

CHAPTER 25
CIVIL SERVICE COMMISSION

25.01 Purpose
25.02 Appointment and Term
25.03 Qualifications
25.04 Human Rights Commission
25.05 Compensation

25.06 Chairperson
25.07 Clerk
25.08 Records
25.09 Rooms and Supplies
25.10 Powers and Duties

25.01 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.

25.02 APPOINTMENT AND TERM. A Civil Service Commission consisting of three (3) members shall be appointed by the Mayor with the approval of the Council for staggered terms of four (4) years.

(Code of Iowa, Sec. 400.1)

25.03 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)

25.04 HUMAN RIGHTS COMMISSION. Notwithstanding the provisions of Section 25.03, 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)

25.05 COMPENSATION. Civil Service Commissioners shall serve without compensation.

(Code of Iowa, Sec. 400.2)

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

(Code of Iowa, Sec. 400.4)

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

(Code of Iowa, Sec. 400.4)

25.08 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)

25.09 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)

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