

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, June 8, 2021

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. [ID 21-0285](#) Present Certificate of Appointment and Oath of Office to City Council Member Wayne Avery.

Attachments: [Oath of Office](#)  
[Certificate of Appointment](#)

**3. Record of Council Attendance.**

**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 21-0284](#) Action to approve the May 25, 2021 City Council minutes.

Attachments: [5/25/2021 Minutes](#)

- 4.C. [RES 21-051](#) Action on Resolution 21-051, a Resolution authorizing the City Manager to sign a Wine Operating Agreement renewal for CHS, Inc., dba Cenex Zip Trip #63, 1005 6th Street. Legal description: Lots 1-2, Block 1, Randi Peterson Addition.

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

- 4.D. [RES 21-054](#) Action on Resolution 21-054, 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. [ID 21-0276](#) Retirement Recognition: Darrell Hartmann, Fire Chief

Attachments: [Certificate of Appreciation](#)  
[Biography](#)

- 6.B. [ID 21-0275](#) Retirement Recognition: Jackie Lanning, City Engineer

Attachments: [Certificate of Appreciation](#)  
[Biography](#)

- 6.C. SDSU Student Association Report.

- 6.D. 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.*

## 7. Contracts/Change Orders: None

## 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 21-019](#) Introduction and First Reading on Ordinance 21-019, an Ordinance establishing a schedule for introduction and adoption of the Annual Municipal Budget Ordinance of the City of Brookings, South Dakota. Second Reading: June 22, 2021.

**Attachments:**     [Memo](#)  
                              [Ordinance](#)  
                              [Senate Bill 138](#)

- 8.B.     [ORD 21-020](#)**     Introduction and First Reading on Ordinance 21-020, a Temporary Ordinance Establishing Procedures Pertaining to Licensing Medical Cannabis Establishments in the City of Brookings, South Dakota. Public Hearing: June 22, 2021.

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

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

- 9.A.     [ID 21-0286](#)**     Public Hearing on Community Development Block Grant (CDBG) application and Community Development and Housing Needs Assessment Plan.

**Attachments:**     [Memo](#)  
                              [Community Development and Housing Needs Assessment Plan](#)  
                              [Cost Estimate](#)  
                              [Map](#)  
                              [Site Plan](#)  
                              [Floor Plan](#)  
                              [Preliminary Exterior Renderings](#)  
                              [Letter of Support – United Way](#)  
                              [Letter of Support – Food Pantry](#)  
                              [Letter of Support - Senior Commodity](#)  
                              [Letter of Support - Brookings Backpack Project](#)  
                              [Letter of Support - First Lutheran Church.pdf](#)  
                              [Public Notice](#)

*Action: Open & Close Public Hearing.*

- 9.B.     [ID 21-0288](#)**     Action to adopt the Community Development and Housing Needs Assessment Plan as part of the Community Development Block Grant (CDBG) Application.

**Attachments:**     [Memo](#)  
                              [Community Development and Housing Needs Assessment Plan](#)  
                              [Public Notice](#)

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

- 9.C.     [RES 21-049](#)**     Action on Resolution 21-049, a Resolution Designating the City Manager

to Sign Documents and be the Environmental Certifying Officer for the Community Development Block Grant (CDBG) for a Joint Facility to Address Food Insecurity.

**Attachments:**

[Memo](#)

[Resolution](#)

[Public Notice](#)

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

**9.D.     [RES 21-048](#)**

Action on Resolution 21-048, a Resolution Authorizing the City Manager to Sign and Submit a Community Development Block Grant (CDBG) Application for a Joint Facility to Address Food Insecurity.

**Attachments:**

[Memo](#)

[Resolution](#)

[Cost Estimate](#)

[Map](#)

[Site Plan](#)

[Floor Plan](#)

[Preliminary Exterior Renderings](#)

[Letter of Support – United Way](#)

[Letter of Support – Food Pantry](#)

[Letter of Support - Senior Commodity](#)

[Letter of Support - Brookings Backpack Project](#)

[Letter of Support - First Lutheran Church](#)

[Public Notice](#)

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

**9.E.     [ORD 21-010](#)**

Public Hearing and Action 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.

**Attachments:**

[Memo](#)

[Ordinance](#)

[Public Notice](#)

[Planning Commission Minutes](#)

[Application](#)

[Aerial Map](#)

[Zoning Map](#)

[Future Land Use Map](#)

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

**Legislative History**

5/25/21

City Council

read into the record

- 9.F. [ORD 21-011](#) Public Hearing and Action 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.

**Attachments:**

[Memo](#)  
[Ordinance](#)  
[Public Notice](#)  
[Planning Commission Minutes](#)  
[Application](#)  
[Aerial Map](#)  
[Zoning Map](#)  
[Future Land Use Map](#)

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

**Legislative History**

5/25/21            City Council                            read into the record

- 9.G. [ORD 21-014](#) Public Hearing and Action 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.

**Attachments:**

[Memo](#)  
[Ordinance](#)  
[Public Notice](#)  
[Planning Commission Minutes](#)  
[Application](#)  
[Aerial Map](#)  
[Zoning Map](#)  
[Future Land Use Map](#)

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

**Legislative History**

5/25/21            City Council                            read into the record

- 9.H. [ORD 21-018](#) Public Hearing and Action 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.

**Attachments:**

[Memo](#)  
[Ordinance](#)  
[Public Notice](#)  
[Planning Commission Minutes](#)  
[Application](#)  
[Aerial Map](#)  
[Zoning Map](#)

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

**Legislative History**

5/25/21                      City Council                      read into the record

- 9.I.     [RES 21-052](#)     Public Hearing and Action on Resolution 21-052, a Resolution Amending the 2040 Comprehensive Plan's Future Land Use Map.

**Attachments:**

[Memo](#)  
[Resolution](#)  
[Hearing Notice](#)  
[Planning Commission Minutes](#)  
[Aerial Map](#)  
[Future Land Use Map](#)  
[Proposed Amendment Map](#)

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

- 9.J.     [RES 18-088](#)     TABLED ITEM: Public Hearing and Action on Resolution 18-088, Resolution of Necessity for Street Assessment Project 2019-02STA, 15th Street South and 7th Avenue South.

**Attachments:**

[Resolution](#)  
[Map](#)  
[Property Owner List](#)

*Action: Motion to Remove from the Table, Roll Call*

*Action: Motion to Rescind this Resolution, Request Public Comment, Roll Call*

**Legislative History**

10/23/18                      City Council                      tabled to a date specific

- 9.K.     [RES 21-047](#)     Public Hearing and Action on Resolution 21-047, a Resolution of Necessity for Street Assessment Project 2021-02STA; 15th Street South & 7th Avenue South.

**Attachments:**

[Memo](#)  
[Resolution](#)  
[Map](#)  
[Property Owner List](#)  
[Hearing Notice](#)

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

## 10. Other Business:

- 10.A. [RES 21-050](#)** Action on Resolution 21-050, a Resolution Approving the Appointment of Assistant City Attorney Eric N. Rasmussen.

**Attachments:** [Memo](#)  
[Resolution](#)  
[Legal Services Agreement](#)

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

- 10.B. [RES 21-053](#)** Discussion and Possible Action on Resolution 21-053, a Resolution Designating the Fishback Soccer Complex as a Permissible Consumer Fireworks Discharge Location on July 4, 2021.

**Attachments:** [Memo](#)  
[Resolution](#)  
[Fishback Soccer Complex Map](#)  
[Watertown - Ordinance 20-22](#)  
[Watertown - Resolution 20-28](#)  
[Watertown - Zoning Map](#)  
[Watertown - Anza Fireworks Rules](#)

*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 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.*

## 12. Adjourn.

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

*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.*

