



City Council Regular Business Meeting Agenda  
Thursday, June 30, 2016, 6:00 p.m.  
Public Safety Building

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 Wagener  
Planning and  
Economic  
Development Director

Holly Sealine  
Library Director

Jim Dougherty  
City Attorney

1. Call to order.
2. Approval of agenda.
3. Presentation(s)-
4. Welcome of guests and public comment.  
(3 minute limit, no action)
5. Consent Agenda:
  - a) Expenditures.
  - b) Street closure application – Hakes Drive, July 4<sup>th</sup>
  - c) Special event application – Party Before the Works, July 1<sup>st</sup>
  - d) Block party application – 1900 block of E 19<sup>th</sup> & Swan Court.,  
July 4<sup>th</sup>
6. Public hearing on Beardsley Regional Detention 1 phase 2 Grading and Drainage.
7. Resolution awarding contract for the Beardsley Regional Detention 1 Phase 2 Grading and Drainage.
8. Resolution adopting the plans and specifications for the Beardsley Regional Detention 1 Phase 2 Grading and Drainage.
9. Closed Session – Pursuant to Iowa Code Chapter 21.5 (1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. – to discuss finalists for City Manager position.
10. Adjournment



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 05  
For Meeting of 06/30/2016

**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.

**Street closure application**

Hakes Drive – July 4<sup>th</sup>

**Special event application**

Party before the works – July 1<sup>st</sup> – noon to 1 a.m.

**Block party application**

The following block party application is a request from Tosha Hommer  
1900 E 19<sup>th</sup> and Swan Court – July 4<sup>th</sup> - 5pm to 10pm

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

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE OPERATIONS	GENERAL FUND	CARPENTER UNIFORM	LIFE SAVING MEDALS	1,176.00
		INDOFF INC	PENS PAPER FOLDERS	173.74
		CRESCENT ELECTRIC SUPPLY CO	BRINDLE RING	37.42
		OREILLY AUTO PARTS	PAPER TOWEL DISPENSERS	7.62
		CENTURYLINK	MONTHLY SERVICE	146.69
		POLK COUNTY AGRICULTURAL EXTENSION	COPLINK ACCESS	1,888.72
		LOGIN / IACP NET	ANNUAL NET SERVICE	275.00
		VERIZON WIRELESS	PUBLIC SAFETY	757.69
		IOWA METHODIST MEDICAL CENTER	BRYANT PRE EMPLOYMENT	3,197.70
		STANARD & ASSOCIATES INC	POST TEST	128.00
		STANDRIDGE GROUP	ALBERS BUS CARDS	50.00
			LEWISTON	40.00
			HUTCHINSON BUS CARDS	50.00
	IOWA LAW ENFORCEMENT ACADEMY	DE-ESCALATE BRYANT	90.00	
		TOTAL:	8,018.58	
FIRE PROTECTION	GENERAL FUND	FIRE SERVICE TRAINING BUREAU	CONFERENCE FEE VETTERICK	50.00
		NFPA	MEMBERSHIP	175.00
		ILLINOIS FIRE STORE	RED VANTAGE	119.95
			TOTAL:	344.95
RESCUE	GENERAL FUND	MATHESON TRI-GAS, INC.	OXYGEN	200.99
		BOBS CUSTOM TROPHIES	R COBURN	12.49
		MERCY COLLEGE OF HEALTH SCIENCES	TRAINING SITE RENEWAL	100.00
		BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	13.56
			MEDICAL SUPPLIES	2,292.55
			MEDICAL SUPPLIES	704.06
	TOTAL:	3,323.65		
BUILDING INSPRCTOR	GENERAL FUND	CENTURYLINK	PHONE SERVICE	75.54
		VERIZON WIRELESS	BUILDING	187.18
		TYLER TECHNOLOGIES	BUILDING PERMIT ANNUAL SUP	1,397.53
			TOTAL:	1,660.25
ANIMAL CONTROL	GENERAL FUND	ANIMAL RESCUE LEAGUE OF IOWA	INTAKE LIVE ANIMAL	125.00
			TOTAL:	125.00
LIBRARY SERVICES	GENERAL FUND	CENTURYLINK	MONTHLY SERVICE	162.46
		BOBS CUSTOM TROPHIES	LIBRARY ASST NAME BADGE	15.35
			TOTAL:	177.81
PARKS	GENERAL FUND	OREILLY AUTO PARTS	PAPER TOWEL DISPENSERS	20.32
		PLAYPOWER LT	PLAY EQUIPMENT	2,358.05
		ALL INCLUSIVE REC, LLC	FIBAR TOP OFF	5,482.00
			TOTAL:	7,860.37
RECREATION	GENERAL FUND	NANCY KUEHL	ART IN THE PARK REIMBURSEM	120.29
		GOPHER SPORT	RIBBONS	87.57
			STARTER PISTOLS	415.06
		VERIZON WIRELESS	PARKS & REC	227.22
		BRETT WEST	JR GOLF LESSONS	665.00
		HD ON THE GO	MOVIE NIGHT	1,250.00
		SARA ROUTH	JAZZ IN JULY MUSIC	187.50
	TOTAL:	2,952.64		
SPORTS COMPLEX	GENERAL FUND	CAPITAL SANITARY SUPPLIES	SUPPLIES FOR COMPLEX	337.87

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		THE CUTTING EDGE	AERIFIED SOCCER FIELDS	6,000.00
		CIS ATHLETIC SUPPLY	PITCHING MOUND	662.50
		DAVIS EQUIPMENT CORPORATION	DRAG	<u>541.52</u>
			TOTAL:	7,541.89
SWIMMING POOL	GENERAL FUND	CAPITAL SANITARY SUPPLIES	SUPPLIES FOR POOL	337.86
		POOL TECH INC.	POOL CHEMICALS	642.00
		ALL IOWA POOL	QUICK SHOCK	733.26
		SWANK MOTION PICTURES, INC.	ZOOTOPIA	375.00
		STANDRIDGE GROUP	POOL PASSES	<u>514.50</u>
			TOTAL:	2,602.62
COMMUNITY DEVELOPMENT	GENERAL FUND	INDOFF INC	PRINTER CARTRIDGES	141.54
		BOBS CUSTOM TROPHIES	W WAGONER	12.49
		STRATEGIC AMERICA	WEB HOSTING	540.00
		REGISTER MEDIA	PUBLIC NOTICE	52.75
		STANDRIDGE GROUP	ENVELOPES	<u>200.00</u>
			TOTAL:	946.78
EXECUTIVE AND ADMINIST	GENERAL FUND	IOWA LEAGUE OF CITIES	ANNUAL DUES FY 17	3,590.00
		BOBS CUSTOM TROPHIES	D LESTER	12.48
		STANDRIDGE GROUP	PHILLIPS	<u>40.00</u>
			TOTAL:	3,642.48
LEGAL SERVICES	GENERAL FUND	DOUGHERTY LAW FIRM	JAN 28, 2016 - JUN 17, 201	<u>14,350.50</u>
			TOTAL:	14,350.50
CITY HALL & GENERAL BU	GENERAL FUND	OREILLY AUTO PARTS	PAPER TOWEL DISPENSERS	5.08
		NORTH WARREN TOWN & COUNTY NEWS	PUBLIC HEARING	108.50
			MINUTES	103.85
		CENTURYLINK	MONTHLY SERVICE	566.36
		MEDIACOM	INTERNET	157.40
		GREENWOODS SEWER SERVICE	MENS ROOM REPAIR	291.50
		BOBS CUSTOM TROPHIES	J FURLER	12.49
			L OFFENBURGER BADGE	15.45
		VERIZON WIRELESS	CITY HALL	124.16
		TYLER TECHNOLOGIES	MONTHLY WEB HOSTING	25.00
		PITNEY BOWES	POSTAGE MACHINE LEASE	735.00
		DES MOINES REGISTER	DAILY PAPER	35.00
		STANDRIDGE GROUP	ENVELOPES	<u>300.00</u>
			TOTAL:	2,479.79
STREETS	ROAD USE TAX FUND	GRAINGER INC	VALVE ASSEMBLY	81.31
		LOGAN CONTRACTORS SUPPLY	MATERIALS	50.30
			EQUIPMENT	157.30
		PEEK SALES & SERVICE	GRASSHOPPER	22.05
		ZIEGLER INC.	PARTS	155.81
		STIVERS FORD	BRAKE LINES	367.00
		VERIZON WIRELESS	HOSKINS	20.70
			BALLARD	62.08
			WAUGH	52.08
		JAMES OIL COMPANY LLC	DYED DIESEL	2,733.06
			GASAHOL	3,977.78
		TIM HOSKINS	PARKING REIMBURSEMENT	6.50
		DAVIS EQUIPMENT CORPORATION	JAC MOWER	360.22
			JAC MOWER	405.03

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			JAC MOWER	<u>29.59</u>
			TOTAL:	8,480.81
STREET LIGHTING	ROAD USE TAX FUND	QUALITY TRAFFIC CONTROL, INC.	TRAFFIC CONES	<u>150.00</u>
			TOTAL:	150.00
SELF FUNDING	T A SELF FUND DEDU	KABEL BUSINESS SERVICES	MAY HRA CHECKS	<u>1,451.44</u>
			TOTAL:	1,451.44
COMMUNITY DEVELOPMENT	GATEWAY PROJECT	RDG PLANNING AND DESIGN	GATEWAY SIGN	7,664.25
			GATEWAY SIGN SVCS - MAY	<u>1,080.82</u>
			TOTAL:	8,745.07
STREETS	50TH STREET BRIDGE	IOWA ENVIRONMENTAL SERVICES	BRIDGE SAMPLINT	400.00
		CALHOUN BURNS AND ASSOC	50TH AV BRIDGE PH 2 DESIGN	<u>3,362.40</u>
			TOTAL:	3,762.40
OPERATION AND MAINTENE	WATER FUND	OREILLY AUTO PARTS	PAPER TOWEL DISPENSERS	5.10
		MUNICIPAL SUPPLY	MXU'S AND BLUE PAINT	7,713.60
		IOWA ONE CALL	LOCATES	954.80
		HD SUPPLY WATERWORKS	PARTS	6,839.50
		TYLER TECHNOLOGIES	ONLINE UTILITY BILLING	<u>90.00</u>
			TOTAL:	15,603.00
ADMINISTRATION	WATER FUND	DES MOINES WATER WORKS	LAB ANALYSIS	290.00
		CENTURYLINK	MONTHLY SERVICE	74.00
		VERIZON WIRELESS	HOSKINS	20.69
			WATER DEPT	80.02
		STANDRIDGE GROUP	ENVELOPES	<u>312.50</u>
			TOTAL:	777.21
OPERATION AND MAINTENA	SEWER FUND	STANDRIDGE GROUP	HOSKINS & BALLARD	<u>80.00</u>
			TOTAL:	80.00
ADMINISTRATION	SEWER FUND	CENTURYLINK	MONTHLY SERVICE	76.00
		VERIZON WIRELESS	HOSKINS	20.69
			ACTIVITY CHARGES	<u>11.01</u>
			TOTAL:	107.70

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
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===== FUND TOTALS =====
001 GENERAL FUND                56,027.31
110 ROAD USE TAX FUND           8,630.81
113 T A SELF FUND DEDUCTIBLE    1,451.44
430 GATEWAY PROJECT             8,745.07
435 50TH STREET BRIDGE PROJEC  3,762.40
600 WATER FUND                  16,380.21
610 SEWER FUND                   187.70
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GRAND TOTAL:                    95,184.94
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TOTAL PAGES: 4

APPROVED BY: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

SELECTION CRITERIA

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SELECTION OPTIONS

VENDOR SET: 01-CITY OF NORWALK  
VENDOR: All  
CLASSIFICATION: All  
BANK CODE: All  
ITEM DATE: 6/30/2016 THRU 6/30/2016  
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00  
GGL POST DATE: 0/00/0000 THRU 99/99/9999  
CHECK DATE: 0/00/0000 THRU 99/99/9999

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PAYROLL SELECTION

PAYROLL EXPENSES: NO  
CHECK DATE: 0/00/0000 THRU 99/99/9999

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PRINT OPTIONS

PRINT DATE: None  
SEQUENCE: By Department  
DESCRIPTION: Distribution  
GGL ACCTS: NO  
REPORT TITLE: COUNCIL CLAIMS LIST 6/30/16  
SIGNATURE LINES: 2

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PACKET OPTIONS

INCLUDE REFUNDS: NO  
INCLUDE OPEN ITEM: YES  
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ELAN JUNE STATEMEN DUE DATE 7/9/16 BALANCE  
 (5/13/16 - 6/10/ ACH PAID ON DUE DATE \$8,138.33

CARD	TRANSACTION DATE	VENDOR	AMOUNT	G/L CODED	REASON FOR USE	RECIPT RECEIVED	CHECK RECEIVED
HOSKINS	05/13/2016	KUM & GO	\$22.45	110-5-210-2-6333	FUEL MASTER PUMPS DOWN	X	
4528	05/13/2016	KUM & GO	\$20.00	110-5-210-2-6334	FUEL MASTER PUMPS DOWN	X	
	05/13/2016	KUM & GO	\$10.00	110-5-210-2-6335	FUEL MASTER PUMPS DOWN	X	
	05/14/2016	KUM & GO	\$23.83	110-5-210-2-6336	FUEL MASTER PUMPS DOWN	X	
	05/14/2016	KUM & GO	\$34.05	110-5-210-2-6337	FUEL MASTER PUMPS DOWN	X	
	05/14/2016	KUM & GO	\$19.50	110-5-210-2-6338	FUEL MASTER PUMPS DOWN	X	
	05/15/2016	CASEY'S	\$18.60	110-5-210-2-6339	FUEL MASTER PUMPS DOWN	X	
	05/13/2016	CAPPEL'S ACE HARDWARE	\$63.58	001-5-410-2-6310	LIBRARY PARTS	X	
	05/21/2016	CASEY'S	\$31.81	001-5-290-2-6404	PIZZAS FOR DROP OFF EVENT	X	
	06/07/2016	CORRELL CONTRACTOR	\$134.30	110-5-210-2-6417	ASPHALT RECYCLING	X	
	06/07/2016	CORRELL CONTRACTOR	\$142.78	110-5-210-2-6417	ASPHALT RECYCLING	X	
	06/07/2016	CORRELL CONTRACTOR	\$145.43	110-5-210-2-6417	ASPHALT RECYCLING	X	
	06/07/2016	CORRELL CONTRACTOR	\$145.96	110-5-210-2-6417	ASPHALT RECYCLING	X	
	06/07/2016	CORRELL CONTRACTOR	\$155.61	110-5-210-2-6417	ASPHALT RECYCLING	X	
	05/17/2016	KUM & GO REBATE	(\$1.30)	110-5-210-2-6337	FUEL MASTER PUMPS DOWN	X	
			<u>\$966.60</u>				
SEALINE	05/28/2016	BARNES & NOBLE	\$43.91	001-5-410-2-6502	LENDING MATERIALS	X	
975	05/27/2016	BARNES & NOBLE	\$31.48	001-5-410-2-6503	LENDING MATERIALS	X	
	05/28/2016	BARNES & NOBLE	\$70.16	001-5-410-2-6504	LENDING MATERIALS	X	
	06/08/2016	BARNES & NOBLE	\$9.83	001-5-410-2-6505	LENDING MATERIALS	X	
	06/08/2016	BARNES & NOBLE	\$32.85	001-5-410-2-6506	LENDING MATERIALS	X	
			<u>\$188.23</u>				
COBURN	05/14/2016	APPLE ONLINE	\$1,536.00	001-5-150-3-6727	IPADS	X	
678	05/15/2016	KUM & GO	\$38.24	001-5-160-2-6331	GAS	X	
	05/15/2016	BASS PRO SHOPS	\$12.70	001-5-160-2-6504	STOW AWAY BOX	X	
	05/18/2016	VILLAGIOS	\$78.80	001-5-150-2-6520	PIZZAS	X	
	05/20/2016	IAFC FR1151	\$920.00	001-5-150-2-6230	COBURN CONFERENCE	X	
	06/02/2016	USPS	\$6.47	001-5-160-2-6508	CERTIFIED MAIL	X	
	06/02/2016	ACTIVE911, INC.	\$411.25	001-5-160-1-6220	DEVICES	X	
	06/06/2016	MACHINE SHED	\$17.08	001-5-160-1-6181	1 LUNCH	X	
	06/07/2016	SQUARESPACE, INC.	\$20.00				*Ryan to get from Chet on Monday
	06/07/2016	TRAINING RESOURCES	\$20.00	001-5-160-1-6230		X	
	05/17/2016	KUM & GO REBATE	(\$0.38)	001-5-160-2-6331		X	
			<u>\$3,060.16</u>				
PARRIS	05/16/2016	IOWA COUNTY RECORDER	\$95.22	001-5-599-2-6414	RECORD FINAL PLAT	X	
1932			<u>\$95.22</u>				

WAGONER 5537	05/16/2016	SUBWAY	\$7.53	160-5-520-2-6240	AFTER MTG WITH HOLLY ASKEY/C	X		
	05/17/2016	CHILI'S	\$39.52	160-5-520-2-6240	3 LUNCH WITH CRAIG KING AND	X		
	05/20/2016	THRIFT BOOKS	\$21.54	001-5-599-1-6220	6 BOOKS	X		
	05/24/2016	JOHNNY'S ITALIAN STEAKHOUSE	\$39.92	160-5-520-2-6240	2 LUNCH WITH MARK MILLER	X		
	05/26/2016	DOLLAR GENERAL	\$8.48				X	
	06/01/2016	NORWALK 4 SEASONS AUTO	\$11.00	?				*memo from Mayor
	06/02/2016	804 MAIN	\$11.70	160-5-520-2-6240	1 LUNCH WITH BOB OLSON	X		
	06/03/2016	CHINA DRAGON	\$18.74					X
	06/07/2016	FISS	\$6.99	160-5-520-2-6240	1 LUNCH SUPERVISORS MTG	X		
			<u>\$165.42</u>					
LOUISE 1956	05/20/2016	ADVENTURLAND	\$680.00	001-5-440-2-6413	TICKETS FOR RESALE	X		
	05/26/2016	ADVENTURLAND	\$680.00	001-5-440-2-6413	TICKETS FOR RESALE	X		
	06/03/2016	ARC TRAINING	\$81.00	001-5-499-1-6230	LIFEGUARD TRAINING	X		
	06/06/2016	RED CROSS STORE	\$357.36	001-5-499-1-6230	LIFEGUARD MANUAL	X		
			<u>\$1,798.36</u>					
STRAVERS 585	05/21/2016	SHEELS	\$127.20	001-5-170-1-6181	PORTSMOUTH II	X		
			<u>\$127.20</u>					
STAPLES 5287	05/19/2016	CASEYS	\$22.47	001-5-110-1-6240	ICPA CONFERENCE - GAS	X		
	05/20/2016	MARIOTT CORALVILLE	\$221.16	001-5-110-1-6240	ICPA CONFERENCE - HOTEL	X		
	05/23/2016	USPS	\$77.60	001-5-110-2-6508	RETURN POSTAGE	X		
	05/24/2016	BATTERY JUNCTION	\$44.50	001-5-110-2-6506	FLASHLIGHT BATTERIES	X		
	05/26/2016	USPS	\$33.50	001-5-110-2-6508	RETURN POSTAGE	X		
	06/06/2016	OKOBOJI GRILL	\$12.59	001-5-110-1-6240	1 LUNCH PLEXA CHIEFS MTG	X		
	06/09/2016	FAREWAY	\$9.79	001-5-110-1-6240	APPLICANT INTERVIEW	X		
	06/10/2016	DOLLAR GENERAL	\$15.90	001-5-110-2-6240	APPLICANT INTERVIEW	X		
06/10/2016	CASEY'S	\$50.85	001-5-110-2-6240	APPLICANT INTERVIEW	X			
			<u>\$488.36</u>					
FURLER 9255	05/20/2016	UNITED AIRLINES	\$25.00	001-5-620-1-6230	GOFA BAGGAGE	X		
	05/21/2016	UP EXPRESS	\$6.84	001-5-620-1-6230	GOFA SHUTTLE	X		
	05/22/2016	PITA AND GRILL	\$11.46	001-5-620-1-6230	1 LUNCH GOFA	X		
	05/22/2016	DELTA TORONTO HOTEL	\$13.81	001-5-620-1-6230	1 DINNER GOFA	X		
	05/23/2016	FUZEN JAPANESE FUSION	\$21.63	001-5-620-1-6230	1 DINNER GOFA	X		
	05/24/2016	DUKE OF DEVON	\$5.16	001-5-620-1-6230	1 LUNCH GOFA	X		
	05/25/2016	UP EXPRESS	\$9.14	001-5-620-1-6230	GOFA SHUTTLE	X		
	05/25/2016	UNITED AIRLINES	\$21.75	001-5-620-1-6230	GOFA BAGGAGE	X		
	05/25/2016	DELTA TORONTO HOTEL	\$884.42	001-5-620-1-6230	GOFA ANNUAL CONFERENCE	X	X	*1st night paid by JF
5/23-5/25	FOREIGN TRANSACTION FEES	\$29.19	001-5-620-1-6230	GOFA ANNUAL CONFERENCE	X			
			<u>\$1,028.40</u>					
PHILLIPS	05/11/2016	HITCH TAXI DC	\$27.53	001-5-610-1-6240	GDMP DC TRIP TRANSPORTATION	X		
			<u>\$27.53</u>					



June 23, 2016

Norwalk City Council

RE: Hakes Drive Closure

Dear Norwalk City Council:

On behalf of Rowe Electronics, Dane Ventures, LLC and other Owners/Tenants of the Hakes Drive Industrial Park I request that Hakes Drive be closed During the July 4 Fireworks display. Our properties back to the Sports complex and are a popular venue for observing the Fireworks. Unfortunately in the past few years we have seen an escalation of property damage, dumping of trash, and violence directed at property owners. Securing the areas prior to the event requires significant effort followed by an arduous task of clean up.

If closure of Hakes Drive is refused, I ask that the City allocate resources to maintain peace on the properties and assist with clean up following the event.

Respectfully,

Steven Rowe

**“High Performance Control Systems”**

339 Hakes Drive, Norwalk, IA USA 50211 ▪ Phone: 515.981.5504 ▪ Fax: 515.981.4021



## CITY OF NORWALK STREET CLOSURE APPLICATION

(to request temporary closing and use of public streets or public property)

Submit this completed form to the City Clerk's Office no less than 30 days prior to the proposed event.

Application must include:

- Petition signed by not less than 75% of the properties (residential and commercial) affected by the closure.
- Map of the specific area to be used.
- Except for neighborhood block parties, Certificate of Insurance showing \$1,000,000 in liability coverage with the City of Norwalk as additional insured. (if permission is granted to serve alcoholic beverages, liquor liability insurance is also required.)

Street closures are limited to (6) hours; between 9:00 a.m. and 11:00 p.m. Sunday through Thursday, or between 9:00 a.m. and 12:30 a.m. on Friday and Saturday.

Standard barricades are required to be erected sufficient so as to completely close the street.

CONTACT INFORMATION			
Promoter's Name: Steven Rowe, Rowe Electronics, Inc.		Alternate Contact Person:	
Signature:		Signature:	
339 Hakes Drive		Address:	
515-981-5504	515-314-8790	Phone Number:	Cell Phone:
PD requested:    Yes <input type="checkbox"/> No <input type="checkbox"/>	Signed petition attached:    Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
PW requested:    Yes <input type="checkbox"/> No <input type="checkbox"/>	Preliminary map attached:    Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Liquor license required:    Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Insurance Certificate attached:    Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

EVENT INFORMATION	
Date of Event: <u>07/04/2016</u>	Rain Date of Event: _____
Street closing time: <u>14:00</u>	Street opening time: <u>22:30</u>
Event starting time: <u>Dusk</u>	Event finishing time: <u>11:00</u>

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**EVENT INFORMATION CONTINUED**

Location of Event (name streets, parks, cross intersections, etc.):  
Hakes Drive Industrial park West of HWY 28.

LAYOUT OF THE PROPERTY INCLUDING LOCATION OF BARRICADES: Map attached Drawing below \*If the map does not accurately show the area, then a drawing should also be included.

Hakes Drive Industrial park adjoining the sports complex. All properties included on Hakes Drive. K&R Supply, LaQuercia, Dane Ventures, LLC, Rowe Electronics, Inc.

**FOR OFFICE USE ONLY**

Date received:	Date of council meeting:	Date distributed to Department Heads:	Permit issued:
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Signed off on prior to council meeting by:

City Clerk: \_\_\_\_\_  
Fire Chief: \_\_\_\_\_  
Police Chief: \_\_\_\_\_  
Public Works Director: \_\_\_\_\_  
ABD agent (if applicable): \_\_\_\_\_

City Council Approved on: \_\_\_\_\_  
\_\_\_\_\_  
Mayor

MARCH 5, 2015

# CITY OF NORWALK SPECIAL EVENTS APPLICATION



Please make sure the application is complete before submitting it to the  
City Clerk at least 1 month in advance of event date.  
This includes the preliminary map and the \$1,000,000 insurance certificate.

### FOR OFFICE USE ONLY

Date received:	Received by:	Permit issued:	Name of Event:
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City sponsored: <input type="checkbox"/> Yes <input type="checkbox"/> No	Distributed to Department Heads (date):
Fee Paid: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Waived	On _____ Agenda for approval.

PD requested: <input type="checkbox"/> Yes <input type="checkbox"/> No *will fees be billed to promoter? <input type="checkbox"/> Yes <input type="checkbox"/> No PW requested: <input type="checkbox"/> Yes <input type="checkbox"/> No	Liquor license required: <input type="checkbox"/> Yes <input type="checkbox"/> No Liquor license approved:
Insurance Certificate attached: <input type="checkbox"/> Yes <input type="checkbox"/> No (\$1,000,000 min) naming City of Norwalk "Also Insured"	Preliminary map attached: <input type="checkbox"/> Yes <input type="checkbox"/> No

Signed off on prior to council meeting by:

Park and Rec Director: \_\_\_\_\_

Fire Chief: \_\_\_\_\_

Police Chief: \_\_\_\_\_

Public Works Director: \_\_\_\_\_

Deputy City Clerk (ABD purposes): \_\_\_\_\_

Approved by City Council as of (date): \_\_\_\_\_

Mayor \_\_\_\_\_

### PROMOTER AND CONTACT PERSON INFORMATION

Promoter's Name: <b>NAAC</b>		Emergency Contact Person:	
Signature: <i>Deb Munsaid</i>		Signature:	
Date of Birth: <b>9-16-60</b>		Date of Birth:	
Address: <b>1043 Sunset Dr. Ste 3 Norwalk</b>		Address:	
Phone:	Cell Phone: <b>979-7245</b>	Phone:	Cell Phone:

### EVENT INFORMATION

Date(s) and Time(s) of Event: **Friday July 1st 7-midnight+**

Date(s) and Time(s) of Set-Up/Take Down: **7-1-16      noon - ~~1:00 a.m.~~ 1:00 a.m. 7-2-16**

Location of Event: Name streets, parks, area, etc. and ATTACH map or drawing.  
**Kelly Cortum Parking Lot - 340 Wright Rd.**

Describe the Event: (Purpose of event)  
**Party Before the Works**

**WILL SIGNAGE BE USED?**  Yes  No \*If YES, complete the Special Event Signage Information Sheet

**WILL A BAND OR DJ BE PRESENT?**  Yes  No

**WILL TEMPORARY STRUCTURES BE ERECTED?**  Yes  No

**WILL ALCOHOL BE SOLD?**  Yes  No \*If YES, complete the application for a beer/liquor permit at [www.loveABD.com](http://www.loveABD.com) click the "alcohol" tab at the top. Under "licensees" section, click the top link, "Licensing Applications". Click "create account" to set up a User ID and password. This link will take you to the correct page to set up your online account.

**WILL VENDER BOOTHS BE USED?**  Yes  No (all merchants shall comply with all applicable State food and health rules and regulations) \*If YES, a list of the names of all vendors and a map showing the location and size of the vendor booths needs to be sent to City Hall prior to the date of the event as outlined in Sec 125.04 of the City Code. The time requirement for submittal of this is dependent upon the length and size of your event. For large events, please supply this information earlier than the one month recommended.

**DO STREETS NEED TO BE CLOSED?**  Yes  No

\*If YES, indicate on map.

Street Name(s): <b>Wright Rd - no parking signs</b>	Distance on Street:	Length of Time for Street Closings:	# of Barricades:
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**DO PARKING SPACES NEED TO BE RESERVED?**  Yes  No

\*If YES, indicate on map.

Location(s):	# of Cones:
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**EVENT INFORMATION CONTINUED**

**IS TRAFFIC CONTROL REQUESTED?**  Yes  No

\*If YES, indicate on map. (if this is not a City of Norwalk sponsored event, a fee to pay the officers will be charged to the promoter.)

Location(S):

**ARE ANY OTHER CITY SERVICES (i.e. crowd control) REQUESTED?**  Yes  No

\*If YES, list details. (if this is not a City of Norwalk sponsored event, a fee to pay for the service will be charged to the promoter.)

*Fencing around Kelly Cortum's place*

**COMPLETE LAYOUT OF THE PROPERTY TO BE USED:**  Map attached  Drawing below

\*If the map does not accurately show the area, then a drawing should also be included. Please be reminded that if you are requesting the use of a park, the parking spaces around that area are not included in the permit, unless specifically requested.

**WILL ANY PART OF THE EVENT BE HELD ON PRIVATE PROPERTY?**  Yes  No

\*If YES, list the address of the property and have the property owner sign below giving their consent for use of their property for this special event.

Property Owner(s):

Address:

Signature of Property Owner:

**City of Norwalk  
Special Event Permit**

I, \_\_\_\_\_, the City Clerk for the City of Norwalk do hereby issue a permit for the \_\_\_\_\_ that is said to occur on \_\_\_\_\_, 20\_\_\_\_. The application for this special event was submitted in good order to the City Clerk's office, submitted for review by the Directors of the City of Norwalk and approved by the City Council of the City of Norwalk on \_\_\_\_\_, 20\_\_\_\_.





## SPECIAL EVENTS – SIGNAGE INFORMATION SHEET

### Information Required:

Anyone that is planning to have temporary signage associated with a special event permit will need to submit the following signage information along with the Special Event Permit Application.

Type of Sign(s): (Please Describe) <i>Banners</i>	
Size of Sign(s):	
Time of Sign Placement:	Time of Sign Removal: <i>7-2-16</i>
Colors and Materials of Proposed Sign:	
Any Proposed Lighting:	
Proposed Location(s) of Signage:	

### Traffic Safety:

Signs shall not create a traffic hazard or impede vehicular or pedestrian traffic. Signs in the public right of way are prohibited unless expressly authorized by the Special Event Permit. The City of Norwalk reserves the right to require additional signage, which may be at the expense of the Special Event applicant, as determined for the safety and well being of the general public.

### Prompt Removal of Signs:

Temporary signs associated with a Special Event permit must be removed immediately upon the termination of the event.

### Right of Approval/Denial

The City of Norwalk reserves the right to approve or deny signage associated with Special Events and to determine the scheduling of such display if approved.



**NEIGHBORHOOD BLOCK PARTY**

Completion of the City's Block Party Application and submission of the application must be made to the City Clerk's Office at least 7 days prior to the event.

NOTE: A Block Party is defined as an event open to a specific/defined neighborhood or area; where no admission fee is charged for attendance; alcoholic beverages are not sold; where a street is not closed more than six (6) hours; where the use of kybos/porta potties is not necessary; and where no street closure permit is needed. See Chapter 141.02 Street Closures.

Neighborhood block parties are limited to six (6) hours; between the hours of 10 A.M. and 11 P.M.

The applicant must comply with all federal, state, county, and city laws, ordinances and regulations including all regulations adopted and established by the City,

The application must be accompanied by a petition designating the proposed areas of the street to be used and the time of the proposed use. The petition shall be signed by owners representing not less than seventy-five percent (75%) of the affected properties (commercial and residential) abutting the area of the street to be closed.

Barricades are required: The City can provide barricades for Block Parties if available. Arrangements must be made with the Public Works Department for pickup and return.

Cleanup: Event sponsors are responsible for the collection and cleanup of trash from the event. Groups who leave the street in a condition that requires clean up will be charged for the cost of cleanup.

I understand that if all requirements are not met the event can be cancelled by the City at any time including at the start of or during the event.

In the event that an organization is the applicant, I hereby certify that I have the legal authority to represent the applicant and/or the participants, and I have read the above requirement, understand the provisions, and freely and voluntarily sign it. It is further understood the Norwalk City Council has the authority to grant or deny permission for this event.

Yoshua Hammer

Applicant Signature

6-24-16

Date

515-250-1467

Contact phone number

Acknowledgement:

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

Fire Chief \_\_\_\_\_

Police Chief \_\_\_\_\_

Public Works Director \_\_\_\_\_

City Manager \_\_\_\_\_

City Council Approval (date): \_\_\_\_\_

**CITY OF NORWALK PETITION FOR  
Neighborhood Block Party**

We, the undersigned business owner/residents of the 1900 block of E 19th Swan Court in the City of Norwalk, request consent to the use of this street between the hours of 5 and 11 pm on Sun. July 3, 2016 for the propose of a block party and do hereby petition the Norwalk City Council to grant a permit for us to use the said portion of said street for said purpose and do hereby agree to abide by the guidelines and requirements set by the City of Norwalk.

We designate Tosha Hammer as the responsible person or persons who shall sign an application for a Block Party Permit on our behalf.

SIGNATURES	ADDRESS	DATE	PHONE
<u>Roy Jacque mbee</u>	<u>1423 E. 19th Street</u>	<u>6/26/16</u>	<u>707-2297</u>
<u>Graci Choute</u>	<u>1915 Swan Ct.</u>	<u>6/26/16</u>	<u>(319) 530-1913</u>
<u>Nicole Welch</u>	<u>1925 Swan Ct</u>	<u>6/26/16</u>	<u>(601) 414-0877</u>
<u>Alisa Perry</u>	<u>1900 Swan Ct</u>	<u>6/26/16</u>	<u>769-3116-8837</u>
<u>[Signature]</u>	<u>1435 E. 19th St</u>	<u>6/26/16</u>	<u>515-240-9361</u>
<u>[Signature]</u>	<u>1434 E 19th St</u>	<u>6/26/16</u>	<u>515-229-6151</u>
<u>Sara Heim</u>	<u>1858 Merle Huff Ave.</u>	<u>6/26/16</u>	<u>515-681-6946</u>
<u>[Signature]</u>	<u>1401 E 19th St</u>	<u>6-26/16</u>	<u>515) 669-4848</u>
<u>Hailey Houser</u>	<u>1912 Swan Ct.</u>	<u>6-26-16</u>	<u>515-609-7000</u>
<u>[Signature]</u>	<u>1923 Swan Ct</u>	<u>6/26-16</u>	<u>515-528-1622</u>
<u>Kate McIntyre</u>	<u>1931 Swan Ct</u>	<u>6/26/16</u>	<u>515-779-0695</u>
<u>Stephanie Reese</u>	<u>1950 Swan Ct</u>	<u>6/26/16</u>	<u>515-981-1354</u>
<u>Marcia Miller</u>	<u>1944 Swan Court</u>	<u>6-26-16</u>	<u>515-979-2460</u>
<u>Corey Cox</u>	<u>1409 E 19th</u>	<u>6/26/16</u>	<u>319-360-2656</u>
<u>Jennifer Blanchard</u>	<u>1906 Swan Ct</u>	<u>6/26/16</u>	<u>515-977-8224</u>

(If additional signatures are required, use another sheet of paper and attach)

I, \_\_\_\_\_ am acquainted with all the persons who have signed the foregoing petition and know them to be business owners/residents over eighteen (18) years old of the area proposed to be closed. I further certify the foregoing petition contains the appropriate number of signatures of the business owners/residents of the said area.

\_\_\_\_\_  
Signature of Circulator

\_\_\_\_\_  
Contact phone number



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 7

For Meeting of 06.30.16

**ITEM TITLE:** Consideration of a Resolution Awarding Contract for the Beardsley Regional Stormwater Detention Facility Phase 2 –Grading and Drainage.

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

**SUMMARY EXPLANATION:** Veensta & Kimm, Inc. (V&K) is the City's engineer for the project known as the Beardsley Regional Stormwater Detention Facility Phase 2 – Grading and Drainage. The engineering estimate for this project is \$2,472,917.00. Proposals were received on June 23, 2016 at 2:00 p.m. at the Norwalk City Hall. There were 5 bids received. As of the drafting of this item the apparent low bidder is CJ Moyna & Sons from Elkader, Iowa in the amount of \$2,329,681.80. V&K will review the bids and will be recommending awarding the construction contract to the apparent low bidder upon tabulation of the bid documents. The project consists of all labor, materials and equipment necessary to construct two permanent pool detention ponds including approximately 174,100 cubic yards of excavation, impervious clay seal, hauling and spreading excess excavation of approximately 156,000 cubic yards on adjacent properties, approximately 78 linear feet of 6-foot x 6-foot RCBC, 68 linear feet of 8-foot x 5-foot RCBC, 63 linear feet of 42-inch RCAP, 9 RCP culverts varying from 15-inch to 24-inch diameter in open cut with area intakes, 9 manhole adjustments, 6 spillway structures, outlet structure, excavation, backfill, gabion lined drainage swales, rip-rap, erosion stone, erosion control, surface restoration, mobilization, traffic control and miscellaneous associated work including cleanup.

<input checked="" type="checkbox"/> Resolution _____ <input type="checkbox"/> Ordinance _____ <input type="checkbox"/> Contract _____ <input type="checkbox"/> Other (Specify) _____
Funding Source: _____ <u>Connection Fee District Revenue Bonds, Revenue Bonds</u>
APPROVED FOR SUBMITTAL _____ <p style="text-align: center;">Jean Furler, Interim City Manager</p>

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

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

**RESOLUTION MAKING AWARD OF THE  
CONSTRUCTION CONTRACT FOR  
THE BEARDSLEY REGIONAL STORMWATER DETENTION FACILITY  
PHASE 2—GRADING AND DRAINAGE**

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

Section 1. That the following bid for the construction of certain public improvements described in general as BEARDSLEY REGIONAL STORMWATER DETENTION FACILITY PHASE 2—GRADING AND DRAINAGE, described in the plans and specifications heretofore adopted by this Council on May 19, 2016, be and are hereby accepted, the same being the lowest responsible bid received for said work, as follows:

Contractor: CJ Moyna & Sons, Inc.

Amount of Bid: \$ 2,329,681.80

Section 2. That the Mayor and Clerk are hereby directed to execute contract with the contractor for the construction of said public improvements known as BEARDSLEY STORMWATER DETENTION FACILITY PHASE 2—GRADING AND DRAINAGE, said contract not to be binding on the City until approved by this Council.

PASSED and ADOPTED this 30<sup>TH</sup> day of June, 2016

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

ATTEST:

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

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



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 8

For Meeting of 06.30.16

**ITEM TITLE:** Consideration of a Resolution Adopting Plans and Specifications for the Beardsley Regional Stormwater Detention Facility Phase 2 –Grading and Drainage.

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

**SUMMARY EXPLANATION:** Having previously adopted a resolution ordering construction, approving preliminary plans, and fixing a date for hearing for improvements known as the Beardsley Regional Stormwater Detention Facility Phase 2 –Grading and Drainage, the project engineers have prepared plans and specifications, and estimated cost of the work, and have filed the same with the City Clerk. This resolution then adopts same.

<p><input checked="" type="checkbox"/> Resolution _____ Ordinance ____ Contract __ Other (Specify) _____</p> <p>Funding Source: _____ Connection Fee District, Revenue Bonds _____</p> <p>APPROVED FOR SUBMITTAL _____ Jean Furler, Interim City Manager</p>
--

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

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

**RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COSTS FOR THE BEARDSLEY REGIONAL STORMWATER DETENTION FACILITY PHASE 2—GRADING AND DRAINAGE**

WHEREAS, on the 7<sup>th</sup> day of June, plans, specifications, form of contract, and estimate of costs were filed with the Clerk for the construction of certain public improvements described as the **BEARDSLEY REGIONAL STORMWATER DETENTION FACILITY PHASE 2—GRADING AND DRAINAGE**; more specifically described as:

Approximately: Including all labor, materials, and equipment necessary to construct two permanent pool detention ponds including approximately 174,100 cubic yards of excavation, impervious clay seal, hauling and spreading excess excavation of approximately 156,000 cubic yards on adjacent properties, approximately 78 lineal feet of 6-foot x 6-foot RCBC, 68 linear feet of 8-foot x 5-foot RCBC, 63-feet of 42-inch RCAP, 9 RCP culverts varying from 15-inch to 24-inch diameter in open cut with area intakes, 9 manhole adjustments, 6 spillway structures, outlet structure, excavation, backfill, gabion lined drainage swales, rip-rap, erosion stone, erosion control, surface restoration, mobilization, traffic control and miscellaneous associated work including cleanup.

WHEREAS, specifications, form of contract and estimate of costs for said public improvements are on file with the City Clerk and Project Engineer.

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

Section 1. That the said plans, specifications, form of contract and estimate of costs are hereby adopted as the plans, specifications, form of contract and estimate of costs for said public improvements, as described in general as the **BEARDSLEY REGIONAL STORMWATER DETENTION FACILITY PHASE 2—GRADING AND DRAINAGE** and more specifically described above.

PASSED and ADOPTED this 30<sup>th</sup> day of June, 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	___	___	___