

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, September 10, 2024

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 BUDGET STUDY SESSION

1. Call to Order / Pledge of Allegiance.
2. Record of Council Attendance.
3. Action to approve the agenda.
4. [ID 24-0449](#) Budget Workshop #1.

Attachments: [Memo](#)
[Budget Presentation](#)
[Budget Detail](#)
[Outside Agency Funding](#)

REGULAR MEETING

To begin immediately following the Budget Study Session.

5. 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.

6. 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.

- 6.A.** [ID 24-0443](#) Action to approve City Council meeting minutes.
Attachments: [8/27/2024 Minutes](#)
- 6.B.** [ID 24-0447](#) Action on appointments to the Brookings Historic Preservation Commission: Stephen VanBuren and Melisa Yager.
Attachments: [Memo](#)
- 6.C.** [ID 24-0448](#) Action on an appointment to the Brookings Human Rights Commission: Keely Eagleshield.
Attachments: [Memo](#)
- 6.D.** [ID 24-0452](#) Action on Temporary Alcohol / Special Event Alcoholic Beverage Licenses from existing alcohol license holders.
Attachments: [Memo](#)
[SDCL 35-4-124](#)
- 6.E.** [RES 24-082](#) Action on Resolution 24-082, a Resolution declaring surplus property for the City of Brookings.
Attachments: [Memo](#)
[Resolution](#)

7. Presentations/Reports:

- 7.A.** [ID 24-0454](#) Report: SDSU Student Association.
- 7.B.** [ID 24-0451](#) Reports: City Council Ex-Officio Reports

8. Contracts/Change Orders: NONE

9. Ordinance First Readings: NONE

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.

10. Public Hearings and Second Readings:

- 10.A.** [ORD 24-024](#) TABLED ITEM: Public Hearing and Action on Ordinance 24-024, an Ordinance to permit by Conditional Use Permit townhouses on Blocks 3A and 4 in Northern Plains Addition, City of Brookings, Brookings County, South Dakota.

Attachments:

[Memo](#)
[Ordinance](#)
[Hearing Notice - City Council](#)
[Hearing Notice - Planning Commission](#)
[Planning Commission Minutes](#)
[Location Map](#)
[Application](#)
[Site Plan](#)
[Site Plan - revised 8/30/2024](#)
[Building Elevations](#)

Action: Remove from Table, Roll Call

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

Legislative History

7/23/24	City Council	read into the record
8/13/24	City Council	approved
8/13/24	City Council	tabled

- 10.B.** [ORD 24-031](#) Public Hearing and Action on Ordinance 24-031, an Ordinance establishing Reasonable Accommodations Pursuant to the Federal Fair Housing Amendments Act of 1988.

Attachments:

[Memo](#)
[Ordinance](#)
[Legal Notice](#)

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

Legislative History

8/27/24	City Council	read into the record
---------	--------------	----------------------

- 10.C.** [ORD 24-030](#) Public Hearing and Action on Ordinance 24-030, an Ordinance to permit by Conditional Use a Major Home Occupation Hair Salon on Lot 1 in Block 3 of Moriarty Edgebrook Addition, also known as 1635 17th Avenue South.

Attachments: [Memo](#)
[Ordinance](#)
[Notice - City Council](#)
[Notice - Planning Commission](#)
[Planning Commission Minutes](#)
[Location Map](#)
[Conditional Use Permit Application](#)
[Major Home Occupation Checklist](#)

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

Legislative History

8/27/24 City Council read into the record

- 10.D. [ORD 24-029](#) Second Reading and Action on Ordinance 24-029, an Ordinance Certifying the 2025 City of Brookings Property Tax Levy to the Brookings County Finance Officer.

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

Action: Motion, Request Public Comment, Roll Call

Legislative History

8/27/24 City Council read into the record

- 10.E. [ORD 24-028](#) Second Reading and Action on Ordinance 24-028, an Ordinance Granting a Franchise to Mediacom Minnesota LLC to Construct, Operate, and Maintain a Cable Television System in the City of Brookings, SD, Setting Forth Conditions Accompanying the Grant of the Franchise; Providing for Regulation and Use of the System; and Prescribing Penalties for the Violation of its Provisions.

Attachments: [Memo](#)
[Ordinance - clean](#)
[Ordinance - marked](#)

Action: Motion, Request Public Comment, Roll Call

Legislative History

8/27/24 City Council read into the record

- 10.F. [ID 24-0436](#) Public Hearing and Action on a Special Event Temporary Alcohol Application from the Brookings Area Chamber, to host a Downtown SDSU Watch Party on the 300 Block of Main Avenue on October 5, 2024.

Attachments: [Memo](#)
[Legal Notice](#)
[Location Map](#)
[SD State Statute](#)

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

11. Other Business:

- 11.A. [RES 24-085](#) Action on Resolution 24-085, a Resolution Amending the Consolidated Fee Schedule.

Attachments: [Memo](#)
[Resolution](#)
[Fee Schedule Updates - clean](#)
[Fee Schedule Updates - marked](#)

Action: Motion, Request Public Comment, Roll Call

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. Executive Session

- 13.A. [ID 24-0453](#) Executive Session, pursuant to SDCL 1-25-2.1, for the purpose of discussing the qualifications, competence, performance, character or fitness of any public officer or employee or prospective public officer or employee. The term, employee, does not include any independent contractor; and pursuant to SDCL 1-25-2.3, for the purpose of consulting with legal counsel or reviewing communications from legal counsel about proposed or pending litigation or contractual matters; and pursuant to SDCL 1-25-2.5, for the purpose of discussing marketing or pricing strategies by a board or commission of a business owned by the state or any of its political subdivision, when public discussion may be harmful to the competitive position of the business.

Action: Motion to enter Executive Session, Voice Vote

Action: Motion to exit Executive Session, Voice Vote

14. 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), or 2) participate remotely. 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 Rebroadcast Schedule: Wednesday 1:00 pm / Thursday 7:00 pm / Friday 9:00 pm / Saturday 1:00 pm (Swiftel Channel 20 / MediaCom Channel 9)

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.