

Westfield City Council
Members
Troy Patton, (At Large)
Joe Edwards, (District 3)
Scott Frei, (District 4)



CITY OF WESTFIELD, IN
FinanceCommittee_Meeting_Agenda_03_03_2022

Thursday, March 03, 2022 at 09:00 AM

BOARD OR COMMISSION: Finance Committee

MEETING DATE: Thursday, March 03, 2022 at 09:00 AM

MEETING PLACE: Westfield City Hall- Assembly Room

9:00 AM - Call to Order

Approval of minutes from February 1, 2022
Documents: [Meeting Minutes February 1, 2022](#)

Discussion of Research of Revenue & Expense Projections

Budgets for 2022

Recent Events for Consideration

9:55 AM- Adjourn

Westfield Finance Committee Meeting Minutes February 1, 2022

The Finance Committee met on February 1, 2022 at City Hall Assembly Rm. Members present were Troy Patton, Scott Frei and Joe Edwards. Clerk Treasurer, Cindy Gossard was present. Jeremy Lollar was on the call.

Troy Patton called the meeting to order at 9:00 AM

Approval of Meeting Minutes

Joe Edwards made the motion to approve the minutes from November 1, 2021. Scott Frei seconded. Vote: Yes-3; No-0. Motion carried.

Discussion of Capital Needs

Troy asked what the projected timeline is for the work to be completed on Tomlinson Rd. Jeremy Lollar stated that the original plan was for the preliminary work to be done in 2022 with the road widening and construction completed in 2023. Scott Frei asked Jeremy what was budgeted on the cost of the Tomlinson Rd. project to which Jeremy stated that they would have a better idea in March/April of 2023. Scott asked that Jeremy provide a rough estimate when he can. Jeremy stated that the city's staff would be doing work on culvert crossings and removing trees close to the road now to help with safety concerns. Troy asked Jeremy in looking at the 3/5- year spreadsheet for capital needs, what the risk of not being able to fund future projects were. Jeremy stated that these projects were paid from Road Impact Fees and if development growth continues on the same path, we would be fine. Troy asked that Jeremy bring the capital plan to the next quarterly budget review meeting for discussion.

Troy mentioned the \$6 million that was loaned to Grand Park from the utility proceeds (Res. 14-122) and that if this was repaid, it could help with future capital needs.

Discussion of ARPA Funds & Potential Funding

Troy stated the original split of funds was 45% to non for profits negatively affected by COVID, 40% going towards infrastructure improvements, 5% for essential frontline workers and 10% required to remain in account for audit costs, attorney fees etc. Troy stated the YMCA was the biggest ask from a non-for-profit. There was discussion on determining if those asking for help, truly were asking because they were financially affected during COVID or just wanting to expand or make improvements to their business.

Micha Farrar, with the Clerk's office stated that the funds were currently in one fund line but would need to be allocated to separate fund numbers for audit purposes.

Budget for 2022

Discussion was had on the budget vs actual that will be reviewed after the first quarter. The committee would like to see all department heads attend this meeting. The purpose of the quarterly reviews is to maintain a working budget throughout the year. If there is a notable difference in the budget vs actual, that department head would be asked to explain the situation. The committee also would like department heads that know of unexpected change in their budget to feel free to reach out to councilors to go over changes. Adjustments can be done if made aware of unforeseen issues that arise.

Recent Events for Consideration (RDC, SBOA, and Other Items Warranted)

Troy opened the discussion about the \$6 million dollars that was loaned to Grand Park in 2014 through Resolution 14-122 from the utility proceeds. Scott Frei asked if there was a timeline in which this was to be paid back. Joe Plankis, president of the RDC stated there was no timeline given and that the RDC would be looking into the excess funds and capital improvements needed to maintain GRP prior to repayment. Troy asked that the RDC clear the matter of re-payment up, rather it be repaid, and the timeline or if it will be forgotten.

Joe Edwards stated that he had read in the paper something about "Trade Secrets" and asked what this was in reference to. Joe Plankis replied this was concerning the Bullpen financial reports to which the commission members now have a scheduled time to review these monthly.

Linda Naas, spoke on an article written by Indiana Policy Review Foundation, on TIF Funds. The article talked about State, County, and City levels of TIF Funds with balances not being used. Linda stated the city currently has a balance of approximately \$13.5 million in TIF Funds. Linda has asked in the RDC meetings what the funds are to be used for. John Rogers was to provide that information. Money is being collected annually but not being spent. Troy requested that the RDC review and evaluate the current TIF districts within the city to see if they have served their purpose and can be dissolved.

Debby Tolley stated that the clerk's office had received a return check & letter from Taft Law Firm stating that we had overpaid and they showed these invoices paid (\$57, 101.05). Our records show that we owe this money. Both councilors Patton and Frei stated that if we had a letter in writing to go ahead and void the check.

Scott Frei stated that last year the committee had decided to meet with the school board and get their feedback/input on the direction of the city. It was suggested that quarterly meetings be revisited.

Joe Edwards stated that redistricting needed to be done this year. He suggested that a member of the Finance Committee be involved in this. Deadline to have the information submitted to the county is November 8th.

Meeting was adjourned at 9:46 AM

Board Member

Clerk Treasurer or Deputy Clerk