

BRING YOUR DREAMS.



**City of Brookings**  
**Meeting Agenda - Final**  
**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!"*

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Tuesday, August 27, 2024

6:00 PM

Council Chambers

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*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 24-0415](#) Action to approve City Council meeting minutes.**

**Attachments:** [8/13/2024 CC Minutes](#)

- 5.B. [ID 24-0417](#) Action on Temporary Alcohol / Special Event Licenses for existing alcohol license holders with events held on publicly owned property.

**Attachments:** [Memo](#)  
[SDCL 35-4-124](#)

- 5.C. [RES 24-083](#) Action on Resolution 24-083, a Resolution Awarding Bids on the 2024-2025 Contractor Snow Removal Equipment Contracts.

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

- 5.D. [RES 24-084](#) Action on Resolution 24-084, a Resolution declaring surplus property for the City of Brookings.

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

## 6. Presentations/Reports:

- 6.A. [ID 24-0428](#) Introduction of new City of Brookings employee.
- 6.B. [ID 24-0343](#) Report: SDSU Student Association.
- 6.C. [ID 24-0426](#) Presentation on Brookings Pre-Disaster Mitigation Plan

**Attachments:** [Memo](#)  
[Hazard Identification Worksheet](#)  
[Hazard Vulnerability Worksheet](#)  
[Critical Structure-Infrastructure List](#)  
[Hazard Vulnerability - Critical Infrastructure Map](#)  
[Mitigation Activity Sites Map](#)  
[Mitigation Project Worksheet](#)

## 7. Contracts/Change Orders: NONE

## 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 24-029](#) Introduction and First Reading on Ordinance 24-029, an Ordinance Certifying the 2025 City of Brookings Property Tax Levy to the Brookings County Finance Officer. Second Reading and Action: September 10, 2024.

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

- 8.B.**     [ORD 24-028](#)     Introduction and First Reading 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](#)

- 8.C.**     [ORD 24-031](#)     Introduction and First Reading on Ordinance 24-031, an Ordinance establishing Reasonable Accommodations Pursuant to the Federal Fair Housing Amendments Act of 1988. Second Reading and Action: September 10, 2024.

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

- 8.D.**     [ORD 24-030](#)     Introduction and First Reading 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. Public Hearing and Action: September 10, 2024.

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

## **9. Public Hearings and Second Readings:**

- 9.A.**     [ORD 24-025](#)     Second Reading and Action on Ordinance 24-025, an Ordinance Authorizing Budget Amendment No. 8 to the 2024 Budget.

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

*Action: Motion, Request Public Comment, Roll Call*

**Legislative History**

8/13/24

City Council

read into the record

- 9.B.**    [ORD 24-026](#)    Public Hearing and Action on Ordinance 24-026, an Ordinance Amending Chapter 82 of the Code of Ordinances of the City of Brookings and Pertaining to the Covering of Vehicle Loads in the City of Brookings.
- Attachments:**    [Memo](#)  
                          [Ordinance - clean](#)  
                          [Ordinance - marked](#)
- Action: Motion, Open & Close Public Hearing, Roll Call*
- Legislative History**
- 8/13/24            City Council                                    read into the record
- 9.C.**    [ORD 24-027](#)    Public Hearing and Action on Ordinance 24-027, an Ordinance Amending Articles I & II of Chapter 72 - Storm Drainage, of the Code of Ordinances of the City of Brookings, South Dakota.
- Attachments:**    [Memo](#)  
                          [Ordinance - clean](#)  
                          [Ordinance - marked](#)  
                          [Legal Notice](#)
- Action: Motion, Open & Close Public Hearing, Roll Call*
- Legislative History**
- 8/13/24            City Council                                    read into the record
- 9.D.**    [ID 24-0414](#)    Public Hearing and Action on a Commercial Corridor Design Review Overlay District Site Plan for Lot 1 in Block 1 of Reserve Fourth Addition.
- Attachments:**    [Memo](#)  
                          [Hearing Notice - City Council](#)  
                          [Hearing Notice - Planning Commission](#)  
                          [Planning Commission Minutes](#)  
                          [Location Map](#)  
                          [Site Plan](#)  
                          [Landscape Plan](#)  
                          [Elevations](#)  
                          [Renderings](#)  
                          [Adjacent Photos](#)
- Action: Motion, Open & Close Public Hearing, Roll Call*
- 9.E.**    [RES 24-081](#)    Public Hearing and Action on Resolution 24-081, a Resolution to amend the 2040 Comprehensive Plan's Future Land Use Map.

**Attachments:** [Memo](#)  
[Resolution](#)  
[Hearing Notice - City Council](#)  
[Hearing Notice - Planning Commission](#)  
[Planning Commission Minutes](#)  
[Future Land Use Map Exhibits](#)

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

## 10. Other Business:

- 10.A. [RES 24-079](#) Action on Resolution 24-079, a Resolution Transferring City Manager Contingency Funds to City Departments.

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

*Action: Motion, Request Public Comment, Roll Call*

- 10.B. [RES 24-078](#) Action on Resolution 24-078, a Resolution Declaring Boundaries and Recommending Creation of Tax Increment Financing District #16, City of Brookings.

**Attachments:** [Memo](#)  
[Resolution](#)  
[Notice - City Council](#)  
[Notice - Planning Commission](#)  
[Minutes - Planning Commission](#)  
[Map](#)

*Action: Motion, Request Public Comment, Roll Call*

- 10.C. [RES 24-080](#) Action on Resolution 24-080, a Resolution Adopting the Tax Increment District #16 Project Plan.

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

*Action: Motion, Request Public Comment, Roll Call*

11. [ID 24-0429](#) 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](mailto: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](http://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.*