

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, November 14, 2023

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 23-0467](#)** Action to approve City Council meeting minutes.

**Attachments:**      [10/24/2023 CC Minutes](#)

- 5.B.    [RES 23-095](#)      Action on Resolution 23-095, a Resolution authorizing the City Manager to sign an On-Sale Liquor Operating Agreement renewal for the Pheasant Café & Lounge, Georgiana Olson, owner, 726 Main Avenue South, Brookings, South Dakota.

**Attachments:**      [Memo](#)  
                              [Resolution](#)  
                              [Operating Agreement](#)  
                              [Location Map](#)

- 5.C.    [ID 23-0484](#)      Action on annual Liquor and Wine Alcohol License Renewals for 2024.

**Attachments:**      [Memo](#)  
                              [Renewal List](#)

- 5.D.    [RES 23-105](#)      Action on Resolution 23-105, a Resolution Authorizing a three-year agreement for Barracuda Message Archiving Service.

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

## 6. Presentations/Reports:

- 6.A.    [ID 23-0450](#)      Proclamation: Purple Heart City

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

- 6.B.    [ID 23-0493](#)      Pinning Ceremony of Officer Scott Roberts, Officer Noah Smith, and Officer Rick Widicker.

- 6.C.    [ID 23-0491](#)      Presentation: Medicare Advantage Plans.

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

- 6.D.    [ID 23-0489](#)      Report: SDSU Student Association.

- 6.E.    [ID 23-0490](#)      Reports: City Council Ex-Officio Reports

## 7. Contracts/Change Orders:

## 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 23-041](#)      Introduction and First Reading on Ordinance 23-041, an Ordinance

Authorizing Budget Amendment No. 9 to the 2023 Budget. Second Reading and Action: November 28, 2023.

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

## 9. Public Hearings and Second Readings:

### 9.A.     [ORD 23-037](#)

Second Reading and Action on Ordinance 23-037, the 2024 Appropriation Ordinance.

**Attachments:**     [Memo](#)  
                              [Ordinance](#)  
                              [Budget in Brief](#)  
                              [Budget Detail](#)

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

**Legislative History**

10/24/23             City Council                             read into the record

### 9.B.     [ORD 23-035](#)

Public Hearing and Action on Ordinance 23-035, an Ordinance Amending Chapter 22 of the Code of Ordinance Pertaining to Moving a Building.

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

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

**Legislative History**

10/24/23             City Council                             read into the record

### 9.C.     [ORD 23-036](#)

Public Hearing and Action on Ordinance 23-036, an Ordinance amending Chapter 94, Article IV, Section 94-131, Section 94-132, Section 94-136, Section 94-137, and Section 94-161 related to public transportation facility as an allowable use.

**Attachments:**     [Memo](#)  
                              [Ordinance](#)  
                              [Notice](#)  
                              [Planning Commission Minutes](#)

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

**Legislative History**

10/24/23             City Council                             read into the record

### 9.D.     [ID 23-0462](#)

Public Hearing and Action on a Temporary Alcohol Application from St. Thomas More Catholic School, to operate within the City of Brookings, South Dakota, on February 3, 2024, for a Winter Gala and Grand Auction

to be held at 1700 8th Street South.

**Attachments:**     [Memo](#)  
                              [Legal Notice](#)  
                              [SDCL Reference](#)

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

- 9.E.     [ID 23-0485](#)**     Public Hearing and Action on Annual Liquor and Wine Alcohol License Renewals for establishments which have failed an alcohol compliance check within the past 12 months.

**Attachments:**     [Memo](#)  
                              [Hearing Notice](#)

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

## **10. Other Business:**

- 10.A.     [RES 23-102](#)**     Action on Resolution 23-102, a Resolution Adopting the Consolidated Fee Schedule.

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

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

- 10.B.     [RES 23-103](#)**     Action on Resolution 23-103, a Resolution Authorizing the Placement of Stop Signs at the Intersection of 20th Street South and 17th Avenue.

**Attachments:**     [Memo](#)  
                              [Resolution](#)  
                              [Engineering Report](#)  
                              [Location Map](#)

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

- 10.C.     [RES 23-104](#)**     Action on Resolution 23-104, a Resolution Authorizing the Placement of Stop Signs at the Intersection of 5th Street and 5th Avenue.

**Attachments:**     [Memo](#)  
                              [Resolution](#)  
                              [Engineering Report](#)  
                              [Location Map](#)

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

- 10.D.     [ID 23-0480](#)**     Action on the 10-Year Capital Improvement Plan (CIP).

**Attachments:**     [Memo](#)  
                              [Capital Improvement Plan](#)

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

**10.E. [RES 23-100](#)**

Action on Resolution 23-100, a Resolution Amending the Transfer of Real Property to Brookings Economic Development Corporation.

**Attachments:**

[Memo](#)

[Resolution](#)

[Location Map](#)

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

**11. 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.*

**12. 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)), 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](http://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.*