



REVISED

City Council Regular Business Meeting Agenda Thursday, January 7, 2016, 6:00 p.m. City Hall – 705 North Avenue

COUNCIL MEETINGS
City Hall
Council Chambers
1st and 3rd
Thursdays at
6:00 P.M.

Tom Phillips
Mayor

Council Members:
Erika Isley
Ed Kuhl
David Lester
Jaki Livingston
Stephanie Riva

Marketa Oliver
City Manager

Jean Furler
Finance Director

Jodi Eddleman
City Clerk

Ryan Coburn
Acting Fire Chief

Greg Staples
Police Chief

Tim Hoskins
Public Works Director

Nancy Kuehl
Parks & Recreation
Director

Wade Wagoner
Planning and
Economic
Development Director

Holly Sealine
Library Director

Jim Dougherty
City Attorney

1. Call to order.
2. Approval of agenda.
3. Presentation(s) –
Dave Stone from Bravo
4. Welcome of guests and public comment.
(3 minute limit, no action)
5. Approve minutes –
December 17, 2015 regular business meeting.
6. Consent agenda.
 - a) Expenditures.
 - b) Tax abatements.
 - c) Resolutions naming official depositories for 2016.
 - d) Resolutions naming official publications for the City of Norwalk for 2016.
 - e) Set date of January 21, 2015 as the date for Public Hearing regarding adoption of the City of Norwalk Budget Amendment #1 for fiscal year 2015-2016.
 - f) Resolution Releasing Property from easement in the City of Norwalk, Iowa (bike trail easement release)
 - g) Resolution Ordering Construction for Phase I Clearing of the Beardsley Regional Detention Facility
 - h) Receive and file November treasurers report.
7. ~~Public Hearing on Development Agreement with United Properties and Urban Renewal Plan Amendment.~~
8. ~~Consideration of proposed resolution approving a development agreement between the City of Norwalk and United Properties, LLC.~~
9. Consideration of adoption council / staff committee appointments for the 2016 calendar year.
10. Consideration of adoption of proposed 2016 meeting and City facilities closure schedule.
11. Consideration of Resolution approving change order #2 and accepting public improvements for the Norwalk Easter Public Library Roof Replacement project.
12. Second, and possibly third, reading of proposed ordinance amending the following section 17.10.060.2(D) of the Zoning Ordinance related to garage requirements for Multi-Family Dwelling – Apartments. (The first reading for 70% ratio of garages to apartments was adopted on December 17th, 2015.)

13. Consideration of Second, and possibly third, reading(s) of proposed ordinance providing for the vacation of a portion of the road known as Masteller Road within the City of Norwalk, Iowa. (The first reading was adopted on December 17th, 2015.)
14. NCIS project update.
15. Council Inquiries and staff updates.
16. Adjournment.

MINUTES OF THE NORWALK CITY COUNCIL MEETING ON 12-17-15
(Unabridged)

Mayor Tom Phillips called the City Council meeting to order at 6:02 p.m. Present at roll call: Erika Isley, Kyle Jackson, Ed Kuhl, Jaki Livingston and Erik Delker.

(RC = roll call vote)

Staff present included: Marketa Oliver, City Manager; Jodi Eddleman, City Clerk; Jean Furler, Finance Director; Tim Hoskins, Public Works Director; Nancy Kuehl, Parks and Recreation Director; Holly Sealine, Library Director; Greg Staples, Police Chief; Wade Wagoner, Planning and Economic Development Director; Ryan Coburn, Acting Fire Chief; and Jim Dougherty, City Attorney.

Mayor Phillips noted that item 10, Consideration of a resolution approving contract and bonds for the Cedar Street & Beardsley Street Pavement Improvements, was removed from the agenda and added to the January 7th, 2016 agenda.

15-256 Isley moved, Livingston seconded, to approve the **agenda** as amended. Voice vote carried unanimously.

Presentation(s)

Mayor Phillips presented the Norwalk Football team with window clings and congratulated them on making it to the state championship game.

Welcome of Guests and Public Comment

With no one present wishing to speak, Mayor Phillips opened the City Council meeting.

15-257 Livingston moved, Jackson seconded, to approve **minutes** of the December 3, 2015 regular council meeting. Voice vote carried unanimously.

15-258 Isley moved Livingston seconded to remove item M off of the consent agenda. Voice vote carried unanimously.

Consent included **tax abatements; liquor license renewal** for 804 Main; Approving writing off bad debts; **Resolution 1217-15-155** setting January 7th, 2015 as public hearing date on development agreement with United Properties; **Resolution 1217-15-156** setting January 21st, 2015 as public hearing on rebate agreement with Norwalk Community School District; **Resolution 1217-15-157** setting date and time each year for Beggars' Night for October 30 from 6:00 to 8:00 p.m.; **Resolution 1217-15-158** approving the renewal of concession contract with JLS Vending for McAninch sports complex; **Resolution 1217-15-159** authorizing the city to submit an application for surface transportation program funding for federal fiscal year 2020 to Des Moines Metropolitan Planning Organization; **Resolution 1217-15-160** authorizing the city to submit an application for transportation alternatives program funding for federal fiscal year 2020 to Des Moines Metropolitan Planning Organization; **Resolution 1217-15-161** amending Safety Coalition of Central Iowa Cities 28 agreement; **Resolution 1217-15-162** approving a preventative maintenance agreement on city's four generators not to exceed \$25,138.64; **Resolution 1217-15-163** waiving the plat review for the Burl Oak Plat 2 (formally known as Rolling Hills) Preliminary Plat; receipt of the November department **reports** and the FY 17 development agreement rebates report and **expenditures:**

ACCURATE HYDRAULICS	TRUCK #610	588.00	KELTEK INC	EQUIPMENT	3,921.94
ACK ENTERPRISES	PARTS	225.00	MATHESON	SUPPLIES	211.58
ACME ELECTRIC CO	SUPPLIES	47.88	MEDICAP	SUPPLIES	269.46
ALEX AIR APPARATUS	EQUIPMENT REPAIR	450.00	MENARDS	PAINT SUPPLIES	97.19
BATTERIES PLUS	BATTERIES	102.85	MERCY COLLEGE	ECARD	8.50

BOBS TROPHIES	BADGES	155.40	MIKE MYER	NUISANCE	120.00
BOUND TREE MED	SUPPLIES	188.96	MPS ENGINEERS PC	HOLLY DRIVE	145,224.10
BROWN EQUIP	XMARK MOWER	228.96	MUNICIPAL SUPPLY	SUPPLIES	3,292.85
CARPENTER UNIFORM	PARKER	630.55	NADO	CONFERENCE	490.00
CDW GOVERNMENT INC	PARTS	47.28	NANCY KUEHL	REIMBURSE	129.37
CENTURYLINK	PHONE SERVICE	546.83	NWTC	PUB HRG	294.40
CONSTRUCTION & AG	PARTS	64.33	NORWALK HARD	SUPPLIES	261.48
DES MOINES IRON	CHAIR RACK	349.91	NORWALK READY-MIX	LIMESTONE	1,140.00
DES MOINES REGISTER	REZONE PUB HEAR	30.41	O'HALLORAN INTL	PARTS	218.85
DES MOINES STAMP	CERT COPY STAMP	32.70	OCCUPATIONAL HEALTH	TEST	86.00
DEWITT PAINTING	LIBRARY CEILING	2,685.00	OREILLY AUTO PARTS	MUD FLAPS	45.98
DIAMOND VOGEL PAINTS	HYDRANT PAINT	64.20	OVERHEAD DOOR	REPAIR	192.00
DM METRO ELECTRIC	ELECTRICAL WORK	792.88	PERFECTION LEARNING	SUPPLIES	202.78
EMERGENCY APPARATUS	REPAIR DRAIN LINE	595.28	PROFESSIONAL DEVELOP	MEMBERSHIP	320.00
EXCEL MECHANICAL	TRAIN RM SVC	710.00	RANKIN COMM	PHONE INSTALL	388.29
FARMERS COOP	DOG FOOD	43.88	SAM'S CLUB	SUPPLIES	406.21
FASTENAL	SUPPLIES	440.67	SCOTTS FOODS	SUPPLIES	813.85
G & L CLOTHING	UNIFORMS	1,667.38	SHIVE HATTERY INC	CEDAR STREET	24,928.70
GE CAPITAL	COPIER LEASES	520.00	SHRED IT	SHRED SVC	46.06
GRAINGER INC	AIR COMPRESSOR	349.20	SIRCHIE	SUPPLIES	338.68
HALLETT MATERIALS	PEA GRAVEL	290.96	STANDRIDGE GROUP	FORMS	420.00
HARVEY'S AUTO	GOLF CART	1,101.56	STAR EQUIP	EQUIPMENT	1,350.00
HAWKEYE TRUCK	PARTS	1,998.00	TERMINIX INTL	MAINT	67.00
HOTSY CLEANING	FLEETWASH BULK	1,440.00	THOMPkins IND	HOSE PARTS	123.48
INDIANOLA FIRE DEPT	BILLING SERVICE	1,435.00	TK CONCRETE	WAKONDA	368,842.52
INDOFF INC	LOBBY RACK	899.12	TRUCK EQUIP	BLADES	750.28
INTERSTATE POWER	FIRE TRUCK #610	980.28	TRUE VALUE WDSM	ICE MELT S	149.39
IOWA DOT	FENCE SLEEVE	161.00	TYLER TECH	SUPPORT	115.00
IOWA EMS	TREATMENT	200.00	U S POSTAL	PS POSTAGE	300.00
IOWA PHYS	MEDICAL SERV	38.00	UNITYPOINT	PRE EMPL	22.00
IA PRISON INDUSTRIES	STOP SIGN	504.90	VEENSTRA & KIMM	SILVERADO PLAT 2	3,975.85
IA RURAL WATER	DUES	375.00	VITAL SUPPORT	SMARTNET	2,687.50
IOWA WINDOW	MAINT	85.00	ZIEGLER INC.	WHEEL LOADER	166,040.00
JAMES OIL	FUEL	203.28			
KABEL BUS	HRA CHECKS	1,989.16			

15-259 Motion by Livingston, seconded by Delker, to approve the **consent** agenda passed unanimously, RC.

15-260 Motion by Livingston, seconded by Delker to pass the second reading of a proposed **ordinance amending the following sections of the zoning ordinance: definitions, non-conforming accessory structures; exceptions and modifications; home occupations; privately owned improvements; bulk regulations table; zoning districts; multi-family off-street parking; buffers; and, architectural standards** passed unanimously, RC.

15-261 Motion by Livingston, seconded by Isley to waive the third reading of **Ordinance No. 15-13** passed unanimously, RC.

Mayor Phillips opened the **public hearing** regarding proposed contract documents (plans, specifications and form of contract) and estimated cost for the Cedar Street & Beardsley Street Pavement Improvements at 6:13 p.m. Eddleman reported receiving no comments. No one present wished to speak. Mayor Phillips closed the public hearing at 6:14 p.m.

15-262 Motion by Isley, seconded by Livingston to adopt **Resolution 1217-15-150** approving and Confirming Plans, Specifications, Form of Contract and Estimate of Cost for the Cedar Street & Beardsley Street Pavement Improvements passed unanimously, RC.

15-263 Motion by Livingston, seconded by Delker to adopt **Resolution 1217-15-151** awarding Contract for the Cedar Street & Beardsley Street Pavement Improvements passed unanimously, RC.

15-264 Motion by Livingston, seconded by Kuhl to pass the second reading of a proposed ordinance amending the official zoning map of the City of Norwalk, Iowa, by rezoning certain property from C-2, C-0, R-4, R-1, and CD to planned unit development (PUD) and to adopt the master plan and establish the rules, regulations, and guidelines for the development of the North Shore PUD, passed 4-0, Jackson abstaining.

15-265 Motion by Livingston, seconded by Isley to pass **Ordinance 15-12**, passed 4-0, Jackson abstaining.

Wagoner addressed the council regarding the multi-family garage requirements. Wagoner stated that the original ordinance had a 100% ratio which would require one garage for every apartment unit. The home builders and other apartment representatives think that the requirement is onerous and have asked that it be reduced to 60%. It was the consensus of the council to pass the ordinance with a 70% ratio.

15-266 Isley moved, Livingston seconded to approve consideration of the **first reading** of an ordinance amending the following section 17.10.060.2(D) of the zoning ordinance related to garage requirements for Multi-Family Dwelling-apartments passed unanimously, RC.

Mayor Phillips read an email from Scott James for the record. It read, "At this time we are trying to make an agreement with the developer. Until a final deal is done the remaining part of Masteller road needs to remain open. This is a traffic safety issue. Our trucks and McAninch trucks can enter and exit safely using the remaining part of Masteller road. If the road is closed it will cause a huge traffic safety problem with only one entrance off of Beardsley. Our trucks are 60 feet long and with traffic at the stop light heading west we can't make the turn. Again this will make a huge traffic safety issue. I am hopeful that we can get this land deal done in the very near future. Sincerely yours, Scott James."

Scott McMurray, United Properties stated that United Properties is trying to move forward with the grading. If the council passes the ordinance the road would most likely come out tomorrow if not then it is a major redesign.

Delker expressed his concern with the trucks coming in on highway 28.

Jackson asked where United Properties and Scott James were in negotiating a purchase agreement.

It was the consensus of the council to pass the first reading of the ordinance tonight and have the Planning and Economic Development Director contact Scott James to let him know that the council's intention is to move forward with the adoption of the second and third readings at the next council meeting.

15-267 Jackson moved, Livingston seconded to approve consideration of the **first reading** of an ordinance ordering the vacation of easements on, and the closing of the north-south portion of Masteller Road passed unanimously, RC.

15-268 Livingston moved, Jackson seconded to adopt **Resolution 1217-15-153** approving an engineering agreement for the 2016 North Avenue Trail Project passed unanimously, RC.

Jean Furler presented information to the council regarding the local option sales and service tax.

Livingston asked if the word operation could be added to the resolution.

15-269 Livingston moved, Jackson seconded to adopt **Resolution 1217-15-154** directing how revenues from the imposition of a local option sales and service tax (LOSST) would be used in the City of Norwalk should the proposal be approved by the electorate including language that would use funding for operations as well as capital improvements passed unanimously, RC.

Oliver opened the discussion on water and sewer availability charges. She said upon implementing the new ordinance that the Council approved earlier in the year, staff was charging the water and sewer availability fees per unit, meaning per dwelling unit. She said the Council had received an email from the owner of apartment buildings. Since implementing the water and sewer availability charges, the City had received complaints from some apartment owners because it was a sizeable increase. In implementing the adjustments, it was discovered that the property owner who sent an email on the rates, had not been historically charged correctly, so the increase on their bills was compounded by being undercharged previously. The property owner indicated in their bill that they were being charged differently than commercial landlords, and that is not correct. Commercial landlords should also be charged the availability charges per unit as well. City staff had also taken the concerns of the apartment owners to the Utility Advisory Commission to discuss. They reviewed how the charges are being handled and did not recommend any change or reduction. Subsequent to that discussion, the City received an inquiry from the State Ombudsman's office. The purpose of the discussion was to ensure that staff was charging the water and sewer availability charges correctly. Jackson said the Council's intent was that they should be charged per unit, dwelling unit. There was consensus that this was the City Council's intent and the ordinance was being applied correctly. Oliver said the Ombudsman's representative recommended reviewing the language in the ordinance to see if the intent could be clearer and taking that action, if needed.

NCIS Project Update

Hoskins said the driveways on Wakonda have been poured. The area with the finger pond has had a temporary cap put over it. Discussion has been had on putting in cluster mailboxes. MidAmerican is in the process of engineering the street lights. The intersection at Highway 29 is open

Isley asked how much was being withheld in the payment to the contractor. Hoskins said the city withheld an additional \$100,000. In total \$200,000 could possibly be withheld.

Reports

Kuhl would like to review the operational rules and policies of the council.

Wagoner reported that he received an executed deed for the 1.88 acres for the regional storm water retention facility.

Staples reported that the Norwalk police department handed out fliers to customers at Fareway regarding holiday safety.

Furler reported that she had met with department directors on their budgets.

Jackson said that he has appreciated serving the Council. The council has accomplished some great things because of the phenomenal caliber of staff and that starts with Marketa. He commended the department head team and their talents and skills they bring to the table and appreciates how hard they work. He said all of the City's staff is great to work with and there are none better.

Isley recognized Jackson and Delker last meeting as councilmembers.

Oliver noted that it was a great pleasure to work with Delker and Jackson and appreciates all of the many contributions that they have made.

Mayor Phillips gave Jackson and Delker plaques and city coins in honor of their council service and thanked them.

15-270 A motion by Livingston seconded by Jackson to **adjourn** at 7:18 p.m. passed unanimously on a voice vote.

Tom Phillips, Mayor

Attest:

Jodi Eddleman, City Clerk



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 6
For Meeting of 01.07.2016

ITEM TITLE: Consent Agenda

CONTACT PERSON: Marketa George Oliver, City Manager

Expenditures

This item is on the agenda for the approval of payment per the attached claims list.

Tax abatements

The following tax abatement applications were submitted for approval.

Allegiant Homes	322 Braeburn Drive	New SFR	\$250,000.
Happe Homes	708 Northside Drive	New SFR	\$298,000.
Happe Homes	701 Orchard View	New SFR	\$295,000.
Happe Homes	627 Orchard View	New SFR	\$323,825.

Resolutions

The attached resolutions are on the agenda for consideration.

Resolutions naming official depositories for 2016.

Resolutions naming official publications for the City of Norwalk for 2016.

Set date of January 21, 2015 as the date for Public Hearing regarding adoption of the City of Norwalk Budget Amendment #1 for fiscal year 2015-2016.

Resolution Releasing Property from easement in the City of Norwalk, Iowa (bike trail easement release)

Resolution Ordering Construction for Phase I Clearing of the Beardsley Regional Detention Facility

Receive and file

The attached reports are submitted for informational purposes.

Treasurers monthly report for November distributed at the meeting.

STAFF RECOMMENDATION: Approve consent agenda on a roll call vote.

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-001294		ANIMAL RESCUE LEAGUE OF IOWA				
I-2802		ANIMAL RESCUE LEAGUE OF IOWA	125.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		ANIMAL RESCUE LEAGUE OF IOWA		001 5-190-2-6490	CONSULTANT & PROFESSIONA	125.00
		=== VENDOR TOTALS ===	125.00			
=====						
01-003113		APPLE INC				
I-4366891591		FIN DIR IPAD	379.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		FIN DIR IPAD		001 5-650-2-6507	OPERATING SUPPLIES	379.00
		=== VENDOR TOTALS ===	379.00			
=====						
01-003275		ASI				
I-229904		TRASH SERVICE	52.50			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		TRASH SERVICE		001 5-460-2-6413	PAYMENT FOR SERVICES	52.50
		=== VENDOR TOTALS ===	52.50			
=====						
01-003670		B3 BUILDERS LLC				
I-201512302060		LIEN REFUND	468.27			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		LIEN REFUND		600 4-810-1-4500	CHARGES/FEES FOR SERVICE	455.75
		LIEN REFUND		740 4-865-1-4530	PENALTIES ON DELINQUENT	12.52
		=== VENDOR TOTALS ===	468.27			
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01-002346		BARCO MUNICIPAL PRODUCTS				
I-IN-218311		SUPPLIES	561.03			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		SUPPLIES		110 5-210-2-6417	STREET MAINTENANCE SUPPL	561.03
		=== VENDOR TOTALS ===	561.03			
=====						
01-003579		BARRACUDA NETWORKS				
I-1362893		ANNUAL SERVICE	1,899.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		ANNUAL SERVICE		001 5-670-2-6490	CONSULTANT & PROFESSIONA	1,899.00
		=== VENDOR TOTALS ===	1,899.00			

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01-003056	BLUE TARP FINANCIAL						
I-0792026213		SUPPLIES		214.97			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		SUPPLIES			600 5-810-2-6507	OPERATING SUPPLIES	214.97
		=== VENDOR TOTALS ===		214.97			
=====							
01-000113	CARPENTER UNIFORM						
I-403475		LEWISTON		49.99			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		LEWISTON			001 5-110-1-6181	ALLOWANCES - UNIFORMS	49.99
I-403518		BRYANT		29.99			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		BRYANT			001 5-110-1-6181	ALLOWANCES - UNIFORMS	29.99
I-403611		DUNLOP		228.91			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		DUNLOP			001 5-110-1-6181	ALLOWANCES - UNIFORMS	228.91
I-404081		DUNLOP		51.98			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		DUNLOP			001 5-110-1-6181	ALLOWANCES - UNIFORMS	51.98
I-404238		PEPPER SPRAY HOLDER		302.83			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		PEPPER SPRAY HOLDER			001 5-110-2-6504	MINOR EQUIPMENT	302.83
		=== VENDOR TOTALS ===		663.70			
=====							
01-000118	CITY BRAKE & IMPORT AUTO						
I-056664		P128 BRAKES		202.91			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		P128 BRAKES			001 5-110-2-6332	VEHICLE REPAIR	202.91
		=== VENDOR TOTALS ===		202.91			
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01-001162	CNM OUTDOOR EQUIPMENT						
I-117421		TOOLS		44.52			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		TOOLS			110 5-210-2-6417	STREET MAINTENANCE SUPPL	44.52
		=== VENDOR TOTALS ===		44.52			

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-005092		OCCUPATIONAL HEALTH CENTERS OF					
I-255467292		RANDOM TESTING		43.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		RANDOM TESTING			610 5-815-1-6182	ALLOWANCES	43.00
		=== VENDOR TOTALS ===		43.00			
=====							
01-000170		DES MOINES IRON					
I-1904592661		MATERIALS		491.25			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		MATERIALS			110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	491.25
		=== VENDOR TOTALS ===		491.25			
=====							
01-003667		DM METRO ELECTRIC					
I-15242		BEARDSLEY GENERATOR		590.21			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		BEARDSLEY GENERATOR			610 5-815-2-6350	OPERATIONAL EQUIPMENT RE	590.21
		=== VENDOR TOTALS ===		590.21			
=====							
01-005301		DORSEY & WHITNEY LLP					
I-3245316		2015 UR PLAN AMEND		1,150.50			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		2015 UR PLAN AMEND			125 5-535-2-6490	CONSULTANT & PROFESSIONA	1,150.50
		=== VENDOR TOTALS ===		1,150.50			
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01-003672		EXTERIOR SHEET METAL, INC.					
I-201512312061		LIBRARY ROOF		173,782.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		LIBRARY ROOF			425 5-410-4-6728	CAPITAL IMPROVEMENTS	173,782.00
		=== VENDOR TOTALS ===		173,782.00			
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01-002274		FEH ASSOCIATES INC					
I-107179		LIBRARY ROOF		869.74			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		LIBRARY ROOF			001 5-410-3-6728	CAPITAL IMPROVEMENTS	869.74
		=== VENDOR TOTALS ===		869.74			

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POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-000030	FREEDOM TIRE & AUTO CENTER						
I-48330		P131 TIRES		577.80			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		P131 TIRES			001 5-110-2-6332	VEHICLE REPAIR	577.80
I-48502		#24 PICK UP		717.08			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		#24 PICK UP			110 5-210-2-6332	VEHICLE REPAIR	717.08
		=== VENDOR TOTALS ===		1,294.88			
=====							
01-003363	GREGG YOUNG						
I-201512302059		P127 TRANSMISSION		210.18			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		P127 TRANSMISSION			001 5-110-2-6332	VEHICLE REPAIR	210.18
I-606223		#31 PW PICK UP		51.86			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		#31 PW PICK UP			001 5-190-2-6507	OPERATING SUPPLIES	51.86
		=== VENDOR TOTALS ===		262.04			
=====							
01-000211	HYDRAQUIP LTD						
I-44006		PARTS		32.12			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		PARTS			600 5-810-2-6350	OPERATIONAL EQUIPMENT RE	32.12
		=== VENDOR TOTALS ===		32.12			
=====							
01-000143	INDOFF INC						
I-2726926		LABEL MAKER		88.56			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		LABEL MAKER			001 5-110-2-6506	OFFICE SUPPLIES	88.56
I-2730649		OFFICE SUPPLIES		356.73			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		OFFICE SUPPLIES			001 5-650-2-6506	OFFICE SUPPLIES	325.46
		OFFICE SUPPLIES			001 5-599-2-6506	OFFICE SUPPLIES	31.27
I-2733358		PD SUPPLIES		48.39			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		PD SUPPLIES			001 5-110-2-6506	OFFICE SUPPLIES	48.39
		=== VENDOR TOTALS ===		493.68			

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-005678	IOWA DEPARTMENT OF TRANSPORTAT						
I-29998		EQUIPMENT		1,172.16			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		EQUIPMENT			110 5-250-2-6417	STREET MAINTENANCE SUPPL	1,172.16
=== VENDOR TOTALS ===				1,172.16			
=====							
01-002734	IOWA DIVISION OF LABOR SERVICE						
I-146690		BOILER INSPECTION		360.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		BOILER INSPECTION			001 5-110-2-6413	PAYMENT FOR SERVICES	240.00
		BOILER INSPECTION			110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	120.00
=== VENDOR TOTALS ===				360.00			
=====							
01-002839	IOWA WINDOW SERVICE INC						
I-76978		OCT CITY HALL EXT		85.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		OCT CITY HALL EXT			001 5-650-2-6310	BUILDING MAINTENANCE/REP	85.00
I-77258		DEC CITY HALL EXT		85.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		DEC CITY HALL EXT			001 5-650-2-6310	BUILDING MAINTENANCE/REP	85.00
=== VENDOR TOTALS ===				170.00			
=====							
01-003673	JACKSON CREEK ENTERPRISES						
I-201512312062		FOUNDERS' DISTRICT		80,154.33			
12/31/2015	AP	DUE: 12/31/2015 DISC: 12/31/2015			1099: N		
		FOUNDERS' DISTRICT			600 5-810-3-6728	CAPITAL IMPROVEMENTS	80,154.33
=== VENDOR TOTALS ===				80,154.33			
=====							
01-002671	JAMES OIL COMPANY LLC						
I-53689		FUEL		3,425.71			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		FUEL			110 5-210-2-6333	FUEL	3,425.71
I-53690		FUEL		2,714.40			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		FUEL			110 5-210-2-6333	FUEL	2,714.40
I-53796		FUEL		3,366.54			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		FUEL			110 5-210-2-6333	FUEL	3,366.54

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-002671	JAMES OIL COMPANY LLC	(** CONTINUED **)					
I-53797		FUEL		1,934.06			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		FUEL			110 5-210-2-6333	FUEL	1,934.06
=== VENDOR TOTALS ===				11,440.71			
=====							
01-000329	KABEL BUSINESS SERVICES						
I-201506327		NOV HRA CHECKS		366.45			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		NOV HRA CHECKS			113 5-660-1-6152	SELF FUNDING REIMBURSEME	366.45
=== VENDOR TOTALS ===				366.45			
=====							
01-001750	KELTEK INCORPORATED						
I-10009488		MICROPHONE REPAIR		461.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		MICROPHONE REPAIR			001 5-110-2-6350	OPERATIONAL EQUIPMENT RE	461.00
=== VENDOR TOTALS ===				461.00			
=====							
01-000427	MATHESON TRI-GAS, INC.						
I-12517792		MATERIALS		67.82			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		MATERIALS			110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	67.82
=== VENDOR TOTALS ===				67.82			
=====							
01-000644	MENARDS						
I-14578		PAINT		57.71			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		PAINT			001 5-650-2-6310	BUILDING MAINTENANCE/REP	57.71
=== VENDOR TOTALS ===				57.71			
=====							
01-000609	MIDWEST WHEEL						
I-220837-00		PARTS		46.06			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		PARTS			600 5-810-2-6350	OPERATIONAL EQUIPMENT RE	46.06
I-231339-00		PARTS		70.89			
12/31/2015	AP	DUE: 12/31/2015 DISC: 12/31/2015			1099: N		
		PARTS			001 5-150-2-6331	VEHICLE OPERATIONS	70.89
=== VENDOR TOTALS ===				116.95			

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-000618	MUNICIPAL SUPPLY						
I-0610597-IN		PARTS		3,552.80			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		PARTS			600 5-810-2-6507	OPERATING SUPPLIES	3,552.80
=====							
I-0611081-IN		PARTS		211.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		PARTS			600 5-810-2-6507	OPERATING SUPPLIES	211.00
		=== VENDOR TOTALS ===		3,763.80			
=====							
01-001502	NANCY KUEHL						
I-201512302052		SUPPLIES REIMB		12.72			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		SUPPLIES REIMB			001 5-440-2-6507	OPERATING SUPPLIES	12.72
		=== VENDOR TOTALS ===		12.72			
=====							
01-001323	NATIONAL RECREATION AND PARK A						
I-201512302053		ANNUAL MEMBERSHIP		165.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		ANNUAL MEMBERSHIP			001 5-440-1-6210	ASSOCIATION DUES	165.00
		=== VENDOR TOTALS ===		165.00			
=====							
01-000656	NORTH WARREN TOWN & COUNTY NEW						
I-201512302054		MINUTES		91.45			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		MINUTES			001 5-650-2-6402	ADVERTISING & LEGAL PUBL	91.45
I-201512302055		MINUTES		127.10			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		MINUTES			001 5-650-2-6402	ADVERTISING & LEGAL PUBL	127.10
		=== VENDOR TOTALS ===		218.55			
=====							
01-002445	OPTOMETRIC ASSOC INDIANOLA						
I-201512302057		VISION BENEFIT		250.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016			1099: N		
		VISION BENEFIT			001 5-599-1-6182	ALLOWANCES	250.00
		=== VENDOR TOTALS ===		250.00			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-001690		OVERHEAD DOOR COMPANY				
I-63397		MAINTENANCE	362.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		MAINTENANCE		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	362.00
		=== VENDOR TOTALS ===	362.00			
=====						
01-002576		PURCHASE POWER				
I-201512302058		PURCHASE POWER	1,000.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		PURCHASE POWER		001 5-650-2-6508	POSTAGE AND SHIPPING	80.37
		PURCHASE POWER		001 5-599-2-6508	POSTAGE AND SHIPPING	106.03
		PURCHASE POWER		600 5-811-2-6508	POSTAGE AND SHIPPING	491.37
		PURCHASE POWER		610 5-816-2-6508	POSTAGE AND SHIPPING	198.62
		PURCHASE POWER		001 5-150-2-6508	POSTAGE AND SHIPPING	17.90
		PURCHASE POWER		001 5-110-2-6508	POSTAGE AND SHIPPING	16.65
		PURCHASE POWER		001 5-410-2-6508	POSTAGE AND SHIPPING	14.25
		PURCHASE POWER		001 5-440-2-6508	POSTAGE AND SHIPPING	5.35
		PURCHASE POWER		610 5-816-2-6508	POSTAGE AND SHIPPING	69.46
		=== VENDOR TOTALS ===	1,000.00			
=====						
01-003613		RANKIN COMMUNICATION SYSTEMS				
I-224036		HEADSET	389.95			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		HEADSET		001 5-650-2-6373	TELECOMMUNICATIONS EXPEN	389.95
I-224560		MAYORS OFFICE	240.76			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		MAYORS OFFICE		001 5-650-2-6373	TELECOMMUNICATIONS EXPEN	240.76
I-224568		AUTO ATTEND PROGRAMMING	47.50			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		AUTO ATTEND PROGRAMMING		001 5-650-2-6373	TELECOMMUNICATIONS EXPEN	47.50
I-224591		PUB SAF PH REPAIR	340.09			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		PUB SAF PH REPAIR		001 5-110-2-6373	TELECOMMUNICATIONS EXPEN	340.09
I-224666		ADD EXT AT PUB SAF	105.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		ADD EXT AT PUB SAF		001 5-110-2-6373	TELECOMMUNICATIONS EXPEN	105.00
		=== VENDOR TOTALS ===	1,123.30			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-003236	REGISTER MEDIA					
I-201512302050		P.H. CEDAR BEARDSLEY PAVING	71.71			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		P.H. CEDAR BEARDSLEY PAVING		001 5-650-2-6402	ADVERTISING & LEGAL PUBL	71.71
		=== VENDOR TOTALS ===	71.71			
=====						
01-001676	SHRED IT					
I-9408702204		ON SITE SERVICE	47.60			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		ON SITE SERVICE		001 5-110-2-6413	PAYMENT FOR SERVICES	47.60
		=== VENDOR TOTALS ===	47.60			
=====						
01-002691	SIMPLEX GRINNELL					
I-81986656		CITY HALL REPAIR	799.50			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		CITY HALL REPAIR		001 5-650-2-6310	BUILDING MAINTENANCE/REP	799.50
		=== VENDOR TOTALS ===	799.50			
=====						
01-005318	SPRAYER SPECIALTIES INC					
I-0947866-IN		PARTS	53.51			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		PARTS		600 5-810-2-6507	OPERATING SUPPLIES	53.51
I-0947918-IN		PARTS	158.55			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		PARTS		600 5-810-2-6507	OPERATING SUPPLIES	158.55
		=== VENDOR TOTALS ===	212.06			
=====						
01-001658	SPRINGER PEST SOLUTIONS					
I-461378		PEST CONTROL	68.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		PEST CONTROL		001 5-110-2-6413	PAYMENT FOR SERVICES	68.00
		=== VENDOR TOTALS ===	68.00			

PACKET: 03484 0107 COUNCIL
VENDOR SET: 01 CITY OF NORWALK
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-005848	STANDRIDGE GROUP					
I-13786		BUS CARD PREPRINT EXP	515.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		CITY COUNCIL		001 5-610-2-6490	CONSULTANT & PROFESSIONA	77.25
		CITY HALL		001 5-650-2-6414	PRINTING & PUBLISHING EX	51.50
		DEVELOPMENT		001 5-599-2-6414	PRINTING & PUBLISHING EX	66.95
		FIRE		001 5-150-2-6414	PRINTING & PUBLISHING EX	51.50
		POLICE		001 5-110-2-6414	PRINTING & PUBLISHING EX	195.70
		PUBLIC WORKS		001 5-299-2-6490	CONSULTANT & PROFESSIONA	25.75
		PARKS & REC		001 5-440-2-6414	PRINTING & PUBLISHING EX	20.60
		PARKS & REC		001 5-410-2-6414	PRINTING & PUBLISHING EX	25.75
		=== VENDOR TOTALS ===	515.00			
=====						
01-000528	STAR EQUIPMENT, LTD					
I-20153700112		CHAIN SAW	2,163.88			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		CHAIN SAW		600 5-810-2-6504	MINOR EQUIPMENT	2,163.88
		=== VENDOR TOTALS ===	2,163.88			
=====						
01-001897	STOREY KENWORTHY					
I-PINV350571		TAX FORMS	150.72			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		TAX FORMS		001 5-650-2-6414	PRINTING & PUBLISHING EX	150.72
		=== VENDOR TOTALS ===	150.72			
=====						
01-002705	THE DES MOINES REGISTER					
I-010116-013116		SUBSCRIPTIONS	35.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		SUBSCRIPTIONS		001 5-610-1-6220	SUBSCRIPTIONS & EDUCATIO	35.00
		=== VENDOR TOTALS ===	35.00			
=====						
01-001869	THE GRAPHIC EDGE					
I-951496		YOUTH BASKETBALL	857.67			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		YOUTH BASKETBALL		001 5-440-2-6507	OPERATING SUPPLIES	857.67
I-954488		YOUTH BASKETBALL	33.18			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		YOUTH BASKETBALL		001 5-440-2-6507	OPERATING SUPPLIES	33.18
		=== VENDOR TOTALS ===	890.85			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-005630		TRUCK EQUIPMENT INC				
I-274008		CAMERA	305.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		CAMERA		110 5-250-2-6350	OPERATIONAL EQUIPMENT RE	305.00
		=== VENDOR TOTALS ===	305.00			
=====						
01-002435		TYLER TECHNOLOGIES				
I-025-140655		MAINTENANCE	17,657.47			
12/30/2015	AP	DUE: 12/30/2015 DISC: 12/30/2015		1099: N		
		MAINTENANCE		001 5-670-2-6490	CONSULTANT & PROFESSIONA	17,657.47
		=== VENDOR TOTALS ===	17,657.47			
=====						
01-001784		UNITY POINT CLINIC OCCUPATIONA				
I-188660		DRUG TEST	74.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		DRUG TEST		110 5-210-2-6490	CONSULTANT & PROFESSIONA	74.00
		=== VENDOR TOTALS ===	74.00			
=====						
01-003671		UNITYPOINT CLINIC				
I-710001552	0116	UNITYPOINT CLINIC	251.00			
12/30/2015	AP	DUE: 12/30/2015 DISC: 12/30/2015		1099: N		
		UNITYPOINT CLINIC		110 5-210-1-6182	ALLOWANCES	251.00
		=== VENDOR TOTALS ===	251.00			
=====						
01-001052		VEENSTRA & KIMM INC.				
I-14267-036	2	ROLLING GREEN PL 5	84.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		ROLLING GREEN PL 5		001 5-599-2-6490	CONSULTANT & PROFESSIONA	84.00
I-14267-038	2	VEENSTRA & KIMM INC.	186.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		VEENSTRA & KIMM INC.		001 5-599-2-6490	CONSULTANT & PROFESSIONA	186.00
I-14267-041	1	SILVERADO RANCH EST PL 2	214.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		SILVERADO RANCH EST PL 2		001 5-599-2-6490	CONSULTANT & PROFESSIONA	214.00
I-14267-042	1	ESTATES ON RIDGE PL 2	186.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		ESTATES ON RIDGE PL 2		001 5-599-2-6490	CONSULTANT & PROFESSIONA	186.00

PACKET: 03484 0107 COUNCIL
VENDOR SET: 01 CITY OF NORWALK
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-001052	VEENSTRA & KIMM	INC.				(** CONTINUED **)
=====						
I-14287 1		BEARDSLEY REG DET PH 1	316.00			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		BEARDSLEY REG DET PH 1		420 5-599-2-6407	ARCHITECTURE & ENGINEERI	316.00
=== VENDOR TOTALS ===			986.00			
=====						
01-002167	VERIZON WIRELESS					
=====						
I-9756648336		NOV USAGE	2,147.03			
1/07/2016	AP	DUE: 1/07/2016 DISC: 1/07/2016		1099: N		
		NOV USAGE		001 5-110-2-6373	TELECOMMUNICATIONS EXPEN	682.10
		NOV USAGE		001 5-440-2-6373	TELECOMMUNICATIONS EXPEN	166.87
		NOV USAGE		001 5-170-2-6373	TELECOMMUNICATIONS EXPEN	907.32
		NOV USAGE		001 5-650-2-6373	TELECOMMUNICATIONS EXPEN	123.92
		NOV USAGE		110 5-210-2-6373	TELECOMMUNICATIONS EXPEN	20.57
		NOV USAGE		600 5-811-2-6373	TELECOMMUNICATIONS EXPEN	20.69
		NOV USAGE		610 5-816-2-6373	TELECOMMUNICATIONS EXPEN	20.69
		NOV USAGE		110 5-210-2-6373	TELECOMMUNICATIONS EXPEN	61.96
		NOV USAGE		610 5-816-2-6373	TELECOMMUNICATIONS EXPEN	51.88
		NOV USAGE		600 5-811-2-6373	TELECOMMUNICATIONS EXPEN	80.02
		NOV USAGE		610 5-816-2-6373	TELECOMMUNICATIONS EXPEN	11.01
=== VENDOR TOTALS ===			2,147.03			
=== PACKET TOTALS ===			311,257.64			

** T O T A L S **

INVOICE TOTALS 311,257.64
 DEBIT MEMO TOTALS 0.00
 CREDIT MEMO TOTALS 0.00

BATCH TOTALS 311,257.64

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
					ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2015-2016		001-2020	ACCOUNTS PAYABLE	31,321.15-*						
		001-5-110-1-6181	ALLOWANCES - UNIFORMS	360.87	14,950	3,739.17				
		001-5-110-2-6332	VEHICLE REPAIR	990.89	17,500	11,277.39				
		001-5-110-2-6350	OPERATIONAL EQUIPMENT RE	461.00	2,000	1,011.24				
		001-5-110-2-6373	TELECOMMUNICATIONS EXPEN	1,127.19	21,000	5,570.24				
		001-5-110-2-6413	PAYMENT FOR SERVICES	355.60	15,000	10,239.34				
		001-5-110-2-6414	PRINTING & PUBLISHING EX	195.70	500	315.66- Y				
		001-5-110-2-6504	MINOR EQUIPMENT	302.83	5,000	2,707.00				
		001-5-110-2-6506	OFFICE SUPPLIES	136.95	4,500	3,247.32				
		001-5-110-2-6508	POSTAGE AND SHIPPING	16.65	1,300	586.49				
		001-5-150-2-6331	VEHICLE OPERATIONS	70.89	9,000	1,663.60				
		001-5-150-2-6414	PRINTING & PUBLISHING EX	51.50	700	648.50				
		001-5-150-2-6508	POSTAGE AND SHIPPING	17.90	0	56.40- Y				
		001-5-170-2-6373	TELECOMMUNICATIONS EXPEN	907.32	1,500	1,316.11- Y				
		001-5-190-2-6490	CONSULTANT & PROFESSIONA	125.00	1,500	1,125.00				
		001-5-190-2-6507	OPERATING SUPPLIES	51.86	300	9.98- Y				
		001-5-299-2-6490	CONSULTANT & PROFESSIONA	25.75	200	131.25				
		001-5-410-2-6414	PRINTING & PUBLISHING EX	25.75	500	474.25				
		001-5-410-2-6508	POSTAGE AND SHIPPING	14.25	3,500	3,422.31				
		001-5-410-3-6728	CAPITAL IMPROVEMENTS	869.74	0	3,554.74- Y				
		001-5-440-1-6210	ASSOCIATION DUES	165.00	550	485.00- Y				
		001-5-440-2-6373	TELECOMMUNICATIONS EXPEN	166.87	3,500	2,325.97				
		001-5-440-2-6414	PRINTING & PUBLISHING EX	20.60	0	20.60- Y				
		001-5-440-2-6507	OPERATING SUPPLIES	903.57	30,000	11,961.75				
		001-5-440-2-6508	POSTAGE AND SHIPPING	5.35	500	487.92				
		001-5-460-2-6413	PAYMENT FOR SERVICES	52.50	500	26.50				
		001-5-599-1-6182	ALLOWANCES	250.00	300	64.97- Y				
		001-5-599-2-6414	PRINTING & PUBLISHING EX	66.95	1,000	933.05				
		001-5-599-2-6490	CONSULTANT & PROFESSIONA	670.00	55,000	36,774.53				
		001-5-599-2-6506	OFFICE SUPPLIES	31.27	1,400	1,378.66- Y				
		001-5-599-2-6508	POSTAGE AND SHIPPING	106.03	400	71.35				

PACKET: 03484 0107 COUNCIL
VENDOR SET: 01 CITY OF NORWALK
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
		001-5-610-1-6220	SUBSCRIPTIONS & EDUCATIO	35.00	0	35.00-	Y	
		001-5-610-2-6490	CONSULTANT & PROFESSIONA	77.25	3,000	2,082.75		
		001-5-650-2-6310	BUILDING MAINTENANCE/REP	1,027.21	6,000	1,607.25-	Y	
		001-5-650-2-6373	TELECOMMUNICATIONS EXPEN	802.13	15,000	4,312.86		
		001-5-650-2-6402	ADVERTISING & LEGAL PUBL	290.26	2,500	360.25		
		001-5-650-2-6414	PRINTING & PUBLISHING EX	202.22	7,000	6,169.80		
		001-5-650-2-6506	OFFICE SUPPLIES	325.46	2,250	384.31-	Y	
		001-5-650-2-6507	OPERATING SUPPLIES	379.00	3,000	653.31-	Y	
		001-5-650-2-6508	POSTAGE AND SHIPPING	80.37	4,500	4,153.97		
		001-5-670-2-6490	CONSULTANT & PROFESSIONA	19,556.47	43,000	23,113.53		
		110-2020	ACCOUNTS PAYABLE	15,689.10-*				
		110-5-210-1-6182	ALLOWANCES	251.00	1,200	927.00		
		110-5-210-2-6332	VEHICLE REPAIR	717.08	18,000	12,990.72		
		110-5-210-2-6333	FUEL	11,440.71	90,000	62,605.28		
		110-5-210-2-6350	OPERATIONAL EQUIPMENT RE	1,041.07	12,000	12,048.86-	Y	
		110-5-210-2-6373	TELECOMMUNICATIONS EXPEN	82.53	1,500	922.21		
		110-5-210-2-6417	STREET MAINTENANCE SUPPL	605.55	80,000	28,350.02		
		110-5-210-2-6490	CONSULTANT & PROFESSIONA	74.00	5,000	5,784.00-	Y	
		110-5-250-2-6350	OPERATIONAL EQUIPMENT RE	305.00	12,000	8,500.62		
		110-5-250-2-6417	STREET MAINTENANCE SUPPL	1,172.16	42,000	7,376.23		
		113-2020	ACCOUNTS PAYABLE	366.45-*				
		113-5-660-1-6152	SELF FUNDING REIMBURSEME	366.45	39,000	14,555.09		
		125-2020	ACCOUNTS PAYABLE	1,150.50-*				
		125-5-535-2-6490	CONSULTANT & PROFESSIONA	1,150.50	38,500	29,404.00	3,809,179	3,283,889.10
		420-2020	ACCOUNTS PAYABLE	316.00-*				
		420-5-599-2-6407	ARCHITECTURE & ENGINEERI	316.00	151,940	134,936.90		
		425-2020	ACCTS PAYABLE	173,782.00-*				
		425-5-410-4-6728	CAPITAL IMPROVEMENTS	173,782.00	200,000	19,926.65		
		600-2020	ACCOUNTS PAYABLE	87,635.05-*				
		600-4-810-1-4500	*NON-EXPENSE	455.75	1,400,000-	655,639.74-		
		600-5-810-2-6350	OPERATIONAL EQUIPMENT RE	78.18	1,000	780.09		
		600-5-810-2-6504	MINOR EQUIPMENT	2,163.88	3,000	420.43		
		600-5-810-2-6507	OPERATING SUPPLIES	4,190.83	65,000	51,263.48		
		600-5-810-3-6728	CAPITAL IMPROVEMENTS	80,154.33	332,000	183,292.64		
		600-5-811-2-6373	TELECOMMUNICATIONS EXPEN	100.71	2,500	1,276.98		
		600-5-811-2-6508	POSTAGE AND SHIPPING	491.37	10,000	2,054.45		
		610-2020	ACCOUNTS PAYABLE	984.87-*				
		610-5-815-1-6182	ALLOWANCES	43.00	500	457.00		
		610-5-815-2-6350	OPERATIONAL EQUIPMENT RE	590.21	8,000	22,332.14-	Y	
		610-5-816-2-6373	TELECOMMUNICATIONS EXPEN	83.58	7,500	5,906.93		
		610-5-816-2-6508	POSTAGE AND SHIPPING	268.08	7,000	5,072.75		
		740-2020	ACCOUNTS PAYABLE	12.52-*				
		740-4-865-1-4530	*NON-EXPENSE	12.52	3,600-	1,529.24-		
		999-1300	DUE FROM 001-GENERAL FUN	31,321.15 *				
		999-1303	DUE FROM 110-ROAD USE TA	15,689.10 *				

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
		999-1305	DUE FROM 125-TIF	1,150.50 *						
		999-1317	DUE FROM 600-WATER FUND	87,635.05 *						
		999-1324	DUE FROM 740-STORM WATER	12.52 *						
		999-1331	DUE FROM 610-SEWER FUND	984.87 *						
		999-1343	DUE FROM 113 T A SELF FU	366.45 *						
		999-1405	DUE FROM 420 STORM WATER	316.00 *						
		999-1425	DUE FROM 425	173,782.00 *						
			** 2015-2016 YEAR TOTALS	311,257.64						

PACKET: 03484 0107 COUNCIL
VENDOR SET: 01 CITY OF NORWALK
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
001	12/2015	17,728.36
001	1/2016	13,592.79
110	12/2015	251.00
110	1/2016	15,438.10
113	1/2016	366.45
125	1/2016	1,150.50
420	1/2016	316.00
425	1/2016	173,782.00
600	12/2015	80,154.33
600	1/2016	7,480.72
610	1/2016	984.87
740	1/2016	12.52

NO ERRORS NO WARNINGS

** END OF REPORT **

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

RESOLUTION NO.

Resolution officially naming depositories for the City of Norwalk for 2016

WHEREAS the City of Norwalk is required by the State Code of Iowa to list financial institutions that will be depositories for the City.

THEREFORE BE IT RESOLVED that the City Council of the City of Norwalk approves the following list of financial institutions to be depositories of the City of Norwalk funds in accordance will all applicable provisions of Chapters 452 and 453 of the State of Iowa Code.

BE IT FURTHER RESOLVED that the City Clerk, City Manager, Deputy City Clerk or Mayor are authorized to deposit City of Norwalk funds in an amount not to exceed the maximum approved for each respective financial institution as set out below

<u>Depository</u>	<u>Maximum Balance in effect under this Resolution</u>
City State Bank	\$15,000,000
Community State Bank	\$1,500,000

BE IT FINALLY RESOLVED that all Resolutions or parts of Resolutions in conflict with this Resolution are hereby repealed.

Passed and approved this 7th day of January, 2016.

Tom Phillips, Mayor

ATTEST:

Jodi Eddleman, City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Isley	___	___	___
Kuhl	___	___	___
Lester	___	___	___
Livingston	___	___	___
Riva	___	___	___

RESOLUTION NO.

Resolution officially naming publications for the City of Norwalk for 2016

WHEREAS; The City of Norwalk as a matter of good practice wishes to name the official newspaper for publication requirements.

THEREFORE BE IT RESOLVED; That the City Council of the City of Norwalk name the North Warren Town and County News, the Indianola Record Herald and the Des Moines Register as official newspapers for publications.

Passed and approved this 7th day of January 2016

Tom Phillips, Mayor

ATTEST;

ATTEST:

Jodi Eddleman, City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Isley	___	___	___
Kuhl	___	___	___
Lester	___	___	___
Livingston	___	___	___
Riva	___	___	___

**NOTICE OF PUBLIC HEARING
AMENDMENT OF CURRENT CITY BUDGET**

The City Council of Norwalk in WARREN & POLK County, Iowa
will meet at 705 North Avenue
at 6 p.m. on 01/21/2016
(hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2016
(year)

by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.
Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

		Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources				
Taxes Levied on Property	1	5,051,796		5,051,796
Less: Uncollected Property Taxes-Levy Year	2	0		0
Net Current Property Taxes	3	5,051,796	0	5,051,796
Delinquent Property Taxes	4	0		0
TIF Revenues	5	1,912,609		1,912,609
Other City Taxes	6	332,869		332,869
Licenses & Permits	7	169,300		169,300
Use of Money and Property	8	99,182		99,182
Intergovernmental	9	1,067,503		1,067,503
Charges for Services	10	4,398,292		4,398,292
Special Assessments	11	0		0
Miscellaneous	12	549,082		549,082
Other Financing Sources	13	0		0
Transfers In	14	4,593,018		4,593,018
Total Revenues and Other Sources	15	18,173,651	0	18,173,651
Expenditures & Other Financing Uses				
Public Safety	16	2,890,179	120,900	3,011,079
Public Works	17	1,480,659		1,480,659
Health and Social Services	18	10,438		10,438
Culture and Recreation	19	1,178,752		1,178,752
Community and Economic Development	20	1,121,712	16,700	1,138,412
General Government	21	659,329	0	659,329
Debt Service	22	2,025,179		2,025,179
Capital Projects	23	6,161,346		6,161,346
Total Government Activities Expenditures	24	15,527,594	137,600	15,665,194
Business Type / Enterprises	25	4,164,615		4,164,615
Total Gov Activities & Business Expenditures	26	19,692,209	137,600	19,829,809
Transfers Out	27	4,593,018	25,759	4,618,777
Total Expenditures/Transfers Out	28	24,285,227	163,359	24,448,586
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	29	-6,111,576	-163,359	-6,274,935
Beginning Fund Balance July 1	30	9,626,664		9,626,664
Ending Fund Balance June 30	31	3,515,088	-163,359	3,351,729

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

Increase in personnel and equipment expenses for the police and community development departments.

There will be no increase in tax levies to be paid in the current fiscal year named above related to the proposed budget amendment. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget.

Jean Furler

City Clerk/ Finance Officer Name



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 13
For Meeting of 01.07.2015

ITEM TITLE: Consideration of a resolution releasing property from easement in the City of Norwalk, Iowa (bike trail easement release)

CONTACT PERSON: Jim Dougherty, City Attorney
Wade Wagoner, Planning Director
Luke Parris, City Planner

SUMMARY EXPLANATION:

The Development Agreement with Farms of Holland (FOH) contains the following provision:

- 9. The City will release the current bike trail easement previously granted to the City by FOH upon ground owned by FOH West of the Property.

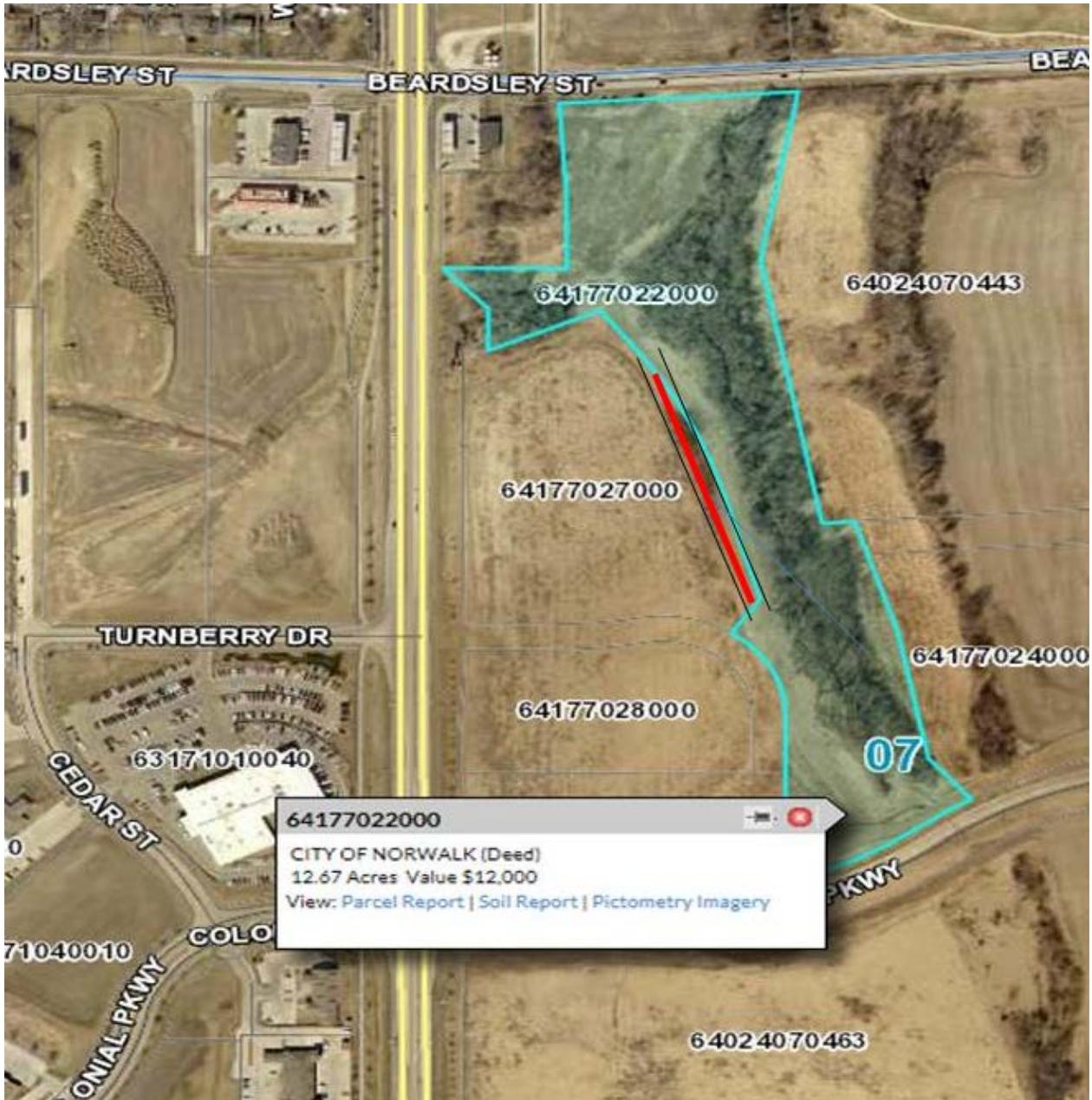
This bike trail easement is currently a 30 foot wide swath covering the entirety of the FOH ground and appears as a title objection when the developer attempts to sell property. The developer has asked that we remove this encumbrance.

The easement over the entire property, pending approval of this resolution, will be replaced with another, more narrowly defined easement, depicted on the attached map.

<input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Contract <input type="checkbox"/> Other (Specify) _____
Funding Source: _____
APPROVED FOR SUBMITTAL _____ <div style="text-align: center;"></div> <div style="text-align: center;">City Manager</div>

STAFF RECOMMENDATION:

Staff recommends approval of the resolution vacating the old easement and reassigning a new easement over the exiting sanitary sewer main.



The new easement is shown (not to scale) by the two black lines over an existing sanitary sewer main in red.

Since there is already a sewer easement there, and since the bike trail easement covers the same piece of property, Farms of Holland has no objections to the new easement and asks that we proceed.

RESOLUTION RELEASING PROPERTY FROM EASEMENT IN THE CITY OF
NORWALK, IOWA

WHEREAS, The City of Norwalk was previously granted an easement dated June 9th, 2011 and filed of record June 10, 2011 in Book 2011, Page 4455 in the records of Recorder of Warren County Iowa (original easement); and

WHEREAS, the original easement provides for a thirty (30) foot wide easement, but does not describe a specific location within the described area and allows the City to determine the specific location within the general area described in the original easement; and

WHEREAS, the owner of the easement area has requested the City to release the following described property (released area) from the original easement area described in the original easement to facilitate the platting and sale of the property to a third party; to wit:

A 30' wide strip of property, as determined by the City of Norwalk, located in the Northwest Quarter of the Northwest Quarter of Section 7, Township 77 North, Range 24 West of the 5th P.M., Warren County, Iowa running approximately North and South from Beardsley Road on the North to Parcel "E" of the survey of the Southwest Quarter of the Northwest Quarter of Section 7, Township 77 North, Range 24 West of the 5th P.M., Warren County, Iowa, as shown in Book 2011, Page 3691 in the office of the Warren County Recorder on the South.

EXCEPT

Lots A, B, and C in Farms of Holland Plat 2 as conveyed to the City of Norwalk in the Deed recorded on October 27th, 2015 in Book 2015, Page 8830 in the Office of the Warren County Recorder.

AND EXCEPT

The real property described in the Sanitary Sewer Easement granted by The Farms of Holland LLC to the City of Norwalk recorded on July 1, 2014 in Book 2014, Page 4699 in the Recorders Office of Warren County, Iowa.

And

WHEREAS, the released area is not an area needed to accommodate the original easement and it is in the best interests of the City of Norwalk that the released area be released from the original easement area.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Norwalk, Iowa, as follows:

1. The following described property is hereby released from the burden of the easement dated June 9th, 2011 and filed of record June 10, 2011 in Book 2011, Page 4455 in the records of Recorder of Warren County Iowa.

A 30' wide strip of property, as determined by the City of Norwalk, located in the Northwest Quarter of the Northwest Quarter of Section 7, Township 77 North, Range 24 West of the 5th P.M., Warren County, Iowa running approximately North and South from Beardsley Road on the North to Parcel "E" of the survey of the Southwest Quarter of the Northwest Quarter of Section 7, Township 77 North, Range 24 West of the 5th P.M., Warren County, Iowa, as shown in Book 2011, Page 3691 in the office of the Warren County Recorder on the South.

EXCEPT

Lots A, B, and C in Farms of Holland Plat 2 as conveyed to the City of Norwalk in the Deed recorded on October 27th, 2015 in Book 2015, Page 8830 in the Office of the Warren County Recorder.

AND EXCEPT

The real property described in the Sanitary Sewer Easement granted by The Farms of Holland LLC to the City of Norwalk recorded on July 1, 2014 in Book 2014, Page 4699 in the Recorders Office of Warren County, Iowa.

2. The original easement shall remain in full force and effect for the remainder of all of the property described in the original easement.

Dated this 7th day of December, 2016.

Tom Phillips, Mayor

Attest:

Jodi Eddleman, City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Isley	—	—	—
Kuhl	—	—	—
Lester	—	—	—
Livingston	—	—	—
Riva	—	—	—

RESOLUTION RELEASING PROPERTY FROM EASEMENT IN THE CITY OF
NORWALK, IOWA

WHEREAS, The City of Norwalk was previously granted an easement dated June 9th, 2011 and filed of record June 10, 2011 in Book 2011, Page 4455 in the records of Recorder of Warren County Iowa (original easement); and

WHEREAS, the original easement provides for a thirty (30) foot wide easement, but does not describe a specific location within the described area and allows the City to determine the specific location within the general area described in the original easement; and

WHEREAS, the owner of the easement area has requested the City to release the following described property (released area) from the original easement area described in the original easement to facilitate the platting and sale of the property to a third party; to wit:

A 30' wide strip of property, as determined by the City of Norwalk, located in the Northwest Quarter of the Northwest Quarter of Section 7, Township 77 North, Range 24 West of the 5th P.M., Warren County, Iowa running approximately North and South from Beardsley Road on the North to Parcel "E" of the survey of the Southwest Quarter of the Northwest Quarter of Section 7, Township 77 North, Range 24 West of the 5th P.M., Warren County, Iowa, as shown in Book 2011, Page 3691 in the office of the Warren County Recorder on the South.

EXCEPT

Lots A, B, and C in Farms of Holland Plat 2 as conveyed to the City of Norwalk in the Deed recorded on October 27th, 2015 in Book 2015, Page 8830 in the Office of the Warren County Recorder.

AND EXCEPT

The real property described in the Sanitary Sewer Easement granted by The Farms of Holland LLC to the City of Norwalk recorded on July 1, 2014 in Book 2014, Page 4699 in the Recorders Office of Warren County, Iowa.

And

WHEREAS, the released area is not an area needed to accommodate the original easement and it is in the best interests of the City of Norwalk that the released area be released from the original easement area.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Norwalk, Iowa, as follows:

1. The following described property is hereby released from the burden of the easement dated June 9th, 2011 and filed of record June 10, 2011 in Book 2011, Page 4455 in the records of Recorder of Warren County Iowa.

A 30' wide strip of property, as determined by the City of Norwalk, located in the Northwest Quarter of the Northwest Quarter of Section 7, Township 77 North, Range 24 West of the 5th P.M., Warren County, Iowa running approximately North and South from Beardsley Road on the North to Parcel "E" of the survey of the Southwest Quarter of the Northwest Quarter of Section 7, Township 77 North, Range 24 West of the 5th P.M., Warren County, Iowa, as shown in Book 2011, Page 3691 in the office of the Warren County Recorder on the South.

EXCEPT

Lots A, B, and C in Farms of Holland Plat 2 as conveyed to the City of Norwalk in the Deed recorded on October 27th, 2015 in Book 2015, Page 8830 in the Office of the Warren County Recorder.

AND EXCEPT

The real property described in the Sanitary Sewer Easement granted by The Farms of Holland LLC to the City of Norwalk recorded on July 1, 2014 in Book 2014, Page 4699 in the Recorders Office of Warren County, Iowa.

2. The original easement shall remain in full force and effect for the remainder of all of the property described in the original easement.

Dated this 7th day of December, 2016.

Tom Phillips, Mayor

Attest:

Jodi Eddleman, City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Isley	—	—	—
Kuhl	—	—	—
Lester	—	—	—
Livingston	—	—	—
Riva	—	—	—



BUSINESS OF THE CITY COUNCIL
REVISED
AGENDA STATEMENT

Item No. 6g
For Meeting of 01.07.2016

ITEM TITLE: Consideration of a Proposed Resolution Ordering Construction of Public Improvements, Approving Plans and Specifications and Fixing a Date for the Receiving of Quotations for the Beardsley Regional Detention Facility Phase 1 Clearing

CONTACT PERSON: Tim Hoskins, Public Works Director

SUMMARY EXPLANATION: This project is in conjunction with the Regional Storm Water Detention Basin project that will take place between Beardsley and Colonial Parkway and just east of Sunset Dr. The project engineers have prepared preliminary plans and specifications, and estimated costs of the work, and a project schedule. This resolution establishes that this project is determined to be necessary and for the best interest of the City and its citizens to proceed with the Project. The project will consist of the removal, grubbing, and disposal of trees, shrubs, and other vegetation from the site identified in the bid documents.

Please note that staff was informed on Tuesday, January 5th that the engineer's estimate for the project would not exceed the amount triggering a public bid requirement and therefore only quotes would be needed. The resolution has been revised to remove the public hearing references.

<p><input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Contract <input type="checkbox"/> Other (Specify) _____</p> <p>Funding Source: <input type="checkbox"/> TIF _____</p> <p>APPROVED FOR SUBMITTAL _____ Marketta Oliver, City Manager</p>
--

STAFF RECOMMENDATION: Approval of the proposed resolution

RESOLUTION NO. _____

**RESOLUTION ORDERING CONSTRUCTION
OF CERTAIN PUBLIC IMPROVEMENTS,
APPROVING PRELIMINARY PLANS, AND FIXING A DATE FOR RECEIVING
OF QUOTATIONS FOR IMPROVEMENTS
KNOWN AS THE
BEARDSLEY REGIONAL DETENTION FACILITY
PHASE I CLEARING**

WHEREAS, it is deemed advisable and necessary to construct certain public improvements described in general as the Beardsley Regional Detention Facility Phase I Clearing, and has caused to be prepared preliminary plans, specifications and form of contract, together with estimate of cost, on file in the office of the Clerk for public inspection, for the construction of said public improvements, and said preliminary plans, specifications and form of contract are deemed suitable for the making of said public improvements; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORWALK, IOWA:

Section 1. That it is hereby determined that it is necessary and advisable to construct certain public improvements described in general as the Beardsley Regional Detention Facility Phase I Clearing in the manner set forth in the preliminary plans and specifications and form of contract, said public improvements being more generally described as follows:

All labor, materials, and equipment necessary for the removal, grubbing, and disposal of trees, shrubs, and other vegetation from the site identified in the bid documents.

BE IT FURTHER RESOLVED, that quotations shall be accepted by the City of Norwalk until 10:00 a.m. on January 27, 2016. Quotations will be accepted by email, fax, mail, or hand delivery and shall be prepared on forms provided by the project engineer and delivered as follows:

Jodi Eddleman, City Clerk
City of Norwalk
705 North Avenue
Norwalk, Iowa 50211

Fax: 515-981-0933 E-mail jeddeleman@norwalk.iowa.gov

BE IT FURTHER RESOLVED that the City Clerk is hereby designated as the authority to receive and open said quotations on behalf of the City of Norwalk, Iowa.

BE IT FURTHER RESOLVED, that the City Council shall consider quotations as recommended by the project engineer on February 4, 2015 at 6:00 o'clock P.M. in the Council Chambers at City Hall, 705 North Avenue, Norwalk, Iowa.

PASSED and ADOPTED this 7th day of January, 2016.

Tom Phillips, Mayor

ATTEST:

Jodi Eddleman, City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Riva	___	___	___
Kuhl	___	___	___
Isley	___	___	___
Lester	___	___	___
Livingston	___	___	___

TREASURER'S MONTHLY REPORT - CITY OF NORWALK NOVEMBER 2015							
FUND	Beginning Cash Balance	MTD Revenue	MTD Expenditures	Cash Basis Balance	Net Change Other assets	Net Change Liabilities	Accrual Ending Cash Balance
General	1,555,530.75	281,105.19	319,270.05	1,517,365.89		-4,676.98	1,512,688.91
Trust & Agency	36,110.96	2.28		36,113.24			36,113.24
Road Use Tax	741,135.97	111,537.20	60,648.39	792,024.78		640.61	792,665.39
Special Revenue	961,819.80	63,672.56	69,352.31	956,140.05		-798.88	955,341.17
T&A Self funding	-7,399.86		443.22	-7,843.08			-7,843.08
TIF	3,175,443.73	230,217.03	44,382.90	3,361,277.86			3,361,277.86
HIDTA forfeiture	18,083.64			18,083.64			18,083.64
Economic Development	28,313.81	1.79	9,147.33	19,168.27		12.54	19,180.81
Emergency Fund	32,036.45	2.02		32,038.47			32,038.47
T&A Plumbers Bonds	10,395.05	0.66		10,395.71			10,395.71
T&A Library Trust	28,287.36	297.67		28,585.03			28,585.03
T&A Park Trust	117,273.35	782.72		118,056.07			118,056.07
Debt Service	427,028.30	110,235.03		537,263.33			537,263.33
Capital Improvements	-231,551.44	29.98	135,964.22	-367,485.68			-367,485.68
NCIS Infrastructure	2,089,092.43	102.00	804,425.69	1,284,768.74			1,284,768.74
Water Utility	823,047.23	134,520.46	142,301.08	815,266.61		55.94	815,322.55
Water sinking fund	6,378.75	38,272.52		44,651.27			44,651.27
Water Improvement	259,959.74	16.43		259,976.17			259,976.17
Water T&A	216,081.52	3,721.15	1,645.00	218,157.67			218,157.67
Water equipment replacement	60,288.00			60,288.00			60,288.00
Sewer Utility	1,195,189.45	159,088.22	147,864.24	1,206,413.43		73.15	1,206,486.58
Sewer sinking fund	-349,459.98	26,796.28		-322,663.70			-322,663.70
Sewer Improvement	164,537.22			164,537.22			164,537.22
Sewer Surplus	69,974.25	4.42		69,978.67			69,978.67
Northwest Sewer Trunk	-66,390.05		3,714.50	-70,104.55			-70,104.55
Sewer equipment replacement	90,683.77			90,683.77			90,683.77
Storm Water	974,799.12	25,913.78	11,739.59	988,973.31		13.82	988,987.13
Storm water equipment replacement	15,000.00			15,000.00			15,000.00
Warren Water Buyout	133,480.99	8.43		133,489.42			133,489.42
Equipment Revolving	-135,482.93		1,898.00	-137,380.93			-137,380.93
Outstanding Deposits							
Outstanding Checks							
Bank Balance							11,918,551.52
Reconciling Items: In INCODE not in Bank							
Fire Dept employee re-issued check							239.11
Ending Cash Balance	12,439,687.38	1,186,327.82	1,752,796.52	11,873,218.68		-4,679.80	11,918,790.63
City State Bank	8,010,742.77						
City State Bank MIM	3,225,527.01						
City State Dog Park	8,803.99						
City State HIDTA	20,288.64						
Community State Bank	653,428.22						
Total Bank Balance	11,918,790.63						
							Finance Director: Jean Furler

CITY OF NORWALK
 MTD TREASURERS REPORT
 AS OF: NOVEMBER 1, 2015

FUND	BEGINNING CASH BALANCE	M-T-D REVENUES	M-T-D EXPENSES	CASH BALANCE	NET CHANGE OTHER ASSETS	NET CHANGE LIABILITIES	ACCURUL ENDING CASH BALANCE	TOTAL INVESTMENTS
605-T & A WATER DEPOSITS	216,081.52	3,721.15	1,645.00	218,157.67	0.00	0.00	218,157.67	0.00
606-WATER EQUIPMENT REPLAC	60,288.00	0.00	0.00	60,288.00	0.00	0.00	60,288.00	0.00
610-SEWER FUND	731,198.65	159,070.87	147,864.24	742,405.28	0.00	73.15	742,478.43	0.00
611-SEWER REV SINKING FUND	4,466.05	26,796.28	0.00	31,262.33	0.00	0.00	31,262.33	0.00
612-SEWER RESERVE	110,064.77	17.35	0.00	110,082.12	0.00	0.00	110,082.12	0.00
613-SEWER IMPROVEMENT	164,537.22	0.00	0.00	164,537.22	0.00	0.00	164,537.22	0.00
614-SEWER SURPLUS	69,974.25	4.42	0.00	69,978.67	0.00	0.00	69,978.67	0.00
615-NORTHWEST SEWER TRUNK PRO	(66,390.05)	0.00	3,714.50	(70,104.55)	0.00	0.00	(70,104.55)	0.00
616-SEWER EQUIPMENT REPLACE	90,683.77	0.00	0.00	90,683.77	0.00	0.00	90,683.77	0.00
670-SOLID WASTE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
740-STORM WATER UTILITY	974,799.12	25,913.78	11,739.59	988,973.31	0.00	13.82	988,987.13	0.00
746-STORM EQUIPMENT REPLAC	15,000.00	0.00	0.00	15,000.00	0.00	0.00	15,000.00	0.00
750-WARREN WATER BUYOUT	133,480.99	8.43	0.00	133,489.42	0.00	0.00	133,489.42	0.00
810-EQUIPMENT REVOLVING FUND	(135,482.93)	0.00	1,898.00	(137,380.93)	0.00	0.00	(137,380.93)	0.00
830-T & A 2/7TH PAY PERIOD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
910-DEFERRED COMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

GRAND TOTAL	12,439,687.38	1,186,327.82	1,752,796.52	11,873,218.68	0.00	(4,679.80)	11,868,538.88	0.00
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City State Bank	8,010,742.77	Interest	202.19					
City State Bank MM	3,225,527.01		530.14					
City State Bank HSDTA	20,288.64							
City State Bank Dog Park	8,803.99							
Community State Bank	653,428.22		53.7					
Bank Balance	11,918,790.63		786.03					
	11,918,790.63		(54,106.56)					
			4,093.92					
	11,868,777.99	Cash Account						

OUTSTANDING DEPOSITS	4,093.92
OUTSTANDING CHECKS	54,106.56
BANK BALANCE	11,918,551.52
	<u>11,918,770.03</u>
	239.11

2016 APPOINTMENTS		
Position/Agency	Appointee	Alternate(s)
Mayor Pro Tem	Erika Isley	as assigned
BRAVO	City Manager	Parks and Recreation Director
Central Iowa Regional Drinking Water Consortium (CIRDWC)	Public Works Director	Public Works Superintendent
City / School Committee	Mayor	
	Any interested Council Member	
	City Manager	
	Department Directors and other staff, as needed	
Des Moines Metropolitan Planning (MPO) - Policy committee	Stephanie Riva	Plan and Econ Dev Director
(MPO) - Tech committee	City Planner	Plan and Econ Dev Director
(MPO) - Bicycle/Pedestrian	Jim Lane	City Planner
Metro Advisory Council (MAC)	Mayor	Mayor Pro Tem
Metro Advisory Council - Legislative Advisory Council (MAC-LAC)	Jaki Livingston	City Manager
Metro Waste Authority (MWA)	Jaki Livingston	Public Works Director
(MWA) - Executive Finance	Finance Director	City Manager
Mid Iowa Local Governments (MIALG)	Mayor	Mayor Pro Tem
Purple Heart Highway	Mayor	Mayor Pro Tem
	City Manager	Plan and Econ Dev Director
Polk County Conference Board	Mayor	City Manager
Warren County Compensation Board	City Manager	Finance Director
Warren County 911 Board	Police Chief	Fire Chief
Warren County Conference Board	Mayor	Mayor Pro Tem
Warren County Economic Development Corp (WCEDC)	Mayor	Plan and Econ Dev Director
Warren County Emergency Management Board	Mayor	Mayor Pro Tem
Wastewater Reclamation Authority (WRA) - Management	Public Works Director	City Manager
(WRA) - Technical	Public Works Director	City Planner
Board of Adjustment Liaison	Stephanie Riva	Mayor
Construction Board of Appeals Liaison	Stephanie Riva	Mayor
Library Board of Trustees Liaison	Ed Kuhl	Mayor
Parks and Recreation Advisory Commission Liaison	David Lester	Mayor
Planning and Zoning Commission Liaison	Stephanie Riva	Mayor
Utility Advisory Commission Liaison	Jaki Livingston	Mayor
Stormwater Advisory Committee Liaison	Erika Isley	Mayor
Ad Hoc Committees with City Manager (others may form, some may go away)		
Personnel	Mayor	
	Finance Director	
Economic Development Committee	Mayor	
	Erika Isley	
	Stephanie Riva	
	Plan and Econ Dev Director	
Marketing	Mayor	
	Plan and Econ Dev Director	
Forfeiture Committee	Mayor	
(ad hoc committee that reviews and approves	Jaki Livingston	
forfeiture expenditures as recommended by the Police	City Attorney	
Chief)	City Manager	
	Police Chief	

2016 Council Meeting Schedule/City Facilities Closures

- January 1: New Year's Day: City facilities Closed
- January 7: Regular Council meeting – City Hall – 6:00 p.m.
- January 9: Community Chat – City Hall – 9 to 10:30 a.m.
- January 21: Regular Council meeting – City Hall – 6:00 p.m.
- January 23: Special Council workshop – Budget (Saturday morning) – 8:30 to 11:30 a.m.
- January 28: Special Council workshop - Budget – Public Safety Complex Training Room - 5:30 p.m.
- February 4: Regular Council meeting – City Hall – 6:00 p.m.
- February 11: Special Council workshop – Budget – Public Safety Complex Training Room – 5:30 p.m.
- February 13: Community Chat – City Hall – 9 to 10:30 a.m. (could also be changed to a Budget Workshop if needed)
- February 18: Regular Council meeting– City Hall – 6:00 p.m.
- March 3: Regular Council meeting– City Hall – 6:00 p.m.
- March 12: Community Chat cancelled due to Spring Break.
- March 17: No Council meeting – Spring Break
- March 31: Council study session – Public Safety Complex Training Room – 5:30 p.m.
- April 7: Regular Council meeting– City Hall – 6:00 p.m.
- April 9: Community Chat – City Hall – 9 to 10:30 a.m.
- April 21: Regular Council meeting– City Hall – 6:00 p.m.
- May 5: Regular Council meeting– City Hall – 6:00 p.m.
- May 14: Community Chat – City Hall – 9 to 10:30 a.m.
- May tbd: Greater Des Moines Partnership D.C. trip
- May 19: Regular Council meeting– City Hall – 6:00 p.m.
- May 30: Memorial Day: City facilities closed
- June 2: Regular Council meeting– City Hall – 6:00 p.m.

June 11: Community Chat – City Hall – 9 to 10:30 a.m.

June 16: Regular Council meeting– City Hall – 6:00 p.m.

June 30: Council study session – Public Safety Complex Training Room – 5:30 p.m.

July 4: Independence Day: City facilities closed

July 7: Regular Council meeting – City Hall – 6:00 p.m.

July 9: Community Chat – City Hall – 9 to 10:30 a.m.

July 21: Regular Council meeting– City Hall – 6:00 p.m.

August 4: Regular Council meeting– City Hall – 6:00 p.m.

August 13: Community Chat – City Hall – 9 to 10:30 a.m.

August 18: Regular Council meeting– City Hall – 6:00 p.m.

September 1: Regular Council meeting– City Hall – 6:00 p.m.

September 5: Labor Day: City facilities closed

September 10: Community Chat – City Hall – 9 to 10:30 a.m.

September 14-16: Iowa League of Cities Annual Conference

September 15: Regular Council meeting (cancelled due to Iowa League of Cities Annual Conference)

September 29: Council study session – Public Safety Complex Training Room – 5:30 p.m.

October 6: Regular Council meeting– City Hall – 6:00 p.m.

October 8: Community Chat – City Hall – 9 to 10:30 a.m.

October 20: Regular Council meeting– City Hall – 6:00 p.m.

November 3: Regular Council meeting– City Hall – 6:00 p.m.

November 11: Veterans Day: City facilities closed

November 12: Community Chat – City Hall – 9 to 10:30 a.m.

November 17: Regular Council meeting– City Hall – 6:00 p.m.

November 24-25: Thanksgiving: City facilities closed

December 1: Regular Council meeting– City Hall – 6:00 p.m.

December 10: Community Chat – City Hall – 9 to 10:30 a.m.

December 15: Regular Council meeting– City Hall – 6:00 p.m.

December 23-26: Christmas: City facilities closed

December 29: Council study session – Public Safety Complex Training Room – 5:30 p.m.



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 11
For Meeting of 01.07.2016

ITEM TITLE: Consideration of resolution approving change order #2 and accepting Public Improvements Known as the Norwalk Public Library Roof Evaluation and Replacement Project

CONTACT PERSON: Tim Hoskins, Public Works Director

SUMMARY EXPLANATION: At the July 16, 2015 City Council meeting the contract for the Norwalk Public Library Roof Evaluation and Replacement was awarded to Exterior Sheet Metal, Inc. There has previously been one change order to this project, which was an extension of time and had no monetary impact on the project. The second change order, which is submitted for approval is in the amount of \$2,828 and is for the removal and replacement of wet and deteriorated insulation and wood blocking. When the contract was bid, it was noted that there would likely need to be insulation and wood blocking replaced, however the quantity was unknown so the bidders were asked to bid a unit price. This change order is in an amount that multiplies the unit price that is in the contact of \$7.00/square foot, by the amount in need of replacement, which was 404 square feet.

Original Contract Amount: _____ \$180,100.00

<u>Change Order</u>	<u>Reason</u>	<u>Amount</u>
Change Order #1	Time extension	\$ 0.00
Change Order #2	Damaged insulation	<u>\$ 2,828.00</u>
	Total Change Orders	\$ 2,828.00

Total New Contract Sum: _____ \$ 182,928.00

The project architect, Donald L. Seymour with FEH Associates, Inc. has now provided a Certificate of Substantial Completion for the project allowing for acceptance of the work by the City of Norwalk. The resolution under consideration by Council also accepts the contact improvements and begins the warranty period.

<p><input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Contract <input type="checkbox"/> Other (Specify) _____</p> <p>Funding Source: _____ N/A _____</p> <p>APPROVED FOR SUBMITTAL _____ <div style="text-align: center; margin-top: -10px;">  Marketa Oliver, City Manager </div> </p>

STAFF RECOMMENDATION: Approve the resolution.

**RESOLUTION ACCEPTING IMPROVEMENTS
KNOWN AS
NORWALK PUBLIC LIBRARY ROOF EVALUATION AND ROOF REPLACEMENT**

WHEREAS, the City Of Norwalk contracted with FEH Associates Inc. to evaluate and develop bid documents for the replacement of the Norwalk Public Library Roof; and

WHEREAS, Exterior Sheet Metal was awarded the contract on July 16, 2015 in the amount of \$180,100.00; and,

WHEREAS, Exterior Sheet Metal bid a price of \$7.00/square foot for the replacement of insulation and there were 404 square feet in need of replacement, requiring a second change order to the contract in the amount of \$2,828, bringing the total contract to \$182,928; and,

WHEREAS, FEH Associates Inc. has submitted a Certificate of Completion stating that the work of constructing the Norwalk Public Library Roof have been completed and substantially complies with the terms, conditions, and stipulations of the plans and specifications.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norwalk, Iowa, that:

1. Change order #2 in the amount of \$2,828 is hereby approved; and
2. Public Improvements knowns as the Norwalk Public Library Roof Evaluation and Roof Replacement are formally accepted and approved at this time.

Passed and approved this 7th day of January 2016.

Tom Phillips, Mayor

ATTEST:

Jodi Eddleman, City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Riva	—	—	—
Kuhl	—	—	—
Isley	—	—	—
Lester	—	—	—
Livingston	—	—	—



Document G701™ – 2001

Change Order

PROJECT <i>(Name and address):</i> Norwalk Public Library Roof Evaluation and Roof Replacement 1051 North Ave, Norwalk, IA 50211	CHANGE ORDER NUMBER: 002 DATE:	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR <i>(Name and address):</i> Exterior Sheet Metal 1101 NE Main Street Grimes, Iowa 50111-2151	ARCHITECT'S PROJECT NUMBER: 2014220 CONTRACT DATE: July 17, 2015 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

In accordance with the requirements for Unit Price #1, as identified in spec section 01 2200, the following amounts of wet / deteriorated roof insulation were discovered during roofing demolition and are addressed in this change order.

Unit Price #1 - Removal of Wet or deteriorated roof insulation and wood blocking and replacement with new insulation and wood blocking.

Amounts found and replaced:	404 sq ft.
Unit Price per contract:	\$7.00 / sq ft
Cost Added by Unit Price:	\$2,828.00

The original Contract Sum was	\$	180,100.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	180,100.00
The Contract Sum will be increased by this Change Order in the amount of	\$	2,828.00
The new Contract Sum including this Change Order will be	\$	182,928.00

The Contract Time will be increased by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is unchanged.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>FEH Associates Inc</u> ARCHITECT <i>(Firm name)</i>	<u>Exterior Sheet Metal</u> CONTRACTOR <i>(Firm name)</i>	<u>City of Norwalk</u> OWNER <i>(Firm name)</i>
<u>604 East Grand Avenue, Des Moines, Iowa 50309</u> ADDRESS	<u>1101 NE Main Street, Grimes, Iowa 50111-2151</u> ADDRESS	<u>207 North Avenue, Norwalk, Iowa 50211</u> ADDRESS
 BY <i>(Signature)</i>	 BY <i>(Signature)</i>	 BY <i>(Signature)</i>
<u>Donald L. Seymour</u> <i>(Typed name)</i>	<u>Tim Schwarz</u> <i>(Typed name)</i>	<u>Tim Hoskins</u> <i>(Typed name)</i>
<u>12-7-15</u> DATE	DATE	DATE

APPLICATION AND CERTIFICATE FOR PAYMENT

TO GENERAL CONTRCATOR:

City of Norwalk

207 North Ave

Norwak, IA 50021

FROM CONTRACTOR:

Exterior Sheet Metal, Inc.

1101 N. Main Street

Grimes, IA 50111

CONTRACT FOR: Sheet Metal Work

PROJECT:

Easter Library

Norwalk, IA

FEH Associates Inc.
Architects | Engineers

DEC 23 2015

RECEIVED

APPLICATION NO: 1

APPLICATION DATE: 12/31/2015

PERIOD TO: 12/31/2015

PROJECT NO:

CONTRACT DATE: 7-17-2015

Distribution to:

OWNER

ARCHITECT

CONTRACTOR

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.

Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	<u>180,100</u>
2. Net change by Change Orders	\$	<u>2,828</u>
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	<u>182,928</u>
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	<u>182,928</u>
5. RETAINAGE:		
a. 0.05 % of Completed Work (Column D + E on G703)	\$	<u>9,146</u>
b. 0.05 % of Stored Material Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	<u>9,146</u>
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$	<u>173,782</u>
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	
8. CURRENT PAYMENT DUE	\$	<u>173,782</u>
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	<u>9,146</u>

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$2,828	
Total approved this Month	\$0	\$0
TOTALS	\$2,828	
NET CHANGES by Change Order	\$2,828	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

SUBCONTRACTOR: EXTERIOR SHEET METAL, INC.

By: Bryan K. Mallo Date: 12/31/2015

State of: IOWA

County of: POLK

Subscribed and sworn to before me this 31st day of December, 2015

Notary Public:

Angela Foreman



CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, Architect certifies to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED

\$ 173,782

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

ARCHITECT:

By: Donald Spurr Date: 12-23-15

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

APPLICATION NO: 1
 APPLICATION DATE: 12/31/2015
 PERIOD TO: 12/31/2015
 BUILDING NUMBER: 0

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)		
1	General Conditions	\$1,600		\$1,600	\$0	\$1,600	100.00%	\$0	\$80
2	Mobilization, bonds, insurance	\$5,200		\$5,200	\$0	\$5,200	100.00%	\$0	\$260
3	Close out docs	\$1,552		\$1,552	\$0	\$1,552	100.00%	\$0	\$78
4	Demo of existing roof	\$11,400		\$11,400	\$0	\$11,400	100.00%	\$0	\$570
5	New roofing				\$0	\$0		\$0	
a	Roof Insul & Membrane Materials	\$34,154		\$34,154	\$0	\$34,154	100.00%	\$0	\$1,708
	Roof Insul & Membrane Labor	\$25,881		\$25,881	\$0	\$25,881	100.00%	\$0	\$1,294
b	Metal Roofing & Flashing Materials	\$59,880		\$59,880	\$0	\$59,880	100.00%	\$0	\$2,994
	Metal Roofing & Flashing Labor	\$36,731		\$36,731	\$0	\$36,731	100.00%	\$0	\$1,837
c	Gutters & Downspouts- Material	\$1,249		\$1,249	\$0	\$1,249	100.00%	\$0	\$62
	Gutters & Downspouts- Labor	\$2,453		\$2,453	\$0	\$2,453	100.00%	\$0	\$123
12					\$0	\$0		\$0	
13	CO# 2- Water damage insulation	\$2,828		\$2,828	\$0	\$2,828	100.00%	\$0	\$141
14					\$0	\$0		\$0	
15					\$0	\$0		\$0	
16					\$0	\$0		\$0	
17					\$0	\$0		\$0	
18					\$0	\$0		\$0	
19					\$0	\$0		\$0	
20					\$0	\$0		\$0	
21					\$0	\$0		\$0	
22					\$0	\$0		\$0	
23					\$0	\$0		\$0	
24					\$0	\$0		\$0	
GRAND TOTALS		\$182,928	\$0	\$182,928	\$0	\$182,928	100.00%	\$0	\$9,146



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 12
For Meeting of 01.07.2016

ITEM TITLE: Consideration of second and possibly third reading(s) of an Ordinance amending the following section 17.10.060.2(D) of the Zoning Ordinance related to garage requirements for Multi-Family Dwelling - Apartments.

CONTACT PERSON: Luke Parris, City Planner
Wade Wagoner, Planning & Economic Development Director

SUMMARY EXPLANATION

Recently staff engaged in discussions with Creighton Cox, with C2 Policy Advocates, Inc., regarding the parking requirements for R-4 apartments. Mr. Cox was in disagreement with the proposed language in the Zoning District section, which reads:

"All multiple-family dwellings shall have no less than one garage space for each unit. The garage space may be attached or detached and shall be a minimum 10 feet in width and 20 feet in depth. The number of garage spaces required for each dwelling unit shall be for the exclusive use of the occupants of each dwelling unit. Garage spaces may not be transferred for use by another tenant or separate individual or entity."

Mr. Cox felt that the requirement of 1 garage space for each dwelling unit was too strict. Mr. Cox did not like this requirement because it would result in more garage spaces than are typically found on apartment projects.

At the December 3, 2015, City Council meeting, the Council discussed the garage requirements and heard from Mr. Cox and from Kris Sadoris from Hubbell Realty. Both Mr. Cox and Ms. Sadoris offered counterpoints to the proposed garage requirement. The Council directed staff to reevaluate the language and research other code.

Following the meeting, Mr. Cox presented staff with a compromise that he felt would work for both the City and the development community. Instead of 1-to-1 garage to unit ratio, Mr. Cox proposed a 60% garage to unit ratio and removing the clause that required the exclusivity of a single garage to a single unit. Staff also heard a proposed compromise from City Council members that would set the garage per unit ratio at 75%.

Staff conducted a review of all existing apartments in the City of Norwalk to determine the actual garage per unit ratio for each complex. That data is included below:

Legacy Landing – 120 Units, 90 garage spaces, 75% ratio
Cedarbrooke – 120 Units, 0 garages
High Pointe – 192 Units, 96 garage spaces, 50% ratio
Norwalk Village Estates – 56 units, 0 garages
Sunset Apartments – 40 units, 26 garages, 65% ratio

Norwalk Parkview Apartments 12 units, 0 garages
Countryside Apartments – 24 units, 16 garages, 67% ratio
Windflower Apartments – 60 units, 44 garages, 74% ratio
Norwalk Park Apartments – 36 units, 0 garages

Staff also reviewed other zoning codes from the surrounding jurisdictions to determine if any other communities had specific requirements. That review is included below:

Ankeny - No requirement identified

Altoona - No requirement identified

Clive - Each dwelling unit in a Multi-Family shall have a minimum of one enclosed parking area per unit.

Grimes - No requirement identified

Johnston - No requirement identified

Pleasant Hill - No requirement identified

Urbandale - No requirement identified

Waukee - No general requirement identified. In Kettlestone development – 1 space per unit.

West Des Moines - Vertically Attached Multi-Family, Apartments – no requirement and condominiums – 1 space per unit.

At the December 17, 2015 meeting, the Council determined that multiple-family dwellings shall have no less than 70% garage spaces for each dwelling unit and passed the first reading of an ordinance including that language. For consideration are the second and possibly third readings of that ordinance.

<p>___ Resolution <input checked="" type="checkbox"/> Ordinance ___ Contract ___ Other (Specify) _____</p> <p>Funding Source: _____ NA _____</p> <p>APPROVED FOR SUBMITTAL _____  City Manager</p>

STAFF RECOMMENDATION: This is a Council policy issue.

AN ORDINANCE AMENDING THE FOLLOWING SECTION 17.10.060.2(D) OF THE ZONING ORDINANCE RELATED TO GARAGE REQUIREMENTS FOR MULTI-FAMILY DWELLING - APARTMENTS.

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF NORWALK, IOWA:

SECTION 1. PURPOSE. The purpose of this ordinance is to amend Section 17.10.060(D) Multi-Family Dwelling - Apartments of the City of Norwalk Zoning Ordinance.

SECTION 2. AMENDMENT. The City of Norwalk Zoning Ordinance is hereby amended with the following:

Section 17.10.060(D) Multi-Family Dwelling is hereby deleted in its entirety and replaced with the following:

D. Multiple-Family Dwelling – Apartments, with no less than 3 dwelling units attached vertically and not exceeding eighteen (18) dwelling units per acre of lot area excluding public street right-of-way.

All multiple-family dwellings shall have no less than 70% garage spaces each dwelling unit. The garage space may be attached or detached and shall be a minimum 10 feet in width and 20 feet in depth.

SECTION 3. SEVERABILITY CLAUSE. In any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. EFFECTIVE DATE. This Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

PASSED AND APPROVED by the City Council of the City of Norwalk, Iowa on the 17th day of December, 2015.

Tom Phillips, Mayor

ATTEST:

Jody Eddleman, City Clerk

First Reading: December 17, 2015

Second Reading:

Third Reading:

I certify that the foregoing was published as Ordinance No. 15-14 on the ____ day of _____, 20 ____.

Jodi Eddleman, City Clerk



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 13
For Meeting of 01.07.2016

ITEM TITLE: Consideration of second and possibly third reading(s) of an Ordinance vacating a public access easement over Masteller Road.

CONTACT PERSON(S): Wade R. Wagoner, AICP LEED GA
Planning & Economic Development Director

SUMMARY EXPLANATION

Chapter 138 of the City of Norwalk City Code provides regulations for the "Vacation and Disposal of Streets." Section 138.02 specifically states that the City Council must refer the proposal to the Planning and Zoning Commission for study and review. The Planning and Zoning Commission shall then provide a written report and recommendation to the City Council regarding the proposed vacation of a City street. The City Council cannot vacate a street unless they find the following:

1. Public Use. The street, portion thereof or any public ground proposed to be vacated is not needed for the use of the public, and therefore, its maintenance at public expense is no longer justified.
2. Abutting Property. The proposed vacation will not deny owners of property abutting on the street reasonable access to their property.

At their December 3, 2015 meeting, the City Council held a public hearing and referred the matter of the vacation of Masteller Road to the Planning and Zoning Commission for review and recommendation. On December 14, 2015, the Planning and Zoning Commission met to review the proposed vacation and provide a recommendation focused on the two points described above. The City Council approved the first reading of this ordinance on December 17th, 2015.

DETAILS OF PROPOSED VACATION

The current alignment of Masteller Road is proposed to be vacated and a new alignment of Masteller Road will be developed by United Properties LLC as part of their commercial development within the Echo Valley PUD. The new alignment of Masteller Road would maintain the intersection at Iowa Highway 28. The intersection of Masteller and Beardsley Street would be relocated to the east along Beardsley Street. Current landowners adjacent to and with access to Masteller Road are United Properties Invest Co. LLC. and James Oil. The James Oil property has a secondary access to Beardsley Street. The United Properties Invest Co. LLC. does not have a second access, however, United Properties is redeveloping Masteller Road, which will maintain access to their property.

While a majority of the Masteller Road is now under construction, this ordinance contemplates vacating all of the North South Portion of the road, show in red on the map. (The City intends to

keep the northern east/west portion, shown in green, as it has been identified as the future access and likely signalization off of Iowa Highway 28.)

The City can choose to vacate all or a portion of the street or place conditions on the vacation such as a deal being reached by the two private property owners regarding the James Oil property.



____ Resolution	<input checked="" type="checkbox"/>	Ordinance	____ Contract	____ Other (Specify) _____
Funding Source: _____				
APPROVED FOR SUBMITTAL _____				
 City Manager				

PLANNING AND ZONING COMMISSION RECOMMENDATION

The Planning and Zoning Commission reviewed the proposed vacation on December 14, 2015. The Commission found that Masteller Road is no longer needed for the use of the public and that its maintenance at public expense is no longer justified. The Commission also found that abutting property owners would not be denied reasonable access to their property because the James Oil site maintained access to Beardsley Street. The Commission recommends that the north/south portion of Masteller be vacated and that the northerly east/west portion that connects to Iowa Highway 28 be preserved. The City Council approved the first reading of this ordinance on December 17th, 2015.

ORDINANCE NO. ____

AN ORDINANCE PROVIDING FOR THE VACATION OF A PORTION OF THE ROAD
KNOWN AS MASTELLER ROAD WITHIN THE CITY OF NORWALK, IOWA

Sections:

- Section 1. Purpose.
- Section 2. Facts Found.
- Section 3. Description.
- Section 4. Vacations.
- Section 5. Repealer.
- Section 6. Severability Clause.
- Section 7. When Effective.

BE IT ORDAINED BY THE CITY COUNCIL, CITY OF NORWALK, IOWA:

SECTION 1. PURPOSE. The purpose of this ordinance is to vacate a portion of Masteller Road, within the City of Norwalk, Iowa and thereby relieve the City of the responsibility for its maintenance and supervision, pursuant to Sections 354.23 and 364.12(2)(a), Iowa Code, and Chapter 138, Norwalk Code.

SECTION 2. FACTS FOUND. The City Council of the City of Norwalk, Iowa, herein makes the following findings:

1. The portion of Masteller Road described herein is not needed for the use of the public, and, therefore, the maintenance at public expenses is no longer justified.
2. The vacation will not deny owners of property abutting on the road reasonable access to their property.
3. The described road is of no benefit to the public.
4. Notice of Hearing of the intended vacation and said road was provided to the public as required by law.

SECTION 3. DESCRIPTION. Beginning at the SW Corner of Section 6, Township 77 North, Range 24 West of the 5th P.M.; thence N 86°37 1/2'E, 49.7 ft. along the south line of the Frl. SW ¼ Fr. SW ¼ of said Sec. 6 to the presently established easterly right of way line of Primary Road No. 28; the point of beginning; thence N00°00 ¾'E, 27.2 ft. along said right of way line to the south line of a certain tract of land described in Book 140, Page 575, in the office of the Warren County Recorder; thence N86°40 ¾ 'E, 132.0 ft. along said south line to the east line of said tract of land; thence N00°00 ¾'E, 727.0 ft. along said east line and the extension thereof of the NE Corner of a certain tract of land described in Book 186, Page 255, in the office of the Warren County Recorder; thence N90°00'E, 18.3 ft.; thence N00°00'W, 428.5ft.; thence N90°00'W, 147.8 ft. to the presently

established easterly right of way line of Primary Road No. 28; thence N00°18'E, 80.0 ft. along said right of way line; thence S90°00'E, 147.4 ft.; thence southeasterly 141.4 ft. along a 90.0 ft. radius curve, concave southwesterly having a long chord of 127.3 ft. bearing S00°00'E, 926.8 ft.; thence S04°03 1/2'E, 238.9 ft. to the south line of the Frl. SW 1/4 Frl. SW 1/4 of said Sec. 28; thence S86°37 1/2' W, 257.6 ft. along said south line to the Point of Beginning; containing 3.28 acres more or less. Note: The south line of the Frl. SW 1/4 FR. SW 1/4 of said Sec. 6 is assumed to bear N86°37 1/2' E.

- SECTION 4. VACATIONS. That the portion of the road described in Section 3 above is hereby declared vacated.
- SECTION 5. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.
- SECTION 6. SEVERABILITY CLAUSE. If any section, provisions or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.
- SECTION 7. WHEN EFFECTIVE. This ordinance shall be in effect after final passage, approval, and publication as provided by law.

APPROVED AND ADOPTED by the City Council of the City of Norwalk, Iowa, this ____ day of _____, 20__.

Tom Philips, Mayor

Attest:

Jodi Eddleman, City Clerk

First Reading: December 17, 2015

Second Reading: waived

Third Reading: waived

I certify that the foregoing was published as Ordinance No. 15-15 on the ____ day of _____, 20__.

Jodi Eddleman, City Clerk

Exhibit A



Exhibit B

Masteller Road Easement Vacation

The _____ **Jim Dougherty** _____ Addition to Norwalk, an Official Plat, Norwalk ,
Warren County, Iowa.