

**BYLAWS OF THE CITY OF RAPID CITY BEAUTIFICATION COMMITTEE**  
**January 12, 2010**

The following mission statement and bylaws have been adopted by the Beautification Committee and the City Council and shall be effective DATE:

MISSION STATEMENT: "It is the mission of the City of Rapid City Beautification Committee to develop and implement beautification projects and policies, to discuss pertinent issues, and to encourage public and private beautification activities in Rapid City."

1. The City of Rapid City Beautification Committee shall consist of twelve (12) voting members recommended for appointment by the Mayor and approved for appointment by the City Council.
  - a. **Five voting members of the Beautification Committee shall constitute a quorum for the transaction of business.**
2. The Beautification Committee shall have one regularly-scheduled monthly meeting. Additional meetings may be called by the Chairperson as deemed necessary. Beautification Committee meetings are open to the public.
3. Members shall be limited to a three-year term, however, the Mayor can re-appoint members to additional terms. The terms of the initial members shall be staggered in order to ensure continuity in membership.
4. A chairperson and vice-chairperson will be elected by the Committee at the December meeting every year. The chairperson and vice-chairperson shall be elected from the membership of the Beautification Committee. The chairperson and vice-chairperson shall serve a one-year term (January through December of the year following his/her election). The vice-chairperson shall conduct the meeting in the absence of the chairperson.
5. In addition to the full committee, ad/hoc subcommittees will be used for major projects. A member of the full committee shall chair the ad/hoc subcommittee. Members of the ad/hoc subcommittee can include other full committee members or outside volunteers. Ad/hoc subcommittees will be created and dissolved as projects, issues and policies dictate. If an ad/hoc subcommittee has not met for one year then such subcommittee shall be deemed dissolved. The Beautification Committee shall maintain a list of all committee members and any active subcommittees and the members thereof.
6. City staff assistance will be available to the Mayor's Beautification Committee and its ad/hoc subcommittees. ~~The City Planning Department will continue to provide the majority of this support, however, support from other City departments such as the Public Works Department, Parks Division, Building Inspections Division and Community Development Department will also be available.~~ Staff shall serve as ex-officio non-voting members.
7. The Mayor may recommend for appointment a City Council member to serve as a liaison to the Committee. The City Council shall confirm any such appointment made by the Mayor. City Council liaisons shall not have voting authority.

8. The Chairperson shall have the discretion to recommend to the Mayor that a member be replaced after he/she has missed three consecutive regular monthly meetings.
9. The Beautification Committee shall maintain a list of priority projects and issues which shall serve as the official work program from which the Committee will operate. The projects and issues lists shall be updated by the Committee annually.
10. By December 1<sup>st</sup> of each year, the Beautification Committee shall prepare an annual report for presentation to the City Council. The annual report shall provide an update of the current status, accomplishments, and future direction of the Committee.
11. In conducting their meetings, and unless otherwise noted in the Committee Bylaws, the Beautification Committee shall follow Roberts Rules of Order.

Revised: 12-15-93  
3-20-96  
10-15-2001