

**CITY OF BRENTWOOD, MISSOURI
BOARD OF ALDERMAN WORKSHOP
JULY 30, 2013**

MEETING CALLED TO ORDER

Mayor Pat Kelly called the special meeting to order at 5:00pm in the Board Council Room of Brentwood City Hall located at 2348 S. Brentwood Blvd., Brentwood, MO 63144.

ROLL CALL

Deputy Clerk Pittman performed roll:

Alderman Harper	5:45pm	Alderman Leahy	Present
Alderman Wynn	Present	Alderwoman Manestar	5:04pm
Alderman Robertson	Absent	Alderwoman Saunders	Present
Alderman Kramer	Present	Mayor Kelly	Present
Alderman Toohey	Present		

Members present constituted a quorum. Also present were City Clerk/Administrator Bola Akande, City Attorney Frank Albrecht, Finance Director Gina Jarvis, Fire Chief Ted Jury, Assistant Fire Chief Terry Kurten, Planning & Development Director Ellen Rottjakob, IT Manager Robin Zlatic, Parks Superintendent Eric Gruenenfelder, Public Works Superintendent Jim Nahmensen, and Deputy City Clerk Octavia Pittman.

DISCUSSION/REVIEW

Municipal Code Recodification (5:00pm)

Administrator Akande reminded that the recodification process has been ongoing since 2010; this meeting is held in effort to move forward. Department representatives drafted a matrix to highlight proposed code changes relative to their departments that warrant discussion. The Planning and Zoning Committee has also reviewed and prepared a matrix for Title 4 (Land Use) of the code; of which, discussions were held:

- Definition of condominiums (400.020) – per Attorney Albrecht, the current definition is consistent with state statute.
- Definition of family (400.020) – the Board of Aldermen agreed to keep as proposed “an individual or married couple and the children thereof and no more than two other persons related directly to the individual or married couple by blood or marriage, or a group of not more than three persons, excluding servants, not related by blood or marriage, living together as a single housekeeping unit in a dwelling unit”.
- Zoning Changes and Amendments; Review Procedures (400.570,660,680) – The Board of Aldermen agreed to leave the language as proposed; the approval is reverted back to a simple majority vote by the Board of Aldermen for Conditional Sue, text amendments, and rezoning.
- Group home definition – is not defined in the old code and now includes a distance required between locations; staff will research.
- Facility Permits (400.1940) clarity was requested.
- It was requested that throughout the code, 2/3 majority vote is changed to 6 members of the Board.

Attorney Albrecht suggested following the language of state statutes whenever possible. Staff was asked to relay the Aldermen concerns to Planning and Zoning and all were asked

to submit questions related to this chapter and others to staff as soon as possible for the efficiency of future meetings.

2014 Budget Workshop (6:00pm)

Administrator Akande provided an overview of the coming year budget process and asked the Board identify priorities to help departments prepare their budgets. Staff is continuing with a conservative approach and forecasts a 3-4% growth will continue. Discussions were held regarding the 5-year capital plan:

- Street Repair – some streets have been re-prioritized according to the engineer report to allow more repairs in a given year. It was also suggested that some equipment can be purchased to conduct more repairs in house, however, staff is untrained. Funds to add additional streets will be balanced with vehicle replacement.
- Uses for projected satisfied TIF obligations.
- Needed slab replacement at Ice Cream Specialty.
- Vehicle replacement – staff is verifying useful life and determining if any can be extended.
- Stormwater Parks Improvement – there is a projected expense increase due to Deer Creek. It also includes options to cash fund portions of the rec. center; county wide grants may also be available.
- Sewer – the workload has increased with street repairs and activity, there also appears to be repeated use of service. Staff is closely monitoring.
- Rec Center Renovation – it is estimated to begin in 2014 with hopes of completion by 2018 or sooner. A concrete cost is needed to determine funding; GBA is helping to provide a report based on the request approved by the Aldermen and is estimated by the end of Sept.
- Financial Software – projected for 2015.
- Internal Controls Audit – scheduled for fund allocation August 5th to determine if this project would begin in 2014; otherwise it could be included in 2014.
- Compensation Study – request for proposals are expected by August 9th.
- Staffing needs anticipated for police, planning, IT. Public Works could also benefit from additional employees. It was suggested to be cautious of hiring additional employees as that expense is ongoing.

Anticipated priorities for 2014 were listed as updating the comprehensive plan, the comprehensive salary study, and internal control review; this may reach maximum funding.

It was also announced that the budget discussions will begin at Ways & Means on August 29th at 4:30pm; it was suggested to have public forum towards to the for more participation.

ADJOURNMENT

The meeting adjourned at 6:55pm.

Approved as submitted on the 5th day of August, 2013.

Attest:

Pat Kelly, Mayor

Bola Akande, City Clerk/Administrator