

ORDINANCE NO. 6018

AN ORDINANCE CONSOLIDATING THE CITY'S VISION AND CAPITAL IMPROVEMENT FUNDS INTO SEPARATE ACCOUNTS WITHIN A UNIFIED FUND BY AMENDING CHAPTER 3.16 OF THE RAPID CITY MUNICIPAL CODE.

WHEREAS, the City of Rapid City has adopted ordinances regulating the collection and use of a Retail Occupational Use and Services tax (Sales Tax) as authorized by state statute; and

WHEREAS, the ordinances currently adopted by the City require the Sales Tax to be divided among various funds; and

WHEREAS, the City's ordinances currently require that 23% of the City's Sales Tax revenue be deposited into a fund for capital improvements and that an additional 23% of the revenue be deposited into the City's Vision Fund; and

WHEREAS, by combining this revenue into a single fund with separate accounts the City will be able to improve its ability to bond for future capital improvements and Vision Fund projects and be able to obtain more favorable interest rates on those bonds; and

WHEREAS, by creating separate accounts within a unified fund, the City can ensure that the revenue generated is still allocated for the types of projects the two separate funds currently support; and

WHEREAS, the Common Council of the City of Rapid City finds that it is in the best interests of the City of Rapid City to combine the revenue of the Capital Improvements Fund and the Vision Fund into a single fund with two separate accounts by amending Chapter 3.16 of the Rapid City Municipal Code.

NOW THEREFORE, BE IT ORDAINED, By the City of Rapid City that Chapter 3.16 of the Rapid City Municipal Code is hereby amended to read as follows:

3.16.010 Imposed rate.

From and after the date of implementation provided for pursuant to SDCL Chapter 10-52, there is imposed, as a municipal retail occupational sales and service tax upon the privilege of engaging in business, a tax of 2% on the gross receipts of all persons engaged in business within the jurisdiction of the city, who are subject to the South Dakota Retail Occupational Sales and Service Tax, SDCL Chapter 10-45, and acts amendatory thereto, and SDCL Chapter 10-46, and acts amendatory thereto.

~~**3.16.020 Rapid City Economic Development and Civic Improvements Fund.**~~

~~—A. The Council shall adopt, by resolution, a plan for projects or programs to be funded, in whole or in part, from the Rapid City Economic Development and Civic Improvements Fund.~~

Prior to the adoption of the plan, the Council shall comply with subsections C. and D. of this section. No portion of the Rapid City Economic Development and Civic Improvements Fund shall be used to fund any project or program not included in the plan; any project or program which does not reside within the municipal boundaries of the City of Rapid City; or does not provide a benefit to the community as a whole. The Council shall at least annually conduct public hearings, after giving notice thereof, to consider proposed amendments to the plan, and may, by resolution, approve amendments to the plan, except as provided in subsection C. to this section. Every fifth year, the Council shall adopt a new plan, following procedures set forth in this section of the Rapid City Municipal Code.

~~—B.— The Council shall be authorized to issue revenue bonds, to be paid from the Rapid City Economic Development and Civic Improvements Fund, to fund projects or programs contained in the plan.~~

~~—C.— For the 5-year plan to be prepared in the year 2005, 50% of the funds anticipated to be available within the fund shall be used for municipal infrastructure, 25% of the funds anticipated to be available within the fund shall be used for civic improvements, and 25% of the funds anticipated to be available within the fund shall be used for economic development.~~

~~—D.— The categories identified in subsection C. of this section shall have the following meanings:~~

~~—1.— *MUNICIPAL INFRASTRUCTURE.* The construction or reconstruction of streets, sanitary sewer, storm sewer, water and drainage facilities, municipally owned structures, municipal parking facilities, the acquisition of water and water rights, and the funding of programs that facilitate the construction of infrastructure, as defined in this section.~~

~~—2.— *CIVIC IMPROVEMENTS.* Facilities or programs that add to the quality of life within the community, and have an identified long term funding source for the operation and maintenance of the improvement or project financed from this source.~~

~~—3.— *ECONOMIC DEVELOPMENT FUNDS.* Funds dedicated to specific economic development project(s) or program(s) or loaned for a specific economic development project(s) or program(s).~~

~~— a.— Any money loaned for economic development projects or programs under this subsection shall be repaid to the city, upon such terms and conditions as shall be determined by the City Council.~~

~~— b.— The recipient of money loaned under this subsection shall make a report of its construction and repayment progress to the Council, at a regular Council meeting, on a quarterly basis or more often if requested by the Council.~~

~~—E. Prior to the adoption of a 5-year plan and, for 5-year plans to be adopted subsequent to 2005, after approval of the resolution described in subsection C. of this section, the Mayor shall appoint, with the consent of the Council, a Municipal Infrastructure Committee, a Civic Improvement Committee and an Economic Development Committee. The Council shall, by resolution, determine the number of members of each committee, and all committee members must be residents of the city. Each committee shall elect a chair. Each committee shall hold at least 2 public hearings, giving 10 days notice in the legal newspaper of the city, to take public comment on how the funds identified within the committee's category should be expended. After taking the public input, each committee shall make its recommendation to the Council for the expenditure of the funds within its category within the next 5-year plan.~~

~~—F. For all permanent structures, buildings, or facilities, each committee's recommendation shall include an estimate of the project costs. Estimates shall include all costs associated with the initial construction, operations and maintenance of said project including all of the following:~~

~~—1. Construction cost estimates for said project or program, shall include all costs associated with the excavation and building of said project or program.~~

~~—2. Maintenance cost estimates resulting from the extension of city services, to include street, water, sewage, and other city services, shall be reviewed by the relevant city departments or divisions. Upon such review, the relevant city departments or divisions shall report the added cost estimates to include such review within the recommendations before the Council. Upon approval of said project or program, these costs shall be added into the city's budget.~~

~~—3. Operational and/or administrative annual cost estimates for said project or program shall be clearly delineated within the recommendation before the Council. Unless otherwise stated within the proposal, the entity proposing said project or program will incur all costs associated with the operations and/or administration of said project or program. Upon approval of said project or program from the Council, the proposing entity shall sign an agreement with the city stating it will incur the operational and/or administrative costs or the city will incur these costs and include this within the annual budget as additional expenses.~~

~~—G. After considering the recommendations of the Municipal Infrastructure Committee, the Civic Improvement Committee and the Economic Development Committee, the Council shall adopt a 5-year plan. The Council shall accept, amend or reject the recommendations made by any of the 3 committees.~~

~~—H. Once a person, group, entity or organization is approved for funding as part of a 5-year plan, they will enter into a contract with the city which will outline the project scope and expectations of the city with relation to payments from the fund. The contract will include a timeframe by which the project will be completed or by which certain benchmarks will be reached. The contract will include a provision which allows the city to terminate the agreement and reallocate any funds committed to the project if the timeframes or benchmarks are not met.~~

~~For any projects funded in the 5-year plan which was approved in 2005, they shall have until December 31, 2013, to either complete the project, be under contract for construction of the project or enter into an agreement with the city that establishes specific completion dates or benchmarks to ensure that the project is completed in a timely fashion. For the projects funded in the 5-year plan approved in 2010, they shall have five years from the year their project is scheduled to be funded. The 5 years will be deemed to have expired on December 31 of the fifth year.~~

3.16.030 (Reserved).

3.16.040 (Reserved).

3.16.050 Excise tax imposed—Rate.

From and after the date of implementation provided for, pursuant to SDCL Chapter 10-52, there is imposed an excise tax on the privilege of use, storage and consumption of items of tangible personal property or services purchased within the jurisdiction of the city, at the same rate as the municipal sales and service tax as established in § 3.16.010 of the Rapid City Municipal Code upon all transactions or use, storage and consumption which are subject to the South Dakota Use Tax Act, SDCL Chapter 10-46, and acts amendatory thereto.

3.16.060 Use of revenues.

A. Eight percent of the revenue generated by the tax levied by §§ 3.16.010 and 3.16.050 shall be deposited in the city's Utility Support Fund, and shall be used for the construction, operation and maintenance of the city's utility facilities and streets.

B. Forty-six percent of the revenue generated by the tax levied by §§ 3.16.010 and 3.16.050 shall be deposited in the city's General Fund, and may be used for any lawful purpose.

C. ~~Twenty-three~~ Forty Six percent of the revenue generated by the tax levied by §§ 3.16.010 and 3.16.050 shall be deposited in the Rapid City ~~Economic Development and Civic Improvements Fund~~ Capital Improvements & Vision Fund, and may be used for the lawful purposes as set out in § 3.16.0290 of the Rapid City Municipal Code.

~~D. Twenty-three percent of the revenue generated by the tax levied by §§ 3.16.010 and 3.16.050 shall be used only for streets, drainage, parks and permitted facilities therein, municipal building, information technology infrastructure and other capital improvements in accordance with § 3.16.090 of the Rapid City Municipal Code.~~

3.16.070 Levy authority—Collection.

These taxes are levied pursuant to authorization granted by SDCL Chapter 10-52 and SDCL Chapter 10-52A and acts amendatory thereto, and shall be collected by the South Dakota Department of Revenue in accordance with the rules and regulations applicable to the state sales

tax and under the additional rules and regulations as the secretary of revenue of the state of South Dakota shall lawfully prescribe.

3.16.080 Interpretation.

It is declared to be the intention of this chapter and the taxes levied hereunder that the same shall be interpreted and construed in the same manner as all sections of the South Dakota Retail Occupational Sales and Service Act, SDCL Chapter 10-45, and acts amendatory thereto, and the South Dakota Use Tax, SDCL Chapter 10-46, and acts amendatory thereto, and that this shall be considered a similar tax except for the rate thereof to that tax.

3.16.090 ~~Capital Improvement Committee operating procedures~~ Rapid City Capital Improvements & Vision Fund.

The revenue generated by § 3.16.060(C) shall be placed into Rapid City's Capital Improvements & Vision Fund (the "Fund"). There shall be two separate accounts within the Fund, the Capital Improvements Account to finance capital improvement projects and the Vision Account to finance buildings, facilities, infrastructure or other capital projects with an emphasis on community enhancement. The revenue generated by § 3.16.060(C) shall generally be allocated evenly between the two accounts, provided that in any given month, such allocation need not be even, but to the extent that it is not, the account which is overfunded shall be entitled to reimbursement from the other account over such time period as the Council shall determine. The monies in the Capital Improvements Account shall be used for the purposes identified in sub-section (A) of this section. The monies in the Vision Account can be used for the purposes identified in sub-section (B) of this section. In order for the City to facilitate the financing of projects in the Fund and obtain more favorable rates for financing such projects, the City can pledge the use of the entire revenue generated by the Fund as security for any project financed through the use of the Fund under such terms and conditions that the City Council agrees to.

A. Capital Improvements Account.

The funds in the Capital Improvements Account shall be used to finance streets, municipal buildings, information technology infrastructure and other capital projects or purchases. The City Council shall approve a five year plan for financing projects and purchases out of this account. The City Council shall be authorized to issue revenue bonds to be paid from the Fund in order to finance the projects contained in the plan. In order to facilitate the creation of the five year plan there will be a Capital Improvements Committee to review proposed expenditures and make recommendations to the City Council.

~~A. Membership.~~

~~1. Capital Improvements Committee.~~

a)1. The Committee membership shall consist of the Parks and Recreation Director; Finance Officer; Public Works Director; ~~Growth Management~~ Community Planning and Development Services Director; Chairperson of the Planning Commission; and Vice-Chairperson of the Planning Commission ~~and all members of the Common Council~~ one Alderman from each Ward of the City. If one of the Alderman is unable to attend the meeting, the other Alderman from that Ward may attend and vote in that Alderman's place. The Chairperson of the Capital improvements Committee and all members thereof shall be voting members and shall have 1 vote. Six members present shall constitute a quorum of the Committee.

b)2. The Chairperson of the Committee shall be appointed by the Mayor from among city department directors with that department providing the ~~secretarial~~ administrative support to the Committee.

c) B.—Schedule of meetings.—The Capital Improvements Committee shall meet on the third Friday of each month or an alternate date as may be established by the Chairperson. Additional meetings may be called at the request of any member of the Committee.

~~C.—Deadline for capital improvements requests.~~

2. *Procedure for Approval of Capital Improvements Projects.*

a) 1.—By May 1 of each year, Streets and Drainage, Government Buildings, and the Parks and Recreation Subcommittees shall submit a 5-year plan for proposed capital improvement projects. For needs requested in the next budgeting cycle, the Capital Improvements Committee requests that the following information be provided: estimated costs; documentation of how those costs were identified; justification for the requested capital improvement; and the timetable for completion.

b) 2.—The Capital Improvements Committee shall consider all requests for capital improvements, develop recommendations for the annual capital budget and the 5-year Capital Improvements Plan and present this to the Mayor for inclusion in the budget.

c) 3.—The finalized capital improvements plan, as recommended by the Capital Improvements Committee, shall be presented to the Planning Commission prior to adoption by the Common Council.

~~D.—Procedure for expenditure of CIP funds.~~

d) 1.—No project may be undertaken until such time as the Common Council has approved the capital improvements plan or an amendment to the plan addressing that project.

e) ~~2.~~—The Common Council shall approve the request to advertise for bids and the bid shall be awarded by the Common Council in accordance with all appropriate bid procedures.

f) ~~3.~~—In the case of the expenditure of funds from the Capital Improvement Plan Contingency ~~Funds~~, the Capital Improvements Committee shall approve the contingency expenditure. The Common Council shall approve the contingency expenditure and authorize staff to advertise for bids or enter into negotiations to select a design consultant. The Common Council shall award the bid.

g) ~~4.~~—The Capital Improvements Committee has the authority to reprioritize projects within a budgeted line item (Streets and Drainage, Parks and Recreation, Government Buildings) with Council approval.

~~E. Reporting procedures.~~

3. Reporting Procedures.

a) ~~1.~~—The City's Finance Office shall provide a monthly financial report at each meeting of the Capital Improvements Committee.

b) ~~2.~~—The Chairperson of the Capital Improvements Committee shall provide an update to the Legal and Finance Committee monthly.

B. Vision Account.

The City Council shall by resolution adopt a plan for projects or programs to be funded, in whole or in part, from the Vision Account. No portion of the Vision Account shall be used to fund any project or program not included in the plan. All projects included in the plan shall be located within the city limits of Rapid City or benefit the City as a whole. The City Council may use the Vision Account to finance buildings, facilities, infrastructure or other capital projects, but may not use the Vision Account to finance ongoing maintenance and operational expenses of the various City departments, or of any buildings and/or facilities included in the plan. The City Council shall be authorized to issue revenue bonds to be paid from the Fund in order to finance the projects contained in the plan. The Vision Account may be used to fund the operational expenses of economic development projects or programs.

1. Procedure for Approval of Vision Account Projects.

a) The City Council shall adopt a five (5) year plan for projects to be funded in whole or in part from the Vision Account. Projects to be included in the plan shall be identified through the process outlined in §3.16.090(B)(1)(b) of this section. At least annually, the City Council shall review the five year plan at a public hearing after providing notice thereof. The City Council may add, remove, alter the scope of, reprioritize projects, or otherwise amend the plan as it deems appropriate. If a private

entity, or organization is approved for funding in future years of the plan, such funding shall be subject to this provision until such time as an agreement securing the funds is entered into pursuant to §3.16.090(B)(3)(c). In the event that revenues allocable to the Fund have been pledged to secure bonds which are expected to remain outstanding during an upcoming five year period, such projects are required to remain in the plan.

b) No later than December 31st, 2016, the City Council will consider and approve a plan containing projects to be funded through December 31st, 2021. The process for determining which projects to include in the plan are as follows:

1) The Mayor will direct that City staff identify and bring forward projects consistent with the criteria established in §3.16.090(B)(2). The Mayor and the City Department Directors will prioritize those projects based on factors such as need and cost. The prioritized list of projects shall be presented to the City Council at the same time as the list of projects recommended by the citizen committee.

2) At least six months prior to December 31st, 2016, or December 31st of the year any subsequent five year plan is ending, the Mayor shall appoint a citizen committee consisting of a chair person and eight additional members. The Mayor's appointments are subject to confirmation by the City Council. The committee members shall all be citizens of Rapid City. The purpose of this committee will be to accept and take comments on potential Vision Account projects other than those projects identified by the Mayor and City staff pursuant to §3.16.090(B)(1)(b)(1) of this ordinance. Upon formation of the committee, the City shall publicly solicit invitations to make proposals for projects to be considered in the next five year plan. No sooner than thirty days from the solicitation of proposals, the committee shall hold a public hearing to take comment on and discuss the proposals. The committee may hold additional public hearings if it deems such additional hearings necessary. The City shall advertise all hearings, but publication of such notice in the official newspaper of the City shall not be necessary. Based on its work, the committee shall prioritize the proposed projects based on the criteria established in §3.16.090(B)(2) and make recommendations to the City Council regarding which projects if any should be funded. The recommendations of the committee shall be presented to the City Council at its second meeting in September. The recommendations of this committee shall be presented to the City Council at the same time as the recommendations in §3.16.090(B)(1)(b)(1) of this ordinance.

c) The process identified in this section shall be the process for the adoption of all subsequent five year plans for the Vision Account.

d) It is anticipated that beginning with the plan starting no later than 2017 the majority of money allocable to the Vision Account will be expended or pledged to replace or refurbish the Rushmore Plaza Civic Center. If the replacement or refurbishment of the Rushmore Plaza Civic Center is approved, and the Vision Account is the primary source of the money used to finance the project, the City Council may adopt a five year plan without appointing the citizen committee. The adoption of the Resolution authorizing the bonds shall fulfill all the requirements to constitute approval of a plan for the period between the expiration of the current five year plan and December 31, 2021. The funding for any bonds on the Civic Center will continue in all subsequent five year plans as long as the bonds remain outstanding. The exception to the requirement for a citizen committee shall expire at the end of the initial plan in which the Civic Center is funded and shall be reinstated in conjunction with the subsequent five year plan commencing in 2022. For the five year plan commencing in 2022 a citizen committee will be formed to consider and make recommendations to the City Council on non-City government projects to be funded with any revenue above what is necessary to make the bond payments on the Civic Center project.

2. *Criteria for the Selection of Projects.*

The five (5) year plan for the Vision Account adopted by the City Council, along with the project recommendations made by staff and/or the citizen committee, shall be based on the goals and action items identified in the City's Comprehensive Plan and other guiding documents. The five year plan shall be developed in conjunction with the long term plans for the City's other funds and long term budget goals. The purpose of the plan will be to identify those projects and programs that will provide the greatest return on investment in terms of meeting the demand for public infrastructure, facilities and services by systematically managing the selection, scheduling and financing of eligible projects. When the City Council prepares the plan it should assess the needs of the City and establish priorities for the use of the fund. The City Council is expected to take into consideration all of the funds and projects being undertaken by the City to ensure that the money in the Fund is spent in a way that accomplishes the City's long term goals and priorities.

3. *Additional Criteria for Vision Account Projects.*

a) If the proposed project is for a permanent building or structure the applicant proposing the project shall include a scope of work and a clear written statement describing the proposed project in order for the City Council to evaluate the request. This statement should be accompanied with the applicant's best estimate of probable project design and construction costs along with a time line showing when probable expenditures will be made. A schedule of various phases of study, planning, design

and construction necessary to accomplish the complete project shall be prepared and made available to the City Council.

b) Any application to fund a permanent structure, building, or facility, shall include an estimate of the project's ongoing operation and maintenance costs. Unless otherwise agreed to by the City, the entity proposing said project or program will incur all costs associated with the operations and/or administration of said project or program.

c) If a private organization, or entity is approved for funding, they will enter into a contract with the city which will outline the project scope and expectations of the City with relation to payments from the fund prior to being eligible to receive any monies from the Vision Account. The contract will include a timeframe by which the project will be completed or by which certain benchmarks will be reached. The contract will include a provision which allows the city to terminate the agreement and reallocate any funds committed to the project if the timeframes or benchmarks are not met. For any projects funded in the 5-year plan approved in 2010, they shall have five years from the year their project is scheduled to be funded to complete the project. The 5 years will be deemed to have expired on December 31st of the fifth year.

3.16.100 Severability of provisions–Revival of repealed provisions.

If any provision of this chapter is declared unconstitutional or the application thereof to any person or circumstance is held invalid, the constitutionality of the remainder of the section and the remainder of this chapter and the applicability thereof to other persons or circumstances shall not be affected thereby.

3.16.110 Violation–Penalty.

A. Any person failing or refusing to make reports or payments prescribed by this chapter and the rules and regulations relating to the ascertainment and collection of the tax herein levied shall be guilty of violating this chapter and upon conviction, shall be fined not more than \$200 or imprisoned in the city jail for 30 days, or both the fine and imprisonment.

B. There is imposed by the city on any person subject to tax under this chapter who fails to file a required report or pay the tax, charges equivalent to those provided for in SDCL § 10-59-6, and acts amendatory thereto, and SDCL § 10-46-39, and acts amendatory thereto. In addition, all such collection remedies authorized by SDCL Chapter 10-45, and acts amendatory thereto, and SDCL Chapter 10-46, and acts amendatory thereto, are authorized for the collection of these taxes by the department of revenue.

Mayor

ATTEST:

Finance Officer

(SEAL)

First Reading:

Second Reading:

Published:

Effective: