

AFFIRMATIVE ACTION COMMITTEE

- Created:** Section 14-20 of City Code
- Purpose:** Develops and maintains City EEO/AA policy and compliance
- Members:** Nine members appointed by the Mayor with the consent of the council for terms of three years and until their successors are appointed and qualified.
- Term:** Three (3) year staggered terms, which expire in March
- Date:** Meets quarterly as needed on the 4th Monday of the month at 7:00 p.m. at City Hall – January, April, July, October

AIRPORT COMMISSION

- Created:** Section 5-41 of City Code
- Main Revenue Source:** Rent and fees, State and Federal Grants
- Primary Use:** Operating and improvements
- Number of Employees:** One (1), part-time
- Purpose:** Operate, maintain and manage the Municipal Airport
- Members:** The municipal airport commission shall consist of five members. The members shall be appointed by the mayor with the consent of the council, for terms of three years expiring on September 1 and until their successors are appointed and qualified.
- Term:** Three (3) year staggered terms, which expire September 1
- Date:** Meets on the 2nd Wednesday of each month at 8:00 AM at City Hall

BOARD OF ADJUSTMENT

Created by Charter:	Section 32.56
Purpose:	To hear appeals from decisions enforcing the Zoning Code
Members:	Nine (9) members appointed by the City Manager with consent of City Council, Four (4) alternates
Term:	Five (5) year terms which expire in May
Date:	Meets on an as needed basis in Council Chambers

BOARD OF PUBLIC WORKS

Created by Charter:	Section 2.301
Estimated Annual Budget:	\$40,950,000
Main Revenue Source:	User fees on lights, water, sewer
Primary Use:	Purchase electricity, operation costs, salaries
Number of Employees:	Seventy-two (72), all three sub-departments
Purpose:	<p>Chapter 11, Section 11.07 of the City Charter: Power and duties; establish rates.</p> <p>The Board of Public Works shall have the management, supervision and control of the municipal electric, water systems and wastewater treatment and collection systems, artificial underground storm-water collection systems and any future additions and improvements thereto and of any other public facilities which the City of Hannibal may hereafter construct or otherwise operate, own or acquire.</p>
Members:	Four (4) members appointed by the City Manager with consent of City Council
Term:	Four (4) year staggered terms, which expire in July
Date:	Meets at 4:00 PM in BPW Conference Room on the third Wednesday of each month

BUILDING COMMISSION

- Created by Ordinance:** Section 7.228
- Purpose:** To supervise the Building Inspector's enforcement of the building codes, to serve notices to abate nuisances and to hold hearings regarding such structures.
- Members:** Five (5) – Mayor, City Employee, Fire Chief and two (2) Council Members. The two (2) Council Members are appointed by the Mayor and approved by Council.
- Date:** Meets in Council Chambers, City Hall as needed for appeal purposes.

HANNIBAL CONVENTION AND VISITORS BUREAU

- Created:** Section 2-409 of City Code
- Main Revenue Source:** 6% Motel Tax
- Primary Use:** Advertising, salaries
- Number of Employees:** Two (2) full time; Two (2) part time
- Purpose:** To promote tourism for the City and to work with all other organizations in the City toward that end.
- Members:** The convention and visitors bureau shall consist of seven members. The members shall be appointed by the Mayor with the advice and consent of the council for terms as hereinafter provided. All bureau members shall be persons knowledgeable in the field of tourism. At no time shall more than three members reside outside of the city. All bureau members currently serving shall retain their title and shall serve for the duration of their terms. As terms of the current members expire, they shall be replaced with members with five-year terms. No bureau member shall serve more than two terms consecutively. One member must be an owner or general manager from the lodging industry within the limits of the city.
- Term:** Five (5) year staggered terms which expire in September
- Date:** Meets at 8:00 AM on the third Tuesday of the month at City Hall Council Chambers

HANNIBAL EMPLOYEE BENEFIT TRUST BOARD

- Created:** Section 21-103 of City Code
- Purpose:** To contract with other organizations for professional assistance and administrative function, including but not limited to, premium collection, billing, claims, processing of payments, insurance placement and such record keeping as its duties may require.
- Term:** Three (3) years
- Board:** The fund provided for in this article shall be under the exclusive management and control of a board of trustees. The board shall consist of the city manager, the city clerk, the general superintendent of the board of public works, two employees of the city, two employees of the board of public works, whom the board of public works shall recommend, and two citizens at large. The Mayor shall appoint the six members of the board subject to the approval of the city council. Appointive members shall serve for terms of three years, with two members being subject to appointment each year. The first appointive members shall draw lots to determine the one-, two- and three-year initial terms.
- Date:** Meets the third Wednesday of the month at 1:30 PM, Council Chambers, City Hall

HANNIBAL HOUSING AUTHORITY

- Created:** 1970 by State of Missouri
- Purpose:** Supervises public housing and related HUD programs
- Members:** Five (5) members appointed by the Mayor with consent of Council
- Term:** Four (4) year staggered terms, which expire in April
- Date:** Meets 3rd Tuesday of each month at 4:15 PM at the High- Rise, 11th Street and Broadway

HISTORIC DEVELOPMENT DISTRICT COMMISSION

- Created:** Section 32-444 of City Code
- Purpose:** To protect the H-1 Historic District through regulations; to enhance and perpetuate. . . this historically and culturally significant area of the City.
- Members:** There is hereby created the historic district development commission, which shall consist of seven members appointed by the Mayor as follows:
One member of the Mark Twain Home Board, to serve for five years;
One member of the planning commission, to serve for five years; and
Five citizens of the city having an interest in historic preservation, to serve for five years.
- Term:** Five (5) year staggered terms, which expire in May
- Date:** Meets the fourth Monday of each month at 7:00 PM in Council Chambers and on the second Monday of each month as needed.

INDUSTRIAL DEVELOPMENT AUTHORITY

- Created:** By Resolution, November 21, 1978
- Purpose:** To develop commercial, industrial, agricultural or manufacturing facilities; not for profit corporation, which has the power to issue industrial revenue bonds.
- Members:** Nine (9), taxpayers of the City, elected by the City Council, none may be officers or employees of the State of Missouri, Counties of Marion or Ralls, of the City of Hannibal. Appointed by Mayor with consent by Council.
- Term:** Six (6) year staggered terms, which expire in January
- Date:** Meets as needed at City Hall

LANDMARKS AND MONUMENT BOARD

- Created:** By Ordinance 4201, on January 18, 2002
- Purpose:** Maintain and preserve all property of the City committed to its custody by the City Council as a historical monument or landmark; recommend reasonable rules and regulations to City Council for adoption, having to do with such properties within its control to maximize the benefits to the public; maintain a register of historical landmarks and monuments within the City and to establish appropriate standards for each designation; recommend to City Council ordinances or acquisitions, which will tend to carry-out the purpose of the Board; establish such funds through the municipal budget process, grants and private donations for the maintenance and preservation of publicly or privately owned monuments or landmarks within the City as allowed by law; to make an annual written reports of its activities and another reports as required in performance of its oversight responsibilities.
- Members:** Five (5), appointed by the Mayor with the consent of the City Council and shall not be an officer or employee of the City.
- Term:** Three (3) year terms expiring on January 31 and until their successors are appointed and qualified. The first appointments will be staggered: Two for one (1) year terms; Two for two (2) year terms, and One for a three (3) year term.
- Date:** Meets as needed at City Hall

LIBRARY BOARD

- Created:** Section 2-351 of City Code
- Main Revenue Source:** Property Taxes and Endowments
- Primary Use:** Salaries, Books, Other Materials and Operating Costs
- Number of Employees:** (10.25) Nine full-time employees and two part-timers
- Purpose:** Govern the operation related to the Free Public Library
- Members:** The library board shall consist of nine directors, divided into three classes of three each. Each director shall hold office for a term of three years, or until his successor is duly appointed and qualified. All of the members of the board shall be appointed by the Mayor, with the consent of the council, but the remaining members of the board may make nominations to the mayor for new appointments. Any vacancy occurring by death, resignation or removal from the city shall be filled for the unexpired term by appointment of the Mayor with the consent of the council.
- Term:** Three (3) year staggered terms, which expire in June

Date: Meets at 5:00 PM the second Tuesday of each month at the Public Library

MARK TWAIN HOME BOARD

Created: Section 2-383

Number of Employees: Seven (7) year-round, plus seasonal

Purpose: Under its jurisdiction, the Mark Twain Home, Statue of Tom Sawyer and Huck Finn and all other property owned by the City and maintained in memory of Mark Twain.

Members: The Mark Twain Home Board shall consist of seven directors who shall be electors of the city and residents therein for two years before their appointment. The members shall be appointed by the Mayor, with the consent of the city council, for terms of seven years each and until their successors are appointed and qualified.

Not more than three directors of the board shall belong to the same political party, and its administration shall be in all respects entirely nonpolitical. No officer of the municipal government shall be a director of the board.

Term: Seven (7) year staggered terms, which expire in November

Date: Meets on an as needed basis at the Mark Twain Home

HANNIBAL PARKS AND RECREATION BOARD

Created: By Charter, Chapter 6

Estimated Annual Budget: \$1,000,000

Main Revenue Source: Half-cent Sales Tax

Primary Use: Salaries, maintenance of parks and facilities, improvements in our recreation programs

Number of Employees: Thirteen (13) full-time; twenty-five (25) part-time

Purpose: To act in an advisory capacity in all matters relating to public Parks and Recreation

Members: Nine (9) members appointed by City Manager with consent of City Council

Term: Three (3) year staggered terms, which expire in July

Date: Meets the third Thursday of each month at 6:30 PM in the Council Chambers at City Hall

POLICE AND FIRE RETIREMENT BOARD OF TRUSTEES

- Created:** Section 21-71 of the Code
- Main Revenue Source:** City match, property taxes, payroll deductions
- Primary Use:** Build retirement fund (currently estimated \$13 million) for payment to Police and Fire retirees.
- Purpose:** It shall make rules and regulations for the administration of the Police and Fire Retirement Fund
- Members:** The fund provided for in this article shall be under the exclusive management and control of a board of trustees. The board shall consist of the city clerk, two members of the police department, two members of the fire department, two members who the mayor shall appoint and two alternates with one coming from the police department and one coming from the fire department. Alternates will only be able to vote when a regular member from their respective department is not present at the meeting. The employees, respectively, shall elect the members of the police and fire departments thereof. The election must be held within the departments during the month of December. Members so elected shall take office in the month of January following their election and shall serve for a term of three years. The terms of members from each department will expire in different years. The members at large shall serve a term of three years with their terms expiring in different years.
- The members of the Board shall elect a Chairman and a Vice-Chairman, with both retaining their voting power.
- The City Clerk shall be the official treasurer and secretary of the board.
- Date:** Meets 4th Wednesday of each month at 8:30 a.m. in the Council Chambers

REAL PROPERTY REDEVELOPMENT TAX INCREMENT
FINANCING COMMISSION

- Created:** By Charter, June 2, 1998, Ordinance #4063
- Purpose:** To make and enter into all contracts necessary or incidental to the implementation and furtherance of its redevelopment plan or project.
- Members:** Eleven (11), six (6) to be appointed by the Chief Executive Officer with Council approval
- Term:** Four (4) years. Two of the initial members shall serve for two (2) years, two for three (3) years and two for four (4) years.
- Date:** As needed, at City Hall

TREE BOARD

- Created:** Section 28-263
- Purpose:** To study, investigate and develop and/or update annually, and administer a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in parks, along streets and in other public areas. Such plan will be presented by January 1st of each year to the City Council, and upon acceptance and approval, shall constitute the official comprehensive City Tree Plan.
- Members:** Created; composition. There is hereby created and established a city tree board for the city, which shall consist of five members, who are citizens and residents of this city and who shall be appointed by the Mayor with the approval of the city council.
- Term:** Three (3) year staggered terms. The initial appointments shall consist of three (3) members who will serve for two (2) years, and two (2) members who will serve for three (3) years.
- Date:** Meets 1st Wednesday of each month in City Hall Chambers at 8:00 A.M.

PLANNING AND ZONING COMMISSION

- Created:** By Charter, Section 13.01
- Purpose:** To make and adopt a City plan, approve improvements and make recommendations to the Council on plats. To prepare, adopt and recommend to the Council for enactment into an Ordinance, a comprehensive zoning plan of the city and to recommend its alteration or amendment.
- Term:** Four (4) year staggered terms, which expire in June.
- Members:** Five (5) members, four (4) appointed by City Manager; one (1) Council Member appointed by Mayor with consent of Council.
- Date:** Meets the 3th Thursday at 4:00 PM, Council Chambers, City Hall

HANNIBAL MUNICIPAL ASSISTANCE CORPORATION

- Created:** 2008 by City Ordinance #4471
- Purpose:** A Non-Profit Corporation to Assist the City in the Financing of Certain Public Improvements
- Members:** Five (5) Members appointed by the Mayor with consent of Council
- Term:** Three (3) year staggered terms which expires in June
- Date:** Meets as needed at City Hall