

Parks and Boards

Members

Mike Antrim
Kurtis Baumgartner
Julia Grimmer
Mike Hall
Leanne Zentz



CITY OF WESTFIELD, IN
Parks and Recreation Board Meeting Agenda

BOARD OR COMMISSION: Parks and Recreation Board Meeting

MEETING DATE: Wednesday, December 4, 2024 at 7:00 PM

MEETING PLACE: Westfield City Hall- Assembly Room

THE FOLLOWING AGENDA IS SUBJECT TO CHANGE AT THE DISCRETION OF PARKS AND RECREATION BOARD

CALL TO ORDER

NOTICE PRESENCE OF A QUORUM

PLEDGE OF ALLEGIANCE

CHANGES TO AGENDA

PUBLIC COMMENTS

MINUTES

Approval of Minutes

OLD BUSINESS

NEW BUSINESS

Arts Master Plan Contract

Budget Presentation

DIRECTOR'S REPORT

OTHER BUSINESS

NEXT REGULAR MEETING

ADJOURNMENT

**City of Westfield Parks and Recreation Board Minutes
November 6, 2024
7:00 PM
Westfield City Services Center
2728 E. 171st Street, Westfield, Indiana 46074
Main Level Conference Room**

President Grimmer noted the presence of a quorum and called the meeting to order at 7:00 pm

Member(s) Present:

Mike Antrim, Kurtis Baumgartner, Julia Grimmer, Mike Hall, Leanne Zentz

Agenda Approval:

Kurtis Baumgartner made a motion to approve the agenda as presented. Mike Hall seconded the motion.

Vote:	Yes	No	Abstain
Mike Antrim	X		
Kurtis Baumgartner	X		
Julia Grimmer	X		
Mike Hall	X		
Leanne Zentz	X		

Approval of Minutes:

October 2, 2024, minutes were presented. Mike Antrim motion to approve the minutes.
Leanne Zentz seconded the motion.

Vote:	Yes	No	Abstain
Mike Antrim	X		
Kurtis Baumgartner	X		
Julia Grimmer	X		
Mike Hall	X		
Leanne Zentz	X		

Old Business

- a. **Action Item – Resolution 24-149 - Resolution of the City of Westfield Parks and Recreation Board Adopting a Written Policy Establishing the Procedures that Apply to a Member’s Participation in a Board Meeting by Electronic Means of Communication.**

Deputy Mayor Danielle Tolan along with Chief of Legal Kaitlin Glazier provided an overview of Resolution 24-149 adding subsection (j) Except in the case of a meeting called to deal with an emergency under Ind. Code § 5-14-1.5-5(d), a Board member who desires to participate in a Board meeting by electronic means of communication must notify the presiding officer of such intent no less than 5 calendar days prior to the meeting in order to participate by such means.

Kurtis Baumgartner motion to approve Resolution 24-149 with the addition of sub-section (j) as presented to council. Leanne Zentz seconded the motion.

Vote:	Yes	No	Abstain
Mike Antrim	X		
Kurtis Baumgartner	X		
Julia Grimmer	X		
Mike Hall	X		
Leanne Zentz	X		

New Business:

a. Action Item#1 – Bid for Maintenance and Preservations Services – Williams Creek Management.

Deputy Mayor Danielle Tolan presented an overview of the work encompassed under the contract bid.

Kurtis Baumgartner made a motion to approve the bid for Maintenance and Preservation services with Williams Creek Management. Mike Antrim seconded the motion.

Vote:	Yes	No	Abstain
Mike Antrim	X		
Kurtis Baumgartner	X		
Julia Grimmer	X		
Mike Hall	X		
Leanne Zentz	X		

b. Action Item#2 – Bid for High Profile Landscape Maintenance Contract.

Deputy Mayor Danielle Tolan presented an overview of the work encompassed under the contract bid.

Kurtis Baumgartner made a motion to approve the bid for services with H & N Outdoor Services. Leanne Zentz seconded the motion.

Vote:	Yes	No	Abstain
Mike Antrim	X		
Kurtis Baumgartner	X		
Julia Grimmer	X		
Mike Hall	X		
Leanne Zentz	X		

Directors Report

Deputy Mayor Danielle Tolan provided an update on the Simon Moon Project Phase One, stating that the project remains on schedule. She extended an invitation to board members to tour the site if they have not yet done so, encouraging them to see the progress firsthand. The department is pleased to announce a new employee to the team. Additionally, a new promotion within the department into the role of Grand Junction Coordinator. Looking ahead to 2025, the department is planning to hire an arborist to further strengthen the team's expertise and capacity.

Board Member Comments/Questions

None

Adjournment

The commission adjourned the meeting at 7:15 PM

The next meeting scheduled is set for Wednesday, December 4, 2024, 7:00 PM

Julia Grimmer, President

Date

Terri Wolf, Secretary

Date

These minutes are a summary of actions taken at the City of Westfield Parks and Recreation Board Meeting. A full recording of the meeting is available for viewing at:
<https://www.youtube.com/cityofwestfieldin>

**A PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN
THE CITY OF WESTFIELD, INDIANA AND
NOBLESVILLE CREATES, INC**

This Professional Services Agreement ("Agreement"), entered into by and between the City of Westfield ("City") and Noblesville Creates, Inc ("Consultant"), is executed pursuant to the following terms and conditions:

SECTION I. INTERPRETATION AND INTENT

- 1.01 The "Agreement" shall mean this Agreement executed by City and Consultant, and shall include Attachment A hereto and any other written and signed supplemental agreement or modification entered into between City and Consultant, in writing, after the date of this Agreement.
- 1.02 This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements, written or verbal, between City and Consultant. No statements, promises or agreements whatsoever, in writing or verbal, in conflict with the terms of the Agreement have been made by City or Consultant which in any way modify, vary, alter, enlarge or invalidate any of the provisions and obligations herein stated. This Agreement may be amended and modified only in writing signed by both City and Consultant.
- 1.03 This Agreement shall include, and hereby incorporates, any provision, covenant or condition required by applicable law or by regulation of any state or federal regulatory or funding agency.

SECTION II. DUTIES OF CONSULTANT

- 2.01 Consultant shall provide services as specified in Attachment A.

SECTION III. TERM

- 3.01 The term of this Agreement shall begin upon full execution of this Agreement and shall terminate on December 31, 2025, unless terminated earlier in accordance with this Agreement.
- 3.02 This Agreement may be renewed by agreement of the parties. A renewal shall be only by written instrument signed by City and Consultant and attached hereto as an amendment.

SECTION IV. COMPENSATION

- 4.01 For services provided herein, the City shall pay Consultant the amount of Forty-five Thousand and no/100 Dollars (\$45,000), as further specified in Attachment A.
- 4.02 Consultant shall submit invoices as described in Attachment A for services performed under this Agreement and shall cooperate with and provide any other necessary information to City. City will pay Consultant within forty-five (45) days after receipt of such invoice.

SECTION V. GENERAL PROVISIONS

- 5.01 Independent Contractor. The parties agree that Consultant is an independent contractor as that term is commonly used and is not an employee or agent of the City. As such, Consultant is solely responsible for all taxes and none shall be withheld from the sums paid to Consultant. Consultant acknowledges that it is not insured in any manner by City for any loss of any kind whatsoever. Consultant has no authority, express or implied, to bind or obligate City in any way.
- 5.02 Subcontracting Approval. The parties agree that Consultant may engage subcontractors to perform portions of the services under this Agreement; however, in such event Consultant shall remain solely responsible for managing, directing and paying any such subcontractor(s) and shall retain full responsibility for the quality and quantity of any such subcontracted services. Consultant shall not assign or pledge this Agreement.
- 5.03 Records; Audit. Consultant shall maintain books, records, documents and other evidence directly pertinent to performance of services under this Agreement. Consultant shall make such materials available at its offices at all reasonable times during the Agreement period and for three (3) years from the date of final payment under this Agreement for inspection by City or any other authorized representative of the City. Copies thereof, if requested, shall be furnished at no cost to City.
- 5.04 Confidentiality.
- 5.04.1 Definition of "Confidential Information". For the purpose of this Agreement, "Confidential Information" means all information of City or Consultant that is not readily publicly available and was provided by City to Consultant or Consultant to City to enable insurance to provide services hereunder or material that has been expressly designated by as "Confidential" by City or Consultant.
- 5.04.2 Use of Confidential Information; Limitations and Exceptions. Each Party agrees to receive and maintain all Confidential Information in strictest confidence using, at a minimum, reasonable care and, except as provided herein, shall not use Confidential Information for its own benefit or disclose it to third parties without the prior written consent of the other Party. Notwithstanding the foregoing, Consultant shall not have any obligations under this Agreement with respect to information that (A) is publicly available at the time of disclosure; (B) is disclosed to Consultant by a third party, unless the Consultant is aware that the third party is subject to an obligation of confidentiality with respect to such information; (C) becomes publicly available after disclosure through no fault of the Consultant; (D) is independently developed by Consultant without breach of this Agreement; or (E) was reasonably required to be disclosed under Indiana law, an order of any court or other governmental authority; City shall not have any obligations under this Agreement with respect to information that (A) is publicly available at the time of disclosure; (B) is disclosed to City by a third party, unless City is aware that the third party is subject to an obligation of confidentiality with respect to such information; (C) becomes publicly available after disclosure through no fault of the City; (D) is independently developed by City without breach of this Agreement; or (E) was reasonably required to be

disclosed under Indiana law (Including but not limited to Indiana's Access to Public Records Act), an order of any court or other governmental authority.

5.05 Termination for Cause or Convenience.

5.05.1 If Consultant becomes insolvent, refuses or fails to perform the services specified in Attachment A, or if it otherwise violates or fails to perform any term, covenant or provision of this Agreement (a "Default"), then City may, without prejudice to any other right or remedy, terminate this Agreement in writing; provided that Consultant shall be given not less than thirty (30) calendar days prior written notice of City's intent to terminate specifying the Default, during which time Consultant shall have the opportunity to cure the Default. In determining the amount of final payment to be made to Consultant upon such termination for Default, if any, no amount shall be allowed for anticipated profit on unperformed services or other work. City may terminate this Agreement for any reason upon at least thirty (30) days prior written notice to the Consultant. In the event of such termination, Consultant shall be entitled to receive only payment for conforming services provided as of the date of termination.

5.05.2 Upon receipt of notice of termination for default or for City's convenience, Consultant shall (1) promptly discontinue all services affected, unless the termination notice directs otherwise, and (2) deliver or otherwise make available to City all Works completed by the Consultant and paid for by the City.

5.06 Indemnification. Both parties agree to indemnify, defend, and hold harmless the other Party and their respective officers, agents, officials and employees for any and all third party claims, actions, causes of action, judgments and liens to the extent they arise out of any negligent or wrongful act or omission or breach of any provision of this Agreement by the Indemnifying Party or any of its officers, agents, employees or subcontractors. Such indemnity shall include reasonable attorney's fees and all costs and other expenses arising therefrom or incurred in connection therewith and shall not be limited by reason of the enumeration of any insurance coverage required herein.

5.07 Notice. Any notice required to be sent under this Agreement shall be sent by internationally recognized overnight courier or certified mail, and shall be directed to the persons and addresses specified below (or such other persons and/or addresses as any party may indicate by giving notice to the other party) :

To Consultant:

Ailithir McGill, Executive Director
107 S. 8th
Noblesville, IN 46060

To City:

Christopher McConnell
2728 East 171st Street,
Westfield, IN 46074

With a copy to:

City Attorney
2728 East 171st Street
Westfield, IN 46074

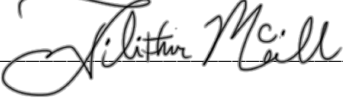
- 5.08 Disputes. Consultant shall carry on all work required under this Agreement and maintain the schedule for services during all disputes or disagreements with City. No work shall be delayed or postponed pending resolution of any disputes or disagreements except as Consultant and City may otherwise agree in writing. City may withhold payments on disputed items pending resolution of the dispute.
- 5.09 Non-discrimination. Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, disability, national origin, ancestry, sexual orientation, or gender identity. Consultant will take affirmative action to ensure that applicants are employed without regard to their race, color, religion, sex, age, disability, national origin, ancestry, sexual orientation, or gender identity. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Breach of this covenant may be regarded as a material breach of this Agreement.
- 5.10 Conflict of Interest: Consultant agrees to declare any conflict of interest, direct or indirect, with City for review by City staff. Consultant agrees to address or resolve any confirmed conflicts of interest in accordance with City policies.
- 5.11 Force Majeure. In the event that either party is unable to perform any of its obligations under this Agreement because of fire, explosion, power blackout, natural disaster, strike, embargo, labor disputes, war, terrorism, acts of God, acts or decrees of governmental bodies, pandemics or other widespread adverse health phenomenon, or other causes beyond such party's reasonable control (hereinafter referred to as Force Majeure Event), the party who has been so affected shall immediately give notice to the other and shall take commercially reasonable actions to resume performance. Upon receipt of such notice, all obligations under this Agreement shall immediately be suspended except for payment obligations with respect to service already provided. If the period of nonperformance exceeds sixty (60) days from the receipt of the Force Majeure Event, the party whose ability to perform has not been so affected may, by giving written notice, terminate this Agreement.
- 5.12 Applicable Laws: Forum.
- 5.12.1 Consultant agrees to comply with all applicable federal, state and local laws, rules, regulations or ordinances, and all such provisions required thereby to be included in this Agreement are hereby incorporated by reference. This includes, but is not limited to, the Federal Civil Rights Act of 1964 and, if applicable, the Drug-Free Workplace Act of 1988. The enactment of any state or federal statute or the promulgation of regulations thereunder after execution of this Agreement shall be reviewed by City and Consultant to determine whether the provisions of the Agreement require formal modification.

- 5.12.2 This Agreement shall be construed in accordance with the laws of the State of Indiana, and by all applicable Municipal Ordinance or Codes of the City of Westfield, County of Hamilton. Suit, if any, shall be brought in the State of Indiana, County of Hamilton.
- 5.13 Waiver. Either Party's delay or inaction in pursuing its remedies set forth in this Agreement, or available by law, shall not operate as a waiver of any of that Party's rights or remedies.
- 5.14 Severability. If any provision of this Agreement is held to be invalid, illegal, or unenforceable by a court of competent jurisdiction, the provision shall be stricken, and all other provisions of this Agreement which can operate independently of such stricken provisions shall continue in full force and effect.
- 5.15 Attorneys' Fees. Each Party shall be liable to each other for reasonable attorneys' fees incurred by either Party in connection with the collection or attempt to collect, any proven damages arising from the negligent or wrongful act or omission of the other Party.
- 5.16 Key Persons. The parties agree that the work described in this Agreement to be performed by Consultant is a personal service, highly professional in nature, and that the identity of the individual who is to be personally responsible for such work is of prime importance to City. The parties therefore agree that in the event of the death or disability of Consultant, or, if Consultant is a firm, partnership, corporation or other entity, in the event of the death, or disability or termination of employment of anyone understood to be personally responsible for the work described in this Agreement, either Party may, without penalty and in its discretion, terminate this Agreement.
- 5.17 E-Verify. Under Ind. Code § 22-5-1.7-11, by entering into this Agreement with City, Consultant is required to enroll in and verify the work eligibility status of all newly hired employees through the E-Verify program. Consultant is not required to verify the work eligibility status of all newly hired employees through the E-Verify program if the E-Verify program no longer exists. Consultant hereby confirms that it does not knowingly employ an unauthorized alien. Consultant further affirms that it will enroll in and agree to verify the work eligibility status of all newly hired employees through the E-Verify program.
- 5.18 Non-appropriation. The Parties acknowledge that City is a governmental entity whose funds are subject to appropriation by its fiscal body. Therefore, if at any time during the initial term or subsequent term of this Agreement, City's fiscal body should fail to appropriate sufficient funds to continue this Agreement, it will become null and void. City shall not be obligated to perform unless and until sufficient funds are appropriated. City agrees to seek funding for the continuation of this Agreement during each budget cycle during the initial term or subsequent term of this Agreement. City agrees to inform Consultant in writing of any such non-allocation of funds at the earliest possible date, and shall pay for all services provided prior to exhaustion of the appropriated funds.
- 5.19 Counterparts. This Agreement may be executed simultaneously in one or more counterparts, each of which shall be considered an original, but all of which together constitute one Agreement. Delivery of this Agreement may be accomplished by facsimile.

5.20

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates subscribed below.

NOBLESVILLE CREATES ("Consultant")

By: 

Date: 11/20/24

Printed: Ailithir McGill, Executive Director

CITY OF WESTFIELD ("City")

By: _____

Date: _____

Printed: _____

ATTACHMENT A: SCOPE OF SERVICES

This Attachment A is executed pursuant to, and made part of, that certain Professional Services Agreement (hereinafter “Agreement”) by and between the **City of Westfield** (hereinafter “City”) and **Noblesville Creates** (hereinafter “Consultant”). In accordance therewith, Consultant shall do, perform, and carry out in a good and professional manner the following services:

Proposal for Developing Westfield’s Arts Master Plan

Executive Summary

This proposal outlines the process for Noblesville Creates and the City of Westfield to create a strategic Arts Master Plan for the city of Westfield, Indiana (the “Plan”). The Plan’s goals are to enhance cultural vibrancy, foster community engagement, and promote Westfield’s creative economy to enrich the lives of residents and visitors. The Plan is expected to give city staff and elected officials a framework for developing new public art and investing in cultural infrastructure.

Introduction

- **Purpose of the Plan:** To codify a vision for the Arts in Westfield that drives creativity, economic development, and community identity.
- **Importance of the Arts:** The Arts play a critical role in developing and defining a community’s identity, as well as driving economic development and enhancing public spaces. Through the development of a cohesive Arts Master Plan, Westfield has the opportunity to maximize the impact of the Arts for community wellbeing.
- **Our Role:** Noblesville Creates will leverage our 12 years of expertise working with Arts and culture stakeholders throughout Central Indiana and the Midwest to position Westfield as a leader in Indiana’s Creative that relies on the Arts to enhance quality of life and quality of place for both residents and visitors alike.

Who We Are:

Noblesville Creates (formerly Nickel Plate Arts) was founded in 2012 by Hamilton County Tourism to serve as an arts center in Noblesville and to promote arts activities along the Nickel Plate railroad from Fishers to Tipton. Since then, we have grown into much more than a community arts center: We are Hamilton County’s only arts agency with fulltime, professional staff focused on the development of the Creative Economy. We also serve as the Region 7 Arts Partner for the Indiana Arts Commission, managing grant projects and programs for Boone, Hamilton, Hancock, Hendricks, Johnson, Marion and Shelby counties. With hundreds of exhibits, scores of community events, and dozens of public art projects under our belts, we bring a wealth of experience to our planning projects.

Ailithir (Aili) McGill was hired as our Executive Director in 2012. She serves on the boards of Arts Midwest, Keep Noblesville Beautiful, and SERVE Noblesville and is a former board member of The Da Vinci Pursuit and HAND Inc and served for two years as a member of the Rolling Stone Creative Council. Prior to this role, McGill was the Director of Operations for Conner Prairie, managing the museum’s interpretation department and assisting in the organization in the museum’s award-winning ‘Opening Doors’ project, which set a standard for interpretation and learning in history museums across the country. McGill is also a visual and performing artist. She will leverage her vast network of contacts and years of experience to lead this Arts Master Planning Project.

Process:

- **Phase 1: Leadership Team Building**
 - **Stakeholder Identification:** Noblesville Creates will collaborate with the Director of Westfield Parks and the Mayor to identify a list of key stakeholders to engage in the earliest stages of developing the conceptual framework for the Arts in Westfield (Leadership Team). Note that this

team might change composition over the course of the planning process, as we uncover new data and connections vital to the Arts in Westfield.

- **Workshop:** Noblesville Creates will lead a retreat workshop with the Leadership Team to identify expectations and gather perspectives on the future of the Arts in Westfield. Note: If Westfield is chosen for the IAC's Creative Convergence workshop, this retreat would supplement that workshop.
- **Site Visits:** Noblesville Creates will coordinate 1-3 site visits for the Leadership Team to locations in Indiana that can serve as examples and inspiration for opportunities in Westfield.
- **Asset Mapping:** Noblesville Creates will work with this Leadership Team to create an inventory of locations, businesses, existing public art, individuals and any other assets vital to the creation and implementation of a Master Arts Plan.
- **Phase 2: Community Engagement**
 - **Community Stakeholder Identification:** Noblesville Creates will utilize data from Phase 1 as well as our professional resources to engage local artists, organizations, schools, businesses, and residents to identify any and all community members to include in the creation of this plan.
 - **Surveys and Feedback Sessions:** Noblesville Creates will develop community surveys and coordinate feedback-gathering activities at community events to collect input on what Westfield residents need and wish for from the Arts. The City of Westfield will be responsible for the distribution of information, surveys and invitations.
- **Phase 3: Synthesis**
 - **Processing with Leadership Team:** Noblesville Creates will reconvene the Leadership Team to review and analyze the results of the public feedback and identify any additional research needed to complete the plan.
 - **Integrate other City Planning Documents:** Noblesville Creates will, at the direction of the Leadership Team, integrate information or processes from any pertinent plans or documents developed by other City departments or committees.
 - **Draft Plan:** Noblesville Creates will generate a draft of the Arts Master Plan for review by the Leadership Team and work with the Leadership Team to confirm a process for finalizing and ratifying the plan.
 - **Final Plan:** Noblesville Creates will deliver a final plan document to the Leadership Team and a strategy for community roll-out.

Deliverables:

- **Data Archive:** Noblesville Creates will create an archive of materials generated from Phase 1 and Phase 2 and organize it into easy-to-find files, potentially including:
 - Curated contact lists
 - Asset maps
 - Summaries from feedback sessions
 - Case studies or summaries of similar communities or Master Art Plans
 - Key quotes or input from stakeholders that might be useful for media and communications in the future
 - Photos and graphic design elements for the City's use
 - Information about granting agencies and other potential funding sources
 - Sample contracts for artists and performers
 - Sample program materials
- **Reports:** Noblesville Creates will combine the results of Phase 1 and Phase 2 into a comprehensive report, along with the results of any additional research called for by the Leadership Team.
- **Final Plan:** Noblesville Creates will submit a PDF file of the complete Arts Master Plan. The plan will include the following sections:
 - Vision Statement
 - Goals & Objectives
 - Guiding Principles

- Assets
- Processes
- Evaluation
- Supplements
- Summaries, including a one-page info graphic

Timeline: Nov, 2024 – October, 2025

- **Phase 1:** 2-4 months, depending on Team member's availability and the timing of site visits.
- **Phase 2:** 3-6 months, depending on community responsiveness, the timing of community events, and the Leadership Team's availability.
- **Phase 3:** 2-4 months, depending on the Leadership Team's responsiveness and the number of additional stakeholders or committees who must review and approve the plan.
- **Continuing support:** Noblesville Creates is also available to provide ongoing support to the City and/or organizations as they implement and carry forward the Arts Master Plan

Costs:

- **Phase 1:** \$8,000
- **Phase 2:** \$25,000
- **Phase 3:** \$12,000
- **Continuing support:** To be determined by the City's needs and goals

Payment:

Noblesville Creates will submit an invoice for the full amount of each phase at the beginning of each Phase.

Conclusion

The proposed Arts Master Plan for Westfield, Indiana invests in the holistic wellbeing of Westfield's residents and visitors, and is an opportunity to enhance the city's cultural landscape, support local artists, and create a vibrant community identity. By investing in a comprehensive Arts Master Plan now, Westfield can foster a sense of belonging, attract visitors, and stimulate economic growth, while also positioning themselves to be a leader in Indiana's Creative Economy for generations to come.



Department Budget Review 2025

PARKS & RECREATION

Alignment with Advancing Westfield Pillars

- ❖ Transparency and Accountability
- ❖ Empowerment and Continuous Improvement
- ❖ Quality Growth and Livability

Key aspects of the budget

- ❖ Adding a Forestry Specialist to begin holding developers accountable to their landscaping commitments in PUDs
- ❖ Increasing Parks programming options to the community
- ❖ Completing Phase II of Simon Moon Park
- ❖ Constructing restrooms at Freedom Trail Park and a playground and restrooms at the Woods Family Park
- ❖ Adding security cameras at several trail crossings
- ❖ Addressing baron roundabouts with 3 landscaping projects at key corridors in the City
- ❖ Investing in staff through training at state and national conferences and professional certifications

PARKS & RECREATION

Proposal	Account #	Account Name	2025 Budget (Advancing Westfield)	2025 Description (Advancing Westfield)
Parks	101-005-111	Salary	650,398	
Parks	101-005-120	FICA/Medicare	49,755	FICA/Medicare
Parks	101-005-121	Perf	92,356	Perf
Parks	101-005-125	401A Matching	26,016	401A Matching
Parks	101-005-224	Operating Supplies	16,000	Operating Supplies: Janitorial, Trees
Parks	101-005-228	Signs and Posts	11,500	Signs and Posts: Trail and Park Sign Replacement
Parks	101-005-229	Uniforms	7,400	Uniforms: Footwear & Safety Gear
Parks	101-005-334	Travel/Training/Seminars	12,000	Conferences, Schooling, Seminars w/ travel, lodging, food: NRPA, IPRA, CPSI
Parks	101-005-341	Electricity	48,720	Utility: Parks Electric
Parks	101-005-342	Water/Sewer	97,877	Utility: Parks Water/Sewer
Parks	101-005-343	Building Maintenance	50,000	Parks Facility maintenance and repairs: re-tuning of GJP sounds system, GJP Sounds system repair, fire suppression testing, generator testing and repair, GJP HVAC repair/testing, park restroom maintenance, any other repair that occur throughout the year
Parks	101-005-345	Equipment Repair	45,000	Equipment Repairs: Irrigation, Plant Replacement, Playgrounds, Drinking Fountains
Parks	101-005-347	Promotions	12,500	Promotions: Programs in the Park, Staff Appreciation/Recognition, meals
Parks	101-005-349	Services	2,185,424	Services: Landscape (parks, RAB, city buildings), Arborist, Janitorial, Irrigation, Grant Writing
Parks	101-005-350	Subscriptions/Dues	1,500	Subscriptions/Dues/Membership: IPRA, NRPA
Parks	101-013-389	Software Licensing	5,500	Software Licensing: I-Lawn, Trail Cameras, Starlink
Parks	101-005-433	Infrastructure Repair	45,000	Infrastructure Repair: Park Parking Lots seal, stripe, crack seal, paver repair
Parks	101-005-472	Equipment	35,000	Equipment Repairs: handtools, equipment, cameras, fencing
Parks	205-005-349	Services	50,000	New Program for HOAs for Greenspace beautification
		TOTAL:	3,441,946	

PARKS & RECREATION – IMPACT FEES

Proposal	Account #	Account Name	2025 Budget (Advancing Westfield)	2025 Description (Advancing Westfield)
Park Impact	204-013-349	Services	500,000	Completion of Simon Moon Phase II CD
Park Impact	204-013-474	Construction Costs	1,200,000	Construction Cost: Freedom Trail & Monon Trail Restrooms, Woods Family Playground
		TOTAL	1,700,000	

Parks and Recreation

Priorities

- ❖ Additional headcount for a Forestry Specialist
- ❖ Increasing parks programming opportunities to the community
- ❖ Completion of Simon Moon Phase 2
- ❖ Constructing restrooms at Freedom Trail Park
- ❖ Construction of additional playground within the city
- ❖ Roundabout landscaping
- ❖ Budgeting for staff training and continuing education

Fund Series	Recommended Budget
100 Series (personnel)	\$818,525
200 Series (supplies)	\$34,900
300 Series (services)	\$2,508,521
400 Series (equipment)	\$80,000
Total Budget	\$3,441,946

Park Impact Fees Fund Series	Recommended Budget
300 Series (services)	\$500,000
400 Series (equipment)	\$1,200,000
Total Budget	\$1,700,000