

CHAPTER 21 COMMITTEES OF THE CITY COUNCIL

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2-21-1 COUNCIL COMMITTEES. There is hereby created the following four committees of the City Council: Public Safety, Recreation, Public Works, and Finance & Personnel.

2-21-2 COMMITTEE RESPONSIBILITIES. The Committees of the Council are created in order to provide a division of labor regarding the issues that need to be addressed by the City Council. The Committees' responsibilities are to thoroughly examine specific portions of the City's operations and functions.

The various operations and functions assigned to the Committees would include, but not be limited to, the following:

1. Public Safety Committee shall address all issues concerning the Police Department, Fire Department, traffic control, traffic signs, and any other issues affecting the safety of the general public.
2. Recreation Committee shall address all issues concerning the City's parks and recreation/community education programs. The Committee may also meet with the Library Board of Trustees regarding issues that involve the Public Library.
3. Public Works Committee shall address all issues that involve the City's parking lots, municipal airport, Mount Hope Cemetery, the City Hall Building and any private utilities doing business within the City of Maquoketa; shall make recommendations on all items that involve the Water Department, the Wastewater Department, the sanitary sewer system, and street lights; and shall make recommendations regarding such items as the city streets, sidewalks and storm sewers.
4. Finance & Personnel Committee shall be responsible for the auditing of the City's claims prior to the Council Meeting on the third Monday of each month. The Committee shall also make recommendations to the Council regarding the financial transactions of the City, the annual audit reports and the overall financial condition of the City; and shall make recommendations to the Council regarding all matters relating to the salaries and fringe benefits of the City's employees, labor negotiations, employee rules and regulations, and any other personnel matters. The Personnel Committee shall also address items relating to public relations.

2-21-3 COMMITTEE APPOINTMENTS. Each member of the City Council shall be a member of one or more committees by Mayoral appointment. The Mayor shall also annually designate four different members of the City Council to serve as Chairperson of one of the four committees for a term of one year.

2-21-4 COMMITTEE MEETINGS. Committee of the Whole meetings will be held on the first and third Monday of each month prior to the City Council meeting. Separate committee meetings will be held as decided by the individual committees by majority vote. All individual committee meetings and

committee of the whole meetings shall comply with provisions of the State Open Meeting Law (Chapter 21 of the Iowa Code).

2-21-5 COMMITTEE POWER LIMIT. The individual committees and the Committee of the Whole shall take no actions or make any final decisions, based upon its deliberations unless and until a referral of said action or decision is made from the Committee of the Whole to a regularly scheduled business meeting of the Council where said action is placed on the agenda of that business meeting in accordance with Chapter 21 of the Code of Iowa.

TITLE II POLICY AND ADMINISTRATION

