

**ORDINANCE NO. 214**

**AN ORDINANCE CREATING THE ARTS, CULTURE & RECREATION  
COMMISSION OF THE CITY OF UNIVERSITY HEIGHTS, IOWA**

**WHEREAS**, Iowa Code ch. 392 permits the City Council of the City of University Heights, Iowa, to create such committees, commissions, and administrative agencies as the City Council deems necessary and proper; and

**WHEREAS**, the City Council determines that the interests of the City, the community, and the citizens will be served by creation of the Arts, Culture, and Recreation Commission of the City of University Heights, Iowa; and

**WHEREAS**, historical community arts, cultural, and recreational events and programs have been planned and programmed through the thoughtful dedication of individual residents and with support from the City Council; and

**WHEREAS**, the creation of the Commission will enhance the quality of life in our community through consistent planning and programming of diverse and innovative art, cultural, and recreational programs allowing our community to gather and connect,

**NOW, THEREFORE**, the City Council of the City of University Heights, Iowa, hereby establishes and creates Arts, Culture, and Recreation Commission of the City of University Heights, Iowa, as follows:

**ARTICLE I. NAME AND AUTHORITY.**

Section 1. Name. The name of this commission shall be the Arts, Culture, and Recreation Commission of the City of University Heights, Iowa (hereinafter referred to as "the Commission").

Section 2. Authority. The Commission is established pursuant to the authority of Iowa Code ch. 392.

**ARTICLE II. POWERS AND DUTIES**

The Commission shall have and exercise the following powers and duties:

Section 1. Selection of Officers. The Commission shall annually at its first regular meeting appoint one of its members to act as Chairperson.

Section 2. Adoption of Rules and Regulations. The Commission may adopt and amend such rules and regulations governing its organization and procedures as it deems necessary or as directed by Council.

Section 3. Agendas, Minutes, and Public Meetings. The Commission shall ensure that its meetings and procedures comply with Iowa’s Open Meetings and Public Records Laws (Iowa Code chs. 21 and 22, as amended) by posting tentative agendas, keeping and retaining minutes, and ensuring that meetings are open to the public.

Section 4. Annual Report. Before each November regular City Council meeting, the Commission shall cause to be created and delivered to the Mayor and City Council an Annual Report, with a full statement of receipts and disbursements and a description of Commission’s activities and progress of its work and activities through the prior October 15 and a forecast of projected or anticipated activities in the year to come. The Commission shall present a report to the Mayor and City Council in February 2018 outlining the Commission’s goals, plans, and objectives.

Section 5. Powers and Duties. The Commission shall have the following powers and duties:

- a. Advise the City Council as to the allocation of public funds for the support and encouragement of existing and/or new community programs for arts, culture, and recreation.
- b. Subject to City Council approval, initiate, sponsor and/or direct special programs that will enhance the artistic, cultural and recreational climate of the City.
- c. Perform such other functions and duties related to art, culture, and recreation as may be directed by the City Council.

### **ARTICLE III. MEMBERSHIP AND TERM OF OFFICE**

Section 1. Number and Qualifications. The Commission shall consist of five (5) members as follows:

The Commission shall have five (5) voting members (“Members”), one of whom may be a non-resident of the City from Johnson County, Iowa. Council members or other residents may serve in a non-voting membership capacity.

Section 2. Selection and Appointment of Members. Applications for Members of the Commission will be received and appointments shall be made by the Mayor, subject to approval by the City Council. Priority shall be given to applicants who are not presently serving the City on other commissions or boards at the time of application.

Section 3. Term of Office. Members shall serve for a term of two (2) years and may be reappointed for successive two-year terms with a term limit set at a maximum of four (4); provided, however, that at the inception of the Commission, of the original five (5) Members, three (3) Members shall be chosen by lot to serve two-year terms, and two (2) Members shall be chosen by lot to serve one-year terms.

Section 4. Removal of Members. All Members will serve at the pleasure of the City Council and may be removed from office, with or without cause, and at any time, by the affirmative vote of City Council.

Section 5. Compensation. Members serving on the Commission shall not receive compensation for their service.

**ARTICLE IV. EFFECTIVE DATE**

This ordinance shall become effective upon its passage and publication as provided by law. Adopted by the University Heights City Council this \_\_\_\_ day of \_\_\_\_\_, 201\_, and approved this \_\_\_\_ day of \_\_\_\_\_, 201\_.

\_\_\_\_\_  
Louise From, Mayor

(SEAL)

ATTEST:

\_\_\_\_\_  
Christine M. Anderson, City Clerk

STATE OF IOWA                    )  
  )        SS:  
COUNTY OF JOHNSON        )

On this \_\_\_\_ day of \_\_\_\_\_, 201U, before me, a notary public in and for the state of Iowa, personally appeared Louise From and Christine M. Anderson, to me personally known, and who, being by me duly sworn, did say that they are the Mayor and City Clerk of the City of University Heights, Iowa; that the seal affixed to this instrument is the corporate seal of the city; and that said instrument was signed and sealed on behalf of the city, and that Louise From and Christine M. Anderson acknowledged the execution of said instrument to be their voluntary act and deed and the voluntary act and deed of the city, by it and by them voluntarily executed.

\_\_\_\_\_  
Notary Public in and for the  
State of Iowa

STATE OF IOWA            )  
                                  )  
COUNTY OF JOHNSON    )        SS:

I, Christine M. Anderson, being first duly sworn, certify that the above ordinance was published in the Iowa City Press-Citizen the \_\_\_\_ day of \_\_\_\_\_, 201\_.

\_\_\_\_\_  
Christine M. Anderson, City Clerk

Signed and sworn to before me on the \_\_\_\_ day of \_\_\_\_\_, 201\_, by Christine M. Anderson, Clerk of the City of University Heights.

\_\_\_\_\_  
Notary Public in and for the  
State of Iowa