



Board of Aldermen  
Budget Meeting Minutes  
September 24, 2018 at 6:00 p.m.  
300 Park Drive, Ballwin, MO 63011

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

The budget meeting was called to order at 6:01 p.m. by **Mayor Tim Pogue**. Board members in attendance were **Aldermen Michael Finley, Kevin M. Roach, Mark Stallmann, Frank Fleming, Jim Leahy, Ross Bullington and Raymond Kerlagon**. Alderman Jimmy Terbrock was absent from this meeting.

City Staff in attendance were City Administrator Eric Hanson, City Attorney Robert Jones, Assistant City Administrator/Director of Development Andy Hixson, City Clerk Abigail Johnson, Police Chief Kevin Scott, Superintendent of Streets Jim Link, Interim Director of Parks and Recreation John Hoffman, Finance Officer Denise Keller, Human Resource Coordinator Haley Morrison, IT Manager Paula Reed, and Marketing and Communications Director Kirsten Hochstetler.

Finance Officer Denise Keller provided an overview of the general fund operation which included expense assumptions related to overhead and other annual fixed costs. In addition, the board received updates on the fleet condition report, annual street maintenance schedule, public safety tax expenditures, and 5-year Capital Improvement Plan (CIP).

### Administration

Assistant City Administrator/Director of Development Andy Hixson provided a summary of planned expenses for the Department of Administration. In addition to the yearly expenses associated with plan review, inspections, code enforcement, and information technology, Mr. Hixson discussed budget requests to fund a possible annexation vote in the future, the need for an outside consultant to manage and store all social media activity in order to remain in compliant with the Freedom of Information Act/Sunshine Requests as required by the State of Missouri, and the annual purchase and replacement of office computers (PC).

### Parks and Recreation

Interim Director of Parks and Recreation John Hoffman began his presentation outlining expenses needed at the North Pointe, which included replacing the grates at the bottom of the pool, as required by federal law. In addition, the sand filtration system requires additional maintenance this year including new sand and associated filters to maintain water quality throughout the summer. At The Pointe, in addition to also needing new pool grates and sand filtration maintenance, the major item requested was to have the gym floor refinished, which unfortunately will require the entire gym space to be closed for several weeks to complete. For the Golf Course, Mr. Hoffman proposed continuing the renovation process by updating the Pro Shop area and bathrooms as part of the ongoing effort to update the Ballwin Golf Club.

## Public Works

Superintendent of Streets Jim Link stated his department has requested a number of equipment and/or fleet upgrades in the 2019 budget to assist the department with projects and ongoing maintenance. Major items on the list include a 2-ton dump truck, 1-ton dump truck, a vehicle diagnostic machine for the mechanics operations, training funds to allow multiple staff members to upgrade their certifications to a class A CDL license, and other miscellaneous tools and equipment to assist throughout their operations. Mr. Link also stated that the only federally funded project for 2019 was for Holloway Road and that it was only in the design engineering phase.

## Police

Chief Kevin Scott presented the Board with expense items the department would like to purchase or have completed in 2019. Some of the items discussed were to continue with certification programs and training, replace two vehicles, purchase bullet proof vests, and purchase addition ammunition for training. The Chief spoke at length about the need to update the facility, in order to address a number of issues. The jail cell area is compliant, but in need of updating, the lower lever is not adequate for the current operations, there is a need for HVAC and mechanical systems upgrades, numerous accessibility issues in various parts of the building, the need to expand the Sally Port for safety and security reasons, and a need to repurpose the current board room, once the new City Hall is complete. The Chief has requested that an allocation of funds from unused Public Safety Tax be made over the next few years to in order to establish a building fund to address the many facility needs mentioned above.

Ms. Keller concluded the 2019 budget expense presentation by providing the expenses for the Capital Budget improvement items. With the ongoing work on the Comprehensive Plan and Parks Master Plans, the CIP remains fluid with the only major expense anticipated in 2019 being the completion of City Hall.

Mayor Pogue adjourned the meeting at 7:19 p.m.

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TIM POGUE, MAYOR

ATTEST:

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ERIC HANSON, CITY ADMINISTRATOR

*Updated: October 4, 2018*  
A Johnson