



CITY OF BRENTWOOD  
BRENTWOOD ADVISORY NEIGHBORHOOD COMMITTEE  
REGULAR MEETING MINUTES  
WEDNESDAY, 6:00 P.M.  
DECEMBER 9, 2015  
BRENTWOOD COMMUNITY CENTER  
35 OAK STREET

**CALL TO ORDER & ROLL CALL** – Chair Klement called the meeting to order at 6:02 p.m.

Roll Call

Present: Klement, Garrison, Palestro, Pearl, Sahnan, Smith, C. Staton, J. Staton, Scherff, Keady

Absent: Smith, Nunez, Clare

**A. PRESENTATION:** None

**PUBLIC COMMENTS** –Guest attending the meeting Deborah Merlino-Alvarez

**INFORMATIONAL REPORTS FROM COMMITTEE MEMBERS, SUBCOMMITTEES AND LIAISONS**

Nothing to report.

**B. CONSENT CALENDAR** All matters listed on the consent calendar are considered routine in nature and will be enacted by one motion. If discussion is required, that particular item will be removed from the consent calendar and will be considered separately.

**B.1 Approve regular meeting minutes of December 9, 2015**

Motion to approve the Consent Calendar

Moved by Palestro, seconded by Garrison

Vote: Motion carried 7-0-0-2

Yes: Garrison, Palestro, Pearl, C. Staton, J. Staton, Sahnan, Klement

No: 0

Abstain: 0

Absent: Nunez, Smith

**C. OLD BUSINESS**

**C.1 DISCUSSION:** Review the Annual Christmas Tree Lighting Ceremony that took place on Friday, December 4, 2015. (Klement)

Chair Klement reported that the event was a great success! Per City Manager, Gus Vina, we need more snow for next year. Next year increase cookie order to 1,000 and 10 containers of hot cocoa. In addition, we need one line for Santa, and volunteers to assist with the line and another set of stairs so performers can leave the platform. Santa did a great job and we need to limit photos with Santa to one each. Mrs. Taylor should be a part of our program every year. Approximately 2,000 people attended.

**C.2 REVIEW:** Review the December Home of the Season award. (Keady)

City Staff Liaison Keady reported that five nominations were received to date and the deadline is December 13<sup>th</sup>. Members wishing to join in choosing the winning home will meet at the Brentwood Police Department at 6 p.m. on December 15<sup>th</sup>. Presentation to the homeowner will be on December 16<sup>th</sup>.

**D. NEW BUSINESS**

**D.1 ACTION:** Determine the need to meet for the regular January BANC meeting and if no pressing business, cancel the January 13, 2016 meeting. (Klement)

Members decided to cancel the January meeting and meet on February 10<sup>th</sup>, in which the City Manager will be in attendance to discuss our role and to hold elections.

Motion to cancel January 13, 2016 meeting and convene on February 10, 2016.  
Moved by Palestro, seconded by Garrison

Vote: Motion carried 7-0-0-2  
Yes: Garrison, Palestro, Pearl, C. Staton, J. Staton, Sahnun, Klement  
No: 0  
Abstain: 0  
Absent: Nunez, Smith

**D.2** **DISCUSSION:** Reminder that nominations and selection of Chair, Vice Chair, Secretary, Treasurer and Public Relations Representative for 2016 will take place at the January/February 2016 meeting. (Klement)

Members decided that the elections will take place at the February 10, 2016 meeting.

**D.3** **INFORMATIONAL UPDATE:** Meeting with the City Manager and an inquiry from the Downtown Brentwood Coalition. (Klement)

Chair Klement reported that the Brentwood Downtown Coalition contacted her to inquire if BANC would be interested in partnering and combining the Winter Walkabout and the Christmas Tree Lighting program. The City Manager advised Chair Klement that the Brentwood Downtown Coalition will need to contact the City regarding their request.

## **E. REQUEST FOR FUTURE AGENDA ITEMS**

- Roles and Mission Statement
- Election of Officers

## **ADJOURNMENT (7:01 p.m.)**

Motion to adjourn the meeting.  
Moved by Garrison, seconded by C. Staton

Vote: Motion carried 7-0-0-2  
Yes: Sahnun, Palestro, Pearl, C. Staton, J. Staton, Klement, Garrison  
No: 0  
Abstain: 0  
Absent: Nunez, Smith

Respectively submitted,

Cathy Palestro  
Secretary