



Work Session of the Mayor and Council of Brentwood
Date: January 3, 2018

Council:

- X Council Member Jerry Burgess
- X Council Member Tonya Harrison
- X Council Member Regina Morlan
- Vice Mayor Victor Olano (Excused)
- X Mayor Rocio Treminio-Lopez

Town Staff:

- X Reginald Bagley, Town Administrator
- X Quianna Taylor, Acting Clerk
- Chief Althoff, Brentwood Police Dept.
- Shelley Dorsey, Treasurer

Call to order at 7:06 PM

Motion to approve agenda with the following changes made by CM Harrison:

- Table review and finalization of the Welcome packet until February work session
- Table review of the electronic payment conversion until the February work session
- Table review of the electronic issuance policy until February work session
- Add discussing the waste pickup for residents from January-April 2018

2nd made by CM Burgess. All in favor.

Agenda Items

- **Energy Audit Results & Recommendations**-A brief presentation was made by Mike Hogan of Edge Energy. Town Administrator Bagley will post an RFP for necessary weatherization upgrades on January 4, 2018. The RFP bidding phase will end at close of business on January 16, 2018.
- **Draft Ordinance on Sanctuary (Welcoming) Town**-The Mayor and Council will submit suggested language changes to CM Burgess. CM Burgess will forward all suggestions to the Town Attorney for review. Additionally, panel participants were discussed.
- **Constituent-On Software Proposal**-The contract will be forwarded to the Town Attorney for review. A majority consent to move forward was obtained after input from Council, Town Administrator, and Interim Clerk.
- **Maryland Local Government Infrastructure Financing Program Update**-The infrastructure bonds ordinance will be sent to the Town Attorney for review and any necessary correction before being presented to the Mayor and Council. The treasurer will clarify the amount of the loan.
- **January-April 2018 Yard Waste Pickup**-The Town Administrator will coordinate with the Brentwood Maintenance Department and designate specific dates to collect yard waste each month and advertise them in the newsletter.
- **Maintenance of 38th Street**-The Mayor and Council approved a letter to be sent to the State Highway Administration requesting a meeting.
- **Bike Update Plan**-Tentative plans were presented to the Mayor and Council for review. Any changes to suggestions are to be submitted to CM Morlan. The Mayor and Council was also invited to attend the meeting where the bike trail will be discussed.

Council of the Town of Brentwood
Town Hall, Brentwood, Maryland
Council Meeting

- Review of Outstanding Minutes-The June 23, 2017 and November 3, 2017 retreat minutes as well as the November 1, 2017 work session minutes are the only minutes not completed. November 1, 2017 minutes will be completed and submitted by the end of the week to expedite approval.
- Maintenance of the Official Brentwood Facebook Page-It was decided by the Mayor and Council that a social media policy needs to be written. It was undecided at the meeting who will write the policy. It was decided that the Mayor and Council will be Facebook account administrators on the official account.
- Welcome Packet Finalization-The Interim Town Clerk will contact Jorge Lopez and get the most recent Welcome packet and distribute to the Mayor and Council.
- Discussion of Recommendations from Ethics Commission-The Town Administrator will contact the Town Attorney and coordinate retrieving any documents from the Ethics Commission.
- Brentwood Code Amendment Recommendations-The Mayor and Council will review the codes and submit changes at the February work session.
- Creation of Diversity Community Relations Committee-CM Harrison will draft and distribute documents to Mayor and Council.
- Scheduling of Next Mayor and Council Retreat-The Mayor and Council will meet for a debriefing on January 17, 2018 at 4:30. The follow up retreat will be scheduled at a later date.

Motion to adjourn at 10:49 PM made by CM Harrison. 2nd made by CM Burgess. All in favor.

Submitted by:



Quiana Taylor
Interim Town Clerk

Mayor, Rocio Treminio-Lopez

Approved: 
