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**Tuesday, May 30, 2023
Communications Committee**

AGENDA

**COMMUNICATIONS COMMITTEE
CITY OF BRENTWOOD
2348 S. BRENTWOOD BLVD.
BRENTWOOD, MO 63144
5:30 PM**

- Guidelines enable the Communications Committee to host meetings In-Person. The Council Chambers at City Hall will be open to the public. For those more comfortable meeting in a virtual format, the meeting will also be hosted through a remote conferencing service called Zoom, which offers audio and/or video conferencing. If you use a computer, you may need to download a browser extension. If you use a mobile device, it may prompt you to install the Zoom app.

- Citizens are encouraged to participate in the following options:

1. Video Livestream — Watch a live video broadcast of the meeting at the City's YouTube Channel: Brentwoodmo Govtv.

- 2. Click the link join the Zoom webinar: <https://us02web.zoom.us/j/87415436321>

- Residents who join via this link will have the opportunity to speak during the public comments portion of the meeting, as scheduled on the agenda.
- To participate during the public comments, click the "raise hand" button.
- Once the Clerk calls on you, unmute and identify yourself when you speak so others know who is talking and so we can correctly identify you in the meeting minutes.
- If you are not speaking, please mute yourself via your phone mute or the Zoom application muting option.

- 3. Teleconference — Call in to the meeting by dialing 301-715-8592 /// Webinar ID: 87415436321

Press *6 to mute or unmute your line. If you would like to make a comment during the meeting, press *9 to enable the "raise hand" feature.

- Once the Clerk calls on you, unmute and identify yourself when you speak so others know who is talking and so we can correctly identify you in the meeting minutes.

- 4. Email — You also may email comments no later than 24 hours before the start of the meeting. Submit public comments to CityClerkOffice@brentwoodmo.org.

- Public comments, provided they comply with the City's guidelines, will be read during the meeting, made a part of the official record of the meeting, and made accessible to the public online following the meeting.

- The City of Brentwood will provide reasonable accommodations for people with disabilities to enable their attendance at city meetings. Please contact the city administrator's office at 314-962-4800 extension 8608, use relay Missouri 1-800-735-2966 TDD or contact us by email at CityClerkOffice@brentwoodmo.org at least 24 hours prior to the meeting to make your accommodation request.

Communications Committee

A. CALL TO ORDER AND ROLL CALL

1. Call to order and Roll Call

B. AGENDA APPROVAL

1. Agenda Approval

C. REPORT OF COMMITTEE CHAIR AND MEMBERS

1. Report of Committee Chair and Members

D. CITY ADMINISTRATOR REPORT

1. A Refreshed City of Brentwood Website
2. Request For Proposal (RFP) for Comprehensive Brand Guidelines

E. CONSENT AGENDA

1. Meeting Minutes from February 28, 2023
2. Meeting Minutes from April 11, 2023

F. CITIZEN COMMENT

1. Citizen Comment

G. ADJOURN

1. Adjourn