

**COMMON COUNCIL
FINANCE COMMITTEE
AUGUST 8, 2024**

The City of Noblesville Council Finance Committee met pursuant to public notice in room A213 at City Hall on Thursday, August 8, 2024. The meeting was called to order at 8:19 a.m. with Mike Davis, Dave Johnson, Aaron Smith, and Megan Wiles present.

Also present were City Clerk Evelyn Lees, Deputy Mayor Matt Light, Street Commissioner Patty Johnson, City Engineer Alison Krupski, Parks and Recreation Director Savannah Wines, Chief Financial Officer and Controller Jeff Spalding, Deputy Controller Caitlin Moss, and Management Analyst Tristy Wheeler. Consultant Greg O'Connor and City Attorney Jonathan Hughes attended electronically via Microsoft Teams. Community Development Director Sarah Reed arrived at 8:42 a.m.

Mr. Johnson, Mr. Smith, and Ms. Wiles are also members of the Downtown District Council Committee, but no items pertaining to that committee were on the agenda or discussed, and they did not attend this meeting in their capacity as members of the other committee.

Claims Docket Review

The committee recommended approval of the claims.

Ordinance – Amendment to Reimbursement Policy for Travel and Related Expenses

Ms. Moss stated this draft ordinance changes the policy for travel reimbursement for employees to a per diem rate. She stated parking fees and tolls will be reimbursable, but not tickets or fines. She stated standard airfare rates also will be covered, as well as meeting and seminar expenses, including meals and incidentals. She stated under the new policy, employees would use the federal GSA (General Services Administration) rates to determine the amount they will receive for meals and incidentals. She stated an online calculator will be used to enter where they will travel, the dates, and what meals are provided by an outside source. She stated the calculator will determine how much is due to the employee. She stated the employee will have the option of being paid before or after the travel. She stated the policy should reduce the number of credit cards issued to employees. Mr. Davis asked if receipts would still be required. Ms. Moss replied receipts will only be required for credit card use. She stated elected officials most likely will not be included in the final policy. She stated the Police and Fire Departments have asked for this type of policy for quite some time. The committee agreed to recommend adoption of Ordinance #43-08-24.

Fiscal Action(s): Mid-Year Budget Adjustments

Additional Appropriation - Multiple

Mr. Light distributed a memo explaining the proposed additional appropriations and transfers. He stated funding to renovate the Visitors Center was dropped from the list because there are still

issues to work through. He stated there is room in the Maintenance budget for some needed repairs. He stated the project had been planned as a use for ARPA (American Rescue Plan Act) funds, but a firm amount is not known yet and ARPA funds must be under contract by the end of this year. He stated some departmental projects were moved to the ARPA grant funds list. He referred to a spreadsheet listing the projects. He stated while the ARPA funds must be under contract by the end of 2024, there are two years in which to spend the funds.

Mr. Hughes joined the meeting in person.

Mr. Light stated the departmental projects added three items to the list.

Transfer Appropriation – Multiple

Mr. Light reviewed the list of appropriation requests that would be funded by transfers from contingency. He stated Phase II of the bunker renovation at Fox Prairie only received one bid, but the bid was from the contractor for Phase I of the project. He stated the bid came in above the appropriated amount, so a transfer is needed to appropriate the rest of the funding.

Mr. Spalding stated there are three fiscal actions to accomplish one overall goal, which is to adjust appropriations to fill needs that weren't known when the budget was adopted last year.

Mr. Davis asked about the funding request to repair the top floor of the Federal Hill parking garage. He stated since the membrane failed in less than one year, it should be the contractor's responsibility to repair. Mr. Johnson and Mr. O'Connor agreed. Ms. Krupski stated there is an issue with what was considered maintenance and who is responsible for maintenance. She stated the membrane was not included in the Guaranteed Maximum Price for the project. Mr. Light and Mr. Hughes explained the history of negotiations with Old Town Development and their current status.

Ms. Reed joined the meeting. Mr. O'Connor left the meeting.

Mr. Davis and Mr. Johnson were very concerned that a bad precedent would be set for future partnerships if the City paid for repairs for which the contractor should be responsible. Ms. Johnson stated the Street Department will be unable to salt that level of the garage until the membrane is replaced. There was a discussion concerning the shortage of time with winter approaching. Ms. Reed stated the pending agreement would allow the work to be completed, and Old Town would be required to reimburse the City for 78 percent of the cost. Mr. Hughes and Ms. Reed explained the terms of the negotiated agreement and that Justin Moffatt, owner of Old Town Development, has signed. Ms. Reed stated as soon as Old Town Development provides certain exhibits, the City will sign the agreement as well. Mr. Smith asked if Council's support of the Administration's position would help in the negotiations. Ms. Reed stated she would draft an email to Old Town that will be reviewed first by Mr. Hughes. Mr. Light stated it might be best not to fund the garage repair from the ARPA grant if the City will be reimbursed, since that could complicate the ARPA grant reporting. Ms. Moss agreed. The committee recommended approval of the ordinances and transfers with the suggested changes.

Fiscal & Debt Actions on Council Meeting Agenda – August 13

- *Ordinance #44-08-24 – Mid-Year Budget Adjustments (Multiple Funds)*
- *Ordinance #45-08-24 - Mid-Year Budget Adjustments (ARP Coronavirus Recovery Fund)*
- *Transfer #TA-05-24 – Mid-Year Budget Adjustments (General Fund)*

Review of Agenda Addendum

Mr. Spalding stated there were no substantive changes since the last meeting. He stated the item regarding a new policy for travel reimbursement has been removed due to Ms. Moss' efforts.

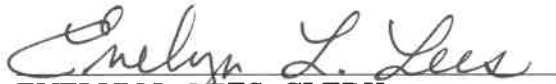
Other Business at Discretion of Chairman

There was no other business.

The meeting adjourned at 9:05 a.m.



MIKE DAVIS, COMMITTEE CHAIR



EVELYN L. LEES, CLERK
CITY OF NOBLESVILLE