



BOARD OF ALDERMEN FINANCE & ADMINISTRATION COMMITTEE Meeting Minutes

MAY 11, 2026 6:00 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 Chairman Frank Fleming at 6:00 p.m.

ROLL CALL

Committee Members Present

- Chairman Frank Fleming
- Alderman Michael Finley
- Alderman Tequila Gray
- Alderman Jim Lehmkuhl

Absent

Non-Committee Aldermen Present

- Alderman Janet Rodriguez Judd
- Alderman Lori A. Kelling
- Alderman Mark Weaver
- Alderman David Siegel

Staff Present:

City Administrator Eric Sterman

City Attorney Kyle Cronin

- Finance Officer Denise Keller
- Building Commissioner Seth Pecoraro
- Chief John Bergfeld
- Public Works Director Jim Link

AGENDA ITEMS

Chairman Fleming asked Finance Director Denise Keller to provide an overview of the City’s current financial standing.

Finance Director Keller presented several slides, with budgeted and actual financial information for the 2025 fiscal year. She went on to explain general fund balance changes and compared the beginning and ending balance for 2025.



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Alderman Judd asked about non-spendable items.

Finance Director Keller gave examples of non-spendable items: inventory, insurance and other pre-paid expenses.

Finance Director Keller provided a sales tax update for 2025 year end and estimates for 2026.

City Administrator Eric Sterman stated that the deficit is largely due to the construction of the public works facility and is not an operating deficit.

Chairman Fleming asked about outstanding bills from the construction of the public works facility.

City Administrator Sterman said the outstanding bills are relatively minor.

2024 International Building Code Update

City Administrator Sterman stated that the City of Ballwin currently operates under the 2015 international building code. Historically, the City has tried to be aligned with St Louis County and neighboring cities with regard to building codes. Updated building codes are adopted via legislation.

Building Commissioner Seth Pecoraro stated that Ballwin's current codes are 11 years old. Codes are updated every three (3) years. Most municipalities in the St Louis area tend to adopt updated codes every six (6) years.

Aldermen Siegel asked if expansion tanks will be required for water heaters under new code requirements.

Building Commissioner Pecoraro answered yes.

Mayor Stallmann asked Mr. Pecoraro to highlight major changes.

Building Commissioner Pecoraro stated that a major update would require all basement outlets to be GFI (ground fault interruptor). He went on to explain that existing outlets and circuits will remain legal. If updates are being performed, current codes will be required.

Alderman Judd asked if a change in occupancy would require updates.



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Building Commissioner Pecoraro said no.

City Administrator Serman explained that although the City can adopt a new code, the City does have the ability to adopt amendments to those codes.

Alderman Weaver asked how often codes are updated.

Building Commissioner Pecoraro said that nationally, codes are updated every three (3) years. The 2027 code is now being debated nationally.

City Administrator Serman said it is beneficial to adopt codes that have been used in practice for a year or two.

Building Commissioner Pecoraro agreed and said this allows revisions to be made to the codes.

Alderman Finley asked what code St Louis County is currently using.

Building Commissioner Pecoraro answered that St Louis County and Ballwin are both using the 2015 code.

Chairman Fleming asked about the 90 day waiting period.

City Administrator Serman explained that the waiting period allows interested parties to review the proposed code and make comments.

Alderman Kelling asked if any neighboring communities have adopted newer codes.

Building Commissioner Pecoraro answered that Clarkson Valley is currently using the 2024 code, Maryland Heights is using some 2021 codes and Town & Country is using some 2018 codes.

Chairman Fleming asked how to move forward with the adoption process and further discussion would happen during the regular Board Meeting.

Fund Balance Reserve Policy

City Administrator Serman explained that the City currently has a 25% guidance policy on the unrestricted fund balance. The average among other cities is 40%.



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Finance Director Keller added that Claton's fund balance is 50% and it would be good practice to raise the balance closer to the average.

Chairman Fleming asked if the City's current fund balance is 63% as stated earlier.

Alderman Siegel stated that he is not comfortable with such a high percentage.

Finance Director Keller stated that if the balance dips below 25% a plan will be put in place to improve the fund balance reserve within two (2) years.

Alderman Finley asked if Alderman Siegel would be comfortable with a higher number, with the upcoming completion of the Public Works and Parks buildings.

City Administrator Sterman stated that The Pointe and North Pointe will be very expensive to replace and an increase in the fund balance reserve would be useful at that time.

Mayor Stallmann said that he agrees that the 63% should be paid down but he does not want to see the City in a position where the citizens are being relied on for tax increases to pay for facilities and/or street repairs and improvements.

Chairman Fleming asked when and how the infrastructure fund is approved.

City Administrator Sterman stated that the fund is approved by ordinance, was approved in 2025 and is revisited every five (5) years.

Chairman Fleming asked whether, if funds are established by ordinance, they are effectively set in stone, with the fund reserve balance intended to be used as needed.

Chairman Fleming asked if 35% would be agreeable with the other members.

Aldermen Finley asked if the GFOA (government finance officers association) conference recommends a standard.

Finance Director Keller answered that the GFOA recommends a minimum of two (2) months of operating expenses.



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Virtual Meeting Policy

Chairman Fleming stated he is concerned about joining meetings virtually that continue in a closed session.

City Administrator Sterman said this practice was not permitted prior to Covid and then allowed on an emergency basis. It has become common practice and there are not currently any rules. The Board can adopt a policy to self govern.

St. Louis County Use Tax

City Administrator Sterman said that St Louis County has placed a use tax on the August ballot. A portion of St Louis County’s tax is part of the tax pool. If the measure passes, approximately 40% of the tax will be distributed to Cities within St Louis County.

Chairman Fleming stated the Board cannot advocate for the measure. The Board should prepare to provide answers to the public for how the money would be spent.

Other topics

Alderman Finley stated that it is four (4) years away but a pay increase for Aldermen will be considered in 2030. In 2020, a study was conducted, estimating what aldermen in surrounding communities are paid. This was a beneficial study and a similar study should be considered.

With no further business, Alderman Finley motioned to adjourn the meeting. Chairman Fleming seconded the motion, and the meeting adjourned at 7:00 p.m.

_____ MARK R. STALLMANN, MAYOR

ATTEST:

_____ LYNN SPRICK, CITY PLANNER