

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
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"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, September 28, 2021

5:00 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.

5:00 PM BUDGET STUDY SESSION

1. [ID 21-0468](#) 2022 Budget Workshop #2

Attachments: [Memo](#)
[10-Year Capital Improvement Plan](#)
[Budget in Brief](#)
[Presentation](#)

2. [ID 21-0470](#) Discussion on 2022 Outside Agency Funding & Scholarship Program.

Attachments: [Memo](#)
[Proposed 2022 Outside Agency Funding](#)

6:00 PM REGULAR MEETING

1. Call to Order / Pledge of Allegiance.
2. Record of Council Attendance.
3. 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.

3.A. Action to approve the agenda.

3.B. [ID 21-0460](#) Action to approve the September 14, 2021 City Council minutes.

Attachments: [9/14/2021 Minutes](#)

3.C. [ID 21-0446](#) Action on appointments to the Brookings Health System Board of Trustees.

3.D. [RES 21-074](#) Action on Resolution 21-074, a Resolution Authorizing the City Manager to Sign Documents for an American Rescue Grant (ARG) for the Brookings Regional Airport.

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

3.E. [RES 21-078](#) Action on Resolution 21-078, a Resolution Authorizing Change Order No. 1(Final) for 2021-06STI, Chip Seal Project; Topkote, Inc.

Attachments: [Resolution](#)

4. Items removed from Consent Agenda.

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

5. Open Forum/Presentations/Reports:

5.A. [ID 21-0469](#) Introduction of new and/or promoted City of Brookings employees.

5.B. [ID 21-0458](#) Proclamation: Mark Sternhagen Day.

Attachments: [Proclamation](#)

5.C. [ID 21-0459](#) Proclamation: Brookings Lions Club 70 years of service.

Attachments: [Proclamation](#)

5.D. SDSU Student Association Report.

5.E. 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. Contracts/Change Orders:

6.A. [RES 21-079](#) Action on Resolution 21-079, a Resolution Approving an Audit Services Agreement between the City of Brookings, South Dakota and Eide Bailly,

LLP.

Attachments:

[Memo](#)
[Resolution](#)
[Audit Engagement Letter](#)
[GASB 87 Engagement Letter](#)
[Presentation](#)

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

7. 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.

- 7.A. [ORD 21-032](#) Introduction and First Reading on Ordinance 21-032, an Ordinance to Change the Zoning within the City of Brookings, rezoning a portion of Arbor Hill Addition from Residence R-3 Apartment District to Business B-2 District. Public Hearing: October 12, 2021.

Attachments:

[Memo](#)
[Ordinance](#)
[Public Hearing Notice](#)
[Planning Commission Minutes](#)
[Application](#)
[B-2 Zoning Excerpt](#)
[Area Map](#)
[Zoning Map](#)
[Future Land Use Map](#)

- 7.B. [ORD 21-033](#) Introduction and First Reading on Ordinance 21-033, an Ordinance to Change the Zoning within the City of Brookings, rezoning a portion of Reserve Addition from Residence R-3 Apartment District to Business B-3 Heavy District. Public Hearing: October 12, 2021.

Attachments:

[Memo](#)
[Ordinance](#)
[Public Hearing Notice](#)
[Planning Commission Minutes](#)
[Application](#)
[B-3 Zoning Excerpt](#)
[Area Map](#)
[Zoning Map](#)
[Future Land Use Map](#)

- 7.C. [ORD 21-034](#) Introduction and First Reading on Ordinance 21-034, an Ordinance to

Permit by Conditional Use a woodworking shop in a Residence R-2 on the West Sixty-five (W 65') Feet of Lot Six (6) and the West Sixty-five (W 65') of the North Forty (N 40') Feet of Lot Five (5), all in Block Four of the Original Plat to the Town, now City of Brookings, Brookings County, State of South Dakota, also known as 202 4th Street. Public Hearing: October 12, 2021.

Attachments: [Memo](#)
[Ordinance](#)
[Public Hearing Notice](#)
[Planning Commission Minutes](#)
[Application](#)
[Major Home Occupation Checklist](#)
[Aerial and Zoning Map](#)

8. Public Hearings and Second Readings:

9. Other Business:

- 9.A. [ID 21-0463](#) Action on a Revised Preliminary Plat for Lots 1 - 10, Block 5 in Arbor Hill Addition.

Attachments: [Memo](#)
[PC Hearing Notice](#)
[Planning Commission Minutes](#)
[Revised Preliminary Plat](#)
[Approved Preliminary Pat](#)
[Aerial Map](#)
[Zoning Map](#)

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

- 9.B. [RES 21-075](#) Action on Resolution 21-075, a Resolution Adopting Fees for Medical Cannabis Establishment Licenses in the City of Brookings, SD.

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

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

- 9.C. [RES 21-080](#) Action on Resolution 21-080, a Resolution Adopting the Consolidated Fee Schedule.

Attachments: [Memo](#)
[Resolution](#)
[Fee Schedule - Clean](#)
[Fee Schedule - Marked](#)
[Presentation](#)

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

- 9.D.** [RES 21-076](#) Action on Resolution 21-076, a Resolution Creating Boundaries of Tax Increment District Eleven (11).

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

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

- 9.E.** [RES 21-077](#) Action on Resolution 21-077, a Resolution to Adopt Tax Increment District Number Eleven Project Plan.

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

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

- 10.** [ID 21-0449](#) City of Brookings Progress Report.

Attachments: [September Progress Report](#)

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*

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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), or 3) participate via Zoom (contact the City Clerk for login access bfoster@cityofbrookings-sd.gov). Thank you.