

**ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF
MARSHALLTOWN, IOWA BY ADDING ATTENDANCE REQUIREMENTS TO
CHAPTER 150: PLANNING, PLAN AND ZONING COMMISSION; CHAPTER 31:
OFFICERS AND ORGANIZATIONS; CHAPTER 156: ZONING, BOARD OF
ADJUSTMENT; CHAPTER 154: ELECTRICAL APPEAL BOARD**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA:

Section 1. The Code of Ordinances, City of Marshalltown Chapter 150: Planning, subchapter titled "Plan and Zoning Commission" section 150.003 shall be amended by adding the following:

§ 150.003 APPOINTMENT; TERMS OF OFFICE; COMPENSATION; *ATTENDANCE*;
REMOVAL

(C) To ensure the effective operation of the Plan and Zoning Commission by promoting accountability and regular attendance among its members while aligning with the statutory provisions established by the State of Iowa law, if any commission member has three (3) unexcused absences at six (6) consecutive meetings of the Commission, such absences shall be grounds for requesting the member's resignation. An unexcused absence is an absence without prior approval or a valid, document reason. If the member does not voluntarily resign following such request, the Mayor may initiate proceedings for removal of the member in accordance with Iowa Code § 372.15.

Section 2. The Code of Ordinances, City of Marshalltown Chapter 31, section 31.045 Board of Library Trustees is hereby amended by adding the following:

(C) Terms of office; vacancies; compensation; *attendance*

(4) *Attendance.* To ensure the effective operation of the Board of Library Trustees by promoting accountability and regular attendance among its members while aligning with the statutory provisions established by the State of Iowa law, if any board member has three (3) unexcused absences at six (6) consecutive meetings of the board, such absences shall be grounds for requesting the member's resignation. An unexcused absence is an absence without prior approval or a valid, document reason. If the member does not voluntarily resign following such request, the Mayor may initiate proceedings for removal of the member in accordance with Iowa Code § 372.15.

Section 3. The Code of Ordinances, City of Marshalltown Chapter 31, section 31.046 Water Works Board of Trustees is hereby amended by inserting the following as (C) and re-lettering the rest of the section:

(C) *Attendance.* To ensure the effective operation of the Water Works Board of Trustees by promoting accountability and regular attendance among its members while aligning with the statutory provisions established by the State of Iowa law, if any board member has three (3) unexcused absences at six (6) consecutive meetings of the board, such absences shall be grounds for requesting the member's resignation. An unexcused absence is an absence without prior approval or a valid, document reason. If the member does not voluntarily resign following such

request, the Mayor may initiate proceedings for removal of the member in accordance with Iowa Code § 372.15.

Section 4. The Code of Ordinances, City of Marshalltown Chapter 31, section 31.048 Park and Recreation Advisory Committee is hereby amended by adding the following:

(E) (1) *Attendance.* To ensure the effective operation of the Park and Recreation Advisory Committee by promoting accountability and regular attendance among its members, if any member has three (3) unexcused absences at six (6) consecutive meetings of the board, such absences shall be grounds for requesting the member's resignation. An unexcused absence is an absence without prior approval or a valid, document reason. If the member does not voluntarily resign following such request, the Mayor may initiate proceedings for removal of the member in accordance with Iowa Code § 372.15.

Section 5. The Code of Ordinances, City of Marshalltown Chapter 156 Zoning, section 156.I.003 Board of Adjustment is hereby amended by inserting the following as (E) and re-lettering the rest of the section:

(E) *Attendance.* To ensure the effective operation of the Board of Adjustment by promoting accountability and regular attendance among its members while aligning with the statutory provisions established by the State of Iowa law, if any board member has three (3) unexcused absences at six (6) consecutive meetings of the board, such absences shall be grounds for requesting the member's resignation. An unexcused absence is an absence without prior approval or a valid, document reason. If the member does not voluntarily resign following such request, the Mayor may initiate proceedings for removal of the member in accordance with Iowa Code § 372.15.

Section 6. The Code of Ordinances, City of Marshalltown Chapter 154, section 154.019 (RESERVED) is hereby replaced with the following:
§ 154.019 ATTENDANCE.

To ensure the effective operation of the Electrical Appeal Board by promoting accountability and regular attendance among its members, if any member has three (3) unexcused absences at six (6) consecutive meetings of the board, such absences shall be grounds for requesting the member's resignation. An unexcused absence is an absence without prior approval or a valid, document reason. If the member does not voluntarily resign following such request, the Mayor may initiate proceedings for removal of the member in accordance with Iowa Code § 372.15.

Section 7. The Code of Ordinances of the City of Marshalltown is hereby amended and all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 8. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

Section 9. This ordinance shall be in effect after its final passage, approval, and publication as provided by law.

Passed this 27th day of October, 2025, and signed this 28th day of October, 2025.

CITY OF MARSHALLTOWN, IOWA

Joel Greer
Joel Greer, Mayor

ATTEST:

Alicia Hunter
Alicia Hunter, CMC, City Clerk

I, Alicia Hunter, City Clerk of the City of Marshalltown, Iowa, do hereby certify that the foregoing ORDINANCE was passed and approved by the City Council of the City of Marshalltown, Iowa, on the 27th day of October, 2025, and was published in the Marshalltown Times-Republican, a newspaper of general circulation in the City of Marshalltown, Iowa, on the 30th day of October, 2025.

Alicia Hunter Alicia Hunter, City Clerk