



**CITY OF BRENTWOOD
BRENTWOOD NEIGHBORHOOD COMMITTEE
REGULAR MEETING MINUTES
WEDNESDAY, 6:00 P.M.
OCTOBER 12, 2016
BRENTWOOD COMMUNITY CENTER
35 OAK STREET**

CALL TO ORDER & ROLL CALL – Chair Klement called the meeting to order at 6:03 p.m.

Roll Call

Present: Klement, Nunez, Garrison, Smith, J. Staton, Wright, Palestro

Absent: Sahnán, C. Staton, Merlino- Alvarez, Pearl, Clare

A. PRESENTATIONS: Utility Users Tax Measures Z and A. Gus Vina, City Manager and Hugh Henderson, E.C.C. Fire Chief

INFORMATIONAL REPORTS FROM COMMITTEE MEMBERS, SUBCOMMITTEES AND LIAISONS

City Manager Gus Vina thanked our committee for our work. He will occasionally come to our meetings to give us an update. The State of the City address by Mayor will include finger foods from local restaurants and the event will be held at the Brentwood Community Center. Six businesses opened in Brentwood this year. Two more summer concerts have been added to the roster. The City Manager, also provided preliminary sketches of the Great Wolf Resort, sketches of the new library and the new police dispatch center. The City is also providing a new landing page with a citywide community events calendar. The City will have a military/veterans banner program along with an artists' banner program. He also discussed the U.U.T. and asked that any questions pertaining to the U.U.T. be directed to E.C.C. Fire Chief Henderson. Member Smith reported that Balfour Exchange project came in under \$3 million dollar estimate. The Kinder Morgan station is going to be saving the City money. Member Garrison reported that the library foundation dinner dance was very successful.

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 September 14, 2016

B.2 Accept Fiscal Status for 2016/17 budget year

Motion to approve the Consent Calendar

Moved by Nunez, seconded by Garrison

Vote: Motion carried 6-0-1-4

Yes: Klement, Nunez, J. Staton, Garrison, Wright, Palestro

No: 0

Abstain: Smith

Absent: Sahnán, Pearl, C, Staton, Merlino-Alvarez,

C. SCHEDULED MATTERS

C.1 Update Item: Update and review assignments for the Hometown Halloween event on Saturday, October 29, 2016. (Klement)

City Staff Member Scherff asked our committee to approve \$50.00 budget expense for our booth.

Motion to approve booth expense.

Moved by Garrison, seconded by Nunez

Vote: Motion carried 7-0-0-4

Yes: Klement, Nunez, Garrison, Wright, J. Staton, Smith, Palestro
No: 0
Abstain: 0
Absent: Sahnman, Pearl, C. Staton, Merlino-Alvarez

City Staff Liaison Scherff reported that she spent \$159.90 for candy. The City will provide one table and four chairs. Chair Klement has decorations for event. She requested that all members be there at 4:30 p.m. because the event starts at 5:00 p.m. In addition to the candy, distribution of 1,500 flyers for the Christmas Tree Lighting event will take place that night. Also requesting that all members wear "Better in Brentwood" shirts and witches and warlock hats.

C.2 Action Item: Discuss and decide on a budget for Christmas Tree Lighting event. (Klement)

City Staff Liaison Scherff provided the 2015 expense sheet for last year's event. The committee increased the amount of cookies and hot cocoa. Chair Klement secured Rick Lemyre to play Santa this year and he will be stationed in Hall B. The committee will get Santa's chair from Senior Community Services Officer Keady. The committee will discuss signage at the next meeting. The committee approved a budget of \$600.00 for this event.

Motion to approve budget for this event

Moved by Palestro, seconded by J. Staton

Vote: Motion carried 7-0-0-4

Yes: Klement, Nunez, J. Staton, Garrison, Wright, Smith, Palestro

No: 0

Abstain: 0

Absent: Sahnman, Pearl, C. Staton, Merlino-Alvarez

C.3 Action Item: Discuss, plan and decide on a budget for the Home of the Season event offered in December. (Klement)

Chair Klement reported that the winner gets a membership in Delta Informal Gardeners (D.I.G) along with a parking spot at Home Depot for one year. The committee decided on a budget of \$75.00 for the Home of the Season gift. Chair Klement will invite Senior Community Services Officer Keady to this event.

Motion to approve Home of the Season expense.

Moved by Garrison, seconded by Palestro

Vote: Motion carried 7-0-0-4

Yes: Klement, Nunez, Garrison, Wright, J. Staton, Smith, Palestro

No: 0

Abstain: 0

Absent: Sahnman, Pearl, C. Staton, Merlino-Alvarez

C.4 Action Item: Discuss and decide on a budget for what needs to be updated due to the restated Brentwood Neighborhood Committee. (Klement)

City Staff Liaison Scherff asked Chair Klement to decide on items necessary for the committee's name change. Chair Klement asked committee members for input and they decided they updated badges, binder page, business cards, new Bark in the Park shirts and banner. A budget of \$200.00 was approved for these new items.

Motion to approve new committee items.

Moved by Nunez, seconded by Garrison

Vote: Motion carried 7-0-0-4

Yes: Klement, Nunez, J. Staton, Garrison, Wright, Smith, Palestro

No: 0

Abstain: 0

Absent: Sahnman, C. Staton, Pearl, Merlino-Alvarez

REQUEST FOR FUTURE AGENDA ITEMS

Review Hometown Halloween

Discuss Christmas Tree Lighting Event
Discuss Holiday Home of the Season Event

ADJOURNMENT (7:33 p.m.)

Motion to adjourn the meeting.
Moved by Nunez, seconded by Garrison

Vote: Motion carried 7-0-0-4
Yes: Klement, Nunez, J. Staton, Garrison, Wright, Smith, Palestro
No: 0
Abstain: 0
Absent: Sahnun, C. Staton, Pearl, Merlino-Alvarez

Respectively submitted,

Cathy Palestro
Secretary