



CITY OF WESTFIELD, IN
Board of Public Works_Meeting_Agenda_11_29_2012

Thursday, November 29, 2012 at 03:00 PM

BOARD OR COMMISSION: Board of Public Works and Safety

MEETING DATE: Thursday, November 29, 2012 at 03:00 PM

MEETING PLACE: Westfield Public Works- Large Conference Room

***THE FOLLOWING AGENDA IS SUBJECT TO CHANGE AT THE DISCRETION OF THE
BOARD OF PUBLIC WORKS AND SAFETY***

AGENDA ITEMS

Meeting Minutes Consideration for Approval

Action Item #1: November 1, 2012

Documents: [Minutes- 11/1/12](#)

Presentations

None

Ordinances and/or Resolutions

None

Quote Approval

None

Bid Approval

None

Construction Standards & Specifications Changes

None

Performance and/or Maintenance Bond Release

None

Change Orders

None

Contracts/Leases

Action Item #2: Midland Trace Trail Surfacing Contract

Documents: [Midland Trace Trail Surfacing Contract](#)

Agreements and/or Memorandum of Understanding (MOU)

None

Consent Agenda

Action Item #3: Vehicle Liquidations: Parks & Recreation Dept.

Documents: [Vehicle Liquidations](#)

Action Item #4: 2013 Board of Public Works & Safety Meeting Schedule

Documents: [2013 Schedule of Meetings](#)

Department Reports

Fire Dept.

Documents: [WFD Report](#)

Parks and Recreation

Documents: [WPRD Report](#)

Police Dept.

Documents: [WPD Report](#)

Public Works

THE WESTFIELD BOARD OF PUBLIC WORKS AND SAFETY November 1, 2012

The Westfield Board of Public Works and Safety met in regular session Thursday November 1, 2012 at the Westfield Public Works conference room. Board of Public Works members present were Mayor Andy Cook, Jack Hart and Mark Heirbrandt. Also present were Deputy Clerk-Treasurer Teresa Skelton and Attorney Nicole Finelli with Krieg DeVault, LLP. Mark Heirbrandt called the meeting to order at 3:00 P.M.

Meeting Minutes Consideration for Approval:

Jack Hart moved to approve the September 27, 2012 meeting minutes as presented and this was seconded by Mayor Cook. Vote: Yes-3; No-0. Motion carried.

Presentations:

2013 Water and Sewer Budget

City Engineer Neil VanTrees introduced Tammy Havard, City Financial Administrator. Ms. Havard presented the 2013 budget to the Board. This is for general information only.

2011 – 2012 Utility Delinquent Account Charge Offs

Customer Service Supervisor Peg Richardson presented the charge off list to the Board. This is general information only.

Ordinances and / or Resolutions:

Action Item #2: 2013 Traffic Regulations Ordinance

City Engineers Neil VanTrees and Rob Kmetz were available to answer any questions after presenting the Traffic Regulations.

Performance and / or Maintenance Bond Release:

Action Item #3: Lochaven, Sec. 11

Neil VanTrees was available to answer any questions on behalf of Harry Nikides, Director of Development and Construction.

After some discussion Mayor Cook moved to release the performance and maintenance bond for Lochaven, Sec 11 (water only) and this was seconded by Jack Hart. Vote: Yes-3; No-0. Motion carried.

Change Orders:

Action Item #4: 169th Street Passing Blister

After a brief presentation by Rob Kmetz on lighting, Mayor Cook moved to accept the change order of 169th Street passing blister as presented and this was seconded by Jack Hart. Vote: Yes-3; No-0. Motion carried.

Action Item #5: Oak Road

Rob Kmetz was available for questions. Mayor Cook moved to accept the change order of Oak Road as presented and this was seconded by Jack Hart. Vote: Yes-3; No-0. Motion carried.

Department Reports:

- Fire Department – Chief Burtron
- Parks and Recreation – Melody Jones
- Police Department – Chief Rush
- Public Works – Neil VanTrees

With no further business the meeting was adjourned at 4:00 P.M.

Deputy Clerk-Treasurer

Board of Public Works and Safety



**City of Westfield Fire Department
Board of Public Works & Safety Report
October 1st- 31st, 2012**

**Contact: Chief Todd Burtron
or Kristen Sparks
804-3333**

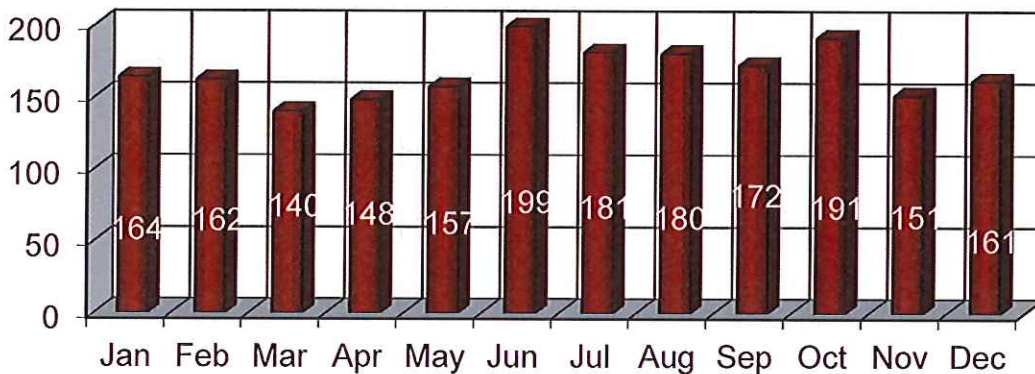


Westfield Fire Department 2012 Incident Statistics By Fire / Medical Groups

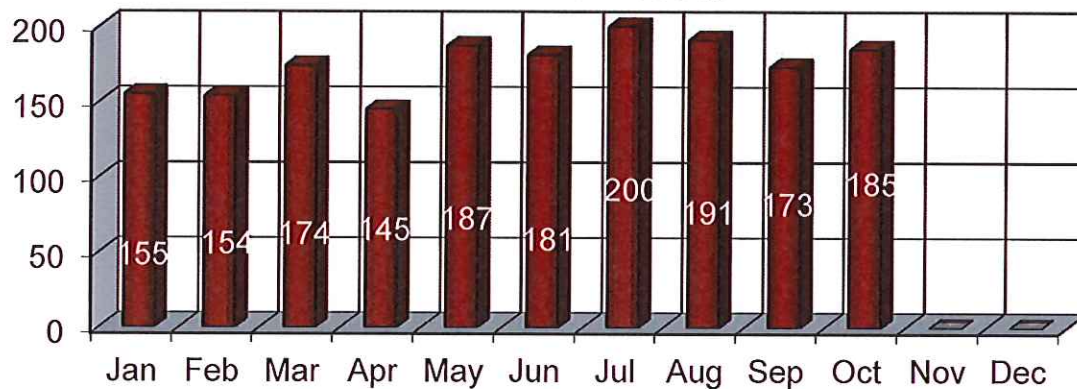


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Total WFD Fire Incidents	34	40	62	48	61	70	82	64	49	62			572	32.8%
Total WFD Medical Incidents	121	114	112	97	126	111	118	127	124	123			1173	67.2%
Total WWFD Incidents	155	154	174	145	187	181	200	191	173	185	0	0	1745	100%

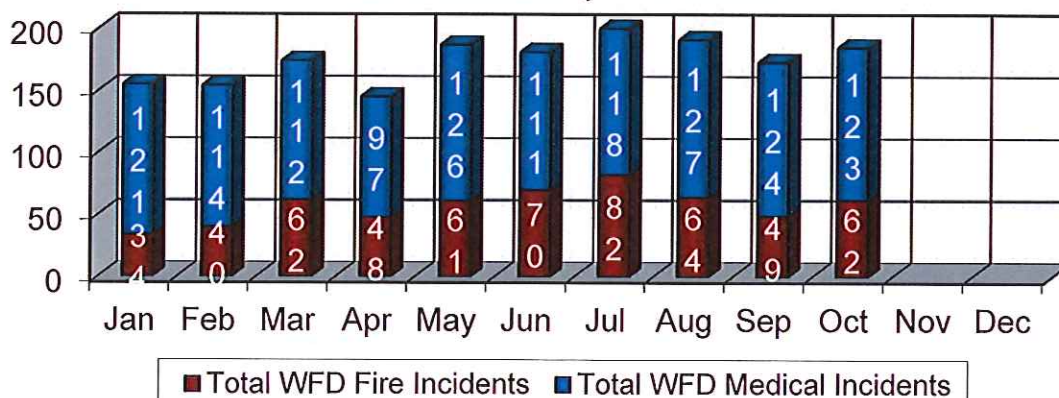
Westfield Fire Department
2011 Total Incidents



Westfield Fire Department
2012 Total Incidents



Westfield Fire Department
2012 Incidents by Fire/Medical



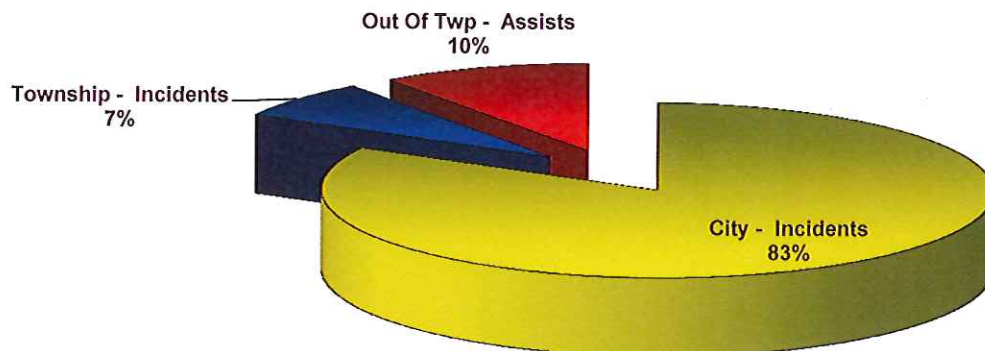


Westfield Fire Department 2012 Fire/Medical Incidents By Governmental Area



2012 Incidents	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals	%
City - Incidents	132	139	149	115	160	143	161	151	143	152			1445	82.8%
Township - Incidents	14	6	13	7	10	15	14	16	14	14			123	7.0%
Out Of Twp - Assists	8	9	12	23	17	23	25	24	16	19			176	10.1%

Westfield Fire Department 2012 Incidents by Governmental Areas



■ City - Incidents
 ■ Township - Incidents
 ■ Out Of Twp - Assists



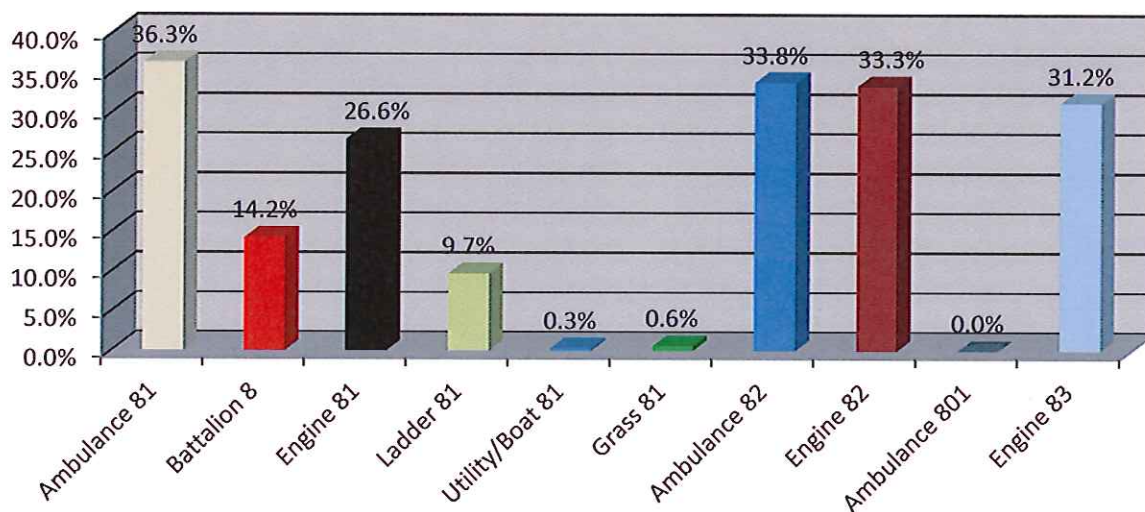
Westfield Fire Department **2012 Total Apparatus Responses** **By Unit & Station**



<u>Station 81 Responses</u>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals	%
Ambulance 81	62	55	71	48	78	57	72	70	60	60			633	36.3%
Battalion 8	23	23	27	22	24	20	27	34	24	24			248	14.2%
Engine 81	48	40	46	44	55	34	45	56	45	52			465	26.6%
Ladder 81	15	18	17	15	21	7	22	22	15	17			169	9.7%
Utility/Boat 81	1	1	-	-	1	-	-	-	-	2			5	0.3%
Grass 81	1	-	3	-	-	2	-	2	-	2			10	0.6%

<u>Station 82 Responses</u>	Jan	Feb	March	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals	%
Ambulance 82	63	64	58	49	57	53	63	70	56	56			589	33.8%
Engine 82	60	66	58	44	59	63	64	62	52	53			581	33.3%
Ambulance 801	0	-	-	-	-	-	-	-	-	-			0	0.0%
<u>Station 83 Responses</u>	Jan	Feb	March	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals	%
Engine 83	43	48	66	37	53	55	61	61	59	61			544	31.2%

Westfield Fire Department **2012 Total Apparatus Responses**

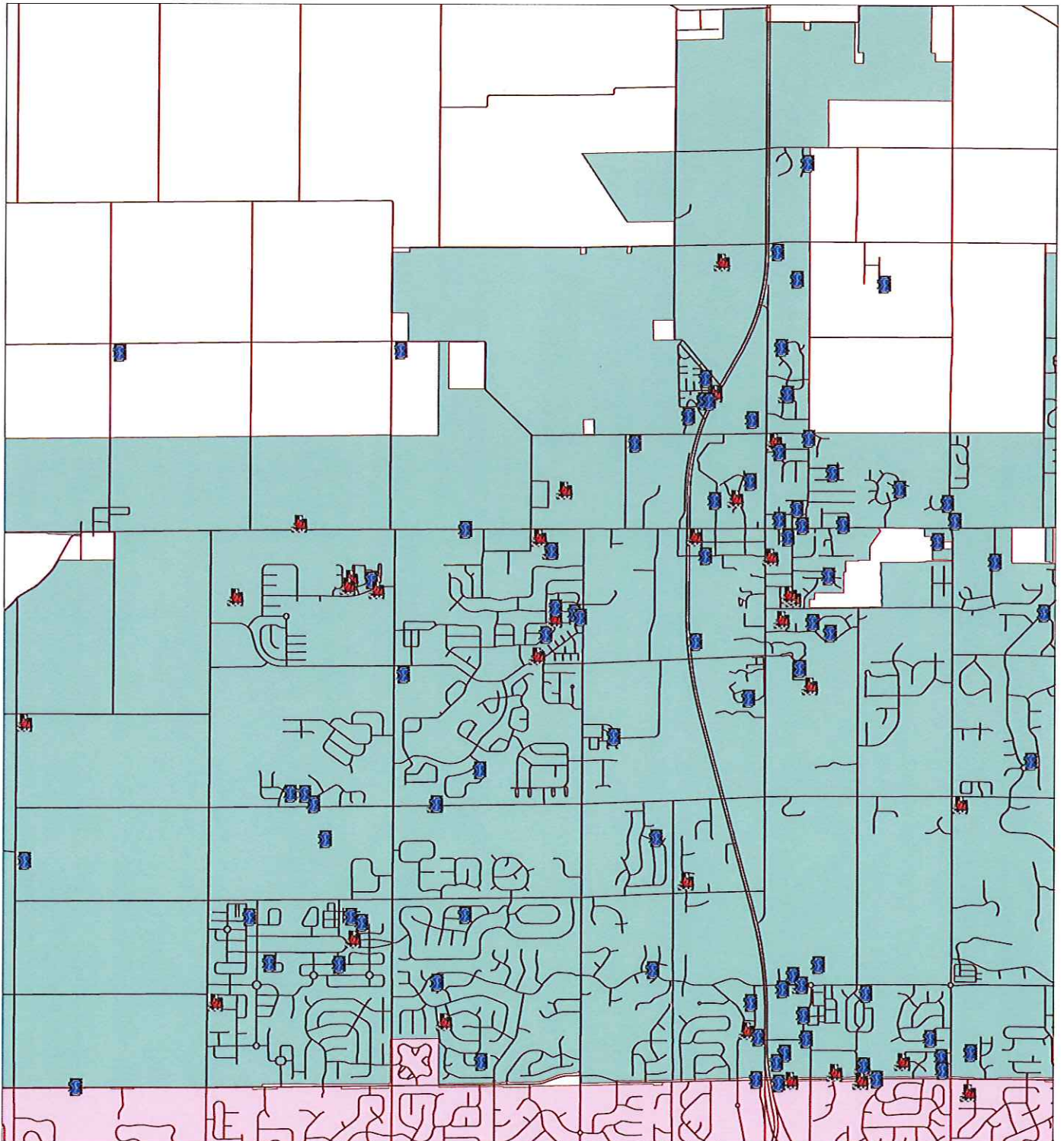


Scale : 1 Inch = 4116 Feet.

Date : 11/8/2012

NOBLESVILLE COMMUNICATIONS DEPARTMENT

Fire and EMS runs for the month of October 2012



Westfield Fire Department

Kristen Custom Report

Alarm Date Between {10/01/2012} And {10/31/2012}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
130 Mobile property (vehicle) fire, Other	1	0.53%	\$0	0.00%
142 Brush or brush-and-grass mixture fire	2	1.07%	\$0	0.00%
151 Outside rubbish, trash or waste fire	1	0.53%	\$0	0.00%
	4	2.15%	\$0	0.00%
2 Overpressure Rupture, Explosion, Overheat(no fire)				
243 Fireworks explosion (no fire)	1	0.53%	\$0	0.00%
	1	0.53%	\$0	0.00%
3 Rescue & Emergency Medical Service Incident				
300 Rescue, EMS incident, other	2	1.07%	\$0	0.00%
321 EMS call, excluding vehicle accident with	101	54.30%	\$0	0.00%
322 Motor vehicle accident with injuries	6	3.22%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	3	1.61%	\$0	0.00%
351 Extrication of victim(s) from	1	0.53%	\$0	0.00%
381 Rescue or EMS standby	1	0.53%	\$0	0.00%
	114	61.29%	\$0	0.00%
4 Hazardous Condition (No Fire)				
411 Gasoline or other flammable liquid spill	1	0.53%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	1	0.53%	\$0	0.00%
444 Power line down	3	1.61%	\$0	0.00%
445 Arcing, shorted electrical equipment	2	1.07%	\$0	0.00%
	7	3.76%	\$0	0.00%
5 Service Call				
500 Service Call, other	1	0.53%	\$0	0.00%
510 Person in distress, Other	3	1.61%	\$0	0.00%
511 Lock-out	1	0.53%	\$0	0.00%
531 Smoke or odor removal	3	1.61%	\$0	0.00%
550 Public service assistance, Other	3	1.61%	\$0	0.00%
551 Assist police or other governmental agency	18	9.67%	\$0	0.00%
554 Assist invalid	5	2.68%	\$0	0.00%
	34	18.27%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, Other	1	0.53%	\$0	0.00%

Westfield Fire Department

Kristen Custom Report

Alarm Date Between {10/01/2012} And {10/31/2012}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
6 Good Intent Call				
611 Dispatched & cancelled en route	6	3.22%	\$0	0.00%
622 No Incident found on arrival at dispatch	2	1.07%	\$0	0.00%
651 Smoke scare, odor of smoke	1	0.53%	\$0	0.00%
	<u>10</u>	<u>5.37%</u>	<u>\$0</u>	<u>0.00%</u>
7 False Alarm & False Call				
700 False alarm or false call, Other	3	1.61%	\$0	0.00%
730 System malfunction, Other	4	2.15%	\$0	0.00%
733 Smoke detector activation due to	2	1.07%	\$0	0.00%
735 Alarm system sounded due to malfunction	1	0.53%	\$0	0.00%
740 Unintentional transmission of alarm, Other	1	0.53%	\$0	0.00%
743 Smoke detector activation, no fire -	1	0.53%	\$0	0.00%
744 Detector activation, no fire -	2	1.07%	\$0	0.00%
745 Alarm system activation, no fire -	2	1.07%	\$0	0.00%
	<u>16</u>	<u>8.60%</u>	<u>\$0</u>	<u>0.00%</u>

Total Incident Count: 186

Total Est Loss:

\$0

Westfield Police Department

Monthly Performance Measures Report



Board of Public Works & Safety

October 2012

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WESTFIELD POLICE DEPARTMENT

October 2012

Events by Nature: Calls For Service (Non-Self-Initiated)

Abduction/ Kidnapping	0
Abuse/ Abandonment/Neglect	4
Admin- K-9 Detail	0
Admin- Log Information	1
Admin-Public Relations	3
Admin- Special Detail	0
Admin- Test Calls	0
Admin- Tow Release	2
Admin- Warning Correction	0
Alarm- Bank	2
Alarm- Business	51
Alarm- Residence	65
Animal- Complaints	14
Assault- Battery	6
Assault- Sexual	2
Assist- Fire Incident	2
Assist- Medical Incident	4
Assist- Other Agencies	15
Bomb Found/ Suspicious Pkg	0
Burglary/ Home Invasion	5
Damage/ Vandalism/ Mischief	10
Deceased- All Others	2
Disturbance- Fireworks Cmplt	3
Disturbance- Loud Party	0
Disturbance- Noise Complaint	9
Disturbance- Nuisance	0
Disturbance- Physical (fight)	5
Disturbance- Verbal	3
Domestic Disturbance	10
Drugs- Complaint	4
Fraud- Criminal Deception	0
Fraud- Forgery	7
Fraud- Prescription	1
Harassment/ Stalking/ Threat	22
Indecency / Lewdness	0
Intoxicated- Possible DUI	12
Mental/ Emotional- Behavioral	12
Miscellaneous	8

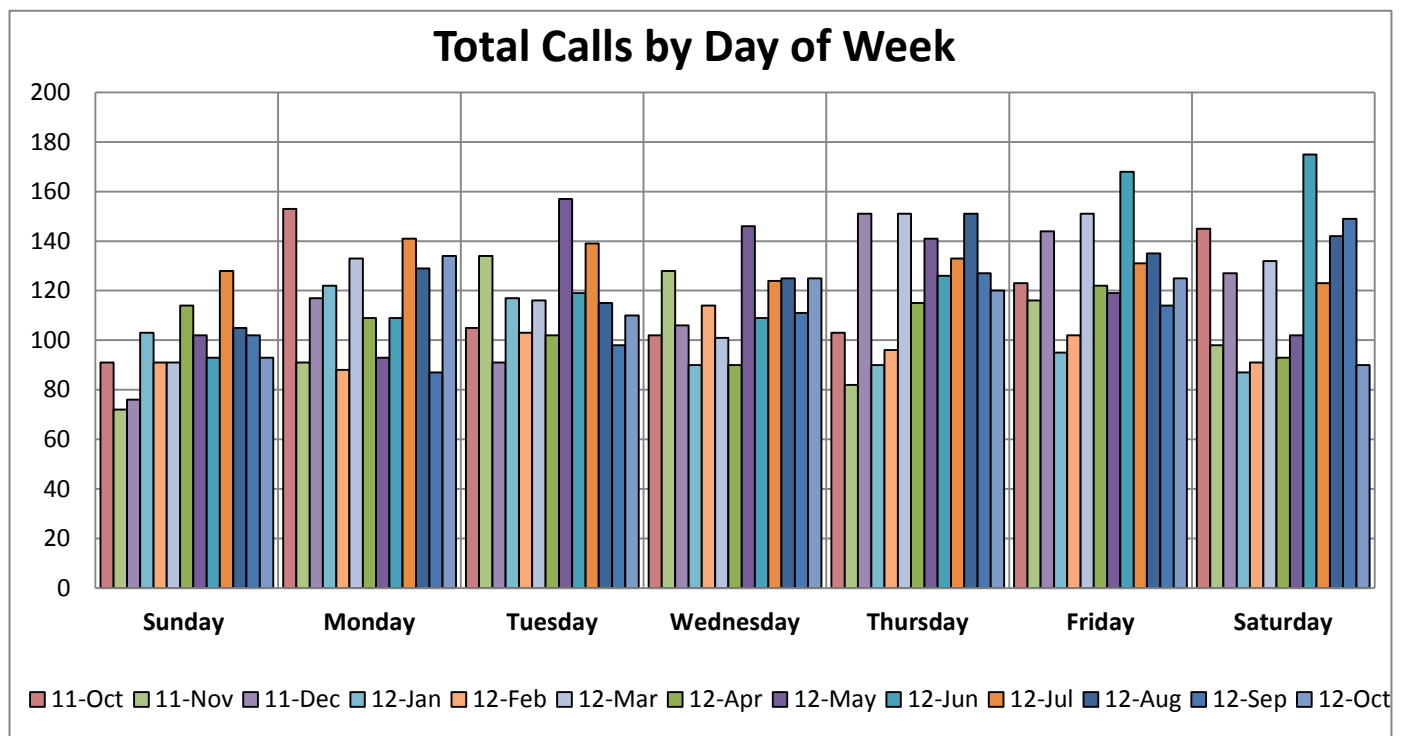
Person-Missing	0
Persons- Runaway	0
Robbery-Carjacking	0
Service Call- 9-1-1 Hang Up	14
Service Call- Damage to Property	9
Service Call- Found Property	8
Service Call- Keep the Peace	42
Service Call- Lost Property	7
Service Call- Notification	1
Service Call- Security Check	13
Service Call- Vehicle Lockout	59
Service Call- Vin Check	20
Service Call- Welfare Check	25
Suicidal- Attempted	0
Suicidal- Persons Threatening	0
Supplemental- Case Follow Up	31
Suspicious- Noises	0
Suspicious- Open Door/ Window	6
Suspicious- Person/Prowler	32
Suspicious- Solicitor	5
Suspicious- Vehicle	22
Theft- From a Vehicle	3
Theft- Of a Vehicle	1
Theft- Others	26
Theft- Shoplifting	7
Trespassing/ Unwanted Person	4
Trfc Complaint- Driving Issues	40
Trfc Complaint- Parking Issues	6
Trfc Hazard- Debris in Road	6
Trfc Hazard- Disabled Vehicle	22
Trfc Hazard- Trfc Signal Out	8
Trfc Violation- Traffic Stop	1
Trnsprtn Acdnt- MV Hit & Run	9
Trnsprtn Acdnt- MV Prop Damg	55
Trnsprtn Acdnt- MV Prsnl Inj	7
Wanted- Warrant Service	3
Weapons- Person	2
Weapons- Shot Fired	1

WESTFIELD POLICE DEPARTMENT

October 2012

Total # of Calls by Day of Week (non-self initiated)

DAY	11-Oct	11-Nov	11-Dec	12-Jan	12-Feb	12-Mar	12-Apr	12-May	12-Jun	12-Jul	12-Aug	12-Sep	12-Oct
Sunday	91	72	76	103	91	91	114	102	93	128	105	102	93
Monday	153	91	117	122	88	133	109	93	109	141	129	87	134
Tuesday	105	134	91	117	103	116	102	157	119	139	115	98	110
Wednesday	102	128	106	90	114	101	90	146	109	124	125	111	125
Thursday	103	82	151	90	96	151	115	141	126	133	151	127	120
Friday	123	116	144	95	102	151	122	119	168	131	135	114	125
Saturday	145	98	127	87	91	132	93	102	175	123	142	149	90
TOTAL	822	721	812	704	685	875	745	860	899	919	902	788	797



WESTFIELD POLICE DEPARTMENT

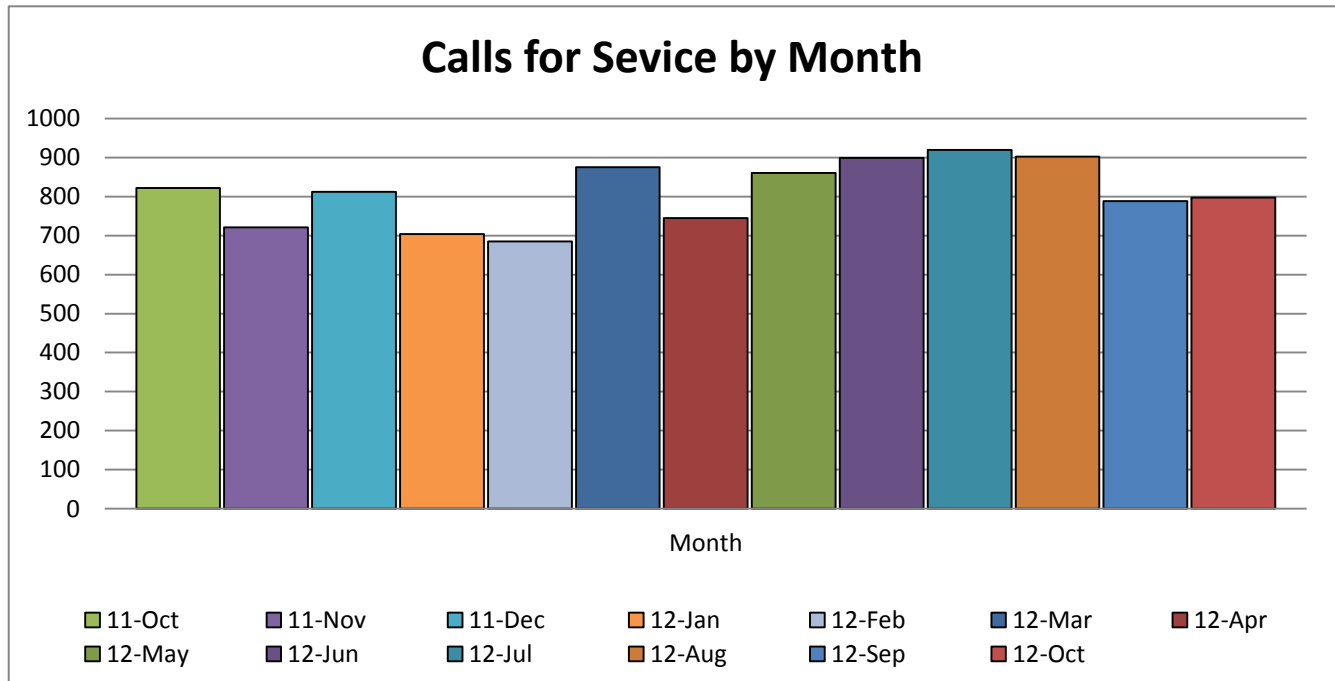
October 2012

Total # of Calls by Hour of Day (non-self initiated)

HOURL	11-Oct	11-Nov	11-Dec	12-Jan	12-Feb	12-Mar	12-Apr	12-May	12-Jun	12-Jul	12-Aug	12-Sep	12-Oct
0	16	22	24	23	14	22	20	26	22	33	22	21	25
1	21	9	16	16	12	25	20	19	19	22	21	7	9
2	9	7	12	12	8	16	14	11	11	10	13	9	7
3	11	6	8	8	15	15	16	10	16	18	15	9	8
4	8	6	7	7	7	5	10	9	16	15	9	11	10
5	11	9	10	6	9	12	7	10	5	11	12	8	13
6	20	17	13	11	9	13	17	18	12	11	18	19	32
7	31	33	18	29	25	35	17	27	23	22	27	20	21
8	34	30	49	27	20	40	37	29	33	35	36	36	37
9	31	36	31	33	33	39	38	28	40	41	48	36	45
10	46	24	48	27	46	32	40	50	41	46	45	52	36
11	41	36	41	44	42	42	43	49	58	62	40	38	45
12	41	42	43	50	43	57	36	48	47	52	56	43	47
13	54	44	55	35	40	53	39	53	43	35	60	51	46
14	53	49	45	49	41	57	50	53	54	42	55	45	60
15	52	51	63	49	56	62	44	60	54	67	73	54	53
16	48	41	51	49	48	61	50	58	65	60	52	41	40
17	65	49	53	38	39	49	57	52	63	51	54	63	52
18	60	46	47	43	38	46	44	58	50	58	47	59	45
19	35	51	41	30	31	53	40	49	50	49	50	34	47
20	47	32	44	36	30	57	29	49	53	44	34	45	44
21	35	35	35	29	29	31	27	30	48	53	37	41	36
22	31	32	32	28	23	33	29	36	44	47	44	24	24
23	22	14	26	25	27	20	21	28	32	35	34	22	15
TOTAL	822	721	812	704	685	875	745	860	899	919	902	788	797

WESTFIELD POLICE DEPARTMENT

October 2012



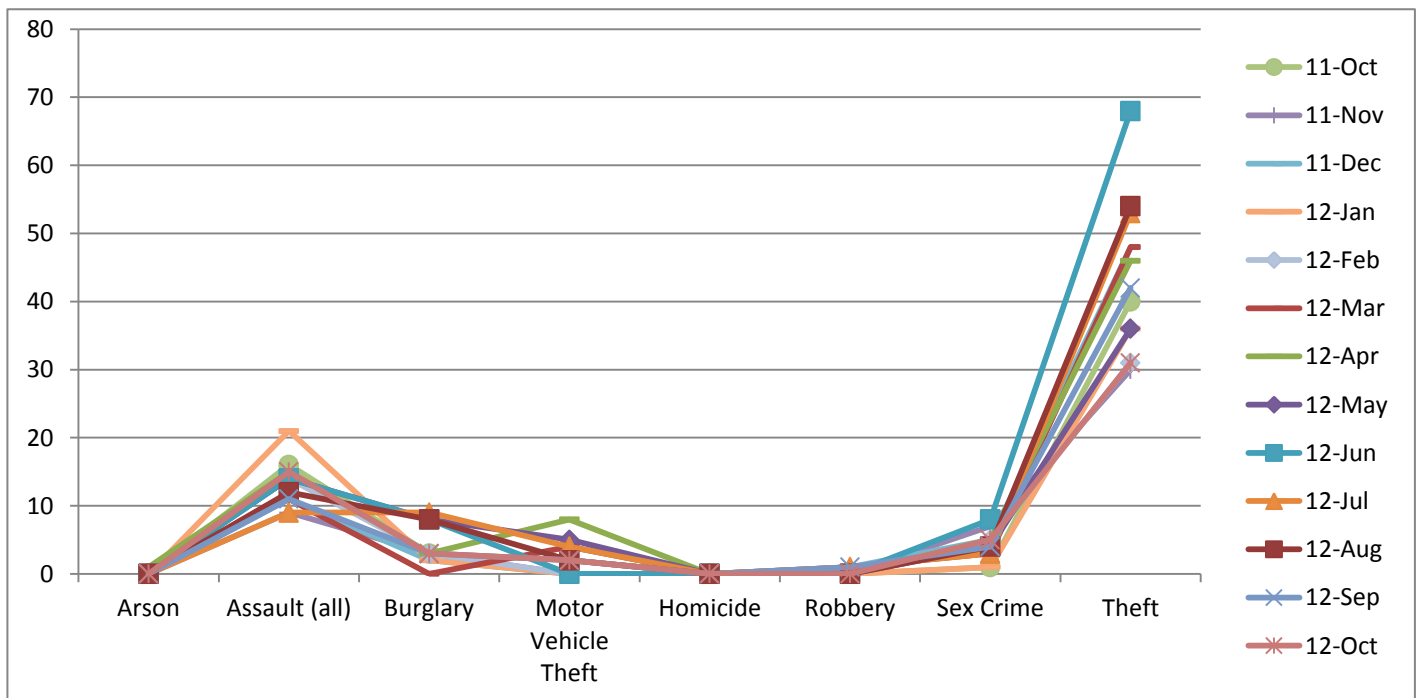
WESTFIELD POLICE DEPARTMENT

October 2012

UCR OFFENSES*

OFFENSE	11-Oct	11-Nov	11-Dec	12-Jan	12-Feb	12-Mar	12-Apr	12-May	12-Jun	12-Jul	12-Aug	12-Sep	12-Oct
Arson	0	0	0	0	0	1	1	0	0	0	0	0	0
Assault (all)	16	9	11	21	14	11	15	14	14	9	12	11	15
Burglary	3	3	2	2	3	0	3	8	8	9	8	3	3
Motor Vehicle Theft	2	0	0	0	0	4	8	5	0	4	2	2	2
Homicide	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	1	0	0	1	0	0	0	1	0	1	0
Sex Crime	1	7	5	1	5	3	5	4	8	3	4	4	5
Theft	40	30	48	36	31	48	46	36	68	53	54	42	31
TOTAL	62	49	67	60	53	68	78	67	98	79	80	63	56

*hierarchy rule was not used in calculating results



WESTFIELD POLICE DEPARTMENT

October 2012

NON UCR OFFENSES

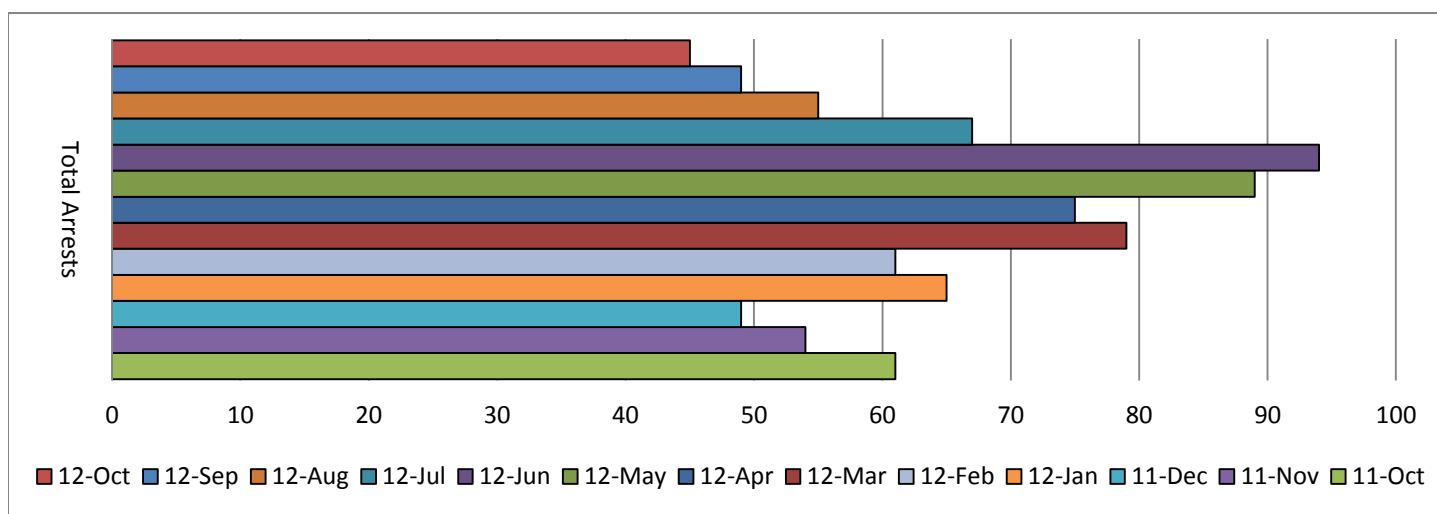
ALARMS	0
ANIMALS/ INCLUDING DOG BITES	3
ASSIST OTHER AGENCY	4
CHECK DECEPTION	0
CHILD ABUSE REPORTED	10
CHILD CUSTODY DISPUTE	2
CHILD NEGLECT REPORTED	8
CIVIL DISPUTE	6
CRIMINAL CONFINEMENT	0
CRIMINAL MISCHIEF/VANDALISM	10
CRIMINAL RECKLESSNESS	0
DAMAGED PROPERTY	11
DEATHS OTHER THAN HOMICIDE/SUICIDE	2
DISORDERLY CONDUCT	0
DISTURBANCE/ARGUMENTS/FIGHTS	6
DOMESTIC DISTURBANCE	4
DRIVING WHILE SUSPENDED	8
DRUG ABUSE VIOLATIONS	16
FALSE INFORMING OR REPORTING	2
FORGERY/COUNTERFEITING	1
FRAUD	4
FRAUD-CREDIT CARD	4
HARASSMENT	5
HARASSMENT/TELEPHONE	4
INCORRIGIBILITY	1
INTERFERENCE WITH REPORTING A CRIME	0
INVASION OF PRIVACY	0

JUVENILE COMPLAINT	5
LEAVING THE SCENE/HIT AND RUN	5
LIQUOR LAW VIOLATIONS	2
LOSS OF PROPERTY	4
MENTAL PERSON/DEMENTED	4
MISSING PERSON/LOST	0
OPERATING WHILE INTOXICATED	7
OPERATOR NEVER LICENSED	6
POSS MARIJUANA	3
PROPERTY FOUND	6
PUBLIC INTOXICATION	0
RECKLESS DRIVING	1
RESIDENTIAL ENTRY	0
RESISTING LAW ENFORCEMENT	2
RUNAWAY	0
SOLICITING	0
STALKING	0
SUICIDE/ATTEMPTS/THREATS OF	2
SUSPICIOUS INCIDENT/PERSON	16
THREATS/INTIMIDATION	4
TRAFFIC ACCIDENTS	8
TRAFFIC VIOLATIONS	24
TRESPASSING	5
UNLAWFUL ENTRY OF A VEHICLE	0
VIOLATION OF RESTRAINING ORDER	0
WEAPON VIOLATION	1
WELFARE CHECK	9

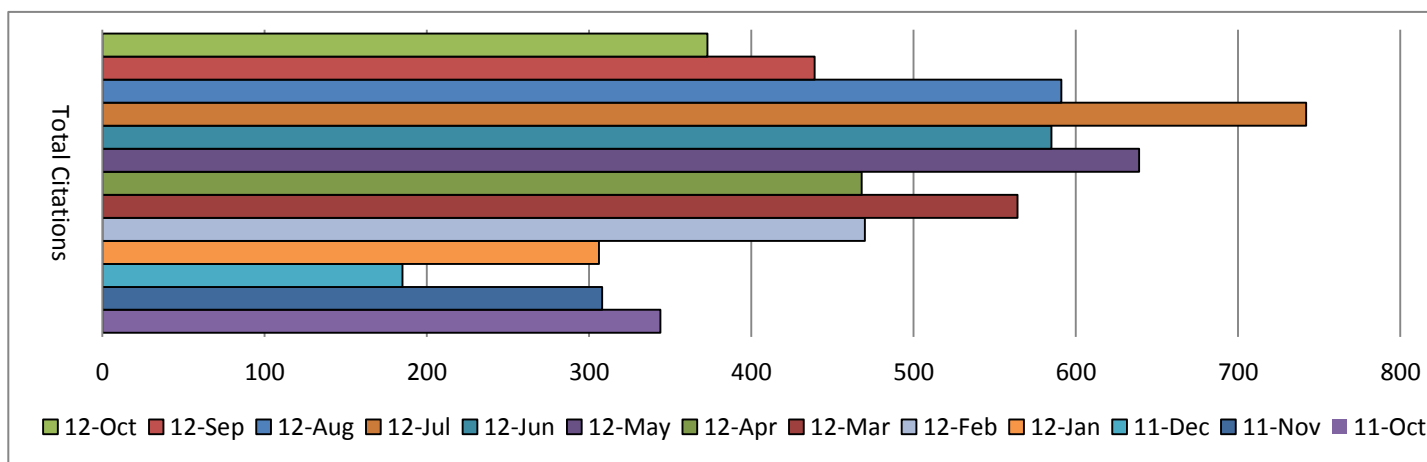
WESTFIELD POLICE DEPARTMENT

October 2012

Arrest Reports Taken	11-Oct	11-Nov	11-Dec	12-Jan	12-Feb	12-Mar	12-Apr	12-May	12-Jun	12-Jul	12-Aug	12-Sep	12-Oct
Alcohol/ Drug Related	24	21	21	29	29	34	26	41	37	31	25	24	23
Felony Charges	30	9	10	18	26	21	30	20	24	18	11	16	11
Misdemeanor Charges	65	66	67	79	81	90	82	118	111	70	58	61	56
Traffic Arrest Charges	43	49	49	31	51	42	52	65	49	42	31	34	28
Total Arrests	61	54	49	65	61	79	75	89	94	67	55	49	45



Total Citations	344	308	185	306	470	564	468	639	585	742	591	439	373
<i>Bike Patrol</i>	0	0	0	0	0	1	0	0	0	0	0	0	0
Total Written Warnings	585	535	536	743	733	802	811	1092	813	811	724	714	633
<i>Bike Patrol</i>	0	0	0	0	0	8	0	0	0	0	0	0	0
Total Traffic Accidents	54	56	53	45	48	54	38	70	52	53	64	45	55
<i>Hit and Run</i>	4	3	3	3	5	7	1	8	6	4	4	2	3
<i>Personal Injury</i>	11	6	4	7	13	7	13	10	5	14	16	9	7
<i>*Fatality</i>	0	1	0	0	0	0	0	0	0	0	0	0	0
<i>Property Damage</i>	39	46	46	35	30	40	24	52	41	35	44	34	45

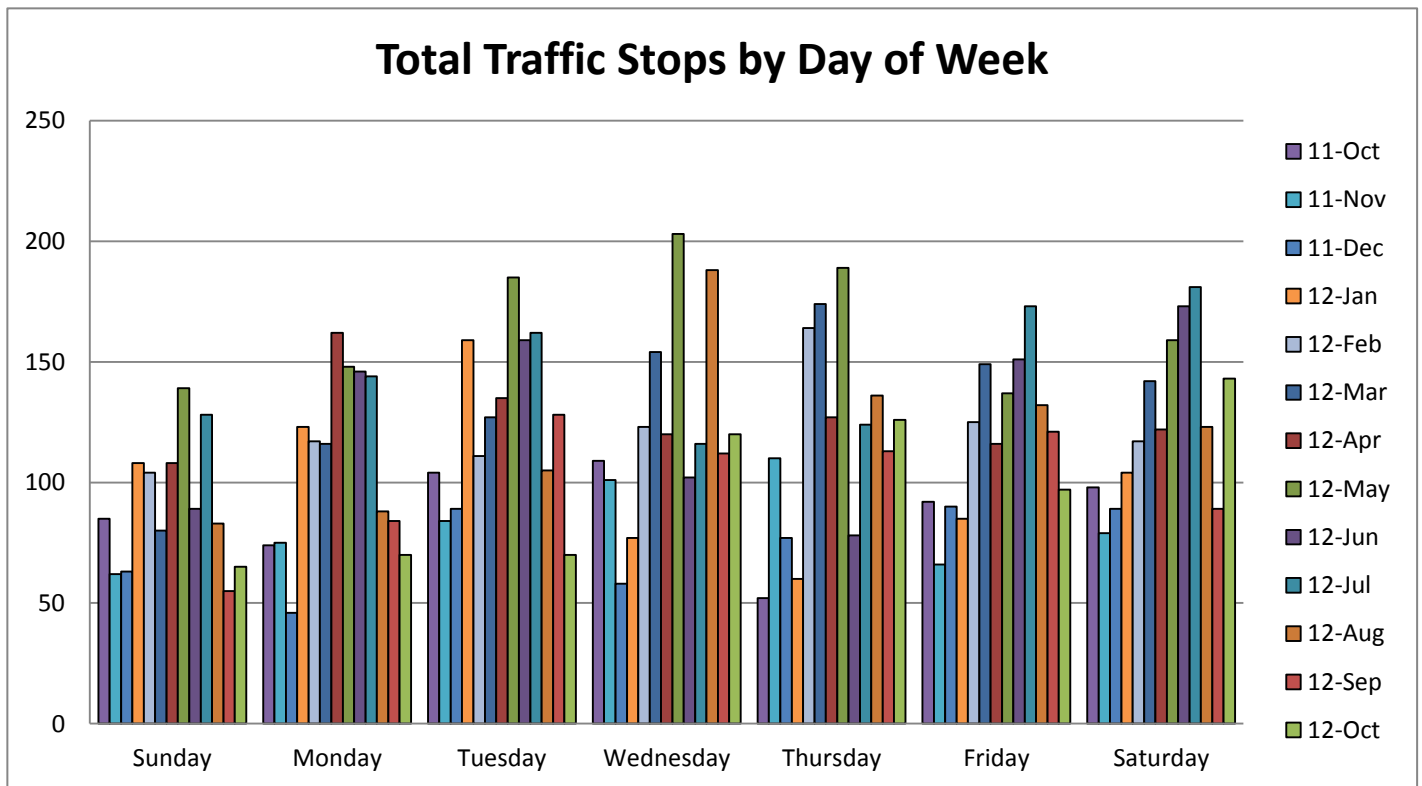


WESTFIELD POLICE DEPARTMENT

October 2012

Traffic Stops: SELF INITIATED by Day of Week

Day:	11-Oct	11-Nov	11-Dec	12-Jan	12-Feb	12-Mar	12-Apr	12-May	12-Jun	12-Jul	12-Aug	12-Sep	12-Oct
Sunday	85	62	63	108	104	80	108	139	89	128	83	55	65
Monday	74	75	46	123	117	116	162	148	146	144	88	84	70
Tuesday	104	84	89	159	111	127	135	185	159	162	105	128	70
Wednesday	109	101	58	77	123	154	120	203	102	116	188	112	120
Thursday	52	110	77	60	164	174	127	189	78	124	136	113	126
Friday	92	66	90	85	125	149	116	137	151	173	132	121	97
Saturday	98	79	89	104	117	142	122	159	173	181	123	89	143
TOTAL	614	577	512	716	861	942	890	1160	898	1028	855	702	691



WESTFIELD POLICE DEPARTMENT

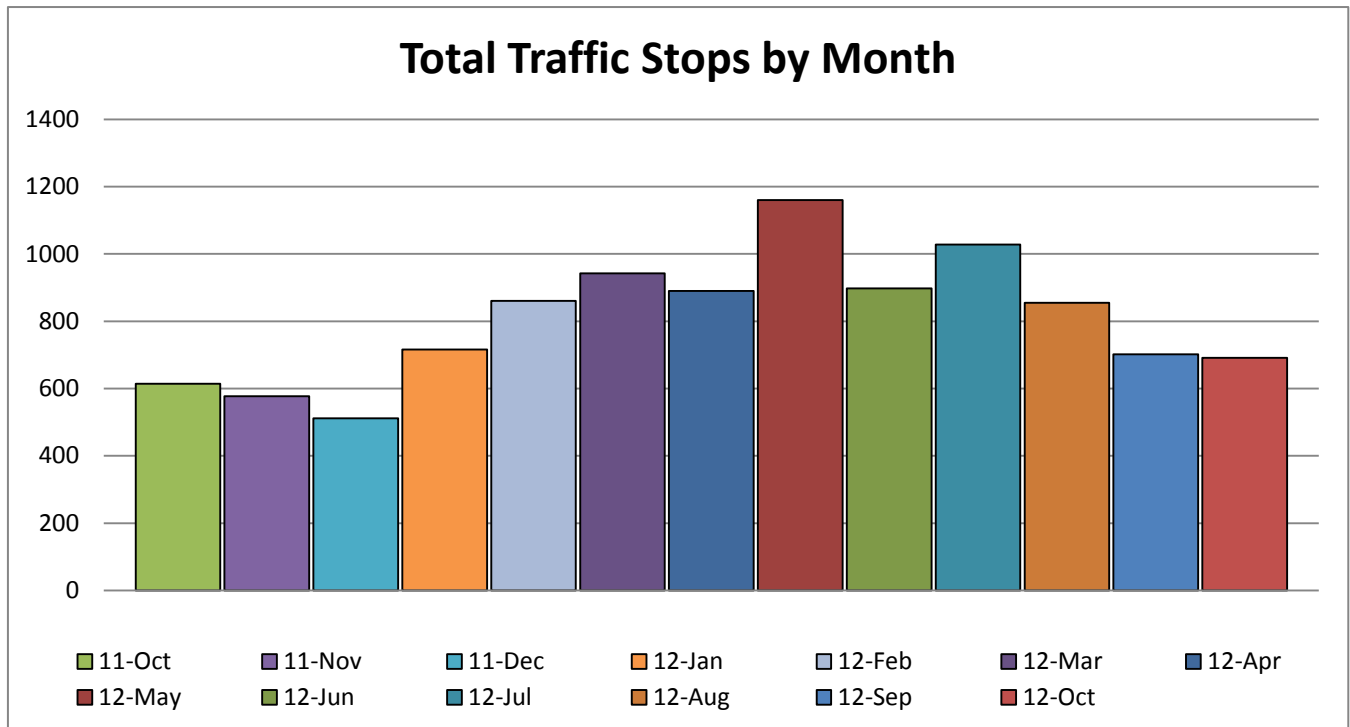
October 2012

Traffic Stops: SELF INITIATED by Hour of Day

Hour:	11-Oct	11-Nov	11-Dec	12-Jan	12-Feb	12-Mar	12-Apr	12-May	12-Jun	12-Jul	12-Aug	12-Sep	12-Oct
0	31	32	22	34	44	49	48	63	30	24	29	36	31
1	19	24	24	24	32	27	38	34	33	17	22	14	18
2	12	10	7	6	18	14	15	20	20	12	6	11	13
3	10	1	3	3	4	2	6	3	9	5	7	6	7
4	8	0	5	6	9	5	3	24	11	5	5	11	17
5	7	1	8	7	11	4	8	17	16	5	4	11	16
6	9	16	13	18	10	16	13	11	4	8	7	6	6
7	33	24	29	30	38	25	20	28	25	26	35	15	16
8	32	49	33	37	29	31	15	43	36	44	54	43	34
9	44	48	38	29	25	36	26	49	32	54	55	36	32
10	43	51	47	16	26	57	26	54	49	75	47	49	53
11	37	18	26	7	21	29	9	20	22	39	37	11	24
12	28	16	14	15	28	39	26	23	24	55	44	31	22
13	45	26	26	38	38	48	41	33	48	71	55	56	25
14	43	49	31	28	29	54	44	41	41	72	60	53	23
15	29	29	15	29	30	43	36	35	42	73	52	31	24
16	23	28	13	24	16	38	19	31	42	66	33	18	23
17	8	21	8	20	34	30	23	19	31	38	20	16	8
18	17	20	17	63	81	110	114	133	56	50	50	26	28
19	23	22	10	49	90	67	82	113	109	75	69	63	78
20	23	30	20	39	41	42	40	59	44	64	30	36	53
21	25	9	28	76	61	57	74	93	50	41	33	26	40
22	34	29	35	76	79	57	91	102	71	54	48	43	61
23	31	24	40	42	67	62	73	112	53	55	53	54	39
TOTAL	614	577	512	716	861	942	890	1160	898	1028	855	702	691

WESTFIELD POLICE DEPARTMENT

October 2012



WESTFIELD POLICE DEPARTMENT

October 2012

of Calls: Reception

# of Calls	11-Oct	11-Nov	11-Dec	12-Jan	12-Feb	12-Mar	12-Apr	12-May	12-Jun	12-Jul	12-Aug	12-Sep	12-Oct
Administration	261	247	212	198	181	157	143	127	131	160	181	203	273
Dispatch	68	53	39	42	50	39	47	32	27	44	48	51	57
Fire Department	0	0	0	0	0	0	0	0	0	0	0	0	0
IT Department	0	0	0	0	0	0	0	0	0	0	0	0	0
Law Enforcement	51	40	38	31	42	29	27	24	30	48	52	38	60
Logistics	18	14	10	11	7	3	5	8	2	8	3	4	9
TOTAL	398	354	299	282	280	228	222	191	190	260	284	296	399

of Walk-Ins

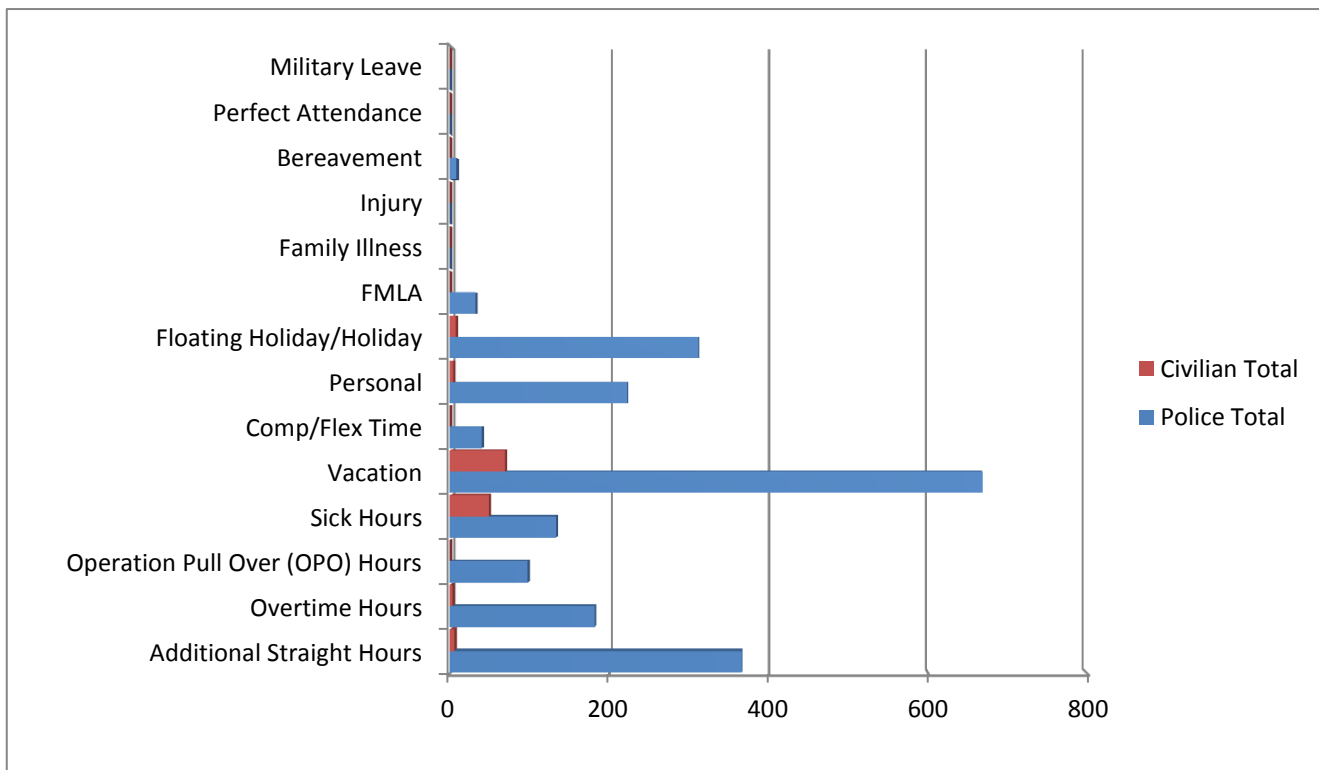
# of Walk-Ins	11-Oct	11-Nov	11-Dec	12-Jan	12-Feb	12-Mar	12-Apr	12-May	12-Jun	12-Jul	12-Aug	12-Sep	12-Oct
Background Checks	4	0	0	4	3	1	0	0	0	5	1	2	0
Car Seat Installation	13	7	16	11	7	4	9	17	13	10	17	9	7
Deliveries	7	6	3	8	20	16	27	18	6	41	34	28	19
Directions	0	0	0	0	1	0	0	0	0	5	0	0	0
Fingerprints	10	6	8	5	8	11	10	6	9	15	19	10	8
Fire Dept Walk-Ins	0	0	0	0	0	0	0	0	0	0	0	2	0
Gun Permit Pickup	6	4	5	5	2	1	4	3	2	9	7	6	10
Gun Permits	8	12	17	31	23	21	22	26	30	17	22	19	28
Insurance Viewing	0	0	0	0	0	0	0	0	0	0	0	0	0
Property Pickup	5	7	4	3	4	6	9	11	4	5	10	12	18
Public Rec. Requests	61	54	41	38	27	40	32	36	28	48	56	34	58
Tow Slips	21	16	15	11	13	9	15	13	8	12	19	13	21
Walk-In to Dispatch	48	38	31	40	52	39	31	38	36	47	54	42	54
TOTAL	183	150	140	156	160	148	159	168	136	214	239	177	223

WESTFIELD POLICE DEPARTMENT

October 2012

Monthly Personnel Performance Measures

Personnel Performance Measures	Police Total	Civilian Total
Additional Straight Hours	366.25	5.5
Overtime Hours	181.5	3
Operation Pull Over (OPO) Hours	97.75	0
Sick Hours	133	49
Vacation	669	69
Comp/Flex Time	40	0
Personal	222	4
Floating Holiday/Holiday	312	7.5
FMLA	32	0
Family Illness	0	0
Injury	0	0
Bereavement	8	0
Perfect Attendance	0	0
Military Leave	0	0



Pay Periods 20-22

Time Frame

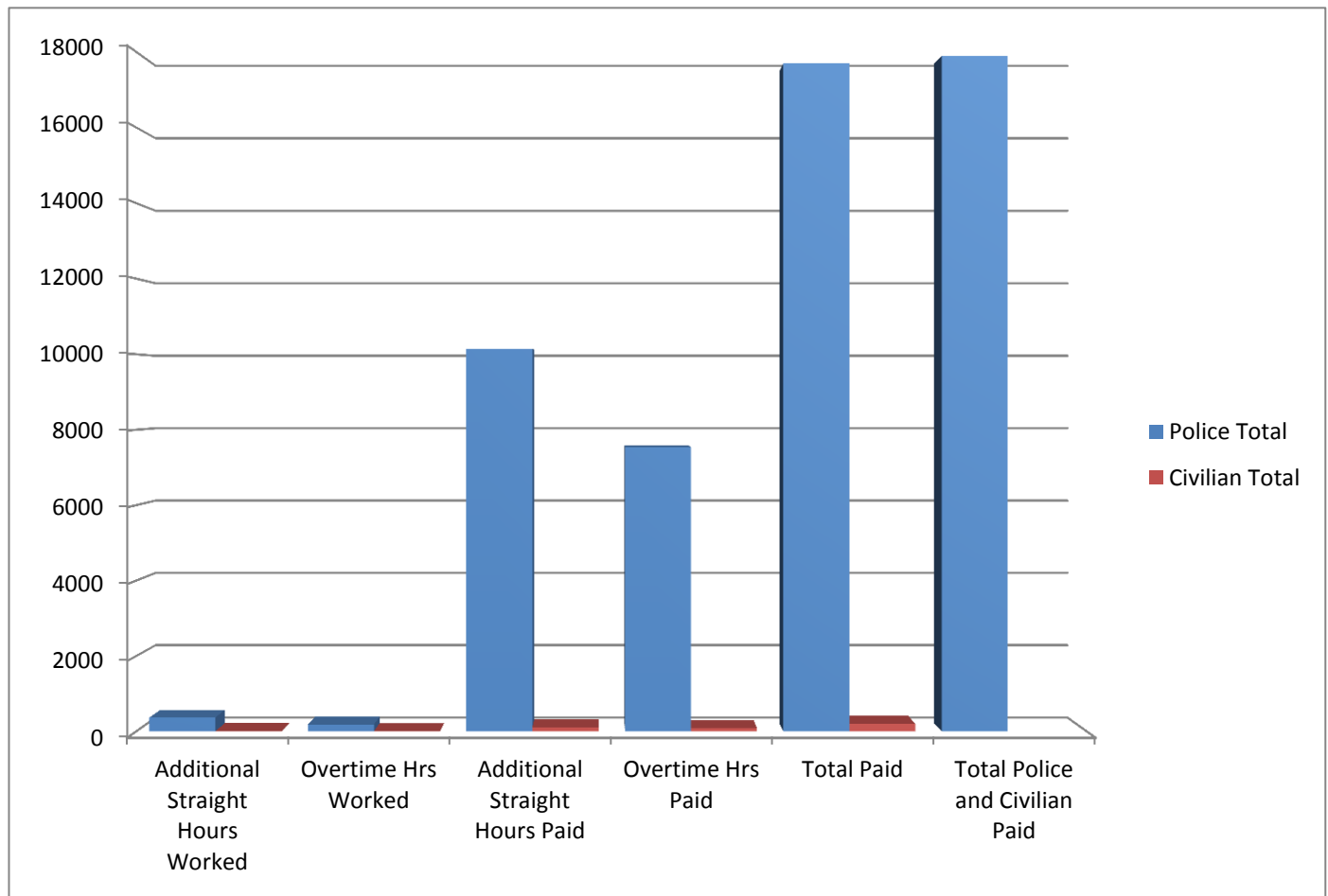
9/23/12-11/3/12

WESTFIELD POLICE DEPARTMENT

October 2012

Monthly Personnel Performance Measures

<u>Monthly Additional Compensation</u>	<u>Police Total</u>	<u>Civilian Total</u>
Additional Straight Hours Worked	366.25	5.5
Overtime Hrs Worked	181.5	3
Additional Straight Hours Paid	\$10,149.99	\$112.13
Overtime Hrs Paid	\$7,543.91	\$92.31
Total Paid	\$17,693.90	\$204.44
Total Police and Civilian Paid	\$17,898.33	



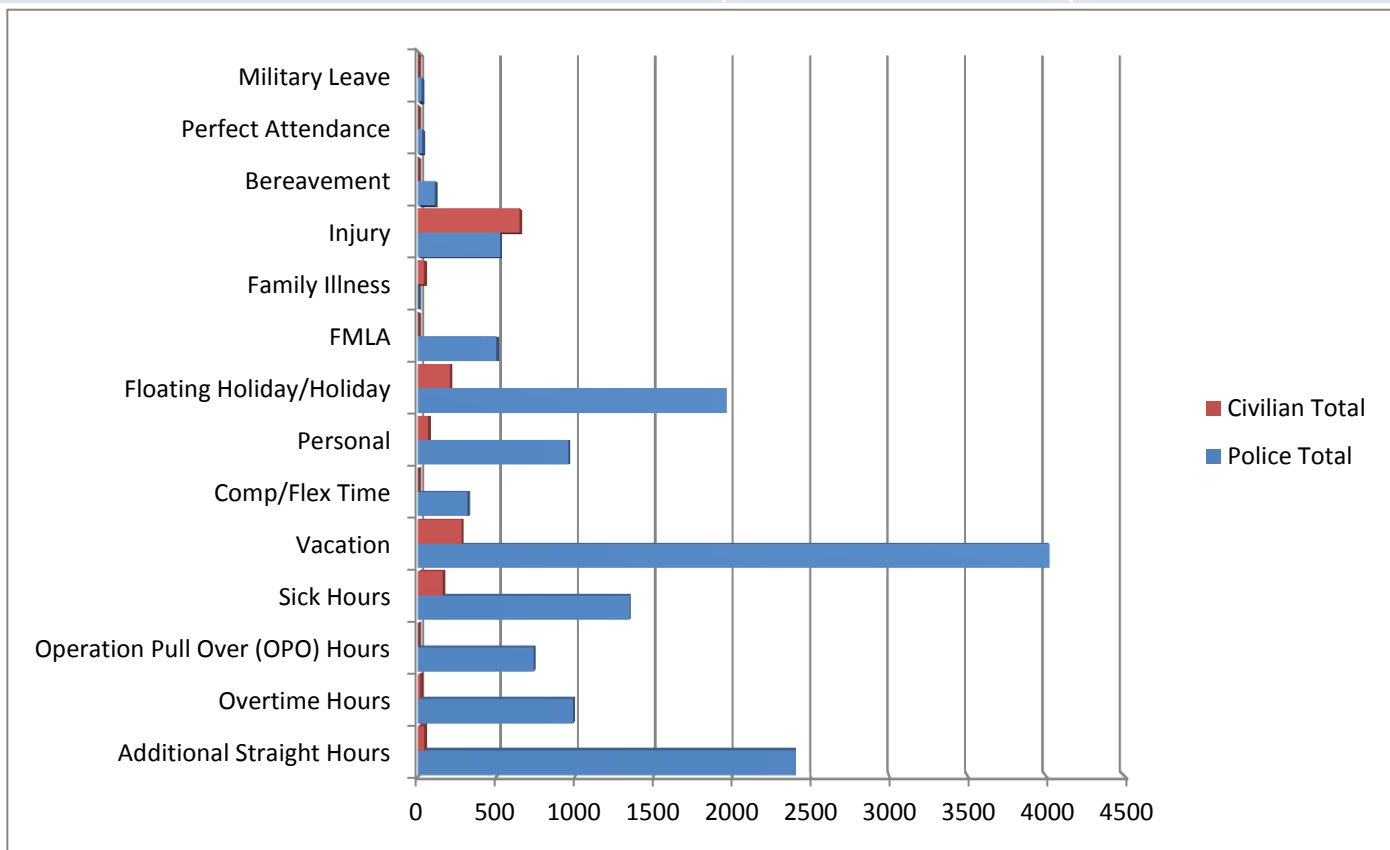
Pay Periods 20-22
Time Frame
9/23/12-11/3/12

WESTFIELD POLICE DEPARTMENT

2012 Year-to-Date

Monthly Personnel Performance Measures

<u>Personnel Performance Measures</u>	<u>Police Total</u>	<u>Civilian Total</u>
Additional Straight Hours	2406	37.75
Overtime Hours	989.75	14
Operation Pull Over (OPO) Hours	735.25	0
Sick Hours	1347.5	159
Vacation	4018	276.25
Comp/Flex Time	314.5	0
Personal	958	65
Floating Holiday/Holiday	1965.5	202.5
FMLA	500	0
Family Illness	0	37.5
Injury	521.5	648
Bereavement	108	0
Perfect Attendance	28	0
Military Leave	24	0

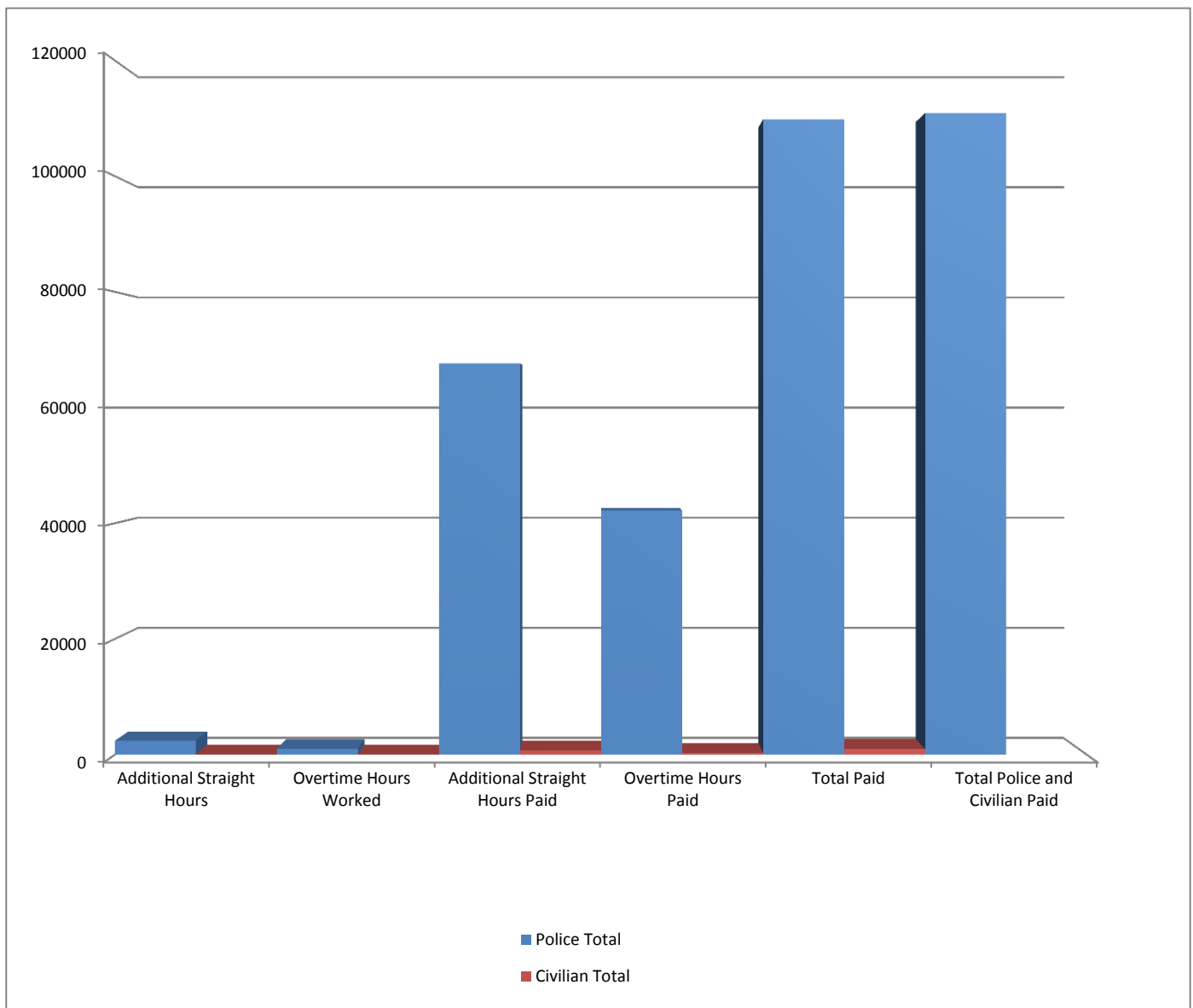


WESTFIELD POLICE DEPARTMENT

2012 Year-to-Date

Monthly Personnel Performance Measures

YTD Additional Compensation	Police Total	Civilian Total
Additional Straight Hours	2406	37.75
Overtime Hours Worked	989.75	14
Additional Straight Hours Paid	\$67,627.09	\$712.82
Overtime Hours Paid	\$42,181.83	\$319.34
Total Paid	\$109,808.92	\$1,032.16
Total Police and Civilian Paid	\$110,841.08	

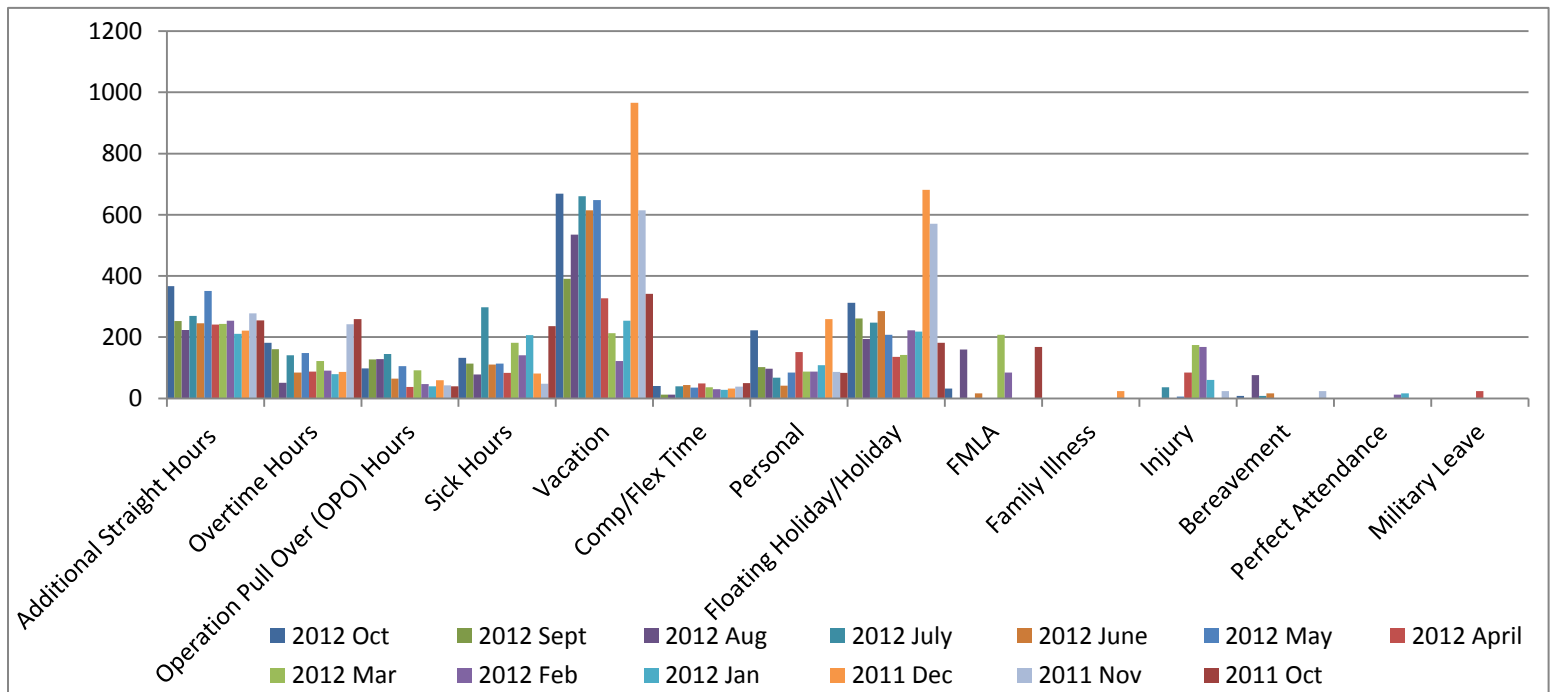


WESTFIELD POLICE DEPARTMENT

Police Monthly Comparison

Monthly Personnel Performance Measures

Personnel Performance Measures	2012 Oct	2012 Sept	2012 Aug	2012 July	2012 June	2012 May	2012 April	2012 Mar	2012 Feb	2012 Jan	2011 Dec	2011 Nov	2011 Oct
Additional Straight Hours	366.25	252.5	223.25	269.75	245.75	351.5	241	243.5	254	211.25	221.25	278.25	255.25
Overtime Hours	181.5	160.75	51.25	140.5	84	148.5	87.75	121.75	91	79.25	86	242.5	258.75
Operation Pull Over (OPO) Hours	97.75	127.25	128	145	64.5	105.5	37.5	92	47	39	59	42.5	39
Sick Hours	133	113.5	78.5	298	111	113.75	83.5	182	141	207	81.5	47.5	235.5
Vacation	669	391	535	660	614	648	327	213	122	254	966	614	342
Comp/Flex Time	40	12	12.5	39.5	44	35	49	36.5	30	28	32	38.5	49.5
Personal	222	102	96.5	67.5	42	84	151	87.5	87.5	108	259	87	83.75
Floating Holiday/Holiday	312	261	194	248	285.5	208	136	142	222	218	681	571	182
FMLA	32	0	160	0	16	0	0	208	84	0	0	0	168
Family Illness	0	0	0	0	0	0	0	0	0	0	24	0	0
Injury	0	0	0	36	0	5.5	84	174	168	60	0	24	0
Bereavement	8	0	76	8	16	0	0	0	0	0	0	24	0
Perfect Attendance	0	0	0	0	0	0	0	0	12	16	0	0	0
Military Leave	0	0	0	0	0	0	24	0	0	0	0	0	0

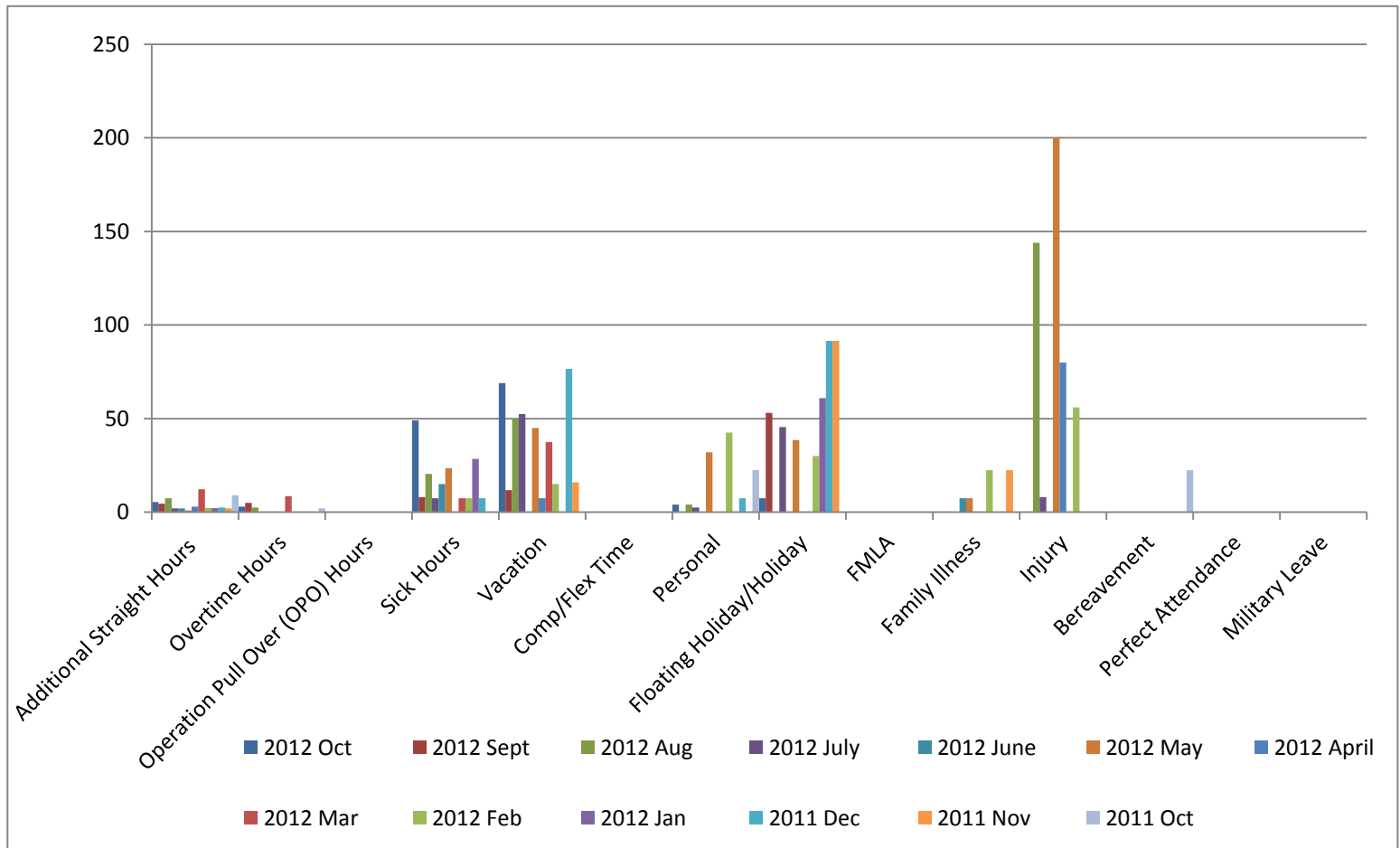


WESTFIELD POLICE DEPARTMENT

Civilian Monthly Comparison

Monthly Personnel Performance Measures

Personnel Performance Measures	2012 Oct	2012 Sept	2012 Aug	2012 July	2012 June	2012 May	2012 April	2012 Mar	2012 Feb	2012 Jan	2011 Dec	2011 Nov	2011 Oct
Additional Straight Hours	5.5	4.5	7.5	2	2	1	3	12.25	2.25	2.25	2.5	2	9
Overtime Hours	3	5	2.5	0	0	0	0	8.5	0	0	0	0	2
Operation Pull Over (OPO) Hours	0	0	0	0	0	0	0	0	0	0	0	0	0
Sick Hours	49	8	20.5	7.5	15	23.5	0	7.5	7.5	28.5	7.5	0	0
Vacation	69	11.75	49.75	52.5	0	45	7.5	37.5	15	0	76.5	16	0
Comp/Flex Time	0	0	0	0	0	0	0	0	0	0	0	0	0
Personal	4	0	4	2.5	0	32	0	0	42.5	0	7.5	0	22.5
Floating Holiday/Holiday	7.5	53	0	45.5	0	38.5	0	0	30	61	91.5	91.5	0
FMLA	0	0	0	0	0	0	0	0	0	0	0	0	0
Family Illness	0	0	0	0	7.5	7.5	0	0	22.5	0	0	22.5	0
Injury	0	0	144	8	0	200	80	0	56	0	0	0	0
Bereavement	0	0	0	0	0	0	0	0	0	0	0	0	22.5
Perfect Attendance	0	0	0	0	0	0	0	0	0	0	0	0	0
Military Leave	0	0	0	0	0	0	0	0	0	0	0	0	0



**Westfield Police Department
Community Events
October 2012**

10/4 Citizens Academy

10/11 Citizens Academy

10/13 Ameriana Bank Fall Festival – Officers Kang, Daniels and Swiatkowski, and Denise Gilreath

10/17 Hazel Dell Elementary K-9 Demo – Officers Kang and Swiatkowski

10/15 Westfield Elementary School - Body Safety class – Detective Clouse

10/17 Westfield Elementary School - Body Safety class – Detective Clouse

10/24 Westfield Elementary School - Body Safety class – Detective Clouse

10/24 Cub Scouts - Police Department Tour and Safety Talk – Days A

10/25 Citizens Academy

10/28 Lord of Life Lutheran Church – Safety Talk – Assistant chief Jordan

10/31 Monon Trail Elementary School police department tour and safety talk – Lt. Gorrell and Officer Larrison

10/31 Carmel Elementary School Body Safety class – Detective Clouse assisted with class

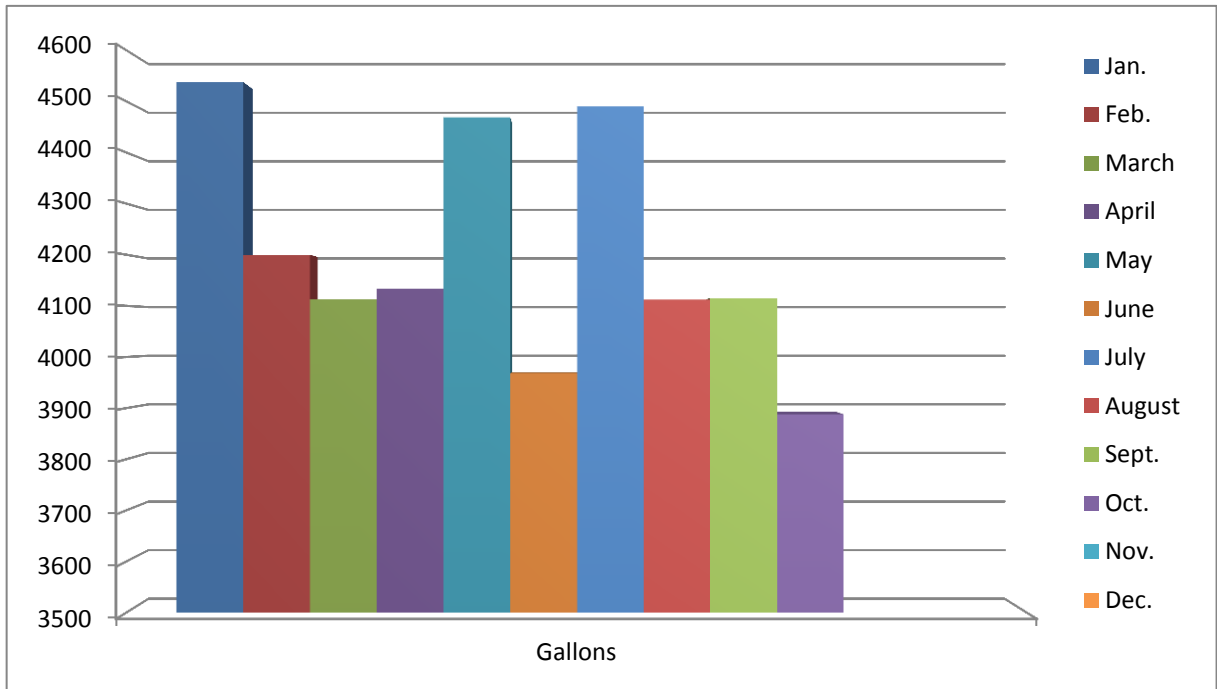
WESTFIELD POLICE DEPARTMENT

Monthly Fuel Purchases

Gallons 2011/2012

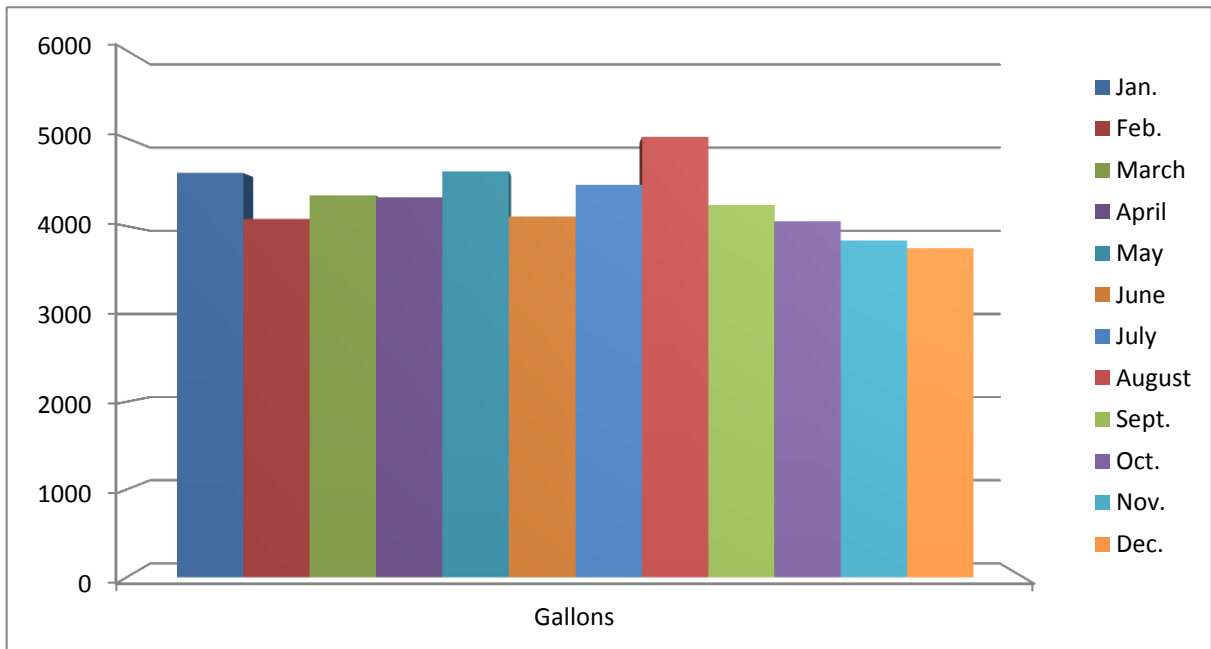
Fuel Purchases 2012

Month	Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.
Gallons	4538	4200	4113	4134	4469	3968	4490	4112	4115	3888		



Fuel Purchases 2011

Month	Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.
Gallons	4608	4083	4347	4326	4624	4113	4473	5016	4238	4056	3834	3750



Monthly Training Summary

October 2012

10/4 Monthly K-9 – Officers Kang and Swiatkowski

10/8-12 ESU – Sgt. Siara, Officers Todd and Harrell

10/8-11 Firearms – Departmental Training

10/8-12 Defensive Tactics Instructor – Officer Larrison

10-15-16 Advanced Roadside Interview Techniques for Patrol Officer – Officers Swiatkowski and Somerville

10/15 High Speed techniques – Sgt. Dine and Officer Mitchell

10/15-19 Managing the Patrol Function: A Data Driven Approach – Capt. Lowes and Lt. Hollowell

10/21-26 H&K M4/AR15 Instructor – Officer Kang

10/22-26 Ground Fighting Instructor – Officer Larrison

10/22-26 Police Executive Leadership Academy Module 4 – Sgt. Adams and Vickroy

10/27 Bike Maintenance – Officer Nichols

10/29-11/2 2012 K-9 Patrol School – Officer Kang and Swiatkowski

Westfield Board of Public Works & Safety Meeting Schedule 2013

Meeting Date 3:00pm	Deadline to Submit Agenda Items
January 3, 2013	12/19/12
January 31, 2013	1/16/13
February 28, 2013	2/13/13
March 28, 2013	3/13/13
May 2, 2013	4/17/13
May 30, 2013	5/15/13
July 3, 2013*	6/19/13
August 1, 2013	7/24/13
August 29, 2013	8/14/13
October 3, 2013	9/18/13
October 31, 2013	10/16/13
November 27, 2013*	11/13/13

**Meetings are held at the Westfield Public Works
Large Conference Room, 2706 E. 171st Street**

*** Meeting held on a Wednesday, following day is a holiday**



Mayor
Andy Cook

City Council
Jim Ake
John Dippel
Steve Hoover
Robert L. Horkay
Robert J. Smith
Cindy L. Spoljaric
Rob Stokes

Clerk Treasurer
Cindy J. Gossard

Parks and Recreation

(317) 804-3184 admin office
(317) 804-3190 fax

2728 East 171st Street
Westfield, IN 46074
westfield.in.gov

TO: Westfield Board of Works and Safety

From: Melody Jones

CC: Todd Burtron

Date: November 12, 2012

RE: Liquidating two trucks

Board of Works and Safety

The Westfield Parks and Recreation Department was fortunate to receive two new 2012 Chevy Silverado 2500 4X4 Trucks last month. As a result we have two very old trucks we wish to retire.

We went to Carmax to get appraisals. The 2003 Ford F150 appraised for \$1,500 and the 2003 Ford F250 with snow blade appraised for \$4,000.

We would like to ask permission to sell both vehicles to Carmax and remove them from the Cities assets.



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2728 East 171st Street
Westfield, IN 46074
westfield.in.gov

TO: Westfield Board of Works and Safety

From: Melody Jones

CC: Todd Burtron

Date: November 15, 2012

RE: Midland Trace Trail Surfacing Contract

Board of Works and Safety

The Westfield Parks and Recreation Department has secured the property for the Midland Trace Trail from Carey Road east to Gunther. We have had the tree line cleaned up and debris removed. Working with the Westfield Engineers we have prepared a Request for Quote to finish the surfacing of this section of trail. The proposals are due on Tuesday, November 27th. I plan to bring to the Board of Work these proposals and ask for your permission to enter into a contract to have this section of the Midland Trace Trail finished before the end of the year.

I will have the numbers ready at your meeting. The project will be paid using Park Impact Fees.



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2728 East 171st Street
Westfield, IN 46074
westfield.in.gov

To: Westfield Board of Works

From: Melody Jones

CC: Todd Burtron

Date: November 15, 2012

RE: Park Improvements as of November 2012

Dear Board Members:

Things are winding down regarding construction projects for the Parks Department but planning is kicking into full swing.

We received notification that we have been awarded a \$75,000 Safe Routes to School Grant by INDOT. These funds will be used to write and implement a plan for children walking and biking to Oak Trace Elementary School.

Working with the Hamilton County Master Gardeners two new trees were planted at City Hall.

On today's agenda we are requesting to retire two trucks from the City's fleet.

PARKS

ASA BALES

The maintenance crew has begun the retailing wall in Asa Bales Park. Estimated completion date is November 30th.

GRAND JUNCTION PLAZA

Two additional properties have been acquired this month. We will start the demolition of 135 Park Street and 123/125 Jersey Street in the next 30 days.

OLD FRIENDS

Becker Landscaping has replaced the two Lilac Trees that had died in the park.

QUAKER

Heaters have been installed in the restrooms at Quaker Park. This will provide for year round use for trail users and park visitors.

Simon Moon

Additional trees have been planted this month on "The Hill" in the park to replace many of the trees that died this summer.

Snow fence will be installed in two weeks to prepare for our sledding season.

TRAILS

Monon Trail

Construction of the Monon Trail pedestrian bridge over 146th Street is on schedule. Completion is estimated by the end of November.

Midland Trace Trail

With the property deed from Kroger coming we are planning on finishing the section of trail from Carey east to Gunther. A contract approval is part of this month's agenda.

Special Events or Programs

Westfield in Bloom (WIB) will be sponsoring the Downtown Business Holiday Lighting Competition again this year in connection with Westfield in Lights (WIL). The competition will kick off at WIL and run through December 20th. This year's winner will be announced on the 21st.

The last Seeds of Knowledge workshop was held on November 14th at the City Service Center. The Mathematics of Gardening is the topic for the discussion. We had a great turn out.

Our last event of the year will be Race to the New Year. This is the 8th year we partnered with the Hamilton County Parks Department and the Washington Township Parks Department. Special thanks to Westfield Police and Fire Departments for their continued support of this event.

Parks and Recreation

(317) 804-3150 office
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westfield.in.gov

The Parks and Recreation Department will start training with the ActiveNetwork team in January. We hope to go live with the programing and scheduling system in March.

Parks and Recreation

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