

## AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Minutes**
  - a. Minutes of the August 12, 2024 Board of Aldermen Meeting
  - b. Minutes of the August 12, 2024 Board of Aldermen Closed Session Meeting
  - c. Minutes of the August 12, 2024 Board of Aldermen Strategic Planning Session
  - d. Minutes of the September 5, 2024 Board of Aldermen Special Session
5. **Presentations**
  - a. Swearing in of Jim Lehmkuhl
6. **Roll Call**
7. **Citizen Comments**
8. **Presentations**
  - a. Proclamations naming September as “National Service Dog Month”
  - b. Promotion of Lieutenant Dan Hawk & Sergeant Mike Appleby
9. **Legislation**
  - a. Bill 4199 – Budget Reappropriation
  - b. Resolution – 2024 Waste Reduction Grant Application
10. **Consent Items**
  - a. Administration – Financial Auditing Services
  - b. Administration – 15230 Manchester Road (Midas) SUE Transfer
  - c. Administration – Quik Trip Liquor License
11. **Mayor’s Report**
12. **City Administrator’s Report**
13. **City Attorney’s Report**
14. **Aldermanic Comments**
15. **Closed Session**
16. **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**

AUGUST 12, 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

- City Administrator Eric Sterman
- City Attorney Robert Jones

The Pledge of Allegiance was recited.

**MINUTES**

The minutes from the July 8, 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.

The minutes from the July 8, 2024 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. A voice vote was taken with unanimous affirmative result and the motion passed.



**BOARD OF ALDERMEN  
Meeting Minutes**

AUGUST 12, 2024

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

**CITIZEN COMMENTS**

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Guy Parasch of 212 Cedar Tree Lane spoke to the Board of Aldermen about his oldest son’s neighbors that have bees. He noted there is bee damage in their house because of the neighbor’s bees. Mayor Tim Pogue directed City Attorney Bob Jones to look into any changes in law recently regarding liability for those who have bees.

Sally Hanson of 302 Claymont Drive spoke to the Board of Aldermen concerning the timing and positioning of the lights on the pickleball courts at Holloway Park. She noted she’s not a fan of the lights being on until 11 p.m. and says they’re facing directly into her house. Parks Director Chris Conway noted he will look into the issue of shields on the lights, but the park hours are codified and Holloway closes at 11 p.m.

Joe Pereles of 13456 Maple Ridge Court noted he’s running for Missouri State Senate and thanked the Board of Aldermen for their public service.

**PRESENTATIONS**

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Newly appointed Ballwin Police Department Captain Curt Saitta was presented to the Board of Aldermen.

**LEGISLATION**

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**Bill 4197-** AN ORDINANCE GRANTING A SPECIAL USE EXCEPTION TO MOHAMMAD AND OMAR AYYASH FOR MELT N DIP, FOR OPERATION OF A RESTAURANT WITH FRONT YARD PARKING AND OUTSIDE SEATING.

A motion was made by Alderman Frank Fleming and seconded by Alderman Michael Finley for a first reading of Bill 4197, title only. A voice vote was taken with unanimous affirmative result and the motion passed. Bill 4197 was read for the first time, title only.

*Discussion:*

Mayor Tim Pogue noted the Planning & Zoning Commission unanimously recommended the SUE.

A motion was made by Alderman Frank Fleming and seconded by Alderman Michael Finley for a second reading of Bill 4197, title only. A voice vote was taken with unanimous affirmative result and the motion passed. Bill 4197 was read for the second time, title only.

A roll call vote was taken for passage and approval of Bill 4197 with the following results:

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

Nay: None

Bill No. 4197 was approved and became Ordinance No. 24-13.



**BOARD OF ALDERMEN  
Meeting Minutes**

AUGUST 12, 2024

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

**Bill 4198 - AN ORDINANCE AMENDING THE IDENTIFICATION AND DUTIES OF THE RECORD CUSTODIAN IN THE CITY OF BALLWIN.**

A motion was made by Alderman Michael Finley and seconded by Alderman Frank Fleming for a first reading of Bill 4198, title only. A voice vote was taken with unanimous affirmative result and the motion passed. Bill 4198 was read for the first time, title only.

*Discussion:*

City Administrator Eric Sterman noted this section of ordinance clarifies current code regarding the Custodian of Records and appoints the City Clerk as the Custodian of Records, removes a reference to a Microsoft Exchange Server that is now obsolete. It also names the Police Records Clerk as the Assistant City Clerk.

A motion was made by Alderman Mark Stallmann and seconded by Alderman Mike Utt for a second reading of Bill 4198, title only. A voice vote was taken with unanimous affirmative result and the motion passed. Bill 4198 was read for the second time, title only.

A roll call vote was taken for passage and approval of Bill 4198 with the following results:

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

Nay: None

Bill No. 4198 was approved and became Ordinance No. 24-14.

**CONSENT ITEMS**

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**Administration – Personnel Manual Sick Leave Clarification**

*Staff recommends accepting changes to the personnel manual to clarify current conversion of sick/medical leave to vacation leave.*

A motion was made by Alderman Frank Fleming and seconded by Alderman Mark Stallmann to accept staff’s recommendation. A voice vote was taken with unanimous affirmative result and the motion passed.

**Administration – Six Month Cash Financial Statement**

*Staff recommends the Board approve the semi-annual statement of revenues and expenditures. This is a yearly consent item.*

A motion was made by Alderman Frank Fleming and seconded by Alderman Mark Stallmann to accept staff’s recommendation. A voice vote was taken with unanimous affirmative result and the motion passed.



**BOARD OF ALDERMEN  
Meeting Minutes**

AUGUST 12, 2024

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

**Administration – Craft Beer Festival Liquor License**

*Staff recommends approving the liquor license for the Craft Beer Festival on September 7<sup>th</sup>.*

A motion was made by Alderman Frank Fleming and seconded by Alderman Mark Stallmann to accept staff’s recommendation. A voice vote was taken with unanimous affirmative result and the motion passed.

**Administration – Destruction of Records**

*Staff recommends approval of these records which have been kept per the Missouri Secretary of State Local Records Retention Schedule.*

A motion was made by Alderman Frank Fleming and seconded by Alderman Mark Stallmann to accept staff’s recommendation. A voice vote was taken with unanimous affirmative result and the motion passed.

**Administration – Dunkin’ Donuts SUE Extension**

*Staff recommends approving a one-year extension to the SUE for Dunkin’ Donuts to allow for completion of work.*

A motion was made by Alderman Frank Fleming and seconded by Alderman Mark Stallmann to accept staff’s recommendation. A voice vote was taken with unanimous affirmative result and the motion passed.

**MAYOR’S REPORT**

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None.

**CITY ADMINISTRATOR’S REPORT**

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City Administrator Eric Serman noted the Public Works Department received the final permit to demolish the former Police Station and work will begin after Ballwin Days. He also noted Ballwin Days starts Thursday and invited everyone to come out and enjoy the festival.

**CITY ATTORNEY’S REPORT**

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None.

**ALDERMANIC COMMENTS**

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None.



**BOARD OF ALDERMEN  
Meeting Minutes**

AUGUST 12, 2024

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

**CLOSED SESSION**

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A motion was made by Alderman Mike Utt and seconded by Alderman Michael Finley to move to closed session to discuss legal, personnel and real estate matters under Section 610.021 (1), (2) and (3)

A roll call vote was taken on the move to closed session with the following results:

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

Nay: None

The meeting moved to closed session at 7:27 p.m.

**ADJOURNMENT**

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When the Board returned to the chambers, a motion was made by Alderman Frank Fleming to reconvene. The motion was seconded by Alderman Mark Stallmann and passed by a unanimous voice vote. The Board reconvened in open session at 8:26 p.m.

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 8:27 p.m.

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

ATTEST:

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



PLANNING SESSION Meeting Minutes

AUGUST 12, 2024

5:00 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 Eric Sterman at 5:00 p.m.

ROLL CALL

Present

Absent

- Mayor Tim Pogue
Alderman Mike Utt
Alderman Michael Finley (arrived at 5:38)
Alderman Pamela Haug
Alderman Mark Stallmann
Alderman Frank Fleming
Alderman Mark Weaver
City Administrator Eric Sterman

MINUTES

The Board of Aldermen went through the planning directives for the different departments throughout the City of Ballwin.

The Board noted they would like to potentially look at the salaries and pay scales of the Public Works Department and the Police Department for the possibility of better recruitment and retention.

The Board also discussed potential Marketing & Economic Development strategies to attract more business to Ballwin.

CLOSED SESSION

A motion was made by Alderman Mike Utt and seconded by Alderman Mark Stallmann to move to closed session to discuss legal, personnel and real estate matters under Section 610.021 (1), (2) and (3).

A roll call vote was taken on the move to closed session with the following results:

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

Nay: None

The meeting moved to closed session at 6:40 p.m.





**ADJOURNMENT**

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When the Board returned to the chambers, a motion was made by Alderman Frank Fleming to reconvene. The motion was seconded by Alderman Michael Finley and passed by a unanimous voice vote. The Board reconvened in open session at 7:03 p.m.

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 7:04 p.m.



**BOARD OF ALDERMEN  
Meeting Minutes**

SEPTEMBER 5, 2024

5:00 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 5:02 p.m.

**ROLL CALL**

Present

Mayor Tim Pogue

Alderman Michael Finley

Alderman Pamela Haug

Alderman Mark Stallmann

Alderman Frank Fleming

Alderman Mark Weaver

Alderman David Siegel

City Administrator Eric Sterman

City Attorney Robert Jones

Absent

Alderman Mike Utt

**AGENDA ITEMS**

Mayor Tim Pogue thanked the Board for meeting on short notice. He made a recommendation to appoint Jim Lehmkuhl to serve in the Ward 4 seat left vacant by Alderman Ross Bullington’s passing. He noted Mr. Lehmkuhl would serve until the April 2025 election. He noted Alderman David Siegel and himself met with Mr. Lehmkuhl last week also noted many of the Board members had met with him individually at Ballwin Days. He believes Mr. Lehmkuhl would be a great fit to serve the community of Ballwin. He also noted Mr. Lehmkuhl currently serves as a pastor and works with a recovery group and their meetings are on Thursday nights, which is why he is not present.

Alderman Michael Finley noted he has known Mr. Lehmkuhl for about ten years. He noted when it comes to making decisions about placing someone in a position, he narrows it down to whether or not this person is a good person. He noted Mr. Lehmkuhl is a thoroughly good person and would carry out the goal that Becky Bullington, the late Alderman Ross Bullington’s wife, articulated which was to “pick the person who wants best for the City of Ballwin”.

Alderman Mark Stallmann asked how long Mr. Lehmkuhl had lived in the City of Ballwin and Alderman Finley noted he had lived here for several decades.



**BOARD OF ALDERMEN  
Meeting Minutes**

SEPTEMBER 5, 2024

5:00 PM 1 GOVERNMENT CTR. BALLWIN, MO 63011

Alderman Stallmann also asked where Mr. Lehmkuhl lived, and Alderman Finley replied Goldwood Drive. Alderman David Siegel noted he believes Mr. Lehmkuhl would be the best fit for the Board and has the best intentions when it comes to Ballwin and the direction it is moving toward.

Alderman Finley added that Mr. Lehmkuhl’s daughter and granddaughter also live in Ward 4.

Mayor Pogue read a statement sent by Alderman Mike Utt as follows: “Mayor Pogue, I am unable to attend the special meeting next Thursday, September 5, due to a prior engagement. I met with Mr. Lehmkuhl and after talking with him, I fully support appointing him as Alderman in Ward 4.”

A motion was made by Alderman David Siegel and seconded by Alderman Michael Finley to appoint Jim Lehmkuhl as Alderman in Ward 4 to fill the currently vacant seat. A voice vote was taken with unanimous affirmative result and the motion passed.

**ADJOURNMENT**

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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 5:06 p.m.

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

ATTEST:

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

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# CITY OF BALLWIN, MISSOURI



# PROCLAMATION

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## *National Service Dog Month*

*WHEREAS, We believe in the joyful, transformative power of the human-canine bond and inclusivity of all citizens;*

*WHEREAS, In the United States, 64 million adults and children have a disability and only 16,000 service dogs from accredited training programs exist nationwide and the need is growing.*

*WHEREAS, Canine Companions is a nonprofit organization that enhances the lives of people with disabilities by providing expertly-trained service dogs and ongoing support to ensure quality partnerships.*

*WHEREAS, Canine Companions and their service dogs empower people with disabilities to lead life with greater independence, by providing best-in-class training, ongoing follow up services and a deeply committed community of support;*

*WHEREAS National Service Dog Month aims to educate our community about the benefits of service dogs and the laws protecting them;*

*WHEREAS, The City of Ballwin continues to work toward becoming an inclusive community in which all citizens, and their service dogs, are embraced;*

*NOW, THEREFORE, in recognition of service dogs and the adults and children with disabilities in our community, I, Tim Pogue, Mayor of the City of Ballwin, do hereby proclaim September to be “**NATIONAL SERVICE DOG MONTH**”*

*IN WITNESS HEREOF, I hereunto set my hand and cause to be affixed the Great Seal of the City of Ballwin, Missouri this 9th day of September, 2024.*

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*Tim Pogue  
Mayor*

ATTEST:

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*Eric Sterman  
City Administrator*

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# CITY OF BALLWIN, MISSOURI



# PROCLAMATION

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## *National Service Dog Month*

*WHEREAS, We believe in the joyful, transformative power of the human-canine bond and inclusivity of all citizens;*

*WHEREAS, In the United States, 64 million adults and children have a disability and only 16,000 service dogs from accredited training programs exist nationwide and the need is growing.*

*WHEREAS, Duo Dogs is a nonprofit organization that enhances the lives of people with disabilities by providing expertly-trained service dogs and ongoing support to ensure quality partnerships.*

*WHEREAS, Duo Dogs and their service dogs empower people with disabilities to lead life with greater independence, by providing best-in-class training, ongoing follow up services and a deeply committed community of support;*

*WHEREAS National Service Dog Month aims to educate our community about the benefits of service dogs and the laws protecting them;*

*WHEREAS, The City of Ballwin continues to work toward becoming an inclusive community in which all citizens, and their service dogs, are embraced;*

*NOW, THEREFORE, in recognition of service dogs and the adults and children with disabilities in our community, I, Tim Pogue, Mayor of the City of Ballwin, do hereby proclaim September to be “**NATIONAL SERVICE DOG MONTH**”*

*IN WITNESS HEREOF, I hereunto set my hand and cause to be affixed the Great Seal of the City of Ballwin, Missouri this 9th day of September, 2024.*

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*Tim Pogue  
Mayor*

ATTEST:

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*Eric Serman  
City Administrator*



Bill No. 4199

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

INTRODUCED BY  
ALDERMEN UTT, FINLEY, STALLMANN, HAUG, FLEMING, WEAVER, LEHMKUHL, SIEGEL

**AN ORDINANCE AMENDING THE 2024 BUDGET OF CASH REVENUE AND CASH DISBURSEMENTS FOR THE OPERATING AND CAPITAL 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, 2024, and ending December 31, 2024, was approved as the budget of the City of Ballwin for the twelve (12) month period of January 1, 2024 through December 31, 2024 by Ordinance.

Section 2. The expenditures set forth in such budget were authorized for the period January 1, 2024 through December 31, 2024, 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 and capital revenues and expenditures within the total appropriation levels established in the 2024 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 \_\_\_\_ day of \_\_\_\_\_, 2024.

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

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2024.

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

ATTEST:  
\_\_\_\_\_  
*ERIC STERMAN, CITY ADMINISTRATOR*

# Resolution

## City of Ballwin, Missouri

INTRODUCED BY  
ALDERMEN UTT, FINLEY, STALLMANN, HAUG, FLEMING, WEAVER, LEHMKUHL, SIEGEL

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### A RESOLUTION OF THE BALLWIN BOARD OF ALDERMEN ENDORSING SAINT LOUIS COUNTY’S GRANT PROGRAM FOR THE CITY’S WASTE REDUCTION EFFORTS

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WHEREAS, the City of Ballwin is desirous of expanding the level of participation that the citizenry currently utilizes with regards to recycling and waste diversion; and

WHEREAS, goals have been set to reduce the amount of solid waste in the landfills; and

WHEREAS, the Saint Louis County Department of Public Health, Waste Management Program, had made funds available through the Saint Louis County Waste Reduction Grant Program to municipalities; and

WHEREAS, the City of Ballwin has submitted an application for this grant program to provide a free recycling event to local residents.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF BALLWIN, SAINT LOUIS COUNTY, MISSOURI AS FOLLOWS:

Section 1: The Board of Aldermen of the City of Ballwin supports the application to the 2024 Waste Reduction Grant and a second grant for the 2025 Waste Reduction Grant and commits to provide data pertinent to the grant project to measure success of the grant project.

Section 2: Commit to gaining cooperation and input from residents to support the grant project.

Section 3: The governing body hereby authorizes the Director of Parks and Recreation to sign and execute the contract accepting grant funds from the Saint Louis County Department of Public Health if awarded.

Adopted this 9th day of September, 2024

PASSED this \_\_\_\_ day of \_\_\_\_\_, 2024.

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

ATTEST: \_\_\_\_\_  
*CITY CLERK*





## Consent Item

**RE:** Auditing Services

**Department/Program:** Finance

**Explanation:** An RFP for independent audit services was issued July 23, 2024. The RFP was sent to six local firms who currently audit municipalities. The RFP was also posted on the City’s website. Quotes for services for a period of three years were requested. Quotes were also solicited for a single audit, which is required when the City receives \$750,000 or more in federal funding in a calendar year. The City last issued an RFP in 2019 at which time the bid was awarded to Kerber, Eck & Braeckel LLP for a term of three years. A two year extension was signed for years 2022 – 2023.

Three responses were received. Each of these firms have recent experience auditing public entities in our area. They have also received favorable peer review ratings regarding their system of quality control.

Firm	2024	2025	2026	Single Audit
CliftonLarsonAllen LLP	\$42,000	\$44,100	\$46,200	\$7,500 - \$8,300
Sikich	\$32,100	\$34,500	\$36,900	\$7,500 - \$7,700
Kerber, Eck & Braeckel LLP	\$32,000	\$33,500	\$35,000	\$4,000

**Recommendation:** Although Kerber, Eck & Braeckel LLP is the lowest bidder, the Board and City Administrator have historically expressed a preference to change auditors on a regular basis. Therefore, Administration recommends awarding the bid to the second lowest bidder, Sikich.

**Submitted By:** Denise Keller, Finance Officer

**Date:** September 4, 2024





# Consent Item

**RE:** Special Use Exception Transfer - 15230 Manchester Road - Midas

**Department/Program:** Administration, Planning & Zoning

**Explanation:** The Petitioner is seeking the transfer of the Special Use Exception as the new owner of Midas at 15230 Manchester Road. The ongoing operations would adhere to all regulations outlined in the Special Use Exception within the governing Ordinance, with no proposed changes at this time. The transfer would be based on Ordinance 23-29, signed on December 11, 2023. The business must adhere to all current building and fire code requirements for commercial occupancy and must complete the building permit, floodplain development permit, occupancy permit and business license process after receiving approval from the Board of Aldermen for the transfer of the Special Use Exception.

**Recommendation:** Staff recommends approval of this Special Use Exception Transfer with the standard Special Use Exception conditions, along with the conditions specified in Ordinance 23-29 and the following conditions for a motor vehicle service and/or repair facility:

No work activities shall be done outside the building, and no motor vehicle shall be stored unless enclosed within a building or parked and stored outdoors only subject to the following restrictions and regulations:

- a. All motor vehicles shall be parked on a paved parking lot that has been paint striped to show designated parking areas;
- b. No motor vehicle may be parked outdoors unless it has a current license issued by a state government;
- c. No motor vehicle may be parked outdoors for more than 45 consecutive days or more than 50 days during any 12-month period;
- d. The aggregate number of motor vehicles parked outdoors for more than 24 hours shall not exceed the greater of six motor vehicles per enclosed service bay or 12 motor vehicles per acre of the premises of the shop; and
- e. Such other restrictions and regulations as the board of aldermen may require due to unique physical or cultural characteristics, proximity to uses and facilities that may be negatively impacted by this use, access limitations, traffic impact or other special issues which make the site atypical of the city or neighborhood.

**Submitted By:** Lynn Sprick, City Planner

**Date:** September 9, 2024



SPECIAL USE EXCEPTION TRANSFER PETITION

CITY OF BALLWIN } FEE: \$250.00
COUNTY OF ST. LOUIS } PAID:
STATE OF MISSOURI } NUMBER:

TO THE BOARD OF ALDERMEN CITY OF BALLWIN

Type of Special Use Exception: Auto repair and service

Original Special Use Exception Ordinance Number: 23-29

Date of original Ordinance:

Now comes (print name of Petitioner) Legacy Auto 44 Ltd (DRAFT) Midas Auto service and states to the Board of Aldermen:

- I. That he, she, it, they, has (have) the following legal interest in the tract of land and/or premises located within the corporate limits of Ballwin, Missouri, described in Section II of this petition.
A. State Legal Interest:
B. Documentation of Legal Interest must accompany this petition.
II. That the legal description of the property/premises, for which a Special Use Exception is desired, is enclosed.
III. That the street address of said property is: 15230 Manchester Rd
IV. That the area (acres or square feet) of said property is:
V. That the zoning classification of said property is:
VI. That the present use of said property is:
VII. That the intended use of said property is: Automotive Service and Repair
VIII. That he, she, it, they has (have) obtained permission from the holder of the Special Use Exception to request its transfer into the name of the petitioner, and that the holder of the Special Use Exception waives all claim or rights upon transfer.

WHEREFORE, the holder(s) of a special Use Exception, granted according to Ordinance(s) No. \_\_\_\_\_, do hereby relinquish all rights and claim to said Special Use Exception(s).

HOLDER: Steve Towers Enterprises LLC  
AUTHORIZED SIGNATURE: [Signature]  
AUTHORIZED SIGNATURE (PRINTED): Steve Towers  
ADDRESS: 205 NW 40th St  
CITY/STATE/ZIP: Lincoln, NE 68528  
TELEPHONE NO.: 415-588-8010

Subscribed and sworn before me this 8th day of August, 2024.



[Signature]  
Notary Public

My Commission Expires  
05/23/2026

WHEREFORE, Petitioner(s) pray(s) that a Special Use Exception, granted according to the provisions of Ordinance(s) \_\_\_\_\_ be transferred to the Petitioner.

PETITIONER: Legacy Auto 44 LTD  
AUTHORIZED SIGNATURE: [Signature]  
AUTHORIZED SIGNATURE (PRINTED): William O Leitch  
ADDRESS: 2114 N. Shadow Grove Lane  
CITY/STATE/ZIP: Richmond Texas 77406  
TELEPHONE NO.: 281-904-8281

Subscribed and sworn before me this 8th day of August, 2024.



[Signature]  
Notary Public

My Commission Expires  
05/23/2026

# Midas Auto Service Ballwin Business Plan

Legacy Auto 44, LTD

**DBA**

Midas Auto Service

Opening New Location at:

15230 Manchester Road, Ballwin, MO 63011

Owner: Legacy Auto Group  
Bryan Leitch & Jude Crane

## **Executive Summary**

Bryan Leitch, Managing Partner of Midas Auto Service & Tires, owns and operates Legacy Auto Group, Ltd. with his partner Jude Crane, the largest independently owned franchisee of Midas Auto Service franchises nationwide. With a focus on exceptional service, we provide top-notch auto repairs to all customers. Since opening our first Midas franchise in 2001, we have expanded to 90 stores across 11 states, developing and implementing processes that drive growth, revenue, and customer satisfaction.

Our award-winning franchisee group is dedicated to building trust with our customers through honest, fast, and reliable service. Our corporate structure ensures that each store has a District Manager overseeing day-to-day operations, supporting our goal of providing outstanding service.

At Midas Auto Service in Ballwin, MO, we promise reliable auto repair services, quality work, convenient scheduling, and timely repairs. We aim to be the go-to choice for busy individuals and local businesses seeking top-notch service for their company vehicles.

## **Product Offering**

Legacy Auto Group DBA Midas Auto Service will provide the following repair services for most vehicle makes and models Monday - Saturday. Monday - Friday business hours will be 7:30AM - 6:00PM and Saturday 8:00AM - 6:00PM.

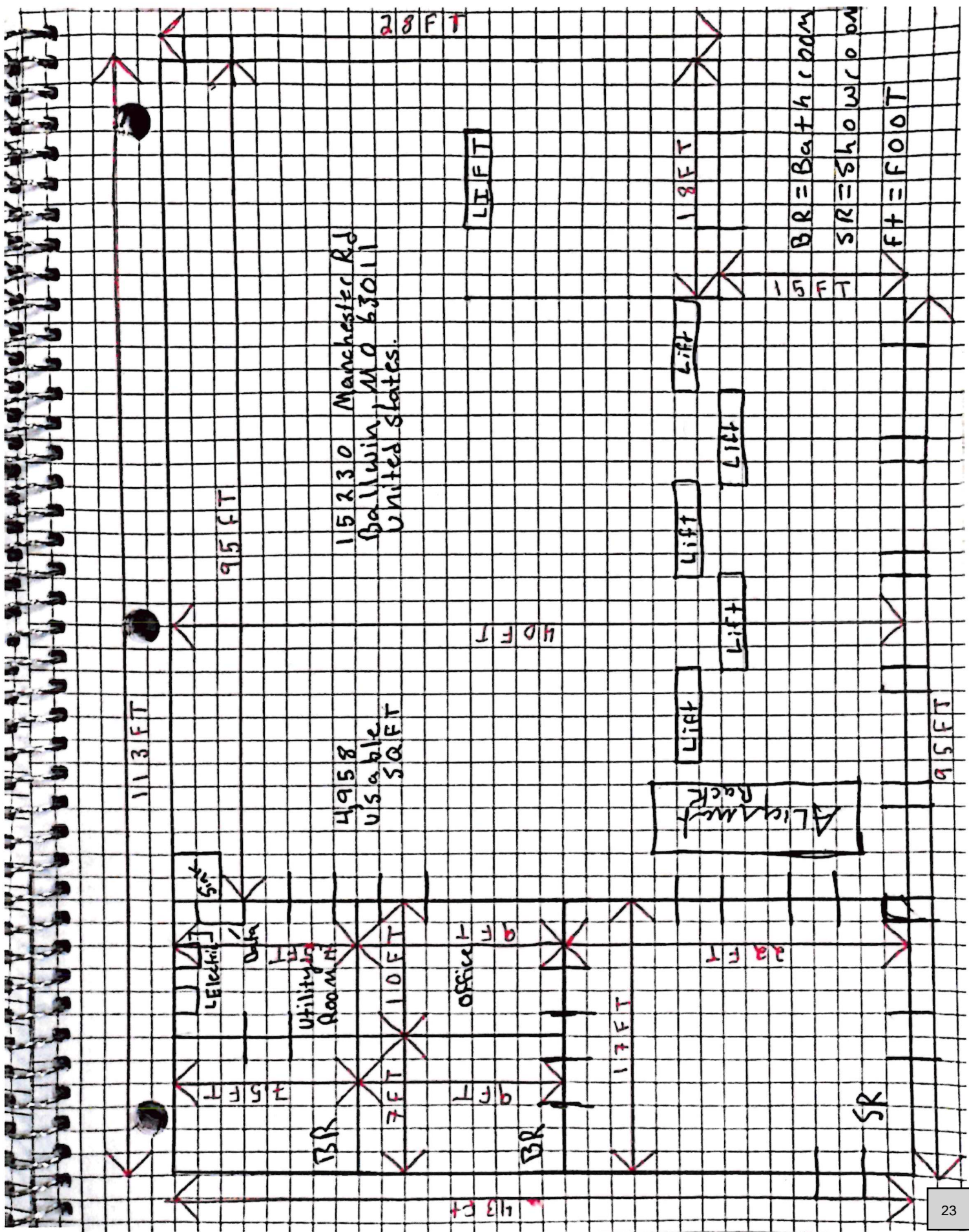
- Preventative Repair & Maintenance
- New Tires
- Wheel Alignment and Repair
- Brake Repair
- Powertrain Repair
- Muffler & Exhaust Repair
- Heating Repair
- Electrical System Repair

## **Customer Focus**

Midas Auto Service will target personal vehicle owners in Ballwin. Midas will also target small businesses who use a vehicle for their company's operations such as delivery drivers, plumbers, HVAC repair, and other mobile businesses. No matter the customer, Midas Auto Service will deliver the best results, service, and communication.

**Improvements To The Property**

We have added a new roof, remodeled the interior and exterior of the store, and added all new equipment inside.



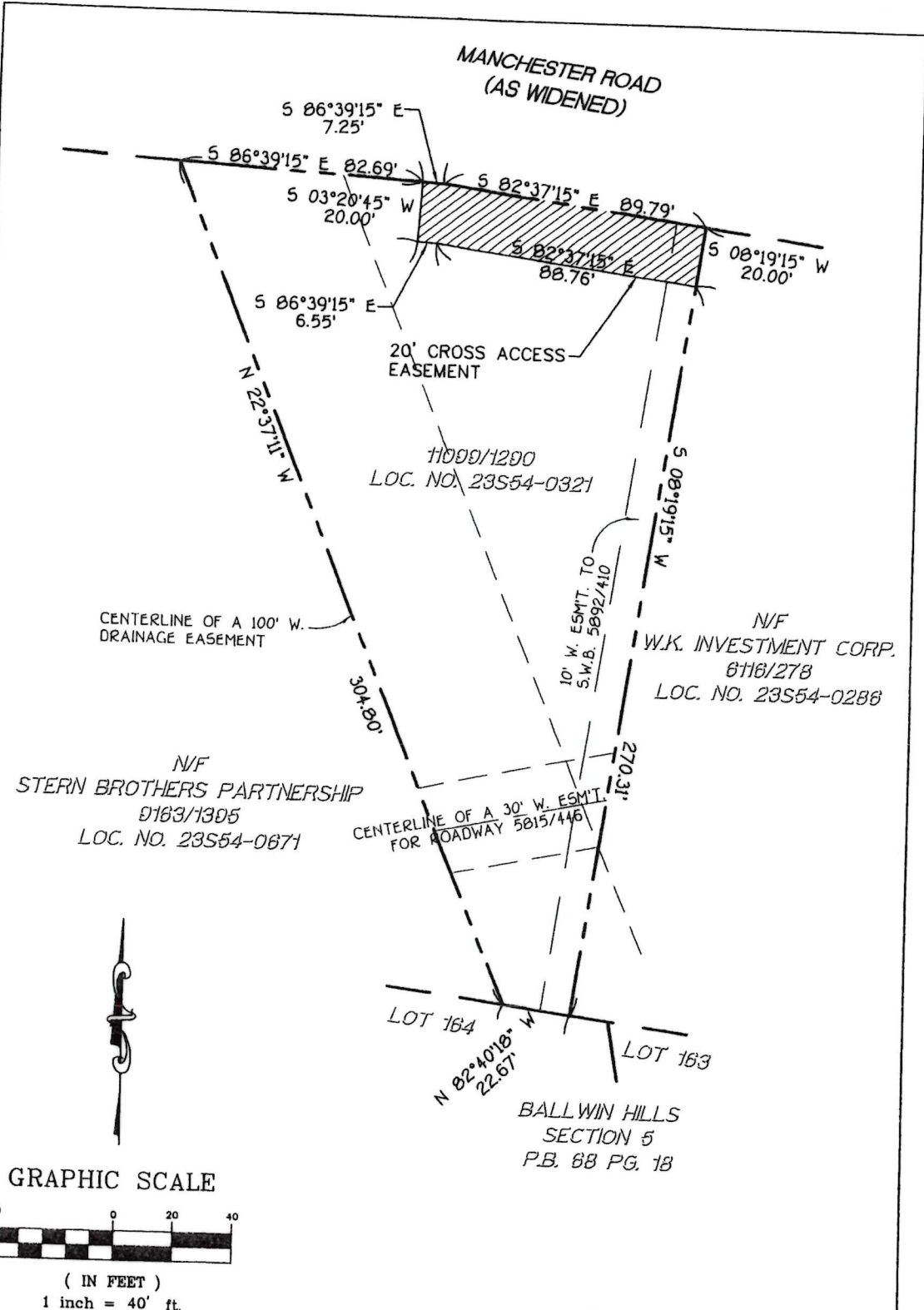
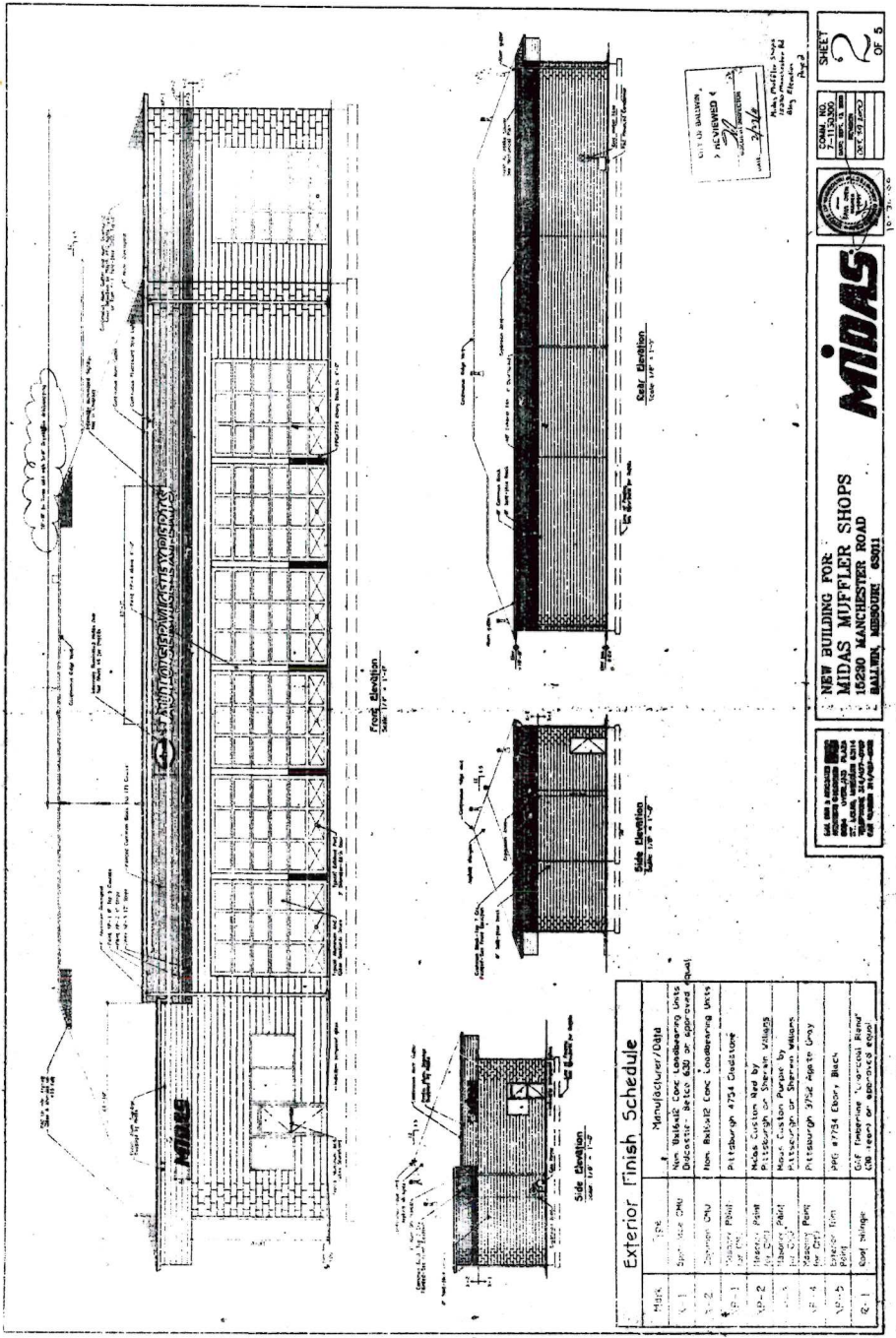


EXHIBIT "A"

INITIALS: *NPA* DATE: 4/27/01

**CROSS ACCESS EASEMENT PLAT**  
**PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4**  
**OF SECTION 34, TOWNSHIP 45 NORTH, RANGE 4 EAST**  
**CITY OF BALLWIN, ST. LOUIS COUNTY MISSOURI**





**Exterior Finish Schedule**

Item	Type	Manufacturer/DBM
1-1	Exterior CMU	Manitowish/DBM
1-2	Exterior CMU	Manitowish/DBM
1-3	Exterior CMU	Manitowish/DBM
1-4	Exterior CMU	Manitowish/DBM
1-5	Exterior CMU	Manitowish/DBM
1-6	Exterior CMU	Manitowish/DBM
1-7	Exterior CMU	Manitowish/DBM
1-8	Exterior CMU	Manitowish/DBM
1-9	Exterior CMU	Manitowish/DBM
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1-95	Exterior CMU	Manitowish/DBM
1-96	Exterior CMU	Manitowish/DBM
1-97	Exterior CMU	Manitowish/DBM
1-98	Exterior CMU	Manitowish/DBM
1-99	Exterior CMU	Manitowish/DBM
1-100	Exterior CMU	Manitowish/DBM

NEW BUILDING FOR:  
**MIDAS MUFFLER SHOPS**  
 15280 MANCHESTER ROAD  
 BALLWIN, MISSOURI 63011

SEE SHEET 2 OF 5

DATE: 11/11/11  
 DRAWN BY: [Signature]  
 CHECKED BY: [Signature]  
 PROJECT NO.: 1111111111

**MIDAS**

Section 10, Item b.

PROJECT NO. 202

SHEET  
A1.0

DATE	12/22/20
DESIGNED	MA
DRAWN	RB
CHECKED	

COMMERCIAL BUILDING  
PARKING LAYOUT FOR  
15230 MANCHESTER RD.  
BALLWIN, MO 63011

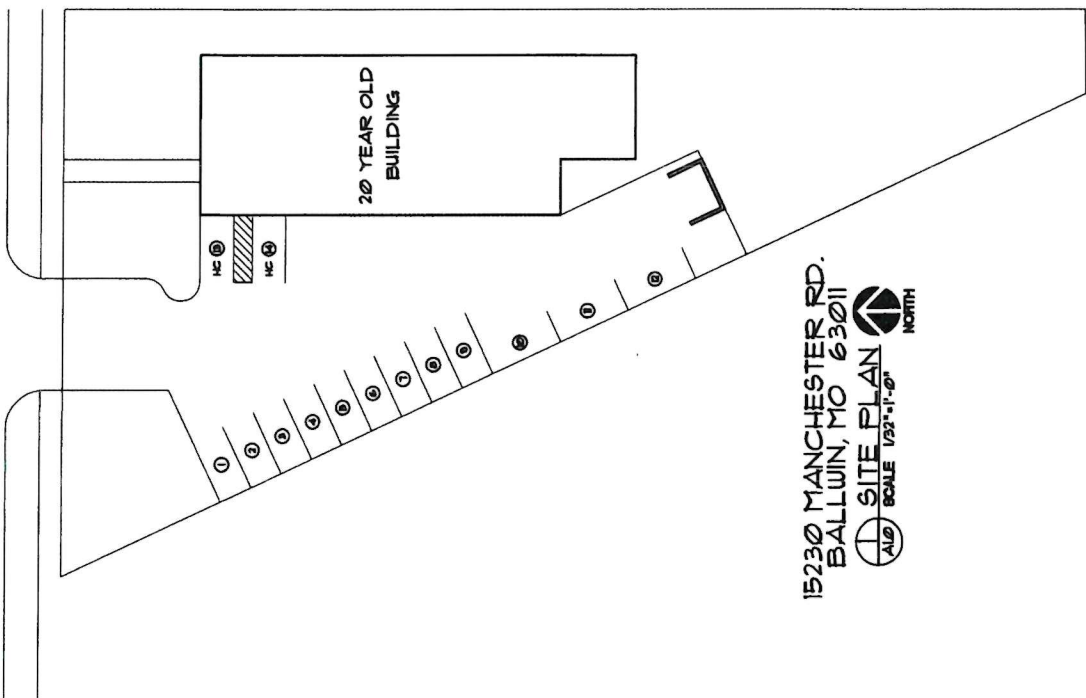


ADAMS ARCHITECTURAL ASSOCIATES  
ARCHITECTURAL SERVICES  
WATT C. ADAMS - ARCHITECT NA / NCARB  
704 5th Ave  
Centerville, MO 63034-4229  
(636)377-1222  
(636)377-1227 - FAX

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THE PROFESSIONAL SEALS SHOWN ARE FOR THE  
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FOR THE ARCHITECTURE BOARD OF REGISTRATION FOR  
PROFESSIONAL ARCHITECTS IN MISSOURI. THE  
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OR OTHER DOCUMENTS OR INSTRUMENTS THAT MAY BE  
FOR THE UNDERSIGNED PROFESSIONAL ARCHITECT. AN  
ARCHITECT IS NOT TO BE USED FOR THE SEAL OFFICE OF THE  
STATE ARCHITECTURE BOARD OF REGISTRATION FOR  
PROFESSIONAL ARCHITECTS IN MISSOURI. THE  
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CONTRACTS, AGREEMENTS OR OTHER DOCUMENTS  
OR INSTRUMENTS THAT MAY BE FOR THE  
PROJECT WHICH THIS SEAL INDICATES RESPONSIBILITY.

MANCHESTER RD.



15230 MANCHESTER RD.  
BALLWIN, MO 63011  
ALB SITE PLAN  
SCALE 1/32"=1'-0"  
NORTH

RECEIVED  
DEC 22 2020  
CITY OF BALLWIN



## **Consent Item**

**RE:** Liquor License for Quik Trip

**Department/Program:** Administration

**Explanation:** Quik Trip has had a change of managing agent for their liquor license. They are applying for the same liquor license under the new managing agent's name

**Recommendation:** Staff recommends approval of liquor license.

**Submitted By:** Megan Freeman

**Date:** September 9, 2024