



# OFFICE OF THE CITY CLERK

## BIANCA L. TIRADO, CITY CLERK

### PERSONNEL & FINANCE

JUNE 24, 2024 2:30 P.M.

Committee Members Present:

Sheila Niezgodski, Troy Warner, Canneth Lee, Rachel Tomas Morgan, Angela Smith, Ross Deal

Committee Members Absent:

Karen White

Others Present:

Bianca L. Tirado, Elivet Quijada-Navarro, Matthew Neal, Bob Palmer

Presenter(s):

Kyle Willis

Agenda:

Bill No. 26-24 – Amending Salary Ordinance No. 10978-23

Bill No. 27-24 – Q2 Budget Transfers

Bill No. 28-24 — Q2 Additional Appropriations

Members marked with an asterisk (\*) are in virtual attendance.

**Please note the attached link for the meeting recording:**

<https://docs.southbendin.gov/WebLink/browse.aspx?dbid=0&mediaid=383280>

Committee Chair Sheila Niezgodski called to order the Personnel & Finance Committee meeting at 3:30 p.m.

Committee Chair Niezgodski introduced citizen members Angela Smith and Ross Deal.

### **Bill No. 26-24 Amending Salary Ordinance No. 10978-23**

Kyle Willis, City Controller, with offices on the 12<sup>th</sup> floor of the County-City Building, stated that Bill No. 26-24 covers four (4) amendments to the Salary Ordinance No. 10978-23. The first (1<sup>st</sup>) amendment being a title change and salary cap increase from sixty-two thousand dollars (\$62,000) to seventy thousand dollars (\$70,000) a year for the Financial Specialist Senior position, changing the title to Senior Finance Officer at the Morris Performing Arts Center due to a change and increase in responsibilities. No appropriation of funds will be needed for this salary increase. The second (2<sup>nd</sup>) amendment regards Venues, Parks and Arts (VPA) changing a position title from Financial Specialist III (3) to Financial Specialist IV (4) due to a change and increase in

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Elivet Quijada-Navarro  
CHIEF DEPUTY CITY CLERK

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responsibilities. No additional appropriations are needed for salaries and wages. The third (3<sup>rd</sup>) amendment regards a position within the Morris Performing Arts Center, changing the position of Administrative Assistant I (1) from part-time to full-time. Due to the taking over of administrative duties that are not currently being executed. This position will require an additional appropriation and will be included in Bill No. 28-24. The fourth (4<sup>th</sup>) amendment regards a position within VPA, changing the title from Director of Development to Director of Development and Special Events due to a change and increase in responsibilities. This position will also receive a salary cap increase from sixty-three thousand dollars (\$63,000) to seventy-seven thousand dollars (\$77,000) a year. No additional appropriations are needed due to the available budget from open positions within this department.

Committee Chair Niezgodski held the public hearing, and no members of the public spoke.

Committee Member Tomas Morgan motioned to send Bill No. 26-24 to the Committee of the Whole with a favorable recommendation, which was seconded by Committee Member Canneth Lee and carried by a vote of six (6) ayes, with one (1) committee member absent.

Committee Chair Sheila Niezgodski - <i>Aye</i>	Committee Vice Chair Troy Warner – <i>Aye</i>
Committee Member Canneth Lee - <i>Aye</i>	Committee Member Rachel Tomas Morgan – <i>Aye</i>
Committee Member Karen L. White - <i>Absent</i>	Citizen Member Ross Deal - <i>Aye</i>
Citizen Member Angela Smith - <i>Aye</i>	

**Bill No. 27-24 Q2 Budget Transfers**

Committee Chair Niezgodski motioned to accept Second (2<sup>nd</sup>) Substitute Bill No. 27-24, which was seconded by Committee Member Rachel Tomas Morgan and carried by vote of voice.

Kyle Willis, City Controller, with offices on the 12<sup>th</sup> floor of the County-City Building, stated that Bill No. 27-24 covers budget transfers. In VPA there is a transfer of one hundred fifteen thousand two hundred and eight dollars (\$115,208) to cover debt service, leasing payments, and equipment. Another transfer of eight thousand dollars (\$8,000) to cover the cost of radio supplies for VPA employees.

Committee Chair Niezgodski held the public hearing, and no members of the public spoke.

Committee Vice Chair Warner motioned to send Second Substitute Bill No. 26-24 to the Committee of the Whole with a favorable recommendation, which was seconded by Committee Member Lee and carried by a vote of six (6) ayes, with one (1) member absent.

Committee Chair Sheila Niezgodski - <i>Aye</i>	Committee Vice Chair Troy Warner – <i>Aye</i>
Committee Member Canneth Lee - <i>Aye</i>	Committee Member Rachel Tomas Morgan – <i>Aye</i>
Committee Member Karen L. White - <i>Absent</i>	Citizen Member Ross Deal - <i>Aye</i>
Citizen Member Angela Smith - <i>Aye</i>	



**Bill No. 28-24 Q2 Additional Appropriations**

Kyle Willis, City Controller, with offices on the 12<sup>th</sup> floor of the County-City Building, stated that Bill No. 28-24 talked about the additional appropriations. The first (1<sup>st</sup>) appropriation being three million dollars (\$3,000,000) of grant funds from the state budget agency for field improvements at Byers Softball Complex. The second (2<sup>nd</sup>) appropriation being a one million seven hundred- and fifty-thousand-dollar (\$1,750,000) fund increase for the new city hall of technology. The third (3<sup>rd</sup>) appropriation is for thirty-three thousand two hundred and six dollars (\$33,206) to change the part-time position to a full-time position at the Morris Performing Arts Center. The fourth (4<sup>th</sup>) appropriation regards the two million and three hundred thousand dollars (\$2,300,000) the Wastewater Treatment plant will receive on behalf of the new solar project.

Committee Member Tomas Morgan asked for more information regarding the solar project.

Eric Horvath, Public Works Director, with offices on the 13<sup>th</sup> floor of the County-City Building stated that the two (2) plants with the highest greenhouse gas emissions are the water and wastewater treatment plants. The new solar project is attempting to see a twenty-six percent (26%) reduction of greenhouse gas emissions by 2025 and fifty percent (50%) by 2050. Over the twenty-five (25) year period there is an estimated six million dollars (\$6,000,000) worth of energy savings. The solar project is attempting to increase the usage of renewable energy.

Committee Chair Niezgodski asked for updates from Public Works regarding the solar project.

Eric Horvath stated that certain enhancements can make credit increase from six percent (6%) to thirty to forty percent (30-40%).

Committee Chair Niezgodski held the public hearing.

Sue Kesim, 4022 Kennedy Drive, wanted to thank Eric Horvath for working to make the city more efficient.

Committee Member Tomas Morgan motioned to send Bill No. 28-24 to the Committee of the Whole with a favorable recommendation, which was seconded by Committee Member Warner and carried by a vote of six (6) ayes, with one (1) committee member absent.

Committee Chair Sheila Niezgodski - <i>Aye</i>	Committee Vice Chair Troy Warner – <i>Aye</i>
Committee Member Canneth Lee - <i>Aye</i>	Committee Member Rachel Tomas Morgan – <i>Aye</i>
Committee Member Karen L. White - <i>Absent</i>	Citizen Member Ross Deal - <i>Aye</i>
Citizen Member Angela Smith - <i>Aye</i>	

With no further business, Committee Chair Niezgodski adjourned the Personnel & Finance Committee meeting at 2:48 p.m.



Respectfully Submitted,

A handwritten signature in black ink that reads "Sheila Niezgodski".

Sheila Niezgodski, Committee Chair

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