

BRING YOUR DREAMS.



**City of Brookings**  
**Meeting Agenda - Final-revised**  
**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, May 24, 2022

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 request time on the agenda for an item not listed or to make a brief announcement or invitation. Items will be scheduled at the end of the meeting. Individuals are asked to state their name and address for the record.*

**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 22-0227](#)** Action to approve City Council meeting minutes.

**Attachments:** [5/10/2022 Minutes](#)  
[5/17/2022 Minutes](#)

- 5.B. [ID 22-0226](#) Action to appoint the Deputy Mayor.
- 5.C. [ID 22-0220](#) Action on City Council Ex-Officio Appointments.
- 5.D. [ID 22-0225](#) Action on Annual Malt Beverage Alcohol License Renewals.

Attachments: [Malt License Renewals](#)

## 6. Presentations/Reports:

## 7. 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.*

- 7.A. [ORD 22-019](#) Introduction and First Reading on Ordinance 22-019, an Ordinance Authorizing Budget Amendment No. 6 to the 2022 Budget. Second Reading and Action: June 14, 2022.

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

- 7.B. [ORD 22-020](#) Introduction and First Reading on Ordinance 22-020, an Ordinance to Rezone a Portion of Wilbert Square Addition from Planned Development District to Residence R-3 Apartment District. Public Hearing and Action: June 14, 2022.

Attachments: [Memo](#)  
[Ordinance](#)  
[Legal Notice - Planning Commission](#)  
[Planning Commission Minutes](#)  
[Location Map](#)  
[Zoning Map](#)  
[Future Land Use Map](#)  
[Petition to Rezone](#)

- 7.C. [ORD 22-021](#) Introduction and First Reading on Ordinance 22-021, an Ordinance to Rezone Lots 1 - 5 in Block 12 of Folsom Addition from Residence R-3 Apartments / Mobile Homes / Manufactured Housing District to Business B-3 Heavy District. Public Hearing and Action: June 14, 2022.

**Attachments:**     [Memo](#)  
                              [Ordinance](#)  
                              [Legal Notice - Planning Commission](#)  
                              [Planning Commission Minutes](#)  
                              [Location Map](#)  
                              [Zoning Map](#)  
                              [Future Land Use Map](#)  
                              [Petition to Rezone](#)

- 7.D.     [ORD 22-022](#)**     Introduction and First Reading on Ordinance 22-022, an Ordinance Establishing a Moratorium on the Installation of any Electronic Message Display Signs or Issuance of any Electronic Message Display Sign Permits Pending Further Study. Public Hearing and Action: June 14, 2022.

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

## **8. Contracts/Change Orders:**

- 8.A.     [RES 22-045](#)**     Action on Resolution 22-045, a Resolution to approve the purchase of a 2022 Fire Engine from Toyne, Inc., Breda, IA; through the Houston-Galveston Area Council contract #FS12-19A.

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

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

- 8.B.     [RES 22-046](#)**     Action on Resolution 22-046, a Resolution Awarding Bids on the Hay Land Lease located in the East ½ of Aamot Addition (Landfill).

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

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

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

- 9.A.     [ORD 22-017](#)**     Second Reading and Action on Ordinance 22-017, an Ordinance Authorizing Budget Amendment No. 5 to the 2022 Budget.

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

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

- 9.B.     [ORD 22-018](#)**     Public Hearing and Action on Ordinance 22-018, an Ordinance Amending

Ordinance Section 62-86 providing for Duty of Owner and Designation of Vegetation Management Practices in the City of Brookings, South Dakota.

**Attachments:**

[Memo](#)

[Ordinance - Clean](#)

[Ordinance - Marked](#)

[Legal Notice](#)

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

**9.C. [ID 22-0219](#)**

Public Hearing and Action on a request for an On-Off Sale Malt License for McCrory Gardens Educational & Visitors Center, Sodexo America, LLC at SDSU, Manager. Location: 6th Street and 22nd Avenue. Legal Description: portion of SE ¼ of Section 24-T110N-R50W.

**Attachments:**

[Memo](#)

[Legal Notice](#)

[Location Map](#)

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

**9.D. [RES 22-042](#)**

Public Hearing and Action on Resolution 22-042, a Resolution authorizing the City Manager to enter into an Operating Agreement for an On-Off Sale Wine License for McCrory Gardens Educational & Visitors Center, Sodexo America, LLC at SDSU, Manager. Location: 6th Street and 22nd Avenue. Legal Description: portion of SE ¼ of Section 24-T110N-R50W.

**Attachments:**

[Memo](#)

[Resolution](#)

[Operating Agreement](#)

[Legal Notice](#)

[Location Map](#)

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

**10. Other Business:**

**10.A. [RES 22-043](#)**

Action on Resolution 22-043, a Resolution Awarding Bids for the Purchase, Delivery and Erection of a Multi-Stack Fire Training Facility for the Brookings Fire Department.

**Attachments:**

[Memo](#)

[Resolution](#)

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

**10.B. [RES 22-047](#)**

Action on Resolution 22-047, a Resolution Authorizing Waiver of Permit Fees Related to Storm Damage in the City of Brookings, South Dakota.

**Attachments:**

[Memo](#)

[Resolution](#)

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

- 10.C. [ID 22-0229](#) Discussion and Possible Action to Authorize Funds for Workforce Housing Project.

**Attachments:** [Memo](#)  
[Workforce Housing Concept](#)  
[South Dakota Housing Opportunity Fund](#)

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

11. [ID 22-0231](#) City of Brookings Progress Report.

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

## 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. [ID 22-0239](#) Executive Session, pursuant to SDCL 1-25-2.3, for purposes of consulting with legal counsel or reviewing communications from legal counsel about proposed or pending litigation or contractual matters and SDCL 1-25-2.5, for purposes of discussing marketing or pricing strategies by a board or commission of a business owned by the state or any of its political subdivision, when public discussion may be harmful to the competitive position of the business.

## 14. Adjourn.

*Brookings City Council: Oepke G.Niemeyer, Mayor; Nick Wendell, Deputy Mayor  
Council Members Wayne Avery, Joey Collins, Brianna Doran, Holly Tilton Byrne, Bonny Specker*

*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 during the meeting. Individuals are asked to give their name and address for the record. Public Comment may be submitted prior to the meeting: 1) Email comments to the City Clerk ([bfoster@cityofbrookings-sd.gov](mailto:bfoster@cityofbrookings-sd.gov)), 2) participate via Zoom, or 3) via eComment (<https://cityofbrookings.legistar.com/Calendar.aspx>). Those who provide comments in any manner should understand their comments will become part of the official record and subject to review by all parties and the public.*

*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 Susan Rotert, City Human Resources Director and ADA Coordinator at (605) 692-6281 at least three (3) business days in advance of the meeting.*