



OFFICE OF THE CITY CLERK

BIANCA L. TIRADO, CITY CLERK

PERSONNEL & FINANCE

JUNE 23, 2025 4:00 P.M.

Committee Members Present:

Sheila Niezgodski, Rachel Tomas Morgan,
Dr. Oliver Davis, Karen L. White

Committee Members Absent:

None

Other Council Present:

None

Others Present:

Bianca L. Tirado, Jasmine Jackson,
Matthew Neal, Margaret Gotsch, Lari'onna
Green, Bob Palmer

Presenters:

Kyle Willis, Katrina Lee, Eric Horvath

Agenda:

Bill No. 33-25 - Amended 2025 Non-
Bargaining Salary Ordinance

Bill No. 34-25 - Q2 2025 Additional
Appropriation Ordinance

Bill No. 35-25 - Q2 2025 Budget Transfer
Ordinance (Substitute)

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=396494>

Committee Chair Sheila Niezgodski called to order the Personnel and Finance Committee meeting at 4:00 P.M.

Bill No. 33-25 - Amended 2025 Non-Bargaining Salary Ordinance

Kyle Willis, City Controller, with offices on the twelfth (12th) floor of the County-City Building, South Bend, IN 46601, stated that Bill No. 33-25 is a resolution amending the non-bargaining salary ordinance for the Human Rights Commission (HRC), which provides for the reestablishment of the Investigator Three (3) position based on a demonstrated need for this

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Jasmine Jackson
CHIEF DEPUTY CITY CLERK / CHIEF OF STAFF

Matthew Neal
DEPUTY CITY CLERK / DIRECTOR OF POLICY

Margaret Gotsch
DIRECTOR OF SPECIAL PROJECTS

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position to oversee the intake coordinators in the Human Rights Division.

HRC Director Katrina Lee, 1639 Byron Drive, South Bend, IN 46614, reported that this position is needed to provide oversight because the Director does not have the bandwidth to provide day-to-day supervision and the preferred candidate has been providing training to intake coordinators and supervising operations to include preparing and filing necessary reports.

Committee Chair Niezgodski attested to the need for the new position.

Committee Vice Chair Karen White asked if this change would increase the number of HRC staff members and Director Lee stated that the total number would not change but that one position would be upgraded with additional responsibilities.

Committee Member Rachel Tomas Morgan asked for further clarification about why the position was removed from 2025 budget but is now being reestablished.

Katrina Lee stated that Investigator Three (3) was not a new position but it was now needed again to provide additional oversight and training.

Committee Member Tomas Morgan asked if this position was funded by the federal government and if the HRC anticipated that changes in federal funding would affect other positions.

Katrina Lee said the position is not funded by the federal government and no cuts from Equal Employment Opportunity Commission (EEOC) or Housing and Urban Development (HUD) are anticipated at this time.

Committee Chair Niezgodski held the public hearing, and nobody spoke.

Committee Member Dr. Oliver Davis moved to send Bill *No. 33-25* to the Full Council with a favorable recommendation, which was seconded by Committee Member White, and carried by a vote of four (4) ayes.

Committee Chair Sheila Niezgodski - <i>Aye</i>	Committee Vice Chair Karen L. White – <i>Aye</i>
Committee Member Rachel Tomas Morgan - <i>Aye</i>	Committee Member Dr. Oliver Davis – <i>Aye</i>

Bill No. 34-25 - Q2 2025 Additional Appropriation Ordinance

Kyle Willis, City Controller, with offices on the twelfth (12th) floor of the County-City Building, South Bend, IN 46601, stated that Bill *No. 34-25* is a additional appropriations of one million dollars (\$1,000,000) for the Water Works Capital Division and five million dollars (\$5,000,000) for Sewer Works Capital improvements in accordance with the City’s long-term capital plan, as well as an appropriation of two million five hundred thousand dollars (\$2,500,000) for the City match of the Kennedy Park improvement grant and five hundred thousand dollars (\$500,000) from community investments to support the Advantix low income housing credit.

Committee Chair Niezgodski asked if the first two appropriations were to support capital improvements.



Kyle Willis confirmed that they were.

Committee Vice Chair White asked if the federal government was planning to provide the funds to support Kennedy Park improvements.

Eric Horvath, Public Works Director, with offices on the thirteenth (13th) floor of the County-City Building, South Bend, IN 46601, stated that the federal government had honored its grant appropriation for Kennedy Park and, approximately two months ago, the City received the finalized agreement for seven million five hundred thousand dollars (\$7,500,000).

Committee Chair Niezgodski held the public hearing, and nobody spoke.

Committee Member Dr. Davis moved to send Bill No. 34-25 to the Full Council with a favorable recommendation, which was seconded by Committee Vice Chair White, and carried by a vote of four (4) ayes.

Committee Chair Sheila Niezgodski - <i>Aye</i>	Committee Vice Chair Karen L. White – <i>Aye</i>
Committee Member Rachel Tomas Morgan - <i>Aye</i>	Committee Member Dr. Oliver Davis – <i>Aye</i>

Bill No. 35-25 - Q2 2025 Budget Transfer Ordinance (Substitute)

Committee Member Dr. Davis moved to hear Substitute Bill No. 35-25, which was seconded by Committee Member Tomas Morgan and carried by a vote of voice.

Kyle Willis, City Controller, with offices on the twelfth (12th) floor of the County-City Building, South Bend, IN 46601, stated that Substitute Bill No. 35-25 is a resolution to transfer funds in the amount of six hundred two thousand three hundred fifty-seven dollars (\$602,357) from the Park Maintenance budget to cover personnel expenses in Parks and Arts and Visitor Experience, and two hundred thousand dollars (\$200,000) from Community Initiatives to cover the poet outreach program. The Substitute Bill No. 35-25 removed a proposed transfer from the Waterworks operation fund as that transfer had become unnecessary.

Committee Chair Niezgodski held the public hearing, and nobody spoke.

Committee Vice Chair White moved to send Substitute Bill No. 35-25 to the Full Council with a favorable recommendation, which was seconded by Committee Member Dr. Davis, and carried by a vote of four (4) ayes.

Committee Chair Sheila Niezgodski - <i>Aye</i>	Committee Vice Chair Karen L. White – <i>Aye</i>
Committee Member Rachel Tomas Morgan - <i>Aye</i>	Committee Member Dr. Oliver Davis – <i>Aye</i>

With no further business, Committee Chair Sheila Niezgodski adjourned the Personnel and Finance Committee meeting at 4:17 P.M.

Respectfully Submitted,



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

Sheila Niezgodski, Committee Chair

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