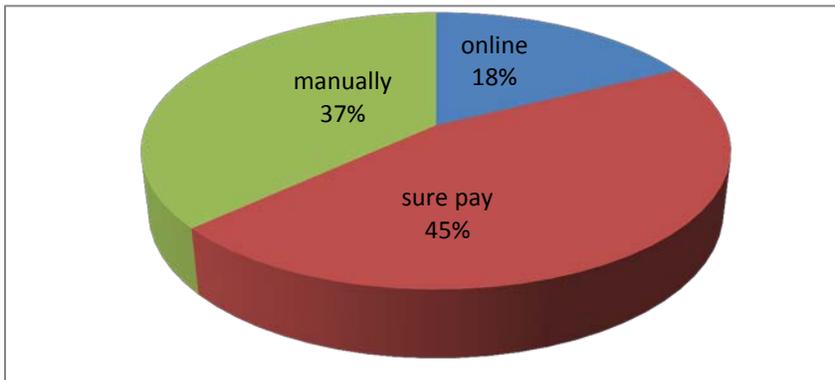


CITY HALL –
Clerk’s / Finance Office
FEBRUARY, 2016



Water Department

Meters were read on February 1st (for January consumption). Residents received bills in the mail around February 16th; payments were due, on these 3,641 **utility bills**, by March 4th. We received 2,138 payments in February. In all, 378 payments were received through our online payment site; 973 were processed through SurePay and the remaining 787 were receipted in manually by City Hall administrative staff from mail, drop box and walk-ins or call-ins.

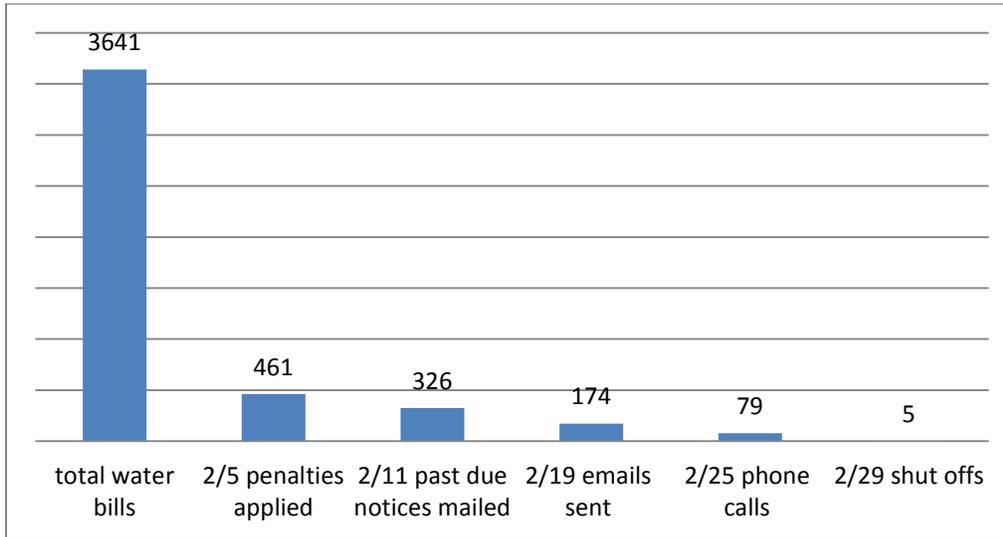


On February 5th, penalties were applied to 461 unpaid accounts. Past due notices were mailed out, on February 11th, to 326 utility customers. This included accounts that had made payment arrangements but were not yet paid and 63 rental properties. Copies were sent to the landlords as well.

As of February 19th, we had current email addresses on file for 174 of the past due accounts and reminders were sent. An additional 46 unpaid accounts did not receive this reminder because they did not provide this information to us.

A third reminder was sent February 25th. An automated phone message regarding their account being subject to shut off went out to 79 residents, who have given us current contact information. The calls were answered, or voicemail picked up, for all except 2.

Staff processed disconnections on February 29th for 5 shut offs; Curb Stop Repair letters will be sent to 1 resident who had a broken stop box.



This month the water department processed 44 **work orders** for meter reads and installations; new or transferred accounts; and disconnections. Included were 14 meters that were replaced. More meters continue to be changed out as residents call in with questions about their bills. If the total consumption is over 1 million gallons, or the meter is more than 13 years old, the water department is setting appointments to get the updated meters installed. Work orders also included 14 new residents, who signed up for service; and 2 current residents, who relocated within the city. There 10 were water meters installed for builders in February and 4 rental units reverted service back to the landlords.

Utility Advisory Commission did not meet in February. The UAC meeting agendas and minutes can be viewed on the website at:

<http://www.norwalk.iowa.gov/Departments/UtilityServices.aspx> .

City Hall Administration

Pick up for the **Compost it!** season will begin March 29th. Premium cart service stickers for 2016 will arrive and be available for purchase at City Hall on March 15th.

Forty-nine **Parking tickets** were paid at City Hall in February and citations, written more than 30 days ago, were returned to the Police Department for non-payment processing.

There were 131 **dog licenses** issued during the month of February, 464 year-to-date. Animal Control was not called out for any unidentified loose dogs this month.

Also at the front counter, during February, approximately 8 **new residents** came in to sign up for service and received a detailed explanation of the new resident packet. This information can also be found on our website at:

http://www.norwalk.iowa.gov/Portals/0/New%20Resident%20Packet/00_2015_07_01_NewResidentPacket_website.pdf

February included the usual monitoring of facebook pages; updates to the City website; preparation of Norwalk Living and Norwalk Notes publications. Media releases can be viewed at:

<http://www.norwalk.iowa.gov/AboutNorwalk/NewsItems.aspx>.

City Council held the regular 1st and 3rd Thursday meetings plus 1 study session in February. Agendas, packets and minutes for each of these meetings can be viewed on the city website at:

<http://www.norwalk.iowa.gov/YourGovernment/AgendasandMinutes.aspx>.

Finance Office

The City files with **Iowa Income Offset** to collect debt for utility bills and EMS fees. 1 new collection was added in February.

The city's bank accounts were **balanced and reconciled** for the current month. Additional FY 16-17 budget information was provided at the February 4th council meeting as follow up to the January presentation. A public hearing will be held March 3rd for further discussion, adoption and certification of the tax levy.



TO: HONORABLE MAYOR AND MEMBERS OF COUNCIL
FROM: RYAN COBURN, FIRE CHIEF
SUBJECT: MONTHLY REPORT – FEBRUARY 2016
DATE: APRIL 1, 2016

Significant Incidents

- There were no significant incidents in the month of November to report.

Training

- Norwalk Fire Department hosted EMS training with the topic of Substance Abuse.
- Olivia Kvitne, founder of Yoga for First Responders gave a presentation and workshop regarding the health benefits of yoga for stress debriefing and overall wellness for firefighter and EMS providers.

Statistical Reporting

- Total number of responses for February - 72
- Fire - 12
- EMS - 60
- Mutual Aid Responses - 5



Norwalk Easter Public Library

Monthly Director's Report

March 2016

**Board of Trustees
Fiscal Year 2016**

Board of Trustees

Tom Dunn
President

Andrea Johnson
Treasurer

Cindy Gavin
Secretary

Dyann Vilez

Elizabeth Thompson

Judy Corcoran

Steve Clarke

Holly Sealine
Director

Monthly Statistics (Used for Annual Report to State Library):

- Library Visitors during previous month: approx. 4,275
- Circulation of items during previous month:
 - 6,080 (items within library)
 - 625 (Bridges items)
 - 81 (Zinio items)
 - **6,786 Total**
- New Accounts during previous month:
 - 36 adult accounts
 - 4 juvenile accounts
- Meeting Room Rentals during previous month:
 - 11 rentals
- Reference Interactions during previous month:
 - 26 @ Circulation Desk
 - 42 @ Youth Services Desk
 - **68 Total**
- Library Volunteers during the previous month:
 - 3 participants
 - 8 number of hours volunteered
- Programming Statistics:

	# of Programs	# of Participants
Children's	17	448
Teen	1	18
Adult	3	22
Adult Outreach	3	24
Technology Help Sessions	3	3
Exam Proctoring	0	0

Assistant Director:

February Stats:	
Total # of Items Added	143
Total # of Items Withdrawn	358

Youth Services:

February was a fun month at the library! We hosted a kid's cooking class, an after-hours teen pizza and game night, drop-in activities when there was no school, and our regular after school and story time activities. We even had 11 babies at our monthly baby time for bubbles, bounces, and songs!

Adult Services:

February was a light month (no book club), but had fairly good attendance for the 3 programs, there were 22 participants:

1. 5 attended **Craft Night** – Stenciling (a couple were sick and couldn't come last moment)
2. 7 attended the **Foundation Outreach** program for the presentation on "Caddy Stacks." There was good support and discussion, and the date for this special summer read event and fundraiser will be July 1-3rd. Plans are moving forward and this month will be recruitment for sponsors.
3. 10 attended the second presentation in the **Trending Topics** series "Doing More With Less: Tiny Houses." Sean Spain, builder brought a slide show of 3 of the houses he's built for clients. There was a good conversation, with questions and answers from participants.
4. Most of this month was in preparation for a very busy March and other upcoming programs, including summer read.

February 2016 Park and Recreation Activities

February Highlights

February is the month that typically winds down our winter programs and get us motivated for Spring. Dream Team and Little Hoopers, Women's Volleyball, Sunday Open gym, Adult Volleyball and Adult exercise programs all ended. The Daddy Daughter Dance was held at St John's this year with an abundance of laughter, dancing, and a good time.

Park Commission Board

The board met on February 3. Five members were present. The pool, sports complex rental fees, brochure and Elizabeth Holland Park were the main topics discussed.

Staff

The brochure was complete and sent off to the printers. It should be back the first week of March for disbursement. Nancy and Jeff attended a one day pool school in Des Moines. Louise is back working at least half days, working her way up to full days.

Activity	Team	Participants
Craft Club		9
Art Class		10
Soccer: KB	6	38
soccer: KG	4	30
Soccer: J4K	20	117
Soccer: 1-2B	4	30
Soccer: 1-2G	4	42
Soccer: 3-4C	2	26
Soccer: 5-7C	2	21
Daddy Daughter Dance		188
OPALS Lunch		12
Fitness: SB, EB, Cir		36

Submitted by

Nancy Kuehl, Director

Norwalk Community Development February 2016 Monthly Report



Planning & Economic Development:

School Land Acquisition

City staff has been assisting the Norwalk School District in identifying potential sites for the location of a new elementary school. A demographic study completed for the school district identified a need for the new elementary school by 2020. The School District is currently working with Bishop Engineering to evaluate the feasibility of several sites to be serviced by the needed infrastructure for a school. The School District realizes the need for the new school is near and is working quickly to move forward with the project.

Comprehensive Plan and SubArea 1 Workshop

On February 11, 2016, the City Council and the Planning and Zoning Commission held a Joint Workshop to discuss an update to the City's Future Land Use Plan and the progress of the SubArea 1 Master Plan project. The discussion regarding the Future Land Use Plan revolved around residential growth policies, maintaining the current character of Norwalk, and identifying areas that need to be revisited on the Future Land Use map. The group focused on the following:

- Concern with large areas designated as high and medium residential development
- Controlling the development of large apartment complexes, perhaps several land use categories for townhomes and apartments
- Defining land use policies for high density residential development
- The 50th Street corridor as a main development corridor in the City, particularly along the north end near West Des Moines and the new Microsoft development
- The area near 50th Street and G14 as a potential node for development with more density and retail
- Add bike trail planning as part of the Comprehensive Plan
- Consider the impacts development has on storm water management and identify new locations for regional storm water detention facilities
- Identify neighborhoods to promote a sense of community ownership

Discussion on the SubArea 1 Master Plan focused on the type of development the City would want to see along the east side of Iowa Highway 28. There was a strong desire to avoid the corridor developing similar to the Merle Hay corridor in Des Moines, particularly wanting to limit a string a box retail. The highlight of the area was envisioned as a walkable main street/town center but also recognizing that the development needs to be economically viable and sustainable. This may mean a portion of the Iowa Highway 28 frontage may include a larger retail use. The SubArea would also contain a mix of uses including residential, office, civic, and park uses.

The City Staff has set a public input meeting for both projects on March 24, 2016 at 5:30 PM at the Norwalk Public Safety Building, 1100 Chatham Avenue. A flyer for the meeting is included at the end of this report.

Welcome Sign Update

Jonathan Martin with RDG Planning and Design has indicated that drawings, estimates, and bids should be reading in March. In seeking estimates, Mr. Martin indicated that prices for the decorative arches and manufactured stone on the back side of the sign would be broken out separately. The City Council will need to approve the final design. Once approved, Mr. Martin indicated that the construction of the sign would take a couple of months.



Proposed sign concept

Cort Landing rezoning

In 2015, the City rezoned property at the northwest corner of Wright Road and Iowa Highway 28 from commercial to single family residential, with one commercial parcel being left at the corner of Elm Avenue and Iowa Highway 28. The developer and engineer have analyzed the feasibility of developing this parcel commercially and determined that it would be difficult due to City buffer requirements. The developer is requesting that the City consider a rezoning of the parcel from C-2 commercial to R-1 single family residential.

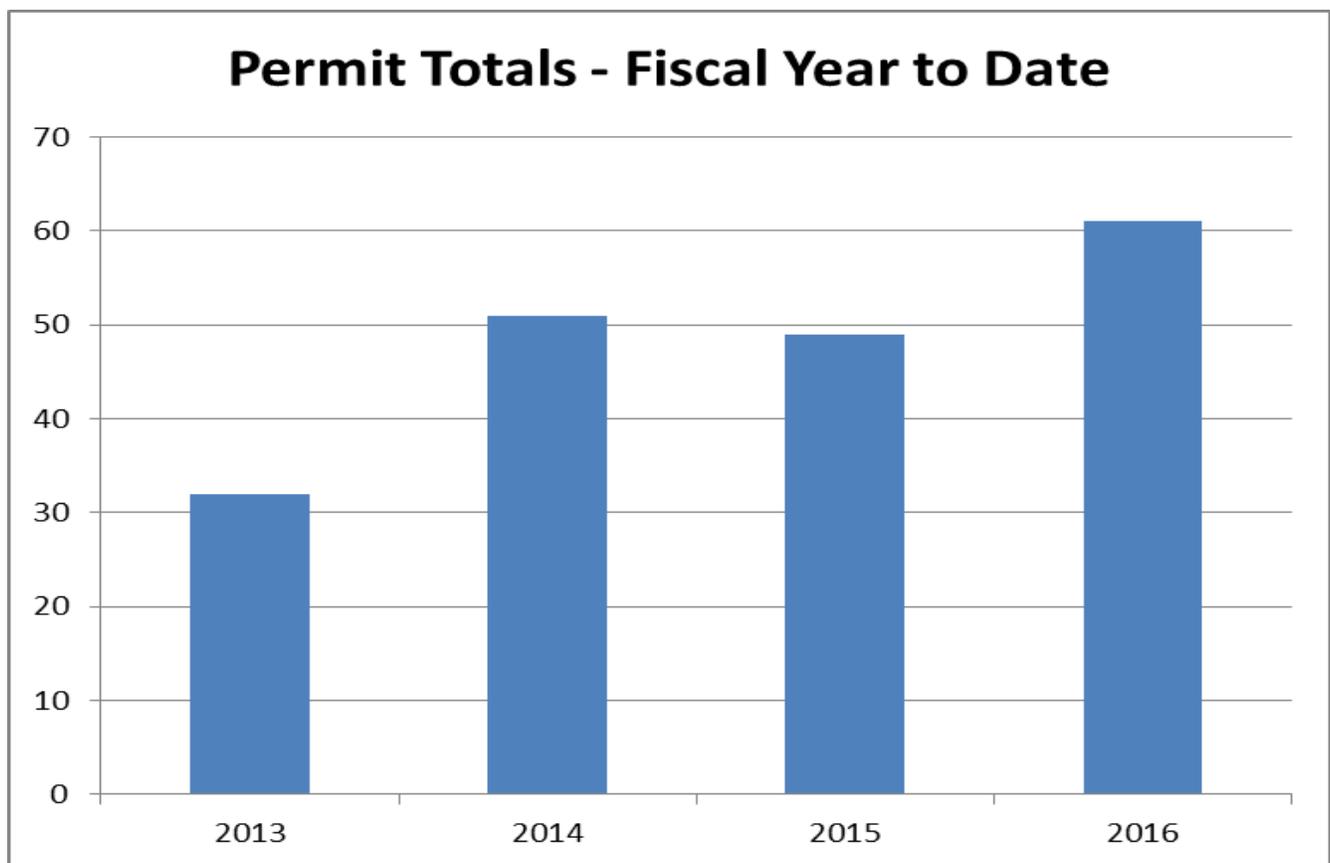
AmericInn

Representatives from AmericInn have been in contact with City staff regarding the potential development of a hotel in the City. On March 7, 2016, the AmericInn representatives held an informational meeting for the project seeking potential local investors. AmericInn would like to pull together 30% of the project cost through local investors before the project would begin. As of this time, AmericInn is considering multiple sites throughout the community.



Building Department - Permit Information:

City of Norwalk -February New Construction Building Permits								
BP Issued	Single Family	Value	Townhome	Value	Multi-Family	Value	Commercial	Value
2016								
This month	6	\$ 1,366,369	0	\$ -	0	\$ -	0	\$ -
YTD	10	\$ 2,314,945	0	\$ -	0	\$ -	0	\$ -
FYD	61	\$ 16,090,122	13	\$ 2,987,492	0	\$ -	0	\$ -
2015								
This month	9	\$ 2,997,108	0	\$ -	0	\$ -	0	\$ -
YTD	15	\$ 4,617,288	0	\$ -	0	\$ -	0	\$ -
FYD	49	\$ 15,277,168	6	\$ 1,556,396	4	\$ 12,340,784	1	\$ 1,233,986
2014								
This month	2	\$596,483	0	\$0	0	\$ -	0	\$0
YTD	5	\$2,000,434	0	\$0	0	\$ -	1	\$4,072,969
FYD	51	\$16,449,777	21	\$5,516,923	0	\$ -	1	\$4,072,969
2013								
This month	1	\$325,147	0	\$0	0	\$ -	0	\$0
YTD	3	\$811,512	0	\$0	0	\$ -	0	\$0
FYD	32	\$9,038,119	14	\$2,431,310	0	\$ -	1	\$144,720



Building Permit Revenue Report			
PERMIT TYPE	MONTHLY TOTAL	FEBRUARY REVENUE	FYD REVENUE
Apartment Building	0	\$ -	
Commercial Addition	0	\$ -	
Commercial Building	0	\$ -	
Commercial Remodel	0	\$ -	\$ 1,038.83
Deck	0	\$ -	\$ 450.00
Demolition	1	\$ 100.00	\$ 200.00
Driveway	1	\$ 25.00	\$ 425.00
Electrical	5	\$ 310.00	\$ 5,580.00
Fence	2	\$ 50.00	\$ 925.00
Garage	0	\$ -	\$ 1,504.32
Misc	1	\$ 25.00	\$ 193.99
Mechanical	1	\$ 80.00	\$ 5,703.00
Plumbing	5	\$ 335.00	\$ 5,892.00
Porch	0	\$ -	\$ 385.97
Pool	0	\$ -	\$ 40.00
Residential (Single Family)	6	\$ 13,829.33	\$ 146,011.66
Residential Addition	0	\$ -	\$ -
Residential Remodel	3	\$ 872.35	\$ 3,164.42
Shed	0	\$ -	\$ 175.00
Sidewalk	1	\$ 25.00	\$ 50.00
Sign	2	\$ 89.40	\$ 360.60
Townhome	0	\$ -	\$ 31,009.53
	28	\$ 15,741.08	\$ 203,109.32

FY 15-16 Budget	In the BLACK
\$120,000	\$ 83,109.32

Together Tony and Chris averaged 10 inspections a day during the 21 working days in January.

The department continues to work on some code enforcement issues with the City Attorney.

As spring is getting closer, the amount of building permits and inspections continue to slowly climb.

FEBRUARY BUILDING INSPECTIONS

Deck	1
Electrical	22
Final	65
Footing	11
Foundation Drain	1
Foundation Wall	8
Framing	23
Mechanical	22
Plumbing	41
Sheer Wall	7
Sidewalk/Approach	4
Tar/Tile/Gravel	2

TOTAL INSPECTIONS 207

Planning and Zoning Commission

The Planning Commission met on February 8, 2016 and discussed the following items:

- Review of Silverado Ranch Estates Plat 2 Final Plat
- Discussion of boundary for the Founder's Single Family District
- Update on the Subarea 1 Planning Process
- Joint City Council and Planning & Zoning Commission Workshop on Subarea 1 and Future Land Use Plan Update
- The Job of the Planning Commissioner by Albert Solnit
- Election of Commission Chair, Vice-Chair, and Secretary

Board of Adjustment

The Board of Adjustment did not meet in February.

Code Enforcement

City staff worked with Kim Paulsen, 1168 Columbine Circe, to address several nuisance complaints at his property. Staff and Mr. Paulsen agreed on a course of action to address the complaints and will revisit progress in the coming months.



Your Input is Needed - Share Your Ideas for Norwalk's Future Growth

Your input is crucial in assisting the City in determining the vision for future development in Norwalk. We are holding a public meeting to gather input from interested residents and business owners.

City staff and elected City leaders are working with the planning consultant firm Confluence to review and revise the plans for future growth of Norwalk and we need your help.

The meeting will focus on the Future Land Use Plan for the community, a part of the City's overall Comprehensive plan that identifies the projects and policies for the future development of the City. The Future Land Use Plan identifies the location of various land use categories in the City. This sets the stage for the location of future commercial and residential developments in the community.

Join us on Thursday, March 24, 2016 at 5:30 PM. The meeting will be held at the Norwalk Public Safety Building at 1100 Chatham Avenue. Everyone is encouraged to come out to the public input meeting and help us plan the future of our City.

Thursday, March 24 @ 5:30 P.M.

**Norwalk Public Safety Building
1100 Chatham Avenue**

**Discussion of future plans
for the City of Norwalk**





TO: HONORABLE MAYOR AND MEMBERS OF COUNCIL
FROM: GREG STAPLES, CHIEF OF POLICE
SUBJECT: MONTHLY REPORT –FEBRUARY 2016
DATE: APRIL 7, 2016
CC:

Significant Incidents

- A burglary to residence occurred where the suspect was caught on video. Warrants were obtained. The suspect has fled to Nebraska
- The department received several cases of identity theft where unknown persons applied for credit in others names or used others names to obtain services
- Officers continued to investigate leads associated with a string of theft from motor vehicle incidents reported in December. This case is almost completed
- Police calls for service continued the upward trend seen over the last years. Calls are up **59.3%** year to date over 2015

Community Policing / Involvement

- On the 2nd Chief Staples attended the Public Safety CIAC Meeting
- On the 3rd Chief Staples attended the Polk County Sexual Assault Response Team award luncheon
- On the 8th Chief Staples attended a preliminary meeting for the School Superintendent interview process
- On the 13th Chief Staples attended Community Chat
- On the 16th Chief Staples helped to present a training session on the laws involved with alcoholic beverage service. This was conducted in conjunction with employee and Family Resources
- On the 25th Chief Staples attended the Lakewood Village Association meeting
- On the 26th Chief Staples helped to raise money for Blank Children's Hospital – Child Life Programs
- On the 29th Chief Staples participated in the School Superintendent interview process
- The bike patrol did not operate in December

Training

- On Feb 1- Feb 5, Sergeant Downing attended phase 2 of the Leadership in Police Organizations class
- On Feb 10 and 17 the entire department received training in defensive tactics, use of force and use of the impact baton

Statistical Reporting

Traffic and General Activities

	Feb	Feb	
	2015	2016	Change
Traffic Related			
Traffic Stops	118	89	-29
Moving Violations	27	21	-6
<i>Speeding</i>	26	11	-15
Impaired Driving	0	4	4
Equipment / License Citations	10	14	4
<i>Occupant Protection</i>	2	1	-1
Written Warnings	58	42	-16
Crash Investigations	4	8	4
General Activities			
Drug Investigations	3	5	2
Officer Initiated Incidents	2	2	0
Public Service Calls	41	57	16
Calls For Service	337	616	279

Year to date calls for service have increased **59.3%** over 2015
 Calls for service for February have increased **82.7%** over 2015

Criminal Incidents

	Feb	Feb	
	2015	2016	Change
Crimes Against Person			
Assault Offenses	2	4	2
Sexual Assault Forcible	1	0	-1
Sexual Assault Non-Forcible	0	0	0
Robbery	0	0	0
Homicide	0	0	0
<i>Subtotal</i>	3	4	1
Crimes Against Property			
Burglary	0	1	1
Fraud / Forgery / Embezzle	2	6	4
Theft / Larceny	2	7	5
Motor Vehicle Theft	0	0	0
Property Damage	1	4	3
<i>Subtotal</i>	5	18	13
Total	8	22	14

3 of the 4 property damages cases were cleared

MEMORANDUM

TO: Tom Phillips, Mayor; Norwalk City Council
FROM: Tim Hoskins, Public Works Director
DATE: April 7, 2016
RE: Public Works Activity Report
Period: February, 2016

WATER ACTIVITIES:

- Daily master pit readings
- Installation of meters with new development and change-outs
- Utility locates as required
- Investigate water loss in Bedwell's well
- Assist with Founders District Water replacement project as needed
- Install additional barricades at pump station for security
- Perform chlorine samples as required for IDNR reporting
- Complete Monthly Operating Report for IDNR
- Transport bacterial tests to DMWW Lab

WASTEWATER ACTIVITIES:

- Perform lift station daily checks and recording
- Clean lift station grit baskets-weekly
- Inspect manholes in remote areas

BUILDING & BOUNDS:

- Perform monthly inspections
- Daily custodial duties
- Repairs to Polaris for snow removal activities
- Raise and lower flags as required
- Set up meeting room at safety complex for Council work sessions
- Perform snow and ice removal on all municipal sidewalks

ANIMAL CONTROL:

- Pick up dogs
- Tend to dogs held in kennel
- Clean and sanitize kennel

REQUESTS FOR SERVICE WORK ORDERS:

- Vehicle/Equipment maintenance & repair activities
 - 6-public works
 - 8-police
 - 6-fire
- Building maintenance/repair activities
 - 2-public works
 - 9-safety complex
 - 3-library
 - 3-city hall

02/01/2016	PD	P127	transmission issues
02/01/2016	Library		exterior light repair
	PD		photo cell failure
02/01/2016	PD	P127	service, check wheel /tire sensor

02/01/2016	PD	P130	driver's seat controls don't work
02/02/2016	Library		door counter not working
02/05/2016	PD		water leak in Charry St. garage
02/05/2016	PD		repair emergency light at west entrance
02/04/2016	PW	1044	repair lower right plow brace (made new)
02/05/2016	PW		repair to west entry emerg lite, Mechanical room emerg lite
02/08/2016	PW	1042	heater leaking antifreeze
02/07/2016	PD	P131	breaks making noise while driving
02/07/2016	PW	1035	plow hitch loose from frame, rotate tires
02/10/2016	PW	1043	transmission not down shifting
01/28/2016	PW		light over schools transportation entrance out
02/11/2016	PD		toilet in back of PD is not working
02/10/2016	PD		place no parking signs on both sides of drive into the middle school
02/09/2016	PD/FD		replace US flag at FD, replace IA flag at PD
02/10/2016	FD		install non-slip surface on steps
02/14/2016	PD	126	service & license plate out
02/14/2016	PD	130	service
02/15/2016	PD	P187	service
02/17/2016	PW	1053	repairs to damaged snow plow (Polaris)
VOID			
02/17/2016	City Hall		check-thermostat in conference room/stays cold
02/22/2016	PW	1036	bucket attachment not working
02/25/2016	City Hall		motion sensor in clerk's office not working
02/15/2016	Library		new door counter needed/water leak at toilet is staff restroom
02/25/2016	FD	615	service
02/25/2016	FD	610	service
02/25/2016	FD	611	service
02/25/2016	FD	617	service
02/25/2016	FD	627	service
02/25/2016	FD	616	service
02/26/2016	PD		repairs to heater in entrance area
02/29/2016	PD	130	repair radar power cord
02/29/2016	CH		repair holes in walls left from picture hangers
02/29/2016	FD		remove excess lights from conversion project

NUISANCE ABATEMENTS:

- 13 Nuisance complaints addressed

02/01/2016	701 BEARDSLEY ST	JAMES, VIEGINIA REV TST/JAMES, ROBERT FAMILY TST	JUNK VEHICLE
02/04/2016	1107 HUNTER DR	BASSETT, ROBERTA	SNOW ON WALK
02/04/2016	1203 HUNTER DR	MERRIMAN , DANIEL T/LESLIE D	SNOW ON WALK
02/04/2016	1102 HOLLY DR	BESSLER, JENNIFER L	SNOW ON WALK
02/05/2016	1409 MEADOW DR	SAMMON, L. CHRISTINE	SNOW ON WALK
02/09/2016	909 SOUTH AVE	HUGHES, LARRY L/BETTYE J	VEHICLE ON LAWN
02/09/2016	914 HUNTER DR	SHIPMAN, JAMES R	JUNK VEHICLE

02/11/2016	1619 N. AVE,817 & 909 E.17TH	GARWIN TRUST	STREET & SIDEWALK SNOW
02/11/2016	706 MARIE AVE	RUDOLF INVESTMENTS, LLC	VEHICLE ON LAWN
02/11/2016	4477 LAKEWOOD DR	RIBBLE, HEATHER M	SNOW ON WALK
02/15/2016	244 SNYDER	NO SUCH ADDRESS	STREET & SIDEWALK SNOW
02/24/2016	593 COUUMBINE DR	URLIS, KARA D	RUBBISH/DEBRIS
02/25/2016			LINE ACROSS CART PATH

ROADWAY RELATED ACTIVITIES:

- Snow & ice removal as needed
- Pre-storm brine applications
- Fill pot holes
- Snow fence maintenance
- Right of way clean-up
- Street sweeping
- Pavement repairs at water main break on Main Street
- Set up no parking signs at middle school drive for PD
- Perform vehicle inspections
- Rehabilitate arrow board trailer
- Install strobe lights on the end of each truck wing
- Conduct sign inventories in new subdivisions
- Equipment Fabrications
- Post storm equipment cleaning & inspections

STORMWATER INSPECTIONS AND REPORTING:

- Finalize annual report for submittal to the Iowa Department of Natural Resources
- Perform inspections as required
- Intake inspections for restrictions
- 40 site inspections performed in support the MS4 requirements on the City

Storm Inspections

DATE	LOCATION	OWNER/ CONTRACTOR	DISCRIPTION	INSPECTION TYPE
02/17/2016	304 BRAEBURN DR	COVENANT CONSTRUCTION SERVICES		RANDOM
02/17/2016	ORCHARD VIEW 1,2 & 3	NORWALK LAND COMPANY	EROSION CONTROLS	RANDOM
02/17/2016	MARKET PLACE AT ECHO VALLEY	UNITED PROPERTIES INVESTMENT CO		RANDOM
02/17/2016	BLOOMING HEIGHTS	DILLIGENT		RANDOM
02/17/2016	THE VILLAGE ON THE RIDGE	ECHO VALLEY REALTY		RANDOM
02/17/2016	ROLLING GREEN PLATS 5, 6 & 7	DAVE ALBRIGHT		RANDOM
02/18/2016	126 W HIGH RD	ORTON HOMES	MUD ON STREET	RANDOM
02/18/2016	214 W HIGH RD	GRAYHAWK HOMES	CONTROLS//ENTRANCE/EXIT ROCK	RANDOM
02/18/2016	112 BALFOUR DR	HUBBELL	POTTY/CONTROLS	RANDOM

02/18/2016	330 GEORGETOWN PLACE	HAPPE HOMES		RANDOM
02/18/2016	3367 SILVERADO DR	DAWN COLLINS		RANDOM
02/18/2016	2880 PARK PLACE	R.M. MADDEN		RANDOM
02/18/2016	2882 PARK PLACE	R.M. MADDEN		RANDOM
02/18/2016	2867 JADEN LANE	R.M. MADDEN		RANDOM
02/18/2016	703/ 704/ 711/ 715 & 719 NEWPORT	HUBBELL		RANDOM
02/18/2016	629/ 633/ 637/ 641 & 645 NEWPORT	HUBBELL		RANDOM
02/18/2016	LEGACY LANDING	HUBBELL		RANDOM
02/18/2016	1021 NORWOOD CT	BLUESKY CONSTRUCTION		RANDOM
02/29/2016	2707 SHADY LANE DR	JERRY'S HOMES	ENTRANCE/EXIT ROCK	RANDOM
02/29/2016	2711 SHADY LANE DR	JERRY'S HOMES	ENTRANCE/EXIT ROCK	RANDOM
02/29/2016	ROLLING GREEN PLATS 5, 6 & 7	DAVE ALBRIGHT		RANDOM
02/29/2016	1021 NORWOOD CT	BLUESKY CONSTRUCTION	DIRT ON STREETS/EROSION CONTROLS	RANDOM
02/29/2016	550 LEGACY CT	SHOWCASE HOMES	DIRT ON STREETS/EROSION CONTROLS	RANDOM
02/29/2016	200 HIGH RD	ORTON HOMES		RANDOM
02/29/2016	196 HIGH RD	ORTON HOMES		RANDOM
02/29/2016	114 W HIGH RD	ORTON HOMES		RANDOM
02/29/2016	122 W HIGH RD	ORTON HOMES		RANDOM
02/29/2016	126 W HIGH RD	ORTON HOMES		RANDOM
02/29/2016	1927 WETHERSFIELD DR	WOLF CONSTRUCTION	EROSION CONTROLS	RANDOM
02/29/2016	2018 WETHERSFIELD DR	SAWYER HOMES		RANDOM
02/29/2016	2053 WETHERSFIELD DR	HUBBELL	TRASH	RANDOM
02/29/2016	1802 WETHERSFIELD DR	HUBBELL	EROSION CONTROLS	RANDOM
02/29/2016	1722 WETHERSFIELD DR	HUBBELL		RANDOM

02/29/2016	1716 WETHERSFIELD DR	HUBBELL		RANDOM
02/29/2016	112 BALFOUR DR	HUBBELL	DIRT ON STREETS/EROSION CONTROLS	RANDOM
02/29/2016	304 BRAEBURN DR	COVENANT CONSTRUCTION SERVICES		RANDOM
02/29/2016	322 BRAEBURN DR	ALLEGIANT HOMES		RANDOM
02/29/2016	105 ORCHARD TRAIL	FLYNN DEVELOPMENTS	MUD ON STREET	RANDOM
02/29/2016	414 VALENCIA CT	DAVID MORAWSKI		RANDOM
02/29/2016	ORCHARD VIEW 1,2 & 3	NORWALK LAND COMPANY	14/21 EROSION CONTROLS	RANDOM

ADMINISTRATIVE:

- Prepare documents for council meetings
- Attend City Council meetings
- Attend Metro Waste Authority Executive Director Search Committee Meetings
- Attend Wakonda progress meeting
- Attend Metro Public Works Managers meeting
- Review & comment development construction plans
- Meet with postmaster on mail boxes for Wakonda project
- Participate in Beardsley Detention Phase I pre-construction meeting
- Meet with venders for asset management programs
- Conduct interviews for Public Works Superintendent position
- Participate in interview process for school superintendent position
- Participate in Orchard View Regional Detention Bid Letting
- Review plats
- Participate in depositions for upcoming employee litigation
- Attend WRA tech committee meeting
- Participate in CIRDWC Tech. Advisory Committee
- Participate in school facility site meeting
- Meet with consultant for LED light conversions
- Attend WRA Board meeting
- Meet with DOT regarding access for Masteller intersection at Hwy 28
- Meet with Des Moines Water Works engineer staff for future water options
- Attend MWA Board meeting
- Meet with RDG regarding community entrance signage project

TREASURER'S MONTHLY REPORT - CITY OF NORWALK JANUARY 2016							
FUND	Beginning Cash Balance	MTD Revenue	MTD Expenditures	Cash Basis Balance	Net Change Other assets	Net Change Liabilities	Accrual Ending Cash Balance
General	1,210,817.36	152,138.64	332,086.26	1,030,869.74		-17,504.11	1,013,365.63
Trust & Agency	36,202.24	-2,205.00	10.00	33,987.24			33,987.24
Road Use Tax	817,624.12	80,505.11	20,407.41	877,721.82		741.31	878,463.13
Special Revenue	886,179.73	4,180.34	115,908.08	774,451.99		-1,300.07	773,151.92
T&A Self funding	(9,832.24)		366.45	-10,198.69			-10,198.69
TIF	2,932,731.80	10,850.76	-171,849.50	3,115,432.06			3,115,432.06
HIDTA forfeiture	18,083.64	2,205.00	0.00	20,288.64			20,288.64
Economic Development	12,727.77	0.00	-3,191.83	15,919.60		0.42	15,920.02
Emergency Fund	32,038.47	0.00	0.00	32,038.47			32,038.47
T&A Plumbers Bonds	10,395.71	0.00	0.00	10,395.71			10,395.71
T&A Library Trust	28,923.79	263.17	10,112.00	19,074.96			19,074.96
T&A Park Trust	119,087.24	828.87	0.00	119,916.11			119,916.11
Debt Service	289,782.22	6,626.34	0.00	296,408.56			296,408.56
Capital Improvements	(319,518.28)	36,377.05	213,614.00	-496,755.23			-496,755.23
NCIS Infrastructure	762,115.17	56.83	0.00	762,172.00			762,172.00
Water Utility	860,699.22	118,676.07	90,315.61	889,059.68		-80,130.14	808,929.54
Water bond/sinking fund	41,378.77	0.00	0.00	41,378.77			41,378.77
Water Improvement	259,976.17	0.00	0.00	259,976.17			259,976.17
Water T&A	218,849.38	1,896.23	670.00	220,075.61			220,075.61
Water equipment replacement	60,288.00	0.00	0.00	60,288.00			60,288.00
Sewer Utility	812,540.86	169,528.18	206,084.58	775,984.46		12.87	775,997.33
Sewer bond/sinking fund	135,798.20	0.00	0.00	135,798.20			135,798.20
Sewer Improvement	164,537.22	0.00	0.00	164,537.22			164,537.22
Sewer Surplus	69,978.67	0.00	0.00	69,978.67			69,978.67
Northwest Sewer Trunk	(89,656.85)	5,314.00	-3,813.67	-80,529.18			-80,529.18
Sewer equipment replacement	90,683.77	0.00	0.00	90,683.77			90,683.77
Storm Water	1,006,895.99	27,870.81	-22,813.68	1,057,580.48		-109.53	1,057,470.95
Storm water equipment replacement	15,000.00	0.00	0.00	15,000.00			15,000.00
Warren Water Buyout	133,489.42	9.95	0.00	133,499.37			133,499.37
Equipment Revolving	(177,323.93)	0.00	1,898.00	-179,221.93			-179,221.93
Outstanding Deposits							-17,879.62
Outstanding Checks							107,570.57
Bank Balance							<u>10,247,213.97</u>
ACH CC PAYMENTS P&R							156.50
							126.58
Ending Cash Balance	10,430,493.63	615,122.35	789,803.71	10,255,812.27		-98,289.25	10,247,497.05
City State Bank	6,337,950.77						
City State Bank MM	3,226,621.41						
City State Dog Park	9,008.01						
City State HIDTA	20,288.64						
City State Local Forfeiture Fund	89.00						
Community State Bank	653,539.22						
Total Bank Balance	10,247,497.05						
						Finance Director: Jean Furler	

