

**Minutes
Transition Team Meeting
February 17, 2009**

Agenda Distributed (See Exhibit A)

Website Home Page Distributed (See Exhibit B)

President states that one of priorities to be determined from this meeting tonight are timelines for task completion and determination of what topic each committee feel they made need professional assistance with.

Budget/Finance Committee (See Exhibit C)

Met with Umbaugh. Instructed them to create a baseline budget using 2008 numbers as a starting point. Expectation is to receive this budget for the committee's review within 30 days, for eventual submittal to the State. Instructed Umbaugh to consider all possible sources of revenue including such items additional income tax and population revenues. Future meeting with the department heads will be incorporated into the budget numbers. Asked Umbaugh for an engagement letter but to date had not received one.

Public Safety

Met with Police Chief Rick Dowden. The Chief would like to have a 5 year expansion plan put in place so that he knows how many people to add to his department. He would also like to have a Memorandum of Understanding to clarify understanding of the delegation of responsibilities with respect to the consolidation. There was discussion about an area south of Lebanon in which the Town of Lebanon is paying for patrolmen to oversee the area and who would pay for that in the future. There was discussion about the public being confused about what number to call for non-emergencies, with a general consensus that the public will need to be educated in this. Met with Fire Chief Jamie VanGorder. He said the consolidation will cause no substantial change in his department.

Parks

This committee had in depth discussion regarding the future make up of the Town Council, Plan Commission etc. There was much discussion regarding whether to format board make up after review and input from the States legislature. President stated that we have in good faith attempted to get input from the legislature and that state law allows that parks committee to proceed. It was determined that house bill 1362 states that we already have the authority to set up our own government entity.

It was stated that the Park Impact fee should be recalculated and reinstated.

Land Use (See Exhibit D)

The committee provided a letter sent to Boone County stating the sub-committees wishes during the interim period of the takeover. There was discussion of Ed Mitro's informative presentation to the committee. The hope is that Boone County will maintain the status quo and work with all toward resolving future issues.

March 2, 2009 is the next Boone County Commissioners meeting for discussion of the County Comprehension Plan.

This committee feels that outside professional services may be needed to set up implementation of procedures.

This committee discussed board make-up with emphasis revolving around the make up being geography based. Enforcement of Zoning and Ordinances will be discussed at their next meeting. They suggest the use of an attorney to draft zoning ordinances for analysis.

Infrastructure

There was a meeting with Lance Lantz (Superintendent of the Zionsville Street Department), and his counterpart at Boone County. There was discussion of an interlocal agreement. Presently nothing will change. A timeline will be made for incorporation of the rural areas, and the County wants to continue to be responsible to maintain the roads (salting and plowed). The County will then continue to receive the revenues for gas dollars, etc. It was discussed that Zionsville does not have the equipment that the County has in order to maintain the roads. A question was raised as to what revenues the county that has that might be of benefit to Zionsville to accommodate the incorporation. Lance will research the center line miles to obtain a better understanding of revenue sources.

Governance

During the first meeting they discussed what assets Eagle and Union township have. How many cemeteries do they have, what is their census number? The goal is to have all this information by April. They also discussed professional fee, term limits for council members and whether or not to fold the library board in.

During their second meeting there was discussion of the transfer of assets and outstanding bonds. They are researching the legalities of these topics. They recognize that a decision will need to be made regarding what to do with the files from both townships. There was discussion of redistricting council districts.

This committee considered boards and commissions and their memberships currently prescribed by state statute. Other committees would be considered by the appropriate transition subcommittee.

Task List (Exhibit E)

The president requested that each subcommittee create and continue their task lists and include an explanation of why each subcommittee may need professional services. For these a master list can be created.

An example of a task list was provided from one of the subcommittee members.

There was discussion regarding how to best convey to the public, the committee's results.

The next Transition Team meeting will be March 18, 2009

Exhibit(A)

AGENDA

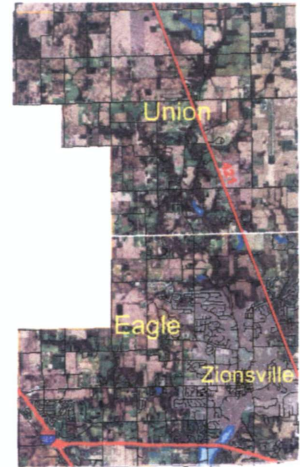
Transition Committee Meeting
February 17, 2009

1. Introduction
2. Subcommittee Reports
 - Budget/Finance
 - Public Safety
 - Parks
 - Land Use
 - Infrastructure
 - Governance
3. Task List (sample attached)
4. New Business
5. Adjourn

Revises Tonight
Timelines & Professional assistance

Exhibit(B)

Transition Committee for Reorganized Zionsville



Committee

Minutes

Links to --

[Reorganization
Committee](#)

[Indiana Commission on
Local Government Reform](#)

[Eagle Township](#)
[Union Township](#)
[Zionsville](#)

The Plan of Reorganization was passed, individually by the Eagle Township Board, the Union Township Board and the Zionsville Town Council. The Plan was placed before the citizens on the November 4, 2008 ballot and passed by the voters in all three units of government.

The next step is the transition period to examine ordinances, budgets and such so that January 1, 2010 the new Town of Zionsville will get off to an effortless start.

Web site hosted by [Boone County Community Network](#) -- Questions or Comments about the web site [Click Here to Send Email](#)

Exhibit (e)

ZIONSVILLE EAGLE UNION CONSOLIDATION

PROPOSED TIMETABLE

2010 BUDGET

<u>Date</u>	<u>Activity</u>
February 17, 2009	Umbaugh contacts Ed Mitro and John Yeo to initiate preparation of 2010 Budget Form 1's (budget estimates)
March 20, 2009	Deadline for Zionsville to submit proposed Budget Form 1's to Umbaugh
April 10, 2009	Deadline for Umbaugh to submit a complete package of budget documents to Zionsville including estimated levies, tax rates, and assessed values
May 12, 2009	Fire Territory Executive Board approves 2010 budget for fire services
May 15, 2009	Deadline for the Town, Eagle Twp, and Union Twp to review, modify, and approve the 2010 proposed budget documents
May 20, 2009	Deadline to finalize petition application and all proposed 2010 budget documents
May 22, 2009	Submit petition to the DLGF to be placed on the June Local Government Tax Control Board agenda
June 25, 2009	Attend hearing before the Local Government Tax Control Board (Indianapolis) to request maximum property tax levy for newly consolidated area
August 4, 2009	Town Council 2010 budget work session/public hearing
August 13, 2009	Deadline to submit 2010 budget notices to taxpayers to the newspaper for publication
August 20, 2009	First publication of 2010 budget notice to taxpayers of public hearing and adoption
August 27, 2009	Second publication of 2010 budget notice to taxpayers of public hearing and adoption
September 8, 2009	Public Hearing for the 2010 Budget
September 26, 2009	Adoption of the 2010 Budget

Exhibit (D)

February 16, 2009

Via Email

The Honorable Charles Eaton
The Honorable Huck Lewis
The Honorable Marc Applegate
c/o Karen Lasley
212 Courthouse Square
Lebanon, IN 46052

Dear Commissioners:

This letter is written on behalf of the Land Use Subcommittee of the Transition Committee ("Subcommittee") relating to the consolidation of Union Township, Eagle Township and the Town of Zionsville into the new Town of Zionsville. As you are aware, this consolidation becomes effective January 2, 2010. In the meantime, the Boone County Area Plan Commission ("APC") and Boone County Commissioners will continue to maintain jurisdiction over areas of unincorporated Eagle Township and all of Union Township. We write this letter to offer the Subcommittee's perspective on the adoption of the new Comprehensive Plan (the "Plan") for these areas, as well as the consideration of future land use cases during this interim period.

First, we applaud the hard work and dedication of many citizens, elected and appointed officials and the Boone County planning office in the development of the Plan. These citizens and officials included many individuals from Eagle Township, Union Township and Zionsville, as well as Zionsville's planning department. We anticipate, however, that the new Town of Zionsville will undertake its own planning process for this area and devise its own Comprehensive Plan for this territory. For this reason, we request that the Commissioners maintain the status quo for this area and refrain from adopting the new Plan for unincorporated Eagle Township and Union Township. We expect that the new Town of Zionsville will use the body of work developed for the new Plan as the foundation for its own plan and reiterate our appreciation for your leadership in this process.

Second, during 2009, we anticipate that there may be many development and zoning issues affecting areas in unincorporated Eagle Township and Union Township. In light of this possibility, we request that the Boone County planning staff, Boone County APC and County Commissioners continue to work closely with citizens and representatives from Union Township, Eagle Township and the Town of Zionsville with respect to any development proposals and, in particular, any requests for zoning changes within this area. It is our hope and desire that you will err on the side of declining any future zoning changes in this territory during its remaining months under Boone County's land use and planning jurisdiction.

Please contact any member of the Land Use Subcommittee, should you have questions concerning this letter or require additional information.

Sincerely,

A handwritten signature in cursive script, appearing to read "Matthew M. Price".

Matthew M. Price
Member Land Use Subcommittee for Transition Committee

cc: Robert S. Schein, Esq., Land Use Subcommittee
Mike Deiss, Land Use Subcommittee
Tim Jennings, Land Use Subcommittee
Carla Sanford, Land Use Subcommittee
Candace Ulmer, Union Township Trustee
Judith Essex, Eagle Township Trustee
Kevin C. Schiferl, Boone County APC
Ed Mitro, Zionsville Town Manager
Terry Jones, Town of Zionsville
Steve Niblick, Boone County Planning Department

Exhibit (E)

Sheet 1

Date: 2/3/09

ITEM#	Date Posted	Posted by	Task/Issue Description	Current Status (Open, Pending, Closed)	Dated Needed	Assigned to	Priority H/M/L
1	02/03/09	MSD	Initial adoption of ordinance and plan as starting points for town and rural districts. Selection of proper version is necessary, in light of possible ongoing changes.	OPEN: starting with current Old Town for town district, and County for rural district. Changes and additions are identified with regards to these selected starting points.			
2	02/03/09	MSD	Accommodate 9 APC members, pursuant to Indiana law, to include appropriate Eagle and Union representation. APC makeup should be proportionate to land area of Eagle and Union. Liaise with Governance subcommittee to communicate any changes proposed to Indiana code to support larger APC makeup. Are IC changes necessary?	OPEN:			
3	02/03/09	MSD	Town district must be contiguous. Rural district need not be contiguous. Should be clearly codified.	OPEN:			
4	02/03/09	MSD	Need to acquire source documents for ordinances and plans for modifications and additions.	OPEN:			