

ORDINANCE 777- _____

**AN ORDINANCE AMENDING THE CAMANCHE, IOWA MUNICIPAL CODE BY
ADDING CHAPTER 3
MAYOR TO TITLE II, POLICY AND ADMINISTRATION**

Section 1. **Purpose.** The purpose of this ordinance is to amend the Camanche Municipal Code by stating and clarifying the powers and duties of the Mayor.

Section 2. **Facts Found.** The City Council of the City of Camanche, Iowa hereby makes the following findings of fact:

1. The Camanche Code should more clearly define the role of the Mayor.
2. The Camanche Code should more clearly define the relationship between the Mayor, City Administrator and City Council.
3. The Camanche Code should more clearly define the relationship between the Mayor and City employees.

Section 3. **Amendment.** The following is added as a new Chapter 3 to **TITLE II POLICY AND ADMINISTRATION**

TITLE II POLICY AND ADMINISTRATION

CHAPTER 3 MAYOR

- | | |
|-------------------------|----------------|
| 2-3-1 Term of Office | 2-3-4 Reserved |
| 2-3-2 Powers and Duties | 2-3-5 Voting |
| 2-3-3 Appointments | |

2-3-1 **TERM OF OFFICE.** The Mayor is elected for a term of two (2) years.
(Ord. 340, Passed 1975)
(Code of Iowa, Sec. 376.2)

2-3-2 **POWERS AND DUTIES.** The powers and duties of the Mayor are as follows:

1. Chief Executive Officer. The Mayor is Chief Executive Officer but does not exert direct administrative control over the City Administrator or employees under the City

Administrator's control. The Mayor has the power to examine all functions of the municipal departments, their records and to call for special reports from department heads at any time. All such requests shall be presented to the City Administrator in order to avoid inconsistent directions to department heads. If the Mayor is not satisfied with responses to requests for information or reports, the Mayor shall bring the request and response to City Council for directions. If the Mayor has concerns about the City Administrator's performance, the Mayor should report those concerns to the City Council.

(Code of Iowa, Sec. 372.14 [1])

2. Presiding Officer. Act as presiding officer at all regular and special Council meetings. The Mayor Pro Tem shall serve in this capacity in the Mayor's absence.

(Code of Iowa, Sec. 372.14 [1 & 3])

3. Special Meetings. Call special meetings of the Council when the Mayor deems such meetings necessary to the interests of the City. Special meetings may also be called in accordance with Camanche Council Rules of Procedure.

(Code of Iowa, Sec. 372.14 [1])

4. Mayor's Veto. Sign, veto or take no action on an ordinance, amendment or resolution passed by the Council. The Mayor may veto an ordinance, amendment or resolution within fourteen days after passage. The Mayor shall explain the reasons for the veto in a written message to the Council at the time of the veto.

(Code of Iowa, Sec. 380.5 & 380.6 [2])

5. Reports to Council. Make such oral or written reports to the Council as requested by the Council or as desired by the Mayor. These reports shall concern committees and commissions on which the mayor sits as a member representing the City, and any other matters the Mayor believes will assist the council.

6. Negotiations. Assist the City Administrator and observe City negotiations properly entered into in accordance with law or ordinance in collaboration with the City Administrator.

7. Contracts. Whenever authorized by the Council, sign contracts on behalf of the City.

8. Licenses and Permits. Sign all licenses and permits which have been granted by the Council, except those designated by law or ordinance to be issued by another municipal officer.

2-3-3 APPOINTMENTS.

1 The Mayor shall appoint the following official:

(Code of Iowa, Sec. 372.4)

A. Mayor Pro Tem

2. The Mayor shall recommend individuals for the following offices for approval by the Council:

- A. Library Board
- B. Planning and Zoning Commission
- C. Zoning Board of Adjustments
- D. Civil Service Commission
- E. Parks and Recreation Commission

3. The Mayor shall collaborate with the City Administrator concerning appointment of the Police Chief and the Fire Chief. If the Mayor and the City Administrator disagree on the nominee, the Mayor and the City Administrator shall each submit a nominee and the Council shall either approve one nominee or reject both nominees. If both nominees are rejected, the appointment process shall resume, but the rejected nominees will no longer be eligible for the appointment. Disagreement shall be established when, after completion of the application and interview process, either the Mayor or the Administrator notifies the other, in writing they will submit a nomination to the Council without the other's consent. Unless additional time is allowed by the City Council, a special council meeting shall be held within 3 business days after a notice of disagreement is served.

2.3.4 Reserved

2-3-5 VOTING. The Mayor is not a member of the Council and shall not vote as a member of the Council.

(Code of
Iowa, Sec.
372.4)

Section 4. **Repealer.** All ordinances or parts of ordinances in conflict with any provision of this ordinance are hereby repealed. Camanche Code Section 2-2-3 Appointment of Officers is expressly repealed.

Section 5. **Severability Clause.** If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect this ordinance as a whole, or any section, provision, or part thereof not adjudicated invalid or unconstitutional.

Section 6. **When Effective.** This ordinance shall be in full effect from and after its final passage,

approval, and publication as required by law.

Passed by the Camanche City Council this ~~21st~~ day of ~~De-ce-mb-er~~, 2021 and approved this ~~21st~~ day of ~~De-ce-mb-er~~, 2021. .

~~Trevor Willis, Mayor~~ was unavailable to sign—signed by Paul Varner, Mayor Pro Tem

Attest: Toni L. Schneider, City Clerk

Certification of Posting

I, Toni L. Schneider, City Clerk, do hereby certify that a copy of this ordinance was posted at the Camanche City Hall, the Camanche Public Library, and the Clinton National Bank in Camanche on the ~~21st~~ day of ~~De-ce-mb-er~~ 2021 as required by law.

Name Date