

City Administrator

CITY OF BALLWIN, MISSOURI



The Community

Located in the heart of prestigious West St. Louis County, Ballwin, Missouri, is a community of more than 30,000 residents. Ballwin is the fifth largest city in St. Louis County, which has a population of more than one million people. Ballwin is a unique name for a city. In fact, it is the only city in the United States with its spelling (Ballwin, not Baldwin). But it's not just the name that makes this city special.

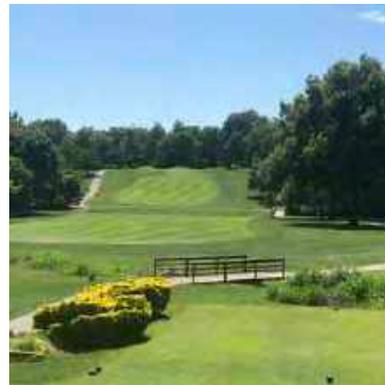
Ballwin was founded in 1837 by John and Mary Bray Ball. The town was originally recorded as "Ballshow", but two days later, Ball amended the recorded plat to be named Ballwin. No one knows for sure why the name was changed, but one of John Ball's great-grandsons says it was the result of a rivalry with a neighboring city and Ball wanted to "win out" in reputation and growth.

Many years later, the community could argue Ballwin is doing just that. Ballwin was named the #1 suburb in the St. Louis region in 2017 and 2018 according to WalletHub; in the top 20 safest cities in the state in 2017 and 2018; #8 on the list of Best Cities to Live in Missouri in 2018 by Homesnacks; the 6th best place to raise a family in Missouri by niche.com in 2017; and ranked in the 94 percentile for best small cities in America.

Ballwin offers a wide range of quality of life amenities. Two state-of-the-art recreational facilities, The Pointe at Ballwin Commons Community Center and North Pointe Family Aquatic Center, provide exceptional opportunities for family fun, leisure time, and personal fitness. Ballwin's municipal golf course is recognized as the best public nine-hole facility in the area and played host to a USGA Senior Qualifier in 2018.

Beautiful Vlasis Park is the crown jewel of the City's parks system and covers 31 acres featuring a baseball diamond, tennis courts, ponds, pavilions, volleyball courts, and an array of outdoor and recreational elements. The park is home to the annual Ballwin Days festival featuring activities for the entire family, including carnival rides, fireworks, live entertainment, and the Ballwin Days 5K and 1 Mile Run. While Ballwin offers lots of family fun, residents are also never far from the city action in St. Louis. A thirty minute drive brings you to all the well-known St. Louis attractions, including the arch, the St. Louis Zoo, the science center, Busch Stadium, and much more.

Perhaps the biggest draw for families moving to Ballwin is access to high quality education. Ballwin is served by two high-performing, AAA rated school districts. The Rockwood and Parkway School Districts serve students from Pre K through grade 12, and both have earned local, state, and national awards and accreditations, including the Missouri Gold Star and National Blue Ribbon. Several major universities and colleges are located nearby including Washington University, St. Louis University, Maryville University of St. Louis, Missouri Baptist University, Webster University, St. Louis Community College, Lindenwood University, and University of Missouri-St. Louis.



Governance & Organization

The City of Ballwin operates under a mayor-alderman-city administrator form of government. The Mayor and eight Aldermen make up the governing body and serve two-year terms. The Mayor is elected at-large, and two Aldermen are elected from each of four wards. The City Administrator is the chief administrative official of the City and is responsible to the Mayor and Aldermen for the day-to-day operations of the organization. The City Administrator is designated by ordinance to retain authority for all personnel decisions.

The City has 137 employees organized into four departments, including Administration, Parks and Recreation, Police, and Public Works. Administration encompasses legislation, public relations, occupancy/building permits and inspections, code enforcement, planning, zoning, licensing, finance, human resources, and municipal court. The City has a 2018 operating budget of \$19.3 million. There has been no municipal property tax since 1987, and City services are financed primarily by sales tax, utility gross receipts taxes, and recreational revenues. Real estate taxes are collected by St. Louis County, the area school districts, and other governmental agencies. The utility tax rate is 7%, and the sales tax rate is 8.613%.

Leadership & Innovation

There will be several key issues for the new City Administrator to address:

- Currently under review is the method of pooled sales tax distribution to municipalities in St. Louis County. Regardless, the new City Administrator should be prepared to explore viable new revenue sources to augment sales tax revenues.
- Retention and attraction of retail businesses will be an important goal to ensure Ballwin's continued economic growth in the region.
- The City seeks an initiative to encourage development of housing options for residents aged 55 and over with the City Administrator playing an important role in devising a plan.
- As with many communities, Ballwin has aging housing stock and aging infrastructure. The new City Administrator will need to develop a strategy to address these issues.
- The City Administrator will lead discussions and possible implementation of future annexation.



Ideal Candidate

The City of Ballwin has a very stable governing board. The Mayor and Aldermen seek a new City Administrator to lead the organization that includes a dedicated work force that delivers a slate of high quality municipal services to residents.

The ideal candidate will:

- Desire to make Ballwin home for the long term
- Be energetic, yet have a calm and diplomatic leadership style
- Lead by example, maintain positive staff morale, and reward good work efforts
- Possess excellent presentation skills
- Be skilled at providing guidance to the governing board
- Have demonstrated knowledge of information technology and the use of social media
- Be active in the community
- Embrace innovation and be an “ideas” person
- Have the ability to establish a leadership position among the city managers in St. Louis County

Education & Experience

A bachelor's degree in public or business administration or a related field from an accredited college or university is required. A master's degree is also required. The new City Administrator must have seven years of city management experience in a community of comparable size or assistant city management experience in a larger city. Experience in a suburban community is a plus.

Compensation & Benefits

The salary range for this position is \$120,000 - \$150,000 depending on qualifications and experience. The City participates in Missouri's Local Government Employees' Retirement System (LAGERS), and a full range of leave and insurance benefits is also provided. It is preferred that the chosen candidate establish residency in Ballwin. A car allowance and a relocation expense reimbursement are also provided.

Application Process

Please apply online at:
<http://bit.ly/SGRCurrentSearches>

For more information on this position contact:

Gary Holland, Senior Vice President
Strategic Government Resources
GaryHolland@GovernmentResource.com
405-269-3445

This position is open until filled. To view the status of this position, please visit:
<http://bit.ly/SGRCurrentSearches>

The City of Ballwin is an Equal Opportunity Employer and values diversity in its workforce. Applicants selected as finalists for this position will be subject to a comprehensive background check.

Resources

City of Ballwin, MO
www.ballwin.mo.us

Parkway School District
www.parkwayschools.net

Rockwood School District
<http://www.rsdmo.org>

