



City Council Regular Business Meeting Agenda  
Thursday, May 5, 2016, 6:00 p.m.  
City Hall – 705 North Avenue

COUNCIL MEETINGS

City Hall  
Council Chambers  
1<sup>st</sup> and 3<sup>rd</sup>  
Thursdays at  
6:00 P.M.

Tom Phillips  
Mayor

Council Members:

Erika Isley  
Ed Kuhl  
David Lester  
Jaki Livingston  
Stephanie Riva

Vacant  
City Manager

Jean Furler  
Finance Director

Jodi Eddleman  
City Clerk

Ryan Coburn  
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. Presentations
  - ~~Shull and Company – Audit presentation~~
  - ~~Tim Stephany, CIAC Committee Chair Art and Culture Presentation~~
4. Welcome of guests and public comment.  
(3 minute limit, no action)
5. Approve minutes –  
April 21 regular council meeting
6. Consent agenda –
  - a) Expenditures
  - b) Tax abatements
  - c) Liquor license renewal for Tacos Andreas LC 0038440
  - d) Proclamations for EMS week, Police week, Public Works week and NALC food drive. -
  - e) Receive and file the FY 14/15 audit for the City of Norwalk -
  - f) Set date of public hearing for May 19 on the FY 15/16 budget amendment
  - g) Approval of agreement for municipal services with Public Financial Management – (quarterly and bond refinancing)
  - h) Approval of engagement letter with Dorsey & Whitney for 2016 series GO swimming pool and refunding bonds.-
  - i) Resolution setting date of public hearing for May 19th on refunding GO bonds.
  - j) Resolution accepting public infrastructure known as the Beardsley Regional Detention Facility Phase 1 – clearing. -
  - k) Resolution accepting public infrastructure known as the Founders District Water Main replacement phase 1
  - l) Resolution accepting public infrastructure known as the SE Trunk Sewer phase 2 project
  - m) Resolution appointing Jean Furler as interim city manager.
7. Public hearing on Orchard View PUD zoning amendment
8. ~~Consideration of the first and possibly more readings of proposed ordinance amending the Orchard View PUD. –~~
9. ~~Consideration of a resolution approving the Norwalk Orchard View townhomes preliminary plat and site plan. –~~
10. Public hearing on amending the Urban Revitalization Plan (tax abatement)

11. Consideration of a resolution amending the Urban Revitalization Plan (tax abatement) to remove gas stations and convenience stores from the plan and address the new classification of Multi-family apartments in the plan. -
- ~~12. Consideration of second and possible third reading of an ordinance amending the master plan and rules, regulations and guidelines for the Echo Valley Community Planned Unit Development as contained in Ordinance No 03-08.~~
- ~~13. Resolution approving the preliminary plat for Market Place at Echo Valley~~
14. Consideration of second and possible third reading of an ordinance amending the master plan and rules, regulation and guidelines for the Dobson Planned Unit Development as contained in Ordinance No. 15-05 -
- ~~15. Discussion and possible action regarding request for urban chickens— 1313 Main Street.~~
- ~~16. Consider request by Herb Eckhouse of LaQuercia for the City to co-sponsor as an economic development business retention event, their front yard party during the American Cheese Festival on July 26, 2016.~~
- ~~17. Consideration of a resolution amending the Holland Park Farms development agreement~~
- ~~18. Consideration of a resolution approving FY 16/17 salary schedule— COLA/general wage increase~~
- ~~19. Consideration of a resolution prohibiting tobacco use in the city parks.~~
- ~~20. Fire Department reorganization discussion~~
- ~~21. Council Inquiries and staff updates.~~
22. Adjournment

**MINUTES OF THE NORWALK CITY COUNCIL MEETING ON 04-21-16**  
(Unabridged)

Mayor Phillips called the City Council meeting to order at 6 p.m.

Present at roll call: David Lester, Erika Isley, Stephanie Riva, Ed Kuhl and Jaki Livingston. (RC = roll call vote)

Staff present included: Jodi Eddleman, City Clerk; Jean Furler, Finance Director; Holly Sealine, Library Director; Tim Hoskins, Public Works Director; Nancy Kuehl, Parks and Recreation Director; Luke Parris, City Planner; Planning Greg Staples, Police Chief; Wade Wagoner, Planning and Economic Development Director; Jen Vetterick, Fire Department; and Jim Dougherty, City Attorney.

Mayor Phillips requested that item 14 be moved after the consent agenda.

16-065 Motion by Riva , seconded by Livingston to approve the **agenda** as amended. Voice vote carried unanimously.

**Welcome of Guests and Public Comment**

Mayor Phillips welcomed guests and invited the public to speak to an item that is not on the agenda.

Kristie Grubb, 326 Elm Avenue addressed the council about the water issues in her backyard. Isley stated that Kelly Cortum had mitigated the problem somewhat. Hoskins stated that when the road is graded there will be an intake behind her house that will collect water from that area. The mayor asked Tim Hoskins and Jim Dougherty to work together to determine what needs to be done to fix the problem.

16-066 Motion by Livingston, seconded by Riva to approve the **minutes** of the regular council meeting. Voice vote carried unanimously.

Consent included tax **abatements, liquor license** renewal for Villaggios, **letter of support to City of West Des Moines, monthly reports and expenditures:**

A+ LAWN	BACKFLOW TESTING	1,251.25	JOHNSTONE SUPPLY	HVAC	219.45
ADVENTURE LIGHTING	BALLAST SELF TEST	704.25	JOURNEY ED	SOFTWARE	437.50
ALAN WAUGH	VISION REIMBURS	200.00	JULIE MCGILL	REFUND	45.00
CARPENTER UNIFORM	UNIFORM	935.08	KABEL BUSINES	APRIL COBRA FEES	61.25
CENTURYLINK	APRIL MO SVC FEE	525.00	KELTEK INC	P133 EQUIPMENT	29,867.76
CERTIFIED POWER INC	DUMP TRUCK PARTS	405.00	LANDS END	LOGO SHIRT	40.95
CITY OF DES MOINES	DEBT SVC,CIP	85,850.50	LASER RESOURCES	COPIER MAINT	366.38
CNM OUTDOOR	SUPPLIES	402.66	MCANINCH CORP	CEDAR /BEARDSLEY	13,651.60
CRESCENT ELECTRIC	FIBERGLASS TAPE	198.80	MEDIACOM	MO SVC FEES	142.40
DAVIS EQUIPMENT	JAC MOWER PARTS	465.52	MENARDS	TOOLS	840.31
DCI GROUP	DETENTION POND	14,751.00	METRO WASTE	GARBAGE SERVICE	28,704.28
DM REGISTER	PUB HEAR	35.16	MIDAMERICAN ENERGY	UTILITY	15,611.96
DM WATER WORKS	COUNTYLINE & 28	26,759.13	MPH INDUSTRIES INC.	VEHICLE REPAIR	580.95
DOORS INC	MASTER KEYS	26.00	NANCY KUEHL	REIMBURSEMENT	10.28
EASTERN IOWA TIRE	VEH REPAIR	525.00	NORWALK READY	LIMESTONE	193.00
ELECTRONIC ENG	EQUIPMENT	130.00	OVERHEAD DOOR CO	MAINTENANCE	98.95
FREEDOM TIRE	P132 TIRES	288.90	PLUMB SUPPLY	HVAC	10.20
GREGG YOUNG	VEHICLE PARTS	67.17	SHRED IT	SHREDDING	50.24
HOTSY CLEAN	PRESSURE HOSE	189.80	SHULL,	AUDIT SERVICES	8,515.42
IACP	LEADERSHIP CLASS	1,322.75	SIMPLEX GRINNELL	FIRE SPRINKLER	2,843.55
INDIANOLA PD	RENEWAL	619.79	STOP STICK LTD	INTERVENTION	499.00
INDOFF INC	OFFICE SUPPLIES	955.59	STRATEGIC AMERICA	DNN UPGRADE	1,200.00
INLAND TRUCK	VEHICLE PARTS	68.88	TERMINIX INTL	PEST CONTROL	67.00
IA DEPT OF PUB	IOWA SYSTEM	1,391.52	THE DM REG	MAY DAILY PAPERS	35.00
IOWA LAW ENFORCE	EDU/TRAINING	150.00	THOMPkins INDUSTRIES,	DUMPTRUCK PARTS	22.12
IOWA LIVING	NORWALK LIVING	999.00	TRUE VALUE WDM O	DOOR REPAIR	58.48
IOWA ONE CALL	MARCH BILLING	629.00	TYLER TECHNOLOGIES	CONFIG AND SET UP	31.52
IOWA SIGNAL INC	HWY 28 & CHERRY	230.00	VILLAGIO	WORK SESSION	119.55
IOWA WINDOW	CITY HALL EXTERIOR	315.00	VOORHEES TAE	MARCH CLASSES	406.53
JAMES OIL	DYED DIESEL	5,642.88	WADE WAGONER	REIMBURSEMENT	82.29

JODI EDDLEMAN	CELL PHONE	750.00	WATERS & COMPANY	CITY MANAGER	7,350.00
			WAYNE DENNIS SUPPLY	HVAC	925.92

16-067 Motion by Riva, seconded by Isley to approve the **consent** agenda passed unanimously, RC.

### **Norwalk Nexus App**

Newton Standridge and John Niemayer presented the new logo for the smart phone app and requested that they be allowed to use a variation of the city's logo. They presented three different styles to the council. With these conceptual designs they want to show the connectivity between the city, school and chamber. Kuhl asked if any of the designs violate the brand standards. Wagoner responded that a portion of the logo can be used but cannot be altered; the council would need to approve. It was the consensus of the council to use the altered logo temporarily on the nexus app only.

16-068 Motion by Kuhl, seconded by Livingston to allow the chamber to use the altered logo for the nexus app only. Passed 3-2 with Riva and Isley voting nay.

### **Pool Maintenance Update**

Tim Hoskins gave an update to the council

The city will be approaching the repairs at the pool for the upcoming swimming season as "maintenance" work. Hoskins and Kuehl have met with contractors on site to review what needs to be done and have explained the specifics of the project. Each contractor will provide quotations for their assigned items. All work will be scheduled to be completed close to June 1<sup>st</sup>. As each of the quotations is submitted, Mr. Fisher will review and provide a recommendation prior to the City issuing a purchase order for the work. This work will not be utilizing the "bid" process as it is maintenance work on a number of individual items at the facility and not a "capital" project. Mr. Fisher has agreed to work with the City of Norwalk on an hourly basis to achieve the needed repairs for this year. He will be providing us with an agreement stating that the services he will be providing will not exceed \$20,000.00, using the firm's standard fee structure. Hoskins anticipates that it will be a fraction of that amount. Isley requested that they limit the cost to 10,000 and any request over that be brought back to council.

### **Secondary Storm Sewer Hookups**

The city is proposing a process to help mitigate disposal of the sump pump water by installing secondary storm lines wherever possible. The sump pump program has been successful but the consequence of the drainage from the sump pump is creating nuisances on the property owner's property as well as their neighbors. Staff recommends that a secondary storm system be installed to allow an avenue for the property owners to dispose of the ground water. Isley asked how the program would be put into place. Hoskins responded that they have already identified three areas. Holly Drive, north of High Road and Lakewood Circle.

### **COLA Update**

Jean Furler presented comparisons from the metro cities to the council. Livingston would like to know what the cost of living increase has been and asked Jean to bring back to the May 5<sup>th</sup> council meeting.

### **State Public Radio System**

Chief Staples addressed the council. The State has contracted with Motorola to build a statewide public safety radio system. As part of this project, Motorola has requested to use Westcom's radio core and infrastructure to build the first phase of the system. When complete, the state radio system will provide triple redundancy statewide and will allow users to communicate with their home dispatchers regardless of where the unit is currently located. Kuhl asked about the timeframe. Staples stated that they would like this up and running by July.

### **Urban Revitalization Plan.**

The mayor would like the council to consider an amendment to the Urban revitalization plan to remove convenience stores and gas stations from being eligible to apply for tax abatement. A public hearing has to be held. Dougherty stated that they need to look at giving the city more flexibility on granting tax abatement. The taxing status of multifamily housing has also changed. Apartments are no longer classified commercial for tax purposes per the legislature. They are not eligible for tax abatement under Norwalk's current policy and that needs to be addressed. It was the consensus to add to the May 5<sup>th</sup> council agenda.

### **Echo Valley Community Planned Unit Development**

This request has been brought back to the council for consideration.

16-069 Motion by Kuhl, seconded by Livingston to reconsider amending the master plan and rules, regulation and guidelines for the Echo Valley Community Planned Unit Development as contained in Ordinance No 03-08 and potential first reading. Passed 4-1 with Isley voting nay.

The mayor addressed the public stating that there has been misunderstanding in regards to this area. First, there has been some misinformation saying that it is mostly residential that is not what was zoned for this area originally zoned as R4. It has also been indicated that the city has not released information regarding this project. Mayor Phillips stated that all of the information can be found on the city's website and has been available throughout the entire process. The TIF area in orange is already in a TIF district that is being used by United Properties to pay for commercial development in the city. The TIF will also be used to purchase the James Oil property and remove the tanks, part of that agreement is that the City will be able to obtain right of way along Beardsley so that when the city is ready to widen Beardsley the TIF dollars that are gained from that property will pay for the widening of Beardsley. The schools portion of the TIF will also be re-bated to the school each year. Some councilmembers desire to remove the C3 portion of the rezoning that allows for gas stations, car washes and lumberyards. The developer is agreeable with that. The developer is asking to remove the limitations to the R4 zoning, which is senior housing.

Councilmember Kuhl spoke of the possibility of a hotel being built in that area. Kuhl had the opportunity to discuss with some of the residents in the area and city staff. There are design standards in place that would regulate noise and light. Isley asked about removing the C3 and if it goes to C2 zoning does that need to go back in front of Planning and Zoning. Dougherty said no.

A petition from the residents of the Ridge was given to the council.

John Putbresi, 3817 Blue Stem Road presented the council with a petition from the people within 200 feet. Livingston asked if this was a new petition he presented. Yes, just the people within 200 feet of the property. Putbresi is opposed to a hotel being put in that area because of the potential loss of value of his home.

Roger Peel, 590 Pinehurst is opposed.

Scott McMurray of United Properties spoke and said that he would dispute that the value of Putbresi's property would go down. United Properties is planning on putting something in that is similar to West Glen. He added that the Coppola family is extremely dedicated to the development of the area. McMurray stated that the homes are buffered by golf holes.

The mayor confirmed that McMurray is willing to eliminate the C3 zoning, and McMurray agreed.

Debbie Putbresi, 3817 Blue Stem Road is also opposed and read a letter from Jason and Annette Chance, 3806 Blue Stem Road who are also in opposition.

Sara Settle, 9459 Woodmayr Drive is opposed.

Kristie Grubb, 326 Elm Avenue is opposed.

Lynn Peel, 598 Pinehurst is opposed.

Mike McKinney, 586 Pinehurst is opposed.

Councilmember Riva stated that what is getting lost in this is the conceptual drawing that McMurray shared at the last council meeting. It is just a concept; there are no hotel deals, no

gas station deals. That there is a process that the developer is required to go through which involves filing a plat and a site plan for review by the Planning and Zoning Commission Livingston asked about signage being required to be posted. The mayor responded and said that no signage was required because the city requested the rezoning. Isley stated that she is frustrated with the process, Livingston said that it has gone through planning and zoning, city staff and the economic development committee and that a development agreement was also passed. The mayor noted that the hotel meeting was held by Warren County Economic Development and not by Coppola.

16-070 Motion by Riva, seconded by Livingston to approve consideration of the **first reading** amending the master plan and rules, regulation and guidelines for the Echo Valley Community Planned Unit Development as contained in Ordinance No 03-08 restricting C-2 zoning and lifting the restrictions on the R-4 zoning. Passed 4-1 with Isley voting nay.

Item 13a resolution approving the preliminary plat for Market Place at Echo Valley will be moved to the May 5<sup>th</sup> agenda.

Newton Standridge informed the council that they had been given permission by the members of the school to use the school logo along with the city's arches.

### Staff Reports

Furler reported she will bring information to council regarding refinancing of some of the city's debt. The savings will be in the \$700,000 range as rates are extremely competitive.

Staples reported that they had received 28 applications for police officer and will be interviewing 3 of 6 on Monday.

Luke reported that at the MPO meeting the city was awarded \$100,000 for the trail project.

16-071 Motion by Isley, seconded by Riva to **adjourn** at 8:35 p.m. passed unanimously on a voice vote.

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Tom Phillips, Mayor

Attest: \_\_\_\_\_

Jodi Eddleman, City Clerk



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 06  
For Meeting of 05/05/2016

**Item Title:** Consent Agenda  
**Contact Person:** Jodi Eddleman, City Clerk

**Expenditures**

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

**Tax abatement**

The following tax abatement applications were submitted for approval:

Else Construction INC	113 Braeburn Circle	SFR	\$310,000.
Happe Homes	500 Orchard Hills Drive	SFR	\$280,210.
Happe Homes	507 Orchard Hills Drive	SFR	\$254,800.

**Liquor license renewals**

This item is on the agenda for approval per the attached request.

Tacos Andreas- LC 0038440 Class C Liquor license (LC) (Commercial), Sunday Sales – fire inspection is incomplete.

**Proclamations**

Proclamations for EMS week, Police week, Public Works week and NALC Food Drive

**Receive and file**

FY 14/15 audit for the City of Norwalk

**Setting date of public hearing**

FY 15/16 budget amendment

**Approval of agreement and engagement letter**

Approval of agreement for municipal services with Public Financial Management

Approval of engagement letter with Dorsey & Whitney for 2016 series GO swimming pool and refunding bonds.

**Resolutions**

Resolution setting date of public hearing for May 19<sup>th</sup> on refunding GO bonds

Resolution accepting public infrastructure known as the Beardsley Regional Detention Facility Phase 1 clearing

Resolution accepting public infrastructure known as the Founders District Water Main replacement phase 1

Resolution accepting public infrastructure known as the SE Trunk Sewer phase 2 project

Resolution appointing Jean Furler as interim city manager

**Staff Recommendation:** Approve consent agenda on a roll call vote.

PACKET: 03600 0505 COUNCIL AP  
 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
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01-003120	4	IMPRINT				
I-12022947		BADGE STICKERS	312.01			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		BADGE STICKERS		001 5-110-2-6506	OFFICE SUPPLIES	312.01
		=== VENDOR TOTALS ===	312.01			
=====						
01-002136		ACME TOOLS				
I-4121765		SUPPLIES	106.16			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		SUPPLIES		610 5-815-2-6507	OPERATING SUPPLIES	68.97
		SUPPLIES		110 5-210-2-6417	STREET MAINTENANCE SUPPL	37.19
		=== VENDOR TOTALS ===	106.16			
=====						
01-003260		ADVENTURE LIGHTING				
I-057227A		LED	84.88			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		LED		110 5-230-2-6350	OPERATIONAL EQUIPMENT RE	84.88
I-057487		ENTRY WAY BALLAST	15.75			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		ENTRY WAY BALLAST		001 5-650-3-6721	FURNITURE & FIXTURES	15.75
		=== VENDOR TOTALS ===	100.63			
=====						
01-003715		AFFINITYCARE, INC.				
I-9251		EAP ANNUAL FEE	1,400.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		EAP ANNUAL FEE		112 5-650-1-6150	GROUP INSURANCE	1,400.00
		=== VENDOR TOTALS ===	1,400.00			
=====						
01-002090		AIA CORPORATION				
I-MBA1853575		FD SHIRTS	71.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		FD SHIRTS		001 5-150-1-6181	ALLOWANCES - UNIFORMS	71.00
I-MBA1873101		FD SHIRTS	77.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		FD SHIRTS		001 5-150-1-6181	ALLOWANCES - UNIFORMS	77.00
		=== VENDOR TOTALS ===	148.00			

PACKET: 03600 0505 COUNCIL AP  
VENDOR SET: 01 CITY OF NORWALK  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

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01-002498 AIRPORT SIGNS AND GRAPHICS

I-18016		BANNER AT COMPLEX	85.74			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		BANNER AT COMPLEX		001 5-460-2-6507	OPERATING SUPPLIES	85.74

I-18143		P133 GRAPHICS	876.22			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		P133 GRAPHICS		001 5-110-2-6332	VEHICLE REPAIR	876.22

=== VENDOR TOTALS === 961.96

01-002994 ALLEGRA

I-185997		MAILBOX STICKERS	461.30			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		MAILBOX STICKERS		405 5-751-3-6729	CAPITAL IMPROVEMENT WAKO	461.30

=== VENDOR TOTALS === 461.30

01-000045 AMERICAN PLANNING ASSOC.

I-122625-1643		ANNUAL APA IA CHAPTER AICP	379.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		ANNUAL APA IA CHAPTER AICP		001 5-599-1-6210	ASSOCIATION DUES	379.00

=== VENDOR TOTALS === 379.00

01-001294 ANIMAL RESCUE LEAGUE OF IOWA

I-59		LIVE ANIMAL INTAKE	125.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		LIVE ANIMAL INTAKE		001 5-190-2-6490	CONSULTANT & PROFESSIONA	125.00

=== VENDOR TOTALS === 125.00

01-003275 ANKENY SANITATION

I-262021		TRASH SERVICE	52.50			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		TRASH SERVICE		001 5-430-2-6507	OPERATING SUPPLIES	52.50

=== VENDOR TOTALS === 52.50

PACKET: 03600 0505 COUNCIL AP  
VENDOR SET: 01 CITY OF NORWALK  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

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01-001923		BEACON ATHLETICS				
I-0455415-IN		BASES	801.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		BASES		001 5-460-2-6504	MINOR EQUIPMENT	801.00
=====						
I-0456309-IN		COMPLEX EQUIPMENT	438.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		COMPLEX EQUIPMENT		001 5-460-2-6504	MINOR EQUIPMENT	438.00
		=== VENDOR TOTALS ===	1,239.00			
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01-001904		BOBS CUSTOM TROPHIES				
I-15783		NAME PLATES	87.35			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		NAME PLATES		001 5-170-2-6506	OFFICE SUPPLIES	87.35
		=== VENDOR TOTALS ===	87.35			
=====						
01-002800		BOUND TREE MEDICAL, LLC				
I-04122016 STMT		MEDICAL SUPPLIES	406.75			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		MEDICAL SUPPLIES		001 5-160-2-6530	MEDICAL SUPPLIES	406.75
		=== VENDOR TOTALS ===	406.75			
=====						
01-003131		BROWN EQUIPMENT				
I-9111		XMARK MOWER	83.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		XMARK MOWER		001 5-460-2-6332	VEHICLE REPAIR	83.00
		=== VENDOR TOTALS ===	83.00			
=====						
01-001436		BSN PASSONS GSC CONLIN SPORTS				
I-7122225		BALL CAPS	1,059.94			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		BALL CAPS		001 5-440-2-6507	OPERATING SUPPLIES	1,059.94
=====						
I-97812658		BASE/SOFT BALLS	287.55			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		BASE/SOFT BALLS		001 5-460-2-6504	MINOR EQUIPMENT	287.55
		=== VENDOR TOTALS ===	1,347.49			

PACKET: 03600 0505 COUNCIL AP  
VENDOR SET: 01 CITY OF NORWALK  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

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01-005922		BUSINESS PUBLICATIONS CORPORAT				
I-626806-R3		BUSINESS RECORD	69.95			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		BUSINESS RECORD		160 5-520-2-6490	CONSULTANT & PROFESSIONA	69.95
		=== VENDOR TOTALS ===	69.95			
=====						
01-002281		CALHOUN BURNS AND ASSOC				
I-2015226.00-2		50TH AV BRIDGE DESIGN PLANS	2,962.40			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		50TH AV BRIDGE DESIGN PLANS		435 5-210-2-6407	ARCHITECTURE & ENGINEERI	2,962.40
		=== VENDOR TOTALS ===	2,962.40			
=====						
01-000140		CAPITAL CITY EQUIPMENT CO				
I-63283D		BOBCAT PARTS	205.58			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		BOBCAT PARTS		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	205.58
		=== VENDOR TOTALS ===	205.58			
=====						
01-000147		CAPITAL SANITARY SUPPLIES				
I-C206287		SUPPLIES	236.30			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		SUPPLIES		001 5-460-2-6507	OPERATING SUPPLIES	236.30
I-C206902		FD WOMENS LOCKER REPAIR	159.04			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		FD WOMENS LOCKER REPAIR		001 5-110-2-6310	BUILDING MAINTENANCE/REP	159.04
		=== VENDOR TOTALS ===	395.34			
=====						
01-000113		CARPENTER UNIFORM				
I-409516		DELKER UNIFORM	128.98			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		DELKER UNIFORM		001 5-150-1-6181	ALLOWANCES - UNIFORMS	128.98
I-409517		DARST UNIFORM	126.98			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		DARST UNIFORM		001 5-150-1-6181	ALLOWANCES - UNIFORMS	126.98
I-412162		UNIFORM HUTCHINSON	89.99			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		UNIFORM HUTCHINSON		001 5-110-1-6181	ALLOWANCES - UNIFORMS	89.99

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01-000113		CARPENTER UNIFORM				( ** CONTINUED ** )
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I-412683		UNIFORM PALMER	159.99			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		UNIFORM PALMER		001 5-110-1-6181	ALLOWANCES - UNIFORMS	159.99
		=== VENDOR TOTALS ===	505.94			
=====						
01-001275		CHANNING BETE				
-----						
I-53137971		BLS INSTRUCTOR PKGS	119.95			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		BLS INSTRUCTOR PKGS		001 5-160-1-6220	SUBSCRIPTIONS & EDUCATIO	119.95
		=== VENDOR TOTALS ===	119.95			
=====						
01-001162		CNM OUTDOOR EQUIPMENT				
-----						
I-120072		XMARK MOWER	206.18			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		XMARK MOWER		001 5-460-2-6332	VEHICLE REPAIR	206.18
-----						
I-120718		EQUIPMENT SUPPLIES	122.40			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		EQUIPMENT SUPPLIES		001 5-150-2-6504	MINOR EQUIPMENT	122.40
		=== VENDOR TOTALS ===	328.58			
=====						
01-000957		CONFLUENCE				
-----						
I-12662		SUB AREA 1 2/21 - 3/20	7,339.74			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		SUB AREA 1 2/21 - 3/20		001 5-599-2-6490	CONSULTANT & PROFESSIONA	7,339.74
-----						
I-12678		LAND USE 3/1 - 3/31	3,501.50			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		LAND USE 3/1 - 3/31		001 5-599-2-6490	CONSULTANT & PROFESSIONA	3,501.50
		=== VENDOR TOTALS ===	10,841.24			
=====						
01-000500		CONTRACT SPECIALTY LC				
-----						
I-038423		CHALK	482.50			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		CHALK		001 5-440-2-6507	OPERATING SUPPLIES	482.50
		=== VENDOR TOTALS ===	482.50			

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=====						
01-003558		DAVIS EQUIPMENT CORPORATION				
I-JI08578		PARTS	333.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		PARTS		001 5-299-2-6350	OPERATIONAL EQUIPMENT RE	333.00
		=== VENDOR TOTALS ===	333.00			
=====						
01-000158		DES MOINES WATER WORKS				
I-201604272279		LAB ANALYSIS	305.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		LAB ANALYSIS		600 5-811-2-6413	PAYMENT FOR SERVICES	305.00
		=== VENDOR TOTALS ===	305.00			
=====						
01-005943		CARDMEMBER SERVICES				
I-201604292288		CARDMEMBER SERVICES	4,114.55			
4/29/2016	AP	DUE: 4/29/2016 DISC: 4/29/2016		1099: N		
		JD MOWER TIRES		001 5-430-2-6332	VEHICLE REPAIR	89.98
		WSI CLASS - GEORGE		001 5-499-1-6230	EDUCATION AND TRAINING	175.00
		2016 APWA - BALLARD		110 5-210-1-6230	EDUCATION AND TRAINING	235.00
		CONCRETE SAW FILTER		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	247.30
		WASTEWATER CONFERENCE - HOSKIN		610 5-815-1-6230	EDUCATION AND TRAINING	190.00
		BARNES & NOBLE		001 5-410-2-6502	BOOKS/FILMS	55.33
		BARNES & NOBLE		001 5-410-2-6502	BOOKS/FILMS	52.09
		IOWA CITY CONFERENCE - FURLER		001 5-620-1-6230	EDUCATION AND TRAINING	222.72
		BARNES & NOBLE GIFT CARD		001 5-410-2-6417	PROGRAMMING	75.00
		GAMESTOP GIFT CARD		001 5-410-2-6417	PROGRAMMING	25.00
		ILA WORKSHOP		001 5-410-1-6240	MEETING & CONFERENCES	15.00
		ITUNES		001 5-410-2-6417	PROGRAMMING	19.98
		DIVIDERS		001 5-410-2-6507	OPERATING SUPPLIES	25.31
		BINDERS & GIFT CARDS		001 5-410-2-6507	OPERATING SUPPLIES	97.58
		TRAINING LUNCH		001 5-150-2-6520	TRAINING SUPPLIES	45.58
		USPS SHIPPING		001 5-150-2-6413	PAYMENT FOR SERVICES	13.95
		AMES MEAL		001 5-599-1-6240	MEETING & CONFERENCES	10.74
		AMES HOTEL		001 5-599-1-6240	MEETING & CONFERENCES	271.92
		IMMI - FURLER		001 5-620-1-6230	EDUCATION AND TRAINING	450.00
		MONITORS		001 5-599-3-6725	OFFICE EQUIPMENT	357.90
		P & Z BOOK		001 5-599-1-6220	SUBSCRIPTIONS & EDUCATIO	4.00
		ANKENY MEAL		001 5-599-1-6240	MEETING & CONFERENCES	25.91
		UTENSILS		001 5-170-2-6506	OFFICE SUPPLIES	9.29
		CONFERENCE - SEIBERT & GEORGE		001 5-440-1-6230	EDUCATION AND TRAINING	94.08
		TESTING - CAMPBELL		001 5-170-1-6220	SUBSCRIPTIONS & EDUCATIO	30.00
		FINGER PRINT SUPPLIES		001 5-110-2-6507	OPERATING SUPPLIES	31.57
		EVIDENCE SCHOOL		001 5-110-1-6230	EDUCATION AND TRAINING	600.00
		CHIEFS MEETING		001 5-110-1-6240	MEETING & CONFERENCES	13.32
		IWPOA CONF - DUNLOP		001 5-110-1-6240	MEETING & CONFERENCES	123.20
		CHALLENGE COINS		001 5-110-2-6507	OPERATING SUPPLIES	430.00
		PUZZEL ROLL		001 5-410-2-6507	OPERATING SUPPLIES	28.98
		CRIMINAL HISTORY CHECKS		001 5-410-2-6507	OPERATING SUPPLIES	30.00

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=====						
01-005943	CARDMEMBER	SERVICES ( ** CONTINUED ** )				
		FD - WINNS		001 5-150-2-6520	TRAINING SUPPLIES	18.82
		=== VENDOR TOTALS ===	4,114.55			
=====						
01-000803	ELLIOTT EQUIPMENT CO					
I-134346		PARTS	65.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		PARTS		610 5-815-2-6507	OPERATING SUPPLIES	65.00
I-134468		PARTS	100.92			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		PARTS		610 5-815-2-6507	OPERATING SUPPLIES	100.92
		=== VENDOR TOTALS ===	165.92			
=====						
01-000436	EMERGENCY APPARATUS MAINTENANC					
I-85189		ENGINE 611 REPAIR	1,575.29			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		ENGINE 611 REPAIR		001 5-150-2-6331	VEHICLE OPERATIONS	1,575.29
I-85190		ENGINE 610 REPAIR	2,008.45			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		ENGINE 610 REPAIR		001 5-150-2-6331	VEHICLE OPERATIONS	2,008.45
I-85194		LADDER 615 REPAIR	454.55			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		LADDER 615 REPAIR		001 5-150-2-6331	VEHICLE OPERATIONS	454.55
		=== VENDOR TOTALS ===	4,038.29			
=====						
01-007078	EMSAR - DES MOINES					
I-SI-16953		REPAIR INSPECT FERNO EQUIPMEN	163.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		REPAIR INSPECT FERNO EQUIPMENT		001 5-160-2-6331	VEHICLE OPERATIONS	163.00
		=== VENDOR TOTALS ===	163.00			
=====						
01-001973	FAREWAY					
I-MAR2016		SUPPLIES FD & LIBRARY	148.11			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		SUPPLIES FD & LIBRARY		001 5-160-2-6507	OPERATING SUPPLIES	8.97
		SUPPLIES FD & LIBRARY		001 5-410-2-6417	PROGRAMMING	69.90
		SUPPLIES FD & LIBRARY		001 5-150-2-6507	OPERATING SUPPLIES	20.37
		SUPPLIES FD & LIBRARY		001 5-150-2-6507	OPERATING SUPPLIES	11.00
		SUPPLIES FD & LIBRARY		001 5-610-1-6240	MEETING & CONFERENCES	5.00
		SUPPLIES FD & LIBRARY		001 5-410-2-6417	PROGRAMMING	14.51
		SUPPLIES FD & LIBRARY		001 5-150-2-6507	OPERATING SUPPLIES	18.36

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=====						
01-001973	FAREWAY	( ** CONTINUED ** )				
		=== VENDOR TOTALS ===	148.11			
=====						
01-000988	FIRE SERVICE TRAINING BUREAU					
I-001637		DARST INSTR	50.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		DARST INSTR		001 5-150-1-6230	EDUCATION AND TRAINING	50.00
=====						
I-001647		FF2 AND DOP FOR MULTIPLE POC	450.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		FF2 AND DOP FOR MULTIPLE POC		001 5-150-1-6230	EDUCATION AND TRAINING	450.00
=====						
I-001925		DARST INSPI	50.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		DARST INSPI		001 5-150-1-6230	EDUCATION AND TRAINING	50.00
		=== VENDOR TOTALS ===	550.00			
=====						
01-000030	FREEDOM TIRE & AUTO CENTER					
I-49778		BLUE TRUCK TIRES	366.76			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		BLUE TRUCK TIRES		001 5-430-2-6332	VEHICLE REPAIR	366.76
=====						
I-49802		P128 TIRES	740.36			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		P128 TIRES		001 5-110-2-6332	VEHICLE REPAIR	740.36
		=== VENDOR TOTALS ===	1,107.12			
=====						
01-003069	FUELMASTER					
I-124179		SOFTWARE MAINTENANCE	1,149.75			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		SOFTWARE MAINTENANCE		110 5-210-2-6333	FUEL	1,149.75
		=== VENDOR TOTALS ===	1,149.75			
=====						
01-003363	GREGG YOUNG					
I-322332		MAINTENANCE AND REPAIR	294.42			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		MAINTENANCE AND REPAIR		001 5-150-2-6331	VEHICLE OPERATIONS	294.42
		=== VENDOR TOTALS ===	294.42			

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=====						
01-001079		GRIMES ASPHALT AND PAVING CO				
I-10300		COLD MIX	256.96			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		COLD MIX		110 5-210-2-6417	STREET MAINTENANCE SUPPL	256.96
		=== VENDOR TOTALS ===	256.96			
=====						
01-003700		HP INC				
I-57087866		COMPUTER	751.56			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		COMPUTER		001 5-599-3-6725	OFFICE EQUIPMENT	751.56
		=== VENDOR TOTALS ===	751.56			
=====						
01-000143		INDOFF INC				
I-2785506		PAPER	59.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		PAPER		001 5-440-2-6506	OFFICE SUPPLIES	59.00
I-2785507		PAPER	59.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		PAPER		001 5-160-2-6506	OFFICE SUPPLIES	59.00
I-2785508		COPY PAPER	59.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		COPY PAPER		001 5-110-2-6506	OFFICE SUPPLIES	59.00
I-2791438		OFFICE SUPPLIES	276.26			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		OFFICE SUPPLIES		001 5-170-2-6506	OFFICE SUPPLIES	29.41
		OFFICE SUPPLIES		001 5-599-2-6506	OFFICE SUPPLIES	45.32
		OFFICE SUPPLIES		001 5-650-2-6506	OFFICE SUPPLIES	201.53
		=== VENDOR TOTALS ===	453.26			
=====						
01-000193		INTERSTATE ALL BATTERY CENTER				
I-1924602019516		PARTS	31.49			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		PARTS		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	31.49
		=== VENDOR TOTALS ===	31.49			

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01-000787 IOWA DEPT OF INSPECTIONS AND A

I-8852		2016 LICENSE	67.50			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		2016 LICENSE		001 5-499-2-6490	CONSULTANT & PROFESSIONA	67.50
=== VENDOR TOTALS ===			67.50			

01-003596 IOWA EMS ALLIANCE

I-16-1679		ALS TREAT / NO TRANSPORT SE	200.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		ALS TREAT / NO TRANSPORT SE		001 5-160-2-6413	PAYMENT FOR SERVICES	200.00
=== VENDOR TOTALS ===			200.00			

01-003673 JACKSON CREEK ENTERPRISES

I-201604292284		FOUNDERS' DISTRICT	83,464.29			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		FOUNDERS' DISTRICT		600 5-810-3-6728	CAPITAL IMPROVEMENTS	83,464.29
=== VENDOR TOTALS ===			83,464.29			

01-002671 JAMES OIL COMPANY LLC

I-54573		DYED DIESEL	3,229.85			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		DYED DIESEL		110 5-210-2-6333	FUEL	3,229.85
I-54574		GASAHOL	3,783.19			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		GASAHOL		110 5-210-2-6333	FUEL	3,783.19
=== VENDOR TOTALS ===			7,013.04			

01-000329 KABEL BUSINESS SERVICES

I-HRA1604277		MAR 2016 HRA REIMBURSEMENTS	8,307.79			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		MAR 2016 HRA REIMBURSEMENTS		113 5-660-1-6152	SELF FUNDING REIMBURSEME	8,307.79
=== VENDOR TOTALS ===			8,307.79			

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=====						
01-003718		KFD TRAINING & CONSULTATION LL				
I-1745		DEFENSIVE TACTICS	339.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		DEFENSIVE TACTICS		001 5-110-1-6230	EDUCATION AND TRAINING	339.00
		=== VENDOR TOTALS ===	339.00			
=====						
01-000013		LANDS END BUSINESS OUTFITTERS				
I-SIN3725043		NEW EMPLOYEE LOGO SHIRT	215.70			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		NEW EMPLOYEE LOGO SHIRT		001 5-299-1-6181	ALLOWANCES - UNIFORMS	215.70
		=== VENDOR TOTALS ===	215.70			
=====						
01-003719		LEESA O'NAUGHTON				
I-201604272283		PROGRAM REFUND	40.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		PROGRAM REFUND		001 5-440-2-6420	REFUNDS	40.00
		=== VENDOR TOTALS ===	40.00			
=====						
01-000399		MARY JANE SHARP				
I-201604272280		FITNESS CLASSES	943.25			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		FITNESS CLASSES		001 5-440-2-6413	PAYMENT FOR SERVICES	943.25
		=== VENDOR TOTALS ===	943.25			
=====						
01-005608		MEDICAP PHARMACY				
I-197887		PHARMACEUTICALS	631.69			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		PHARMACEUTICALS		001 5-160-2-6530	MEDICAL SUPPLIES	631.69
		=== VENDOR TOTALS ===	631.69			
=====						
01-000644		MENARDS				
I-25306		SUPPLIES	296.15			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		SUPPLIES		110 5-270-3-6765	STORM DRAINAGE	296.15
I-25827		CAULK ETC	60.18			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		CAULK ETC		110 5-210-2-6332	VEHICLE REPAIR	7.92
		CAULK ETC		001 5-150-2-6507	OPERATING SUPPLIES	5.58
		CAULK ETC		001 5-410-2-6310	BUILDING MAINTENANCE/REP	46.68

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=====						
01-000644	MENARDS	( ** CONTINUED ** )				
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I-25830		SUPPLIES	26.11			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		SUPPLIES		600 5-810-2-6507	OPERATING SUPPLIES	26.11
		=== VENDOR TOTALS ===	382.44			
=====						
01-002554	MERCY COLLEGE OF HEALTH SCIENC					
=====						
I-041916-EMT		POWELL & BALK EMT B CLASS	1,450.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		POWELL & BALK EMT B CLASS		001 5-160-1-6230	EDUCATION AND TRAINING	1,450.00
		=== VENDOR TOTALS ===	1,450.00			
=====						
01-003342	MERCY COLLEGE TRAINING CENTER					
=====						
I-22493		VETTERICK ECARDS	229.50			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		VETTERICK ECARDS		001 5-160-2-6520	TRAINING SUPPLIES	229.50
=====						
I-401167		1/4/16 CLASS ECARDS	68.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		1/4/16 CLASS ECARDS		001 5-160-2-6520	TRAINING SUPPLIES	68.00
		=== VENDOR TOTALS ===	297.50			
=====						
01-005343	METRO WASTE AUTHORITY					
=====						
I-50046073		TURF GOLD	154.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		TURF GOLD		110 5-210-2-6417	STREET MAINTENANCE SUPPL	154.00
=====						
I-50046077		TURF GOLD	154.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		TURF GOLD		110 5-210-2-6417	STREET MAINTENANCE SUPPL	154.00
		=== VENDOR TOTALS ===	308.00			
=====						
01-002528	MID IOWA FOUNTAIN SERVICES					
=====						
I-105394		LIBRARY POND REPAIR	1,014.50			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		LIBRARY POND REPAIR		110 5-270-3-6765	STORM DRAINAGE	1,014.50
		=== VENDOR TOTALS ===	1,014.50			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-000618		MUNICIPAL SUPPLY				
I-0619539-IN		MXU AND PARTS	4,180.30			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		PARTS		600 5-810-3-6728	CAPITAL IMPROVEMENTS	4,180.30
		=== VENDOR TOTALS ===	4,180.30			
=====						
01-001502		NANCY KUEHL				
I-201604272282		EMPLOYEE BREAKFAST REIMBURSE	82.31			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		EMPLOYEE BREAKFAST REIMBURSE		112 5-430-2-7000	WELLNESS	82.31
		=== VENDOR TOTALS ===	82.31			
=====						
01-000654		NOBLE FORD				
I-129118		P133 KEYS	55.30			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		P133 KEYS		001 5-110-2-6332	VEHICLE REPAIR	55.30
		=== VENDOR TOTALS ===	55.30			
=====						
01-000656		NORTH WARREN TOWN & COUNTY NEW				
I-201604252263		3/31 MINUTES	337.90			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		3/31 MINUTES		001 5-650-2-6402	ADVERTISING & LEGAL PUBL	337.90
I-201604272281		SUMMER JOBS AD	32.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		SUMMER JOBS AD		001 5-440-2-6507	OPERATING SUPPLIES	32.00
		=== VENDOR TOTALS ===	369.90			
=====						
01-000659		NORWALK HARDWARE & AUTO				
I-201604292285		SUPPLIES	252.90			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		SUPPLIES		001 5-299-2-6350	OPERATIONAL EQUIPMENT RE	155.38
		SUPPLIES		001 5-650-2-6507	OPERATING SUPPLIES	7.98
		SUPPLIES		001 5-430-2-6507	OPERATING SUPPLIES	51.95
		SUPPLIES		001 5-150-2-6507	OPERATING SUPPLIES	17.47
		SUPPLIES		110 5-210-2-6507	OPERATING SUPPLIES	20.12
		=== VENDOR TOTALS ===	252.90			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION

01-000664 NORWALK READY-MIXED CONCRETE,

I-171362		PARKHILL & CHERRY	492.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		PARKHILL & CHERRY		110 5-210-2-6417	STREET MAINTENANCE SUPPL	492.00

I-171433		ELM & CHERRY	1,130.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		ELM & CHERRY		110 5-210-2-6417	STREET MAINTENANCE SUPPL	1,130.00

I-171482		NORWOOD & CHERRY	506.25			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		NORWOOD & CHERRY		110 5-210-2-6417	STREET MAINTENANCE SUPPL	506.25

I-171516		NORWOOD & CHERRY	1,190.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		NORWOOD & CHERRY		110 5-210-2-6417	STREET MAINTENANCE SUPPL	1,190.00

I-171702		RICHARD GEORGE & CHERRY	516.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		RICHARD GEORGE & CHERRY		110 5-210-2-6417	STREET MAINTENANCE SUPPL	516.00

I-171795		RICHARD GEORGE & CHERRY	952.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		RICHARD GEORGE & CHERRY		110 5-210-2-6417	STREET MAINTENANCE SUPPL	952.00

=== VENDOR TOTALS === 4,786.25

01-003488 POHLMEIER CONSTRUCTION

I-201604292286		FINAL RETAINAGE	15,367.97			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		FINAL RETAINAGE		613 5-815-3-6728	CAPITAL IMPROVEMENTS	15,367.97

=== VENDOR TOTALS === 15,367.97

01-003720 SANDSTONE MANAGEMENT LTD

I-201604292287		PARTIAL PAYMENT	92,283.12			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		PARTIAL PAYMENT		420 5-599-2-6407	ARCHITECTURE & ENGINEERI	92,283.12

=== VENDOR TOTALS === 92,283.12

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-002922		SHIVE HATTERY INC				
I-4151210-8		CEDAR STREET PAVING	5,832.46			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		CEDAR STREET PAVING		360 5-750-3-6728	CAPITAL IMPROVEMENTS	5,832.46
		=== VENDOR TOTALS ===	5,832.46			
=====						
01-001658		SPRINGER PEST SOLUTIONS				
I-477231		PEST CONTROL	68.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		PEST CONTROL		001 5-110-2-6413	PAYMENT FOR SERVICES	68.00
		=== VENDOR TOTALS ===	68.00			
=====						
01-002101		TIM HILDRETH CO				
I-18878		PUBLIC SAFETY BOILER REPAIR	380.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		PUBLIC SAFETY BOILER REPAIR		001 5-110-2-6310	BUILDING MAINTENANCE/REP	380.00
		=== VENDOR TOTALS ===	380.00			
=====						
01-002435		TYLER TECHNOLOGIES				
I-025-154346		MONTHLY MAINTENANCE	115.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		TYLER TECHNOLOGIES		001 5-650-2-6413	PAYMENT FOR SERVICES	25.00
		TYLER TECHNOLOGIES		600 5-810-2-6413	PAYMENT FOR SERVICES	90.00
		=== VENDOR TOTALS ===	115.00			
=====						
01-000726		UNITED RENTALS (NORTH AMERICA)				
I-136556180-001		CONCRETE SAW	306.37			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		TOOLS		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	306.37
		=== VENDOR TOTALS ===	306.37			
=====						
01-001052		VEENSTRA & KIMM INC.				
I-14275-2		ORCHARD VIEW REG DET & PARK	2,104.16			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		ORCHARD VIEW REG DET & PARK		420 5-599-2-6407	ARCHITECTURE & ENGINEERI	2,104.16
I-14276-1		ORCHARD VIEW REG DET & PARK	1,223.50			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		ORCHARD VIEW REG DET & PARK		420 5-599-2-6407	ARCHITECTURE & ENGINEERI	1,223.50

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-001052	VEENSTRA & KIMM	INC.		( ** CONTINUED ** )		
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I-14287-5		BEARDSLEY REG DET PH 1 DESIGN	4,640.36			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		BEARDSLEY REG DET PH 1 DESIGN		420 5-865-2-6407	ARCHITECTURE & ENGINEER	4,640.36
-----						
I-14289-2		NORTH AV TRAIL DESIGN	540.00			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		NORTH AV TRAIL DESIGN		325 5-430-2-6490	CONSULTANT & PROFESSIONA	540.00
		=== VENDOR TOTALS ===	8,508.02			
=====						
01-001153	ZIEGLER	INC.				
-----						
I-PC501122314		PARTS	4.96			
5/06/2016	AP	DUE: 5/06/2016 DISC: 5/06/2016		1099: N		
		PARTS		001 5-150-2-6331	VEHICLE OPERATIONS	4.96
		=== VENDOR TOTALS ===	4.96			
		=== PACKET TOTALS ===	274,251.62			

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\*\* T O T A L S \*\*

INVOICE TOTALS 274,251.62  
DEBIT MEMO TOTALS 0.00  
CREDIT MEMO TOTALS 0.00

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BATCH TOTALS 274,251.62

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\*\* G/L ACCOUNT TOTALS \*\*

					=====LINE ITEM=====		=====GROUP BUDGET=====	
BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2015-2016		001-2020	ACCOUNTS PAYABLE	34,485.21-*				
		001-5-110-1-6181	ALLOWANCES - UNIFORMS	249.98	14,950	859.46		
		001-5-110-1-6230	EDUCATION AND TRAINING	939.00	13,000	416.93-	Y	
		001-5-110-1-6240	MEETING & CONFERENCES	136.52	2,900	1,133.44-	Y	
		001-5-110-2-6310	BUILDING MAINTENANCE/REP	539.04	40,000	15,282.15		
		001-5-110-2-6332	VEHICLE REPAIR	1,671.88	17,500	7,113.23		
		001-5-110-2-6413	PAYMENT FOR SERVICES	68.00	15,000	5,417.87		
		001-5-110-2-6506	OFFICE SUPPLIES	371.01	4,500	2,175.02		
		001-5-110-2-6507	OPERATING SUPPLIES	461.57	17,000	3,795.91		
		001-5-150-1-6181	ALLOWANCES - UNIFORMS	403.96	6,000	382.93-	Y	
		001-5-150-1-6230	EDUCATION AND TRAINING	550.00	6,750	3,787.63		
		001-5-150-2-6331	VEHICLE OPERATIONS	4,337.67	9,000	1,569.50-	Y	
		001-5-150-2-6413	PAYMENT FOR SERVICES	13.95	200	174.25-	Y	
		001-5-150-2-6504	MINOR EQUIPMENT	122.40	4,300	2,529.56		
		001-5-150-2-6507	OPERATING SUPPLIES	72.78	4,500	44.26		
		001-5-150-2-6520	TRAINING SUPPLIES	64.40	1,500	1,435.60		
		001-5-160-1-6220	SUBSCRIPTIONS & EDUCATIO	119.95	3,500	1,002.61		
		001-5-160-1-6230	EDUCATION AND TRAINING	1,450.00	5,800	3,752.00		
		001-5-160-2-6331	VEHICLE OPERATIONS	163.00	14,000	11,242.39		
		001-5-160-2-6413	PAYMENT FOR SERVICES	200.00	13,500	6,294.50		
		001-5-160-2-6506	OFFICE SUPPLIES	59.00	50	9.00-	Y	
		001-5-160-2-6507	OPERATING SUPPLIES	8.97	1,800	1,026.28		
		001-5-160-2-6520	TRAINING SUPPLIES	297.50	500	192.50		
		001-5-160-2-6530	MEDICAL SUPPLIES	1,038.44	24,000	13,138.66		
		001-5-170-1-6220	SUBSCRIPTIONS & EDUCATIO	30.00	300	1,479.92-	Y	
		001-5-170-2-6506	OFFICE SUPPLIES	126.05	400	2,359.00-	Y	
		001-5-190-2-6490	CONSULTANT & PROFESSIONA	125.00	1,500	675.00		
		001-5-299-1-6181	ALLOWANCES - UNIFORMS	215.70	0	974.26-	Y	
		001-5-299-2-6350	OPERATIONAL EQUIPMENT RE	488.38	4,500	116.43		
		001-5-410-1-6240	MEETING & CONFERENCES	15.00	2,000	1,499.00		
		001-5-410-2-6310	BUILDING MAINTENANCE/REP	46.68	14,000	6,254.73		

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## \*\* G/L ACCOUNT TOTALS \*\*

BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
		001-5-410-2-6417	PROGRAMMING	204.39	12,000	2,496.36-	Y	
		001-5-410-2-6502	BOOKS/FILMS	107.42	65,000	17,747.40		
		001-5-410-2-6507	OPERATING SUPPLIES	181.87	12,000	3,079.45		
		001-5-430-2-6332	VEHICLE REPAIR	456.74	3,000	646.39		
		001-5-430-2-6507	OPERATING SUPPLIES	104.45	4,000	1,234.99-	Y	
		001-5-440-1-6230	EDUCATION AND TRAINING	94.08	1,000	485.92		
		001-5-440-2-6413	PAYMENT FOR SERVICES	943.25	40,000	9,720.63		
		001-5-440-2-6420	REFUNDS	40.00	3,000	2,264.90		
		001-5-440-2-6506	OFFICE SUPPLIES	59.00	800	127.91		
		001-5-440-2-6507	OPERATING SUPPLIES	1,574.44	30,000	1,907.23		
		001-5-460-2-6332	VEHICLE REPAIR	289.18	2,500	1,672.46		
		001-5-460-2-6504	MINOR EQUIPMENT	1,526.55	3,000	1,473.45		
		001-5-460-2-6507	OPERATING SUPPLIES	322.04	1,500	320.09-	Y	
		001-5-499-1-6230	EDUCATION AND TRAINING	175.00	1,000	33.95		
		001-5-499-2-6490	CONSULTANT & PROFESSIONA	67.50	0	67.50-	Y	
		001-5-599-1-6210	ASSOCIATION DUES	379.00	1,500	592.00		
		001-5-599-1-6220	SUBSCRIPTIONS & EDUCATIO	4.00	200	145.00		
		001-5-599-1-6240	MEETING & CONFERENCES	308.57	3,200	1,116.63-	Y	
		001-5-599-2-6490	CONSULTANT & PROFESSIONA	10,841.24	55,000	12,751.29		
		001-5-599-2-6506	OFFICE SUPPLIES	45.32	1,400	2,449.86-	Y	
		001-5-599-3-6725	OFFICE EQUIPMENT	1,109.46	1,000	1,791.44-	Y	
		001-5-610-1-6240	MEETING & CONFERENCES	5.00	4,000	1,925.00-	Y	
		001-5-620-1-6230	EDUCATION AND TRAINING	672.72	1,000	327.28		
		001-5-650-2-6402	ADVERTISING & LEGAL PUBL	337.90	2,500	993.16-	Y	
		001-5-650-2-6413	PAYMENT FOR SERVICES	25.00	4,000	1,280.04-	Y	
		001-5-650-2-6506	OFFICE SUPPLIES	201.53	2,250	1,578.86-	Y	
		001-5-650-2-6507	OPERATING SUPPLIES	7.98	3,000	1,060.16-	Y	
		001-5-650-3-6721	FURNITURE & FIXTURES	15.75	0	3,227.93-	Y	
		110-2020	ACCOUNTS PAYABLE	16,000.50-*				
		110-5-210-1-6230	EDUCATION AND TRAINING	235.00	1,500	29.08		
		110-5-210-2-6332	VEHICLE REPAIR	7.92	18,000	10,945.25		
		110-5-210-2-6333	FUEL	8,162.79	90,000	51,715.92		
		110-5-210-2-6350	OPERATIONAL EQUIPMENT RE	790.74	12,000	20,614.81-	Y	
		110-5-210-2-6417	STREET MAINTENANCE SUPPL	5,388.40	80,000	12,186.30		
		110-5-210-2-6507	OPERATING SUPPLIES	20.12	15,000	9,159.27		
		110-5-230-2-6350	OPERATIONAL EQUIPMENT RE	84.88	7,500	3,328.50		
		110-5-270-3-6765	STORM DRAINAGE	1,310.65	12,000	10,174.92		
		112-2020	ACCOUNTS PAYABLE	1,482.31-*				
		112-5-430-2-7000	WELLNESS	82.31	0	82.31-	Y	
		112-5-650-1-6150	GROUP INSURANCE	1,400.00	25,686	5,290.08		
		113-2020	ACCOUNTS PAYABLE	8,307.79-*				
		113-5-660-1-6152	SELF FUNDING REIMBURSEME	8,307.79	39,000	8,874.46-	Y	
		160-2020	ACCOUNTS PAYABLE	69.95-*				
		160-5-520-2-6490	CONSULTANT & PROFESSIONA	69.95	15,000	14,930.05		
		325-2020	ACCOUNTS PAYABLE	540.00-*				

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## \*\* G/L ACCOUNT TOTALS \*\*

BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
		325-5-430-2-6490	CONSULTANT & PROFESSIONA	540.00	0	6,055.98-	Y	
		360-2020	ACCTS PAYABLE	5,832.46-*				
		360-5-750-3-6728	CAPITAL IMPROVEMENTS	5,832.46	400,000	338,200.64		
		405-2020	ACCOUNTS PAYABLE	461.30-*				
		405-5-751-3-6729	CAPITAL IMPROVEMENT WAKO	461.30	1,853,157	330,952.81		
		420-2020	ACCOUNTS PAYABLE	100,251.14-*				
		420-5-599-2-6407	ARCHITECTURE & ENGINEERI	95,610.78	151,940	13,086.57		
		420-5-865-2-6407	ARCHITECTURE & ENGINEER	4,640.36	26,750	139,591.45-	Y	
		435-2020	ACCOUNTS PAYABLE	2,962.40-*				
		435-5-210-2-6407	ARCHITECTURE & ENGINEERI	2,962.40	30,000	24,921.60		
		600-2020	ACCOUNTS PAYABLE	88,065.70-*				
		600-5-810-2-6413	PAYMENT FOR SERVICES	90.00	20,000	10,313.39		
		600-5-810-2-6507	OPERATING SUPPLIES	26.11	65,000	48,959.78		
		600-5-810-3-6728	CAPITAL IMPROVEMENTS	87,644.59	332,000	186,312.02-	Y	
		600-5-811-2-6413	PAYMENT FOR SERVICES	305.00	445,000	103,233.42		
		610-2020	ACCOUNTS PAYABLE	424.89-*				
		610-5-815-1-6230	EDUCATION AND TRAINING	190.00	1,200	247.47-	Y	
		610-5-815-2-6507	OPERATING SUPPLIES	234.89	3,600	2,942.60		
		613-2020	ACCOUNTS PAYABLE	15,367.97-*				
		613-5-815-3-6728	CAPITAL IMPROVEMENTS	15,367.97	0	15,367.97-	Y	
		999-1300	DUE FROM 001-GENERAL FUN	34,485.21 *				
		999-1303	DUE FROM 110-ROAD USE TA	16,000.50 *				
		999-1304	DUE FROM 112-SPECIAL REV	1,482.31 *				
		999-1307	DUE FROM 160-ECONOMIC DE	69.95 *				
		999-1317	DUE FROM 600-WATER FUND	88,065.70 *				
		999-1320	DUE FROM 613-SEWER IMPRO	15,367.97 *				
		999-1331	DUE FROM 610-SEWER FUND	424.89 *				
		999-1337	DUE FROM 325 - CIP LEGAC	540.00 *				
		999-1341	DUE FROM -- 405 CIP Lake	461.30 *				
		999-1343	DUE FROM 113 T A SELF FU	8,307.79 *				
		999-1360	DUE FROM 360 COMM INFRAS	5,832.46 *				
		999-1405	DUE FROM 420 STORM WATER	100,251.14 *				
		999-1435	DUE FROM 50TH STREET BRI	2,962.40 *				
			** 2015-2016 YEAR TOTALS	274,251.62				

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VENDOR SET: 01 CITY OF NORWALK  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

\*\* POSTING PERIOD RECAP \*\*

FUND	PERIOD	AMOUNT
001	4/2016	3,442.25
001	5/2016	31,042.96
110	4/2016	482.30
110	5/2016	15,518.20
112	5/2016	1,482.31
113	5/2016	8,307.79
160	5/2016	69.95
325	5/2016	540.00
360	5/2016	5,832.46
405	5/2016	461.30
420	5/2016	100,251.14
435	5/2016	2,962.40
600	5/2016	88,065.70
610	4/2016	190.00
610	5/2016	234.89
613	5/2016	15,367.97

NO ERRORS                      NO WARNINGS

\*\* END OF REPORT \*\*

TOTAL ERRORS: 0    TOTAL WARNINGS: 0

## Liquor license summary for May 5 council meeting

Name of Applicant/Corp, Sole Proprietor/Partnership:	Playa Azul Mexican Restaurant
Name of Business:	Tacos Andreas !
Address of Premises:	1323 Sunset Drive
License #	LC 0038440
License And Privileges:	Class C Liquor License (LC) (Commercial), Sunday Sales
Type of Request:	Renewal
Dates:	05/17/2016 - 05/16/2017
Sketch on file	x
Lease, Final Sales Contract or Warranty deed on file	x
Premises Address correct	x
Notarized Statement	x
Dram Shop: provided by applicants insurance company.	x
Police background check run:	x
Fire Inspection Done:	incomplete
Premise zoned correctly	x
City Clerks office:	x





# PROCLAMATION

## Emergency Medical Services Week May 15 - May 21, 2016

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency medical services system consists of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, first responders, educators, administrators and others; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

THEREFORE, BE IT RESOLVED that We, the Norwalk City Council formally designates May 15-21, 2016, as EMS Week in the City of Norwalk, and publicly salute the service of emergency medical services workers in our community and in communities across the nation.

IN WITNESS WHEREOF, I have hereunto set my hand and caused Seal of the City to be affixed.

DONE at the City of Norwalk this 5th day of May, 2016.

\_\_\_\_\_  
Tom Phillips, Mayor

Attest: \_\_\_\_\_  
Jodi Eddleman, Deputy City Clerk



# PROCLAMATION

## Annual National Association of Letter Carriers' Food Drive Day May 14, 2016

**WHEREAS,** Every year on the second Saturday in May, letter carriers across the country collect non-perishable food as part of the nation's largest one-day food drive, distributing the donations to local food banks; and

**WHEREAS,** The Letter Carriers' Stamp Out Hunger Food Drive is just one example of how letter carriers work to make a difference in the lives of those they serve. Since the pilot drive was held in 1991, more than a billion pounds of food have been collected; and

**WHEREAS,** We would like to recognize all letter carriers for their hard work and their commitment to their communities. All of the food collected in our community stays in our community and we support carriers' efforts to help those in need in our community.

**NOW, THEREFORE,** We, the City Council of the City of Norwalk, by the authority vested in us, do hereby proclaim Saturday, May 14, 2016 as "LETTER CARRIERS' FOOD DRIVE DAY" in the City of Norwalk and County of Warren, and encourage the citizens of our community to support the food drive by placing non-perishable food items in or near your mailbox on food drive day. Your letter carrier will pick it up while delivering the mail—and together, we can all help to feed our hungry .

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused to be affixed the Official Seal of our City this 5th day of May, 2016.

\_\_\_\_\_  
Tom Phillips, Mayor

Attest: \_\_\_\_\_  
Jodi Eddleman, Deputy City Clerk



# PROCLAMATION

## National Police Week May 15 - 21, 2016

To recognize National Police Week 2016 and to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy.

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Norwalk Police Department;

WHEREAS, nearly 60,000 assaults against law enforcement officers are reported each year, resulting in approximately 16,000 injuries;

WHEREAS, since the first recorded death in 1791, almost 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty;

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.;

WHEREAS, new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 117 officers killed in 2014 and 156 officers killed in previous years;

WHEREAS, the Candlelight Vigil is part of National Police Week, which takes place this year on May 13th;

THEREFORE, BE IT RESOLVED that We, the Norwalk City Council formally designates May 15-21, 2016, as Police Week in the City of Norwalk, and publicly salute the service of law enforcement officers in our community and in communities across the nation.

IN WITNESS WHEREOF, I have hereunto set my hand and caused Seal of the City to be affixed.

DONE at the City of Norwalk this 5th day of May, 2016.

\_\_\_\_\_  
Tom Phillips, Mayor

Attest: \_\_\_\_\_  
Jodi Eddleman, Deputy City Clerk



# PROCLAMATION

## National Public Works Week May 15 - May 21, 2016

WHEREAS, public works services provided in our community are an integral part of our citizens' everyday lives; and

WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water, sewers, streets and highways, public buildings, solid waste collection, parks and storm water maintenance; and

WHEREAS, the health, safety, and comfort of this community greatly depends on these facilities and services; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design, and construction, is vitally dependent upon the efforts and skill of public works officials; and

WHEREAS, the efficiency of the qualified and dedicated personnel, who staff public works departments, is materially influenced by the people's attitude and understanding of the importance of the work they perform.

NOW, THEREFORE, BE IT RESOLVED that We, the Norwalk City Council formally designate May 15 - 21, 2016, as Public Works Week in the City of Norwalk, and publicly salute the service of public works employees in our community and in communities across the nation.

IN WITNESS WHEREOF, I have hereunto set my hand and caused Seal of the City to be affixed.

DONE at the City of Norwalk this 5th day of May, 2016.

Mayor \_\_\_\_\_  
Tom Phillips, Mayor

Attest: \_\_\_\_\_  
Jodi Eddleman, Deputy City Clerk



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 6e  
For Meeting of 05.05.2016

**ITEM TITLE:** FY2015 Audit Presentation and Overview

**CONTACT PERSON:** Jean Furler, Finance Director

**SUMMARY EXPLANATION:** The fiscal year 2014-2015 audit was performed by Shull & Co. The following is an overview of the audit:

- The city utilizes cash basis accounting. Governmental Activities include public safety, public works, health & social services, culture & recreation, community & economic development, debt service and capital projects. Business type activities or enterprise funds include water, sewer and storm water utility
- The General Fund balance increased \$577,441 to \$1,584,886 from last fiscal year. Bond Rating companies give considerable weight to a city's general fund balance when determining credit rating.
- The city increased fund balances in every program area with the exception of debt service. Transfers are scheduled in FY16 and FY17 to address the debt service deficit.
- The city's general obligation debt of \$17,358,000 continues to be well below the 5% constitutional debt limit of approximately \$30.2 million.
- Page 67-69 discusses findings for internal control deficiencies and statutory reporting requirements. The city responded to each of these findings and the auditor accepted the responses.
- Page 69 shows deficit balances and how we have addressed those with the exception of the Norwalk Fiber Optic Project. The deficit balance of \$375,227 needs to be eliminated and my goal is to get this done by June 2018 with transfers the next three fiscal years.
- Page 12 Debt Administration section is incorrect. The numbers were not updated from FY14 and should state:  
" At June 30, 2015, the City had \$18,662,272 in bonds and other long-term debt, compared to \$15,816,922 last year, as show below."

On that same page Colonial Meadows was listed in FY14 but not FY15 and Water Service Agreement added in FY15. In the course of finalizing the 2014 audit there was discussion of the various development agreement commitments. The Colonial Meadows agreement was subsequently found to require annual appropriation and therefore was no longer considered to be outstanding debt (like most all development agreements). However, further review of the agreement with the Des Moines Waterworks revealed that agreement should be considered a debt obligation. Those items were corrected in the 2015 presentation.

In a set of cash basis statements these items do not affect the cash activity of a given year and are therefore treated as disclosure items so there are no restatements or other reporting issues to deal with only corrections going forward.

Arlen Schrum will be present to answer any other questions you may have.

<p>___ Resolution ___ Ordinance ___ Contract ___ Other (Specify) <u>Simple Motion</u></p> <p>Funding Source: _____</p> <p>APPROVED FOR SUBMITTAL _____</p>
--

**STAFF RECOMMENDATION:** Approve the FY15 Audit as revised.

## CITY OF NORWALK

### MANAGEMENT'S DISCUSSION AND ANALYSIS

City of Norwalk, Iowa provides this Management's Discussion and Analysis of its financial statements. This narrative overview and analysis of the financial activities is for the fiscal year ended June 30, 2015. We encourage readers to consider this information in conjunction with the City's financial statements, which follow.

#### **2015 FINANCIAL HIGHLIGHTS**

Receipts of the City's governmental activities increased 31%, or approximately \$3,631,000 from fiscal 2014 to fiscal 2015. Property tax and bond proceeds increased approximately \$240,000 and \$5,131,422, respectively. Charges for service, capital grants, contributions and restricted interest, and other general receipts decreased approximately \$116,000, \$964,000 and \$622,000, respectively.

Disbursements of the City's governmental activities decreased 1%, or approximately \$109,000, in fiscal 2015 from fiscal 2014. Debt service and capital projects increased approximately \$755,000 and \$474,000, respectively. Public works, public safety and community and economic development disbursements decreased approximately \$278,000, \$307,000 and \$668,000, respectively.

The City's total cash basis net position increased 203%, or approximately \$5,951,000, from June 30, 2014 to June 30, 2015. Of this amount, the assets of the governmental activities increased approximately \$5,410,000 and the assets of the business type activities increased by approximately \$204,000.

#### **USING THIS ANNUAL REPORT**

The annual report consists of a series of financial statements and other information as follows:

Management's Discussion and Analysis introduces the basic financial statements and provides an analytical overview of the City's financial activities.

The Government-wide Financial Statement consists of a Cash Basis Statement of Activities and Net Position. This statement provides information about the activities of the City as a whole and presents an overall view of the City's finances.

The Fund Financial Statements tell how governmental services were financed in the short term as well as what remains for future spending. Fund financial statements report the City's operations in more detail than the government-wide statement by providing information about the most significant funds.

Notes to Financial Statements provide additional information essential to a full understanding of the data provided in the basic financial statements.

## CITY OF NORWALK

### MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

Other Information further explains and supports the financial statements with a comparison of the City's budget for the year and the City's proportionate share of the net pension liability and related contributions.

Supplementary Information provides detailed information about the nonmajor governmental funds and the City's indebtedness.

### **BASIS OF ACCOUNTING**

The City maintains its financial records on the basis of cash receipts and disbursements and the financial statements of the City are prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items. Accordingly, the financial statements do not present financial position and results of operations of the funds in accordance with accounting principles generally accepted in the United States of America. Therefore, when reviewing the financial information and discussion within this annual report, the reader should keep in mind the limitations resulting from the use of the cash basis of accounting.

### **REPORTING THE CITY'S FINANCIAL ACTIVITIES**

#### *Government-wide Financial Statement*

One of the most important questions asked about the City's finances is, "Is the City as a whole better off or worse off as a result of the year's activities?" The Statement of Activities and Net Position reports information which helps answer this question.

The Statement of Activities and Net Position presents the City's net position. Over time, increases or decreases in the City's net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Cash Basis Statement of Activities and Net Position is divided into two kinds of activities:

Governmental Activities include public safety, public works, culture and recreation, community and economic development, general government, debt service and capital projects. Property tax and state and federal grants finance most of these activities.

Business Type Activities include the waterworks, the sanitary sewer system, and the storm water drainage system. These activities are financed primarily by user charges.

## CITY OF NORWALK

### MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

#### *Fund Financial Statements*

The City has two kinds of funds:

1. Governmental funds account for most of the City's basic services. These focus on how money flows into and out of those funds, and the balances at year-end that are available for spending. The governmental funds include: 1) the General Fund, 2) the Special Revenue funds, such as Road Use Tax and Urban Renewal Tax Increment, 3) the Debt Service Fund and 4) the Capital Projects Funds. The governmental fund financial statements provide a detailed, short-term view of the City's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs.

The required financial statement for governmental funds is a Statement of Cash Receipts, Disbursements and Changes in Cash Balances.

2. Proprietary funds account for the City's Enterprise Funds and for the Internal Service Fund. Enterprise Funds are used to report business type activities. The City maintains three Enterprise Funds to provide separate information for the water, sewer, and storm water funds. Internal Service Funds are an accounting device used to accumulate and allocate costs internally among the City's various functions.

The required financial statement for proprietary funds is a Statement of Cash Receipts, Disbursements and Changes in Cash Balances.

#### **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

Net position may serve over time as a useful indicator of financial position. The City's cash balance for governmental activities increased dramatically from a year ago primarily due to bond proceeds not yet spent, increasing from \$2,646,369 to \$8,070,360. The analysis that follows focuses on the changes in cash balances for governmental activities.

CITY OF NORWALK

MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

Changes in Cash Basis Net Position of Governmental Activities		
	Year ended June 30,	
	2015	2014
Receipts and transfers		
Program receipts		
Charges for service	\$ 1,335,294	1,451,423
Operating grants, contributions and restricted interest	1,294,294	1,313,522
Capital grants, contributions and restricted interest	87,975	1,051,834
General receipts		
Property tax	6,986,792	6,747,218
Utility tax replacement excise tax	301,237	293,253
Grants and contributions not restricted to specific purposes	22,782	50,761
Unrestricted interest on investments	4,198	2,568
Bond and loan proceeds	5,131,422	-
Other general receipts	78,954	701,284
Total receipts and transfers	<u>15,242,948</u>	<u>11,611,863</u>
Disbursements		
Public safety	2,601,392	2,879,292
Public works	1,427,091	1,734,437
Health and social services	7,000	9,464
Culture and recreation	1,062,658	1,063,487
Community and economic development	1,064,191	1,732,115
General government	596,861	678,482
Debt service	2,776,005	2,021,490
Capital projects	838,975	364,743
Total disbursements	<u>10,374,173</u>	<u>10,483,510</u>
Change in cash basis net position before transfers	4,868,775	1,128,353
Transfers, net	<u>540,781</u>	<u>46,800</u>
Change in cash basis net position	5,409,556	1,175,153
Cash basis net position beginning of year	<u>2,660,803</u>	<u>1,485,650</u>
Cash basis net position end of year	<u>\$ 8,070,359</u>	<u>2,660,803</u>

The City's total receipts for governmental activities increased by 31%, or \$3,631,085. The total cost of all programs and services decreased by \$109,338, or 1%, with no new programs added this year. The increase in receipts was primarily the result of increases in bond proceeds of \$5,131,422.

CITY OF NORWALK

MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

The cost of all governmental activities this year was \$10,374,173 compared to \$10,483,510 last year. However, as shown in the Statement of Activities and Net Position on pages 15-18, the amount taxpayers ultimately financed for these activities was only \$7,656,609 because some of the cost was paid by those directly benefited from the programs (\$1,335,294) or by other governments and organizations that subsidized certain programs with grants, contributions and restricted interest (\$1,382,269). The City paid for the remaining "public benefit" portion of governmental activities with approximately \$6,987,000 in tax (some of which could only be used for certain programs) and with other receipts, such as interest and general.

Changes in Cash Basis Net Position of Business Type Activities			
	Year ended June 30,		
	2015		2014
Receipts and transfers			
Program receipts			
Charges for service			
Water	\$ 1,388,767		1,276,466
Sewer	1,784,550		1,604,259
Other non major	354,392		345,569
Operating grants, contributions and restricted interest	161,527		132,411
General receipts			
Unrestricted interest on investment	4,562		5,335
Bond proceeds	<u>425,000</u>		<u>-</u>
Total receipts	<u>4,118,798</u>		<u>3,364,040</u>
Disbursements			
Water	1,179,914		1,382,563
Sewer	1,961,068		1,462,847
Other non major	<u>233,472</u>		<u>163,937</u>
Total disbursements and transfers	<u>3,374,454</u>		<u>3,009,347</u>
Change in cash basis net position before transfers	744,344		354,693
Transfers, net	<u>(540,781)</u>		<u>(46,800)</u>
Change in cash basis net position	203,563		307,893
Cash basis net position beginning of year	<u>3,290,133</u>		<u>2,982,240</u>
Cash basis net position end of year	<u>\$ 3,493,696</u>		<u>3,290,133</u>

Total business type activities receipts for the fiscal year were \$4,118,798 compared to \$3,364,040 last year. Total disbursements for the fiscal year increased by 12% or a total of

\$365,107.

## CITY OF NORWALK

### MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

#### **INDIVIDUAL MAJOR GOVERNMENTAL FUND ANALYSIS**

As City of Norwalk, Iowa completed the year, its governmental funds reported a combined fund balance of \$8,070,360, an increase of more than \$5,410,000 from last year's total of \$2,660,803. The following are the major reasons for the changes in fund balances of the major funds from the prior year.

The General Fund cash balance increased \$577,441 from the prior year to \$1,584,886.

The Road Use Tax Fund cash balance increased by \$147,092 during the fiscal year to \$613,699.

The Employee Benefits Levy Fund cash balance increased \$160,925 to \$826,165.

The Urban Renewal Tax Increment Fund cash balance was \$2,415,530, an increase of \$823,422 from the previous year.

The Debt Service Fund cash balance was negative \$221,781, a decrease of \$116,906 from the previous year.

The combined Capital Projects Funds increased \$3,378,253 from the previous year.

#### **INDIVIDUAL MAJOR BUSINESS TYPE FUND ANALYSIS**

The Water Fund cash balance increased by \$313,213 to \$1,195,925.

The Sewer Fund cash balance increased by \$222,022 to \$1,193,109.

# CITY OF NORWALK

## MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

### BUDGETARY HIGHLIGHTS

Over the course of the year, the City amended its budget one time. The amendment was approved on May 21, 2015 and resulted in a net increase of \$4,708,255 in revenues. The increase was due primarily to a planned sale of land. Budgeted expenditures increased \$247,575 due to capital purchases.

Even with the budget amendments, the City exceeded the amounts budgeted in the debt service function for the year ended June 30, 2015.

### DEBT ADMINISTRATION

At June 30, 2015, the City had \$18,662,272 in bonds and other long-term debt, compared to \$15,816,922 last year, as show below.

Outstanding Debt at Year-End			
	June 30,		
	2015		2014
General obligation bonds	\$ 17,185,000		14,640,000
General obligation capital loan notes	172,500		-
Revenue bonds	756,500		441,000
Sanitary district mortgage assumed	106,540		122,060
Water service agreement	412,357		565,336
Equipment loans	29,375		48,526
Total	<u>\$ 18,662,272</u>		<u>15,816,922</u>

The Constitution of the State of Iowa limits the amount of general obligation debt cities can issue to 5% of the assessed value of all taxable property within the City's corporate limits. The City's outstanding general obligation debt of \$17,358,000 is significantly below its constitutional debt limit of approximately \$30 million.

More detailed information about the City's long-term debt is presented in Note 3 to the financial statements.

## CITY OF NORWALK

### MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

#### **ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES**

City of Norwalk, Iowa's elected and appointed officials and citizens considered many factors when setting the fiscal year 2016 budget, tax rates, and fees that will be charged for various City activities. One of those factors is the economy. The City's total assessed valuations have increased slightly. However, funding from the State has decreased due to budget constraints.

#### **CONTACTING THE CITY'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Marketa George Oliver, City Manager, 705 North Avenue, Norwalk, Iowa.



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No.6f  
For Meeting of 05.19.2016

**ITEM TITLE:** Public Hearing and consideration of Resolution adopting the City of Norwalk Budget Amendment #2 for fiscal year 2015-2016

**CONTACT PERSON:** Jean Furler, Finance Director

**SUMMARY EXPLANATION:**

Following is a summary of the proposed 2015-2016 final budget amendment for the City of Norwalk. Expenses will need to be amended \$722,000 due to the following:

- \$104,000 in public safety for Westcom (911 Communication) expenses, fire department day room re-model (these were remaining expenses from prior fiscal year paid in current fiscal year) and police department wages for overtime and holiday pay. Keep in mind the city receives 50% of wages and benefits (\$47,961 last year) from the school district for the Resource Officer and will receive \$68,300 this fiscal year from the COPS grant program to help offset the police department wages.
- \$51,400 in public works for garbage & recycling costs. Revenues will cover these increased costs.
- \$75,000 in general government due to \$30,000 consulting fees and an additional \$45,000 for legal expenses.
- \$426,400 in debt service due to \$253,875 for bond refinancing and underwriting costs and \$172,500 for the short-term ambulance loan. \$195,600 of the debt service increase is due to the current refunding of the 2008A bonds that will be paid off. This is figured into the \$750,000 savings.
- \$65,200 in the Enterprise Fund area due to the increased operation and maintenance costs of sewer per the Water Reclamation Authority budget amendment for FY2016.

<p><input checked="" type="checkbox"/> Resolution _____ Ordinance _____ Contract _____ Other (Specify) _____</p> <p>Funding Source: _____</p> <p>APPROVED FOR SUBMITTAL _____</p>
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**STAFF RECOMMENDATION:** Set the public hearing for May 19, 2016 at 6 p.m.

**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 5/19/2016  
(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
<b>Revenues &amp; Other Financing Sources</b>				
Taxes Levied on Property	1	5,051,796		5,051,796
Less: Uncollected Property Taxes-Levy Year	2	0		0
<b>Net Current Property Taxes</b>	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
<b>Total Revenues and Other Sources</b>	15	18,173,651	0	18,173,651
<b>Expenditures &amp; Other Financing Uses</b>				
Public Safety	16	3,011,079	104,000	3,115,079
Public Works	17	1,480,659	51,400	1,532,059
Health and Social Services	18	10,438		10,438
Culture and Recreation	19	1,178,752		1,178,752
Community and Economic Development	20	1,138,412		1,138,412
General Government	21	659,329	75,000	734,329
Debt Service	22	2,025,179	426,400	2,451,579
Capital Projects	23	6,161,346		6,161,346
Total Government Activities Expenditures	24	15,665,194	656,800	16,321,994
Business Type / Enterprises	25	4,164,615	65,200	4,229,815
<b>Total Gov Activities &amp; Business Expenditures</b>	26	19,829,809	722,000	20,551,809
Transfers Out	27	4,618,777		4,618,777
<b>Total Expenditures/Transfers Out</b>	28	24,448,586	722,000	25,170,586
<b>Excess Revenues &amp; Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year</b>	29	-6,274,935	-722,000	-6,996,935
Beginning Fund Balance July 1	30	9,626,664		9,626,664
<b>Ending Fund Balance June 30</b>	31	3,351,729	-722,000	2,629,729

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

Public safety increase for Westcom (911) expenses, fire dept capital expenses & police department wages.  
Public works increase for garbage & recycling costs. General government increase for consulting & legal fees.  
Debt service increase for bond refinancing & ambulance short-term loan. Business type activities increase for sewer expenses per the Water Reclamation Authority amended FY16 budget.

---

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. 6g  
For Meeting of 05.05.2016

**ITEM TITLE:** Agreement for Municipal Advisory Services, Public Financial Management (PFM)

**CONTACT PERSON:** Jean Furler, Finance Director

**SUMMARY EXPLANATION:** The attached agreement outlines PFM's advisory services to be provided to the city.

The city has been paying \$2,300/quarter, \$2,400/year for the annual TIF report as well as bond issuance fees for this service.

This contract is \$2,000/quarter plus bond issuance fees. The TIF report will be handled in-house. PFM will provide all the cash flow modeling and planning for GO debt, debt service, water, sewer, TIF, local option sales and service tax and taxable valuation projections. In addition, this fee includes financial policy development which would provide better guidelines for development agreements, investment decisions and overall financial decisions.

PFM has an expert TIF person on staff that understands the complexity of TIF and keeps up to date on legislative changes. They also have another person who works with county assessors and the Legislative Services Agency to provide rollback and valuation to cities by October 1 of each year.

Also attached is PFM's agreement for the Series 2016 bond refinancing and pool financing. They have agreed to a set \$14,000 amount (instead of \$15,000) due to the fact that UMB is providing the official statement. This is a fee that would be paid for refinancing regardless of financial advisor.

<p>____ Resolution ____ Ordinance ____ Contract <u> X </u> Other (Specify) _____</p> <p>Funding Source: _____</p> <p>APPROVED FOR SUBMITTAL _____</p>
---

**STAFF RECOMMENDATION:** Approve Agreement for Municipal Advisory Services for financial services outlined in the contract for \$8,000 per year and the agreement for Series 2016 bond issuance services not to exceed \$14,000.

## **PUBLIC FINANCIAL MANAGEMENT, INC.**

### **AGREEMENT FOR MUNICIPAL ADVISORY SERVICES**

This agreement, made and entered into this 27<sup>th</sup> day of April, 2016 by and between the City of Norwalk, Iowa (the "Client") and Public Financial Management, Inc., (hereinafter called the "Municipal Advisor" or "PFM") sets forth the terms and conditions under which the Municipal Advisor shall provide services.

WHEREAS, Client is desirous of obtaining the services of a Municipal Advisor to develop and assist in implementing Client's strategies to meet its current and long-term operations and capital financing needs and render assistance in respect to debt transactions; and

WHEREAS, PFM is capable of providing the necessary Municipal Advisory services.

NOW, THEREFORE, in consideration of the above mentioned premises and intending to be legally bound hereby, the Client and PFM agree as follows:

#### **I. SCOPE OF SERVICES**

PFM shall provide, upon request of the Client 1) retainer fee services related to ongoing financial planning and policy development, 2) debt transaction services related to debt issuance and 3) special services as requested by the Client, examples of which, not intended to be exclusive, are set forth in Exhibit A to this Agreement.

#### **II. WORK SCHEDULE**

The services of the Municipal Advisor are to commence as soon as practicable after the execution of this Agreement and a request by the Client for such service.

Services which are not related to a particular transaction shall be completed as agreed between the Client and the Municipal Advisor.

#### **III. MUNICIPAL ADVISORY COMPENSATION**

For the services described below, PFM's professional fees shall be paid as follows:

1. PFM reserves the right receive an annual retainer fee in the amount of \$8,000 for planning services related to at least, but not limited to:
  - a. General obligation debt capacity cashflow modeling and planning
  - b. Debt service tax levy analysis cashflow modeling and planning
  - c. Urban renewal cashflow modeling and planning
  - d. Water enterprise fund cashflow modeling and planning
  - e. Sewer enterprise fund cashflow modeling and planning
  - f. Local option sales tax cashflow modeling and planning
  - g. Taxable valuation projection modeling and planning
  - h. Financial policy development

Note: See Exhibit A.1 under "Retainer Fee Services" for additional information, including a detailed list of services to be provided.

2. For debt transaction services related to the issuance of bonds, PFM will be paid a Municipal Advisory Fee not to exceed the amounts shown in the chart below. The determination of the Municipal Advisory Fee for each transaction will be based on the par amount of the bonds, the type of debt issued, and the services to be provided by PFM. All Municipal Advisory Fees will be mutually agreed upon by the Client and PFM prior to each transaction. Municipal Advisory Fees are payable upon the closing of each transaction:

Par Amount of Issue	Proposed Not to Exceed Municipal Advisory Fee
Under \$1 Million	Greater of \$5,000 or 1% of Par
\$1.0 to \$5.0 Million	\$15,000
\$5.1 to \$10.0 Million	\$16,000
\$10.1 to \$15.0 Million	\$18,000
\$15.1 to \$20.0 Million	\$20,000
Over \$20.0 Million	To be negotiated
Urban Renewal Bonds (TIF)	Same as GO Bonds
Local Option Sales Tax (LOST)	Same as GO Bonds
G.O., TIF or LOST Refunding Bonds	Same as GO Bonds
Revenue Bonds	125% of the GO Bond Fee
Revenue Refunding Bonds	Same as Revenue Bonds

Note: See Exhibit A.2 under “*Debt Transaction Services*” for additional information, including a detailed list of services to be provided in the not to exceed amounts listed above.

3. For fees related to Special Services requested by the Client, as described in Exhibit A.3, PFM shall negotiate with the Client, in advance of the project, the specific scope of the project, a not-to-exceed amount and a specific completion date. Hourly fees that would be used to determine the appropriate not-to-exceed amount are as follows:

<u>PFM Des Moines Staff</u>	<u>Hourly Rate</u>
Managing Director	\$250
Director	\$225
Senior Managing Consultant	\$200
Senior Analyst	\$185
Analyst	\$175

#### **Reimbursable Expenses**

In addition to fees for services, PFM will be reimbursed for necessary, reasonable, and documented out-of-pocket expenses incurred, including travel, mileage, meals, lodging, telephone, mail, and other ordinary cost and any actual extraordinary cost for graphics, printing, data processing and computer time which are incurred by PFM. Appropriate documentation will be provided.

#### **IV. TERMS AND TERMINATION**

This agreement shall remain in effect unless canceled in writing by either party upon thirty (30) days written notice to the other party.

## **V. NON-ASSIGNABILITY**

PFM shall not assign any interest in this Agreement or subcontract any of the work performed under the Agreement without the prior written consent of the Client.

## **VI. INFORMATION TO BE FURNISHED TO THE MUNICIPAL ADVISOR**

All information, data, reports, and records in the possession of the Client necessary for carrying out the work to be performed under this Agreement shall be furnished to the Municipal Advisor and the Client shall cooperate with the Municipal Advisor in all reasonable ways.

## **VII. NOTICES**

All notices given under this Agreement shall be in writing, sent by registered United States mail, with return receipt requested, addressed to the party for whom it is intended, at the designated below. The parties designate the following as the respective places for giving notice, to-wit:

### **CITY OF NORWALK, IOWA**

705 North Avenue  
Norwalk, Iowa 50211  
Attention: Jean Furler, Finance Director

### **PUBLIC FINANCIAL MANAGEMENT, INC.**

801 Grand Avenue, Suite 3300  
Des Moines, IA 50309  
Attention: Jon Burmeister, Managing Director

## **VIII. TITLE TRANSFER**

All materials prepared by PFM pursuant exclusively to this Agreement shall be the property of the Client. Upon termination of this Agreement, Municipal Advisor shall deliver to the Client copies of any and all material pertaining to this Agreement.

## **IX. MUNICIPAL ADVISOR'S REPRESENTATIVES**

### **1. Assignment of Named Individuals**

The professional employees of PFM set forth below shall provide the services set forth in this Agreement. PFM reserves the right, from time to time, to amend team members as necessary. PFM professionals assigned to service the Client include:

Susanne Gerlach, Senior Managing Consultant (Project Manager)  
Jon Burmeister, Managing Director  
Jenny Blankenship, Director  
Matthew Stoffel, Senior Analyst  
Owen Gerard, Senior Analyst  
Jennifer Ballard, Analyst  
Jocelyn Doerfler, Analyst

2. Changes in Staff Requested by the Client

The Client has the right to request, for any reason, PFM to replace any member of the advisory staff. Should the Client make such a request, PFM shall promptly suggest a substitute for approval by the Client.

**X. INSURANCE**

PFM shall maintain professional services insurance coverage.

**XI. INDEPENDENT CONTRACTOR**

The Municipal Advisor, its employees, officers and representatives at all times shall be independent contractors and shall not be deemed to be employees, agents, partners, servants and/or joint ventures of Client by virtue of this Agreement or any actions or services rendered under this Agreement.

**XII. ENTIRE AGREEMENT**

This Agreement represents the entire agreement between Client and PFM and may not be amended or modified except in writing signed by both parties.

**XII. DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST**

While PFM does not anticipate any impairment of its fiduciary responsibilities related to this engagement, it should be noted that PFM does serve as Municipal Advisor to certain overlapping entities including the State of Iowa, the Iowa Finance Authority and the Des Moines Metropolitan Wastewater Reclamation Authority.

IN WITNESS THEREOF, the Client and Municipal Advisory have executed this Agreement as of the day and year herein above written.

ATTEST: **CITY OF NORWALK, IOWA**

By: \_\_\_\_\_  
Name, Title

Date: \_\_\_\_\_

ATTEST: **PUBLIC FINANCIAL MANAGEMENT, INC.**

BY: Jon Burmeister  
Jon Burmeister  
Managing Director

BY: Susanne Gerlach  
Susanne Gerlach  
Senior Managing Consultant

DATE: April 27, 2016

## EXHIBIT A

1. **Retainer Fee Services** related to the Financial Planning and Policy Development upon request of the Client:
  - Assist the Client in the formulation of Financial and Debt Policies and Administrative Procedures.
  - Review current debt structure, identifying strengths and weaknesses of structure so that future debt issues can be designed to maximize ability to finance future capital needs. This will include, but not be limited to, reviewing existing debt for the possibility of refunding that debt to provide the Client with savings.
  - Analyze future debt capacity to determine the Client's ability to raise future debt capital.
  - Assist the Client in the development of the Client's Capital Improvement program by identifying sources of capital funding for infrastructure needs.
  - Assist the Client with the development of the Client's Financial Plan by assessing capital needs, identifying potential revenue sources, analyze financing alternatives such as pay-as-you-go, lease/purchasing, short-term vs. long-term financings, assessments, user fees, impact fees, developer contributions, public/private projects, and grants and provide analysis of each alternative as required as to the budgetary and financial impact.
  - Review the reports of accountants, independent engineers and other project feasibility consultants to ensure that such studies adequately address technical, economic, and financial risk factors affecting the marketability of any proposed revenue debt issues; provide bond market assumptions necessary for financial projections included in these studies; attend all relevant working sessions regarding the preparations, review and completion of such independent studies; and provide written comments and recommendations regarding assumptions, analytic methods, and conclusions contained therein.
  - Develop, manage and maintain computer models for long-term capital planning which provide for inputs regarding levels of ad valorem and non-ad valorem taxation, growth rates by operating revenue and expenditure item, timing, magnitude and cost of debt issuance, and project operating and capital balances, selected operating and debt ratios and other financial performance measures as may be determined by the Client. Planning models to be developed and maintained under the Retainer Fee Services include:
    - General obligation debt capacity cashflow model
    - Debt service tax levy analysis cashflow model
    - Urban renewal cashflow model (for each TIF district)
    - Local option sales tax cashflow model
    - Water & Sewer enterprise fund cashflow model
    - Taxable valuation projection model
  - Provide debt services schedules reflecting varying interest rates, issue sizes, and maturity structures as these are needed for feasibility consultants or for related Client fiscal planning.
  - Attend meetings with Client's staff, consultants and other professionals and the Client.
  - Review underwriter's proposals and submit a written analysis of same to the Client.
  - Undertake any and all other financial planning and policy development assignments made by the Client regarding bond and other financings, and financial policy including budget, tax, cash management issues and related fiscal policy and programs.
  - Assist the Client in preparing financial presentations for public hearings and/ or referendums.
  - Provide special financial services as requested by the Client.

2. **Debt Transaction Services** shall include, upon the request of the Client, bonds, notes, loans, letters of credit, line of credit and short term financings, and all related services as follows:
- Analyze financial and economic factors to determine if the issuance of bonds is appropriate.
  - Develop a financing plan in concert with Client's staff which would include recommendations as to the timing and number of series of bonds to be issued.
  - Assist the Client by recommending the best method of sale, either as a competitive sale, a negotiated sale or a private placement. In a competitive sale, make recommendation as to the determination of the best bid. In the event of a negotiated sale, assist in the solicitation, review and evaluation of any investment banking proposals, and provide advice and information necessary to aid in such selection; and oversee the pricing process.
  - Advise as to the various financing alternatives available to the Client.
  - Develop alternatives related to debt transaction including evaluation of revenues available, maturity schedule and cash flow requirements.
  - Evaluate benefits of bond insurance and/or security insurance for debt reserve fund.
  - If appropriate, develop credit rating presentation and coordinate with the Client the overall presentation to rating agencies.
  - Assist the Client in the procurement of other services relating to debt issuance such as printing, paying agent, registrar, etc.
  - Identify key bond covenant features and advise as to the financial consequences of provisions to be included in bond resolutions regarding security, creation of reserve funds, flow of funds, redemption provisions, additional parity debt tests, etc.; review and comment on successive drafts of bond resolutions.
  - Review the requirements and submit analysis to bond insurers, rating agencies and other professionals as they pertain to the Client's obligation.
  - Review the terms, conditions and structure of any proposed debt offering undertaken by the Client and provide suggestions, modifications and enhancements where appropriate and necessary to reflect the constraints or current financial policy and fiscal capability.
  - Coordinate with Client's staff and other advisors as respects the furnishing of data for offering documents, it being specifically understood that Municipal Advisor is not responsible for the inclusion or omission of any material in published offering documents.
  - Provide regular updates of tax-exempt bond market conditions and advise the Client as to the most advantageous timing for issuing its debt.
  - Advise the Client on the condition of the bond market at the time of sale, including volume, timing considerations, competing offerings, and general economic considerations.
  - For negotiated sales: Assist and advise the Client in negotiations with investment banking groups regarding fees, pricing of the bonds and final terms of any security offering, and make in writing definitive recommendations regarding a proposed offering to obtain the most favorable financial terms based on existing market conditions.
  - For competitive sales: Assist in preparation of the Preliminary Official Statement, distribute the Preliminary Official Statement to potential underwriters, market the bonds effectively to potential underwriters, evaluate bids received, analyze pricing received, present bids received to the City Council and make recommendation as to the winning bidder, provide Client final debt service schedules and other final pricing information, assist with the preparation of the Final Official Statement, and distribute the Final Official Statement to the finance team.

- Arrange for the closing of the transaction including, but not limited to, providing closing instructions to finance team, facilitate bond closing with DTC, coordinate with bond counsel on bond printing, signing and final delivery of the bonds.

3. **Special Services.** Upon request of the Client, PFM may provide other services which may include, but are not limited to, the following:

- Valuation analysis
- Impact fee financial analysis
- Rate analysis
- Management analysis
- Referendum assistance
- Legislative initiatives
- Project assessment analysis
- Implementation of revenue enhancement programs
- Arbitrage and rebate services
- Financial analysis of projects and engineer/architect studies
- Negotiate on behalf of the Client for proposed projects

**PUBLIC FINANCIAL MANAGEMENT, INC.**

**AGREEMENT FOR MUNICIPAL ADVISORY SERVICES**

This agreement, made and entered into this 27<sup>th</sup> day of April 2016, by and between the City of Norwalk, Iowa (“Client”) and Public Financial Management, Inc., (hereinafter called the “Municipal Advisor” or “PFM”) sets forth the terms and conditions under which the Municipal Advisor shall provide services for the issuance of approximately \$9,350,000 General Obligation Swimming Pool and Refunding Bonds, Series 2016 (the “Bonds”).

WHEREAS, Client is desirous of obtaining the services of a Municipal Advisor to develop and assist in implementing Client’s strategies to meet its current and long-term operations, financial obligations, capital financing needs and render assistance in respect to debt transactions; and

WHEREAS, PFM is capable of providing the necessary municipal advisory services.

NOW, THEREFORE, in consideration of the above mentioned premises and intending to be legally bound hereby, Client and PFM agree as follows:

**I. SCOPE OF SERVICES**

PFM shall provide, upon request of the Client services related to financial planning, budget and strategic advice and planning, credit development and services related to debt issuance, examples of which, not intended to be exclusive, are set forth in Exhibit A to this agreement.

**II. WORK SCHEDULE**

The services of the Municipal Advisor are to commence as soon as practicable after the execution of this agreement and a request by the Client for such service.

**III. MUNICIPAL ADVISORY COMPENSATION**

For the services described, PFM's professional fees and expenses shall be paid as follows:

1. For services related to the issuance of the Bonds, PFM will be paid a fee of \$14,000 at closing of the transaction.

**Reimbursable Expenses**

In addition to fees for services, PFM will be reimbursed for necessary, reasonable and documented out-of-pocket expenses incurred, including travel, meals, lodging, telephone, mail, and other ordinary costs and any actual extraordinary cost for graphics, printing, data procession, internet posting fees and computer time which are incurred by PFM. Appropriate documentation for out-of-pocket expenses will be provided.

**IV. TERMS AND TERMINATION**

This agreement shall remain in effect until the closing of the Bond transaction described above and funds have been delivered to the Client.

**V. NON-ASSIGNABILITY**

PFM shall not assign any interest in this agreement or subcontract any of the work performed under the agreement without the prior written consent of the Client.

**VI. INFORMATION TO BE FURNISHED TO THE MUNICIPAL ADVISOR**

All information, data, reports, and records in the possession of the Client necessary for carrying out the work to be performed under this agreement shall be furnished to the Municipal Advisor and the Client shall cooperate with the Municipal Advisor in all reasonable ways.

**VII. ENTIRE AGREEMENT**

This agreement represents the entire agreement between Client and PFM and may not be amended or modified except in writing signed by both parties.

**VIII. DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST**

PFM does not anticipate any impairment of fiduciary responsibilities related to this engagement.

IN WITNESS THEREOF, the Client and PFM have executed this agreement as of the day and year herein above written.

**CITY OF NORWALK, IOWA**

By: \_\_\_\_\_

Date: \_\_\_\_\_

**PUBLIC FINANCIAL MANAGEMENT, INC.**

By: Jon Burmeister

Jon Burmeister, Managing Director

By: Susanne Derlach

Date: April 27, 2016

## **EXHIBIT A**

### 1. Services Related to Debt Transactions, upon the request of the Client:

- Analyze financial and economic factors to determine if the issuance of bonds is appropriate.
- Develop a financing plan in concert with Client's staff which would include recommendations as to the timing and number of series of bonds to be issued.
- Assist the Client by recommending the best method of sale, either as a negotiated sale, private placement or a public sale. In a public sale, make recommendation as to the determination of the best bid. In the event of a negotiated sale, assist in the solicitation, review and evaluation of any investment banking proposals, and provide advice and information necessary to aid in such selection.
- Advise as to the various financing alternatives available to the Client.
- Develop alternatives related to debt transaction including evaluation of revenues available, maturity schedule and cashflow requirements, if necessary.
- Assist the Client in the procurement of other services relating to debt issuance such as printing, verification agent, escrow agent, paying agent and registrar, etc.
- Identify key bond covenant features and advise as to the financial consequences of provisions to be included in bond resolutions regarding security, flow of funds, redemption provisions, etc.; review and comment on successive drafts of bond resolutions.
- Review the terms, conditions and structure of any proposed debt offering undertaken by the Client and provide suggestions, modifications and enhancements where appropriate and necessary to reflect the constraints or current financial policy and fiscal capability.
- Coordinate with Client's staff and other advisors with respect to the furnishing of data for offering documents. PFM will assist the Client in the preparation of debt section of the offering document, it being specifically understood that Municipal Advisor is not responsible for the inclusion or omission of any material in published offering documents and that the ultimate responsibility remains with the Client.
- Provide regular updates of tax-exempt bond market conditions and advise the Client as to the most advantageous timing for issuing its debt.
- Advise the Client on the condition of the bond market at the time of sale, including volume, timing considerations, competing offerings, and general economic considerations.
- Assist and advise the Client in negotiations with investment banking groups regarding fees, pricing of the bonds and final terms of any security offering, and make in writing definitive recommendations regarding a proposed offering to obtain the most favorable financial terms based on existing market conditions.
- Arrange for the closing of the transaction including, but not limited, to bond printing, signing and final delivery of the bonds.



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 6h  
For Meeting of 05.05.2016

**ITEM TITLE:** Engagement Letter, Dorsey & Whitney-2016 Series GO Swimming Pool and Refunding Bonds

**CONTACT PERSON:** Jean Furler, Finance Director

**SUMMARY EXPLANATION:** The attached agreement outlines Dorsey and Whitney’s services to be provided to the city for the 2016 Series General Obligation Swimming Pool and Refunding Bonds.

John Danos appropriately outlines the services to be provided as well as discloses information related to his firm’s relationship to UMB.

It is important to note that the savings amount was calculated with these expenses in mind as well as underwriting, financial advising, CPA review and any other bond issuance fees. In other words, the savings of \$750,000 is a true reflection of the net savings the city would realize.

<p>___ Resolution ___ Ordinance ___ Contract <u>__X__</u> Other (Specify) _____</p> <p>Funding Source: _____</p> <p>APPROVED FOR SUBMITTAL _____</p>
--

**STAFF RECOMMENDATION:** Approve Agreement with Dorsey & Whitney, LLP for Bond and Disclosure Counsel Services in the amount of \$32,000.

April 28, 2016

**VIA E-MAIL**

Jodi Eddleman  
City Clerk/City Hall  
Norwalk, IA

Re: Norwalk, Iowa  
2016 General Obligation Swimming Pool and Refunding Bonds

Dear Jodi:

I am writing to explain our role as Bond Counsel and Disclosure Counsel for the City's proposed General Obligation borrowing in order to refund certain outstanding city debt and to finance the construction of repairs and improvements to the municipal swimming pool. It is our understanding that the City will issue General Obligation Swimming Pool and Refunding Bonds (the "Bonds") in the approximate principal amount of \$9,405,000 into the municipal bond market through a negotiated underwriting with UMB Bank, n.a. (the "Underwriter"). We are also aware that Public Financial Management will serve as municipal financial advisor (the "Financial Advisor") to the City.

As Bond Counsel, it is our responsibility to provide legal representation to the City with respect to the authorization of the issuance of the Bonds. In serving the City as Bond Counsel, we will prepare appropriate resolutions, notices, agreements, filings and certificates, consult with the Underwriter and the Financial Advisor, and undertake such additional duties as we deem necessary to help the City through this transaction. At closing of the issuance of the Bonds, assuming the proper conditions are in place, we will deliver our opinion that (1) the Bonds are valid and binding general obligations of the City, and (2) the interest paid on the Bonds will be excluded from gross income for federal income tax purposes.

We have also been asked to serve as Disclosure Counsel in order to assist with securities regulatory compliance for the offering of the Bonds. As Disclosure Counsel we will review the body of the Official Statement which will be necessary for the sale of the Bonds and consult and advise on related disclosure and continuing disclosure matters. We will perform "due diligence" functions and perform certain other functions as may be necessary to fulfill our responsibilities as Disclosure Counsel. We will not be responsible for the preparation of Appendix A to the Official Statement, but we will coordinate with the Underwriter as the Underwriter prepares that portion of the document. At closing, assuming the proper conditions are in place, we will provide our Disclosure Counsel opinion with respect to the offering of the Bonds.

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It has come to our attention that our firm from time-to-time represents the Underwriter on certain unrelated legal matters, and the City's position will be technically adverse to the Underwriter as it issues the Bonds. Professional rules require a law firm to obtain client consents before representing one client on a matter which is adverse to another current client, even though the representations are on unrelated subject matters. In asking these consents, we assure you: (1) that we will not use confidential client information in any way to either client's disadvantage, and (2) that we will be able, fully and properly, to represent the City of Norwalk and the Underwriter on their separate matters without our representation of either client being affected by our representation of the other client. The Underwriter has already consented to this representation. By execution of this letter, the City will consent to the representation under these described conditions and consents to our current and future representation of the Underwriter on unrelated matters.

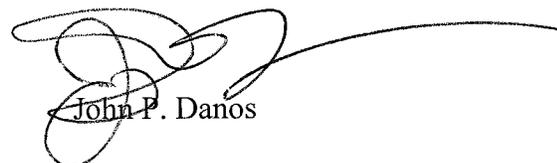
In performing our services as Bond Counsel and Disclosure Counsel, our sole client in this matter will be the City of Norwalk. We will not represent any other party in this financing and it is mutually understood that the services to be provided by us as described herein are solely for the benefit of the City of Norwalk.

Based upon: (i) our current understanding of the terms, structure, size and schedule of the financing, (ii) the duties we will undertake, (iii) the time we anticipate devoting to the project, and (iv) the responsibilities we assume, we estimate that our aggregate fees and expenses for legal services as Bond Counsel and Disclosure Counsel will be \$32,000.

After this arrangement is approved on behalf of the City, please have this letter executed in the space below and either scan and email an executed copy of this letter to [lemke.susan@dorsey.com](mailto:lemke.susan@dorsey.com) or fax an executed copy to our office at (515) 283-1060. If you have questions, please call me.

We look forward to working with you. Thank you for the opportunity to serve the City.

Best regards,



John P. Danos

JPD/sl

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I understand and agree to the arrangements stated above.

**CITY OF NORWALK, IOWA**

**BY:** \_\_\_\_\_  
                    **Mayor**

**Date:** \_\_\_\_\_

**ATTEST:** \_\_\_\_\_  
                    **City Clerk**

**Date:** \_\_\_\_\_



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 6i  
For Meeting of 05.05.2016

**ITEM TITLE:** General Obligation Swimming Pool and Refunding Bonds, Series 2016

**CONTACT PERSON:** Jean Furler, Finance Director

**SUMMARY EXPLANATION:** The city has the opportunity to re-finance the 2008A, 2010A, 2010B, 2010D General Obligation Bonds and 2014 Sewer Revenue bonds and realize a total savings of approximately \$750,000 over a 10 year period. In addition, the pool financing of \$700,000 will also be a part of this process. I have indicated to the financial advisor that we do not want to finance this portion longer than 10 years. Highlights of this process include:

- The City is being responsible with taxpayer dollars by combining the financing of six separate purposes into a single bond issue, instead of issuing six separate bond issues.
- Structuring the debt as a combined issue, with larger block size (maturity amounts) greatly enhances the attractiveness of the bond issue in the market.
- The bond will first be offered to Norwalk-area and central Iowa banks.
- Assumes a rating from Standard & Poor's of "A+" but hoping for "AA-" rating (current rating is Moody's A1).
- The present value savings as a Percentage of the Refunded Par Amount is **9.63%** which far exceeds the typical target range of 3.0% to 4.0%.
- Net funding provided for Pool Improvements is \$707,000 to \$709,000.
- Estimated True Interest Cost is 1.88% (estimated range of 1.80% to 1.90%) dated date of June 16, 2016.
- The Final maturity is June 1, 2030, however the average life of the debt is 7.926 years (average amount of time debt is outstanding).
- The City will have the option the call the debt on or after June 1, 2023.
- The city is utilizing a hybrid approach working with Public Financial Management (PFM) as financial advisor and UMB Bank as the underwriter. Generally my philosophy is to go to the competitive market however UMB agreed to allow the city to reject any rates that are not approved by the city or PFM with no liability or fees. In addition, UMB is not charging any fees other than what they would normally receive as the underwriter. John Danos, Bond Attorney for Dorsey Whitney approved UMB's disclosure letter and has been providing legal guidance throughout the process. I spoke with Mayor Phillips and indicated my preference to utilize this approach for the refinancing and if successful possibly discuss if this is a process the city would want to look at for future issues. In addition, Public Financial Management has been reviewing the numbers as the city's financial advisor. This is breaking new ground for the city and all the players have been extremely professional and helpful in making this a successful process.

UMB's project summary and disclosure letter is attached for your review.

Resolution \_\_\_\_\_ Ordinance \_\_\_\_\_ Contract \_\_\_\_\_ Other (Specify) \_\_\_\_\_

Funding Source: \_\_\_\_\_

APPROVED FOR SUBMITTAL \_\_\_\_\_

**STAFF RECOMMENDATION:** Approve setting the public hearing for May 19, 2016.

MINUTES TO SET DATE FOR HEARING  
ON PROPOSAL TO ENTER INTO LOAN  
AGREEMENTS

443891-46

Norwalk, Iowa

May 5, 2016

The City Council of the City of Norwalk, Iowa, met on May 5, 2016, at \_\_\_\_\_ o'clock  
\_\_m., at the \_\_\_\_\_, Norwalk, Iowa. The Mayor presided and the roll was  
called showing the following members of the City Council present and absent:

Present: \_\_\_\_\_

Absent: \_\_\_\_\_.

Council Member \_\_\_\_\_ introduced the resolution hereinafter next set  
out and moved its adoption, seconded by Council Member \_\_\_\_\_; and after  
due consideration thereof by the City Council, the Mayor put the question upon the adoption of  
the said resolution and the roll being called, the following named Council Members voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_.

Whereupon, the Mayor declared the resolution duly adopted as hereinafter set out.

••••

At the conclusion of the meeting and upon motion and vote, the City Council adjourned.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

RESOLUTION NO. \_\_\_\_\_

Resolution setting the date for a public hearing on proposal to enter into General Obligation Loan Agreements and to borrow money thereunder in a principal amount not to exceed \$9,545,000

WHEREAS, the City of Norwalk (the “City”), in Warren County, State of Iowa, previously issued its \$780,000 General Obligation Corporate Purpose Bonds, Series 2008A, dated October 15, 2008 (the “2008A Bonds”), a portion of which currently remains outstanding maturing on such dates and in such amounts and bearing interest at such rates as follows as follows:

	<u>Principal</u>	<u>Interest</u>
<u>Year</u>	<u>Amount</u>	<u>Rate</u>
2016	\$95,000	3.70%
2017	\$95,000	3.75%
2018	\$100,000	3.85%

;and

WHEREAS, pursuant to the resolution (the “2008A Bond Resolution”) authorizing the issuance of the 2008A Bonds, the City reserved the right to call the portion of the 2008A Bonds maturing in the years 2017 and 2018 (the “Callable 2008A Bonds”), inclusive, for early redemption on any date on or after June 1, 2016, subject to the provisions of the 2008A Bond Resolution; and

WHEREAS, the City also previously issued its \$4,685,000 General Obligation Urban Renewal Bonds, Series 2010A, dated August 25, 2010 (the “2010A Bonds”), a portion of which currently remains outstanding maturing on such dates and in such amounts and bearing interest at such rates as follows as follows:

	<u>Principal</u>	<u>Interest</u>		<u>Principal</u>	<u>Interest</u>
<u>Year</u>	<u>Amount</u>	<u>Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Rate</u>
2016	\$190,000	2.00%	2024	\$260,000	3.25%
2017	\$200,000	2.00%	2025	\$270,000	3.40%
2018	\$205,000	2.20%	2026	\$285,000	3.50%
2019	\$210,000	2.40%	2027	\$295,000	3.60%
2020	\$220,000	2.60%	2028	\$310,000	3.75%
2021	\$230,000	2.75%	2029	\$325,000	3.90%
2022	\$240,000	3.00%	2030	\$340,000	4.00%
2023	\$250,000	3.10%			

;and

WHEREAS, pursuant to the resolution (the “2010A Bond Resolution”) authorizing the issuance of the 2010A Bonds, the City reserved the right to call the portion of the 2010A Bonds maturing in the years 2018 through 2030 (the “Callable 2010A Bonds”), inclusive, for early

redemption on any date on or after June 1, 2017, subject to the provisions of the 2010A Bond Resolution; and

WHEREAS, the City also previously issued its \$5,320,000 General Obligation Corporate Purpose Bonds, Series 2010B, dated August 25, 2010 (the “2010B Bonds”), a portion of which currently remains outstanding maturing on such dates and in such amounts and bearing interest at such rates as follows as follows:

<u>Year</u>	<u>Principal Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Principal Amount</u>	<u>Interest Rate</u>
2016	\$305,000	3.00%	2024	\$270,000	3.75%
2017	\$315,000	3.00%	2025	\$280,000	3.75%
2018	\$210,000	3.00%	2026	\$295,000	4.00%
2019	\$220,000	3.00%	2027	\$305,000	4.00%
2020	\$230,000	3.00%	2028	\$320,000	4.00%
2021	\$235,000	3.25%	2029	\$335,000	4.00%
2022	\$245,000	3.50%	2030	\$350,000	4.00%
2023	\$255,000	3.50%			

;and

WHEREAS, pursuant to the resolution (the “2010B Bond Resolution”) authorizing the issuance of the 2010B Bonds, the City reserved the right to call the portion of the 2010B Bonds maturing in the years 2018 through 2030 (the “Callable 2010B Bonds”), inclusive, for early redemption on any date on or after June 1, 2017, subject to the provisions of the 2010B Bond Resolution; and

WHEREAS, the City also previously issued its \$1,475,000 General Obligation Urban Renewal Bonds, Series 2010D, dated October 21, 2010 (the “2010D Bonds”), a portion of which currently remains outstanding maturing on such dates and in such amounts and bearing interest at such rates as follows as follows:

<u>Year</u>	<u>Principal Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Principal Amount</u>	<u>Interest Rate</u>
2016	\$60,000	2.20%	2024	\$80,000	3.20%
2017	\$60,000	2.20%	2025	\$85,000	3.30%
2018	\$65,000	2.40%	2026	\$90,000	3.40%
2019	\$65,000	2.60%	2027	\$95,000	3.50%
2020	\$70,000	2.75%	2028	\$100,000	3.60%
2021	\$70,000	3.00%	2029	\$105,000	3.70%
2022	\$75,000	3.00%	2030	\$110,000	3.80%
2023	\$80,000	3.10%			

;and

WHEREAS, pursuant to the resolution (the “2010D Bond Resolution”) authorizing the issuance of the 2010D Bonds, the City reserved the right to call the portion of the 2010D Bonds maturing in the years 2018 through 2030 (the “Callable 2010D Bonds”), inclusive, for early redemption on any date on or after June 1, 2017, subject to the provisions of the 2010D Bond Resolution; and

WHEREAS, the City also previously issued its \$425,000 Sewer Revenue Note, dated November 18, 2014 (the “2014 Note”), a portion of which currently remains outstanding maturing on such dates and in such amounts and bearing interest at such rates as follows:

<u>Year</u>	<u>Principal Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Principal Amount</u>	<u>Interest Rate</u>
2016	\$42,500	2.90%	2021	\$42,500	2.90%
2017	\$42,500	2.90%	2022	\$42,500	2.90%
2018	\$42,500	2.90%	2023	\$42,500	2.90%
2019	\$42,500	2.90%	2024	\$42,500	2.90%
2020	\$42,500	2.90%			

;and

WHEREAS, pursuant to the resolution (the “2014 Note Resolution”) authorizing the issuance of the 2014 Note, the City reserved the right to prepay principal of the 2014 Note in whole or in part at any time prior to and in any order of maturity, subject to the provisions of the 2014 Note Resolution; and

WHEREAS, the City now proposes to enter into a General Obligation Refunding Loan Agreement (the “Refunding Loan Agreement”), pursuant to the provisions of Section 384.24A of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$8,845,000 for the purpose of paying the costs, to that extent, of (1) current refunding the Callable 2008A Bonds; (2) advance crossover refunding the Callable 2010A Bonds; (3) advance crossover refunding the Callable 2010B Bonds; (4) advance crossover refunding the Callable 2010D Bonds; and (5) current refunding the outstanding balance of the 2014 Note (collectively, the “Refundings”), and it is now necessary to fix a date of meeting of the City Council at which it is proposed to take action to enter into the Refunding Loan Agreement and to give notice thereof as required by such law; and

WHEREAS, pursuant to the provisions of Section 384.24A of the Code of Iowa, the City also proposes to enter into a General Obligation Swimming Pool Loan Agreement (the “Swimming Pool Loan Agreement”) and to borrow money thereunder in a principal amount not to exceed \$700,000 for the purpose of paying the cost, to that extent, of constructing repairs and improvements to the municipal swimming pool (the “Project”); and it is now necessary to fix a date of meeting of the City Council at which it is proposed to take action to enter into the Swimming Pool Loan Agreement and to give notice thereof as required by such law, including notice of the right to petition for an election on such proposal; and

WHEREAS, after the aforementioned hearings and additional action on the Refunding Loan Agreement and the Swimming Pool Loan Agreement and pursuant to Section 384.28 of the Code of Iowa, the City Council intends to combine the Refunding Loan Agreement and the Swimming Pool Loan Agreement into a single loan agreement and to issue General Obligation Swimming Pool and Refunding Bonds in evidence of its obligations thereunder;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Norwalk, Iowa, as follows:

Section 1. The City Council shall meet on May 19, 2016, at the \_\_\_\_\_, Norwalk, Iowa, at \_\_\_\_\_ o'clock \_\_\_\_m., at which time and place hearings will be held and proceedings will be instituted and action taken to enter into the Loan Agreements described in the preamble hereof.

Section 2. The City Clerk is hereby directed to give notice of the proposed action on the Refunding Loan Agreement setting forth the amount and purpose thereof, the time when and place where the said meeting will be held by publication at least once and not less than four (4) and not more than twenty (20) days before the date of said meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO  
ENTER INTO A LOAN AGREEMENT AND TO BORROW MONEY  
THEREUNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED \$8,845,000

(GENERAL OBLIGATION)

The City Council of the City of Norwalk, Iowa, will meet on May 19, 2016, at the \_\_\_\_\_, Norwalk, Iowa, at \_\_\_\_\_ o'clock \_\_\_\_m., for the purpose of instituting proceedings and taking action on a proposal to enter into a General Obligation Refunding Loan Agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$8,845,000 for the purpose of paying the costs, to that extent of (1) current refunding a portion of the City's \$780,000 General Obligation Corporate Purpose Bonds, Series 2008A, dated October 15, 2008; (2) advance refunding a portion of the City's \$4,685,000 General Obligation Urban Renewal Bonds, Series 2010A, dated August 25, 2010; (3) advance refunding a portion of the City's \$5,320,000 General Obligation Corporate Purpose Bonds, Series 2010B, dated August 25, 2010; (4) advance refunding a portion of the City's \$1,475,000 General Obligation Urban Renewal Bonds, Series 2010D, dated October 21, 2010; and (5) current refunding a portion of the City's \$425,000 Sewer Revenue Note, dated November 18, 2014.

The Loan Agreement is proposed to be entered into pursuant to authority contained in Section 384.24A of the Code of Iowa and will constitute a general obligation of the City.

At that time and place, oral or written objections may be filed or made to the proposal to enter into the Loan Agreement. After receiving objections, the City may determine to enter into the Loan Agreement, in which case, the decision will be final unless appealed to the District Court within fifteen (15) days thereafter.

By order of the City Council of the City of Norwalk, Iowa.

Jodi Eddleman  
City Clerk

Section 3. The City Clerk is hereby directed to give notice of the proposed action on the Swimming Pool Loan Agreement setting forth the amount and purpose thereof, the time when and place where the said meeting will be held by publication at least once and not less than ten (10) and not more than twenty (20) days before the date selected for the meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO  
ENTER INTO A LOAN AGREEMENT AND TO BORROW MONEY  
THEREUNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED \$700,000

(GENERAL OBLIGATION)

The City Council of the City of Norwalk, Iowa, will meet on May 19, 2016, at the \_\_\_\_\_, Norwalk, Iowa, at \_\_\_\_\_ o'clock \_\_.m., for the purpose of instituting proceedings and taking action to enter into a General Obligation Swimming Pool Loan Agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$700,000 for the purpose of paying the cost, to that extent, of constructing repairs and improvements to the municipal swimming pool.

The Loan Agreement is proposed to be entered into pursuant to authority contained in Section 384.24A of the Code of Iowa and will constitute a general obligation of the City.

The maximum rate of interest which may be payable under the Loan Agreement is 7% per annum.

At any time before the date fixed for taking action to enter into the Loan Agreement, a petition may be filed with the City Clerk of the City asking that the question of entering into the Loan Agreement be submitted to the registered voters of the City, pursuant to the provisions of Section 384.26 of the Code of Iowa.

By order of the City Council of the City of Norwalk, Iowa.

Jodi Eddleman  
City Clerk

Section 4. Pursuant to Section 1.150-2 of the Income Tax Regulations (the “Regulations”) of the Internal Revenue Service, the City declares (a) that it intends to undertake the Project which is reasonably estimated to cost approximately \$700,000, (b) that other than (i) expenditures to be paid or reimbursed from sources other than the issuance of bonds, notes or other obligations (the “Bonds”), or (ii) expenditures made not earlier than 60 days prior to the date of this Resolution or a previous intent resolution of the City, or (iii) expenditures amounting to the lesser of \$100,000 or 5% of the proceeds of the Bonds, or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the Project have heretofore been made by the City and no expenditures will be made by the City until after the date of this Resolution or a prior intent resolution of the City, and (c) that the City reasonably expects to reimburse the expenditures made for costs of the City out of the proceeds of the Bonds. This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 5. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 6. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved May 5, 2016.

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Mayor

Attest:

---

City Clerk

**ATTESTATION CERTIFICATE:**

STATE OF IOWA  
COUNTY OF WARREN  
CITY OF NORWALK

SS:

I, the undersigned, City Clerk of the City of Norwalk, do hereby certify that attached hereto is a true and correct copy of the proceedings of the City Council relating to fixing a date for additional action on the City's proposals to enter into certain loan agreements, as referred to therein.

WITNESS MY HAND this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
City Clerk

**ORGANIZATION CERTIFICATE:**

STATE OF IOWA  
COUNTY OF WARREN                      SS:  
CITY OF NORWALK

I, the undersigned City Clerk, do hereby certify that the City of Norwalk is organized and operating under the provisions of Title IX of the Code of Iowa and not under any special charter and that the City is operating under the Mayor-Council form of government and that there is not pending or threatened any question or litigation whatsoever touching the incorporation of the City, the inclusion of any territory within its limits or the incumbency in office of any of the officials hereinafter named.

And I do further certify that the following named parties are officials of the City as indicated:

- \_\_\_\_\_, Mayor
- \_\_\_\_\_, City Administrator
- \_\_\_\_\_, City Clerk
- \_\_\_\_\_, Finance Director
- \_\_\_\_\_, Council Member/Mayor Pro Tem
- \_\_\_\_\_, Council Member
- \_\_\_\_\_, Council Member
- \_\_\_\_\_, Council Member
- \_\_\_\_\_, Council Member

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
City Clerk

**PUBLICATION CERTIFICATE:**

STATE OF IOWA  
COUNTY OF WARREN                   SS:  
CITY OF NORWALK

I, the undersigned, City Clerk of the City of Norwalk, do hereby certify that pursuant to the resolution of the City Council fixing a date of meeting at which it is proposed to take action to enter into certain loan agreements, the notices, of which the printed slips attached to the publisher's affidavits hereto attached are true and complete copies, were published on the date and in the newspaper specified in such affidavits, which newspaper has a general circulation in the City.

WITNESS MY HAND this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
City Clerk

**(Attach here the publisher's original affidavits with clippings of the notices, as published.)**

**(PLEASE NOTE: Do not date and return this certificate until you have received the publisher's affidavits and have verified that the notices were published on the dates indicated in the affidavits, but please return all other completed pages to us as soon as they are available.)**

April 28, 2016

**Via Email**

Jodi Eddleman  
City Clerk/City Hall  
Norwalk, Iowa

Re: General Obligation Loan Agreements  
Our File No. 443891-46

Dear Jodi:

We have prepared and attach proceedings for the May 5<sup>th</sup> City Council meeting to enable the Council to fix May 19<sup>th</sup> as the date for hearing on the proposals to enter into the General Obligation Loan Agreements.

The documents attached include the following items:

1. Resolution fixing the date, time and place of the meeting at which time it is proposed to hold a hearing and take action to enter into the Loan Agreements. The forms of notice of hearing are set out in Section 2 and 3 of the resolution. Please print extra copies for delivery to the publisher. Please insert the time and place of the hearing in both the resolution and the notices.
2. Attestation Certificate with respect to the validity of the transcript.
3. Organization Certificate.
4. Publication Certificate with respect to publication of the notices, to which must be attached the publisher's affidavits of publication with the clippings of the notices as published.

The notice of hearing for the Refunding Loan Agreement must be published at least once not less than four (4) and not more than twenty (20) days before the May 19<sup>th</sup> meeting date in a legal newspaper which has a general circulation in Norwalk. The last date for effective publication of this notice is May 15, 2016.

The notice covering the hearing/authorization for the Swimming Pool Loan Agreement must be published at least once not less than ten (10) and not more than twenty (20) days before the May 19<sup>th</sup> meeting date set for hearing, in a legal newspaper which has a general circulation in the City. The Last date for effective publication of this notice is May 9, 2016.

As soon as the notices appear in the newspaper, please have a copies faxed to our office at (515) 283-1060.

Page 2

Please return one fully executed copy of all of the completed pages in these proceedings as soon as possible.

If you have any questions, please contact Emily Hammond or me.

Best regards,

John P. Danos

Attachments

cc: Jean Furler  
Susanne Gerlach  
Chip Schultz  
Diana VanVleet



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No.6j  
For Meeting of 05.5.2016

**ITEM TITLE:** Resolution for Consideration Accepting Public Infrastructure Known as the Beardsley Regional Detention Facility Phase 1-Clearing

**CONTACT PERSON:** Tim Hoskins, Public Works Director

**SUMMARY EXPLANATION:** At the February 4, 2016 City Council meeting, the contract for the Beardsley Regional Detention Facility Phase 1-Clearing awarded to Kelly Cortum, Inc. in the amount of \$88,735.00. Veenstra & Kimm, Inc., the project design engineer has provided the necessary Certificate of Completion; the final pay estimate is on this abstract of bills.

This public improvement consists of site clearing and grubbing of the entire site to be used as a regional detention facility and a surrounding park, erosion control, and engineering.

There was one change order in the amount of \$12,270.00 for clearing and grubbing of Outlot U and Outlot V which was approved at the March 31 council meeting. The final contract amount for the project as completed is \$98,519.50 or \$2,485.50 below the original contract amount.

<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"/> Connection Fee <input type="checkbox"/> District Revenue Bonds_____</p> <p>APPROVED FOR SUBMITTAL _____</p>
--

**STAFF RECOMMENDATION:** Approval of the resolution.

**RESOLUTION NO.**

**RESOLUTION ACCEPTING IMPROVEMENTS  
KNOWN AS BEARDSLEY REGIONAL DETENTION FACILITY PHASE 1-CLEARING**

WHEREAS, the City Of Norwalk contracted with Veenstra & Kimm, Inc. for the design, preparation of construction plans, and specifications for the project known as the BEARDSLEY REGIONAL DETENTION FACILITY PHASE 1-CLEARING; and,

WHEREAS, Kelly Cortum, Inc. was awarded the project on February 4, 2016 in the amount of \$88,735.00; and,

WHEREAS, there was one change order in the amount of \$12,270.00 that increased the contract amount to \$101,005.00. The final contract amount for the project is \$98,519.50 or \$2,485.50 below the revised contract amount; and,

WHEREAS, Veenstra & Kimm, Inc. has submitted a Certificate of Completion stating that the work of constructing the BEARDSLEY REGIONAL DETENTION FACILITY PHASE 1-CLEARING 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 said public improvements be formally accepted and approved at this time. Passed and approved this 5<sup>th</sup> day of May 2016.

\_\_\_\_\_  
Tom Phillips, Mayor

ATTEST:

\_\_\_\_\_  
Jodi Eddleman, City Clerk

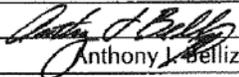
<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Isley	___	___	___
Kuhl	___	___	___
Lester	___	___	___
Livingston	___	___	___
Riva	___	___	___

## CERTIFICATE OF COMPLETION

BEARDSLEY REGIONAL DETENTION FACILITY PHASE 1 - CLEARING  
NORWALK, IOWA  
April 26, 2016

We hereby certify that we have made an on-site review of the construction of the Beardsley Regional Detention Facility Phase 1 - Clearing project as performed by Kelly Cortum, Inc. of Norwalk, Iowa.

As Engineers for the project it is our opinion that the work performed is in substantial accordance with the plans and specifications and that the final amount of the Contract is Ninety-Eight Thousand, Five Hundred Nineteen and 50/100 Dollars (\$98,519.50).

Reviewed By:	VEENSTRA & KIMM, INC.
Signature	
Name	Anthony J. Bellizzi
Title	Project Engineer
Date	4-26-16

Accepted:	CITY OF NORWALK, IOWA
Signature	
Name	
Title	
Date	



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 6k  
For Meeting of 05.5.2016

**ITEM TITLE:** Resolution for Consideration Accepting Public Infrastructure Known as the Founder’s District Water Main Replacement Phase 1

**CONTACT PERSON:** Tim Hoskins, Public Works Director

**SUMMARY EXPLANATION:** At the November 5, 2015 City Council meeting, the contract for the installation of Founder’s District Water Main Replacement Phase 1 was awarded to Jackson Creek Enterprises L.C. in the amount of \$482,884.00. Veenstra & Kimm, Inc., the project design engineer has provided the necessary Certificate of Completion, the final pay estimate is on this abstract of bills, and with the acceptance of this project the 4 year bond will start.

This public improvement consists of 2,992 feet of new water main, 6 fire hydrants, 12 valves, water service connections, and final restoration.

The final contract amount for the project is \$423,920.82 or \$58,963.18 below the original contract amount.

<p><input checked="" type="checkbox"/> Resolution    <input type="checkbox"/> Ordinance    <input type="checkbox"/> Contract    <input type="checkbox"/> Other (Specify) _____</p> <p>Funding Source: _____ Water Utility _____</p> <p>APPROVED FOR SUBMITTAL _____</p>
---

**STAFF RECOMMENDATION:** Approval of the resolution.

RESOLUTION NO.

**RESOLUTION ACCEPTING IMPROVEMENTS  
KNOWN AS FOUNDER'S DISTRICT WATER MAIN REPLACEMENT – PHASE 1**

WHEREAS, the City Of Norwalk contracted with Veenstra & Kimm, Inc. for the design, preparation of construction plans, and specifications for the project known as the FOUNDER'S DISTRICT WATER MAIN REPLACEMENT PHASE 1; and,

WHEREAS, Jackson Creek Enterprises L.C. was awarded the contract on November 5, 2015 in the amount of \$482,884.00; and,

WHEREAS, the final contract amount for the project is \$423,920.82 or \$58,963.18 below the original contract amount; and,

WHEREAS, Veenstra & Kimm, Inc. has submitted a Certificate of Completion stating that the work of constructing the FOUNDER'S DISTRICT WATER MAIN REPLACEMENT PHASE 1 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 said public improvements be formally accepted and approved at this time. Passed and approved this 5<sup>th</sup> day of May 2016.

\_\_\_\_\_  
Tom Phillips, Mayor

ATTEST:

\_\_\_\_\_  
Jodi Eddleman, City Clerk

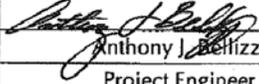
<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Isley	—	—	—
Kuhl	—	—	—
Lester	—	—	—
Livingston	—	—	—
Riva	—	—	—

## CERTIFICATE OF COMPLETION

FOUNDER'S DISTRICT WATER MAIN REPLACEMENT – PHASE 1  
NORWALK, IOWA  
April 26, 2016

We hereby certify that we have made an on-site review of the construction of the Founder's District Water Main Replacement – Phase 1 project as performed by Jackson Creek Enterprises L.C. of Allerton, Iowa.

As Engineers for the project it is our opinion that the work performed is in substantial accordance with the plans and specifications and that the final amount of the Contract is Four Hundred Twenty-Three Thousand, Nine Hundred Twenty and 82/100 Dollars (\$423,920.82).

Reviewed By:	VEENSTRA & KIMM, INC.
Signature	
Name	Anthony J. Bellizzi
Title	Project Engineer
Date	4-26-16

Accepted:	CITY OF NORWALK, IOWA
Signature	
Name	
Title	
Date	



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No.6I  
For Meeting of 05.5.2016

**ITEM TITLE:** Resolution for Consideration Accepting Public Infrastructure Known as the Southeast Trunk Sewer phase 2

**CONTACT PERSON:** Tim Hoskins, Public Works Director

**SUMMARY EXPLANATION:** At the September 18, 2014 City Council meeting, the contract for the installation of Southeast Trunk Sewer Phase 2 awarded to Pohlmeier Construction, Inc. in the amount of \$312,910.00. Veenstra & Kimm, Inc., the project design engineer has provided the necessary Certificate of Completion, the final pay estimate is on this abstract of bills, and with the acceptance of this project the 4 year bond will start.

This public improvement consists of 2,855 feet of sanitary sewer pipe, 9 manholes, clearing and grubbing, 5,300 feet of field tile, site grading, seeding fertilizing and mulching, erosion control, and engineering.

The final contract amount for the project is \$307,359.46 or \$5,550.54 below the original contract amount.

<p><input checked="" type="checkbox"/> Resolution    <input type="checkbox"/> Ordinance    <input type="checkbox"/> Contract    <input type="checkbox"/> Other (Specify)</p> <hr/>
<p>Funding Source: <u>          Connection Fee District Revenue Bonds          </u></p>
<p>APPROVED FOR SUBMITTAL</p> <hr/>

**STAFF RECOMMENDATION:** Approval of the resolution.

RESOLUTION NO.

**RESOLUTION ACCEPTING IMPROVEMENTS  
KNOWN AS SOUTHEAST TRUNK SEWER PHASE 2**

WHEREAS, the City Of Norwalk contracted with Veenstra & Kimm, Inc. for the design, preparation of construction plans, and specifications for the project known as the SOUTHEAST TRUNK SEWER PHASE 2; and,

WHEREAS, Pohlmeier Construction, Inc. was awarded the contract on September 18, 2014 in the amount of \$312,910.00; and,

WHEREAS, the final contract amount for the project is \$307,359.46 or \$5,550.54 below the original contract amount; and,

WHEREAS, Veenstra & Kimm, Inc. has submitted a Certificate of Completion stating that the work of constructing the SOUTHEAST TRUNK SEWER PHASE 2 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 said public improvements be formally accepted and approved at this time. Passed and approved this 5<sup>th</sup> day of May 2016.

\_\_\_\_\_  
Tom Phillips, Mayor

ATTEST:

\_\_\_\_\_  
Jodi Eddleman, City Clerk

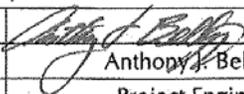
<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Isley	___	___	___
Kuhl	___	___	___
Lester	___	___	___
Livingston	___	___	___
Riva	___	___	___

## CERTIFICATE OF COMPLETION

SOUTHEAST TRUNK SEWER PHASE 2  
NORWALK, IOWA  
March 10, 2016

We hereby certify that we have made an on-site review of the construction of the Southeast Trunk Sewer Phase 2 project as performed by Pohlmeier Construction, Inc. of Bondurant, Iowa.

As Engineers for the project it is our opinion that the work performed is in substantial accordance with the plans and specifications and that the final amount of the Contract is Three Hundred Seven Thousand, Three Hundred Fifty-Nine and 46/100 Dollars (\$307,359.46).

Reviewed By:	<b>VEENSTRA &amp; KIMM, INC.</b>
Signature	
Name	Anthony J. Bellizzi
Title	Project Engineer
Date	3-10-16

Accepted:	<b>CITY OF NORWALK, IOWA</b>
Signature	
Name	
Title	
Date	

14260

14260

**RESOLUTION NO.**

**A RESOLUTION APPOINTING JEAN FURLER AS INTERIM CITY MANAGER**

WHEREAS, on March 4<sup>th</sup> the City of Norwalk commenced a period during which the City Manager position would be temporarily vacant ; and,

WHEREAS, the City Council desires to appoint Jean Furler, Finance Director to act as interim City Manager until a permanent City Manager can be selected and appointed by the City Council; and,

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

Section 1. Appointment. Jean Furler, the current Finance Director, is hereby appointed to act as the Interim City Manager, effective May 5, 2016, until such time that a permanent City Manager is selected and appointed by the City in accordance with appointment procedures provided by law and City Ordinances.

Section 2. Effective Date. This Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED BY THE CITY COUNCIL OF NORWALK, IOWA ON THIS 5<sup>TH</sup> DAY OF MAY, 2016.

\_\_\_\_\_  
Tom Phillips, Mayor  
City of Norwalk, IA

ATTEST:

\_\_\_\_\_  
Jodi Eddleman, City Clerk  
City of Norwalk, IA

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



**BUSINESS OF THE CITY COUNCIL**

**AGENDA STATEMENT**

Item No. 7 & 8  
For Meeting of 05.05.16

**REQUEST:** Public hearing regarding an amendment to the master plan and rules, regulation and guidelines for the Orchard View Planned Unit Development to change the setbacks, buffer requirements, and ownership requirement of Parcel 3 of the Orchard View Planned Unit Development

Consideration first and possible second and third reading of an ordinance amending the Orchard View Planned Unit Development

**STAFF CONTACT:** Luke Parris, AICP  
City Planner

**APPLICANT(S):** Norwalk Land Co. LLC  
PO Box 267  
Johnston, Iowa 50263

**LOCATION:** Northeast on the intersection of Wright Road and Orchard Hills Drive.

**CURRENT USE:** The site is currently vacant development ground.

**PROPOSED USE:** The proposal does not change the uses but requests the following:

- Setbacks from private roadways are identified on the attached Master Plan for Parcel 3.
- Change the required setback for the complex from 30' to 35' and to allow for a 15' buffer to overlap the 35' setback.
- The requirement for "owner occupied units" be deleted.

The Master Plan is included as Attachment A.

**ZONING HISTORY:** The site was previously part of the Orchard Hills PUD and was zoned as single-family residential. A new PUD was developed and the site was zoned as Parcel 3 of the Orchard View PUD in 2012 (Ordinance 12-09). At the time of the PUD development there was a lot of involvement of the surrounding neighborhood regarding the uses that would be allowed in Orchard View. Ultimately a PUD was adopted that included single family uses and the R-3 Parcel 3, which included a restriction that any units be owner-occupied. Since approval of the PUD, ownership of the property has changed hands multiple times. Included as an attachment are the minutes from the previous public hearing for the original Orchard View PUD.

<b>LAND USE PLAN:</b>	The future land use plan identifies the area as High Density Residential. This land use classification identifies multi-family dwellings as a typical use.
<b>SURROUNDING LAND USE PLAN AND ZONING:</b>	<p>Surrounding land use planned for the area is:</p> <ul style="list-style-type: none"> <li>• North, East, and West – Medium Density Residential.</li> <li>• South – Park/Recreation</li> </ul> <p>Surrounding zoning for the area is:</p> <ul style="list-style-type: none"> <li>• North, East, and West – R-1 Residential in the Orchard View and Orchard Hills PUD.</li> <li>• South – unincorporated ground not zoned.</li> </ul>
<b>FLOOD INFORMATION:</b>	The proposed development is not located in a floodplain.
<b>MAJOR STREET PLAN/TRAFFIC:</b>	The request to amend the Orchard View Planned Unit Development does not change the expected impact on traffic in the area from a townhome development.
<b>DEVELOPMENT SECTOR ANALYSIS:</b>	Parcel 3 is located on the west side of the proposed Orchard Hills Drive connection to Wright Road. Surrounding development ground is owned by Norwalk Land Co and each piece is in varying stages of the development process.
<b>STAFF ANALYSIS:</b>	<p>The future land use plan for the area is identified as High Density Residential. The PUD currently calls for R-3 zoning in this area. The proposed amendment does not request a change in zoning district. The proposal requests:</p> <ol style="list-style-type: none"> <li>1. Setbacks from private roadways are identified on the attached Master Plan for Parcel 3.</li> <li>2. Change the required setback for the complex from 30' to 35' and to allow for a 15' buffer to overlap the 35' setback.</li> <li>3. The requirement for "owner occupied units" be deleted.</li> </ol> <p>For request #1, the PUD currently states that buildings shall be setback 25' from any private roadway. This is mainly to provide for adequate driveway length to avoid a car parked in a driveway from hanging out into the roadway. When siting the buildings, the developer found that most buildings could be setback 25' from the street. However, at some intersections, it was not feasible to maintain the 25' separation on the side of a unit. To give assurances that the majority of buildings would maintain a 25' separation, the developer has requested that the setback from private roadways be identified on the attached site plan for the development. This would lock in the building layout and assures the City that the driveways for each unit will be of appropriate length.</p> <p>For request #2, the PUD currently requires a 30' setback and a landscaped buffer. The City Subdivision Ordinance requires that a buffer be in addition to a required setback. The developer had proposed a 15' wide buffer with appropriate trees and shrubs. The combination of the 15' buffer and the 30' setback meant that the true building setback was 45' from the external lot lines of the complex. The developer requests that they increase the setback to 35' and allow the 15' landscaped buffer to overlap the setback. The developer's other option would be to construct a masonry</p>

buffer wall and adhere to the 30' setback. The developer and staff both agreed a buffer wall would not be the best option for a residential setting. Staff contacted other metropolitan area communities to learn if they allowed buffers to overlap. Below are the results:

- Ankeny – no current buffer requirement, negotiated with each development, when provided they are allowed to overlap
- Ames – allowed to overlap
- Des Moines – allowed to overlap
- Johnston – allowed to overlap
- Pleasant Hill – allowed to overlap
- Waukee – allowed to overlap
- West Des Moines – allowed to overlap except for double frontage lots

For request #3, the current PUD requires that only owner occupied lots be developed on Parcel 3. The developer requests that this requirement be deleted from the PUD as they would like the option to rent some of the units. Staff is concerned about the legality of the current PUD language. Additionally, standard R-3 zoning would not preclude a developer from renting units. Staff also contacted the planning departments of other metro communities and inquired if they regulate the occupancy type of a development or zoning district. The response was that regulating occupancy type was not land use and should not be regulated by zoning. Included as an attachment to this report are the direct responses that staff received from other communities.

Norwalk Land Co. currently owns the majority of the surrounding ground that they are developing into single family lots. This townhome project should be completed before any adjacent lots are developed. This would mean that future owners of any adjacent single-family homes would be aware of the development.

**STAFF  
RECOMMENDATION:**

Staff recommends approval of the amendment to Parcel 3 of the Orchard View Planned Unit Development. The proposed amendments are relatively minor and do not alter the intent of that the original PUD had for Parcel 3. The proposal further locks in the layout of the townhome development through the inclusion of the Master Plan, providing further assurances on the type of development to occur on Parcel 3.

**PLANNING AND ZONING  
ACTION:**

The Planning and Zoning Commission recommends approval of the proposed amendment as it was presented:

- Setbacks from private roadways are identified on the attached Master Plan for Parcel 3.
- Change the required setback for the complex from 30' to 35' and to allow for a 15' buffer to overlap the 35' setback.
- The requirement for "owner occupied units" be deleted.

**ATTACHMENTS:**

- Attachment "A" – Orchard View PUD Parcel 3 Norwalk Orchard View Townhomes Master Plan
- Attachment "B" – Norwalk Orchard View Townhomes Vicinity Map
- Attachment "C" – Responses to Regulating Occupancy Type
- Attachment "D" – Planning & Zoning Commission Minutes – 8-8-2012
- Attachment "E" – Planning & Zoning Commission Minutes – 8-22-2012
- Attachment "F" – Comprehensive Plan Map

<p>____ Resolution <u> X </u> Ordinance ____ Contract ____ Other (Specify) _____</p> <p>Funding Source: <u> NA </u></p> <p style="text-align: center;"></p> <p>APPROVED FOR SUBMITTAL:</p> <p style="text-align: center;">Planning &amp; Economic Development Director</p>
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ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING THE MASTER PLAN AND RULES, REGULATION, AND GUIDELINES FOR THE ORCHARD VIEW PLANNED UNIT DEVELOPMENT AS CONTAINED IN ORDINANCE NO. 12-09

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

**SECTION 1. PURPOSE.** The purpose of this ordinance is to amend the master plan and rules, regulation, and guidelines for Orchard View Planned Unit Development as contained in Ordinance No. 12-09.

**SECTION 2. AMENDMENT.** The Orchard View Planned Unit Development is hereby amended with the following Master Plan, additional language (highlighted), and deleted language (red strike-through):

Orchard View Planned Unit Development Parcel 3 Norwalk Orchard View Townhomes Master Plan Map: The Master Plan included as Attachment "A" is hereby amended into the Orchard View Planned Unit Development for Parcel 3.

\*Townhouses - a townhouse, wherein the owner of the dwelling unit owns the lot beneath the dwelling unit, shall be permitted in Parcel 3 provided the lot for one dwelling has a minimum area of six thousand two hundred fifty (6,250) square feet, minimum width of fifty (50) feet and minimum side yard setback of zero (0) feet at the side lot line where the dwellings are attached. Public street frontage shall not be required for townhouse lots which are part of a complex which does not require a public street as part of the City's transportation network and is master planned with a private common roadway serving the townhouse lots and maintained by an association of townhouse homeowners. A private, common roadway serving a complex of townhouse dwellings shall not be greater than 660 feet in length for a cul-de-sac and 1,320 feet for a through street, which shall be intended to serve only dwellings within the complex. Individual townhouse lots shall not have minimum setback, lot width and area requirements, provided the tract of land encompassing the townhouse lots and common areas has public street frontage; a minimum width of one hundred (100) feet; a minimum area of forty thousand (40,000) square feet; maximum density of five (8) dwelling units per acre, minimum separation of fifteen (15) feet between residential buildings; ~~minimum separation of twenty five (25) feet between a residential building and common private roadways; and a minimum building setback of thirty (30) feet from all boundaries of the complex, including public streets.~~ The residential buildings shall maintain a separation from the common private roadway as identified on the attached Master Plan for Parcel 3 (Attachment "A"). The minimum building setback shall be 35' from all boundaries of the complex, including public streets. The development of a townhouse complex shall require the approval of a site plan in accordance with the provisions of Chapter 17.80, Site Plans, and approval of Homeowners Association documents by the City which establishes provisions for maintenance of common areas.

SPECIFIC INFORMATION NOT IN TABLES

PARCEL 3. This Parcel may be no greater than 10 acres MIL. Proposed multi -family structures along all the perimeters shall be no taller than two (2) stories. ~~A 30' landscape buffer shall be provided in addition to the required setback on any portion bordering single family residential zoning.~~ A 15' landscaped buffer shall be provided in accordance with the buffer regulations for a 15' Buffer 1 in section 17.50.030 of the Zoning Ordinance, including the 1.4 plant multiplier. The 15' landscaped buffer shall be allowed to overlap with the 35' minimum building setback. ~~In addition, the development of this parcel may only include owner occupied units.~~

**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 \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Tom Phillips, Mayor

ATTEST:

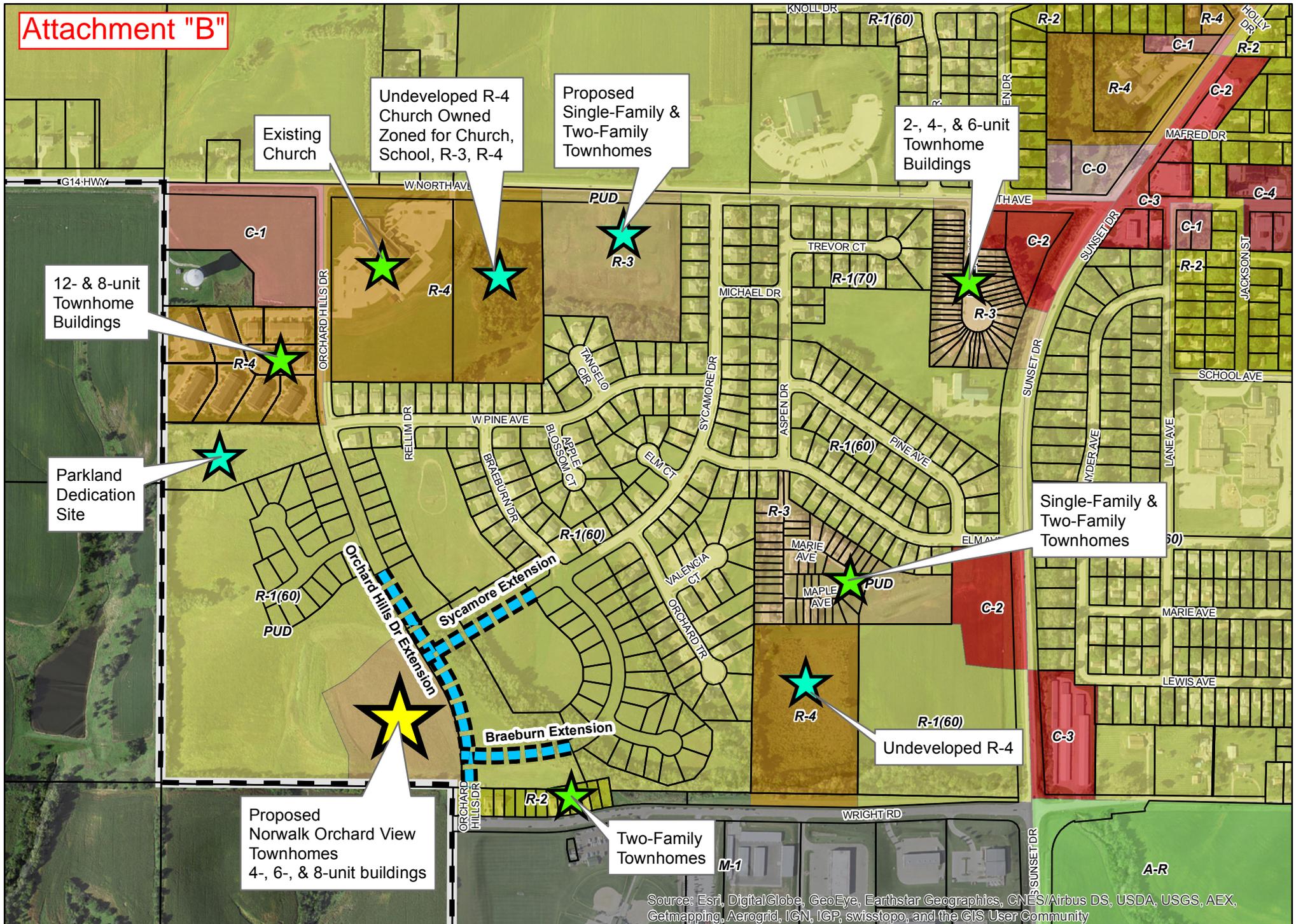
\_\_\_\_\_  
Jodi Eddleman, Deputy City Clerk

PREPARED BY: Luke Parris, City Planner

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



**Attachment "B"**



**Norwalk Orchard View Townhomes Location**



## Attachment "C"

### RESPONSES TO REGULATING OCCUPANCY TYPE (OWNER VS RENTAL)

Luke-

Believe it or not we actually have a separate zoning districts for owner-occupied multi-family (presumably condos) and rental multi-family (apartments). I have always questioned this though because of all the reasons others have raised. We are currently re-writing our Zoning Code and I am removing one district and not restricting the occupancy type in the other.

Thanks,

Brad Deets, Development Services Director City of Waukee  
230 W. Hickman Road, Waukee, IA 50263  
O: 515-978-7899 | M: 515-250-7986  
[bdeets@Waukee.org](mailto:bdeets@Waukee.org) | [Waukee.org](http://Waukee.org)

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Luke,

The city does not regulate type of occupancy.

Kara Tragesser  
City of West Des Moines

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I believe it could result in a Fair Housing Act claim and should be avoided especially if you are receiving federal funds from HUD or other agencies. Des Moines has been very clear that the method of tenancy/occupancy is not a land use.

Mike Ludwig  
Planning Administrator  
City of Des Moines

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Urbandale has dealt with this recently. Our position is that the City cannot require development to be owner occupied, and therefore no such language in any code or master plan.

Steven S. Franklin, APA, PLA  
Community Development Director  
City of Urbandale  
3600 86<sup>th</sup> Street  
Urbandale, Iowa 50322  
515-331-6720  
[sfranklin@urbandale.org](mailto:sfranklin@urbandale.org)

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Ankeny does not regulate rental vs owner occupied.

Eric Jensen  
Planning & Building Director  
City of Ankeny

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I'll let your city attorney put the final stamp on that. My two cents is that putting it in a PUD is problematic, possibly giving rise to Equal Protection claims.

Gary Taylor, J.D., AICP  
Interim Director, Community & Economic Development Program  
Iowa State University Extension & Outreach  
Associate Professor, Community & Regional Planning  
2321 North Loop Drive, Suite 121  
Ames, IA 50010  
[gtaylor@iastate.edu](mailto:gtaylor@iastate.edu)  
Ph: 515.294.8397

## Attachment "D"

### REGULAR NORWALK PLANNING & ZONING MEETING 08-08-2012

A regular meeting of the Norwalk Planning and Zoning Commission was held at the Norwalk City Hall, 705 North Avenue, Wednesday, August 8, 2012. The meeting was called to order at 5:45 P.M. by Chairperson Stephanie Riva. Those present at roll call were John Fraser, Melissa Hill, Dan Schulz, Rodney Martinez, Kim Leonhardt and Stephanie Riva. Absent: Jim Huse.

Staff present: Mike Johnson, City Planner/Interim Development Services Director and Shelley Heisdorffer, Development Services Assistant. Frank Curtis, City Council was also present.

Huse arrived at 5:46 P.M.

**12-40** Motion by Schulz and seconded by Martinez to approve the agenda with the addition of New Business Item C: Resolution Establishing A Temporary Moratorium on the Consideration and Approval of Any Rezoning Hearings or Comprehensive Land Use Plan Amendments Pending the Completion of the New Comprehensive Plan. Approved 7-0.

**12-41** Motion by Huse and seconded by Leonhardt to approve the minutes from the July 25, 2012 regular meeting. Approved 7-0.

Chairperson Riva welcomed the guests present and asked if anyone wished to speak on a topic that was not on the agenda. With no guests wishing to speak, the business portion of the meeting was opened.

The first item on the Agenda was Proposed Land Use Amendment – Orchard Hills Drive (R-1 to PUD). Mr. Johnson informed the Commission that he received a letter from a resident who wanted it to be entered into record that they were in opposition of the proposed land use amendment. Mr. Johnson gave each of the Commission members a copy of that letter. Mr. Johnson informed the Commission that he and Marketa Oliver, City Manager have met with Mr. Gillotti who is representing Road Contractors (the applicant). They informed him of the issues that many of the residents have with the R-3 portion of his request. Mr. Gillotti agreed to modify the PUD to require the 10 acre R-3 parcel to the far southeaster corner of the property. Staff thought that would be a more suitable location for the higher density and will provide a good buffer to the sports complex. All of the previously included conditions still apply to the development of the R-3 parcel if approved.

Steve Gillotti, Road Contractors, explained that they have owned this land for over 30 years. The land was optioned to a developer who didn't move on it and they now have the land back. Road Contractors now desires a PUD that stands on its own. They have no intentions of changing the land use, they would just like to be able to control their own destiny. They would like to see the zoning through and then will sell to a developer who will have to abide by the PUD. Mr. Gillotti has a long history with Norwalk and just wanted to make sure the zoning process was handled appropriately with the City.

Chad Ross, 518 West Pine Avenue spoke in opposition of the proposed land use amendment. He was informed by the City that the area around his home would be single family. He also has a concern that it looks like the park has shrunk from the original plans.

William Brown, 605 West Pine Avenue also spoke in opposition of the proposed land use amendment. He called City Hall prior to moving into his home and was informed that the areas around his home were zoned R-1.

Craig King who is a representative of Mr. Gillotti and Road Contractors spoke to the audience. He explained there are different kinds of medium density and what they are looking at would be a detached cottage with a home owners association. Older people and young professionals are very attracted to these types of homes due to the association taking care of some maintenance.

These areas keep a residential feel but the developer is able to make the most of their land. This adds variety along with quality homes to the area.

Mr. King also explained that because they would be removing this land from a current PUD and would be creating their own, that also changes the park requirements. The park in the old PUD would not have to be quite as large, but there would also be a requirement for a park in the new PUD.

Mr. King suggested that the Commission put requirements on the new PUD to restrict the homes built there to be association homes only.

Richard White, 619 West Pine Avenue questioned our master plan and which one is currently being used. Mr. Johnson informed him that we are currently using the 2005 Comprehensive Plan but that even though things are set, there is always a chance that through a process such as this, things can be changed.

Mr. Gillotti informed the Commission that he would be fine with them putting density restrictions on the PUD. Mr. Gillotti requested that they at least divide the land off into its own PUD tonight and then work out the details and restrictions of the PUD at the next meeting.

Mr. Johnson informed Mr. Gillotti and the Commission that he was not comfortable doing that and that he would prefer to do it all at one time so as not to create more of a mess. The Commission discussed holding a special meeting to take care of the PUD request.

**12-42** Motion by Hill and seconded by Schulz to table Proposed Land Use Amendment – Orchard Hills Drive (R-1 to PUD). Approved 7-0.

The next item on the Agenda was Rezoning Petition 38.38 Acre – Orchard Hills Planned Unit Development to Orchard View Planned Unit Development.

**12-43** Motion by Martinez and seconded by Fraser to retable Rezoning Petition 38.38 Acre – Orchard Hills Planned Unit Development to Orchard View Planned Unit Development. Approved 7-0.

The next item on the Agenda was Resolution Establishing a Temporary Moratorium on the Consideration and Approval of Any Rezoning Hearings or Comprehensive Land Use Plan Amendments Pending the Completion of the New Comprehensive Plan. Mr. Johnson explained that due to the items that have been on the Agenda recently, he and Ms. Oliver feel it would be a good idea to put a moratorium on any rezoning or land use amendment until the new Comprehensive Plan is complete.

**12-44** Motion by Leonhardt and seconded by Martinez to approve Resolution Establishing a Temporary Moratorium on the Consideration and Approval of Any Rezoning Hearings or Comprehensive Land Use Plan Amendments Pending the Completion of the New Comprehensive Plan. Approved 7-0.

The next item on the Agenda was a study session of Comprehensive Plan review. Mr. Johnson asked the Commission to study the materials for the work session that is scheduled for August 13, 2012.

**12-45** Motion by Huse and seconded by Hill to adjourn meeting at 6:51 p.m. Approved 7-0.

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Stephanie Riva, Chairperson

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Mike Johnson, City Planner/Interim  
Development Services Director

## Attachment "E"

### REGULAR NORWALK PLANNING & ZONING MEETING 08-22-2012

A regular meeting of the Norwalk Planning and Zoning Commission was held at the Norwalk City Hall, 705 North Avenue, Wednesday, August 22, 2012. The meeting was called to order at 5:45 P.M. by Chairperson Stephanie Riva. Those present at roll call were John Fraser, Melissa Hill, Dan Schulz, Rodney Martinez and Stephanie Riva. Absent: Jim Huse and Kim Leonhardt.

Staff present: Mike Johnson, City Planner/Interim Development Services Director and Shelley Heisdorffer, Development Services Assistant.

**12-46** Motion by Martinez and seconded by Fraser to approve the agenda as presented. Approved 5-0.

**12-47** Motion by Hill and seconded by Schulz to approve the minutes from the August 8, 2012 regular meeting. Approved 5-0.

Chairperson Riva welcomed the guests present and asked if anyone wished to speak on a topic that was not on the agenda. With no guests wishing to speak, the business portion of the meeting was opened.

The first item on the Agenda was Proposed Land Use Amendment – Orchard Hills Drive (R-1 to PUD).

**12-48** Motion by Martinez and seconded by Fraser to untable Proposed Land Use Plan – Orchard Hills Drive (R-1 to PUD). Approved 5-0.

Mr. Johnson informed the Commission that after the last Planning and Zoning meeting, staff revised the proposed Orchard View PUD to accommodate the concerns discussed during the hearing. The new PUD decreases the density per acre from 10 dwelling units per acre to 8 dwelling units per acre. The revised PUD also provides for regulations which encourage detached patio townhomes. All of the previously included conditions still apply. Mr. Johnson noted that this provides a nice transition from the sports complex.

**12-49** Motion by Hill and seconded by Martinez to approve Proposed Land Use Amendment – Orchard Hills Drive (R-1 to PUD). Approved 5-0.

The next item on the Agenda was Rezoning Petition 38.38 Acre – Orchard Hills Planned Unit Development to Orchard View Planned Unit Development.

**12-50** Motion by Hill and seconded by Schulz to untable Rezoning Petition 38.38 Acre – Orchard Hills Planned Unit Development to Orchard View Planned Unit Development. Approved 5-0.

Mr. Johnson explained to the Commission that although this would change the zoning, a master plan would still have to come before the Commission by the developer and at that time the Commission would be able to put conditions on the plan.

Chad Ross, 518 West Pine Ave., explained that staff had addressed his concerns from the last meeting and he is no longer opposing the rezoning. He would, however, like the neighborhood to be notified when the developer brings plans in to develop the area.

**12-51** Motion by Martinez and seconded by Schulz to approve Rezoning Petition 38.38 Acre – Orchard Hills Planned Unit Development to Orchard View Planned Unit Development. Approved 5-0.

The next item on the Agenda was new business item Proposed Accessory Structure (27' x 26') – St. John's Catholic Church, 720 Orchard Hills Drive. Mr. Johnson reported that St. John's

requested approval of an accessory structure to be built on its property at 720 Orchard Hills Drive. The structure as proposed would be 27' x 26' and be located immediately adjacent to the existing dumpster enclosure on the south side of the parking lot. The structure with approval would provide for additional storage space and be used for storage of grounds maintenance equipment.

Code requires that accessory structures be at least 3 feet from side property lines and at least 5 feet from rear property lines. The proposed structure is consistent with all setback requirements. Architecturally, the structure will be consistent with the design of existing church.

Mr. Johnson explained that staff would recommend approval of the structure with the condition that it be constructed of similar materials and be similar architecturally to the principal structure.

Roger Joanning, 521 West Pine Ave., asked where the garage would be located on the property. Mr. Johnson showed him a map.

**12-52** Motion by Fraser and seconded by Hill to approve Proposed Accessory Structure (27' x 26') – St. John's Catholic Church, 720 Orchard Hills Drive with the condition that it be constructed of similar materials and be similar architecturally to the principal structure. Approved 5-0.

The next item on the Agenda was a study session on Comprehensive Plan progress update and disbursement of second half of first draft. Mr. Johnson asked the Commission to study the materials and a work session would be scheduled for the next week or two.

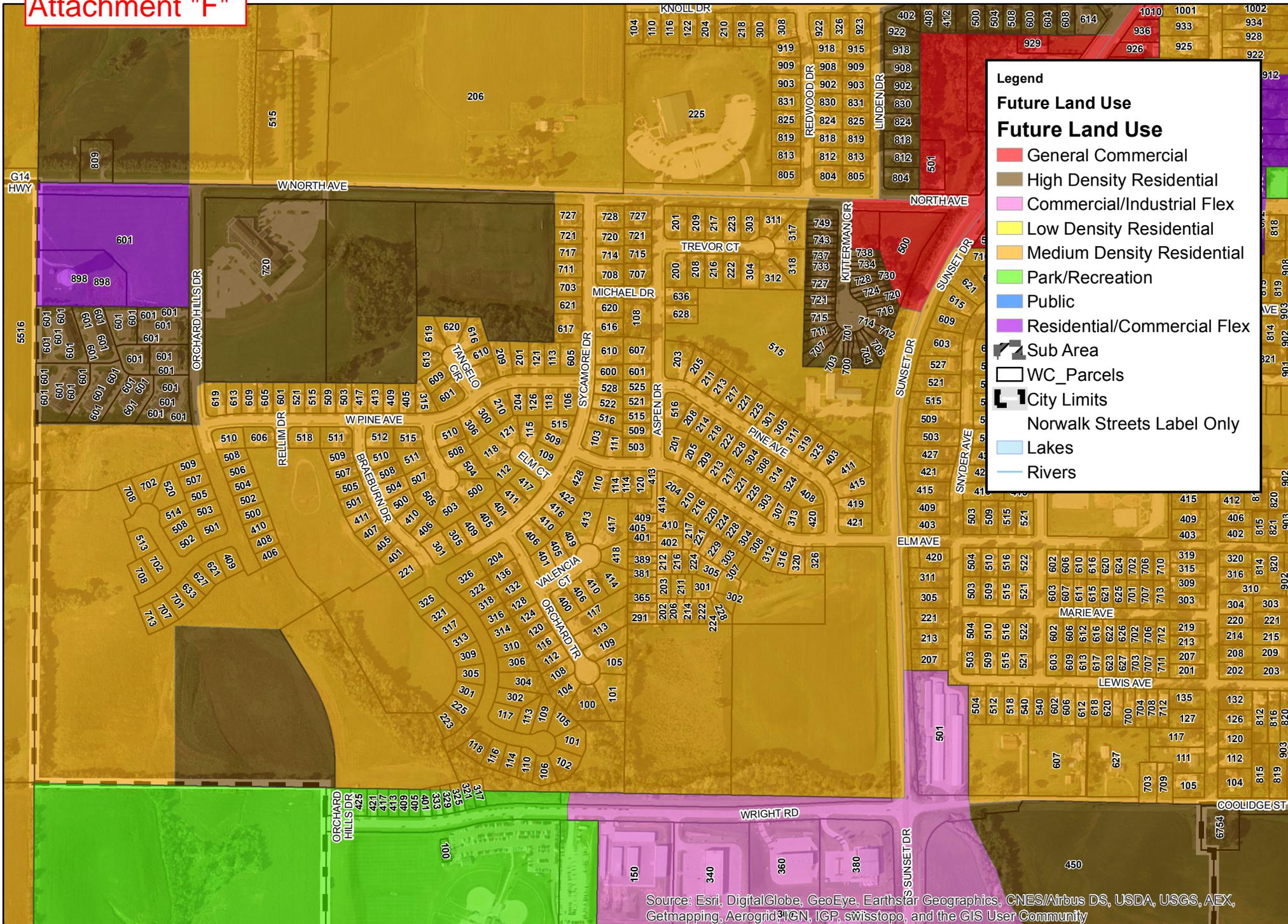
**12-53** Motion by Martinez and seconded by Fraser to adjourn meeting at 6:05 p.m. Approved 5-0.

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Stephanie Riva, Chairperson

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Mike Johnson, City Planner/Interim  
Development Services Director



**Legend**

**Future Land Use**

- General Commercial
- High Density Residential
- Commercial/Industrial Flex
- Low Density Residential
- Medium Density Residential
- Park/Recreation
- Public
- Residential/Commercial Flex
- Sub Area
- WC\_Parcels
- City Limits
- Norwalk Streets Label Only
- Lakes
- Rivers

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community



**Comprehensive Plan Future Land Use**





BUSINESS OF THE CITY COUNCIL AGENDA STATEMENT

Item No. 10 & 11  
For Meeting of 5.5.2016

**ITEM TITLES:** Consideration of a Resolution amending the Norwalk Urban Revitalization Plan

**CONTACT PERSONS:** Wade R. Wagoner, AICP LEED GA, Planning and Economic Development Director & Jim Dougherty, City Attorney

**SUMMARY EXPLANATION** The City of Norwalk staff contemplates that certain uses within the City are already prevalent in our community. Incenting additional, duplicate businesses may no longer make financial sense and may not improve the quality of life for our residents.

Staff asks that the Council consider the following uses:

**Convenience stores that sell gasoline or other automotive fuel:** *It is proposed that this be eliminated from eligibility for abatement.* This is the use listed in the C-2 portion of our zoning ordinance. This would not apply to the C-3 use of Gas Stations or Service Stations which are the more traditional gas/service stations that also often contain a bay with a hoist for automobile repair. (This will not apply in situations where the City has obligated itself to abatement in a development agreement that predates this resolution).

**Apartments:** In 2013 the State changed the way apartments are taxed. They used to have the same rollback as commercial. Today they are their own taxing rollback classification; the rollback rate is similar to residential. This change already drastically reduces the taxes collected on apartments, further stressing city budgets.

Our Current Tax Abatement policy offers abatement for commercial and residential. Since apartments no longer fall into the commercial category, and are not classified as single family residential either, our attorney's opinion is that our current abatement policy simply doesn't address apartments and they are not eligible for abatement.

Staff would recommend that due to the taxing changes, already very favorable for apartments, that the City continues with the policy that they are not eligible. Staff is seeking reiteration from the council that this (no abatement for apartments) is the policy it desires.

**Boundaries:** We are adding a sentence regarding the boundaries to ensure all property annexed into the city to date is included in the Urban Revitalization Area.

**Layering:** Finally there is a provision stating that the City does not have to offer exemptions for commercial uses in the instances where other economic incentives are being offered as a part of a development agreement. The City will use abatement in these instances as a negotiable item as opposed to being mandatory.

**Benefits of Amendment** Taxes generated off of these uses, instead of being abated, will work to more quickly retire TIF debt, or if not in a TIF area they will go towards the City,

Schools, and County in the regular fashion; improving the capital position of the general fund.

Resolution  Ordinance  Contract  Other (Specify) \_\_\_\_\_

Funding Source: NA



APPROVED FOR SUBMITTAL \_\_\_\_\_ [Jim Dougherty](#)  
Planning & Economic Development Director City Attorney

**STAFF RECOMMENDATION:** Approve Resolution on a roll call vote

RESOLUTION NO. \_\_\_\_\_

**Resolution adopting amendment #4 to the Norwalk Urban Revitalization Plan**

**WHEREAS**, pursuant to the provision of Chapter 404 of the Code of Iowa (the Code) the City of Norwalk, Iowa has designated the City as a revitalization area (the Norwalk Urban Revitalization Area) and has adopted the Norwalk Urban Revitalization Plan (the Urban Revitalization Plan) for such area; and

**WHEREAS**, pursuant to the provision of the Code, before amending the Urban Revitalization Plan the City Council must hold a public hearing ; and

**WHEREAS**, an amendment the Urban Revitalization Plan has been prepared and presented to the City Council for consideration in accordance with the provisions of the Code, which amendment is set forth in Exhibit A attached hereto and by this reference made a part hereof, and

**WHEREAS**, pursuant to the provisions of the Code, the City Council has held a public hearing on the amendment, and

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

**Section 1.** The May 2016 Amendment to the Norwalk Urban Revitalization Plan is hereby adopted as amendment #4, in the form attached hereto as Exhibit A.

**Section 2.** All resolutions or parts of resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

Passed and approved this 5<sup>th</sup> day of May, 2016.

\_\_\_\_\_  
Tom Phillips, Mayor

ATTEST:

\_\_\_\_\_  
Jodi Eddleman, City Clerk

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

## **EXHIBIT A**

### **AMENDMENT #4 TO NORWALK URBAN REVITALIZATION PLAN MAY 2016**

The Norwalk Urban Revitalization Plan, adopted in January 1993, and amended in October 1995, and again in March 2001, and again in May 2003, is being amended a 4<sup>th</sup> time. The purpose of this amendment is to remove certain commercial uses from eligibility for the commercial exemption schedule, to confirm the ineligibility of multiresidential properties, to amend the boundaries of the district to include land annexed by the city, and to state that the City is not obligated to provide a commercial exemption in instances where other economic incentives are being provided (such as Tax Increment Financing).

#### **The following commercial uses are not eligible for exemption (Tax Abatement):**

*Convenience stores that sell gasoline. This shall not include gas stations and/or service stations.*

#### **Multiresidential dwellings**

*Multiresidential dwellings (Apartments) shall not be eligible for an exemption.*

#### **Boundary of Urban Revitalization District**

The boundaries of the Norwalk Urban Revitalization Plan are hereby amended to include all properties that have been annexed into the City of Norwalk prior to May 5, 2016.

#### **Development Agreement affect on Commercial Abatement eligibility**

In instances where a development agreement is being negotiated with a developer, commercial exemptions may be a negotiable item.



**BUSINESS OF THE CITY COUNCIL**  
**AGENDA STATEMENT**

Item No. 14  
For Meeting of 05.05.16

- REQUEST:** Consideration of second and possible third reading of an ordinance amending the master plan and rules, regulation and guidelines for the Dobson Planned Unit Development as contained in Ordinance No.15-05
- STAFF CONTACT:** Luke Parris, AICP  
City Planner
- APPLICANT(S):** Cort Landing LLC  
340 Wright Road Suite E  
Norwalk, Iowa 50211
- LOCATION:** Southwest intersection of Iowa Highway 28 and Elm Avenue.
- CURRENT USE:** C-2 Commercial.
- PROPOSED USE:** R-1(60) Residential.
- ZONING HISTORY:** The site is zoned as Parcel D of the Dobson Planned Unit Development with a classification of "C-2" Community Commercial. This area has been zoned C-2 since the July 15, 2004 adoption of the Dobson PUD (Ordinance No. 04-08) and the amendment to the Dobson PUD (Ordinance No. 15-05) on June 4, 2015.
- LAND USE PLAN:** The future land use plan designates this location medium density residential.
- SURROUNDING LAND USE PLAN AND ZONING:** Surrounding land use planned for the area is:
- North - Medium Density Residential.
  - East - Medium Density Residential.
  - South - Medium Density Residential.
  - West - Medium Density Residential.
- Surrounding zoning for the area is:
- North - "R-1" Residential.
  - East - "R-1" Residential.
  - South - "R-1" Residential.
  - West - "R-1" Residential.

**FLOOD INFORMATION:**

None.

**MAJOR STREET  
PLAN/TRAFFIC:**

The request would not appear to have a negative impact on traffic conditions. Vehicles would access the lots from the extension of Pine Avenue as shown on the preliminary plat for Cort Landing. All roads are classified as local streets.

**DEVELOPMENT SECTOR  
ANALYSIS:**

Parcel D is currently a C-2 area with frontage along Iowa Highway 28. While Iowa Highway 28 frontage exists, access to Iowa Highway 28 from the site is unlikely to be permitted by the Iowa DOT. Access would be off of the internal street, Pine Avenue. The commercial site is adjacent to existing and planned single family homes on all sides.

**STAFF ANALYSIS:**

The parcel is currently zoned C-2 and fronts along Iowa Highway 28. The parcel is only undeveloped C-2 parcel south of North Avenue. The majority of neighboring property is zoned for single family residential with some industrial ground farther to the south along Iowa Highway 28.

The future land use plan for the area is identified as Medium Density Residential. In these areas, the Comprehensive Plan does not call for any commercial type uses.

There is a conflict between the current zoning and the future land use plan. In the recent PUD amendment, the parcel retained the C-2 zoning because the initial PUD had been approved prior to the 2013 Comprehensive Plan. Rezoning the parcel to R-1(60) would more closely match the future land use plan approved in the 2013 Comprehensive Plan.

The developer is also concerned about the developability of the parcel for C-2 uses. The concern is mainly due to a PUD requirement that the site has a 30' buffer adjacent to any single family uses. A staff analysis determined that the building envelope could likely fit a commercial building but that the buffer requirement hampers the ability to provide appropriate parking on the site. To approve a commercial site plan for the site, the City would need to be willing to reduce the 30' buffer requirement in the PUD.

**STAFF  
RECOMMENDATION:**

The rezone proposal to R-1(60) is in accordance with the future land use identified in the Comprehensive Plan and would be cohesive with the existing uses and zoning that is already single family residential.

Staff recognizes the potential difficulties in developing the parcel as a commercial site due to buffer requirements. Additionally, staff also recognizes that the City has limited commercial ground along Iowa Highway 28 and that the proposal would reduce that number further.

Staff recommends that consideration be given to the developability of the parcel, the loss of commercial ground, and the context of the existing land uses nearby when making a decision on the proposal.

**PLANNING AND ZONING  
RECOMMENDATION:**

The Planning and Zoning Commission recommends approval of the request to rezone Parcel D of the Dobson PUD from C-2 to R-1 (60).

**ATTACHMENTS:**

Attachment "A" – Dobson PUD Parcel D Rezoning Map  
Attachment "B" – C-2 Parcel Maps with Building & Parking  
Envelopes  
Attachment "C" – Ord. 15-05 – Dobson PUD Amendment

_____Resolution	<input checked="" type="checkbox"/> _____Ordinance	_____Contract	_____Other (Specify)
Funding Source: _____ NA			
APPROVED FOR SUBMITTAL _____			
City Manager			

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING THE MASTER PLAN AND RULES, REGULATION,  
AND GUIDELINES FOR THE DOBSON PLANNED UNIT DEVELOPMENT AS  
CONTAINED IN ORDINANCE NO. 15-05**

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

**SECTION 1. PURPOSE.** The purpose of this ordinance is to amend the master plan and rules, regulation, and guidelines for Dobson Planned Unit Development as contained in Ordinance No. 15-05.

**SECTION 2. AMENDMENT.** The Dobson Planned Unit Development is hereby amended with the following:

Section 5: Land Use Design Criteria:

Amend the land use and density schedule for Parcel D, as shown below:

LAND USE AND DENSITY SCHEDULE					
Parcel #	Land Use/ Zoning	Max Density	Area/Acres	# Units	Density DU/Acre
Parcel D	R-1(60)	4 DU/Acre	2.3	9	3.9

Amend the bulk regulations for Parcel D and add Parcel E, as shown below:

BULK REGULATIONS						
Parcel #	Lot Area	Lot Width	Yard			Height
	Minimum Sq. Ft.	Feet	Front Feet	Side Feet	Rear Feet	Feet
Parcel D	7,500	60'	30'	15' total (min. 7' one side)	35'	35'

Under "Specific Information Not In Tables" remove Parcel D and replace with the following:  
"Parcel D. A public street meeting City standards is required to connect Elm Avenue to Parcel E to the south and to Outlot Y of Arbor Glynn Plat 2.

**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 \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Tom Phillips, Mayor

ATTEST:

\_\_\_\_\_  
Jodi Eddleman, City Clerk

PREPARED BY: Luke Parris, City Planner

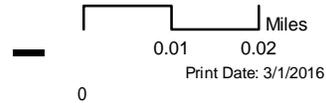
<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>
Isley	_____	_____
Kuhl		
Lester		
Livingston		
Riva	_____	



Source: Esri, DigitalGlobe, GeoEye, Earthstar, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community



**CORT LANDING LLC REZONE REQUEST MAP**



1504

ELMAVE

203'

123'

PARKING

83'

BUILDING ENVELOPE

483'

412'

376'

387'

427'

507'

SUNSET DR

77'

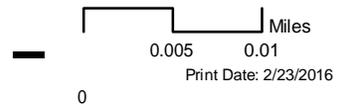
110'

186'

Source: Esri, DigitalGlobe, GeoEye, Earthstar, USDA, USGS, AEX, Geomatics, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community



### Dobson PUD C-2 Parcel Building & Parking



ELMAVE

203'

30 FOOT BUFFERYARD

10 FOOT PARKING SETBACK

123'

483'

412'

PARKING ENVELOPE

427'

507'

SUNSET DR.

110'

186'

Source: Esri, DigitalGlobe, GeoEye, Earthstar, USDA, USGS, AEX, Geomapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

### Dobson PUD C-2 Parcel Parking Envelope

0 0.005 0.01 Miles  
 Print Date: 2/23/2016

**203'**

**30 FOOT BUFFERYARD**

**30 FOOT SETBACK**

**83'**

**BUILDING  
ENVELOPE**

**483'**

**376'**

**387'**

**507'**

SUNSET DR

**77'**

**186'**

Source: Esri, DigitalGlobe, GeoEye, i-cubed, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

ELMAVE

200'

30 FOOT BUFFER

Dobson PUM C-2 Parcel Building Envelope

30 FOOT BUFFER

20'

20 FOOT  
BUILDING  
ENVELOPE

20'

20'

20'

200'

Miles  
0.005  
0.01  
Print Date: 2/23/2016

0

3000 FT

Source: Esri, DigitalGlobe, GeoEye, I-cubed, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

ORDINANCE NO. 15-05

**AN ORDINANCE AMENDING THE MASTER PLAN AND RULES, REGULATIONS AND GUIDELINES FOR THE DOBSON PLANNED UNIT DEVELOPMENT AS CONTAINED IN ORDINANCE NO. 04-08**

BE IT ENACTED by the City Council of the City of Norwalk, Iowa.

**SECTION 1. PURPOSE.** The purpose of this ordinance is to amend the master plan and rules, regulation, and guidelines for Dobson Planned Unit Development as contained in Ordinance No. 04-08.

**SECTION 2. AMENDMENT.** The Dobson Planned Unit Development is hereby amended with the following:

Include the amended Dobson Planned Unit Development map attached as Exhibit "A".

Section 5: Land Use Design Criteria:

Amend the land use and density schedule for Parcel D and add Parcel E, as shown below:

LAND USE AND DENSITY SCHEDULE						
Parcel#	Land Use/ Zonin	Max Densit	Area/Acres	# Units	Density DU/Acre	
Parcel D	C-2 Commercial	N/A	3.0			
Parcel E	R-1   60	4 DU/Acre	11.4	35	3.1	

Amend the bulk rEill,ulations for Parcel D and add Parcel E as shown below:

<u>r BULK REGULATIONS</u>						
Parcel #	Lot Area Minimum Sc. Ft.	Lot		Yard		
		Height Feet	Width Front Feet	Side Feet	Rear Feet	Feet
Parcel D	20,000	100'	30'	20' total (0' side yard for complex	35'	50'
Parcel E	7,500	60'	30'	15' total (min. 7' one s i d e -----L-----	35'	35'

Under "Specific Information Not In Tables" remove Parcel D and replace with the following:

"Parcel D. Uses in this parcel are limited to C -2 district uses and are encouraged to be lower traffic generating uses due to their proximity to single family residential uses. The parcel is for light intensity Commercial uses described in the C-2 zoning district. A public

street meeting City standards is required to connect Elm Avenue to Parcel E to the south and to Outlot Y of Arbor Glynn Plat 2. Proximity to adjacent single family residential uses will require appropriate buffers. Any part of Parcel D that is adjacent to a single family lot shall be required to have a 30' landscaped buffer that meets the requirements of Chapter 17.50 of the City of Norwalk Zoning Ordinance. All setbacks shall be measured from the landscaped buffer, if required. Access to Parcel D from a public street to the west shall align with the access for Outlot Y of Arbor Glynn Plat 2.

Allowed Uses: All permitted principal and accessory uses and special uses as provided in the City Code for the C-2 district except the following:

- i. Bars and Night Clubs, including after-hour businesses
- ii. Convenience Stores, Gas Stations and Service Stations
- iii. Delayed Deposit Service Businesses
- iv. Liquor Stores
- v. Pawnshops
- vi. Smoking Lounges and Dens
- vii. Tobacco Stores

Under "Specific Information Not In Tables" add the following:

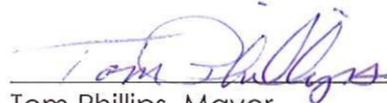
"Parcel E. Access off of Wright Road will not be required due to geographic concerns. Access into the parcel from Iowa Highway 28 shall meet the standards Iowa Department of Transportation. A public street shall provide access to north to Elm Avenue ."

**SECTION 3. REPEALER.** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**SECTION 4. 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 5. 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 4th day of June, 2015.

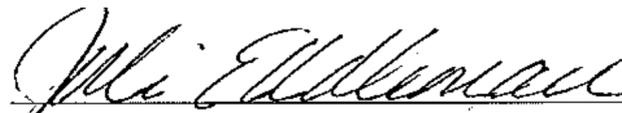
  
\_\_\_\_\_  
Tom Phillips, Mayor

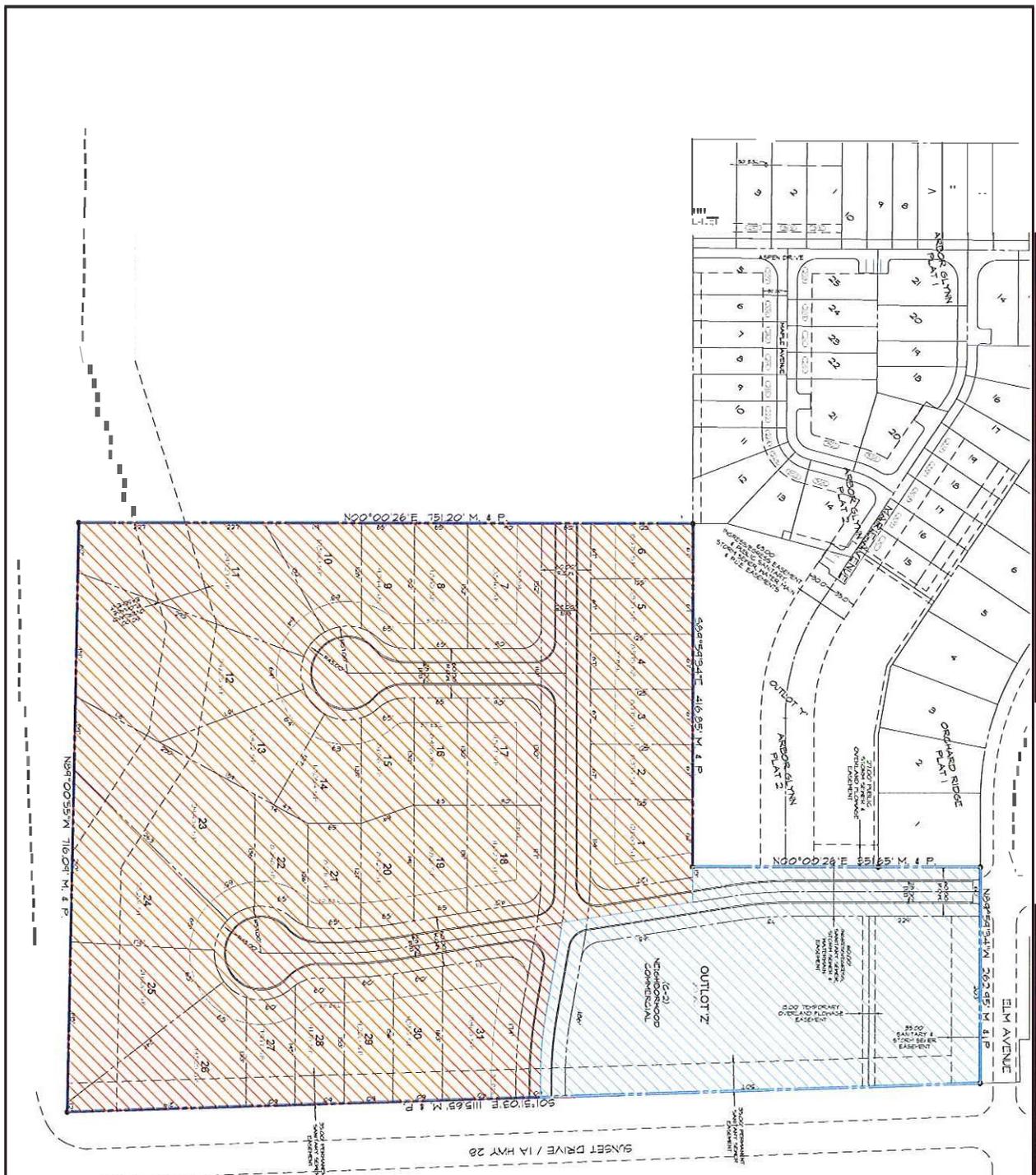
ATTEST:

  
\_\_\_\_\_  
Jodi Eddleman, City Clerk

f  
First Reading: May 21, 2015  
Second Reading: June 4, 2015  
Third Reading: "w"a,.,\_iv"e"d"----

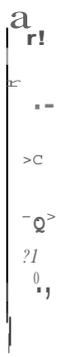
I certify that the foregoing was published as Ordinance No. 15-05 on the 11th day of June, 2015.

  
Jodi Eddleman, City Clerk

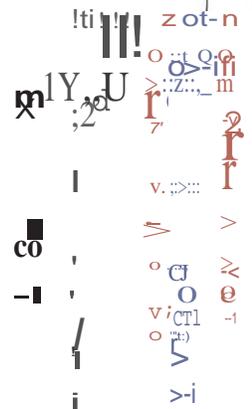


LOT I - OLI: C.HARD RDGE PLAT :3

C.O.-IC.EPTIAL LOT LAYO T - OPTION 'A'



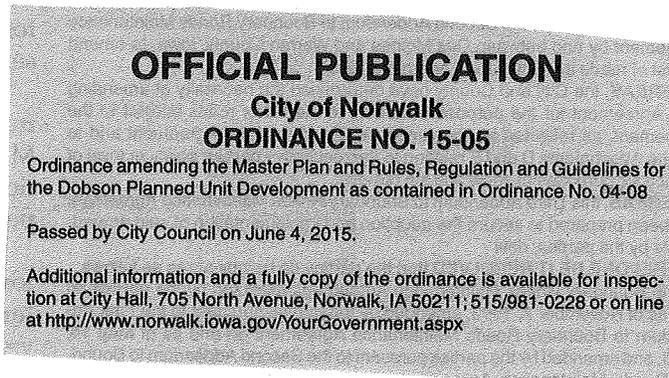
NO.	DATE	REVISIONS	COMMENTS
1	4.6.51 24. 2024		



Cif Engineering Consultants, Inc.

# AFFIDAVIT OF PUBLICATION

## COPY OF NOTICE



I, Sally M. Huntoon on oath, do say that I am the Editor of the NORTH WARREN TOWN AND COUNTY NEWS, a weekly newspaper of general circulation, published at Norwalk, in Warren County, Iowa and that the attached Official Publication of the City of Norwalk in re: Ordinance 15-05 on Amending Master Plan and Rules, Regulations and Guidelines for Dobson Planned Unit Development and published in the above-named newspaper as follows:

First Publication: June 11, 2015

Second Publication:

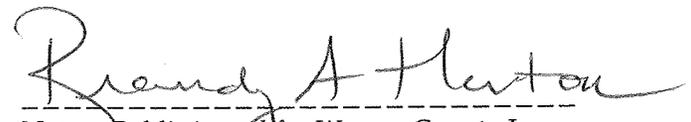
Third Publication:

Printer's Fee: \$6.98

  
Sally M. Huntoon

Sworn to before me and signed by  
Sally M. Huntoon

Dated this 12th day of June, 2015.

  
Notary Public in and for Warren County Iowa

4/6/18