



Budget Work Session Minutes

September 25, 2017 at 6:00 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 6:11 p.m. by Mayor Tim Pogue.

In attendance were Aldermen Jimmy Terbrock, Michael Finley, Kevin M Roach, Mark Stallmann, Frank Fleming, Jim Leahy, Raymond Kerlagon and Ross Bullington. Also in attendance were City Administrator Eric Hanson, City Attorney Robert Jones, Director of Development and Assistant City Administrator Andy Hixson, Police Chief Kevin Scott, Director of Parks and Recreation Linda Bruer, Director of Public Works Gary Kramer, Finance Officer Denise Keller, Human Resource Coordinator Haley Morrison, Streets Superintendent Jim Link, IT Manager Paula Reeds, Director of Marketing and Communications Kirsten Hochstetler, and City Clerk Abigail Johnson.

The Budget Work Session Meeting was adjourned at 7:02 p.m. by Mayor Pogue to conduct the scheduled Board of Aldermen meeting. Mayor Pogue announced that the Budget Work session would continue at the conclusion of the Board Meeting.

The Budget Work Session Meeting was brought back into session at 7:50 p.m. by Mayor Pogue.

Finance Officer Denise Keller provided an overview and comparison of the estimated 2018 income and expense compared to the 2017 budget.

The projected 2018 budgeted General fund revenues are \$19,555,115 and General fund expenses are \$21,957,794.

This leaves a deficit of \$2,402,679. If we back out the transfer of fund balance for the Government Center construction of \$2,863,472 and add in the amount to be committed for future public safety expenditures of \$416,412, we are left with a projected surplus of \$44,381.

Capital fund revenues are \$5,191,447

Capital fund expenses are \$5,601,367

This leaves a deficit of \$409,920. Applying the anticipated carryover of fund balance from 2017 of \$266,562 and utilizing recreation escrow of \$148,781, we will end with a projected surplus of \$5,423.

Following the overview provided by Ms. Keller and City Administrator Hanson, staff presented their overall projected departmental budget plans. Below are highlights from each departments projected budget items for the 2018 Budget:

Administration

- Streetlight expense budgeted to increase by \$20K in 2018

- Great Streets funding for Banners decreases by \$5,000

- Annual Server Replacements/ Upgrades

- Annual Desktop Computer Replacements

- IT Manager Security Training

- Transition to Google Docs

- Replacement of document management software

- Year 1 of a 3 year program to microfilm records at the Government Center

- Audit fees will increase by \$3,200 for a single audit required for the Federal Henry Avenue project

- New World module to enhance tracking of FMLA cases

Parks & Recreation

Parks Department

Seal multi-purpose court and walking path at New Ballwin Park
Replace 14 year old Gator utility vehicle

Golf Course

Replace 11 year old Greens mower,
Purchase a new top-dresser to take better care of greens
Gabion Baskets Install to fix erosion problem on #9 tee box (in-house staff to perform installation)

Pointe at Ballwin Commons

Upgrade Elevator
Replace Original concession tables on pool side
Purchase Retractable volleyball net for staff safety

North Pointe

Sandblast and Paint Kiddie Pool
Paint Leisure Pool

Building Systems

Purchase New Floor Scrubber
Replace 'poor' rated van used by Building Systems

Police Department

Personnel

Salary increases - compression
Pension expense
Additional dispatcher
IT Specialist
Virtual Academy training
Training seminars
Honor Guard uniforms

Vehicle expenses

Automobiles
Auto accessories
Vehicle GPS units
Auto detailing

Technology

Social media software
Toughbooks (in-car laptops)
Personal computer replacements
Email encryption software

Equipment

Radar units
Ballistic steel plate carriers/helmets
Tasers
Bullet resistant vests
Dictaphone system replacement
Base station receiver upgrade
Evidence bar coding system
Rapid ID mobile scanner
Headset, dispatch
Refrigerator

Miscellaneous

Ammunition
Lobby upgrades
Deprogram portable radios

Public Works

Streets & Sidewalks

Contractual

Slab Replacement:

Windcliffe (concrete section)
Orkney
Fieldstone
Trailwood
Caprice Gardens
Castle Pines – Phase 1

Curb and Gutter Replacement:

Old Ballwin Road
Curb ramps and tripping hazards on above streets

In-House

Slab Replacement:

Kehrs Mill Trail
Holloway Ridge
Village Meadows
Wetherburn
Fairway Lake

Mill/Repave:

Windcliffe (asphalt over concrete pavement section)
Royal Oaks
Manorcrest
Ironwood

Sunstone
Old Ballwin Road

Sidewalks:

Henry - replace existing sidewalks that exceed ADA maximum cross slope.
Curb ramps and tripping hazards on mill/repave streets.

Federal Funding

New Ballwin Road – submitting application for federal funding for curb and gutter replacement, curb ramp upgrades, and sidewalk tripping hazards.

Snow Control

Average salt usage since 1996 is about 2,200 tons.
Salt brine is expected to reduce the annual usage by about 320 tons.
2018 budget includes 1,880 tons.

Bridges *combined bidding; sequential*

Ries Road Bridge - construction.
Ramsey Lane Bridge – construction

Storm Drainage

Woods Mill Road – west side drains between sidewalk and street pavement

Continued Services

Mosquito fogging will continue on a city-wide, weekly treatment with St. Louis County standing water
Leaf collection will continue using temporary laborers
Striping by contract
Traffic signal maintenance by contract
Salt brining streets in advance of impending winter storm
Removal of limbs with bucket truck
Contractual tree removal.
Stump grinding by Parks Dept.

Equipment over \$7,500

Streets and Sidewalks Program

Stump grinder
Trailers (2)
Tack sprayer
Miller

Property Services Program

Leaf vacuum (1)
Chipper

Support Services Program

One-ton trucks (3)
Additional two-way radios (9)

Mayor Pogue adjourned the Budget Work Session Meeting at 9:16 p.m.

TIM POGUE, MAYOR

ATTEST:

ERIC HANSON, CITY ADMINISTRATOR

A Johnson

Updated: **October 5, 2017**