

Woodruff Place Economic Improvement District Business Plan

April 5, 2015

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I. OBJECTIVE

The goal of this Business Plan is to summarize how a funding tool called an Economic Improvement District could help preserve the unique historic infrastructure in Woodruff Place. The Plan outlines the process to create and administer an Economic Improvement District in Woodruff Place.

II. INTRODUCTION TO WOODRUFF PLACE

Woodruff Place is located just over a mile from downtown and was the first "suburban" neighborhood in Indianapolis. The area's historic significance lies in its unique character as a planned residential community created within a park-like atmosphere.

James O. Woodruff, a civil engineer from Auburn, New York, came to Indianapolis to direct completion of the city's new waterworks. He was attracted to a quiet wooded area east of the city, purchased 77 acres, and began to develop his grand plan - a Victorian version of formal Italian Renaissance gardens. From the beginning, Woodruff's development possessed all the requisites of a park: three boulevard drives bisected by grassy, shaded esplanades, spacious lots, picturesque homes, clusters of graceful cast-iron statues, multi-tiered fountains, and unique street light fixtures. A fence surrounded the neighborhood. Such was the vision of James O. Woodruff when he laid out Woodruff Place in 1872-73.

He built his own home on West Drive, but was unable to realize the completion of his dream community. The financial panic of 1873 hit Indianapolis and bankrupted James Woodruff. A few years later in 1876, a small group of initial property owners successfully petitioned to incorporate the subdivision as a town and, thanks to a group of investors, Woodruff's plans were carried forward into the next century.

It grew slowly at first, then Woodruff Place experienced a building boom during the 1890s as people discovered its restful charm. By the early twentieth century, Woodruff Place earned recognition as a close-knit affluent community. Alleys lined by large carriage houses and servants' quarters bisected lots along each drive.

A variety of architectural styles are found in Woodruff Place. The oldest surviving residence at 894 West Drive was constructed in 1875 and stands as an early example of Eastlake or Late Stick style. Throughout the neighborhood, there are many examples of Queen Anne style, Georgian Revivals, English Tudors, Bungalows, American Foursquares, and Colonial Revivals.

Woodruff Place experienced a decline after World War I as the city's affluent population moved farther from the city to escape the noise and dirt. Further decline occurred during the Great Depression. Many homeowners chose to divide their large residences into apartments to provide themselves with needed income and to capitalize on the housing shortage after WW II. Town of Woodruff Place was annexed by the City of Indianapolis in 1962 after a long court battle, a victim of soaring fire and police protection costs.

The 1970s brought the beginning of new life to the neighborhood as the Woodruff Place Civic League, formed in 1952, moved forward with plans to preserve the community's heritage. An early success in 1972: Woodruff Place was added to the National Register of Historic Places. Lilly Endowment made life-extending investments in the mid-seventies to restore the fountains and streetlights. In 2001, a historic area preservation plan was adopted by the neighborhood under the auspices of the Indianapolis Historic Preservation Commission (IHPC). The plan is designed to aid property owners, the Civic League, and governmental agencies to preserve the remaining heritage in Woodruff Place.

At various times, Woodruff Place has received support from one or more organizations such as Indiana Landmarks, Indianapolis Power and Light Company, the State of Indiana, and the City of Indianapolis

for neighborhood improvement projects related mainly to preservation of the fountains, streetlights, and the Town Hall. Federal community and economic development grants also provided much needed revenue.

The Civic League continues to meet bimonthly to provide a forum to address neighborhood concerns and facilitate the sense of community that has endeared Woodruff Place to residents for decades. The Historic Woodruff Place Foundation was incorporated as a 501(c)(3) tax-exempt corporation in 1988 to accept and raise funds for and to promote the preservation of the historic infrastructure in the neighborhood.

III. WHAT IS AN ECONOMIC IMPROVEMENT DISTRICT?

An Economic Improvement District (EID) is a funding tool authorized by Indiana state statute, IC 36-7-22, to preserve and promote the viability and enhance property values of a defined geographical area. The EID is self-governed and self-imposed by property owners in the defined area. To create an EID, a majority of property owners within a defined area vote to assess themselves a reasonable annual fee. The fee is payable twice a year through property taxes and may be (consult your tax professional) tax deductible similar to property taxes. The County Treasurer collects the fees and returns the funds, minus a small annual fee, to the neighborhood. All of the funds must be spent within the defined area on improvements or programs that can reasonably be assumed to benefit the entire neighborhood. The Woodruff Place Economic Improvement District (WPEID) will manage an EID in Woodruff Place.

IV. WHY AN EID FOR WOODRUFF PLACE?

James Woodruff's vision for a grand neighborhood was a "residential park", so Woodruff Place was designed and created with several unique infrastructure features, including grassy esplanades with high canopy trees, fountains, statuary, urns, street lights, fences along 10th and Michigan Streets, and monuments at the entrances to the neighborhood. There was also a municipal building on East Drive that continues today as the Woodruff Place Town Hall. One by one, due to budget constraints, the City of Indianapolis stopped funding maintenance of the Town Hall, esplanades, fountains, statuary, urns, and street lights. These beautiful features deteriorated over time, due mainly to lack of financial resources for timely, sustained maintenance. Also, high canopy ash trees are now threatened by the Emerald Ash Borer.

Woodruff Place residents have successfully raised thousands of dollars annually through neighborhood contributions, fundraisers, special events, and grant-writing. While impressive for an all-volunteer organization, these funds are only a fraction of what is necessary maintain, let alone improve, the historic infrastructure on a sustainable basis. Further, past efforts relied on the continued dedication of a relatively small group of Woodruff volunteers, whose time and energy cannot be presumed to be permanent.

WPEID is a sustainable complement, not substitute, for these efforts. Woodruff Place's historic infrastructure – a benefit to all residents – requires the entire neighborhood to contribute financially to support its long-term preservation.

An exploratory committee of neighborhood residents, under the auspices of the Historic Woodruff Place Foundation, was formed in 2014 to identify and evaluate options to raise funds on a long-term basis to improve and maintain Woodruff's historic infrastructure. The committee identified the Economic Improvement District as a viable option for the following reasons:

- 1. An EID is fair and democratic. All Woodruff property owners are involved and each has an equal voice.**
- 2. An EID is self-governed and self-imposed, attributes important to Woodruff residents. Only Woodruff property owners will decide how much is raised, how much is spent, and what is funded.**
- 3. An EID ensures that nearly all the funds collected are spent in the neighborhood.**
- 4. EID funds could be used to leverage additional funding from public and private sources outside the neighborhood.**
- 5. An EID is a long-term, sustainable resource, but also has a term limit. While proposed for a fifteen-year term, Woodruff property owners can petition to terminate the EID at any time.**

The proposed EID will be named the Woodruff Place Economic Improvement District. The goal is to create a long-term, sustainable financing source to maintain and improve the historic character, i.e., historic infrastructure, of Woodruff Place. WPEID will supplement, not replace, current resources and services provided by the City, and the neighborhood is committed to continue its fundraising efforts. The combination could provide leverage for additional funding from outside the neighborhood. WPEID will be self-imposed and self-governed by the people who know Woodruff Place best: Woodruff Place property owners.

V. TIMELINE

In 2014, the neighborhood will explore the feasibility of an EID in Woodruff Place, including the implementation process, funding, assessment methodology, budget, and most importantly, the receptivity of residents to consider this new tool. The exploratory committee will also evaluate the possibility of organizations outside the neighborhood offering additional funding to match resident contributions.

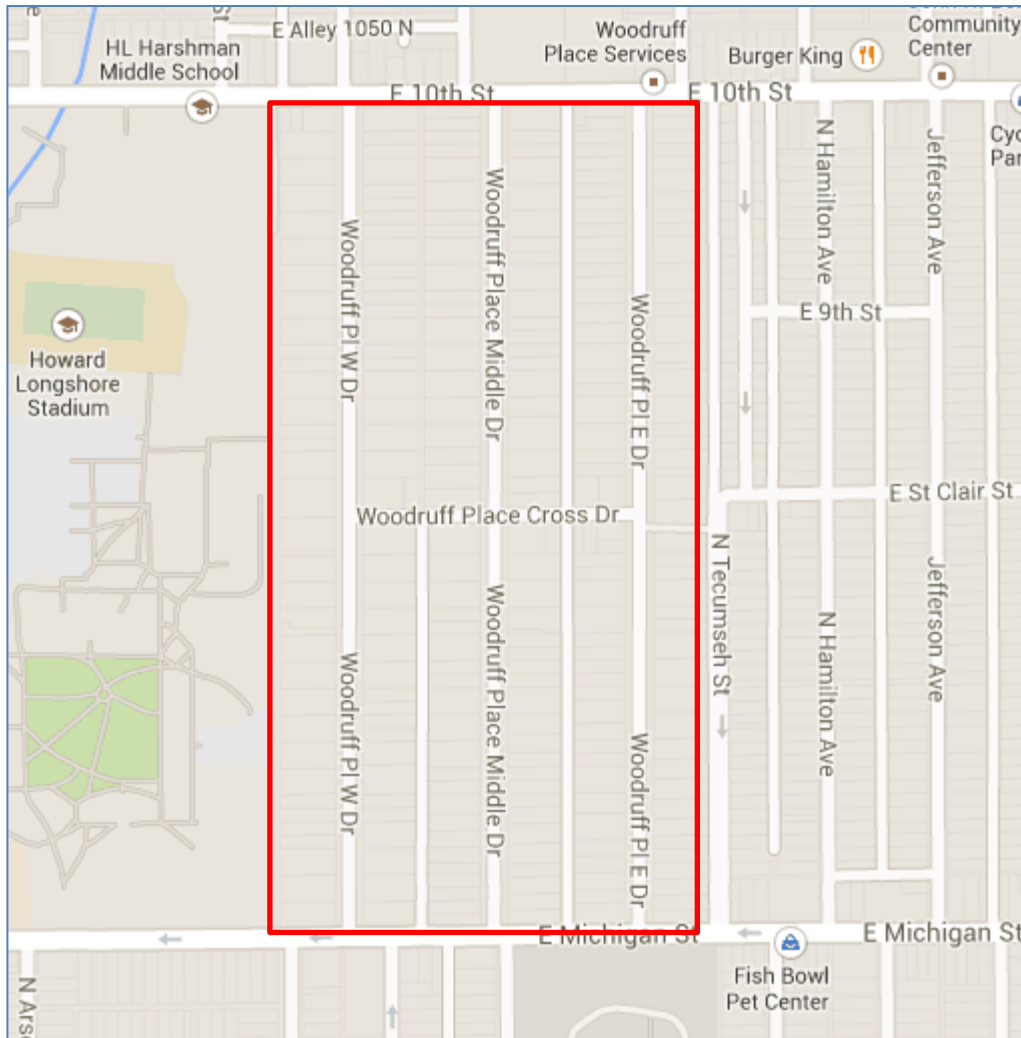
Group and one-on-one meetings will be held with residents over the course of six months to fully inform and gain feedback. The goal will be to meet with or hear from every property owner.

During this outreach process, presuming there is momentum to continue moving forward, details of the EID will be revised based on public opinion. The first WPEID board will be formed in early 2015, the petitioning process will be completed, and the WPEID plan submitted to the City Council for approval.

VI. WPEID BOUNDARIES

The Woodruff Place EID boundaries will comprise the Woodruff Place neighborhood, including all parcels on Woodruff West, Middle, East, and Cross drives and specific properties on East Tenth Street.

The areas outlined below are the boundaries for the Woodruff Place EID:



VII. WPEID PROGRAMS

Based upon feedback from property owners, the Civic League and the Foundation, the WPEID board will manage funds generated by the EID to maintain, repair, and improve the neighborhood's historic infrastructure, none of which is funded any longer by the City of Indianapolis. Specifically:

1. Town Hall, at 735 East Drive - sold by City to Historic Woodruff Place Foundation in 2001
2. Seventy-four (74) historic five-globe street lights - maintenance dropped from City's streetlight contract with IPL in 2005.
3. Nine fountains - maintenance dropped by Indy Parks and DPW in 2010.
4. East Tenth Street concrete and Michigan Street iron fences - never maintained by the City since 1962 annexation.
5. Statuary, urns, and high canopy trees in the esplanades - never maintained by the City since 1962 annexation.

Woodruff Place has benefitted from grants, contributions and programming from a variety of sources that help partially fund improvements to the infrastructure, but these sources are limited and do not provide adequate resources to achieve the shared vision of the neighborhood. WPEID funds will

augment existing investments by providing a new, consistent source of funds to enhance the capacity of the neighborhood to make sustained improvements.

City Government Services: Improvements and maintenance funded by the WPEID will be in addition to City services currently provided in Woodruff Place. WPEID funds will not replace City services such as trash pickup, removal of large trees and limbs from right-of-way after storms, public safety, and repairs and improvements to alleys, streets, and sidewalks. These services will continue to be an obligation of the City of Indianapolis. The WPEID will not diminish the City’s allocation of resources to the neighborhood.

VIII.WPEID BUDGET

The proposed annual budget for the Woodruff Place EID will be entirely dedicated to repairs, maintenance, and improvements to the neighborhood’s historic infrastructure. WPEID revenues will be allocated approximately in the following portions on an annual basis (subject to change by the WPEID Board):

| Use of funds | Percent of budget |
|---------------------------------|-------------------|
| Town Hall | 25% |
| Historic Street Lights | 15% |
| Fountains | 35% |
| Tenth St. & Michigan St. Fences | 15% |
| Statuary, Urns, Trees | 10% |
| Total | 100% |

Budget Notes:

- “Historic Street Lights” refers to the 74 historic five-globe fixtures in the esplanades owned by the City and retrofitted recently to LED technology. The Woodruff Place Civic League signed a Memorandum of Understanding in 2012 with the City of Indianapolis in which Woodruff Place agreed to maintain these fixtures for eight years. The MOU and “Historic Street Lights” in the budget do not include street lights in the alleys maintained by the City of Indianapolis or Indianapolis Power and Light.
- This budget includes only Woodruff Place EID assessments. These funds will be leveraged with additional resources mobilized by the Woodruff Place EID Board (in collaboration with the Woodruff Place Civic League and the Historic Woodruff Place Foundation) including, grants, special events, and fundraising.
- A one-time set-up fee or annual fees may be required by City/County office(s) responsible to manage property tax collections. As of this writing, the Assessor’s office will collect \$10 per assessed parcel per year to administer the WPEID.
- Percentages in the budget are based on Civic League and Foundation budget histories since 2010. Subsequent budgets may be revised within these categories as directed by the WPEID Board of Directors depending on project needs.

Budget Requirements:

- **Annual Audit:** An annual financial statement will be prepared by the WPEID Board to account for use of the funds. The WPEID is also subject to audit by the Indiana State Board of Accounts or its designated auditor.

- **City-County Council Review:** Before November 1 of each year, the WPEID Board must prepare and submit to the City-County Council a budget for the following year governing the WPEID Board's projected expenditures from the WPEID funds. The City-County Council may approve, modify, or reject the proposed budget.
- **Annual Report:** The WPEID Board shall submit an annual report to the City-County Council before February 15 of each year. The report must summarize the WPEID Board's activities and expenditures during the preceding calendar year.
- **Expenditures:** The WPEID Board may incur an expenditure only if the expenditure was approved by the City-County Council in its review of the WPEID Board's budget or was otherwise approved by the City-County Council.
- **Procurement Policies:** The WPEID Board must comply with state purchasing and contracting statutes when contracting for construction projects on City-owned infrastructure. The WPEID Board may enter into lease or contractual agreements, or both, with governmental, not-for-profit, or other private entities for the purpose of carrying out projects.

IX. ASSESSMENTS

Assessments vary based on the number of units. Vacant parcels will be assessed a nominal amount.

The annual assessment methodology will abide by the following principles:

1. **The assessment amount must be fair.**
2. **The assessment methodology must be clearly understandable.**
3. **No annual increase shall be greater than five percent (5%)**

The assessment methodology will be reevaluated annually to verify these principles are followed.

Assessments will be annual fees paid semi-annually via property tax bills. The proposed assessments are proportionate to the benefit received by each parcel. The following table outlines the proposed weighting and corresponding annual assessment (initial year) per parcel: (NOTE: the word "parcel" should be substituted for the word "property" in the table below)

Formula used to calculate annual assessment:

| Assessor code: | Property Description: | # Properties by Category | Category Weight Per Property | Weight Units In Category | Total Assmnt in Category | Annual Assessment Paid Per Property |
|----------------|------------------------------|--------------------------|------------------------------|--------------------------|--------------------------|-------------------------------------|
| PSC 510 | Res One Family Platted Lot | 159 | 1 | 159 | \$ 26,185 | \$ 165 |
| PSC 520 | Res Two Family Platted Lot | 49 | 1 | 49 | \$ 8,070 | \$ 165 |
| PSC 530 | Res Three Family Platted Lot | 9 | 1 | 9 | \$ 1,482 | \$ 165 |
| PSC 401 | Commercial 4-19 units | 31 | 1.5 | 46.5 | \$ 7,658 | \$ 247 |
| PSC 402 | Commercial 20-39 units | 2 | 3 | 6 | \$ 988 | \$ 494 |
| PSC 599 | Other Residential Structures | 2 | 0.5 | 1 | \$ 165 | \$ 82 |
| PSC 699 | Other Exempt Owned by 501C3 | 2 | 0 | 0 | - | - |
| PSC 500 | Vacant Platted Lot | 11 | 0.25 | 2.75 | \$ 453 | \$ 41 |
| TOTAL | | 265 | | 273.25 | \$ 45,000 | |

Notice of Assessments: Per state law, the WPEID Board will be responsible to determine the assessment methodology or amounts and to mail a notice to each parcel owner to be assessed. This notice must:

1. State the amount of the proposed assessment to that parcel.

2. State that the proposed assessment on each parcel of real property in the WPEID is on file and can be seen in the WPEID Board's office located at 735 East Drive, Woodruff Place, Indianapolis IN 46201.
3. State the time period and place where written remonstrance against the assessment may be filed.
4. State the time and location of a public hearing where the WPEID Board will hear any owner of assessed parcel who has filed a remonstrance during the period and at the place prescribed.
5. State that the WPEID Board, after hearing evidence, may increase or decrease or leave unchanged, the assessment on any parcel.
6. Be mailed at least 20 days before the hearing date.
7. Be addressed as the names and addresses appear on the tax duplicates and the records of the County Auditor.

Assessment Hearing: At the time stated in the notice, the WPEID Board will hear any owners of assessed parcel(s) within the WPEID who have filed a written remonstrance regarding their proposed EID assessment during the period and at the place prescribed. The WPEID Board shall render its decision by increasing, decreasing or confirming each assessment. Except for action contesting validity, the signing of the assessment schedule by a majority of the members of the WPEID Board and the delivery of the schedule to the County Auditor constitutes a final determination of the assessments.

Delivery of Assessments to County Auditor: The WPEID Board must certify to the County Auditor the schedule of assessments. Within 30 days after the County Auditor receives the certification of final scheduled assessments, the County Auditor will deliver a copy of the certificate to the County Treasurer. Each year, the County Treasurer shall add the full annual assessment due in that year to the tax statements of the person owning the parcel affected by the assessment, designating it in a manner distinct from general property taxes. Each assessment is a lien on the parcel that is assessed, second only to taxes levied on that parcel.

X. WPEID GOVERNANCE

State law requires that the Woodruff Place EID be governed by an EID Board; this board will be responsible for ongoing oversight and is proposed to have seven (7) members, a majority of whom must own property within the district.

The initial WPEID Board will be assembled prior to petitioning the City by the Board of Directors of the Woodruff Place Civic League. After the first year, the Woodruff Place Civic League Board of Directors shall serve as the WPEID Nominating Committee, and Woodruff Place property owners will be asked to submit names of interested individuals to the Civic League Board to serve on the WPEID Board. Final WPEID Board candidates will be chosen by the WPEID Nominating Committee. A slate of candidates for the WPEID Board will be submitted by the WPEID Nominating Committee to the City-County Council, which shall either accept the WPEID Board or return the slate to the WPEID Nominating Committee for further consideration.

The WPEID Board will be responsible to:

1. Develop and recommend an annual budget and work plan.
2. Oversee administration of the EID funds.
3. Monitor the performance and provision of EID services.

Revenue Administration: The WPEID Board will establish an account at a reputable financial institution to deposit all funds received. Money in the WPEID account may be used only for the purposes specified in the WPEID Annual Budget. Any money earned from investment of money in the fund becomes a part of the fund. The Board may also solicit and accept funds from other sources.

Service Delivery Options: Several options exist to implement WPEID programs, and it is anticipated that major projects may be funded jointly by some combination of the WPEID, the Historic Woodruff Place Foundation, and the Woodruff Place Civic League. Though none of these options are currently proposed, the WPEID Board may choose to:

- Contract with the City Department of Public Works to plan and execute construction projects on City-owned property or infrastructure.
- Contract with an existing organization already providing services to Woodruff Place.
- Contract with a private sector firm(s) to undertake programs such as maintenance and cleaning.

Service delivery options are dependent on the amount of revenue raised by the WPEID and by the allocation of funds to services desired. Final determination rests with the WPEID Board.

XI. SAFEGUARDS

It is common for EIDs to have controls or safeguards that ensure accountability to property owners. The following safeguards will be part of the Woodruff Place EID:

Annual Property Database Update: Each year the WPEID property database will be updated.

Annual Property Owner Satisfaction Surveys: The WPEID will undertake periodic surveys of property owners to determine overall satisfaction with the WPEID and to identify areas of improvement.

District Term: The WPEID is proposed to have a term not to exceed fifteen (15) years. After five (5) years, and again after ten (10) years, the WPEID will contract with a third-party consultant to provide a review of operations, programs, and budgets of the WPEID and its Board. At the expiration of the term, renewal will require creation of a new business plan in conformance with the legal steps to re-establish the district.

Modification or Dissolution of the WPEID: The WPEID ordinance may be repealed or amended only after notice of the proposed repeal or amendment is published and mailed in the manner provided by state statute. A public hearing must also be held following the notice.

XII. CREATION

Petition: In order to create the WPEID, state statute requires the submission of petitions supporting the district signed by (1) a majority of owners of real property within the proposed district and (2) owners which constitute a majority of the assessed valuation in the proposed WPEID.

During the exploratory phase, committee members determined that in keeping with two of the Woodruff Place EID's basic principles of being financially fair and feasible for residents, the Woodruff Place EID must pass a higher approval threshold than the simple majority required by law. This threshold could be as high as 65% to 75%, as determined during the public outreach process.

Public Hearing: Once the adequate petitions are filed with the City-County Council, the City-County Council will publish a public notice of a hearing on the proposed WPEID. A copy of the notice will be mailed to each owner of real property within the proposed WPEID by the Council. The notice must include the boundaries of the proposed district, a description of the proposed projects, and the proposed assessment formula for each parcel of property. Following the notice, a public hearing will be held. The City-County Council shall hear all owners of real property in the proposed WPEID who appear and request to be heard.

Adoption of Ordinance: After conducting a hearing on the proposed WPEID, the City-County Council may adopt an ordinance establishing the WPEID if it determines that (1) sufficient property owners supporting the WPEID have signed the WPEID petition, (2) the improvement projects to be undertaken in the WPEID will provide special benefits to property owners in the district and (3) that these new benefits that do not replace benefits existing before the establishment of the WPEID. The ordinance may amend or modify the proposal contained in the petition unless the ordinance proposes to increase the area of the WPEID, in which case owners of real property in the additional area must first be notified prior to the adoption of the ordinance.

XIII. OUTSTANDING QUESTIONS:

A list follows of questions asked by WPEID Discovery Committee members and Woodruff Place residents regarding the EID approval process, administration, funding, timing, statute, or any other related topic. The Discovery Committee encourages all Woodruff Place property owners to learn about the WPEID, ask questions, and help the committee and neighborhood refine this proposal so it is clear, understandable, and comprehensive. The Discovery Committee pledges to resolve all outstanding questions in advance of the beginning of the petition process.

The following list is updated regularly. Answers will be incorporated into the Business Plan.

1. What type of legal entity should the EID board be? **The Board is a creation of City Government, members are appointed by the City Council annually.** Are there any legal requirements of the board that we should be aware of prior to forming the board? **The Board would carry typical insurance policies.**
2. Will the EID entity need By-laws, Articles of Incorporation, etc? **Neither.**
3. Will the EID entity be audited? If so, by whom and how frequently? **Yes, the EID would be audited annually, and would be subject to audit by the State Board of Accounts.**
4. Will there be a one-time or annual fee imposed on the EID by the Treasurer's office? If so, how much? **Yes, annual fee. The Treasurer's office assesses a \$10 annual fee for each tax bill that includes the EID special assessment.**
5. If the EID contracts for a service, does the EID have to pay "prevailing wages"? If so, does this apply to any contract amounts? **The EID is bound by the same contract and bid requirements as other City departments. However, EID projects are not anticipated to reach the \$\$ threshold for prevailing wage.**
6. Does the EID have to go through a public bidding process for all contracts? If so, does this apply to any contract amount, i.e., even for a contract as low as \$2,000 for fountain repair? **Yes, although for small projects bids can be solicited from two or three bidders.**
7. What is the process and timing for obtaining City Council and/or Mayoral approval of the EID? **Annual tax bills are computed based on the status and assessment value of properties on March 1st of the year. Therefore, the EID annual plan, Board roster, and budget would have to be approved each year prior to this date. For the initial year, approval must be secured by the end of August 2015.**
8. How far in advance of a property tax billing cycle does the EID have to be officially approved to appear in that billing cycle? **To appear on the 2015 fall property tax bill, the EID would have to be approved by the end of the August 2015.**
9. When does the 501(c)3 WPEID organization have to incorporate? Prior to City-County Council approval? **A separate corporation is not required.**
10. Do owners of vacant lots get to vote if vacant lots are not being assessed a flat fee? **Each assessed parcel gets one vote, so the owner of a vacant parcel would get one vote if the vacant parcel is assessed. If there are multiple owners of a parcel, all owners must sign the petition. The initial, proposed assessment schedule exempts only two properties owned by 501©(3) corporations.**

11. Does the City-County Council have to approve of the entire EID annually or just the budget and board? **The EID can be formed and dissolved by petition process. Annually, the WPEID board must submit a budget, a roster of members, a description of activities in the most recent year, and a description of activities planned for the coming year. So the City/County Council, in effect, affirms the EID each year when it approves the budget and the new Board.**
12. At the end of the EID's term (15 years in our case) would the neighborhood have to go through the entire approval process again to renew? **Yes.**
13. Is it necessary that the WPEID Board 1) Incorporate as a non-profit, and 2) Apply for IRS tax-exempt status? **Neither incorporation nor tax-exempt status is necessary.**
14. If 100% of property owners have "skin in the game", what process will be established to ensure all property owners have input to what projects the WPEID takes on? What process will be established to ensure all property owners have a voice in who is nominated for the WPEID Board? **Meetings of the Board are subject to "open door" laws and would be open meetings on published, regular basis. The Board will develop the process by which property owners can have input and review of projects that are proposed. The Board of Directors of the Woodruff Place Civic League will be the nominating committee for WPEID Board members, so property owners can make recommendations for who is nominated to the elected directors of the Civic League.**
15. Could a property owner pay the WPEID assessment up front rather than through an escrow account as part of a mortgage? **Yes. The Treasurer's Office notifies the mortgage company how much is owed on the annual property tax bill. If a property owner makes a "directed" payment(s) to the Treasurer's office, this reduces the amount reported to the mortgage company. Parcel owners wishing to do this should consult with the Treasurer's office on appropriate timing and payment method.**
16. Statute section 36-7-22-12 has language about determining the percentage of benefit to be received by each parcel. How is percentage of benefit determined? **Historic infrastructure is diffused throughout Woodruff Place in such a way that its maintenance and restoration benefits all parcels. Town Hall – located on East Drive – serves as the neighborhood meeting place, space for workshops and storage for streetlights, fountains, fences, statuary and urns. Plus, fundraisers are held there to support maintenance and restoration of all historic infrastructure. The assessor's office categorizes parcels as residential or commercial depending upon number of units. The assessment schedule assigns more weight to the benefits received by commercial properties and hence, a higher assessment. A smaller weight is assigned to vacant parcels with a resulting smaller assessment.**
17. Statute section 36-7-22-7(a)(3) says that the benefits provided by the project will be new benefits that do not replace benefits existing before the establishment of the district. Do a) Maintenance, and b) Restoration of our historic infrastructure qualify as new benefits? **Yes, since we are neither replicating existing benefits nor providing new benefits.**
18. Where a parcel has two or more owners, do all owners have to sign the petition? **Yes, all parcel owners must sign the petition.**

Summary of outreach activities through 11-25-2014:

- 1) Four in-home meetings were held
 - a. October 14th – 781 Middle Drive
 - b. October 15th – 960 West Drive
 - c. October 16th – 839 West Drive
 - d. October 19th – 674 East Drive
- 2) Included on agenda, information made available at November 10th General Membership meeting
- 3) Invitations and flyers were distributed to each drive for town hall meetings on Nov. 4th, 11th, and 18th. E-mail invitations were sent to everyone for whom we had e-mail addresses prior to each of the four town hall meetings.
- 4) Five meetings at town hall:
 - a. October 22nd -- Owner-occupied rental properties

- b. November 4th – West Drive
- c. November 11th – Middle Drive
- d. November 18th – East Drive
- e. November 22nd – All drives