

Westfield City Council Members

Mark Keen, President (District 1)

Steve Hoover (District 2)

Robert L. Horkay, (District 5)

Chuck Lehman, (District 4)

Joe Edwards (District 3)

Cindy L. Spoljaric (At Large)

Jim Ake Vice President (At Large)



CITY OF WESTFIELD, IN
CityCouncil_Meeting_Agenda_11_10_2014

Monday, November 10, 2014 at 07:00 PM

BOARD OR COMMISSION: City Council Meeting

MEETING DATE: Monday, November 10, 2014 at 07:00 PM

MEETING PLACE: Westfield City Hall- Assembly Room

***THE FOLLOWING AGENDA IS SUBJECT TO CHANGE AT THE DISCRETION OF
THE COUNCIL***

AGENDA

Pledge of Allegiance

Invocation

Opening of Meeting

Note the presence of a quorum

Announce any changes to Agenda

Approval of Minutes:

Approval of City Council minutes of October 27, 2014 (special meeting)

Documents: [Minutes- 10/27/14](#)

Guests:

Residents who wish to address the Council on items not on the agenda may do so at this time.

Council Response to Guest Comments

Claims:

Approval of Claims

Documents: [Claims](#)

Miscellaneous Business/Special Recognition:

Special Presentation: Proclamation- Westfield Chamber of Commerce Day
Documents: [Proclamation](#)

Special Presentation: Dr. Scott Williams, Principal, Washington Woods Elementary

Special Presentation: Westfield Arts Alliance Strategic Plan
Documents: [Westfield Arts Strategic Plan](#)

Miscellaneous Business: Westfield Public Works Department Semi-Annual Update

Miscellaneous Business: WestfieldConnects Update

Old Business:

Resolution 14-127: Fiscal Plan for Ordinance 14-38
Adoption Consideration- November 10, 2014
Documents: [Res. 14-127](#)

Ordinance 14-38: 100% Voluntary Annexation of approximately 16 acres located at the southwest corner of 186th Street and Spring Mill Road
Council Introduction- October 13, 2014
Public Hearing- October 13, 2014
Adoption Consideration- November 10, 2014
Documents: [Ord. 14-38](#) | [Reference Only: Annexation Fiscal Plan](#) | [Reference Only: Location Map](#)

Ordinance 14-47: Ordinance to Amend Various Provisions of the Westfield-Washington Township Unified Development Ordinance
Council Introduction- October 27, 2014
APC Public Hearing- November 3, 2014
Adoption Consideration- November 10, 2014
Documents: [Ord. 14-47](#) | [Reference Only: Staff Report](#)

Ordinance 14-49: Additional Appropriation for MVH and LRS
Council Introduction- October 27, 2014
Public Hearing- November 10, 2014
Adoption Consideration- November 10, 2014
Documents: [Ord. 14-49](#)

New Business:

Ordinance 14-50: Mapleridge PUD

Council Introduction- November 10, 2014

APC Public Hearing- December 1, 2014

APC Recommendation- December 15, 2014

Council Adoption Consideration- January 12, 2015

Documents: [Ord. 14-50](#) | [Reference Only: Concept Plan](#) | [Reference Only: Location Map](#) | [Reference only: Petitioner's Narrative](#)

Ordinance 14-51: Sheffield Park PUD

Council Introduction- November 10, 2014

APC Public Hearing- December 1, 2014

APC Recommendation- December 15, 2014

Council Adoption Consideration- January 12, 2015

Documents: [Ord. 14-51](#) | [Reference Only: Concept Plan](#) | [Reference Only: Location Map](#) | [Reference only: Petitioner's Narrative](#)

Ordinance 14-52: Amendment to Parks & Recreation Fees, Policies & Procedures

Council Introduction- November 10, 2014

Adoption Consideration- December 8, 2014

Documents: [Ord. 14-52](#)

Ordinance 14-53: Pawnshops Ordinance

Council Introduction- November 10, 2014

Adoption Consideration- December 8, 2014

Documents: [Ord. 14-53](#)

Ordinance 14-54: Amendment to Stormwater Fee Schedule

Council Introduction- November 10, 2014

Adoption Consideration- December 8, 2014

Documents: [Ord. 14-54](#) | [SWU](#)

Resolution 14-133: Supporting Hamilton County Schools

Adoption Consideration- November 10, 2014

Documents: [Res. 14-133](#)

Proposal for Gig-Bit Fiber to Homes

Council Introduction- November 10, 2014

City Council Comments

Mayor Comments

Adjourn

Executive Session: I.C. 5-14-1.5-6.1 (b) (2) (B): Legal Issues

Working Meeting

Westfield City Council October 27, 2014

The Westfield City Council met Monday October 27, 2014 at the Westfield City Hall. Members present were Jim Ake, Chuck Lehman, Steve Hoover, Bob Smith, Bob Horkay, Cindy Spoljaric and Rob Stokes. Also present were Anne Cotham representing Clerk Treasurer's Office, Mayor Andy Cook and representing Legal Counsel Brian Zaiger.

Mayor Cook called the meeting to order at 7:00 p.m.

Change to Agenda:

Public Works Department Semi-Annual update moved until next meeting.
Jim Crawford will give the City/ Main Street Group project update in replacement.

Approval of Minutes:

Rob Stokes made a motion to approve October 13, 2014 minutes as presented. Bob Smith seconded. Vote: Yes 6; No-0. Abstain Cindy Spoljaric. Motion carries.

Guest:

Sharon Williams spoke concerning the flood plain and legality of the Speedway permit.

Claims:

Cindy Spoljaric made a motion to approve the claims as presented. Seconded by Rob Stokes. Vote: Yes-7; No-0. Motion carries.

Miscellaneous Business/Special Presentations

Special Presentation: Proclamation-Mayor for the Evening

Mayor Cook presented Teresa Miller with the Mayor for the Evening Proclamation at the beginning of the meeting.

Jim Crawford with Krieg DeVault, gave an update on the 186th Street nursing home project.

Old Business:

Ordinance 14-48: Indoor Facility Lease

Council Introduction: October 13, 2014

Public Hearing – October 27, 2014

Adoption Consideration –October 27, 2014

Todd Burtron presented this item stating it is a private partnership with Holiday Properties and the City. Holiday Properties will construct and lease to the City the Indoor Athletic Facility.

Public Hearing Opened: 7:17 pm

Numerous citizens spoke. Majority in favor of the facility. Westfield resident, Linda Naas, has provided additional notes to be attached at the request of Ms. Naas. 

Public Hearing Closed: 8:11 pm

Rob Stokes made a motion to approve Ordinance 14-48 as presented. Steve Hoover seconded. Vote; Yes-6; No-1- (Cindy Spoljaric). Motion carries.

New Business:

Ordinance 14-47: Ordinance to Amend Various Provisions of the Westfield Township Unified Development Ordinance

Council Introduction – October 27, 2014

APC Public Hearing – November 3, 2014

Adoption Consideration – November 10, 2014

Jesse Pohlman presented this giving a brief explanation of the changes being requested to the current Ordinance.

Resolution 14-131: Declaring Dormant Funds

Adoption Consideration – October 27, 2014

Brian Zaiger presented this explaining that it is a request to declare two accounts (Water and Sewer), which we no longer own, dormant and allow monies in accounts to be transferred to the General Fund.

Bob Smith made a motion to approve Resolution 14-131 as presented. Bob Horkay seconded. Vote: Yes-7; No-0. Motion carries.

Ordinance 14-49: Additional Appropriation for MVH and LRS

Council Introduction-October 27, 2014

Public Hearing-November 10, 2014

Adoption Consideration – November 10, 2014

Brian Zaiger presented requesting appropriation of additional funds that were not designated within the original budget.

CITY COUNCIL COMMENTS:

Steve Hoover gave APC update.

Jim Ake Westfield High School football team plays in sectionals Friday

MAYOR COMMENTS

Halloween Trick or Treat hours 5-8

Grand Park/Visitors from Eastern Asia

Bob Smith made a motion to adjourn. Bob Horkay seconded. Vote: Yes-7; No-0.

With no further business the meeting was adjourned at 9:11 p.m.

Clerk-Treasurer

President

PROCLAMATION

Westfield Chamber of Commerce Day

November 10, 2014

WHEREAS, The Westfield Chamber of Commerce has diligently served the City of Westfield and Washington Township as a business advocacy organization contributing to its civic and economic life for 33 years since its founding on November 10, 1981.

WHEREAS, The Westfield Chamber of Commerce serves as the primary business networking organization in Westfield which promotes a strong business community and creates positive connections for relationships and commerce.

WHEREAS, The Westfield Chamber of Commerce has been marked by exemplary dedication to the best interests of the Westfield community and its 350 Chamber members, and provides leadership and support to our business, professional, and community organizations, by promoting and fostering the business and economic climate of our community, ensuring that Westfield continues to be a “Grand Place” to live and work.

NOW, THEREFORE, I, J. Andrew Cook, Mayor of Westfield, IN do hereby proclaim **November 10, 2014** as “**Westfield Chamber of Commerce Day**” in the county of Hamilton, city of Westfield, IN and call upon all citizens to join me in honoring The Westfield Chamber of Commerce for its good work among us.

IN WITNESS WHEREOF, I, J. Andrew Cook, have hereunto set my hand and caused to be affixed the great seal of the city of Westfield, Indiana, on this 10th day of November, 2014.

(City Seal)

J. Andrew Cook, Mayor
City of Westfield

ORDINANCE 14-38

AN ORDINANCE ANNEXING CERTAIN REAL ESTATE TO THE CITY OF WESTFIELD, HAMILTON COUNTY, INDIANA

WHEREAS, the Westfield City Council (the “Council”) has the authority and desires to annex lands into the municipality as defined by Indiana Code 36-4-3; and,

WHEREAS, one hundred percent (100%) of the owners of the parcels proposed for annexation as identified in **Exhibit A** and **Exhibit B** (the “Annexation Area”) have filed a petition with the Council; and,

WHEREAS, the Council has conducted a public hearing on October 13, 2014, as required by law with regard to the annexation of the Annexation Area; and,

WHEREAS, the Council has adopted a fiscal plan for the annexation of the Annexation Area in accordance with Indiana Code 36-4-3-3.1 (Resolution 14-127); and,

WHEREAS, the Annexation Area meets the contiguity requirements of Indiana Code 36-4-3-1.5; and,

WHEREAS, the Council now finds that the statutory criteria for annexation have been met; and,

NOW THEREFORE BE IT ORDAINED BY THE WESTFIELD CITY COUNCIL THAT THE OFFICIAL CITY MAP ADOPTED BY REFERENCE IN SECTION 2-515 OF THE WESTFIELD CODE BE MODIFIED AS FOLLOWS:

Section 1. The Annexation Area, generally located on the southwest corner of 186th Street Springmill Road, and adjacent to the existing corporate limits along the northern boundary of the Annexation Area, is hereby annexed to and declared to be a part of the City of Westfield (the “City”).

Section 2. The Annexation Area is to further include the contiguous public highways and rights-of-way of the public highways which are adjacent to the annexation area per Indiana Code 36-4-3-2.5.

Section 3. The Annexation Area is hereby assigned to City Council District 3 and shall become a part thereof immediately upon the effective date of this Ordinance.

Section 4. This Ordinance shall be in full force and effect upon its passage by the Council, its publication, and upon the passage of any applicable waiting period, all as provided by the laws of the State of Indiana. All ordinances or parts thereof in conflict herewith are hereby repealed. Any portion of the Ordinance later to be found void or invalid shall not affect the remaining portions of this Ordinance.

ALL OF WHICH IS HEREBY ADOPTED BY THE CITY COUNCIL OF WESTFIELD,
HAMILTON COUNTY, INDIANA THIS _____ DAY OF NOVEMBER, 2014.

WESTFIELD CITY COUNCIL
HAMILTON COUNTY, INDIANA

<u>Voting For</u>	<u>Voting Against</u>	<u>Abstain</u>
_____ Jim Ake	_____ Jim Ake	_____ Jim Ake
_____ Steven Hoover	_____ Steven Hoover	_____ Steven Hoover
_____ Robert L. Horkay	_____ Robert L. Horkay	_____ Robert L. Horkay
_____ Charles Lehman	_____ Charles Lehman	_____ Charles Lehman
_____ Robert J. Smith	_____ Robert J. Smith	_____ Robert J. Smith
_____ Cindy L. Spoljaric	_____ Cindy L. Spoljaric	_____ Cindy L. Spoljaric
_____ Robert W. Stokes	_____ Robert W. Stokes	_____ Robert W. Stokes

ATTEST:

Cindy J. Gossard, Clerk-Treasurer

I affirm, under the penalties for perjury, that I have taken reasonable care to redact each Social Security Number in this document, unless required by law: _____.

This Instrument prepared by: Jeffrey M. Lauer.

I hereby certify that **ORDINANCE 14-38** was delivered to the Mayor of Westfield
on the _____ day of _____, 2014, at _____ m.

Cindy J. Gossard, Clerk-Treasurer

I hereby APPROVE Ordinance 14-38
this _____ day of _____, 2014.

J. Andrew Cook, Mayor

I hereby VETO Ordinance 14-38
this _____ day of _____, 2014.

J. Andrew Cook, Mayor

EXHIBIT A
ANNEXATION AREA

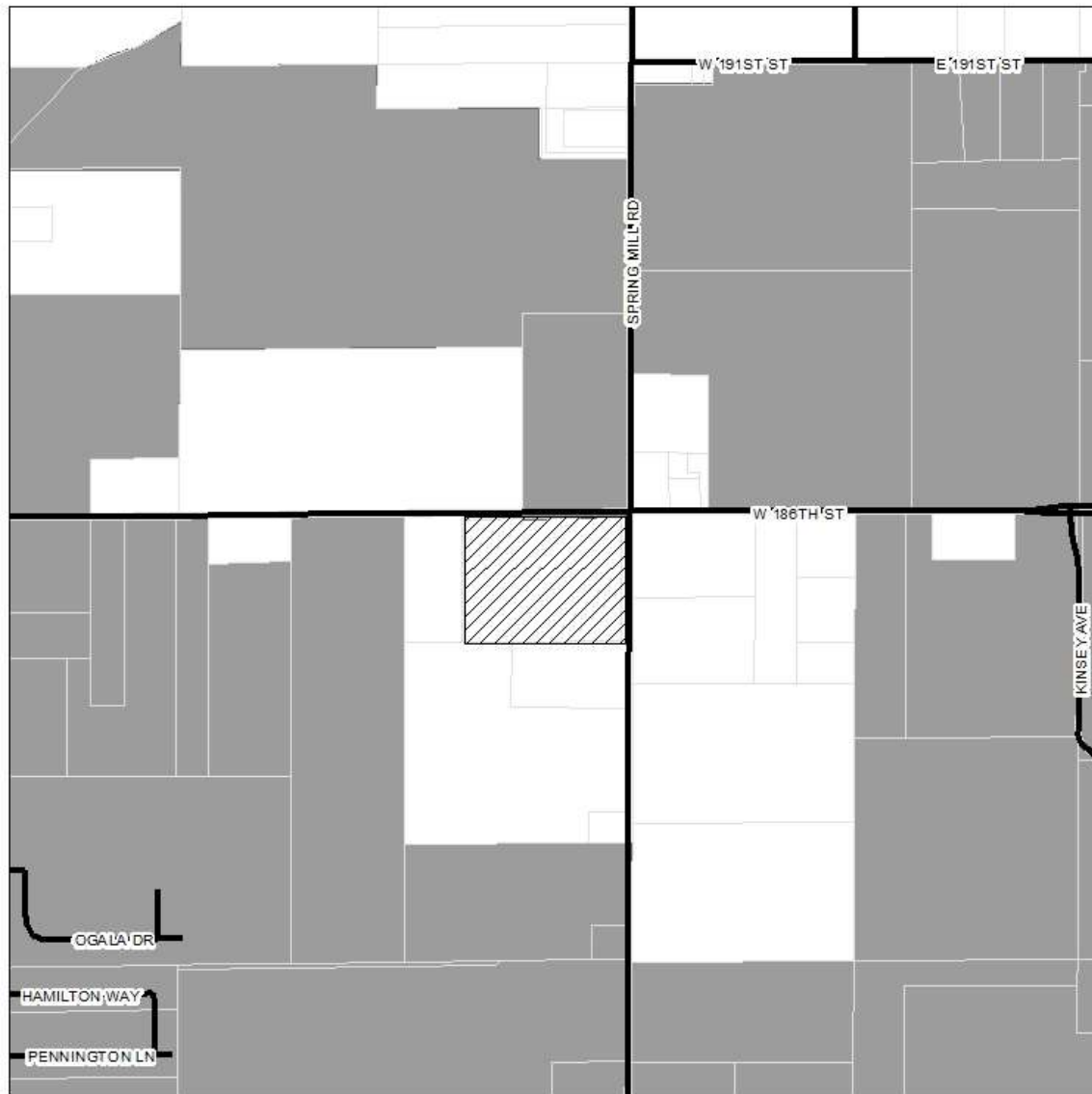


EXHIBIT LEGEND

- | | | | |
|---|----------------------|---|---------|
|  | ANNEXATION AREA |  | PARCELS |
|  | EXISTING CITY LIMITS |  | STREETS |

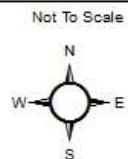


EXHIBIT B
ANNEXATION AREA
LEGAL DESCRIPTION

Parcel No: 08-05-34-00-00-009.000

Part of the East Half of the Northeast Quarter of Section 34, Township 19 North, Range 3 East of the Second Principal Meridian in Washington Township, Hamilton County, Indiana, more particularly described as follows:

Beginning at the Northeast corner of the East Half of the Northeast Quarter of Section 34, Township 19 North, Range 3 East of the Second Principal Meridian in Washington Township, Hamilton County, Indiana; thence South 00 degrees 05 minute 34 seconds West (assumed bearing) along the East line of said Northeast Quarter 759.00 feet; thence South 89 degrees 21 minutes 58 seconds West parallel with the North line of said Northeast Quarter 974.58 feet to the West line of real estate described in Instrument No. 93-51375, in the Office of the Recorder of Hamilton County, Indiana; thence North 00 degrees 12 minutes 24 seconds West along the East line of said real estate 758.96 feet to the North line of said Northeast Quarter; thence North 89 degrees 21 minutes 58 seconds East along the North line of said Northeast Quarter 978.55 feet to the point of beginning, containing 17.01 acres, more or less.

EXCEPT that real estate now dedicated to Hamilton County Board of Commissioners as public right-of-way by Dedication of Public Right of Way recorded October 1, 1998, as Instrument 98-55262, in the Office of the Recorder of Hamilton County, Indiana, more particularly described as follows:

Beginning at the Northeast corner of the East Half of the Northeast Quarter of Section 34, Township 19 North, Range 3 East of the Second Principal Meridian in Washington Township, Hamilton County, Indiana; thence South 00 degrees 05 minutes 34 seconds West (assumed bearing) along the East line of said Northeast Quarter 759.00 feet; thence South 89 degrees 21 minutes 58 seconds West parallel with the North line of said Northeast Quarter 45.00 feet; thence North 00 degrees 05 minutes 34 seconds East parallel to the East line of said Northeast Quarter 719.00 feet; thence North 89 degrees 21 minutes 58 seconds West parallel with the North line of said Northeast Quarter 933.55 feet; thence North 00 degrees 12 minutes 24 seconds West 40 feet to the North line of said Northeast Quarter; thence North 89 degrees 21 minutes 58 seconds East along the North line of said Northeast Quarter 978.55 feet to the point of beginning.

ALSO INCLUDING:

In addition to the aforementioned, the annexed area shall include those public highways and rights-of-way of public highways required to be annexed by Indiana Code § 36-4-3-2.5, including the relevant portions of 186th Street and Springmill Road.

RESOLUTION 14-127

A RESOLUTION ADOPTING A FISCAL PLAN FOR THE ANNEXATION OF LANDS DEFINED IN ORDINANCE 14-38

WHEREAS, the City of Westfield (the “City”) desires to annex certain parcels as identified in **Exhibit A** and **Exhibit B** (the “Annexation Area”) into the municipality; and,

WHEREAS, pursuant to Indiana Code § 36-7-4-3.1 a fiscal plan must be prepared and adopted by resolution prior to such annexation; and,

WHEREAS, the required fiscal plan, included as **Exhibit C** (the “Fiscal Plan”) and attached hereto and made a part hereof, has been prepared and presented to the Council for consideration; and

WHEREAS, the Fiscal Plan has been reviewed and complies with the requirements of Indiana Code § 36-4-3-13.

NOW, THEREFORE, BE IT RESOLVED that the Fiscal Plan attached hereto and made a part hereof is hereby approved and adopted by the Westfield City Council.

[REMAINDER OF PAGE LEFT BLANK INTENTIONALLY]

ADOPTED AND PASSED THIS _____ DAY OF NOVEMBER, 2014, BY THE
WESTFIELD CITY COUNCIL, HAMILTON COUNTY, INDIANA.

WESTFIELD CITY COUNCIL
HAMILTON COUNTY, INDIANA

Voting For

Voting Against

Abstain

Jim Ake

Jim Ake

Jim Ake

Steven Hoover

Steven Hoover

Steven Hoover

Robert L. Horkay

Robert L. Horkay

Robert L. Horkay

Charles Lehman

Charles Lehman

Charles Lehman

Robert J. Smith

Robert J. Smith

Robert J. Smith

Cindy L. Spoljaric

Cindy L. Spoljaric

Cindy L. Spoljaric

Robert W. Stokes

Robert W. Stokes

Robert W. Stokes

ATTEST:

Cindy J. Gossard, Clerk-Treasurer

I affirm, under the penalties for perjury, that I have taken reasonable care to redact each Social
Security Number in this document, unless required by law: _____.

This Instrument prepared by: Jeffrey M. Lauer.

I hereby certify that **RESOLUTION 14-127** was delivered to the Mayor of Westfield
on the _____ day of November, 2014, at _____.

Cindy J. Gossard, Clerk-Treasurer

I hereby APPROVE Resolution 14-127
this _____ day of November, 2014.

J. Andrew Cook, Mayor

I hereby VETO Resolution 14-127
this _____ day of November, 2014.

J. Andrew Cook, Mayor

EXHIBIT A
ANNEXATION AREA

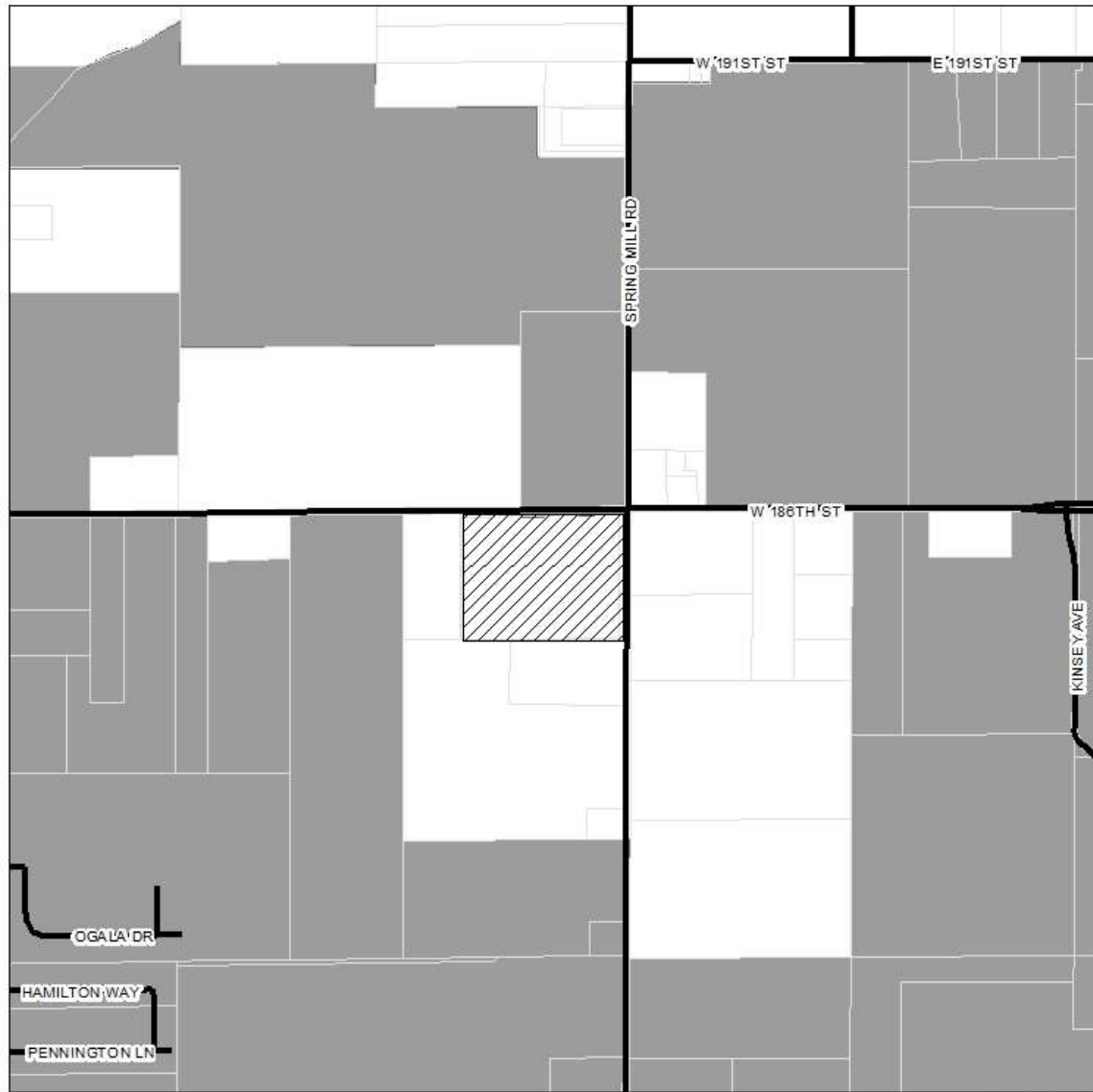


EXHIBIT LEGEND

- | | |
|--|---|
|  ANNEXATION AREA |  PARCELS |
|  EXISTING CITY LIMITS |  STREETS |

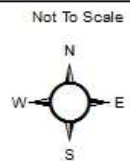


EXHIBIT B
ANNEXATION AREA
LEGAL DESCRIPTION

Parcel No: 08-05-34-00-00-009.000

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EXCEPT that real estate now dedicated to Hamilton County Board of Commissioners as public right-of-way by Dedication of Public Right of Way recorded October 1, 1998, as Instrument 98-55262, in the Office of the Recorder of Hamilton County, Indiana, more particularly described as follows:

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ALSO INCLUDING:

In addition to the aforementioned, the annexed area shall include those public highways and rights-of-way of public highways required to be annexed by Indiana Code § 36-4-3-2.5, including the relevant portions of 186th Street and Springmill Road.



Fiscal Plan for the Voluntary Annexation of Real Estate Contiguous to the City of Westfield, Indiana

**Generally described as the real estate located
on the southwest corner of Springmill Road and 186th Street**

**This Fiscal Plan Supports
Ordinance 14-38**

**This Fiscal Plan is Exhibit C
of Resolution 14-127**

Introduction

The purpose of this report is to outline the estimated fiscal impact of annexation upon the City of Westfield, Hamilton County, Indiana (the “City”) and ability of the City to provide necessary municipal capital and non-capital services to an area proposed for annexation. The area proposed for annexation that is analyzed in this report is referred to as the “Annexation Area” and is generally located adjacent to the existing corporate limits of the City on the southwest corner of Springmill Road and 186th Street. The annexation is one-hundred percent (100%) voluntary.

The Indiana Statute (I.C. § 36-4-3-13(d)) governing annexation activity by the City requires the preparation of a written fiscal plan and the establishment of an annexation policy, by resolution, as of the date of the annexation ordinance. The fiscal plan is required to present cost estimates and a plan for the extension of municipal services to the area proposed for annexation. Municipal services of a non-capital nature are required to be provided within one (1) year of the effective date of the annexation ordinance to the extent that such services are equivalent in standard and scope to those services already provided within the city limits. Municipal services of a capital improvement nature are required to be provided within three (3) years of the effective date of the annexation ordinance to the extent that such services are equivalent in standard and scope to those services already provided within the City’s corporate limits.

This report contains an analysis of the revenues and expenditures that will result from the annexation of certain territory by the City. While the City is committed to providing the highest quality service to all areas of the community, the dollar figures presented here are only estimates and are subject to change. Variations may occur depending upon the rate and extent of future development, an increase or decrease in the cost of providing municipal services, or fluctuations in future property assessments.

City of Westfield Annexation Philosophy and Plan
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A. Fiscal Policy of the City

The annexation policies of the City are expected to correspond with the fiscal policies of the City. Therefore, it is the policy of the City that annexation(s) should only be undertaken under circumstances which are not adverse to the fiscal interests of the current residents and taxpayers of the City.

B. General Philosophy and Plan

The philosophy and plan of the City is to annex real estate into its corporate limits in accordance with the terms of Title 36, Article 4, Chapter 3 of the Indiana Code. The adoption of an ordinance authorizing such annexation shall:

1. Provide the residents of the City with a broad, stable and growing economic tax base; and,
2. Provide a plan for the quality and quantity of urban development in a coordinated manner; and,
3. Provide for preservation and enhancement of the public's overall health, safety, and welfare, regarding all of the City's residents; and,
4. Allow for the provision of services to the annexed area in a cost effective manner that will not significantly impact existing residents.

C. Further the City Shall:

1. First seek the voluntary annexations of new developments contiguous to the current City boundaries. It is the preference of the City to implement annexation action under the most amenable conditions possible. Therefore, in cases where it is practical and possible to achieve consensus, the City prefers to proceed with annexation under the "voluntary" provisions of the statute (I.C. § 36-4-3-5);
2. Enhance the existing assessed valuation of the municipality through voluntary annexations;
3. Consider any requests for voluntary annexation from existing parcels; and
4. Consider any forced annexations that will positively impact the future economic development opportunity of the community.

Parcel Analysis

A. Description

The Annexation Area is generally described as the real estate located on the southwest corner of Springmill Road and 186th Street (see attached **Exhibit 1**) and encompasses an area of approximately sixteen (16) acres. The Annexation Area includes property zoned the Garden Market PUD District (Ordinance No. 14-21).

B. Contiguity

Property contiguous with the City's corporate limits may be annexed into the City's corporate limits (I.C. § 36-4-3-1.5). I.C. § 36-4-3-1.5 provides that property is considered "contiguous" if at least one-eighth (1/8) of the aggregate external boundaries of the property coincides with the boundaries of the City's corporate limits. In determining if property is contiguous, a strip of land less than one hundred fifty (150) feet wide which connects the City's corporate limits to the Annexation Area is not considered a part of the boundaries of either the City's corporate limits or the property to be annexed. The Annexation Area meets the contiguity requirements of I.C. § 36-4-3-1.5.

C. Population and Structures

The Annexation Area has no inhabitants and contains one (1) commercial structure and several agriculturally-related accessory buildings for a previous lawn care and garden center operation.

D. Zoning

The Annexation Area is currently located within the planning and zoning jurisdiction of the City through a joinder agreement with Washington Township served by the Westfield-Washington Township Advisory Plan Commission. If annexed, then the parcels will remain in the same planning jurisdiction. The zoning designation of the Annexation Area is Planned Unit Development District (Garden Market PUD District Ordinance No. 14-21).

E. Property Tax Assessment

The 2013 pay 2014 total net assessed valuation of all real property and its improvements located within the Annexation Area is \$314,900.¹

F. Municipal Property Tax Rate

The existing 2013 pay 2014 property tax rate assessed to all real property and its improvements within the Annexation Area is \$2.64780 per \$100 of assessed valuation. This is the total Washington Township tax rate assessed to all real property and its improvements, subject to any property tax "cap" which may apply.

¹ Parcel No. 08-05-34-00-00-009.000

G. Council District

The Annexation Area will be incorporated into Council District 3.

H. Proposed Build-out

The build-out of the Annexation Area is planned for a mix of commercial uses that includes approximately ten (10) acres of agritourism uses, garden center operations, and approximately six (6) acres of retail pursuant to the approved Garden Market Planned Unit Development District (Garden Market PUD Ordinance 14-21).

Site construction is planned by the developer beginning in 2015. For purposes of this analysis, the following new improvements are projected to be completed during the five (5) year period following annexation:

- a. Non-Residential Uses (15.83 acres):² Approximately 13,300 square feet of new non-residential vertical improvement (50 x 50 sq. ft. expansion of existing office structure and 60 x 180 sq. ft. new equipment enclosure) in 2015.

No additional improvements are anticipated before or during 2018.

Estimated property taxes and revenue generated from the projected build-out are set forth in **Exhibit 3**, Table 1 and Table 2.

² Improvements are estimated to be comparable to the existing Sundown Gardens location at 13400 Old Meridian St (County Parcel No. 17-09-25-00-00-021.000).

Municipal Services

The City currently extends to its citizens a range of public services. These services are provided by different municipal departments. Each department has a unique function within the municipal service system of the City. These departments include: Police, Fire, Public Works, Clerk/Treasurer's Office, Informatics, Administration, Parks and Recreation, and Economic and Community Development.

Each of the municipal service sectors are analyzed in this section to determine the impact of annexation on their ability to provide both capital and non-capital services to the area proposed for annexation as required by Indiana law. The method used to determine the fiscal impact of annexation is known as "fiscal impact analysis".

Fiscal impact analysis is a method of evaluation that is used to measure and project the direct public costs and revenues associated with residential and non-residential growth within a municipality. It explores public (government) costs and revenues. It does not consider private costs of public actions. Therefore, special assessments on real property or the value of land dedications required of developers are considered private revenues. Individual services contracted for homeowners associations, neighborhoods, and similar groups are also considered private.

All municipal departments were analyzed to determine the extent of the effect of annexation. The Police, Fire, Public Works, Clerk/Treasurer's Office, Informatics, Administration, Parks and Recreation, and Economic and Community Development were identified as being affected by the annexation of new territory.

The cost estimates of planned services to be furnished to the Annexation Area have been computed based on the 2015 budget. Input from all departments was gathered, and a careful analysis was prepared in an effort to meet all the requirements of Indiana Code § 36-4-3. Each capital service was assessed by Department of Public Works and where required, specific improvements and costs have been programmed. The findings and proposed improvements for each capital service are detailed in this report. Some services may already be available to the Annexation Area, while others will have to be initiated. In each case, it is shown in this report, that service is being/will be proposed to the Annexation Area, in a manner equivalent in standard and scope to the services being providing within the City's corporate boundaries.

The existing levels and costs of service provisions for each department are outlined below:

A. Police Department

The forty-two (42) uniformed officers of the Police Department of the City provide the citizens of the City with public safety and emergency response service throughout the corporate limits of the City. The individual services include: neighborhood patrols for the prevention of crime; detection and apprehension of criminal offenders; resolution of domestic disputes; anti-crime and anti-drug public education; traffic control and accident reporting; and the creation and maintenance of a general feeling of safety and security throughout the community.

The services provided by the Police Department vary in their individual requirements for personnel and financial resources and are subject to annual review and approval by the City Council.

Annual operating costs associated with the addition of one (1) uniformed police officer(s) include salary, overtime pay, holiday pay, clothing and uniform allowance, health insurance, training, pension benefits and administrative overhead.

Capital one-time costs associated with the addition of one (1) uniformed police officer(s) include a patrol vehicle and related equipment. These costs have been factored together to arrive at necessary service level increases for various areas under consideration for annexation.

The City will provide police service to the Annexation Area upon the effective date of annexation through the extension of an existing patrol area with existing personnel.

Provision of planned service of a non-capital nature within one year: The services can be provided for the Annexation Area with existing personnel.

Provision of planned services of a capital improvement nature within three years: Any additional capital requirements can be accommodated in future budgets through the annual budgeting process. Cost estimates for planned services are set forth in **Exhibit 3**, Table 3.

B. Fire Department

The seventy (70) Firefighters, EMS and Paramedics personnel employed by the Fire Department of the City respond to fire emergencies, chemical and hazardous material spills, and general life safety emergencies throughout the corporate limits of the City and throughout the remainder of Washington Township, Hamilton County (the “Township”).

The personnel of the Fire Department are assigned to three (3) fire stations located on Dartown Road (headquarters), 151st Street, and Grassy Branch Road. Each station is the primary respondent to emergencies within its assigned geographical area. Secondary response is provided by personnel and equipment by volunteer and paid city and town fire departments in adjacent communities.

The existing Fire Department currently has the entire responsibility for services throughout the Township; therefore, the annexation of this new territory will not change the impact or the need for additional personnel.

Provision of planned service of a non-capital nature within one year: The services can be provided for the Annexation Area with existing personnel because current services already serve the Township.

Provision of planned service of a capital nature within three years: The capital services required for future growth in the fire services for the Township will be managed through the annual budgeting process. Cost estimates for planned services are set forth in **Exhibit 3**, Table 3.

C. Public Works Department

a. Street Division

The Street Division is part of the Public Works Department of the City and has responsibility for the maintenance and upkeep of all streets and public rights-of-way within the corporate limits of the City. Maintenance activities include potholes and curb repair, mowing of weeds and other vegetation, street sweeping, sign maintenance and replacement, pavement striping, and snow removal. It is also responsible for reconstruction of sidewalks and policing of rights-of-way to support safe travel.

Other responsibilities include resurfacing and reconstruction of all public roads with the exception of the roads falling under the jurisdiction of the Indiana Department of Transportation or the Hamilton County Highway Department. These operations are primarily funded from the Motor Vehicle Highway (“MVH”) fund, the Local Road and Street Fund (“LR&S”), and the Road and Street Improvement Fund. The budgeted expenditures for MVH and LR&S is approximately \$980,000 for 2014, which is approximately \$5,280 per road mile.

Provision of planned service of a non-capital nature within one year: Street Division services can be provided for the Annexation Area with existing personnel, based upon the road miles of approximately 0.33 miles (1,725 feet) for 186th Street and Springmill Road. Cost estimates for planned services are set forth in **Exhibit 3**, Table 3.

Provision of planned service of a capital nature within three years: The intent of the City with respect to future road construction is to require future developers to improve, or contribute financially to the improvement of existing roadways in accordance with the impact of any proposed development. Potential road improvements are evaluated each year and the Annexation Area will be part of that annual review process. Cost estimates for planned services are set forth in **Exhibit 3**, Table 3 and Table 4.

b. Water and Sewer Services

Citizens of Westfield Water, LLC (the “Utility”) operates the water and wastewater works within the City. Services for both water and sewer are provided within the corporate limits of the City and into portions of the Township. The Annexation Area is not currently served by the Utility’s water and sewer service.

The Utility provides the service of pumping water from the water source, treating the water to some level, distributing the water into the system of water lines, storing the water for peak demand and fire protection purposes, and maintaining the system, in its entirety. The Utility meets the parameters of providing access to water utility service, to a property, when a water distribution line is within the distributive area of a main trunk line or lateral line. When water lines are already developed with respect to a specific property, the water utility is made directly available to that property when a water line is located within three hundred (300) lineal feet of the nearest property line of the developed parcel.

Fire hydrants are generally supported by the user charge system of the Utility. The developer of any new development is generally responsible for installing the fire hydrants necessary to protect the proposed development from catastrophic fire, unless otherwise provided by the Utility or the Utility's policies.

The installation and extension of sewer service for any proposed development in the Annexation Area will be provided in accordance with the Utility's policies. The Utility provides access to wastewater collection, treatment and disposal service to all properties within the corporate limits of the City. The Utility meets the parameters of providing access to wastewater service when the parcel is within the drainage watershed of a major interceptor, trunk or lateral sewer which ultimately delivers wastewater to the wastewater treatment plant. In cases where sewer laterals are made available to developed parcels, the standard for service is met when the Utility's sewer is located within three hundred (300) lineal feet of the nearest property line of the parcel.

Property tax revenues are not a part of the Utility's budget. In addition to monthly service charges, the Utility has established a system of fees for other services such as various connection fees, and/or supplemental fees for special facilities installed to meet the needs and demands of various customers. The cost of extending water and wastewater lines within the Utility's service area is done in accordance with the Utility's policies. The Utility is also subject to regulatory requirements which are administered at the State and Federal level. As such, the system of fees and charges must be adjusted from time to time to remain current with regulatory and other requirements.

D. Parks and Recreation Department

Services by the Parks and Recreation Department of the City are funded out of the City's Parks and Recreation Department budget. The existing inventory of facilities include: Armstrong Park, Old Friends Cemetery Park, Osborne Park, Raymond Worth Park, Quaker Park, Simon Moon Park, Asa Bales Park, Liberty Park, Hadley Park and Freedom Trail Park. The existing inventory of trails include: Monon, Midland Trace, Natalie Wheeler, Anna Kendall, and Cool Creek. These parks and recreation operations are supported by the City's General Fund. The Annexation Area is not anticipated to have an appreciable effect on existing park facilities and no additional costs for this function are anticipated.

Provision of planned service of a non-capital nature within one year: The Annexation Area will have full access to existing park facilities and will continue to be supported by the City.

Provision of planned service of a capital nature within three years: The capital services required for future growth in parks will be accomplished through the annual budgeting process. Cost estimates for planned services are set forth in **Exhibit 3**, Table 3.

E. Clerk-Treasurer's Office

The Clerk-Treasurer of the City is responsible for the maintenance of all City records.

Provision of planned service of a non-capital nature within one year: The services can be provided for the Annexation Area with existing personnel.

Provision of planned service of a capital nature within three years: The capital services required for this department can be accomplished through the annual budgeting process. Cost estimates for planned services are set forth in **Exhibit 3**, Table 3.

F. Economic and Community Development Department

b. Planning and Zoning Services

The Economic and Community Development Department of the City is responsible for all of the planning and zoning support for the Westfield-Washington Township Advisory Plan Commission and the Westfield-Washington Township Board of Zoning Appeals. These responsibilities currently involve the entire Township; therefore, no service level increases are expected for this division with respect to the Annexation Area.

Provision of planned service of a non-capital nature within one year: The services can be provided for the Annexation Area with existing personnel who already serve the entire Township.

Provision of planned service of a capital nature within three years: The capital services required for this division can be accomplished through the annual budgeting process. Cost estimates for planned services are set forth in **Exhibit 3**, Table 3.

c. Economic Development Services

The Economic and Community Development Department of the City is responsible for all of the economic development functions within the corporate limits of the City. No service level increases are expected with respect to the Annexation Area.

Provision of planned service of a non-capital nature within one year: The services can be provided for the Annexation Area with existing personnel.

Provision of planned service of a capital nature within three years: The capital services required for this division can be accomplished through the annual budgeting process. Cost estimates for planned services are set forth in **Exhibit 3**, Table 3.

d. Building and Construction Services

The Economic and Community Development Department of the City currently processes building permits throughout the entire Township. It conducts inspections on new buildings and unsafe structures. Since this service is already being provided throughout the entire Township, no service level increases are expected with respect to the Annexation Area.

Provision of planned service of a non-capital nature within one year: The services can be provided for the Annexation Area with existing personnel, who already serve the entire Township.

Provision of planned service of a capital nature within three years: The capital services required for this division can be accomplished through the annual budgeting process. Cost estimates for planned services are set forth in **Exhibit 3**, Table 3.

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Financial Summary

The Annexation Area has been researched and analyzed in accordance with the terms of the Indiana Code, Title 36, Article 4, Chapter 3.

The primary source of revenue for the City is that which is received from property taxes and County Option Income Tax (COIT). The existing net assessed valuation of all real property and its improvements within the Annexation Area is \$314,900. Improvements in the Annexation Area that are projected to be completed during the five (5) year period following annexation include approximately 13,300 square feet of new non-residential vertical improvements in 2015. No additional improvements are anticipated before or during 2018.

As a result of additional population and road miles, the City also receives revenue from other sources that include Alcohol Gallonage Taxes, Cigarette Tax, Vehicle Excise Tax, MVH road miles tax, and LR& S road mile tax.

Assuming the annexation is effective prior to March 1, 2015; the property within the Annexation Area will then be entered into public record and assessed for taxation as an incorporated area. Revenue received by the City from property assessed on or before March 1, 2015, will not be realized until May and November of 2016. The delay in the collection of property taxes will cause the City to experience a cost of services from existing budgets due to the required provision of non-capital services in the first year following annexation. To the extent that real costs exceed revenue as a result of this annexation, the City is prepared to use funds from other budgeted line items in order to assure that services required by State Statute are provided to the Annexation Area.

Currently, the Annexation Area is undeveloped and the City will receive nominal property taxes from the existing assessed value within the Annexation Area. It should be understood, however, that the annexation of undeveloped land has a very minimal impact on municipal revenue streams and generally a minor impact on the provision of municipal services, if proper fiscal planning is performed.

When development occurs, the impact of that development on various revenue streams, as well as the impact of that development on the demand for municipal services, is to be examined by the City as a part of the development approval process. It is the City's stated goal that it seeks to establish fiscal policies which would result in no negative impact on property taxes for existing City residents as a result of growth. Therefore, the City will seek to assure that all proposed development offers a balance between the cost of services demanded and the revenues produced.

It is the intent of the City to pay for extension of all municipal services to the area from revenues generated as a result of the annexation, which will be derived from property taxes, along with other state distributions. The total property tax rate in Washington Township outside of the corporate limits for pay 2014 is \$2.64780. The tax rate for all taxpayers in the City/Washington Township, including all overlapping taxing units, is equal to \$3.09600, an increase of \$0.4482 or fifteen percent (15%). A summary of the estimated fiscal impact is set forth in **Exhibit 3**, Table 5.

Exhibit 1

Annexation Area: Graphic Depiction



EXHIBIT LEGEND

- | | |
|--|---|
|  ANNEXATION AREA |  PARCELS |
|  EXISTING CITY LIMITS |  STREETS |

Not To Scale

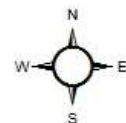


Exhibit 2

Annexation Area: Legal Description

Parcel No: 08-05-34-00-00-009.000

Part of the East Half of the Northeast Quarter of Section 34, Township 19 North, Range 3 East of the Second Principal Meridian in Washington Township, Hamilton County, Indiana, more particularly described as follows:

Beginning at the Northeast corner of the East Half of the Northeast Quarter of Section 34, Township 19 North, Range 3 East of the Second Principal Meridian in Washington Township, Hamilton County, Indiana; thence South 00 degrees 05 minute 34 seconds West (assumed bearing) along the East line of said Northeast Quarter 759.00 feet; thence South 89 degrees 21 minutes 58 seconds West parallel with the North line of said Northeast Quarter 974.58 feet to the West line of real estate described in Instrument No. 93-51375, in the Office of the Recorder of Hamilton County, Indiana; thence North 00 degrees 12 minutes 24 seconds West along the East line of said real estate 758.96 feet to the North line of said Northeast Quarter; thence North 89 degrees 21 minutes 58 seconds East along the North line of said Northeast Quarter 978.55 feet to the point of beginning, containing 17.01 acres, more or less.

EXCEPT that real estate now dedicated to Hamilton County Board of Commissioners as public right-of-way by Dedication of Public Right of Way recorded October 1, 1998, as Instrument 98-55262, in the Office of the Recorder of Hamilton County, Indiana, more particularly described as follows:

Beginning at the Northeast corner of the East Half of the Northeast Quarter of Section 34, Township 19 North, Range 3 East of the Second Principal Meridian in Washington Township, Hamilton County, Indiana; thence South 00 degrees 05 minutes 34 seconds West (assumed bearing) along the East line of said Northeast Quarter 759.00 feet; thence South 89 degrees 21 minutes 58 seconds West parallel with the North line of said Northeast Quarter 45.00 feet; thence North 00 degrees 05 minutes 34 seconds East parallel to the East line of said Northeast Quarter 719.00 feet; thence North 89 degrees 21 minutes 58 seconds West parallel with the North line of said Northeast Quarter 933.55 feet; thence North 00 degrees 12 minutes 24 seconds West 40 feet to the North line of said Northeast Quarter; thence North 89 degrees 21 minutes 58 seconds East along the North line of said Northeast Quarter 978.55 feet to the point of beginning.

ALSO INCLUDING:

In addition to the aforementioned, the annexed area shall include those public highways and rights-of-way of public highways required to be annexed by Indiana Code § 36-4-3-2.5, including the relevant portions of 186th Street and Springmill Road.

Exhibit 3

Fiscal Plan Tables

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TABLE 1**CITY OF WESTFIELD, INDIANA "GARDEN MARKET"****Computation of Estimated Property Taxes**

Year	Estimated Assessed Value	Exemptions	Estimated Net Assessed Value	Tax Rate	Estimated Tax Revenue
1st	\$ 311,200	\$ -	(2) \$ 311,200	\$ 0.8075	(3) \$ 2,513
2nd	1,700,800 (1)	-	1,700,800	0.8075	13,734
3rd	1,700,800	-	1,700,800	0.8075	13,734
4th	1,700,800	-	1,700,800	0.8075	13,734
5th	1,700,800	-	1,700,800	0.8075	13,734

(1) Assumes new improvements (similar to Sundown Gardens in Carmel, Indiana) are completed by March 1, 2016. In addition, we have assumed \$500,000 of additional improvements by March 1, 2016.

(2) Assumes no exemptions or deductions

(3) Assumes the final tax rate for 2014

TABLE 2

CITY OF WESTFIELD, INDIANA "GARDEN MARKET"

Estimated Revenue Generated

	1st Year	2nd Year	3rd Year	4th Year	5th Year
Net Assessed Value	\$ 311,200	\$ 1,700,800	\$ 1,700,800	\$ 1,700,800	\$ 1,700,800
Property Tax Revenue	2,513	13,734	13,734	13,734	13,734
Circuit Breaker Reduction (1)	(80)	(439)	(439)	(439)	(439)
Motor Vehicle Highway	-	-	-	-	-
Local Roads & Street	-	-	-	-	-
Total Revenue	<u>\$ 2,433</u>	<u>\$ 13,295</u>	<u>\$ 13,295</u>	<u>\$ 13,295</u>	<u>\$ 13,295</u>

(1) Estimated Circuit Breaker Reduction based upon Pay 2014 tax rate and estimated build out

General Notes

- Five years is considered a standard planning period for annexation analysis.
- Population based revenue will not go up unless a Census occurs or a Special Census is prepared.

TABLE 3

CITY OF WESTFIELD, INDIANA "GARDEN MARKET"

Estimated Non-Capital Costs

	<u>1st Year</u>	<u>2nd Year</u>	<u>3rd Year</u>	<u>4th Year</u>	<u>5th Year</u>
Police (1)	\$ 252	\$ 4,782	\$ 4,902	\$ 5,024	\$ 5,150
Fire (1)	453	3,885	3,982	4,081	4,183
Lighting (2)	-	-	-	-	-
Fire Hydrants (2)	-	-	-	-	-
Streets & Road Maint. (1)	1,250	1,250	1,281	1,313	1,346
Park (2)	-	-	-	-	-
<u>Admin. & General Dpts. (1)</u>					
Administrative	156	1,169	1,198	1,228	1,259
Community Dev. Planning	32	239	245	251	257
Building Dept.	9	68	70	71	73
Information Tech.	58	432	443	454	465
Clerk	22	168	172	177	181
Mayor	6	42	43	44	45
City Council	6	45	46	47	48
Street Dept	79	593	608	623	639
Total Non-Capital Costs	<u>\$ 2,322</u>	<u>\$ 12,673</u>	<u>\$ 12,990</u>	<u>\$ 13,314</u>	<u>\$ 13,647</u>

(1) Assumes allocation of the specific budget; in the event you need further information, please contact the City. The increase in Street cost is due to the increase in homes.

(2) No additional cost is estimated to be incurred.

General Note

- Five years is considered a standard planning period for annexation analysis.

TABLE 4

CITY OF WESTFIELD, INDIANA "GARDEN MARKET"

Estimated Capital Costs

	1st Year	2nd Year	3rd Year	4th Year	5th Year
Street Department (1)	\$ -	\$ -	\$ -	\$ -	\$ -
Street Lighting (1)	-	-	-	-	-
Wastewater (1)	-	-	-	-	-
Water (1)	-	-	-	-	-
Electric (1)	-	-	-	-	-
Cumulative Capital (1)	-	-	-	-	-
Cumulative Fire (1)	-	-	-	-	-
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ -

(1) No capital costs are expected to occur, in this time period, in the Area.

General Note

- Five years is considered a standard planning period for annexation analysis.

TABLE 5

CITY OF WESTFIELD, INDIANA "GARDEN MARKET"

Fiscal Plan Summary

	<u>1st Year</u>	<u>2nd Year</u>	<u>3rd Year</u>	<u>4th Year</u>	<u>5th Year</u>	<u>Total</u>
Revenue	\$ 2,433	\$ 13,295	\$ 13,295	\$ 13,295	\$ 13,295	\$ 55,613
Non-Capital Costs	2,322	12,673	12,990	13,314	13,647	54,946
Capital Costs	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net	<u>\$ 111</u>	<u>\$ 622</u>	<u>\$ 305</u>	<u>\$ (19)</u>	<u>\$ (352)</u>	<u>\$ 667</u>
Percentage	<u>4.6%</u>	<u>4.7%</u>	<u>2.3%</u>	<u>-0.1%</u>	<u>-2.6%</u>	<u>1.2%</u>

General Notes

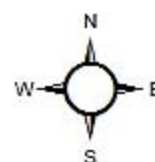
- Five years is considered a standard planning period for annexation analysis.
- To be funded by the General Fund balance



Not To Scale

EXHIBIT LEGEND

- | | | | |
|---|----------------------|---|---------|
|  | ANNEXATION AREA |  | PARCELS |
|  | EXISTING CITY LIMITS |  | STREETS |



ORDINANCE 14-47

AN ORDINANCE TO AMEND A VARIETY OF PROVISIONS OF THE WESTFIELD-WASHINGTON TOWNSHIP UNIFIED DEVELOPMENT ORDINANCE

WHEREAS, the City of Westfield, (the “City”) is a duly formed municipal corporation within the State of Indiana, governed by its duly elected Mayor and Common Council (the “Council”); and,

WHEREAS, it is the duty and the responsibility of the City to administer the Westfield-Washington Township Unified Development Ordinance (the “UDO”) throughout the City and Washington Township Indiana through a Joinder Agreement; and,

WHEREAS, from time to time it becomes necessary to amend and revise the UDO, and pursuant to I.C. § 36-7-4-602 and I.C. § 36-7-4-701, the City is authorized to amend the UDO; and

WHEREAS, the Westfield-Washington Township Advisory Plan Commission forwarded Petition No. 1412-ZOA-02 to the Council with a favorable recommendation in accordance with Indiana Code § 36-7-4-608, as required by Indiana Code § 36-7-4-1505; and

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Westfield, Hamilton County, Indiana, meeting in regular session, that the following provisions of the Unified Development Ordinance are amended as follows:

Section 1. **Article 3.5(C) Floodplain Administrator; Duties** shall be amended to add a subsection (11) and (12) to read as follows: “11. Notify adjacent communities and the State’s floodplain coordinator prior to any alteration or relocation of a Watercourse, and submit copies of such notifications to the Federal Emergency Management Agency. 12. Assure that maintenance is provided within the altered or relocated portion of said Watercourse so that the flood-carrying capacity is not diminished.”

Section 2. **Article 5.5 Floodplain Overlay District** shall be amended as follows:

A. Article 5.5(C) Definitions: Shall be amended as follows:

- (i) Add new definition to read as follows: “Effective Date of Initial Floodplain Management Regulations: August 15, 1975.”
- (ii) Amend “Construction, New” definition as follows: “Any Building or Building Addition for which the Start of Construction commenced after the effective date of this Ordinance Effective Date of Initial Floodplain Management Regulations.”

- (iii) Amend “Manufactured Home Park, Existing” definition as follows: “A Manufactured Home Park for which the construction of Buildings and facilities for servicing the Manufactured Homes (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the ~~effective date of this Ordinance~~ Effective Date of Initial Floodplain Management Regulations.”
- (iv) Amend “Manufactured Home Park, New” definition as follows: “A Manufactured Home Park for which the construction of Buildings and facilities for servicing the Manufactured Homes (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the ~~effective date of this Ordinance~~ Effective Date of Initial Floodplain Management Regulations.”

B. Article 5.5(H)(9) Major Subdivisions shall be amended as follows: “~~Major Subdivisions/Development: All Major Subdivisions and other Development proposals (including Manufactured Home Parks), which are greater than fifty (50) Lots or five (5) acres, within this Overlay shall:~~ (a) Be consistent with the need to minimize flood damage. (b) Have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize flood damage hazards. (c) Have adequate drainage provided to reduce exposure to flood hazards. (d) Provide BFE data. (e) Minimize development in the SFHA and/or limit density of development permitted in the SFHA. (f) Ensure safe access into/out of SFHA for pedestrians and vehicles (especially emergency responders).”

Section 3. Article 6.1(B) Accessory Use and Building Standards; General Standards shall be amended as follows: Add a section (8) under the General Standards to read as follows: “8. Carports shall be consistent in design, appearance and materials with the Principal Building. Carports for Single-family Dwellings shall be attached to the Principal Building.”

Section 4. Article 6.3(C) Architectural Standards; Single-family Districts (Residential Uses) shall be amended as follows:

A. Article 6.3(C)(1) Perimeter Lots shall be amended as follows: “A minimum of one (1) of the following two (2) design objectives shall be met for Dwellings on Perimeter Lots. For purposes of this section, a Perimeter Lot shall include Lots abutting: (a) an External Street or alternative transportation corridor bearing a designation on the Thoroughfare Plan, ~~abutting~~; or (b) a Common Area abutting an External Street, or abutting an alternative transportation corridor bearing a designation on the Thoroughfare Plan ~~(collectively, “Perimeter Lot”)~~: If a Lot abutting a

Common Area is not within the view shed (without regard to landscaping and mounding) from the Subdivision's External Street or alternative transportation corridor frontage, then the Perimeter Lot standards shall not apply.

- B. **Article 6.3(C)(1)(b)(ii)(b) Perimeter Lots; Rear/Side Building Façade Enhancements; Qualifying Characteristics** shall be amended as follows: “The closest Building Facade of the Dwelling from the Right-of-way line of the External Street or alternative transportation corridor bearing a designation on the Thoroughfare Plan is greater than two hundred and fifty (250) feet ~~from the Right-of-way line of the External Street~~ (1 point); or five hundred (500) feet (2 points).”
- C. **Article 6.3(C)(2)(a) Streetscape Diversity** shall be amended as follows: “The front façade of a front-load garage shall be recessed from the Front Building Facade by at least five (5) feet. A rear-load garage or a side-load garage, with a minimum of twenty-five (25) square feet of windows in the Building Facade oriented toward the Street, shall also meet this objective.”

Section 5. **Article 6.4 Building Standards** shall be amended as follows:

- A. **Article 6.4(B) Minimum Building Separation** shall be relocated to **Article 6.16 Setback Standards** in between section (C) and (D). This standard provides that: “If a minimum Building Separation requirement is not otherwise provided by the Zoning District of a Lot that permits multiple Principal Buildings, then the minimum Building Separation requirement of the Zoning District’s minimum Side Yard Building Setback Line shall apply.”
- B. **Article 6.4(F) Agriculture-Related Uses** shall be amended as follows: “More than one (1) Principal Building shall be permitted on a Lot for the following uses: Agricultural Uses, Agritourism Uses, Equestrian Facilities, ~~Hobby Farms~~, and Nurseries.”

Section 6. **Article 6.8 Landscaping Standards** shall be amended as follows:

- A. **Article 6.8(E)(6)(vi) Preservation and Replacement of Trees; Incentives to Preserve Trees** shall be amended as follows: “Shall be of a species native to the ~~ecosystem~~ State or on the Master Tree and Shrub List, as maintained by the City.”
- B. **Article 6.8(F)(2)(b); Mounds; Maximum Slope** shall be amended as follows: “The maximum slide slope of mounds shall not exceed a three (3) (horizontal units) to one (1) (vertical unit) ratio. The maximum slide slope of a mound may be increased to a two (2) (horizontal units) to one (1)

(vertical unit) ratio for those areas of the mound that only includes trees and shrubs and no-mow Groundcover or mulch.”

- C. **Article 6.8(L); Foundation Plantings** shall be amended to add a section (5) to read as follows: “5. Monument Signs shall include a landscaped area at the base of the Monument Sign. The minimum size of the landscaped area shall be equivalent to one side of the Monument Sign’s Sign Face. The landscaped area shall be substantially covered with a variety of planting types such as Groundcover, perennials, shrubs, and ornamental trees.”
- D. **Article 6.8(N)(5); Buffer Yard Requirements; Required Buffer Yard** shall be amended to add a section (b) to read as follows: “b. Single-family Dwelling Subdivisions Abutting Agricultural Uses: If the Plan Commission determines a smaller Buffer Yard is appropriate after consideration of the existing and potential use of the adjacent property, then as part of the Overall Development Plan review, the Plan Commission may approve a narrower Buffer Yard with fewer plantings than required above (but no less than 15 feet wide) for Single-family Dwelling Subdivisions adjacent to an Agricultural Use.”

Section 7. **Article 6.16 Setback Standards** shall be amended to add a section (H) as follows: “H. Side Load Garages: The Minimum Building Setback Line for a Side Yard in a Major Subdivision in a Single-family District may be reduced to five (5) feet for Dwellings with a side or courtyard loading garage; however, the Lot’s aggregate Building Setback Lines for the combined Side Yards shall be a minimum of the District’s Minimum Building Setback Line for a Side Yard multiplied by two (2).”

Section 6. **Article 8.6(G) Open Space and Amenity Standards; Qualifying Site Features** shall be amended as follows:

- A. **Article 8.6(G)(1) [Third Party Regulated Utility Easements]** shall be amended as follows: “A maximum of fifty percent (50%) of required Open Space may come from: wetlands, third party regulated utility easements that existed prior to the development of the property (e.g., gas or oil pipelines, transmission lines), legal drains and equivalent land, as determined by the Plan Commission or Director.”
- B. **Article 8.6(G) [Medians in Right-of-Way]** shall be amended to add a subsection (4) to read as follows: “4. Street (public or private) medians may qualify towards required Open Space only if the following criteria are met: (a) Medians are placed within Common Areas which are maintained by the homeowners’ association; (b) Medians are a minimum of sixteen (16) feet wide from back of curb to back of curb; and (c) Medians are

landscaped, at a minimum, pursuant to the Street Tree requirements set forth in *Article 6.8 Landscaping Standards*.

Section 7. **Article 10.12(A) Processes & Permits; Subdivision; Applicability** shall be amended as follows:

- A. **Article 10.12(A)** amended to read “~~**Applicability**~~**Authority:** This Article establishes the process for the subdivision of land, in accordance with *CHAPTER 7: SUBDIVISION REGULATIONS*, to ensure adherence to the standards of this Ordinance. Subdivision applications shall be generally considered favorably by the Plan Commission and Department.”
- B. Add a new section following **Article 10.12(A)** to read as follows:
“**Applicability:** The procedures set forth in this Article shall be required for all Minor and Major Subdivisions (see also *CHAPTER 12: DEFINITIONS*).”

Section 8. This Ordinance shall be in full force and effect in accordance with Indiana law, upon the passage of any applicable waiting periods, all as provided by the laws of the State of Indiana. All ordinances or parts thereof that are in conflict herewith are hereby ordered repealed. All acts undertaken to in creation of this Ordinance are hereby ratified.

[The remainder of this page intentionally left blank.]

ALL OF WHICH IS ORDAINED THIS TENTH DAY OF NOVEMBER, 2014.

WESTFIELD CITY COUNCIL

<u>Voting For</u>	<u>Voting Against</u>	<u>Abstain</u>
_____ Jim Ake	_____ Jim Ake	_____ Jim Ake
_____ Steven Hoover	_____ Steven Hoover	_____ Steven Hoover
_____ Robert L. Horkay	_____ Robert L. Horkay	_____ Robert L. Horkay
_____ Charles Lehman	_____ Charles Lehman	_____ Charles Lehman
_____ Robert J. Smith	_____ Robert J. Smith	_____ Robert J. Smith
_____ Cindy L. Spoljaric	_____ Cindy L. Spoljaric	_____ Cindy L. Spoljaric
_____ Robert W. Stokes	_____ Robert W. Stokes	_____ Robert W. Stokes

ATTEST:

Cindy Gossard, Clerk Treasurer

I hereby certify that ORDINANCE 14-47 was delivered to the Mayor of Westfield
on the _____ day of November, 2014, at _____ m.

Cindy Gossard, Clerk-Treasurer

I hereby APPROVE ORDINANCE 14-47
this _____ day of November, 2014.

J. Andrew Cook, Mayor

I hereby VETO ORDINANCE 14-47
this _____ day of November, 2014.

J. Andrew Cook, Mayor



Westfield City Council Report

Ordinance Number: 14-47

APC Petition Number: 1412-ZOA-02

Requested Action: Approval of an Ordinance to Amend Various Provisions of the Westfield-Washington Township Unified Development Ordinance.

Exhibits:

1. Staff Report
2. Ordinance 14-47
3. Summary of Revisions
4. APC Certification
5. Public Comment

Prepared by: Jesse M. Pohlman, Senior Planner

PETITION HISTORY

This petition was introduced at the October 27, 2014, City Council meeting. The petition received its public hearing at the November 3, 2014, Advisory Plan Commission (the "APC") hearing. The APC forwarded the petition to the City Council with a unanimous favorable recommendation for approval at its November 3, 2014, meeting (see APC Certification at **Exhibit 4**). The petition is scheduled to be at the Council's November 10, 2014, meeting for adoption consideration.

PROCEDURAL

- Procedures to amend a zoning ordinance are established by Indiana Code (I.C. 36-7-4-600, et seq.). Amendments are required to be considered at a public hearing. The public hearing for this petition is scheduled for the November 3, 2014, Advisory Plan Commission meeting.
- No action by the Council is required at this time.

OVERVIEW

The Westfield-Washington Township Unified Development Ordinance (the “UDO”) was adopted by the Council on September 8, 2014. At that time, the Department and Council’s Committee on Ordinance Revisions anticipated amendments would be proposed shortly thereafter in response to items that were still outstanding and that needed additional clarification. In addition, revisions to the adopted floodplain management regulations have been requested by the State in order to ensure compliance with federal regulations for the City’s participation in the National Floodplain Insurance Program.

After consideration and recommendation by the Council's Committee on Ordinance Revisions, the proposed amendments are reflected in the attached ordinance (see **Exhibit 2**), which was forwarded by the Plan Commission with a favorable recommendation. A summary of the proposed changes are included in **Exhibit 3**.

STATUTORY CONSIDERATIONS

Indiana Code 36-7-4-603 states that reasonable regard shall be paid to:

1. The Comprehensive Plan.
2. Current conditions and the character of current structures and uses.
3. The most desirable use for which the land is adapted.
4. The conservation of property values throughout the jurisdiction.
5. Responsible growth and development.

RECOMMENDATIONS/ACTIONS

APC Public Hearing

Comments were provided in writing and presented at the Plan Commission public hearing. The written comments received are attached hereto as **Exhibit 5**.

APC Recommendation

At its November 3, 2014, meeting, the APC forwarded a unanimous **favorable recommendation** of Ordinance No. 14-47 (APC Petition No. 1412-ZOA-02) to the Council.

City Council

Introduction: October 27, 2014

Eligible for Adoption: November 10, 2014

Submitted by: Jesse M. Pohlman, Senior Planner
Economic and Community Development Department

ORDINANCE 14-47

AN ORDINANCE TO AMEND A VARIETY OF PROVISIONS OF THE WESTFIELD-WASHINGTON TOWNSHIP UNIFIED DEVELOPMENT ORDINANCE

WHEREAS, the City of Westfield, (the “City”) is a duly formed municipal corporation within the State of Indiana, governed by its duly elected Mayor and Common Council (the “Council”); and,

WHEREAS, it is the duty and the responsibility of the City to administer the Westfield-Washington Township Unified Development Ordinance (the “UDO”) throughout the City and Washington Township Indiana through a Joinder Agreement; and,

WHEREAS, from time to time it becomes necessary to amend and revise the UDO, and pursuant to I.C. § 36-7-4-602 and I.C. § 36-7-4-701, the City is authorized to amend the UDO; and

WHEREAS, the Westfield-Washington Township Advisory Plan Commission forwarded Petition No. 1412-ZOA-02 to the Council with a favorable recommendation in accordance with Indiana Code § 36-7-4-608, as required by Indiana Code § 36-7-4-1505; and

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Westfield, Hamilton County, Indiana, meeting in regular session, that the following provisions of the Unified Development Ordinance are amended as follows:

Section 1. **Article 3.5(C) Floodplain Administrator; Duties** shall be amended to add a subsection (11) and (12) to read as follows: “11. Notify adjacent communities and the State’s floodplain coordinator prior to any alteration or relocation of a Watercourse, and submit copies of such notifications to the Federal Emergency Management Agency. 12. Assure that maintenance is provided within the altered or relocated portion of said Watercourse so that the flood-carrying capacity is not diminished.”

Section 2. **Article 5.5 Floodplain Overlay District** shall be amended as follows:

A. Article 5.5(C) Definitions: Shall be amended as follows:

- (i) Add new definition to read as follows: “Effective Date of Initial Floodplain Management Regulations: August 15, 1975.”
- (ii) Amend “Construction, New” definition as follows: “Any Building or Building Addition for which the Start of Construction commenced after the effective date of this Ordinance Effective Date of Initial Floodplain Management Regulations.”

- (iii) Amend “Manufactured Home Park, Existing” definition as follows: “A Manufactured Home Park for which the construction of Buildings and facilities for servicing the Manufactured Homes (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the ~~effective date of this Ordinance~~ Effective Date of Initial Floodplain Management Regulations.”
- (iv) Amend “Manufactured Home Park, New” definition as follows: “A Manufactured Home Park for which the construction of Buildings and facilities for servicing the Manufactured Homes (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the ~~effective date of this Ordinance~~ Effective Date of Initial Floodplain Management Regulations.”

B. Article 5.5(H)(9) Major Subdivisions shall be amended as follows: “~~Major Subdivisions/Development: All Major Subdivisions and other Development proposals (including Manufactured Home Parks), which are greater than fifty (50) Lots or five (5) acres, within this Overlay shall:~~ (a) Be consistent with the need to minimize flood damage. (b) Have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize flood damage hazards. (c) Have adequate drainage provided to reduce exposure to flood hazards. (d) Provide BFE data. (e) Minimize development in the SFHA and/or limit density of development permitted in the SFHA. (f) Ensure safe access into/out of SFHA for pedestrians and vehicles (especially emergency responders).”

Section 3. Article 6.1(B) Accessory Use and Building Standards; General Standards shall be amended as follows: Add a section (8) under the General Standards to read as follows: “8. Carports shall be consistent in design, appearance and materials with the Principal Building. Carports for Single-family Dwellings shall be attached to the Principal Building.”

Section 4. Article 6.3(C) Architectural Standards; Single-family Districts (Residential Uses) shall be amended as follows:

A. Article 6.3(C)(1) Perimeter Lots shall be amended as follows: “A minimum of one (1) of the following two (2) design objectives shall be met for Dwellings on Perimeter Lots. For purposes of this section, a Perimeter Lot shall include Lots abutting: (a) an External Street or alternative transportation corridor bearing a designation on the Thoroughfare Plan, ~~abutting~~; or (b) a Common Area abutting an External Street, or abutting an alternative transportation corridor bearing a designation on the Thoroughfare Plan ~~(collectively, “Perimeter Lot”)~~: If a Lot abutting a

Common Area is not within the view shed (without regard to landscaping and mounding) from the Subdivision's External Street or alternative transportation corridor frontage, then the Perimeter Lot standards shall not apply.

- B. **Article 6.3(C)(1)(b)(ii)(b) Perimeter Lots; Rear/Side Building Façade Enhancements; Qualifying Characteristics** shall be amended as follows: "The closest Building Façade of the Dwelling from the Right-of-way line of the External Street or alternative transportation corridor bearing a designation on the Thoroughfare Plan is greater than two hundred and fifty (250) feet ~~from the Right-of-way line of the External Street~~ (1 point); or five hundred (500) feet (2 points).
- C. **Article 6.3(C)(2)(a) Streetscape Diversity** shall be amended as follows: "The front façade of a front-load garage shall be recessed from the Front Building Façade by at least five (5) feet. A rear-load garage or a side-load garage, with a minimum of twenty-five (25) square feet of windows in the Building Façade oriented toward the Street, shall also meet this objective."

Section 5. **Article 6.4 Building Standards** shall be amended as follows:

- A. **Article 6.4(B) Minimum Building Separation** shall be relocated to **Article 6.16 Setback Standards** in between section (C) and (D). This standard provides that: "If a minimum Building Separation requirement is not otherwise provided by the Zoning District of a Lot that permits multiple Principal Buildings, then the minimum Building Separation requirement of the Zoning District's minimum Side Yard Building Setback Line shall apply."
- B. **Article 6.4(F) Agriculture-Related Uses** shall be amended as follows: "More than one (1) Principal Building shall be permitted on a Lot for the following uses: Agricultural Uses, Agritourism Uses, Equestrian Facilities, ~~Hobby Farms~~, and Nurseries."

Section 6. **Article 6.8 Landscaping Standards** shall be amended as follows:

- A. **Article 6.8(E)(6)(vi) Preservation and Replacement of Trees; Incentives to Preserve Trees** shall be amended as follows: "Shall be of a species native to the ~~ecosystem~~ State or on the Master Tree and Shrub List, as maintained by the City."
- B. **Article 6.8(F)(2)(b); Mounds; Maximum Slope** shall be amended as follows: "The maximum slide slope of mounds shall not exceed a three (3) (horizontal units) to one (1) (vertical unit) ratio. The maximum slide slope of a mound may be increased to a two (2) (horizontal units) to one (1)

(vertical unit) ratio for those areas of the mound that only includes trees and shrubs and no-mow Groundcover or mulch.”

- C. **Article 6.8(L); Foundation Plantings** shall be amended to add a section (5) to read as follows: “5. Monument Signs shall include a landscaped area at the base of the Monument Sign. The minimum size of the landscaped area shall be equivalent to one side of the Monument Sign’s Sign Face. The landscaped area shall be substantially covered with a variety of planting types such as Groundcover, perennials, shrubs, and ornamental trees.”
- D. **Article 6.8(N)(5); Buffer Yard Requirements; Required Buffer Yard** shall be amended to add a section (b) to read as follows: “b. Single-family Dwelling Subdivisions Abutting Agricultural Uses: If the Plan Commission determines a smaller Buffer Yard is appropriate after consideration of the existing and potential use of the adjacent property, then as part of the Overall Development Plan review, the Plan Commission may approve a narrower Buffer Yard with fewer plantings than required above (but no less than 15 feet wide) for Single-family Dwelling Subdivisions adjacent to an Agricultural Use.”

Section 7. **Article 6.16 Setback Standards** shall be amended to add a section (H) as follows: “H. Side Load Garages: The Minimum Building Setback Line for a Side Yard in a Major Subdivision in a Single-family District may be reduced to five (5) feet for Dwellings with a side or courtyard loading garage; however, the Lot’s aggregate Building Setback Lines for the combined Side Yards shall be a minimum of the District’s Minimum Building Setback Line for a Side Yard multiplied by two (2).”

Section 6. **Article 8.6(G) Open Space and Amenity Standards; Qualifying Site Features** shall be amended as follows:

- A. **Article 8.6(G)(1) [Third Party Regulated Utility Easements]** shall be amended as follows: “A maximum of fifty percent (50%) of required Open Space may come from: wetlands, third party regulated utility easements that existed prior to the development of the property (e.g., gas or oil pipelines, transmission lines), legal drains and equivalent land, as determined by the Plan Commission or Director.”
- B. **Article 8.6(G) [Medians in Right-of-Way]** shall be amended to add a subsection (4) to read as follows: “4. Street (public or private) medians may qualify towards required Open Space only if the following criteria are met: (a) Medians are placed within Common Areas which are maintained by the homeowners’ association; (b) Medians are a minimum of sixteen (16) feet wide from back of curb to back of curb; and (c) Medians are

landscaped, at a minimum, pursuant to the Street Tree requirements set forth in Article 6.8 Landscaping Standards.”

Section 7. **Article 10.12(A) Processes & Permits; Subdivision; Applicability** shall be amended as follows:

- A. **Article 10.12(A)** amended to read “**Applicability**~~**Authority**~~: This Article establishes the process for the subdivision of land, in accordance with *CHAPTER 7: SUBDIVISION REGULATIONS*, to ensure adherence to the standards of this Ordinance. Subdivision applications shall be generally considered favorably by the Plan Commission and Department.”
- B. Add a new section following **Article 10.12(A)** to read as follows:
“**Applicability**: The procedures set forth in this Article shall be required for all Minor and Major Subdivisions (see also *CHAPTER 12: DEFINITIONS*).”

Section 8. This Ordinance shall be in full force and effect in accordance with Indiana law, upon the passage of any applicable waiting periods, all as provided by the laws of the State of Indiana. All ordinances or parts thereof that are in conflict herewith are hereby ordered repealed. All acts undertaken to in creation of this Ordinance are hereby ratified.

[The remainder of this page intentionally left blank.]

ALL OF WHICH IS ORDAINED THIS TENTH DAY OF NOVEMBER, 2014.

WESTFIELD CITY COUNCIL

<u>Voting For</u>	<u>Voting Against</u>	<u>Abstain</u>
_____ Jim Ake	_____ Jim Ake	_____ Jim Ake
_____ Steven Hoover	_____ Steven Hoover	_____ Steven Hoover
_____ Robert L. Horkay	_____ Robert L. Horkay	_____ Robert L. Horkay
_____ Charles Lehman	_____ Charles Lehman	_____ Charles Lehman
_____ Robert J. Smith	_____ Robert J. Smith	_____ Robert J. Smith
_____ Cindy L. Spoljaric	_____ Cindy L. Spoljaric	_____ Cindy L. Spoljaric
_____ Robert W. Stokes	_____ Robert W. Stokes	_____ Robert W. Stokes

ATTEST:

Cindy Gossard, Clerk Treasurer

I hereby certify that ORDINANCE 14-47 was delivered to the Mayor of Westfield
on the _____ day of November, 2014, at _____ m.

Cindy Gossard, Clerk-Treasurer

I hereby APPROVE ORDINANCE 14-47
this _____ day of November, 2014.

J. Andrew Cook, Mayor

I hereby VETO ORDINANCE 14-47
this _____ day of November, 2014.

J. Andrew Cook, Mayor

Overview of Unified Development Ordinance Patch Revisions

Summary

The following is a list of revisions proposed to the Unified Development Ordinance (the “UDO”).

Chapter 3: Administration

- 1) **Article 3.5(C) Floodplain Administrator; Duties (pg. 3-5):** The Indiana Department of Natural Resources (IDNR) has requested modifications to the adopted floodplain overlay as they've determined are necessary in order to comply with the Federal Emergency Management Agency's (FEMA) criteria for the Township's participation in the National Flood Insurance Program and recently released Flood Insurance Rate Maps. IDNR has requested two additional Floodplain Administrator duties be added:

- a) Proposed Language: Add a subsection (11) and (12) as follows: “11. Notify adjacent communities and the State's floodplain coordinator prior to any alteration or relocation of a Watercourse, and submit copies of such notifications to the Federal Emergency Management Agency. 12. Assure that maintenance is provided within the altered or relocated portion of said Watercourse so that the flood-carrying capacity is not diminished.”

Chapter 5: Overlay Districts

- 2) **Article 5.5 Floodplain Overlay District (FOD) (pg. 5-26):** IDNR has requested modifications to the adopted floodplain overlay as they've determined are necessary in order to comply with FEMA's criteria for the Township's participation in the National Flood Insurance Program and recently released Flood Insurance Rate Maps.

- a) Article 5.5(C): Definitions (pg. 5-26): Several definitions use the effective date of the UDO (or previous version of the floodplain ordinance, as the case may be) as a benchmark date. IDNR has requested the effective date of the community's first floodplain ordinance be used as the benchmark, rather than the effective date of the UDO. As a result, the following modifications are proposed:
- i. Effective Date of Initial Floodplain Management Regulations: Add an “Effective Date of Initial Floodplain Management Regulations” definition to read as follows: “August 15, 1975.”
 - ii. Article 5.5(C)(4) Construction, New (pg. 5-27): Modify the definition, as follows: “Any Building or Building Addition for which the Start of Construction commenced after the ~~effective date of this Ordinance~~ Effective Date of Initial Floodplain Management Regulations.”
 - iii. Article 5.5(C)(28) Manufactured Home Park, Existing (pg. 5-29): Modify the definition, as follows: “A Manufactured Home Park for which the construction of Buildings and facilities for servicing the Manufactured Homes (including, at a minimum, the installation of utilities, the construction of streets, and either final site

grading or the pouring of concrete pads) is completed before the ~~effective date of this Ordinance~~ Effective Date of Initial Floodplain Management Regulations.”

- iv. Article 5.5(C)(30) Manufactured Home Park, New (pg. 5-29): Modify the definition, as follows: “A Manufactured Home Park for which the construction of Buildings and facilities for servicing the Manufactured Homes (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the ~~effective date of this Ordinance~~ Effective Date of Initial Floodplain Management Regulations.”

b) Article 5.5(H)(9): Major Subdivisions (pg. 5-40):

- i. Existing Language: “Major Subdivisions: All Major Subdivision proposals within this Overlay shall: (a) Be consistent with the need to minimize flood damage. (b) Have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize flood damage hazards. (c) Have adequate drainage provided to reduce exposure to flood hazards. (d) Provide BFE data. (e) Minimize development in the SFHA and/or limit density of development permitted in the SFHA. (f) Ensure safe access into/out of SFHA for pedestrians and vehicles (especially emergency responders).”
- ii. Proposed Language: “~~Major Subdivisions/Development~~: All Major Subdivision proposals Subdivisions and other Development (including Manufactured Home Parks), which are greater than either fifty (50) Lots or five (5) acres, within this Overlay shall...”

Chapter 6: Development Standards

3) Article 6.1(B) Accessory Use and Building Standards; General Standards (pg. 6-2):

- a) Issue: Architectural incompatibility of carports in residential districts.
- b) Existing Language: None.
- c) Proposed Language: Add a section (8) under the General Standards to read as follows: “8. Carports shall be consistent in design, appearance and materials with the Principal Building. Carports for Single-family Dwellings shall be attached to the Principal Building.”

4) Article 6.3(C) Architectural Standards; Single-family Districts (Residential Uses):

- a. Article 6.3(C)(1) Perimeter Lots (pg. 6-11):
 - i. Issue: In the strictest application of the existing language, there could be lots that are not visible from the External Street and that abut a common area abutting the External Street (see following exhibit).
 - ii. Existing Language: “A minimum of one (1) of the following two (2) design objectives shall be met for Dwellings on Lots abutting an External Street, abutting a Common Area abutting an External Street, or abutting an alternative transportation corridor bearing a designation on the Thoroughfare Plan (collectively, “Perimeter Lot”).”
 - iii. Proposed Language: “A minimum of one (1) of the following two (2) design objectives shall be met for Dwellings on Perimeter Lots. For purposes of this section, a Perimeter Lot shall include Lots abutting: (a) an External Street or

PERIMETER LOT STANDARD EXHIBIT
(FOR ILLUSTRATIVE PURPOSES ONLY)



- iv. alternative transportation corridor bearing a designation on the Thoroughfare Plan; abutting; or (b) a Common Area abutting an External Street; or abutting an alternative transportation corridor bearing a designation on the Thoroughfare Plan (collectively, "Perimeter Lot"): If a Lot abutting a Common Area is not within the view shed (without regard to landscaping and mounding) from the Subdivision's External Street or alternative transportation corridor frontage, then the Perimeter Lot standards shall not apply.
- b. Article 6.3(C)(1)(b)(ii)(b) Perimeter Lots; Rear/Side Building Façade Enhancements; Qualifying Characteristics (pg. 6-12):
 - i. Issue: A dwelling greater than 250' from the External Street receives one (1) point towards the enhancement requirement for a perimeter lot. The proposed language would allow an additional point to be credited for a dwelling greater than 500' from the External Street, acknowledging the greater separation is desirable.
 - ii. Existing Language: "The closest Building Façade of the Dwelling is greater than two hundred and fifty (250) feet from the Right-of-way line of the External Street."
 - iii. Proposed Language: "The closest Building Façade of the Dwelling from the Right-of-way line of the External Street or alternative transportation corridor bearing a designation on the Thoroughfare Plan is greater than two hundred and fifty (250) feet from the Right-of-way line of the External Street (1 point); or five hundred (500) feet (2 points)."
- c. Article 6.3(C)(2)(a) Streetscape Diversity (pg. 6-14):
 - i. Issue: The current standard does not clearly acknowledge that a rear-load garage accomplishes the same objective.
 - ii. Existing Language: "The front façade of a front-load garage shall be recessed from the Front Building Façade by at least five (5) feet. A side-load garage, with a minimum of twenty-five (25) square feet of windows in the Building Façade oriented toward the Street, shall also meet this objective."
 - iii. Proposed Language: "The front façade of a front-load garage shall be recessed from the Front Building Façade by at least five (5) feet. A rear-load garage or a side-load garage, with a minimum of twenty-five (25) square feet of windows in the Building Façade oriented toward the Street, shall also meet this objective."
- 5) **Article 6.4(F) Building Standards; Agriculture-Related Uses (pg. 6-20):**
 - d. Issue: This standard includes the term "Hobby Farms", which is not a term used in the adopted version of the UDO and should have been deleted.
 - e. Existing Language: "More than one (1) Principal Building shall be permitted on a Lot for the following uses: Agricultural Uses, Agritourism Uses, Equestrian Facilities, Hobby Farms, and Nurseries."
 - f. Proposed Language: "More than one (1) Principal Building shall be permitted on a Lot for the following uses: Agricultural Uses, Agritourism Uses, Equestrian Facilities, ~~Hobby Farms,~~ and Nurseries."

6) Article 6.8 Landscaping Standards:

- a) Article 6.8(E)(6)(vi) Preservation and Replacement of Trees; Incentives to Preserve Trees (pg. 6-28):
 - i. Issue: The existing standard only allows “species native to the ecosystem” to receive a tree preservation credit.
 - ii. Existing Language: “Existing trees that are preserved...may be credited...if the tree ... [is] of a species native to the ecosystem.”
 - iii. Proposed Language: Existing trees that are preserved...may be credited...if the tree meets all of the following criteria...“Shall be of a species native to the ecosystem State or on the Master Tree and Shrub List, as maintained by the City.”
- b) Article 6.8(F)(2)(b); Mounds; Maximum Slope (pg. 6-29):
 - i. Issue: The existing maximum slope may discourage undulation and may cause buffer yards to be wider than necessary; however, a steeper slope with grass may cause maintenance issues and have undesirable aesthetic results (access for ride-on equipment and equipment causing ruts).
 - ii. Existing Language: “The maximum slide slope of mounds shall not exceed a three (3) (horizontal units) to one (1) (vertical unit) ratio.”
 - iii. Proposed Language: “The maximum slide slope of mounds shall not exceed a three (3) (horizontal units) to one (1) (vertical unit) ratio. The maximum slide slope of a mound may be increased to a two (2) (horizontal units) to one (1) (vertical unit) ratio for those areas of the mound that only includes trees and shrubs and no-mow Groundcover or mulch.”
- c) Article 6.8(L); Foundation Plantings (pg. 6-34):
 - i. Issue: Article 6.17(F)(11)(b); Sign Standards; General Sign Regulations; Monument Signs; Landscaping cross-references that landscaping around monument signs shall be required in accordance with Article 6.8; Landscaping; however, Article 6.8 does not include a landscaping requirement.
 - ii. Existing Language: No standard.
 - iii. Proposed Language: Add a section (5) under the Foundation Plantings standards to read as follows: “5. Monument Signs shall include a landscaped area at the base of the Monument Sign. The minimum size of the landscaped area shall be equivalent to one side of the Monument Sign’s Sign Face. The landscaped area shall be substantially covered with a variety of planting types such as Groundcover, perennials, shrubs, and ornamental trees.”
- d) Article 6.8(N)(5)(chart); Buffer Yard Requirements; Required Buffer Yard (pg. 6-36):
 - i. Issue: A wide buffer yard for a single-family development abutting agricultural land (e.g., fields) may not be necessary, especially if the adjacent land is likely to be developed for a similar or more intense use (e.g., as anticipated in the Comprehensive Master Plan).

November 10, 2014, Council Meeting

ii. Existing Language:

5. Required Buffer Yard: The minimum required Buffer Yard shall be determined by the abutting Zoning District(s) and/or land uses, whichever is more restrictive, in accordance with the following chart.

Chart: Required Buffer Yard

Required Buffer Yard Type		AG-SF1	SF1, SF2	SF3	SF4, SF5, SFA	MF	Institutional	Business	Industrial
Proposed Use / Zoning District	AG-SF1	-	-	-	-	-	-	-	-
	SF1, SF2	A	-	-	-	-	-	-	-
	SF3	B	A	-	-	-	-	-	-
	SF4, SF5, SFA	B	A	A	-	-	-	-	-
	MF	B	B	A	A	-	-	-	-
	Institutional	A	B	B	B	B	-	-	-
	Business	A	C	B	B	B	A	-	-
	Industrial	A	C	C	C	C	B	A	-

- a. Institutional Uses: The Plan Commission may approve a smaller Buffer Yard than required above (but no less than 15 feet) for Institutional Uses on Lots of Record (as of December 10, 2001, when Ordinance 01-16 was adopted) that are less than ten (10) acres in size and adjacent to residential uses, provided:
- The proposed structure shall be finished in a manner that is in character with the adjacent neighborhood.
 - Landscaping may be required to be supplemented with a fence or masonry wall to assist in addressing the impact of the proposed use on adjacent existing uses.
 - No drives or Parking Areas shall be permitted in a reduced Buffer Yard area.

Chart: Buffer Yard Types

Buffer Yard Type	Planting Materials per 100 lineal feet				
	Width	Shade Trees	Evergreen Trees	Shrubs	Mound / Fence
Buffer A (small)	30 feet	3	3	10	none required
Buffer B (medium)	40 feet	4	4	10	4' tall undulating mound for at least 60% of the length of the shared Lot Line
Buffer C (large)	50 feet	5	5	20	4' tall undulating mound for at least 60% of the length of the shared Lot Line and a 6' - 8' tall opaque fence

- iii. Proposed Language: Add a section (b) under the Required Buffer Yard chart to read as follows: "b. Single-family Dwelling Subdivisions Abutting Agricultural Uses: If the Plan Commission determines a smaller Buffer Yard is appropriate after consideration of the existing and potential use of the adjacent property, then as

part of the Overall Development Plan review, the Plan Commission may approve a narrower Buffer Yard with fewer plantings than required above (but no less than 15 feet wide) for Single-family Dwelling Subdivisions adjacent to an Agricultural Use.”

7) Article 6.16 Setback Standards (pg. 6-20):

- a) Issue: Building a home with a side-load garage is difficult with the current side yard setbacks (in combination with the other minimum lot standards) in the single-family residential districts, based on the typical width of a home with a side-load garage. Side-load garages are desirable and should be encouraged. As a result, a proposed language provides flexibility while ensuring an aggregate setback is still maintained.
- b) Existing Language: None.
- c) Proposed Language: Add a section (H) to read as follows: “H. Side Load Garages: The Minimum Building Setback Line for a Side Yard in a Major Subdivision in a Single-family District may be reduced to five (5) feet for Dwellings with a side or courtyard loading garage; however, the Lot’s aggregate Building Setback Lines for the combined Side Yards shall be a minimum of the District’s Minimum Building Setback Line for a Side Yard multiplied by two (2).”

Chapter 8: Design Standards

8) Article 8.6(G) Open Space and Amenity Standards; Qualifying Site Features (pg. 8-11):

- a) Article 8.6(G)(1) [Third Party Regulated Utility Easements]:
 - i. Issue: “Third party regulated utility easements” could potentially include easements that are created to accommodate the development (e.g., landscaping easements, common areas, drainage easements) when the intent was to qualify those existing easements that are undevelopable (e.g., gas pipelines, transmission lines).
 - ii. Existing Language: “A maximum of fifty percent (50%) of required Open Space may come from: wetlands, third party regulated utility easements, legal drains and equivalent land, as determined by the Plan Commission or Director.”
 - iii. Proposed Language: “A maximum of fifty percent (50%) of required Open Space may come from: wetlands, third party regulated utility easements that existed prior to the development of the property (e.g., gas or oil pipelines, transmission lines), legal drains and equivalent land, as determined by the Plan Commission or Director.”
- b) Article 8.6(G)(3) [Medians in Right-of-Way]:
 - i. Issue: Wider medians, which enhance and contribute to the open space value of a neighborhood, are not permitted to qualify as open space.
 - ii. Existing Language: None, except that the Open Space definition specifically states that “[o]pen Space does not include medians in Rights-of-way or any area of land included on a Lot used for another primary use such as residential or commercial.”
 - iii. Proposed Language: Add a subsection (4) to read as follows: “4. Street (public or private) medians may qualify towards required Open Space only if the following

criteria are met: (a) Medians are placed within Common Areas which are maintained by the homeowners' association; (b) Medians are a minimum of sixteen (16) feet wide from back of curb to back of curb; and (c) Medians are landscaped, at a minimum, pursuant to the Street Tree requirements set forth in Article 6.8 Landscaping Standards."

Chapter 10: Processes & Permits

9) **Article 10.12(A) Processes & Permits; Subdivision; Applicability** (pg. 10-31):

- a) Issue: The UDO is not as clear for when a Primary and Secondary Plat is required as it is for when a Development Plan is required.
- b) Existing Language:
 - A. **Applicability**: This Article establishes the process for the subdivision of land in accordance with CHAPTER 7: SUBDIVISION REGULATIONS.
- c) Proposed Language:
 - A. **Applicability****Authority**: This Article establishes the process for the subdivision of land, in accordance with CHAPTER 7: SUBDIVISION REGULATIONS, to ensure adherence to the standards of this Ordinance. Subdivision applications shall be generally considered favorably by the Plan Commission and Department.
 - B. **Applicability**: The procedures set forth in this Article shall be required for all Minor and Major Subdivisions (see also CHAPTER 12: DEFINITIONS).

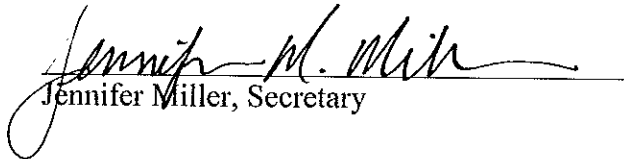
**WESTFIELD-WASHINGTON TOWNSHIP ADVISORY PLAN COMMISSION
CERTIFICATION**

The Westfield-Washington Township Advisory Plan Commission held a public hearing on Tuesday, November 3, 2014, to consider an amendment to the Westfield-Washington Township Unified Development Ordinance. Notice of the public hearing was advertised and noticed and presented to the Advisory Plan Commission. Notice was shown to have been published in a newspaper of general circulation in Hamilton County, Indiana. The proposal is as follows:

Case No.	1412-ZOA-02
Petitioner	City of Westfield
Description	Petitioner requests various text amendments to the Unified Development Ordinance generally pertaining to Article 3.5: Floodplain Administrator; Article 5.5: Floodplain Overlay; Article 6.1: Accessory Buildings; Article 6.3: Architectural Standards; Article 6.8: Landscaping Standards; Article 6.16: Setback Standards; Article 8.6: Open Space Standards; and Article 10.12: Subdivision Processes and Permits.

On November 3, 2014, a motion was made and passed to send a unanimous favorable recommendation to the City Council regarding Petition No. 1412-ZOA-02 (Vote: 7 in favor, 0 opposed).

The above-mentioned proposal and the Advisory Plan Commission's recommendation thereof are hereby certified.


Jennifer Miller, Secretary

November 4, 2014

Date

From: [Linda Naas](#)
To: [Jesse Pohlman](#)
Cc: [APC](#)
Subject: Amendments to UDO Ord 14-47
Date: Monday, November 03, 2014 3:45:16 PM

Jesse,

Would you please submit and read at the APC meeting this evening as I am unable to attend to present for our group? Last minute change. Thank you.

http://www.westfield.in.gov/eGov/documents/1413922970_24802.pdf

Pages 6-7.

Concerned about this since we just discussed this at great length in respect to distance from neighboring properties under agricultural setbacks for stables when accepting the current UDO.

- We are concerned and do not favor changing setbacks from agricultural use from the minimum 30' to 15' based on an APC consideration of future uses.
- 1. How much input would the agricultural neighbor have in this determination - there appears to be none included in the amendment?
- 2. Would you consider "with abutting agricultural property owners' agreement"?
- 3. We believe there is no need for an exception.
- 4. The least future use setback would always be 30' minimum.
- 5. Allowing single-family dwellings within 15' of agricultural use could bring "neighbor issues" between the properties.
- 6. We don't want this 15' on single family to be an argument to further restrict land use on agricultural properties.
- 7. We also think it is a bad idea to make the setback subjective by allowing review.
- 8. We can only suspect that developers are asking for this change. Not even agriculture uses would want single family homes 15' closer to their properties.
- 9. Planned future uses have been known to change in the Westfield zoning area, so are you proposing this only in the case of no changes being made later?

Open space on page 7 & 8:

1. What is the intended use and purpose of Open Space?
2. Most of these easements can have maintenance and construction equipment and personnel from time to time.
3. If we allow this as open space for use of residents, wouldn't that use be restricted?
4. And then to include medians as Open Space - the question is do we expect people and children to be using these open spaces? Do we want them playing or walking between traffic on the medians?
5. Are these types of land appropriate and safe for people and their dogs to serve the purpose of Open Space.
6. Doesn't this also speak to increased density and fly against the character of our community.
7. The American Planning Association's comments on the fact that slums became slums because there was a lack of open space and it is nearly impossible to add in the future.

As usual it appears to us that developers are wanting to minimize setbacks in this instance and other changes in the amendments to maximize building space. Are we really ready to "squeeze" our neighbors closer and closer in every way possible?

We oppose these changes.

161st Street Neighbors
Linda Naas

ORDINANCE NUMBER 14-50

**AN ORDINANCE OF THE CITY OF WESTFIELD AND WASHINGTON
TOWNSHIP, HAMILTON COUNTY, INDIANA CONCERNING AN AMENDMENT TO
THE UNIFIED DEVELOPMENT ORDINANCE**

This is a Planned Unit Development District Ordinance (to be known as the "MAPLERIDGE PUD DISTRICT") to amend the Unified Development Ordinance of the City of Westfield and Washington Township, Hamilton County, Indiana (the "Unified Development Ordinance"), enacted by the City of Westfield pursuant to its authority under the laws of the State of Indiana, Ind. Code § 36-7-4 et seq., as amended.

WHEREAS, the City of Westfield, Indiana (the "City") and the Township of Washington, both of Hamilton County, Indiana are subject to the Unified Development Ordinance;

WHEREAS, the Westfield-Washington Advisory Plan Commission (the "Commission") considered a petition (**Petition No. 14##-PUD-##**), requesting an amendment to the Unified Development Ordinance and to the Zoning Map with regard to the subject real estate more particularly described in **Exhibit A** attached hereto (the "Real Estate");

WHEREAS, the Commission forwarded **Petition No. 14##-PUD-##** to the Common Council of the City of Westfield, Hamilton County, Indiana (the "Common Council") with a _____ recommendation (##-#) in accordance with Indiana Code § 36-7-4-608, as required by Indiana Code § 36-7-4-1505;

WHEREAS, the Secretary of the Commission certified the action of the Commission to the Common Council on _____, 2014;

WHEREAS, the Common Council is subject to the provisions of the Indiana Code §36-7-4-1507 and Indiana Code § 36-7-4-1512 concerning any action on this request; and

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Westfield, Hamilton County, Indiana, meeting in regular session, that the Unified Development Ordinance and Zoning Map are hereby amended as follows:

Section 1. Applicability of Ordinance.

- 1.1 The Unified Development Ordinance and Zoning Map are hereby changed to designate the Real Estate as a Planned Unit Development District to be known as the “**Mapleridge PUD District**” (the “District”).
- 1.2 Development of the Real Estate shall be governed by: (i) the provisions of this Ordinance and its exhibits; and (ii) the provisions of the Unified Development Ordinance, as existing on the date of approval of this Ordinance and applicable to the Underlying Zoning District or a Planned Unit Development District, except as modified, revised, supplemented or expressly made inapplicable by this Ordinance.
- 1.3 Chapter (“*Chapter*”) and Article (“*Article*”) cross-references of this Ordinance shall hereafter refer to the section as specified and referenced in the Unified Development Ordinance.
- 1.4 All provisions and representations of the Unified Development Ordinance that conflict with the provisions of this Ordinance are hereby made inapplicable to the Real Estate and shall be superseded by the terms of this Ordinance.

Section 2. Definitions. Capitalized terms not otherwise defined in this Ordinance shall have the meanings ascribed to them in the Unified Development Ordinance.

- 2.1 Oak Road Lot: Shall be the Lot labeled “ORL” on the Concept Plan, with frontage along Oak Road.
- 2.2 Pie Shaped Lot: Lot designed in a manner where the width of the rear lot line is substantially wider than the width of the front lot line.
- 2.3 Underlying Zoning District: The Zoning District of the Unified Development Ordinance that shall govern the development of this District and its various subareas, as set forth in Section 4 of this Ordinance.

Section 3. Concept Plan. The Concept Plan, attached hereto as **Exhibit B**, is hereby incorporated in accordance with *Article 10.9(F)(2) Planned Unit Development Districts; PUD District Ordinance Requirements; Concept Plan*. The Concept Plan is only conceptual. While no major alterations are anticipated, the final layout will be subject to the terms and conditions of this ordinance and may vary from the conceptual plan.

Section 4. Underlying Zoning District(s). The Underlying Zoning District of this District shall be the SF2: Single Family Low Density District. Except as modified, revised, supplemented or expressly made inapplicable by this Ordinance, the standards of the Underlying Zoning District, as set forth above, shall apply.

Section 5. Permitted Uses. All uses permitted in the Underlying Zoning District, as set

forth in *Chapter 4* and *Chapter 13* shall be permitted.

Section 6. **General Regulations.** The standards of *Chapter 4: Zoning Districts*, as applicable to the Underlying Zoning District, shall apply to the development of the District, except as otherwise modified below.

- 6.1 Minimum Lot Frontage: 20 feet. The Lot frontage on up to 6 lots may be located on a Private Drive.
- 6.2 Minimum Front Yard Building Setback Line: 20 feet
- 6.3 The Minimum Building Setback Line for a Side Yard may be reduced to five (5) feet; however, the Lot's aggregate Building Setback Lines for the combined Side Yards shall be a minimum of twenty-four (24) feet.
- 6.4 Minimum Lot Width for Pie Shaped Lots: 80 feet
- 6.5 Minimum Living Area:
 - A. Single story: 2,500 square feet
 - B. Two story: 2,800 square feet
- 6.6 Oak Road Lot. The standards of the Underlying Zoning District and modifications to Underlying Zoning District by this District shall apply to Oak Road Lot, except as otherwise modified below.
 - A. The Oak Road Lot shall be accessed by a Driveway directly onto Oak Road.
 - B. Minimum Front Yard Building Setback Line: 150 feet
 - C. The landscaping standards (with the exception of the Minimum Lot Landscaping Requirements) of the UDO shall not apply.
 - D. The existing outbuilding on the Lot shall be permitted to remain, to be expanded, or to be replaced, so long as there shall only be one (1) outbuilding permitted on the Lot.

Section 7. **Development Standards.** The standards of *Chapter 6: Development Standards* shall apply to the development of the District, except as otherwise modified below.

- 7.1 Article 6.3 Architectural Standards: Shall apply. In addition, the following shall also apply:
 - A. Character Exhibit. The Character Exhibit, attached hereto as **Exhibit C**, is hereby incorporated as a compilation of images designed to capture the

intended quality of structures to be constructed in the District. Although the exhibits do not necessarily represent the final design or specify a required architectural style or element, they do hereby establish a benchmark for the quality and appearance of structures that are permitted to be constructed and that contribute to the District's intent and vision. It is not the intent to limit the architectural styles shown in Exhibit C, but to encourage diversity in architectural styles of Dwellings within the District. The Department shall determine whether a structure is consistent with the established benchmark and complies with the standards of this Ordinance. The Department's decision may be appealed to the Plan Commission.

- B. Building Materials: In addition to *Article 6.3(C)(3) Building Materials*, the following shall apply:
 - a. The roofs of all Dwellings shall be covered with dimensional shingles, or decorative wood or slate shake styled shingles.
 - b. Vinyl and Aluminum siding shall be prohibited.
- C. Garages: All Dwellings shall have a minimum of a three (3) car attached garage. All Dwellings shall have an angled, courtyard or side load garage. A maximum of fifty percent (50%) of a Dwelling's garage doors may be front load.

7.2 *Article 6.8 Landscaping Standards:* Shall apply, except as otherwise modified or enhanced below.

- A. *Article 6.8(K): Minimum Lot Landscaping Requirements:* shall apply; however, the minimum number of shrubs per Lot shall be enhanced to require fifteen (15) shrubs per Lot.
- B. *Article 6.8(M) External Street Frontage Landscaping Requirements* shall apply, except along the Oak Road frontage north of the Subdivision Entrance, as labeled on the Concept Plan, where no street frontage landscaping shall be required.
- C. *Article 6.8(N) Buffer Yard Requirements* shall apply. Additionally, the existing vegetation and Natural Areas, labeled as "Preserved Natural Buffer Yard" on the Concept Plan, shall be preserved and satisfy the required Buffer Yard planting materials in these areas. Additional plantings will be installed in the "Supplemental Planting Area" as labeled on the Concept Plan

Section 8. **Infrastructure Standards.** The District's infrastructure shall comply with the Unified Development Ordinance and the City's Construction Standards (see *Chapter 7: Subdivision Regulations*), unless otherwise approved by the Plan Commission or Department of Public Works in consideration of the

preservation of the natural topography and environment and in consideration to the unique design intent of the District.

Section 9. **Design Standards.** The standards of *Chapter 8: Design Standards* shall apply to the development of the District, except as otherwise modified below.

- 9.1 *Article 8.7 Pedestrian Network Standards* shall apply; however, a sidewalk shall only be required on the side of a Frontage Road abutting Lots.
- 9.2 *Article 8.9 Street and Right-of-Way Standards* shall apply; however, the cul-de-sac located in the southeast quadrant of the Real Estate which crosses the existing creek, shall be permitted to have a maximum length of nine hundred (900) feet, subject to review and approval by the Public Works Department and Fire Department, as part of the District's Overall Development Plan.
- 9.3 *Article 8.6 Open Space and Amenity Standards* shall apply; however, the Minimum Open Space for the District shall be enhanced to require a minimum of sixteen percent (16%). All Open Space shall be common area and deeded to and maintained by a homeowners' association.

ALL OF WHICH IS ORDAINED/RESOLVED THIS ## DAY OF _____, 2014.

WESTFIELD CITY COUNCIL

Voting For

Voting Against

Abstain

Jim Ake

Jim Ake

Jim Ake

Steven Hoover

Steven Hoover

Steven Hoover

Robert L. Horkay

Robert L. Horkay

Robert L. Horkay

Charles Lehman

Charles Lehman

Charles Lehman

Robert J. Smith

Robert J. Smith

Robert J. Smith

Cindy L. Spoljaric

Cindy L. Spoljaric

Cindy L. Spoljaric

Robert W. Stokes

Robert W. Stokes

Robert W. Stokes

ATTEST:

Cindy Gossard, Clerk Treasurer

I hereby certify that **ORDINANCE 14-##** was delivered to the Mayor of Westfield
on the _____ day of _____, 2014, at _____ m.

Cindy Gossard, Clerk-Treasurer

I hereby APPROVE **ORDINANCE 14-##**
this _____ day of _____, 2014.

J. Andrew Cook, Mayor

I hereby VETO **ORDINANCE 14-##**
this _____ day of _____, 2014.

J. Andrew Cook, Mayor

This document prepared by: Jim Langston, Langston Residential Development, LLC., 1132 S. Rangeline Road, Carmel, IN 46032 (317) 846-7017.

SCHEDULE OF EXHIBITS

Exhibit A	Real Estate (Legal Description)
Exhibit B	Concept Plan
Exhibit C	Character Exhibit

EXHIBIT A
REAL ESTATE

PARCEL I

Part of the West Half of the Northeast Quarter of Section 18, Township 18 North, Range 4 East in Hamilton County, Indiana, described as follows:

Beginning on the West line of the Northeast Quarter of Section 18, Township 18 North, Range 4 East 495.00 feet North 00 degrees 23 minutes 13 seconds West (assuming bearing) from the Southwest corner of said Northeast Quarter; thence North 00 degrees 23 minutes 13 seconds West on said West line 411.11 feet; thence North 89 degrees 42 minutes 36 seconds East 518.57 feet; thence North 00 degrees 23 minutes 13 seconds West parallel with said West line 252.00 feet; thence South 89 degrees 42 minutes 36 seconds East 518.57 feet to the West line of said Northeast Quarter; thence North 00 degrees 23 minutes 13 seconds West on said West line 237.89 feet; thence South 89 degrees 19 minutes 58 seconds East 500.20 feet; thence North 00 degrees 23 minutes 13 seconds West parallel with said West line 1269.40 feet to the North line of said Northeast Quarter; thence North 89 degrees 41 minutes 11 seconds East on said North line 832.87 feet to the East line of the West Half of said Northeast Quarter; thence South 00 degrees 16 minutes 27 seconds East on said East line 2162.38 feet to a point 834.20 feet South of the Northwest corner of the Southeast Quarter of said Northeast Quarter; thence South 89 degrees 42 minutes 36 seconds West 1328.73 feet to the place of beginning, containing 48.4533 acres more or less.

PARCEL II

Commence at a point seventeen and one-half (17 1/2) rods South of the Northwest corner of the Northeast Quarter of Section eighteen (18) Township eighteen (18) North, Range four (4) East and run East thirty (30) rods, South fifty-eight and one-half (58 1/2) rods, West thirty (30) rods, North fifty-eight and one-half (58 1/2) rods to the place of beginning, containing eleven (11) acres more or less.

EXCEPT THEREFROM:

Commencing at the Northwest corner of the Northeast Quarter of Section 18, Township 18 North, Range 4 East; thence South 00 degrees 23 minutes 13 seconds East (assumed bearing) 288.75 feet on and along the West line of said Northeast Quarter to the point of beginning of this description, said point being the Northwest corner of an 11.00 acre, more or less, tract of real estate described in Instrument Number 20003774 in the Records of Hamilton County, Indiana; thence North 89 degrees 41 minutes 11 seconds East 495.00 feet parallel with the North line of said Northeast Quarter to the Northeast corner of said 11.00 acre tract of real estate; thence South 00 degrees 23 minutes 13 seconds East 225.18 feet on and along the East line of said 11.00 acre tract of real estate and parallel with the West line of said Northeast Quarter; thence South 89 degrees 36 minutes 47 seconds West 269.50 feet; thence South 00 degrees 23 minutes 13 seconds East 84.74 feet parallel with the West line of said Northeast Quarter; thence South 89 degrees 41 minutes 11 seconds West 225.50 feet to the West line of said Northeast Quarter; thence North 00 degrees 23 minutes 13 seconds West 310.26 feet on and along the West line of the Northeast Quarter to the point of beginning, containing 3.0 acres more or less.

PARCEL III

Part of the West Half of the Northeast Quarter of Section 18, Township 18 North, Range 4 East in Hamilton County, Indiana, described as follows:

Beginning on the West line of the West Half of the Northeast Quarter of Section 18, Township 18 North, Range 4 East, 906.11 feet North 00 degrees 23 minutes 13 seconds West (assumed bearing) from the Southwest corner of said Northeast Quarter; thence North 89 degrees 42 minutes 36 seconds East 518.57 feet; thence North 00 degrees 23 minutes 13 seconds West parallel with said West line 252.00 feet; thence South 89 degrees 42 minutes 36 seconds West 518.57 feet to the West line of said Northeast Quarter; thence South 00 degrees 23 minutes 13 seconds East on said West line 252.00 feet to the place of beginning, containing 3.00 acres, more or less.

Parcels I, II and III with exceptions as noted total 59.45 acres, more or less.

EXHIBIT B - MAPLERIDGE CONCEPT PLAN

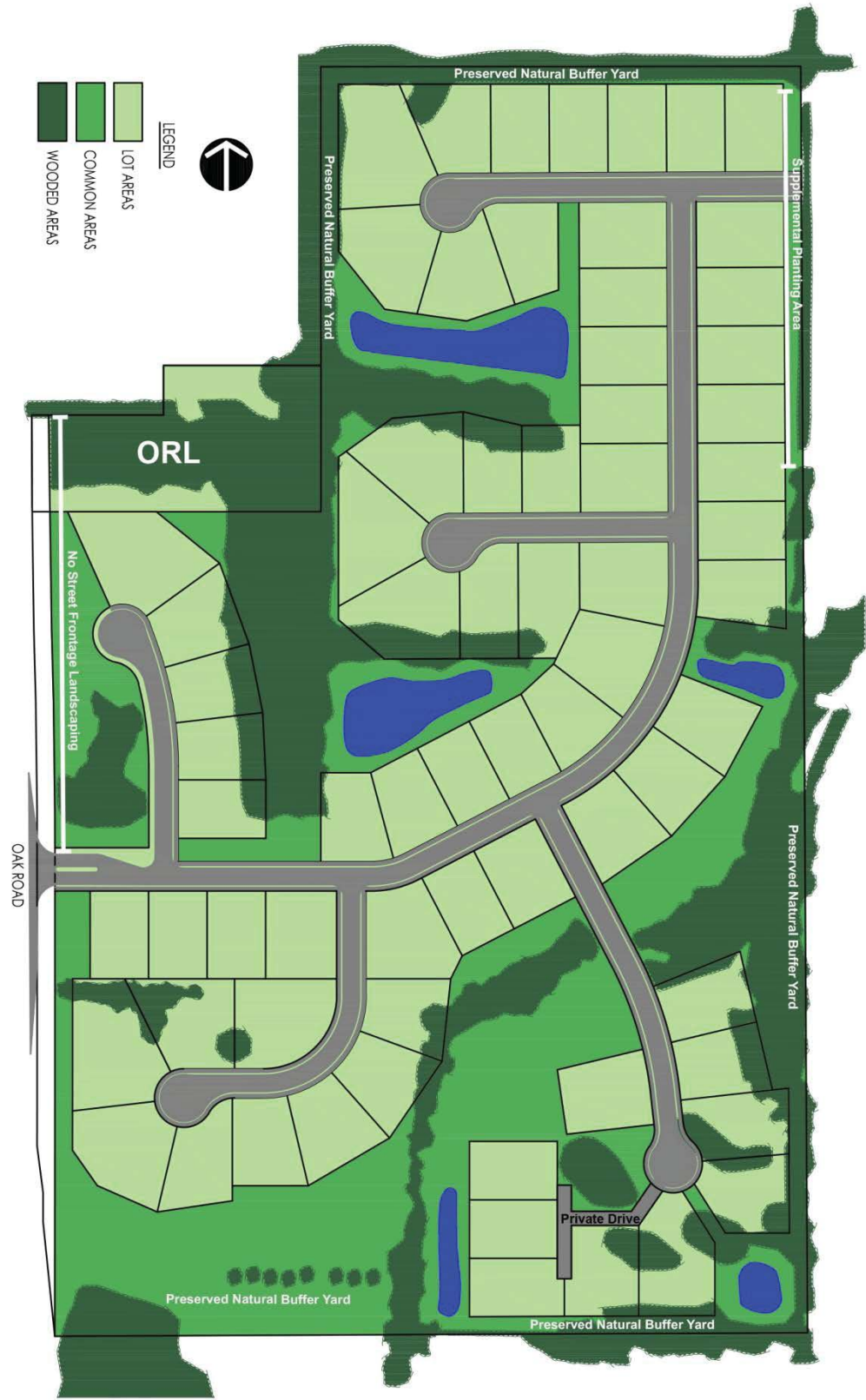


EXHIBIT C
CHARACTER EXHIBIT

Character Exhibit (All pictures are homes located in Brookside)



ORDINANCE NUMBER 14-51

**AN ORDINANCE OF THE CITY OF WESTFIELD AND WASHINGTON
TOWNSHIP, HAMILTON COUNTY, INDIANA CONCERNING AN AMENDMENT TO
THE UNIFIED DEVELOPMENT ORDINANCE**

This is a Planned Unit Development District Ordinance (to be known as the "SHEFFIELD PARK PUD DISTRICT") to amend the Unified Development Ordinance of the City of Westfield and Washington Township, Hamilton County, Indiana (the "Unified Development Ordinance"), enacted by the City of Westfield pursuant to its authority under the laws of the State of Indiana, Ind. Code § 36-7-4 et seq., as amended.

WHEREAS, the City of Westfield, Indiana (the "City") and the Township of Washington, both of Hamilton County, Indiana are subject to the Unified Development Ordinance;

WHEREAS, the Westfield-Washington Advisory Plan Commission (the "Commission") considered a petition (**Petition No. 1412-PUD-17**), requesting an amendment to the Unified Development Ordinance and to the Zoning Map with regard to the subject real estate more particularly described in **Exhibit A** attached hereto (the "Real Estate");

WHEREAS, the Commission forwarded **Petition No. 1412-PUD-12** to the Common Council of the City of Westfield, Hamilton County, Indiana (the "Common Council") with a _____ recommendation (#-#) in accordance with Indiana Code § 36-7-4-608, as required by Indiana Code § 36-7-4-1505;

WHEREAS, the Secretary of the Commission certified the action of the Commission to the Common Council on _____, 2014;

WHEREAS, the Common Council is subject to the provisions of the Indiana Code §36-7-4-1507 and Indiana Code § 36-7-4-1512 concerning any action on this request; and

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Westfield, Hamilton County, Indiana, meeting in regular session, that the Unified Development Ordinance and Zoning Map are hereby amended as follows:

Section 1. Applicability of Ordinance.

- 1.1 The Unified Development Ordinance and Zoning Map are hereby changed to designate the Real Estate as a Planned Unit Development District to be known as the “**Sheffield Park PUD District**” (the “District”).
- 1.2 Development of the Real Estate shall be governed by: (i) the provisions of this Ordinance and its exhibits; and (ii) the provisions of the Unified Development Ordinance, as existing on the date of approval of this Ordinance and applicable to the Underlying Zoning District or a Planned Unit Development District, except as modified, revised, supplemented or expressly made inapplicable by this Ordinance.
- 1.3 Chapter (“*Chapter*”) and Article (“*Article*”) cross-references of this Ordinance shall hereafter refer to the section as specified and referenced in the Unified Development Ordinance.
- 1.4 All provisions and representations of the Unified Development Ordinance that conflict with the provisions of this Ordinance are hereby made inapplicable to the Real Estate and shall be superseded by the terms of this Ordinance.

Section 2. Definitions. Capitalized terms not otherwise defined in this Ordinance shall have the meanings ascribed to them in the Unified Development Ordinance.

- 2.1 Underlying Zoning District: The Zoning District of the Unified Development Ordinance that shall govern the development of this District and its various subareas, as set forth in Section 4 of this Ordinance.

Section 3. Concept Plan. The Concept Plan, attached hereto as **Exhibit B**, is hereby incorporated in accordance with *Article 10.9(F)(2) Planned Unit Development Districts; PUD District Ordinance Requirements; Concept Plan*. The Concept Plan is only conceptual. While no major alterations are anticipated, the final layout will be subject to the terms and conditions of this ordinance and may vary from the conceptual plan.

Section 4. Underlying Zoning District(s). The Underlying Zoning District of this District shall be the SF-4: Single Family High Density District. Except as modified, revised, supplemented or expressly made inapplicable by this Ordinance, the standards of the Underlying Zoning District, as set forth above, shall apply.

Section 5. Permitted Uses. All uses permitted in the Underlying Zoning District, as set forth in *Chapter 4* and *Chapter 13* shall be permitted.

Section 6. General Regulations. The standards of *Chapter 4: Zoning Districts*, as applicable to the Underlying Zoning District, shall apply to the development of the District, except as otherwise modified below.

- 6.1 Minimum Building Setback Line for a Side Yard: 5 feet
- 6.2 Minimum Lot Width: 65 feet.
- 6.3 Maximum Building Height: Two and one-half (2 ½) stories.
- 6.4 Minimum Living Area:
 - 1. Single Story: 1,500 square feet.
 - 2. Two Story: 1,700 square feet.

Section 7. **Development Standards.** The standards of *Chapter 6: Development Standards* shall apply to the development of the District, except as otherwise modified below.

- 7.1 *Article 6.3 Architectural Standards:* Shall apply. In addition, the following shall also apply:
 - A. Character Exhibit. The Character Exhibit, attached hereto as **Exhibit C**, is hereby incorporated as a compilation of images designed to capture the intended quality of structures to be constructed in the District. Although the exhibits do not necessarily represent the final design or specify a required architectural style or element, they do hereby establish a benchmark for the quality and appearance of structures that are permitted to be constructed and that contribute to the District's intent and vision. It is not the intent to limit the architectural styles shown in Exhibit C, but to encourage diversity in architectural styles of Dwellings within the District. The Department shall determine whether a structure is consistent with the established benchmark and complies with the standards of this Ordinance. The Department's decision may be appealed to the Plan Commission.
 - B. Building Materials: In addition to *Article 6.3(C)(3) Building Materials*, the following shall apply: Vinyl and Aluminum siding shall be prohibited.
 - C. Garages: All Dwellings shall have a minimum of a two (2) car attached garage.
- 7.2 *Article 6.8 Landscaping Standards:* Shall apply, except as otherwise modified below.
 - A. *Article 6.8(N) Buffer Yard Requirements* shall apply. Additionally, the existing vegetation, labeled as "Preserved Natural Buffer Yard" on the Concept Plan, shall be preserved and satisfy the required Buffer Yard

planting materials in these areas.

Section 8. **Infrastructure Standards.** The District's infrastructure shall comply with the Unified Development Ordinance and the City's Construction Standards (see *Chapter 7: Subdivision Regulations*), unless otherwise approved by the Plan Commission or Department of Public Works in consideration of the preservation of the natural topography and environment and in consideration to the unique design intent of the District.

Section 9. **Design Standards.** The standards of *Chapter 8: Design Standards* shall apply to the development of the District, except as otherwise modified below.

9.1 *Article 8.6 Open Space and Amenity Standards* shall apply; however, the Minimum Open Space for the District shall be enhanced to require a minimum of twenty percent (20%). All Open Space shall be common area and deeded to and maintained by a homeowners' association.

ALL OF WHICH IS ORDAINED/RESOLVED THIS ## DAY OF _____, 2014.

WESTFIELD CITY COUNCIL

Voting For

Voting Against

Abstain

Jim Ake

Jim Ake

Jim Ake

Steven Hoover

Steven Hoover

Steven Hoover

Robert L. Horkay

Robert L. Horkay

Robert L. Horkay

Charles Lehman

Charles Lehman

Charles Lehman

Robert J. Smith

Robert J. Smith

Robert J. Smith

Cindy L. Spoljaric

Cindy L. Spoljaric

Cindy L. Spoljaric

Robert W. Stokes

Robert W. Stokes

Robert W. Stokes

ATTEST:

Cindy Gossard, Clerk Treasurer

I hereby certify that **ORDINANCE 14-51** was delivered to the Mayor of Westfield
on the _____ day of _____, 2014, at _____ .

Cindy Gossard, Clerk-Treasurer

I hereby APPROVE **ORDINANCE 14-51**
this _____ day of _____, 2014.

J. Andrew Cook, Mayor

I hereby VETO **ORDINANCE 14-51**
this _____ day of _____, 2014.

J. Andrew Cook, Mayor

This document prepared by: Jim Langston, Langston Residential Development, LLC., 1132 S. Rangeline Road, Carmel, IN 46032 (317) 846-7017.

SCHEDULE OF EXHIBITS

Exhibit A	Real Estate (Legal Description)
Exhibit B	Concept Plan
Exhibit C	Character Exhibit

EXHIBIT A
REAL ESTATE

ZONING DESCRIPTION

A part of the Southwest Quarter of Section 32, Township 19 North, Range 4 East, in Washington Township, Hamilton County, Indiana, more particularly described as follows:

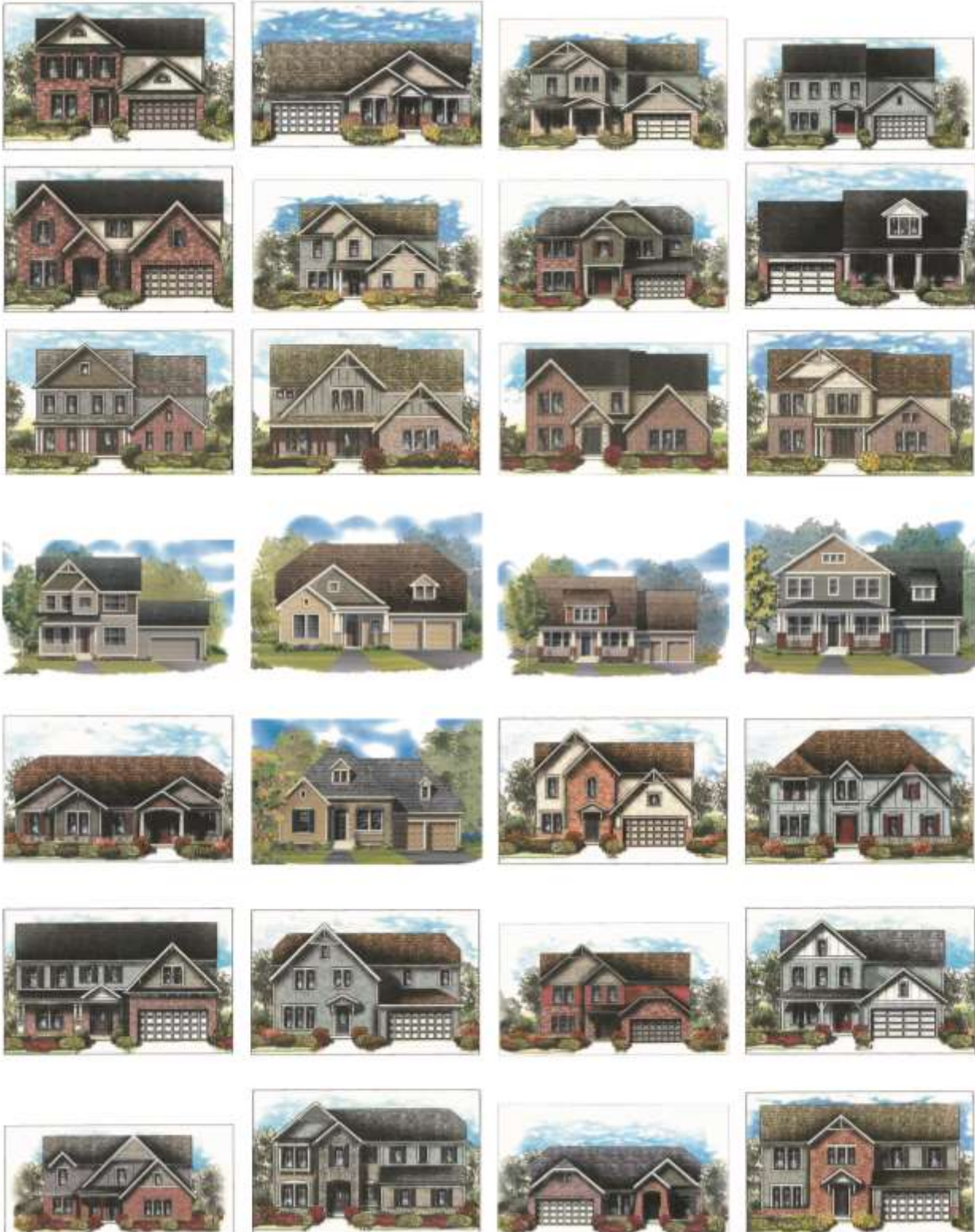
Beginning at the Northeast corner of said Quarter Section; thence South along the East line thereof a distance of 1,190 feet; thence West a distance of 1,940 feet to a point on the East property line of Grassy Knoll Subdivision; thence North along said East line of Grassy Knoll Subdivision a distance of 1,190 feet to a point on the North line of said Quarter Section; thence East along said North line a distance of 1,940 feet to the place of beginning, containing 53.0 acres more or less.

This legal description is for zoning purposes only and subject to change upon the completion of a boundary survey.

EXHIBIT B
CONCEPT PLAN



EXHIBIT C
CHARACTER EXHIBIT



Location Map

Sheffield Park Planned Unit Development District

1412-PUD-17 (Ordinance No. 14-51)



Location Map

Site



Zoning Map



Zoning

- | | |
|--|--|
| AG-SF1 (Agriculture - Single Family - 1) | LB (Local Business) |
| GB (General Business) | LB-PD (Local Business - Planned Development) |
| GB-PD (General Business - Planned Development) | PUD (Planned Unit Development) |
| GO (General Office) | SF-2 (Single Family - 2) |
| | SF-4 (Single Family - 4) |

Sheffield Park PUD Narrative Statement

Langston Residential Development is requesting a change of zoning from AGSF-1 to the Sheffield Park PUD to allow for the creation of the Sheffield Park single-family residential development. The PUD Zoning is being requested in order to allow for flexibility in design in order to provide for an appropriate use that transitions between the existing uses of the surrounding properties. Sheffield Park is proposed to consist of a maximum of 135 home sites and common areas consisting of preserved woods and ponds.

Sheffield Park has been designed to be a single family detached community that transitions between the existing surrounding residential developments and the cemetery to the south. Lot sizes will generally be 65' wide by 140' deep. As part of the zoning we will be making the following commitments:

1. Maximum of 135 Dwellings.
2. Minimum of 20% Open Space
3. Minimum Dwellings sizes of:
 - a. Single Story: 1,500 square feet.
 - b. Two Story: 1,700 square feet.
4. Home Architectural Requirements to ensure that the quality of the homes will be as shown on the Character Exhibit C attached to the zoning request.
5. All Dwellings to have a minimum of a 2 car attached garage.
6. Aluminum and vinyl siding shall be prohibited.

EXHIBIT B - MAPLERIDGE CONCEPT PLAN

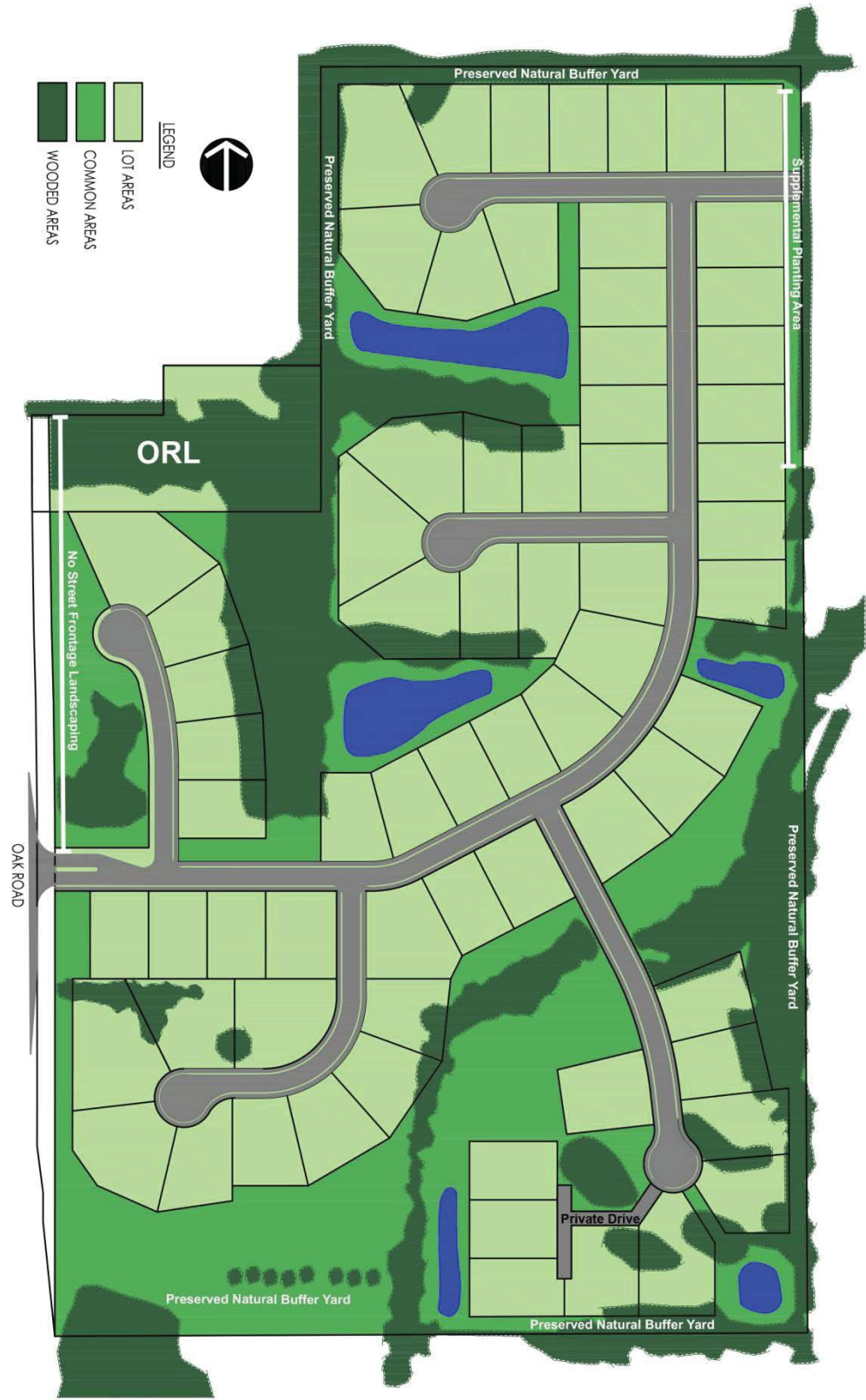


EXHIBIT C
CHARACTER EXHIBIT

Character Exhibit (All pictures are homes located in Brookside)

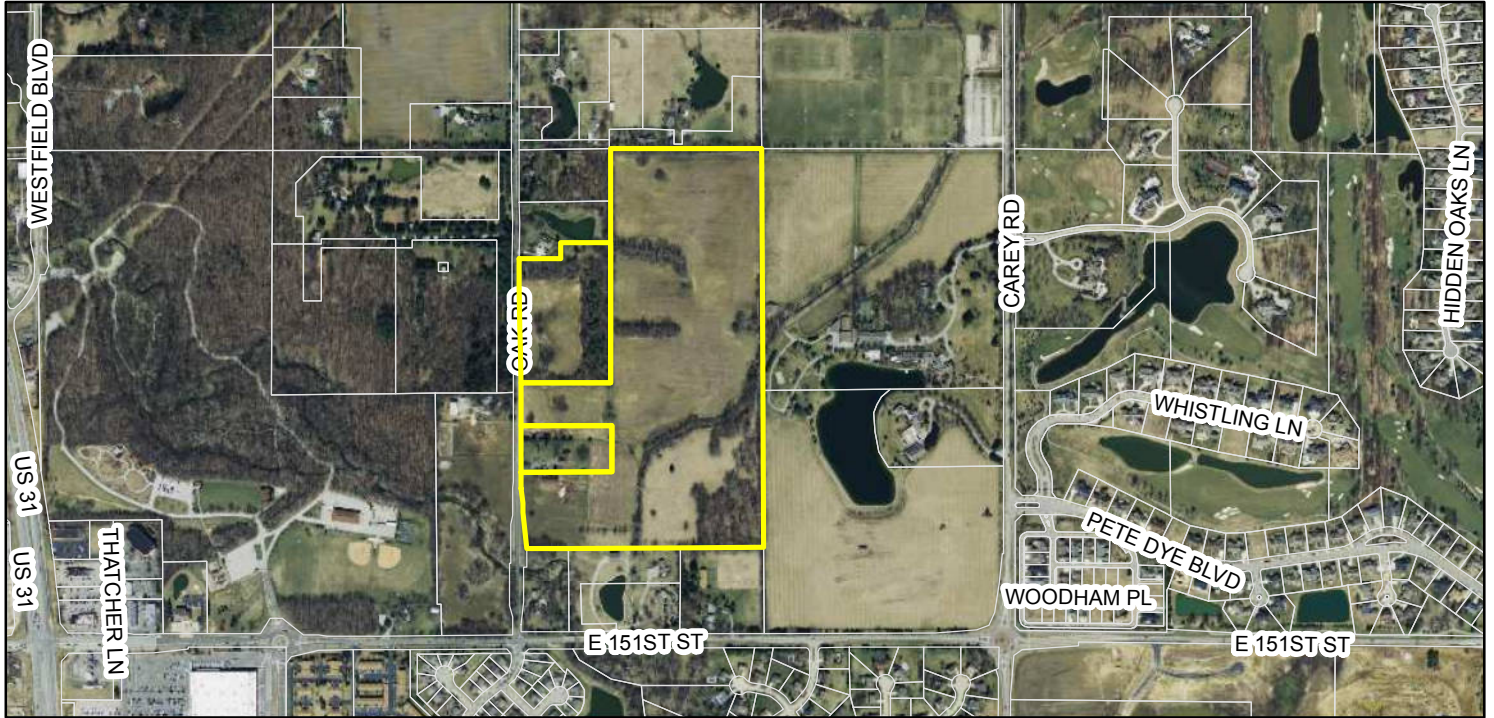


Property Location Map
Mapleridge Planned Unit Development District
1412-PUD-18 (Ordinance No. 14-50)

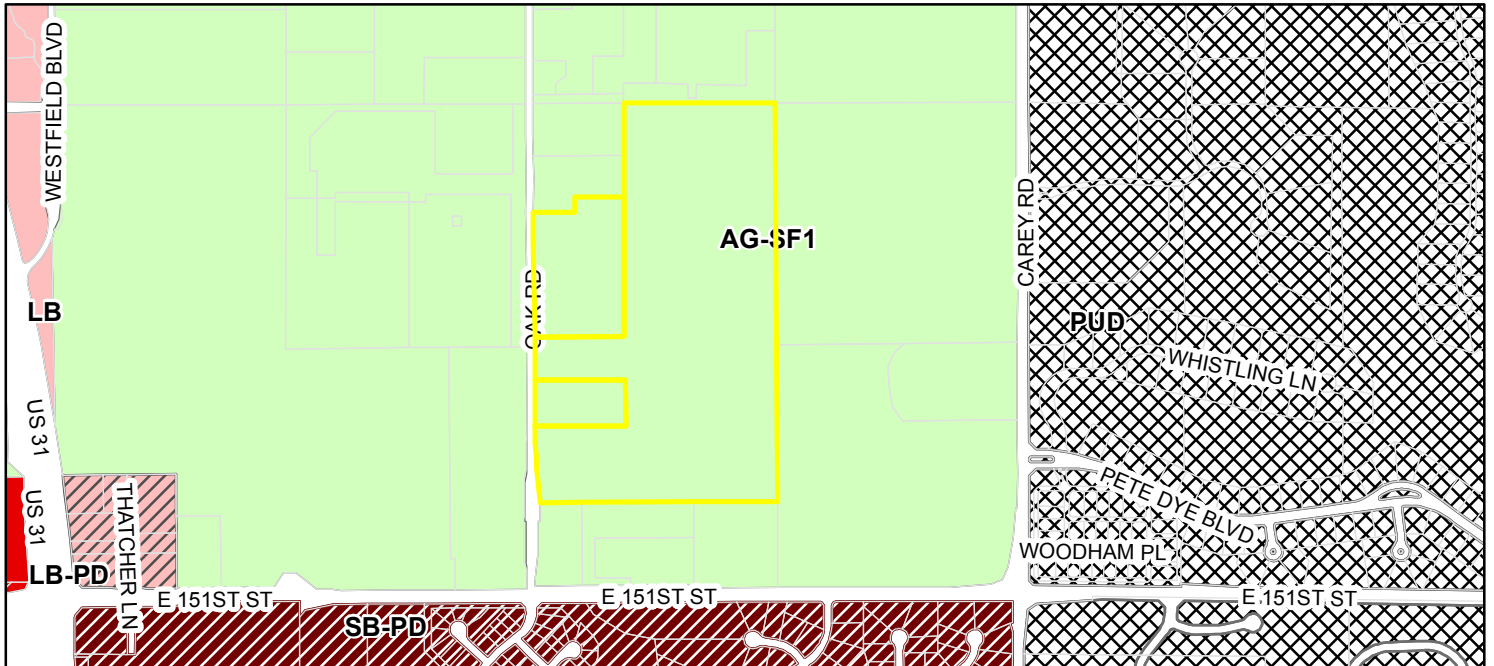


Aerial Location Map

 Site



Zoning Map



Zoning

 AG-SF1 (Agriculture - Single Family - 1)	 GB-PD (General Business - Planned Development)	 MF-2 (Multiple Family - 2)	 SF-3 (Cluster (Single Family - 3 Cluster))
 AG-SF1I (Agriculture - Single Family - 1 In-town)	 GO (General Office)	 OI (Open Industrial)	 SF-4 (Single Family - 4)
 EI (Enclosed Industrial)	 LB (Local Business)	 OI-PD (Open Industrial - Planned Development)	 SF-4 Pre-1994 (Single Family - 4 Pre-1994)
 EI-PD (Enclosed Industrial - Planned Development)	 LB-H (Local Business - Historical)	 PUD (Planned Unit Development)	 SF-5 (Single Family - 5)
 GB (General Business)	 LB-PD (Local Business - Planned Development)	 SB-PD (Special Business - Planned Development)	 SF-A (Single Family - Attached)
	 MF-1 (Multiple Family - 1)	 SF-2 (Single Family - 2)	
		 SF-3 (Single Family - 3)	

Mapleridge PUD Narrative Statement

Langston Residential Development is requesting a change of zoning from AGSF-1 to the Mapleridge PUD to allow for the creation of the Mapleridge single-family residential development. The PUD Zoning is being requested in order to allow for flexibility in design in order to maximize the natural features of the ground. Mapleridge is proposed to consist of a maximum of 71 home sites, a variety of common areas and scenic ponds.

Mapleridge has been designed to be substantially similar to our existing Brookside Community. Lot sizes will generally be 100' wide by 150' deep and the architectural requirements for the homes will be nearly identical to those of Brookside. As part of the zoning we will be making the following commitments:

1. Maximum of 71 Dwellings.
2. Minimum of 16% Open Space
3. Minimum Dwellings sizes of:
 - a. Single Story: 2,500 square feet
 - b. Two Story: 2,800 square feet, 1,400 square feet on first floor
4. Home Architectural Requirements to be substantially similar to those of the Brookside Community and be of the quality of the homes shown on the Character Exhibit C attached to the zoning request.
5. All Dwellings to have a minimum of a 3 car attached garage with at least 50% of the bays being side load.
6. Aluminum and vinyl siding shall be prohibited.
7. The roofs of all Dwellings shall be covered with dimensional shingles, or decorative wood or slate shake styled shingles.
8. All Dwellings shall have a minimum of 15 shrubs.

ORDINANCE 14-52

AN ORDINANCE AMENDING CERTAIN FEES REQUIRED BY THE WESTFIELD PARKS DEPARTMENT

WHEREAS, The City of Westfield, (“City”) is a duly formed municipal corporation within the State of Indiana, governed by its duly elected Mayor and Common Council (“Council”); and,

WHEREAS, The City maintains and operates the Westfield Parks Department for the general benefit of the public; and,

WHEREAS, it is the duty and the responsibility of the Council to consider and adopt legislation outlining the fees that are required for the orderly and efficient operation of the Westfield Parks Department; and,

WHEREAS, this Council finds that there is a need to amend the schedule of fees for use by the Westfield Parks Department.

NOW, THEREFORE, BE IT ORDAINED by the Westfield City Council meeting in session as follows:

Section 1. That upon review of the schedule of fees, attached hereto as Exhibit “A” and incorporated herein, the Council finds that the fees are justified, reasonable and necessary for the responsible operation of the Westfield Parks Department.

Section 2. That the Director of the Westfield Parks Department is hereby authorized to charge and collect the fees as adopted and to create any and all policies necessary to carry out the fair and equitable application of the fees to the general public.

Section 3. This Ordinance shall be in full force and effect in accordance with Indiana law, upon the passage of any applicable waiting periods, all as provided by the laws of the State of Indiana. All ordinances or parts thereof that are in conflict herewith are hereby ordered repealed.

[REMAINDER OF PAGE LEFT BLANK INTENTIONALLY]

ALL OF WHICH IS ORDAINED THIS ____ DAY OF _____ 2014.

WESTFIELD CITY COUNCIL

Voting For

Voting Against

Abstain

Jim Ake

Jim Ake

Jim Ake

Steven Hoover

Steven Hoover

Steven Hoover

Robert L. Horkay

Robert L. Horkay

Robert L. Horkay

Charles Lehman

Charles Lehman

Charles Lehman

Robert J. Smith

Robert J. Smith

Robert J. Smith

Cindy L. Spoljaric

Cindy L. Spoljaric

Cindy L. Spoljaric

Robert W. Stokes

Robert W. Stokes

Robert W. Stokes

ATTEST:

Cindy Gossard, Clerk Treasurer

I hereby certify that ORDINANCE 14-52 was delivered to the Mayor of Westfield

on the _____ day of _____, 2014, at _____ m.

Cindy Gossard, Clerk-Treasurer

I hereby APPROVE ORDINANCE 14-52 I hereby VETO ORDINANCE 14-52

this _____ day of _____, 2014. this _____ day of _____, 2014.

J. Andrew Cook, Mayor

J. Andrew Cook, Mayor

This document prepared by
Brian J. Zaiger, Esq.
KRIEG DEVAULT, LLP
(317) 238-6266

(PK 05-11) Fee
Schedule 2015

Westfield Parks & Recreation

SHELTER RENTALS

All Park shelters are \$45.00 for 4 hours

ANNUAL FARM LAND RENTAL- OSBORNE PARK
\$150/acre for 20 acres

SPECIAL EVENT RENTAL FEES -Accessed per event see Special Event Policy
PK 01-11

PROGRAMMING FEES – Fees will range from \$5 to \$200 depending on the
operating costs and processing fees associated with the program

Revised 11-04-14

Policy: PK 01-11
Policy Title: Westfield Parks & Recreation Special Event Policy
Policy Purpose: Establish Non-Park Special Event Protocol
Implementation Date: March 1, 2011
Revision Date: ~~January 1, 2011~~

Commented [EC1]: January 1, 2015

**CITY OF WESTFIELD
PARKS AND RECREATION DEPARTMENT
NON-CITY SPONSORED SPECIAL EVENT POLICY**

A. Purpose and Intent

1. The Westfield Parks and Recreation Department assists in bringing group events to Westfield that contribute to the community's quality of life. In the continuing efforts by the City to provide the public with quality recreational choices in well maintained, clean, and safe parks, Westfield has developed the following standard operating procedures to review requests for Special Events to be held in the City Parks.
2. Park facilities may be made available for non park related uses consistent with the policies herein and subject to availability.

B. Definition

1. Special Event.

"Special Event" means a group activity including, but not limited to, a performance, meeting, assembly, contest, exhibit, ceremony, parade, athletic competition, reading, or picnic involving more people than an individual shelter rental could accommodate or a group activity in which a specific park space is requested to be reserved. Special Events are not defined as casual park use by visitors or tourists, or individual shelter rental.

C. Uses

1. Priority shall be given to groups and individuals whose request reflects significant community interest and general value. The Westfield Parks Director or his/her designee will review and balance each request. The Westfield Parks Director or designee reserves the right to refuse rental/use.
2. Applicants wishing to use the park facilities shall meet requirements as outlined in the Eligible User Groups as developed by the Westfield Parks and Recreation Department.

C. Consideration

1. Scheduling priority will be given according to the order indicated below with Group 1 having the first priority and Group 4 having the last. Scheduling will be on a first come, first served basis within a group. A Group 1 organization may bump a lower priority group with a one month or greater notification.
2. In order to recover some of the costs associated with special events, Special Event Public Safety and Maintenance Fees may be charged.
3. The Westfield Parks Director reserves the right to waive rental fees.
4. Facilities shall be available for only non profit uses. Any exceptions shall be at the sole discretion of the Westfield Parks Director or designee and shall be evaluated by the benefit to the public.
5. In an emergency, the Parks Department shall cooperate with recognized state or federal agencies in the use of all park facilities without charge, superceding all other scheduled events and uses.
6. Special Events such as weddings or funerals shall be scheduled under exceptional conditions and as schedules allow.
7. City employees wishing to host a special event other than a shelter rental for individual use will adhere to this same policy.

F. Eligible User Groups

Group 1: Direct City Related Activities E.g. City Department meetings, classes, special events, or activities	No Rental Fee No Maintenance Fee No Public Safety Fee
Group 2: Joint Sponsored Events E.g. DWA, Washington Township Parks Department, Hamilton County Parks Department, Schools and Education Foundation, Library	No Rental Fee No Maintenance Fee No Public Safety Fee
Group 3: Civic and Service Organizations, Non-Profits E.g. Scouts, 4-H Clubs, Youth Athletics, Youth Organizations, Rotary, Lions, Kiwanis, Churches, Chamber of Commerce, other Community Groups	Rental Fee Maintenance Fee Public Safety Fee (if necessary)
Group 4: Private Businesses, Organizations, and Citizens Acceptable events will be determined by Parks & Recreation Director	Rental Fee Maintenance Fee Public Safety Fee (if necessary)

G. Application Procedure

1. All requests should be made in writing using the **Permit for Special Event Use** form (Exhibit B) and submitted to the Westfield Parks and Recreation Administration Office at a minimum of 30 days prior to the requested event date. Applications are available online at the Westfield Parks and Recreation website below; at City Service Center – Customer Service and at the Westfield Parks and Recreation Administration Office.

<http://www.westfield.in.gov/parks>

Please note: if a large scale event (an event with estimated 500+ people in attendance) is being proposed, you may need as much as one year's preparation.

2. The application must state the specific time and date of the event as well as all facility needs to be furnished by the City.
3. The Westfield Parks Director will determine the merits of the application and availability of the location. A copy of the signed application will be given to the Westfield Fire Department, Westfield Police Department, and the Westfield Public Works Department for their comments regarding public safety and to determine if any public safety and maintenance fees will be charged.
4. Upon approval of the special event, all rental, maintenance and public safety fees will be invoiced with the due date indicated on the invoice.
5. All sales are final and nonrefundable. A refundable damage deposit of \$200 is required for all special events. If alcohol is served, the deposit increases to \$600. The damage deposit should be paid with a separate check from any rental and public safety fees. Renters agree to be responsible for any additional charges incurred or damages caused by renter's activities.
6. Upon receipt of certificate of insurance (please see Section H), and payment of damage deposit and fees, a copy of the approved application will be returned to serve as the permit.
7. Permits granted may be subject to cancellation at any time by the Westfield Parks Director or his/her designee.

H. Insurance and Liability

1. Any group using the Westfield City Parks for any purpose must provide a certificate of insurance showing proof of liability insurance in the amount of \$100,000 property damage per occurrence and \$1,000,000 bodily injury per occurrence naming the City of Westfield as an additional insured.

2. The requesting party shall protect and hold harmless the City of Westfield and its **elected officials, employees, staff and representatives, and each of them**, from any and all claims, suits, liabilities, damages or causes of action of any kind, provided such person was acting in the discharge of his/her duties.

I. Rules and Regulations

1. Applicants shall comply with all Rules of Park Operations set forth in – Ordinance 10-28 PK 02-11. A copy is posted on the Parks Department webpage and is available upon request.
2. Holders of permits shall confine their use strictly to the specific area approved and will not be permitted to use any other space, equipment or apparatus unless it is approved in the application.
3. The applicant and his/her organization shall be held strictly accountable for complying with the rules and regulations that govern use of the City Parks, and shall be responsible for damages, losses, or accidents, which might occur while the organization is using the site. If proper care is not exercised, the continued use of the City Parks may be denied.
4. The sponsoring organization must provide adequate supervision and must ensure visitors use only the areas approved for rental/use. The organization will also provide all necessary supporting personnel such as medical personnel, parking attendants, set up and cleanup crews. A Public Safety fee may be charged if these services are deemed necessary to be provided by the City.
5. It is the sole responsibility of the user to secure additional trash receptacles or have trash hauled away if park containers will not accommodate the needs of the event. Trash that is not disposed of properly or overfills a receptacle may result in a loss of deposit. The Westfield Parks and Recreation Administration will determine if the size of the event requires a rental of an outside dumpster. Dumpsters are only to be placed in designated areas approved by the Westfield Parks and Recreation Administration.
6. The sponsoring organization is required to provide portable restrooms if the special event will have attendance of over 500 persons. The requirement is one portable restroom per 500 attendees. At least one in every three rented must be handicap accessible. Delivery must be at the latest date and time possible prior to the event and removed from Park property no later than 24 hours after the event. Westfield Parks and Recreation Department is not responsible for any damage to portable restrooms. Portable restrooms are to be placed only in designated areas approved by Westfield Parks and Recreation Administration. Vendors are responsible for any water supply hoses.

7. Vehicles are not allowed on Park property that is not designated for parking. Deliveries or setup needs that require a vehicle to enter the park must be approved in advance by the Westfield Parks and Recreation Administration.
8. The sponsoring organization is responsible for providing information if tents are being proposed as part of the event set-up and for calling in utility locates to prevent interference with irrigation, fiber and utility infrastructures.
9. Users are encouraged to exercise Universal Precautions (Universal Precautions refers to the practice, in medicine, of avoiding contact with bodily fluids, by means of wearing medical gloves, goggles and face shields) and to have the necessary emergency first aid kits issued to their members.
10. A report of any personal injury must be submitted to the Westfield Parks and Recreation Administration Office by the person securing the permit within 24 hours after an injury.
11. Property damage must be reported immediately to the City representative on duty, and an itemized list of any property damage must be provided to the Westfield Parks and Recreation Administrative Office by the person securing the permit within 24 hours after any such damage.
12. No signs, displays, or materials may be attached, nailed or otherwise affixed to shelters, trees, buildings or existing signs.
13. For temporary signage at locations outside of the park, or road closures or blockages, the sponsoring organization must obtain an Encroachment Permit through the City of Westfield Community Development Department, which may carry an additional fee. The Encroachment Permit Application is available online at www.westfield.in.gov or at the City Service Center. Please allow ten (10) working days from receipt for approval.
14. No Park fixtures may be moved without consent of the Westfield Parks Director.
15. The use of special equipment, including but not limited to, cooking equipment, musical instruments, and public address systems and sports equipment will be reviewed per application.
16. Alcohol use is restricted and will be reviewed per application. All necessary licensing and insurance is required. If approved, the damage deposit increases from \$200 to \$600.
17. Use of the Park facilities will be terminated if the City determines the use is being diminished or compromised by the rental organization.
18. No group may monopolize more space and time than is needed to meet the needs of the approved event.

19. Failure to comply with these rules and regulation will be sufficient reason to cancel future privileges.
20. No Park Facility may be used for a special event without the presence of a City representative.

J. Fees and Charges

1. See Exhibit A.
Titled: CITY OF WESTFIELD PARKS AND RECREATION DEPARTMENT
SPECIAL EVENT FEES AND CHARGES

**EXHIBIT A
CITY OF WESTFIELD
PARKS AND RECREATION DEPARTMENT
SPECIAL EVENT FEES AND CHARGES
(PK 01-11)**

Asa Bales Park – North (205 W. Hoover Street) **\$150** for up to four (4) hours, **\$20** for each additional hour. Based upon the number of attendees, public safety fees may be charged.

Amenities include: three shelters, fourteen picnic tables, large permanent grill, drinking fountain, restrooms, skate park, playground, large open grass field, lots of trees, creek, paved trails and paved parking lot (twenty spaces). Asa Bales North is located across the street from Westfield High School, next to the Westfield Middle School, the Public Library and just two blocks from Freedom Trail Park.

Asa Bales Park – South (200 Camilla Court) **\$100** for up to four (4) hours, **\$20** for each additional hour. Based upon the number of attendees, public safety fees may be charged. Amenities include: playground, natural amphitheater, paved trail, lots of trees, creek, paved parking lot (eighteen spaces), and paved trail access from Union Street.

Freedom Trail Park Fields (500 Deer Walk Trace) **\$200** for up to four (4) hours, **\$20** for each additional hour. This includes use of three football fields. The fields can be rented individually for \$100 for up to four (4) hours, \$20 for each additional hour.

Freedom Trail Park Play Area (500 Deer Walk Trace) **\$150** for up to four (4) hours, **\$20** for each additional hour. Amenities include: all inclusive playground, sensory garden, paved and gravel trails, prairie establishment, and a paved parking lot.

Hadley Park (100 W. Main Street) **\$40** for up to four (4) hours, **\$20** for each additional hour. Based upon the number of attendees, public safety fees may be charged. Hadley Park is a small intimate space ideal for small weddings or small gatherings. It is located in the center of downtown Westfield. Amenities include: a portico, benches, memorial brick walkway, beautiful gardens, and trees. It is adjacent to Asa Bales Park.

Quaker Park (17501 Dartown Road) **\$150** for up to four (4) hours, **\$20** for each additional hour. Based upon the number of attendees, public safety fees may be charged. Amenities include: Shelters 2, 3 & 4, eighteen picnic tables, playground, splash park, basketball goals, Midland Trace Trail, which includes Born Learning Trail, drinking fountain, permanent grill, restrooms, paved parking (44 spaces), large open grass field, trees, and creek. Shelter #1 cannot be included in special event rentals.

Simon Moon Park (2710 E. 171st Street) **\$100** for up to four (4) hours, **\$20** for each additional hour. Based upon the number of attendees, public safety fees may be charged. Anyone wanting to rent the shelter and use the Council Circle Fire Pit must apply as a special event. Amenities include: Shelter with six picnic tables, additional picnic tables on top of hill, sledding hill,

Council Circle with Fire Pit, Fire Host (park staff), wood and fuel for fire, fire maintenance and extinguishing of fire, trail connection to Midland Trace Trail, 2-5year old playground, 5-12 year old playground, drinking fountain, permanent grill, paved parking (eight spaces) and additional parking at the City Services Center.

Old Friends Cemetery Park (302 S. Union Street) **\$100** for up to four (4) hours, **\$20** for each additional hour. Based upon the number of attendees, public safety fees may be charged.

Amenities include: 1834 Historical Friends (Quaker) Cemetery in a beautiful serene setting in the heart of downtown Westfield, plaza, gazebo, Martha Doan Memorial Garden, stoned walkways, interpretive signage that shares Westfield's story, benches, drinking fountain, bike racks, adjacent to the Midland Trace Trail and Grand Junction Trail across the street.

Monon Trail - **\$100** for up to four (4) hours, **\$20** for each additional hour. Based upon the number of attendees, public safety fees may be charged. Amenities include: 12-foot paved asphalt trails with two-foot stone shoulders, drinking fountain, benches, Greyhound Pass Trail Head (1155 E. Greyhound Pass) with parking, bike racks and restrooms, connection to Carmel/Indy Monon Trail and the Midland Trace Trail.

Midland Trace Trail - **\$100** for up to four (4) hours, **\$20** for each additional hour. Based upon the number of attendees, public safety fees may be charged. Amenities include: Three sections of the trail now open (Carey Road to Union Street; Oak Ridge Road to Quaker Park and Springmill Road toward Ditch); 12-foot paved asphalt trails with two-foot stone shoulders, drinking fountains, benches, bike racks, connections to Simon Moon Park, Old Friends Cemetery Park, Grand Junction Trail/Natalie Wheeler Trail, Downtown Westfield and Quaker Park; parking available at Simon Moon Park and Quaker Park.

Grand Junction Trail - **\$100** for up to four (4) hours, **\$20** for each additional hour. Based upon the number of attendees, public safety fees may be charged. Amenities include: 10-foot paved asphalt/brick trail with granite shoulder, benches, landscaping and bio-swales, leisure urban feeling; connections to Midland Trace Trail, Natalie Wheeler Trail, Old Friends Cemetery Park, Union Bible College, close proximity to Hadley Park and Asa Bales Park.

Natalie Wheeler Trail - **\$100** for up to four (4) hours, **\$20** for each additional hour. Based upon the number of attendees, public safety fees may be charged. Amenities include: 12-foot paved asphalt trails, connecting to Grand Junction Trail, Cool Creek Park, future Cool Creek Trail extension and Liberty Park. Parking at Liberty Park and Cool Creek Park.

Programming Facility (330 E. Main Street) - **\$100** for up to four (4) hours from 6 a.m. to 3 p.m. Mondays through Fridays, **\$20** for each additional hour. **\$300** for up to four (4) hours on weekends and after 3 p.m. Mondays through Fridays, **\$60** for each additional hour. Based upon the number of attendees, public safety fees may be charged. Amenities include: three rooms, ten 6' tables, 40 folding chairs, 25 children's chairs, two restrooms, on-site parking for 20 vehicles and public parking for 30+ vehicles within a 1-2 minute

walk. The programming facility is located across the street from O.W. Krohn and Associates, and in between Body One and Edward Jones.

NOTE: A refundable damage deposit of \$200 is required for all special events; if alcohol is served, the deposit increases to \$600.

All fees are final and non-refundable. Rental fees include: Clean up prior to event, set up of additional trash receptacles (if needed), and trash removal after the event, any necessary furniture moving and on-site staff during event.

PERMIT FOR SPECIAL EVENT USE
WESTFIELD PARKS AND RECREATION DEPARTMENT

ALL REQUESTS ARE TO BE SUBMITTED AT LEAST 30 DAYS PRIOR TO USE

(Exhibit B-Policy PK 01-11)

TODAY'S DATE: _____ ORGANIZATION: _____
EVENT LOCATION: _____ SPECIFIC AREA: _____
DATE(S): _____ HOURS: _____ APPROX. ATTENDANCE: _____
EVENT NAME: _____ EVENT PURPOSE: _____

Specify, in as much detail as possible, what will be required for the event. Include set up (tents, tables, chairs), technology needs, use of public address systems, power, and who is supplying and setting up this equipment. Also, include event signage. Attach a map of the event layout.

A Certificate of Liability Insurance in the amount of \$100,000 property damage per occurrence and \$1,000,000 bodily injury per occurrence naming the City of Westfield as additional insured required. Certificate is due with payment of damage deposit and fees.

A signed Permit For Special Event Use form must be on file with the Park Administration Office to confirm scheduling of your event.

_____ REPRESENTATIVE	_____ ALTERNATE CONTACT NAME & PHONE
_____ SIGNATURE OF REPRESENTATIVE	_____ MAILING ADDRESS
_____ HOME PHONE	_____ CITY/STATE
_____ WORK PHONE	_____ ZIP
_____ EMAIL	_____ DATE

FOR OFFICE USE ONLY:

DEPOSIT AMT: _____ DATE RECEIVED: _____ RENTAL FEE: _____ DATE RECEIVED: _____
PUBLIC SAFETY FEE: _____ DATE RECEIVED: _____ MAINTENANCE FEE: _____ DATE RECEIVED: _____
APPROVED/DENIED: _____
CERTIFICATE OF INSURANCE RECEIVED: _____ PERMIT NUMBER: _____

I hereby certify that each of the above listed vouchers and invoices, or bills attached there to, are true and correct and I have audited same in accordance with IC5-11-10-1.6.

November 10, 2014

Fiscal Officer

ALLOWANCE OF ACCOUNTS PAYABLE VOUCHERS
--

CITY OF WESTFIELD

We have examined the Accounts Payable Vouchers listed on the foregoing Register of Accounts Payable Vouchers consisting of 19 pages and except for accounts payables not allowed as shown on the Register such account payables are hereby allowed in the total amount of \$0 and pending director approval such accounts payables are hereby allowed in the total amount of \$0.

Dated this 10 day of November, 2014

_____	_____	_____
_____	_____	_____
_____	_____	_____

Signatures of Governing Board

Approved by State Board of Accounts for the City of Westfield, 2013

Purchase Invoice Register

City of Westfield

Report Date Range: 10/22/14..11/05/14

11/5/2014 8:09 AM

Page 1 of 19

WESTFIELD\kgagnon

Buy-From Vendor No.	Buy-From Vendor Name	Invoice No.	Date	G/L Acct.	G/L Account Name	Description	Amount	Check No.	Check Date
Fund No. Fund Name									
101 General									
Administration									
VEN000513	DavisVision	APP021667	10/22/2014	101001119	ADM-HEALTH AND DENTAL	ins	168.38	55241	10/22/2014
VEN000052	Advantage HMO Health Plans	APP021668	10/22/2014	101001119	ADM-HEALTH AND DENTAL	ins	10,676.17	55240	10/22/2014
VEN000534	Delta Dental	APP021674	10/22/2014	101001119	ADM-HEALTH AND DENTAL	ins	895.75	55243	10/22/2014
VEN000962	Indiana Dept Of Workforce	APP021714	10/27/2014	101001349	ADM-SERVICES	unemployment	214.00	55252	10/27/2014
VEN000301	Buckeye Power Sales Co	APP021722	10/28/2014	101001343	ADM-BUILDING		800.00		
VEN001953	Thomson West	APP021724	10/28/2014	101001330	ADM-ATTORNEY/CONSULT	West Information Charges	156.00		
VEN001182	Kings Ill America	APP021725	10/28/2014	101001343	ADM-BUILDING	Elevator phone service	88.95		
VEN000480	CSI Signs	APP021733	10/28/2014	101001347	ADM-PROMOTIONS	Boards	80.35		
VEN003026	Wellbrooke of Westfield	APP021734	10/28/2014	101001347	ADM-PROMOTIONS	Catering for Press Release	320.00		
VEN003045	Shawn Pierce	APP021739	10/28/2014	101001334	ADM-TRAVEL/TRAINING/SE	Premiere Pro Editing Training	150.00		
VEN000931	Ice Miller LLP	APP021755	10/28/2014	101001331	ADM-CONSULTING	Monthly retainers	5,000.00		
VEN000931	Ice Miller LLP	APP021755	10/28/2014	101001331	ADM-CONSULTING	Ancillary services/long dist, ph	0.00		
VEN000678	Faegre Baker Daniels	APP021757	10/28/2014	101001330	ADM-ATTORNEY/CONSULT	Sale of Water Utility for July	8,925.28		
VEN000263	Bose Public Affairs Group LLC	APP021758	10/28/2014	101001349	ADM-SERVICES	Sept services	3,500.00		
VEN000873	Heartland Growers	APP021759	10/28/2014	101001343	ADM-BUILDING	Mums for City Hall	40.75		
VEN002017	Unifirst Corporation	APP021760	10/28/2014	101001343	ADM-BUILDING	Mats 10/16	155.60		
VEN002017	Unifirst Corporation	APP021761	10/28/2014	101001343	ADM-BUILDING	Mats 10/9	149.50		
VEN002017	Unifirst Corporation	APP021761	10/28/2014	101001343	ADM-BUILDING	Mats 10/2	157.73		
VEN002213	Open Control Systems	APP021762	10/28/2014	101001343	ADM-BUILDING	City Services trouble with entr	259.20		
VEN002123	Westfield-Washington Schools	APP021764	10/28/2014	101001223	ADM-OFFICE SUPPLIES	Paper for Sept and half of Oct	24.99		
VEN000312	Busy Bee Cleaning Service	APP021765	10/28/2014	101001343	ADM-BUILDING	Office cleaning at City Hall	425.00		
VEN000589	Duke Energy	APP021810	10/30/2014	101001341	ADM-ELECTRICITY	Clinic House	90.69	55324	10/30/2014
VEN000589	Duke Energy	APP021810	10/30/2014	101001341	ADM-ELECTRICITY	DWNA	19.75	55324	10/30/2014
VEN000739	Frontier	APP021853	11/3/2014	101001343	ADM-BUILDING	City Hall Bldg Alarm	44.04	55328	11/3/2014
VEN000739	Frontier	APP021853	11/3/2014	101001343	ADM-BUILDING	City Services	302.30	55328	11/3/2014
VEN001537	Payroll	APP021890	11/3/2014	101001111	ADM-SALARY	sal	63,083.35		
VEN001537	Payroll	APP021890	11/3/2014	101001120	ADM-FICA AND MEDICARE	fica	3,747.05		
VEN001537	Payroll	APP021890	11/3/2014	101001120	ADM-FICA AND MEDICARE	med	876.30		
VEN001537	Payroll	APP021890	11/3/2014	101001121	ADM-PERF	perf	7,905.15		
VEN002016	UN Communications	APP021958	11/4/2014	101001337	ADM-PRINTING	Your City Matters newsletter f	3,501.52		
Subtotal for Administration							111,757.80		

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Fund No. Fund Name									
101	General								
	Police								
VEN000513	DavisVision	APP021667	10/22/2014	101002119	POLICE-HEALTH AND DENT	ins	422.28	55241	10/22/2014
VEN000052	Advantage HMO Health Plans	APP021668	10/22/2014	101002119	POLICE-HEALTH AND DENT	ins	26,290.34	55240	10/22/2014
VEN000534	Delta Dental	APP021674	10/22/2014	101002119	POLICE-HEALTH AND DENT	ins	2,296.66	55243	10/22/2014
VEN001138	Josh Harrell	APP021681	10/22/2014	101002334	POLICE-TRAVEL/TRAINING/	Reimbursement for food - trai	194.58	55247	10/22/2014
VEN000281	Brett Bays	APP021682	10/22/2014	101002229	POLICE-UNIFORMS	Reimbursement for Clothing -	132.96	55245	10/22/2014
VEN000312	Busy Bee Cleaning Service	APP021727	10/28/2014	101002343	POLICE-BUILDING MAINTEN	Janitorial 10/13-10/30	768.00		
VEN002017	Unifirst Corporation	APP021728	10/28/2014	101002343	POLICE-BUILDING MAINTEN	Mat Rental	37.75		
VEN002035	US Uniform and Supply	APP021729	10/28/2014	101002229	POLICE-UNIFORMS	Nichols ordered - Pants, nam	229.60		
VEN002353	Boldens Cleaners	APP021730	10/28/2014	101002229	POLICE-UNIFORMS	Dry Cleaning September	503.80		
VEN001868	Suzanna K Cable	APP021751	10/28/2014	101002349	POLICE-SERVICES	Christian Haley Transcription	957.60		
VEN001815	Speedway Superamerica	APP021752	10/28/2014	101002226	POLICE-VEHICLE GAS/SUPP	Fuel	320.77		
VEN000080	Almost Home Boarding Kennel	APP021753	10/28/2014	101002355	POLICE-K-9 MAINT	Boarding - Gorky	250.00		
VEN002123	Westfield-Washington Schools	APP021764	10/28/2014	101002223	POLICE-OFFICE SUPPLIES	Paper for Sept and half of Oct	199.92		
VEN000644	Enviro-max Inc	APP021772	10/28/2014	101002343	POLICE-BUILDING MAINTEN		677.75		
VEN000739	Frontier	APP021853	11/3/2014	101002335	POLICE-TELEPHONE	Stamp machine, Elevator and	59.78	55328	11/3/2014
VEN001459	North Central Co-Op	APP021857	11/3/2014	101002226	POLICE-VEHICLE GAS/SUPP	Unleaded fuel for Oct	11,262.45		
VEN001361	Mid America Elevator	APP021876	11/3/2014	101002343	POLICE-BUILDING MAINTEN	Annual contract for 11/1-10/31	580.41		
VEN001537	Payroll	APP021890	11/3/2014	101002111	POLICE-SALARY	sal	118,656.95		
VEN001537	Payroll	APP021890	11/3/2014	101002119	POLICE-HEALTH AND DENT	hsa	375.00		
VEN001537	Payroll	APP021890	11/3/2014	101002120	POLICE-FICA AND MEDICAR	fica	7,127.19		
VEN001537	Payroll	APP021890	11/3/2014	101002120	POLICE-FICA AND MEDICAR	med	1,666.82		
VEN001537	Payroll	APP021890	11/3/2014	101002121	POLICE-PERF	perf	18,064.43		
VEN001877	T and T Sales promotions	APP021967	11/4/2014	101002347	POLICE-PROMOTIONS	Halloween Bracelets	89.50		
VEN000550	DesignPD	APP021968	11/4/2014	101002334	POLICE-TRAVEL/TRAINING/	Field Training Tracker Fee	547.00		
VEN001868	Suzanna K Cable	APP021969	11/4/2014	101002349	POLICE-SERVICES	transcription - Lepper and Mo	544.35		
VEN001868	Suzanna K Cable	APP021969	11/4/2014	101002349	POLICE-SERVICES	Transcription - Moore Intervie	136.80		
VEN002017	Unifirst Corporation	APP021970	11/4/2014	101002343	POLICE-BUILDING MAINTEN	Mat Rental	38.32		
VEN001181	Kim's Alterations	APP021971	11/4/2014	101002229	POLICE-UNIFORMS	Uniform Patches - Wally	40.00		
VEN002336	Citizens Westfield	APP021972	11/4/2014	101002342	POLICE-WATER/SEWER	Fire Line Charge	82.18		
VEN000434	Comcast Cable	APP021973	11/4/2014	101002349	POLICE-SERVICES	Monthly Statement	48.98		
VEN002336	Citizens Westfield	APP021974	11/4/2014	101002328	POLICE-HEAT/GAS		207.66		
Subtotal for Police							192,809.83		

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Fund No. Fund Name									
101	General								
Economic and Community Development									
VEN000513	DavisVision	APP021667	10/22/2014	101003119	ECD-HEALTH AND DENTAL	ins	57.54	55241	10/22/2014
VEN000052	Advantage HMO Health Plans	APP021668	10/22/2014	101003119	ECD-HEALTH AND DENTAL	ins	3,789.02	55240	10/22/2014
VEN000534	Delta Dental	APP021674	10/22/2014	101003119	ECD-HEALTH AND DENTAL	ins	311.51	55243	10/22/2014
VEN002123	Westfield-Washington Schools	APP021764	10/28/2014	101003223	ECD-OFFICE SUPPLIES	Paper for Sept and half of Oct	49.98		
VEN001826	Staples	APP021856	11/3/2014	101003223	ECD-OFFICE SUPPLIES	Office Supplies	92.64		
VEN001459	North Central Co-Op	APP021857	11/3/2014	101003226	ECD-VEHICLE GAS/SUPPLIE	Unleaded fuel for Oct	81.97		
VEN001537	Payroll	APP021890	11/3/2014	101003111	ECD-SALARY	sal	23,271.84		
VEN001537	Payroll	APP021890	11/3/2014	101003120	ECD-FICA AND MEDICARE	fica	1,399.47		
VEN001537	Payroll	APP021890	11/3/2014	101003120	ECD-FICA AND MEDICARE	med	327.33		
VEN001537	Payroll	APP021890	11/3/2014	101003121	ECD-PERF	perf	3,141.71		
Subtotal for Economic and Community Development							32,523.01		
ECD - Building									
VEN000513	DavisVision	APP021667	10/22/2014	101004119	BLDG-HEALTH AND DENTA	ins	29.56	55241	10/22/2014
VEN000052	Advantage HMO Health Plans	APP021668	10/22/2014	101004119	BLDG-HEALTH AND DENTA	ins	2,337.63	55240	10/22/2014
VEN000534	Delta Dental	APP021674	10/22/2014	101004119	BLDG-HEALTH AND DENTA	ins	154.00	55243	10/22/2014
VEN001459	North Central Co-Op	APP021857	11/3/2014	101004226	BLDG-VEHICLE GAS	Unleaded fuel for Oct	254.76		
VEN000952	Indiana Association Of Building Officials	APP021862	11/3/2014	101004334	BLDG-TRAVEL/TRAINING/SE	Membership Appreciation at	150.00		
Subtotal for ECD - Building							2,925.95		

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Fund No. Fund Name									
101 General									
Parks									
VEN000513	DavisVision	APP021667	10/22/2014	101005119	PARKS-HEALTH AND DENT	ins	52.26	55241	10/22/2014
VEN000052	Advantage HMO Health Plans	APP021668	10/22/2014	101005119	PARKS-HEALTH AND DENT	ins	3,820.34	55240	10/22/2014
VEN000534	Delta Dental	APP021674	10/22/2014	101005119	PARKS-HEALTH AND DENT	ins	286.77	55243	10/22/2014
VEN000381	Cherry Street Plaza LLC	APP021754	10/28/2014	101005366	PARKS-BUILDING LEASE	Monthly rent for 330 Main St A	1,582.77	103102814	10/30/2014
VEN000381	Cherry Street Plaza LLC	APP021754	10/28/2014	101005366	PARKS-BUILDING LEASE	Increase effective 3/1/14	47.58	103102814	10/30/2014
VEN000589	Duke Energy	APP021807	10/30/2014	101005341	PARKS-ELECTRIC	Midland Bridge	18.13	55324	10/30/2014
VEN002706	KJM Trucking Inc	APP021817	10/30/2014	101005345	PARKS-EQUIP REPAIR	Repair to the trails	856.26		
VEN001459	North Central Co-Op	APP021857	11/3/2014	101005226	PARKS-VEHICLE GAS	Unleaded fuel for Oct	719.96		
VEN001367	Midwest Toxicology Servic	APP021874	11/3/2014	101005349	PARKS-SERVICES	New employee drug testing	50.00		
VEN000794	Indy Portables	APP021875	11/3/2014	101005476	PARKS-EQUIP LEASES	500 Deerwalk Trace for Oct	89.00		
VEN001912	The Brickman Group LTD LLC	APP021877	11/3/2014	101005349	PARKS-SERVICES	Mowing for 16322 Little Eagle	140.00		
VEN001912	The Brickman Group LTD LLC	APP021879	11/3/2014	101005349	PARKS-SERVICES	Service for Oct	28,646.84		
VEN001912	The Brickman Group LTD LLC	APP021880	11/3/2014	101005349	PARKS-SERVICES	Oct Services	13,346.00		
VEN001537	Payroll	APP021890	11/3/2014	101005111	PARKS-SALARY	sal	12,094.69		
VEN001537	Payroll	APP021890	11/3/2014	101005120	PARKS-FICA AND MEDICAR	fica	725.26		
VEN001537	Payroll	APP021890	11/3/2014	101005120	PARKS-FICA AND MEDICAR	med	169.63		
VEN001537	Payroll	APP021890	11/3/2014	101005121	PARKS-PERF	perf	1,632.79		
VEN000402	Cintas	APP021918	11/4/2014	101005229	PARKS-UNIFORMS	Boots	135.00		
Subtotal for Parks							64,413.28		

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Fund No. Fund Name									
101	General								
Informatics									
VEN000513	DavisVision	APP021667	10/22/2014	101007119	IT-HEALTH AND DENTAL	ins	65.98	55241	10/22/2014
VEN000052	Advantage HMO Health Plans	APP021668	10/22/2014	101007119	IT-HEALTH AND DENTAL	ins	4,665.83	55240	10/22/2014
VEN000534	Delta Dental	APP021674	10/22/2014	101007119	IT-HEALTH AND DENTAL	ins	289.86	55243	10/22/2014
VEN000348	CDW Government Inc	APP021735	10/28/2014	101007451	IT-COMPUTER/EQUIP	Media RAM	97.74		
VEN000348	CDW Government Inc	APP021740	10/28/2014	101007451	IT-COMPUTER/EQUIP	FW DC	533.47		
VEN001459	North Central Co-Op	APP021857	11/3/2014	101007226	IT-VEHICLE GAS	Unleaded fuel for Oct	168.36		
VEN000132	Apparatus	APP021858	11/3/2014	101007331	IT-CONSULTING	Monthly billing for October	5,750.00		
VEN001796	Simcrest	APP021860	11/3/2014	101007331	IT-CONSULTING	Service for 10/22 and 10/23	508.75		
VEN002044	Van Ausdall and Farrar	APP021861	11/3/2014	101007337	IT-PRINTING	Click charges for Sept	718.28		
VEN002012	U.S. Bank Equipment Finance	APP021866	11/3/2014	101007337	IT-PRINTING	Copy machine rentals	1,328.90		
VEN000348	CDW Government Inc	APP021868	11/3/2014	101007451	IT-COMPUTER/EQUIP	TRIPP 50ft	83.55		
VEN000132	Apparatus	APP021873	11/3/2014	101007331	IT-CONSULTING	Unidesk 3 yr service	5,700.00		
VEN000132	Apparatus	APP021873	11/3/2014	101007331	IT-CONSULTING	Remote services	75.00		
VEN000132	Apparatus	APP021873	11/3/2014	101007389	IT-SOFTWARE LICENSING	Unidesk Managed desktops	7,600.00		
VEN000132	Apparatus	APP021873	11/3/2014	101007389	IT-SOFTWARE LICENSING	Veeam backup and recovery	3,100.00		
VEN002012	U.S. Bank Equipment Finance	APP021882	11/3/2014	101007337	IT-PRINTING	Training Facility	87.72		
VEN000348	CDW Government Inc	APP021885	11/3/2014	101007389	IT-SOFTWARE LICENSING		2,344.80		
Subtotal for Informatics							33,118.24		

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Fund No.	Fund Name								
101	General								
	Clerk Treasurer								
VEN000513	DavisVision	APP021667	10/22/2014	101008119	CT-HEALTH AND DENTAL	ins	65.98	55241	10/22/2014
VEN000052	Advantage HMO Health Plans	APP021668	10/22/2014	101008119	CT-HEALTH AND DENTAL	ins	3,651.05	55240	10/22/2014
VEN000534	Delta Dental	APP021674	10/22/2014	101008119	CT-HEALTH AND DENTAL	ins	287.81	55243	10/22/2014
VEN000847	Hamilton County Recorder	APP021705	10/24/2014	101008349	CT-SERVICES	warr deed, easements, ordina	261.00	55250	10/30/2014
VEN000837	Hamilton County Auditor Courthouse	APP021706	10/24/2014	101008349	CT-SERVICES	transfers	15.00	55251	10/30/2014
VEN001469	O W Krohn and Associates	APP021726	10/28/2014	101008349	CT-SERVICES	Services for Sept	5,362.50		
VEN001573	Pitney Bowes	APP021745	10/28/2014	101008223	CT-OFFICE SUPPLIES	Red ink for postage machine	253.96		
VEN002123	Westfield-Washington Schools	APP021764	10/28/2014	101008223	CT-OFFICE SUPPLIES	Paper for Sept and half of Oct	49.98		
VEN001537	Payroll	APP021779	10/28/2014	101008331	CT-CONSULTING	Processing charges for period	832.25	102102414	10/30/2014
VEN000400	Cindy Gossard	APP021805	10/30/2014	101008001	CT-UNAPPROPRIATED	reimb miles/ state board class	104.16	55320	10/30/2014
VEN000527	Debra Tolley	APP021806	10/30/2014	101008001	CT-UNAPPROPRIATED	SBOA Conference Mileage	85.58	55321	10/30/2014
VEN000125	Anne Cotham	APP021823	10/30/2014	101008349	CT-SERVICES	payment for working council	79.65	55325	10/30/2014
VEN002112	Westfield Pharmacy	APP021827	10/31/2014	101008347	CT-PROMOTIONS	Flowers for Cindy	58.00		
VEN001406	Municipal Code	APP021828	10/31/2014	101008349	CT-SERVICES	Ordinances	531.67		
VEN001940	The Times	APP021839	11/3/2014	101008338	CT-LEGAL NOTICES	Add'l Appropriations	20.13		
VEN001000	Indianapolis Star	APP021872	11/3/2014	101008338	CT-LEGAL NOTICES	Budget	260.34		
	Subtotal for Clerk Treasurer						11,919.06		
	Mayor								
VEN000513	DavisVision	APP021667	10/22/2014	101009119	MAYOR-HEALTH AND DENT	ins	12.14	55241	10/22/2014
VEN000052	Advantage HMO Health Plans	APP021668	10/22/2014	101009119	MAYOR-HEALTH AND DENT	ins	657.60	55240	10/22/2014
VEN000534	Delta Dental	APP021674	10/22/2014	101009119	MAYOR-HEALTH AND DENT	ins	45.97	55243	10/22/2014
	Subtotal for Mayor						715.71		
	City Council								
VEN000149	ASCAP	APP021680	10/22/2014	101010347	CITY COUNCIL-PROMOTION	License Fee	367.69	55244	10/22/2014
VEN002113	Westfield Playhouse	APP021715	10/27/2014	101010347	CITY COUNCIL-PROMOTION	repairs	4,925.00	55253	10/27/2014
VEN002111	Westfield Park and Rec Dept	APP021819	10/30/2014	101010347	CITY COUNCIL-PROMOTION	Sponsor Invoice for WIL Rein	1,500.00		
	Subtotal for City Council						6,792.69		

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Fund No. Fund Name									
101	General								
	Public Works								
VEN000513	DavisVision	APP021667	10/22/2014	101013119	PW-HEALTH AND DENTAL	ins	340.46	55241	10/22/2014
VEN000052	Advantage HMO Health Plans	APP021668	10/22/2014	101013119	PW-HEALTH AND DENTAL	ins	21,440.81	55240	10/22/2014
VEN000534	Delta Dental	APP021674	10/22/2014	101013119	PW-HEALTH AND DENTAL	ins	1,700.85	55243	10/22/2014
VEN002097	Westfield Chamber Of Commerce	APP021744	10/28/2014	101013347	PW-PROMOTIONS	Lantern Awards Travis and As	120.00		
VEN000030	Ace-Pak Products	APP021747	10/28/2014	101013223	PW-OFFICE SUPPLIES	Roll towels and Shoe covers	515.88		
VEN001646	Red Wing Shoe Company	APP021748	10/28/2014	101013229	PW-UNIFORMS	Boots	1,030.00		
VEN002123	Westfield-Washington Schools	APP021764	10/28/2014	101013223	PW-OFFICE SUPPLIES	Paper for Sept and half of Oct	49.98		
VEN000593	Dustin Shoe	APP021855	11/3/2014	101013334	PW-TRAVEL/TRAINING/SEMI	Garage parking and lunch whi	23.94	55327	11/3/2014
VEN000062	Aim Right Inc	APP021884	11/3/2014	101013229	PW-UNIFORMS	Class 3 Parkas-30 pieces	2,397.10		
VEN000062	Aim Right Inc	APP021884	11/3/2014	101013229	PW-UNIFORMS	Freight charge was off	9.55		
VEN001537	Payroll	APP021890	11/3/2014	101013111	PW-SALARY	sal	61,204.44		
VEN001537	Payroll	APP021890	11/3/2014	101013120	PW-FICA AND MEDICARE	fica	3,585.62		
VEN001537	Payroll	APP021890	11/3/2014	101013120	PW-FICA AND MEDICARE	med	838.60		
VEN001537	Payroll	APP021890	11/3/2014	101013121	PW-PERF	perf	8,000.01		
VEN003050	Dennis Warner	APP021909	11/4/2014	101013334	PW-TRAVEL/TRAINING/SEMI	CDL license	16.00		
VEN001464	Northside Garage Door System	APP021912	11/4/2014	101013223	PW-OFFICE SUPPLIES	Door repair	172.00		
VEN000402	Cintas	APP021918	11/4/2014	101013229	PW-UNIFORMS	Boots	270.00		
VEN001440	Neopost	APP021921	11/4/2014	101013333	PW-POSTAGE	Meter rental	262.50		
VEN000103	American Structurepoint Inc	APP021956	11/4/2014	101001474	ADM-CONSTRUCT UTL SAL	Grand Park	4,776.80		
VEN000103	American Structurepoint Inc	APP021956	11/4/2014	101001474	ADM-CONSTRUCT UTL SAL	Grand Park	5,950.00		
Subtotal for Public Works							112,704.54		
Subtotal for Fund 101 General							569,680.11		

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Fund No. Fund Name									
201	Motor Vehicle Highway (MVH)								
Public Works									
VEN002234	Land Collective LLC	APP021731	10/28/2014	201013349	MVH-SERVICES	Grand Junction Landscape C	17,921.05		
VEN001716	Runyon Equipment Rental	APP021737	10/28/2014	201013476	MVH-EQUIP LEASES	Mill St Park Lot	300.00		
VEN001384	Milestone Contractors LLP	APP021738	10/28/2014	201013231	MVH-SUBGRADE MATERIAL	Surface pot hole repair	120.36		
VEN001384	Milestone Contractors LLP	APP021742	10/28/2014	201013231	MVH-SUBGRADE MATERIAL	Surface	63.53		
VEN001778	Shelby Materials	APP021746	10/28/2014	201013231	MVH-SUBGRADE MATERIAL	32 and Cherry St	386.00		
VEN001541	PCS Engineers	APP021756	10/28/2014	201013349	MVH-SERVICES	PCS On-Call Survey Contract	2,000.00		
VEN001384	Milestone Contractors LLP	APP021780	10/28/2014	201013349	MVH-SERVICES	Resurface- Towne Rd from 1	15,999.51		
VEN001384	Milestone Contractors LLP	APP021781	10/28/2014	201013349	MVH-SERVICES	Resurface- Public Safety Bldg	7,700.00		
VEN000589	Duke Energy	APP021808	10/30/2014	201013341	MVH-ELECTRIC	Farr Hills	57.11	55324	10/30/2014
VEN000589	Duke Energy	APP021808	10/30/2014	201013341	MVH-ELECTRIC	Farr Hills Hwy Lights	62.79	55324	10/30/2014
VEN000562	DLZ	APP021843	11/3/2014	201013349	MVH-SERVICES	Monon/Midland Loop Project	8,500.00		
VEN000562	DLZ	APP021848	11/3/2014	201013349	MVH-SERVICES	Monon/Midland Loop Project	9,280.00		
VEN001671	Rieth-Riley Construction	APP021851	11/3/2014	201013378	MVH-STREET STRIPING	Group K Striping	64,822.53		
VEN001459	North Central Co-Op	APP021857	11/3/2014	201013226	MVH-VEHICLE GAS/ SUPPLI	Unleaded fuel for Oct	8,103.47		
VEN000480	CSI Signs	APP021869	11/3/2014	201013472	MVH-EQUIP	Temp Access Closed	247.28		
VEN000480	CSI Signs	APP021869	11/3/2014	201013472	MVH-EQUIP	Meter Labels	89.82		
VEN000646	Environmental Laboratories	APP021870	11/3/2014	201013349	MVH-SERVICES	Coliform and E Coli testing	765.30		
VEN001009	Indy Tire Center	APP021871	11/3/2014	201013345	MVH-EQUIP REPAIR	Tires for Bobcat	1,400.00		
VEN002706	KJM Trucking Inc	APP021913	11/4/2014	201013231	MVH-SUBGRADE MATERIAL	Shoulders	768.15		
VEN001676	Riverview Hospital	APP021914	11/4/2014	201013349	MVH-SERVICES	CDL physical	65.00		
VEN000975	Indiana Oxygen Company	APP021920	11/4/2014	201013226	MVH-VEHICLE GAS/ SUPPLI	Acetylene and Oxygen	22.74		
VEN000673	F E Harding	APP021922	11/4/2014	201013231	MVH-SUBGRADE MATERIAL	Binder	42.24		
VEN002234	Land Collective LLC	APP021926	11/4/2014	201013349	MVH-SERVICES	Grand Junction Landscape C	0.00		
VEN001364	Midwest Paving LLC	APP021931	11/4/2014	201013349	MVH-SERVICES	Resurfacing PW Maintenance	149,909.83		
VEN001364	Midwest Paving LLC	APP021931	11/4/2014	201013349	MVH-SERVICES	Final Invoice is \$138,068.31	-11,841.52		
VEN001622	Quality Truck and Trailer	APP021957	11/4/2014	201013345	MVH-EQUIP REPAIR	Sterling, Street Sweeper and	4,461.27		
Subtotal for Public Works							281,246.46		
Subtotal for Fund 201 Motor Vehicle Highway (MVH)							281,246.46		

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Fund No. Fund Name									
202 Local Road and Street (LRS)									
Public Works									
VEN001731	Sagamore Ready Mix LLC	APP021743	10/28/2014	202013432	LRS-SIDEWALK	East St and 32	206.50		
VEN001731	Sagamore Ready Mix LLC	APP021743	10/28/2014	202013432	LRS-SIDEWALK	32 and Union St	445.50		
Subtotal for Public Works							652.00		
Subtotal for Fund 202 Local Road and Street (LRS)							652.00		

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Fund No. Fund Name									
203 Fire Operating									
Fire									
VEN000692	Fifth Third Leasing Co.	APP021633	10/31/2014	203012473	FIRE-VEHICLE LEASES	2012 pumper truck	29,913.61	55318	10/31/2014
VEN000569	Don Hinds Ford Inc	APP021666	10/22/2014	203012472	FIRE-EQUIP		30,137.00	55242	10/22/2014
VEN000513	DavisVision	APP021667	10/22/2014	203012119	FIRE-HEALTH AND DENTAL	ins	741.62	55241	10/22/2014
VEN000052	Advantage HMO Health Plans	APP021668	10/22/2014	203012119	FIRE-HEALTH AND DENTAL	ins	49,843.76	55240	10/22/2014
VEN000534	Delta Dental	APP021674	10/22/2014	203012119	FIRE-HEALTH AND DENTAL	ins	4,204.58	55243	10/22/2014
VEN002048	Vectren	APP021683	10/22/2014	203012328	FIRE-GAS/HEAT	Sta 82	138.71	55249	10/22/2014
VEN000575	Donley Safety	APP021732	10/28/2014	203012360	FIRE-VEHICLE MAINT		154.60		
VEN000967	Indiana Fire Instructors Assoc	APP021766	10/28/2014	203012334	FIRE-TRAVEL/TRAINING/SE		200.00		
VEN002353	Boldens Cleaners	APP021768	10/28/2014	203012229	FIRE-UNIFORMS		122.15		
VEN000967	Indiana Fire Instructors Assoc	APP021769	10/28/2014	203012334	FIRE-TRAVEL/TRAINING/SE		100.00		
VEN000644	Enviro-max Inc	APP021772	10/28/2014	203012343	FIRE-BUILDING MAINTENAN		677.75		
VEN002148	Witmer Public Safety Group	APP021773	10/28/2014	203012229	FIRE-UNIFORMS		250.00		
VEN000644	Enviro-max Inc	APP021774	10/28/2014	203012343	FIRE-BUILDING MAINTENAN		875.00		
VEN000974	Indiana Newspapers	APP021840	11/3/2014	203012350	FIRE-SUBSCRIPTIONS/DUE		86.35		
VEN001704	Roto-Rooter	APP021841	11/3/2014	203012343	FIRE-BUILDING MAINTENAN		221.25		
VEN000739	Frontier	APP021853	11/3/2014	203012343	FIRE-BUILDING MAINTENAN	Stamp machine and Elevator	59.78	55328	11/3/2014
VEN001459	North Central Co-Op	APP021857	11/3/2014	203012226	FIRE-VEHICLE GAS/SUPPLIE	Unleaded fuel for Oct	1,561.77		
VEN001000	Indianapolis Star	APP021872	11/3/2014	203012337	FIRE-PRINTING	Merit Commission	19.34		
VEN001361	Mid America Elevator	APP021876	11/3/2014	203012343	FIRE-BUILDING MAINTENAN	Annual contract for 11/1-10/31	580.41		
VEN001537	Payroll	APP021890	11/3/2014	203012111	FIRE-SALARY	sal	177,367.68		
VEN001537	Payroll	APP021890	11/3/2014	203012120	FIRE-FICA AND MEDICARE	fica	10,514.28		
VEN001537	Payroll	APP021890	11/3/2014	203012120	FIRE-FICA AND MEDICARE	med	2,458.97		
VEN001537	Payroll	APP021890	11/3/2014	203012121	FIRE-PERF	perf	32,516.80		
VEN000214	Behind The Seams	APP021932	11/4/2014	203012229	FIRE-UNIFORMS		340.00		
VEN002148	Witmer Public Safety Group	APP021934	11/4/2014	203012229	FIRE-UNIFORMS		284.00		
VEN001615	Public Safety Medical Services	APP021935	11/4/2014	203012354	FIRE-MEDICAL EXAMS/TEST		1,069.05		
VEN000633	Embroidery Plus	APP021939	11/4/2014	203012229	FIRE-UNIFORMS		110.00		
VEN002336	Citizens Westfield	APP021972	11/4/2014	203012342	FIRE-WATER/SEWER	Fire Line Charge	82.18		
VEN002336	Citizens Westfield	APP021974	11/4/2014	203012328	FIRE-GAS/HEAT		311.49		
Subtotal for Fire							344,942.13		
Subtotal for Fund 203 Fire Operating							344,942.13		

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Fund No. Fund Name									
204	Park Impact								
Parks									
VEN002234	Land Collective LLC	APP021731	10/28/2014	204005349	PARK IMPACT-SERVICES	Grand Junction Landscape C	94,050.30		
Subtotal for Parks							94,050.30		
Public Works									
VEN002234	Land Collective LLC	APP021926	11/4/2014	204005349	PARK IMPACT-SERVICES	LC Amend #1 - Add'l SD Servi	60,500.00		
VEN003048	Linnaea Tillett Lighting Design	APP021928	11/4/2014	204005349	PARK IMPACT-SERVICES	Westfield Trail Lighting Desig	7,000.00		
Subtotal for Public Works							67,500.00		
Subtotal for Fund 204 Park Impact							161,550.30		
Fund No. Fund Name									
206	Parks Programming/Events								
Parks									
VEN000942	Imagery LLC	APP021749	10/28/2014	206005347	PARKS PROGRAM/PROMOT	Promotion - Partner Celebrati	1,600.00		
VEN001716	Runyon Equipment Rental	APP021818	10/30/2014	206005347	PARKS PROGRAM/PROMOT	Grand Junction	1,465.00		
VEN000485	Current Publishing	APP021883	11/3/2014	206005349	PARKS PROGRAM/SERVICE	WR4 event	1,765.00		
Subtotal for Parks							4,830.00		
Subtotal for Fund 206 Parks Programming/Events							4,830.00		
Fund No. Fund Name									
239	Law Enforcement								
Police									
VEN000373	Chase Equipment Finance Inc	APP021838	11/3/2014	239002473	LAW ENFORCEMENT-LEAS	police lease 2013	57,487.76	100110314	11/3/2014
Subtotal for Police							57,487.76		
Subtotal for Fund 239 Law Enforcement							57,487.76		
Fund No. Fund Name									
264	Road and Street Improvement (Road Impact)								
Public Works									
VEN001384	Milestone Contractors LLP	APP021782	10/28/2014	264013349	ROAD IMPACT-SERVICES	Asphalt repair for Dartown Rd	14,075.46		
VEN000218	Bernardin Lochmueller and Assoc.	APP021925	11/4/2014	264013349	ROAD IMPACT-SERVICES	Mill St. & PH01 Reg Det Desi	17,820.93		
VEN000218	Bernardin Lochmueller and Assoc.	APP021925	11/4/2014	264013349	ROAD IMPACT-SERVICES	Amend #1 for Mill St Design	0.00		
VEN000218	Bernardin Lochmueller and Assoc.	APP021925	11/4/2014	264013349	ROAD IMPACT-SERVICES	Amend #2 for Mill St Design	11,051.98		
Subtotal for Public Works							42,948.37		
Subtotal for Fund 264 Road and Street Improvement (Road Impact)							42,948.37		

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Fund No. Fund Name										
268	Emergency Medical and Equip									
	Fire									
VEN000403	Ciproms Inc	APP021767	10/28/2014	268012349	EMS-SERVICES		1,527.18			
VEN000266	Bound Tree Medical	APP021770	10/28/2014	268012224	EMS-OPERATING SUPPLIES		505.02			
VEN000266	Bound Tree Medical	APP021771	10/28/2014	268012224	EMS-OPERATING SUPPLIES		487.31			
VEN000065	Airgas Mid America	APP021775	10/28/2014	268012224	EMS-OPERATING SUPPLIES		23.42			
VEN000266	Bound Tree Medical	APP021937	11/4/2014	268012224	EMS-OPERATING SUPPLIES		1,343.55			
VEN002615	Midwest Golf and Turf	APP021938	11/4/2014	268012472	EMS-EQUIPMENT		14,373.23			
	Subtotal for Fire							18,259.71		
Subtotal for Fund 268 Emergency Medical and Equip							18,259.71			
Fund No. Fund Name										
269	Training Facility Center									
	Public Safety (Police and Fire)									
VEN000589	Duke Energy	APP021809	10/30/2014	269014341	TRAINING FAC-ELECTRIC	Training Facility Const Temp	84.11	55324	10/30/2014	
VEN000589	Duke Energy	APP021809	10/30/2014	269014341	TRAINING FAC-ELECTRIC	Fire Dept	376.05	55324	10/30/2014	
VEN003024	Pac Van Inc	APP021859	11/3/2014	269014349	TRAINING FAC-SERVICES	Relocate 40'sc	1,000.00			
VEN000891	Hittle Landscaping	APP021867	11/3/2014	269014343	TRAINING FAC-BUILDING M	Subsurface drainage project	434.59			
	Subtotal for Public Safety (Police and Fire)							1,894.75		
Subtotal for Fund 269 Training Facility Center							1,894.75			

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Fund No. Fund Name									
301	Eastside TIF								
RDC									
VEN000961	Indiana Dept Of Transportation	APP021718	10/28/2014	301018280	EASTSIDE TIF DEBT SERVIC	reissue ck 55024 sept	236,290.91	55319	10/28/2014
VEN001481	Old National Bank	APP021903	11/4/2014	301018400	EASTSIDE TIF LAND	Wilfong Parcel 6 and 9 Nov re	5,390.00	55330	11/4/2014
VEN001741	Sandee Enterprises LLC	APP021904	11/4/2014	301018400	EASTSIDE TIF LAND	Parcel 1 Nov rent	4,781.55	55332	11/4/2014
VEN001741	Sandee Enterprises LLC	APP021904	11/4/2014	301018400	EASTSIDE TIF LAND	Parcel 1 Nov rent/increase for	2,231.39	55332	11/4/2014
VEN001530	Patsy M Kunz Revocable Trust	APP021905	11/4/2014	301018400	EASTSIDE TIF LAND	Parcel 7 Nov rent	3,388.65	55331	11/4/2014
VEN001530	Patsy M Kunz Revocable Trust	APP021905	11/4/2014	301018400	EASTSIDE TIF LAND	Parcel 7 Nov rent/increase eff	1,581.37	55331	11/4/2014
VEN001075	James Wood/Sandra Wood	APP021906	11/4/2014	301018400	EASTSIDE TIF LAND	Parcels 3, 4, 5 and 8 Nov rent	12,080.36	55329	11/4/2014
VEN001075	James Wood/Sandra Wood	APP021906	11/4/2014	301018400	EASTSIDE TIF LAND	Parcels 3, 4, 5 and 8 Nov rent	5,637.50	55329	11/4/2014
VEN000218	Bernardin Lochmueller and Assoc.	APP021924	11/4/2014	301018349	EASTSIDE TIF SERVICES	Reg Detention Permitting/Rep	13,524.80		
Subtotal for RDC							284,906.53		
Subtotal for Fund 301 Eastside TIF							284,906.53		
Fund No. Fund Name									
307	2011 COIT Notes Bond and Interest								
Clerk Treasurer									
VEN000186	Bank Of New York Mellon	APP021634	10/31/2014	307008381	2011 COIT BAN-INTEREST	coit ban 2011	175,000.00	55317	10/31/2014
Subtotal for Clerk Treasurer							175,000.00		
Subtotal for Fund 307 2011 COIT Notes Bond and Interest							175,000.00		
Fund No. Fund Name									
309	Eagletown TIF								
RDC									
VEN002225	Butler Fairman and Seufert Inc	APP021849	11/3/2014	309018349	EAGLETOWN TIF SERVICES	Ditch Road Extension (SR 32	51,517.00		
Subtotal for RDC							51,517.00		
Subtotal for Fund 309 Eagletown TIF							51,517.00		

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Fund No. Fund Name									
313	2012 and 2013 COIT BAN Construction								
Grand Park									
VEN001205	L.E. Isley and Sons Inc	APP021736	10/28/2014	313015474	2012-13 COIT BAN-CONSTR	Water Supply Testing at Back	825.00		
VEN001716	Runyon Equipment Rental	APP021777	10/28/2014	313015474	2012-13 COIT BAN-CONSTR	Equipment Rental for Earthwo	711.10		
VEN002613	ERMCO Inc	APP021778	10/28/2014	313015474	2012-13 COIT BAN-CONSTR	Weather Alert System	624.00		
VEN001710	RQAW Corp	APP021878	11/3/2014	313015349	2012-13 COIT BAN-SERVICE	Building Design Services	550.00		
VEN001410	Myers Construction Mgmt Inc	APP021907	11/4/2014	313015474	2012-13 COIT BAN-CONSTR	Maintenance Buildings & Con	20,578.20		
VEN001671	Rieth-Riley Construction	APP021929	11/4/2014	313015474	2012-13 COIT BAN-CONSTR	Roadways, Parking Lots & Sit	0.00		
VEN001671	Rieth-Riley Construction	APP021929	11/4/2014	313015474	2012-13 COIT BAN-CONSTR	Rieth-Riley Change Order#8	45,230.40		
VEN001547	Penrod Lumber Co	APP021944	11/4/2014	313015474	2012-13 COIT BAN-CONSTR	Wood Fences & Gates	75,372.46		
Subtotal for Grand Park							143,891.16		
Subtotal for Fund 313 2012 and 2013 COIT BAN Construction							143,891.16		
Fund No. Fund Name									
436	Myers Const Escrow/Retainage								
Grand Park									
VEN001410	Myers Construction Mgmt Inc	APP021951	11/4/2014	436015474	MYERS ESCROW CONSTRU	Partial escrow release	160,078.70		
Subtotal for Grand Park							160,078.70		
Subtotal for Fund 436 Myers Const Escrow/Retainage							160,078.70		
Fund No. Fund Name									
500	Sports Campus Grant								
Grand Park									
VEN001054	J and D Turf	APP021723	10/28/2014	500015474	GRAND PARK GRANT-CON	Bermuda Re-Seeding Observ	3,375.00		
VEN000450	Context	APP021776	10/28/2014	500015474	GRAND PARK GRANT-CON	TSGR CA & Observation CO#	3,337.50		
Subtotal for Grand Park							6,712.50		
Subtotal for Fund 500 Sports Campus Grant							6,712.50		

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Fund No. Fund Name									
640	Sports Campus Operating								
Grand Park									
VEN002228	Indiana Sports Properties	APP021847	11/3/2014	640015349	SPORTS CAMPUS-SERVICE	Property Management for Gra	21,500.00		
VEN002228	Indiana Sports Properties	APP021945	11/4/2014	640015349	SPORTS CAMPUS-SERVICE	Sales Commission for August	8,189.61		
VEN002228	Indiana Sports Properties	APP021945	11/4/2014	640015349	SPORTS CAMPUS-SERVICE	Sales Commission for Sept	10,706.40		
VEN002228	Indiana Sports Properties	APP021945	11/4/2014	640015349	SPORTS CAMPUS-SERVICE	Sales Commission for Oct	9,504.94		
VEN001637	Ray's Trash Service	APP021946	11/4/2014	640015349	SPORTS CAMPUS-SERVICE	571 E 191st	313.98		
VEN001637	Ray's Trash Service	APP021946	11/4/2014	640015349	SPORTS CAMPUS-SERVICE	5 E 191st Street	509.94		
VEN001912	The Brickman Group LTD LLC	APP021947	11/4/2014	640015349	SPORTS CAMPUS-SERVICE	Add'l seeding and topdressing	18,535.00		
VEN001912	The Brickman Group LTD LLC	APP021948	11/4/2014	640015349	SPORTS CAMPUS-SERVICE	Grand Park Commons	84,635.00		
VEN001912	The Brickman Group LTD LLC	APP021948	11/4/2014	640015349	SPORTS CAMPUS-SERVICE	Grand Park Soccer	76,823.00		
Subtotal for Grand Park							230,717.87		
Subtotal for Fund 640 Sports Campus Operating							230,717.87		
Fund No. Fund Name									
641	Supplemental Reserv								
Administration									
VEN002802	Crossroads Document Serv	APP021763	10/28/2014	641001349	SUPPLE RESERV CONTR S	Boxes of permit files scanned	10,700.00		
VEN001671	Rieth-Riley Construction	APP021940	11/4/2014	641001349	SUPPLE RESERV CONTR S	Payment for Farr Hills Constr	126,896.71		
VEN001671	Rieth-Riley Construction	APP021941	11/4/2014	641001349	SUPPLE RESERV CONTR S	Payment for Ridgewood Cons	359,755.73		
Subtotal for Administration							497,352.44		
Subtotal for Fund 641 Supplemental Reserv							497,352.44		
Fund No. Fund Name									
646	WestfieldConnects								
WestfieldConnects									
VEN001462	Northern Lights	APP021949	11/4/2014	646019349	WESTFIELDCONNECTS-SE	Utility locates for Sept	10,585.50		
VEN000965	Indiana Fiber Network	APP021950	11/4/2014	646019349	WESTFIELDCONNECTS-SE	Generator Power Monitoring	140.00		
Subtotal for WestfieldConnects							10,725.50		
Subtotal for Fund 646 WestfieldConnects							10,725.50		

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Fund No. Fund Name									
651 Infrastructure Improv									
Public Works									
VEN002067	VS Engineering	APP021816	10/30/2014	651013474	INFRASTRUCTURE IMPRO	Monon Trail repairs and pavin	1,321.46		
VEN001671	Rieth-Riley Construction	APP021820	10/30/2014	651013474	INFRASTRUCTURE IMPRO	North Union St. Extension- Co	295,093.81		
VEN002019	United Consulting Engineers	APP021829	10/31/2014	651013474	INFRASTRUCTURE IMPRO	Midland Monon Trail Anna Ke	6,500.00		
VEN000596	E and B Paving Inc	APP021842	11/3/2014	651013474	INFRASTRUCTURE IMPRO		395,089.57		
VEN000562	DLZ	APP021844	11/3/2014	651013474	INFRASTRUCTURE IMPRO	Replaces PO2094/Monon Tri	2,925.00		
VEN000562	DLZ	APP021845	11/3/2014	651013474	INFRASTRUCTURE IMPRO	Replaces PO2168/Wheeler R	1,000.00		
VEN000103	American Structurepoint Inc	APP021850	11/3/2014	651013474	INFRASTRUCTURE IMPRO	Replaces PO2171/Grand Par	2,400.00		
VEN001671	Rieth-Riley Construction	APP021851	11/3/2014	651013474	INFRASTRUCTURE IMPRO	Group A 2014 Fall Resurfacin	27,142.60		
VEN001671	Rieth-Riley Construction	APP021851	11/3/2014	651013474	INFRASTRUCTURE IMPRO	Group C 2014 Fall Resurfacin	26,654.30		
VEN000589	Duke Energy	APP021852	11/3/2014	651013474	INFRASTRUCTURE IMPRO	201 Mill St	47.53	55326	11/3/2014
VEN000562	DLZ	APP021854	11/3/2014	651013474	INFRASTRUCTURE IMPRO	Replaces PO2094/Monon Tri	7,945.00		
VEN001898	Terry Anker	APP021863	11/3/2014	651013474	INFRASTRUCTURE IMPRO	Stanly & Patricia Harmon	1,500.00		
VEN001273	M G Gerdenich II	APP021864	11/3/2014	651013474	INFRASTRUCTURE IMPRO	Stanly & Patricia Harmon	1,500.00		
VEN002849	Jeffrey S Juday	APP021865	11/3/2014	651013474	INFRASTRUCTURE IMPRO	Stanly & Patricia Harmon	1,500.00		
VEN003052	Mary C Menonna	APP021881	11/3/2014	651013474	INFRASTRUCTURE IMPRO	Parcel 1 compensation for .34	35,000.00		
VEN002957	Synthesis Corp	APP021886	11/3/2014	651013474	INFRASTRUCTURE IMPRO	Midland Trail Phase 4 (GUnth	6,872.98		
VEN002952	Monroe LLC	APP021892	11/3/2014	651013474	INFRASTRUCTURE IMPRO	Trail Gap Project 2014	107,966.52		
VEN000562	DLZ	APP021908	11/4/2014	651013474	INFRASTRUCTURE IMPRO	Monon Trail	32,500.00		
VEN001044	Irving Materials	APP021916	11/4/2014	651013474	INFRASTRUCTURE IMPRO	Parking lot Mill Street	382.00		
VEN002234	Land Collective LLC	APP021926	11/4/2014	651013474	INFRASTRUCTURE IMPRO	LC Amend #1 - Mill St. Ripari	55,000.00		
VEN002038	USI Consultants, Inc	APP021930	11/4/2014	651013474	INFRASTRUCTURE IMPRO	Replaces PO2277/can not fin	9,300.00		
VEN001521	Parsons Brinckerhoff Inc	APP021959	11/4/2014	651013474	INFRASTRUCTURE IMPRO	Replaces PO2175/ROW Man	7,333.65		
VEN001521	Parsons Brinckerhoff Inc	APP021960	11/4/2014	651013474	INFRASTRUCTURE IMPRO	Monon Trail 161 to 169 Task	155.00		
VEN001521	Parsons Brinckerhoff Inc	APP021961	11/4/2014	651013474	INFRASTRUCTURE IMPRO	ROW Acquisition for Wheeler	120.00		
VEN001521	Parsons Brinckerhoff Inc	APP021962	11/4/2014	651013474	INFRASTRUCTURE IMPRO	Task Order 7 - OLD PO00217	580.00		
VEN000787	Globe Asphalt Paving Co.	APP021963	11/4/2014	651013474	INFRASTRUCTURE IMPRO	Monon Trail Phase 3A Paving	208,634.74		
Subtotal for Public Works							1,234,464.16		
Subtotal for Fund 651 Infrastructure Improv							1,234,464.16		

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Fund No. Fund Name									
701	Payroll								
Clerk Treasurer									
VEN000534	Delta Dental	APP021670	10/22/2014	701008930	PAYROLL-INS. DED	ins	2,454.55	16259	10/22/2014
VEN001689	Robert Horkay	APP021671	10/22/2014	701008110	PAYROLL-NET SALARIES	reimb/ lost paycheck	324.45	16260	10/22/2014
VEN000052	Advantage HMO Health Plans	APP021672	10/22/2014	701008930	PAYROLL-INS. DED	ins	2,806.34	16258	10/22/2014
VEN003047	Gary Pence	APP021686	10/23/2014	701008110	PAYROLL-NET SALARIES	payroll	1,731.01	16261	10/23/2014
VEN002177	Indiana Members Credit Union	APP021687	10/23/2014	701008930	PAYROLL-INS. DED	hsa ins	346.14	16262	10/23/2014
VEN003046	Phillip Sundling	APP021688	10/23/2014	701008110	PAYROLL-NET SALARIES	payroll	1,875.82	16263	10/23/2014
VEN001550	PERF	APP021814	10/30/2014	701008133	PAYROLL-PERF	civilian perf	33,980.77	109103014	10/30/2014
VEN000008	77 Police and Fire Fund	APP021815	10/30/2014	701008133	PAYROLL-PERF	non civilian perf	47,240.16	101103014	10/30/2014
VEN000163	Aul Retirement	APP021837	11/3/2014	701008931	PAYROLL-401A MATCHING-	loan payoff	2,666.67	100110314	11/3/2014
VEN000920	Huntington National Bank	APP021887	11/3/2014	701008131	PAYROLL-EMPLOYER'S FIC	fica	27,241.37	101110314	11/3/2014
VEN000920	Huntington National Bank	APP021887	11/3/2014	701008132	PAYROLL-EMPLOYER'S ME	med	6,370.97	101110314	11/3/2014
VEN000920	Huntington National Bank	APP021887	11/3/2014	701008921	PAYROLL-FEDERAL WITHH	fed	52,670.51	101110314	11/3/2014
VEN000920	Huntington National Bank	APP021887	11/3/2014	701008922	PAYROLL-EMPLOYEE FICA	med	6,371.02	101110314	11/3/2014
VEN000920	Huntington National Bank	APP021887	11/3/2014	701008922	PAYROLL-EMPLOYEE FICA	fica	27,241.37	101110314	11/3/2014
VEN000959	Indiana Dept Of Revenue	APP021888	11/3/2014	701008923	PAYROLL-STATE WITHHOL	state	14,329.72	102110314	11/3/2014
VEN000959	Indiana Dept Of Revenue	APP021888	11/3/2014	701008923	PAYROLL-STATE WITHHOL	coit	4,621.88	102110314	11/3/2014
VEN001537	Payroll	APP021891	11/3/2014	701008110	PAYROLL-NET SALARIES	net sal	315,642.72	103110314	11/3/2014
VEN000163	Aul Retirement	APP021953	11/4/2014	701008931	PAYROLL-401A MATCHING-	retirement	11,322.75		
VEN000163	Aul Retirement	APP021954	11/4/2014	701008931	PAYROLL-401A MATCHING-	batch 441	4,093.05		
VEN000948	IN Family and Social Services Admin	APP021955	11/4/2014	701008140	PAYROLL-SUPPORT WITHH	child support	2,222.42		
VEN000703	Fire Fighters Credit Union	APP021964	11/4/2014	701008141	PAYROLL-UNION DUES	union dues	1,862.21	16264	11/4/2014
VEN001583	Police and Firemen's Insurance	APP021965	11/4/2014	701008930	PAYROLL-INS. DED	insurance	69.12	16265	11/4/2014
VEN001864	Supporting heroes	APP021966	11/4/2014	701008991	PAYROLL-MISC	contributions	125.50	16266	11/4/2014
VEN000811	Greg Marlow	APP021975	11/4/2014	701008110	PAYROLL-NET SALARIES	pay minus hsa	1,960.56	16267	11/4/2014
VEN002177	Indiana Members Credit Union	APP021976	11/4/2014	701008930	PAYROLL-INS. DED	hsa	65.00	16268	11/4/2014
Subtotal for Clerk Treasurer							569,636.08		
Subtotal for Fund 701 Payroll							569,636.08		

Purchase Invoice Register

City of Westfield

Report Date Range: 10/22/14..11/05/14

11/5/2014 8:09 AM

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Buy-From Vendor No.	Buy-From Vendor Name	Invoice No.	Date	G/L Acct.	G/L Account Name	Description	Amount	Check No.	Check Date
Fund No. Fund Name									
900 Stormwater									
Stormwater									
VEN002773	Souad Alsapia	APP021689	10/23/2014	900016370	STORMWATER-REFUND	ck 35267 lost / stop pymt	5.15	35363	10/23/2014
VEN002845	Megan Marquardt	APP021716	10/27/2014	900016370	STORMWATER-REFUND	RE ISSUE CK 35242 / STOP	199.11	35364	10/27/2014
VEN002234	Land Collective LLC	APP021731	10/28/2014	900016309	STORM-CONSULTING FEES	GJ - Reimbursable Expenses	3,186.98		
VEN001708	RPM Machinery	APP021741	10/28/2014	900016475	STORM-INFRASTRUCTURE	Excavator	1,939.50		
VEN001339	Merrell Bros	APP021750	10/28/2014	900016309	STORM-CONSULTING FEES	surveying and sludge testing o	3,750.00		
VEN001537	Payroll	APP021889	11/3/2014	900016111	STORM-SALARY	sal	2,298.40		
VEN001537	Payroll	APP021889	11/3/2014	900016120	STORM-FICA AND MEDICAR	fica	142.50		
VEN001537	Payroll	APP021889	11/3/2014	900016120	STORM-FICA AND MEDICAR	med	33.32		
VEN001537	Payroll	APP021889	11/3/2014	900016121	STORM-PERF	perf	310.28		
VEN001044	Irving Materials	APP021910	11/4/2014	900016231	STORM-SUBGRADE MATERI	Stone	287.73		
VEN000608	Eco-Infrastructure Solution	APP021911	11/4/2014	900016475	STORM-INFRASTRUCTURE	Far Hills Culvert	2,100.00		
VEN000608	Eco-Infrastructure Solution	APP021911	11/4/2014	900016475	STORM-INFRASTRUCTURE	Viking Meadows	510.00		
VEN000608	Eco-Infrastructure Solution	APP021911	11/4/2014	900016475	STORM-INFRASTRUCTURE	Union Street Rain Gardens	1,880.00		
VEN001778	Shelby Materials	APP021915	11/4/2014	900016434	STORM-STORMWATER MIS	Centennial	209.00		
VEN002040	Utility Pipe Sales of IN	APP021919	11/4/2014	900016475	STORM-INFRASTRUCTURE	Emergency Repair	765.65		
VEN002234	Land Collective LLC	APP021926	11/4/2014	900016309	STORM-CONSULTING FEES	GJ - Reimbursable Expenses	0.00		
Subtotal for Stormwater							17,617.62		
Subtotal for Fund 900 Stormwater							17,617.62		

Fund No. Fund Name

950 Trash									
Trash									
VEN002773	Souad Alsapia	APP021689	10/23/2014	950017349	TRASH-ADM SERVICES	ck 35267 lost / stop pymt	1.01	35363	10/23/2014
VEN002773	Souad Alsapia	APP021689	10/23/2014	950017370	TRASH-REFUND	ck 35267 lost / stop pymt	20.36	35363	10/23/2014
Subtotal for Trash							21.37		
Subtotal for Fund 950 Trash							21.37		
Posted Invoices Total							4,866,132.52		

Credit Memos

Vendor No.	Vendor Name	Cr. Memo No.	Date	GL Acct.	GL Account Name	Description	Amount
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Report Date Range:

Credit Memos

Vendor No.	Vendor Name	Cr. Memo No.	Date	GL Acct.	GL Account Name	Description	Amount
Fund No.	Fund Name						
201	Motor Vehicle Highway (MVH)						
	Public Works						
VEN002234	Land Collective LLC	ACP000359	10/28/2014	201013349	MVH-Services	MVH-Services	17,921.05
	Subtotal for						17,921.05
	Subtotal by Fund 201 Motor Vehicle Highway (MVH)						17,921.05
Fund No.	Fund Name						
204	Park Impact						
	Parks						
VEN002234	Land Collective LLC	ACP000359	10/28/2014	204005349	Park Impact-Services	Park Impact-Services	94,050.30
	Subtotal for						94,050.30
	Subtotal by Fund 204 Park Impact						94,050.30
Fund No.	Fund Name						
900	Stormwater						
	Stormwater						
VEN002234	Land Collective LLC	ACP000359	10/28/2014	900016309	Storm-Consulting Fees	Storm-Consulting Fees	3,186.98
	Subtotal for						3,186.98
	Subtotal by Fund 900 Stormwater						3,186.98
	Credit Memo Total						115,158.33



Art
Works!
Westfield
Lives
the Arts

June 26, 2014

ACKNOWLEDGEMENTS

The following individuals and organizations have supported the Westfield Arts Alliance and its Indiana Arts Commission Vibrant Communities Consultancy with their knowledge, talent, resources, time and passion. A special thank you to those individuals who spent long hours contributing to and formulating the plan.

Andy Cook, Mayor of Westfield

Ken Kingshill, Executive Director, Downtown Westfield Association

Linda Lutes, Carmel High School Art Teacher

David Marshall, Adagio Dance Academy

Dusty Marshall, Adagio Dance Academy

Mic Mead, Artist; Grand Junction Task Group

Erin O'Rear, Artist

Steve Quinn, Musician

Sharon Rice, Artist; Westfield School Corporation Teacher's Assistant

John Sampson, Main Street Productions of Westfield

Teresa Otis Skelton

Pam Spillman, Art Teacher, Westfield High School

Rob Stokes, Westfield City Council

The City of Westfield

The People of Westfield

The Indiana Arts Commission

Downtown Westfield Association

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INTRODUCTION

Culture reflects the ways of life of a people, their traditions and customs, and the manner in which they order and interpret their environment. People interpret their surroundings through various artistic activities such as writing, painting, theater, dance, etc. These artistic mediums are used to pass culture on to others through arts, media, museums, education and personal interaction.

Art and cultural activities contribute to community well-being by providing numerous emotional and intellectual benefits to individuals and the community as a whole. Engaging in the arts, either as a performer or an appreciator opens horizons to increased appreciation and understanding of other viewpoints which enhances the value of community in our society. Integrating arts and culture into the educational system, neighborhood life, community design, economic development and tourism, community development, and public sector institutions results in individual social, emotional and intellectual engagement and development.

Communities have authentic assets and attributes that provide for different approaches to cultural community planning. Being able to identify these assets and attributes, and foster an environment in which they can be developed into conversations, partnerships and collaborations, and develop a plan that will lead to a vibrant arts community are the goals of the Indiana Arts Commission's Cultural Planning Consultancy (Consultancy). Communities that participated in the 2011 or 2013 Indiana Arts Commission's Vibrant Communities Colloquia were eligible to apply for a Consultancy. Ann Poynter, previously with the Downtown Westfield Association, attended the June 2011 Vibrant Communities Colloquia.

During the early stages of planning for Westfield's Grand Junction, a future downtown plaza, park and gathering place in Westfield, discussions took place regarding the integration of public art into the design and construction of Grand Junction. (See *Westfield-Washington Township Comprehensive Plan*, http://www.westfield.in.gov/eqov/documents/1376577220_98148.pdf)

The Grand Junction Task Group, a committee of the Downtown Westfield Association [501(c)3] is responsible for the development of the Grand Junction Master Plan. Mayor Andy Cook tasked the Downtown Westfield Association with organizing a Westfield Arts Council to consider a formal approach to the arts for the community. Membership in the Westfield Arts Council (now the Westfield Arts Alliance) consisted of a core group of citizens committed to pursue opportunities to promote the arts throughout their community. They recognized that arts and culture are placemakers that enhance the quality of life in a community, attract people to the community as a destination, and foster economic development. (See *Letter of Intent to the Indiana Arts Commission in Appendix*) This Council (a committee within the Downtown Westfield Association) in conjunction with the Downtown Westfield Association applied to the Indiana Arts Commission for a Cultural Planning

Consultancy and was selected in the Fall of 2013. The six month consultancy spanned January through June 2014 during which a planning process would result in an initial strategic plan for the Westfield Arts Alliance.

Westfield is home to a new multi field sports campus, Grand Park, which attracts a major influx of visitors to the community. The Westfield Arts Alliance would like to enrich the experience of residents and visitors through the arts, promote and increase awareness of the arts and enhance economic development through placemaking. The Westfield Arts Alliance is not operating in a vacuum. As a Committee of the Downtown Westfield Association, the Westfield Arts Alliance is collaborating with its parent organization, the City's Comprehensive Plan, the City of Westfield, and the Westfield Cultural Collaborative. This latter group was developed subsequent to the Westfield Arts Alliance and began its planning process after the Westfield Arts Alliance was well into its consultancy. While the Westfield Cultural Collaborative's focus is on Westfield's downtown, the Westfield Arts Alliance's scope includes the entire community of Westfield.

The first phase of planning is to determine what the current environment is and assess what the reality of the situation is. An initial community asset list of venues, events, and organizations was compiled as a beginning reference point for the Westfield Arts Alliance. (*See Westfield Arts Alliance Asset List in Appendix*) This list provides opportunities for partnerships and collaborations. With this reference point, the group began to identify existing arts and cultural related gaps that might need addressing in the planning process. The history of a community is intrinsically connected to its art and culture and members of the Westfield Arts Alliance are fortunate to have a wealth of knowledge regarding the history of the community and its cultural arts.

The second phase of planning is to determine where you want to be; followed by phase three, how you will achieve those goals. The final phase is assessing your success once you have implemented your plan. Then the entire four-phase process should begin anew as there are always new goals.

During the consultancy, the focus and project scope centered on the following three goals:

1. Developing a vibrant arts culture by establishing a supportive environment for awareness of the arts (Awareness, Appreciation, Participation)
2. Encouraging community connections through all forms of art
3. Arts as an economic driver

(*See the Plan Section of this document*)

Each of the identified goals was addressed from the aspects of what had kept it from happening in the past and what it might take to accomplish it in the future. (*See Westfield Arts Alliance Assessment of Issues and Goals in Appendix*) This assessment and identification process provided the basis for objectives and action steps in the Plan, as well as for the Westfield Arts Alliance's Vision Statement and Mission Statement. As the planning process developed a fourth goal was added: Sustainability of the Westfield Arts Alliance.

The members of the Westfield Arts Alliance identified values they believed needed to be reflected in the Vision Statement and Mission Statement and in the Plan. In writing their Mission Statement, they considered four objectives:

1. What do we do?
2. How do we do it?
3. Why do we do it?
4. For whom do we do it?

After identifying key concepts to be reflected in the Mission Statement, and writing phrases to encapsulate the four objectives, the final Mission Statement was written:

Encourage community connections through the arts by providing a supportive environment for awareness, appreciation, and participation to develop a vibrant culture

With identified goals and a Mission Statement, a Vision Statement was crafted. A Vision Statement should be achievable if the Mission is carried out and the goals are achieved through the implementation of the Plan. The Vision Statement for the Westfield Arts Alliance:

Art Works! Westfield LIVES the Arts.

Everything in the Plan should be focused on achieving the Vision. With that in mind, the Plan was written so that objectives and action steps supported the achievement of the goals and the realization of the Vision, and drew from the obstacles and opportunities that had been assessed earlier in the planning process. Westfield is a community experiencing great growth and public, private and non-profit leadership in the community is proactive in approaching the challenges and opportunities that this growth brings. The Westfield Arts Alliance is a collaborative part of this visionary approach to placemaking.

HISTORY OF WESTFIELD

In May of 1834 Quakers Asa Bales, Ambrose Osborne, and Simon Moon from North Carolina founded the community of Westfield which became an important stop on the Underground Railroad. Both the Religious Society of Friends and the Wesleyan Methodist Church supported anti-slavery causes and aiding the freedom of slaves. In 1848 the community was designated as a town, a designation it held until January 1, 2008 when it was incorporated as a City and its first and current Mayor, Andy Cook, was sworn in.

Westfield is a City in Hamilton County, Indiana, within the Indianapolis Metropolitan Area, lying 20 miles north of Indianapolis. Its population in the 2010 United States Census was 30,068 but the community's rapid growth as a desirable residential area resulted in a population count of 32,070 in 2012. This rapid growth has transformed much of the formerly rural area into an urban community. In order to accommodate that growth and provide an identity for the community, city officials have begun major revitalization of the downtown area, including Grand Junction as a plaza and park. Grand Park, a destination sports complex, and the soon to be completed Grand Junction will provide greater opportunities to integrate arts and culture into the social and business fabric of the community. The new gateway to the City will be bold, with lit twin towers and pedestrian and biking bridges linking Grand Park to the downtown. The community has been proactive in recognizing that with this rapid growth comes social and economic change, and city government and other key stakeholders in the community and region are working collaboratively to ensure that this opportunity can be capitalized on in ways that enhance the quality of place and the quality of life for the residents of Westfield, as well as for the large influx of visitors to the city. Maintaining the authenticity of the downtown and the way of life that drew people to Westfield will be one of the challenges in the community's future placemaking efforts.

CNN Money Magazine has named Westfield as one of the top 50 "Best Places to Live" for 2013. Westfield is the only Indiana community to make the list, which focuses on "America's Best Small Towns." Overall, Westfield ranked fifth in the Midwest and 18th in the nation. (City of Westfield: <http://www.westfield.in.gov/>)

ARTS AND CULTURE

Creating a vibrant community through arts and culture builds an authentic environment that helps define the community by bringing arts and culture to people and people to arts and culture. Place does matter. A community makes a “strategic choice to dedicate its resources toward the improvement of life experiences for residents, businesses and visitors”. (*Ball State University’s Primacy of Place Initiative*, www.bsu.edu/bbc/primacyofplace) The degree to which arts and culture are included in these resources determines the quality of place and quality of life in that community.

Community development entails uniting people with government authorities to improve the economic, social and cultural conditions of a place. Economic development is a process that creates, retains, and reinvests wealth to improve citizens’ quality of life. The two processes are mutually inclusive, with community development built on relationships, collaborations and connections. Arts, culture and design contribute to economic development through providing a fast-growth dynamic industry cluster, helping mature industries be more competitive, providing essential aspects of innovative places, fostering community revitalization, and delivering a better prepared and educated workforce. (Erin Sparks, Mary Jo Waits, Bill Fulton. *New Engines of Growth, Five Roles for Arts, Culture and Design*, National Governor’s Association, May 2012) Arts are not a magic bullet that alone will restore the economic and community health of a place. Any program entailing the arts should be part of a broader community initiative.

The Knight Foundation’s *Soul of the Community* (2010) states that “People choose where they want to live for a variety of reasons that allow them to develop passion and loyalty to their community”. Arts, culture and history help people identify with place. They connect people, provide social offerings and enhance esthetics. People who are attached to their community are more likely to stay and contribute. (Peter Kageyama. *For the Love of Cities*) Art and cultural heritage tourism attract people and their money, and instill pride in a community.

Arts and culture are welcoming and enhance tourism. Social offerings and public art contribute to community esthetics. They celebrate the locale and geography and enhance education, while transcending and celebrating age, ethnicity and diversity. The arts foster entrepreneurial and economic development and contribute to livability in a community by addressing safety and environmental concerns while making streets livelier and revitalizing areas. The art and culture of a community share its story and help shape the narrative of the people in the community as to how they feel about their community. Arts and culture are a part of creative placemaking, as a means, not an end. “When an entire community shapes the artist’s vision, the art can truly define the place where it resides.” (Cynthia Nikitin, senior vice president, Project for Public Spaces, and director, Citizens’ Institute on Rural Design)

PLAN

The Westfield Arts Alliance Plan is an initial plan that will allow them to organize more efficiently and begin engaging with the community to develop arts as a community placemaker that contributes to the vitality of the city and builds upon the quality of life and quality of place while contributing to economic development. There are four Goals in the Plan. Each of these Goals is briefly identified below. The Plan as determined by the Westfield Arts Alliance members follows this introduction.

Goal I: Develop a vibrant arts culture by establishing a supportive environment for awareness of the arts (Awareness, Appreciation, Participation)

The community of Westfield boasts numerous artists in several artistic mediums. Creating a greater awareness and appreciation of these assets through engaging the community as participants in this growing arts culture is the mission of the Westfield Arts Alliance. As Westfield continues to evolve from a mostly residential community to a major destination, it is important that the community's history and culture be promoted as essential building blocks of placemaking. This process begins by developing an ongoing marketing program to engage the community and building collaborations.

Goal II: Encourage community connections through all forms of art

Adding vibrancy to the community and enhancing the community as a destination with opportunities for engagement with art and culture experiences is intrinsic to the Westfield Arts Alliance's mission. Connecting people to the arts and fostering a more vibrant arts culture in the community requires outreach initiatives.

Goal III: Arts as an economic driver

Arts play an important role in economic development and entrepreneurship. This is part of the basis for the Westfield Arts Alliance's marketing and awareness program, and its collaborations with public, private and non-profit stakeholders in the community. Including arts focused businesses as an economic sector should be pursued with local and regional economic development organizations, as well as promoting arts and culture as economic and placemaking development with businesses, developers, and government.

Goal IV: Sustainability of the Westfield Arts Alliance

The Westfield Arts Alliance, in order to continue to grow and fulfill its mission needs a more formal organizational structure, a way to grow its membership, and funding sources. Continuing to develop talented leadership within the organization will not only enhance its opportunity to integrate and celebrate arts and culture throughout the community, but it is important for consistent and sustainable growth and placemaking in Westfield.

Westfield Arts Alliance Plan

Vision Statement: Art Works! Westfield LIVES the Arts.

Mission Statement: Encourage community connections through the arts by providing a supportive environment for awareness, appreciation, and participation to develop a vibrant culture.

Goal I: Develop a vibrant arts culture by establishing a supportive environment for awareness of the arts. (Awareness, Appreciation, Participation)

Objective I: Create awareness of the arts in Westfield

Action Step I: Design and implement an ongoing marketing program

- a. Designate a media liaison within the Westfield Arts Alliance as point of contact for media relations
- b. Develop newsletter articles, blogs, and items for City Newsletter, Parks Department Newsletter, The Current, other print media outlets
- c. Link Westfield Arts Alliance information to City of Westfield, Hamilton County Tourism, Inc., Downtown Westfield Association, and other outreach websites
- d. Develop and maintain a Westfield Arts Alliance website or piggy back onto an existing relevant organization's website
- e. Design and disseminate Westfield Arts Alliance brochures, posters, calendars

Action Step II: Develop a Speaker's Bureau

- a. Designate speakers
- b. Prepare talking points and presentation(s)
- c. Develop engagement calendar

Action Step III: Build collaborations with Hamilton County Tourism, Inc., Hamilton County Convention and Visitors' Bureau, and state and regional arts and tourism organizations

Objective II: Foster appreciation of the arts

Action Step I: Collaborate with City of Westfield and private entities to establish an arts appreciation recognition program

- a. Mayoral Proclamations
- b. Recognition Programs
- c. Educational Enrichment Outreach

Action Step II: Promote historical perspective of art and culture in community

Objective III. Encourage participation in the arts

Action Step I: Utilize Westfield Arts Alliance marketing program

Action Step II: Support and sponsor arts events and activities

- a. Juried art shows, performances, awards, etc.

Action Step III: Empower city and community leaders, service organizations, funders, etc. to become enthusiastic supporters of the arts

- a. Collaborate in arts focused placemaking efforts that enhance community quality of life and quality of place

Action Step IV: Partner with the Westfield Cultural Collaborative

Goal II: Encourage community connections through all forms of art

Objective I: Reaching out to the Public

Action Step I: Integrate outreach with marketing program and implementation

Objective II: Education Initiative

Action Step I: Partner with schools in Westfield (Administration)

- a. Promote school events
- b. Use of venues and assets
- c. Integration of students and faculty into community based art projects and events

Objective III: Identify and define various forms of art in Westfield

Action Step I: Discover local artists

Action Step II: Recruit artists to create diverse arts base

Objective IV: Business Outreach Initiative

Action Step I: Collaborate with various stakeholders to foster an entrepreneurial business culture for the arts

- a. Arts Groups
- b. Businesses
- c. City Government/departments
- d. Chamber of Commerce
- e. Tourism and Convention and Visitors' Bureau

Action Step II: Support an entrepreneurial business environment for arts businesses

Objective V: Communicate ongoing arts related and Westfield Arts Alliance activities

Action Step I: Implement marketing and outreach programs

Action Step II: Develop and maintain a smart phone application for the Westfield Arts Alliance

Action Step III: Develop and maintain an ongoing calendar of arts related events

Goal III: Arts as an economic driver

Objective I: Inform public, private, business, and non-profit sectors of the importance of arts as an economic development driver.

Action Step I: Integrate marketing program into public outreach and creating awareness of arts and culture

Action Step II: Collaborate with artists, architects, and land developers to integrate art into design elements of projects

Objective II: Support growth of an arts economic cluster

Action Step I: Collaborate with realtors, business owner, chamber and city to promote arts and cultural entities (e.g., for studio/gallery/performance space)

Action Step II: Collaborate with Chamber of Commerce to provide small business and entrepreneurial support for arts related businesses

Action Step III: Connect arts businesses to available resources

Objective III: Enhance quality of life and quality of place amenities in the community through the arts

Action Step I: Partner with Westfield Cultural Collaborative to promote and expand public art throughout the community

Action Step II: Advocate for public funding of the arts

Action Step III: Advocate for private funding of the arts

Action Step IV: Partner with the City to encourage developers to include arts within the definition of “amenity”

Goal IV: Sustainability of the Westfield Arts Alliance

Objective I: Formalize organizational structure

Action Step I: The Westfield Arts Alliance is a Committee of the Downtown Westfield Association

Action Step II: Establish subcommittees

- a. Membership
- b. Fundraising
- c. Marketing
- d. Education
- e. Events

Action Step III: Determine subcommittee chairs and duties

Action Step IV: Hold monthly meetings of the subcommittees of the Westfield Arts Alliance

Objective II: Membership Drive

Action Step I: Recruit members

Action Step II: Utilize Plan as a recruitment tool

Action Step III: Engage members on subcommittees

Objective III: Create a Budget

Action Step I: Establish cost of implementation of Plan components

Action Step II: Prioritize budget items

Objective IV: Fundraise

Action Step I: Groupon

Action Step II: Crowd Funding

Action Step III: Establish a Partner/Sponsor Program

Action Step IV: Identify funding resources and grants

Action Step V: Apply for funding and grants

Objective V: Implement the Plan

Action Plan I: “Just Do It!”

Action Step II: Assess Plan on an ongoing basis

Action Step III: Update Plan annually

IMPLEMENTATION

GOAL I: Develop a vibrant arts culture by establishing a supportive environment for awareness of the arts. (Awareness, Appreciation, Participation)						
Objective	Action Steps	Lead Role	Potential Partners	Timeline		
				1-2 Yrs.	3-4 Yrs.	5 Yrs.
Objective I: Create awareness of the arts in Westfield	• Design and implement an ongoing marketing program • Designate a media liaison within the Westfield Arts Alliance as point of contact for media relations • Develop newsletter articles, blogs, and items for City Newsletter, Parks Department Newsletter, The Current, other print media outlets • Link Westfield Arts Alliance information to City of Westfield, Hamilton County Tourism, Inc., Downtown Westfield Association, and other outreach websites • Develop and maintain a Westfield Arts Alliance website or piggy back onto an existing relevant organization's website • Design and disseminate Westfield Arts Alliance brochures, posters, calendars • Develop a Speaker's Bureau • Designate speakers • Prepare talking points and presentation(s) • Develop engagement calendar • Build collaborations with Hamilton County Tourism, Inc., Hamilton County Convention and Visitors' Bureau, and state and regional arts and tourism organizations					

GOAL I: Develop a vibrant arts culture by establishing a supportive environment for awareness of the arts. (Awareness, Appreciation, Participation)

Objective	Action Steps	Lead Role	Potential Partners	Timeline		
				1-2 Yrs.	3-4 Yrs.	5 Yrs.
Objective II: Foster appreciation of the arts	• Collaborate with City of Westfield and private entities to establish an arts appreciation recognition program • Mayoral Proclamations • Recognition Programs • Educational Enrichment Outreach • Promote historical perspective of art and culture in community					
Objective III: Encourage participation in the arts	• Utilize Westfield Arts Alliance marketing program • Support and sponsor arts events and activities • Juried art shows, performances, awards, etc. • Empower city and community leaders, service organizations, funders, etc. to become enthusiastic supporters of the arts • Collaborate in arts focused placemaking efforts that enhance community quality of life and quality of place • Partner with the Westfield Cultural Collaborative					

GOAL II: Encourage community connections through all forms of art

Objective	Action Steps	Lead Role	Potential Partners	Timeline		
				1-2 Yrs.	3-4 Yrs.	5 Yrs.
Objective I: Reaching out to the Public	• Integrate outreach with marketing program and implementation					
Objective II: Education Initiative	• Partner with schools in Westfield (Administration) • Promote school events • Use of venues and assets • Integration of students and faculty into community based art projects and events					
Objective III: Identify and define various forms of art in Westfield	• Discover local artists • Recruit artists to create diverse arts base					
Objective IV: Business Outreach Initiative	• Collaborate with various stakeholders to foster an entrepreneurial business culture for the arts • Arts Groups • Businesses • City Government/departments • Chamber of Commerce • Tourism and Convention and Visitors' Bureau • Support an entrepreneurial business environment for arts businesses					
Objective V: Communicate ongoing arts related and Westfield Arts Alliance activities	• Implement marketing and outreach programs • Develop and maintain a smart phone application for the Westfield Arts Alliance • Develop and maintain an ongoing calendar of arts related events					

GOAL III: Arts as an economic driver						
Objective	Action Steps	Lead Role	Potential Partners	Timeline		
				1-2 Yrs.	3-4 Yrs.	5 Yrs.
Objective I: Inform public, private, business, and non-profit sectors of the importance of arts as an economic development driver	• Integrate marketing program into public outreach and creating awareness of arts and culture • Collaborate with artists, architects, and land developers to integrate art into design elements of projects					
Objective II: Support growth of an arts economic cluster	• Collaborate with realtors, business owner, chamber and city to promote arts and cultural entities (e.g., for studio/gallery/performance space) • Collaborate with Chamber of Commerce to provide small business and entrepreneurial support for arts related businesses • Connect arts businesses to available resources					
Objective III: Enhance quality of life and quality of place amenities in the community through the arts	• Partner with Westfield Cultural Collaborative to promote and expand public art throughout the community • Advocate for public funding of the arts • Advocate for private funding of the arts • Partner with the City to encourage developers to include arts within the definition of "amenity"					

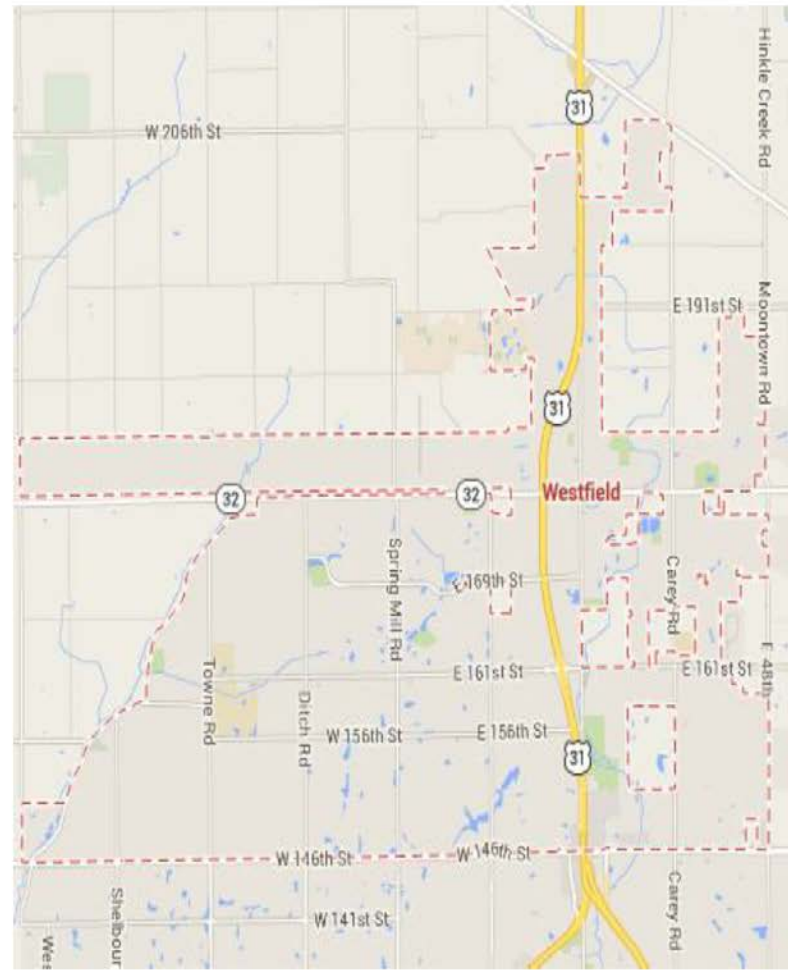
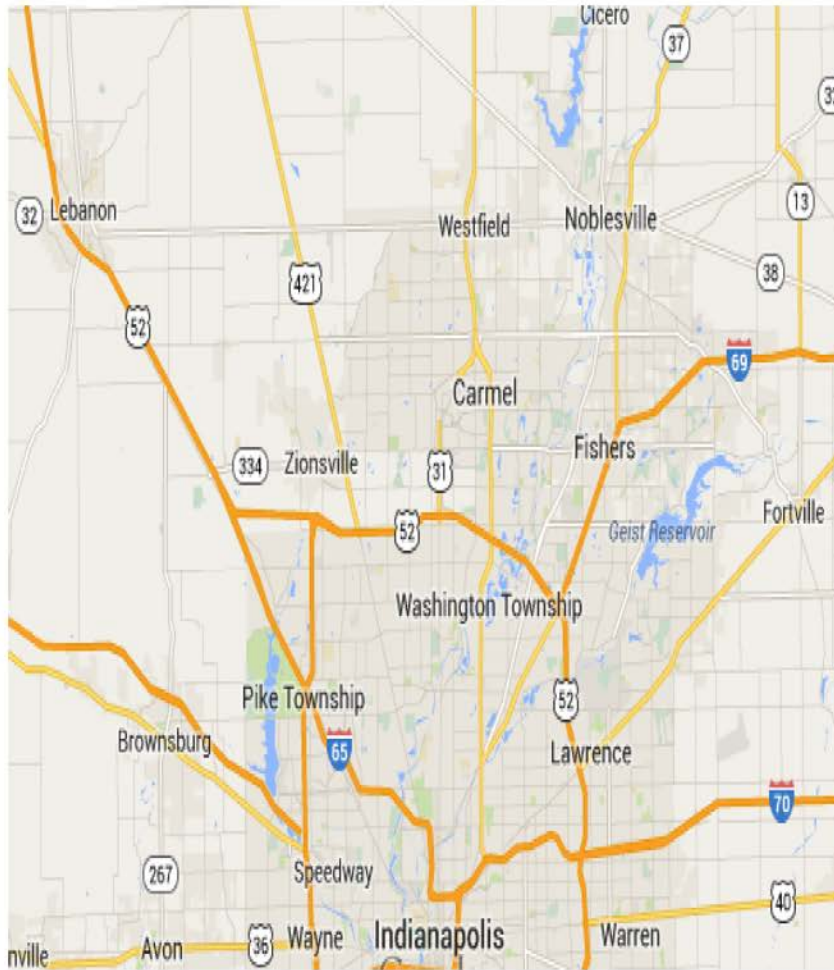
GOAL IV: Sustainability of the Westfield Arts Alliance

Objective	Action Steps	Lead Role	Potential Partners	Timeline		
				1-2 Yrs.	3-4 Yrs.	5 Yrs.
Objective I: Formalize organizational structure	• The Westfield Arts Alliance is a Committee of the Downtown Westfield Association • Establish subcommittees • Membership • Fundraising • Marketing • Education • Events • Determine subcommittee chairs and duties • Hold monthly meetings of the subcommittees of the Westfield Arts Alliance					
Objective II: Membership Drive	• Recruit members • Utilize Plan as a recruitment tool • Engage members on subcommittees					
Objective III: Create a Budget	• Establish cost of implementation of Plan components • Prioritize budget items					
Objective IV: Fundraise	• Groupon • Crowd Funding • Establish a Partner/Sponsor Program • Identify funding resources and grants • Apply for funding and grants					
Objective V: Implement the Plan	• "Just Do It!" • Assess Plan on an ongoing basis • Update Plan annually					

APPENDIX

Westfield Maps.....	Appendix 1
Indiana Arts Commission Community Cultural Planning Consultancy Letter, Guidelines and Timeline.....	Appendix 2
Downtown Westfield Association, Westfield Arts Council’s Letter of Intent to Indiana Arts Commission.....	Appendix 8
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Westfield Arts Alliance’s Assessment of Issues and Goals.....	Appendix 24
Westfield Arts.....	Appendix 28

Westfield Maps





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Dear Community Cultural Planning Team Members,

The Indiana Arts Commission is partnering with the Ball State University Building Better Communities program to provide a capacity building opportunity to the communities that attended the October 2011 or June 2013 Vibrant Communities colloquia. The IAC recognizes that all communities are unique and have different approaches to their cultural community planning, and we are excited to announce the opportunity for a number of one-on-one consultations to assist in the progress of community plans.

Communities will need to submit a Letter of Intent (see attachment) detailing their planning process and the issues they would like to address with a consultant. Communities awarded a consultancy will then be matched with an experienced consultant who will work with them for up to 60 hours of independent consultancy that will be underwritten by the Indiana Arts Commission. Consultants will be chosen and matched with communities by Building Better Communities staff and the Indiana Arts Commission based on the needs of each community.

This capacity building opportunity is only open by invitation and only to those communities that were represented at our 2011 or 2013 Vibrant Communities colloquia. If awarded a consultancy, the project period will occur between January and June of 2014 and communities will be notified of award decisions in November/December 2013. Please note the timeline for this opportunity:

August 2013	Notification of Opportunity to Eligible Communities
October 9, 2013	Letter of Intent Deadline
November/December	Notification of Consultancy Awards
November-January	Initial site visit with IAC staff, consultant and community
January – June 2014	Consultancy Project Period
June 30, 2014	Final Reports Due from Consultant AND Community

All Letters of Intent and questions regarding this opportunity should go to Kristina Davis, Director of Programs at the Indiana Arts Commission. Kristina can be reached via phone at 317-232-1279 or email at kdavis-smith@iac.in.gov. This is a competitive opportunity and we anticipate the number of consultancies awarded to be fewer than the number of applicants and consultations with the IAC are encouraged.

Please note: The Letter of Intent and Consultancy do not have any relationship to or bearing on the IAC's Cultural District Program. Participation or non-participation is completely independent of the Cultural District Program.

We look forward to hearing from your community regarding this opportunity as well as assisting in the advancement of your community's cultural planning.

Best regards,

Lewis Ricci, Executive Director

Community Cultural Planning Consultancy Letter of Intent Instructions

The Indiana Arts Commission is committed to supporting the development of vibrant creative communities across the state. The October 2011 and June 2013 Vibrant Communities colloquia were intended to help progress conversations, partnerships and planning across individual communities in attendance by providing examples of best practices paired with tools and guidance for effective community planning. Communities are expected to have continued the conversations that transpired from the colloquia at the community level, and where appropriate, made progress on those discussions. The Consultancy phase of this capacity building opportunity will provide one-on-one individualized expertise appropriate to that community and the community's cultural planning work. We recognize that all communities are unique and at different stages in the cultural planning lifecycle and are looking to support committed communities with realistic plans at any stage in that lifecycle as appropriate.

Guidelines

Requirements:

- Community participated in either the 2011 or 2013 IAC Vibrant Communities colloquia.
- Local government body must have a representative on the cultural planning team.
- There is an expectation of public engagement as part of the cultural community planning process.

Consultant Time: The consultancy opportunity requires a considerable amount of time by the community planning team members and includes a significant amount of interaction with the consultant. The consultant's time will consist of up to 60 hours to be spent in the community, off-site preparing documentation/meeting plans, and compiling the final summary report and recommendations with the community. Time allocation among these tasks will vary by project and will be discussed with the consultant prior to the project period however there is a significant amount of time spent by the consultant in the community (on average 50%). Travel time should **not** be included in the hours above. Communities will be expected to make the most of this opportunity by working closely with their designated consultant throughout the consultancy as well as in determining steps for action for the community beyond the consultancy. Successful communities will be paired with consultants by the IAC based on community needs as expressed in the Letter of Intent and the expertise of the consultant.

***To make the most out of the consultancy, please review our tip-sheet on page 4 for working with a consultant.*

Evaluation: Letters of Intent will be evaluated on the feasibility of the project and timeline within the consultancy period; appropriateness of the project to the overall cultural goals of the community and the evolution of community planning; commitment and involvement of the various community groups and individuals in the ongoing planning process (not simply the consultancy period, although this is expected as well); and evidence of a long-term commitment to advancing the cultural life of the community.

Letter of Intent

Please answer all of the following questions. There is no page limit for responses however keep in mind that responses should be well thought out and succinct. There are more communities that are eligible for this opportunity than there are available consultancies, so although this is a closed applicant pool, it is still competitive so please consider speaking with Kristina Davis about your proposed consultancy prior to submitting an application. **All Letters of Intent (LOIs) need to be submitted via email to kdavis-smith@iac.in.gov by 4:30 on October 9, 2013.** No late LOIs will be accepted and no extensions granted. Only one Letter of Intent per community will be accepted.

Project Management

1. Name and contact information of the lead community partner responsible for being the project manager.

Plan & Request

2. What is your community's vision for being a vibrant arts community?
3. What strategy is your community implementing (i.e., artist live-work community, cultural district, cultural trail, arts education center)?
4. How did you arrive at or develop the vision and strategies for the community cultural plan?
5. Is your community cultural planning proposal part of a larger project or initiative? If yes, what are the anticipated next steps in that initiative?
6. What progress has your community made in the planning/implementation of your strategy since the October 2011 and/or June 2013 colloquia?
7. What specific issues would you like to address with a consultant and why?
8. What specific objectives will be achieved? *Please use the SMART principle as described on page 3.*
9. How and where do you envision the public engagement component fitting into the community strategy?
10. What is your anticipated timeline for your proposed project?
11. Consultant fees and travel expenses will be covered by the IAC for the chosen communities (up to 60 hours of consulting hours). What resources will your community provide to this process? (Meeting space, hospitality, additional consultant hours as needed, etc.)

Community Team

12. Please include a list of the names/organizations of members of the community team who have committed to participate in the planning and implementation of the community cultural plan. (Please see Required Attachments.)

Please note: Team members must be apprised of the community planning goals and their agreement to participate needs to be secured prior to submission of the Letter of Intent.

13. Why were the community planning team members selected? What strengths or areas of expertise do they bring to the process?
14. Are there others you would like to include who have not yet committed? Please explain.

Required Attachments:

Communities must submit letters from all planning team members listed in question #2 stating their commitment to participation in the community cultural planning process as outlined in the Letter of Intent.

Please note: The Letter of Intent and Consultancy do not have any relationship to or bearing on the IAC's Cultural District Program. Participation or non-participation is completely independent of the Cultural District Program.

Writing Your Objectives Worksheet

How to write objectives using the SMART principle: Specific, Measurable, Appropriate, Realistic, and Time bound. Based on your specific activity, use this step by step example to create your objectives for your project.

Steps to Write an Objective	Example
1. What activity will you engage in? With whom (e.g. organizations, community leaders, youth, parents)?	
2. What outcome do you expect from this activity? (Be sure there is a direct connection between the activity and the desired outcome)	
3. What tools/ methods will the project use to measure the outcome?	
4. What degree or level (percentage or numbers) of the desired outcome do you want to achieve to indicate success? Over what period of time?	
5. How many people will directly benefit from this activity? Or, what systems, partnerships, community networks, or groups will directly benefit from this activity?	
6. Restate (steps 1-5) to create your objective:	

Not a SMART objective:

Community theatre will explore options for a new community arts center.
Does not identify a measurement or time frame, nor identify why the improvement is needed or how it will be used.

SMART objective:

The Johnsonville Theatre Company has a need for increased arts programming and performance space. The JTC will work with the IAC consultant to examine facility goals, needs and functions of potential community and arts partners by March 2014 and if there are organizational alignments, to develop a blueprint for shared space and utilization by May 2014. Upon completion and acceptance of the assessment and blueprint, JTC and potential partners will approach the Johnsonville Community Foundation, the City of Johnsonville and other funders to support a financial feasibility study to determine community capacity prior to launching a building campaign to support this project in 2015.

Tips for working with a Consultant

1. **Be prepared to work.** Once your consultant is on board, your working committee will work so this project must be a priority. The only way your project can be successful is by doing the work required and in accordance with the timeline agreed upon with your consultant.
2. **Be honest in your letter of intent.** This is the basis for all of the work you will do with your consultant. If you overstate support, involvement or participation this will jeopardize the project and may lead to a lesser outcome than desired.
3. **Make yourself and other team members available to your consultant**—sometimes meeting times must be changed and most consultants are flexible, but constantly altering schedules can slow progress and eat up valuable time during a short consultancy period.
4. **Practice good and open communication.** Speak up: Don't be afraid to ask questions. If you are confused, frustrated, or feel that the project is not progressing in the right direction, voice these concerns to your consultant. Both consultant and project leader need to be working in sync for maximum impact.
5. **Set reasonable, measurable goals.** The consultant will help you do this as you work out the Memorandum of Understanding. This document will be your touchstone for the work and services expected on both sides of the relationship. Give it significant consideration before finalizing.
6. **Be open to new ideas,** including constructive criticism. This is an opportunity to get an outside, unbiased perspective on a situation by an experienced professional—the consultant only wants for you to be successful, and this is an opportunity to see issues and opportunities that those close to the project may not be able to see.
7. **Make sure you understand “what's next,”** that is, what needs to happen when the consultant leaves. The ownership of this project lies with the community partners—know what needs to happen in the next phase of the project and start planning those steps before the consultant leaves so no momentum is lost.

CY2014 Cultural Planning Consultancy (Round 2)
Timeline

October 9, 2013	LOI Deadline
End of week of 10/28, or 11/5,7,8	Consultancy Panel
Post November 21 PGSC Mtg.	Notification of Consultancy Awards
December- January	Initial site visits (IAC and consultant)
January – June 2014	Consultancy Period
June 30, 2014	Final Grant Report Due to IAC

Letter of Intent

Downtown Westfield Association

Westfield Arts Council

Project Management

1. **Name and contact information of the lead community partner responsible for being the project manager.**

Ken Kingshill
Executive Director
Downtown Westfield Association
211 S. Union Street
Westfield, IN 46074
317-508-6692
kenkingshill@gmail.com

Plan & Request

2. **What is your community's vision for being a vibrant arts community?**

Westfield's vision is to encourage community connections through all forms of art and to develop a vibrant arts culture by establishing a supportive environment for awareness, appreciation, and participation in the arts. We also recognize that the arts can play a major role in the economic development of our community.

The city's current major economic development effort is Grand Park, the Sports Campus at Westfield. Upon building the largest youth sports facility in the country we conservatively anticipate at least 1.5 million annual visitors to Westfield. Travelling sports families will spend dollars in our community. Businesses will thrive with the increased exposure to the visitors. Westfield anticipates that Grand Park will enjoy regional and national as well as local appeal.

The city also has a plan for reinventing its downtown area. The Grand Junction Plan is an economic development initiative intended to encourage private investment in our downtown. Westfield has a unique opportunity in that it boasts a confluence of trails, waterways, and roadways at or very near to its downtown. The city plans to build a

Grand Junction Park and Plaza that will highlight the intersection of the Midland Trail and the Monon Trail. This will be designed to be a place that appeals to the young at heart and a place where connections of all kinds are made.

Recognizing that the arts can also be an important economic development driver, the addition of a thoughtfully programmed arts component to the already designed sports and trail amenities will result in a balanced experience that should appeal to just about everyone.

3. What strategy is your community implementing (i.e., artist live-work community, cultural district, cultural trail, arts education center)?

We are not yet at a stage where we can identify a specific strategy that we are implementing. It might be to incorporate the arts into a Grand Junction District. However, we don't want to focus just on the downtown area. We are seeking a strategic plan that will encompass arts in the whole community. This is a question that we would like to explore with the consultant.

Additionally, we intend to include all aspects of art in our planning efforts, i.e. performance art as well as physical art.

4. How did you arrive at or develop the vision and strategies for the community cultural plan?

The Grand Junction Task Group (a committee of the Downtown Westfield Association—a 501(c)3 organization) began work in 2007 to develop a plan for reinventing Westfield's downtown area. The Grand Junction Master Plan was adopted in 2009 and we have been working toward its implementation since that time. During the Task Group's discussions about our downtown we expressed a desire for public art/sculpture in the Grand Junction Area. At that time, Westfield did not have an Arts Council and did not have any plan for public art. The Grand Junction Task Group filled the planning vacuum to the best of its abilities. However, without a strategic plan, our efforts at incorporating arts into the Grand Junction area were haphazard at best, resulting in some successes and some perceived failures.

Recognizing the need for a more formal approach to the arts, the Mayor tasked the Downtown Westfield Association with organizing a Westfield Arts Council—a committee to begin planning and strategizing for the arts.

5. Is your community cultural planning proposal part of a larger project or initiative? If yes, what are the anticipated next steps in that initiative?

Westfield's community cultural planning arises out of the work of the Grand Junction Task Group in developing a plan for our downtown. As we worked through the process, we realized that we wanted to see public art in the downtown and in all of Westfield. We took off with that idea – sort of an implement now, perfect later approach. We have had relative successes and relative failures. It became clear to us as a Task Group that Westfield needed a more formal plan for the arts that was really out of the scope of the work that we were doing. We recommended to the Mayor that another group be formed—a Westfield Arts group. That group has now been organized and is just beginning to develop a plan.

With regard to next steps, a schematic design for Grand Junction has been completed, to include a park and plaza built by the city in the downtown. The city is currently in the process of land acquisition for that park and plaza. Next, the city will engage engineers and architects to prepare complete engineering plans.

6. What progress has your community made in the planning/implementation of your strategy since the October 2011 and/or June 2013 colloquia?

We attended the October 2011 colloquium. At that time, the Westfield Arts Council had not been formed. The Grand Junction Task Group was working on the implementation of the Grand Junction Master Plan. That colloquium helped to solidify in our minds that an Arts Council of some sort needed to be formed. We spent the next year or so seeking out community members who would be interested in serving on an Arts Council. The Council was formed in July of 2013. We have a core membership of people who are related either by work or by passion to the arts. We are still in need of several members who have the requisite business experience and acumen to assist us on issues related to fundraising and economic sustainability.

7. What specific issues would you like to address with a consultant and why?

We wish to address the formation of a strategic plan for the arts as well as a blueprint for implementing that plan. We are at the earliest stages of community cultural planning. It is important to get it right the first time rather than to try to reinvent the proverbial wheel. With the help of a consultant, we can avoid pitfalls and begin weaving arts into the community experience much faster and more effectively than if we tried to do it on our own.

8. What specific objectives will be achieved?

As part of its ongoing efforts to transform itself into a community where people naturally want to live, work and play, Westfield recognizes that it needs a strategic plan for the arts. Starting in 2014, Westfield will begin to experience a major influx of out-of-town visitors to its new Grand Park sports campus. Conservative projections suggest that Grand Park will generate over 1.5 million visitors annually. The economic impact of these visitors will be enormous.

Westfield also has plans for its downtown area, known as the Grand Junction. The City will build a park and plaza at a unique confluence of waterways, trails, and roads that will serve as a catalyst for private development in a transformed downtown.

Recognizing that the arts can also be an economic development driver, Westfield seeks to enrich the experience of its Grand Park visitors beyond sports. Meanwhile, the experience of Westfield's own residents should not be ignored. The recently formed Westfield Arts Council will work with the IAC consultant in a public process to develop a vision, mission, goals and objectives and a long range plan to incorporate arts into the fabric of the community for the benefit of the residents of Westfield as well as the family sports tourists that we expect. This will be a collaborative effort among members of City government, the Grand Junction Task Group, the Downtown Westfield Association, the schools, and the Westfield Arts Council. Upon completion, the strategic plan will be presented to the Westfield City Council for its review, approval and adoption. Once the plan is adopted by the City Council, the Arts Council will begin implementation of the plan.

9. How and where do you envision the public engagement component fitting into the community strategy?

At the direction and guidance of the consultant, the public will be engaged in open meetings or charrettes to discuss vision, mission, goals, etc. The Westfield Arts Council itself, is a committee made up primarily of private citizens and local arts businesses and organizations.

10. What is your anticipated timeline for your proposed project?

The Westfield Arts Council anticipates working with the consultant from January to June, 2014. If the project is not completed during that period, we will continue to work toward completion and City Council adoption by the end of 2014. This is excellent timing as it relates to the opening of Grand Park which will occur sometime during or after summer 2014. We will begin seeing an influx of visitors to our city almost

immediately. Having a strategic plan for the arts in place by the end of 2014 will enable us to begin implementing in 2015.

11. Consultant fees and travel expenses will be covered by the IAC for the chosen communities (up to 60 hours of consulting hours). What resources will your community provide to this process? (Meeting space, hospitality, additional consultant hours as needed, etc.)

- Meeting space provided by Downtown Westfield Association, City and School
- City Government Resources (space, computers, printing, employee hours)
- Professional expertise provided by city employees as needed
- Volunteer hours
- Additional consultant hours if needed
- Hospitality as needed
- Enthusiasm!

Community Team

12. Please include a list of the names/organizations of members of the community team who have committed to participate in the planning and implementation of the community cultural plan.

Ken Kingshill, Downtown Westfield Association
 Rob Stokes, Westfield City Council
 Mic Mead, Westfield Citizen, Grand Junction Task Group Member, Artist
 John Sampson, Main Street Productions of Westfield
 David Marshall, Adagio Dance Academy
 Sharon Rice, Artist, Westfield School Corporation Teacher's Assistant
 Linda Lutes, Westfield School Corporation Art Teacher
 Teresa Skelton, Downtown Westfield Association Board President

13. Why were the community planning team members selected? What strengths or areas of expertise do they bring to the process?

Several members of the Westfield Arts Council are art teachers within the Westfield school system. They were selected for their obvious expertise and passion for visual arts. We have owners of a downtown Westfield dance studio who have a passion for

Downtown Westfield Association

the performing arts and enriching children. Also representing the performing arts is the president of the board of directors of Westfield's local community theater. One of our citizen members is a retired businessman, amateur artist, and community activist. Downtown Westfield Association will be the facilitator of meetings and the planning process. DWA is also a 501(c)3 organization independent of the City of Westfield.

14. Are there others you would like to include who have not yet committed? Please explain.

We are still searching for a member who represents music. We will likely have someone in place before the commencement of the consultancy period. We also need someone with business experience and a strong background in non-profit fundraising.

To: INDIANA ARTS COMMISSION

Fm: Mic Mead, member Westfield Arts Commission

Subj: Consulting Grant application

Thank you for offering Westfield the opportunity to apply for your consulting grant.

I am a citizen member who had a career building and leading successful businesses.

I have been and still am a practicing craftsman, sculptor, and oil painter.

I have and continue to serve various Westfield boards

and am a great advocate for our marvelous new opportunities

as well as memorializing and sharing our rich history.

Thank you for considering Westfield.

Respectfully,

Mic Mead

402.5799



To the Indiana Arts Commission:

I am writing to you indicate my support and involvement in the Westfield Arts Council. The newly formed Council has been tasked with the goal of promoting, supporting and encouraging various forms of art in Westfield. We are also fortunate to have the support of the Downtown Westfield Association who is in the process of applying for a grant from the Community Cultural Planning Consultancy. Whereas we have a strong team with a variety of talent on the Council, the additional advice and leadership from a Consultant would be invaluable. I would greatly appreciate the support of the Indiana Arts Commission in securing this grant for the Westfield Arts Council.

Thank you very much for your consideration.

A handwritten signature in blue ink that reads "Robert W. Stokes". The signature is written in a cursive style with a large, stylized "R" and "S".

Robert Stokes
Westfield City Council - District 1
(317) 258-3349

Mayor
Andy Cook

City Council

Jim Ake

John Dippel

Steven Hoover

Robert L. Horkey

Robert J. Smith

Cindy Spoljaric

Robert W. Stokes

Cleak Treasurer

Cindy J. Gossard

Being a part of Downtown Westfield Association is well worth the time I invest in doing so.

In addition I am very excited to be an active participant in serving on the Arts Commission. Being passionate about all arts and how they can connect with a community to enhance the over all economic development blends well with all we are doing in Westfield.

Teresa Otis Skelton

Sent from my iPhone

October 07, 2013

Dear Indiana Arts Commission:

My name is Sharon M. Rice and I am a member of the newly formed Westfield Arts Council. I understand that the Downtown Westfield Association, on behalf of the Westfield Arts Council, is applying for a Community Planning Consultancy to assist us in formulating and implementing a plan for public arts in Westfield.

I am aware of the planning goals and agree to participate in the project if/when Westfield is awarded a consultancy.

Thank you very much,

Sharon M. Rice

I A

Carey Ridge Elementary

WWS Schools

Rices @ wws.k12.in.us

Cell: 317-460-2291

ADAGIO DANCE ACADEMY

Dear Indiana Arts Commission:

As the owner of an arts-centric business in downtown Westfield, I am excited and proud to be a member of the newly formed Westfield Arts Council. It is my understanding that the Downtown Westfield Association has applied for the Community Cultural Planning Consultancy in order to assist us as we establish a plan to develop a culture conducive to the arts in our community. If granted this opportunity, I agree to participate in this project and support the goals of the Westfield Arts Council and Downtown Westfield Association.

Sincerely,



David Marshall

Owner - Adagio Dance Academy
230 E. Main St., Westfield, IN 46074
david@dancewithadagio.com
www.dancewithadagio.com



To the Indiana Arts Commission,

I, John C. Sampson, am honored to be a member of the newly formed Westfield Arts Council. It is my understanding that the Downtown Westfield Association and Director Ken Kingshill, on behalf of the Westfield Arts Council, is applying for a Community Cultural Planning Consultant to assist us in formulating and implementing a plan for the public arts in and for Westfield, Indiana. In my work with theatre arts, I am very happy to participate in the project if Westfield is awarded a consulting.

Thanks for you consideration and encouragement,

John C. Sampson, President of Mainstreet Productions of Westfield, Inc./ Westfield Playhouse
knightsam@juno.com
317-776-2558

A handwritten signature in dark ink that reads "John C. Sampson". The signature is written in a cursive style, with the first letters of the first and last names being capitalized and prominent.

P.O. Box 702 ★ Westfield, Indiana 46074

**Westfield Arts Alliance
Community Asset Inventory**

Parks
Parks Department and programs
Westfield in Bloom
Businesses that integrate arts in their décor
Churches
Gateways to neighborhoods
Schools
Roundabouts
Arts related businesses
Farmers market
4th of July events
Blank spaces
Public library
Keynotes (Campus Ministry-Crusade for Christ)
Memorials
Cemeteries
“Red Man” statue
Westfield Playhouse-Main Street Productions
Buildings’ architecture
City Government
Businesses
Hamilton County Convention and Visitors Bureau/Tourism
Not-for-Profit organizations
Media (lack of)
Residents
Children
Infrastructure
Community Foundations
Higher Education (Union Bible College)
Artists
Indiana arts Commission
Grand Park
Grand Junction
Service organizations
Developers
Professional organizations
Chamber of Commerce
Cultures:

Religious
Ethnic
Generational
Demographical (Socio-economic: education, income)
Perspectives
History
Location
Reputation
Welcoming, friendly attitude
Atmosphere
Local economy
Rapid growth
Airports
Farmland
Entertainment
Three bergs within the township

Arts and Culture Funding Resources

<https://indiana.cerweb.org/>

<http://www.indianahumanities.org/resources/grants/>

www.lillyendowment.org

www.indiana.grantwatch.com

www.artsland.org/Services/artsqrants.ASP

<http://arts.gov/news/2014/national-endowment-arts-announces-guidelines-available-fiscal-year-2015-funding-programs>

www.pbs.org/reference/artfunding

www.americasforthearts.org/by-topic/fundingresources

www.grantspace.org/Subjects/arts-and-culture

<http://www.nal.usda.gov/rfc/ricpubs/artspub.html>

<http://www.usregionalarts.org/funding.htm>

http://www.foundationforcontemporaryarts.org/grant_programs/organizations.html

<http://www.fundsnetsservices.com/searchresult/1/Arts-&-Culture-Grants/2.html>

<http://www.artsworfund.org/>

<http://www.wallacefoundation.org/>

<http://www.fundsnetsservices.com/searchresult/1/Arts-&-Culture-Grants.html>

<http://www.indianalandmarks.org/resources/pages/grantsloans.aspx>

Local companies and individuals

Community Foundations

Westfield Arts Alliance
Assessment of Issues and Goals

...Appendix 24

What has kept you from addressing or accomplishing this?

1. *Encourage community connections through all forms of art.*

- No effort
- No central group
- No expertise
- Very conservative community not interested in art
- Not a priority
- Sports was king
- Was/is rural community
- Proximity to existing arts
- Lack of identifying assets in community
- Funding
- Leadership
- Rapid growth
- Lack of forward thinking
- Relation to other neighboring communities (Big Brother/Little Brother perception)
- Limited Media resources
- Lack of collaboration
- Lack of Vision
- Lack of Planning
- Apathy
- Lack of arts education outside of schools and churches
- Lack of identified local market/appreciation for the arts
- Lack of exposure to/for the art

2. *Develop a vibrant arts culture by establishing a supportive environment for awareness*

- Lack of media
- Lack of actual art on display
- Lack of art for no reason
- Lack of knowledge re arts in schools/businesses/architecture
- Lack of initiative/interest/involvement
- Apathy
- Art as income vs. appreciation for art
- Is art a luxury?
- Art isn't cool

- Lack of marketing
- Lack of coordination/collaboration among arts groups/shows

appreciation

- Lack of vision
- Economics
- Lack of exposure/knowledge regarding arts and culture
- Need for marketing
- Leadership issues
- Lack of cooperation/collaboration
- Lack of funding in the school system for arts
- Lack of awareness
- Lack of cultural appreciation
- Lack of taking art to the people (public)

participation

- Need for marketing/communication
- Vision/leadership issues
- Branding needs
- Lack of appreciation and awareness regarding arts and culture
- Accessibility issues
- Education issues
- Cost to participate (time and resources)
- Lack of priority
- Competition for time and resources
- Fear
- Inertia
- Unconnected
- Socio-economic demographic/cultural

in the arts.

3. *Arts as an economic development driver.*

- Quality of life and place
- Need for venues
- Developing a market for the arts
- Tourism factor
- City exposure
- Attracting talent
- Creating vibrancy so people will identify with and have a passion for their community
- Creation of identity based on authenticity
- Creation of traditions/history
- Money

How might you address or accomplish this?

1. *Encourage community connections through all forms of art.*
 - Education of public re: what encompasses arts
 - Transparency: openness and invitation to what is going on
 - Expose people to arts
 - Opportunity to be exposed; invitation
 - Interactive and immersive arts events
 - Embrace multicultural diversity to encourage cross connections
 - Art as a “real” business
 - Collaborative arts effort
 - Sustainable effort
 - Reach out to others who have vested interest in success of community
 - Not be steamrolled by sports; more to Westfield than just sports
 - Grand Park: Arts events/classes for children (\$)
 - Marketing
 - Overcome negativity and competitive attitude
2. *Develop a vibrant arts culture by establishing a supportive environment for awareness of the arts. (Awareness, Appreciation, Participation)*
 - Groupon/Crowd funding
 - Build presence in surrounding media: print and social
 - Build relationship with HCCVB
 - Link to City and CVB website
 - Media liaison
 - City newsletter
 - Parks department newsletter
 - Marketing (AAW and activities)
 - Current (publication)
 - Creative collaboration of mediums/arts disciplines
 - Historical perspective of art and culture in community
 - Events/Activities (role of the AAW)
 - Educational Enrichment Outreach
 - Financial Support
 - Availability and Access of AAW
 - Proactive outreach to local artists and business community and government institutions
 - Juried art shows/performances/etc. – awards
 - Recognition Programs
 - Mayoral Proclamations

3. *Arts as an economic development driver.*

- More venues (planning community expect performance/art venues as part of developments) Incorporate Grand Park
- Advocate for permanent venue
- Asset inventory of existing potential venues (I/M/I)
- Enhance school experience
- Chamber of Commerce
- Public art
- Public art in private businesses
- Attract arts and cultural related entrepreneurs and businesses
- Assess existing public spaces for additional arts and culture development (e.g., Asa Bales Park amphitheater)
- Arts tourism
- Arts business
- Art in the hotels (public and private)
- Work with Hamilton County Tourism Inc.
- Arts as part of Development Standards
- Arts/Landscaping substitution in landscaping plan for development



Asa Bales Park Sculpture



Baseball Game



Grand Park Map and Land Use



Mural Union Street Flowers



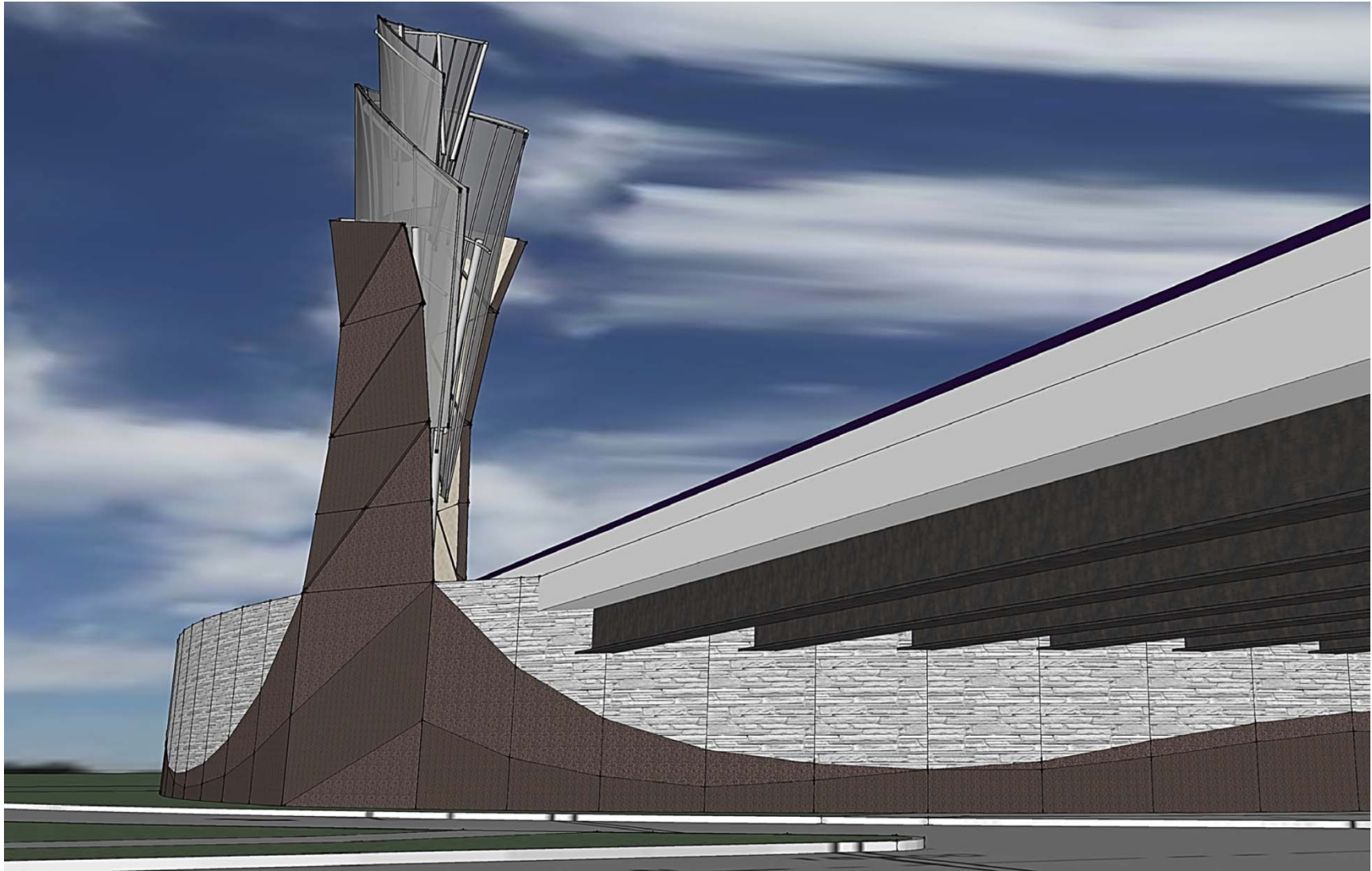
Downtown Westfield



Red Man



Downtown Westfield



Gateway Tower



Union Bible College

RESOLUTION 14-127

A RESOLUTION ADOPTING A FISCAL PLAN FOR THE ANNEXATION OF LANDS DEFINED IN ORDINANCE 14-38

WHEREAS, the City of Westfield (the “City”) desires to annex certain parcels as identified in **Exhibit A** and **Exhibit B** (the “Annexation Area”) into the municipality; and,

WHEREAS, pursuant to Indiana Code § 36-7-4-3.1 a fiscal plan must be prepared and adopted by resolution prior to such annexation; and,

WHEREAS, the required fiscal plan, included as **Exhibit C** (the “Fiscal Plan”) and attached hereto and made a part hereof, has been prepared and presented to the Council for consideration; and

WHEREAS, the Fiscal Plan has been reviewed and complies with the requirements of Indiana Code § 36-4-3-13.

NOW, THEREFORE, BE IT RESOLVED that the Fiscal Plan attached hereto and made a part hereof is hereby approved and adopted by the Westfield City Council.

[REMAINDER OF PAGE LEFT BLANK INTENTIONALLY]

ADOPTED AND PASSED THIS _____ DAY OF NOVEMBER, 2014, BY THE
WESTFIELD CITY COUNCIL, HAMILTON COUNTY, INDIANA.

WESTFIELD CITY COUNCIL
HAMILTON COUNTY, INDIANA

Voting For

Voting Against

Abstain

Jim Ake

Jim Ake

Jim Ake

Steven Hoover

Steven Hoover

Steven Hoover

Robert L. Horkay

Robert L. Horkay

Robert L. Horkay

Charles Lehman

Charles Lehman

Charles Lehman

Robert J. Smith

Robert J. Smith

Robert J. Smith

Cindy L. Spoljaric

Cindy L. Spoljaric

Cindy L. Spoljaric

Robert W. Stokes

Robert W. Stokes

Robert W. Stokes

ATTEST:

Cindy J. Gossard, Clerk-Treasurer

I affirm, under the penalties for perjury, that I have taken reasonable care to redact each Social
Security Number in this document, unless required by law: _____.

This Instrument prepared by: Jeffrey M. Lauer.

I hereby certify that **RESOLUTION 14-127** was delivered to the Mayor of Westfield
on the _____ day of November, 2014, at _____.

Cindy J. Gossard, Clerk-Treasurer

I hereby APPROVE Resolution 14-127
this _____ day of November, 2014.

I hereby VETO Resolution 14-127
this _____ day of November, 2014.

J. Andrew Cook, Mayor

J. Andrew Cook, Mayor

EXHIBIT A **ANNEXATION AREA**

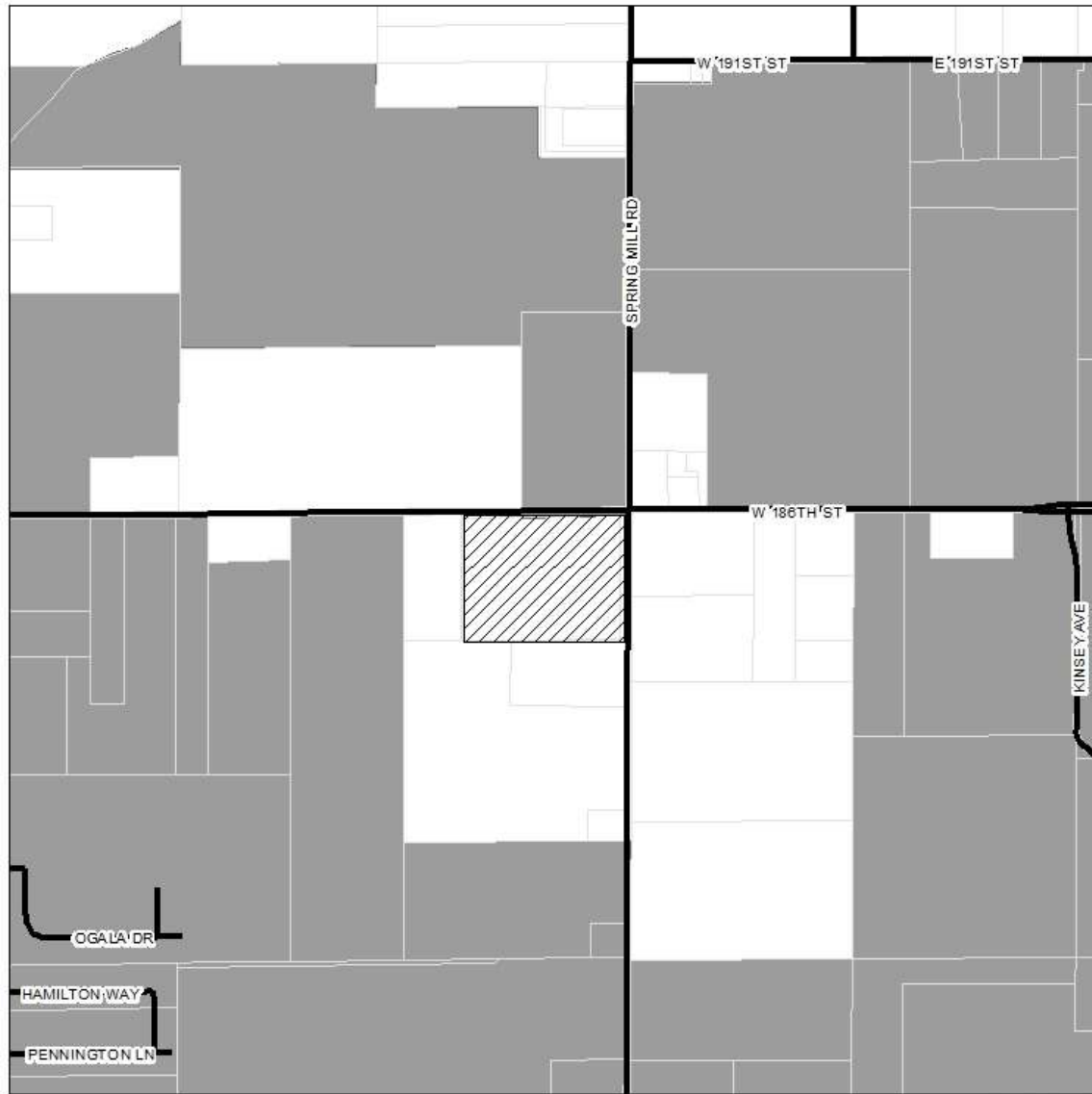


EXHIBIT LEGEND

- | | | | |
|---|----------------------|---|---------|
|  | ANNEXATION AREA |  | PARCELS |
|  | EXISTING CITY LIMITS |  | STREETS |

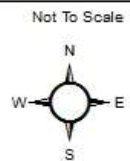


EXHIBIT B
ANNEXATION AREA
LEGAL DESCRIPTION

Parcel No: 08-05-34-00-00-009.000

Part of the East Half of the Northeast Quarter of Section 34, Township 19 North, Range 3 East of the Second Principal Meridian in Washington Township, Hamilton County, Indiana, more particularly described as follows:

Beginning at the Northeast corner of the East Half of the Northeast Quarter of Section 34, Township 19 North, Range 3 East of the Second Principal Meridian in Washington Township, Hamilton County, Indiana; thence South 00 degrees 05 minute 34 seconds West (assumed bearing) along the East line of said Northeast Quarter 759.00 feet; thence South 89 degrees 21 minutes 58 seconds West parallel with the North line of said Northeast Quarter 974.58 feet to the West line of real estate described in Instrument No. 93-51375, in the Office of the Recorder of Hamilton County, Indiana; thence North 00 degrees 12 minutes 24 seconds West along the East line of said real estate 758.96 feet to the North line of said Northeast Quarter; thence North 89 degrees 21 minutes 58 seconds East along the North line of said Northeast Quarter 978.55 feet to the point of beginning, containing 17.01 acres, more or less.

EXCEPT that real estate now dedicated to Hamilton County Board of Commissioners as public right-of-way by Dedication of Public Right of Way recorded October 1, 1998, as Instrument 98-55262, in the Office of the Recorder of Hamilton County, Indiana, more particularly described as follows:

Beginning at the Northeast corner of the East Half of the Northeast Quarter of Section 34, Township 19 North, Range 3 East of the Second Principal Meridian in Washington Township, Hamilton County, Indiana; thence South 00 degrees 05 minutes 34 seconds West (assumed bearing) along the East line of said Northeast Quarter 759.00 feet; thence South 89 degrees 21 minutes 58 seconds West parallel with the North line of said Northeast Quarter 45.00 feet; thence North 00 degrees 05 minutes 34 seconds East parallel to the East line of said Northeast Quarter 719.00 feet; thence North 89 degrees 21 minutes 58 seconds West parallel with the North line of said Northeast Quarter 933.55 feet; thence North 00 degrees 12 minutes 24 seconds West 40 feet to the North line of said Northeast Quarter; thence North 89 degrees 21 minutes 58 seconds East along the North line of said Northeast Quarter 978.55 feet to the point of beginning.

ALSO INCLUDING:

In addition to the aforementioned, the annexed area shall include those public highways and rights-of-way of public highways required to be annexed by Indiana Code § 36-4-3-2.5, including the relevant portions of 186th Street and Springmill Road.



Fiscal Plan for the Voluntary Annexation of Real Estate Contiguous to the City of Westfield, Indiana

**Generally described as the real estate located
on the southwest corner of Springmill Road and 186th Street**

**This Fiscal Plan Supports
Ordinance 14-38**

**This Fiscal Plan is Exhibit C
of Resolution 14-127**

Introduction

The purpose of this report is to outline the estimated fiscal impact of annexation upon the City of Westfield, Hamilton County, Indiana (the “City”) and ability of the City to provide necessary municipal capital and non-capital services to an area proposed for annexation. The area proposed for annexation that is analyzed in this report is referred to as the “Annexation Area” and is generally located adjacent to the existing corporate limits of the City on the southwest corner of Springmill Road and 186th Street. The annexation is one-hundred percent (100%) voluntary.

The Indiana Statute (I.C. § 36-4-3-13(d)) governing annexation activity by the City requires the preparation of a written fiscal plan and the establishment of an annexation policy, by resolution, as of the date of the annexation ordinance. The fiscal plan is required to present cost estimates and a plan for the extension of municipal services to the area proposed for annexation. Municipal services of a non-capital nature are required to be provided within one (1) year of the effective date of the annexation ordinance to the extent that such services are equivalent in standard and scope to those services already provided within the city limits. Municipal services of a capital improvement nature are required to be provided within three (3) years of the effective date of the annexation ordinance to the extent that such services are equivalent in standard and scope to those services already provided within the City’s corporate limits.

This report contains an analysis of the revenues and expenditures that will result from the annexation of certain territory by the City. While the City is committed to providing the highest quality service to all areas of the community, the dollar figures presented here are only estimates and are subject to change. Variations may occur depending upon the rate and extent of future development, an increase or decrease in the cost of providing municipal services, or fluctuations in future property assessments.

City of Westfield Annexation Philosophy and Plan
--

A. Fiscal Policy of the City

The annexation policies of the City are expected to correspond with the fiscal policies of the City. Therefore, it is the policy of the City that annexation(s) should only be undertaken under circumstances which are not adverse to the fiscal interests of the current residents and taxpayers of the City.

B. General Philosophy and Plan

The philosophy and plan of the City is to annex real estate into its corporate limits in accordance with the terms of Title 36, Article 4, Chapter 3 of the Indiana Code. The adoption of an ordinance authorizing such annexation shall:

1. Provide the residents of the City with a broad, stable and growing economic tax base; and,
2. Provide a plan for the quality and quantity of urban development in a coordinated manner; and,
3. Provide for preservation and enhancement of the public's overall health, safety, and welfare, regarding all of the City's residents; and,
4. Allow for the provision of services to the annexed area in a cost effective manner that will not significantly impact existing residents.

C. Further the City Shall:

1. First seek the voluntary annexations of new developments contiguous to the current City boundaries. It is the preference of the City to implement annexation action under the most amenable conditions possible. Therefore, in cases where it is practical and possible to achieve consensus, the City prefers to proceed with annexation under the "voluntary" provisions of the statute (I.C. § 36-4-3-5);
2. Enhance the existing assessed valuation of the municipality through voluntary annexations;
3. Consider any requests for voluntary annexation from existing parcels; and
4. Consider any forced annexations that will positively impact the future economic development opportunity of the community.

Parcel Analysis

A. Description

The Annexation Area is generally described as the real estate located on the southwest corner of Springmill Road and 186th Street (see attached **Exhibit 1**) and encompasses an area of approximately sixteen (16) acres. The Annexation Area includes property zoned the Garden Market PUD District (Ordinance No. 14-21).

B. Contiguity

Property contiguous with the City's corporate limits may be annexed into the City's corporate limits (I.C. § 36-4-3-1.5). I.C. § 36-4-3-1.5 provides that property is considered "contiguous" if at least one-eighth (1/8) of the aggregate external boundaries of the property coincides with the boundaries of the City's corporate limits. In determining if property is contiguous, a strip of land less than one hundred fifty (150) feet wide which connects the City's corporate limits to the Annexation Area is not considered a part of the boundaries of either the City's corporate limits or the property to be annexed. The Annexation Area meets the contiguity requirements of I.C. § 36-4-3-1.5.

C. Population and Structures

The Annexation Area has no inhabitants and contains one (1) commercial structure and several agriculturally-related accessory buildings for a previous lawn care and garden center operation.

D. Zoning

The Annexation Area is currently located within the planning and zoning jurisdiction of the City through a joinder agreement with Washington Township served by the Westfield-Washington Township Advisory Plan Commission. If annexed, then the parcels will remain in the same planning jurisdiction. The zoning designation of the Annexation Area is Planned Unit Development District (Garden Market PUD District Ordinance No. 14-21).

E. Property Tax Assessment

The 2013 pay 2014 total net assessed valuation of all real property and its improvements located within the Annexation Area is \$314,900.¹

F. Municipal Property Tax Rate

The existing 2013 pay 2014 property tax rate assessed to all real property and its improvements within the Annexation Area is \$2.64780 per \$100 of assessed valuation. This is the total Washington Township tax rate assessed to all real property and its improvements, subject to any property tax "cap" which may apply.

¹ Parcel No. 08-05-34-00-00-009.000

G. Council District

The Annexation Area will be incorporated into Council District 3.

H. Proposed Build-out

The build-out of the Annexation Area is planned for a mix of commercial uses that includes approximately ten (10) acres of agritourism uses, garden center operations, and approximately six (6) acres of retail pursuant to the approved Garden Market Planned Unit Development District (Garden Market PUD Ordinance 14-21).

Site construction is planned by the developer beginning in 2015. For purposes of this analysis, the following new improvements are projected to be completed during the five (5) year period following annexation:

- a. Non-Residential Uses (15.83 acres):² Approximately 13,300 square feet of new non-residential vertical improvement (50 x 50 sq. ft. expansion of existing office structure and 60 x 180 sq. ft. new equipment enclosure) in 2015.

No additional improvements are anticipated before or during 2018.

Estimated property taxes and revenue generated from the projected build-out are set forth in **Exhibit 3**, Table 1 and Table 2.

² Improvements are estimated to be comparable to the existing Sundown Gardens location at 13400 Old Meridian St (County Parcel No. 17-09-25-00-00-021.000).

Municipal Services

The City currently extends to its citizens a range of public services. These services are provided by different municipal departments. Each department has a unique function within the municipal service system of the City. These departments include: Police, Fire, Public Works, Clerk/Treasurer's Office, Informatics, Administration, Parks and Recreation, and Economic and Community Development.

Each of the municipal service sectors are analyzed in this section to determine the impact of annexation on their ability to provide both capital and non-capital services to the area proposed for annexation as required by Indiana law. The method used to determine the fiscal impact of annexation is known as "fiscal impact analysis".

Fiscal impact analysis is a method of evaluation that is used to measure and project the direct public costs and revenues associated with residential and non-residential growth within a municipality. It explores public (government) costs and revenues. It does not consider private costs of public actions. Therefore, special assessments on real property or the value of land dedications required of developers are considered private revenues. Individual services contracted for homeowners associations, neighborhoods, and similar groups are also considered private.

All municipal departments were analyzed to determine the extent of the effect of annexation. The Police, Fire, Public Works, Clerk/Treasurer's Office, Informatics, Administration, Parks and Recreation, and Economic and Community Development were identified as being affected by the annexation of new territory.

The cost estimates of planned services to be furnished to the Annexation Area have been computed based on the 2015 budget. Input from all departments was gathered, and a careful analysis was prepared in an effort to meet all the requirements of Indiana Code § 36-4-3. Each capital service was assessed by Department of Public Works and where required, specific improvements and costs have been programmed. The findings and proposed improvements for each capital service are detailed in this report. Some services may already be available to the Annexation Area, while others will have to be initiated. In each case, it is shown in this report, that service is being/will be proposed to the Annexation Area, in a manner equivalent in standard and scope to the services being providing within the City's corporate boundaries.

The existing levels and costs of service provisions for each department are outlined below:

A. Police Department

The forty-two (42) uniformed officers of the Police Department of the City provide the citizens of the City with public safety and emergency response service throughout the corporate limits of the City. The individual services include: neighborhood patrols for the prevention of crime; detection and apprehension of criminal offenders; resolution of domestic disputes; anti-crime and anti-drug public education; traffic control and accident reporting; and the creation and maintenance of a general feeling of safety and security throughout the community.

The services provided by the Police Department vary in their individual requirements for personnel and financial resources and are subject to annual review and approval by the City Council.

Annual operating costs associated with the addition of one (1) uniformed police officer(s) include salary, overtime pay, holiday pay, clothing and uniform allowance, health insurance, training, pension benefits and administrative overhead.

Capital one-time costs associated with the addition of one (1) uniformed police officer(s) include a patrol vehicle and related equipment. These costs have been factored together to arrive at necessary service level increases for various areas under consideration for annexation.

The City will provide police service to the Annexation Area upon the effective date of annexation through the extension of an existing patrol area with existing personnel.

Provision of planned service of a non-capital nature within one year: The services can be provided for the Annexation Area with existing personnel.

Provision of planned services of a capital improvement nature within three years: Any additional capital requirements can be accommodated in future budgets through the annual budgeting process. Cost estimates for planned services are set forth in **Exhibit 3**, Table 3.

B. Fire Department

The seventy (70) Firefighters, EMS and Paramedics personnel employed by the Fire Department of the City respond to fire emergencies, chemical and hazardous material spills, and general life safety emergencies throughout the corporate limits of the City and throughout the remainder of Washington Township, Hamilton County (the “Township”).

The personnel of the Fire Department are assigned to three (3) fire stations located on Dartown Road (headquarters), 151st Street, and Grassy Branch Road. Each station is the primary respondent to emergencies within its assigned geographical area. Secondary response is provided by personnel and equipment by volunteer and paid city and town fire departments in adjacent communities.

The existing Fire Department currently has the entire responsibility for services throughout the Township; therefore, the annexation of this new territory will not change the impact or the need for additional personnel.

Provision of planned service of a non-capital nature within one year: The services can be provided for the Annexation Area with existing personnel because current services already serve the Township.

Provision of planned service of a capital nature within three years: The capital services required for future growth in the fire services for the Township will be managed through the annual budgeting process. Cost estimates for planned services are set forth in **Exhibit 3**, Table 3.

C. Public Works Department

a. Street Division

The Street Division is part of the Public Works Department of the City and has responsibility for the maintenance and upkeep of all streets and public rights-of-way within the corporate limits of the City. Maintenance activities include potholes and curb repair, mowing of weeds and other vegetation, street sweeping, sign maintenance and replacement, pavement striping, and snow removal. It is also responsible for reconstruction of sidewalks and policing of rights-of-way to support safe travel.

Other responsibilities include resurfacing and reconstruction of all public roads with the exception of the roads falling under the jurisdiction of the Indiana Department of Transportation or the Hamilton County Highway Department. These operations are primarily funded from the Motor Vehicle Highway (“MVH”) fund, the Local Road and Street Fund (“LR&S”), and the Road and Street Improvement Fund. The budgeted expenditures for MVH and LR&S is approximately \$980,000 for 2014, which is approximately \$5,280 per road mile.

Provision of planned service of a non-capital nature within one year: Street Division services can be provided for the Annexation Area with existing personnel, based upon the road miles of approximately 0.33 miles (1,725 feet) for 186th Street and Springmill Road. Cost estimates for planned services are set forth in **Exhibit 3**, Table 3.

Provision of planned service of a capital nature within three years: The intent of the City with respect to future road construction is to require future developers to improve, or contribute financially to the improvement of existing roadways in accordance with the impact of any proposed development. Potential road improvements are evaluated each year and the Annexation Area will be part of that annual review process. Cost estimates for planned services are set forth in **Exhibit 3**, Table 3 and Table 4.

b. Water and Sewer Services

Citizens of Westfield Water, LLC (the “Utility”) operates the water and wastewater works within the City. Services for both water and sewer are provided within the corporate limits of the City and into portions of the Township. The Annexation Area is not currently served by the Utility’s water and sewer service.

The Utility provides the service of pumping water from the water source, treating the water to some level, distributing the water into the system of water lines, storing the water for peak demand and fire protection purposes, and maintaining the system, in its entirety. The Utility meets the parameters of providing access to water utility service, to a property, when a water distribution line is within the distributive area of a main trunk line or lateral line. When water lines are already developed with respect to a specific property, the water utility is made directly available to that property when a water line is located within three hundred (300) lineal feet of the nearest property line of the developed parcel.

Fire hydrants are generally supported by the user charge system of the Utility. The developer of any new development is generally responsible for installing the fire hydrants necessary to protect the proposed development from catastrophic fire, unless otherwise provided by the Utility or the Utility's policies.

The installation and extension of sewer service for any proposed development in the Annexation Area will be provided in accordance with the Utility's policies. The Utility provides access to wastewater collection, treatment and disposal service to all properties within the corporate limits of the City. The Utility meets the parameters of providing access to wastewater service when the parcel is within the drainage watershed of a major interceptor, trunk or lateral sewer which ultimately delivers wastewater to the wastewater treatment plant. In cases where sewer laterals are made available to developed parcels, the standard for service is met when the Utility's sewer is located within three hundred (300) lineal feet of the nearest property line of the parcel.

Property tax revenues are not a part of the Utility's budget. In addition to monthly service charges, the Utility has established a system of fees for other services such as various connection fees, and/or supplemental fees for special facilities installed to meet the needs and demands of various customers. The cost of extending water and wastewater lines within the Utility's service area is done in accordance with the Utility's policies. The Utility is also subject to regulatory requirements which are administered at the State and Federal level. As such, the system of fees and charges must be adjusted from time to time to remain current with regulatory and other requirements.

D. Parks and Recreation Department

Services by the Parks and Recreation Department of the City are funded out of the City's Parks and Recreation Department budget. The existing inventory of facilities include: Armstrong Park, Old Friends Cemetery Park, Osborne Park, Raymond Worth Park, Quaker Park, Simon Moon Park, Asa Bales Park, Liberty Park, Hadley Park and Freedom Trail Park. The existing inventory of trails include: Monon, Midland Trace, Natalie Wheeler, Anna Kendall, and Cool Creek. These parks and recreation operations are supported by the City's General Fund. The Annexation Area is not anticipated to have an appreciable effect on existing park facilities and no additional costs for this function are anticipated.

Provision of planned service of a non-capital nature within one year: The Annexation Area will have full access to existing park facilities and will continue to be supported by the City.

Provision of planned service of a capital nature within three years: The capital services required for future growth in parks will be accomplished through the annual budgeting process. Cost estimates for planned services are set forth in **Exhibit 3**, Table 3.

E. Clerk-Treasurer's Office

The Clerk-Treasurer of the City is responsible for the maintenance of all City records.

Provision of planned service of a non-capital nature within one year: The services can be provided for the Annexation Area with existing personnel.

Provision of planned service of a capital nature within three years: The capital services required for this department can be accomplished through the annual budgeting process. Cost estimates for planned services are set forth in **Exhibit 3**, Table 3.

F. Economic and Community Development Department

b. Planning and Zoning Services

The Economic and Community Development Department of the City is responsible for all of the planning and zoning support for the Westfield-Washington Township Advisory Plan Commission and the Westfield-Washington Township Board of Zoning Appeals. These responsibilities currently involve the entire Township; therefore, no service level increases are expected for this division with respect to the Annexation Area.

Provision of planned service of a non-capital nature within one year: The services can be provided for the Annexation Area with existing personnel who already serve the entire Township.

Provision of planned service of a capital nature within three years: The capital services required for this division can be accomplished through the annual budgeting process. Cost estimates for planned services are set forth in **Exhibit 3**, Table 3.

c. Economic Development Services

The Economic and Community Development Department of the City is responsible for all of the economic development functions within the corporate limits of the City. No service level increases are expected with respect to the Annexation Area.

Provision of planned service of a non-capital nature within one year: The services can be provided for the Annexation Area with existing personnel.

Provision of planned service of a capital nature within three years: The capital services required for this division can be accomplished through the annual budgeting process. Cost estimates for planned services are set forth in **Exhibit 3**, Table 3.

d. Building and Construction Services

The Economic and Community Development Department of the City currently processes building permits throughout the entire Township. It conducts inspections on new buildings and unsafe structures. Since this service is already being provided throughout the entire Township, no service level increases are expected with respect to the Annexation Area.

Provision of planned service of a non-capital nature within one year: The services can be provided for the Annexation Area with existing personnel, who already serve the entire Township.

Provision of planned service of a capital nature within three years: The capital services required for this division can be accomplished through the annual budgeting process. Cost estimates for planned services are set forth in **Exhibit 3**, Table 3.

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Financial Summary

The Annexation Area has been researched and analyzed in accordance with the terms of the Indiana Code, Title 36, Article 4, Chapter 3.

The primary source of revenue for the City is that which is received from property taxes and County Option Income Tax (COIT). The existing net assessed valuation of all real property and its improvements within the Annexation Area is \$314,900. Improvements in the Annexation Area that are projected to be completed during the five (5) year period following annexation include approximately 13,300 square feet of new non-residential vertical improvements in 2015. No additional improvements are anticipated before or during 2018.

As a result of additional population and road miles, the City also receives revenue from other sources that include Alcohol Gallonage Taxes, Cigarette Tax, Vehicle Excise Tax, MVH road miles tax, and LR& S road mile tax.

Assuming the annexation is effective prior to March 1, 2015; the property within the Annexation Area will then be entered into public record and assessed for taxation as an incorporated area. Revenue received by the City from property assessed on or before March 1, 2015, will not be realized until May and November of 2016. The delay in the collection of property taxes will cause the City to experience a cost of services from existing budgets due to the required provision of non-capital services in the first year following annexation. To the extent that real costs exceed revenue as a result of this annexation, the City is prepared to use funds from other budgeted line items in order to assure that services required by State Statute are provided to the Annexation Area.

Currently, the Annexation Area is undeveloped and the City will receive nominal property taxes from the existing assessed value within the Annexation Area. It should be understood, however, that the annexation of undeveloped land has a very minimal impact on municipal revenue streams and generally a minor impact on the provision of municipal services, if proper fiscal planning is performed.

When development occurs, the impact of that development on various revenue streams, as well as the impact of that development on the demand for municipal services, is to be examined by the City as a part of the development approval process. It is the City's stated goal that it seeks to establish fiscal policies which would result in no negative impact on property taxes for existing City residents as a result of growth. Therefore, the City will seek to assure that all proposed development offers a balance between the cost of services demanded and the revenues produced.

It is the intent of the City to pay for extension of all municipal services to the area from revenues generated as a result of the annexation, which will be derived from property taxes, along with other state distributions. The total property tax rate in Washington Township outside of the corporate limits for pay 2014 is \$2.64780. The tax rate for all taxpayers in the City/Washington Township, including all overlapping taxing units, is equal to \$3.09600, an increase of \$0.4482 or fifteen percent (15%). A summary of the estimated fiscal impact is set forth in **Exhibit 3**, Table 5.

Exhibit 1

Annexation Area: Graphic Depiction

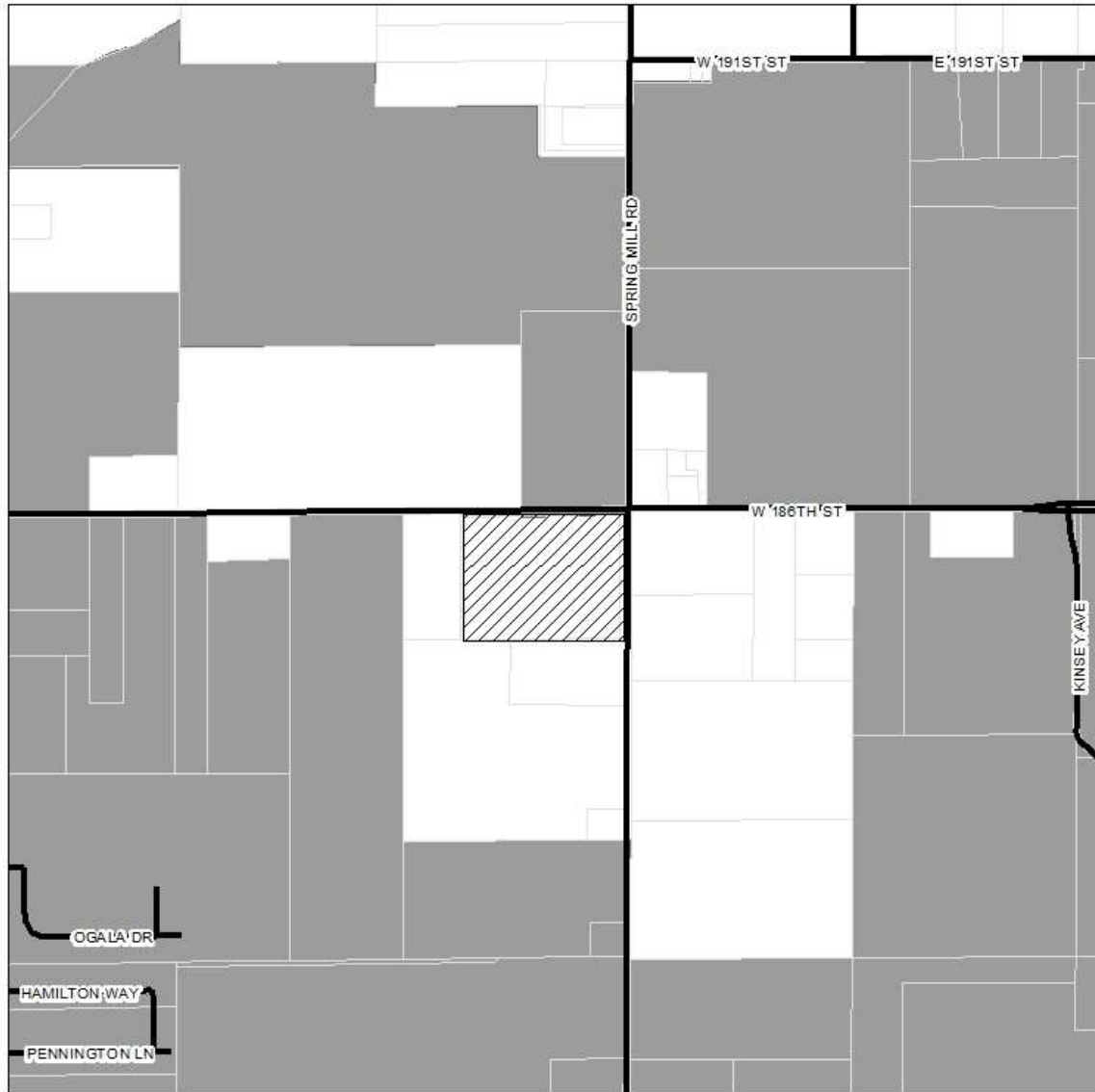


EXHIBIT LEGEND

- | | |
|--|---|
|  ANNEXATION AREA |  PARCELS |
|  EXISTING CITY LIMITS |  STREETS |

Not To Scale

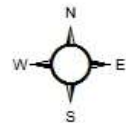


Exhibit 2

Annexation Area: Legal Description

Parcel No: 08-05-34-00-00-009.000

Part of the East Half of the Northeast Quarter of Section 34, Township 19 North, Range 3 East of the Second Principal Meridian in Washington Township, Hamilton County, Indiana, more particularly described as follows:

Beginning at the Northeast corner of the East Half of the Northeast Quarter of Section 34, Township 19 North, Range 3 East of the Second Principal Meridian in Washington Township, Hamilton County, Indiana; thence South 00 degrees 05 minute 34 seconds West (assumed bearing) along the East line of said Northeast Quarter 759.00 feet; thence South 89 degrees 21 minutes 58 seconds West parallel with the North line of said Northeast Quarter 974.58 feet to the West line of real estate described in Instrument No. 93-51375, in the Office of the Recorder of Hamilton County, Indiana; thence North 00 degrees 12 minutes 24 seconds West along the East line of said real estate 758.96 feet to the North line of said Northeast Quarter; thence North 89 degrees 21 minutes 58 seconds East along the North line of said Northeast Quarter 978.55 feet to the point of beginning, containing 17.01 acres, more or less.

EXCEPT that real estate now dedicated to Hamilton County Board of Commissioners as public right-of-way by Dedication of Public Right of Way recorded October 1, 1998, as Instrument 98-55262, in the Office of the Recorder of Hamilton County, Indiana, more particularly described as follows:

Beginning at the Northeast corner of the East Half of the Northeast Quarter of Section 34, Township 19 North, Range 3 East of the Second Principal Meridian in Washington Township, Hamilton County, Indiana; thence South 00 degrees 05 minutes 34 seconds West (assumed bearing) along the East line of said Northeast Quarter 759.00 feet; thence South 89 degrees 21 minutes 58 seconds West parallel with the North line of said Northeast Quarter 45.00 feet; thence North 00 degrees 05 minutes 34 seconds East parallel to the East line of said Northeast Quarter 719.00 feet; thence North 89 degrees 21 minutes 58 seconds West parallel with the North line of said Northeast Quarter 933.55 feet; thence North 00 degrees 12 minutes 24 seconds West 40 feet to the North line of said Northeast Quarter; thence North 89 degrees 21 minutes 58 seconds East along the North line of said Northeast Quarter 978.55 feet to the point of beginning.

ALSO INCLUDING:

In addition to the aforementioned, the annexed area shall include those public highways and rights-of-way of public highways required to be annexed by Indiana Code § 36-4-3-2.5, including the relevant portions of 186th Street and Springmill Road.

Exhibit 3

Fiscal Plan Tables

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TABLE 1**CITY OF WESTFIELD, INDIANA "GARDEN MARKET"****Computation of Estimated Property Taxes**

<u>Year</u>	<u>Estimated Assessed Value</u>	<u>Exemptions</u>	<u>Estimated Net Assessed Value</u>	<u>Tax Rate</u>	<u>Estimated Tax Revenue</u>
1st	\$ 311,200	\$ -	(2) \$ 311,200	\$ 0.8075	(3) \$ 2,513
2nd	1,700,800 (1)	-	1,700,800	0.8075	13,734
3rd	1,700,800	-	1,700,800	0.8075	13,734
4th	1,700,800	-	1,700,800	0.8075	13,734
5th	1,700,800	-	1,700,800	0.8075	13,734

(1) Assumes new improvements (similar to Sundown Gardens in Carmel, Indiana) are completed by March 1, 2016. In addition, we have assumed \$500,000 of additional improvements by March 1, 2016.

(2) Assumes no exemptions or deductions

(3) Assumes the final tax rate for 2014

TABLE 2

CITY OF WESTFIELD, INDIANA "GARDEN MARKET"

Estimated Revenue Generated

	<u>1st Year</u>	<u>2nd Year</u>	<u>3rd Year</u>	<u>4th Year</u>	<u>5th Year</u>
Net Assessed Value	\$ 311,200	\$ 1,700,800	\$ 1,700,800	\$ 1,700,800	\$ 1,700,800
Property Tax Revenue	2,513	13,734	13,734	13,734	13,734
Circuit Breaker Reduction (1)	(80)	(439)	(439)	(439)	(439)
Motor Vehicle Highway	-	-	-	-	-
Local Roads & Street	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenue	<u>\$ 2,433</u>	<u>\$ 13,295</u>	<u>\$ 13,295</u>	<u>\$ 13,295</u>	<u>\$ 13,295</u>

(1) Estimated Circuit Breaker Reduction based upon Pay 2014 tax rate and estimated build out

General Notes

- Five years is considered a standard planning period for annexation analysis.
- Population based revenue will not go up unless a Census occurs or a Special Census is prepared.

TABLE 3

CITY OF WESTFIELD, INDIANA "GARDEN MARKET"

Estimated Non-Capital Costs

	<u>1st Year</u>	<u>2nd Year</u>	<u>3rd Year</u>	<u>4th Year</u>	<u>5th Year</u>
Police (1)	\$ 252	\$ 4,782	\$ 4,902	\$ 5,024	\$ 5,150
Fire (1)	453	3,885	3,982	4,081	4,183
Lighting (2)	-	-	-	-	-
Fire Hydrants (2)	-	-	-	-	-
Streets & Road Maint. (1)	1,250	1,250	1,281	1,313	1,346
Park (2)	-	-	-	-	-
<u>Admin. & General Dpts. (1)</u>					
Administrative	156	1,169	1,198	1,228	1,259
Community Dev. Planning	32	239	245	251	257
Building Dept.	9	68	70	71	73
Information Tech.	58	432	443	454	465
Clerk	22	168	172	177	181
Mayor	6	42	43	44	45
City Council	6	45	46	47	48
Street Dept	79	593	608	623	639
Total Non-Capital Costs	<u>\$ 2,322</u>	<u>\$ 12,673</u>	<u>\$ 12,990</u>	<u>\$ 13,314</u>	<u>\$ 13,647</u>

(1) Assumes allocation of the specific budget; in the event you need further information, please contact the City. The increase in Street cost is due to the increase in homes.

(2) No additional cost is estimated to be incurred.

General Note

- Five years is considered a standard planning period for annexation analysis.

TABLE 4

CITY OF WESTFIELD, INDIANA "GARDEN MARKET"

Estimated Capital Costs

	<u>1st Year</u>	<u>2nd Year</u>	<u>3rd Year</u>	<u>4th Year</u>	<u>5th Year</u>
Street Department (1)	\$ -	\$ -	\$ -	\$ -	\$ -
Street Lighting (1)	-	-	-	-	-
Wastewater (1)	-	-	-	-	-
Water (1)	-	-	-	-	-
Electric (1)	-	-	-	-	-
Cumulative Capital (1)	-	-	-	-	-
Cumulative Fire (1)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Capital Costs	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

(1) No capital costs are expected to occur, in this time period, in the Area.

General Note

- Five years is considered a standard planning period for annexation analysis.

TABLE 5

CITY OF WESTFIELD, INDIANA "GARDEN MARKET"

Fiscal Plan Summary

	<u>1st Year</u>	<u>2nd Year</u>	<u>3rd Year</u>	<u>4th Year</u>	<u>5th Year</u>	<u>Total</u>
Revenue	\$ 2,433	\$ 13,295	\$ 13,295	\$ 13,295	\$ 13,295	\$ 55,613
Non-Capital Costs	2,322	12,673	12,990	13,314	13,647	54,946
Capital Costs	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net	<u>\$ 111</u>	<u>\$ 622</u>	<u>\$ 305</u>	<u>\$ (19)</u>	<u>\$ (352)</u>	<u>\$ 667</u>
Percentage	<u>4.6%</u>	<u>4.7%</u>	<u>2.3%</u>	<u>-0.1%</u>	<u>-2.6%</u>	<u>1.2%</u>

General Notes

- Five years is considered a standard planning period for annexation analysis.
- To be funded by the General Fund balance

ORDINANCE 14-53

AN ORDINANCE OF THE CITY OF WESTFIELD INDIANA GOVERNING PAWNSHOPS, SECONDHAND DEALERS, METAL RECYCLING ENTITIES AND SECONDHAND METAL DEALERS.

WHEREAS, pawnshops, secondhand dealers, metal recycling entities and secondhand metal dealers (“Secondhand Entity” or collectively, “Secondhand Entities”) operate throughout central Indiana;

WHEREAS, the City of Westfield, Indiana (“Westfield”) recognizes the business concerns of Secondhand Entities while also seeking to protect Westfield citizens from perpetrators of crimes involving personal property;

WHEREAS, Perpetrators of crimes involving personal property often attempt to sell stolen property to Secondhand Entities;

WHEREAS, Westfield desires to afford the Westfield Police Department (“Police Department”) every lawful means to combat, prevent and investigate crimes involving personal property; and

WHEREAS, to help combat crimes involving personal property, it is necessary for Westfield to adopt an ordinance governing Secondhand Entities.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the city of Westfield, Indiana, meeting in regular session as follows:

Section 1. APPLICABILITY.

This ordinance applies to the owner or operator of any Secondhand Entity or precious metal dealer as defined herein.

For purposes of this ordinance, the term Secondhand Entity does not include:

- (A) Not-for-profit charitable organizations that
 - 1) Do not pay cash for acceptance of secondhand personal property; and
 - 2) Utilize secondhand personal property in furtherance of the charity’s or not-for-profit’s mission.
- (B) Retail Stores that exclusively trade or purchase clothing.

Section 2. REGISTRATION; FEE; BOND.

The owner or operator of any secondhand entity or precious metal dealer shall register with the Police Department, pay a registration fee of \$50 and execute a bond payable to Westfield in the penal sum of \$1,000 with good and sufficient surety, to be approved by the Police Department and conditioned on the applicant agreeing to faithfully observe and conform to all Westfield's regulations and requirements governing secondhand entities (collectively, "registration requirements").

In addition to the registration requirements, precious metal dealers shall also register with the Indiana Secretary of the State.

Section 3. LICENSE REQUIREMENT.

No person, firm, corporation, partnership or association shall engage or continue to own or operate a secondhand entity or operate as a precious metal dealer (a) except as authorized by this chapter or (b) without having first satisfied the registration requirements. Further, a precious metal dealer shall register with the Indiana Secretary of State's Office and complete all annual or other filings consistent with IC 24-4-19 et seq., as amended.

Section 4. DEFINITIONS.

For the purposes of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

- (A) **METAL RECYCLING ENTITY.** Any person who from a fixed location engages in the business of utilizing machinery or equipment for the processing of or manufacturing of iron, steel, or nonferrous metallic scrap and whose principal product is scrap iron, scrap steel or nonferrous metallic scrap for re-melting purposes.
- (B) **PAWN DEALER.** Any person lending money on the deposit or pledge of personal property or who deals in the purchase of personal property on the condition of selling the property back again at a stipulated price.
- (C) **PERSON.** Any individual, firm, corporation, limited liability company, or partnership.
- (D) **PERSONAL PROPERTY.** This term shall include metal, iron, and steel and shall also include jewelry, precious metals, office equipment, household goods, electronic equipment, sporting goods, weapon, guns, tools and coins, as each of those items is defined in the definition below of **SECONDHAND DEALER.**
- (E) **PRECIOUS METAL.** Used jewelry and other used articles of personal property that: (a) are made of gold, silver, or platinum; and (b) were previously purchased at

retail, acquired by gift, or obtained in some other fashion by a consumer. The term does not include mint issued coins, ingots, or industrial residue or by products that contain gold, silver, or platinum purchased from manufacturing firms.

(F) **PRECIOUS METAL DEALER.** A person who engages in the business of purchasing precious metal for the purpose of reselling the precious metal in any form.

(G) **SECONDHAND DEALER.**

- 1) Any person who engages in the purchase or exchange of secondhand personal property for profit, except set forth in (Section 1.)
- 2) **SECONDHAND PERSONAL PROPERTY** includes, but is not limited to the following:
 - (a) **COINS.** Small pieces of metal, usually flat and circular, authorized for use as money by the United States Department of Treasury or another governmental agency or department,
 - (b) **ELECTRONIC EQUIPMENT.** Televisions, video cameras and receivers, still picture cameras, motion picture cameras and projectors, radios (receiving and sending), digital video disc players, camcorders, tape recorders, cassettes, video tape recorders, stereo equipment, compact disc players, compact discs, video gaming systems, video games, digital video disc players, digital video discs (DVDs), blue-ray disc players, blue-ray discs, portable music devices such as MP3 player, iPods, iPads, and any other electronic equipment.
 - (c) **HOUSEHOLD GOODS.** Washers, dryers furnaces, air conditioners, microwave ovens, kitchen appliances, china, crystal, silverware, flatware, pianos, organ, guitars, and other musical instruments.
 - (d) **OFFICE EQUIPMENT.** Typewriters, calculators, cash registers, copying machines, facsimile machines, telephones, cellular phones, computer hardware, software, computers, computer accessories, including tape and disc drives, printers and storage media.
 - (e) **TOOLS.** Any device used to facilitate manual or mechanical work, including but not limited to cutting, gardening, hand,

machine, power tools and lawn mowers, scooters, 4-wheelers, and other conveyances not registered with the BMV.

(f) **SPORTING GOODS.** Golf clubs, sporting equipment, guns, bows, hunting rifles, and other hunting and personal protection equipment.

(H) **SECONDHAND ENTITY OR SECONDHAND ENTITIES.** Any pawnshop, secondhand dealer, metal recycling entity, secondhand metal dealer or valuable metal dealer, except set forth in (Section 1)

(I) **SECONDHAND METAL DEALER.** Any person who operates or maintains a scrap metal yard or other place in which used or previously purchased metal items or scrap metal is collected or kept for shipment, sale or transfer.

(J) **VALUABLE METAL DEALER.** Any person engaged in the business of purchasing and reselling valuable metal either at a permanently established place of business or in connection with a business of an itinerant nature, including junk shops, junk yards, junk stores, auto wreckers, scrap metal dealers or processors, salvage yards, collectors of or dealers in junk, and junk cars or trucks. The term includes a core buyers. The term does not include a person who purchases a vehicle and obtains the title to the vehicle.

Section 5. RECORD OF TRANSACTION.

(A) Except as otherwise provided herein, any person operating a secondhand entity within Westfield's municipal boundaries shall maintain an electronic inventory-tracking system and transmit all information required by this section via computer to the LeadsOnline system ("LeadsOnline").

(B) (1) For pawn dealers and secondhand dealers, the information maintained and transmitted to LeadsOnline shall include:

- a) The date and time of each transaction in which personal property is purchased, pledged or received;
- b) An accurate and detailed description of any and all personal property is purchased or acquired during the regular course of business, including but not limited to the following information:
 1. Trademarks;
 2. Identification numbers;

3. Serial numbers;
4. Model numbers;
5. Brand names;
6. Inscriptions; and
7. Other identifying marks;

- c) The compensation or amount of money exchanged for each such transaction;
- d) The full name, address, telephone number, date of birth, driver's license number or state issued identification card and digital photograph of the person from whom personal property is acquired. (Copy of driver's license or photograph).
- e) A digital photograph of any item not bearing a unique serial number and purchased or acquired for a sum of money.
- f) Any additional information that the Westfield Chief of Police may reasonably require to ensure compliance with the laws of the State of Indiana or Westfield's ordinances (collectively, "Identifying information")

- 2) The information required to be transmitted to LeadsOnline shall be transmitted within 24 hours of the date and time a purchase or transaction is consummated to LeadsOnline.

(C)(1) (a) Recycling entities and secondhand metal dealers shall comply with IC 25-37.5-1-2, which provides that every valuable metal dealer in this state shall enter on forms provided by the State Police Department for each purchase of valuable metal the following information:

1. The name and address of the dealer.
2. The date and place of each purchase.
3. The name, address, age, and driver's license number or social security number of the person or persons from whom the valuable metal was purchased.
4. The valuable metal dealer shall verify the identity of the person from whom the valuable metal was purchased by use of government issued photographic identification. The dealer shall enter on the form the type of government issued photographic

identification used to verify the identity of the person from whom the valuable metal was purchased, together with the:

- a. Name of the government agency that issued the photographic identification; and
- b. Identification number present on the government issued photographic identification.

5. The motor vehicle license number of the vehicle or conveyance on which the valuable metal was delivered to the dealer.
6. The price paid for the metal.
7. A description and weight of the valuable metal purchased.
8. The source of the valuable metal.
9. The photograph described in section (C)(2) below.

b) After entering the information required in the section (C) (1), the valuable metal dealer shall require the person or persons from whom the valuable metal is purchased to sign the form and verify its accuracy.

- 2) In addition to collecting the information described in section (C)(1), a valuable metal dealer shall take a photograph of:
 - a) The person from whom the valuable metal is being purchased; and
 - b) The valuable metal.
- 3) A valuable metal dealer shall make and retain a copy of the government issued photographic identification described under section (C)(1)(a)4. used to verify the identity of the person from whom valuable metal was purchased and the photograph described in section (C)(2). However, a valuable dealer is not required to make a copy of a government issued identification used under division (C)(1)(a)4. to verify the identity of the person from whom valuable metal is purchased, if the valuable metal dealer has retained a copy of a person's government issued photographic identification from a prior purchase by the valuable metal dealer.
- 4) The completed form, the photograph described in subsection (C)(2), and the copy of the government issued photographic identification described in (C)(3) shall be kept in a separate book or register by the dealer and shall be retained for a period

of two years. This book or register shall be made available for inspection by any law enforcement official at any time.

(D) Precious metal dealers shall comply with IC24-4-19-15 by maintaining books, accounts, and records necessary to determine whether the precious metal dealer is complying with Indiana Law.

1) A precious metal dealer shall:

- a) Preserve the books, accounts, and records for at least two years after making the final entry on any purchase recorded; and
- b) Keep the books and records so that the business of purchasing precious metal for resale may be readily separated and distinguished from any other business in which the precious metal dealer is engaged.

2) If the precious metal dealer, in the conduct of the business, purchases precious metal from a seller, the purchase shall be evidenced by a bill of sale properly signed by the seller verifying the accuracy of the information in the bill of sale. All bills of sale must be in duplicate form and must list the following separate items:

- a) The date of sale.
- b) The:
 - 1. Name;
 - 2. Addresses;
 - 3. Date of birth; and
 - 4. Driver's license number or Social Security number of the seller from whom the precious metal was purchased.
- c) The amount of consideration paid for the precious metal.
- d) The:
 - 1. Name of the precious metal dealer; and
 - 2. Address of the permanent place of business where the purchase occurred.
- e) A description of each article of precious metal sold. However, if multiple articles of precious metal of similar nature are delivered together in one transaction, the description of the articles is adequate if the description contains the quantity of the articles delivered and a physical description of the type of articles delivered, including any unique identifying marks, number, names, letters, or special features.

- f) The type of government issued photographic identification used to verify the identity of the seller under IC 24-4-19-14, together with the name of the governmental agency that issued the photographic identification and the identification number present on the government issued photographic identification.
- g) If a precious metal dealer purchases precious metal, the precious metal dealer shall retain as part of the books, accounts, and records kept by the precious metal dealer under this section:
 - 1. The original copy of the bill of sale; and
 - 2. The:
 - a. Copy of the seller's government issued photographic identification; and
 - b. Photograph of the precious metal obtained by the precious metal dealer.
 - 3. The second copy of the bill of sale shall be delivered to the seller by the precious metal dealer at the time of sale.
 - 4. The heading on all bill of sale forms must be boldface type.

Statutory reference:

For similar provision under state law, see IC 25-37.5-1-2.

Section 6. CARD RECORD; FINGERPRINT.

(A) In addition to the requirements set forth in (Section 5), all secondhand entities and precious metal dealers shall:

- 1) Electronically scan the right thumb of any person transferring an item of personal property or valuable metal to a secondhand entity and transfer the thumbprint to LeadsOnline; or
- 2) (a) Complete a card prescribed by the Police Department which shall include a space for the person to:
 - 1. Write in his or her own handwriting the person's name, address, and date of the transaction; and
 - 2. Place his or her right thumbprint on the back of the card.
- (b) If the right thumb is missing, any of the person's fingerprints may be used. The thumbprint shall be made in the manner approved by the Chief of Police and shall not be blurred or obliterated.

- (B) If the card described in section (A)(2) is used it shall be in a form prescribed by the Chief of Police and shall cross-reference the information submitted to LeadsOnline pursuant to (Section 5) in a manner that allows the second hand entity to readily match the card to the person for which the identifying information was submitted to LeadsOnline.
- (C) All Cards completed pursuant to this section shall be maintained by the secondhand entity for not less than five (5) years
- (D) The thumbprint required by section (A)(1) shall be transmitted to LeadsOnline within 24 hours of the date and time a purchase or transaction is consummated.

Section 7. RETENTION PERIOD FOR PERSONAL PROPERTY AQUIRED.

- (A) All personal property received by secondhand entities for resale or reclamation shall be retained by the secondhand entity for not less than seven days. Transactions involving precious metals shall be retained for not less than ten days.
- (B) Further, during the ten-day retention period applicable to precious metal transactions, the precious metal dealer may not change the form of the precious metal.

Section 8. ACCEPTANCE OF PROPERTY FROM MINORS OR PERSONS UNDER THE INFLUENCE

It shall be unlawful for any person owning or operating a secondhand entity or precious metal dealer to take, purchase or receive personal property or precious metals from any person who is under the age of 18, who is under the influence of narcotics or alcohol or to take property that the secondhand entity or precious metal dealer believes or should have reason to believe was stolen or acquired as a result of a crime.

Section 9. GOVERNMENT OR UTILITY PROPERTY.

- (A) It shall be unlawful for any person owning or operating a secondhand entity or precious metal dealer to take, purchase or receive personal property or precious metal on which the words or markings appear indicating ownership of such item by the United States, State of Indiana, or any political subdivision, governmental agency or public utility company ("governmental entity"), except where the person offering such item for sale or transfer provides the following:
- 1) Written authorization from the governmental entity to convey the item on behalf of the governmental entity; or
 - 2) A valid receipt from the governmental entity evidencing that the governmental entity has conveyed or relinquished ownership rights in the personal property or precious metal.

- (B) It shall not be a defense to prosecution that the personal property or precious metal does not contain words or markings indicating ownership if the person who purchased or received the personal property or precious metal knew or should have known the personal property or precious metal is owned by a governmental entity.

Section 10. ACCEPTANCE OF PROPERTY SEALED OR UNOPENED IN ITS ORIGINAL PACKAGING.

It shall be unlawful for any owner or operator of a secondhand entity or precious metal dealer to purchase or receive personal property or precious metal sealed or unopened in its original packaging unless the person conveying such personal property presents a receipt or proof of purchase for the personal property.

Section 11. ACCEPTANCE OF PROPERTY INSCRIBED WITH A COMPANY NAME.

It shall be unlawful for any owner or operator of a secondhand entity or precious metal dealer to purchase or receive personal property or precious metal bearing the name, initials or logo of a business entity unless the person conveying such personal property or precious metal provides, at the time of conveyance, a valid receipt indicating lawful ownership, a signed statement attesting to the lawful ownership, or written authorization from the business entity to convey the personal property or precious metal on the entity's behalf.

Section 12. VIOLATIONS; PROSECUTION OF VIOLATIONS.

- (A) Any person receiving a notice of violation of this chapter may appear to the Noblesville City Court and pay the fine indicated on the notice or deny the violation and contest the matter in City Court.
- (B) The case shall then proceed according to the rules and procedures of the City Court pertaining to the ordinance violations.

Section 13. PENALTY.

In addition to any and all other penalty provisions provided by the Ordinances of the city of Westfield, any person, firm or corporation who violates any section of this chapter shall be subject to a fine of \$500. A separate offense shall be deemed committed upon each day during which a violation occurs or continues. Enforcement shall be pursued through the Noblesville City court through the Interlocal Agreement with the City of Noblesville or through the Hamilton county Circuit or Superior Courts.

ALL OF WHICH IS ORDAINED THIS ____ DAY OF _____ 2014.

WESTFIELD CITY COUNCIL

Voting For

Voting Against

Abstain

Jim Ake

Jim Ake

Jim Ake

Steven Hoover

Steven Hoover

Steven Hoover

Robert L. Horkay

Robert L. Horkay

Robert L. Horkay

Charles Lehman

Charles Lehman

Charles Lehman

Robert J. Smith

Robert J. Smith

Robert J. Smith

Cindy L. Spoljaric

Cindy L. Spoljaric

Cindy L. Spoljaric

Robert W. Stokes

Robert W. Stokes

Robert W. Stokes

ATTEST:

Cindy Gossard, Clerk Treasurer

I hereby certify that ORDINANCE 14- 53 was delivered to the Mayor of Westfield

on the _____ day of _____, 2014, at _____ m.

Cindy Gossard, Clerk-Treasurer

I hereby APPROVE ORDINANCE 14-53

this _____ day of _____, 2014.

J. Andrew Cook, Mayor

I hereby VETO ORDINANCE 14-53

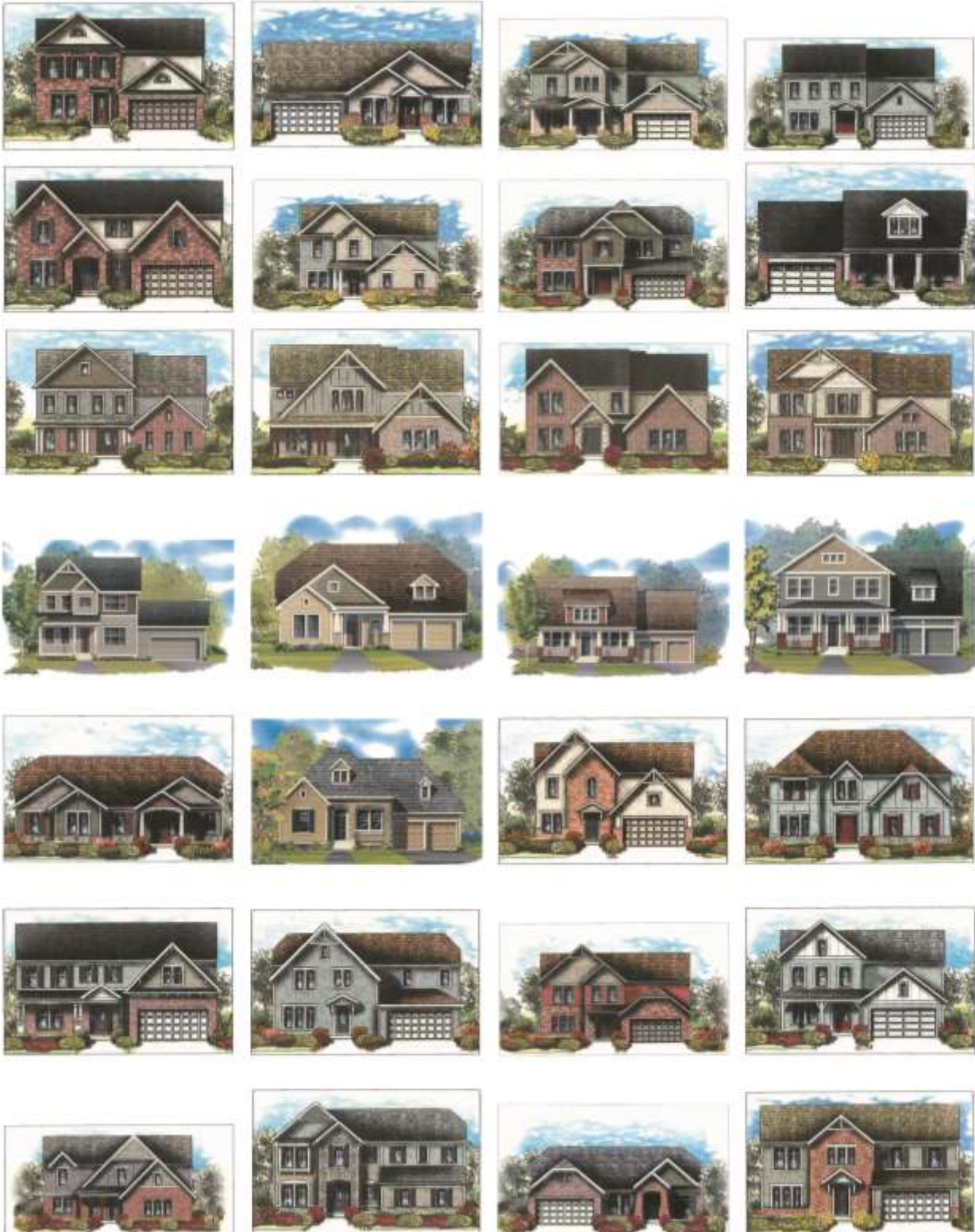
this _____ day of _____, 2014.

J. Andrew Cook, Mayor

EXHIBIT B
CONCEPT PLAN



EXHIBIT C
CHARACTER EXHIBIT



Ordinance 14-54

STORMWATER FEE SCHEDULE FOR THE CITY OF WESTFIELD THIS ORDINANCE AMENDS AND REPEALS ORDINANCES 07-23

WHEREAS, The City of Westfield, (“City”) is a duly formed municipal corporation within the State of Indiana, governed by its duly elected Mayor and Common Council (“Council”); and,

WHEREAS, it is in the best interest of the City and its residents to repeal the currently established Stormwater Fee Schedule Ordinance, 07-23, established for the purpose of implementing capital improvements, operation, maintenance activities, public education and outreach to comply with federal and state requirements, and

WHEREAS, it is in the best interest of the City and its residents to now create a Stormwater Management Division (“Division”) within the Department of Public Works (“Department”) for the purpose of providing for and managing the collection, treatment, drainage, and disposal of City storm and surface water, to establish a “Westfield Storm Water District” as a special taxing district, and to adopt and approve “Stormwater User Fees” for the district;

WHEREAS, the Department’s controlling board, the City of Westfield’s Board of Public Works and Safety (“Board”), pursuant to Indiana Code 8-1.5-5-7, shall adopt the Stormwater User Fee schedule for the District by and through its Resolution which actions by the Board are hereby ratified.

WHEREAS, the City transferred ownership and billing authority for the City’s water and sewer utility, which also incorporated the City’s stormwater fee billing, to another entity on January 2014, and;

WHEREAS, the Council has been advised that the most effective procedure would involve a quarterly billing system for the Stormwater fees necessary for the Stormwater Sewer Works.

NOW, THEREFORE, BE IT ORDAINED by the Westfield City Common Council meeting in session as follows:

- Section 1.** The foregoing Recitals are incorporated herein by this reference.
- Section 2.** The provisions of Indiana Code 8-1.5-5, as the same may be amended from time to time, are hereby adopted by the Council and are hereby effective and operative within the City.
- Section 3.** Pursuant to Indiana Code 8-1.5-5, the Division consisting of the Director of Public Works and designated staff, is hereby created for the purpose of providing for the collection, treatment, drainage, and disposal of storm surface water in the City.
- Section 4.** Pursuant to Indiana Code 8-1.5-5-4(g)(1) and established by prior ordinance, the Board controls the City’s municipally owned utilities; and,

- Section 5.** Pursuant to Indiana Code 8-1.5-5(g)(2) and 8-1.5-3-3(a), the Board is hereby directed to control the City's stormwater facilities and shall have all of the powers and responsibilities set forth in Indiana Code 8-1.5-3-4(a) and 8-1.5-5-6, and as otherwise provided by law or in equity.
- Section 6.** Pursuant to Indiana Code 8-1.5-5, there is hereby created a special taxing district, known as the "Westfield Stormwater District", which shall include all of the territory within the corporate boundaries of the City of Westfield, Indiana ("District").
- Section 7.** The Board has completed a Stormwater Utility Rate Study ("Study") to establish a Stormwater User Fee for each residential and non-residential property located in the District.
- Section 8.** The Board, with assistance of the Division, shall annually prepare and submit a budget to the Council for its approval, recommend to the Council reasonable and just rates and charges for services to utility patrons, and take such other actions as are required or permitted by law.
- Section 9.** The Council adopts and approves the Stormwater User Fees as recommended by the Division for the District, to wit:
- a. The monthly Stormwater User Fees shall be uniform for all residential property units located in the District, and same shall be assigned one (1) Equivalent Residential Unit ("ERU"). With the exception of apartments which would pay multiple ERUs based on the amount of impervious area similar to non-residential properties.
 - b. The monthly Stormwater User Fees for all non-residential properties located in the District shall be determined by using an ERU multiplier, which shall be the quotient obtained by dividing the total square feet of impervious surface area within a non-residential property by a divisor of 3,500 square feet, which quotient will then be multiplied by the ERU to obtain the Stormwater User Fee, except that the monthly Stormwater User Fee for a non-residential property located in the District shall not be less than one (1) ERU.
 - c. The monthly Stormwater User Fees for all unimproved property located in the District shall be the product of the ERU multiplied by 0.33.
 - d. The ERU shall be \$4.41.
- Section 10.** If the monthly Stormwater User Fee is not paid by its due date, as stated on the Division's fee invoice, which may be combined with and made a part of the City's billings issued pursuant to City Ordinance 07-23. Section __5c__, a late charge of ten percent (10%) will be assessed, together with the costs of collection, if any, including reasonable attorney's fees.
- Section 11.** The Department shall be responsible for calculating and assessing all monthly Stormwater User Fees and for establishing billing and collection procedures for the same, and for taking all other lawful actions, including, but not limited to, those set

forth in City Ordinance 07-23, as are necessary or convenient in order to implement the City’s stormwater management and user fee system.

Section 12. This Ordinance shall be in full force and effect from and upon its adoption in accordance to the law. All ordinances or parts thereof in conflict herewith are hereby repealed. The invalidity of any section, clause, sentence or provision of this Ordinance shall not affect the validity of any other part of this Ordinance which can be given effect without such invalid part of parts.

ALL OF WHICH IS ORDAINED THIS ____ DAY OF _____, 2014.

WESTFIELD CITY COUNCIL

Voting For

Voting Against

Abstain

Jim Ake

Jim Ake

Jim Ake

Steven Hoover

Steven Hoover

Steven Hoover

Robert L. Horkay

Robert L. Horkay

Robert L. Horkay

Charles Lehman

Charles Lehman

Charles Lehman

Robert J. Smith

Robert J. Smith

Robert J. Smith

Cindy L. Spoljaric

Cindy L. Spoljaric

Cindy L. Spoljaric

Robert W. Stokes

Robert W. Stokes

Robert W. Stokes

ATTEST:

Cindy Gossard, Clerk Treasurer

I hereby certify that ORDINANCE 14-54 was delivered to the Mayor of Westfield on the _____ day of _____, 2014, at _____ m.

Cindy Gossard, Clerk Treasurer

I hereby APPROVE ORDINANCE 14-54

This _____ day of _____, 2014.

J. Andrew Cook, Mayor

I hereby VETO ORDINANCE 14-54

This _____ day of _____, 2014.

J. Andrew Cook, Mayor

ORDINANCE 14-49

ORDINANCE FOR ADDITIONAL APPROPRIATION

WHEREAS, The City of Westfield, (“City”) is a duly formed municipal corporation within the State of Indiana, governed by its duly elected Mayor and Common Council (“Council”); and,

WHEREAS, it is the duty and the responsibility of the Council to maintain the fiscal integrity of the finances of the City and to use those finances to further that fiscal integrity of the City, and

WHEREAS, sometimes becomes necessary to appropriate additional funds within the approved budget as contemplated and authorized under I.C. 36-4-7-8 to maintain that fiscal integrity and foster economic growth for the City.

NOW, THEREFORE, BE IT ORDAINED by the Westfield City Common Council meeting in session as follows:

Section 1. That the additional appropriation of \$856,000 dollars is hereby authorized to be appropriated as indicated below:

MVH Operating	30,000
MVH Other Services and Charges	715,000
MVH Capital	5,000
Total MVH	750,000
LRS Other Services and Charges	86,000
LRS Capital	20,000
Total LRS	106,000

Section 2. This Ordinance shall be in full force and effect in accordance with Indiana law, upon the passage of any applicable waiting periods, all as provided by the laws of the State of Indiana. All ordinances or parts thereof that are in conflict herewith are hereby ordered repealed. All acts undertaken to create this Ordinance are hereby ratified.

ALL OF WHICH IS ORDAINED/RESOLVED THIS ____DAY OF _____2014.

WESTFIELD CITY COUNCIL

<u>Voting For</u>	<u>Voting Against</u>	<u>Abstain</u>
_____ Jim Ake	_____ Jim Ake	_____ Jim Ake
_____ Steven Hoover	_____ Steven Hoover	_____ Steven Hoover
_____ Robert L. Horkay	_____ Robert L. Horkay	_____ Robert L. Horkay
_____ Charles Lehman	_____ Charles Lehman	_____ Charles Lehman
_____ Robert J. Smith	_____ Robert J. Smith	_____ Robert J. Smith
_____ Cindy L. Spoljaric	_____ Cindy L. Spoljaric	_____ Cindy L. Spoljaric
_____ Robert W. Stokes	_____ Robert W. Stokes	_____ Robert W. Stokes

ATTEST:

Cindy Gossard, Clerk Treasurer

I hereby certify that ORDINANCE 14-49 was delivered to the Mayor of Westfield
on the _____ day of _____, 2014, at _____ m.

Cindy Gossard, Clerk-Treasurer

I hereby APPROVE ORDINANCE 14-49 I hereby VETO ORDINANCE 14-49
this _____ day of _____, 2014. this _____ day of _____, 2014.

J. Andrew Cook, Mayor

J. Andrew Cook, Mayor

This document prepared by
Brian J. Zaiger, Esq.
KRIEG DEVAULT, LLP
(317) 238-6266

RESOLUTION 14-133

Resolution of the City of Westfield Supporting Hamilton County Schools

WHEREAS, the City of Westfield, (“City”) is a duly formed municipal corporation within the State of Indiana, governed by its duly elected Mayor and Common Council (“Council”); and,

WHEREAS, the Council has the duty and authority to maintain the fiscal integrity and economic growth of the City by cooperation and supporting other taxing units of government when prudent; and,

WHEREAS, Hamilton County is an economic engine for growth providing high levels of income and property taxes to the state of Indiana;

WHEREAS, Hamilton County attracts high-growth, high-performing corporate citizens and a highly educated workforce by offering families outstanding public education options in all six of its public school corporations;

WHEREAS, the schools of Hamilton County are among the highest performing schools in the state of Indiana;

WHEREAS, Hamilton County schools receive some of the lowest per-pupil funding of all schools – despite their demonstrable records of achievement and success;

WHEREAS, the current system of school funding does not provide a sustainable level of basic funding for schools which result in disparities in school funding that are not transparent or research-based;

WHEREAS, Hamilton county schools are not in keeping up with the federal cost of living adjustments with the revenue received by the state;

WHEREAS, Hamilton County’s elected officials and business community recognize that the County’s continue growth, development, and economic contributions to the state of Indiana depends on offering excellent schools that produce high-achieving citizens;

WHEREAS, the current school funding issues jeopardize the long-term sustainability of Hamilton County school corporations;

WHEREAS, a lack of equitable funding reduces opportunities for students to optimize their learning potential;

WHEREAS, reliance on referendum funding requires school corporations to expend vast amounts of energy to prepare for and pass a taxpayer referendum rather than improving educational programs;

WHEREAS, Hamilton County schools desire to partner with the state of Indiana to provide viable and sustainable school funding that supports Indiana's high-performing schools.

NOW, THEREFORE, BE IT RESOLVED by the Westfield City Common Council meeting in session as follows:

Section 1. To promote sustainable schools, Westfield Washington Schools requests that the state of Indiana allocate its resources for education funding equally across all schools. Any deviations from the base funding should be determined on factors that can be proven through research and recognize and reward performance accountability. No community should be forced to double-tax its citizens in order to support their educational programs.

Section 2. This Resolution shall be in full force and effect upon adoption.

[REMAINDER OF PAGE LEFT BLANK INTENTIONALLY]

ALL OF WHICH IS RESOLVED THIS _____ DAY OF _____ 2014.

WESTFIELD CITY COUNCIL

<u>Voting For</u>	<u>Voting Against</u>	<u>Abstain</u>
_____ Jim Ake	_____ Jim Ake	_____ Jim Ake
_____ Steven Hoover	_____ Steven Hoover	_____ Steven Hoover
_____ Robert L. Horkay	_____ Robert L. Horkay	_____ Robert L. Horkay
_____ Charles Lehman	_____ Charles Lehman	_____ Charles Lehman
_____ Robert J. Smith	_____ Robert J. Smith	_____ Robert J. Smith
_____ Cindy L. Spoljaric	_____ Cindy L. Spoljaric	_____ Cindy L. Spoljaric
_____ Robert W. Stokes	_____ Robert W. Stokes	_____ Robert W. Stokes

ATTEST:

Cindy J. Gossard, Clerk Treasurer

I hereby certify that RESOLUTION 14-133 was delivered to the Mayor of Westfield
on the _____ day of _____, 2014, at _____ m.

Cindy J. Gossard, Clerk Treasurer

I hereby APPROVE resolution 14-133

this _____ day of _____,
2014.

J. Andrew Cook, Mayor

I hereby VETO resolution 14-133

this _____ day of _____,
2014

J. Andrew Cook, Mayor

ATTEST:

Cindy J. Gossard, Clerk Treasurer

This document prepared by
Brian J. Zaiger, Esq.
KRIEG DEVAULT, LLP
(317) 238-6266

Ordinance 14-54

STORMWATER FEE SCHEDULE FOR THE CITY OF WESTFIELD THIS ORDINANCE AMENDS AND REPEALS ORDINANCES 07-23

WHEREAS, The City of Westfield, (“City”) is a duly formed municipal corporation within the State of Indiana, governed by its duly elected Mayor and Common Council (“Council”); and,

WHEREAS, it is in the best interest of the City and its residents to repeal the currently established Stormwater Fee Schedule Ordinance, 07-23, established for the purpose of implementing capital improvements, operation, maintenance activities, public education and outreach to comply with federal and state requirements, and

WHEREAS, it is in the best interest of the City and its residents to now create a Stormwater Management Division (“Division”) within the Department of Public Works (“Department”) for the purpose of providing for and managing the collection, treatment, drainage, and disposal of City storm and surface water, to establish a “Westfield Storm Water District” as a special taxing district, and to adopt and approve “Stormwater User Fees” for the district;

WHEREAS, the Department’s controlling board, the City of Westfield’s Board of Public Works and Safety (“Board”), pursuant to Indiana Code 8-1.5-5-7, shall adopt the Stormwater User Fee schedule for the District by and through its Resolution which actions by the Board are hereby ratified.

WHEREAS, the City transferred ownership and billing authority for the City’s water and sewer utility, which also incorporated the City’s stormwater fee billing, to another entity on January 2014, and;

WHEREAS, the Council has been advised that the most effective procedure would involve a quarterly billing system for the Stormwater fees necessary for the Stormwater Sewer Works.

NOW, THEREFORE, BE IT ORDAINED by the Westfield City Common Council meeting in session as follows:

- Section 1.** The foregoing Recitals are incorporated herein by this reference.
- Section 2.** The provisions of Indiana Code 8-1.5-5, as the same may be amended from time to time, are hereby adopted by the Council and are hereby effective and operative within the City.
- Section 3.** Pursuant to Indiana Code 8-1.5-5, the Division consisting of the Director of Public Works and designated staff, is hereby created for the purpose of providing for the collection, treatment, drainage, and disposal of storm surface water in the City.
- Section 4.** Pursuant to Indiana Code 8-1.5-5-4(g)(1) and established by prior ordinance, the Board controls the City’s municipally owned utilities; and,

- Section 5.** Pursuant to Indiana Code 8-1.5-5(g)(2) and 8-1.5-3-3(a), the Board is hereby directed to control the City's stormwater facilities and shall have all of the powers and responsibilities set forth in Indiana Code 8-1.5-3-4(a) and 8-1.5-5-6, and as otherwise provided by law or in equity.
- Section 6.** Pursuant to Indiana Code 8-1.5-5, there is hereby created a special taxing district, known as the "Westfield Stormwater District", which shall include all of the territory within the corporate boundaries of the City of Westfield, Indiana ("District").
- Section 7.** The Board has completed a Stormwater Utility Rate Study ("Study") to establish a Stormwater User Fee for each residential and non-residential property located in the District.
- Section 8.** The Board, with assistance of the Division, shall annually prepare and submit a budget to the Council for its approval, recommend to the Council reasonable and just rates and charges for services to utility patrons, and take such other actions as are required or permitted by law.
- Section 9.** The Council adopts and approves the Stormwater User Fees as recommended by the Division for the District, to wit:
- a. The monthly Stormwater User Fees shall be uniform for all residential property units located in the District, and same shall be assigned one (1) Equivalent Residential Unit ("ERU"). With the exception of apartments which would pay multiple ERUs based on the amount of impervious area similar to non-residential properties.
 - b. The monthly Stormwater User Fees for all non-residential properties located in the District shall be determined by using an ERU multiplier, which shall be the quotient obtained by dividing the total square feet of impervious surface area within a non-residential property by a divisor of 3,500 square feet, which quotient will then be multiplied by the ERU to obtain the Stormwater User Fee, except that the monthly Stormwater User Fee for a non-residential property located in the District shall not be less than one (1) ERU.
 - c. The monthly Stormwater User Fees for all unimproved property located in the District shall be the product of the ERU multiplied by 0.33.
 - d. The ERU shall be \$4.41.
- Section 10.** If the monthly Stormwater User Fee is not paid by its due date, as stated on the Division's fee invoice, which may be combined with and made a part of the City's billings issued pursuant to City Ordinance 07-23. Section __5c__, a late charge of ten percent (10%) will be assessed, together with the costs of collection, if any, including reasonable attorney's fees.
- Section 11.** The Department shall be responsible for calculating and assessing all monthly Stormwater User Fees and for establishing billing and collection procedures for the same, and for taking all other lawful actions, including, but not limited to, those set

forth in City Ordinance 07-23, as are necessary or convenient in order to implement the City’s stormwater management and user fee system.

Section 12. This Ordinance shall be in full force and effect from and upon its adoption in accordance to the law. All ordinances or parts thereof in conflict herewith are hereby repealed. The invalidity of any section, clause, sentence or provision of this Ordinance shall not affect the validity of any other part of this Ordinance which can be given effect without such invalid part of parts.

ALL OF WHICH IS ORDAINED THIS ____ DAY OF _____, 2014.

WESTFIELD CITY COUNCIL

Voting For	Voting Against	Abstain
_____ Jim Ake	_____ Jim Ake	_____ Jim Ake
_____ Steven Hoover	_____ Steven Hoover	_____ Steven Hoover
_____ Robert L. Horkay	_____ Robert L. Horkay	_____ Robert L. Horkay
_____ Charles Lehman	_____ Charles Lehman	_____ Charles Lehman
_____ Robert J. Smith	_____ Robert J. Smith	_____ Robert J. Smith
_____ Cindy L. Spoljaric	_____ Cindy L. Spoljaric	_____ Cindy L. Spoljaric
_____ Robert W. Stokes	_____ Robert W. Stokes	_____ Robert W. Stokes

ATTEST:

Cindy Gossard, Clerk Treasurer

I hereby certify that ORDINANCE 14-54 was delivered to the Mayor of Westfield on the
_____ day of _____, 2014, at _____ m.

Cindy Gossard, Clerk Treasurer

I hereby APPROVE ORDINANCE 14-54

This _____ day of _____, 2014.

J. Andrew Cook, Mayor

I hereby VETO ORDINANCE 14-54

This _____ day of _____, 2014.

J. Andrew Cook, Mayor