

Civic Engagement Update

1/27/26

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Public Input

Public Input

(Ideas)

- Council create consistent committee ordinance*
- Mandate each committee adopt a policy
- Codify and adjust public input at Informational Meeting*
- Provide further training for committee chair/vice chair

** Draft Policy Enclosed*

1st Reading: _____
2nd Reading: _____
Date Adopted: _____
Date Published: _____
Effective Date: _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF SIOUX FALLS, SD, AMENDING THE CODE OF ORDINANCES OF THE CITY BY AMENDING CHAPTER 30: ORGANIZATION AND PROCEDURE, TO CLARIFY PUBLIC COMMENT.

BE IT ORDAINED BY THE CITY OF SIOUX FALLS, SD:

Section 1. That Section 30.026 of the Code of Ordinances of Sioux Falls, SD, is hereby amended to read:

§ 30.026 RULES FOR BOARDS AND COMMISSIONS.

Bylaws or rules of procedure for any agency, authority, board, committee, commission, or district must contain the following:

(a) Each member of a city agency, authority, board, committee, commission, or district shall, upon assuming office, receive orientation materials regarding, at a minimum, the form of city government, the city's conflicts of interest ordinance, the state open meeting laws and the basic rules of parliamentary procedure. These materials shall also be available online.

(b) A uniform format for the agenda shall be established. A printed agenda shall be prepared in advance of all meetings of city agencies, authorities, boards, committees, and commissions. Each agenda shall contain, at a minimum, the time and place of the meeting and specific descriptions of the topics to be discussed. Each agenda will include a time for public input at the start of the meeting. Prior to the start of public input, the presiding officer will announce that public input can be provided on any agenda items and any other topics of interest to the person addressing the city agency, authority, board, committee, or commission. Notwithstanding the previous sentence, if public input is permitted on each agenda item, the city agency, authority, board, committee, or commission is not required to receive public input during an initial public input period and may instead receive general public comment at the conclusion of the meeting.

(c) A uniform format shall be established for the taking of minutes. The draft minutes for a meeting shall be posted on the City website within ten working days following the meeting. A set of approved minutes of all meetings of city agencies, authorities, boards, committees, and commissions shall be kept and maintained by the City staff liaison to the agency, authority, board, committee, or commission. Minutes shall contain, at a minimum, a record of attendance, actions taken, numerical results of votes taken and specific descriptions of items discussed.

(d) Each city agency, authority, board, committee, and commission shall conduct a review of its by-laws to reflect any changes in governing law on at least an annual basis. Such review of the by-laws shall be noticed as a regular agenda item and be reflected in the minutes.

Section 2. That Section 95.052 of the Code of Ordinances of Sioux Falls, SD, is hereby amended to read:

§ 95.052 MEETINGS, ORIENTATION.

The parks and recreation board shall hold regular meetings at least once each month and as many special meetings as it deems proper. An orientation shall be provided for all members. The orientation shall include, but not be limited to [chapters 35](#) and [95](#) of this Code. Public input shall be permitted on each agenda item on which action is taken by the parks and recreation board.

1st Reading: _____
2nd Reading: _____
Date Adopted: _____
Date Published: _____
Effective Date: _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF SIOUX FALLS, SD, AMENDING THE CODE OF ORDINANCES OF THE CITY BY AMENDING CHAPTER 30: ADDRESSING THE COUNCIL; TIME LIMIT TO CLARIFY PUBLIC COMMENT AT INFORMATIONAL MEETINGS.

BE IT ORDAINED BY THE CITY OF SIOUX FALLS, SD:

Section 1. That Section 30.015 of the Code of Ordinances of Sioux Falls, SD, is hereby amended to read:

§ 30.015 ADDRESSING THE COUNCIL; TIME LIMIT.

(a) Public input shall be allowed for any item on the regular agenda. Each person addressing the city council shall step up to the microphone in front of the rail, shall give his or her name in an audible tone of voice for the record, and unless further time is granted by the presiding officer, shall be limited to three minutes on any ordinance receiving a first reading; and on the date of final adoption by the city council, five minutes shall be allowed. If the regular agenda item is quasi-judicial as defined by state law or a zoning ordinance, the private applicant shall be invited first to provide public input and allowed an additional three minutes for rebuttal following public input. Rebuttal by the applicant shall only be allowed to respond to earlier testimony provided during public input. The city council has the right to overrule the presiding officer's use of discretion pursuant to Robert's Rules of Order Newly Revised (latest edition).

(b) Notwithstanding division (a) above, the general public input portion of a city council meeting, held pursuant to § 30.001(b) will be limited to topics which do not involve those agenda items appearing earlier in the regular agenda as public input shall be received when that agenda item is up for discussion. Each person addressing the city council during the general public input portion shall be limited to three minutes.

(c) No person shall address the city council without first securing the permission of the mayor, or acting mayor, to do so.

(d) Electronic presentations with audio and video embedded within the electronic presentation shall not be allowed. Electronic presentations without audio and video embedded within the electronic presentation are only permitted during regular agenda items on the date of final adoption. The city council may adopt standards that govern the use of electronic presentations.

This provision shall not be construed to restrict electronic or hardcopy photos from being presented by the public during a regular meeting.

(e) All remarks shall be addressed to the city council as a body and not to any member thereof.

(f) No person, other than the city council and the person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the city council without the permission of the mayor or acting mayor.

(g) No question shall be asked of a city council member except through the mayor or acting mayor.

(h) No person, except city council members, shall address the council after a motion is made and seconded unless requested by a city council member.

(g) Public input shall be received at each City Council budget hearing and at all informational, committee, task force, joint, and working session meetings that are open to the public. Each meeting agenda shall include an item labeled "Public Input." Each speaker shall be permitted to speak for up to three (3) minutes. A minimum of fifteen (15) minutes shall be allotted for public input at each meeting. If additional speakers are present and time permits, the public input period may be extended at the discretion of the City Council Chair or the City Council. All provisions of this section shall apply to City Council budget hearings and to all informational, committee, task force, joint, and working session meetings, except to the extent such provisions conflict with this subsection.

Improved Meeting Notification

Improve Meeting Notification

(Ideas)

- Consistent agenda posting (where & when)*
- Provide staff support from council
- Communicate process for agenda items
- Clarify master calendar

** Draft Policy Enclosed*

1st Reading: _____
2nd Reading: _____
Date Adopted: _____
Date Published: _____
Effective Date: _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF SIOUX FALLS, SD, AMENDING THE CODE OF ORDINANCES OF THE CITY BY AMENDING CHAPTER 30: ORGANIZATION AND PROCEDURE, TO REQUIRE A CENTRALIZED AGENDA POSTING ONLINE.

BE IT ORDAINED BY THE CITY OF SIOUX FALLS, SD:

Section 1. That Section 30.026 of the Code of Ordinances of Sioux Falls, SD, is hereby amended to read:

§ 30.026 RULES FOR BOARDS AND COMMISSIONS.

Bylaws or rules of procedure for any agency, authority, board, committee, commission, or district must contain the following:

(a) Each member of a city agency, authority, board, committee, commission, or district shall, upon assuming office, receive orientation materials regarding, at a minimum, the form of city government, the city's conflicts of interest ordinance, the state open meeting laws and the basic rules of parliamentary procedure. These materials shall also be available online.

(b) The city shall designate a centralized webpage that will host all agendas and meeting notices for any city agency, authority, board, committee, commission, or district meeting.

(cb) A uniform format for the agenda shall be established. A printed agenda shall be prepared in advance of all meetings of city agencies, authorities, boards, committees, and commissions. Each agenda shall be posted on the centralized city webpage at least 24/48 hours prior to the start of the meeting and contain, at a minimum, the time and place of the meeting and specific descriptions of the topics to be discussed. A technological problem or failure that either prevents the posting of public notices on a website or that temporarily or permanently prevents the use of all, or part of the website does not preclude the holding of the meeting for which the notice was posted.

(ed) A uniform format shall be established for the taking of minutes. The draft minutes for a meeting shall be posted on the City website within ten working days following the meeting. A set of approved minutes of all meetings of city agencies, authorities, boards, committees, and commissions shall be kept and maintained by the City staff liaison to the agency, authority, board, committee, or commission. Minutes shall contain, at a minimum, a record of attendance, actions taken, numerical results of votes taken and specific descriptions of items discussed.

(de) Each city agency, authority, board, committee, and commission shall conduct a review of its by-laws to reflect any changes in governing law on at least an annual basis. Such review of the by-laws shall be noticed as a regular agenda item and be reflected in the minutes.

Notice of Hearing: _____
Date of Hearing: _____
Date Adopted: _____
Date Published: _____
Date Effective: _____

RESOLUTION NO. _____

A RESOLUTION URGING THE ESTABLISHMENT OF A CENTRALIZED WEBPAGE FOR CITY MEETING AGENDAS AND NOTICES.

WHEREAS, transparency and public access to government proceedings are fundamental principles of effective local governance; and

WHEREAS, residents have a right to timely, clear, and convenient access to agendas and meeting notices for all meetings of city agencies, authorities, boards, committees, commissions, and districts; and

WHEREAS, meeting agendas and notices are currently distributed across multiple webpages, platforms, or formats, making it difficult for the public to locate complete and accurate information; and

WHEREAS, the absence of a single, centralized location for such information may limit public awareness, reduce civic participation, and create unnecessary barriers to engagement; and

WHEREAS, a centralized webpage would promote efficiency, consistency, and accountability across city departments and affiliated entities;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SIOUX FALLS, SD:

That the City Council urges the City Administration to identify, establish a centralized webpage that serves as the official, publicly accessible repository for all agendas and meeting notices for any city agency, authority, board, committee, commission, or district; and

BE IT FURTHER RESOLVED, that such webpage should be easily accessible from the City's main website, regularly updated, and organized in a manner that allows the public to readily identify upcoming meetings and access related materials; and

BE IT FURTHER RESOLVED, that the City Administration is encouraged to develop and implement consistent standards and procedures to ensure 24/48 hour posting of all required agendas and meeting notices to the centralized webpage; and

Date adopted: _____.

Paul TenHaken, Mayor

ATTEST:

Jermery J. Washington, City Clerk

Meeting Location

Meeting Location

(Ideas)

- Create ordinance for Park Board*
- Appropriate dollars for updated centralized meeting room*
- Standardize meeting location for other committees
 - No barriers such as locked doors

** Draft Policy Enclosed*

1st Reading: _____
2nd Reading: _____
Date Adopted: _____
Date Published: _____
Effective Date: _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF SIOUX FALLS, SD, AMENDING THE CODE OF ORDINANCES OF THE CITY BY AMENDING CHAPTER 95: PARKS AND RECREATION, REQUIRING AUDIO AND VIDEO RECORDING OF PARKS AND RECREATION BOARD MEETINGS.

BE IT ORDAINED BY THE CITY OF SIOUX FALLS, SD:

Section 1. That Section 95.052 of the Code of Ordinances of Sioux Falls, SD, is hereby amended to read:

§ 95.052 MEETINGS, ORIENTATION.

(a) The parks and recreation board shall hold regular meetings at least once each month and as many special meetings as it deems proper. An orientation shall be provided for all members. The Parks and Recreation Board meeting shall be video- and audio recorded, and the recording shall be made available on the City's website twenty-four (24) hours after the conclusion of the meeting. The meeting shall be held at (Carnegie Town Hall or City Hall) and recorded in a manner that produces an audible and accurate record that is clear enough to be understandable. This subsection does not apply to a park site tour or to any portion of a meeting that is closed pursuant to state law. A technological issue or failure affecting the meeting's audio or video does not constitute a violation of this section, provided that the public body has otherwise complied with all applicable public notice requirements

(b) All parks and recreation board member orientations shall include, but not be limited to chapters 35 and 95 of this Code.

Date adopted: _____

ATTEST:

1st Reading: _____
2nd Reading: _____
Date Adopted: _____
Date Published: _____
Effective Date: _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF SIOUX FALLS, SD, PROVIDING A SUPPLEMENTAL APPROPRIATION.

BE IT ORDAINED BY THE CITY OF SIOUX FALLS, SD:

1. That the Mayor has certified that there are available for appropriation fund balances carried forward from prior years or revenues in excess of those estimated in the budget to provide funding to supplement the 2026 budget.
2. That the following funds are supplemented as listed below:

Department	Funding Source	Amount
Finance	Sales Tax/Use Fund	\$150,000

3. The funds must be utilized to outfit a centralized meeting room for city agency, authority, board, committee, and commission meetings.

Date adopted: _____

Paul TenHaken, Mayor

ATTEST:

Jermery J. Washington, City Clerk

Council Agenda Preview

Council Agenda Preview

(Ideas)

- Create a non-agenda page for emerging topics
- Publish agenda via multiple avenues
- Adjust Inside Townhall

** Draft Policy Enclosed*

Next Steps



Questions?



	Ordinance	Charter	State	Federal	Agreement	Notes
Accessible Housing Advisory Board	No	No	No	No	Joint Agreement with Minnehaha County.	
Active Transportation Board	Ordinance \$154,060-\$154,074	No	No	No	No	
Arts Commission	Ordinance \$154,050-\$154,057	No	No	No	No	
Board of Ethics	Ordinance \$35,001-\$5,012	Section 7.01	No	No	No	
Board of Health	\$ 92,045-92,056	No	SDCL 9-32-2. Each first or second class municipality may appoint a board of health and prescribe its powers and duties subject to the supervision of the State Department of Health.	None	No	
Board of Historic Preservation	Ordinance \$151,015 - 151,020	No	SDCL 9-19B-2	No	No	
Building Board	International Building, International Residential, International Fire and International Existing Building codes; Ordinance \$150,001-150,002 (R112.1); 150,015 - 150,017; 150,060-150,061 ((A) 112.1); 91.015 - 91.018 (111.1)	No	No	No	No	
Charter Revision Commission	Ordinance \$32,001-\$2,004	Section 8.01 - 8.02	No	No	No	
City Naming Committee	Ordinance \$30,060-30,071	No	No	No	No	
Civil Service Board	Ordinance \$39,080-39,092	No	SDCL 9-14-14 - 9-14-15	No	No	
Disability Awareness and Accessibility Review Board	\$ 98,085-98,092	No	No	No	No	Subcommittee of HRC
Districing Commission	No	Section 6.02	No	No	No	
Electrical Board	National Electrical Code; Ordinance \$ 150,201 - 150,239; (150,236)	No	No	No	No	
Employee's Retirement System	Ordinance \$39,280-39,293	No	No	No	No	
Events Center Complex Advisory Board	Ordinance \$32,035 - \$32,042	No	No	No	No	

Experience Sioux Falls BID Board	Ordinance §37.190 - 37.201	No	SDCL 9-55	No	https://bphc.ljssa.gov/compliance/compliance-manual/chapter19	No	Yes - Experience Sioux Falls	
Falls Community Health Board	§ 92.025-92.034	No	https://sdlc.legislature.gov/Rules/Administrative/67.16.44	No	https://bphc.ljssa.gov/compliance/compliance-manual/chapter19	No	No	
Human Relations	§ 98.020-98.042	No	No	No	No	No	No	
Infrastructure Review Advisory Board	Resolution 286-96	No	No	No	No	No	No	
Library Board of Trustees	No	No	SDCL 14-2-40 and -41.	No	No	No	Joint Agreement with Minnehaha County.	
	International Mechanical and International Fuel Gas codes, and including Part V-Mechanical and Part VI-Fuel Gas of the International Residential Code: Ordinance § 150.030 - 150.048 (150.045)	No	No	No	No	No	No	
Metro Executive Board	No	No	No	No	No	No	Joint Agreement with Minnehaha County.	
Parks Board	§ 95.045-95.58	No	https://sdlc.legislature.gov/Statutes/9-38-10	No		No	No	
Planning Commission	§ 154.015-154.039	No	https://sdlc.legislature.gov/Statutes/11-6-2	No		No	No	
Plumbing Board	Uniform Plumbing Code: Ordinance § 150.301 - 150.317 (150.314)	No	No	No		No	No	
	International Property Maintenance Code; City Ordinance § 150.095 - 150.096 (A) 107.1)	No	No	No		No	No	
Property Maintenance Board	Ordinance §77.025-77.033	No	No	No		No	No	
Public Parking Advisory Board	Resolution 101-76	No	No	Yes		No	No	
Public Transit Advisory Board		No						
Regional Emergency Medical Services Authority (REMSA)	Ordinance §92.150 - 92.157	No	SDCL 34-11	No		No	No	
Solid Waste Planning Board	Ord. §57.120 - 57.123	No	SDCL 34A-6	No		No	Various Agreements	
Zoning Board of Adjustment	Ord. §160.665 - 160.675	No	SDCL 11-4-13 - 11-4-25	No		No	No	