

ORDINANCE NO \_\_\_\_\_.

**AN ORDINANCE CORRECTING SCRIVENER'S ERROR IN  
ORDINANCE NO. 93109-0715 AND ORDINANCE NO. 93568-0816.**

WHEREAS, the City Council of the City of Muscatine previously adopted Ordinance No. 93109-0715 on July 2, 2015, an Ordinance establishing the Muscatine Convention and Visitors Board;

WHEREAS, the City Council of the City of Muscatine previously adopted Ordinance No. 93568-0816 on August 18, 2016, an Ordinance amending the appointment and removal powers of various boards and commissions in an effort to bring more transparency to its appointment process, to ensure the fairness of the process, and to ensure that the vacancies are being filled with qualified persons who are capable of contributing meaningfully to the organization which the person is ultimately appointed to;

WHEREAS, the City has learned that a minor scrivener's error has been made in the numbering of the sections in Ordinance No 93109-0715 and in the appointment powers amended pursuant to Ordinance No. 93568-0816.

WHEREAS, the City wishes to correct these scrivener's errors by renumbering Ordinance No. 93109-0715 and by amending the appointment powers of the Convention and Visitor's Board to comport with Ordinance No. 93568-0816.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MUSCATINE, IOWA AS FOLLOWS:**

**SECTION 1.** The Convention and Visitors Board established by Ordinance No. 93109-0715 is renumbered for codification purposes to Title 2, Chapter 13, as set forth in the attached Exhibit A, attached hereto and by this reference made a part hereof.

**SECTION 2:** Section 3 of the Convention and Visitors Board established by Ordinance No. 93109-0715 is hereby amended as follows, which amendment has been incorporated into the attached Exhibit A:

**2-13-3 Appointment.**

- A. The Council shall appoint the board members.
- B. Members shall include the following: five (5) at-large members; one (1) member representing the Greater Muscatine Chamber of Commerce and Industry; and one (1) member representing travel and tourism in Muscatine County. The at-large members may include individuals representing attractions or events; lodging; businesses in the restaurant or retail sector; or those with an interest in promoting travel and tourism.

**SECTION 3:** Section 5 of the Convention and Visitors Board established by Ordinance No. 93109-0715 is hereby amended as follows, which amendment has been incorporated into the attached Exhibit A:

**2-13-5 Removal – Vacancies.** The Council may, at any time, remove any member of the Board after showing due case, and shall fill the vacancies occurring on the Board by removal or otherwise.

**SECTION 4. REPEALER.** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**SECTION 5. SEVERABILITY CLAUSE.** 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 6. WHEN EFFECTIVE.** This ordinance shall be effective from and after its final passage, approval and publication as provided by law.

Passed and approved by the Muscatine City Council of this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

\_\_\_\_\_  
Diana Broderson, Mayor

ATTEST:

\_\_\_\_\_  
Gregg Mandsager, City Clerk

I certify that the foregoing was published as Ordinance No. \_\_\_\_ on the \_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_

\_\_\_\_\_  
City Clerk

**1<sup>st</sup> Reading** – \_\_\_\_\_, 20\_\_

Motion by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, to adopt the first reading of Ordinance No. \_\_\_\_.

AYES:

NAYS:

ABSENT:

**2<sup>nd</sup> Reading** – \_\_\_\_\_, 20\_\_

Motion by Council Member \_\_\_\_\_, seconded Council Member by \_\_\_\_\_, to approve the second reading of Ordinance No. \_\_\_\_.

AYES:

NAYS:

ABSENT:

**3<sup>rd</sup> Reading** – \_\_\_\_\_, 20\_\_

Motion by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, to approve the third reading of Ordinance No. \_\_\_\_.

AYES:

NAYS:

ABSENT:

The Mayor declared Ordinance No. \_\_\_\_ adopted.

Title 2 – Boards and Commissions  
Chapter 13 – Convention and Visitors Board

SECTIONS:

- 2-13-1 Creation
- 2-13-2 Number of Members
- 2-13-3 Appointment
- 2-13-4 Term Duration and Limits
- 2-13-5 Removal – Vacancies
- 2-13-6 Residency Requirements
- 2-13-7 Responsibilities and Duties of Board
- 2-13-8 Appropriation of Funds for the Convention and Visitors Division

**2-13-1 Creation.** The Convention and Visitors Board is hereby created.

**2-13-2 Number of Members.** The Convention and Visitors Board shall consist of seven (7) gender balanced members. Members shall not hold elected positions on the Muscatine City Council or the Muscatine County Board of Supervisors.

**2-13-3 Appointment.**

- A. The Council shall appoint the board members.
- B. Members shall include the following: five (5) at-large members; one (1) member representing the Greater Muscatine Chamber of Commerce and Industry; and one (1) member representing travel and tourism in Muscatine County. The at-large members may include individuals representing attractions or events; lodging; businesses in the restaurant or retail sector; or those with an interest in promoting travel and tourism.

**2-13-4 Term Duration and Limits.**

- A. **Duration.** The Convention and Visitors Board shall consist of seven (7) members. The term of office of such members shall commence with their appointment and shall be for three (3) years, except to fill vacancies provided, however, that appointments to the first Board shall be three (3) members for one (1) year, three (3) members for two (2) years and one (1) member for three (3) years. Each term shall commence on the first day of July. All members of the Convention and Visitors Board shall remain on the Board until their successors are appointed.
- B. **Limits.** No individual shall serve more than two (2) full consecutive terms on the Convention and Visitors Board.

**2-13-5 Removal - Vacancies.** The Council may, at any time, remove any member of the Board after showing due cause, and shall fill the vacancies occurring on the Board by removal or otherwise.

**2-13-6 Residency Requirements.** Each member of the Convention and Visitors Board shall be a resident of the City of Muscatine, except for the Board member representing travel and tourism in Muscatine County, who shall be a resident of Muscatine County

**2-13-7 Responsibilities and Duties of Board.** The Convention and Visitors Board shall have the following responsibilities and duties:

- A. To adopt rules governing the Board's organization and procedures as may be deemed necessary. All rules shall be consistent with federal, state, and City statutes and shall be subject to the approval of the City Council.
- B. To develop and provide visitor and tourism information and programs for visitors to the City of Muscatine and Muscatine County based on the level of financial support provided by the City Council and other entities.
- C. To enhance the economic development of the City of Muscatine and Muscatine County by promoting the City and County as visitor destinations and as a viable setting to hold meetings, conventions, special events, and community attractions.
- D. To interview with the City Administrator, candidates for the position of Convention and Visitors Director and participate in the evaluation and selection of the candidate to be appointed to this position.
- E. To provide input to the City Administrator to evaluate the performance of the Convention and Visitors Director.
- F. To provide input for and review the annual budget request for the Convention and Visitors division.
- G. To serve as the City's review agency and coordinator for all outside agency and special group requests for financial support for use of hotel/motel tax proceeds to support visitor and tourism services.
- H. To appoint committees as needed.
- I. At the conclusion of each fiscal year make a report to the City Council. This report shall include narrative information on the progress of visitor and tourism programs during the past year and also include measurements or metrics including but not limited to: hotel/motel tax receipts; website visitors; visitor guides distributed; requests for mailings; annual advertising expenditures; ratio of advertising dollars spent to documented leads; number of tour groups and associated statistics; the number of events, meetings, and associated statistics; and any other information related to the promotion of visitor and tourism events and programs.

**2-13-8 Appropriation of Funds for the Convention and Visitors Division.** The City Council may annually appropriate a sum of money from the City's share of the hotel/motel tax to fund the operating budget of the Convention and Tourism division of the City Administrator's office. At the time of adoption of this ordinance, the hotel/motel tax allocation was 25% of the hotel/motel taxes received for the prior fiscal year.