portion of the term. (Ord. #2009-30, Nov. 2009)

**2-803. Removal from office and filling of vacancies therefrom.** Members of the library board serve at the pleasure of the board of mayor and aldermen and may be removed from office by majority vote of the board of mayor and aldermen with or without cause. Members may be removed by the board of mayor and aldermen at the request of the chairman of the board or committee and the library director, if the member is absent from two (2) or more scheduled meetings in a row. (Ord. #2009-30, Nov. 2009, as replaced by Ord. #2011-26, Oct. 2011)

**2-804. Powers and duties of library board.** The members of the library board shall organize by electing officers and adopting bylaws and regulations. The board shall direct all the affairs of the library, including appointment of a librarian who shall direct the internal affairs of the library, and such assistants or employees as may be necessary. Such board may make and enforce rules and regulations and establish branches of travel service at its discretion. Such board may receive donations, devises and bequests to be used by it directly for library purposes. The library board shall furnish to the state library agency such statistics and information as may be required, and shall

make annual reports to the board of mayor and aldermen and any and all such other reports as required by law. Annually, the library board shall submit a budget in conformance with the charter and ordinances of the City of La Vergne to the city administrator who shall forward same to the board of mayor and aldermen. All city tax funds and appropriate fees for library purposes, whether raised by bonds or taxation, shall be held by the city treasurer or appropriate designee. Such funds may be disbursed when properly drawn upon by vouchers or requisitions. Proceeds from the sale of surplus books by the library may be credited to such special fund in the discretion of the library board. All library accounts of every character and kind shall be audited annually by or under the supervision and direction of the board of mayor and aldermen. (Ord. #2009-30, Nov. 2009)

**2-805. Use of library.** The La Vergne public library shall be free to the inhabitants and residents of the city; however, the board may, in its discretion, extend the privilege and facilities of the library to persons residing outside the city upon such terms as it may deem proper. The library board shall have power to make and enforce rules providing penalties for loss of or injury to library property. (Ord. #2009-30, Nov. 2009)