

**CITY OF BRENTWOOD
BOARD OF ALDERMEN MEETING
FEBRUARY 5, 2018**

MEETING CALLED TO ORDER

Mayor Christopher Thornton called the meeting to order at 7:02pm, in the Council Room of City Hall located at 2348 S. Brentwood Blvd., Brentwood, MO 63144 and immediately led the Pledge of Allegiance.

ROLL CALL

The following members were present:

Alderman Dimmitt	Aldерwoman O'Neill
Alderman Kramer	Alderman Plufka
Alderman Leahy	Aldерwoman Sims
Alderman Lochmoeller	Alderman Wegge via Skype
Mayor Thornton	

Members present constituted a quorum. Also present were City Administrator Bola Akande, City Attorney Kevin O'Keefe, Director of Public Works Dan Gummertsheimer, Director of Parks and Recreation Eric Gruenenfelder, Director of Planning and Development Lisa Koerkenmeier, Director of Finance Karen Shaw, Interim Police Chief Jim McIntyre, Fire Chief Terry Kurten, Communications Manager Janet Levy, and Deputy City Clerk Lori Wrobel.

APPROVAL OF AGENDA

Board of Aldermen February 5, 2018

The Agenda was approved by acclamation.

CONSIDERATION AND APPROVAL OF MINUTES

None

PRESENTATION/RECOGNITION

Certificate of Achievement for Excellent in Financial Reporting

The City was presented the Certificate of Achievement for Excellent in Financial Reporting award by the Government Finance Officers Association to its Comprehensive annual financial report for the fiscal year ended December 31, 2016.

Award of Financial Reporting Achievement

Karen Shaw, Finance Director was presented the award of financial reporting achievement from the Government Finance Officers Association of the United States and Canada.

PROCLAMATION

Eagle Scout- Zachary Amari Arrindell

Eagle Scout Zachary Amari Arrindell was recognized for his service and accomplishments earning him the Gold Palm distinction title of Eagle Scout.

PUBLIC HEARING

None

BIDS

None

Agenda Compilation and Dissemination Services – Bid Tabulation Summary

City Administrator Akande shared the recommendations of a committee of staff and I.T. after researching this agenda solution. There is money in the budget for this efficacy solution, that has been approved by the Ways and Means Committee. Communications Manager Janet Levy

informed the Board of the three companies considered; Granicus, I Compass and BoardDocs and gave a brief review of the products and selection process.

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

None

Aldermanic Response

None

UNFINISHED BUSINESS

None

BILLS TO BE GIVEN A FIRST READING ONLY

None

BILLS TO BE GIVEN A SECOND READING ONLY

None

BILLS TO BE GIVEN A FIRST AND SECOND READING

Bill No. 6179 – Agreement with Convergent Communications for Communications Support Services - An Ordinance Approving An Agreement With Convergent Communications For Communications Support Services – Agreement with Convergent Communications for Communications Support Services - The IT department would like to change service providers on our maintenance and support contract for our City-wide ShoreTel VoIP phone system. Our current provider is The Brookfield Group (formerly IdeaCom). In Q3 of 2017, the main ShoreTel engineer for The Brookfield Group left the company, and our service levels have declined dramatically. We found ShoreTel knowledge to be extremely lacking, and we were unable to get a timely response to some of the more difficult issues we were still working through. We were eventually told we would have to contact ShoreTel directly and pay them for support, as The Brookfield Group was unable to fix a particular problem. We have also noticed a lack of ShoreTel knowledge and long response times on other issues we have had since then. This led us to contact other providers of ShoreTel support and maintenance when the current contract came up for renewal on Feb. 1, 2018. After interviewing and receiving proposals from two other companies, we have decided we would like to move forward with a new ShoreTel support contract with Convergent Communications. The Ways and Means Committee recommends that the Board of Aldermen consider a 1st and 2nd reading of an ordinance to approve the ShoreTel support and maintenance contract with Convergent Communications at the Feb. 5, 2018 Board of Aldermen meeting. I.T. Application Specialist Darren Young spoke to the Board regarding the benefits of approving the agreement with Convergent Communications. The Brookfield group has had a change in personnel and are no longer meeting the needs of the City. The contract is up in February, and it is the recommendation of the I.T. Department that the agreement be approved by the Board.

Alderman Dimmitt made a motion to perfect Bill No. 6179 into ordinance form. Alderman Leahy seconded the motion.

ROLL CALL:

Alderman Dimmitt -yes	Alderman O’Neill -yes
Alderman Kramer -yes	Alderman Plufka -yes
Alderman Leahy -yes	Alderman Sims -yes
Alderman Lochmoeller -yes	Alderman Wegge -yes

Bill No. 6179 passes and upon signature of the Mayor becomes Ordinance 4821.

Bill No. 6180 – Agenda Compilation and Dissemination Services – An Ordinance Approving An Agreement With Emerald Data Solutions For Agenda Compilation And Dissemination Services – Agenda Compilation and Dissemination Services – City of Brentwood’s current process for compiling, reviewing, approving and distributing Board of Aldermen and committee meeting agendas and minutes is labor-intensive, time consuming and inefficient. Existing technology and online systems are available to streamline this process. An online agenda management system would increase efficiency, streamline the input and approval process, ensure accuracy, foster transparency and reduce the amount of paper used. Staff analyzed the current agenda process, identified needs, and researched agenda management system options. Staff selected three companies for further, in-depth review: BoardDocs, Granicus, and iCompass. Staff coordinated presentations and system demonstrations from each of these service providers. Staff recommends the service provided by BoardDocs. Key advantages of this service and system include ease of use, customization and no hardware to purchase or install. The Ways and Means Committee recommends that the Board of Aldermen consider a 1st and 2nd reading of an ordinance to approve the agreement with Emerald Data Solutions for the BoardDocs Pro Plus agenda management service at the Feb. 1, 2018 Board meeting, so that we may meet the proposal’s deadline and lock in the proposal fee. Alderman Dimmitt made a motion to perfect Bill No. 6180 into ordinance form. Alderman Lochmoeller seconded the motion.

ROLL CALL:

Alderman Dimmitt -yes	Alderman O’Neill -yes
Alderman Kramer -yes	Alderman Plufka -yes
Alderman Leahy -yes	Alderman Sims -yes
Alderman Lochmoeller -yes	Alderman Wegge -yes

Bill No. 6180 passes and upon signature of the Mayor becomes Ordinance 4822.

RESOLUTIONS

Resolution No. 1086 - Fiscal Year 2017 Budget Amendment – FY 2017 Budget Amendment – This resolution adopts the Fiscal Year 2017 Budget Amendment. Staff has reviewed the FY 2017 budget and identified exceptions (decrease/increase) in the revenue and expenditure line-items that require amending. The resolution is to amend the FY 17 Budget for the City’s fiscal year which runs from January 1st through December 31st. The total General Fund Revenues and Expenditures are \$118,844 and \$151,400 less than what were adopted and budgeted. The Capital Improvement Revenue Fund Revenue and Expenditures are \$246,500 and \$789,000 less than what were adopted and budgeted. The Storm water & Parks Improvement Fund Revenue is \$832,053 and \$1,230,000 more than what was originally adopted and budgeted. Lastly, the Sewer Improvement Expenditure is \$42,500 more than was adopted and budgeted. The Ways and Means Committee has reviewed the policy and recommends approval. Alderman Dimmitt made a motion to adopt Resolution No. 1086. Alderman O’Neill seconded the motion. A discussion ensued. Finance Director Shaw answered the questions of the Board.

ROLL CALL:

Alderman Dimmitt -yes	Alderman O’Neill -yes
Alderman Kramer -yes	Alderman Plufka -yes
Alderman Leahy -yes	Alderman Sims -yes
Alderman Lochmoeller -yes	Alderman Wegge -yes

Resolution No.1086 is hereby Adopted.

Resolution No. 1087 – A Resolution Authorizing And Approving Certain Actions In Connection With The Execution And Delivery Of Certificates Of Participation Execution and Delivery of Certificates of Participation

– The Board of Aldermen has determined that extensive improvements to and in the vicinity of Deer Creek will simultaneously protect substantial portions of the City from the ravages of flooding and expand the trails systems available to City residents, thereby protecting and enhancing the health, safety and welfare of the City and its residents, revitalizing the City’s economic engine and providing both new employment opportunities and enhanced public revenue to support critical public services for City residents. The program of improvements, known as the Manchester Renewal Project, requires a significant financial investment and an ongoing commitment of civic resources. The Board of Aldermen believes it is in the best interest of the community to continue the design, engineering and permitting for the Manchester Renewal Project and to acquire land in connection therewith, and to proceed with the issuance of approximately \$43,000,000 in principal amount of certificates of participation to pay those costs. The Board of Aldermen desires to authorize Stifel, Nicolaus & Company, Incorporated (the “Underwriter”) and Gilmore & Bell, P.C., as special tax counsel (“Special Tax Counsel”) to proceed with and take the actions required to deliver the Certificates, including the preparation of a Preliminary Official Statement relating to the Certificates and any and all other documents necessary in connection therewith, subject to final approval by the Board of Aldermen. The City hereby authorizes and directs the Underwriter to proceed with such actions as may be required to deliver the Certificates, subject to the Board of Aldermen’s approval of the final terms of the transaction, such approval to be in the complete discretion of the Board of Aldermen. Mayor Thornton addressed the Board. After the Board Workshop, he had Stifel, Nicolaus & Company and Gilmore & Bell look at alternative scenarios. This resolution will authorize recommendation for debt structure and to be brought back to the Board for final approval. The debt service will be raised to 3.2 million overall after the TIFs expire from the Meridian and Hanley Station. This debt service run through 2043.

Alderman Leahy made a motion to adopt Resolution No. 1087. Alderman Plufka seconded the motion.

ROLL CALL:

Alderman Dimmitt -yes	Alderman O’Neill -yes
Alderman Kramer -yes	Alderman Plufka -yes
Alderman Leahy -yes	Alderman Sims -yes
Alderman Lochmoeller -yes	Alderman Wegge -yes

Resolution No.1087 is hereby Adopted.

ACCOUNTS AGAINST THE CITY

Warrant List (2017 & 2018)

Alderman Dimmitt had previously clarified any questions with City Administrator Akande. He made a motion to approve the 2017 Warrant List in the amount of \$55,542.22. Alderman Leahy seconded the motion.

ROLL CALL:

Alderman Dimmitt -yes	Alderman O’Neill -yes
Alderman Kramer -yes	Alderman Plufka -yes
Alderman Leahy -yes	Alderman Sims -yes
Alderman Lochmoeller -yes	Alderman Wegge -yes

Alderman Dimmitt made a motion to approve the 2018 Warrant List in the amount of \$23,159.72. Alderman Leahy seconded the motion.

ROLL CALL:

Alderman Dimmitt -yes
Alderman Kramer -yes
Alderman Leahy -yes
Alderman Lochmoeller -yes

Alderwoman O'Neill -yes
Alderman Plufka -yes
Alderwoman Sims -yes
Alderman Wegge -yes

REPORT OF COMMITTEES AND DEPARTMENT HEADS

Mayor

Mayor Thornton appointed Ed Wright to the Brentwood Library Board. Alderman Leahy made the motion to confirm Mr. Wright as a trustee for the Library Board. Alderman Plufka seconded the motion. A unanimous voice vote was taken to appoint Mr. Wright as Trustee.

Motion Passed.

Mayor Thornton informed the Board of the progress made in the search for a new Police Chief. The committee has narrowed the applicant pool down to two, the Interim Chief McIntyre and Joe Spiess. Mayor Thornton will make a decision by February 19th to choose one of the two candidates or start the search over. Accolades were given to the Selection Committee and staff. Mayor Thornton stated the City received an email from Pat Kelly the Director of the Missouri Municipal League stating the Grant program will be considering multi-jurisdictional thus bigger Grants.

Public Safety Committee

Alderman Plufka said the meeting will be the last Wednesday of the Month, February 28th. There will be renewal discussion of ECDC contract.

Public Works Committee

Public Works will be meeting on February 15th at 4:30, and not on Valentine's Day.

Director of Planning & Development

None

Ways and Means Committee

None

City Attorney

None

City Clerk/Administrator

None

Excise Commissioner

None

Library

None

Municipal League

None

ANNOUNCEMENTS

Alderman Leahy said Ward 3 will meet on February 27th at 7:00pm.

He thanked Bola and the Parks and Rec. Department for hosting the Be the Match drive on January 26th.

They collected 92 pints of blood and had 31 new registrations for bone marrow match.

NEW BUSINESS

None

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

None

Aldermanic Response

None

ADJOURNMENT

Alderman Leahy made a motion to adjourn at 8:08pm. Alderman Plufka seconded the motion. A unanimous voice vote in favor was taken.

Meeting Adjourned.