

CHAPTER 18

POLICE CHIEF

18.01 POLICE CHIEF APPOINTED. The Police Chief shall be appointed and serve at the pleasure of the Mayor.

(Code of Iowa, 1995, Sec. 372.4)

18.02 POLICE CHIEF: DUTIES. The Police Chief shall have the following powers and duties subject to review and/or approval of the Council.

(Code of Iowa, 1995, Sec. 372.13 [4])

1. Personnel. To promote, reassign, reclassify, discipline, demote and to recommend any appointment or discharge of any employee of the Police Department in compliance with law and ordinance.
2. Compensation. Establish the step increases of all Departmental employees.
3. Management. Be responsible for the direction and control of all operations and affairs of the Police Department; be vested with all powers, rights and privileges attending the responsibility of management; and exercise the same, where appropriate, by rules, directives or other orders which shall be binding on all employees of the Police Department when duly promulgated.
4. Organization. Determine and establish the form of organization of the Police Department; create subordinate organizational subdivisions or sections within the Police Department; and determine and define the functions, duties and responsibilities of each.
5. Assign Employees. Assign and reassign, allocate and reallocate employees of the Police Department to such duties and to such organizational subdivisions of the Police Department, as in his judgment may be necessary to best serve the interest of the public and the Police Department.
6. Classification Plan. Determine and establish such classifications of ranks, grades and positions for police officers within the Police Department as he may deem appropriate; prescribe the uniform insignia for all ranks; define and designate the authority, responsibility, duties, assignments, rights and privileges for each such rank, grade or position; and establish the order of succession to positions of command within the Police Department, including the order of succession to the position of acting Police Chief.

7. Employee Performance. Regulate attendance, conduct, training, discipline and procedure for all employees of the Police Department; make all other rules, regulations, and orders as may be deemed necessary for the management of the Police Department and its employees; and institute a system of periodic performance evaluation for all employees of the Police Department.
8. Property. Acquire, hold, control and maintain all property, equipment, facilities, and premises necessary to the operation of the Police Department; and dispose of the same in such manner as may be authorized by law.
9. Records. Establish and modify systems for the reception, processing and maintenance of reports and records of occurrences, or alleged occurrences, of crime in the City, and of the administration, management and operations of the Police Department; and establish procedures, consistent with law, for the safekeeping, photocopying and destruction of records of the Police Department.
10. General. Suppress all riots, disturbances and breaches of the peace; arrest all disorderly persons in the City and all persons committing any offense against any law or ordinance and forthwith bring such persons before the proper court for examination or trial; pursue and arrest any person fleeing from justice; diligently enforce all laws, ordinances and regulations for the preservation of the public welfare and good order; and execute all lawful orders of the Council, any court and any other board or commission established by law or ordinance.
11. Aid City Attorney. Assist the City Attorney in prosecuting any persons for the violation of any law or ordinance.
12. Aid Officials. When requested, aid other municipal officers in the execution of their official duties.
13. Jail. Have charge of the city jail, if there be one, and of all persons held therein. The Police Chief shall execute all orders of court referring to the jail, and shall feed and shelter persons jailed in the usual manner and as required by law.
14. Convey Prisoners. Whenever authorized by law, ordinance or order of court, convey prisoners to any approved jail.
15. Council Meetings. Attend all Council meetings, unless excused by the City Administrator, and be sergeant-at-arms of the Council chamber, and at such locations as the Council shall meet.
16. Additional Responsibilities. Accept and execute additional duties and

responsibilities as established by resolution of the Council.