



AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Minutes**
 - a. Minutes of the December 9, 2024 Board of Aldermen Meeting
5. **Citizen Comments**
6. **Consent Items**
 - a. Administration - Check Signatories
 - b. Administration - Six Month Cash Financial Statements
7. **Mayor’s Report**
8. **City Administrator’s Report**
9. **City Attorney’s Report**
10. **Staff Reports**
 - a. Administration – 326 Turfwood Drive Front Yard Fence
 - b. Parks & Recreation - Parks Maintenance Pickup Truck Purchase
11. **Aldermanic Comments**
12. **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**

DECEMBER 9, 2024

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

Absent

- Mayor Tim Pogue
- Alderman Mike Utt
- Alderman Michael Finley
- Alderman Pamela Haug
- Alderman Mark Stallmann
- Alderman Frank Fleming
- Alderman Mark Weaver
- Alderman David Siegel
- Alderman Jim Lehmkuhl
- City Administrator Eric Sterman
- City Attorney Robert Jones

The Pledge of Allegiance was recited.

MINUTES

The minutes from the November 25, 2024 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. A voice vote was taken with unanimous affirmative result and the motion passed.

CITIZEN COMMENTS

None.



BOARD OF ALDERMEN
Meeting Minutes

DECEMBER 9, 2024

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

PRESENTATIONS

Chief John Bergfeld presented Sergeant Scott Stephens to the Board, who was recently promoted. Sgt. Stephens has been with the Ballwin Police Department since 2008.

PUBLIC HEARING

Mayor Tim Pogue opened the public hearing at 7:07 p.m. for the proposed 2025 Budget and asked if anyone wished to speak in favor of the budget. No one came forward. Mayor Pogue asked if anyone wished to speak in opposition to the 2025 Budget. No one came forward, and Mayor Pogue closed the public hearing

LEGISLATION

Bill 5008 - AN ORDINANCE APPROVING AND ADOPTING AN OPERATIONS BUDGET OF ANTICIPATED CASH REVENUE AND CASH DISBURSEMENTS FOR THE GENERAL REVENUE FUND OF THE CITY OF BALLWIN, ST. LOUIS COUNTY, MISSOURI FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2025, AND ENDING DECEMBER 31, 2025, PROVIDING FOR EXPENDITURES IN ACCORDANCE WITH SAID BUDGET AND MAKING APPROPRIATIONS THEREOF.

A motion was made by Alderman Frank Fleming and seconded by Alderman Michael Finley for a first reading of Bill 5008, title only. A voice vote was taken with unanimous affirmative result and the motion passed. Alderman Frank Fleming read Bill 5008, title only.

Discussion:

Alderman Michael Finley noted he and Alderman Mike Utt had not received any concerns from citizens regarding the 2025 budget.

Alderman Mark Stallmann also noted in 2025, the City was spending a record amount of money on streets and sidewalk repairs.

Alderman Frank Fleming thanked staff for their work on the 2025 budget and their work throughout the past year.

A motion was made by Alderman Frank Fleming and seconded by Alderman Michael Finley for a second reading of Bill 5008, title only. A voice vote was taken with unanimous affirmative result and the motion passed. Alderman Fleming read Bill 5008, title only.

A roll call vote was taken for passage and approval of Bill 5008 with the following results:

Aye: Aldermen Utt, Finley, Haug, Stallmann, Fleming, Weaver, Siegel, Lehmkuhl

Nay: None

Bill No. 5008 was approved and became Ordinance No. 24-24.



BOARD OF ALDERMEN
Meeting Minutes

DECEMBER 9, 2024

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

Bill 5009 - AN ORDINANCE APPROVING AND ADOPTING A BUDGET OF ANTICIPATED CASH REVENUE AND CASH DISBURSEMENTS FOR THE CAPITAL IMPROVEMENT PROGRAM OF THE CITY OF BALLWIN, ST. LOUIS COUNTY, MISSOURI, FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2025, AND ENDING DECEMBER 31, 2025, PROVIDING FOR EXPENDITURES IN ACCORDANCE WITH SAID BUDGET AND MAKING APPROPRIATIONS THEREOF.

A motion was made by Alderman Mark Stallmann and seconded by Alderman Michael Finley for a first reading of Bill 5009, title only. A voice vote was taken with unanimous affirmative result and the motion passed. Alderman Mark Stallmann read Bill 5009, title only.

Discussion:

Mayor Tim Pogue noted this was brought to the Planning & Zoning Commission and approved unanimously.

A motion was made by Alderman Mark Stallmann and seconded by Alderman Michael Finley for a second reading of Bill 5009, title only. A voice vote was taken with unanimous affirmative result and the motion passed. Alderman Mark Stallmann read Bill 5009, title only.

A roll call vote was taken for passage and approval of Bill 5009 with the following results:

Aye: Aldermen Utt, Finley, Haug, Stallmann, Fleming, Weaver, Siegel, Lehmkuhl

Nay: None

Bill No. 5009 was approved and became Ordinance No. 24-25.

Bill 5010 - AN ORDINANCE AUTHORIZING A USER AGREEMENT WITH THE ST. LOUIS COUNTY EMERGENCY COMMUNICATIONS COMMISSION FOR SUBSCRIBER RADIOS FOR AN INTEROPERABLE RADIO SYSTEM FOR THE BALLWIN PUBLIC SAFETY DEPARTMENTS.

A motion was made by Alderman Michael Finley and seconded by Alderman Frank Fleming for a first reading of Bill 5010, title only. A voice vote was taken with unanimous affirmative result and the motion passed. Alderman Michael Finley read Bill 5010, title only.

A motion was made by Alderman Michael Finley and seconded by Alderman Frank Fleming for a second reading of Bill 5010, title only. A voice vote was taken with unanimous affirmative result and the motion passed. Alderman Michael Finley read Bill 5010, title only.



**BOARD OF ALDERMEN
Meeting Minutes**

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A roll call vote was taken for passage and approval of Bill 5010 with the following results:

Aye: Aldermen Utt, Finley, Haug, Stallmann, Fleming, Weaver, Siegel, Lehmkuhl

Nay: None

Bill No. 5010 was approved and became Ordinance No. 24-26.

MAYOR’S REPORT

Mayor Tim Pogue recommended cancelling the December 23rd Board of Aldermen Meeting. Alderman Mark Stallmann made a motion to cancel, with Alderman Mike Utt seconding that motion. A voice vote was taken with unanimous affirmative result and the motion passed.

Mayor Pogue also noted it was Aldermen Mark Weaver and Mike Utt’s birthday today, so the Board of Aldermen sang happy birthday to the two.

Mayor Pogue also wished everyone a happy birthday.

CITY ADMINISTRATOR’S REPORT

None.

CITY ATTORNEY’S REPORT

None.

ALDERMANIC COMMENTS

Alderman Michael Finley thanked everyone for a great 2024 and noted he was looking forward to 2025. He also noted he never told the newer members when they were sworn in to ask any question they had and there was no such thing as a stupid question. He also thanked Department Heads for their work this year and wished a Happy Holidays to everyone.

Alderman Mark Stallmann also thanked Department heads for the great job they’ve done this year and wished everyone a Merry Christmas and a Happy New Year.



**BOARD OF ALDERMEN
Meeting Minutes**

DECEMBER 9, 2024

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

ADJOURNMENT

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 7:15 p.m.

_____ TIM POGUE, MAYOR

ATTEST:

_____ MEGAN FREEMAN, CITY CLERK



Consent Item

RE: Check Signatories

Department/Program: Finance

Explanation: Check signatories are to be approved by the Board annually. Eric Sterman and Denise Keller are currently the authorized check signers for all city accounts except the two required under Show Me Courts. The signers for those accounts are the Court staff and Denise. The City does not own the funds in the LOAP account but serves as a custodian for them.

Denise is authorized to make transfers between any of the accounts.

Checking Account	Authorized Signers
General	Eric Sterman, Denise Keller
General Money Market Account	Eric Sterman, Denise Keller
Payroll	Eric Sterman, Denise Keller
Escrow	Eric Sterman, Denise Keller
Sewer Lateral	Eric Sterman, Denise Keller
Balance Sheet Escrow	Eric Sterman, Denise Keller
HRA	Eric Sterman, Denise Keller
Federal Asset Seizure	Eric Sterman, Denise Keller
POST	Eric Sterman, Denise Keller
Ballwin Town Center TDD	Eric Sterman, Denise Keller
Lafayette Older Adult Program (LOAP)	Eric Sterman, Denise Keller
Municipal Division - Ballwin	Micheila Grieshaber, Cynthia Roberts, Denise Keller
Municipal Division -Winchester	Micheila Grieshaber, Cynthia Roberts, Denise Keller

Recommendation: Staff recommends that the Board approve the authorized signers for all City accounts as presented.

Submitted By: Denise Keller

Date: January 7, 2025



Consent Item

RE: Semi-Annual Revenue/Expenditure Statement

Department/Program: Administration/Finance

Recommendation: Staff recommends that the Board approve the semi-annual statement of revenues and expenditures.

Explanation: Per RSMo Statute Section 79.160, *“the Board of Aldermen shall semi-annually each year, at times to be set by the Board of Aldermen, make out and spread upon their records a full and detailed account and statement of the receipts and expenditures and indebtedness of the city for the half year ending with the last day of the month immediately preceding the date of such report, which account and statement shall be published in some newspaper in the city.”*

In accordance with this statute section, attached is a report of actual revenues and expenditures received/expensed during the period July 1 – December 31, 2024. Upon approval by the Board, this will be published in a local newspaper.

Submitted By: Denise Keller

Date: January 7, 2025

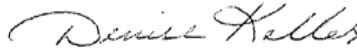
**CITY OF BALLWIN
GENERAL/CAPITAL PROJECTS FUNDS
REVENUE/EXPENSE STATEMENT
FOR THE SIX MONTH PERIOD ENDING 12/31/24**

REVENUE	General Fund	Capital Projects Fund
Sales Taxes	\$ 5,469,679	\$ 357,232
Other Taxes	1,361,294	-
Licenses & Permits	467,277	-
Public Utility Licenses	1,874,215	-
Court Fines	342,309	-
Police & Communications	221,847	-
Community Programs	1,707,419	-
Grants & Donations	39,032	41,217
Sale of Capital Assets	-	-
Investment Income	456,966	-
Escrows	31,521	-
Miscellaneous	117,443	-
Total:	\$ 12,089,002	\$ 398,449
 EXPENDITURES		
Administration	\$ 1,825,667	\$ -
Parks & Recreation	3,426,872	1,675,022
Police	3,426,649	110,372
Public Works	3,915,332	155,000
Total:	\$ 12,594,520	\$ 1,940,394

For the Twelve Month Period Ending 12/31/24:

Revenue	\$ 25,268,712	\$ 846,199
Expenditures	23,135,072	2,206,786

I, Denise Keller, Finance Officer for the City of Ballwin, Missouri, certify that to the best of my knowledge, the above unaudited statement is true and in agreement with city records on file as of 12/31/24.



Denise Keller
Finance Officer

ATTEST:



Eric Sterman
City Administrator

Staff Report

Subject: 326 Turfwood Drive

Department/Program: Administration (Planning & Zoning/Building Department)

Explanation:

Request for a fence in the front yard of a corner lot on the northeast corner of Turfwood Drive and Towerwood Drive. There is currently a chainlink fence on the property. (The proposed fence would be located in the same place in the front yard that lies along Towerwood Drive.) It would be a six foot (6') high white vinyl privacy fence. The fence would then continue along the rear property and other side property line, terminating at the rear corner of the residence.

Recommendation:

Section 7-224 of the City's Code of Ordinances prohibits fences "within the front yard area between the street right-of-way line and the building line" except with the permission of the Board of Aldermen. It goes on to reference Article XVI, Section 9 of the Zoning Ordinance for submittal details, which include: a site plan showing the location of the fence; height of the fence; proposed landscaping on the right of way side of the fence; an illustration of the type of fence; and the approximate grade of the area of the fence. The application shall include an agreement by the property owner that the fence shall be maintained; permit annual inspection by the city; and the property owner shall agree to make any repairs found necessary after such inspection, on penalty of revocation of such permit.

Section 9 also requires front yard fences to be uniform and harmonious with similar fences in the neighborhood; and be installed with the finished side facing the roadway.

As proposed, this fence differs from similar petitions because it does not include landscaping on the right-of-way side. However, it complies with the necessary requirements and does not obstruct sight distance for drivers at the intersection. Staff recommends relocating the fence a minimum of five feet (5') into the property to allow for landscaping, along with the property owner's agreement to the stated requirements above.

Submitted By: Lynn Sprick

Date: January 13, 2025



Looking east, past the property along Towerwood Drive



Another view looking east, past the property along Towerwood Drive



Looking north, past the property along Turfwood Drive



Aerial view of property



I, the undersigned, have read and understood the conditions outlined in the staff report and agree to abide by them.

Signature: _____

Name: _____

Date: _____

12/19/2024

Board of Aldermen
City of Ballwin
1 Government Center
Ballwin, MO 63011

Board of Aldermen,

I am writing to request approval for a 6 foot privacy fence for my corner lot at 326 Turfwood Dr, Ballwin MO 63021.

I purchased this home back in 2020 with the appeal of the corner lot and side yard for my dogs to play in. The house currently has a chain link fence which is in need of replacement. For the security and privacy of the residence I have employed the services of a very reputable company Kirkwood Fence to perform the work.

This proposed fence does not block the views of cars at the intersection. This intersection also has a stop sign when coming towards Turfwood from Towerwood. The fence would go around the entire yard and would be located exactly where the current fence resides with no changes other than being a 6 foot high fence.

I have already received approval from the HOA of Westglen to have this fence installed as it meets their criteria.

As the homeowner I will follow all city codes and ordinances to comply and meet with your approval process.

In addition to replacing the current broken down fence this will be visually appealing and provide security as well it will allow my dogs the full freedom to use the yard as I envisioned when I purchased this home just 4 years ago. I see this as an investment in my home and for the City of Ballwin.

Please let me know if you need any additional info. to approve my proposed fence.

Sincerely,
BOB AXLEY
326 Turfwood Drive
314-852-8902



FENCE PERMIT / APPLICATION

Section 10, Item a.

CODE ENFORCEMENT DEPT · 1 GOVERNMENT CTR · BALLWIN MO 63011 · (636) 227-2129 · inspections@ballwin.mo.us

PERMIT #:

LOCATION (ADDRESS): 326 Turfwood Dr	DATE: 12/13/24
OWNER: Bob Axley	PERMIT NUMBER:
CONTACT PERSON: Bob Axley	PERMIT FEE: <input type="checkbox"/> \$45
PHONE: (314) 852-8902	<input type="checkbox"/> MAIL TO: Homeowner Contractor
EMAIL: 79handsunset@gmail.com	

CONTRACTOR: Kirkwood Fence	CONTACT PERSON: Cooper Moore
ADDRESS: 425 N Hwy Dr	PHONE: 314-575-8397
EMAIL: cmoore@kirkwoodfence.com	

FENCE INFORMATION

PRIVACY CHAIN LINK
 NON-PRIVACY WOOD
 POOL VINYL
 ALUMINUM
 OTHER: _____

CORNER LOT*
 STREETS AT FRONT & REAR OF PROPERTY*


HEIGHT FROM GROUND: 6' tall _____ FT / IN.

- *CONDITIONS**
(These conditions apply only to corner or double-frontage lots)
- No part of the fence may be located in the public right-of-way.
 - Fence must have a gate to provide access to right-of-way for maintenance purposes.
 - Fence must be erected with the finished side facing the roadway.
 - Fence must blend with existing nearby front yard fences in orientation, color, style, height, materials, and location.
 - Fence must be located so as not to obstruct the view of motorists or pedestrians in the vicinity.

Two copies of your plot plan, showing the location of the fence, must be submitted with this application.

I hereby certify that the information contained in this application and accompanying drawings or plats is correct, and that I will conform with all applicable laws of the City of Ballwin.

The undersigned warrants either (i) the plans have been approved by any applicable Board of Trustees, or other subdivision governing body; or (ii) that there is no relevant subdivision Board or Trustee group for which approval is required.



OWNER/CONTRACTOR

12/13/24

DATE

PERMITEE MUST CALL FOR A FINAL INSPECTION WHEN THE FENCE HAS BEEN COMPLETED

	▶ REVIEWED ◀
	_____ PLANS EXAMINER APPROVAL
	_____ INSPECTOR APPROVAL (if needed)
	Date: _____

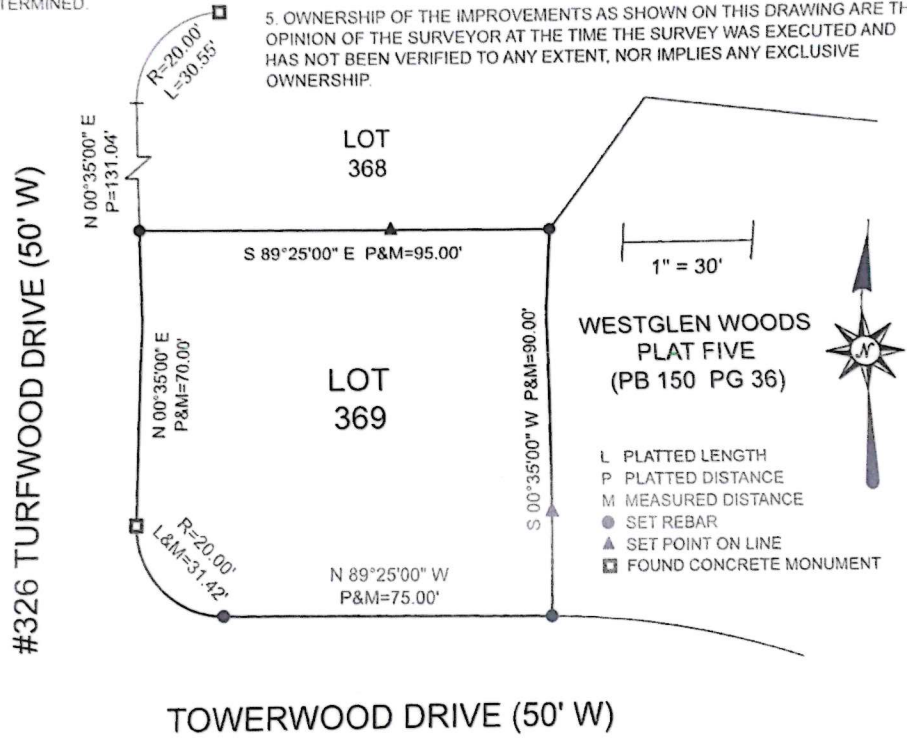
BOUNDARY SURVEY

LOT 369 WESTGLEN WOODS PLAT ONE PB 133 PG 32, ST LOUIS COUNTY, MO

SURVEYORS NOTES:

1. BASIS OF BEARING PER RECORD PLAT OF WESTGLEN WOODS PLAT ONE PER PLAT BOOK 133 PAGE 32 OF THE ST LOUIS COUNTY RECORDS.
2. BUILDING LINES SHOWN ON THIS DRAWING ARE THOSE THAT ARE SHOWN GRAPHICALLY ON THE RECORD PLAT SETBACK AND SIDEYARD REQUIREMENTS MAY EXIST ACCORDING TO CURRENT ORDINANCE AND ZONING STANDARDS AND ARE NOT SHOWN ON THIS DRAWING.
3. NO RESEARCH PERTAINING TO EASEMENTS WAS COMPLETED BY CARDINAL SURVEYING & MAPPING AND THE PROPERTY MAY BE SUBJECT TO ADDITIONAL EASEMENTS. ITEMS LOCATED INTO EASEMENT AREAS MAY OR MAY NOT BE AT RISK. SEEK LEGAL ADVISE IF YOU HAVE QUESTIONS. THE EASEMENTS SHOWN ON THIS DRAWING ARE THOSE THAT ARE SHOWN GRAPHICALLY ON THE RECORD PLAT AND THOSE LISTED PER FREEDOM TITLE COMPANY COMMITMENT #20LT08942 (6629/328 - DOES NOT AFFECT SUBJECT PROPERTY).
4. SURVEY COMPLETED TO URBAN PROPERTY BOUNDARY ACCURACY STANDARDS PER 20 CSR 2030-16.010 OF THE MISSOURI STATE STATUTES AND ACCURATELY REFLECTS ALL VISIBLE IMPROVEMENTS, INCLUDING FENCES, RECORDED EASEMENTS PER ABOVE REFERENCED TITLE COMMITMENT, AND EVIDENCE OF VISIBLE EASEMENTS LOCATED AT THE TIME OF SURVEY. AN ALTA WAS NOT PERFORMED AND UTILITY LOCATION HAS NOT BEEN DETERMINED.

5. OWNERSHIP OF THE IMPROVEMENTS AS SHOWN ON THIS DRAWING ARE THE OPINION OF THE SURVEYOR AT THE TIME THE SURVEY WAS EXECUTED AND HAS NOT BEEN VERIFIED TO ANY EXTENT, NOR IMPLIES ANY EXCLUSIVE OWNERSHIP.



SHEET 2 OF 2

Cardinal
Surveying & Mapping

PO BOX 278
COTTLEVILLE, MO 63338
PHONE: 636.922.1001
Corp # 2005000229
www.CardinalSurveying.com

JOB #2009092
FB 584-2

FIELD WORK BY: TAO/SDP

DRAWN BY: BSR/MAG

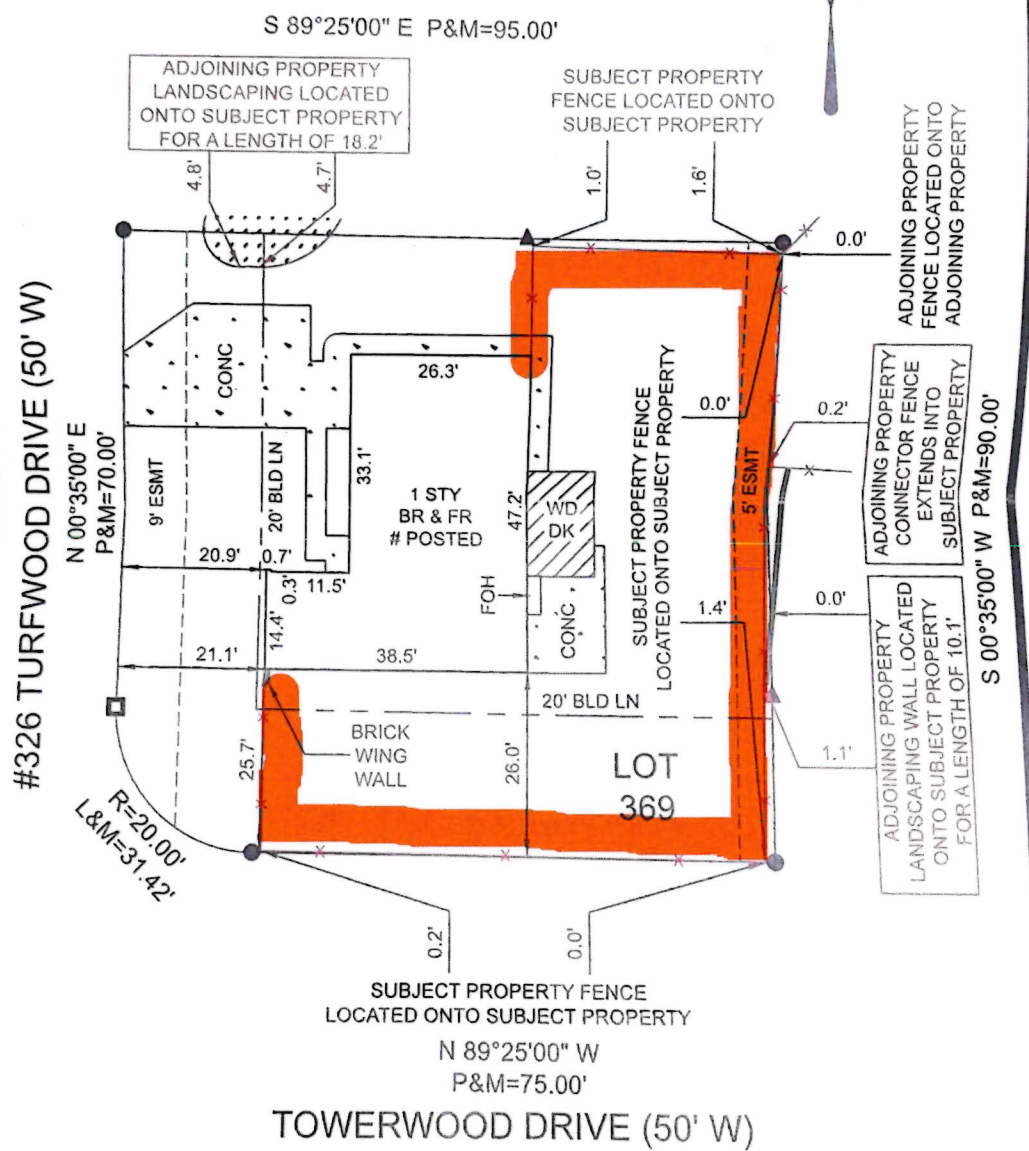
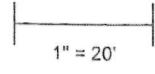
REVIEWED BY:
WILLIAM JACOB CLARK
LS# 2002014101

THIS IS TO CERTIFY THAT ON SEPTEMBER 2, 2020 A REQUEST BY FREEDOM TITLE COMPANY WAS MADE FOR A BOUNDARY SURVEY AND TO LOCATE THE IMPROVEMENTS ON THE ABOVE NAMED TRACT AND THAT THE RESULTS ARE, TO THE BEST OF MY KNOWLEDGE, CORRECTLY REPRESENTED HEREON

STATE OF MISSOURI
WILLIAM JACOB CLARK
CLARK
NUMBER PLS 2002014101
9/9/2020
PROFESSIONAL LAND SURVEYOR

BOUNDARY SURVEY LOT 369 WESTGLEN WOODS PLAT ONE PB 133 PG 32, ST LOUIS COUNTY, MO

- ✕ FENCE
- L PLATTED LENGTH
- P PLATTED DISTANCE
- M MEASURED DISTANCE
- SET REBAR
- ▲ SET POINT ON LINE
- ▣ FOUND CONCRETE MONUMENT



SHEET 1 OF 2

Cardinal
Surveying & Mapping

PO BOX 278
COTTLEVILLE, MO 63338
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FB 584.2

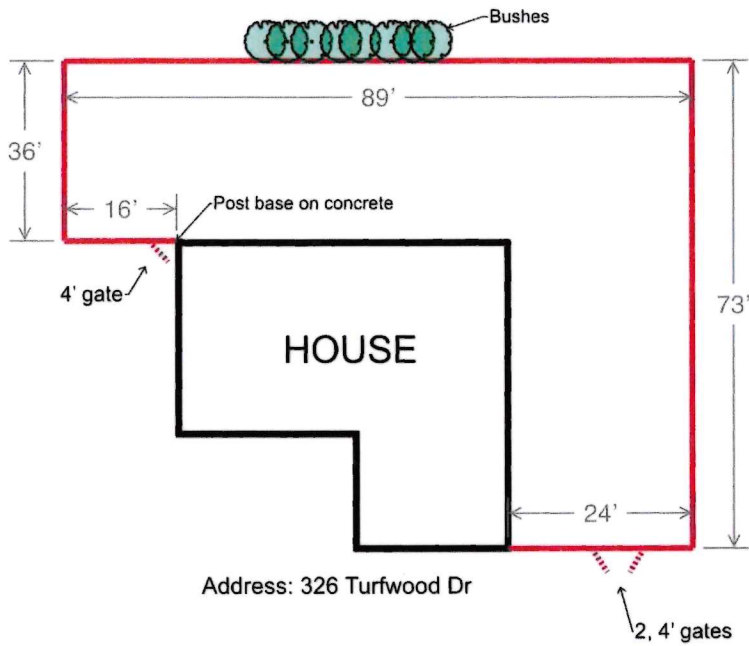
FIELD WORK BY: TAO/SDP

DRAWN BY: BSR/MAG

REVIEWED BY:
WILLIAM JACOB CLARK
LS# 2002014101

THIS IS TO CERTIFY THAT ON SEPTEMBER 2, 2020 A REQUEST BY FREEDOM TITLE COMPANY WAS MADE FOR A BOUNDARY SURVEY AND TO LOCATE THE IMPROVEMENTS ON THE ABOVE NAMED TRACT AND THAT THE RESULTS ARE, TO THE BEST OF MY KNOWLEDGE, CORRECTLY REPRESENTED HEREON.

STATE OF MISSOURI
WILLIAM JACOB CLARK
PLS 2002014101
9/9/2020
PROFESSIONAL LAND SURVEYOR



— New fence

DRAWING
NOT TO
SCALE







Staff Report

RE: Park Maintenance Mid Size Pickup Truck Purchase

Department/Program: Parks and Recreation

Explanation:

The Parks Department has budgeted for a new mid size pickup truck to replace the current vehicle, which has reached the end of its useful life. While the City's purchasing policy typically involves soliciting sealed bids, this process is not conducive to the current market conditions for purchasing vehicles. Inventory levels fluctuate rapidly, and the traditional bid process often results in missed opportunities to secure a vehicle that meets our department's needs within the approved budget. Most dealers will not bid because they cannot hold the vehicles that long, and they have no shortage of more immediate buyers.

As the City has done in some other cases recently, waiving the purchasing policy will allow us to act more swiftly in a competitive market and ensure we secure a reliable vehicle at a fair price without exceeding the budgeted amount. We will still shop around to get the best price, but having authority to move more quickly on a purchase might be the only way we are able to source a vehicle. We request approval to proceed with this purchase under these circumstances.

Recommendation:

Approve waiving the purchasing policy for bids and authorize the purchase of a new pickup truck for the Parks Department, not to exceed the budgeted amount of \$43,000.

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

Date: January 13, 2025