

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  
Fax: (605) 692-6907

*"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, May 25, 2021

5:30 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.*

**1. Call to Order / Pledge of Allegiance.**

**2. Record of Council Attendance.**

**3. Executive Session**

[ID 21-0258](#)

Executive Session, pursuant to SDCL 1-25-2.1, for purposes 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.

*Action: Motion to enter into Executive Session, Voice Vote*

*Action: Motion to exit Executive Session, Voice Vote*

**6:00 PM REGULAR MEETING**

**4. 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, unless a member of the Council or City Manager requests an opportunity to address any given item. Items removed from the Consent Agenda will be discussed at the beginning of the formal items. Approval by the Council of the Consent Agenda items means that the recommendation of the City Manager is approved along with the terms and conditions described in the agenda supporting documentation.*

4.A. Action to approve the agenda.

4.B. [ID 21-0256](#) Action to approve the May 11 and May 18, 2021 City Council minutes.

Attachments: [5/11/2021 Minutes](#)  
[5/18/2021 Minutes](#)

4.C. [ID 21-0209](#) Action on City Council Ex-Officio Appointments.

4.D. [ID 21-0175](#) Action on Annual Malt Beverage Alcohol License Renewals.

Attachments: [Malt License Renewals](#)

4.E. [RES 21-042](#) Action on Resolution 21-042, a Resolution declaring surplus property for the City of Brookings.

Attachments: [Resolution](#)

## 5. Items removed from Consent Agenda.

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

## 6. Open Forum/Presentations/Reports:

6.A. Open Forum.

*At this time, any member of the public may request time on the agenda for an item not listed. Items are typically scheduled for the end of the meeting; however, very brief announcements or invitations will be allowed at this time.*

6.B. [ID 21-0269](#) 1st Quarter CFO Report.

Attachments: [Q1 Report](#)

## 7. Contracts/Change Orders:

7.A. [RES 21-046](#) Action on Resolution 21-046, a Resolution approving of the Swiftel Center Venue Management Agreement Between the City of Brookings, and Spectra Venue Management.

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

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

## 8. Ordinance First Readings:

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

- 8.A.**     [ORD 21-010](#)     Introduction and First Reading on Ordinance 21-010, an Ordinance to Change the Zoning Within the City of Brookings, rezoning 5.75 acres (generally located along the 1500 and 1600 block of Main Avenue South) from a Residence R-1A Single-Family District to a Business B-2A Office District. Public Hearing: June 8, 2021.

**Attachments:**     [Memo](#)  
                              [Ordinance](#)  
                              [City Council Public Hearing Notice](#)  
                              [Planning Commission Minutes](#)  
                              [Application](#)  
                              [Aerial Map](#)  
                              [Zoning Map](#)  
                              [Future Land Use Map](#)

- 8.B.**     [ORD 21-011](#)     Introduction and First Reading on Ordinance 21-011, an Ordinance to Change the Zoning Within the City of Brookings, rezoning Lot 11A, Block 6 of Folsom's Addition (also known as 204 1st Street South) from an Industrial I-1 Light District to a Business B-3 Heavy District. Public Hearing: June 8, 2021.

**Attachments:**     [Memo](#)  
                              [Ordinance](#)  
                              [City Council Public Hearing Notice](#)  
                              [Planning Commission Minutes](#)  
                              [Application](#)  
                              [Aerial Map](#)  
                              [Zoning Map](#)  
                              [Future Land Use Map](#)

- 8.C.**     [ORD 21-014](#)     Introduction and First Reading on Ordinance 21-014, an Ordinance to Change the Zoning within the City of Brookings, rezoning Lot 1, Block 2 of Folsom Addition (also known as 530 1st Street South) and Lots 2 and 3, Block 2 of Folsom Addition (also known as 110 6th Avenue South) from an Industrial I-1 Light District to a Business B-3 Heavy District. Public Hearing: June 8, 2021.

**Attachments:**      [Memo](#)  
                                 [Ordinance](#)  
                                 [City Council Public Hearing Notice](#)  
                                 [Planning Commission Minutes](#)  
                                 [Application](#)  
                                 [Aerial Map](#)  
                                 [Zoning Map](#)  
                                 [Future Land Use Map](#)

- 8.D.      [ORD 21-018](#)**      Introduction and First Reading on Ordinance 21-018, an Ordinance to permit by Conditional Use an Office in a Residence R-2 Two-Family District on the South 105 Feet of Lot 1 in Block 7 of Morehouse Addition, also known as 903 8th Street. Public Hearing: June 8, 2021.

**Attachments:**      [Memo](#)  
                                 [Ordinance](#)  
                                 [City Council Public Hearing Notice](#)  
                                 [Planning Commission Minutes](#)  
                                 [Application](#)  
                                 [Aerial Map](#)  
                                 [Zoning Map](#)

## **9. Public Hearings and Second Readings: None**

## **10. Other Business:**

- 10.A.      [RES 21-044](#)**      Action on Resolution 21-044, a Resolution Authorizing the Retirement Brookings Municipal Utility Bonds (2005).

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

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

- 10.B.      [RES 21-045](#)**      Action on Resolution 21-045, a Resolution Authorizing the Retirement of Brookings Municipal Utility Bonds (2011).

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

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

- 10.C.      [RES 21-041](#)**      Action on Resolution 21-041, a Resolution Declaring Jurisdictional Change of a Portion of 214th Street (20th Street South).

**Attachments:**     [Memo](#)  
[Resolution](#)  
[Aurora Township Resolution](#)  
[Trenton Township Resolution](#)  
[Map](#)

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

- 10.D.   [RES 21-043](#)**     Action on Resolution 21-043, a Resolution Repealing Resolution 21-024 Pertaining to Safety Recommendations to Reduce the Spread of COVID-19 in the City of Brookings, South Dakota.

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

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

- 10.E.   [ID 21-0257](#)**     Action to appoint City Council Member, effective 5/26/2021-4/30/2022.

**Attachments:**     [Memo](#)  
[Resolution 90-10: City Council Policy - Council Vacancies](#)  
[City Charter](#)  
[Code of Ethics - Council Member](#)  
[Press Release](#)  
[Application](#)  
[Process and Timeline](#)

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

- 10.F.   [ID 21-0272](#)**     Action to appoint the Deputy Mayor.

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

- 11.     [ID 21-0273](#)**     City of Brookings Progress Report.

**Attachments:**     [May Progress Report](#)

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

*Any Council Member may request discussion of any issue at a future meeting only. Items cannot be added for action at this meeting. A motion and second is required stating the issue, requested outcome, and time. A majority vote is required.*

## **13. Adjourn.**

*Brookings City Council: Oepke Niemeyer, Mayor; Patty Bacon, Deputy Mayor  
Council Members Leah Brink, Joey Collins, Holly Tilton Byrne, Nick Wendell, and VACANT*

*Council Staff:*

*Paul M. Briseno, City Manager     Steven Britzman, City Attorney     Bonnie Foster, City Clerk  
View the City Council Meeting Live on the City Government Access Channel 9.*

*Rebroadcast Schedule: Wednesday 1:00pm/Thursday 7:00pm/Friday 9:00pm/Saturday 1:00pm  
The complete City Council agenda packet is available on the city website: [www.cityofbrookings.org](http://www.cityofbrookings.org)*

*Assisted Listening Systems (ALS) are available upon request by contacting (605) 692-6281. If you require additional assistance, alternative formats, and/or accessible locations consistent with the Americans with Disabilities Act, please contact Susan Rotert, City Human Resources Director and ADA Coordinator at (605) 692-6281 at least three working days prior to the meeting.*

*Public Comment can be submitted: 1) via eComment on InSite (<https://cityofbrookings.legistar.com/Calendar.aspx>), 2) Email your comments the City Clerk ([bfoster@cityofbrookings-sd.gov](mailto:bfoster@cityofbrookings-sd.gov)), or 3) participate via Zoom (contact the City Clerk for login access [bfoster@cityofbrookings-sd.gov](mailto:bfoster@cityofbrookings-sd.gov)). Thank you.*