



Budget Work Session Minutes

October 12, 2015 at 5:30 p.m.

300 Park Drive – Donald “Red” Loehr Police and Court Center

The minutes are prepared in summary to reflect the overall discussion – not verbatim quotes.

The Budget Work Session was called to order at 5:34 p.m. by Mayor Tim Pogue.

In attendance were Aldermen Jimmy Terbrock, Michael Finley, Kevin Roach, Mark Stallmann, Jim Leahy, Ross Bullington and Kathy Kerlagon. Also in attendance were City Administrator Eric Hanson, City Attorney Robert Jones, Assistant City Administrator Thomas Aiken, Police Chief Steve Schicker, Director of Parks and Recreation Linda Bruer, Director of Public Works Gary Kramer, Finance Officer Denise Keller and Human Resource Coordinator Haley Morrison.

City Administrator Eric Hanson announced the overall agenda for the meeting. The staff will present their overall projected budget needs for their respective departments. Mr. Hanson stated the objective for this meeting is to give an overall view of the needs for each department. Revenues will be presented at the next meeting. This will allow the board to decide where money is best spent.

The Administration’s operating budget overview was presented by Tom Aiken, Assistant City Administrator. He outlined that the department’s budget would be about \$50,000 less than the 2015 adopted budget. The decrease is primarily attributable to the lack of capital projects and reduction in equipment purchases for 2016.

The Planning and Zoning program is very consistent from year to year and will see no change – in 2016.

The Inspections program ensures the housing stock and lands remain in good, desirable conditions—making Ballwin a desirable place to live. Two new vehicles to be added late in 2015 will reduce the maintenance and fuel costs for this program. A fuel and service analysis will be conducted at the end of 2016 to provide guidance for the disposition of the remainder of the aging fleet.

The community service program is primarily public relations oriented. The budget is dominated by the ever increasing cost of operating streetlights for which the city can expect a rise of \$16,000 in 2016 due to an expected electricity rate increase.

The legal and legislation programs contains expenditures related to these matters and costs can be expected to increase for 2016 due to an increase in conferences travel for elected officials, election expenses, and legal services.

The support service program includes a wide range of expenditures associated with the day to day operations of the department. No significant new expenses are expected for 2016. But there will be no major expenditures for asset improvement as there have been for the past few years.

Information Systems purchased servers late in 2015 which will require a one-time expenditure for licensing. In 2016 the overall budget for this program is still expected to be reduced from 2015.

The Court program and finance programs will be unchanged for 2016.

A question was asked about the Great Streets Project by Alderman Roach and what the money set aside would cover. Mr. Aiken said this money was set aside for non-specific items. The money was there as an anticipation to complete current projects or for the next phase of the project. Mayor Pogue stated it was set up as a contingency fund in the event that there were changes. Alderman Leahy asked if the money had been used and Mr. Aiken stated that it had not.

The Parks and Recreation operating budget overview was presented by Linda Bruer, Director of Parks and Recreation. She stated the programs budgeted for 2016 will be primarily focused on expanding street tree maintenance and removal efforts based on the 2015 street tree inventory. The department is also proposing the initiation of a residential street tree planting cost share program. Funds are proposed to plant 100 trees in 2016, if requested. Two replacement vehicles are also budgeted in the parks program budget to facilitate tree removal.

An effort will be made in 2016 to bring golf course expenses more in line with revenues. Ms. Bruer is proposing to move a full-time golf course employee that specializes in horticulture to the parks department. She is also proposing doing away with the golf course manager position through attrition. The banquet operations will be contracted through an RFP process to a private firm specializing in these services. Ms. Bruer stated the only equipment proposed for replacement is the 22 year old reel grinder. There are no major projects planned in 2016.

The North Pointe will be in its 14th season of operation. It is proposed to replace the concession tables due to rust, fading and two being un-repairable.

The Pointe at Ballwin Commons will be celebrating its 20th anniversary in 2016. The budget for 2016 includes the final phase of Pointe renovations including: painting the indoor pool, slide and play structure, purchasing new cardio equipment on a three year payment plan, and upgrading the RecTrac software that is currently used for POS, membership registration, on-line sales, facility scheduling, golf tee times, and client communications.

The Ballwin Days Festival budget is anticipated to remain unchanged from the 2015 budget.

The building services program includes personnel, supplies, equipment, maintaining all city buildings and performing small renovation projects. There is no anticipation of major equipment or personnel changes expected for the 2016 budget.

Alderman Terbrock asked about the use of the banquet center, entering into an RFP contract, how often it was rented and if this will generate revenue or cost the City money. Ms. Bruer stated they would look into a 3 year RFP contract and that currently the banquet hall is rented or in use once a week. The revenue should remain the same but could increase if it was marketed correctly.

Alderman Terbrock also asked if a swap loader could be used as a lift truck replacement option but was informed that it was not certifiable.

Alderman Finley inquired about the RecTrac software and its use. Ms. Bruer explained that it is a program for signing up for activities, point of sale and will also allow users to reserve tee times. This new update will allow residents the ability to do these things from home via the internet.

Alderman Roach asked what the overall budget was for Ballwin Days which was \$95,537. He also asked what the final phase included for The Pointe's renovation. Ms. Bruer stated it was the painting of the Indoor Pool and the replacement of fitness equipment. Alderman Roach asked if the maintenance budget had been exhausted. Ms. Bruer stated it was not completely exhausted.

The Police operating budget overview was presented by the Chief of Police, Steve Schicker. He explained that the budget comprised mostly of operation items and addresses building maintenance concerns. There is a significant increase in the expenditures for 2016 as compared to 2015. The major increase in expenditures is due to projects such as fortifying the facility to meet certification standards and replacing the original natural gas service line. The budget also includes the replacement and rotation of 5 marked patrol vehicles, the replacement of the 2003 surveillance van assigned to the Division of Criminal Investigation, and a new computer forensic service subscription with the Regional Computer Crimes Education and Enforcement Group.

Alderman Finley asked how long this repair project could last especially the replacement of the gas line and he was informed that it was not anticipated to take very long.

Alderman Roach inquired about the replacement of bullet proof vest and how much was being budgeted for those items. Chief Schicker stated that \$4,000 was being budgeted and a 50% match through a government program would allow for the replacements of 8-10 vests.

The Public Works budget overview was presented by Gary Kramer, Director of Public Works. Mr. Kramer stated that there were no anticipated expenditures for new personnel. Large item expenditures includes: the pavements program, the sidewalks program, the traffic control program, snow and ice control program, the property services program, and the support services program.

The pavement program includes items such as mill/replacement for streets rated at a five or less, micro paving for street pavement conditions at or above a five, easement acquisition for the Henry Avenue resurfacing and sidewalk project, and the Holloway Road resurfacing and sidewalk project.

The Sidewalks Program includes replacing areas that have tripping hazards and upgrading curb ramps.

The Traffic Control Program provides striping and traffic signal maintenance that is bid to private contractors and the painting of crosswalks, stop bars and turn arrows by Public Works personnel.

Snow and ice control is budgeted based on the 2,307 tons average annual usage of salt which is used for treating all streets for the 2015-2016 winter season.

The property services program includes the mosquito control fogging, leaf collection, Ries Road bridge, Ramsey Lane bridge and the Caybeth retaining wall replacement.

Support Services includes the replacement of certain vehicles. Four 2-ton trucks, one 2-ton flatbed truck and two pickup trucks are in poor condition and need to be replaced. The 2016 budget includes the replacement of two 2-ton dump trucks, one 2-ton flatbed truck and one pickup truck.

Mr. Kramer also included items that will be needed for the future: Truck and equipment shelter, wash bay replacement, 5-ton asphalt roller, Happy Ct. tie wall replacement, electronic message board replacement and office expansion to improve security and provide a conference room and long term file storage.

Alderman Leahy inquired about the department's current fleet of 18 dump trucks and 2 flat beds. Mr. Kramer stated they would not be decreasing their fleet due to the ages of the vehicles and the need for back-up equipment.

Alderman Finely asked about the Holloway project and if it was completely finished including any unknown issues which Mr. Kramer confirmed was completed.

Alderman Roach voiced his concern about the priority of a couple projects. He asked Mr. Kramer if the retaining wall on Happy Ct. located in Ward 2 could take priority over the retaining wall project on Caybeth in Ward 1. Mr. Kramer stated that the design and drawings for the Caybeth project has been in the works for four years. The tie wall replacement on Happy Ct. has not begun and is not included in the 2016 budget and requires designs, drawings and the approval of the easement by the property owners.

Alderman Roach's second concern was on the pavement assessment and the roads that would be included on the 2016 budget. He said that based on the assessments the lowest rated roads were primarily in Ward 2 and the worst in the ward being on Oakwood Terrace Ct. He was concerned that this street was not included in the budget and he believed it should have been a priority. Mr. Hanson commented that Mr. Kramer would provide an assessment of Oakwood Terrace Ct. and that he would forward the results to Alderman Roach.

Alderman Terbrock asked Mr. Kramer about the condition of Ramsey Lane. Mr. Kramer stated that choosing the roads which required repair, his decision was to address the condition of Holloway Road based on lane usage. Ramsey Lane and West Skyline are on his priority list but stated he was not sure when they will be on the schedule to begin the paving.

Mayor Pogue adjourned the budget meeting at 6:48 p.m.

TIM POGUE, MAYOR

ATTEST:

ERIC HANSON, CITY ADMINISTRATOR

E Hanson
T Aiken
A Johnson

Updated: **October 23, 2015**



MINUTES OF THE BOARD OF ALDERMEN MEETING
CITY OF BALLWIN – 300 Park Drive
October 12, 2015

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 James Terbrock
Alderman Michael Finley
Alderman Kevin Roach
Alderman Mark Stallmann
Alderman Jim Leahy
Alderman Ross Bullington
Alderman Kathy Kerlagon
City Administrator Hanson
City Attorney Robert E. Jones

ABSENT

Alderman Frank Fleming

The Pledge of Allegiance was given.

MINUTES

The Minutes of the *September 28, 2015 Work Session, Board of Aldermen meeting and closed sessions* were submitted for approval.

A motion was made by Alderman Terbrock and seconded by Alderman Stallmann to approve the minutes from the September 28th Work Session as submitted. A voice vote was taken with a unanimous affirmative result and the motion passed

A motion was made by Alderman Terbrock and seconded by Alderman Finley to approve the minutes from the September 28th Board meeting as submitted. A voice vote was taken with a unanimous affirmative result and the motion passed.

A motion was made by Alderman Stallmann and seconded by Alderman Kerlagon to approve the September 28th Closed Session minutes as submitted. A voice vote was taken with a unanimous affirmative result and the motion passed.

PRESENTATIONS

Chief of Police, Steve Schicker, presented Anthony Lindahl with the Citizen Service Citation for his quick response in a drowning situation that occurred on August 14th involving a 3 year old that resulted in Mr. Lindahl performing CPR.

The police officer who responded to the drowning incident was Officer Mike Dahm. Officer Dahm continued CPR until the paramedics arrived and took over. Chief Schicker presented Officer Dahm with a Chief's Commendation.

Chief Schicker also presented a Citizen Service Citation to Ryan Raven for his assistance to officers Michael Flamion and Amanda Maragni. These officers were responding to a larceny in progress call. An altercation with the suspect occurred when the officers were trying to subdue the individual. Officer Maragni was assaulted and Officer Flamion ended up in a ground altercation with the suspect. During the altercation, the suspect attempted to take Officer Flamion's firearm. Ryan Raven had been driving by when he saw the altercation taking place. He stopped and assisted the officers in subduing the suspect.

CITIZEN COMMENTS

Lynn Goetz, residing at 504 Kenilworth in Ballwin, wished to address the Gun-Free Zones within the City of Ballwin. Mr. Goetz brought to the Board's attention certain shooting situations that could have been avoided had a "no fire arms" sign not been posted on the premises of these locations. He used several examples such as the Aurora Colorado Theater shooting, stating there were various movie theaters showing the "Dark Knight Rises" within 20 minutes from the killer's apartment. He didn't choose to go to the theaters closest to him or the largest auditorium in Colorado, which was only ten minutes away, because these theaters allow individuals to carry permitted handguns on their premises. He chose the only theater prohibiting guns. A second example Mr. Goetz gave happened in Pearl, Mississippi in 1997. A 16 year-old killed his mother and went to Pearl High School with a rifle and killed two individuals. The school's assistant principal retrieved a .45 mm semi-automatic pistol from his truck and intercepted the suspect while he was trying to flee the parking lot. The assistant principal held him at gun point until police arrived at the scene. Mr. Goetz also gave the example of the incident that occurred in 1998 in Edinboro, Pennsylvania. A 14 year-old brought a .25 caliber pistol to a school dance that was held off campus. The 14 year-old ended up killing one person and wounding three others. The 14 year-old then entered the pub next door to where the dance was being held. The pub owner confronted him with his shotgun as the 14 year-old was reloading and ordered him to surrender. Mr. Goetz also provided this example to the board, which involved a 21 year-old from Santa Clara, California in 1999. The 21 year-old went to a shooting range, rented a rifle and fired shots into the ceiling and herded three employees out into an alley where he intended to kill them. One of the employees was carrying a concealed .45 caliber handgun under his shirt. When the shooter looked away, that employee pulled his gun and fired his weapon at the shooter. He kept the gun pointed at the 21 year-old until the police arrived. The final example Mr. Goetz provided was from a shooting that happened in 2002 in Gundy, Virginia, where a 43 year-old student at Appalachian School of Law opened fire with a .360 ACP semi-automatic handgun on the campus. He shot and killed two faculty members at point blank range. Two students ran to their vehicles to retrieve their personally-owned firearms and returned to the scene, disarmed the gunman and held him for the police. Mr. Goetz stated he could continue on with more examples but he thought the Board was beginning to understand where he was leading with the provided information.

Mr. Goetz stated that a couple of years ago he accepted an invitation presented to him by the Board of Aldermen to become a member of the Planning and Zoning Commission. Over the years he stated he has decided to not conduct business at businesses where a sign on the door stating "guns not allowed" is present because, as in the examples he provided, a gun free zone is essentially a shooting range.

He asked that the Board consider removing the sign on the door to the police station that states "No Guns Allowed."

Mayor Pogue stated and confirmed by Chief Schicker that he believed the no guns allowed at municipal buildings is set by state statute.

Mr. Goetz suggested Ballwin look into lobbying to lift the gun free zone for municipal buildings. He asked Mayor Pogue if he were to set something up with his state representative, if the Mayor would be willing to have this discussion with him. Mayor Pogue confirmed that he would.

NEW BUSINESS

LEGISLATION

Next Ordinance # 15-33

RESOLUTION FOR ROCKWOOD COALITION

A motion was made by Alderman Finley and seconded by Alderman Terbrock approve the Resolution. A voice vote was taken with a unanimous affirmative result

CONSENT ITEMS

Budgeted items which are low bid and do not exceed expenditure estimates and/or items which have been previously approved in concept.

- a. Hire Temporary Laborers for Leaf Collection Programs

A motion was made by Alderman Terbrock and seconded by Alderman Stallmann to accept the Consent Items. A voice vote was taken with a unanimous affirmative result and the motion passed.

MAYOR'S REPORT

Legislative Affairs Committee- Mayor Pogue stated that at the last meeting the main topics of discussion were in regards to Senate Bill 5 (SB5) and the St. Louis County sales tax reallocation proposal. He stated the next meeting was the following evening and he anticipated further discussion on SB5. There are several municipalities looking to make amendments to this bill. He also stated that there is movement for pre-filing for a bill if the Municipal League does endorse a plan, in regards to the sales tax revenue.

Planning & Zoning Appointment- Chris Wright is looking to resign at the end of the year. Mr. Wright will sit on the Commission until his seat can be filled. There is still an opening for Ward 4 that will need to be filled by the end of the year.

Mayor's Meeting- Mayor Pogue was approached by St. Louis Community College to sign an endorsement to extend the Metro 57 Express Bus Route to the Wildwood campus.

A motion was made by Alderman Kerlgaon and seconded by Alderman Leahy to authorize the mayor to endorse the extension of the 57 Metro Bus Route to the Wildwood Community Campus and send a letter to John Nation at Metro. A voice vote was taken with a unanimous affirmative result and the motion passed.

CITY ADMINISTRATOR'S REPORT

None

STAFF REPORTS

None

CITY ATTORNEY'S REPORTS

Annexation of 2750 Clarkson Road from St. Louis County – City Attorney Jones met with Glen Powers, Director of Planning for St. Louis County. Mr. Powers suggested that Ballwin may be able to take advantage of Chapter 72 which would allow for a boundary adjustment without having to use the simplified annexation procedures. City Attorney Jones said he will provide legislation at the next meeting to adopt this plan.

American Arms Gun Range – Tom Aiken and Attorney Jones have been working to draft legislation that would allow John Henderson's business to have a sign fronting Manchester Rd. Attorney Jones stated he should have the legislation for the next meeting. Attorney Jones stated that Mr. Henderson would need to have some sort of written agreement with one of the property owners that fronts to Manchester in order to pass this legislation.

Lease Agreement with Enterprise Leasing Company for the Inspection's vehicle lease -- Attorney Jones looked over the leasing agreement and saw that the company wanted Ballwin to insure the vehicles at full value for the duration of the lease agreement. Enterprise offers this additional coverage for an additional \$420 per year, per vehicle.

Mayor Pogue stated that he would prefer if staff looked into purchasing the vehicles rather than a lease agreement. Alderman Terbrock and Alderman Stallmann were in agreement with the Mayor and stated that after thinking about the leasing of the vehicles that it may be beneficial to look into purchasing the two vehicles instead of leasing.

City Administrator Hanson said the department could look into the possibility of purchasing one vehicle this year and include an additional vehicle for purchase in the 2016 budget.

A motion was made by Alderman Terbrock and seconded by Alderman Stallmann to terminate the lease agreement with Enterprise Leasing Company. A voice vote was taken with a unanimous affirmative result and the motion passed.

ALDERMANIC COMMENTS

Alderman Leahy- Asked when leaf pickup would begin. Public Works Director Gary Kramer stated leaf pickup would begin the 26th of October.

Alderman Kerlagon- Stated she and her husband participated in National Night Out in their neighborhood on Tuesday, October 6th. She said she had a great time and had seen neighbors she hadn't spoken with for a long time. She said Officer Dahm stopped by during the event and entertained the kids by demonstrating how the lights on his vehicles worked.

Alderman Terbrock- Asked Mayor Pogue if he had heard anything about the trash cans being placed at the bus shelters. Mayor Pogue stated he heard from Metro and they would not be providing any trash cans that they only have agreements to provide trash cans at bus stops in the City of St. Louis.

Alderman Roach- Commented Ryan Raven's family resides within his Ward. It was a heroic act that he performed and Alderman Roach was very happy for the way that the situation turned out.

A motion was made by Alderman Terbrock and seconded by Alderman Stallmann to adjourn the Board of Aldermen Meeting. A roll call vote was taken with a unanimous result, and the meeting was adjourned at 7:36 p.m.

TIM POGUE, MAYOR

ATTEST:

ERIC HANSON, CITY ADMINISTRATOR

E Hanson
T Aiken
A Johnson

Updated: **October 20, 2015**