

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!"

Tuesday, November 12, 2024

5:30 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.

5:30 PM CITY COUNCIL MEETING

1. Call to Order / Pledge of Allegiance.

2. Record of Council Attendance.

3. Action to approve the agenda.

4. Public Hearings

4.A. [ID 24-0543](#) Public Hearing and Action on a Request for a Reasonable Accommodation at 312 8th Avenue.

Attachments:

- [Memo](#)
- [Hearing Procedure](#)
- [Ordinance 24-031](#)
- [Notice](#)
- [Application](#)
- [Letter](#)
- [Floor Plan](#)
- [Location Map](#)

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

4.B. [ID 24-0544](#) Public Hearing and Action on a Request for a Reasonable Accommodation at 908 1st Street.

Attachments: [Memo](#)
[Hearing Procedure](#)
[Ordinance 24-031](#)
[Notice](#)
[Letter](#)
[Application](#)
[Floor Plan](#)
[Location Map](#)

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

7:00 PM REGULAR MEETING

Regular Meeting will convene following the Public Hearings. Not to convene before 7:00 p.m.

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 24-0524](#) Action to approve City Council meeting minutes.

Attachments: [10/22/2024 Minutes](#)
[10/29/2024 Special Meeting Minutes](#)

6.B. [ID 24-0535](#) Action on annual Liquor and Wine Alcohol License Renewals for 2025.

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

6.C. [RES 24-099](#) Action on Resolution 24-099, a Resolution authorizing the City Manager to sign an On-Sale Liquor Operating Agreement renewal for Urquhart Enterprises, Inc., dba Jim's Tap, Don Urquhart and Mary VandeCrommert, owners, 309 Main Avenue, Brookings, South Dakota.

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

- 6.D. [RES 24-104](#) Action on Resolution 24-104, a Resolution to Delete Bridge Structure No. 06-160-152 from the National Bridge Inventory.

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

7. Presentations/Reports:

- 7.A. [ID 24-0537](#) Report: SDSU Student Association.
7.B. [ID 24-0538](#) Reports: City Council Ex-Officio Reports

8. Contracts/Change Orders:

- 8.A. [RES 24-098](#) Action on Resolution 24-098, a Resolution authorizing Change Order #1 for the 2024 Brookings Trails Project.

Attachments: [Memo](#)
[Resolution](#)
[Change Order #1](#)

Action: Motion, Request Public Comment, Roll Call

9. 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.

10. Public Hearings and Second Readings:

- 10.A. [ORD 24-037](#) Second Reading and Action on Ordinance 24-037, the 2025 Appropriation Ordinance.

Attachments: [Memo](#)
[Ordinance](#)
[Budget-In-Brief](#)
[Budget Detail](#)

Action: Motion, Request Public Comment, Roll Call

Legislative History

10/22/24 City Council read into the record

- 10.B. [ID 24-0536](#) Public Hearing and Action on Annual Liquor and Wine Alcohol License

Renewals for establishments which have failed an alcoholic beverage compliance check within the past 12 months.

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

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

- 10.C. [RES 24-100](#) Public Hearing and Action on Resolution 24-100, a Resolution of Intent to Lease Real Property at Brookings Airport to Pheasants Fury Aviation, LLC.

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

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

11. Other Business:

- 11.A. [RES 24-101](#) Action on Resolution 24-101, a Resolution authorizing the City Manager to execute a Fixed Base Operator (FBO) Agreement with Pheasants Fury Aviation, LLC.

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

Action: Motion, Request Public Comment, Roll Call

- 11.B. [RES 24-097](#) Action on Resolution 24-097, a Resolution Adopting the Consolidated Fee Schedule.

Attachments: [Memo](#)
[Resolution](#)
[Consolidated Fee Schedule](#)
[Consolidated Fee Schedule - changes](#)
[Online Fee Schedule](#)

Action: Motion, Request Public Comment, Roll Call

- 11.C. [ID 24-0532](#) Action on the 10-Year Capital Improvement Plan.

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

Action: Motion, Request Public Comment, Roll Call

- 11.D. [RES 24-102](#) Action on Resolution 24-102, a Resolution Creating the Boundaries of Tax Increment District Number Thirteen.

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

Action: Motion, Request Public Comment, Roll Call

- 11.E. [RES 24-103](#) Action on Resolution 24-103, a Resolution Approving Tax Increment District Number Thirteen Project Plan.

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

Action: Motion, Request Public Comment, Roll Call

- 11.F. [ID 24-0542](#) Action to Approve a Development Agreement with Ryan Companies US, Inc.

Attachments: [Memo](#)
[Development Agreement](#)
[Map](#)

Action: Motion, Request Public Comment, Roll Call

- 11.G. [RES 24-096](#) Action on Resolution 24-096, a Resolution Revising Compensation for the Mayor and City Council Members of the City of Brookings.

Attachments: [Memo](#)
[Resolution](#)
[City of Brookings Historical City Council / Mayor Pay](#)
[South Dakota Peer City Council / Mayor Pay](#)

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. 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.