



# CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-5035

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## MEMO

**TO: Mayor & City Council**

**From: Pauline Sumption**

**Date: November 10, 2011**

**RE: Update regarding Committee Agendas**

Sharlene Mitchell from Finance is working with Maggie Paul in the City Attorney's Office and Brenda Vespested in Public Works to create consent agendas for the Legal & Finance and Public Works committee meetings. In the past, some of the chairs of these committees did something similar on their own but this would make it formal.

The agendas themselves will look somewhat similar to the Council agendas in regards to public comment periods, ordinances, public hearings, etc. The other items that would not fall under the consent agenda would be items from the Mayor and the Council members. All "routine" items, such as authorization to go out for bids, change orders, raffles, etc. would be placed under consent with the committee members still being able to "pull" something if they felt additional discussion was warranted.



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