

BRING YOUR DREAMS.



City of Brookings
Meeting Agenda - Final-revised
City Council

Brookings City Council
Brookings City & County
Government Center
520 3rd St., Suite 230
Brookings, SD 57006
Phone: (605) 692-6281

"We are an inclusive, diverse, connected community that fuels the creative class, embraces sustainability and pursues a complete lifestyle. We are committed to building a bright future through dedication, generosity and authenticity. Bring your dreams!"

Tuesday, November 28, 2023

6:00 PM

Council Chambers

The City of Brookings is committed to providing a high quality of life for its citizens and fostering a diverse economic base through innovative thinking, strategic planning, and proactive, fiscally responsible municipal management.

6:00 PM REGULAR MEETING

- 1. Call to Order / Pledge of Allegiance.**
- 2. Record of Council Attendance.**
- 3. Action to approve the agenda.**
- 4. Open Forum.**

At this time, any member of the public may make a brief announcement or invitation, or request time on the agenda for an item not listed. Items to be added to the agenda will be scheduled at the end of the meeting. Individuals will state their name and city of residence for the record. Public Comment is limited to a maximum of three minutes per person. The comments and views expressed by the public are those of the speakers and do not necessarily reflect the views or positions of the City of Brookings or City Council.

5. Consent Agenda:

Action: Motion to Approve, Request Public Comment, Roll Call

Matters appearing on the Consent Agenda are expected to be non-controversial and will be acted upon by the Council at one time, without discussion. At the request of any one Council Member or the City Manager, an item may be removed from the Consent Agenda and placed on the regular agenda whenever additional discussion on an item is necessary. Items removed from the Consent Agenda will be discussed at the beginning of the formal items.

- 5.A. [ID 23-0503](#) Action to approve City Council meeting minutes.**

Attachments: [11/14/2023 Minutes](#)
 [11/21/2023 Minutes](#)

- 5.B. [ID 23-0494](#) Action on appointments to the Park and Recreation Advisory Board.

Attachments: [Memo](#)
 [Park & Recreation Board Members](#)

- 5.C. [RES 23-097](#) Action on Resolution 23-097, a Resolution declaring surplus property for the City of Brookings.

Attachments: [Resolution](#)

6. Presentations/Reports:

- 6.A. [ID 23-0504](#) Report: SDSU Student Association.

- 6.B. [ID 23-0507](#) Report: 2023 Bridge Re-Inspection Program.

Attachments: [Memo](#)
 [Presentation](#)
 [Location Map](#)

- 6.C. [ID 23-0502](#) Report: 2023 3rd Quarter Finance Report.

Attachments: [Presentation](#)

7. Contracts/Change Orders:

- 7.A. [RES 23-096](#) Action on Resolution 23-096, a Resolution authorizing Change Order No. 3 for 2023-04STI 22nd Avenue Phase 2 Reconstruction Project; Timmons Construction Company.

Attachments: [Memo](#)
 [Resolution](#)
 [Change Order #3](#)
 [Location Map](#)

Action: Motion to Approve, Request Public Comment, Roll Call

- 7.B. [RES 23-107](#) Action on Resolution 23-107, a Resolution Authorizing a Three-Year Agreement for OpenGov Budgeting Software.

Attachments: [Memo](#)
 [Resolution](#)
 [OpenGov Agreement](#)
 [OpenGov Order Form](#)

Action: Motion to Approve, Request Public Comment, Roll Call

- 7.C. [ID 23-0499](#) Action on a Legal Services Agreement between the City of Brookings and Steven J. Britzman, Attorney at Law, for a one-year contract (01/01/2024 - 12/31/2024).

Attachments: [Memo](#)
[2024 Agreement](#)

Action: Motion to Approve, Request Public Comment, Roll Call

8. Ordinance First Readings:

No vote is required on the first reading of an Ordinance. The title of the Ordinance is read. Public Comment and Council discussion is permitted. The date for the second reading or public hearing is announced.

- 8.A. [ORD 23-039](#) Introduction and First Reading on Ordinance 23-039, an Ordinance Authorizing Amendment No. 10 to the 2023 Budget. Second Reading and Action: December 12, 2023.

Attachments: [Memo](#)
[Ordinance](#)

9. Public Hearings and Second Readings:

- 9.A. [ORD 23-041](#) Second Reading and Action on Ordinance 23-041, an Ordinance Authorizing Budget Amendment No. 9 to the 2023 Budget.

Attachments: [Memo](#)
[Ordinance](#)

Action: Motion to Approve, Request Public Comment, Roll Call

Legislative History

11/14/23 City Council read into the record

- 9.B. [RES 23-106](#) Public Hearing and Action on Resolution 23-106, a Resolution Authorizing the Issuance of On-Sale Alcoholic Beverage Licenses for Use at City-Owned Facilities.

Attachments: [Memo](#)
[Resolution](#)
[Legal Notice](#)
[SDCL 35-4-14-1](#)

Action: Motion to Approve, Open & Close Public Hearing, Roll Call

10. Other Business:

- 10.A. [RES 23-101](#) Action on Resolution 23-101, a Resolution Transferring City Manager Contingency and Buildings Sinking Funds to City Departments.

Attachments: [Memo](#)
[Resolution](#)

Action: Motion to Approve, Request Public Comment, Roll Call

- 10.B. [RES 23-110](#)** Action on Resolution 23-110, a Resolution Approving the Purchase of a Backup Generator System for the Brookings City and County Government Center.

Attachments: [Memo](#)
[Resolution](#)
[Proposal](#)
[About Sourcewell](#)

Action: Motion to Approve, Request Public Comment, Roll Call

- 10.C. [ID 23-0508](#)** Action on Resolution 23-111, a Resolution Approving Tax Increment District #11 Project Plan Amendment.

Attachments: [Memo](#)
[Resolution](#)
[Project Plan](#)
[Notice](#)
[Minutes](#)

Action: Motion to Approve, Request Public Comment, Roll Call

- 10.D. [RES 23-108](#)** Action on Resolution 23-108, a Resolution Creating the Boundaries for Tax Increment District #15.

Attachments: [Memo](#)
[Resolution](#)
[Map](#)
[Notice](#)
[Minutes](#)

Action: Motion to Approve, Request Public Comment, Roll Call

- 10.E. [RES 23-109](#)** Action on Resolution 23-109, a Resolution Approving Tax Increment District #15 Project Plan.

Attachments: [Memo](#)
[Resolution](#)
[Project Plan](#)
[Minutes](#)

Action: Motion to Approve, Request Public Comment, Roll Call

- 11. [ID 23-0505](#)** City of Brookings Progress Report.

Attachments: [Progress Report](#)

12. City Council member introduction of topics for future discussion.

Any Council Member may request discussion of any topic at a future meeting. Items

cannot be added for action at this meeting. A motion and second is required which states the topic, requested outcome, and time frame. A majority vote is required.

13. Adjourn.

*Brookings City Council: Oepke G.Niemeyer, Mayor; Nick Wendell, Deputy Mayor
Council Members Wayne Avery, Holly Tilton Byrne, Bonny Specker, Brianna Doran, Andrew Rasmussen*

Brookings City Council Staff:

Paul M. Briseno, City Manager Steven Britzman, City Attorney Bonnie Foster, City Clerk

Public Comment is limited to a maximum of three minutes per person. Individuals will give their name and city of residence for the record. Public Comment may be submitted prior to the meeting by the following means: 1) Email comments to the City Clerk (cityclerk@cityofbrookings-sd.gov), 2) participate remotely, or 3) via eComment (<https://cityofbrookings.legistar.com/Calendar.aspx>). Comments provided will become part of the official record and subject to review by all parties and the public. The comments and views expressed by the public are those of the speakers and do not necessarily reflect the views or positions of the City of Brookings or City Council.

Meetings are broadcast live and recorded. Go to www.cityofbrookings-sd.gov for more information. Government Channel 9 Rebroadcast Schedule: Wednesday 1:00 pm / Thursday 7:00 pm / Friday 9:00 pm / Saturday 1:00 pm

Upon request, accommodations for meetings will be provided for persons with disabilities. Please contact the City ADA Coordinator at (605) 692-6281 at least three (3) business days in advance of the meeting.