

*In the event a Council Member or the Mayor or the administration learns of the existence of facts or circumstances as set forth below, that Council Member or the Mayor shall notify, as soon as practical, but no later than the next regularly scheduled Council meeting, the Rapid City Common Council of the facts and circumstances known to the reporting Council Member or the Mayor. Individual notification to each Council Member is preferred. The following events are subject to this notification process:*

- *Claims, grievances, lawsuits, or threats of lawsuits against the city or any of its entities.*
- *A possible or suspected financial loss or theft from the city.*
- *Violations of federal or state regulations; notification of adverse audits or findings by any outside regulatory agency; notification of adverse audits or findings by any entity contracted with the city.*