

Brookings City Council
February 10, 2015

The Brookings City Council held a meeting on Tuesday, February 10, 2015 at 6:00 p.m., at City Hall with the following members present: Mayor Tim Reed, Council Members Keith Corbett, Dan Hansen, Ope Niemeyer, John Kubal, Tom Bezdichek, and Jael Thorpe. City Attorney Steve Britzman, City Manager Jeffrey Weldon, and City Clerk Shari Thornes were also present.

Consent Agenda. A motion was made by Council Member Hansen, seconded by Council Member Kubal, to approve the Consent Agenda. The motion carried by the following vote: Yes: 7 – Reed, Bezdichek, Corbett, Hansen, Kubal, Niemeyer, and Thorpe.

3.A. Action to approve the agenda.

3.B. Action to approve the January 13, January 20, and January 27 Council Minutes.

3.C. Action on appointment to the Utility Board. Appoint Doug Carruthers (term 2/10/2015-5/1/2017).

3.D. Action on Abatement for Parcel 40057-00000-001-00, 1618 Blairhill Circle, legal description: Lot 1, Blairhill Addition; in the amount of \$161.91.

3.E. Action on Abatement for Parcel 40055-00400-005-05, 135 Western Avenue, legal description: located on the South Forty Feet (40') of the West Seventy-five Feet (W75') of Lot "A" and Lot "B", all in Lot Five (5) of Block Four (4) of Bidco Addition; in the amount of \$1,208.01.

3.F. Action on Resolution 15-012, a Resolution Fixing Time and Place for Hearing Upon Assessment Roll for Sidewalk Assessment Project No. 2014-01SWR, 2014 Sidewalk Repair Sites.

Resolution No. 15-012 - Resolution Fixing Time and Place for Hearing Upon
Assessment Roll for Sidewalk Assessment Project No. 2014-01SWR, 2014 Sidewalk
Repair Sites

Be It Resolved by the City Council of the City of Brookings, South Dakota, as follows:

1. The assessment roll for Sidewalk Assessment Project No. 2014-01SWR having been filed in the office of the City Clerk on the 3rd day of February, 2015, the City Council shall meet in the Chambers at the City & County Government Center, 520 3rd Street, Brookings, SD on Tuesday, the 24th day of February, 2015, at 6:00 o'clock PM, the said date being not less than twenty (20) days from the filing of said assessment roll.
2. The City Engineer is authorized and directed to prepare a notice describing, in general terms Sidewalk Assessment Project No. 2014-01SWR, the date of filing the assessment roll, the time and place of hearing thereon, stating that the assessment roll will be open for public inspection at the office of the City Engineer and referring to the assessment roll for further particulars.

3. The City Clerk is authorized and directed to publish said notice in the official newspaper at least one week prior to the date set for hearing and to mail a copy thereof, by first class mail addressed to the owner or owners of any property to be assessed at his, her or their last mailing address as shown by the records of the Director of Equalization not less than ten nor more than twenty days prior to the hearing.

Proclamation for “211 Helpline Center Day.” Mayor Reed proclaimed 2/11 as 211 Helpline Center Day.

Annual Report from Brookings County Emergency Management. Bob Hill, Brookings County Planning & Zoning and Emergency Manager, presented the Annual Report to the City Council.

FIRST READING – Ordinance 15-004. Introduction and First Reading of Ordinance 15-004, an Ordinance amending Section 14-83 Swine, of the Code of Ordinances of the City of Brookings. Public Hearing: February 24, 2015.

Resolution 15-014. A motion was made by Council Member Hansen, seconded by Council Member Kubal, that Resolution 15-014, a Resolution accepting a Conveyance of Real Property to the City of Brookings, South Dakota be approved. The motion carried by the following vote: Yes:7 - Reed, Bezdichek, Corbett, Hansen, Kubal, Niemeyer, and Thorpe.

Resolution No. 15-014 - A Resolution Accepting a Conveyance of Real Property to the City of Brookings, South Dakota

Whereas, Joshua M. Reisetter desires to convey certain real property to the City of Brookings, South Dakota, consisting of a detention pond, to be used for public purposes and specifically to provide additional detention for drainage purposes in the Camelot Square Addition, said real property being described as follows: Lot Nineteen (19) of Block Thirteen (13) in Camelot Square Addition to the City of Brookings, County of Brookings, State of South Dakota, and

Whereas, the City Council recognizes the benefit the community will receive as a result of the conveyance of this real property,

Now therefore, it is hereby resolved by the City Council that the real property described above is hereby accepted by the City of Brookings, South Dakota.

Storm Drainage Corrections. A motion was made by Council Member Corbett, seconded by Council Member Kubal, that the Engineering Contract for Storm Drainage corrections at EdgeBrook Golf Course be approved. The motion carried by the following vote: Yes: 7 - Reed, Bezdichek, Corbett, Hansen, Kubal, Niemeyer, and Thorpe.

Resolution 15-001. A motion was made by Council Member Hansen, seconded by Council Member Corbett, that Resolution 15-001, a Resolution Providing for the

Establishment of the Downtown Retail Acceleration Grant Program be approved. The motion carried by the following vote: Yes:5 - Reed, Corbett, Hansen, Niemeyer, and Thorpe; No: 2 - Bezdichek, and Kubal

Resolution 15-001 - A Resolution Providing for the
Establishment of the Downtown Retail Acceleration Grant Program

Whereas, the City of Brookings seeks to provide a comprehensive and multi-faceted economic development program that addresses commercial, industrial, service, retail, and visitor commerce; and

Whereas, the City Council recognizes that a potential market exists for the expansion of certain, specialized retail products best suited for the downtown central business district; and

Whereas, the City Council wishes to provide assistance to encourage, support, and promote this type of commerce and economic development.

Now, Therefore, Be It Resolved, by the City Council of the City of Brookings, South Dakota that the Downtown Retail Acceleration Grant program be adopted.

Resolution 15-013. A motion was made by Council Member Corbett, seconded by Council Member Niemeyer, that Resolution 15-013, a Resolution encouraging Brookings Municipal Utilities to work cooperatively with Non-Profit Organizations seeking to financially assist customers with Delinquent Accounts be amended. The motion carried by the following vote: Yes:7 - Reed, Bezdichek, Corbett, Hansen, Kubal, Niemeyer, and Thorpe.

A motion was made by Mayor Reed, seconded by Council Member Hansen, that Resolution 15-013, a Resolution encouraging Brookings Municipal Utilities to work cooperatively with Non-Profit Organizations seeking to financially assist customers with Delinquent Accounts be approved. The motion carried by the following vote: Yes: 7 - Reed, Bezdichek, Corbett, Hansen, Kubal, Niemeyer, and Thorpe.

Resolution 15-013 - Resolution encouraging Brookings Municipal Utilities to continue to
work cooperatively with Organizations seeking to financially assist customers with
Delinquent Accounts

Whereas, Brookings Municipal Utilities (BMU) has duly-adopted policies pertaining to the discontinuation of services for non-payment for the financial protection of the service and all customers; and

Whereas, such policies provide for the extension of considerations for customers experiencing financial hardship with keeping their accounts current; and

Whereas, the community of Brookings has several organizations interested in providing financial assistance to BMU customers who may be experiencing financial hardship with keeping their accounts current; and

Whereas, such organizations are concerned with good stewardship of their resources and are asking BMU to work with them on policy and procedures changes so such organizations can help as many people as possible.

Therefore, Be It Resolved that the City Council of the City of Brookings, South Dakota encourages Brookings Municipal Utilities to continue to cooperate with such organizations in working with such customers to help correct delinquent accounts and keep them current.

2015 Strategic Plan. A motion was made by Council Member Corbett, seconded by Council Member Hansen, that the 2015 Strategic Plan be approved. The motion carried by the following vote: Yes: 7 - Reed, Bezdichek, Corbett, Hansen, Kubal, Niemeyer, and Thorpe.

2015 STRATEGIC PLAN
-City of Brookings, S.D.-

Mission Statement: *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) INVESTIGATE AND DEVELOP A PLAN FOR FUTURE INDOOR/OUTDOOR RECREATIONAL FACILITIES

1.1 Description:

Project and identify the need for improvements and changes to outdoor youth sports fields as well as indoor recreational amenities compared to current inventory. Develop a needs assessment for new or expanded indoor recreational/leisure amenities in a comprehensive community center including soccer and tennis. Outdoor amenities assessed would include specifically the need for youth baseball/softball fields, their potential location/re-location, and potential development changes to Dwiggins-Medary/Bob Sheldon athletic complex.

1.2 Strategic Objectives:

1.3 Action steps:

1.4 Timeline:

1.5 Assignment:

1.6 Measurements:

2) IDENTIFY/ASSIST PARTNERS WITH DEVELOPING ENTREPRENEURSHIP OPPORTUNITIES

2.1 Description:

Support the efforts of BEDC, and augment their efforts where necessary, to develop opportunities for entrepreneurship as it relates to the new economy. This includes programming for building entrepreneurial talent and inventors, the development of creative spaces that foster entrepreneurship, collaborative and creative thinking, the innovative exchange of ideas, skill-building and mentorship, and networking as a wellspring of new markets for goods and services. Such spaces should have shared, secure equipment, be a collaborative effort among area entrepreneurs, and have the ability to conduct programming to address the needs of various entrepreneurial clusters to build a culture and pipeline for new talent. The development of niche retail opportunities should have a special emphasis.

2.2 Strategic Objectives:

2.3 Action Steps:

2.4 Timeline:

2.5 Assignment:

2.6 Measurements:

3)CONTINUE/EXPAND EFFORTS OF THE LEAN TEAM

3.1 Description:

Direct the LEAN Team to identify/undertake continuous improvement projects for the year. The projects should include appropriate measurement metrics to be reported by year-end. After Action Review processes should be incorporated as a means of evaluating and promoting continuous improvement of the initiatives. Serving as an “internal consulting team”, the LEAN Team should utilize additional training and professional development opportunities with LEAN programs in the private and public sectors to expand proficiency levels. LEAN efforts should be aligned with other efforts to continue implementation of tools and techniques which support a High-Performing Organization (HPO).

3.2 Strategic Objectives:

3.3 Action Steps:

3.4 Timeline:

3.5 Assignment:

3.6 Measurements:

4)COMPLETE UPDATE OF VISION 2020 COMPREHENSIVE PLAN WITH PROJECTION TO 2035

4.1 Description:

Complete the 2014 project of updating the Vision 2020 plan to have a long-range planning window to 2035. The revisions should include a review and due consideration of other public entities with comprehensive plans that may have an impact on the City’s Plan including but not limited to the Brookings School District, Brookings County, South Dakota State University, and other special-purpose districts. The 2035 Plan should anticipate changes and guide such changes in an effective and orderly manner and be a tool for managing and directing growth and development.

4.2 Strategic Objectives:

4.3 Action Steps:

4.4 Timeline:

4.5 Assignment:

4.6 Measurements:

5)DEVELOP IMPLEMENTATION PLAN FOR IMPROVED STEWARDSHIP OF OUR ASSETS

5.1 Description:

Using the benchmark analysis and workplan developed by the Sustainability Council, the Council should select specific sustainability project(s) to undertake supported by an implementation plan for each item. Selected items should be among the highest incremental priority and properly aligned with the City's mission and focus. Selected items should also complement other initiatives of the City. The scope and extent of selected items should be commensurate with budgeted resources to undertake such initiatives.

5.2 Strategic Objectives:

5.3 Action Steps:

5.4 Timeline:

5.5 Assignment:

5.6 Measurements:

6)KEY STRATEGIC INITIATIVES-construction

Street Maintenance Facility

Airport runway re-alignment completion

Division Ave. & Derald Ave. drainage projects

Main Ave. S./26th St. completion

Main Ave.; 8th St. S. to 20th St. S. (Urban project)

22nd Ave. railroad crossing improvement (DOT project)

Sunrise Ridge Road extension (DOT project)

Highway 14 bypass improvement project (DOT project)

34th St. S.; Prince Dr. to 8th St. S. improvement project (County-City project)

Annual streets and parks maintenance/improvement projects

KEY STRATEGIC INITIATIVES-programming & planning

20th St. S. overpass/interchange

20th St. S.; Main Ave. to Rio Grande Ave.

Western Ave.; 20th St. South to 32nd St. S.

Gateway entrances ROW upgrades of 6th St.; 20th Av. to 34th Ave. & Main Av. to Medary Av.

Workforce development with BEDC

Economic development (industrial, retail, visitor, research) with BEDC, CVB, GP

City Council member introduction of topics for future discussion. A motion was made by Mayor Reed, seconded by Council Member Hansen, to review the Storm Water Drainage Plan in a future Study Session. The motion carried by the following vote: Yes: 7 - Reed, Bezdichek, Corbett, Hansen, Kubal, Niemeyer, and Thorpe

Adjourn. A motion was made by Council Member Hansen, seconded by Council Member Corbett, that the meeting be adjourned at 7:39 p.m. The motion carried by a unanimous vote.

CITY OF BROOKINGS

Tim Reed, Mayor

ATTEST:

Shari Thornes, City Clerk