

City of Brookings

Sustainability Council Meeting Minutes

Wednesday, September 10th, 2025, 4:00 PM City/County Government Center; Room 300

Sustainability Council Members: Anthony Shanks, ~~Louis Hester~~, Albert Patin, Robin Buterbaugh, Emily Abele, Kiley Rath, Kyle Jamison, Conner Evers, Alicia Heich, and SDSU Student Representative Madalynn Graham, City Staff: Joshua Bauman Assistant Parks, Recreation & Forestry Director

1. Call to Order

T. Shanks

2. Approval of the Agenda

Motion to Approve: K. Jamison

Second: R. Buterbaugh

Aye: All Opposed: None

3. Approval of Minutes

Motion to Approve: A. Heich

Second: R. Buterbaugh

Aye: All Opposed: None

4. Open Forum

At this time, any member of the public may request time on the agenda for an item not listed. Items are not typically scheduled for the end of the meeting; however, very brief announcements of invitations will be allowed at this time.

5. City Clerk Presentation - SD Open Meetings Laws Review - Bonnie Foster

- Will hold an Annual Review to go over the laws.

6. City Update - Josh Bauman

- Charlie Kuhn pilot project update
 - We are shooting for October 6th as the launch date of the program.
 - We will be getting a booth at farmers market on September 27 and Oct 4th to promote the program.
 - Will be presenting to council on Sept 23rd
 - Timeline may need to change if stickers and educational materials don't get done from printers in time.
 - A. Patin/ E. Abele: if opportunities for expansion, businesses/organizations like the Brookings School System, Brookings Health System, and Daktronics would be great to have a pickup at designated locations vs. those large organizations having to drop off.
- GIS project - Urban heat map

- DNP and Brookings Prairie burns
- Trails - 12th St S complete
- 20th St S started - Out to bid for section from Branch Creek to 22nd Ave
- Arrowhead Park started
- City Budget - First workshop last night - 2026 proposal is over half a million dollars compared to this year
- Building permits - Through August the City has issued 377 permits totaling an estimated \$76.9 million, 3rd highest in City history - 55 single-family homes and 229 multi-family homes
- Golf Course Water Sourcing
- Mosquito fogging set for tonight
- New landfill drop-off set for end of October completion
- Children's Museum hosting 15 years of play celebration on Sept 20th from 10am to 1pm
- Library Pet Parade on Sept 13th at 2pm, registration is open
- Park Board tour locations:
 - Dakota Nature Park
 - Food Forest
 - Sarah Renee Park
 - 5th St Gym

7. Update: Budget - Josh Bauman

- .Total \$7,800 budgeted this year. Approx. \$4000 remaining.
 - A. Patin: Motion for council to spend up to \$2000 to for plant material and other enhancements for Brookings Community Food Forest:

Second: K. Jamison

Aye: All

Opposed: None

8. Update: City Council Retreat - October 15th, 6pm

9. Update: Terms Expiring - Ask Bonnie at meeting about filling openings

- Two vacancies on the Sustainability Council opening on January 1st, 2026.

Board Vacancies - Louis and Emily - Neither are extending

- Timeline of next steps:
 - Sept. 15 – post Press Release call for applications
 - Oct. 1 – due date for applications
 - Oct. 6 – applications / names shared with staff liaisons
 - Nov. 3 – board recommendations due to City Clerk's Office to float to Mayor & City Council
 - Dec 9 or 16 – City Council action on new appointments / re-appointments

10. Strategic Plan Updates

- T. Shanks: Review and we will revise next meeting.

11. Follow Ups From Last Meeting

- None

12. Updates/Reports from Subcommittees

a. Education and Outreach

- K. Rath: Social Media Posts
 - Solidify ideas for September and October. The City will cover sustainability-related posts for November and December.
 - September - National Plant a Tree Day
 - R. Buterbaugh - what about Food Forest Trees?
 - October - Energy Efficiency heading into winter months
 - Energy Efficiency Day is in October. - Oct. 1st
 - International E-Waste Day is Oct. 14th - Jess will handle this as part of the Solid Waste Division's messaging.
 - Compost instead once approved.

b. Climate (Biodiversity) - Lead Vacant

- No Updates.

c. Waste

- No Updates.

d. Energy

- No Updates

e. Local Foods

- K. Rath: Signage
 - Drafts reviewed and approved by members. Will polish and motion next meeting to approve.
 - R. Buterbaugh: Motion to approve up to \$1000 dark brown Kiosk from Uline to be mounted to Food Forest fence

Second: E. Abele

Aye: All

Opposed: Aye

- R. Buterbaugh: No further planting this year. Potential volunteer days/ribbon cutting in the spring.

13. Updates from Liaisons

a. Parks and Recreation Board

- i. S. Hartung: Fencing is completed at Brookings Community Food Forest, minus a few finishing touches. A few leftover materials.
- b. Planning Commission
 - i. K. Jamison: Taking a surprise trip on the BATA bus.
- c. Historic Preservation (Vacant)
- d. Local Emergency Planning Commission
 - i. A. Pain: Draft review in progress for LEPC -Emergency Planning and Community Right-to-Know Act (EPCRA)
- e. BATA (Vacant)

14. Continuing Items

- a. SDSU Student Project Ideas
 - i. M. Graham: Working on making Sustainability Club official on campus - over 20 students showed up to an unofficial initial meeting to show interest in becoming an official club.
- b. Mayor's Awards Planning - December 3rd, 2025.
 - i. [July meeting] motion[ed] to nominate Kool Beans and their reusable cup initiative for the (only) 2025 Mayor's Sustainability Award: C. Evers
 Second: A. Patin Aye: All Opposed: None
- c. Pollinator Day Planning - June 2026

15. Call for Future Agenda Items

- Food Forest Signage

16. Adjourn

Motion to Adjourn: A. Patin

Second: E. Abele

Aye: All Opposed: None

Respectfully submitted by Kiley Rath.