

Chapter 1-11

CITY ATTORNEY

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Section 1-11-1 Appointment

The Council shall appoint a City Attorney who shall be an attorney at law, duly admitted to practice by the Supreme Court of Iowa.

Section 1-11-2 Ordinances

The City Attorney shall examine all ordinances and report to the Council any defects that he/she may discover in any ordinance and draw such ordinances as the Council shall request him/her to draw.

Section 1-11-3 Attorney For Municipality

The City Attorney shall appear as attorney for the municipality in all actions in which the municipality is a party or has an interest.

Section 1-11-4 To Give Opinion

The City Attorney shall, upon request of any officer or member of the council, give his/her opinion upon any question of law arising out of any ordinance or any suit, claim or demand by or against the municipality. Such opinion shall be in writing when the one authorized to require the same shall so request and shall be filed with the Clerk.

Section 1-11-5 Legal Advisor

The City Attorney shall act as legal advisor to the Council or its committees, and all officers, on such questions as may arise in relation to the business of the municipality and when required by the Council, shall give his/her opinion in writing.

Section 1-11-6 Draft Contracts

The City Attorney shall, upon request of any officer or member of the Council, draft contracts, bonds, leases, ordinances, resolutions or other legal writing which may be required for the use of the municipality or its officers in the performance of their duty.

Section 1-11-7 Sign Papers

The City Attorney shall sign the name of the municipality to bonds and papers of whatever kind necessary in legal proceedings for the prosecution of any suit in court, provided the underlying legal action is authorized by the Council or Administrator, or is in defense of an action against the City.

Section 1-11-8 Attend Meetings

The City Attorney shall attend all regular meetings of the Council and may attend meetings of the various boards and commissions and special meetings of the Council when specifically requested to attend.

Section 1-11-9 Other Duties

The City Attorney shall also advise and represent the City Library Board and the Airport Commission upon their request, and shall advise any other board or commission of the City upon their request and with the consent of the City Administrator. The City Attorney shall also have such other powers and perform such other duties as may be provided by the Council, this Code or the laws of the State and shall transmit to his/her successor in office all books, papers, records, documents, and property together with the invoice of the same, in his/her custody or appertaining to his/her office.