

**COMMON COUNCIL
FINANCE COMMITTEE
JUNE 6, 2019**

The City of Noblesville Council Finance Committee met at 8:20 a.m. on Thursday, June 6, 2019. Megan Wiles, Rick Taylor, and Greg O'Connor were present. Christopher Jensen was absent.

Also present were City Clerk Evelyn Lees, Controller Jeff Spalding, Facilities Manager David Dale, Economic Development Assistant Director Andrew Murray, Chief Accountant Heather Trexler, Economic Development Assistant Amy Smith, and Administrative Assistant Jacqueline Thompson.

Project Northeast Business Park

Mr. Murray stated this project was presented in the executive session two weeks ago. He stated he and City Attorney Mike Howard are negotiating a development agreement to bring before the Council in July. Ms. Wiles stated she has discussed the approval timeline with Mr. Murray and would prefer for the committee to review the project and provide a recommendation after the first reading before the full Council. Mr. O'Connor agreed this plan will be more transparent and available to the public. Ms. Lees noted that development agreements are not ordinances and do not usually receive two readings before the Council, although a vote can be delayed to a second meeting if the Council so chooses. Mr. Murray stated the development agreement for the Levinson received two readings. The committee agreed they will recommend two readings to the full Council in order to give time for public input.

Mr. Murray and Ms. Smith left the meeting.

City Hall Exterior Maintenance Project

Mr. Dale stated this project is a combination of three projects; he stated \$40,000.00 was budgeted for exterior repairs, but more problems have been found since then. He stated the whole exterior of City Hall needs attention. He stated flashing was not installed properly under the brick on the west side of the building; all caulk needs to be replaced; brick work needs to be repaired; and the brick and limestone need to be cleaned and sealed. He noted these projects are expensive, but it will save money to do them simultaneously. He stated the set up and tear down of scaffolding and equipment is a significant cost, so it makes sense to do it once. He stated he plans to present a proposal from Gordian, which uses a state-approved "Job Order Contracting" program for competitive bids. He stated Gordian recommends F.A. Wilhelm Construction, which is a reputable firm that has worked extensively with our Wastewater Utility. Mr. Spalding stated the project will cost \$260,000.00, so with \$40,000.00 already budgeted, an appropriation transfer of \$220,000.00 is requested. He stated Mr. Dale has been very responsible in this process and has vetted the JOC program well. The committee agreed they are in favor of the project and the transfer for funding. Ms. Lees stated she will add the appropriation transfer to the Council agenda.

Mr. Dale left the meeting.

Review of Levinson Project Bond Sale

Mr. Spalding stated the Levinson Bonds were offered publicly on May 29th. He stated the interest rate was better than expected. He stated the estimated interest rate was 4.6 percent, but because demand for the bonds was high, they sold at 3.6 percent interest. He stated the result is a savings of \$1.6 million on the total debt service, which will save approximately \$100,000.00 on the annual Local Income Tax pledge.

Mr. Spalding reviewed the Sources and Uses document for the bonds that was included in the packet. He noted the number of parking spaces has been revised from 337 to 330. Mr. O'Connor asked who will monitor the development agreement. Mr. Spalding stated the Economic Development Department will be responsible for tracking the stipulations of development agreements.

Fiscal (and Related) Actions on Council Meeting Agenda – June 11th

- *Ordinance #22-05-19 (2nd Reading and public hearing)*

Mr. Spalding stated this ordinance makes an additional appropriation for Right-of-Way acquisition.

Claims Docket Review

Ms. Trexler noted one unusual payment to an attorney for adjudication of cash seized by the Police Department as evidence and held in escrow. The case has finished adjudication, and the attorney received a share of the money that was seized.

Mr. Spalding noted the City received an invoice from the Hamilton County Clerk's office for its share of conducting the primary election. He stated he has not yet decided the appropriate budget from which to pay the invoice, but it will be useful to plan for a higher budget every four years to pay for the primary and general municipal elections.

The Committee recommended approval of the claims.

Review of Agenda Addendum

Mr. Spalding briefly reviewed the addendum. He stated OpenGov is close to beginning training of internal staff. He stated he is waiting for availability of the OpenGov staff, but if the wait is too long, he may begin training City staff himself. He stated the workforce planning module is coming together well and should be a very useful tool for budgeting purposes. He noted "what if" scenarios can be entered to see the impact they would have on the budget. He stated he expects challenges in learning quirks in the system and fixing bugs that are sure to occur, but the overall process has been relatively smooth.

Mr. Spalding stated there has been no direct action on the Proforma TIF Cashflow Projections, but he noted Mr. Murray has been working on a report of the City's allocation areas for the Redevelopment Commission. Mr. Spalding noted statute has new requirements to report the impact of TIFs on the overlapping tax districts. He stated Mr. Murray's work will provide helpful information for the overall project.

Mr. Spalding stated regarding OFA Staff Structure, he has prepared a job description for a budget/financial analyst position. He stated he has worked with Human Resources Director Holly Ramon, who recommends a higher salary than is in the salary ordinance in order to attract the desired candidates. He stated Ms. Ramon recommended amending the salary ordinance to reflect the proposed advertised salary. He noted there is no legal need to amend the ordinance, because anyone hired this year would not work a full year and so would not be paid more than the ordinance allows. Mr. O'Connor agreed that the ordinance should be amended. Ms. Trexler noted that if the ordinance is not amended, potential candidates would wonder why the advertised salary was higher than the salary ordinance and might not apply for the position.

Other Business at Discretion of the Chair

There was no other business.

The meeting adjourned at 10:07 a.m.


MEGAN G. WILES, COMMITTEE CHAIR


EVELYN L. LEES, CITY CLERK