

**Title 2 – Boards and Commissions**  
**Chapter 1 – Airport Advisory Commission**

SECTIONS:

2-1-1 Creation

2-1-2 Appointment and Terms

2-1-3 Removal - Vacancies

2-1-4 Residence Requirements

2-1-5 Responsibilities and Duties

2-1-1 Creation. There is hereby created and organized an Airport Advisory Commission, to be appointed as hereinafter provided, with duties and responsibilities as set forth in this Chapter.

2-1-2 Appointment and Terms. The Airport Advisory Commission shall consist of five (5) members to be appointed by the Mayor, with the consent of the Council. The term of office of such members shall commence with their appointment, one of which members shall be appointed for a term to expire on July 1, 1979, one of which members shall be appointed for a term to expire on July 1, 1980, one of which members shall be appointed for a term to expire on July 1, 1981, one of which members shall be appointed for a term to expire on July 1, 1982, one of which members shall be appointed for a term to expire on July 1, 1983, and thereafter each member shall be appointed for a term of five (5) years beginning on July first. All members of the Airport Advisory Commission shall remain on the Commission until their successors are appointed. The City Administrator, or his or her designated representative, shall be an ex-officio member and shall serve as Secretary for the Commission. No individual shall serve more than two (2) full consecutive terms on the Commission.

2-1-3 Removal - Vacancies. The Council may, at any time, remove any member of the Airport Advisory Commission after showing of due cause, and the Mayor, with the consent of the Council, shall fill the vacancies occurring in the Commission by removal or otherwise.

2-1-4 Residence Requirements. Each member of the Airport Advisory Commission shall be a resident of the City of Muscatine, Iowa.

2-1-5 Responsibilities and Duties. The Airport Advisory Commission shall confer with and assist the City Administrator, or his or her designated representative, in preparation of the airport budget, recommend procedures and policies in connection with the administration of the airport, pursue matters and investigate means by which the airport can be improved, and make recommendations for the long range needs of the airport.

**Title 2 – Boards and Commissions**  
**Chapter 2 – Board of Fire and Police Pension Trustees**

SECTIONS:

2-2-1 Creation

2-2-2 Appointment and Terms

2-2-3 Vacancies

2-2-4 Residence Requirements

2-2-5 Responsibilities and Duties

2-2-1 Creation. There is hereby created and organized a Board of Fire and Police Pension Trustees, to be appointed as hereinafter provided, with duties and responsibilities as set forth in this Chapter.

2-2-2 Appointment and Terms. The chief officer of the Fire Department, the City Treasurer, two (2) fire fighters elected by secret ballot by the members of the Fire Department who are entitled to participate in a fire fighter's pension fund established by law, and three (3) citizens who do not hold any other public office, who shall be appointed by the Mayor with the approval of the Council, shall constitute the members of the Board of Trustees of the Fire Retirement System. The chief officer of the Police Department, the City Treasurer, two (2) police officers elected by secret ballot by the members of the Police Department who are entitled to participate in a policemen's pension fund established by law, and three (3) citizens who do not hold any other public office, who shall be appointed by the Mayor with the approval of the Council, shall constitute the members of the Board of Trustees of the Police Retirement System. The three (3) citizens appointed by the Mayor shall serve on both of said Boards, one of whom shall serve until the first Monday in April of the second year, one until the first Monday in April of the third year, and one until, the first Monday in April of the fourth year. Thereafter, appointments shall be made for four-year terms. One (1) of the members of each department elected shall serve until the first Monday in April of the second year and one (1) until the first Monday in April of the fourth year upon the taking of effect of this Chapter, and thereafter each such department shall every second year on such date and in such manner as shall be prescribed by said Board of Trustees elected by ballot, one (1) such member to serve for a term of four (4) years.

2-2-3 Vacancies. If a vacancy occurs in the office of Trustee, the vacancy shall be filled for the unexpired term in the same manner as the office was previously filled.

2-2-4 Residence Requirements. Each member, except the police officers or fire fighters, of the Board of Trustees shall be a resident of the City of Muscatine, Iowa.

2-2-5 Responsibilities and Duties. The Boards of Fire and Police Pension Trustees shall exercise all the responsibilities and duties as prescribed by the Code of Iowa for such Boards.

**Title 2 – Boards and Commissions**  
**Chapter 3 – Board of Fire Health**

SECTIONS:

2-3-1 Creation

2-3-2 Appointment and Terms

2-3-3 Vacancies

2-3-4 Residence Requirements

2-3-5 Responsibilities and Duties

2-3-1 Creation. There is hereby created and organized a Board of Health, to be appointed as hereinafter provided, with duties and responsibilities as set forth in this Chapter.

2-3-2 Appointment and Terms. The Board of Health shall consist of five (5) members to be appointed by the Council, at least one of whom shall be licensed in Iowa as doctor of medicine and surgery or as an osteopathic physician and surgeon, as defined by law, two of whom shall be a member of the Council and the Mayor, who shall serve as Chairman, for a term of three (3) years. All members of the Board of Health shall remain on the Board until their successors are appointed. Each term shall commence on the first day of July. The City Administrator, or his or her designated representative, shall be an ex-officio member and shall serve as Secretary for the Board. No individual shall serve more than two (2) full consecutive terms on the Board.

2-3-3 Vacancies. Vacancies due to death, resignation or other cause shall be filled as soon as possible after the vacancy exists, by appointment of the Council, for the unexpired term of the original appointment.

2-3-4 Residence Requirements. Each member of the Board of Health shall be a resident of the City of Muscatine, Iowa.

2-3-5 Responsibilities and Duties. The Board of Health shall exercise all the responsibilities and duties as prescribed by the Code of Iowa for local boards of health and as prescribed in Title 9, Chapter 1 of the City Code

**Title 2 – Boards and Commissions**  
**Chapter 4 – Cable Television Advisory Commission**

SECTIONS:

- 2-4-1 Creation
- 2-4-2 Appointment and Terms
- 2-4-3 Removal - Vacancies
- 2-4-4 Residence Requirements
- 2-4-5 Responsibilities and Duties

2-4-1 Creation. There is hereby created an organized Cable Television Advisory Commission, to be appointed as hereinafter provided, with duties and responsibilities as set forth in this Chapter.

2-4-2 Appointment and Terms. The Cable Television Advisory Commission shall consist of five (5) members to be appointed by the Mayor, with approval of the Council. The term of office of such members shall commence with their appointment and they shall serve a term of five (5) years provided, however, that appointments to the first Commission shall be for one, two, three, four and five year terms respectively. All members of the Commission shall remain on the Commission until their successors are appointed. Each term shall commence on the first day of July. The City Administrator, or his or her designated representative, shall be an ex-officio member and shall serve as secretary for the Commission. No individual shall serve more than two (2) full consecutive terms on the commission.

2-4-3 Removal - Vacancies. The Council may, at any time, remove any member of the Cable Television Advisory Commission after showing a due cause, and the Mayor, with the consent of the Council, shall fill the vacancies occurring in the Commission by removal or otherwise.

2-4-4 Residence Requirements. Each member of the Cable Television Advisory Commission shall be a resident of the City of Muscatine, Iowa.

2-4-5 Responsibilities and Duties. The Cable Television Advisory Commission shall confer with and assist the City Administrator, or his or her designated representative, in preparation of the CATV budget, recommend procedures and policies in connection with the administration of the Cable System, pursue matters and investigate means by which the Cable System can be improved, and make recommendations for the long range needs of the Cable System. In addition, the Commission shall perform the following functions:

- A. Advise the Council on applications for franchises.
- B. Advise the Council on matters which might constitute grounds for revocation of the franchise.
- C. Attempt to resolve disagreements among Franchisee and public and private users of the System.
- D. Review the Franchisee's efforts in providing consulting services to facilitate government, educational, community, group, and individual use of the access channels.
- E. Determine general policy relating to the service provided to subscribers and the operation and use of access channels, with a view to maximizing the diversity of programs and services to subscribers. The use of access channels shall be allocated on a first-come, first-served basis, subject to limitations on monopolization of

channel time or prime times. This policy should be designed to insure that the access channels are free from any governmental control over programming content.

- F. Encourage use of access channels among the widest range of institutions, groups, and individuals within the City.
- G. Submit an annual report to the Council, including, but not limited to, the total number of hours of utilization of access channels, a review of any plans submitted during the year by Franchisee for development of new services, and hourly subtotals for various programming categories. The annual report shall include the following programming categories:
  - 1. Local education uses, including library, public and private schools, and the Muscatine Community College.
  - 2. Public Access for local programming under public control.
  - 3. Local Government Access.
  - 4. Channel time use for lease for pay TV.
  - 5. Channel time use for lease for business uses.
  - 6. Other channel uses.
- H. Cooperate with other systems and encourage interconnection of systems.
- I. Maintain knowledge of current developments in cable communications.
- J. Submit a budget request to the Council to cover expenses incurred for performance of the Commission functions specified by this Chapter. The primary source of Commission funds shall be derived from the franchise fee charged by the City. Budget requests may include funds to be used for development of the use of access channels, including production grants to users and the purchase and maintenance of equipment not required to be provided by the Franchisee.
- K. Review all of the records that Title 5, Chapter 18 requires the Franchisee to make and keep and, at the Commission's discretion, require the Franchisee to keep and disclose such additional records as may assist in the orderly administration of the Commission's functions.
- L. Make recommendations to the Council for amendments to Title 5, Chapter 18 of the franchise agreement. Such recommendations are to be submitted to the Council thirty (30) days prior to the scheduled review sessions, as required in Title 5, Chapter 18.
- M. Employ, subject to Council approval, a technical consultant to assist in the analysis of any matter relative to any franchise.
- N. Perform such additional functions as the Council may specify.

**Title 2 – Boards and Commissions**  
**Chapter 6 – Civil Service Commission**

SECTIONS:

2-6-1 Creation

2-6-2 Appointment and Terms

2-6-3 Vacancies

2-6-4 Residence Requirements

2-6-5 Responsibilities and Duties

2-6-1 Creation. There-is hereby created and organized a Civil Service Commission, to be appointed as hereinafter provided, with duties and responsibilities as set forth in this Chapter.

2-6-2 Appointment and Terms. The Civil Service Commission shall consist of three (3) members to be appointed by the Mayor, with the approval of the Council, one (1) year after the regular municipal election. The term of office of such members shall commence with their appointment, one (1) of which members shall serve until the first Monday in April of the second year, one (1) of which members shall serve until the first Monday in April of the fourth year, and one (1) of which members shall serve until the first Monday in April of the sixth year, whose successors shall be appointed for a term of six (6) years. All members of the Civil Service Commission shall remain on the Commission until their successors are appointed. The Chairman of the Commission for each biennial period shall be the member whose term first expires.

The City Administrator, or his or her designated representative, shall be an ex-officio member of the Commission and shall serve as Secretary for the Commission. The Chairman of the Human Rights Commission shall also serve as an ex-officio member of the Commission. No individual shall serve more than two (2) full consecutive terms on the Civil Service Commission.

2-6-3 Vacancies. The Mayor, with the consent of the Council, shall fill the vacancies occurring in the Commission for the unexpired term of the appointment.

2-6-4 Residence Requirements. Each member of the Civil Service Commission shall be a resident of the City of Muscatine, a citizen of Iowa, an eligible elector, and shall serve without compensation.

2-6-5 Responsibilities and Duties. The Civil Service Commission shall exercise all the responsibilities and duties in accordance with the provisions of the Code of Iowa for Civil Service Commissions.

**Title 2 – Boards and Commissions**  
**Chapter 7 – Recreation Advisory Commission**

SECTIONS:

2-7-1 Creation

2-7-2 Appointment and Terms

2-7-3 Removal - Vacancies

2-7-4 Residence Requirements

2-7-5 Responsibilities and Duties

2-7-1 Creation. There is hereby created and organized a Recreation Advisory Commission to be appointed as hereinafter provided with duties and responsibilities as set forth in this Chapter.

2-7-2 Appointment and Terms. The Recreation Advisory Commission shall consist of seven (7) members to be appointed by the Mayor with the approval of the Council. The term of office of such members shall commence with their appointment and shall be for three (3) years, except to fill vacancies provided, however, that appointments to the first Commission shall be three (3) members for one (1) year, three (3) members for two (2) years and one (1) member for three (3) years. Each term shall commence on the first day of July. All members of the Recreation Advisory Commission shall remain on the Commission until their successors are appointed. No individual shall serve more than two (2) full consecutive terms on the Recreation Advisory Commission.

2-7-3 Removal - Vacancies. The Council may, at any time, remove any member of the Commission after showing of due cause, and the Mayor, with the consent of the Council, shall fill the vacancies occurring on the Commission by removal or otherwise.

2-7-4 Residence Requirements. Each member of the Recreation Advisory Commission shall be a resident of the City of Muscatine, Iowa.

2-7-5 Responsibilities and Duties. The Recreation Advisory Commission shall confer with and assist the City Administrator, or his/her designated representative, in preparation of the budgets, recommend rules, procedures and policies in connection with the administration, pursue matters and investigate means by which improvements can be made, and make recommendations for the long range needs of the cemetery, parks, riverfront, levee and all land owned by the City along the Mississippi River, municipal golf course and all other recreation facilities owned and/or operated by the City.

**Title 2 – Boards and Commissions**  
**Chapter 8 – Muscatine Housing Advisory Agency**

SECTIONS:

- 2-8-1 Creation
- 2-8-2 Appointment and Terms
- 2-8-3 Removal - Vacancies
- 2-8-4 Residence Requirements
- 2-8-5 Responsibilities and Duties

2-8-1 Creation. There is hereby created and organized a Muscatine Housing Advisory Agency, to be appointed as hereinafter provided, with duties and responsibilities as set forth in this Chapter.

2-8-2 Appointment and Terms. The Muscatine Housing Advisory Agency shall consist of five (5) members to be appointed by the Mayor, with the approval of the Council. The term of office of such members shall commence with their appointment, one of which members shall be appointed for a term to expire on July 1, 1979, one of which members shall be appointed for a term to expire on July 1, 1980, one of which members shall be appointed for a term to expire on July 1, 1981, one of which members shall be appointed for a term to expire on July 1, 1982 and one of which members shall be appointed for a term to expire on July 1, 1983. Thereafter each member shall be appointed for a term of five (5) years. All members of the Agency shall remain on the Agency until their successors are appointed. No individual shall serve more than two (2) full consecutive terms on the Agency.

2-8-3 Removal - Vacancies. The Council may, at any time, remove any member of the Agency after showing of due cause, and the Mayor, with the approval of the City Council, shall fill the vacancies occurring in the Agency by removal or otherwise.

2-8-4 Residence Requirements. Each member of the Agency shall be a resident of the City of Muscatine, Iowa.

2-8-5 Responsibilities and Duties. The Agency shall confer with, advise, and assist the City Council in long range housing needs of the City, housing rehabilitation, housing code enforcement, and carrying out the Council's powers in connection with housing projects as set out in Chapter 403A of the Code of Iowa, as amended, particularly including, but not limited to, Section 403A.3 Powers.

- A. To prepare, carry out, and operate housing projects and to provide for the construction, reconstruction, improvement, extension, alteration, or repair of any housing project or any part thereof.
- B. To undertake and carry out studies and analyses of the housing needs and of the meeting of such needs (including data with respect to population and family groups and the distribution thereof according to income groups, the amount and quality of available housing and its distribution according to rentals and sales prices, employment, wages, and other factors affecting the local housing needs and the meeting thereof) and to make the results of such studies and analyses available to the public and the building, housing and supply industries; and to engage in research and disseminate information on housing and slum clearance.
- C. To arrange or contract for the furnishing by any person or agency, public or private, of services, privileges, works or facilities for, or in connection with, a housing project or the occupants thereof; and (notwithstanding anything to the contrary contained in



this Chapter or in any other provision of law) to agree to any conditions attached to federal financial assistance relating to the determination of prevailing salaries or wages or the payment of not less than prevailing salaries or wages or compliance with labor standards, in the development or administration of projects, and to include in any contract let in connection with a project, stipulations requiring that the contractor and any subcontractor comply with requirements as to minimum salaries or wages and maximum hours of labor, and comply with any conditions which the federal government may have attached to its financial aid of the project.

- D. To lease or rent any dwellings, accommodations, lands, buildings, structures, or facilities embraced in any project and (subject to the limitations contained in this Chapter with respect to the rental of dwellings in housing projects) to establish and revise the rents or charges thereof; to own, hold and improve real or personal property; to purchase, lease, obtain options upon, acquire by gift, grant, bequest, devise, or otherwise any real or personal property or any interest therein; to acquire by the exercise of the power of eminent domain any real property; to sell, lease, exchange, transfer, assign, pledge, or dispose of any real or personal property or any interest therein; to insure or provide for the insurance, in any stock or mutual company, of any real or personal property or operations of the municipality against any risks or hazards; to procure or agree to the procurement of federal or state government insurance or guarantees of the payment of any bonds or parts thereof issued by a municipality, including the power to apply premiums on any such insurance.
- E. To invest any funds held in connection with a housing project in reserve or sinking funds, or any fund not required for immediate disbursement, in property or securities which banks designated as state depositories may use to secure the deposit of state funds; to redeem its bonds at the redemption price established therein or to purchase its bonds at less than such redemption price, all bonds so redeemed or purchased to be canceled.
- F. To determine where slum areas exist or where there is unsafe, unsanitary, or overcrowded housing; to make studies and recommendations relating to the problem of clearing, replanning, and reconstructing slum areas and the problem of eliminating unsafe, unsanitary, or overcrowded housing and providing dwelling accommodations for persons of low income; and to cooperate with any state public body in any action taken in connection with these problems.
- G. To conduct examinations and investigations and to hear testimony and take proof under oath at public or private hearings on any matter material for its information; to administer oaths, issue subpoenas requiring the attendance of witnesses or the production of books and papers and to issue commissions for the examination of witnesses who are outside of the state or unable to attend or excused from attendance; to make available to appropriate agencies (including those charged with the duty of abating or requiring the correction of nuisances or like conditions or of demolishing unsafe or unsanitary structures within its area of operation) its findings and recommendations with regard to any building or property where conditions exist which are dangerous to the public health, morals, safety, or welfare.
- H. To, within its area of operation, enter into any building or property in any municipal housing area in order to make inspections, surveys, appraisals, soundings, or test borings; and to obtain an order for this purpose from a court of competent jurisdiction in the event entry is denied or resisted.
- I. To exercise all or any part or combination of powers herein granted. No provision of law with respect to the acquisition, operation, or disposition of property by public bodies shall be applicable to a municipality in its operations pursuant to this Chapter, unless the legislature shall specifically so state.

- J. To cooperate with the Iowa housing finance authority, to participate in any of its programs, to use any of the funds available to the municipality for the uses of this Chapter to contribute to such programs in which it participates, and to comply with the provisions of Sections 220.1 to 220.36 and the rules of the Iowa housing finance authority.

**Title 2 – Boards and Commissions**  
**Chapter 9 – Housing Advisory and Appeals Board**

SECTIONS:

2-9-1 Creation

2-9-2 Appointment and Terms

2-9-3 Removal - Vacancies

2-9-4 Residence Requirements

2-9-5 Responsibilities and Duties

2-9-1 Creation. There is hereby created and organized a Housing Advisory and Appeals Board, to be appointed as hereinafter provided, with duties and responsibilities as set forth in this Chapter.

2-9-2 Appointment and Terms. The Housing Advisory and Appeals Board shall consist of five (5) members to be appointed by the Mayor, with the approval of the Council, who are not employees of the City. The term of office of such members shall commence with their appointment and shall be for two (2) years, except to fill vacancies. Each term shall commence on the first day of July. Appointments shall be made every year, with three (3) members and two (2) members being replaced alternately so as to stagger the terms. All members shall remain on the Board until their successors are appointed. No individual shall serve more than two (2) full consecutive terms on the Board. The Building Official shall be an ex-officio member of and shall act as secretary of the Board.

2-9-3 Removal - Vacancies. The City Council may, at any time, remove any member of the Board after showing due cause, and the Mayor, with the consent of the Council, shall fill the vacancies occurring on the Board by removal or otherwise.

2-9-4 Residence Requirements. Each member of the Housing Advisory and Appeals Board shall be a resident of the City of Muscatine, Iowa.

2-9-5 Responsibilities and Duties. The Housing Advisory and Appeals Board shall exercise all the responsibilities and duties as prescribed by the Muscatine Housing Code, which is Title 8, Chapter 5 of the City Code of Muscatine.

**Title 2 – Boards and Commissions**  
**Chapter 10 – Human Rights Commission**

SECTIONS:

- 2-10-1 Creation
- 2-10-2 Appointment and Terms
- 2-10-3 Removal - Vacancies
- 2-10-4 Residence Requirements
- 2-10-5 Compensation - Expenses
- 2-10-6 Election of Officers
- 2-10-7 Meetings - Rules - Quorums
- 2-10-8 Public Meetings, Records, and Confidentiality
- 2-10-9 Appointment of Staff
- 2-10-10 Powers and Duties
- 2-10-11 Declaration of Policy

2-10-1 Creation. There is hereby created and organized a Human Rights Commission, to be appointed as hereinafter provided, with duties and responsibilities as set forth in this Chapter.

2-10-2 Appointment and Terms. The Human Rights Commission shall consist of seven (7) members to be appointed by the Mayor, with the approval of the Council. The term of office of such members shall commence with their appointment, all of which shall be for a term of two (2) years. Each term shall commence on the first day of July. All members of the Human Rights Commission shall remain on the Commission until their successors are appointed. The Human Resources Administrator shall be an ex-officio member of the Commission and shall serve as Secretary for the Commission. No individual shall serve more than two (2) consecutive terms on the Commission.

2-10-3 Removal - Vacancies. The Council may, at any time, remove any member of the Human Rights Commission after showing of due cause, which shall include failure to maintain a reasonable record of attendance at regular meetings, and the Mayor, with the consent of the Council, shall fill the vacancies occurring in the Commission by removal or otherwise.

2-10-4 Residence Requirements. Each member of the Human Rights Commission shall be a resident of the City of Muscatine, Iowa.

2-10-5 Compensation - Expenses. The members of the Commission shall serve without compensation, provided that they may receive actual and necessary expenses incurred within the limits established in the City budget.

2-10-6 Election of Officers. The Commission shall elect from its own membership at its regular January meeting its Chairperson and Vice-Chairperson, each to serve for a term of one (1) year. It shall at its regular January meeting elect a Secretary, who may be, but need not be, a member of the Commission. The Commission shall fill vacancies among its officers for the remainder of the unexpired term.

2-10-7 Meetings - Rules - Quorums.

- A. The Commission shall hold at least one regular meeting during each calendar month at a time and place to be determined by its rules.
- B. The Chairperson, the Vice-Chairperson, or any four (4) members of the Commission may call a special meeting by giving at least one (1) clear day notice to every member of the Commission. The call for a special meeting shall include an agenda, and only matters included in that agenda may be discussed at the meeting.
- C. A quorum of the Commission shall be five (5) members. A majority of the members present and voting shall be necessary for the passage of any motion. The Chairperson shall vote as a member of the Commission.
- D. The Commission may adopt, amend, or rescind such rules as may be necessary for the conduct of its business.

2-10-8 Public Meetings, Records, and Confidentiality.

- A. In accordance with Chapter 28A of the Code of Iowa, all meetings of the Commission shall be public meetings, except:
  - 1. The Commission may hold a closed session by affirmative vote of two-thirds (2/3) of its members present, the votes on such motion being recorded in the minutes by yeas or nays, when necessary to prevent irreparable and needless injury to the reputation of an individual whose employment or discharge, is under consideration, but any motion decided in such session shall be voted on by yeas and nays and shall be recorded in the minutes as per subsection B.2 of the section.
  - 2. The Commission shall hold a closed session for consideration of any complaint of discrimination or report concerning investigation or conciliation of said complaint, as provided in the Human Rights Ordinance, Title 4, Chapter 4, of the City Code.
- B. All records of the Commission shall be public, except:
  - 1. Complaints of discrimination, reports of investigations, statements, and other documents or records obtained in investigation of any charges shall be closed records, unless public hearing is scheduled or district court action is commenced as provided in this Chapter.
  - 2. The minutes of any session which is closed under the provisions of said Human Rights Ordinance shall be closed records.
- C. No member of the Commission or of its staff shall disclose the filing of a complaint, the information gathered during the investigation, or the endeavors to eliminate such discriminatory or unfair practice by conference, conciliation, or persuasion, unless such disclosure is made in connection with the conduct of an investigation or after public hearing is scheduled or district court action is commenced upon a complaint filed as provided in this Chapter. This section does not prevent any complainant, respondent, witness, or other person from publicizing the filing of a complaint or the matter therein complained of. Any violation of this section shall be punishable by a fine not to exceed one hundred dollars (\$100.00).

2-10-9 Appointment of Staff. The City Administrator shall appoint the necessary staff to assist the Commission in performing its duties and responsibilities.

2-10-10 Powers and Duties. The Commission shall have the powers and duties as set forth in the Human Rights Ordinance, Title 4, Chapter 4, of the City Code.

2-10-11 Declaration of Policy. The Human Rights Commission of the City shall cooperate with the Iowa State Civil Rights Commission, the United States Civil Rights Commission, the

Federal Equal Employment Opportunity Commission, and other agencies with similar purposes.

**Title 2 – Boards and Commissions**  
**Chapter 11 – Historic Preservation Commission**

SECTIONS:

- 2-11-1 Purpose
- 2-11-2 Definitions
- 2-11-3 Muscatine Historic Preservation Commission
- 2-11-4 Appointment and Terms
- 2-11-5 Removal/Vacancies
- 2-11-6 Qualifications
- 2-11-7 Compensation
- 2-11-8 Chairperson and Secretary
- 2-11-9 Meetings and Quorum
- 2-11-10 Responsibilities and Duties

2-11-1 Purpose. The purpose of this ordinance is to promote the educational, cultural, economic and general welfare of the public through the recognition, enhancement, and perpetuation of sites and districts of historical and cultural significance; safeguard the City's historic, aesthetic, and cultural heritage by preserving sites and districts of historic and cultural significance; stabilize and improve property values; foster pride in the legacy of beauty and achievements of the past; protect and enhance the City's attractions to tourists and visitors and the support and stimulus to business thereby provided; strengthen the economy of the city; and promote the use of sites and districts of historic and cultural significance as places for the education, pleasure and welfare of the people of the City.

2-11-2 Definitions.

- A. "Commission" means the Muscatine Historic Preservation Commission, as established by this ordinance.
- B. "Historic District" means an area which contains a significant portion of archaeological sites, buildings, structures, objects and/or other improvements which, considered as a whole, possesses integrity of location, design, setting, materials, workmanship, feeling, and association, and 1) embodies the distinctive characteristics of a type, period, or method of construction, or that represents the work of a master, or that possesses high artistic values, or that represents a significant and distinguishable entity whose components may lack individual distinction; or 2) is associated with events that have made significant contributions to the broad patterns of our local, state or national history; or 3) possesses a coherent and distinctive visual character or integrity based upon similarity of scale, design, color, setting, workmanship, materials, or combinations thereof, which is deemed to add significantly to the value and attractiveness of properties within such area; or 4) is associated with the lives of persons significant in our past; or 5) has yielded, or may be likely to yield, information important in prehistory or history.
- C. "Historic Site" means an archaeological or historic site, object, structure or building which 1) is associated with events that have made a significant contribution to the broad patterns of our history; or 2) is associated with the lives of persons significant in our past; or 3) embodies the distinctive characteristics of a type, period, or method of construction, or that represents a work of a master, or that possess high artistic values, or that represents a significant and distinguishable entity whose components may lack individual distinction; or 4) has yielded, or may be likely to yield, information important in prehistory or history.

2-11-3 Muscatine Historic Preservation Commission. There is hereby created and organized the Muscatine Historic Preservation Commission to be appointed as hereinafter provided with duties and responsibilities as set forth in this Chapter.

2-11-4 Appointment and Terms. The Commission shall consist of seven (7) members to be appointed by the Mayor, with the approval of the Council. The term of office of such members shall commence with their appointment, two (2) of which members shall be appointed for a term to expire on July 1, 2001, two (2) of which members shall be appointed for a term to expire on July 1, 2002 and three (3) of which shall be appointed for a term to expire on July 1, 2003. Thereafter, each member shall be appointed for a term of three (3) years. All members of the Commission shall remain on the Commission until their successors are appointed. No one individual shall serve for more than two (2) full consecutive terms on the Commission.

2-11-5 Removal/Vacancies. The Council may, at any time, remove any member of the Commission after showing due cause, and the Mayor, with the consent of the Council, shall fill the vacancies occurring on the Commission by removal or otherwise.

2-11-6 Qualifications. Members shall demonstrate a positive interest in historic preservation; should be drawn from professionals in architecture, history, architectural history, planning, prehistoric and historic archaeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines to the extent that such professions are available; and may include other persons as have demonstrated special interest, experience, or knowledge in history, architecture, or related disciplines.

2-11-7 Compensation. The members of the Commission shall serve without compensation.

2-11-8 Chairperson and Secretary. The Commission shall elect a Chairperson who shall preside over all Commission meetings. The City Administrator or his/her designee shall serve as secretary who shall be responsible for maintaining written records of the Commission's proceedings.

2-11-9 Meetings and Quorum. The Commission shall meet at least three (3) times a year and a simple majority of the Commission shall constitute a quorum for the transaction of business.

2-11-10 Responsibilities and Duties. The Commission may do the following:

- A. Conduct studies for the identification and designation of historic districts and sites meeting the definitions established by this ordinance, proceed at its own initiative or upon a petition from any person, group, or association, and shall maintain records of all studies and inventories for public use.
- B. Make a recommendation to Council to recommend to the State Historic Preservation Officer for the listing of a historic district or site in the National Register of Historic Places and may conduct a public hearing thereon.
- C. Investigate and recommend to the Council the adoption of ordinances designating historic sites and historic districts if they qualify as defined herein.
- D. Accept unconditional gifts and donations of real and personal property, including money, for the purpose of historic preservation.
- E. Acquire by purchase, bequest, or donation, fee and lesser interests in historic properties, including properties adjacent to or associated with historic properties.



- F. Preserve, restore, maintain and operate historic properties, under the ownership or control of the Commission.
- G. Lease, sell, and otherwise transfer or dispose of historic properties subject to rights of public access and other covenants and in a manner that will preserve the property.
- H. Contract with the approval of the Council, with the state or the federal government or other organizations.
- I. Cooperate with the federal, state and local governments in the pursuance of the objectives of historic preservation.
- J. Provide information for the purpose of historic preservation to the Council.
- K. Promote and conduct an educational and interpretive program on historic properties within its jurisdiction.

**Title 2 – Boards and Commissions**  
**Chapter 12 – Library Board of Trustees**

SECTIONS:

- 2-12-1 Creation
- 2-12-2 Appointment and Terms
- 2-12-3 Removal - Vacancies
- 2-12-4 Residence Requirements
- 2-12-5 Powers and Duties
- 2-12-6 Power to Contract With Others for the Use of the Library
- 2-12-7 Termination of Contracts
- 2-12-8 Library Account
- 2-12-9 Report
- 2-12-10 Removal of Library Materials

2-12-1 Creation. There is hereby created and organized a Library Board of Trustees, to be appointed as hereinafter provided, with the duties and responsibilities as set forth in this Chapter. Further, it is the purpose of this Chapter to retain all applicable Ordinances and to adopt as Ordinances all applicable State statutes to assure the continued functioning of the Board of Library Trustees in the Musser Public Library pursuant to Section 196, Chapter 1088 of the Laws of the 64th G.A. Second Session.

2-12-2 Appointment and Terms. The Board of Library Trustees shall consist of nine (9) members to be appointed by the Mayor, with the approval of the Council. The terms of office of such members shall be appointed for a term of six (6) years and appointments made every two (2) years or one-third (1/3) the total number, as near as possible, to stagger the terms. Each term shall commence on the first day of July. All members of the Board of Library Trustees shall remain on the Board until their successors are appointed. No individual is to serve more than two (2) full consecutive terms on the Board.

2-12-3 Removal - Vacancies. The Council may, at any time, remove any member of the Board of Library Trustees after showing of due cause, and the Mayor, with the consent of the Council, shall fill the vacancies occurring on the Board by removal or otherwise. A trustee absent for six (6) consecutive regular meetings of the Board, except in a case of sickness or temporary absence from the City, without due explanation of absence shall render such office as trustee vacant.

2-12-4 Residence Requirements. Eight (8) of the members of the Board shall be residents of the City of Muscatine and shall not be less than eighteen (18). The board shall consist of one (1) County resident who is not a resident of the City of Muscatine, and who shall be appointed by the Mayor with the approval of the Muscatine County Board of Supervisors.

2-12-5 Powers and Duties. The Board shall have and exercise the following powers:

- A. To meet and organize by the election of one of their number as President of the Board, and by the election of a Secretary and such other officers as the Board may deem necessary.
- B. To have charge, control, and supervision of the Public Library, its appurtenances and fixtures, and rooms containing the same, and directing and controlling all the affairs of such Library.

- C. To employ a Library Director for the proper management of said Library and to fix his or her compensation; but, prior to such employment, the compensation of such Library Director shall be fixed in accordance with the Pay Plan of the City.
- D. To remove such Library Director by a vote of two-thirds (2/3) of such Board for misdemeanor, incompetency, or inattention to the duties of such employment.
- E. To select and make purchases of books, pamphlets, magazines, periodicals, papers, maps, journals, furniture, fixtures, stationery, supplies for such Library, and such other Library materials deemed appropriate.
- F. To authorize the use of such libraries by non-residents of the City and to fix charges therefore.
- G. To make, adopt, amend, modify, or repeal by-laws, rules, and regulations, not inconsistent with law, for the care, use, government, and management of such Library and the business of said Board, fixing and enforcing penalties for the violation thereof.
- H. To authorize the expenditures of all monies allocated for Library purposes by the Council; and of the expenditure of all monies available by gift or otherwise for the erection of Library buildings.
- I. To accept gifts of real property, personal property, or mixed property and devises and bequests, including trust funds; to take title to said property in the name of said Library; to execute deeds and bills of sale for the conveyance of said property; and to expend the funds received by them from such gifts for the improvement of said Library.
- J. All budget and accounting procedures, personnel policies, purchasing procedures, and public improvement procedures established by the City Council shall be adhered to by the Board.
- K. Said Board shall keep a record of its proceedings.

2-12-6 Power to Contract With Others for the Use of the Library. Contracts may be made between the Board and other boards of trustees of free public libraries; any city, school corporation, township, or county; or with the trustees of any county library district for use of the Musser Public Library by their respective residents. Such use shall be accomplished by one or more of the following methods, in whole or in part:

- A. By lending the books of the Library to such residents on the same terms and conditions as to residents of the City.
- B. By the establishment of depositories of books of the Library to be loaned to such residents at stated times and places.
- C. By the transportation of books of the Library by mobile or other conveyance for lending the same to such residents at stated times and places.
- D. By the establishment of branch libraries for lending books to such residents.

2-12-7 Termination of Contracts. The contracts authorized in Section 2-12-6 of this Chapter may, by mutual consent of the contracting parties, be terminated at any time. They may also be terminated by a majority of the electors, represented by either of the contracting parties, voting on a proposition to terminate which shall be submitted by the governing body upon a written petition of electors in a number not less than five percent (5%) of those who voted in the area for governor at the last general election.

The proposition may be submitted at any election provided by law which covers the area of that seeking to terminate the contract. The petition shall be presented to the governing body not less than forty (40) days before the election at which the question is to be submitted.

2-12-8 Library Account. All money appropriated by the Council from the General Fund for the operation and maintenance of the Library shall be set aside in an account for the Library. Expenditures shall be paid for only on orders of the Board, signed by its President and Secretary, or their designated representatives. The warrant writing officer is the City Clerk or Deputy City Clerk.

2-12-9 Report. The Board of Trustees shall, after the close of each Municipal fiscal year, make to the Council a report containing a statement of the condition of the Library, the number of books and other Library material added thereto, the number circulated, the number not returned or lost, the amount of fines collected, and the amount of money expended in the maintenance thereof during such year, together with such further information as required by the Council.

2-12-10 Removal of Library Materials. Any person who takes from the public Library any book, pamphlet, periodical, paper, or other property, except in accordance with the rules of such Library; or who takes or borrows from such Library any book, pamphlet, periodical, paper, or other property and neglects or refuses to return the same within one week after receiving notice to do so; or who shall willfully cut, mutilate, mark, tear, write upon, deface, or otherwise destroy or injure any book, pamphlet, periodical, map, document, picture, or other property of such Library; or who violates any other rules of said Library; or disturbs the peace and quiet thereof by disorderly conduct, shall be deemed guilty of a simple misdemeanor.

**Title 2 – Boards and Commissions**  
**Chapter 13 – Art Center Board of Trustees**

SECTIONS:

- 2-13-1 Creation
- 2-13-2 Appointment and Terms
- 2-13-3 Removal - Vacancies
- 2-13-4 Residence Requirements
- 2-13-5 Responsibilities and Duties
- 2-13-6 Establishment of Art Center

2-13-1 Creation. There is hereby created and organized an Art Center Board of Trustees, to be appointed as hereinafter provided, with the duties and responsibilities as set forth. in this Chapter.

2-13-2 Appointment and Terms. The Art Center Board of Trustees shall consist of nine (9) members to be appointed by the Mayor, with the approval of the Council. The terms of office of such members shall commence with their appointment and shall be three (3) years, except to fill vacancies. Each term shall commence on the first day of July. Appointments shall be made every year with three (3) members to be appointed so as to stagger the terms. All members of the Art Center Board of Trustees shall remain on the Board until their successors are appointed. No individual shall serve more than two (2) full consecutive terms on the Board.

2-13-3 Removal - Vacancies. The Council may, at any time, remove any member of the Art Center Board of Trustees after Showing of due cause, and the Mayor, with the consent of the Council, shall fill the vacancies occurring in the Commission by removal or otherwise.

2-13-4 Residence Requirements. Each member of the Art Center Board of Trustees shall be a resident of the City of Muscatine, Iowa.

2-13-5 Responsibilities and Duties.

- A. To meet and organize by the election of one of their number as president of the board, and by the election of a secretary and such other officers and committees as the board may deem necessary.
- B. To have charge, control, and supervision of the art center, its work of art, appurtenances, fixtures, and buildings or rooms containing the same, directing and controlling all the affairs of such Art Center.
- C. To employ a Director for the management of said Art Center and fix his or her compensation; but, prior to such employment, the compensation of such director shall be fixed in accordance with the Pay Plan of the City.
- D. To remove such Director by a vote of two-thirds (2/3) of such board for misdemeanor, incompetency, or inattention to the duties of such employment.
- E. To accept, on behalf of the City, gifts or works of art; to select and make purchases of pictures, portraits, paintings, statuary, relics, and other objects of art, in the original and in replicas or copies, books, periodicals, papers, and journals on the subject of art, furniture, fixtures, stationery, and supplies for such Art Center.
- F. To receive, hold, and dispose of all gifts, donations, devises, and bequests that may be made to the City for the purpose of establishing, increasing, or improving such Art Center; but when any such gift, donation, devise, or bequest shall be conditioned

upon any act of the City, the City Council must first determine whether such condition can or shall be complied with.

- G. To make, adopt, amend, modify, or repeal by-laws, rules, and regulations, not inconsistent with law, for the care, use, government, and management of such Art Center and the business of said board, fixing and enforcing penalties for the violation thereof.
- H. To authorize the expenditures of all monies allocated by the Council for the purposes, as provided by law, and of the expenditure of all monies available by gift, or otherwise, for the erection of art buildings or for the promotion of such art centers and of all other money belonging to the art center fund, provided however all budget and accounting procedures, personnel policies, purchasing procedures, and public improvements procedures established by the City Council shall be adhered to by the Board.

2-13-6 Establishment of Art Center. The City of Muscatine, Iowa, hereby establishes the following described real estate, to-wit:

Lot thirty-five (35), the southerly fifty-five feet (55') of lot twenty-four (24), all of lot twenty-five (25), and all of lot twenty-six (26), except part thereof conveyed to Fox Security Company by warranty deed recorded in Book 55 of Lots, page 169, of the records of the Recorder of Muscatine County, Iowa, all in Fletcher & Deshlers Addition No. One (1), to the City of Muscatine, Iowa,

as the Muscatine Art Center and that the original dwelling and building located on the real estate described above be named and maintained hereafter as the Laura Musser Museum and that the new center erected upon the real estate above described and donated by C. Maxwell Stanley and Elizabeth Stanley to the City of Muscatine, Iowa, be designated the Stanley Gallery, said Art Center, Museum, and Gallery to be maintained and operated in accordance with the provisions of this Chapter.

**Title 2 – Boards and Commissions**  
**Chapter 14 – New Construction Appeal and Advisory Board**

SECTIONS:

2-14-1 Creation

2-14-2 Appointment and Terms

2-14-3 Removal - Vacancies

2-14-4 Residence Requirements

2-14-5 Responsibilities and Duties

2-14-1 Creation. There is hereby created and organized a New Construction Appeal and Advisory Board, to be appointed as hereinafter provided, with duties and responsibilities as set forth in this Chapter.

2-14-2 Appointment and Terms. The New Construction Appeal and Advisory Board shall consist of five (5) members to be appointed by the Mayor, with the approval of the Council, who are qualified by experience and training to pass upon matters pertaining to building construction. The term of office of such members shall commence with their appointment and shall be for three (3) years, except to fill vacancies. Each term shall commence on the first day of July. All members shall remain on the Board until their successors are appointed. No individual shall serve more than two (2) full consecutive terms on the Board.

2-14-3 Removal - Vacancies. The City Council may, at any time, remove any member of the Board after showing due cause, and the Mayor, with the consent of the Council, shall fill the vacancies occurring on the Board by removal or otherwise.

2-14-4 Residence Requirements. Each member of the New Construction Appeal and Advisory Board shall be a resident of the City of Muscatine, Iowa.

2-14-5 Responsibilities and Duties. The New Construction Appeal and Advisory Board shall exercise all the responsibilities and duties as prescribed by the Uniform Building Code, which is Title 8, Chapter 1, the National Electric Code, which is Title 8, Chapter 3, the Uniform Mechanical Code, which is Title 8, Chapter 7, and the Uniform Plumbing Code, which is Title 8, Chapter 9 of the City Code of Muscatine.

**Title 2 – Boards and Commissions**  
**Chapter 16 – Planning and Zoning Commission**

SECTIONS:

- 2-16-1 Creation
- 2-16-2 Appointment and Terms
- 2-16-3 Residence Requirements
- 2-16-4 Removal - Vacancies
- 2-16-5 Compensation of Members
- 2-16-6 Relation to Planning Administrator
- 2-16-7 Responsibilities and Duties

2-16-1 Creation. Under and by virtue of the authority conferred by the Code of Iowa, a City Planning and Zoning Commission is hereby created and established.

2-16-2 Appointment and Terms. The Planning and Zoning Commission shall consist of seven (7) members to be appointed by the Mayor, with the approval of the Council. Members appointed to the Commission should be, by knowledge or experience, qualified to act reasonably in matters pertaining to the growth management policies of the City, development and refinement of the Comprehensive Plan, Zoning matters, and City real estate vacation requests. Members appointed to the Commission shall not hold any elective office in the municipal government. The term of office of the members of the Commission shall be five (5) years each. Any member who does not maintain a reasonable record of attendance may be recommended for removal. Each term shall commence on the first day of July. All members of the Planning and Zoning Commission shall remain on the Commission until their successors are appointed. The Planning and Community Development Director shall be an ex-officio member of the Commission and shall serve as Secretary for the Commission. No individuals shall serve more than two (2) consecutive terms on the Commission.

2-16-3 Residence Requirements. Each member of the Commission shall be a resident of the City of Muscatine, Iowa.

2-16-4 Removal - Vacancies. The Council may, at any time, remove any member of the Commission after showing due cause, and the Mayor, with the approval of the City Council, shall fill the vacancies occurring on the Commission by removal or otherwise.

2-16-5 Compensation of Members. All members of the Planning and Zoning Commission shall serve without compensation.

2-16-6 Relation to Planning Administrator. The Planning Administrator, appointed by the City Administrator, shall report to the Planning and Zoning Commission on activities of his or her office concerning land use planning, the formulation of growth management policy, and those other activities corresponding with the public health, safety, and welfare of the community. The Planning Administrator shall also advise the Commission of his or her considered judgment concerning matters before the Commission, or on matters which he or she feels should come before the Commission.

2-16-7 Responsibilities and Duties. Duties, powers and guidelines of the Planning and Zoning Commission, in accordance with the provisions of applicable law, are hereby established for the conduct of Commission activities.



- A. Meetings. The Commission shall conduct regular meetings to review land use proposals and formulate positions or policies related to the activities the Commission has under consideration.
- B. Chairman. The Commission shall choose annually at its first regular meeting one of its members to act as Chairman.
- C. Making of Plans, Surveys, Maps, and Other Appropriate Material. The City Planning and Zoning Commission shall have full power and authority to make, or cause to be made, such surveys, studies, maps, plans, or charts of the whole or any portion of the City or any land outside thereof, which in the opinion of the Commission bears relation to a comprehensive plan, and shall bring the same to the attention of the Council. The Commission may publish its studies and recommendations.
- D. Approval of Designs and Locations of Proposed Structures. No statutory, memorial, or work of art in a public place, and no public building, bridge, viaduct, street fixture, or public structure or appurtenances shall be located or erected, or a site therefore obtained, nor shall any permit be issued by any department of the City government for the erection or location for the erection or location thereof until and unless the design and proposed location of any such improvement shall have been submitted to the Planning and Zoning Commission and its recommendations thereon obtained.
- E. Recommendation Concerning Plans, Plats, etc. All plans, plats, or replats of subdivisions or resubdivisions of land embraced in the City, or within two (2) miles of the City corporate limits thereto, laid out in lots or plats with the streets, alleys, or other portions of the same intended to be dedicated to the public shall first be submitted to the Planning and Zoning Commission and its recommendations obtained before approval by the Council.
- F. Approval of Plans. No plan for any street, park, parkway, boulevard, traffic way, riverfront, or other public improvement affecting the City shall be finally approved by the City, or the character or location thereof determined, unless such proposal shall first have been submitted to the Planning and Zoning Commission.
- G. Purpose of Comprehensive Plan. For the purpose of making a Comprehensive Plan for the physical development of the City, the Planning and Zoning Commission shall make careful and comprehensive studies of present conditions and future growth with due regard to its relations to neighboring territory. The Plan shall be made with the general purpose of guiding and accomplishing a coordinated, adjusted, and harmonious development of the City and its environs which will, in accordance with the present and future needs, best promote health, safety, morals, order, convenience, prosperity, and general welfare, as well as efficiency and economy in the process of development.
- H. Procedure for Adoption of Comprehensive Plan. Before adopting a Comprehensive Plan, or any part of it or any substantial amendment thereof, the Planning and Zoning Commission shall hold at least one public hearing thereon, notice of the time of which shall be given by one publication in a newspaper of general circulation in the City not less than ten (10) nor more than twenty (20) days before the date of the hearing.
- I. Adopt a Comprehensive Plan for the City of Muscatine by successive resolutions adopting successive elements of the Plan, said elements corresponding with, but not limited to land use, transportation, community facilities, parks, recreation and open space, neighborhoods, schools, economic development, central business district, utilities, and administrative procedures. Such Comprehensive Plan and each element thereof shall be a public record and aid the Planning and Zoning Commission in the performance of its duties. The adoption of the Comprehensive Plan and each element thereof shall be by resolution and be carried by the affirmative votes of not less than a majority of all the members of the Planning and Zoning Commission. An attested copy thereof shall be certified to the City Council, and the Council may approve the

same, and when such Plan or any modification or amendment thereof shall receive the approval of the Council, the Plan shall constitute the official Comprehensive Plan of Muscatine.

- J. Amendment or Modification of Comprehensive Plan. When such Comprehensive Plan has been adopted, no substantial amendment or modification thereof shall be made without such proposed change first being referred to the Planning and Zoning Commission for its recommendation. If the Commission disapproves the proposed change, it may be adopted by the Council only by the affirmative vote of at least three-fourths (3/4) of the members of the Council.

**Title 2 – Boards and Commissions**  
**Chapter 17 – Plumbers Board of Examiners**

SECTIONS:

2-17-1 Creation

2-17-2 Appointment and Terms

2-17-3 Removal - Vacancies

2-17-4 Residence Requirements

2-17-5 Responsibilities and Duties

2-17-1 Creation. There is hereby created and organized a Plumbers Board of Examiners, to be appointed as hereinafter provided, with the duties and responsibilities as set forth in this Chapter.

2-17-2 Appointment and Terms. The Plumbers Board of Examiners shall consist of five (5) members to be appointed by the Mayor, with the approval of the Council. The Board shall consist of the following members: a member of the local Board of Health, who shall be Chairman of the board, a practical master plumber, a practical journeyman plumber, the Plumbing Inspector and a Council member. The members shall hold office for two (2) years, but the term of the last three (3) named members shall not expire in the same year. Each term shall commence on the first day of July. The members of the Board shall serve without pay. All members of the Board shall remain on the Board until their successors are appointed. No individual shall serve more than two (2) full consecutive terms on the Board except for the Plumbing Inspector.

2-17-3 Removal - Vacancies. The Council may, at any time, remove any member of the Plumbers Board of Examiners after showing of due cause, and the Mayor, with the consent of the Council, shall fill the vacancies occurring on the Board by removal or otherwise.

2-17-4 Residence Requirements. Each member of the Plumbers Board of Examiners shall be a resident of the City of Muscatine, Iowa.

2-17-5 Responsibilities and Duties. The Plumbers Board of Examiners shall perform the duties as provided in Title 8, Chapter 9, of the City Code.

**Title 2 – Boards and Commissions**  
**Chapter 18 – Transportation Advisory Commission**

SECTIONS:

2-18-1 Creation

2-18-2 Appointment and Terms

2-18-3 Removal - Vacancies

2-18-4 Residence Requirements

2-18-5 Responsibilities and Duties

2-18-1 Creation. There is hereby created and organized a Transportation Advisory Commission, to be appointed as hereinafter provided, with duties and responsibilities as set forth in this Chapter.

2-18-2 Appointment and Terms. The Transportation Advisory Commission shall consist of five (5) members to be appointed by the Mayor, with the approval of the Council. The term of such members shall commence with their appointment, two (2) of which members shall be appointed for a term to expire on July 1, 1982, and three (3) members shall be appointed to a term to expire on July 1, 1983, and thereafter such member shall be appointed for a term of two (2) years. All members of the Commission shall remain on the Commission until their successors are appointed. The City Administrator, or his or her designated representative, shall be an ex-officio nonvoting member of and shall serve as secretary to the Commission. No individual shall serve more than two (2) full consecutive terms on the Commission.

2-18-3 Removal - Vacancies. The Council may, at any time, remove any member of the Commission after showing of due cause, and the Mayor, with the approval of the City Council, shall fill the vacancies occurring in the Commission by removal or otherwise.

2-18-4 Residence Requirements. Each member of the Commission shall be a resident of the City of Muscatine, Iowa.

2-18-5 Responsibilities and Duties. The Transportation Advisory Commission shall confer with and assist the City Administrator, or his or her designated representative, in the preparation of the transit system budget; recommend administrative policies and operational procedures; investigate methods for improving the system; and make recommendations for the development of long range plans of the transit system.

**Title 2 – Boards and Commissions**  
**Chapter 19 – Board of Water, Electric and Communications Trustees**

SECTIONS:

- 2-19-1 Creation
- 2-19-2 Appointment and Terms
- 2-19-3 Compensation
- 2-19-4 Removal - Vacancies
- 2-19-5 Trustee Requirements
- 2-19-6 Responsibilities and Duties

2-19-1 Creation. The City of Muscatine, Iowa, is the owner of a City water utility, a City electric utility and a City communication utility. The management, control and operation of the three utilities, is vested in the board of trustees. The Board of Trustees is referred to as the Board of Water, Electric and Communications Trustees of the City of Muscatine, Iowa. The Board is vested with the powers and duties conferred in Chapter 388, Iowa Code.

2-19-2 Appointment and Terms. The Board of Water, Electric and Communications Trustees of the City of Muscatine, Iowa, shall consist of five (5) members to be appointed by the Mayor, with the approval of the Council. The terms of office of such members shall be for six (6) years, one (1) member to be appointed each year to stagger the terms of the members. All members of the board shall remain on the board until their successors are appointed. No individual shall serve more than two (2) full consecutive terms on the Board. Each term shall commence on the first day of July.

2-19-3 Compensation. The salary of each Trustee appointed to and serving on the Board of Water, Electric and Communications Trustees shall be one hundred dollars (\$150.00) per month.

2-19-4 Removal - Vacancies. Members of the Board of Water, Electric and Communications Trustees may be removed in accordance with the Iowa Code. The Mayor, with the consent of the Council, shall fill the vacancies occurring on the Board by removal or otherwise.

2-19-5 Trustee Requirements. Each member of the Board of Water, Electric and Communications Trustees shall be a resident of the City of Muscatine, Iowa. A public officer or a salaried employee of the City may not serve on the Utility Board.

2-19-6 Responsibilities and Duties. The Board of Water, Electric and Communications Trustees shall have such powers and responsibilities as are prescribed by the Code of Iowa.

**Title 2 – Boards and Commissions**  
**Chapter 20 – Zoning Board of Adjustment**

SECTIONS:

2-20-1 Creation

2-20-2 Appointment and Terms

2-20-3 Removal - Vacancies

2-20-4 Residence Requirements

2-20-5 Responsibilities and Duties

2-20-1 Creation. There is hereby created and organized a Zoning Board of Adjustment, to be appointed as hereinafter provided, with the duties and responsibilities as set forth in this Chapter.

2-20-2 Appointment and Terms. The Zoning Board of Adjustment shall consist of five (5) members to be appointed by the Mayor, with the approval of the Council. The terms of office of such members shall commence with their appointment and shall be for terms of five (5) years. Each term shall commence on the first day of July. One (1) member of the Board shall be a member of the Planning and Zoning Commission. All members of the Board shall remain on the Board until their successors are appointed. No individual shall serve more than two (2) full consecutive terms on the Board.

2-20-3 Removal - Vacancies. The Council may, at any time, remove any member of the Zoning Board of Adjustment after showing due cause, and the Mayor, with the consent of the Council, shall fill the vacancies occurring on the Board by removal or otherwise.

2-20-4 Residence Requirements. Each member of the Zoning Board of Adjustment shall be a resident of the City of Muscatine, Iowa.

2-20-5 Responsibilities and Duties. The Zoning Board of Adjustment shall have such responsibilities and duties as are prescribed by the Iowa Code and by Title 10, Chapter 22.

**Title 2 – Boards and Commissions**  
**Chapter 21 – Electrical Licensing Advisory Board**

SECTIONS:

2-21-1 Creation

2-21-2 Appointment and Terms

2-21-3 Removal - Vacancies

2-21-4 Residence Requirements

2-21-5 Responsibilities and Duties

2-21-1 Creation. There is hereby created and organized an Electrical Licensing Advisory Board, to be appointed as hereinafter provided, with the duties and responsibilities as set forth in this Chapter.

2-21-2 Appointment and Terms. The Electrical Licensing Advisory Board shall consist of five (5) members to be appointed by the Mayor, with the approval of the Council. The Board shall consist of the following members: an employee of Muscatine Power & Water, Electrical Division; a licensed Master Electrician; a licensed Residential Electrician; a citizen appointed at large, and the Electrical Inspector, who shall serve as secretary to the Board. The members shall hold office for three (3) years, but the terms of the Electrical Contractors and the citizen at large shall not expire in the same year. Each term shall commence on the first day of July. The members of the Board shall serve without pay. All members of the Board shall remain on the Board until their successors are appointed. No individual shall serve more than two (2) full consecutive terms on the Board except for the Electrical Inspector and utility company representative.

2-21-3 Removal - Vacancies. The Council may, at any time, remove any member of the Electrical Licensing Advisory Board after showing due cause, and the Mayor, with the consent of Council, shall fill the vacancies occurring on the Board by removal or otherwise.

2-21-4 Residence Requirements. The Master Electrician, Residential Electrician, and Citizen of the Electrical Licensing Advisory Board shall be a resident of the City of Muscatine, Iowa.

2-21-5 Responsibilities and Duties. The Electrical Licensing Advisory Board shall perform the duties as provided in Title 8, Chapter 3 of the City Code.

**Title 2 – Boards and Commissions**  
**Chapter 22 – Fire Code Appeal and Advisory Board**

SECTIONS:

2-22-1 Creation

2-22-2 Appointment and Terms

2-22-3 Removal - Vacancies

2-22-4 Residence Requirements

2-22-5 Responsibilities and Duties

2-22-1 Creation. There is hereby created and organized a Fire Code Appeal and Advisory Board to be appointed as hereinafter provided, with duties and responsibilities as set forth in this Chapter.

2-22-2 Appointment and Terms. The Fire Code Appeal and Advisory Board shall consist of five (5) members to be appointed by the Mayor, with the approval of the Council, who are qualified by experience and training to pass upon matters pertaining to fire safety. The term of office of such members shall commence with their appointment, one (1) of which members shall be appointed for a term to expire on July 1, 1991, one (1) of which members shall be appointed for a term to expire on July 1, 1992, one (1) of which members shall be appointed for a term to expire on July 1, 1993, and (1) of which members shall be appointed for a term to expire on July 1, 1994, and one (1) of which members shall be appointed for a term to expire on July 1, 1995. Thereafter, each member shall be appointed for a term of five (5) years. All members of the Board shall remain on the Board until their successors are appointed. No individual shall serve more than two (2) full consecutive terms on the Board.

2-22-3 Removal - Vacancies. The City Council may, at any time, remove any member of the Board after showing due cause, and the Mayor, with the consent of the Council, shall fill the vacancies occurring on the Board by removal or otherwise.

2-22-4 Residence Requirements. Each member of the Fire Code Appeal and Advisory Board shall be a resident of the City of Muscatine, Iowa.

2-22-5 Responsibilities and Duties. The Fire Code Appeal and Advisory Board shall exercise all the responsibilities and duties as prescribed by the Uniform Fire Code, NFPA 101 Life Safety Code, NFPA 13 Standard for the Installation of Sprinkler Systems, which are Title 6, Chapter 3 of the City Code of Muscatine.