

CHAPTER 26

CIVIL SERVICE COMMISSION

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26.01 PURPOSE. The purpose of this chapter is to provide for the appointment, powers and duties of a Civil Service Commission in accordance with the requirements of State law.

26.02 APPOINTMENT AND TERM. A Civil Service Commission consisting of three members shall be appointed by the Mayor with the approval of the Council for staggered terms of four years.

(Code of Iowa, Sec. 400.1)

26.03 QUALIFICATIONS. Commissioners must be citizens of Iowa, eligible electors and residents of the City preceding their appointment. No person while on said Commission shall hold or be a candidate for any office of public trust.

(Code of Iowa, Sec. 400.2)

26.04 HUMAN RIGHTS COMMISSION. Notwithstanding the provisions of Section 26.03, when a human rights commission has been established, the director thereof shall ex officio be a member, without vote, of the Civil Service Commission.

(Code of Iowa, Sec. 400.2)

26.05 COMPENSATION. Civil Service Commissioners shall serve without compensation.

(Code of Iowa, Sec. 400.2)

26.06 CHAIRPERSON. The Commission shall elect a chairperson from among its members.

(Code of Iowa, Sec. 400.4)

26.07 CLERK. The City Clerk shall be clerk of the Commission.

(Code of Iowa, Sec. 400.4)

26.08 RECORDS. The Civil Service Commission shall keep a record of all its meetings and also a complete individual service record of each civil service employee which record shall be permanent and kept up to date.

(Code of Iowa, Sec. 400.4)

26.09 ROOMS AND SUPPLIES. The Council shall provide suitable rooms in which the Commission may hold its meetings and supply the Commission with all necessary equipment and a qualified shorthand reporter or an electronic voice-recording device to enable it to properly perform its duties.

(Code of Iowa, Sec. 400.5)

26.10 POWERS AND DUTIES. The Commission shall administer the civil service procedure as contained in Chapter 400 of the *Code of Iowa* and amendments thereto and shall have, exercise, and perform all powers and duties as provided thereby.