



**BOARD OF ALDERMAN REGULAR MEETING**  
**1 GOVERNMENT CTR, BALLWIN, MO 63011**  
**MONDAY, NOVEMBER 27, 2023 at 7:00 PM**

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**AGENDA**

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of Minutes**
  - [a.](#) Minutes of the November 13, 2023 Board of Aldermen Meeting
  - [b.](#) Minutes of the November 13, 2023 Board of Aldermen Closed Meeting
- 5. Citizen Comments**
- 6. Legislation**
  - [a.](#) Bill 4178 - Budget Reappropriation
- 7. Mayor's Report**
- 8. City Administrator's Report**
- 9. City Attorney's Report**
- 10. Staff Reports**
  - [a.](#) Administration - Ballwin Life Magazine 2024 Bids
  - [b.](#) Parks & Recreation - Vlasik Park Playground
  - [c.](#) Police Department - Westrun Drive Stop Sign
- 11. Aldermanic Comments**
- 12. Closed Session**
- 13. Adjourn**

**NOTE:** Due to ongoing City business, all meeting agendas should be considered tentative. Additional issues may be introduced during the course of the meeting.

**CLOSED SESSION:** Pursuant to Section 610.022 RSMo., The Board of Aldermen could, at any time during the meeting, vote to close the public meeting and move to closed session to discuss legal matters, personnel/employee matters, and/or real estate, as provided under Sections 610.021(1) RSMo., 610.021(2) RSMo., 610.021(3) RSMo.

**ADA NOTICE:** Residents of Ballwin are afforded an equal opportunity to participate in the programs and services of the City of Ballwin regardless of race, color, religion, sex, age, disability, familial status, national origin or political affiliation. If one requires an accommodation, please call (636) 227-8580 V or (636) 527-9200 TDD or 1-800-735-2466 (Relay Missouri) no later than 5:00 p.m. on the third business day preceding the hearing. Offices are open between 8:00 a.m. and 5:00 p.m. Monday through Friday.



**BOARD OF ALDERMEN**  
**Meeting Minutes**

NOVEMBER 13, 2023

7:00 PM 1 GOVERNMENT CTR. BALLWIN, MO 63011

THE MINUTES ARE PREPARED IN SUMMARY TO REFLECT THE OVERALL DISCUSSIONS, NOT VERBATIM QUOTES.

The meeting was called to order by Mayor Pogue at 7:00 p.m.

**ROLL CALL**

Present

Mayor Tim Pogue  
Alderman Mike Utt  
Alderman Michael Finley  
Alderman Kevin M. Roach  
Alderman Mark Stallmann  
Alderman Frank Fleming  
Alderman Mark Weaver

Absent

Alderman Ross Bullington

Alderman David Siegel  
City Administrator Eric Sterman  
City Attorney Robert Jones

The Pledge of Allegiance was recited.

**MINUTES**

The minutes from the October 23, 2023 Board of Aldermen meeting were submitted for approval.

A motion to approve as submitted was made by Alderman Frank Fleming and seconded by Alderman Michael Finley. The motion was approved unanimously.

The minutes from the October 23, 2023 Board of Aldermen Closed Session meeting were submitted for approval. A motion to approve as submitted was made by Alderman Frank Fleming and seconded by Alderman Michael Finley. The motion was approved unanimously.



**BOARD OF ALDERMEN  
Meeting Minutes**

NOVEMBER 13, 2023

7:00 PM 1 GOVERNMENT CTR. BALLWIN, MO 63011

**CITIZEN COMMENTS**

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None.

**PRESENTATIONS**

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**Employee Recognition – Ballwin Police Department**

The City of Ballwin and the Ballwin Police Department recognized four Ballwin officers for their services in keeping the City safe during a standoff back in March.

Sgt. Joe Venneman, Sgt. Michael Burgoyne, Officer Ryan Carr and Officer Peter Haupt were presented with awards in front of the Board.

**Budget Survey Results**

Finance Officer Denise Keller went through the results of the City’s Budget Survey. The survey was posted on Facebook, Instagram, Nextdoor, Twitter, the City’s website and sent out in the City’s newsletter. 307 people responded to the survey.

**CONSENT ITEMS**

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**Administration – Disposal of Former Police Department Building**

*Staff recommends that the Board approve disposal of all property listed. Public Works staff will demolish the Police Station after the first of the year. IT staff will remove and destroy any hard drives in the equipment.*

Alderman Frank Fleming made a motion to accept staff’s recommendation. Alderman Michael Finley seconded. The motion was approved unanimously and staff’s recommendation was accepted.

**MAYOR’S REPORT**

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None.

**CITY ADMINISTRATOR’S REPORT**

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City Administrator Eric Sterman noted the static in the speakers from the podium microphone is getting fixed. He also thanked the members of the Parks & Recreation Citizen Advisory Committee for coming tonight to take a look at the playground options for Vlasik Park. The playground proposal will most likely be presented to the Board of Aldermen at their meeting on November 27th.



**BOARD OF ALDERMEN**  
**Meeting Minutes**

NOVEMBER 13, 2023

7:00 PM 1 GOVERNMENT CTR. BALLWIN, MO 63011

**CITY ATTORNEY'S REPORT**

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None.

**ALDERMANIC COMMENTS**

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Alderman Kevin Roach noted he received a concern from a citizen regarding street parking. He noted that person is asking if they can park in front of their home with a disabled placard. He also noted parking on Kehrs Mill has been restricted in the past due to Marquette students parking there.

Alderman Mark Stallmann noted he had also received a similar question from a resident on Westpar Drive. He noted he wanted to hear from residents on this issue. He also welcomed Representative Philip Oehlerking who was in the audience. Alderman Stallmann also thanked Human Resources Coordinator Haley Morrison and Finance Officer Denise Keller for making a wonderful breakfast for the City's Veterans that week. Alderman Michael Finley noted he wanted to recognize the same things.

**CLOSED SESSION**

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A motion was made by Alderman Michael Finley and seconded by Alderman Mark Stallmann to move to closed session. The motion was passed by unanimous affirmative voice vote and the meeting moved to closed session at 7:24 p.m.

When the Board returned to open session, a motion was made by Alderman Fleming to reconvene. The motion was seconded by Alderman Stallmann and passed by a unanimous voice vote at 8:02 PM. Then, a motion was made by Alderman Fleming to adjourn. The motion was seconded by Alderman Finley and passed by a unanimous voice vote at 8:03 PM.

A motion was made by Alderman Frank Fleming and seconded by Alderman Michael Finley to adjourn. The motion was passed by unanimous affirmative voice vote and the meeting adjourned at 8:03 p.m.

\_\_\_\_\_  
TIM POGUE, MAYOR

ATTEST:

\_\_\_\_\_  
MEGAN FREEMAN, CITY CLERK





Bill No. 4178

Ordinance No. \_\_\_\_\_

INTRODUCED BY

ALDERMEN UTT, FINLEY, STALLMANN, ROACH, FLEMING, WEAVER, SIEGEL, BULLINGTON

AN ORDINANCE AMENDING THE 2023 BUDGET OF CASH REVENUE AND CASH DISBURSEMENTS FOR THE OPERATING, CAPITAL, TDD AND FEDERAL ASSET SEIZURE FUNDS OF THE CITY OF BALLWIN, ST. LOUIS COUNTY, MISSOURI, PROVIDING FOR EXPENDITURE REVISIONS IN ACCORDANCE WITH SAID BUDGET AND MAKING RE-APPROPRIATIONS THEREOF.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF BALLWIN, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1. The budget of anticipated cash revenue and cash disbursements, as submitted by the City Administrator and Finance Officer of the City of Ballwin, for the fiscal year commencing January 1, 2023, and ending December 31, 2023, was approved as the budget of the City of Ballwin for the twelve (12) month period of January 1, 2023 through December 31, 2023 by Ordinance.

Section 2. The expenditures set forth in such budget were authorized for the period January 1, 2023 through December 31, 2023, subject to the certification by the heads of the various departments of the City and the City Administrator, and subject also to the general supervisory control of the Board of Aldermen of the City of Ballwin.

Section 3. During the course of the current fiscal year, adjustments were made within the various departments to address unforeseen situations, fulfill Aldermanic direction and/or to comply with State and Federal mandates.

Section 4. This re-appropriation, as reflected in Exhibit A, attached hereto and made a part hereof, revises operating, capital and TDD revenues and expenditures within the total appropriation levels established in the 2023 year budget.

Section 5. All ordinances or parts of ordinances in conflict herewith are to the extent of such conflict repealed.

Section 6. This ordinance shall take effect and be in full force from and after its passage and approval.

PASSED this 27<sup>th</sup> day of November, 2023.

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*TIM POGUE, MAYOR*

APPROVED this 27<sup>th</sup> day of November, 2023.

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*TIM POGUE, MAYOR*

ATTEST:

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*ERIC STERMAN, CITY ADMINISTRATOR*



TO: Mayor Pogue, Board of Aldermen

FROM: Denise Keller, Finance Officer

DATE: November 17, 2023

RE: 2023 Budget Amendment

Staff has completed a comprehensive review of anticipated revenues and expenses for the remainder of the calendar year. Updated estimates have been prepared and compared with the 2023 adopted budget. In the Operating budget, revenue accounts with changes generally greater than \$3,000 and expense accounts with changes generally greater than \$1,000 have been selected for re-appropriation. In the Capital and TDD budgets, all accounts with changes regardless of size have been selected for re-appropriation. Changes to the Federal Asset Seizure fund correct a budgeting error.

**Operating Fund:**

Favorable amendments to the revenue accounts total \$3,297,281. Included in this amount are several large one-time revenue sources. The City received proceeds from a class action settlement from Charter Advanced Services for telephone gross receipts amounting to \$907,734. This is the total of payments owed from 2005 through 2020. Insurance reimbursements received from April's storm damage to the Pointe and various roofs as well as expenses incurred during the data security incident total \$867,298.

Continued higher interest rates will increase investment income by \$410,000. Utility gross receipts from all sources are increasing the budget by \$389,000. Water and electric increased the most. Water was impacted by both higher prices and higher usage due to a very dry year. A warm autumn contributed to higher electric receipts. Telephone receipts did not decrease as much as were originally budgeted.

County road tax will increase by \$124,000 with higher assessment values in 2023. Motor fuel tax receipts are higher than expected. An additional \$107,000 is anticipated. Business license revenues reflect favorable gross receipts in 2022, necessitating an increase of \$86,000. Recreation revenues from memberships, programs and facility admissions are being increased by \$326,933, with the biggest increases being in non-resident greens fees and Pointe memberships. These are offset by a decrease of \$129,346 in non-resident daily passes at North Pointe, for which rates were raised this year.

Sales taxes are increasing by a modest \$19,500.

Expenditure account amendments will increase expected expenses by \$540,021. Personnel expenses are being reduced by \$457,266. This is attributable to turnover and vacancies among staff in all departments except Administration. While part-time staffing expense in Parks & Recreation is typically

lower than budget because of rainouts and program cancellations, this decrease was higher due to the inability to fully staff pools and one less week of camp programs this summer.

Cost for repairs to the facilities after the April storm damage increases expenses by \$798,901. Water bills and correlating sewer bills add \$174,950 and \$87,460 respectively to the budget. Expenses associated with the security incident add an additional \$50,677 of expenses. Not as much road salt was needed to be purchased this year as was anticipated, realizing a savings of \$148,000. Replacement of a pavilion in Vlasik Park and restoration of the playground splashpad were not completed this year, reducing the budget by \$95,000. Other large changes to budgeted expenses include:

- Increased cost for street construction and repair - \$59,391
- Higher vehicle maintenance expense - \$54,000
- ¾ ton Parks truck, no trade in vehicle plus plow and spreader- \$33,482
- Stock items (Public Works) - \$30,500
- Daycamp supplies (includes programming) - \$30,000
- Cushman truckster for Golf, carryover from prior year- \$26,127
- Historical commission and LOAP escrow spending - \$22,050
- Repairs to wash bay door and purchase of salt dome door - \$18,547
- Escalating costs for pool chemicals - \$18,000
- Streetlight maintenance savings – (\$22,000)
- Building systems maintenance truck to be purchased in 2024 – (\$70,000)
- Several one ton truck beds to be delivered in 2024 – (\$134,265)

The net impact of the amendments to the Operating fund budget is a change from a deficit of \$4,858,625 to a deficit of \$2,101,365. These numbers include transfers of fund balance to the Capital fund.

#### **Capital Fund:**

Amendments to this fund reflect increases and decreases to both revenues and expenses. Sales taxes are being increased by \$48,500. The playground replacement phase of Vlasik park will now occur in 2024, creating a budgetary savings of \$14,763. The ARPA stormwater grant application for Vlasik Park was denied, creating additional budgetary savings of \$60,000.

Engineering for Ries Road was not completed last year and so increases the budget for street reconstruction this year. \$18,000 was saved on the cost for a detailed needs assessment study for the Public Works yard. Savings from the construction contingency in the police building budget reduces expenses by \$396,234.

The net impact of the amendments to the Capital fund budget is a change from a deficit of \$770,844 to a deficit of \$254,206.

# 2023 OPERATING BUDGET AMENDMENT (1) - EXHIBIT A

11/27/2023

Revenues		Current Budget	Amendment	New Budget
	Admin			
01-01-00-500001	Sales tax	7,392,000	91,500	7,483,500
01-01-00-500002	Sales tax - vehicles	295,000	20,000	315,000
01-01-00-500025	Cigarette tax	45,000	3,000	48,000
01-01-00-501001	Gas gross receipts	851,000	44,000	895,000
01-01-00-501002	Water gross receipts	435,000	163,000	598,000
01-01-00-501003	Telephone gross receipts	205,000	80,000	285,000
01-01-00-501004	Electric gross receipts	1,529,000	102,000	1,631,000
01-01-00-501025	Cable TV franchise fees	315,000	39,000	354,000
01-01-00-501026	Tower franchise fees	51,400	18,554	69,954
01-01-00-502001	Business licenses	750,000	86,000	836,000
01-01-00-505050	Investment income	300,000	410,000	710,000
01-01-00-506500	Miscellaneous grants	0	4,859	4,859
01-01-00-506750	Insurance /damage reimbursement	0	30,593	30,593
01-01-00-508100	Sale of surplus property	116,000	9,000	125,000
01-01-00-508150	Sale of capital assets	10,000	13,200	23,200
01-01-00-508300	Previous year collections	2,500	973,724	976,224
01-01-01-503001	Petition fees	6,000	(3,750)	2,250
01-01-02-504001	Housing inspections	77,000	(12,000)	65,000
01-01-02-504100	Building permits	130,000	10,000	140,000
01-01-02-504101	Contracted bldg permits	15,000	8,000	23,000
01-01-02-504103	Electrical permits	72,000	3,000	75,000
01-01-03-508110	Advertising sales	12,250	2,725	14,975
	<b>Total Admin Rev Amendments:</b>		<b>\$ 2,096,405</b>	
01-02-00-500040	County road tax	718,000	124,000	842,000
01-02-00-500045	Motor Fuel Tax	917,000	107,000	1,024,000
01-02-00-506750	Insurance /damage reimbursement	0	171,685	171,685
01-02-20-504125	Excavation permits - utilities	11,000	4,500	15,500
01-02-20-504130	Site/grading permits/fees	3,500	5,500	9,000
	<b>Total Public Works Rev Amendments:</b>		<b>\$ 412,685</b>	
01-03-00-500001	Sales tax	999,000	41,000	1,040,000
01-03-00-506500	Miscellaneous grants	25,200	(9,416)	15,784
01-03-00-506750	Insurance /damage reimbursement	0	140,419	140,419
	<b>Total Police Rev Amendments:</b>		<b>\$ 172,003</b>	
01-04-00-500001	Sales tax	2,045,000	(113,000)	1,932,000
01-04-00-506750	Insurance /damage reimbursement	0	524,601	524,601
01-04-40-540200	ART Commission funds	3,500	(3,500)	0
01-04-40-540215	L.O.A.P. funds	12,000	10,500	22,500
	<b>Total Parks Rev Amendments:</b>		<b>\$ 418,601</b>	
01-04-41-541001	Resident greens fees	125,000	4,000	129,000
01-04-41-541005	Non-resident greens fees	360,000	90,000	450,000
01-04-41-541010	Golf carts	200,000	25,000	225,000
01-04-41-541250	Golf programs	8,500	3,500	12,000
01-04-41-541400	Event center program fees	3,000	(3,000)	0
01-04-41-541510	Beverage sales	24,000	9,000	33,000
01-04-41-541515	Beer sales pro shop	33,000	10,000	43,000
01-04-41-541600	Rental fees	25,000	5,000	30,000

01-04-41-541800	Items for Resale - Pro Shop	25,000	5,000	30,000
<b>Total Golf Course Rev Amendments:</b>			<b>\$ 148,500</b>	
01-04-42-542010	Daily fees -non res adult	435,000	(129,346)	305,654
01-04-42-542025	Pool pass - res family	83,000	(3,759)	79,241
01-04-42-542070	Platinum pass - res	24,000	7,000	31,000
01-04-42-542500	Concessions	140,000	(10,645)	129,355
01-04-42-542601	Party rental fees	16,000	8,886	24,886
<b>Total N Pointe Rev Amendments:</b>			<b>\$ (127,864)</b>	
01-04-45-545002	Daily fees - non res	65,000	15,000	80,000
01-04-45-545010	Pass - res	460,000	77,000	537,000
01-04-45-545011	Pass - non res	200,000	39,000	239,000
01-04-45-545070	Platinum pass - res	90,000	20,000	110,000
01-04-45-545072	Platinum pass - non res	60,000	11,000	71,000
01-04-45-545400	Program fees - res	50,000	3,000	53,000
01-04-45-545410	Program fees - non res	35,000	(15,000)	20,000
01-04-45-545450	Summer camp fees - res	165,000	39,934	204,934
01-04-45-545460	Summer camp fees - non res	157,200	(14,455)	142,745
01-04-45-545475	Personal trainer	40,000	5,000	45,000
01-04-45-545600	Rental fees	45,000	6,000	51,000
01-04-45-545602	Birthday parties - res	13,500	(3,375)	10,125
01-04-45-545603	Birthday parties - non res	25,000	(3,000)	22,000
<b>Total Pointe Rev Amendments:</b>			<b>\$ 180,104</b>	
01-04-47-547001	Ballwin Days	57,000	(3,153)	53,847
<b>Total Ballwin Days Rev Amendments:</b>			<b>\$ (3,153)</b>	
<b>Total Revenue Amendments:</b>			<b>\$ 3,297,281</b>	

### PERSONNEL EXPENSES - ADMINISTRATION

Expenses		Current Budget	Amendment	New Budget
01-01-01-100001	Regular pay	19,364	5,474	24,838
01-01-01-109000	Health insurance	5,512	(1,316)	4,196
01-01-02-100001	Regular pay	440,441	(1,127)	439,314
01-01-02-100002	Overtime pay	0	3,401	3,401
01-01-02-109000	Health insurance	68,038	(6,266)	61,772
01-01-04-100001	Regular pay	137,836	6,899	144,735
01-01-04-100010	Part time pay	26,981	(2,021)	24,960
01-01-05-100001	Regular pay	141,579	(2,707)	138,872
01-01-05-109000	Health insurance	18,877	1,554	20,431
01-01-06-100001	Regular pay	167,742	(2,241)	165,501
01-01-06-100002	Overtime pay	0	3,812	3,812
01-01-06-109000	Health insurance	42,618	(2,330)	40,288
01-01-07-100005	Court officials pay	19,007	(2,175)	16,832
01-01-08-109000	Health insurance	38,829	(2,275)	36,554
01-01-08-110001	LAGERS pension	28,025	1,051	29,076
Total Admin Exp Amendments:			\$ (267)	

**PERSONNEL EXPENSES - PUBLIC WORKS**

<b>Expenses</b>		<b>Current Budget</b>	<b>Amendment</b>	<b>New Budget</b>
01-02-20-100001	Regular pay	101,746	16,852	118,598
01-02-20-108000	FICA expense	7,784	1,100	8,884
01-02-20-109000	Health insurance	20,992	3,200	24,192
01-02-20-110001	LAGERS pension	9,564	2,100	11,664
01-02-22-100001	Regular pay	764,066	(266,892)	497,174
01-02-22-100002	Overtime pay	4,000	1,000	5,000
01-02-22-107000	Workers compensation ins	42,117	(1,304)	40,813
01-02-22-108000	FICA expense	64,030	(21,991)	42,039
01-02-22-109000	Health insurance	141,401	(14,424)	126,977
01-02-22-109500	Dental insurance	5,073	(1,840)	3,233
01-02-22-110001	LAGERS pension	75,193	(29,005)	46,188
01-02-24-100001	Regular pay	43,004	(11,000)	32,004
01-02-24-100010	Part time pay	2,433	(1,500)	933
01-02-24-108000	FICA expense	5,388	(1,037)	4,351
01-02-24-109000	Health insurance	8,640	(4,736)	3,904
01-02-27-100001	Regular pay	299,993	144,300	444,293
01-02-27-100002	Overtime pay	2,500	1,000	3,500
01-02-27-100010	Part time pay	9,730	(5,000)	4,730
01-02-27-108000	FICA expense	23,885	10,200	34,085
01-02-27-109000	Health insurance	75,077	(31,701)	43,376
01-02-27-110001	LAGERS pension	28,857	12,452	41,309
01-02-28-100001	Regular pay	456,696	(14,435)	442,261
01-02-28-108000	FICA expense	34,937	(2,095)	32,842
01-02-28-109000	Health insurance	98,613	(8,613)	90,000
<b>Total PW Exp Amendments:</b>			<b>\$ (223,369)</b>	

**PERSONNEL EXPENSES - POLICE**

<b>Expenses</b>		<b>Current Budget</b>	<b>Amendment</b>	<b>New Budget</b>
01-03-30-100001	Regular pay	3,811,861	(44,392)	3,767,469
01-03-30-100002	Overtime pay	20,000	6,000	26,000
01-03-30-100004	Holiday pay	68,461	(7,890)	60,571
01-03-30-100007	Special overtime pay	38,000	(7,990)	30,010
01-03-30-107000	Workers compensation	166,842	(5,111)	161,731
01-03-30-108000	FICA expense	301,282	(11,299)	289,983
01-03-30-109000	Health insurance	573,301	(20,577)	552,724
01-03-30-109005	HRA Funding	15,110	(3,359)	11,751
01-03-30-109010	HRA fees	2,266	(2,266)	0
01-03-30-110001	LAGERS pension	480,310	17,176	497,486
01-03-32-100001	Regular pay	593,310	(51,994)	541,316
01-03-32-100002	Overtime pay	30,000	58,353	88,353
01-03-32-100004	Holiday pay	12,811	1,838	14,649
01-03-32-109000	Health insurance	98,127	19,619	117,746
01-03-32-110001	LAGERS pension	59,795	(5,895)	53,900
<b>Total Police Exp Amendments:</b>			<b>\$ (57,787)</b>	

**PERSONNEL EXPENSES - P&R**

<b>Expenses</b>		<b>Current Budget</b>	<b>Amendment</b>	<b>New Budget</b>
01-04-40-100001	Regular pay	348,222	(21,873)	326,349
01-04-40-100002	Overtime pay	7,450	(3,950)	3,500
01-04-40-100010	Part time pay	14,500	(8,100)	6,400
01-04-40-108000	FICA expense	28,341	(3,576)	24,765
01-04-40-110001	LAGERS pension	32,495	(3,423)	29,072
01-04-41-100001	Regular pay	332,103	8,200	340,303
01-04-41-100002	Overtime pay	15,805	2,800	18,605
01-04-41-100004	Holiday pay	4,000	1,100	5,100
01-04-41-100021	Part time - events center	0	8,900	8,900
01-04-41-109000	Health insurance	69,770	(2,719)	67,051
01-04-41-110001	LAGERS pension	33,079	1,959	35,038
01-04-42-100001	Regular pay	29,475	(7,710)	21,765
01-04-42-100004	Holiday pay	9,000	1,000	10,000
01-04-42-100014	Part time - aquatics	275,622	3,512	279,134
01-04-42-100031	Part time - concessions	48,486	(5,623)	42,863
01-04-42-109000	Health insurance	2,470	(2,470)	0
01-04-42-110001	LAGERS pension	4,677	(2,553)	2,124
01-04-45-100001	Regular pay	441,128	(21,697)	419,431
01-04-45-100002	Overtime pay	1,000	1,000	2,000
01-04-45-100004	Holiday pay	13,500	(1,000)	12,500
01-04-45-100012	Part time - daycamp	178,847	(32,184)	146,663
01-04-45-100014	Part time - aquatics	204,175	(41,857)	162,318
01-04-45-107000	Workers compensation ins	56,681	(1,754)	54,927
01-04-45-108000	FICA expense	86,387	(8,401)	77,986
01-04-45-109005	HRA Funding	5,131	(1,139)	3,992
01-04-45-110001	LAGERS pension	42,829	(3,574)	39,255
01-04-46-100001	Regular pay	351,707	(7,418)	344,289
01-04-46-100002	Overtime pay	3,500	(1,500)	2,000
01-04-46-100004	Holiday pay	1,500	1,200	2,700
01-04-46-100010	Part time pay	35,320	(15,160)	20,160
01-04-46-108000	FICA expense	29,991	(2,775)	27,216
01-04-46-109000	Health insurance	91,091	(1,461)	89,630
01-04-47-100002	Overtime pay	11,600	(3,597)	8,003

**Total P&R Exp Amendments:** \$ (175,843)

**Total Personnel Exp Amendments:** \$ (457,266)

**OPERATING EXPENSES - ADMIN & PUBLIC WORKS**

<b>Expenses</b>		<b>Current Budget</b>	<b>Amendment</b>	<b>New Budget</b>
Admin				
01-01-02-120105	Tests & certifications	3,000	(1,300)	1,700
01-01-02-201012	Inspection conferences	4,500	(2,950)	1,550
01-01-02-213050	Misc contractual services	0	14,500	14,500
01-01-03-205203	Community publications	35,000	2,293	37,293
01-01-03-213005	Streetlight maintenance	648,000	(22,000)	626,000
01-01-03-213050	Misc contractual services	7,815	(2,185)	5,630
01-01-04-201013	Legislative conferences	7,500	(7,500)	0
01-01-04-210007	MML	3,511	1,269	4,780
01-01-04-213050	Misc contractual services	7,400	1,032	8,432
01-01-05-120504	Psychological testing	4,800	(1,735)	3,065

01-01-05-202010	Electric	19,600	(2,100)	17,500
01-01-05-202020	Gas	3,300	(1,900)	1,400
01-01-05-202030	Sewer	2,500	2,500	5,000
01-01-05-202040	Water	3,400	4,100	7,500
01-01-05-206010	Insurance deductibles	0	10,000	10,000
01-01-05-207002	Public hearings, bids, etc	5,100	(3,250)	1,850
01-01-05-208005	Generators maintenance	300	1,100	1,400
01-01-05-210017	ICMA	1,384	(1,384)	0
01-01-05-213050	Misc contractual services	1,000	1,240	2,240
01-01-05-213051	Copier maintenance	2,000	1,600	3,600
01-01-05-226002	TIF municipal revenues funding	60,400	(6,810)	53,590
01-01-06-203010	Internet access	14,000	3,500	17,500
01-01-06-213050	Misc contractual services	72,250	36,865	109,115
01-01-06-219002	Computer hardware/parts	2,000	1,000	3,000
01-01-07-201037	Court conferences	3,200	(1,300)	1,900
01-01-07-213040	Prisoner incarceration	1,000	(1,000)	0
01-01-07-213058	Mental health court	1,000	(1,000)	0
01-01-08-120100	College tuition	3,000	(3,000)	0
01-01-08-213002	Microfilming	4,000	6,327	10,327
01-01-08-213019	Credit card service charges	80,000	4,400	84,400

**Total Admin Expenditures: \$ 32,312**

<u>Expenses</u>		<u>Current Budget</u>	<u>Amendment</u>	<u>New Budget</u>
Public Works				
01-02-20-209004	Office supplies	2,100	1,900	4,000
01-02-20-224502	Project/architect engineering	2,000	(2,000)	0
01-02-22-209022	Stock items	11,000	12,000	23,000
01-02-22-209023	Cutter blades	3,500	1,600	5,100
01-02-22-211100	Motor fuel	46,853	2,369	49,222
01-02-22-212001	Concrete	80,000	(35,000)	45,000
01-02-22-212002	Asphalt & primer	250,000	(35,000)	215,000
01-02-22-212003	Traffic paint	4,000	(2,000)	2,000
01-02-22-212008	Crushed rock	20,000	(18,000)	2,000
01-02-22-213028	Striping	30,000	(2,000)	28,000
01-02-22-213050	Misc contractual services	40,000	1,500	41,500
01-02-22-213069	Slab replacement	1,116,288	135,284	1,251,572
01-02-22-222999	Misc equip over \$7,500	8,500	(1,500)	7,000
01-02-22-223008	Mill/repave	80,000	12,107	92,107
01-02-24-208008	Plows & spreaders maintenance	10,000	10,000	20,000
01-02-24-209022	Stock items	2,500	1,500	4,000
01-02-24-212005	Calcium chloride	4,500	(1,000)	3,500
01-02-24-212006	Salt	190,000	(148,000)	42,000
01-02-27-208050	Misc equipment maintenance	12,000	9,000	21,000
01-02-27-209026	Insecticides/pesticides	5,000	6,600	11,600
01-02-27-209022	Stock items	4,000	8,000	12,000
01-02-27-213041	Tree maintenance service	10,000	(7,500)	2,500
01-02-27-213050	Misc contractual services	45,000	28,000	73,000
01-02-28-120005	Uniforms - garages	19,000	4,000	23,000
01-02-28-120100	College tuition	3,000	2,000	5,000
01-02-28-201100	Misc seminars/training	5,000	(1,500)	3,500
01-02-28-202020	Gas	7,300	(1,000)	6,300
01-02-28-204003	Cylinders rental	3,500	1,000	4,500
01-02-28-206003	Property liability	25,433	2,971	28,404
01-02-28-208011	Vehicle & Equip maintenance	78,000	22,000	100,000



01-02-28-208014	Wildlife maintenance	1,800	2,000	3,800
01-02-28-209022	Stock items	25,000	9,000	34,000
01-02-28-209027	Garage & yard maint supplies	10,000	(5,000)	5,000
01-02-28-209029	Safety equipment	15,000	3,000	18,000
01-02-28-211050	Misc vehicle maintenance	80,000	32,000	112,000
01-02-28-212026	Building maintenance materials	15,000	18,600	33,600
01-02-28-213050	Misc contractual services	3,000	213,500	216,500
01-02-28-219099	Misc equipment < \$7,500	7,500	(7,500)	0
01-02-28-221502	Trucks	465,000	(89,510)	375,490
01-02-28-222501	Heavy equipment	45,000	(4,000)	41,000
01-02-28-222999	Misc equipment over \$7,500	75,000	(30,454)	44,546
<b>Total PW Expenditures:</b>			<b>\$ 148,967</b>	

**OPERATING EXPENSES - POLICE & P&R**

<u>Expenses</u>		<u>Current Budget</u>	<u>Amendment</u>	<u>New Budget</u>
Police				
01-03-30-120100	College tuition	7,500	(1,500)	6,000
01-03-30-202010	Electric	28,000	25,000	53,000
01-03-30-202030	Sewer	1,100	5,400	6,500
01-03-30-202040	Water	5,000	5,650	10,650
01-03-30-203100	Cellular phones	8,000	(1,750)	6,250
01-03-30-206001	Gen/auto liability	55,840	4,086	59,926
01-03-30-206003	Property liability	47,425	5,579	53,004
01-03-30-206009	Auto deductibles	5,000	2,500	7,500
01-03-30-208050	Misc equipment maintenance	22,000	(13,000)	9,000
01-03-30-209005	Printing	2,500	(1,000)	1,500
01-03-30-211100	Motor fuel	87,100	8,800	95,900
01-03-30-213050	Misc contractual services	77,224	(12,224)	65,000
01-03-30-215050	Misc other expense	11,550	(1,550)	10,000
01-03-30-219002	Computer hardware/parts	3,100	3,300	6,400
01-03-30-219099	Misc equipment < \$7,500	66,650	(1,650)	65,000
01-03-32-120100	College tuition	5,000	(5,000)	0
01-03-32-201100	Misc seminars/training	5,000	(1,000)	4,000
01-03-32-213035	CAD maintenance	34,232	6,570	40,802
01-03-32-219060	Misc office furniture	1,000	(1,000)	0
01-03-32-219099	Misc equipment < \$7,500	2,000	(1,000)	1,000
<b>Total Police Expenditures:</b>			<b>\$ 26,211</b>	

<u>Expenses</u>		<u>Current Budget</u>	<u>Amendment</u>	<u>New Budget</u>
P&R				
01-04-40-202010	Electric	18,300	(2,200)	16,100
01-04-40-202040	Water	5,400	(4,500)	900
01-04-40-208050	Misc equipment maintenance	5,400	2,600	8,000
01-04-40-208061	Holloway park maintenance	2,500	1,403	3,903
01-04-40-208063	Vlasis park maintenance	12,000	3,000	15,000
01-04-40-208064	Ferris park maintenance	3,500	(1,700)	1,800
01-04-40-213050	Misc contractual services	3,000	219,468	222,468
01-04-40-215028	Trees purchased	3,000	(1,300)	1,700
01-04-40-215030	Historical Society escrow expenses	1,500	11,150	12,650
01-04-40-215033	L.O.A.P. escrow expenses	12,000	10,900	22,900
01-04-40-221502	Trucks	32,000	33,482	65,482
01-04-40-224020	Vlasis park improvements	95,000	(95,000)	0

01-04-40-224041	Path/parking lot maintenance	15,000	5,562	20,562
01-04-41-202010	Electric	19,350	1,150	20,500
01-04-41-202030	Sewer	2,000	1,460	3,460
01-04-41-202040	Water	58,600	54,000	112,600
01-04-41-205250	Misc external public relations	2,000	(1,500)	500
01-04-41-208050	Misc equipment maintenance	19,000	6,000	25,000
01-04-41-209005	Printing	2,000	(2,000)	0
01-04-41-209032	Event center alcohol	6,000	4,500	10,500
01-04-41-209033	Soda	5,800	2,500	8,300
01-04-41-209034	Food	5,000	(1,300)	3,700
01-04-41-209036	Course fixtures	4,600	1,000	5,600
01-04-41-211100	Motor fuel	8,000	4,300	12,300
01-04-41-212017	Sand	5,000	1,400	6,400
01-04-41-212018	Herbicides/insecticides	17,000	(2,659)	14,341
01-04-41-212019	Fungicides	18,000	4,000	22,000
01-04-41-212020	Fertilizers	9,000	1,050	10,050
01-04-41-212050	Misc maintenance materials	6,000	(1,700)	4,300
01-04-41-213045	Exterminator	1,300	2,000	3,300
01-04-41-213049	Instructor services	0	2,800	2,800
01-04-41-213050	Misc contractual services	8,600	1,400	10,000
01-04-41-213060	Software maintenance	6,000	2,437	8,437
01-04-41-215025	Items for resale	20,000	5,000	25,000
01-04-41-219099	Misc equipment < \$7,500	2,700	4,445	7,145
01-04-41-222050	Misc capital equipment	0	26,127	26,127
01-04-41-223520	Bldg equipment & fixtures	17,000	(5,000)	12,000
01-04-42-120105	Tests & certifications	3,760	(1,551)	2,209
01-04-42-202010	Electric	45,200	(4,400)	40,800
01-04-42-202030	Sewer	40,500	67,500	108,000
01-04-42-202040	Water	42,700	84,600	127,300
01-04-42-209004	Office supplies	2,000	4,101	6,101
01-04-42-209029	Safety equipment	2,650	(1,222)	1,428
01-04-42-209033	Soda	14,000	4,500	18,500
01-04-42-209034	Food	48,000	1,300	49,300
01-04-42-209037	Chemicals	26,000	17,000	43,000
01-04-42-209045	Misc program supplies	1,500	3,300	4,800
01-04-42-209048	Birthday party supplies	4,500	1,070	5,570
01-04-42-210062	Swim league	3,500	8,200	11,700
01-04-42-213049	Instructor services	5,100	(5,100)	0
01-04-42-213050	Misc contractual services	1,500	213,164	214,664
01-04-42-213060	Software maintenance	7,800	(2,622)	5,178
01-04-42-219099	Misc equipment <\$7500	6,900	(2,410)	4,490
01-04-42-219420	Pool equipment	29,950	(20,860)	9,090
01-04-45-120105	Tests & certifications	3,000	(1,000)	2,000
01-04-45-202010	Electric	123,000	(12,500)	110,500
01-04-45-202020	Gas	1,400	1,000	2,400
01-04-45-202030	Sewer	26,600	10,600	37,200
01-04-45-202040	Water	21,900	31,100	53,000
01-04-45-203100	Cellular phones	2,900	(2,460)	440
01-04-45-206001	Gen/auto liability	19,032	1,393	20,425
01-04-45-206003	Property liability	16,100	1,882	17,982
01-04-45-207050	Miscellaneous advertising	10,000	(3,000)	7,000
01-04-45-208023	Aquarium maintenance	4,200	(1,800)	2,400
01-04-45-208050	Misc equipment maintenance	30,000	4,000	34,000
01-04-45-209037	Chemicals	11,000	1,000	12,000
01-04-45-209044	Daycamp supplies	30,000	30,100	60,100

01-04-45-209048	Birthday party supplies	9,800	2,700	12,500
01-04-45-213050	Misc contractual services	12,400	160,832	173,232
01-04-45-213071	Software maintenance	14,750	1,895	16,645
01-04-45-219455	Workout equipment	45,000	(12,800)	32,200
01-04-45-223520	Bldg equipment & fixtures	15,000	(5,045)	9,955
01-04-46-120100	College tuition	2,500	(2,446)	54
01-04-46-222050	Misc capital equipment	86,500	(78,319)	8,181
01-04-47-209064	Parking/security	6,000	1,000	7,000
01-04-47-209066	Run	1,500	(1,500)	0
01-04-47-212025	Facility set-up	10,000	3,500	13,500
01-04-47-213055	Entertainment	28,000	(1,180)	26,820

**Total P&R Expenditures:** \$ **789,797**

**Total:** \$ **997,287**

Adopted (1) 2023 Operating Revenue Budget: \$ 22,181,261

Amendments: \$ 3,297,281

Revised (1) 2023 Operating Revenue Budget: \$ 25,478,542

Adopted (1) 2023 Operating Expenditure Budget: \$ 27,039,886

Amendments: \$ 540,021

Revised (1) 2023 Operating Expenditure Budget: \$ 27,579,907

**Surplus/(Deficit):** \$ (2,101,365)

## 2023 CAPITAL BUDGET AMENDMENT (1)

<u>Revenues</u>		<u>Current Budget</u>	<u>Amendment</u>	<u>New Budget</u>
02-01-00-500001	Sales tax	392,000	10,500	402,500
02-03-00-500001	Sales tax	894,000	38,000	932,000
02-04-00-506500	Miscellaneous grants	1,072,300	(801,000)	271,300
		\$ (752,500)		

<u>Expenses</u>		<u>Current Budget</u>	<u>Amendment</u>	<u>New Budget</u>
02-01-05-226002	TIF municipal revenue funding	24,085	(2,825)	21,260
02-02-22-223007	Street Reconstruction	1,308,471	36,451	1,344,922
02-02-22-224501	Study/consulting services	30,000	(18,000)	12,000
02-03-30-223530	Bldg construct/remodel	5,156,617	(396,234)	4,760,383
02-03-30-224502	Project/architect engineering	141,934	(2,019)	139,915
02-04-40-224005	Holloway Park Improvements	542,600	(7,331)	535,269
02-04-40-224020	Vlasis Park Improvements	938,050	(875,763)	62,287
02-04-40-226002	TIF Municipal Funding	40,250	(3,417)	36,833
		\$ (1,269,138)		

Adopted 2023 Capital Revenue Budget:	\$ 7,411,163
Amendments:	<u>\$ (752,500)</u>
Revised (1) 2023 Capital Revenue Budget:	\$ 6,658,663
Adopted 2023 Capital Expenditure Budget:	\$ 8,182,007
Amendments:	<u>\$ (1,269,138)</u>
Revised (1) 2023 Capital Expenditure Budget:	\$ 6,912,869
<b>Surplus/(Deficit):</b>	<b>\$ (254,206)</b>

<b>2023 TDD BUDGET AMENDMENT (1)</b>				
		<b>Current Budget</b>	<b>Amendment</b>	<b>New Budget</b>
05-01-00-500504	TDD Revenues	128,000	(18,000)	110,000
05-01-00-505010	TDD revenue interest	4	1	5
05-01-11-213101	TDD 2-A revs payable	113,754	(17,999)	95,755
			<b>\$ (35,998)</b>	

Adopted 2023 TDD Revenue Budget:	\$ 128,004
Amendments:	<u>\$ (17,999)</u>
Revised (1) 2023 TDD Revenue Budget:	\$ 110,005
Adopted 2023 TDD Expenditure Budget:	\$ 128,004
Amendments:	<u>\$ (17,999)</u>
Revised (1) 2023 TDD Expenditure Budget:	\$ 110,005
<b>Surplus/(Deficit):</b>	<b>\$ -</b>

<b>2023 FED ASSET SEIZURE BUDGET AMENDMENT (1)</b>				
		<b>Current Budget</b>	<b>Amendment</b>	<b>New Budget</b>
08-03-30-215020	Fed Asset Seizure Expenses	0	5,130	5,130
08-03-31-215020	Fed Asset Seizure Expenses	13,735	(5,130)	8,605
			<b>\$ -</b>	



## **Staff Report**

**Subject:** 2024 Ballwin Life Magazine Bids

**Department/Program:** Administration

**Explanation:** Since 2021, the City of Ballwin has bid each issue of Ballwin Life Magazine individually due to fluctuations in paper/printing prices due to the pandemic. Prices have evened out over the past several months, and therefore the City has chosen to bid out the entirety of 2024's Ballwin Life Magazine issues (4).

Only two bids were received. A third company whose bid was solicited declined to bid. The budget for Ballwin Life Magazine for 2024 is \$40,000, including printing, mail prep and postage. 2023's postage was \$14,4379.97. 2024's is estimated to be around \$15,000.

<b><u>Company</u></b>	<b><u>Price Per Issue</u></b>	<b><u>Mail Prep Per Issue</u></b>	<b><u>Total Cost Per Issue</u></b>	<b><u>Total Cost for 2024</u></b>
Messenger Print	\$5369	\$228	\$5549	\$22,196
Allmail USA	\$8999.54	\$789.36	\$9788.90	\$39,155.60

**Recommendation:** Staff's recommendation is to go with Messenger Print for the 2024 printing of Ballwin Life Magazine for \$22,196 for the year. This would be within the \$40,000 budget for 2024.

**Submitted By:** Megan Freeman

**Date:** 11/17/2023



## **Staff Report**

**RE:** Vlasis Park Playground

**Department/Program:** Parks and Recreation

**Explanation:**

The City has budgeted in FY2023 and FY2024 a total of \$1.65 million for a renovation of the Vlasis Park playground surrounding area. The City has also been awarded two Municipal Park Grants totaling \$1.15 million that will offset much of that cost.

The first step in the renovation process is to bid and award a contract for new playground equipment. This includes the large play pieces, the swingset, the toddler play pieces, a new pavilion, some other smaller and ADA accessible pieces, and new play equipment on the hillside. It also includes new surfacing - poured in place rubber in some areas and an astroturf product in others. The budget for this portion of the project totals \$772,000. The City issued an RFP to playground vendors and five qualified bids were received and reviewed.

It is important to note that with playground bids, the deciding factor is typically not price. Rather, the bid spec includes the budgeted amount and the vendors provide their best design and product for that price.

The City received responses from Hutchinson and Associates, Great Southern, Landscape Structures, AB Creative, and All Inclusive Recreation.

After a review of the RFP responses, it was determined that the bid from All Inclusive Recreation best met the City's needs regarding design, accessibility, and overall play value. However, we also determined that while their response was the best of the bids, it was still not a sufficient playground for the space. So after determining All Inclusive Recreation was the best bid, we worked with them to refine the design and add some additional play value.

The resulting playground proposal is included with this packet. As you'll see it is a considerable upgrade over the current playground in Vlasis. Highlights of the new playground include a new and improved big kid area with an ada accessible bridge tying into a ramp on the hillside; a new toddler area with an ADA accessible ramp; a new swing set including swings for different types of abilities; a new accessible spinner play piece designed to accommodate wheelchairs; a new sensory area featuring various smaller play pieces for kids of different ages and abilities.

In order to get the playground design that staff feels is the best fit for the area, we did have to increase the budget. The current playground as proposed (including surfacing) will cost \$872,000, which is an increase of \$100,000 over the original budget. However we are recommending this design in order to not only meet ADA compliance requirements but to further exceed this compliance and to provide the best possible play area the city can offer. At this point we do not yet know if the entire Vlasik Park playground project will be over budget, or, if the overage on the playground can be offset with savings in other areas of the project. We will certainly strive to save funds elsewhere on the project if possible, but we recognize the importance of this project to the community and want to make sure we do it right.

This design was shared with the Parks and Recreation Committee on Monday, November 13 and other than a few minor details the committee seemed to approve of this design.

**Recommendation:**

Staff recommends awarding the bid to All Inclusive Recreation for \$872,000.

**Submitted By:** Chris Conway, CPRP, Director of Parks and Recreation

**Date:** November 20, 2023

















































## **Staff Report**

**Subject:** Westrun Drive and Marsten Court Stop Sign Request

**Department/Program:** Police Department

**Explanation:**

A request was made to install stop signs at the three-way intersection of Westrun Drive and Marsten Court. Traffic Data from the area does not justify the installation of the stop signs. Staff is not recommending the installation of the signs.

**Recommendation:**

A review of traffic crash data for the area of Westrun Drive and Marsten Court reveals no accidents in the past three years. A traffic speed survey was completed on November 20, 2023 which included data from the previous week. The average speed was 25.8 MPH Northbound and 24.8 MPH Southbound. 51.9% of the vehicles were traveling at or below the speed limit and 39.2% were traveling 1 to 5 MPH over the limit (91.1% were within 5 MPH of the limit). Based upon these reasons, this intersection does not meet the requirements for Stop signs based upon the City of Ballwin Stop Sign Installation Policy approved on February 24, 1997. I have attached the report compiled by Traffic Officer Leroy Beard.

**Submitted By:** Captain John Bergfeld

**Date:** November 20, 2023



# BALLWIN POLICE DEPARTMENT

## INTEROFFICE MEMORANDUM

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**DATE:** 11/20/2023

**TO:** Lt. R. Wetzel, DSN 222

**FROM:** P.O. L. Beard, DSN 325

**SUBJECT:** Traffic Study Results for Westrun Drive at Marsten Court

Sir,

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On 11/20/2023, I completed my analysis of vehicular traffic on Westrun Drive near Marsten Court utilizing the Armadillo Traffic Tracker. The traffic recorder was installed on a light post on the East side of the road from 11/15/2023 to 11/20/2023. Westrun Drive is a two lane roadway running North and South in the study area, with a speed limit of 25 MPH. Westrun connects Reinke Road to the North and Westglen Village Drive to the South.



The following charts shows the statistics gathered from the traffic recorder:

	North	South
<b>VOLUME</b>	2668	3194
<b>AVERAGE DAILY</b>	567	678
<b>AVERAGE SPEED</b>	25.8 MPH	24.8 MPH

<b>SPEED LIMIT 25 MPH</b>	<b>AMOUNT</b>	<b>PERCENTAGE</b>
AT OR BELOW LIMIT	3042	51.9%
1 TO 5 MPH OVER	2297	39.2%
6 TO 10 MPH OVER	445	7.6%
11 TO 15 MPH OVER	63	1.1%
16 OR MORE OVER	14	0.02%

From this analysis, there appears to be a very minor problem with speeding on this particular roadway. A vast majority of the motorists were at or near the speed limit during this study. Of the top 27 speed violations, 26 of them were from northbound traffic. Those violations were scattered in their timeframe, but there was a cluster around the lunchtime hours of 1130-1230 hours, along with some during the morning and evening rushes. Compared to a study conducted in the same spot from October of 2022, the volume of traffic has increased by roughly 24% and the average speeds have dropped significantly in both directions (by 0.7 MPH for NB traffic and by 1.9 MPH for SB traffic).

I would not recommend the patrol units spend any time on traffic surveys in this area due to the low number of violators. However I, the traffic safety unit, will perform a few surveys in this area over the next week.

All the raw data has been saved and can be accessed using the Houston Radar Stats Analyzer for further review if needed.

Respectfully submitted,

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