

Brookings City Council
April 15, 2014

The Brookings City Council held a study session on Tuesday, April 15, 2014 at 5:00 p.m., at City Hall with the following members present: Mayor Tim Reed, Council Members Jael Thorpe, John Kubal, Mike McClemans, Tom Bezdichok, Ope Niemeyer and Keith Corbett. City Attorney Steve Britzman, City Manager Jeff Weldon and City Clerk Shari Thornes were also present.

Resolution No. 30-14. The City Council conducted the official canvass of the April 8, 2014 Municipal Election. A motion was made by Kubal, seconded by Corbett, to approve Resolution No. 30-14, a Resolution approving the official canvass of the April 8, 2014 Municipal Election Ballot. All present voted yes; motion carried.

Resolution No. 30-14
Canvassing the April 8, 2014 Municipal Election

Whereas, on the 8th day of April 2014, there was held in the City of Brookings, South Dakota, an election for the purpose electing two city council members, and

Whereas, the judges and clerks of said election have returned to the City Council of the City of Brookings the official results for the purpose of the official canvass, and

Whereas, the City Council on April 15, 2014 has canvassed the results for the purpose of determining the official election outcome, and

Now, Therefore, Be It Resolved by the City Council of the City of Brookings, South Dakota that the official vote at the City Election held April 8, 2014 was as follows:

City Council 3 Year (2)	Jacob J. Mills	Dan Hansen	Patty Bacon	Josh Reisetter	Oepke "Ope" Niemeyer	Over Votes	Under Votes	Total Ballots Cast	Rural Ballots Cast	Total Votes Cast
Vote Center 1	92	220	249	147	316	10	104	610	42	1,024
Vote Center 2	189	393	294	303	504	42	133	950	24	1,683
Vote Center 3	17	30	41	49	50	0	31	120	10	187
Vote Center 4	0	1	0	0	1	0	0	47	46	2
Vote Center 5	28	73	59	53	91	8	38	189	14	304
TOTAL	326	717	643	552	962	60	306	1,916*	136	3,200

**1,916 indicated on grand total, however, this includes 136 rural ballots cast.*

Discussion topics included Campus Transit Planning; discussion regarding Design Review and Guidelines in the City; review of the 2014 County Health Rankings; the Annual Review of City's Governance & Ends Policy; and City Council Ex-Officio Reports.

Design Review. The Planning Commission will review the possibility of design review districts in commercial areas, primary corridors and city entrance points as part of the upcoming Comprehensive Master Plan discussion.

Governance and Ends Policy. A motion was made by Reed, seconded by Thorpe, to recommend the following amendments to the City of Brookings *Governance and Ends Policy*:

- 1) Eliminate italic formatting for “any reasonable interpretation” in Policy 2.2(2).
2.2 Council-Staff Linkage, Delegation to the City Manager (2) As long as the City Manager uses any reasonable interpretation of the Council's Ends and Executive Limitations policies, the City Manager is authorized to establish all further policies, make all decisions, take all actions, establish all practices, and develop all activities.

- 2) Revise last sentence of Policy 2.3 to be objective verses subjective.
2.3 Council-Staff Linkage, Monitoring Executive Performance.
Monitoring executive performance is synonymous with monitoring organizational performance against Council policies on Ends and on Executive Limitations. Any evaluation of the City Manager’s performance, formal or informal, may be derived only from these monitoring data. This policy places the burden of measuring success on two pivotal points: well-defined Ends and Executive Limitation policies, and accurate measurements. Without well-defined policies and accurate measurements, the point of monitoring performance is lost. The Council recognizes the need to insulate the City Manager’s role from performance reviews that rate personality rather than performance.

- 3) Revise Section 2.3(4) striking “during the first quarter of the year” and replace with “at a minimum annually.”
2.3 Council-Staff Linkage, Monitoring Executive Performance (4). ~~During the first quarter of each year~~ At a minimum annually, the Council will institute a formal evaluation of the City Manager. This evaluation will consider only monitoring data as defined here, as it has appeared over the intervening year.

All present voted yes; motion carried. Final action will be scheduled at a future action meeting.

A motion was made by Kubal, seconded by Corbett, to recommend the following amendment to the City of Brookings *Governance and Ends Policy*:

- 1) Revise Policy 1.6 to strike “not to advance staff agendas, but.”
Policy 1: Governance Process: 1.6 Governance Process, Citizen Advisory Boards
The Council values the expression of citizen viewpoints on topics of concern to the Council. Therefore, the Council will continue the tradition of seeking input from volunteer citizen advisory boards and committees, although final responsibility for decisions, and the implementation that follows, rests entirely with the Council. The Council reminds staff that the ideal purpose of citizen involvement is ~~not to advance staff agendas, but~~ to seek objective opinions from a diverse range of citizens.

All present voted yes; except McClemons and Thorpe voted no; motion carried. Final action will be scheduled at a future action meeting.

Topics for future discussion. Weldon reported that development partners for the former Department of Transportation property will be at the June 17th Study Session to discuss next steps on development opportunities.

A motion was made by Reed, seconded by Thorpe, to request reports sometime before budget hearings from the Police Department and Fire Department on issues of growth (5 years in review), trends, crime statistics and neighborhood trends. All present voted yes; motion carried.

Executive Session. A motion was made by Kubal, seconded by Corbett, to enter into executive session at 6:42 p.m. for purposes of consulting with legal counsel about contractual matters with the City Council, City Manager, City Clerk, Community Development Director and City Attorney present (Thorpe left at 7:14 p.m.). A motion was made by McClemons, seconded by Corbett, to exit executive session at 7:17 p.m.

Adjourn. A motion was made by Kubal, seconded by Corbett, to adjourn. All present voted yes; motion carried. Meeting adjourned at 7:17 p.m.

CITY OF BROOKINGS

ATTEST:

Tim Reed, Mayor

Shari Thornes, City Clerk