



**CITY OF WESTFIELD, IN**  
**Board of Public Works Meeting Agenda\_10\_25\_2017**

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**Wednesday, October 25, 2017 at 01:00 PM**

**BOARD OR COMMISSION:** Board of Public Works and Safety

**MEETING DATE:** Wednesday, October 25, 2017 at 01:00 PM

**MEETING PLACE:** Westfield Public Works- Large Conference Room

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

**AGENDA ITEMS**

**Meeting Minutes Consideration for Approval**

**Action Item #1:**

**Approval of October 9, 2017 Minutes - Special Meeting**

**Documents:** [Minutes - October 9, 2017](#)

**Bid Approval**

**NONE**

**Construction Standards & Specifications Changes**

**NONE**

**Change Orders**

**NONE**

**Contracts/Leases**

**NONE**

**Agreements and/or Memorandum of Understanding (MOU)**

**Action Item #2:**

**SMG Education Credit**

Documents: [Westfield Stormwater Utility Credit Manual](#) | [Education Credit Application](#)

**Action Item #3:**

**Grant of Easement - City of Westfield & Duke Energy Indiana, LLC**

Documents: [Grant of Easement](#)

**Miscellaneous**

**Action Item #4:**

**WPD - Approval to Hire Three Applicants Upon Completion of Conditional Requirements**

**Consent Agenda**

**October Bond Information**

Documents: [October Bond Information](#)

**Department Reports**

**Fire**

Documents: [WFD September Monthly Report](#)

**Police**

Documents: [WPD September Monthly Report](#)

**Public Works**

## **THE WESTFIELD BOARD OF PUBLIC WORKS AND SAFETY October 9, 2017**

The Westfield Board of Public Works and Safety met on October 9, 2017 at the Westfield Public Works Conference Room. Present were, Randy Graham, Kate Snedeker, Mayor Cook, Deputy Clerk Treasurer Kim Strang, and Brian Zaiger, legal counsel.

Randy Graham called the meeting to order at 1:30 P.M.

### **AGENDA ITEMS:**

#### **Action Item #1: Meeting Minutes Consideration for Approval:**

Mayor Cook made the motion to approve the September 27, 2017 meeting minutes as presented. Kate Snedeker seconded. Vote: Yes-3; No-0. Motion carried.

#### **Action Item #2: 2017 Storm Water Bond/Confirmatory Resolution 17-131 and Bond Resolution 17-130**

Brian Zaiger presented stating the Declaratory Resolution was approved at the September 27, BPW meeting with a public hearing today, (October 9, 2017). Resolution 17:131 is the Confirmatory Resolution confirming the Board desires to proceed with the acquisition, construction, rebuilding, repair, extension and improvements set forth in Declaratory Resolution. Resolution 17-130 is the Storm Water Bond with an aggregate principal amount not to exceed \$3,250,000.

Public Hearing for Declaratory Resolution Open: 1:32

No Comments

Public Hearing Closed: 1:33

Mayor Cook made the motion to approve the Confirmatory Resolution (17-131) as presented. Kate Snedeker seconded. Vote: Yes-3; No-0. Motion carried.

Mayor Cook made the motion to approve the Storm Water Bond (17-130) as presented. Kate Snedeker seconded. Vote: Yes-3; No-0. Motion carried.

### **CONTRACTS AND LEASES**

#### **Action Item #3: INDOT Local Public Agency Contract Extension-Intersection Sight Distance**

Phil Sundling presented stating this is to extend the current contract that has not met the timeline for completion. Contract will not be changed.

Mayor Cook made the motion to approve the Contract Extension on the Intersection Sight Distance project. Kate Snedeker seconded. Vote: Yes-3; No-0. Motion carried.

**AGREEMENTS/MEMORANDUM OF UNDERSTANDING (MOU):**

**Action Item #4: USI-City of Westfield Agreement-Grand Junction Plaza**

Phil Sundling presented stating the agreement would cover design consulting and utility relocation of the said project not to exceed \$20,000.

Kate Snedeker made the motion to approve the agreement. Randy Graham seconded.  
Vote: Yes-3; No-0. Motion carried.

With no further business, Mayor Cook made the motion to adjourn. Randy Graham seconded. The meeting was adjourned at 1:37.

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Deputy Clerk-Treasurer

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Board of Public Works and Safety



**STORMWATER UTILITY  
NON-RESIDENTIAL USER FEE  
CREDIT MANUAL**

**CITY OF WESTFIELD, INDIANA**

**September 26, 2014**

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## CHAPTER 1

# INTRODUCTION

The City of Westfield is updating their stormwater utility rate structure and rate fees from a water meter based system to impervious area. The methodology is explained in the Stormwater Utility Rate Study.

The purpose of the utility is to provide for and manage the collection, treatment, drainage, and disposal of City storm and surface water. A stormwater utility is a reliable and dedicated funding source to address the increasing stormwater regulatory requirements and ongoing stormwater infrastructure maintenance and improvements.

This credit manual, prepared with the assistance from Christopher B. Burke Engineering, LLC, provides the necessary information for non-residential property owners to take advantage of fee credits in recognition of efforts that would reduce the impacts on stormwater quality and quantity.

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## CHAPTER 2

## DEFINITIONS

As used in this manual, the following terms shall have the meaning attributed to them as follows:

**As-Built Plans** – the final set of drawings produced at the completion of a construction project. They include all the changes that have been made to the original construction drawings, including notes, modifications, and any other information that the builder decides should be included

**Best Management Practice (BMP)** – structural or nonstructural practices, or a combination of practices, designed to act as effective, practicable means of minimizing the impacts of development and human activities on water quality

**Channel Protection Volume** – practices that protect the receiving channel by retaining or the extended detention of the 1-year, 24-hour storm event on the entire site (disturbed and undisturbed) tributary to each outlet

**Credit** – a reduction in the stormwater user fee through the construction, operation, and maintenance of BMPs that reduces property owner's contribution to stormwater runoff. Credits are available to non-residential property owners only and the percent reduction is based on the criteria specified in this manual

**Current Stormwater Standards** – refers to the 2014 City of Westfield Stormwater Technical Standards Manual Chapter 03700 (<http://www.westfield.in.gov/egov/apps/document/center.egov?view=item;id=50&fDD=-0>) and any future updates

**Easement** – a grant by the property owner of the use of part of the owner's land by another for a specified purpose

**Green Infrastructure** – use of vegetation and soil to treat and store stormwater runoff on-site

**Gray Infrastructure** – use of pipes to dispose of stormwater off-site

**Low Impact Development (LID)** – the management of stormwater runoff at the site through the use of conservation, planning, or engineered methods that mimic natural systems to reduce drainage problems and treat polluted runoff

**Non-Residential Property** – includes commercial, industrial, tax exempt properties, residential common areas, and apartments property classes  
**Operations and Maintenance (O&M)** - a written manual, prepared by a professional engineer, that provides a description of operation and maintenance procedures for specific stormwater control facilities for use by operation and maintenance personnel

**Residential Property** – includes single-family residential, duplex, triplex, condominiums, mobile, multi-family home property classes

**Stormwater Management Division** – consist of the City Engineer and designated staff for the purpose of providing for and managing the collection, treatment, drainage, and disposal of the City storm and surface water

**Stormwater Retrofit** – practice of adding new green infrastructure stormwater management features to an existing site to reduce and treat stormwater runoff

**Stormwater User Fee** – a charged to each property based on the potential runoff that would result from that property in a storm event

**Stormwater Utility** – as a reliable and dedicated funding source to address the increasing stormwater regulatory requirements and ongoing stormwater infrastructure maintenance and improvements

## CHAPTER 3

# STORMWATER USER FEE CREDITS

In the City of Westfield, only non-residential properties (properties categorized as commercial, industrial, tax exempt, residential common areas, and apartment property classes) are eligible to earn a maximum 30% credit towards reducing their stormwater user fee. This credit program is intended to encourage Low Impact Development (LID) and best management practices (BMPs) to reduce water quantity and improve water quality, as well as promote public education on the importance of stormwater. The following practices, or combination of practices, are eligible for the maximum total of 30% credit:

1. Low Impact Development Credit
2. Stormwater Quantity Reduction Credit
3. Stormwater Quality Improvement Credit
4. Established Development Credit
5. Accredited Green Building Program Credit
6. Stormwater Education Credit
7. Open Space Credit

Where noted, stormwater retrofit projects will be weighted by the percent of the site treated. For example, if a commercial site retrofits the landscaped islands in the parking lot to bioretention then only the area of the parking lot where the runoff that is stored and treated will be considered for credit.

**Chapter 4** includes a list of approved BMPs for stormwater credit.

### 3.1 LOW IMPACT DEVELOPMENT CREDIT

|                     |                                                                  |
|---------------------|------------------------------------------------------------------|
| Eligible Users:     | Non-residential, developed at current stormwater standards       |
| Duration of Credit: | 5 years                                                          |
| Maximum Credit:     | 30%                                                              |
| Application Fee:    | \$100 non-refundable, due with application                       |
| Renewal Fee:        | \$100 non-refundable, due July 1 <sup>st</sup> within final year |

- A. 10% credit for incorporating site planning practices to minimize disturbed areas and practices to restore disturbed areas (Steps 1 and 2 under “LID Stormwater Management Approach” in the City of Westfield Stormwater Technical Standards Chapter 03700)
- B. 20% credit for incorporating green infrastructure practices that minimize imperviousness and provide distributed volume reduction

and/or infiltration (Steps 3 through 5 under “LID Stormwater Management Approach” in the City of Westfield Stormwater Technical Standards Chapter 03700)

### 3.2 STORMWATER QUANTITY REDUCTION CREDIT

|                     |                                                                  |
|---------------------|------------------------------------------------------------------|
| Eligible Users:     | Non-residential, developed at current stormwater standards       |
| Duration of Credit: | 5 years                                                          |
| Maximum Credit:     | 20%                                                              |
| Application Fee:    | \$100 non-refundable, due with application                       |
| Renewal Fee:        | \$100 non-refundable, due July 1 <sup>st</sup> within final year |

20% credit for over detention of peak discharge through:

- A. Reduction of the 10-year post-development to near zero discharge or extended detention of the 2-year pre-development peak flow rate, or
- B. Reduction of the 100-year post-development to 0.2 cfs/acre (approximately representing the 5-year pre-development peak flow rate). Storm water retrofit projects will be weighted by the percent of the site treated.

### 3.3 STORMWATER QUALITY IMPROVEMENT CREDIT

|                     |                                                                  |
|---------------------|------------------------------------------------------------------|
| Eligible Users:     | Non-residential, developed at current stormwater standards       |
| Duration of Credit: | 5 years                                                          |
| Maximum Credit:     | 20%                                                              |
| Application Fee:    | \$100 non-refundable, due with application                       |
| Renewal Fee:        | \$100 non-refundable, due July 1 <sup>st</sup> within final year |

- A. 20% credit for including a 3<sup>rd</sup> green infrastructure BMP, designed to treat the channel protection volume. Storm water retrofit projects will be weighted by the percent of the site treated.
- B. 10% credit for incorporating green infrastructure vs gray infrastructure for the 2 required BMPs, with one of the two BMPs designed to treat the channel protection volume.

### 3.4 ESTABLISHED DEVELOPMENT CREDIT

|                     |                                                                  |
|---------------------|------------------------------------------------------------------|
| Eligible Users:     | Non-residential, not at current stormwater standards             |
| Duration of Credit: | 5 years                                                          |
| Maximum Credit:     | 20%                                                              |
| Application Fee:    | \$100 non-refundable, due with application                       |
| Renewal Fee:        | \$100 non-refundable, due July 1 <sup>st</sup> within final year |

1. Development with detention and water quality BMPs but not meeting current stormwater standards
  - A. 20% credit for retrofitting with at least 1 additional green infrastructure BMP meeting the current stormwater standards. Storm water retrofit projects will be weighted by the percent of the site treated.
2. Development with detention but no water quality BMPs
  - A. 20% credit for compliance with current stormwater standards in terms of required water quality BMPs. Storm water retrofit projects will be weighted by the percent of the site treated.
3. Development with no detention and no water quality BMPs
  - A. 20% credit for compliance with current stormwater ordinance in terms of detention requirements and an additional 10% credit for compliance with current stormwater standards in terms of water quality BMPs. Storm water retrofit projects will be weighted by the percent of the site treated.

Storm water quantity and quality retrofit improvement credits will not be awarded to projects associated with a site improvement that is required to provide detention and water quality to meet existing development requirements.

### 3.5 CERTIFIED GREEN BUILDING CREDIT

|                     |                                                            |
|---------------------|------------------------------------------------------------|
| Eligible Users:     | Non-residential, developed at current stormwater standards |
| Duration of Credit: | 5 years                                                    |
| Maximum Credit:     | 5%                                                         |
| Application Fee:    | \$25 non-refundable, due with application                  |

Renewal Fee: \$25 non-refundable, due July 1<sup>st</sup> within final year

- A. 5% credit for having met the site requirements of a certified green building through LEED, BOMA Go Green/Go Green Plus, Green Globes, The Living Challenge, or equivalent green building rating systems.

### 3.6 STORMWATER EDUCATION CREDIT

Eligible Users: Public or private school properties  
 Duration of Credit: 1 year  
 Maximum Credit: 30%  
 Application Fee: \$25 non-refundable, due with application  
 Renewal Fee: \$25 non-refundable, due July 1<sup>st</sup> each year

- A. 30% credit for an approved educational program that educates 75% to 100% of the grade levels about stormwater management.
- B. 15% credit for an approved educational program that educates 50% to 74% of the grade levels about stormwater management.

### 3.7 OPEN SPACE CREDIT

Eligible Users: Non-residential with significant open space (includes Residential Common Areas)  
 Duration of Credit: 5 years  
 Maximum Credit: 20%  
 Application Fee: \$100 non-refundable, due with application  
 Renewal Fee: \$100 non-refundable, due July 1<sup>st</sup> within final year

- A. 10% credit for managing stormwater without connection to a piped stormwater conveyance system. These may include golf courses, parks, sports fields, etc. The property must have less than 30% impervious cover as compared to the entire parcel (or adjacent parcels with the same property owner).

## CHAPTER 4

# BEST MANAGEMENT PRACTICES

The following includes a list the BMPs that are approved by the City for installation, maintenance requirements of the installed BMPs, and list of suggested educational resources for credit.

### 4.1 LIST OF APPROVED BMPs

The following BMPs have been approved by the City for stormwater credit:

#### Site Planning & Restoration BMPs

1. Minimize Disturbed Areas
  - a. Protect Sensitive Areas
  - b. Protect Riparian Buffers
  - c. Minimize Total Disturbed Area
  - d. Protect Natural Flow Pathways
  - e. Reduce Impervious Surfaces
  - f. Cluster-type Development
2. Restore Disturbed Areas
  - a. Minimize soil compaction
  - b. Protection of Existing Trees within Disturbed Areas
  - c. Soil Amendments
  - d. Native Revegetation
  - e. Riparian Buffer Restoration

#### Green Infrastructure BMPs

1. Minimize Imperviousness
  - a. Porous Pavement (permeable asphalt, porous concrete, or pavers)
  - b. Vegetated Roof
2. Provide Distributed Volume Reduction/Infiltration Practices
  - a. Bioretention (rain garden)
  - b. Infiltration Practices (infiltration basin, subsurface infiltration bed, infiltration trench, or dry well)
  - c. Vegetated Swale

BMPs must be designed and installed according to the City of Westfield's Stormwater Technical Standards Manual Chapter 03700 (<http://www.westfield.in.gov/egov/apps/document/center.egov?view=item;id=50&fDD=-0>)

## 4.2 BMP MAINTENANCE

To receive credit throughout the credit period, applicants must maintain each installed BMP(s) in accordance with the City of Westfield's Stormwater Technical Standards Manual Chapter 03700 (<http://www.westfield.in.gov/egov/apps/document/center.egov?view=item;id=50&fDD=-0>)

Additionally, the applicant should practice the following:

1. Submit annual reports for multi-year credits prior to July 1<sup>st</sup> of each year
2. Provide notification to the City Stormwater Management Division of any changes to the BMP(s)
3. Receive approval of any alterations to BMP(s) from the City Stormwater Management Division, in order to continue receiving credit
4. Be aware that failure to follow the requirements of the City Stormwater Management Ordinance and Technical Standards or conditions of this credit manual will result in loss of credit.

## 4.3 LIST OF EDUCATIONAL RESOURCES

The following includes a list of readily available educational resources that could be implemented in order to receive the Stormwater Educational Credit. Other resources, or modifications to these resources, may be used if they are approved by the City Stormwater Management Division.

IDEM Classroom Resources (<http://www.in.gov/idem/nps/3459.htm>)

IDNR Project WET (<http://www.in.gov/dnr/fishwild/7546.htm>)

EPA NPDES Stormwater Outreach Materials and Reference Documents (<http://cfpub.epa.gov/npdes/stormwatermonth.cfm#materials>)

EPA Teacher Resources and Lesson Plans (<http://www.epa.gov/students/teachers.html>)

EPA Water science and Technology for Students and Educators (<http://water.epa.gov/learn/resources/>)

USGS Education Resources (<http://education.usgs.gov/>)

## CHAPTER 5

# CREDIT RESTRICTIONS

**Maximum Available Credit:** The maximum credit available to any individual property is a total of 30% of their stormwater utility bill, even if their total credit exceeds 30%. Credits will not be applied to the stormwater utility bill until the application is approved and the BMP(s) has been constructed and inspected by the City

**Application Process:** The applicant should receive written notification of their award or denial of a stormwater utility user fee credit within 60 days of submitting their completed application. The application process does not relieve the property owner from payment of stormwater user fees in full during the review process. The credit will be applied within the next two billing cycles after approval. The credit period will begin when the credit is applied to the billing cycle.

**Transferring Credits:** Credits do not transfer with a change in property ownership; for the property to continue to receive the credit, the new owner must submit an application. This policy does not apply to projects that meet the requirements of the Permanent BMP Section below.

**City Requirements:** All BMPs must be designed and installed according to the City of Westfield's Stormwater Technical Standards Manual Chapter 03700

([http://www.westfield.in.gov/egov/apps/document/center.egov?view=tem;id=50&fDD=-0](http://www.westfield.in.gov/egov/apps/document/center.egov?view=item;id=50&fDD=-0)). Approval of an application does not absolve the applicant from obtaining all other approval/permits from the engineering department and any other city departments necessary to complete the project.

**Credit Duration:** All credits are 5 years in length with the exception of the Storm water Education Credit which must be renewed annually. Credit renewals are due July 1<sup>st</sup> within the final year. Credits expire when a property changes ownership or the renewal application is not submitted. Credit period begins when the credit is applied to the bill.

**City's Right to Inspect:** The City has the right to inspect BMP(s) at any time while the credit is valid. If the BMP(s) has not been installed or maintained properly, the City Board of Public Works reserves the right to cancel the credit until the issue is solved.

**City's Right to Terminate a Credit:** The City Board of Public Works may revoke a stormwater credit for reasons such as inaccuracy or missing application/re-application information, or failure to meet BMP

maintenance requirements. The City will notify the applicant in writing and allow 30 days to correct the deficiency. Within the 30 day period, the applicant must submit written documentation that the deficiency has been corrected. Upon review and site inspection (if warranted), the City Board of Public Works will, in writing, award or deny the credit.

**Applicant's Right to Appeal:** The applicant may appeal the award or denial of a credit to the City Board of Public Works within 60 days of the receipt of the credit notice per City Code.

**Installation of Permanent BMPs:** If the BMPs are installed per an approved construction plan, protected by BMP easements, and an operation and maintenance manual is recorded with the property, the credit will be applied permanently to the property and 5 year renewal applications requirement will be waived.

## CHAPTER 6

## CREDIT APPLICATION & PROCESS

The stormwater utility user fee credit application for all non-residential credits listed in this manual is included below. Completed applications, supporting documentation, and non-refundable fee (non-residential only) should be sent to:

City of Westfield  
Public Works Department  
Attn: Stormwater Management Division  
2706 East 171<sup>st</sup> Street  
Westfield, IN 46074

Prior to submitting the stormwater user fee application, all applicants are encouraged to discuss their BMP(s) and anticipated credit/cost-share reimbursement with the City Stormwater Management Division.

Email: [stormwater@westfield.in.gov](mailto:stormwater@westfield.in.gov)  
Phone: 317-804-3100  
Fax: 317-804-3190

Completed applications will be reviewed by the City Stormwater Management Division and forwarded to the City Board of Public Works for consideration. Upon 60 days of receiving the complete credit application package, the applicant will be notified, in writing, of their award or denial of a stormwater user fee credit. Incomplete applications will be returned to the applicant with deficiencies identified in writing.

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**CITY OF WESTFIELD STORMWATER USER FEE  
NON-RESIDENTIAL CREDIT APPLICATION**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| <b>APPLICATION TYPE:</b> <input type="checkbox"/> Initial Application <input type="checkbox"/> Installation Verification <input type="checkbox"/> Renewal Application                                                                                                                                                                                                                                                                                             |                                   |
| <b>APPLICANT NAME:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>APPLICANT PHONE NUMBER:</b>    |
| <b>APPLICANT EMAIL ADDRESS:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>APPLICANT MAILING ADDRESS:</b> |
| <b>PROPERTY ADDRESS:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                   |
| <b>PROPERTY UTILITY ACCOUNT NUMBER:</b>                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>PROPERTY PARCEL NUMBER:</b>    |
| <b>CREDIT(S) APPLYING FOR:</b><br><input type="checkbox"/> Established Development Credit<br><input type="checkbox"/> Low Impact Development Credit<br><input type="checkbox"/> Accredited Green Building Program Credit<br><input type="checkbox"/> Stormwater Quantity Reduction Credit<br><input type="checkbox"/> Stormwater Education Credit<br><input type="checkbox"/> Stormwater Quality Improvement Credit<br><input type="checkbox"/> Open Space Credit |                                   |
| <b>APPLICANT SIGNATURE:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>DATE:</b>                      |

**Submit application and attachments to:**

**City of Westfield  
Public Works Department  
Attn: Stormwater Management Division  
2706 East 171<sup>st</sup> Street  
Westfield, IN 46074**

***stormwater@westfield.in.gov  
(317) 804-3190 Fax***

Required attachments for the non-residential Low Impact Development Credit, Stormwater Quality Reduction Credit, Stormwater Quality Improvement Credit, Established Development Credit Accredited Green Building Program Credit, and Open Space Credit

| INITIAL APPLICATION ATTACHMENTS | INSTALLATION VERIFICATION ATTACHMENTS                    | RENEWAL APPLICATION ATTACHMENTS |
|---------------------------------|----------------------------------------------------------|---------------------------------|
| ___ Description                 | ___ BMP(s) Easement Recorded <i>(for permanent BMPs)</i> | ___ Annual Reports              |
| ___ Site Plan                   | ___ As-Built Plans                                       | ___ Changes to Site Plan        |
| ___ Calculations for Credit     | ___ Right-of-Entry Agreement                             | ___ Changes to BMP(s)           |
| ___ Application Fee             | ___ O&M Agreement                                        | ___ Photos of BMP(s)            |
|                                 | ___ Sample Annual Report                                 | ___ Calculation of Credit       |
|                                 |                                                          | ___ Application Fee             |

Required attachments for the non-residential Stormwater Education Credit

| INITIAL APPLICATION ATTACHMENTS | INSTALLATION VERIFICATION ATTACHMENTS | RENEWAL APPLICATION ATTACHMENTS |
|---------------------------------|---------------------------------------|---------------------------------|
| ___ Description of Program      | ___ Implementation Plan               | ___ Previous Year Successes     |
| ___ Calculations for Credit     |                                       | ___ Description of Program      |
| ___ Application Fee             |                                       | ___ Calculation of Credit       |
|                                 |                                       | ___ Application Fee             |

For Stormwater Management Division Use

|                                                                                |                   |                                                                     |
|--------------------------------------------------------------------------------|-------------------|---------------------------------------------------------------------|
| APPLICANT NAME:                                                                | PROPERTY ADDRESS: |                                                                     |
| DATE RECEIVED:                                                                 | RECEIVED BY:      |                                                                     |
| APPLICATION FEE:<br><br>___ \$100<br><br>___ \$25 (Green Building & Education) |                   | ___ APPROVED<br><br>___ CREDIT PERCENT<br><br>___ NOTICE TO BILLING |
| ___ DENIED (Reason)                                                            |                   |                                                                     |
| STAFF SIGNATURE:                                                               |                   | DATE:                                                               |
| RENEWAL DATE:                                                                  |                   |                                                                     |

## **NON-RESIDENTIAL CREDIT APPLICATION**

**APPLICATION TYPE:** Indicate whether the application is an:

**Initial Application** – this application is to be submitted to indicate the applicant’s interest in installing or instituting one or more BMPs. This also applies to applicants who wish to reapply if the credit to their property had been terminated or canceled. All required attachments must be submitted to be considered. Applicants are advised not to proceed until the Initial Application has been approved by the City.

**Installation Verification** – once the BMP(s) have been installed or an implementation plan prepared (Education Stormwater Credit only), the applicant must submit this application and all required attachments to be considered for credit.

**Renewal Application** – with the exception of the permanent BMP installation, applications must be renewed every 5 years or for the Education Stormwater Credit, annually. Renewal applications are due July 1<sup>st</sup>. In order to continue to receive the credit, the applicant must submit this application and all required attachments.

**APPLICANT NAME:** Name of person applying for the credit. This can be the property owner or person acting on behalf of the property owner.

**APPLICANT PHONE NUMBER:** Phone number where applicant can be reached.

**APPLICANT EMAIL ADDRESS:** Email address where applicant can be reached.

**APPLICANT MAILING ADDRESS:** Address where applicant can be reached.

**PROPERTY ADDRESS:** Address of the property where the BMPs will be installed or instituted.

**PROPERTY UTILITY ACCOUNT NUMBER:** The utility billing number associated with the property. This number can be found on the property’s utility bill or by calling Westfield Utilities at 317-804-3100.

**PROPERTY PARCEL NUMBER:** The parcel identification number associated with the property. This number can be found on property tax records or from the Hamilton County Recorder’s Office at 317-776-9618 or online at <http://gis.hamiltoncounty.in.gov/FlexViewer/Index.html>

**CREDIT APPLYING FOR:** Indicate the credit(s) for consideration. See Section 3 of this Credit Manual for an explanation of each credit.

**APPLICANT SIGNATURE:** Signature of applicant.

**DATE:** Date application is submitted. Initial applications are accepted year round however, renewal applications must be submitted by July 1<sup>st</sup> of the year the credit expires.

## **GRANT OF EASEMENT**

In consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, **CTIY OF WESTFIELD, INDIANA**, an Indiana political subdivision, (hereinafter referred to as “Grantor”), hereby grant(s) unto **DUKE ENERGY INDIANA, LLC**, an Indiana limited liability company with a mailing address of 1000 E. Main Street, Plainfield, IN 46168 and its successors and assigns (hereinafter referred to as “Grantee”), a perpetual, non-exclusive easement to construct, reconstruct, operate, patrol, maintain, repair, replace, relocate, add to, modify and remove, electric, and/or telecommunication line or lines including but not limited to, all necessary and convenient supporting structures, conduits, wires, cables, manholes, pullboxes, grounding systems, counterpoises, surface equipment (including, but not limited to, transformers and switchgears), and all other appurtenances, fixtures and equipment (hereinafter referred to as the “Facilities”), for the underground transmission and distribution of electrical energy, and for technological purposes (including but not limited to telecommunications), in, upon, over, along, under, through and across the following described real estate:

Situate in Section 1, Township 18 North, Range 3 East, Washington Township, Hamilton County, State of Indiana; being a part of a tract as recorded in **Instrument Number 2009068253** in the Office of the Recorder of Hamilton County, Indiana (hereinafter referred to as “Grantor’s Property”), and being more particularly described as follows:

A strip of land fifteen feet (15’) in uniform width, lying seven and one half feet (7.5’) wide on both sides of a centerline, which centerline shall be established by the center of the Facilities as constructed and as generally shown on Exhibit “A”, attached hereto and becoming a part hereof (hereinafter referred to as the “Easement Area”).

This easement grant shall include, but not be limited to, the following respective rights and duties of Grantor and Grantee:

1. Grantee shall have the right of ingress and egress over the Easement Area, and over the adjoining land of Grantor’s Property (using lanes, driveways, and adjoining public roads where practical as determined by Grantee).

*For Grantee’s Internal Use:*

*Line Name/No: Hamilton – Washington - IN*

*Tract No:7*

*Job Control WO #21395721*

*LU# \_\_\_\_\_*

*Prep/Chk:LGF/RPH Exec/Rec: \_\_\_\_\_*

*Dwg/Fac Ref.: Exhibit “A”*

*Prepared Date: 10-19-17*

2. Grantee shall have the right to cut down, clear, trim, remove, and otherwise control any trees, shrubs, overhanging branches, and/or other vegetation upon or over the Easement Area. Grantee shall also have the right to cut down, clear, trim, remove, and otherwise control any trees, shrubs, overhanging branches, and/or other vegetation which are adjacent to the Easement Area but only to the extent such vegetation may endanger, as reasonably determined by Grantee, the safe or reliable operation of the Facilities, or where such vegetation is trimmed consistent with generally accepted arboricultural practices.

3. Grantee shall have the right to allow third parties to trench with Grantee's Facilities, and any such equipment shall include but not be limited to, wires, cables, and other fixtures; provided, that Grantor shall pursue any claim with the third party and not Grantee, if any such claim arises out of any third party's facility location.

4. To the best of Grantor's knowledge, the Easement Area and the adjoining land of Grantor's Property, have never been used to release, discharge, generate or store any toxic, hazardous, corrosive, radioactive or otherwise harmful substance or material.

5. Grantor shall not place, or permit the placement of, any obstructions, which may interfere with the exercise of the rights granted herein to Grantee. Grantee shall have the right to remove any such obstruction.

6. Grantee shall have the right to pile dirt and other material and to operate equipment upon the surface of the Easement Area and the adjoining land of Grantor's Property, but only during those times when Grantee is constructing, reconstructing, maintaining, repairing, replacing, relocating, adding to, modifying, or removing the Facilities.

7. Excluding the removal of vegetation and obstructions as provided herein, any physical damage to the surface area of the Easement Area and the adjoining land of Grantor's Property resulting from the exercise of the rights granted herein to Grantee, shall be promptly paid by Grantee, or repaired or restored by Grantee to a condition which is reasonably close to the condition it was in prior to the damage, all to the extent such damage is caused by Grantee or its contractors or employees. In the event that Grantee does not, in the opinion of Grantor, satisfactorily repair any damage, Grantor must, within ninety (90) days after such damage occurs, file a claim for such damage with Grantee at (a) 1000 E. Main St., Plainfield, IN 46168, Attn: Right of Way Services, or (b) by contacting an authorized Right of Way Services representative of Grantee.

8. Grantor shall have the right to use the Easement Area and the adjoining land of Grantor's Property in any manner which is consistent with the rights granted herein to Grantee, and shall comply with all applicable codes when making use of the land near the Facilities.

9. Notwithstanding anything to the contrary contained herein, Grantor shall not without the prior written consent of Grantee (a) construct or install, or permit the construction or installation of any building, house, or other above-ground structure, or portion thereof, upon the Easement Area; or (b) excavate or place, or permit the excavation or placement of any dirt or other material upon or below the Easement Area; or (c) cause, by excavation or placement of material, either on or off the Easement Area, a pond, lake, or similar containment vehicle that would result in the retention of water in any manner within the Easement Area.

10. Grantor warrants that it has the necessary authority and title to Grantor's Property to grant this easement to Grantee, and shall defend and hold Grantee harmless from the claim of any third party that Grantor does not have such authority or title.

11. The respective rights and duties herein of Grantor and Grantee shall inure to the benefit of, and shall be binding upon the respective successors, assigns, heirs, personal representatives, lessees, licensees, and/or tenants of Grantor and Grantee. Easement, Grantor and Grantee, as used herein, shall be deemed to be plural, when required to be so. The exercise of any or all of the rights and privileges of Grantee set forth herein, shall be at the sole discretion of Grantee.

[Signature page(s) follow.]

**IN WITNESS WHEREOF**, Grantor has caused this **Grant of Easement** to be signed by its duly authorized representative(s), effective the \_\_\_\_ day of \_\_\_\_\_, 2017.

**CITY OF WESTFIELD, INDIANA,**  
an Indiana political subdivision,  
Grantor

By: \_\_\_\_\_ By: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Printed Title: \_\_\_\_\_ Printed Title: \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
 ) SS:  
COUNTY OF \_\_\_\_\_ )

Personally appeared before me this day \_\_\_\_\_, \_\_\_\_\_, (a) duly authorized representative(s) of Grantor and acknowledged the signing of this **Grant of Easement** by \_\_\_\_\_ to be a voluntary act and deed for and on behalf of Grantor, and having been duly sworn/affirmed, state(s) that any representations contained therein are true to the best of \_\_\_\_\_ personal knowledge.

**WITNESS** my hand and notarial seal, this \_\_\_\_ day of \_\_\_\_\_, 2017.

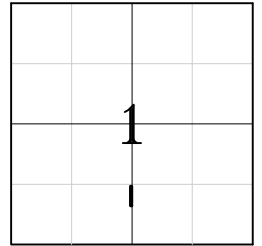
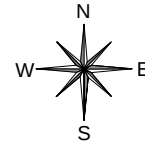
My Commission Expires: \_\_\_\_\_ Signed Name: \_\_\_\_\_

My County of Residence: \_\_\_\_\_ Printed Name: \_\_\_\_\_

This Instrument Prepared by John B. Scheidler, Attorney-at-Law, 1000 E. Main St., Plainfield, IN 46168.

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. Lance G. Ferrell.

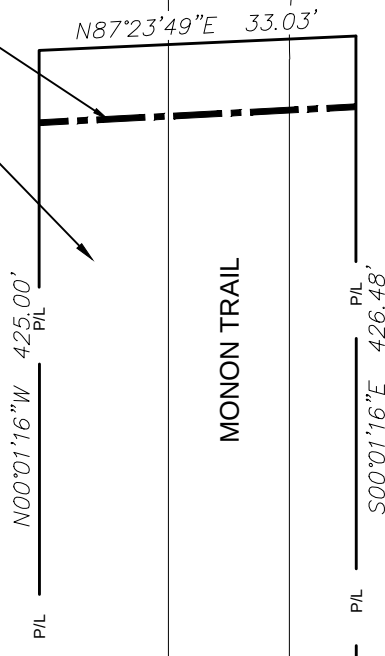
THIS IS NOT A SURVEY. LOCATIONS SHOWN ARE APPROXIMATE. THE ACTUAL CENTERLINE LOCATION OF THE UTILITY LINE IS THE CENTERLINE OF THE EASEMENT.



E. 169TH. ST.

CENTERLINE OF 15'  
UNDERGROUND EASEMENT

WARRANTY DEED  
CITY OF WESTFIELD, INDIANA  
INSTRUMENT #2009068253  
RECORDED 11/24/2009



NOTE: PROPERTY LINES AS SHOWN WERE  
PLOTTED FROM INSTRUMENT #2009068253  
AND SITE IMPROVEMENTS FROM GIS DATA

# HAMILTON COUNTY, INDIANA

SITE NAME: WASHINGTON TOWNSHIP SECTION 1 TOWNSHIP 18N RANGE 3E



|                    |                                                |                |
|--------------------|------------------------------------------------|----------------|
| DR. AM             | EXHIBIT MAP OF:<br>UNDERGROUND EASEMENT        |                |
| CK. MT             | EXHIBIT MAP FOR:<br>CITY OF WESTFIELD, INDIANA |                |
| DATE<br>10/12/2017 | LOCATION<br>E. 169TH ST, WESTFIELD, IN         | EXHIBIT 'A'    |
|                    |                                                | EMAX #21395721 |



**City of Westfield Fire Department  
Board of Public Works & Safety Report  
September 2017**

Contact: Fire Chief

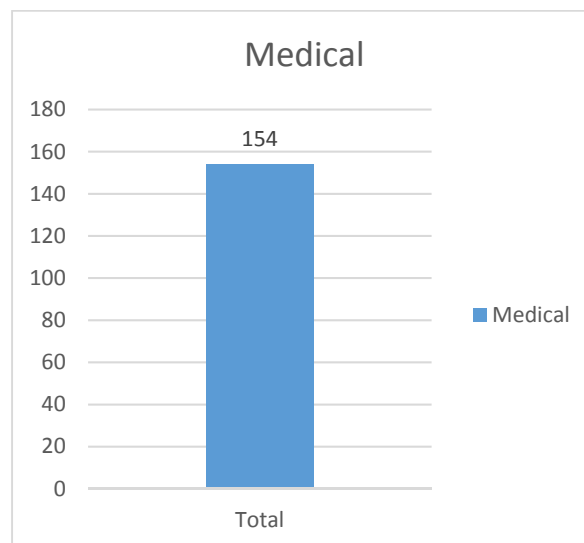
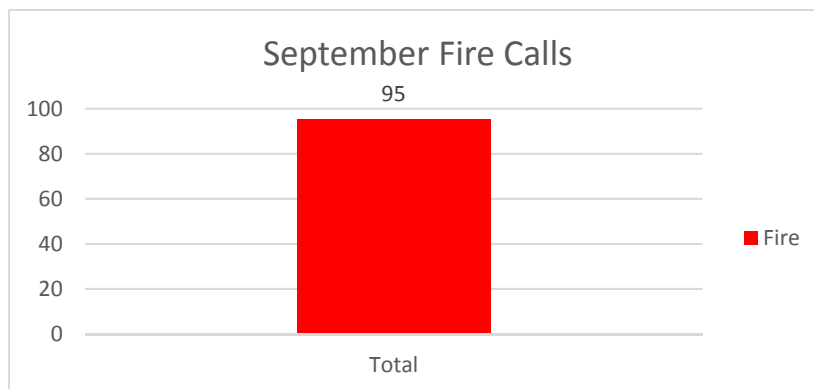
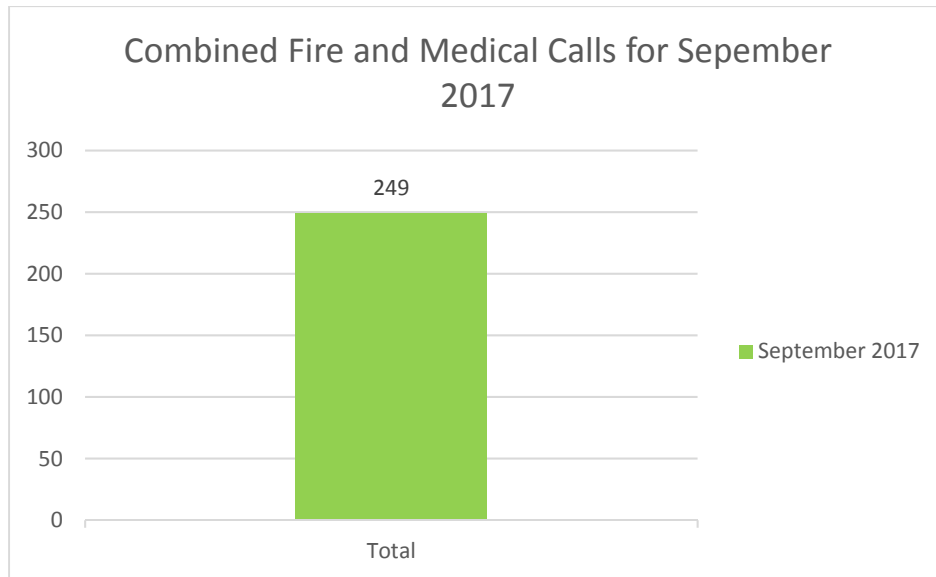
Marcus Reed

Or Nikki Hartman

804-3304

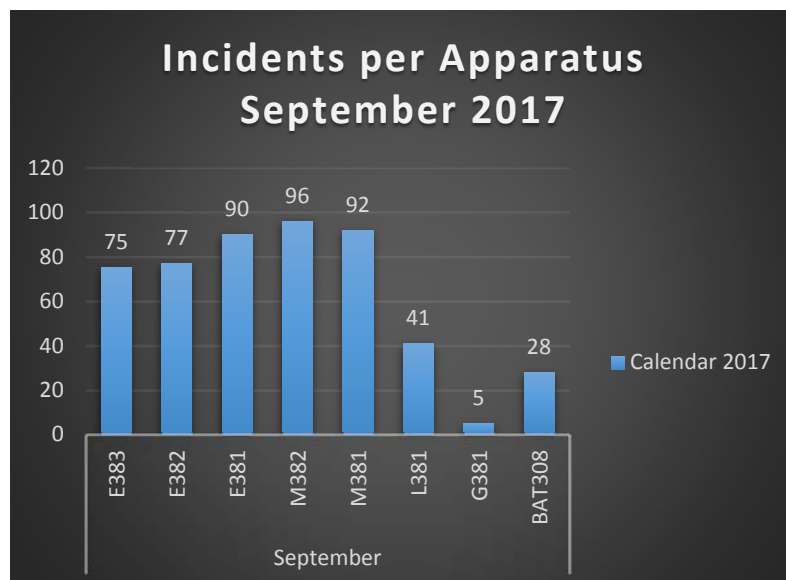
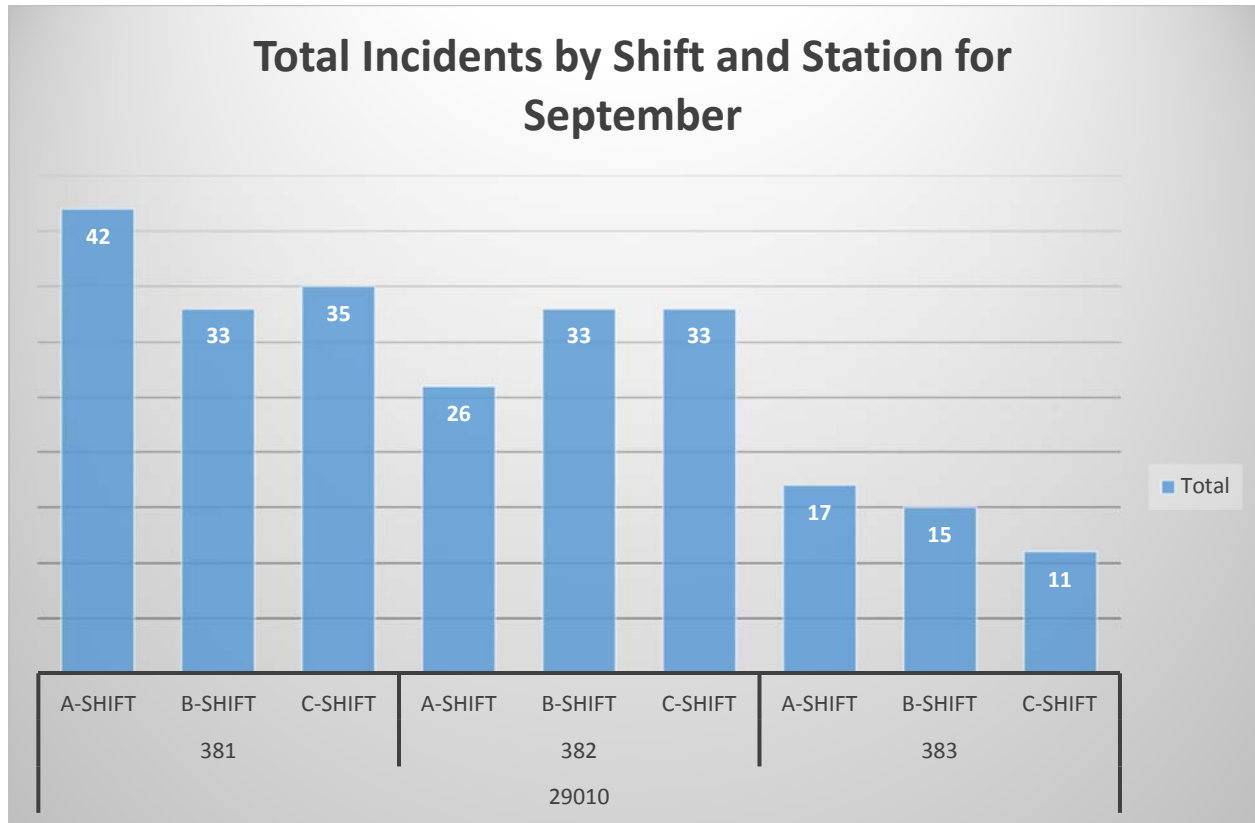


## Westfield Fire Department 2017 Incident Statistics



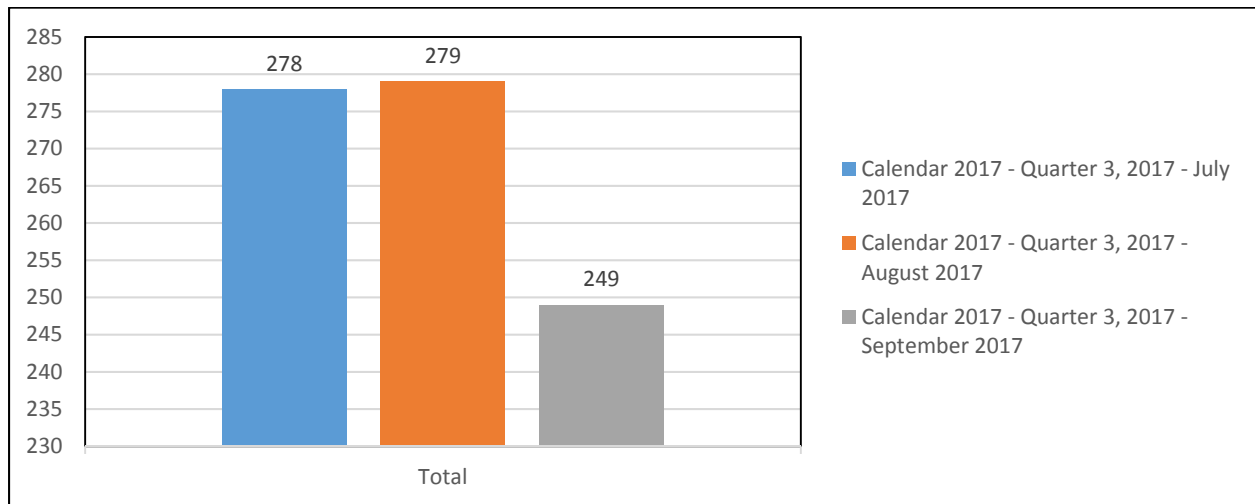


## Westfield Fire Department 2017 Incident Statistics



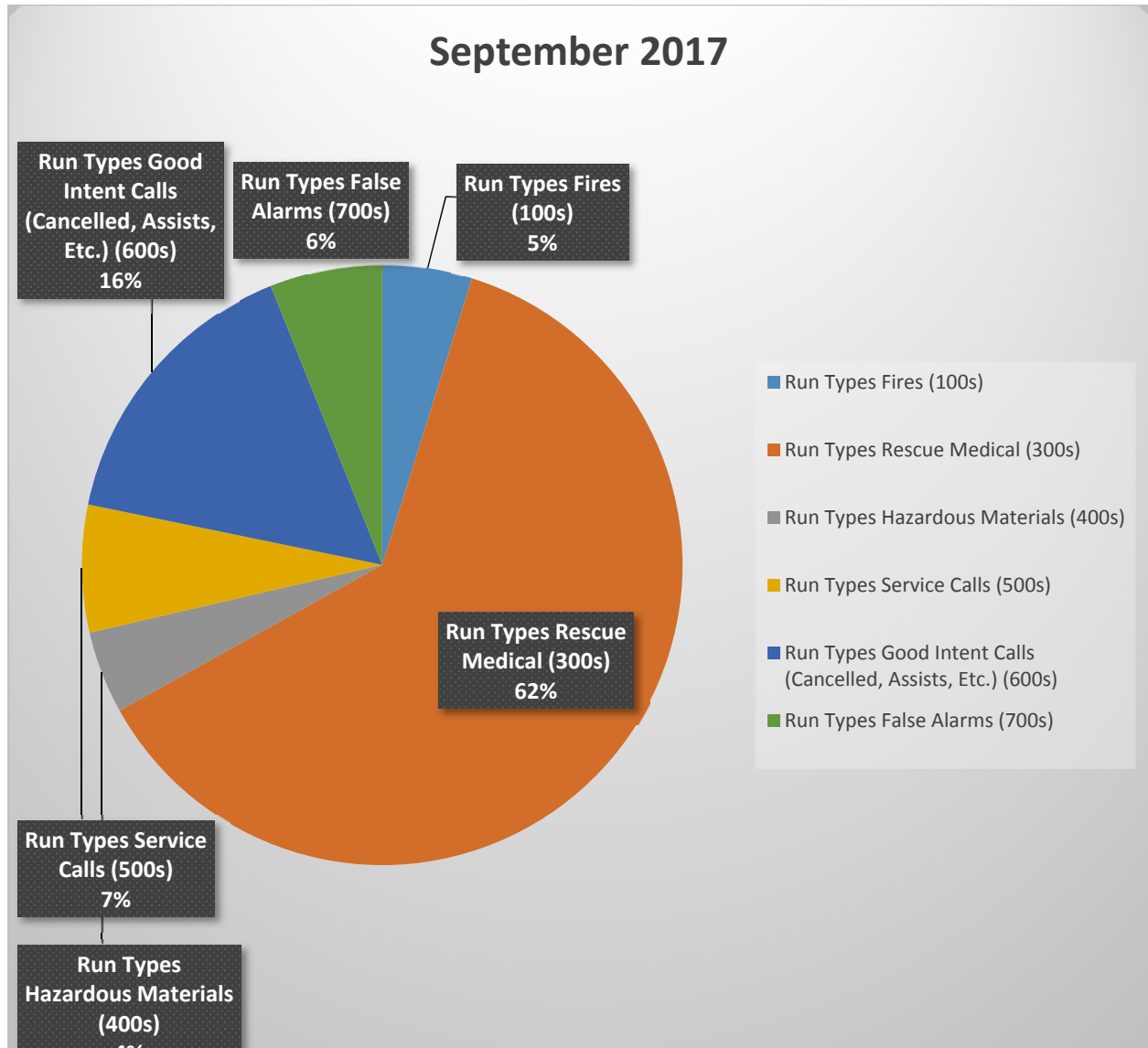


## Westfield Fire Department 2017 Incident Statistics





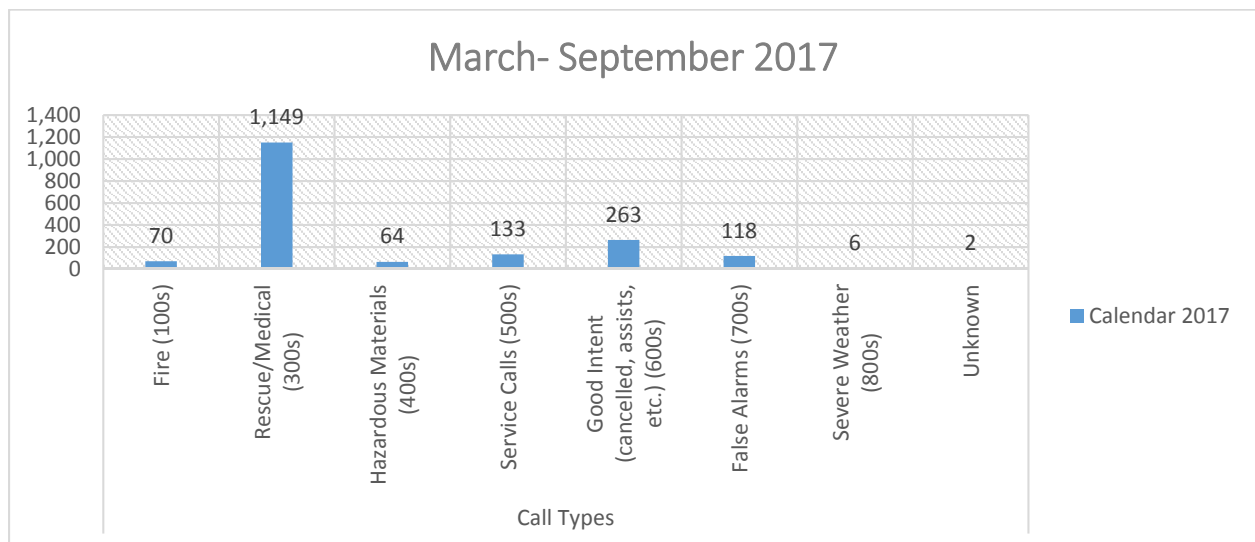
## Westfield Fire Department 2017 Incident Statistics



|               |     |
|---------------|-----|
| September     | 249 |
| Fires         | 12  |
| Medical       | 154 |
| Hazmat        | 11  |
| Service Calls | 17  |
| Good Intent   | 39  |
| False Alarms  | 16  |



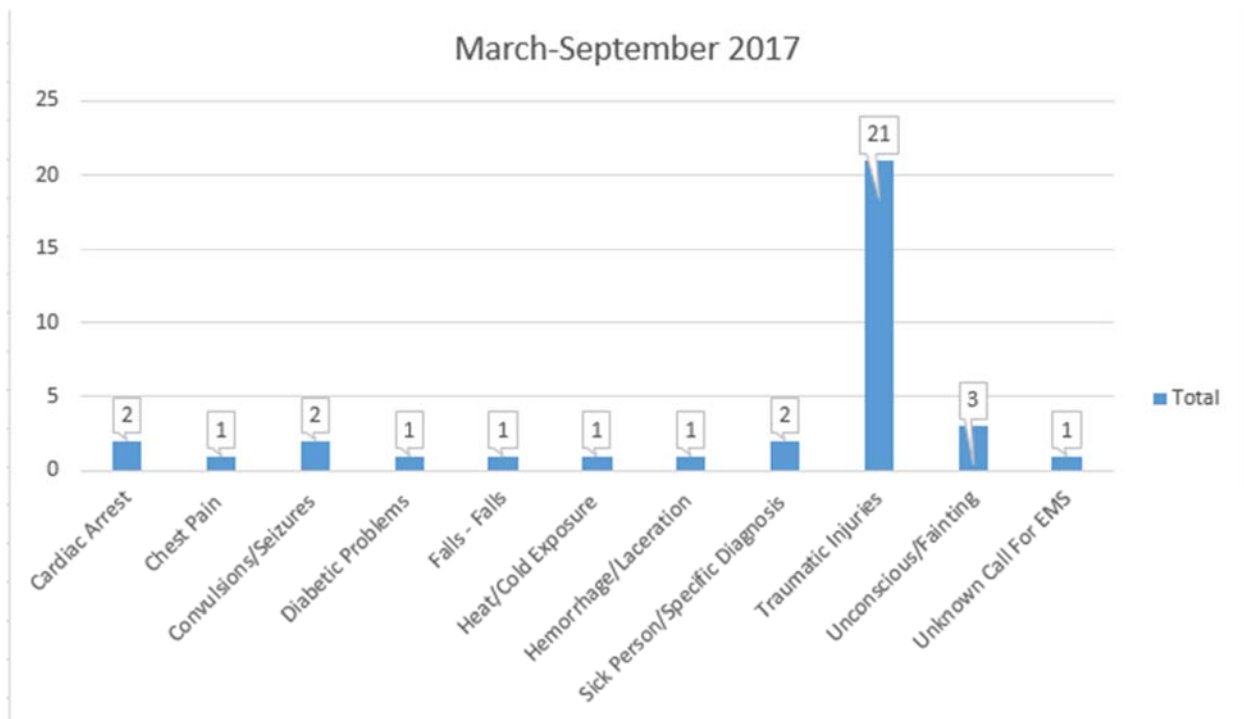
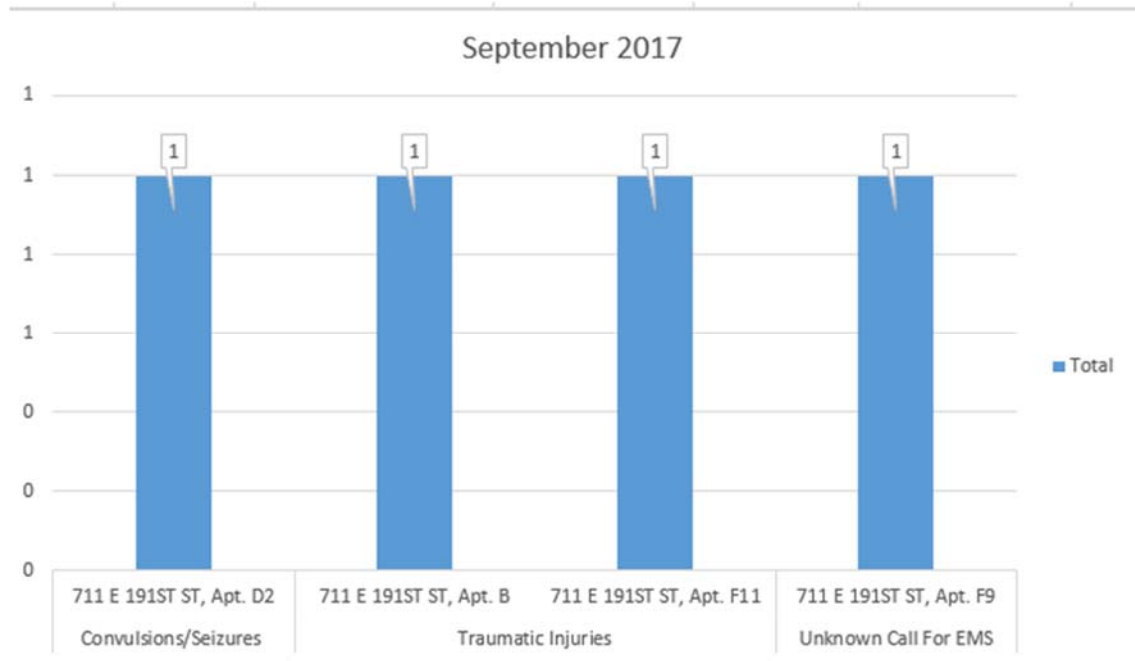
## Westfield Fire Department 2017 Incident Statistics





# Westfield Fire Department 2017 Incident Statistics

## Grand Park Data

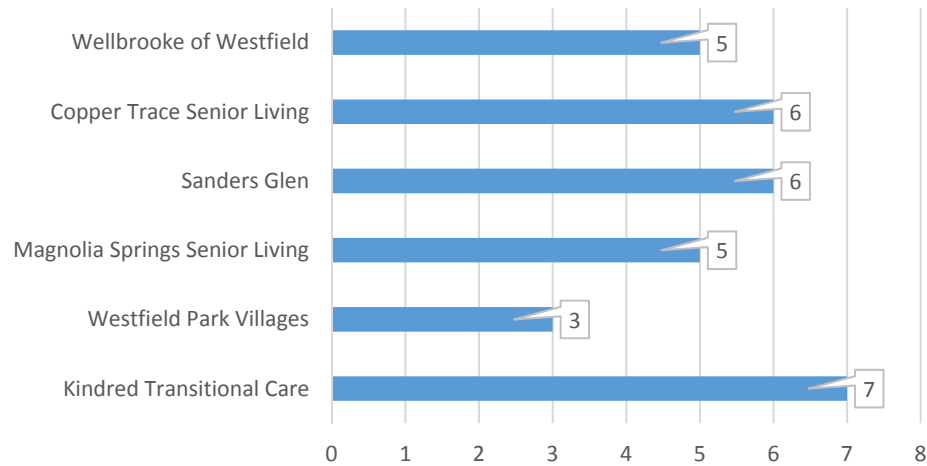


36 runs total

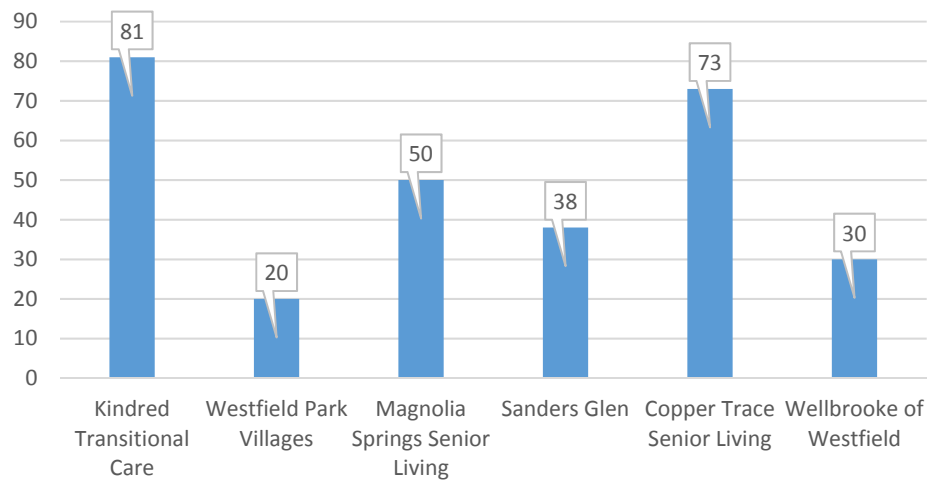


## Westfield Fire Department 2017 Incident Statistics

Care Facility Runs- September 2017

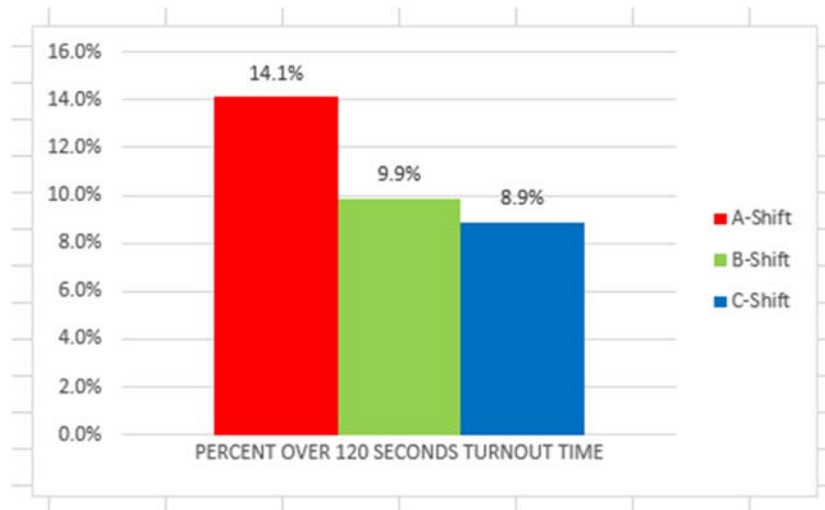
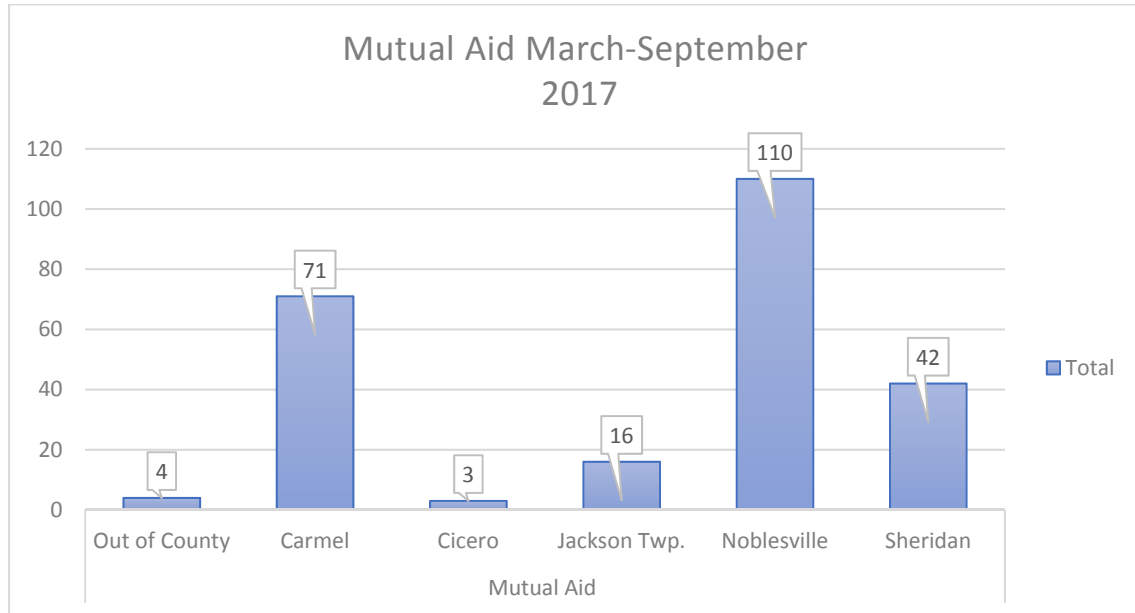


Care Facility Runs March- September 2017





## Westfield Fire Department 2017 Incident Statistics



|                            | 90th Percentile Turnout Time |         |         |
|----------------------------|------------------------------|---------|---------|
|                            | A-Shift                      | B-Shift | C-Shift |
| 90 percent of time average | 0:02:12                      | 0:01:59 | 0:01:58 |
| Total Calls                | 85                           | 81      | 79      |
| Calls over Benchmark       | 12                           | 8       | 7       |
| % Over Benchmark           | 14.1%                        | 9.9%    | 8.9%    |

# **Westfield Police Department**

## **Monthly Performance Measures Report**



### **Board of Public Works & Safety**

**September 2017**

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# WESTFIELD POLICE DEPARTMENT

September 2017

## Events by Nature

|                                   |            |
|-----------------------------------|------------|
| <b>911 Hang Up</b>                | <b>40</b>  |
| Abandoned Vehicle                 | 7          |
| <b>Abuse / Neglect</b>            | <b>3</b>   |
| Accident - Hit & Run              | 13         |
| <b>Accident - Other</b>           | <b>1</b>   |
| Accident - Property Damage        | 59         |
| <b>Accident - Personal Injury</b> | <b>8</b>   |
| Accident - Unknown                | 7          |
| <b>Alarm - Other</b>              | <b>1</b>   |
| Alarm - Vehicle                   | 1          |
| <b>Alarm - Burglar</b>            | <b>127</b> |
| Alarm - Hold Up                   | 15         |
| <b>Animal Bite / Attack</b>       | <b>2</b>   |
| Animal Complaint                  | 36         |
| <b>Assist Fire</b>                | <b>27</b>  |
| Assist Other Department           | 28         |
| <b>Assist Public</b>              | <b>27</b>  |
| Battery                           | 5          |
| <b>Bomb Threat</b>                | <b>1</b>   |
| Burglary                          | 5          |
| <b>Case Follow Up</b>             | <b>92</b>  |
| Child Seat Inspection             | 0          |
| <b>Civil Dispute</b>              | <b>19</b>  |
| Criminal Mischief                 | 17         |
| <b>Damage to Property</b>         | <b>0</b>   |
| Death Investigation               | 0          |
| <b>Directed Patrol</b>            | <b>6</b>   |
| Disturbance                       | 17         |
| <b>Driving Complaint</b>          | <b>52</b>  |
| Drug Complaint                    | 6          |
| <b>Escort</b>                     | <b>1</b>   |
| Fight                             | 2          |
| <b>Firearms Shots</b>             | <b>0</b>   |
| Found / Lost Property             | 26         |
| <b>Found Person</b>               | <b>1</b>   |
| Fraud Prescription                | 0          |
| <b>Fraud / Deception</b>          | <b>12</b>  |
| Harassment                        | 31         |
| <b>Intoxicated Person</b>         | <b>4</b>   |
| Investigation                     | 5          |
| <b>Juvenile Complaint</b>         | <b>20</b>  |
| K9 Detail                         | 2          |

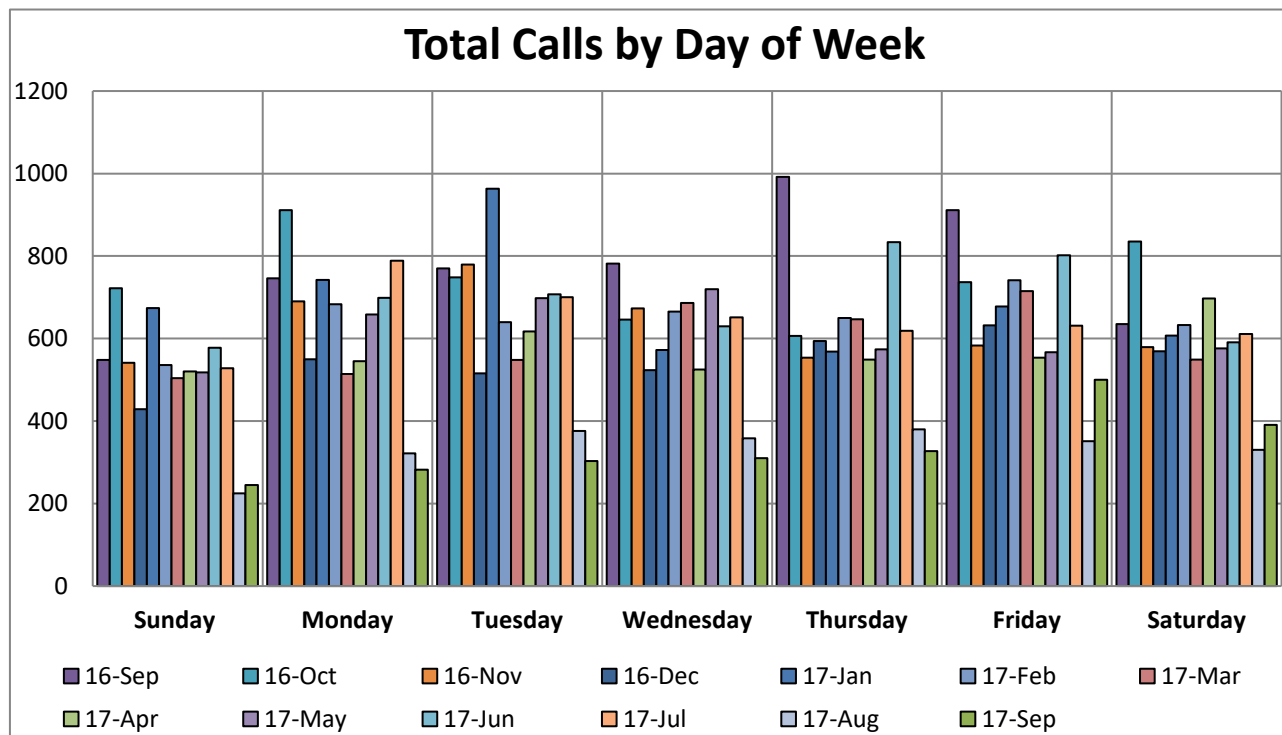
|                                   |             |
|-----------------------------------|-------------|
| Kidnapping                        | 0           |
| <b>Lock Out</b>                   | <b>56</b>   |
| Loud Party                        | 6           |
| <b>Mental Emotional - Violent</b> | <b>2</b>    |
| Mental Person                     | 2           |
| <b>Miscellaneous</b>              | <b>10</b>   |
| Missing Person                    | 3           |
| <b>New Call</b>                   | <b>5</b>    |
| Nuisance                          | 3           |
| <b>Ordinance Misc.</b>            | <b>15</b>   |
| Parking Complaint                 | 12          |
| <b>Physical Disturbance</b>       | <b>17</b>   |
| Reckless Activity                 | 0           |
| <b>Road Rage</b>                  | <b>6</b>    |
| Robbery                           | 1           |
| <b>Runaway</b>                    | <b>2</b>    |
| Security Check                    | 7           |
| <b>Sex Offense</b>                | <b>2</b>    |
| Shooting                          | 1           |
| <b>Special Detail</b>             | <b>0</b>    |
| Stabbing                          | 1           |
| <b>Suicide</b>                    | <b>0</b>    |
| Suspicious Activity               | 104         |
| <b>Suspicious Package</b>         | <b>2</b>    |
| Test                              | 1           |
| <b>Theft</b>                      | <b>34</b>   |
| Theft - From a Vehicle            | 5           |
| <b>Theft - of a Vehicle</b>       | <b>7</b>    |
| Threat to Life                    | 1           |
| <b>Threatening Suicide</b>        | <b>8</b>    |
| Tow Release                       | 3           |
| <b>Traffic Hazard</b>             | <b>70</b>   |
| Transport                         | 1           |
| <b>Trespassing</b>                | <b>10</b>   |
| Traffic Stop                      | 1148        |
| <b>Unknown Call for Police</b>    | <b>0</b>    |
| VIN Check                         | 30          |
| <b>Wanted</b>                     | <b>0</b>    |
| Warrant Service                   | 13          |
| <b>Weapons Complaint</b>          | <b>3</b>    |
| Welfare Check                     | 41          |
| <b>Total</b>                      | <b>2358</b> |

# WESTFIELD POLICE DEPARTMENT

September 2017

## Total # of Calls by Day of Week

| DAY       | 16-Sep | 16-Oct | 16-Nov | 16-Dec | 17-Jan | 17-Feb | 17-Mar | 17-Apr | 17-May | 17-Jun | 17-Jul | 17-Aug | 17-Sep |
|-----------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Sunday    | 548    | 722    | 541    | 429    | 674    | 536    | 504    | 520    | 518    | 578    | 528    | 225    | 245    |
| Monday    | 746    | 911    | 690    | 550    | 742    | 683    | 514    | 545    | 658    | 699    | 789    | 322    | 282    |
| Tuesday   | 770    | 748    | 779    | 516    | 963    | 640    | 548    | 617    | 698    | 707    | 700    | 376    | 303    |
| Wednesday | 782    | 646    | 673    | 523    | 572    | 665    | 686    | 525    | 720    | 630    | 651    | 358    | 310    |
| Thursday  | 992    | 606    | 554    | 594    | 568    | 650    | 647    | 549    | 574    | 834    | 619    | 380    | 327    |
| Friday    | 911    | 737    | 583    | 632    | 678    | 741    | 715    | 554    | 567    | 802    | 631    | 351    | 500    |
| Saturday  | 635    | 835    | 579    | 569    | 607    | 633    | 549    | 697    | 576    | 591    | 611    | 330    | 391    |
| TOTAL     | 5384   | 5205   | 4399   | 3813   | 4804   | 4548   | 4163   | 4007   | 4311   | 4841   | 4529   | 2342   | 2358   |



# WESTFIELD POLICE DEPARTMENT

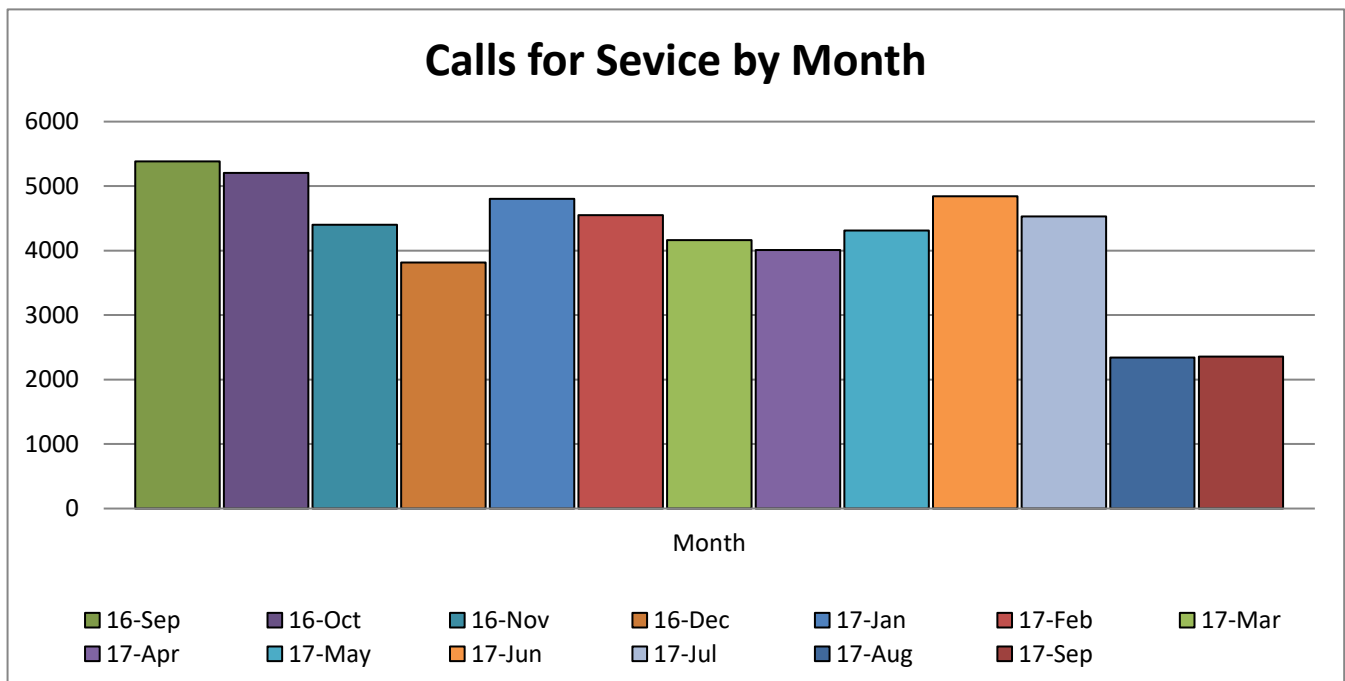
September 2017

## Total # of Calls by Hour of Day

| HOUR         | 16-Sep      | 16-Oct      | 16-Nov      | 16-Dec      | 17-Jan      | 17-Feb      | 17-Mar      | 17-Apr      | 17-May      | 17-Jun      | 17-Jul      | 17-Aug      | 17-Sep      |
|--------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 0            | 268         | 258         | 197         | 182         | 237         | 209         | 174         | 159         | 182         | 158         | 156         | 101         | 100         |
| 1            | 261         | 262         | 256         | 182         | 280         | 215         | 201         | 143         | 181         | 153         | 139         | 49          | 69          |
| 2            | 228         | 204         | 191         | 131         | 198         | 222         | 154         | 139         | 138         | 180         | 143         | 34          | 49          |
| 3            | 167         | 211         | 168         | 116         | 139         | 172         | 171         | 116         | 124         | 129         | 114         | 25          | 34          |
| 4            | 115         | 137         | 94          | 91          | 144         | 146         | 140         | 89          | 152         | 121         | 105         | 27          | 25          |
| 5            | 184         | 218         | 174         | 117         | 238         | 255         | 225         | 185         | 181         | 197         | 221         | 22          | 18          |
| 6            | 262         | 247         | 183         | 162         | 287         | 294         | 238         | 184         | 245         | 278         | 255         | 54          | 35          |
| 7            | 271         | 246         | 211         | 226         | 219         | 232         | 269         | 240         | 207         | 255         | 190         | 97          | 110         |
| 8            | 247         | 223         | 173         | 176         | 166         | 191         | 184         | 223         | 215         | 290         | 223         | 119         | 133         |
| 9            | 198         | 193         | 170         | 147         | 151         | 145         | 150         | 175         | 168         | 249         | 207         | 93          | 111         |
| 10           | 293         | 242         | 235         | 208         | 169         | 196         | 229         | 243         | 238         | 278         | 260         | 132         | 169         |
| 11           | 205         | 166         | 169         | 160         | 124         | 131         | 142         | 151         | 152         | 178         | 200         | 99          | 104         |
| 12           | 168         | 156         | 163         | 115         | 132         | 151         | 164         | 148         | 158         | 177         | 183         | 132         | 106         |
| 13           | 224         | 206         | 175         | 179         | 220         | 154         | 193         | 201         | 185         | 216         | 196         | 161         | 145         |
| 14           | 232         | 193         | 213         | 155         | 219         | 184         | 170         | 221         | 186         | 226         | 228         | 152         | 131         |
| 15           | 203         | 181         | 179         | 143         | 169         | 172         | 156         | 196         | 179         | 206         | 199         | 122         | 142         |
| 16           | 170         | 130         | 134         | 112         | 147         | 142         | 136         | 143         | 156         | 189         | 153         | 111         | 127         |
| 17           | 234         | 177         | 125         | 139         | 138         | 149         | 122         | 137         | 174         | 224         | 152         | 111         | 96          |
| 18           | 363         | 350         | 323         | 291         | 332         | 258         | 205         | 211         | 243         | 246         | 267         | 123         | 114         |
| 19           | 302         | 326         | 271         | 211         | 285         | 228         | 197         | 192         | 201         | 214         | 211         | 112         | 121         |
| 20           | 150         | 178         | 136         | 131         | 120         | 124         | 96          | 70          | 120         | 123         | 115         | 87          | 85          |
| 21           | 150         | 188         | 87          | 93          | 150         | 128         | 111         | 85          | 128         | 119         | 148         | 105         | 82          |
| 22           | 223         | 229         | 175         | 162         | 279         | 191         | 163         | 165         | 199         | 192         | 248         | 145         | 123         |
| 23           | 266         | 284         | 197         | 184         | 261         | 259         | 173         | 191         | 199         | 243         | 216         | 129         | 129         |
| <b>TOTAL</b> | <b>5384</b> | <b>5205</b> | <b>4399</b> | <b>3813</b> | <b>4804</b> | <b>4548</b> | <b>4163</b> | <b>4007</b> | <b>4311</b> | <b>4841</b> | <b>4529</b> | <b>2342</b> | <b>2358</b> |

# WESTFIELD POLICE DEPARTMENT

September 2017



# WESTFIELD POLICE DEPARTMENT

September 2017

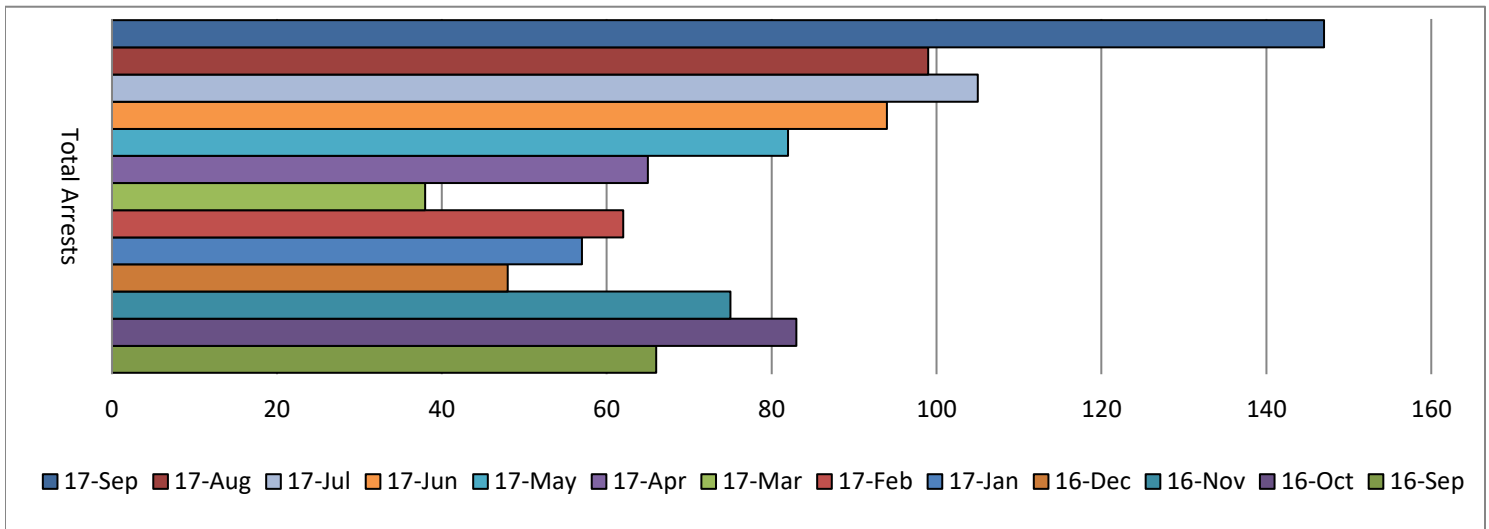
## UCR OFFENSES

| OFFENSE              | 16-Sep | 16-Sep | 16-Nov | 16-Dec | 17-Jan | 17-Feb | 17-Mar | 17-Apr | 17-May | 17-Jun | 17-Jul | 17-Aug | 17-Sep |
|----------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Arson                | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |
| Homicide             | 0      | 0      | 0      | 1      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |
| Rape                 | 0      | 1      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 1      |
| Robbery              | 0      | 0      | 1      | 0      | 3      | 0      | 0      | 1      | 0      | 1      | 0      | 0      | 2      |
| Battery - Aggravated | 0      | 6      | 1      | 1      | 2      | 4      | 1      | 1      | 3      | 1      | 0      | 0      | 0      |
| Battery - Simple     | 18     | 10     | 22     | 18     | 11     | 9      | 13     | 14     | 20     | 10     | 12     | 11     | 15     |
| Burglary             | 3      | 0      | 1      | 1      | 7      | 2      | 4      | 0      | 0      | 3      | 0      | 1      | 3      |
| Theft                | 25     | 31     | 36     | 18     | 33     | 25     | 27     | 18     | 32     | 33     | 37     | 41     | 24     |
| Motor Vehicle Theft  | 3      | 1      | 1      | 1      | 2      | 0      | 2      | 3      | 2      | 0      | 1      | 3      | 0      |
| <b>TOTAL</b>         | 49     | 49     | 62     | 40     | 58     | 40     | 47     | 37     | 57     | 48     | 50     | 56     | 45     |

# WESTFIELD POLICE DEPARTMENT

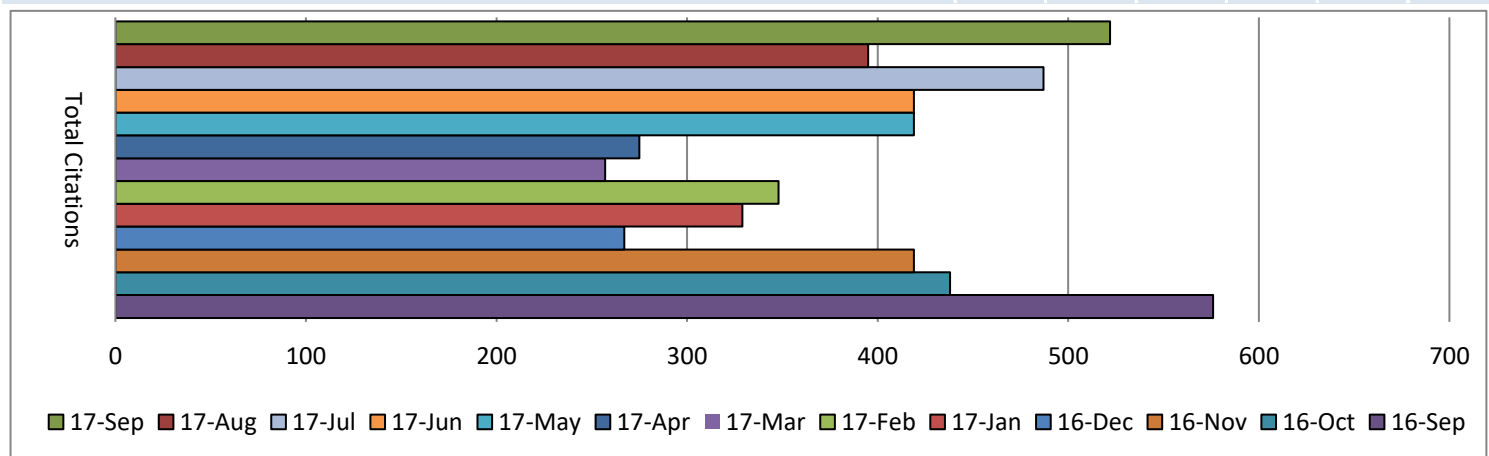
September 2017

| Arrest Reports Taken  | 16-Sep    | 16-Oct    | 16-Nov    | 16-Dec    | 17-Jan    | 17-Feb    | 17-Mar    | 17-Apr    | 17-May    | 17-Jun    | 17-Jul     | 17-Aug    | 17-Sep     |
|-----------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|-----------|------------|
| Alcohol/ Drug Related | 26        | 33        | 32        | 15        | 21        | 35        | 17        | 26        | 17        | 20        | 26         | 23        | 26         |
| Felony Charges        | 9         | 20        | 27        | 20        | 24        | 21        | 17        | 23        | 12        | 7         | 11         | 13        | 16         |
| Misdemeanor Charges   | 74        | 106       | 98        | 57        | 75        | 79        | 35        | 106       | 81        | 101       | 114        | 86        | 131        |
| <b>Total Arrests</b>  | <b>66</b> | <b>83</b> | <b>75</b> | <b>48</b> | <b>57</b> | <b>62</b> | <b>38</b> | <b>65</b> | <b>82</b> | <b>94</b> | <b>105</b> | <b>99</b> | <b>147</b> |



| Traffic                        | 16-Sep      | 16-Oct      | 16-Nov     | 16-Dec     | 17-Jan     | 17-Feb      | 17-Mar     | 17-Apr     | 17-May     | 17-Jun      | 17-Jul      | 17-Aug      | 17-Sep      |
|--------------------------------|-------------|-------------|------------|------------|------------|-------------|------------|------------|------------|-------------|-------------|-------------|-------------|
| <b>Total Citations</b>         | <b>576</b>  | <b>438</b>  | <b>419</b> | <b>267</b> | <b>329</b> | <b>348</b>  | <b>257</b> | <b>275</b> | <b>419</b> | <b>419</b>  | <b>487</b>  | <b>395</b>  | <b>522</b>  |
| <b>Total Written Warnings</b>  | <b>1481</b> | <b>1112</b> | <b>932</b> | <b>867</b> | <b>947</b> | <b>1059</b> | <b>476</b> | <b>757</b> | <b>937</b> | <b>1070</b> | <b>1135</b> | <b>1125</b> | <b>1113</b> |
| <b>Total Traffic Accidents</b> | <b>66</b>   | <b>65</b>   | <b>59</b>  | <b>94</b>  | <b>74</b>  | <b>50</b>   | <b>47</b>  | <b>57</b>  | <b>51</b>  | <b>65</b>   | <b>51</b>   | <b>61</b>   | <b>58</b>   |
| Property Damage                | 56          | 54          | 50         | 77         | 65         | 41          | 41         | 50         | 43         | 59          | 44          | 48          | 51          |
| Personal Injury                | 10          | 11          | 9          | 16         | 9          | 9           | 6          | 7          | 8          | 6           | 7           | 9           | 7           |
| Fatality                       | 0           | 0           | 0          | 1          | 0          | 0           | 0          | 0          | 0          | 0           | 0           | 0           | 0           |
| Hit and Run*                   | 4           | 8           | 5          | 13         | 9          | 11          | 6          | 7          | 6          | 5           | 5           | 4           | 5           |

\*numbers included in property damage, personal injury, and fatality accidents

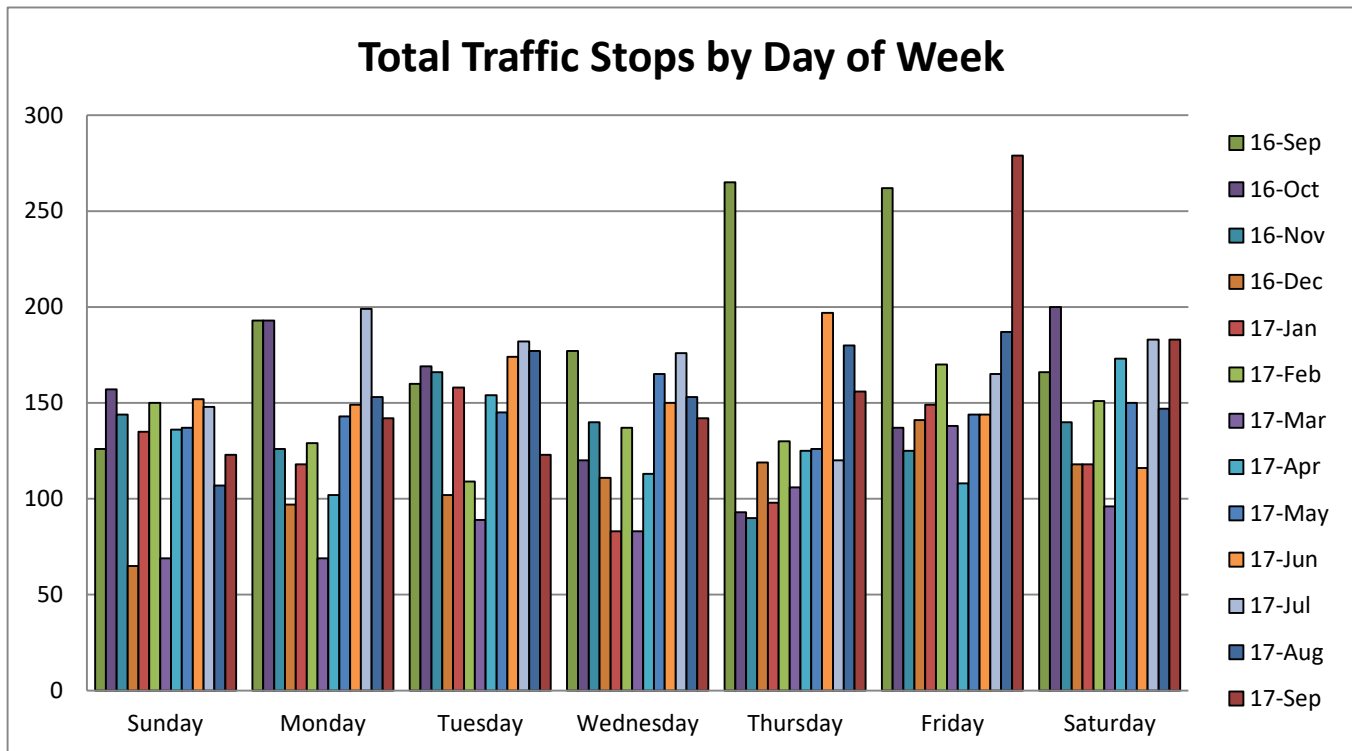


# WESTFIELD POLICE DEPARTMENT

September 2017

## Traffic Stops by Day of Week

| Day:         | 16-Sep      | 16-Oct      | 16-Nov     | 16-Dec     | 17-Jan     | 17-Feb     | 17-Mar     | 17-Apr     | 17-May      | 17-Jun      | 17-Jul      | 17-Aug      | 17-Sep      |
|--------------|-------------|-------------|------------|------------|------------|------------|------------|------------|-------------|-------------|-------------|-------------|-------------|
| Sunday       | 126         | 157         | 144        | 65         | 135        | 150        | 69         | 136        | 137         | 152         | 148         | 107         | 123         |
| Monday       | 193         | 193         | 126        | 97         | 118        | 129        | 69         | 102        | 143         | 149         | 199         | 153         | 142         |
| Tuesday      | 160         | 169         | 166        | 102        | 158        | 109        | 89         | 154        | 145         | 174         | 182         | 177         | 123         |
| Wednesday    | 177         | 120         | 140        | 111        | 83         | 137        | 83         | 113        | 165         | 150         | 176         | 153         | 142         |
| Thursday     | 265         | 93          | 90         | 119        | 98         | 130        | 106        | 125        | 126         | 197         | 120         | 180         | 156         |
| Friday       | 262         | 137         | 125        | 141        | 149        | 170        | 138        | 108        | 144         | 144         | 165         | 187         | 279         |
| Saturday     | 166         | 200         | 140        | 118        | 118        | 151        | 96         | 173        | 150         | 116         | 183         | 147         | 183         |
| <b>TOTAL</b> | <b>1349</b> | <b>1069</b> | <b>931</b> | <b>753</b> | <b>859</b> | <b>976</b> | <b>650</b> | <b>911</b> | <b>1010</b> | <b>1082</b> | <b>1173</b> | <b>1104</b> | <b>1148</b> |



# WESTFIELD POLICE DEPARTMENT

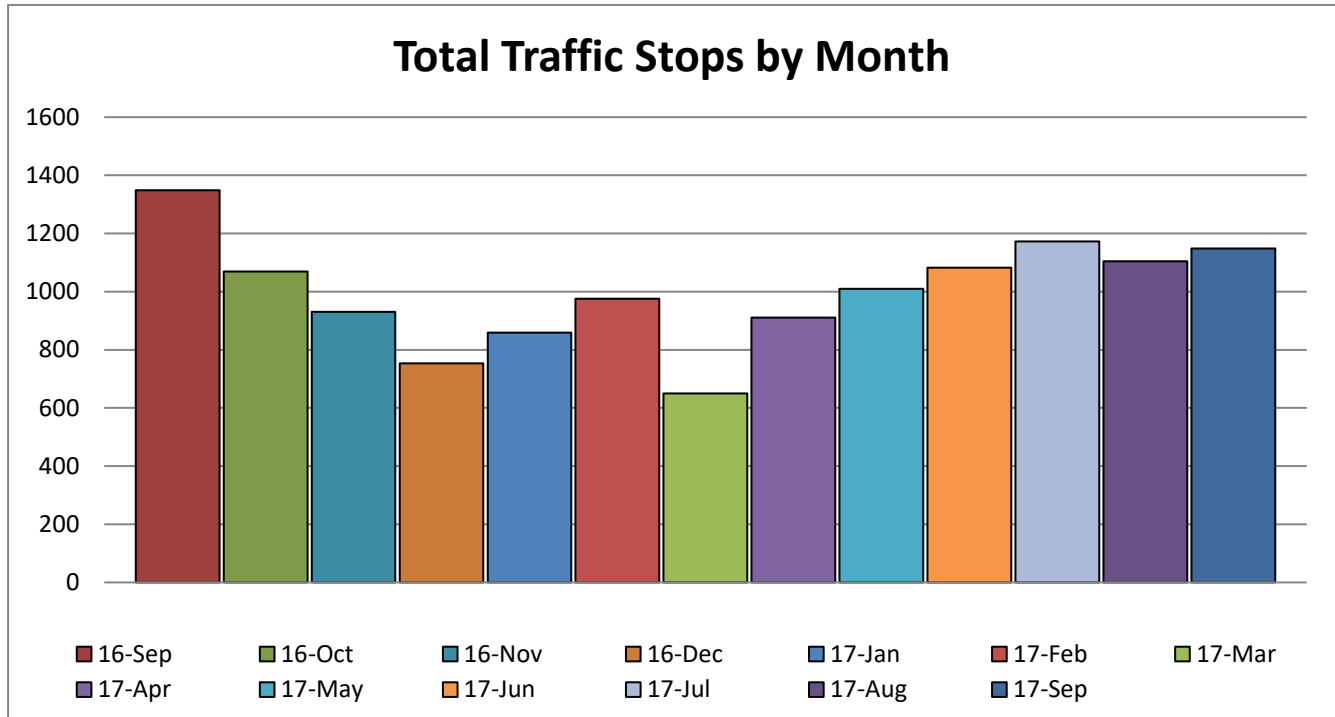
September 2017

## Traffic Stops by Hour of the Day

| Hour:        | 16-Sep      | 16-Oct      | 16-Nov     | 16-Dec     | 17-Jan     | 17-Feb     | 17-Mar     | 17-Apr     | 17-May      | 17-Jun      | 17-Jul      | 17-Aug      | 17-Sep      |
|--------------|-------------|-------------|------------|------------|------------|------------|------------|------------|-------------|-------------|-------------|-------------|-------------|
| 0            | 70          | 57          | 54         | 43         | 42         | 40         | 32         | 46         | 53          | 57          | 50          | 67          | 71          |
| 1            | 40          | 39          | 49         | 23         | 24         | 35         | 17         | 29         | 40          | 25          | 32          | 31          | 47          |
| 2            | 21          | 23          | 27         | 11         | 15         | 18         | 12         | 14         | 29          | 22          | 24          | 15          | 30          |
| 3            | 16          | 19          | 20         | 1          | 9          | 15         | 9          | 10         | 12          | 18          | 11          | 11          | 16          |
| 4            | 9           | 20          | 11         | 3          | 7          | 6          | 5          | 10         | 8           | 10          | 6           | 6           | 8           |
| 5            | 17          | 11          | 12         | 2          | 9          | 6          | 5          | 3          | 4           | 2           | 1           | 6           | 3           |
| 6            | 28          | 22          | 11         | 11         | 19         | 17         | 7          | 22         | 29          | 21          | 39          | 28          | 17          |
| 7            | 47          | 50          | 48         | 31         | 49         | 59         | 34         | 59         | 65          | 78          | 52          | 63          | 67          |
| 8            | 80          | 56          | 32         | 45         | 44         | 62         | 47         | 52         | 73          | 108         | 75          | 69          | 79          |
| 9            | 63          | 48          | 50         | 35         | 41         | 55         | 30         | 50         | 52          | 105         | 76          | 54          | 53          |
| 10           | 114         | 79          | 68         | 64         | 48         | 80         | 64         | 91         | 83          | 89          | 93          | 65          | 92          |
| 11           | 56          | 53          | 40         | 31         | 26         | 50         | 34         | 53         | 44          | 42          | 61          | 35          | 45          |
| 12           | 41          | 31          | 42         | 33         | 31         | 53         | 38         | 58         | 32          | 43          | 45          | 48          | 45          |
| 13           | 55          | 67          | 43         | 44         | 70         | 48         | 50         | 65         | 51          | 52          | 73          | 86          | 66          |
| 14           | 72          | 45          | 63         | 46         | 66         | 44         | 38         | 54         | 54          | 53          | 74          | 77          | 68          |
| 15           | 74          | 44          | 38         | 32         | 40         | 34         | 18         | 48         | 36          | 45          | 51          | 40          | 59          |
| 16           | 44          | 31          | 16         | 20         | 27         | 22         | 14         | 22         | 22          | 43          | 23          | 51          | 48          |
| 17           | 48          | 23          | 13         | 12         | 19         | 22         | 12         | 24         | 31          | 38          | 25          | 31          | 17          |
| 18           | 101         | 61          | 70         | 69         | 64         | 61         | 27         | 34         | 58          | 56          | 82          | 49          | 49          |
| 19           | 96          | 67          | 58         | 59         | 47         | 47         | 37         | 42         | 53          | 46          | 67          | 43          | 56          |
| 20           | 49          | 37          | 27         | 31         | 23         | 27         | 9          | 11         | 29          | 13          | 23          | 29          | 26          |
| 21           | 47          | 50          | 13         | 17         | 28         | 44         | 18         | 9          | 17          | 14          | 24          | 44          | 26          |
| 22           | 71          | 63          | 58         | 40         | 74         | 60         | 48         | 40         | 58          | 46          | 94          | 83          | 78          |
| 23           | 90          | 73          | 68         | 50         | 37         | 71         | 45         | 65         | 77          | 56          | 72          | 73          | 82          |
| <b>TOTAL</b> | <b>1349</b> | <b>1069</b> | <b>931</b> | <b>753</b> | <b>859</b> | <b>976</b> | <b>650</b> | <b>911</b> | <b>1010</b> | <b>1082</b> | <b>1173</b> | <b>1104</b> | <b>1148</b> |

# WESTFIELD POLICE DEPARTMENT

September 2017



**Westfield Police Department  
Community Events  
September 2017**

**9/9** Springdale Farms Community Day – Nights B

**9/9** Fire Department Safety Festival – Officer Daniels and Swiatkowski

**9/21** Homecoming Parade – Officer Daniels

**9/30** Youth Assistance Program Fall Festival – Officer Abney

**Westfield Police Department  
Monthly Training Summary  
September 2017**

**9/6** Midwest Crisis Negotiators Conference – Officers Griffin and Velazquez

**9/7** K-9 Monthly Training

**9/7-22** Homicide Investigation – Det. Lt. Houston and Det. Howard

**9/18-21** Taser Recertification / S.T.O.P.S – Departmental Training

**9/25-29** Medicolegal Death Investigations – Det. Howard

**9/26-28** Criminal Interdiction Workshop – Officer Meier

**9/26-28** Physical Tactics for Fire Department – Officer Larrison

**9/26-28** Police Social Media Boot Camp – Amanda Aiyar



October 25, 2017

Consent Agenda Item:

### **Performance Bond Acceptance**

The Westfield Public Works Department is recommending that the Board of Public Works and Safety accept the following Performance Bonds for the requested developments:

- Southpark, LLC – Flex Building, Bond #0371030, \$12,737.63, Erosion Control
- Southpark, LLC – Flex Building, Bond #0371031 & Rider, \$96,960.71, Storm Sewer & ROW Improvements
- Waters Edge West, Section 2, Bond #0211387 & Rider, \$36,679.50, Erosion Control

### **Performance Bond Release**

The Westfield Public Works Department is recommending that the Board of Public Works and Safety consider the following Performance Bonds for release by the requested developer:

- CVS, 161<sup>st</sup> & Springmill Road, Bond #012025097, \$52,027.00, Erosion Control & Stormwater

### **Maintenance Bond Acceptance**

The Westfield Public Works Department is recommending that the Board of Public Works and Safety accept the following Maintenance Bonds for the requested developments:

- CVS, 161<sup>st</sup> & Springmill Road, Bond #015055026, \$5,202.70, Storm Sewer & Erosion Control

### **Maintenance Bond Release**

The Westfield Public Works Department is recommending that the Board of Public Works and Safety consider the following Maintenance Bonds for release by the requested developer:

- None

### **Cash In Lieu of Bond**

The Westfield Public Works Department is recommending that the Board of Public Works and Safety accept the following Cash In Lieu of Bond for the requested developments:

- None

# Description of Program

The Applicant, located at 17102 Spring Mill Rd., Westfield, IN. operates a Roman Catholic Church and school (grades kindergarten through 8<sup>th</sup> grade) on the premises. The school educates approximately 430 students.

The Applicant seeks a credit for Stormwater Education of all students during their tenure at our school and understands that the level of credit received is dependent upon the percentage of grade levels educated about stormwater management. The Stormwater Utility Non-Residential User Fee Credit Manual (the “Manual”) indicates that the credit is determined as follows:

1. *“30% credit for an approved educational program that educates 75% to 100% of the grade levels about stormwater management.”*
2. *“The 15% credit for an approved educational program that educates 50% to 74% of the grade levels about stormwater management.”*

Through this application, we intend to qualify for the 30% credit in 1. above through the education of >75% of the students in all grade levels during their tenure at our school.

Each year, St. Maria Goretti School retains the vast majority of its students, with the year over year retention rate being approximately 95%. Therefore, by educating the 3rd grade class each year, the large majority of students will receive the education during their tenure at St. Maria Goretti School.

Refer to the “Implementation Plan” for further details about this educational program.

# Implementation Plan

Section 4.3 of the Manual lays out a “List of Educational Resources”, which includes:

***“IDEM Classroom Resources*** (<http://www.in.gov/idem/nps/3459.htm>)

***IDNR Project WET*** (<http://www.in.gov/dnr/fishwild/7546.htm>)

***EPA NPDES Stormwater Outreach Materials and Reference Documents***  
(<http://cfpub.epa.gov/npdes/stormwatermonth.cfm#materials>)

***EPA Teacher Resources and Lesson Plans*** (<http://www.epa.gov/students/teachers.html>)

***EPA Water science and Technology for Students and Educators*** (<http://water.epa.gov/learn/resources/>)

***USGS Education Resources*** (<http://education.usgs.gov/>)”

Based upon our review of these materials and in consideration of our already existing curriculum, we will add a week of curriculum on stormwater management directly from the resources above and incorporate it into our existing Science curriculum. This curriculum will be taught to all 3<sup>rd</sup> Grade students beginning in the Spring semester of the 2017-2018 school year, and continue each year thereafter for every 3<sup>rd</sup> Grade class.