



Brentwood Redevelopment Corporation Board Agenda

Wednesday, September 17, 2025 at 6:00 PM

CITY OF BRENTWOOD
BRENTWOOD CITY HALL - COUNCIL CHAMBERS
2348 S BRENTWOOD BLVD.
BRENTWOOD, MO 63144

1. CALL TO ORDER

1.1 Call to Order

2. ROLL CALL

2.1 Roll Call

3. APPROVAL OR AMENDMENT OF THE AGENDA

3.1 Approval or Amendment of the Agenda

4. Consent Agenda

4.1 Approval of the March 2025 Brentwood Redevelopment Corporation Special Meeting Minutes

SYNOPSIS:

Brentwood Redevelopment Corporation Special Meeting Minutes

INITIATING DEPARTMENT:

Administration

SUBJECT:

Brentwood Redevelopment Corporation Meeting Minutes

PRESENTER:

Octavia Pittman, City Clerk

BACKGROUND:

Brentwood Redevelopment Corporation Meeting Minutes is provided for review and approval.

FINANCE/OPERATIONS:

Not Applicable

RECOMMENDATIONS:

Motion to approve Brentwood Redevelopment Corporation Meeting Minutes.

LIST OF SUPPORTING DOCUMENTS ATTACHED:

[redevminutes031925.pdf](#) 

Motion to approve Brentwood Redevelopment Corporation Meeting Minutes.

5. Election of Officers

5.1 Election of President

SYNOPSIS:

The Election of officers

- President
- Vice President
- Executive Director
- Secretary/Treasurer
- Assistant Secretary

INITIATING DEPARTMENT:

Planning and Development

SUBJECT:

Election of President

BACKGROUND:

The Brentwood Redevelopment Corporation Bylaws calls for the election of officers at the annual meeting.

ARTICLE V OFFICERS

1. General. The officers of the corporation shall be a president, one or more vice presidents, a secretary, a treasurer, and such other officers as the Board of Directors may elect, including but not limited to a chairman of the Board of Directors, assistant secretaries and assistant treasurers. The chairman of the board, if any, and the president shall be elected from among the members of the Board of Directors and shall at all times while holding such office be a member of the Board of Directors. Any two or more offices may be held by the same person except the offices of president and secretary. At each annual meeting of the Board of Directors the board shall elect officers to serve at the pleasure of the board until the next annual meeting of the board and until their successors are duly elected and qualified.

An officer shall be deemed qualified when such officer enters upon the duties of the office to which he or she has been elected or appointed and furnishes any bond required by the board or these Bylaws; but the board may also require of such person written acceptance and faithful promise to discharge the duties of such office.

The Brentwood Redevelopment Corporation Bylaws, Section 8. The Vice President says the following:

The vice president shall work in cooperation with the president and shall perform such duties as the Board of Directors may so assign. In the event of the death, absence, incapacity, inability or refusal to act of the president, the vice president (in order of seniority if there is more than one vice president) shall be vested with all the powers and perform all the duties of the office of president. In the event the Board of Directors elects a chairman of the board, such chairman shall serve as vice-chairman and shall have such other or further

duties or authority as may be prescribed elsewhere in these Bylaws or from time to time by the Board of Directors.

FINANCE/OPERATIONS:

Not Applicable

RECOMMENDATIONS:

Election of President.

Staff provides for reference the slate of officers elected at the September 2024 meeting:

- A. Election of President - Sheri Bilderback
- B. Election of Vice President - Jeff Gould
- C. Election of Executive Director – Whitney Kelly
- D. Election of Secretary/Treasurer – Bola Akande
- E. Election of Assistant Secretary – Octavia Pittman

LIST OF SUPPORTING DOCUMENTS ATTACHED:

Not Applicable

Election of President.

5.2 Election of Vice President

SYNOPSIS:

The Election of officers

- President
- Vice President
- Executive Director
- Secretary/Treasurer
- Assistant Secretary

INITIATING DEPARTMENT:

Planning and Development

BACKGROUND:

The Brentwood Redevelopment Corporation Bylaws calls for the election of officers at the annual meeting.

ARTICLE V OFFICERS

1. General. The officers of the corporation shall be a president, one or more vice presidents, a secretary, a treasurer, and such other officers as the Board of Directors may elect, including but not limited to a chairman of the Board of Directors, assistant secretaries and assistant treasurers. The chairman of the board, if any, and the president shall be elected from among the members of the Board of Directors and shall at all times while holding such office be a member of the Board of Directors. Any two or more offices may be held by the same person except the offices of president and secretary. At each annual meeting of the Board of Directors the board shall elect officers to serve at the pleasure of the board until the next annual meeting of the board and until their successors are duly elected and qualified.

An officer shall be deemed qualified when such officer enters upon the duties of the office to which he or she has been elected or appointed and furnishes any bond required by the board or these Bylaws; but the board may also require of such person written acceptance and faithful promise to discharge the duties of such office.

The Brentwood Redevelopment Corporation Bylaws, Section 8. The Vice President says the following:

The vice president shall work in cooperation with the president and shall perform such duties as the Board of Directors may so assign. In the event of the death, absence, incapacity, inability or refusal to act of the president, the vice president (in order of seniority if there is more than one vice president) shall be vested with all the powers and perform all the duties of the office of president. In the event the Board of Directors elects a chairman of the board, such chairman shall serve as vice-chairman and shall have such other or further duties or authority as may be prescribed elsewhere in these Bylaws or from time to time by the Board of Directors.

FINANCE/OPERATIONS:

Not Applicable

RECOMMENDATIONS:

Election of Vice President.

Staff provides for reference the slate of officers elected at the September 2024 meeting:

- A. Election of President - Sheri Bilderback
- B. Election of Vice President - Jeff Gould
- C. Election of Executive Director – Whitney Kelly
- D. Election of Secretary/Treasurer – Bola Akande
- E. Election of Assistant Secretary –

LIST OF SUPPORTING DOCUMENTS ATTACHED:

Not Applicable

Election of Vice President

5.3 Election of Executive Director

SYNOPSIS:

The Election of officers

- President
- Vice President
- Executive Director
- Secretary/Treasurer
- Assistant Secretary

INITIATING DEPARTMENT:

Planning and Development

BACKGROUND:

The Brentwood Redevelopment Corporation Bylaws calls for the election of officers at the annual meeting.

ARTICLE V OFFICERS

1. General. The officers of the corporation shall be a president, one or more vice presidents, a secretary, a treasurer, and such other officers as the Board of Directors may elect, including but not limited to a

chairman of the Board of Directors, assistant secretaries and assistant treasurers. The chairman of the board, if any, and the president shall be elected from among the members of the Board of Directors and shall at all times while holding such office be a member of the Board of Directors. Any two or more offices may be held by the same person except the offices of president and secretary. At each annual meeting of the Board of Directors the board shall elect officers to serve at the pleasure of the board until the next annual meeting of the board and until their successors are duly elected and qualified.

An officer shall be deemed qualified when such officer enters upon the duties of the office to which he or she has been elected or appointed and furnishes any bond required by the board or these Bylaws; but the board may also require of such person written acceptance and faithful promise to discharge the duties of such office.

Furthermore, ARTICLE VI EXECUTIVE DIRECTOR says,

The Board of Directors may appoint a person to exercise all of the powers and perform all the duties set forth in this Article and shall designate such person so appointed as the executive director. The executive director shall have such general powers and duties of supervision and management as are usually vested in the office of the chief administrative officer of a corporation, and he or she shall carry into effect all directions and resolutions of the board. The executive director shall direct the day-to-day business of the corporation including supervising all employees of the corporation collecting any rentals, charges or fees, and keeping records in the form prescribed from time to time by the Board of Directors and reporting thereon whenever so requested by the Board of Directors. The executive director shall be directly responsible to the board and shall report directly to the board. The executive director shall cause to be prepared and shall submit to the board for its approval an annual budget and all supplements thereto for each year at least sixty (60) days prior to the end of the preceding year.

The executive director shall have the power to employ, remove and suspend all agents and employees not elected or appointed by the Board of Directors, to determine the duties and responsibilities of such appointees, to create such titles for such appointees as may be deemed desirable to enable the appointees to execute their duties and responsibilities, and to fix and change the compensation of such appointees subject to approval of the Board.

The executive director shall submit to the Board of Directors at its annual meeting a report summarizing the operations and business of the corporation and its activities during the preceding year and setting forth the plans, programs or projects for future development, with

such suggestions and recommendations as shall be approved. The executive director shall also make such reports to the Board of Directors as may be deemed necessary, or which may be required by these Bylaws, or by the board.

The executive director (if not a director) may be invited to attend any meeting of the Board of Directors and any committee thereof and to express his or her opinion and make reports at such meeting; provided, however, that in such event the executive director shall not be considered to be a director or committee member or have the right to vote or be counted for the purpose of determining a quorum at any such meeting.

The executive director may be bonded at the expense of the corporation and in an amount set by the Board of Directors if the Board of Directors so requires.

The executive director shall have such other or further duties and authority as may be prescribed elsewhere in these Bylaws or from time to time by the Board of Directors.

In the event of the death, absence, incapacity, inability or refusal to act of the Executive Director, the Board of Directors or president shall designate some other person to exercise, and in the absence of such designation the president may exercise, all of the powers and perform all of the duties of the executive director.

FINANCE/OPERATIONS:

Not Applicable

RECOMMENDATION:

Election of Executive Director.

Staff recommends that the Planning and Development Director be elected as the Executive Director.

Staff provides for reference the slate of officers elected at the September 2024 meeting:

- A. Election of President - Sheri Bilderback
- B. Election of Vice President - Jeff Gould
- C. Election of Executive Director – Whitney Kelly
- D. Election of Secretary/Treasurer – Bola Akande
- E. Election of Assistant Secretary –

LIST OF SUPPORTING DOCUMENTS ATTACHED:

Not Applicable

Election of Executive Director.

Staff recommends that the Planning and Development Director be elected as the Executive Director.

5.4 Election of Secretary/Treasurer.

SYNOPSIS:

The Election of officers

- President
- Vice President
- Executive Director
- Secretary/Treasurer
- Assistant Secretary

INITIATING DEPARTMENT:

Planning and Development

BACKGROUND:

The Brentwood Redevelopment Corporation Bylaws calls for the election of officers at the annual meeting.

ARTICLE V OFFICERS

1. General. The officers of the corporation shall be a president, one or more vice presidents, a secretary, a treasurer, and such other officers as the Board of Directors may elect, including but not limited to a chairman of the Board of Directors, assistant secretaries and assistant treasurers. The chairman of the board, if any, and the

president shall be elected from among the members of the Board of Directors and shall at all times while holding such office be a member of the Board of Directors. Any two or more offices may be held by the same person except the offices of president and secretary. At each annual meeting of the Board of Directors the board shall elect officers to serve at the pleasure of the board until the next annual meeting of the board and until their successors are duly elected and qualified.

An officer shall be deemed qualified when such officer enters upon the duties of the office to which he or she has been elected or appointed and furnishes any bond required by the board or these Bylaws; but the board may also require of such person written acceptance and faithful promise to discharge the duties of such office.

Furthermore, ARTICLE VI EXECUTIVE DIRECTOR says,

The Board of Directors may appoint a person to exercise all of the powers and perform all the duties set forth in this Article and shall designate such person so appointed as the executive director. The executive director shall have such general powers and duties of supervision and management as are usually vested in the office of the chief administrative officer of a corporation, and he or she shall carry into effect all directions and resolutions of the board. The executive director shall direct the day-to-day business of the corporation including supervising all employees of the corporation collecting any rentals, charges or fees, and keeping records in the form prescribed from time to time by the Board of Directors and reporting thereon whenever so requested by the Board of Directors. The executive director shall be directly responsible to the board and shall report directly to the board. The executive director shall cause to be prepared and shall submit to the board for its approval an annual budget and all supplements thereto for each year at least sixty (60) days prior to the end of the preceding year.

The executive director shall have the power to employ, remove and suspend all agents and employees not elected or appointed by the Board of Directors, to determine the duties and responsibilities of such appointees, to create such titles for such appointees as may be deemed desirable to enable the appointees to execute their duties and responsibilities, and to fix and change the compensation of such appointees subject to approval of the Board.

The executive director shall submit to the Board of Directors at its annual meeting a report summarizing the operations and business of the corporation and its activities during the preceding year and setting forth the plans, programs or projects for future development, with

such suggestions and recommendations as shall be approved. The executive director shall also make such reports to the Board of Directors as may be deemed necessary, or which may be required by these Bylaws, or by the board.

The executive director (if not a director) may be invited to attend any meeting of the Board of Directors and any committee thereof and to express his or her opinion and make reports at such meeting; provided, however, that in such event the executive director shall not be considered to be a director or committee member or have the right to vote or be counted for the purpose of determining a quorum at any such meeting.

The executive director may be bonded at the expense of the corporation and in an amount set by the Board of Directors if the Board of Directors so requires.

The executive director shall have such other or further duties and authority as may be prescribed elsewhere in these Bylaws or from time to time by the Board of Directors.

In the event of the death, absence, incapacity, inability or refusal to act of the Executive Director, the Board of Directors or president shall designate some other person to exercise, and in the absence of such designation the president may exercise, all of the powers and perform all of the duties of the executive director.

FINANCE/OPERATIONS:

Not Applicable

RECOMMENDATION:

Election of Secretary/Treasurer.

Staff recommends that Bola Akande, City Administrator be elected as the Secretary/Treasurer.

Staff provides for reference the slate of officers elected at the September 2024 meeting:

- A. Election of President - Sheri Bilderback
- B. Election of Vice President - Jeff Gould
- C. Election of Executive Director – Whitney Kelly
- D. Election of Secretary/Treasurer – Bola Akande
- E. Election of Assistant Secretary – Kelle Silvey

LIST OF SUPPORTING DOCUMENTS ATTACHED:

Not Applicable

Election of Secretary/Treasurer.

Staff recommends that Bola Akande, City Administrator be elected as the Secretary/Treasurer.

5.5 Election of Assistant Secretary.

SYNOPSIS:

The Election of officers

- President
- Vice President
- Executive Director
- Secretary/Treasurer
- Assistant Secretary

INITIATING DEPARTMENT:

Planning and Development

BACKGROUND:

The Brentwood Redevelopment Corporation Bylaws calls for the election of officers at the annual meeting.

ARTICLE V OFFICERS

1. General. The officers of the corporation shall be a president, one or more vice presidents, a secretary, a treasurer, and such other officers as the Board of Directors may elect, including but not limited to a chairman of the Board of Directors, assistant secretaries and assistant treasurers. The chairman of the board, if any, and the president shall be elected from among the members of the Board of Directors and shall at all times while holding such office be a member

of the Board of Directors. Any two or more offices may be held by the same person except the offices of president and secretary. At each annual meeting of the Board of Directors the board shall elect officers to serve at the pleasure of the board until the next annual meeting of the board and until their successors are duly elected and qualified.

An officer shall be deemed qualified when such officer enters upon the duties of the office to which he or she has been elected or appointed and furnishes any bond required by the board or these Bylaws; but the board may also require of such person written acceptance and faithful promise to discharge the duties of such office.

Furthermore, the Brentwood Redevelopment Corporation Bylaws Section 11 says as follows:

11. Assistant Secretary and Assistant Treasurer. Each assistant secretary or assistant treasurer, if any, in order of their seniority, in the event of the death, absence, incapacity, inability or refusal to act of the secretary or treasurer, respectively, shall perform the duties and exercise the powers of said respective officers and perform such other duties as the directors may from time to time prescribe.

FINANCE/OPERATIONS:

Not Applicable

RECOMMENDATIONS:

Election of Assistant Secretary/Treasurer

Staff recommends Octavia Pittman, City Clerk be elected as the Assistant Secretary/Treasurer.

Staff provides for reference the slate of officers elected at the September 2024 meeting:

- A. Election of President - Sheri Bilderback
- B. Election of Vice President - Jeff Gould
- C. Election of Executive Director – Whitney Kelly
- D. Election of Secretary/Treasurer – Bola Akande
- E. Election of Assistant Secretary – Kelle Silvey

LIST OF SUPPORTING DOCUMENTS ATTACHED:

Not Applicable

Election of Assistant Secretary/Treasurer

Staff recommends Octavia Pittman, City Clerk be elected as the Assistant Secretary/Treasurer.

6. NEW BUSINESS

6.1 Executive Director's Annual Report

SYNOPSIS:

Executive Director's Annual Report

INITIATING DEPARTMENT:

Planning and Development Department

PRESENTER:

Whitney Kelly, AICP, Planning and Development Director

SUBJECT:

Executive Director's Annual Report

BACKGROUND:

Whitney Kelly will present the Executive Director's Report.

FINANCE/OPERATIONS:

Not Applicable

RECOMMENDATION:

This is presented for information and discussion. Staff will file with the Missouri Secretary of State's Office the Urban Redevelopment Annual Registration.

LIST OF SUPPORTING DOCUMENTS ATTACHED:

[City of Brentwood Financial Statements 12-31-2024 - Reference Page 24.pdf](#) 

[EDST Board Annual Report 2024.pdf](#) 

[KinderCare Report.pdf](#) 

Motion to accept the Executive Director's Report and submitted to

7. Schedule Next Meeting Date

SYNOPSIS:

Schedule for Future Meetings

INITIATING DEPARTMENT:

Administration

SUBJECT:

Schedule for Future Meetings

PRESENTER:

Octavia Pittman, City Clerk

BACKGROUND:

The proposed date for next year's annual meeting: Tuesday, September 15, 2026 at 6:00p.m. If there is a need for other meetings throughout the year, they will be scheduled separately.

FINANCE/OPERATIONS:

Not Applicable

RECOMMENDATIONS:

This is for information.

LIST OF SUPPORTING DOCUMENTS ATTACHED:

Not Applicable

8. CITIZEN COMMENTS

9. ADJOURNMENT

9.1 Adjourn Meeting