

## **RESOLUTION #2010-093**

### **A RESOLUTION AMENDING THE RAPID CITY COUNCIL POLICIES AND PROCEDURES BY ADDING A NEW CHAPTER TITLED “NOTIFICATION PROCEDURES”.**

WHEREAS, the Rapid City Common Council has adopted policies and procedures to insure its efficient operation; and

WHEREAS, the Council currently enjoys the benefit of open communication with the Mayor’s office and regularly receives information from the Mayor on matters of importance to the Council; and

WHEREAS, the Council recognizes that good communication between all elected officials is vital to maintain effective governance; and

WHEREAS, the Council recognizes that good communication between elected officials is a two way street; and

WHEREAS, the Council desires to insure that communication between elected officials continues to be a priority into the future.

NOW, THEREFORE, BE IT RESOLVED by the Rapid City Common Council that the City Council Policies & Procedures are hereby amended by adding thereto a new Chapter titled “Notification Procedures”; and

BE IT FURTHER RESOLVED by the Rapid City Common Council that the Chapter titled Notification Procedures shall read as follows:

#### **CHAPTER 8 NOTIFICATION PROCEDURES**

In the event a Council Member or the Mayor learns of the existence of facts or circumstances as set forth below, that Council Member or the Mayor shall make reasonable efforts to notify the Rapid City Common Council and the Mayor of all the pertinent facts and circumstances known to the reporting Council Member or the Mayor, as soon as practical, but not later than the next regularly scheduled Council meeting. Individual notification to the Mayor and to each Council Member is preferred. The following events are subject to this notification process:

- Step III grievances, or lawsuits against the city or any of its entities.
- A documented loss or theft from the City greater than ten thousand dollars (\$10,000.00).
- Notice of claims greater than ten thousand dollars (\$10,000.00) or if the dollar amount is not identified on the face of the claim, whenever the City has incurred

actual expenses of more than ten thousand dollars (\$10,000.00) as a result of a claim.

- Receipt of a written notice of violation from a state or federal agency.
- Receipt of a written notice of investigation from a law enforcement agency.
- Reports from city contracted consultants or a government agency critical of City management or processes.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2010.

CITY OF RAPID CITY

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Finance Officer

(SEAL)