



**CITY OF BRENTWOOD
BRENTWOOD NEIGHBORHOOD COMMITTEE
REGULAR MEETING MINUTES
WEDNESDAY, 6:00 P.M.
NOVEMBER 9, 2016
BRENTWOOD COMMUNITY CENTER
35 OAK STREET**

CALL TO ORDER & ROLL CALL – Chair Klement called the meeting to order at 6:00 p.m.

Roll Call

Present: Klement, Nunez, Garrison, Smith (arrived 6:50 p.m.), J. Staton, C. Staton, Wright, Sahnman, Palestro, Clare

Absent: Merlino-Alvarez, Pearl

A. PRESENTATIONS: None

INFORMATIONAL REPORTS FROM COMMITTEE MEMBERS, SUBCOMMITTEES AND LIAISONS

Councilman Clare congratulated Claudette Staton on winning a City Council seat. Unfortunately, the utility tax did not pass and lives are at risk. He urged new Council Member C. Staton to get working with her fellow Council members on the problem. BNC member C. Staton reported that the Planning Commission announced the opening of two new businesses in Brentwood: Ameci Pizza at 4550 Balfour Road, and a new charter school called Vista Oak located at 8650 Brentwood Blvd. BNC member Garrison stated that the library has moved to the Brentwood Community Center. The recent library foundation dinner netted about \$11,000 for the library. Good job!

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 amended meeting minutes of September 14, 2016 as of October 12, 2016.

The first amended change was the comment made by BNC member Smith regarding the Balfour Exchange project. The word “estimate” needs to be changed to “budget.” The second change is under “Scheduled Matters” the second sentence discussing Hometown Halloween. The change is from “She” to “event Chair Nunez.”

Motion to approve the amended changes to the September 14, 2016 minutes.

Moved by Garrison, seconded by Nunez

Vote: Motion carried 8-0-0-3

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

No: 0

Abstain: 0

Absent: Smith, Pearl, Merlino-Alvarez

B.2 Approve minutes of the meeting of October 12, 2016.

Motion to approve the minutes.

Moved by Nunez, seconded by Garrison

Vote: Motion carried 8-0-0-3

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

No: 0

Abstain: 0

Absent: Smith, Merlino-Alvarez, Pearl

B.3 Accept Fiscal Status and spreadsheet for 2016/17 budget year.

Motion to approve the fiscal status spreadsheet.
Moved by Nunez, seconded by Garrison

Vote: Motion carried 8-0-0-3
Yes: Klement, Nunez, Garrison, J. Staton, C. Staton, Wright, Sahnun, Palestro
No: 0
Abstain: 0
Absent: Smith, Merlino-Alvarez, Pearl

C. SCHEDULED MATTERS

C.1 Update Item: Review participation in the Brentwood Chamber of Commerce's Hometown Halloween event on Saturday, October 29, 2016. (Klement)

Event Chair Nunez, reported the event was excellent and the bubble machines were a great hit. She also said we had sufficient candy, but we need to increase the Christmas flyers to 2,000. Overall, a great success!

C.2 Update Item: Update from committee members planning the annual Christmas Tree Lighting Ceremony. (Klement)

Event Chair J. Staton asked City Liaison Scherff for the liability waiver forms for the event participants. The event co-chair is C. Staton. Event Chair J. Staton also reported that the East County Performing Arts Center artists will also perform at our event. He will order 20 pepperoni pizzas for the performers. BNC member Sahnun requested a volunteer to assist her in handling Santa and the public. She also needs to know when the last performers are on stage so she can get Santa to the Christmas tree for the lighting portion of the event. Chair Klement stated that the Community Center will be divided in half; one side for performers and the other for Santa. We will be getting 25 boxes of cookies and 11 cans of hot chocolate in addition to 2 tables for dispensing the cookies and water. The tree lighting banner was located on the fence on Fairview Avenue. BNC members Nunez, Garrison, Pearl, Wright, Sahnun and Palestro to place cookies in bags. Youth Commission to help this year. The stage is already booked and we need 2 sets of stairs. The Mayor's wife, Pam Taylor, will read "The Night Before Christmas" story. The City will decorate the park and provide 2 snow machines. Chair Klement and BNC member Smith will move performers on and off the stage. City Staff Liaison Scherff needs to know how many "Reserved" signs are needed and the amount of chairs. The City Council members should be seated up front. BNC members are to wear Santa hats. The "snow" will go on when the tree is lit. All performers are to be off the stage when the "snow" starts. At 4:30 p.m., the pizza, as well as the cookies and hot chocolate, are to be ready. The performers are to be at the Community Center by 4:45 p.m. BNC members Wright and Palestro volunteered family members to help. All BNC members are to show up at 9:00 a.m. to decorate for the event.

C.3 Update Item: Review selection process for the December Home of the Season award. (Klement)

City Staff Liaison Scherff will organize this event. She is to receive all nominations. We will meet at the Community Center instead of the police station. Dates and times will be discussed at our next meeting.

REQUEST FOR FUTURE AGENDA ITEMS

Review Christmas Tree Lighting Ceremony
Discuss December Home of the Season event
Discuss if we need to have a January meeting

Councilmember Clare took this moment to tell us that this would be his last meeting with BNC and he congratulated and thanked the committee for all of our hard work. His last day as a Brentwood Council member is December 13th. We wish him all the best!

ADJOURNMENT (7:08 p.m.)

Motion to adjourn the meeting.

Moved by Palestro, seconded by Smith

Vote: Motion carried 9-0-0-2

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

No: 0

Abstain: 0

Absent: Pearl, Merlino-Alvarez

Respectively submitted,

Cathy Palestro
Secretary