



Executive Orders

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Document Library

✓		Name	Title	EO Owner	Modified	Approval Status		Updates
4 - : Attorneys (5)								✓ Title
	16-16	...	ADA Review of New Construction, Remodels, and Retrofits of City Facilities and Parks	Pfeifle, David	June 8, 2016	Approved	Attorneys	1-2-18 Update ...
	03-26	...	Conflicts of Interest Policy for Contracting Attorneys	Pfeifle, David	May 31, 2016	Approved	Attorneys	12-29-17 Update ...
	13-23	...	Professional Legal Services	Pfeifle, David	June 2, 2016	Approved	Attorneys	12-21-17 Update ...
	16-17	...	Reasonable Accommodations Policy	Pfeifle, David	June 6, 2016	Approved	Attorneys	11-29-17 Update ...
	16-15	...	The Americans With Disabilities Act-- Designation of Responsible Employee and Adoption Grievance Procedures	Pfeifle, David	June 6, 2016	Approved	Attorneys	8/14/17 Update ...
4 - : Central Services (6)								2-2-17 Update ...
	15-34	...	City Internet/Intranet Websites and Social Networking Sites	Quanbeck Etten, Sue	June 2, 2016	Approved	Central Services	1-18-17 Update ...
	12-07	...	City Mail Operations	Quanbeck Etten, Sue	June 2, 2016	Approved	Central Services	1-13-17 Update ...
	07-46	...	Graphic Standards	Quanbeck Etten, Sue	June 2, 2016	Approved	Central Services	11-9-16 Update ...
	17-27	...	Open Data Program		December 6, 2017	Approved	Central Services	8-8-16 Update ...
	12-24	...	Policy for Production and Programming of Government Cable Channel CityLink	Quanbeck Etten, Sue	June 2, 2016	Approved	Central Services	9-6-16 Update ...
	15-41	...	Procedures and Standards Relating to City-Owned Information Technology Resources	Quanbeck Etten, Sue	June 2, 2016	Approved	Central Services	9-8-16 Update ...
4 - : City Council (3)								6-21-16 Update ...
	16-12	...	Agenda Deadlines and Submission of Documents	Greco, Tom	June 2, 2016	Approved	City Council	6-8-16 Update ...
	06-59	...	City Archivist	Greco, Tom	June 2, 2016	Approved	City Council	4-7-16 Update ...

✓	📄	Name	Title	EO Owner	Modified	Approval Status	-
	📄	13-13	Official Seal of the City of Sioux Falls	Greco, Tom	June 2, 2016	Approved	City Council

4 - : Community Development/Public Parking Facilities (4)

📄	04-29	...	City Hall Parking	Smith, Darrin	May 31, 2016	Approved	Community Development/Public Parking Facilities
📄	11-27	...	Employee Parking Policy	Smith, Darrin	June 2, 2016	Approved	Community Development/Public Parking Facilities
📄	97-18	...	Parking Lot and Area Fund Name Change	Smith, Darrin	June 2, 2016	Approved	Community Development/Public Parking Facilities
📄	10-27	...	Parking Permit for the Mayor and the City Council	Smith, Darrin	June 2, 2016	Approved	Community Development/Public Parking Facilities

4 - : Finance (10)


























📄	04-20	...	Amending the Executive Order Setting the Bond for the City Director of Finance	Turbak, Tracy	May 31, 2016	Approved	Finance
📄	09-08	...	Appropriations/Budget	Turbak, Tracy	June 2, 2016	Approved	Finance
📄	11-39	...	Authorization of City Funds for City MOU Special Events, Conferences, Civil Service, Emergency Situations, Workshops, Ribbon Cuttings, Public Board Plaques, Service Award Presentations, Etc.	Turbak, Tracy	June 2, 2016	Approved	Finance
📄	04-60	...	Car Allowance/Mileage Reimbursement	Turbak, Tracy	June 2, 2016	Approved	Finance
📄	12-06	...	City Travel Policy	Turbak, Tracy	June 2, 2016	Approved	Finance
📄	15-23	...	Insufficient Funds and No Account Check Charges	Turbak, Tracy	June 2, 2016	Approved	Finance
📄	08-16	...	Investment Advisory Board	Turbak, Tracy	June 2, 2016	Approved	Finance
📄	16-18	...	Official Depositories for Municipal Funds of the City of Sioux Falls	Finance	June 30, 2016	Approved	Finance
📄	04-18	...	Required Fiscal Management Manuals	Turbak, Tracy	June 2, 2016	Approved	Finance
📄	11-57	...	Surplus Property Disposition	Turbak, Tracy	June 2, 2016	Approved	Finance

4 - : Fire Rescue (5)

📄	11-12	...	City Emergency Management	Svc_SPSetup	June 2, 2016	Approved	Fire Rescue
📄	11-13	...	City Emergency Operations Plan	Svc_SPSetup	June 2, 2016	Approved	Fire Rescue
📄		...		Svc_SPSetup	June 2, 2016	Approved	Fire Rescue

Executive Orders

✓	Name	Title	EO Owner	Modified	Approval Status	-
	11-35	Communications with City Council in Emergency				
	11-14	*** Management of Emergencies in the City of Sioux Falls	Svc_SPSetup	June 2, 2016	Approved	Fire Rescue
	15-26	*** Standard Operating Procedures for City Employees with Regard to Hazardous Material Incidents, Small-Quantity Petroleum Release Containment, and Hazardous Material Emergency Expenditures	Svc_SPSetup	June 2, 2016	Approved	Fire Rescue
4 - : Health (1)						
	15-27	*** Falls Community Health (FCH) Governing Board Authority	Franken, Jill	June 2, 2016	Approved	Health
4 - : Human Resources—General (43)						
	15-11	*** Accelerated Step Advancement for Midmanagement Employees	O'Toole, Bill	January 11, 2017	Approved	Human Resources—General
	17-15	*** Access to Personnel File Records Policy	O'Toole, Bill	March 22, 2017	Approved	Human Resources—General
	12-34	*** Administrative Leave for Closings Affecting City Government Office Operations	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
	16-08	*** Affirmative Action Plan/Equal Employment Opportunity	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
	02-27	*** Annual Salary Adjustment for the Mayor and Council Members	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
	17-22	*** Application for Leave of Absence Without Pay	O'Toole, Bill	August 11, 2017	Approved	Human Resources—General
	04-46	*** Children or Family Members in the Workplace	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
	95-56	*** City Employees Desiring to Run for Public Office	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
	15-35	*** City-Flex Flexible Benefits Plan of the City of Sioux Falls	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
	18-01	*** Compliance with Immigration Laws	O'Toole, Bill	January 10	Approved	Human Resources—General
	16-01	*** Confidentiality	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		*** Confined Space Entry	O'Toole, Bill	February 9, 2017	Approved	

✓		Name	Title	EO Owner	Modified	Approval Status	-
		17-13					Human Resources—General
		02-38	... Cooperative Work Experience Program for the Disabled	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		06-20	... Direct Deposit of Payroll and Pension Checks	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		15-07	... Early Return-to-Work Program	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		11-43	... Education Assistance	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		13-18	... Employee Assistance Program	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		15-08	... Employee Recognition Program	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		13-20	... Employee Social Media Policy	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		04-24	... Employment References	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		17-08	... Executive Order Rules and Regulations	O'Toole, Bill	February 10, 2017	Approved	Human Resources—General
		14-39	... Exiting Policy	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		11-44	... Inspections of City-Owned Property	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		10-02	... Medical Benefits Advisory Committee	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		15-06	... No Tobacco Policy - Phase II	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		16-07	... Nondiscrimination and Antiharassment	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		15-10	... Payroll Corrections	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		17-14	... Payroll Deductions	O'Toole, Bill	February 9, 2017	Approved	Human Resources—General
		05-22	... Personal Use of City-Owned Vehicles	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		16-27	... Personnel Administrative Rules	O'Toole, Bill	February 22, 2017	Approved	Human Resources—General
		12-21	... Pre-employment Screening/Background Investigation Policy	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		12-32	... Rehiring Separated Employees	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		02-69	... Retiree Health Savings Plan	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		08-19	... Sick Leave Assistance Program	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
		13-34	... Standby Pay for Exempt Midmanagement Employees	O'Toole, Bill	January 11, 2017	Approved	Human Resources—General





✓	Name	Title	EO Owner	Modified	Approval Status	
	17-35	Substance Abuse Prevention Policy	O'Toole, Bill	January 4	Approved	Human Resources—General
	13-32	Third-Party Administrator Authorization	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
	14-05	Uniform/Miscellaneous Allowances for Certain Police and Fire Employees	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
	15-30	Use of City Telephones and Issuance of Mobile Phones	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
	11-32	Variable Market Contingency	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
	15-36	Vehicle Operations Procedures	O'Toole, Bill	May 22, 2017	Approved	Human Resources—General
	10-11	Workplace Attire	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General
	12-31	Workplace Investigations	O'Toole, Bill	June 2, 2016	Approved	Human Resources—General

4 - : Human Resources—Salary (6)

	17-30	2018 Salary Grades for Appointed Employees		December 26, 2017	Approved	Human Resources—Salary
	17-34	2018 Salary Grades for Classified Employees		December 26, 2017	Approved	Human Resources—Salary
	17-33	2018 Salary Grades for Midmanagement Employees		December 26, 2017	Approved	Human Resources—Salary
	17-32	2018 Salary Program for Certain Appointive Officers		December 26, 2017	Approved	Human Resources—Salary
	17-31	2018 Salary Program for Medical Professional Appointive Employees		December 26, 2017	Approved	Human Resources—Salary
	17-29	Adoption of the 2018 Position Classification Plan		December 26, 2017	Approved	Human Resources—Salary

4 - : Mayor (31)

	16-13	Appointing Certain Administrative Officers	O'Toole, Bill	June 6, 2016	Approved	Mayor
	16-35	Appointing Certain Administrative Officers	O'Toole, Bill	December 28, 2016	Approved	Mayor
	14-06	Appointing Certain Administrative Officers	O'Toole, Bill	June 2, 2016	Approved	Mayor
	14-19	Appointing Certain Administrative Officers	O'Toole, Bill	June 2, 2016	Approved	Mayor
	14-08	Appointing Certain Administrative Officers	O'Toole, Bill	June 2, 2016	Approved	Mayor
	14-11	Appointing Certain Administrative Officers	O'Toole, Bill	June 2, 2016	Approved	Mayor
	14-25	Appointing Certain Administrative Officers	O'Toole, Bill	June 2, 2016	Approved	Mayor

✓		Name	Title	EO Owner	Modified	Approval Status	-
		14-10	... Appointing Certain Administrative Officers	O'Toole, Bill	June 2, 2016	Approved	Mayor
		14-21	... Appointing Certain Administrative Officers	O'Toole, Bill	June 2, 2016	Approved	Mayor
		14-24	... Appointing Certain Administrative Officers	O'Toole, Bill	June 2, 2016	Approved	Mayor
		14-23	... Appointing Certain Administrative Officers	O'Toole, Bill	June 2, 2016	Approved	Mayor
		14-18	... Appointing Certain Administrative Officers	O'Toole, Bill	June 2, 2016	Approved	Mayor
		14-17	... Appointing Certain Administrative Officers	O'Toole, Bill	June 2, 2016	Approved	Mayor
		15-42	... Appointing Certain Administrative Officers	O'Toole, Bill	June 2, 2016	Approved	Mayor
		15-25	... Appointing Certain Administrative Officers	O'Toole, Bill	June 2, 2016	Approved	Mayor
		15-40	... Appointing Certain Administrative Officers	O'Toole, Bill	June 2, 2016	Approved	Mayor
		14-16	... Appointing Certain Administrative Officers	O'Toole, Bill	June 2, 2016	Approved	Mayor
		17-26	... Appointing Certain Administrative Officers	O'Toole, Bill	November 24, 2017	Approved	Mayor
		17-17	... Appointing Certain Administrative Officers- -Fire Chief	O'Toole, Bill	June 15, 2017	Approved	Mayor
		14-29	... Appointments to Metro Management Council	O'Toole, Bill	June 2, 2016	Approved	Mayor
		14-27	... Authorization to Sign Documents	O'Toole, Bill	June 2, 2016	Approved	Mayor
		15-09	... Community Engagement	O'Toole, Bill	June 2, 2016	Approved	Mayor
		97-33	... Education and Training Policy for Board Members	O'Toole, Bill	June 2, 2016	Approved	Mayor
		12-05	... Electronic Work Request System	Quanbeck Etten, Sue	June 2, 2016	Approved	Mayor
		06-25	... Information Gathering by Elected City Officials	Pfeifle, David	June 2, 2016	Approved	Mayor
		16-21	... Interim Mayoral Successor	O'Toole, Bill	September 19, 2016	Approved	Mayor
		04-31	... Library Card Privileges	Svc_SPSetup	June 2, 2016	Approved	Mayor
		11-21	... Lobbying at South Dakota Legislative Session	Pfeifle, David	June 2, 2016	Approved	Mayor
		05-02	... Mayor's Citizenship Honor	O'Toole, Bill	June 2, 2016	Approved	Mayor
		17-24	... Organization Chart and Major Organizational Units and Their Divisions	O'Toole, Bill	September 27, 2017	Approved	Mayor
		95-74	... Removal of Graffiti from City Property	Pfeifle, David	May 31, 2016	Approved	Mayor

✓		Name	Title	EO Owner	Modified	Approval Status	-
4 - : Parks/Recreation (1)							
	03-50	...	Kenny Anderson Park and Terrace Park Development Restrictions	Kearney, Don	May 31, 2016	Approved	Parks/Recreation
4 - : Planning/Building Services (1)							
	15-13	...	Zoning Amendment Protest Petitions	Cooper, Mike	June 2, 2016	Approved	Planning/Building Services
4 - : Police (1)							
	95-12	...	Unlocking of Vehicles and Residences	Burns, Matthew	June 2, 2016	Approved	Police
4 - : Public Works (13)							
	05-23	...	Arterial Street Sidewalk Installation Reimbursement	Cotter, Mark	June 2, 2016	Approved	Public Works
	12-16	...	CIP Construction Project Responsibility	Cotter, Mark	June 2, 2016	Approved	Public Works
	14-02	...	City of Sioux Falls Procedures for Construction Management at Risk	Cotter, Mark	June 2, 2016	Approved	Public Works
	00-07	...	City of Sioux Falls Procedures for Design-Build Procurement	Cotter, Mark	May 31, 2016	Approved	Public Works
	16-11	...	City Reimbursement for Oversized Utilities	Cotter, Mark	June 2, 2016	Approved	Public Works
	17-01	...	Declaration of Emergency and Waiver of Competitive Bid Requirements		January 19, 2017	Approved	Public Works
	95-51	...	Guidelines for Selecting A/E Professional Services	Cotter, Mark	June 2, 2016	Approved	Public Works
	13-08	...	Petitioned Street Improvement Administrative Procedures	Cotter, Mark	June 2, 2016	Approved	Public Works
	13-06	...	Petitions for Sump Pump Collection Systems	Cotter, Mark	June 2, 2016	Approved	Public Works
	00-16	...	Preservation of Historical Artifacts	Cotter, Mark	June 2, 2016	Approved	Public Works
	95-48	...	Property Site Screening by Departments for Apparent Environmental Hazards	Cotter, Mark	May 31, 2016	Approved	Public Works
	16-10	...	Reimbursement Procedures for Drainage System Cost Recovery	Cotter, Mark	June 2, 2016	Approved	Public Works
	95-16	...	Street Names Suffix	Cotter, Mark	May 31, 2016	Approved	Public Works

✓		Name	Title	EO Owner	Modified	Approval Status	-
4 - : Risk Management (5)							
	07-27	...	Establishment of a Citywide Chemical Inventory	Pfeifle, David	June 2, 2016	Approved	Risk Management
	09-39	...	Exposure to Bloodborne Pathogens	Pfeifle, David	June 2, 2016	Approved	Risk Management
	98-10	...	Insurance Requirements for City Contracts/Agreements	Pfeifle, David	May 31, 2016	Approved	Risk Management
	10-03	...	Risk Management	Pfeifle, David	June 2, 2016	Approved	Risk Management
	16-22	...	Security and Safety of City Employees—Workplace Violence/Active Shooter Guidelines	Pfeifle, David	April 21, 2017	Approved	Risk Management
4 - : Transit (3)							
	14-44	...	Process for Public Comment Prior to Fare Changes or Major Reductions in Service of Sioux Area Metro	Cooper, Mike	June 2, 2016	Approved	Transit
	11-01	...	Responsibilities of the Public Transit Advisory Board	Cooper, Mike	June 2, 2016	Approved	Transit
	11-10	...	Sioux Area Metro-- Approval of Substance Abuse Policy	Cooper, Mike	June 2, 2016	Approved	Transit