

**CITY OF RAPID CITY  
CODE OF ORDINANCES**

**Title 2: Administration and Personnel**

**Chapter 2.76: Rushmore Plaza Civic Center**

**2.76.10 Created.**

There is created for the city a Civic Center Board to be known as the Rushmore Plaza Civic Center Board, as authorized by SDCL § 9-52-2.

(Prior code § 2-501)

**2.76.020 Members – Qualifications – Compensation.**

The Board shall be composed of 5 members, all of whom shall be legal residents of the City and who shall serve without pay and shall be appointed to the Board, as hereinafter provided for.

(Prior code § 2-502)

**2.76.030 Members – Appointments – Terms.**

The Mayor shall recommend and the Council shall appoint each member of the Board for a term of three years; provided that, upon organization of the Board, two members shall be appointed for a 3-year term, two members for 2-year term, and one member for 1-year term. Thereinafter, appointments shall be made as they expire on January 1. No member shall serve more than two consecutive terms.

(Prior code § 2-503)

**2.76.040 Members – Oath of Office.**

Members of the Board shall not be required to give a bond to the municipality, but shall file with the municipality's Finance Officer the usual oath of office required of appointive officers.

(Prior code § 2-506)

### **2.76.050 Officers.**

The Board shall, at its first organization meeting and at each first meeting in January of subsequent years, elect from its membership the officers it may deem necessary.

(Prior code § 2-513)

### **2.76.060 Vacancies.**

In case of any vacancy in membership of the Board due to death, resignation or otherwise, a successor shall be appointed to fill the unexpired portion of the term of the member he or she replaces. If a member of the Board fails to attend three regular consecutive meetings, his or her seat on the Board shall be deemed vacant.

(Prior code § 2-504)

### **2.76.070 Duties.**

The Board shall supervise the operation of the Civic Center and of the finances thereof in accordance with City ordinances and the laws of the state.

(Prior code § 2-505)

### **2.76.080 Powers – Use of proceedings records in legal actions.**

The Board shall have power to contract for supplies and services, including promotion, necessary to the operation and maintenance of the Civic Center, and for the rental of the same or any part thereof; to fix and collect rentals and charges for admission; to schedule and determine priorities among activities proposed to be conducted in the Civic Center, to allow claims for supplies and services necessary to the operation and maintenance of the Civic Center, and to do all other things necessary and proper to assure the maximum use of the Civic Center for the general welfare of the municipality and its inhabitants and industries and the sufficiency of the revenues thereof for the payment of all proper charges thereon. The Board shall have the specific power to incur expenses for promotion of the Civic Center both within the state and without the state. Copies of proceedings of the Board, certified by its appointed secretary, shall be competent as evidence in any legal action or proceedings, as authorized by SDCL § 9-52-23.

(Prior code § 2-508)

**2.76.090 Meetings – Quorum.**

The Board shall hold regular meetings at least once a month and shall hold special meetings upon 24-hours notice of call by the President to the other members, which notice may be waived by the members. Three members shall constitute a quorum and may by resolution or motion at any meeting duly held authorize any action within the power of the Board.

(Prior code § 2-507)

**2.76.100 Funds – Custody – Expenditure.**

All funds pertaining to the Civic Center shall be placed in the custody of the municipality's Finance Officer, and shall be expended only upon warrants drawn by the Finance Officer, pursuant to allowance by the Civic Center Board of duly verified claims; provided, that a petty cash fund may be maintained in an amount and for expenditures and in the custody of the officer or employee as the Board shall determine. A verified account of expenditures from the fund shall be submitted monthly to the Board, which may thereupon authorize issuance of a warrant covering the expenditures.

(Prior code § 2-509)

**2.76.110 Budget preparation.**

The Civic Center Board shall submit to the Common council on or before July 1<sup>st</sup> of each year a proposed itemized budget for the succeeding fiscal year for the form prescribed for other city departments, and further, the Mayor may request a preliminary budget prior to that date and the Board shall comply with the request.

(Prior code § 2-512)

### **2.76.120 Reporting requirements – Records inspection.**

The Civic Center Board shall make an annual report to the governing body by February 1<sup>st</sup> of the following year of its acts and all its expenditures, showing the condition of all affairs under its control, and its records, books, papers, and accounts shall at all reasonable times be subject to inspection by the Executive Officer, Finance Officer of the municipality or any committee appointed by the governing body for that purpose, or any citizen. Additional reports shall be submitted as may be requested by the governing body.

(Prior code § 2-510)

### **2.76.130 Actions governed by terms of lease.**

All actions of the Board shall at all times be governed by and subject to all covenants, agreements and limitations contained in that resolution between the City and the Rapid City Civic Center Plaza Corporation whereby the City leases a portion of the facility.

(Prior code § 2-511)

### **2.76.140 Civic Center – Managers and employees – Terms of employment – Compensation.**

The Manager and Assistant Manager shall serve at the pleasure of the Civic Center Board and their compensation shall be as provided for by the annual budget and annual salary ordinance. However, all employees of the Civic Center shall be deemed employees of the City and shall be governed by the nonunion personnel policy or the applicable union contract.

(Prior code § 2-514)

### **2.76.150 Civic Center – Managers and employees – Powers and duties.**

The Board shall establish and be responsible for the Manager and staff and shall define the duties and powers of the Manager and staff.

(Prior code § 2-515)

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[techsupport@amlegal.com](mailto:techsupport@amlegal.com)  
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