

**CITY OF BRENTWOOD, MISSOURI  
BOARD OF ALDERMAN MEETING  
DECEMBER 1, 2014**

**MEETING CALLED TO ORDER**

Mayor Pat Kelly called the meeting to order at 7:00 pm, in the Council Room of City Hall located at 2348 S. Brentwood Blvd., Brentwood, MO 63144.

**ROLL CALL**

The following members were present

Alderman Harper	Present	Alderman Toohey	Present
Alderman Wynn	Present	Alderman Leahy	Present
Alderman Robertson	Present	Alderwoman Manestar	Present
Alderman Kramer	Absent	Alderwoman Saunders	Present
Mayor Kelly	Present		

Members present constituted a quorum. Also present were City Clerk/Administrator Bola Akande, City Attorney Frank Albrecht, Planning Director Justin Wyse and Deputy City Clerk Octavia Pittman.

**APPROVAL OF AGENDA**

**Board of Aldermen December 1, 2014**

Alderman Leahy made a motion to amend the agenda by removing Bill #5896 from hold and removing Bill #5941 from the agenda. Motion seconded by Alderwoman Manestar. Comments were added that the bills that remain on hold need to be redrafted to coincide with the new code. Unanimous vote in favor taken; **MOTION PASSED.**

Alderman Leahy made a motion to approve the agenda as amended. Motion seconded by Alderwoman Saunders. Unanimous vote in favor taken; **MOTION PASSED.**

**CONSIDERATION AND APPROVAL OF THE MINUTES**

**Board of Aldermen Regular Meeting Minutes November 17, 2014**

Alderwoman Saunders made a motion to approve the meeting minutes as submitted. Motion seconded by Alderwoman Manestar. Unanimous vote in favor taken; **MOTION PASSED.**

**PRESENTATION/RECOGNITION**

**Certificate of Achievement for Excellence in Financial Reporting (CAFR) Program**

Mayor Kelly presented Finance Director Jarvis with the award of financial reporting and achievement by the Government Finance Officers Association. These awards are presented to individuals designated as instrumental in their government and whose annual financial reports are judged to adhere to program standards and represent the highest award in government financial reporting. Director Jarvis expressed her appreciation for the support and announced that is presented to everyone for their hard work.

**TIF Report, Jim Lahay (Stifel/Public Finance)**

Jim Lahay congratulated Brentwood on its economic development efforts to revitalize the city. He noted that he works almost exclusively on economic development projects and believes that the city's accomplishments are precedence setting nationally. The city has used and facilitated at least 5 TIF (Brentwood Square, Promenade, Pointe, Hanley Station, Meridian Eager); at least

5 TDD (Strassner, Hanley/Eager, Pointe, Hanley Station, Drury), and involved in a one of the first Regional TDD (Hanley Road Corridor) that led to approximately \$20M in project improvements. But for the use of these tools, the city would not have attracted these developments or investments from the companies included. Brentwood is the home of one of two major shopping districts in this area (the other is Chesterfield Valley); any time a company thinks of coming to St. Louis they look for these areas, shoppers also come from long distances on a regular basis. The financial commitments for 3 of the 5 TIFs ended significantly before the expiration of the 23 year TIF life; specifically the Promenade, the Square and the Pointe. Although an understated number, the amount of dollars that were going to pay off the TIF obligations was calculated and determined that \$10.6M is now going to the taxing district with these pay offs. He provided a brief description of the different bond series and explained that Standard and Poor as affirmed the city's GO rating of AA as well as an AA- rating on COPs which ranks the city in the 15%-20% of cities nationally; the city has an opportunity to achieve AAA in coming years.

Discussions were held regarding Aldermen questions of how the TIFs help fund the school district (Lahay was asked to calculate the figures which should illustrate how the city helps support the district); the peripheral benefit of increased property values/taxes and new home construction; residents demand of using surplus revenue for early payoff; potential tradeoffs of increased traffic and crime and the need to be mindful of not losing the city's character.

**Benefits and Compensation Study Report, Lynda Higbee (Higbee Associates)**

Lynda Higbee explained that they were contracted to provide a total compensation review including benefits with selected comparator groups and to recommend changes to ensure Brentwood remains competitive; this included the recommendation of changes to structure a policy and design of the pay and benefit programs and to issue a structured report summarizing the data collected in surveys. The internal project team (HR, City Administrator, and Finance Director) conducted a recruitment review to determine comparators by considering where we pull employees from, who we lose them to, and who would be in a similar growth position which helped to select the 14 final comparators. (Ballwin, Chesterfield, Clayton, Creve Coeur, Des Peres, Ellisville, Frontenac, Kirkwood, Ladue, Maplewood, Maryland Heights, Richmond Heights, Town and Country, Webster Groves). A position description review helped to determine the proper match of positions content, skill, and scope and it was necessary to perform one on one interviews with employees in each job classifications. 90% of the positions were able to be matched to the market leaving 6 positions non-matched (to be considered a match there has to be at least 3 comparator cities matching the role). Of the city's job classifications, 25 classifications or 58% of employees are above the average comparator range salary maximum; 14 classifications or 18% are below the market and 11 classifications or 24% of employees require no change meaning they were right on target with the market. 15 job classifications lead the market and 9 have one comparator with a higher maximum. When looking at the market philosophy, they are considering the average market or 50<sup>th</sup> percentile. Ideally, the city should have a defined pay philosophy which outlines where they would like to be in the market, the high performance culture and where we you are driving the organization, a high level of engagement, truly being able to differentiate pay based on performance, an adequate budget to keep pace with the market and a 7 step plan for police and fire. The current challenges include and implied but not articulated pay philosophy meaning current pay implies that the city wants to be a market leader, the city is moving towards high performance but is not there yet, there is a mixed level of employee engagement, metrics are in development stage, you can't make the necessary changes without an adequate budget to meet the market and grow based on performance, and implementing the 7 step plan for police and fire would mean the city is treating 2 groups of employees different than the rest of the employees.

The recommendations are to evaluate all of the options presented, acknowledge the current state, and transition the ideal over a period of time. Some cities are debating the use of "steps"

versus “ranges” and many options were reviewed. The most prevalent options were; 1) steps for fire and police, pay ranges for others but it was rejected due to the history of the city, 3 out of 14 of the comparators use this model and 5 of 8 who use steps use steps for all positions. 2) current steps are reduced to 12 for all employee classifications (there are currently 30 steps) this was rejected as it does not meet the lower number of steps reported for police and fire. 3) 7 steps for police and fire and 12 steps for other employees (convert the current 30 step plan into 7 for police and fire and the 30 step plan into 12 for other employees). This option was recommended for the transition period as no comparator reported the use of 30 steps, fire and police reported a range of steps from 3-10, and it aligns with the number of steps reported by 5 who use steps for all employees. The recommended model options included the cost for all employees in 12 steps or police and fire in 7 steps and others in 12 steps. She explained the step break down: (7 steps) salaries would be equal step to step, approximately 5% each step, typical step system 4-5% for first 4 steps then less for remainder and range minimums do not need to be adjusted; (12 steps) existing ranges approximately 2% - 3% step to step and 5% grade to grade which is not a lot of change from what the city currently has; and, positions are placed into ranges based on highest of market or the current maximum.

There are 19 incumbents below the market minimum and the cost to adjust would be \$26,910.00. Those below the market minimum are at the highest risk for leaving, are the most difficult to attract quality talent and should be the first priority for budgeting. There are 24 employees at or above the maximum range and it was suggested that no salary adjustments in base pay are made until the market catches up with them. To reward performance, a non-base building merit should be considered and should be the lowest priority in budgeting. Consideration was also given in terms of compression (the difference in pay for incumbents versus new hires); to consider moving to the next step and how much time they have spent in their position. It was suggested to deal with pay compression, new hires start at the same rate as those brought to minimum and no acknowledgement for time in the position. There are currently 32 employees that may need compression adjustments (with all employees on the 12 step plan considering time in position) with a cost of \$117,442 or \$75,775 with all employees on the 12 step plan using the next step model.

All recommended models generate budgeted increases over current base pay rates of 2.1% or less. The current budget of 3% exceeds the needed budget to correct deficiencies. Individual adjustments range from less than 1% to a high of 10.3% for (8 employees). It was suggested to use the remaining 1% and any adjustment dollars budgeted for non-base building merits for those not receiving an increase. For pay practices, non-base building merit would be a new practice and range maximums should be ample.

For benefits, 12 of 14 comparators completed all or a portion of the survey. The overall package is competitive and the city leads the comparator group (meaning employees are charged less) in terms of the monthly cost for employees for healthcare/dental, STD/LTD Program, and the sick pay plan for the fire department only.

In summary, Higbee reiterated the recommendations to

- ▶ Stop giving base building raises to those at or above range maximum
- ▶ Discontinue longevity increases
- ▶ Consider 7 step plan for Police and Fire
- ▶ Develop Pay Philosophy and transition over time to meet that philosophy
- ▶ Use budget for below minimum first
- ▶ Do not give raises to base at this time for those who are at or above range maximum
- ▶ Implement non-base building merits for employees at or above range maximum
- ▶ Monitor closely the appropriate portion paid by employees for medical and dental
- ▶ Consider alternatives to the current sick plan for Fire

The next steps would be to:

- ▶ Develop Pay Philosophy
- ▶ Choose Implementation Option
- ▶ Update classifications
- ▶ Review individuals for appropriate level of classification
- ▶ Conduct Employee Meetings
- ▶ Efficiency Meetings

Discussions were held and it was suggested that it is further discussed before implementation in 2015. Responses were also given to Aldermen questions of all cities using step plans for public safety employees (no), further explanation was given for clarity of the difference between salary steps and ranges and how they are used; the necessity of the board to collectively determine where they want to be placed in the market; the suggestion is to eliminate longevity and COLA; and ranges should be adjusted annually for market based pay plans.

Lastly, Higbee reiterated that these recommendations are a road map; it is the city's responsibility to determine how it would be used.

### **PUBLIC HEARING**

#### **A Petition To Amend Chapter 19 Of The Brentwood Code Of Ordinances As It Pertains To Sign Regulations**

This public hearing is again continued to the next meeting for further review by Planning and Zoning.

#### **Adoption Of The Budget Of The Fiscal Year Commencing January 1, 2015 And Concluding December 31, 2015**

Administrator Akande announced that there a number of factors that shape the city's health; feedback from the board, citizens and staff, sales tax and economic growth, early retirement of TIF bonds, residential and commercial reinvestment, and the city has also made application for grant funding for infrastructure improvements. The assessed valuation for residential property has not grown as much as preferred but commercial valuation has grown by at least 10%. The expectation of staff is to look for areas to perform better service, provide efficiencies and effectiveness in operations city wide.

The FY2015 proposed budget is balanced while maintaining low taxes (0% for residential properties), meeting the fund balance policy of all funds, continuing to provide free residential trash and recycling, continuing to maintain current levels of services, limiting the growth of expenditure (↓.29%), continuing investment allocations – increasing the number of streets designated for improvement this year (9), and with no direct cuts to core services. There is one new program being implemented – performance measurement – 3 to 5 will be included within the budget, in each department. It will be a key component allowing us to look at effectiveness, efficiency, and tracking matrixes; there is agreement from department heads and employees as well.

#### **City Funds**

- General fund – (the largest fund) includes compensation and employee benefits and general expenses (utilities, fuel, supplies, insurance and contractual expenses; also all departments with the exception of parks & recreation and sewer lateral).
- Capital Improvement – funded by the ½¢ capital sales tax includes capital equipment purchases (vehicles, computers), repairs to city buildings, other projects (streets, sidewalks, buildings), and payment of debt service for COP.

- Stormwater & Park Improvements – funded by ½¢ park & stormwater sales tax provides operating expenses for parks and recreation including stormwater expense, personnel and park capital equipment projects. Sponsorship is also received from area businesses to offset cost for many programs.
- Sewer Lateral Improvements – funded by the sewer lateral assessment fee, is responsible for expenses related to sewer lateral repair.

She explained that sales taxes account for 51.9% of revenue and noted that a sales tax revenue growth of 19.5% is projected in the coming year from early bond retirement and 3% annual projected growth. The recreation center will be closed for renovations for 6-7 months beginning in April. And, there will be a 31% decrease in revenues received from programs normally offered but it is anticipated upon reopening to reconnect with those patrons while seeking new ones as well. Due to ECDC dispatching service, we are no longer receiving revenue from the City of Rock Hill for the dispatching service we previously provided. Revenues generated from fines remain unchanged.

A breakdown of expenditures was presented totaling \$24,064.354. The 5 departments with the highest spending include Parks & Rec (31.91%), capital improvement (19.37%), police department (14.26%), fire department (10.64%) and public works (7.21%). The majority of expenses are in personnel; in recruiting and retaining the brightest and best candidates. Authorized manpower decreased by 6 (dispatchers), 3% merit increase for eligible employees based on performance, medical benefits premiums increased by 7%, dental decreased by 8%, vision by 4%, LAGERS increased by 8.2%, workers compensation increased as well as other moderate increases in other insurances. The cost for participating in ECDC is \$210,000. Reorganization is also proposed in the police department's ranking structure, allowing each shift to have an officer of rank in charge. In response to noted concerns of the need to invest more in city streets, \$250,000 is being transferred from general fund reserves to capital improvement for FY2014,15,16.

Budget priorities for the next year include a better audio/visual system for the chambers and software for building inspectors with request tracker.

Parks anticipates continued growth. 3 full time employee maintenance staff is being transferred from public works who oversees facility maintenance of the community center as with the related expenses.

There is no additional anticipated growth for sewer later.

Capital improvement anticipates an increase of sale taxes by \$300,000. This also includes the Litzsinger project, the Hanley Industrial Court project and funds are being transferred in the amount of \$323,354 to continue completion of priority projects.

Additional budget highlights were provided; the entire budget document was available for review.

There were no comments or questions from citizens.

## **BIDS**

### **RFP – Concrete Materials**

The city issued a request for proposal to purchase concrete materials used on street and sidewalk projects; the agreement would be for three (3) years with the option of two (2) one (1) year extensions upon annual appropriation by the Board of Alderman. Four responses were received, which were publicly opened and read aloud on October 2, 2014. Based upon responses, it was recommended to enter into an agreement with Valley Material Co. as well

Raineri Ready Mix allowing a purchase option in the event materials are not available. Following are a listing of the respondents and concrete pricing for a typical 5 yard order: Valley Material: \$411.25, Raineri Ready Mix: \$428.75, Breckenridge Mat. Co: \$452.50; Landvatter Ready Mix: \$450.00.

**RFP – Earthen “Mulch” Materials**

The city issued a request to purchase earthen materials (rock, sand, topsoil and mulch) which are used on street and sidewalk projects; the agreement would be for three (3) years with the option of two (2) one (1) year extensions upon annual appropriation by the Board of Alderman. Responses were received from Brentwood Building Supply, Brentwood Material, Fred Weber, Breckenridge Material and Landvatter, which were publicly opened and read aloud on October 2, 2014.

Public Works orders a couple tandem loads of rock a year. Each tandem load is approximately 26 tons of rock. Of the five items requested in the RFP, Fred Weber offered the best pricing on one of the items - the ¾-inch minus rock and the 1-inch clean rock. Delivery charge is \$4.95 per ton of material delivered. In their response, Fred Weber requests a 2.5% increase in their contract price for every year after the initial contract year. Fred Weber does not offer any other Earthen Material products. Brentwood Material Co. offered the best pricing on three - river sand, topsoil and mulch materials. Brentwood Materials Co. also requests a 2% increase for every year after the initial contract year (2<sup>nd</sup> and 3<sup>rd</sup> year). The Public Works Committee recommends an agreement with Fred Weber for ¾ inch Minus Rock, and 1-inch Minus Rock, and Brentwood Material, Inc., for river sand, topsoil and mulch materials.

**RFP – Asphalt Materials**

The city issued a request to purchase asphalt materials used on street and sidewalk projects; the agreement would be for three (3) years with the option of two (2) one (1) year extensions upon annual appropriation by the Board of Alderman. Three responses were received from West Contracting, Fred Weber (Kingshighway Plant), Fred Weber (Maryland Heights Plant), which were publicly opened and read aloud on October 2, 2014.

The Public Works Committee recommends the Board of Aldermen consider an agreement with Fred Weber Inc. Kingshighway Plant for asphalt material as they offer the best pricing. Furthermore, the committee also recommends the Board of Aldermen consider an agreement with West Contracting for the purchase of Cold Patch material. West Contracting is located in the City of Brentwood.

**HEARING OF ANY MATTER OF PUBLIC INTEREST UPON REQUEST OF ANY PERSON PRESENT**

**Denise Soebbing, 2612 Porter**, presented the board with pictures taken in the community of numerous violations and commented that staff should be more attentive to safety issues. She suggested that all employees are mindful of surrounding issues while doing their regular jobs. She also questioned, in regards to the Rosenblum court case, why Attorney Shelton excused himself from the case and questioned who appointed the special prosecutor and the process of determining when a special prosecutor is brought in. She asked Alderman Leahy why his emails are directed to his employment and why he is not using Brentwood emails as others are. She asked for a status update of the boards at Manchester and Hanley and the request for a trash can at the bus stop.

**Karen Smith, Harrison**, commented in regards to the sign code bill, she wants to ensure that we aren't limiting anyone's freedom of speech. She asked to see the original and the changes to compare. She also commented that while the financial update was good to hear, it is important to remember that this is a highly leveraged area with a lot of debt flowing through. Lastly she questioned if the Meridian bond is not paid off in 2023, if the city's credit rating is impacted.

**David Demit, 9401 Pine**, spoke in favor of the pending bill reducing the elected officials term of office from 4 years to 2 years. He stated that it may make elected officials more responsive although there is potentially a learning curve to consider and how long it may take to catch on. Over all, he is in support of the bill.

Mayor Kelly responded that the city's credit rating is not affected by the TIF payoff because they are not the city's obligation. He also responded the Mike Shelton asked that the city find another prosecutor due to a relationship he has with Rosenblum. Attorney Albrecht added that the special prosecutor Tim Englemeyer was appointed has he is experienced in high profile cases.

All agreed to take a 5 minute recess at 9:05pm.

### **INTRODUCTIONS, READINGS, AND PASSAGE OF BILLS AND RESOLUTIONS**

Alderman Leahy made a motion for the 1<sup>st</sup> and 2<sup>nd</sup> readings of Bills #5896, 5933, 5934, 5935, 5936, 5937, 5938, 5939, 5940. Motion seconded by Alderman Wynn. Unanimous vote in favor taken; **MOTION PASSED.**

#### **Bill #5896 – An Ordinance Amending Chapter 8 Of The Revised Code Of Ordinances Of The City Of Brentwood, Missouri By Deleting Section 8-2 In Its Entirety And Enacting In Lieu Thereof A New Section 8-2, As It Relates To Election Of Officers Generally; Providing For The Current Maintenance Of This Code; Providing For The Effective Date Of This Ordinance; And Providing For The Repeal Of All Conflicting Ordinances – 1<sup>st</sup> & 2<sup>nd</sup> Reading**

Attorney Albrecht read Bill #5896 by title only. Mayor Kelly explained that the response has been received from the attorney general stating that the board does have the authority to change the terms of office back to 2 years. Alderman Leahy commented that the bill should reflect the current code of ordinances as adopted at the last meeting; the new section would be 105.020. He added his agreement that 2 year terms would make the elected official more responsive and encouraged other members support. Alderwoman Saunders stated her agreement with the 2 year terms. Alderwoman Saunders clarified that the Attorney General's opinion stated that the Board of Aldermen can't go back to the voters and it is appropriate for the board of Aldermen to set the terms. She also offered comments of receiving discouraging packages/mail and threats while serving as a candidate for office and stated her hope that no one else has to experience this. Alderman Wynn stated his apology for Alderwoman Saunders' experience and added that he did not have the same experience. Mayor Kelly commented that he and others have also experienced discouraging actions and suggested they are best ignored. Attorney Albrecht provided some clarity that the state statute makes provisions that allow cities to move to 4 year terms but has no provision on how to go back to 2 year terms. Attorney Albrecht read Bill #5896 by title only. Alderman Wynn made a motion to perfect Bill #5896 into ordinance form. Motion seconded by Alderman Leahy. **ROLL CALL:** Alderman Harper – yes; Alderman Wynn – yes; Alderman Robertson – yes; Alderman Kramer – absent; Alderman Toohey – yes; Alderman Leahy – yes; Alderwoman Manestar – yes; Alderwoman Saunders – yes; **MOTION PASSED.**

***BILL #5896 IS HEREBY PASSED AND NOW BECOMES ORDINANCE #4590***

#### **Bill #5904 – (ON HOLD) An Ordinance Amending Chapter 14 Of The Revised Code Of Ordinances For The City Of Brentwood, Missouri By Repealing Section 14-159 Of Said Chapter Relating To Designation Of Certain Streets; Enacting In Lieu Thereof New Sections 14-159 And 14-159.1; Providing For The Current Maintenance Of This Code; Providing For The Effective Date Of This Ordinance; And, Providing For The Repeal Of All Conflicting Ordinances – 1<sup>st</sup> & 2<sup>nd</sup> Reading**

This bill remains on hold.

**Bill #5919 – (ON HOLD) An Ordinance Amending Chapter 19 Of The City Of Brentwood Municipal Code, Pertaining To The Regulation Of Signs, Providing For The Current Maintenance Of This Code; Providing For The Effective Date Of This Ordinance; And Providing For The Repeal Of All Conflicting Ordinances – 1<sup>st</sup> & 2<sup>nd</sup> Reading**

This bill remains on hold.

**Bill #5932 – An Ordinance Amending Chapter 25 Of The Revised Code Of Ordinances Of The City Of Brentwood, Missouri By Deleting Chapter 25, Article VI, Division 8 Relating To Flood Hazard Control, Enacting In Lieu Thereof New Chapter 25, Article Vi, Division 8; Providing For The Current Maintenance Of This Code; Providing For The Repeal Of All Conflicting Ordinances; And, Providing For The Effective Date Of This Ordinance – 1<sup>st</sup> & 2<sup>nd</sup> Reading**

This bill is placed on hold.

**Bill #5933 – An Ordinance Adopting The Annual Budget For The City Of Brentwood For The Calendar Year 2015; And Providing For The Effective Date Of This Ordinance – 1<sup>st</sup> & 2<sup>nd</sup> Reading**

Attorney Albrecht read Bill #5933 by title only. Alderman Leahy commented that there are funds in the budget that would allow raising the salary of under market employees to market range. He asked that those funds are frozen until Ways and Means has an opportunity to discuss. Mayor Kelly responded that the funds can't be used until the board discusses; Administrator Akande agreed. Alderwoman Saunders made a motion to amend the 2015 budget by adding the current salary pay ranges/grades. Motion seconded by Alderwoman Manestar. **ROLL CALL:** Alderman Harper – yes; Alderman Wynn – no; Alderman Robertson – no; Alderman Kramer – absent; Alderman Toohey – no; Alderman Leahy – yes; Alderwoman Manestar – yes; Alderwoman Saunders – yes; **MOTION PASSED.** Attorney Albrecht read Bill #5933 by title only. Alderman Leahy made a motion to perfect Bill #5933 into ordinance form. Motion seconded by Alderman Harper. It was also asked if there is additional savings to get a bulletin board sign for city hall and new chairs for the council chambers. **ROLL CALL:** Alderman Harper – yes; Alderman Wynn – yes; Alderman Robertson – yes; Alderman Kramer – absent; Alderman Toohey – yes; Alderman Leahy – yes; Alderwoman Manestar – yes; Alderwoman Saunders – yes; **MOTION PASSED.** Alderwoman Saunders stated that it was a shame that we waited a couple of years to approve a compensation study and it is now presented the same night as the budget and there is no time to have meaningful conversation about compensation; I am happy we will address it at the start of 2015.

***BILL #5933 IS HEREBY PASSED AND NOW BECOMES ORDINANCE #4591***

**Bill #5934 – An Ordinance Authorizing The Mayor And/Or City Administrator To Enter Into And Execute An Authorized Provider Agreement On Behalf Of The City Of Brentwood, Missouri, With American National Red Cross; And Providing For The Effective Date Of This Ordinance – 1<sup>st</sup> & 2<sup>nd</sup> Reading**

Attorney Albrecht read Bill #5934 by title only. Mayor Kelly provided the synopsis, "This bill is for an ordinance authorizing the mayor and/or city administrator to execute an Authorized Provider Agreement between the City of Brentwood and the American Red Cross listing the Brentwood Community Center as the facility location and Samantha Simmons as the Certified Instructor". Attorney Albrecht read Bill #5934 by title only. Alderman Leahy made a motion to perfect Bill #5934 into ordinance form. Motion seconded by Alderman Toohey.

**ROLL CALL:** Alderman Harper – yes; Alderman Wynn – yes; Alderman Robertson – yes; Alderman Kramer – absent; Alderman Toohey – yes; Alderman Leahy – yes; Alderwoman Manestar – yes; Alderwoman Saunders – yes; **MOTION PASSED.**

***BILL #5934 IS HEREBY PASSED AND NOW BECOMES ORDINANCE #4592***

**Bill #5935 – An Ordinance Granting Amended Site Plan Approval To Carboline For Exterior A Building Addition And Related Site Improvements At Property Numbered 350 Hanley Industrial Ct. Which Permits Under The Provisions Of Chapter 25 Of The**

**Brentwood Code Of Ordinances The Development Of That Site; Providing The Conditions Of Such Development; And Providing For The Effective Date Of This Ordinance – 1<sup>st</sup> & 2<sup>nd</sup> Reading**

Attorney Albrecht read Bill #5935 by title only. Mayor Kelly provided the synopsis, “This bill is for an ordinance granting amended site plan approval to Carboline for exterior, building addition for a fire test building located at 350 Hanley Industrial Court and related site improvements. The Planning & Zoning Commission recommends approval of the site development plan / conditional use permit by a vote of 9-0”. As requested, Ed Taylor (property manager) explained the process and results of the sound study; there should be no impact to residents. However, if it becomes an issue there are additional ways to dampen the sound with structure and sound batting.

*Alderman Harper exited the meeting at 9:40pm.*

Attorney Albrecht read Bill #5935 by title only. Alderman Leahy made a motion to perfect Bill #5935 into ordinance form. Motion seconded Alderman Toohey. **ROLL CALL:** Alderman Harper – absent; Alderman Wynn – yes; Alderman Robertson – yes; Alderman Kramer – absent; Alderman Toohey – yes; Alderman Leahy – yes; Alderwoman Manestar – yes; Alderwoman Saunders – yes; **MOTION PASSED.**

**BILL #5935 IS HEREBY PASSED AND NOW BECOMES ORDINANCE #4593**

**Bill #5936 – An Ordinance Authorizing The Mayor And/Or City Administrator To Enter Into And Execute An Agreement With Valley Material Company; And Providing For The Effective Date Of This Ordinance – 1<sup>st</sup> & 2<sup>nd</sup> Reading**

Attorney Albrecht read Bill #5936 by title only; twice. Alderman Robertson made a motion to perfect Bill# 5936 into ordinance form. Motion seconded by Alderman Wynn. **ROLL CALL:** Alderman Harper – absent; Alderman Wynn – yes; Alderman Robertson – yes; Alderman Kramer – absent; Alderman Toohey – yes; Alderman Leahy – yes; Alderwoman Manestar – yes; Alderwoman Saunders – yes; **MOTION PASSED.**

**BILL #5936 IS HEREBY PASSED AND NOW BECOMES ORDINANCE #4594**

**Bill #5937 – An Ordinance Authorizing The Mayor And/Or City Administrator To Enter Into And Execute An Agreement With Raineri Building Materials; And Providing For The Effective Date Of This Ordinance – 1<sup>st</sup> & 2<sup>nd</sup> Reading**

Attorney Albrecht read Bill #5937 by title only; twice. Alderman Leahy made a motion to perfect Bill #5937 into ordinance form. Motion seconded by Alderwoman Manestar. **ROLL CALL:** Alderman Harper – absent; Alderman Wynn – yes; Alderman Robertson – yes; Alderman Kramer – absent; Alderman Toohey – yes; Alderman Leahy – yes; Alderwoman Manestar – yes; Alderwoman Saunders – yes; **MOTION PASSED.**

**BILL #5937 IS HEREBY PASSED AND NOW BECOMES ORDINANCE #4595**

**Bill #5938 – An Ordinance Authorizing The Mayor And/Or City Administrator To Enter Into And Execute An Agreement With Fred Weber Inc; And Providing For The Effective Date Of This Ordinance – 1<sup>st</sup> & 2<sup>nd</sup> Reading**

Attorney Albrecht read Bill #5938 by title only; twice. Alderman Leahy made a motion to perfect Bill #5938 into ordinance form. Motion seconded by Alderman Robertson. **ROLL CALL:** Alderman Harper – absent; Alderman Wynn – yes; Alderman Robertson – yes; Alderman Kramer – absent; Alderman Toohey – yes; Alderman Leahy – yes; Alderwoman Manestar – yes; Alderwoman Saunders – yes; **MOTION PASSED.**

**BILL #5938 IS HEREBY PASSED AND NOW BECOMES ORDINANCE #4596**

**Bill #5939 – An Ordinance Authorizing The Mayor And/Or City Administrator To Enter Into And Execute An Agreement With N.B. West Contracting Co; And Providing For The Effective Date Of This Ordinance – 1<sup>st</sup> & 2<sup>nd</sup> Reading**

Attorney Albrecht read Bill #5939 by title only; twice. Alderman Robertson made a motion to perfect Bill #5939 into ordinance form. Motion seconded by Alderman Leahy. **ROLL CALL:** Alderman Harper – absent; Alderman Wynn – yes; Alderman Robertson – yes; Alderman Kramer – absent; Alderman Toohey – yes; Alderman Leahy – yes; Alderwoman Manestar – yes; Alderwoman Saunders – yes; **MOTION PASSED.**

**BILL #5939 IS HEREBY PASSED AND NOW BECOMES ORDINANCE #4597**

**Bill #5940 – An Ordinance Authorizing The Mayor And/Or City Administrator To Enter Into And Execute An Agreement With Fred Weber Inc; And Providing For The Effective Date Of This Ordinance – 1<sup>st</sup> & 2<sup>nd</sup> Reading**

Attorney Albrecht read Bill #5940 by title only; twice. Alderman Leahy made a motion to perfect Bill #5940 into ordinance form. Motion seconded by Alderwoman Manestar. **ROLL CALL:** Alderman Harper – absent; Alderman Wynn – yes; Alderman Robertson – yes; Alderman Kramer – absent; Alderman Toohey – yes; Alderman Leahy – yes; Alderwoman Manestar – yes; Alderwoman Saunders – yes; **MOTION PASSED.**

**BILL #5940 IS HEREBY PASSED AND NOW BECOMES ORDINANCE #4598**

**Bill #5941 – An Ordinance Authorizing The Mayor And/Or City Administrator To Enter Into And Execute An Agreement With Brentwood Building Supply; And Providing For The Effective Date Of This Ordinance – 1<sup>st</sup> & 2<sup>nd</sup> Reading**

This bill is not being introduced as the preferred company should be Brentwood Material, of which will be brought forward at the next meeting.

**Resolution #1023 – General Municipal Election April 7, 2015**

Alderman Leahy made a motion to amend Resolution #1023 by adding language to rescind Resolution #1021 adopted at the previous meeting. Motion seconded by Alderwoman Manestar. Unanimous vote in favor taken; **MOTION PASSED.**

Alderman Leahy made a motion to approve Resolution #1023 as amended. Motion seconded by Alderwoman Manestar. Unanimous vote in favor taken; **MOTION PASSED.**

**Resolution #1024 – A Resolution of the City of Brentwood, Missouri, Adopting A Title VI Non-Discrimination Plan**

Alderman Leahy made a motion to approve Resolution #1024. Motion seconded by Alderwoman Manestar. Unanimous vote in favor taken; **MOTION PASSED.**

**ACCOUNTS AGAINST THE CITY**

The warrant list in the amount of \$544,945.45 was presented; Alderman Leahy made a motion to approve. Motion seconded by Alderwoman Saunders. Unanimous vote in favor taken; **MOTION PASSED.**

**REPORTS OF COMMITTEES AND DEPARTMENT HEADS**

**Mayor Kelly** reminded that the City Wide Holiday Party is Monday, December 8<sup>th</sup>; 5pm.

**Public Safety Committee,** Alderman Wynn had no new report.

**Public Works Committee,** Alderman Robertson had no new report.

**Director of Planning & Development,** Director Wyse had no new report.

**Ways and Means Committee** Alderman Kramer was not present.

**City Attorney Albrecht** had no new report.

**City Clerk/Administrator** had no new report.

**Excise Commissioner Report**

None

**Library**, Alderman Wynn had no new report.

**Municipal League**

None

**Historical Society**, Alderman Wynn had no new report.

**Closed Meeting**

None

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**Discussion – Domestic and Partner Benefits**

Alderman Robertson expressed interest in updating city policies. A discussion was held and it was announced that if LAGERS would incorporate changes in their plans the city would follow suit. After request of inclusion in all employee benefits, staff was asked to review what others are doing; private and public.

Alderman Leahy announced the December Ward 3 meeting will be held Tuesday, 12/30 at 7pm in the Council Chambers.

**HEARING OF ANY MATTER OF PUBLIC INTEREST UPON REQUEST OF ANY PERSON PRESENT**

**Denise Soebbing**, reiterated her request of why Alderman Leahy requires emails to be directed through his employer rather than home or Brentwood. She also asked if either Bola or Justin can provide follow up to other open items. Lastly, she stated in regards to Alderwoman Saunders campaign experience; she suggested the city take a proactive approach to this type of behavior in effort to not discourage individuals from running for office.

**ADJOURNMENT**

Alderman Wynn made a motion to adjourn the meeting at 11:05 p.m. Motion seconded by Alderman Leahy. Unanimous vote in favor taken; **MOTION PASSED.**

**Approved, with corrections, on the 15<sup>th</sup> day of December, 2014.**

Attest:

\_\_\_\_\_  
Pat Kelly, Mayor

\_\_\_\_\_  
Bola Akande, City Clerk/Administrator