

**CITY OF BRENTWOOD
WAYS AND MEANS COMMITTEE MEETING
JULY 7, 2016**

Alderman Slusser called the Ways and Means Committee Meeting to order at 6:00 p.m.

ROLL CALL:

Deputy Clerk Pittman performed roll call:

Alderman Plufka – present
Alderwoman O’Neill – present
Alderman Wegge – present
Alderman Dimmitt – present

Staff and others present: Finance Director Karen Shaw, Parks Director Eric Gruenenfelder, Assistant Police Chief Jim McIntyre, City Attorney Kevin O’Keefe, and Deputy City Clerk Octavia Pittman.

APPROVAL OF AGENDA

Motion was made by Alderman Plufka and seconded by Alderwoman O’Neill to approve the meeting agenda as submitted. Unanimous vote in favor taken; **MOTION PASSED.**

APPROVAL OF THE MINUTES

Meeting Minutes June 2, 2016

Motion was made by Alderwoman O’Neill and seconded by Alderman Plufka to approve the meeting minutes as submitted. Unanimous vote in favor taken; **MOTION PASSED.**

PUBLIC COMMENT

None

COMMENTS BY COMMITTEE MEMBERS

Alderman Plufka offered comments with regards to the PR position rejected in the previous budget. He stated that with the recent events of crime, such a position could help coordinate responses and suggested that the position is revisited in the upcoming budget cycle.

CHAIRMAN’S COMMENTS

None

UNFINISHED BUSINESS

Discussion on three additional areas for considerations in regards to the Conflict of Interest Policy – City Attorney O’Keefe provided an update that the current version was drafted to include comments from the Board when referred back to committee regarding campaign contributions, leaseholder interest, and appointed positions. Discussions were held regarding the number of appointed bodies (boards/committees) the city currently has, if the broad language in section 115.030.4.1 will include all members of each committee or if it would be necessary to specify which committee members would be included considering the concerns were based around planning and zoning, board of adjustment and architectural review, or if there was interest to just include boards/committees that are compensated. Request was made of the list of all of the city’s committees, pursuant to state statute and the city code. It

was clarified, with regards to campaign contributions that this legislation would require that each time an individual files with the ethics committee they must also file with the city. It was also suggested that if the bill is adopted, that it is included in the election candidate packets as a reminder. Discussions were also held regarding penalties, and Attorney O'Keefe commented that he will review and consider the necessity of a discrete penalty provision. Alderman Wegge commented that while we are looking to provide transparency, it may not be necessary to recreate the MEC process as we may unintentionally miss updates or changes and suggested we find other options.

MONTHLY FINANCIAL REPORT

May 2016

Director Shaw distributed the May 2016 financial report and provided a brief overview.

NEW BUSINESS

Presentation of the REGIS Service Agreement – Renewal Request

Maj. McIntyre presented the request to renew the Intergovernmental Agency Agreement with the REGIS Commission for a minimum of 200 service hours per year. This agreement would continue to offer the City a discounted hourly rate of \$74 an hour. The public safety systems includes all police database such as the LETS reporting system, St. Louis County CARE system, mobile ticketing, accessing the FBI database, and others. This agreement also provides backup in the absence of the IT Manager. The service will also augment desk top support services and help better manage the City's IT workload. It was reported that the city used 475 hours in 2015. Motion was made by Alderman Wegge and seconded by Alderwoman O'Neill to recommend renewal of the REGIS Service Agreement to the Board of Aldermen. **ROLL CALL:** Alderman Plufka – yes; Alderwoman O'Neill – yes; Alderman Wegge – yes; Alderman Dimmitt – yes; **MOTION PASSED.**

Presentation Facility Access

Maj. McIntyre presented an Access Control Policy to the Public Safety Committee as a guideline for the access control entry systems that are being put in place at city facilities. Key cards will be issued to city employees and certain service contractors to use upon entrance, this also includes the ability to report who is entering and when, control what access an employee has to certain areas as well as the ability to deactivate cards for terminated employees. With the installation of an access control entry system into City Hall and the Police Department building, staff has developed a policy for adoption by the Board of Aldermen for inclusion in the Employee Handbook. Video surveillance is included in the system being installed at the police station and this video is expected to cover the parking lot; this option is budgeted for city hall next year; the system is budgeted for the recreation center and fire department in 2018 and the public works department in 2019. After review, motion was made by Alderman Plufka and seconded by Alderwoman O'Neill to present the policy to the full board of aldermen for a 1st and 2nd reading. **ROLL CALL:** Alderman Plufka – yes; Alderwoman O'Neill – yes; Alderman Wegge – yes; Alderman Dimmitt – yes; **MOTION PASSED.**

Sonora Avenue/McKnight Road – Enhanced Pedestrian Signage Pedestrian Crosswalk At Sonora Avenue/McKnight Road

Last Fall, the Public Safety Committee asked staff to contact CBB about a potential study for the midblock pedestrian crossing at McKnight and Sonora (leading into Tilles Park), obtain information for pricing purposes of a pedestrian push button and lit signage, and contact the City of Ladue about their involvement and funding of any improvements. The Public Safety Committee discussed additional signage options and agreed to change the signs making them MUTCD compliant and placing, on McKnight, 2 signs in the median north and south of the crosswalk, 2 advance notification signs of the crosswalk and 2 signs directly at the crosswalk with arrows pointing to the location; to refresh the painted pavement markings; to achieve the

desired permissions from the adjacent city. Motion was made by Alderman Plufka and seconded by Alderwoman O'Neill to recommend to the full Board of Alderman the allocation of \$6,000 from the capital improvement fund (6535) for crosswalk improvements as presented. **ROLL CALL:** Alderman Plufka – yes; Alderwoman O'Neill – yes; Alderman Wegge – yes; Alderman Dimmitt – yes; **MOTION PASSED.**

PUBLIC COMMENT

Louise Charboneau, 8833 Madge, congratulated Dimmitt as the new chairman and the committee for conducting a good meeting. She also offered comments regarding the conflicts legislation being considered, that it would not present any additional burden yet it provides transparency.

Alderman Dimmitt announced a scheduling conflict with next meeting scheduled for August 4th; he suggested it be rescheduled for August 11th. All members will review their calendars for availability.

ADJOURNMENT

Motion was made by Alderwoman O'Neill and seconded by Aldermen Plufka to adjourn the meeting at 7:03pm. Unanimous vote in favor taken; **MOTION PASSED.**

Approved as submitted on the 11th day of August, 2016.

Attest:

Bola Akande, City Clerk/Administrator