

TITLE II POLICY AND ADMINISTRATION

CHAPTER 2 APPOINTMENT AND QUALIFICATIONS OF MUNICIPAL OFFICERS

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2-2-1 PURPOSE. The purpose of this chapter is to provide for the appointment and qualification, including posting a proper bond, the filing of vacancies and the determination of salaries of appointed and elected municipal officers of the City
(Ord. 400, Passed 1980)

2-2-2 CREATION OF APPOINTIVE OFFICERS. There are created the following appointive officers: City Administrator, City Clerk-Treasurer, Deputy City Clerk, Police Chief, Attorney, Public Works Director, Fire Chief, Building Inspector, and City Engineer.
(Ord. 400, Passed 1980)
(Ord. 719, Passed 2012)

2-2-3 APPOINTMENT OF OFFICERS. The Mayor shall appoint the Police Chief and the Fire Chief for the City from the Chief's eligible list compiled by the City's Civil Service Commission as provided by Chapter 400.13 of the Code of Iowa, or as thereafter amended. The Mayor shall nominate candidates for the offices of Director of Public Works and City Clerk, and said offices shall be filled by a majority vote of the elected members of the City Council. The Mayor shall also appoint the building inspector. All other officers and employees shall be appointed or selected by the City Council unless otherwise provided by law or ordinances.
(Ord 400, Passed 1980)
(Ord. 592, Passed 1991)

2-2-4 TERMS OF APPOINTIVE OFFICERS. The terms of the Police Chief, the Fire Chief, the City Clerk and the Director of Public Works shall be indefinite. The terms of all other appointive offices not otherwise fixed by law or Ordinance shall be two (2) years.
(Ord. 400, Passed 1980)
(Ord. 592, Passed 1991)

2-2-5 VACANCIES IN APPOINTED OFFICES. A vacancy in an appointed office shall be filled in the same manner as the original appointment. A vacancy in an elective office shall be filled by a majority vote of all members of the City Council.

(Ord. 400, Passed 1980)

2-2-6 **BONDS REQUIRED.** Each municipal officer required by law or Ordinance to be bonded shall, before entering upon the duties of that officer's office, execute to the City a good and sufficient bond to be approved by the Mayor, conditioned upon the faithful performance of said municipal officer's duties and the proper handling and accounting for the money and property of the City in said officer's charge unless the City Council shall have provided for a blanket position surety bond.

(Ord. 400, Passed 1980)

(Ord. 719, Passed 2012)

(Code of Iowa, Sec. 64.13)

2-2-7 **SURETY.** Any association or corporation which makes a business of insuring the fidelity of others and which has authority to do such business within Iowa shall be accepted as surety on any of the bonds.

2-2-8 **BLANKET POSITION BOND.** The City Council shall provide for a blanket position bond to cover all officers and employees of the City, but the City Council may provide by resolution for a surety bond for any other officer or employee that the City Council deems necessary. The City shall pay the premium on any official bond.

(Ord. 400, Passed 1980)

(Ord. 573, Passed 1989)

(Ord. 719, Passed 2012)

(Code of Iowa, Sec. 64.13)

2-2-9 **BONDS FILED.** All bonds, when duly executed, shall be filed with the City Clerk.

(Ord. 400, Passed 1980)

(Code of Iowa, Sec. 64.23)

2-2-10 **BOARDS AND COMMISSIONS.**

1. **Membership and Sections.** Membership and selections of members of boards and commissions shall be as specified in this Chapter or the Code of Iowa. Any committee, board, or commission so established shall cease to exist upon the accomplishment of the special purpose for which it was created, or when abolished by a majority vote of the City Council or as specified in the Code of Iowa.

2. **Residency Requirement:** No person shall be appointed or reappointed to a committee, board, or commission or ad hoc committee created by such committee, board, or commission unless such person is, at the time of such appointment or reappointment, a resident of the City, and any person so appointed or reappointed shall maintain such residency during the term of the appointment or reappointment. Any member of a committee, board, or commission or ad hoc committee created by such committee, board, or commission who fails to maintain such residency shall be deemed removed as of the date of such change of residency, any provision in this Code to the contrary notwithstanding.

3. **Removal of Members of Boards and Commissions:** The City Council may remove any member of any board or commission, which it has established.

4. **Gender Balance:** Boards and commissions shall be gender balanced in accordance with Section 69.16A (Iowa Code).

(ECIA Model Code Amended in July 2014)