



**City Council Regular Business Meeting Agenda**  
**Thursday, August 18<sup>th</sup>, 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

Luke Nelson  
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  
  
Chief Staples introducing new officers Iredale and Koestler  
  
Mayor Phillips congratulating Norwalk Superstars
4. Welcome of guests and public comment.  
(3 minute limit, no action)
5. Approve minutes –  
August 4<sup>th</sup> regular city council meeting
6. Consent agenda –
  - a) Expenditures
  - b) Tax abatements
  - c) Consideration of a resolution ordering construction of public improvements, approving plans and specifications and fixing a date for public hearing and taking of bids for the 50<sup>th</sup> Avenue Bridge Repair.
  - d) Consideration of a resolution ordering construction of public improvements, approving plans and specifications and fixing a date for public hearing and taking of bids for the West North Avenue Trail Project.
  - e) Resolution approving an agreement with the DOT on maintenance and repair on primary roads
  - f) Resolution approving a supplemental agreement with the DOT regarding snow removal.
  - g) Liquor license application for St Johns Fall Festival
  - h) Receive and file Des Moines Water Works cost of service study.
  - i) Receive and file monthly department reports and treasurers report.
  - j) Disposal of city property (drug dog and equipment).
7. Consideration of the third reading of an ordinance amending the master plan and ownership requirement of parcel 3 of the Orchard View PUD.
8. Consideration of a resolution approving the preliminary plat and site plan of the Norwalk Orchard View Townhomes.
9. Resolution approving Orchard Trail plat 5 preliminary plat
10. Consideration of a resolution accepting the public infrastructure for West Grove Villas
11. Consideration of a resolution approving the final plat for West Grove Villas
12. Consideration of a resolution accepting the public infrastructure for Timberview Plat 1.
13. Consideration of a resolution approving the final plat for Timberview Plat 1.
14. Consideration of a resolution approving the replat of the preliminary plat of Blooming Heights Plat 1.

15. Resolution accepting work covering the 2014 Norwalk NCIS Improvements Project.
16. Resolution adopting final assessment schedule for the 2014 Norwalk NCIS Improvements Project and amending, confirming and levying the assessments.
17. Resolution for consideration approving a policy allowing for recent improvements installed prior to an NCIS project.
18. Consideration of the first and possibly more readings of a proposed ordinance amending parking restrictions on the south side of School Avenue from Main Street to Lane Avenue.
19. Consideration of the first and possibly more readings of an ordinance adding a stop sign at the intersection of Elm Avenue and Lane Avenue.
20. Request from Bruce Gerleman to reconsider the conditions of approval of the Twin Lakes Plat 4.
21. Council Inquiries and staff updates. Update from Tim Hoskins on construction observations of municipal improvements of developments.
22. Adjournment.

# UNABRIDGED MINUTES OF THE NORWALK CITY COUNCIL MEETING ON 08-04-16

(Minutes to be approved at the August 18<sup>th</sup>, 2016 meeting)

Mayor Phillips called the City Council meeting to order at 6:02 p.m. Present at roll call: Erika Isley, Ed Kuhl, David Lester, Jaki Livingston and Stephanie Riva  
Absent: (RC = roll call vote)

Staff present included: Jodi Eddleman, City Clerk; Jean Furler, Finance Director; Nancy Kuehl, Parks and Recreation Director; Kirk Westvold, Assistant Police Chief; Tim Hoskins, Public Works Director; Ryan Coburn, Fire Chief; Wade Wagoner, Planning and Economic Development Director; Luke Parris, City Planner and Jim Dougherty, City Attorney.

**16-149** Motion by Lester, seconded by Livingston, to approve the agenda, carried unanimously by voice vote.

## Welcome of Guests and Public Comment

With no one present wishing to speak, Mayor Phillips opened the business portion of the meeting.

**16-150** Motion by Riva; seconded by Kuhl to approve the minutes of the July 21<sup>st</sup>, regular city council meeting.

**Consent** included tax abatements; liquor license renewal for Outskirtz; **Resolution 0804-16-081** adopting the 2015-2016 Street Finance Report; **Resolution 0804-16-082** approving soil testing and observation services for the Beardsley Regional Stormwater Detention Phase II; Parks and Recreation Commission Appointments; and expenditures.

ALLEGRA	BROCHURES	571.46	LOGAN ARENDS	MILEAGE REIMBURSE	81.54
ARL	ANIMAL INTAKE	125.00	MATT ALEXANDER	POOL PAS REFUN	37.10
BEST PORT TOLIET	JAZZ FESTIVAL	140.00	MENARDS	TOOLS	626.87
BOBS TOOLS	DUMP TRUCK	27.98	METRO WASTE	PREMIUM COMPOST IT	39,520.32
BROWN EQUIP	MOWERPARTS	73.80	MICHELLE SAMS	SWIM LESSONS REFUND	60.00
CALHOUN BURNS	50TH AV BRIDGE	4,020.40	MICROSOFT	TABLETS	3,522.26
CAP SAN SUPPLY	BLDG DISPENSERS	1,851.68	MIDAMERICAN ENERGY	UTILITIES	19,713.22
ACE HARDWARE	POOL PARTS	23.97	MIDWEST K-9	ZENA BOARDING	75.00
CARPENTER	UNIFORM ALLOW	420.47	MILLER AUTO	PAINT DUMP TRUCK	403.20
CENTURYLINK	PHONE SERV	1,077.55	MURPHY TRACT	BACKHOE PARTS	82.90
CITY DES MOINES	WRA PYMT	90,889.50	NICHOLS EQUIP	ROLLER RENTAL	2,424.00
CNM OUTDOOR	CHAINS	101.22	NICOLE DAWDY	LESSON REFUND	25.00
CONFLUENCE	LAND USE PLAN	6,818.41	NWTC	JULY MINUTES	328.95
CONST AND AG	TREE WATER HOSE	87.77	OXEN TECH	WIRELESS ARRAY SUPPORT	1,620.00
DAWN BANKS	LESSON REFUND	23.00	PELVA MECH	POOL REVISIONS PHASE I	93,800.00
DELAGE LANDEN	COPIERS LEASE	701.08	POOL TECH INC.	CHEMICALS	276.00
DENISE MCCLURE	RENTAL REFUNDS	45.00	PURCHASE POWER	POSTAGE	1,000.00
DSM WW	LAB & CCR FEES	47,917.62	RANKIN	PHONE MAINTEN	305.00
DORISA SIMPSON	PASREFUND	37.10	RUDOLF	NORTH AV LOT	1,275.00
DOWNEY TIRE	MOWER	175.86	SANDY DUNN	POOL PASS PARTIAL REFUN	37.10
FARNER BOCKEN	CONCESSION	514.41	TAXPAYERS ASSOC	LOCAL GOVT COLLAB	900.00
GRIMES ASPHALT	MATERIAL	3,146.96	TIM CALVERT	POOL PASS PARTIAL REFUN	18.55
HANNALENGELING	REFUND	26.50	TYLER TECH	INCODE TRAINING	2,338.40
IMWCA	WORK COMP	11,589.00	U S POSTAL SERVICE	PUBLIC SAFETY POSTAGE	300.00
INDOFF INC	SUPPLIES	32.22	WADE WAGONER	MILEAGE TO EXILE BREWER	115.67
IA DEPT PUBLIC	WARRANTS	1,020.00	WAYNE DENNIS	HVAC FILTERS	236.14
IA PRISON IND	STREET SIGNS	3,356.47	WOODMAN CONTROL	HVAC SERVICE	276.00
JEN WUBBEN	LESSON REFUND	60.00	ZEP MANU	SUPPLIES	250.29
JESTER INS	LIABILITY INS	138,441.00			

**16-151** Motion by Kuhl, seconded by Livingston to approve the consent agenda, passed unanimously, RC.

**Public hearing consideration of an ordinance amending the section of the City Code Chapter 55 animal control and protection Chapter 177 rates and fees.**

Mayor Phillips opened the public hearing at 6:04 p.m.

Eddleman reported receiving no comments.

Mayor Phillips closed the public hearing at 6:04 p.m.

**Consideration of a first and possibly more readings of an ordinance amending the section of the City Code Chapter 55 animal control and protection Chapter 177 rates and fees.**

At the June 2, 2016 City Council meeting, the Council directed staff to develop a finalized draft of an ordinance amendment that would allow up to four chickens at a residence provided specific criteria was met and that an annual license was obtained. Staff has developed the requested draft using the 2009 Proposed Urban Chicken Ordinance as a guide. The draft ordinance amendment also includes relevant changes needed to other sections of the City's codes to allow for urban chickens. On July 25, 2016, the Planning and Zoning Commission was set to hold a public hearing and vote on an amendment that would regulate the enclosure of chickens as an accessory use in the R-1 Single Family Residential zoning district. That hearing and vote did not take place due to a lack of quorum at the meeting. To continue forward, the City Council can consider an ordinance that amends sections of the City Code allowing for urban chickens. This will give the City Council the opportunity to determine if urban chickens are appropriate in the City or not. If the City Council approves the amendment allowing for urban chickens, then staff will proceed with the process of a Zoning Ordinance amendment that would regulate the enclosure of chickens as an accessory use in the R-1 Single Family Residential zoning district.

Kuhl asked about enforcement of the ordinance, Mayor Phillips replied that the nuisance code would enforce. Riva said questions came up at the planning and zoning meeting about the enclosure, that the ordinance does not require the chickens to be located in the enclosure and that the code does not limit the number of animals a resident can have. Dougherty responded that the issue involving number of animals could be enforced through the nuisance. Livingston stated that the ordinance states that no chickens may be kept without an approved enclosure that seems to cover the question of the chickens being contained in an enclosure. Luke Parris will present to Planning and Zoning and address how the enclosure will work.

**16-152** Motion by Livingston, seconded by Isley to approve consideration of the first reading of an ordinance amending the section of the City Code Chapter 55 animal control and protection Chapter 177 rates and fees, passed 4-1 with Riva voting nay.

**16-153** Motion by Livingston, seconded by Kuhl to pass the second reading and waive the third reading of **Ordinance No. 16-08 amending the section of the City code Chapter 55 animal control and protection Chapter 177 rates and fees**, passed 4-1 with Riva voting nay.

**Consideration of second and possibly third reading of an ordinance amending the master plan and ownership requirement of parcel 3 of the Orchard View PUD.**

Isley had asked at the July 21<sup>st</sup> meeting that the following language be added; not operating as a rental complex and that language would also be added in the covenants. Dougherty stated that the sentence can be included in the ordinance.

Marilyn Miller, 613 West Pine requested council to not waive the third reading.

**16-154** Motion by Riva, seconded by Lester to pass the second reading of an ordinance amending the master plan and ownership requirement of parcel 3 of the Orchard View PUD, passed 4-1 with Livingston voting nay.

**Consideration of the second and possibly third reading of an ordinance amending parcel 10 to the Legacy PUD to designate the site for an assisted living facility.**

**16-155** Motion by Isley, seconded by Livingston to pass the second reading of an ordinance amending parcel 10 to the Legacy PUD to designate the site for an assisted living facility, passed unanimously RC.

**16-156** Motion by Livingston, seconded by Lester to pass the third reading of **Ordinance 16-09 an ordinance amending the master plan and rules, regulation and guidelines for the Legacy Planned Unit Development as contained in Ordinance No 01-01**, passed unanimously RC.

**West Grove Villas**

This request creates 12 single family lots and 22 bi-attached townhome lots in Parcel 4 of the Orchard Hills PUD. The request would be a medium density multifamily parcel in the Orchard Hills PUD area. The development itself only connects to North Avenue and does not have direct connection to the neighboring single family development. The proposal includes single family lots along the perimeter of the development that share a boundary with the existing single family development. The bi-attached units are internal to the development and located along the western boundary of the plat.

Mayor Phillips asked Tim about the sidewalk connecting West Grove Villas to Sycamore, Tim responded that he has visited with the engineers on the project and they said that the draft on the bike trail should be completed within the week. There is a rural cross section with open ditches the design, exact location and topography of the trail is critical. The city is paying for the trail at Sycamore to West Grove Villas boundary and the city is also paying for the additional 3 feet that runs in front of West Grove Villas. Isley asked about the site inspection. Hoskins responded that the thickness of the paving is appropriate.

Riva asked if they had increased the curb pipe, Hoskins replied that the contractor was given a draft plan and installed the curb design that was on the draft plan. Because the elevation of the curb was decreased Hoskins had an analysis done on storm water capacity and it was fine. The unfinished items council inquired about included intake inserts that were not done, saw joints weren't cleaned and filled grading was yet to be completed. A performance bond was provided to the city that all of those items would be completed. Livingston stated that what happens on the private streets has a significant effect on what happens on all public streets in the city. Private streets need to also be in compliance.

**16-157** Motion by Kuhl, seconded by Isley to table a resolution accepting the public infrastructure for West Grove Villas passed 4-1 with Lester voting nay.

**16-158** Motion by Kuhl, seconded by Isley to table a resolution approving the final plat for West Grove Villas, passed unanimously, RC.

#### **Legacy Plat 19**

This request creates 48 single family lots in the Legacy Plat 19 development, part of the Legacy PUD. The request does not appear to have a negative impact on traffic conditions. The development is west of Legacy Plat 17 and 18 and connects to High Road. A stub street is provided for connection to property to the south at Nicklaus Road.

Isley asked for clarification on the street names Monmouth Road and Nicklaus Road Parris responded that the street name was changed from Monmouth to Nicklaus Road.

**16-159** Motion by Kuhl, seconded by Lester to approve **Resolution 0804-16-083** accepting public infrastructure for Legacy Plat 19, passed unanimously, RC.

**16-160** Motion by Riva, seconded by Isley to approve **Resolution 0804-16-084** approving the final plat for Legacy Plat 19, passed unanimously, RC.

#### **Timberview Plat 1**

This request creates 61 single family lots in the Timber View subdivision. The development provides access onto Cumming Avenue to the south. The preliminary plat shows eventual access to subdivision to the east, though that area is not part of this final plat.

Isley asked about the curb on G14 she has concern with the snowplows being damaged when they plow that section. Isley asked Hoskins to take a look at that section.

Justin Cooper, Cooper Crawford Associates 475 S 50<sup>th</sup> Street, West Des Moines stated that the plans show curbs on the final plat. Cooper asked council to approve the infrastructure.

**16-161** Motion by Lester, seconded by Livingston to table a resolution accepting the public infrastructure for Timberview Plat 1, passed unanimously, RC.

Isley asked if the 8 foot trail would be going in a future plat, Parris responded that it would be in a future phase; Isley asked about a designated area for parkland, Parris responded that parcel F, the east side of Timberview Drive, north of lot 12 is where the parkland would be and that the parkland would be accepted in phase 2.

**16-162** Motion by Lester, seconded by Livingston to table a resolution approving the final plat for Timberview Plat 1, passed unanimously, RC.

#### **Engineering agreement with Waters Edge phase 2 swimming pool**

At councils request the engineering agreement was reviewed by Jim Dougherty with the following changes having been made. Council asked that the agreement be changed to say all documentation for the project, including the bidding documents and contracts, shall reflect the completion date of May 15, 2017.

**16-163** Motion by Kuhl, seconded by Isley to approve the agreement for professional engineering services, passed unanimously, RC.

#### **NCIS project**

At the July 21, City Council meeting discussion was held as to what the next NCIS project in the Lakewood Subdivision should be. To assist in that decision Tim provided a street repair report from McClure Engineering that assigned conditions to individual streets. Staff does not have a recommendation as to what street segment should be approached next. The RFP can be modified to any location. With Council blessing the RFP will start the process to design and bid the project early next year with completion by the fall of 2017.

Tim updated the council on Wakonda Drive and Holly Drive, hoping to close out those projects at the next council meeting and have the final assessment plat recorded to the county.

Tim stated that the contractor on the Wakonda Drive project is non-responsive; Dougherty stated that money had been set aside for liquidated damages. Soil samples will be taken and soil will be replaced and reseeded. The amount for the restoration work was held out.

Larry Steele, 8814 Woodmayr Drive, addressed the council on the conditions of Woodmayr Drive.

Ron Karnatz, 8843 Woodmayr Drive, addressed the council on the conditions of Woodmayr Drive.

Carol Dickerson, 8869 Woodmayr Drive addressed the council on the conditions of Woodmayr Drive.

Dave Hixenbaugh, 4903 Lakewood Drive, asked if Lakewood Drive was still on schedule.

Heidi Lackmann, 8862 Woodmayr Drive addressed the council on the conditions of Woodmayr Drive.

Mike and Casey Hardy, 8839 Woodmayr Circle addressed the council on the conditions of Woodmayr Circle.

Isley stated that the repairs to those streets are scheduled in the 2021 budget; Tim responded that he would look at a simple leveling overlay process on those streets.

Council asked Tim to give an updated report on the cost to replace the panels on Woodmayr Drive, and Woodmayr Circle at the September 29<sup>th</sup> work session.

#### **Discussion on signage**

Lester asked the council what they had in mind for a welcome sign and asked Erika about the Iowa Architectural Foundation, Isley felt that in terms of beautification they gave a good presentation to the city, and felt it was wasteful spending \$175,000 on a sign. Lester responded that Iowa Architectural Foundation would do a study and then inform the city what could be done for improvements. It was the consensus of the council to have a welcome sign.

#### **Reports:**

Westvold reported that there will be 2 new police officers starting August 8th. Norwalk will be assisting West Des Moines during the funeral of the West Des Moines police officer.

Kuehl reported that they are laying concrete for the dog park.

Coburn reported that the fire department is also assisting West Des Moines for the funeral of the police officer.

Hoskins reported that the chamber of commerce has approached him about a memorial project honoring veterans to be located at the old water tower site.

Livingston made mention of the Norwalk Superstars bringing home the grand championship.

Mayor Phillips noted that there will be a community chat on Saturday, August 13.

**16-164** Motion by Riva, seconded by Livingston to adjourn the meeting at 7:42 p.m., carried unanimously by voice vote.

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Tom Phillips, Mayor

Attest:

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Jodi Eddleman, City Clerk



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 06  
For Meeting of 08/18/2016

**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 abatements**

The following tax abatement applications were submitted for approval:

Cole Scott	1027 Silverado Dr	SFR	\$350,000.
Hubbell Homes	9326 Bellflower Lane	SFR	\$270,000.
Hubbell Homes	9314 Bellflower Lane	SFR	\$310,000.
Hubbell Homes	9417 Bellflower Lane	SFR	\$350,000.
Hubbell Homes	9430 Bellflower Lane	SFR	\$225,000.
Hubbell Homes	9426 Bellflower Lane	SFR	\$340,000.
Hubbell Homes	9421 Bellflower Lane	SFR	\$335,000.

**Resolution**

Resolution ordering construction of public improvements, approving plans and specifications and fixing a date for public hearing and taking of bids for the 50<sup>th</sup> Avenue Bridge repair.  
Resolution ordering construction of public improvements, approving plans and specifications and fixing a date for public hearing and taking of bids for the West North Avenue Trail.  
Resolution approving an agreement with the DOT on maintenance and repair on primary roads.  
Resolution approving a supplemental agreement with the DOT regarding snow removal.  
Resolution allowing Chief of Police to dispose of city property.

**Liquor License Application/Renewal:**

St Johns Fall Festival – August 27, 2016

**Receive and File**

Des Moines Water Works cost of service study  
Monthly department reports and treasurers report

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

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT_		
POLICE OPERATIONS	GENERAL FUND	CARPENTER UNIFORM	UNIFORM ALLOW KOESTLER	870.29		
			UNIFORM ALLOW WESTVOLD	29.95		
			UNIFORM ALLOW STAPLES	42.98		
			UNIFORM ALLOW PALMER	78.99		
			UNIFORM ALLOW KOESTLER	145.98		
			UNIFORM ALLOW IREDALE	1,843.27		
			UNIFORM ALLOW KOESTLER	581.91		
			UNIFORM ALLOW IREDALE	581.91		
			UNIFORM ALLOW KOESTLER	128.58		
			INDOFF INC	BINDERS / FLASH DRIVES	85.06	
			HARVEY'S AUTOMOTIVE &	P-132	14.24	
				P-127	374.82	
				P-132 & P-131	28.48	
			RAFE ALBERS	COSTCO REIMBURSE ALBERS	9.99	
			SHRED IT	PUBLIC SAFETY ON SITE SHRE	50.71	
		IOWA CRIME PREVENTION ASSOCIATION	MEMBERSHIP DUES	50.00		
		TREAT AMERICA	TREAT AMERICA	2,937.34		
		LASER RESOURCES	PUBLIC SAFETY	112.35		
		UNITYPOINT CLINIC	323283406	161.00		
			323290439	375.00		
		DES MOINES METAL FABRICATION	FILTER DOOR	95.88		
		WOOD ROOFING COMPANY	FISHBOWL ROOF LEAK	521.65		
		DANIELS FILTER SERVICE	PUBLIC SAFETY	79.18		
		IOWA LAW ENFORCEMENT ACADEMY	MMPI KOESTLER / IREDALE	360.00		
			TOTAL:	9,559.56		
		FIRE PROTECTION	GENERAL FUND	CARPENTER UNIFORM	UNIFORM ALLOW PEMBERTON	99.98
					UNIFORM ALLOW PATAVA	47.99
					UNIFORM ALLOW VETTERICK	108.00
					UNIFORM ALLOW BALK	97.98
					UNIFORM ALLOW CARD	49.99
UNIFORM ALLOW POWELL	54.99					
UNIFORM ALLOW MUERNER	84.99					
EMERGENCY APPARATUS MAINTENANCE	REPAIR PUMP SHIFT				776.87	
AIA CORPORATION	UNIFORMS				158.50	
HOTSY CLEANING SYSTEMS	PARTS				843.28	
	PARTS				101.78	
ILLINOIS FIRE STORE	SUPPLIES				203.82	
LASER RESOURCES	FIRE				46.84	
FELD FIRE	REPAIR SCOTT EAGLE				747.81	
UNITYPOINT CLINIC	323437681				95.00	
	323507562			319.00		
	323712604			158.00		
BATTERIES PLUS BULBS	MISC BATTERIES			172.08		
	TOTAL:			4,166.90		
RESCUE	GENERAL FUND			INDIANOLA FIRE DEPARTMENT	EMS INVOICES	2,345.00
				CLIA LABORATORY PROGRAM	CLIA LABORATORY PROGRAM FE	150.00
		BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	201.15		
			MEDICAL SUPPLIES	203.97		
			MEDICAL SUPPLIES	173.00		
			MEDICAL SUPPLIES	530.07		
			MEDICAL SUPPLIES	332.43		
			GREGG YOUNG	OIL CHANGE	100.88	
			REPAIR WORK	446.04		
		DONALD FISCHER	CDLB LICENSE REIMBURSE FIS	40.00		

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TOTAL:	4,522.54
BUILDING INSPRCTOR	GENERAL FUND	INDOFF INC	OFFICE SUPPLIES	7.24
			TOTAL:	7.24
PUBLIC SAFETY	GENERAL FUND	CITY OF WEST DES MOINES	JULY WESTCOM	80,396.38
			SCAN	1.00
			TOTAL:	80,397.38
ANIMAL CONTROL	GENERAL FUND	JP COOKE CO	DOG LICENSE	139.50
		BLUE TARP FINANCIAL	DOG SUPPLIES	158.90
		CAPPEL'S ACE HARDWARE	DOG SUPPLIES	55.96
			TOTAL:	354.36
GARBAGE	GENERAL FUND	TREASURER, STATE OF IOWA	JULY SALES TAX	30.66
		SWANA	MEMBERSHIP	212.00
			TOTAL:	242.66
OTHER PUBLIC WORKS	GENERAL FUND	G & L CLOTHING	UNIFORM ALLOW LEHMER	554.90
		LASER RESOURCES	PUBLIC WORKS	8.75
			TOTAL:	563.65
LIBRARY SERVICES	GENERAL FUND	LASER RESOURCES	LIBRARY	186.38
			TOTAL:	186.38
PARKS	GENERAL FUND	MUNICIPAL SUPPLY	DOG PARK	407.00
			DOG PARK	342.00
		NORWALK HARDWARE & AUTO	JULY CHARGES	89.43
		ADVENTURE LIGHTING	EMERGENCY LED	362.25
			LED BULBS	154.60
		ANKENY SANITATION	TRASH SERVICE	54.08
		NICHOLS EQUIPMENT LLC	DOG PARK	139.50
			TOTAL:	1,548.86
RECREATION	GENERAL FUND	MAD SCIENCE OF CENTRAL IOWA	MAD SCIENCE CLASSES	1,293.00
		MARY JANE SHARP	FITNESS CLASSES	874.65
		CONTRACT SPECIALTY LC	GAMCHALK	533.00
		NORWALK HARDWARE & AUTO	JULY CHARGES	24.97
		IOWA PARK AND RECREATION	3 ANNUAL MEMBERSHIPS	465.00
		PIONEER MANUFACTURING CO	MATERIALS	702.00
		THE GRAPHIC EDGE	FLAG FOOTBAL TSHIRTS	381.42
			SOCCER TSHIRTS	1,223.59
		PEAK SOFTWARE SYSTEMS	SPORTSMAN SOFTWARE	1,318.00
		VOORHEES TAEKWONDO LLC	FAMILY TAEKWONDO CLASSES	293.83
		SIMPSON MENS TENNIS	TENNIS CLASSES	1,379.70
			TOTAL:	8,489.16
SPORTS COMPLEX	GENERAL FUND	CONTRACT SPECIALTY LC	SUPPLIES	2,596.77
		NORWALK HARDWARE & AUTO	JULY CHARGES	8.98
		BEST PORTABLE TOILETS	COMPLEX TOILETS	140.00
			TOTAL:	2,745.75
SWIMMING POOL	GENERAL FUND	TREASURER, STATE OF IOWA	JULY SALES TAX	977.52
		MENARDS	PARTS	417.98
		CENTURYLINK	POOL PHONE	48.52
		NORWALK HARDWARE & AUTO	JULY CHARGES	78.40

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT_
		PEPSI-COLA	POOL CONCESSION	531.57
			POOL CONCESSION	407.97
		GREENWOODS SEWER SERVICE	REPAIRS AT POOL CONCESSION	304.75
		ALL IOWA POOL	CHEMICALS	76.96
		SAM'S CLUB / SYNCHRONY BANK	POOL CONCESSIONS	698.55
		HAWKINS, INC.	CHEMICALS	181.50
		SCHWAN'S SALES INT	POOL CONCESSIONS	94.67
			TOTAL:	3,818.39
COMMUNITY DEVELOPMENT	GENERAL FUND	INDOFF INC	OFFICE SUPPLIES	30.74
		STRATEGIC AMERICA	WEB MAINTENANCE	450.00
		RUDOLF INVESTMENTS L.C.	8867 WOODMAYR DR GRASS	125.00
			525 ASPEN DR GRASS	60.00
			4689 HYPERION DR YARD	100.00
			HWY 28 GRASS	150.00
			4451 LAKEWOOD DR GRASS	100.00
		LASER RESOURCES	DEVELOPMENT	122.59
		WADE WAGONER	MILEAGE TO JOHNNYS REIMBUR	6.26
			MILEAGE REIMBURSE TO SKIPS	7.78
			MILEAGE REIMBURSE TO WCEDC	17.71
		NORWALK SEASONAL SERVICES, LLC	814 E 17TH MOWING	30.00
			TOTAL:	1,200.08
CITY HALL & GENERAL BU	GENERAL FUND	INDOFF INC	OFFICE SUPPLIES	60.24
		NORTH WARREN TOWN & COUNTY NEWS	PUBLISH ORDINANCE 16-07	6.02
			JULY 21 MINUTES	117.00
		CENTURYLINK	515 E52--0041 899	525.00
		TERMINIX INTERNATIONAL	PEST CONTROL CITY HALL	67.00
			PEST CONTROL CITY HALL	67.00
		MEDIACOM	INTERNET SERVICE	162.90
		PITNEY BOWES	POSTAGE MACHINE LEASE - CH	735.00
		IOWA WINDOW SERVICE INC	CITY HALL WINDOWS	290.00
		THE SHREDDER	CH RECORDS RETENTION SHRED	278.00
		PUBLIC RELATIONS SOCIETY OF AMERICA	ANNUAL MEMBERSHIP - HOCK	305.00
		LASER RESOURCES	CITY HALL	62.80
		WOOD ROOFING COMPANY	WOOD ROOFING COMPANY	452.13
			CITY HALL ROOF LEAK REPAIR	292.50
		CAPPEL'S ACE HARDWARE	CITY HALL REPAIR	22.38
		DANIELS FILTER SERVICE	CITY HALL	144.94
			TOTAL:	3,587.91
INFORMATION SYSTEMS	GENERAL FUND	OXEN TECHNOLOGY	WIRELESS ARRAY EQUIPMENT	2,653.00
		APPLE INC	CITY MANAGER IPAD	379.00
			TOTAL:	3,032.00
STREETS	ROAD USE TAX FUND	MENARDS	WIRE NUTS	50.04
		HARVEY'S AUTOMOTIVE &	PW #42	83.26
			#46 DUMP TRUCK	12.47
			MOTOR CLEANER	7.15
			CONNECTOR	14.82
			GAS PUMPS	34.54
			#44 DUMP TRUCK	13.84
			#42 DUMP TRUCK	33.70
			XMARK MOWER	14.26
		IOWA PRISON INDUSTRIES	STOP/SPEED SIGNS	1,825.50
		MENARDS	MULCH	315.20

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT_
		NORWALK HARDWARE & AUTO	JULY CHARGES	8.99
			JULY CHARGES	77.86
			JULY CHARGES	2.49
			JULY CHARGES	21.96
		NORWALK READY-MIXED CONCRETE, INC.	REDWOOD & SPRUCE	472.00
			301 HAWTHORNE	912.00
			225 HAWTHORNE	472.00
			917 HIGH RD	349.00
			1225 SUNSET	212.50
			WAKONDA & PONDEROSA	313.00
		CONSTRUCTION & AGGREGATE	DUMP TRUCK STROBE	213.75
		JAMES OIL COMPANY LLC	DYED DIESEL	1,561.99
			GASAHOL	4,387.97
		FRANK DUNN CO	HIGH PERFORMANCE PATCH	789.00
		BLUE TARP FINANCIAL	WATER BAGS FOR TREES	89.95
		AMERICAN TEST CENTER	BUCKET TRUCK TEST	510.00
		O'HALLORAN INTERNATIONAL	REPAIR INTERNATIONAL	1,636.33
			REPAIR INTERNATIONAL	1,069.13
			TOTAL:	15,504.70
STREET LIGHTING	ROAD USE TAX FUND	PLUMB SUPPLY	JOB SITE TRAYS	56.00
		WESCO DISTRIBUTION, INC	COLONIAL CIRCLE LIGHTPOLE	2,089.73
		IOWA DEPARTMENT OF TRANSPORTATION	TRAFFIC LITE	46.72
			TOTAL:	2,192.45
STREET CLEANING	ROAD USE TAX FUND	MENARDS	LUMBER FOR FORMS	214.37
			TOTAL:	214.37
STREETS	CIP - 50TH STREET	VEENSTRA & KIMM INC.	REG SW DETENTION / GREENB	150,000.00
			REG SW DETENTION & GREENBE	7,608.00
			TOTAL:	157,608.00
PARKS & TRAILS CAPITAL CONST FUND	PARKS &	VEENSTRA & KIMM INC.	2016 W NORTH AV TRAIL	1,684.00
		SEAMUS EXCAVATING	ORCHARD TRAIL AND WRIGHT R	3,500.00
			TOTAL:	5,184.00
INFRASTRUCTURE	COMM IINFRASTRUCT/	SHIVE HATTERY INC	CEDAR STREET PAVING	2,756.00
		MCANINCH CORPORATION	CEDAR STREET & BEARDSLEY	281,627.50
			TOTAL:	284,383.50
NCIS Infrastructure	CIP-NCIS INFRASTRU	MCCLURE ENGINEERING CO	NCIS 2014 PROJECT REP	59,521.25
		MPS ENGINEERS PC	NCIS HOLLY DR	4,110.89
		TK CONCRETE	NCIS WAKONDA DR	117,347.70
			TOTAL:	180,979.84
COMMUNITY DEVELOPMENT	STORM WATER DETENT	DCI GROUP	DETENTION POND PHASE 1 & 2	2,440.00
			TOTAL:	2,440.00
OPERATION AND MAINTENE	WATER FUND	MUNICIPAL SUPPLY	SUPPLIES	6,024.00
			MISC WATER SUPPLIES	1,481.80
		NORWALK HARDWARE & AUTO	JULY CHARGES	11.97
		G & L CLOTHING	UNIFORM ALLOW ZRUCKY	250.73
			UNIFORM ALLOW ZRUCKY	127.45
		USA BLUE BOOK	METER WIRE	201.32
		CAPPEL'S ACE HARDWARE	WATER SUPPLIES	39.98
			TOTAL:	8,137.25

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT_
ADMINISTRATION	WATER FUND	TREASURER, STATE OF IOWA	JULY SALES TAX	13,498.23_
			TOTAL:	13,498.23
OPERATION AND MAINTENA	SEWER FUND	NORWALK HARDWARE & AUTO	JULY CHARGES	18.98
		G & L CLOTHING	UNIFORM ALLOWANCE BENG	221.30
			UNIFORM ALLOW MURILLO	468.44_
			TOTAL:	708.72
ADMINISTRATION	SEWER FUND	TREASURER, STATE OF IOWA	JULY SALES TAX	75.41_
			TOTAL:	75.41
STORM SEWERS (DRAINAGE	STORM WATER UTILIT	TREASURER, STATE OF IOWA	JULY SALES TAX	250.77_
			TOTAL:	250.77

===== FUND TOTALS =====

001	GENERAL FUND	124,422.82
110	ROAD USE TAX FUND	17,911.52
305	CIP - 50TH STREET	157,608.00
325	CONST FUND PARKS & TRAILS	5,184.00
360	COMM IINFRASTRUCT/IMPROVE	284,383.50
405	CIP-NCIS INFRASTRUCTURE	180,979.84
420	STORM WATER DETENTION PRO	2,440.00
600	WATER FUND	21,635.48
610	SEWER FUND	784.13
740	STORM WATER UTILITY	250.77

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GRAND TOTAL: 795,600.06  
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TOTAL PAGES: 5

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

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

SELECTION CRITERIA

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SELECTION OPTIONS

VENDOR SET: 01-CITY OF NORWALK  
VENDOR: All  
CLASSIFICATION: All  
BANK CODE: Include: AP  
ITEM DATE: 8/05/2016 THRU 8/18/2016  
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00  
GL 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  
GL ACCTS: NO  
REPORT TITLE: COUNCIL CLAIMS LIST 8/18/16  
SIGNATURE LINES: 2  
-----

PACKET OPTIONS

INCLUDE REFUNDS: YES  
INCLUDE OPEN ITEM: YES  
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**RESOLUTION NO**

**RESOLUTION ORDERING CONSTRUCTION  
OF CERTAIN PUBLIC IMPROVEMENTS,  
APPROVING PRELIMINARY PLANS, AND FIXING A DATE FOR HEARING THEREON AND TAKING OF  
BIDS THEREFOR FOR IMPROVEMENTS KNOWN AS THE  
50TH AVENUE BRIDGE REPAIRS**

WHEREAS, it is deemed advisable and necessary to construct certain public improvements described in general as the 50<sup>th</sup> Avenue Bridge Repairs, and has caused to be prepared preliminary plans, specifications and form of contract, together with estimate of cost, on file in the office of the Clerk for public inspection, for the construction of said public improvements, and said preliminary plans, specifications and form of contract are deemed suitable for the making of said public improvements; and

WHEREAS, before said preliminary plans, specifications, form of contract and estimate of cost may be adopted, and contract for the construction of the public improvements entered into, it is necessary, pursuant to Division VI of Chapter 384 of the Code of Iowa, to hold a public hearing and to advertise for bids,

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

Section 1. That it is hereby determined that it is necessary and advisable to construct certain public improvements described in general as the 50<sup>th</sup> Avenue Bridge Repairs in the manner set forth in the preliminary plans and specifications and form of contract, above referred to, the cost thereof to be paid in accordance with the provisions as set out in the published Notice of Hearing and Letting, said public improvements being more generally described as follows:

All labor, materials, and equipment necessary for the removals and replacements necessary for the protection, repairs and rehabilitation of the structure as identified in the bid documents.

Section 2. That the amount of bid security to accompany each bid shall be in an amount which shall conform to the provisions of the notice to bidders approved as a part of said specifications; and,

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to publish notice to bidders once in a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in this City. Publication shall be not less than thirteen clear days nor more than forty five days prior to September 13, 2016, which is hereby fixed as the date for receiving bids. Said bids are to be filed prior to 10:00 a.m. on said date; and,

BE IT FURTHER RESOLVED, that bids shall be received and opened at a public meeting as provided in the public notice and the results of said bids shall be considered at a meeting of this Council on September 15, 2016 at 6:00 o'clock p.m.; and,

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

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to publish notice of hearing once in said newspaper, said publication to be not less than thirteen clear days nor more than forty five days prior to the date hereinafter fixed as the date for a public hearing on the final plans, specifications, form of contract and estimate of costs for said project, said hearing to be at 6:00 o'clock p.m. on September 13, 2016.

PASSED and ADOPTED this 18<sup>th</sup> day of August, 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. 6d  
For Meeting of 08.18.2016

**ITEM TITLE:** Consideration of a Proposed Resolution Ordering Construction of Public Improvements, Approving Plans and Specifications and Fixing a Date for Public Hearing and taking of bids for the W. North Avenue Trail Project

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

**SUMMARY EXPLANATION:** The existing trail system that is on the south side of West North Avenue currently terminates at Sycamore Dr. This project will continue that trail westerly to Orchard Hills Dr. then south to West Pine Avenue. With new development in the Orchard Hills area, the trail will eventually go to Wright Road.

This resolution identifies the project and sets critical dates.

The schedule for this project is as follows:

- 9-8-16 Bid letting
- 9-15-16 Award of Contract, Approval of Contract and Bond
- 9-26-16 Notice to Proceed
- 10-18-16 Complete Construction

<p>___X___ Resolution ___ Ordinance ___ Contract ___ Other (Specify) _____</p> <p>Funding Source: _____ TIF _____</p> <p>APPROVED FOR SUBMITTAL _____  <div style="text-align: center;">Luke Nelson, City Manager</div></p>
---

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

RESOLUTION NO

RESOLUTION ORDERING CONSTRUCTION  
OF CERTAIN PUBLIC IMPROVEMENTS,  
APPROVING PRELIMINARY PLANS, AND FIXING A DATE FOR  
HEARING THEREON AND TAKING OF BIDS THEREFOR

WHEREAS, it is deemed advisable and necessary to construct certain public improvements described in general as WEST NORTH AVENUE TRAIL PROJECT, and has caused to be prepared preliminary plans, specifications and form of contract, together with estimate of cost, on file in the office of the Clerk for public inspection, for the construction of said public improvements, and said preliminary plans, specifications and form of contract are deemed suitable for the making of said public improvements; and

WHEREAS, before said preliminary plans, specifications, form of contract and estimate of cost may be adopted, and contract for the construction of the public improvements entered into, it is necessary, pursuant to Division VI of Chapter 384 of the Code of Iowa, to hold a public hearing and to advertise for bids,

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

Section 1. That it is hereby determined that it is necessary and advisable to construct certain public improvements described in general as W. NORTH AVENUE TRAIL PROJECT, in the manner set forth in the preliminary plans and specifications and form of contract, above referred to, the cost thereof to be paid in accordance with the provisions as set out in the posted Notice to Bidders, said public improvements being more generally described as follows:

**West NORTH AVENUE TRAIL PROJECT**

Construct West North Avenue Trail Project including all labor, materials and equipment necessary to construct approximately 1,700 square yards of 6-inch PCC shared use paths, 200 square yards of 6-inch PCC driveway, excavation, backfill, surface restoration, sodding, erosion control, testing, mobilization, traffic control and miscellaneous work, including cleanup.

Section 2. That the amount of bid security to accompany each bid shall be in an amount which shall conform to the provisions of the notice to bidders approved as a part of said specifications; and,

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to post notice to bidders at least once in a relevant contractor plan room service with statewide circulation, and in a relevant construction lead generating service with statewide circulation, and on an internet site sponsored by either the City or statewide association that represents the City. Posting shall not be less than thirteen clear days nor more than forty-five days prior to September 8, 2016, which is hereby fixed as the date for receiving bids. Said bids are to be filed prior to 2:00 P.M. on said date; and,

BE IT FURTHER RESOLVED, that bids shall be received and opened at a public meeting as provided in the public notice and the results of said bids shall be considered at a meeting of this Council on September 15, 2016, at 6:00 o'clock P.M.; and,

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

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to publish notice of

hearing once in a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in this City. Publication shall not be less than four clear days nor more than twenty days prior to the date hereinafter fixed as the date for a public hearing on the final plans, specifications, form of contract and estimate of cost for said project, said hearing to be at 6:00 o'clock P.M. on September 15, 2016.

PASSED and ADOPTED this 18th day of August, 2016.

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

ATTEST:

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

<b>ROLL CALL VOTE:</b>	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>
Isley	---	---	---
Kuhl	---	---	---
Lester	---	---	---
Livingston	---	---	---
Riva	---	---	---



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 6e  
For Meeting of 08.18.2016

**ITEM TITLE:** Resolution Approving Agreement for Maintenance and Repair of Primary Roads in Municipalities.

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

**SUMMARY EXPLANATION:** In July of 2011, the City entered into a five-year 28E agreement with the Iowa Department of Transportation (DOT) that clarifies responsibilities for maintenance, repairs, and minor reconstruction of the primary roads within the municipal boundaries of the City. This standard agreement will be affective from July 1, 2016 to June 30, 2021.

<p><input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Contract <input type="checkbox"/> Other (Specify) _____</p> <p>Funding Source: <u>N/A</u></p> <p>APPROVED FOR SUBMITTAL _____ Luke Nelson, City Manager</p>
---

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

**RESOLUTION NO**

**RESOLUTION APPROVING 28E AGREEMENT WITH THE IOWA DEPARTMENT OF TRANSPORTATION FOR MAINTENANCE AND REPAIRS OF PRIMARY ROADS**

WHEREAS, Iowa Highway 28 is a Primary Roadway that exists within the City of Norwalk; and

WHEREAS, the DOT has presented the City Of Norwalk with a 28E Agreement for maintenance, repair and minor reconstruction within the boundaries of the City; and

WHEREAS, this agreement will be in force for a period of five years beginning July 1, 2016 and ending June 30, 2021.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norwalk, Iowa, to enter into a 28E Agreement with the DOT for five years for the purposes of clarification responsibilities of maintenance, repair and minor reconstruction

Passed and approved this 18<sup>th</sup> day of August, 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	—	—	—



# Iowa Department of Transportation

## Agreement for Maintenance and Repair of Primary Roads in Municipalities

This Agreement made and entered into by and between the Municipality of Norwalk, Warren County, Iowa, hereinafter referred to as the Municipality, and the Iowa Department of Transportation, Ames, Iowa, hereinafter referred to as the Department.

### AGREEMENT:

In accord with Provisions of Chapter 28E, Sections 306.3, 306.4, 313.3-5, 313.21-23, 313.27, 313.36, 314.5, 321.348 and 384.76 of the Code of Iowa and the Iowa Administrative Rules 761 – Chapter 150 (IAC) the Municipality and Department enter into the following agreement regarding maintenance, repair and minor reconstruction of the primary roads within the boundaries of the Municipality.

#### I. The Department shall maintain and repair:

- A. Freeways (functionally classified and constructed)
  - 1. Maintain highway features including ramps and repairs to bridges.
  - 2. Provide bridge inspection.
  - 3. Highway lighting.
- B. Primary Highways – Urban Cross-Section (curbed) (See Sec. II.A)
  - 1. Pavement: Maintain and repair pavement and subgrade from face of curb to face of curb (excluding parking lanes, drainage structures, intakes, manholes, public or private utilities, sanitary sewers and storm sewers).
  - 2. Traffic Services: Provide primary road signing for moving traffic, pavement marking for traffic lanes, guardrail, and stop signs at intersecting streets.
  - 3. Drainage: Maintain surface drainage within the limits of pavement maintenance described in I.B.1 above.
  - 4. Snow and Ice Removal: Plow traffic lanes of pavement and bridges and treat pursuant to the Department's policy.
  - 5. Vehicular Bridges: Structural maintenance and painting as necessary.
  - 6. Provide bridge inspection.
- C. Primary Highways – Rural Cross-Section (uncurbed) (See II.B)
  - 1. Maintain, to Department standards for rural roads, excluding tree removal, sidewalks, and repairs due to utility construction and maintenance.
- D. City Streets Crossing Freeway Rights of Way (See II.C)
  - 1. Roadsides within the limits of the freeway fence.
  - 2. Surface drainage of right of way.
  - 3. Traffic signs and pavement markings required for freeway operation.
  - 4. Guardrail at piers and bridge approaches.
  - 5. Bridges including deck repair, structural repair, berm slope protection and painting.
  - 6. Pavement expansion relief joints and leveling of bridge approach panels.

#### II. The Municipality shall maintain and repair:

- A. Primary Highways – Urban Cross-Section (curbed) (See Sec. I.B)
  - 1. Pavement: Maintain and repair pavement in parking lanes, intersections beyond the limits of state pavement maintenance; curbs used to contain drainage; and repairs to all pavement due to utility construction, maintenance and repair.
  - 2. Traffic Services: Paint parking stalls, stop lines and crosswalks. Maintain, repair and provide energy to traffic signals and street lighting.
  - 3. Drainage: Maintain storm sewers, manholes, intakes, catch basins and culverts used for collection and disposal of surface drainage.
  - 4. Snow and ice removal: Remove snow windrowed by state plowing operations, remove snow and ice from all areas outside the traffic lanes and load or haul snow which the Municipality considers necessary. Remove

snow and ice from sidewalks on bridges used for pedestrian traffic.

- 5. Maintain sidewalks, retaining walls and all areas between curb and right-of-way line. This includes the removal of trees as necessary and the trimming of tree branches as necessary.
- 6. Clean, sweep and wash streets when considered necessary by the Municipality.
- 7. Maintain and repair pedestrian overpasses and underpasses including snow removal, painting and structural repairs.

B. Primary Highways – Rural Cross-Section (uncurbed) (See Sec. I.C)

- 1. Maintain and repair highway facilities due to utility construction and maintenance.
- 2. Removal of trees as necessary and the trimming of tree branches as necessary.
- 3. Maintain sidewalks.

C. City Streets Crossing Freeway Rights of Way (See I.D)

- 1. All pavement, subgrade and shoulder maintenance on cross streets except expansion relief joints and bridge approach panel leveling.
- 2. Mark traffic lanes on the cross street.
- 3. Remove snow on the cross street, including bridges over the freeway.
- 4. Clean and sweep bridge decks on streets crossing over freeway.
- 5. Maintain all roadside areas outside the freeway fence.
- 6. Maintain pedestrian overpasses and underpasses including snow removal, painting, lighting and structural repair.

III. The Municipality further agrees:

- A. That all traffic control devices placed by the Municipality on primary roads within the Municipal boundaries shall conform to the "Manual on Uniform Traffic Control Devices for Streets and Highways."
  - B. To prevent encroachment or obstruction within the right of way, the erection of any private signs on the right of way, or on private property which may overhang the right of way and which could obstruct the view of any portion of the road or the traffic signs or traffic control devices contrary to Section 318.11 of the Code of Iowa.
  - C. To comply with all current statutes and regulations pertaining to overlength and overweight vehicles using the primary roads, and to issue special permits for overlength and overweight vehicles only with approval of the Department.
  - D. To comply with the current Utility Accommodation Policy of the Department.
  - E. To comply with the access control policy of the Department by obtaining prior approval of the Department for any changes to existing entrances or for the construction of new entrances.
- IV. Drainage district assessments levied against the primary road within the Municipality shall be shared equally by the Department and the Municipality.
- V. Major construction initiated by the Department and all construction initiated by the Municipality shall be covered by separate agreements.
- VI. The Department and the Municipality may by a separate annual Supplemental Agreement, reallocate any of the responsibilities covered in Section I of this agreement.
- VII. This Agreement shall be in effect for a five year period from July 1, 2016 to June 30, 2021

IN WITNESS WHEREOF, The Parties hereto have set their hands, for the purposes herein expressed, on the dates indicated below.

MUNICIPALITY

IOWA DEPARTMENT OF TRANSPORTATION

By \_\_\_\_\_

BY \_\_\_\_\_  
District Engineer

Date \_\_\_\_\_

Date \_\_\_\_\_



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 6f  
For Meeting of 08.18.2016

**ITEM TITLE:** Resolution Approving Supplemental Agreement for Snow Removal on IA-28 within the City of Norwalk.

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

**SUMMARY EXPLANATION:** For the last few years the City entered into an agreement with the Iowa Department of Transportation (DOT) where the City assumed the snow removal operations on the segment of Hwy 28 within the corporate limits. In that agreement the DOT compensation was in the amount of \$40,068.00. This amount is based on 18 lane miles of roadway at a rate of \$2,226.00 per lane mile. This year the DOT has presented the City with another agreement to perform the same services for the same amount.

Staff has reviewed last year's activities and the impact on overall snow removal operations within the community and is of the opinion that this added amount of lane miles will not adversely affect overall operations.

<p><input checked="" type="checkbox"/> Resolution _____ Ordinance _____ Contract _____ Other (Specify) _____</p> <p>Funding Source: _____ <u>N/A</u> _____</p> <p>APPROVED FOR SUBMITTAL _____</p> <p style="text-align: center;">Luke Nelson, City Manager</p>
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**STAFF RECOMMENDATION:** Approval of the resolution.

**RESOLUTION NO**

**RESOLUTION APPROVING SUPPLEMENTAL AGREEMENT FOR SNOW REMOVAL ON IA-28 WITHIN THE CITY OF NORWALK**

WHEREAS, the Iowa Department of Transportation (DOT) controls the Primary Road System within the State of Iowa; and

WHEREAS, Iowa Highway 28 is such a Primary Roadway that exists within the City of Norwalk; and

WHEREAS, the DOT has presented the City Of Norwalk with a Supplemental Agreement for the purpose of snow removal operations from July 1, 2016 to June 30, 2017 at a rate of \$2,226.00 per lane mile for the 18.0 lane miles within the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norwalk, Iowa, to enter into a Supplemental Agreement with the DOT in the amount of \$40,068.00 in exchange for snow removal on IA-28 within the City of Norwalk, Iowa.

Passed and approved this 18<sup>th</sup> day of August, 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	___	___	___

 **Iowa Department of Transportation**  
**SUPPLEMENTAL AGREEMENT**  
**For Maintenance of Primary Roads in Municipalities**

This Supplemental Agreement made and entered into by and between the Municipality of Norwalk,  
Warren County, Iowa, hereinafter referred to as the Municipality, and the Iowa Department of  
Transportation, Ames, Iowa, hereinafter referred to as the Department.

**AGREEMENT:**

- I. This Agreement supplements the Agreement for Maintenance and Repair of Primary Roads in Municipalities entered into by the parties on July 1, 2016, and in effect from July 1, 2016, to June 30, 2021.
- II. The Municipality agrees to perform and accept all responsibility for those maintenance activities listed in Sections I.B.1, I.B.3, I.B.4 and I.C.1 of the basic Agreement, with respect to the primary roads within the corporate limits of the Municipality specifically described in this section.

In consideration thereof, the Department agrees to pay the Municipality at the rate of \$2,226.00 / lane mile for acceptable work at the end of the fiscal year ending on June 30<sup>th</sup>:

Route	From	To	Lane Miles	Total Cost
IA 28	Hakes Drive	North City Limits	18.0	\$40,068.00

Pavement maintenance does not include full depth patching and bituminous resurfacing. I.C.1 does not include traffic services and painting and structural repair to bridges.

- III. The Municipality further agrees to perform additional maintenance for the Department on primary roads as specifically described below:

Includes snow removal on rock frontage road directly east of Lakewood Drive on IA 28.

In consideration thereof, the Department agrees to pay the Municipality the following amounts after the work has been completed:

\$40,068.00

- IV. This Supplemental Agreement may be terminated at any time by either party upon 30 days written notice.
- V. This Supplemental Agreement shall be in effect from July 1, 2016 to June 30, 2017 unless re-negotiated or terminated.

IN WITNESS WHEREOF, the parties hereto have set their hands, for the purposes herein expressed on the dates indicated below.

City of Norwalk  
MUNICIPALITY

IOWA DEPARTMENT OF TRANSPORTATION

By \_\_\_\_\_

BY \_\_\_\_\_  
District Engineer

Date \_\_\_\_\_

Date \_\_\_\_\_

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**Liquor license summary for August 18 council meeting**

Name of Applicant/Corp, Sole Proprietor/Partnership:	St Johns the Apostle Catholic Church Fall Festival
Name of Business:	St Johns the Apostle Catholic Church Fall Festival
Address of Premises:	720 Orchard Hills Drive
License #	BW V 67792
License And Privileges:	5 day
Type of Request:	new application
Dates:	August 27 2016
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.	
Police background check run:	x
Fire Inspection Done:	x
Premise zoned correctly	x
City Clerks office:	x





**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 6h

For Meeting of 08.18.2016

**ITEM TITLE:** Receive & File Des Moines Water Works Cost of Service Study

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

**SUMMARY EXPLANATION:**

Each year Des Moines Water Works (DMWW) generates a “Cost of Service Study”. Included with the agenda statement is a copy of the recently released study that has been generated by DMWW financial Department for presentation to the Board of Directors.

Area of interest is page 8, Trends and Highlights. This section discusses historical data with changes over time. You’ll see where distribution of water outside of the City of Des Moines due to growth as well as affects due to weather influence.

Lastly on page 23 you’ll find a summary of the data presented and its impact on future rates.

This information is provided for informational purposes only. At this point we don’t use it for budget purposes.

# **DES MOINES WATER WORKS**

## **COST OF SERVICE STUDY**

**FOR THE YEAR ENDING**

**DECEMBER 31, 2015**



This report has been prepared by:

Donna Heckman, and members  
of the Des Moines Water Works  
Finance Staff

# **EXECUTIVE SUMMARY**

## **EXECUTIVE SUMMARY**

The Des Moines Water Works performs an annual cost of service study to determine the cost of providing clean, safe drinking water to a variety of service areas and customer classes. The study reviews costs for a one-year period in order to estimate the revenue required to fund future operating expenses and capital replacements. This analysis considers non-cash elements such as replacement cost depreciation and return on investment in addition to cash outlays. Des Moines Water Works uses the methodology developed in the American Water Works Association's "Principles of Water Rates, Fees, and Charges", commonly referred to as the M1 Manual. The base-extra capacity method and the commodity-demand method are two accepted approaches of analyzing the costs to serve various customer classes. Historically, the Des Moines Water Works has used the base-extra capacity method as the basis for setting rates. However, we also analyze costs using the commodity-demand method, which is more sensitive to the relationship between the peak and average demand characteristics of each customer class. Higher costs are assigned to the residential user by the commodity-demand method compared with the base-extra capacity method, demonstrating the extreme demand placed on our system by residential irrigation of lawns and gardens during the summer months. The focus of this Executive Summary is the base-extra capacity method; however, there is more information on the commodity-demand method in the full Cost of Service Report.

In the base-extra capacity method, costs of service are separated into four primary cost components: (1) base costs, (2) extra-capacity costs, (3) customer costs, and (4) direct fire-protection costs. Base costs are those that vary with the total quantity of water produced plus operation and maintenance expenses and capital costs associated with average demand characteristics. Extra-capacity costs are the operation and maintenance expenses and capital costs for system capacity beyond the average rate of use. Extra capacity costs are further divided between maximum-day demand and maximum-hour demand. Customer-related costs stem from services to customers, regardless of the

amount of water used or the demand on the system. They include meter reading, billing, and customer service activities. Finally, fire protection costs include the maintenance and replacement costs of public fire hydrants and the mains and valves that serve them. The allocation of replacement cost depreciation, within the above components, is based upon a combination of percent of total consumption, percent of total customer accounts and percent of total hydrants, respectively.

In addition to the Des Moines service area, the Des Moines Water Works provides water to unincorporated Polk County, Windsor Heights, Warren County, Pleasant Hill, Runnells, Cumming, Alleman, Polk County Rural Water District #1(PCRWD#1) and the Berwick Water District service areas. The Des Moines service area is further divided into Inside City, Outside City (accounts outside Des Moines' city limits but not in one of the other eight service areas) and Wholesale (accounts that buy water on a wholesale basis and resell it to their own customers). The base-extra capacity method distributes costs to each service area and to three progressive rate steps in service areas with significant commercial and industrial consumption. The first and second rate steps have consumption thresholds that result in a tiered or step-like rate structure - when a customer's consumption exceeds the first step threshold, the customer progresses to the second step and so on. It is presumed that most residential customers will remain in the first step. While commercial and industrial customers have consumption in the first step, many have consumption in the second and third steps.

Operating and maintenance costs increased 1.47% following 13.2% higher costs in 2014. Most operational areas saw a decrease in expenses during 2015. Water Production saw a 0.22% decrease in costs in 2015 over 2014. The Pipelines operational area had a cost decrease in 2015 with costs decreasing 12.83%. After an increase of 7.4% in 2014, Customer Service costs decreased 0.20% in 2015. General and Administrative costs saw the only increase in 2015 with costs increasing 16.43% over 2014 costs. There was an

increase of 0.8% in the Consumer Price Index for 2014. A chart on page 15 in the Trends and Highlights section shows cost detail for the years 2012 thru 2015.

Capital replacement costs increased 5.19% from 2014 to 2015. Two factors contribute to the continued increases: the addition of assets and the increase in the *Engineering News Record* Construction Cost Index (ENR CCI). The Construction Cost Index used to measure the relative change in cost increased 1.65% in 2015 after a 2.69% increase in 2014.

In the 2015 study, total costs (combined O&M and replacement cost depreciation) increased 2.56% over 2014.

For the second straight year, we saw a reduction in overall consumption. Consumption was 1.0% less than consumption in 2014. Des Moines Inside City consumption decreased by 1.93%. A more detailed analysis of trends in cost, revenue and consumption patterns over the past five years is presented in the following section.

The summary on page 5 compares the total costs for each service area and customer class. The results of the study show that after adjusting both cost and revenue for the effect of monthly availability charges, total costs exceeded revenue (from the rate structure) by 17.2% in 2015 compared to 2014 when costs exceeded revenue by 19.2% and 2013 when costs exceeded revenue by 4.3 %.

The calculation of cost per 1,000 gallons is impacted by costs and consumption. In 2015, overall costs increased and consumption decreased. The fact that these two components went in opposite directions had an adverse impact on the cost per 1,000 gallons.

**Total Cost and Revenue Comparison**  
(Availability charge revenue and corresponding costs are excluded)  
**2013 Through 2015**

	2013				2014				2015			
	Consumption (1,000 gallons)	Base-Extra Cap. Costs	TOTAL REVENUE	% Variance	Consumption (1,000 gallons)	Base-Extra Cap. Costs	TOTAL REVENUE	% Variance	Consumption (1,000 gallons)	Base-Extra Cap. Costs	TOTAL REVENUE	% Variance
<b>Inside City</b>												
Step 1 (Residential)		\$15,669,454	\$14,614,914			\$17,401,338	\$14,266,150			\$18,077,578	\$14,745,635	
Step 2 (Commercial)		1,366,651	1,272,615			1,565,294	1,279,255			1,604,905	1,330,718	
Step 3 (Industrial)		1,932,052	1,849,080			2,053,716	1,674,098			2,075,848	1,738,146	
Subtotal	6,531,927	\$18,968,157	\$17,736,609	6.94%	6,194,045	\$21,020,348	\$17,219,503	22.07%	6,074,557	\$21,758,331	\$17,814,499	22.14%
<b>Outside City</b>												
Step 1 (Residential)		\$279,198	\$260,216			\$303,071	\$250,995			\$315,414	\$263,989	
Step 2 (Commercial)		17,855	17,641			17,154	14,680			24,000	21,320	
Step 3 (Industrial)		1,486	1,461			1,169	968			2,794	2,422	
Subtotal	87,065	\$298,539	\$279,318	6.88%	79,808	\$321,394	\$266,643	20.53%	81,674	\$342,208	\$287,731	18.93%
<b>Wholesale</b>												
Purchased Capacity		\$10,166,615	\$9,953,329			\$11,161,866	\$9,226,000			\$11,472,001	\$9,596,778	
With Storage		2,327,670	2,343,034			2,299,163	2,079,866			2,397,329	2,223,131	
Off Peak		126,989	125,401			81,834	68,618			132,767	113,336	
Subtotal	7,957,097	\$12,621,274	\$12,421,764	1.61%	7,080,854	\$13,542,863	\$11,374,484	19.06%	7,077,582	\$14,002,097	\$11,933,245	17.34%
<b>Polk County</b>												
Step 1 (Residential)		\$2,660,264	\$2,545,806			\$2,788,341	\$2,554,705			\$2,783,076	\$2,858,562	
Step 2 (Commercial)		136,841	163,726			152,068	164,279			150,459	167,703	
Step 3 (Industrial)		501,507	544,722			535,051	512,287			533,793	531,571	
Subtotal	693,540	\$3,298,612	\$3,254,254	1.36%	640,679	\$3,475,460	\$3,231,271	7.56%	629,931	\$3,467,328	\$3,557,836	-2.54%
<b>Pleasant Hill</b>												
Step 1 (Residential)		\$923,762	\$898,086			\$1,002,385	\$910,791			\$1,037,135	\$975,717	
Step 2 (Commercial)		510,236	490,231			466,731	400,686			432,854	385,692	
Subtotal	276,925	\$1,433,998	\$1,388,317	3.29%	242,041	\$1,469,116	\$1,311,477	12.02%	231,150	\$1,469,989	\$1,361,409	7.98%
<b>Windsor Heights</b>	124,607	\$421,172	\$388,890	8.30%	114,520	\$487,855	\$371,647	31.27%	113,912	\$437,422	\$398,635	9.73%
<b>PCRWD#1</b>	24,352	\$81,092	\$101,674	-20.24%	24,141	\$89,080	\$93,591	-4.82%	23,747	\$107,811	\$95,207	13.24%
<b>Berwick</b>					32,930	\$171,236	\$132,056	29.67%	32,698	\$122,291	\$130,060	-5.97%
<b>Runnells</b>												
Water		\$48,406	\$48,396			\$42,061	\$49,102			\$48,568	\$49,440	
Waste Water		48,499	49,298			38,631	49,268			57,579	50,246	
Subtotal	9,291	\$96,905	\$97,694	-0.81%	9,026	\$80,692	\$98,370	-17.97%	8,581	\$106,147	\$99,686	6.48%
<b>Alleman</b>	10,719	\$74,497	\$62,664	18.88%	9,108	\$80,241	\$55,839	43.70%	8,923	\$81,913	\$58,450	40.14%
<b>Cumming</b>	13,241	\$41,312	\$69,203	-40.30%	10,049	\$54,265	\$53,987	0.51%	9,782	\$52,138	\$56,531	-7.77%
<b>Warren County</b>												
Step 1 (Residential)		\$41,911	\$41,817			\$46,234	\$41,873			\$46,606	\$47,192	
Step 2 (Commercial)		14,064	12,195			11,071	8,664			13,096	11,615	
Subtotal	5,279	\$55,975	\$54,012	3.63%	4,624	\$57,305	\$50,537	13.39%	5,086	\$59,702	\$58,807	1.52%
<b>TOTAL</b>	<b>15,734,043</b>	<b>\$37,391,533</b>	<b>\$35,854,399</b>		<b>14,441,825</b>	<b>\$40,849,855</b>	<b>\$34,259,405</b>		<b>14,297,623</b>	<b>\$42,007,377</b>	<b>\$35,852,096</b>	

Costs were 4.3% > revenue in 2013

Costs were 19.2% > revenue in 2014

Costs were 17.2% > revenue in 2015

The table below shows the previous four years' costs compared with the 2015 cost per thousand gallons.

**COSTS PER 1,000 GALLONS  
Base-Extra Capacity Method**

	Number of Accounts	2011	2012	2013	2014	2015	% Inc/(Dec) 14 to 15	Average Annual Increase	Current Rate
<b>Des Moines Inside</b>	66,743								
Residential (Step 1)		\$3.12	\$3.01	\$3.32	\$3.82	\$4.04	5.76%	7.37%	\$3.74
Commercial (Step 2)		2.04	1.92	2.18	2.58	2.71	5.04%	8.21%	2.51
Industrial (Step 3)		1.53	1.45	1.63	1.99	2.06	3.52%	8.66%	1.93
<b>Des Moines Outside</b>	1,253								
Residential (Step 1)		3.33	3.16	3.53	4.12	4.34	5.34%	7.58%	4.06
Commercial (Step 2)		2.32	2.22	2.50	3.00	3.09	3.00%	8.30%	3.05
Industrial (Step 3)		1.68	1.57	1.79	2.21	2.27	2.71%	8.78%	2.18
<b>Wholesale</b>	48								
Purchased Capacity		1.35	1.27	1.43	1.75	1.81	3.43%	8.52%	1.68
With Storage		2.94	2.82	3.03	3.48	3.56	2.30%	5.27%	3.66
Off Peak		1.52	1.43	1.60	1.95	2.01	3.08%	8.06%	1.89
<b>Polk County</b>	6,865								
Residential (Step 1)		5.70	5.11	5.85	6.58	6.64	0.91%	4.12%	7.36
Commercial (Step 2)		3.30	2.92	3.03	3.52	3.64	3.41%	2.58%	4.51
Industrial (Step 3)		2.61	2.35	2.59	3.08	3.15	2.27%	5.17%	3.52
<b>Pleasant Hill</b>	3,016								
Residential (Step 1)		5.47	4.66	5.40	6.33	6.61	4.42%	5.21%	6.85
Commercial (Step 2)		4.98	4.31	4.82	5.74	5.83	1.57%	4.27%	5.78
<b>Windsor Heights</b>	2,015	3.05	2.88	3.38	4.26	3.84	-9.86%	6.48%	3.81
<b>PCRWD#1</b>	465			3.33	3.69	4.54	23.04%	18.17%	4.00
<b>Berwick</b>	217				5.20	3.74	-28.08%	-28.08%	4.00
<b>Runnells</b>	185								
Water		4.35	4.25	5.21	4.66	5.66	21.46%	7.53%	6.50
Sewer		3.60	3.84	5.22	4.28	6.71	56.78%	21.60%	7.05
<b>Alleman</b>	155	5.23	4.35	6.95	8.81	9.18	4.20%	18.88%	7.25
<b>Cumming</b>	139	2.57	2.04	3.12	5.40	5.33	-1.30%	26.85%	6.39
<b>Warren County</b>	78								
Residential (Step 1)		13.20	10.96	11.07	12.80	12.21	-4.61%	-1.88%	13.79
Commercial (Step 2)		11.25	9.32	9.42	10.94	10.32	-5.67%	-2.07%	10.13

## **TRENDS AND HIGHLIGHTS**

## TRENDS AND HIGHLIGHTS

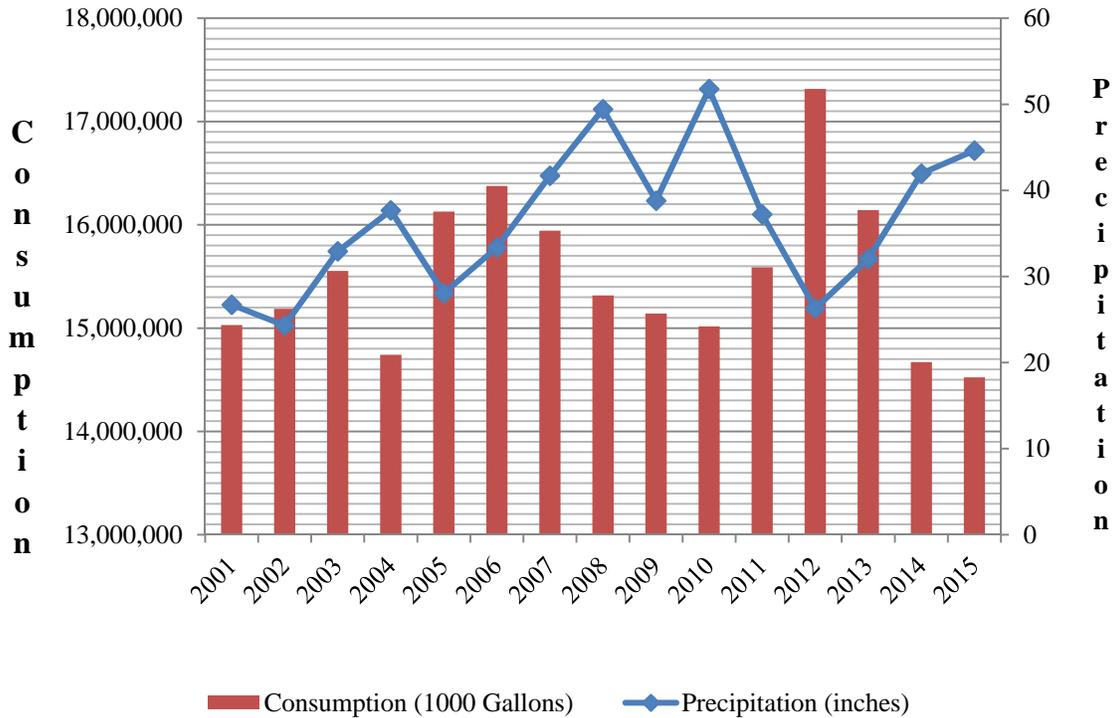
The two main components evaluated in Trends and Highlights are 1) consumption and 2) total costs. While consumption is important in evaluating a per thousand gallon cost, it is the total cost components that are our main focus in trending. Total costs are further broken down into 1) operating & maintenance and 2) replacement cost depreciation.

### **Consumption**

Consumption was nearly flat from 2014 to 2015, with only a 1% decrease. Because of their small relative size, statistics for the Warren County, Runnells, Cumming, Alleman, PCRWD#1 and Berwick Water District service areas are included with Outside City in these illustrations unless noted otherwise. Generally speaking, pumpage refers to the total amount of water that left the treatment plants; whereas, consumption refers to the amount of water billed to our customers. The difference between the two is often referred to as lost water.

The chart on page 9 shows the historical billed consumption versus the amount of precipitation recorded in the Des Moines Metro area. Total consumption in 2015 (14.5 billion gallons) was the lowest level since 2000. Wide availability of water efficient appliances has likely reduced per capita water used over time. However, it is still clear that we have a large volume of irrigation usage that is directly impacted by precipitation. While rain patterns can be different month to month in any given year, this chart shows a correlation between years with high precipitation patterns and low water consumption.

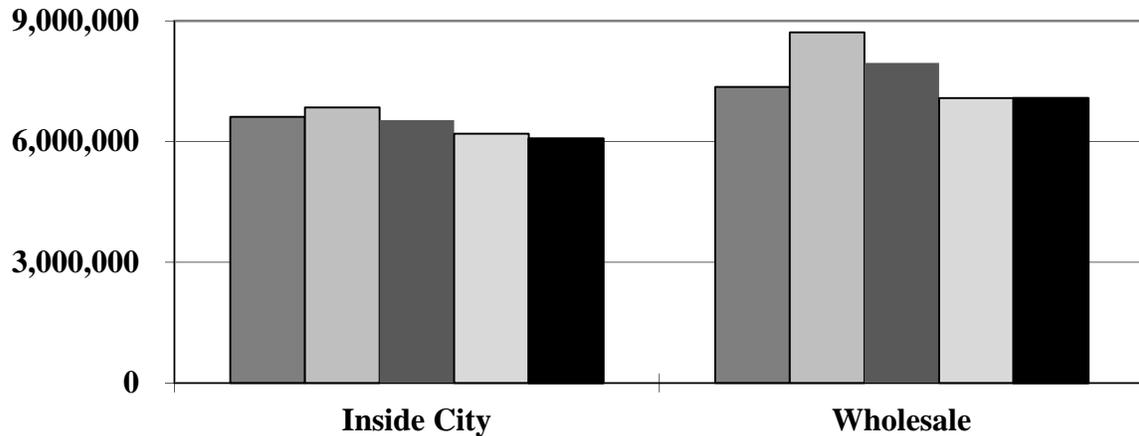
## Historical Consumption vs. Precipitation

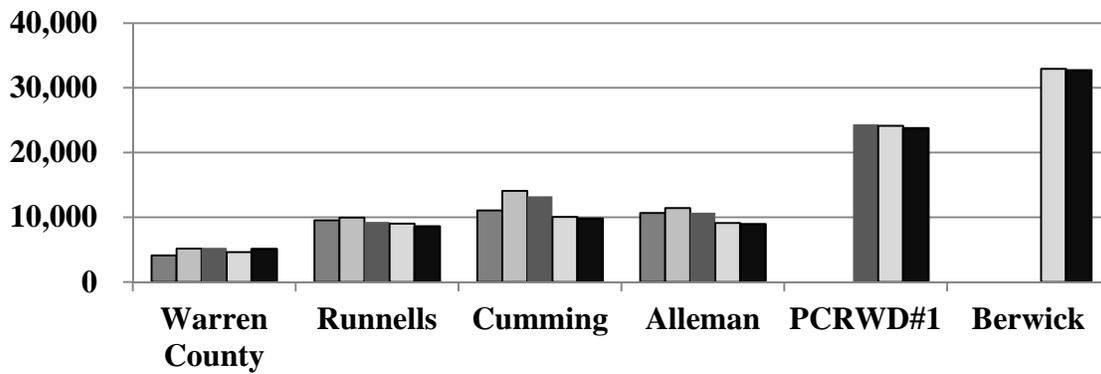
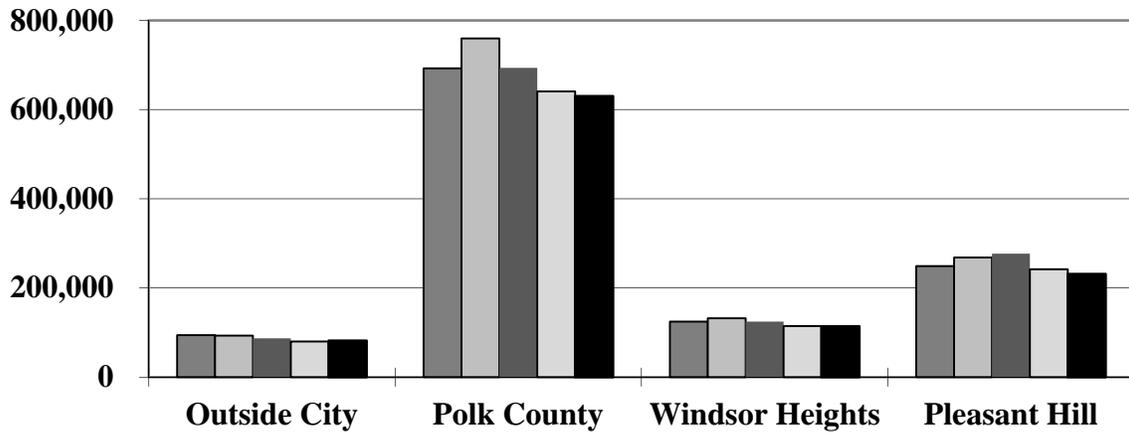


The charts below illustrate the consumption patterns from 2011 thru 2015 for the various service areas:

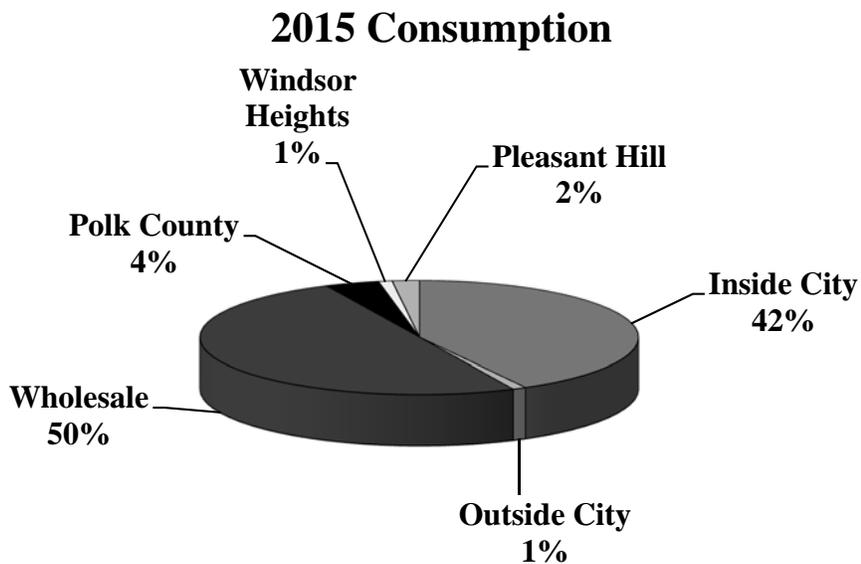
### Service Area Consumption (in 1000 Gallons)

■ 2011   ■ 2012   ■ 2013   ■ 2014   ■ 2015

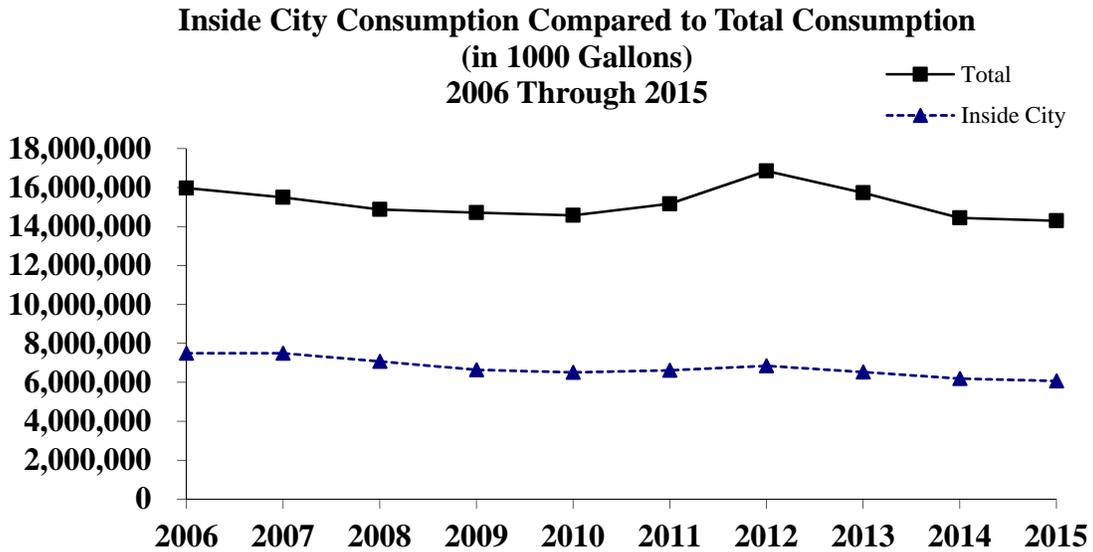




The percentage of water billed to Wholesale customers increased slightly to 50% of total water billed.

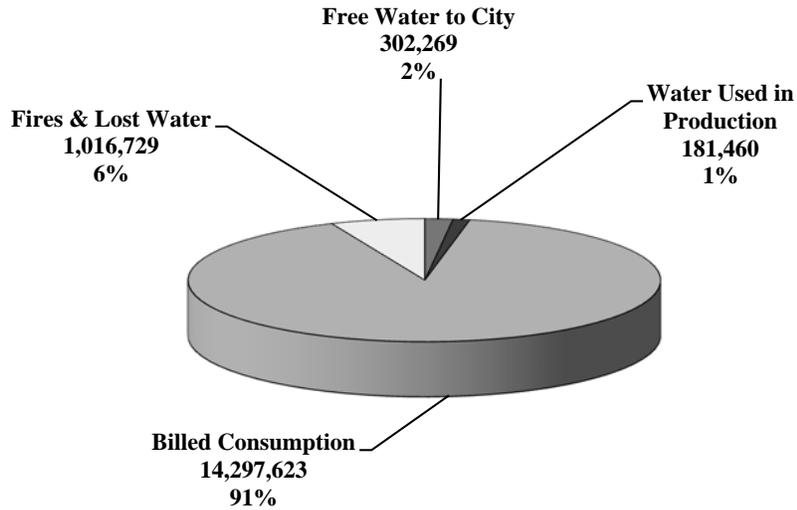


At 58%, sales to the aggregate of all areas outside Des Moines exceeded Inside City billed consumption which was 42% of the total. In comparison, 2014 consumption was comprised of 57% to Outside City and 43% of consumption was Des Moines Inside City. The chart below illustrates that Des Moines Inside City consumption is relatively flat, even in years of high pumpage.



The chart on the next page shows that a total of 91% of water produced and pumped from the three treatment plants was billed to customers. Free water supplied to the City of Des Moines was 2% of the total and water used in production was 1% of the total. The remaining unbilled water (6%) was used in fighting fires or lost to main breaks and other leakage. This percentage is kept to a minimum by leak detection efforts. The average annual fire/lost water percentage from 2011 thru 2015 has been 6% of the total pumpage.

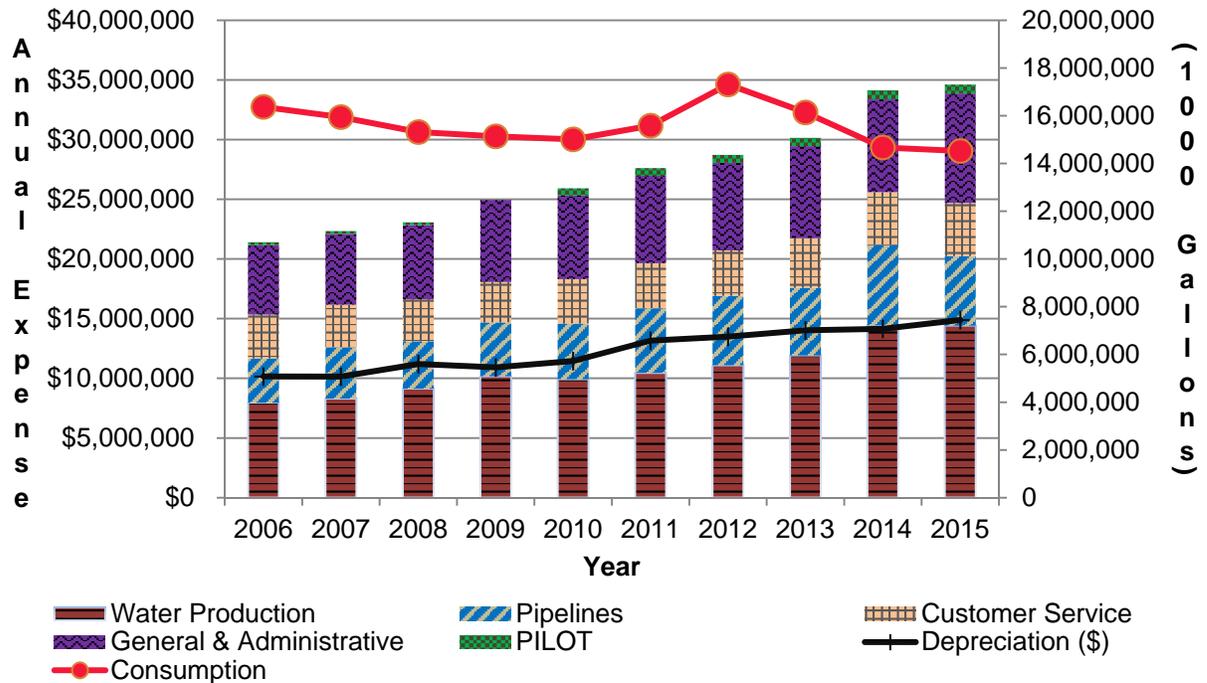
## Distribution of Water Produced in 2015 (in 1000 Gallons)



### Costs

There are two main types of costs in this study; operating & maintenance and replacement cost depreciation. The chart below illustrates how these costs increase yearly and how this increase is not correlated to consumption.

### Historical Expenses vs. Consumption

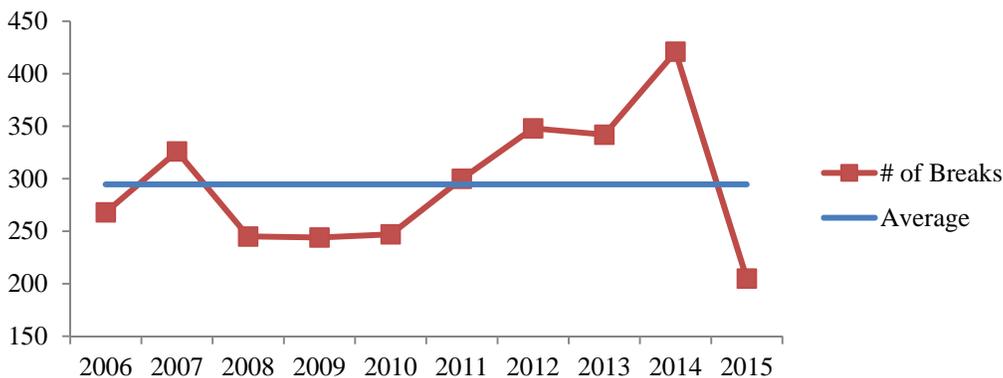


## Operating and Maintenance Costs

Annual operating and maintenance costs increased 1.47% in 2015 compared with an increase of 13.2% seen in 2014. All operating and maintenance costs are allocated to operational areas of cost of service, including Water Production, Pipelines, Customer Service and Administrative.

Water Production costs decreased 0.22% in 2015. In 2015, we saw a reduction in the costs (\$1.6M) to remove residuals at the L.D. McMullen Water Treatment Plant compared to 2014. However, we also incurred significant costs in the operation of the Nitrate Removal Facility. We operated the Nitrate Removal Facility for 177 days in 2015 at a cost of approximately \$1.4M. While some overtime labor was incurred in dealing with nitrate concentration levels, labor hours were also diverted from other maintenance projects in order to facilitate the nitrate issue. DMWW also incurred over \$400K in legal fees associated with nitrate litigation. While legal fees represent increased operational costs in the short term, through this legal process intended to protect our source waters, DMWW hopes to reduce public health risks and unsustainable economic costs passed onto our customers in the future. Pipeline costs decreased 12.84% during 2015. This was primarily due to a reduction in main breaks from 421 breaks in 2014 to 205 in 2015. Below is a chart showing the historical number of main breaks compared to the average.

### **Historical # of Main Breaks**



Customer Related costs also decreased 0.20% over 2014. Administrative costs was the only operational area to have an increase in costs with a 16.43% increase over 2014. Corporate Insurance increased \$733K from 2014 to 2015. This is primarily due to a large expense (\$517K) related to workers compensation. Another area of increase in Administrative costs were expenses related to late year flooding in the park (\$366K). The Consumer Price Index increased an average of 0.7% yearly over the same period. The table on the next page shows annual operating and maintenance costs by function from 2012 through 2015.

OPERATING & MAINTENANCE COST ALLOCATION

	2012	2013	2014	2015	% Increase 12 - 15	% Increase 14 - 15
<b>Water Production</b>						
Power	\$1,446,755	\$1,569,748	\$1,627,288	\$1,571,776	8.64%	-3.41%
Chemicals	4,073,656	4,006,073	4,257,573	4,680,707	14.90%	9.94%
Ops, Maint.	5,573,439	6,344,557	8,565,803	8,166,499	46.53%	-4.66%
Total	\$11,093,850	\$11,920,378	\$14,450,664	\$14,418,982	29.97%	-0.22%
<b>Pipelines</b>						
Des Moines	\$5,239,247	\$5,056,416	\$5,970,215	\$5,273,544	0.62%	-11.70%
Polk County	394,013	415,373	451,377	356,067	-9.63%	-21.12%
Windsor Heights	40,549	53,032	78,257	26,463	-34.74%	-66.18%
Pleasant Hill	88,915	75,982	71,759	85,596	-3.73%	19.28%
Runnells	40,845	49,300	39,394	51,449	25.96%	30.60%
Cumming	7,274	3,798	12,215	8,707	19.70%	-28.72%
Alleman	4,272	5,460	5,481	4,890	14.47%	-10.78%
PCRWD#1		14,489	12,474	17,746	22.48%	42.26%
Berwick			44,251	3,082	-89.93%	-89.93%
Total	\$5,815,115	\$5,673,850	\$6,685,423	\$5,827,544	0.21%	-12.84%
<b>Customer Service</b>						
Des Moines	\$3,215,620	\$3,481,866	\$3,777,838	\$3,786,920	17.77%	0.25%
Polk County	341,680	361,733	359,975	368,989	8.00%	2.51%
Windsor Heights	78,903	83,877	91,211	89,368	13.27%	-2.01%
Pleasant Hill	166,242	176,558	172,725	145,755	-12.32%	-15.61%
Runnells	6,788	8,431	7,759	7,703	13.49%	-0.71%
Cumming	4,890	6,497	5,941	6,237	27.55%	4.98%
Alleman	6,308	7,032	6,675	6,975	10.59%	4.48%
PCRWD#1		23,352	24,539	24,676	5.68%	0.57%
Berwick			9,921	10,968	10.56%	10.56%
Total	\$3,820,431	\$4,149,346	\$4,456,584	\$4,447,591	16.42%	-0.20%
General & Admin	\$7,325,816	\$7,715,901	\$7,774,791	\$9,176,481	24.13%	16.43%
PILOT	\$675,381	\$688,445	\$755,340	\$755,340	11.84%	0.00%
TOTAL	\$28,730,593	\$30,147,920	\$34,122,802	\$34,625,938	20.52%	1.47%

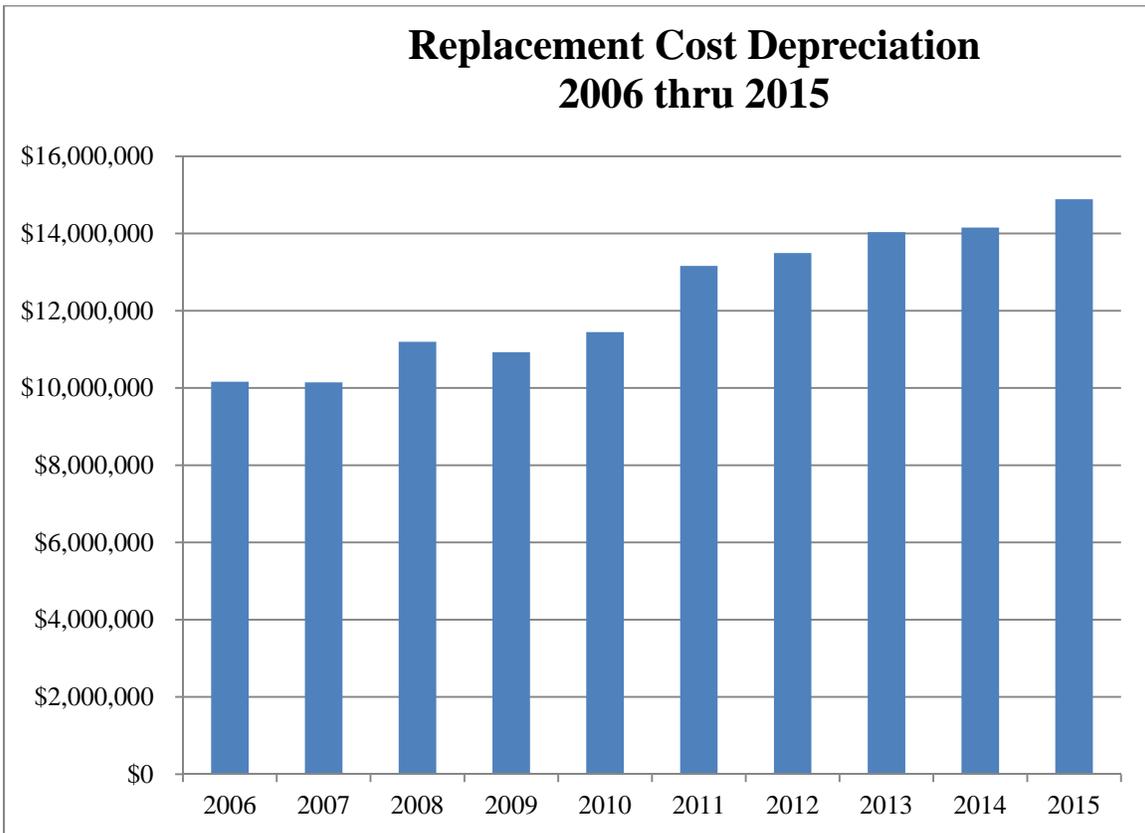
Total costs increased during the three-year period by \$5.8 million and, as stated above, were an average 6.9% higher annually. Water Production costs were \$3.3 million higher than at the beginning of the three-year period, a 10.0% average annual increase.

Administrative costs, including finance, insurance, information services, human resources, engineering and executive management averaged 8.4% higher, an increase of \$1.9 million from 2012 to 2015. Pipelines costs remained flat, averaging a 0.1% increase annually. Customer Service costs were \$0.6 million higher over the period, increasing at an average rate of 5.5% annually.

### **Replacement Cost Depreciation**

Historically the largest component of the costs to provide water to our customers has been replacement cost depreciation. In 2015, replacement cost depreciation is 30.07% of our total overall costs. DMWW includes replacement cost depreciation in our rate structure to collect funds on an ongoing basis to replace assets as opposed to borrowing money to pay for asset replacement.

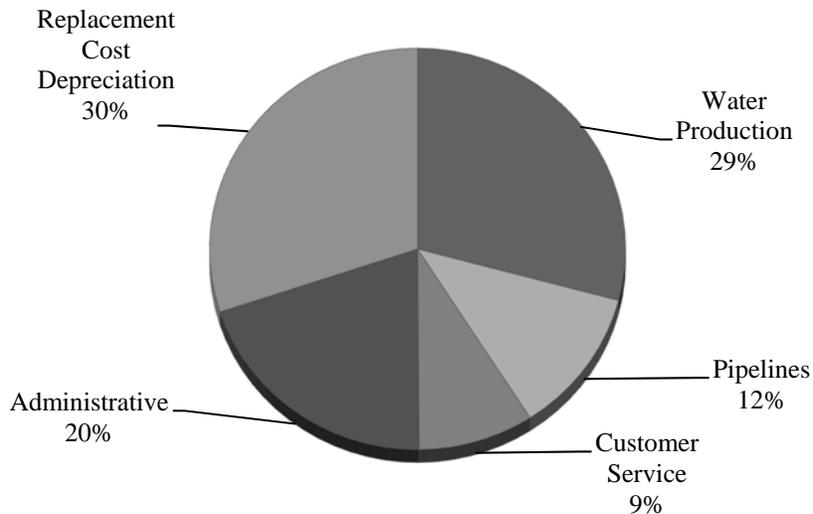
The chart on the following page shows replacement cost depreciation for the years 2006 through 2015. Over this period, replacement cost depreciation has grown from \$10.2 million to approximately \$14.9 million and it will likely continue to grow as new assets are capitalized and construction costs rise (as measured by the *Engineering News Record* Construction Cost Index). Over the last 10 years, we have capitalized over \$175 million in asset additions. The water industry relies heavily on infrastructure and keeping the infrastructure in good condition requires ongoing reinvestment.



**Overall Cost Analysis**

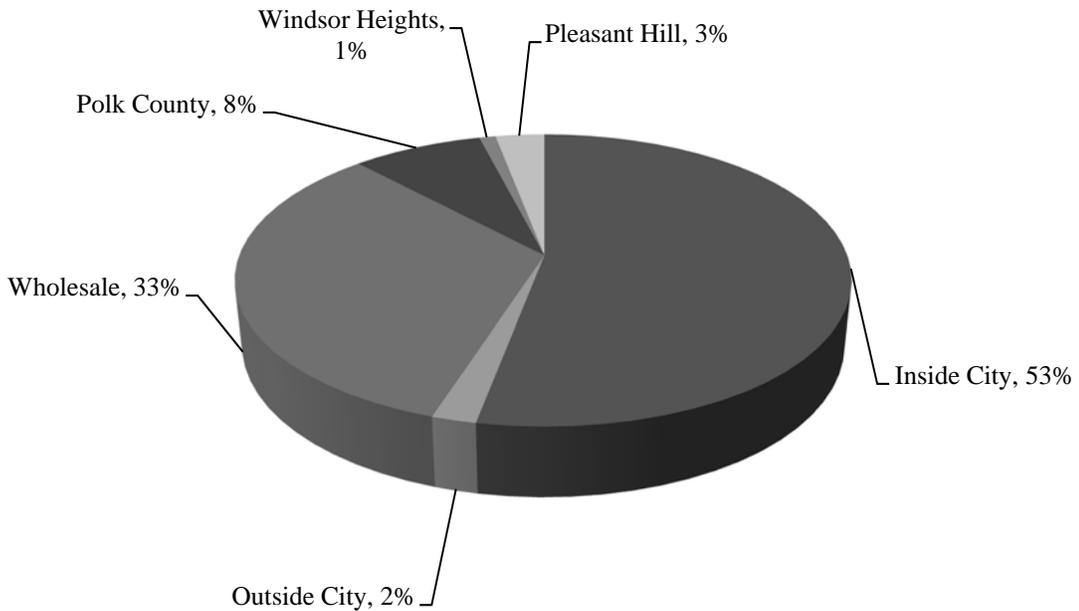
The total distribution of costs in 2015 changed slightly, with a decrease in production costs down 1% to 29% of total. Pipeline costs went down 2% to 12% of total costs. Customer Service remained flat for 2015, while Administrative increased 2% to 20% of total costs. Replacement Cost Depreciation went up 1% to 30% of the total.

**2015 Total Costs**



The following chart shows the 2015 Total Costs allocated to the various service areas. This chart is similar to the 2015 Revenue chart on page 21. This is to be expected as rates are established based on costs.

### 2015 Total Costs by Service Area

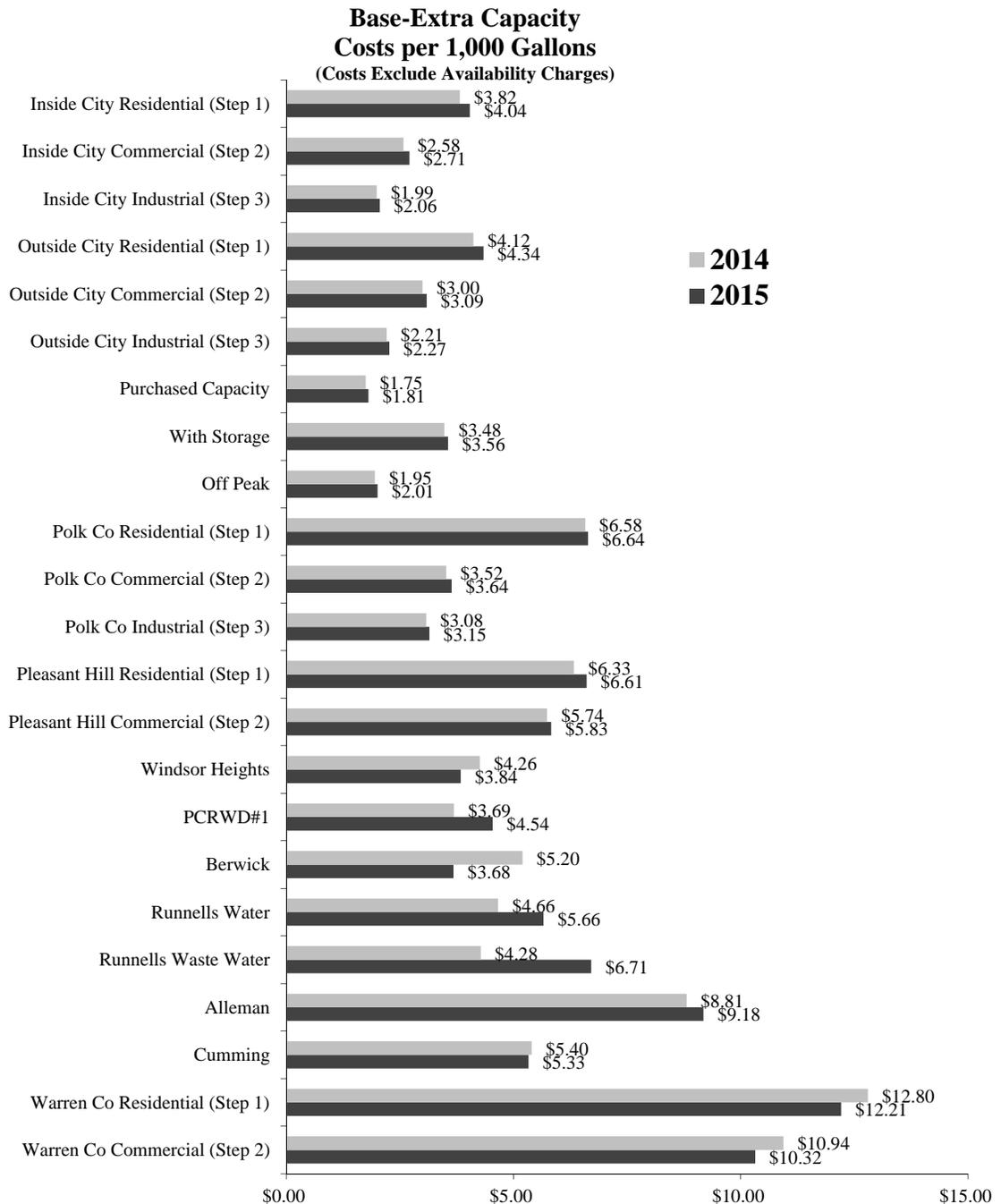


#### Costs per 1,000 Gallons

Total costs, including operating and maintenance and capital replacement, increased 2.56%. The Construction Cost Index used to measure the relative change in capital replacement costs increased 1.65% in 2015. The rate of return on original assets in this study is calculated at 5.00%.

The chart (on page 19) of costs per 1,000 gallons compares the complete results of the base extra capacity allocation method from the 2015 Study with the corresponding results from the 2014 Study. As previously stated, costs per 1,000 gallons were higher across the board because of decreased consumption and increased costs.

Costs in the Residential rate class ranged from 28.1% lower for Berwick to 21.5% higher for Runnells. Costs in the Commercial rate class per 1,000 gallons saw ranges from a 5.7% decrease for Warren County to Des Moines Inside City having 5.0% higher costs. The Industrial rate class showed increases as well with Des Moines Inside City up 3.5%. Wholesale costs per 1,000 gallons were higher by 3.4% for Purchased Capacity, 3.1% for Off Peak and 2.3% for With Storage.



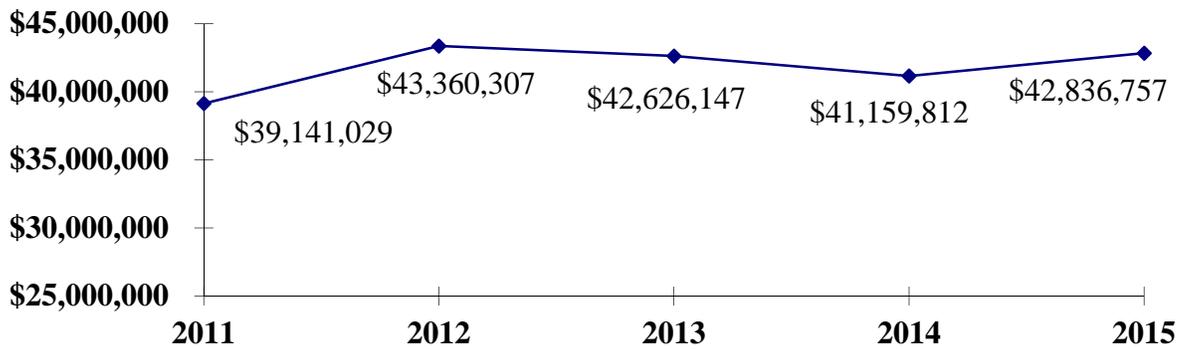
**Revenue**

Despite a 1% decrease in consumption, overall revenue increased in 2015 due to across the board rate increases.

**Total Water Sales Revenue**

(Includes Water Availability)

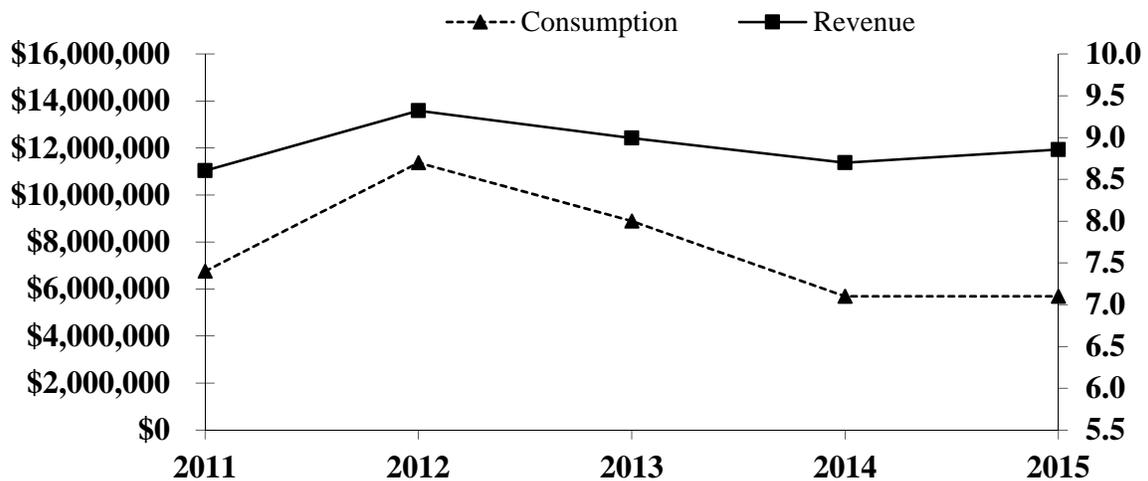
2011 Through 2015



Revenue patterns generally follow consumption, deviating only due to changes in rates and in the relative mix of sales to each service area and rate class.

**Wholesale Revenue and Consumption (billion gallons)**

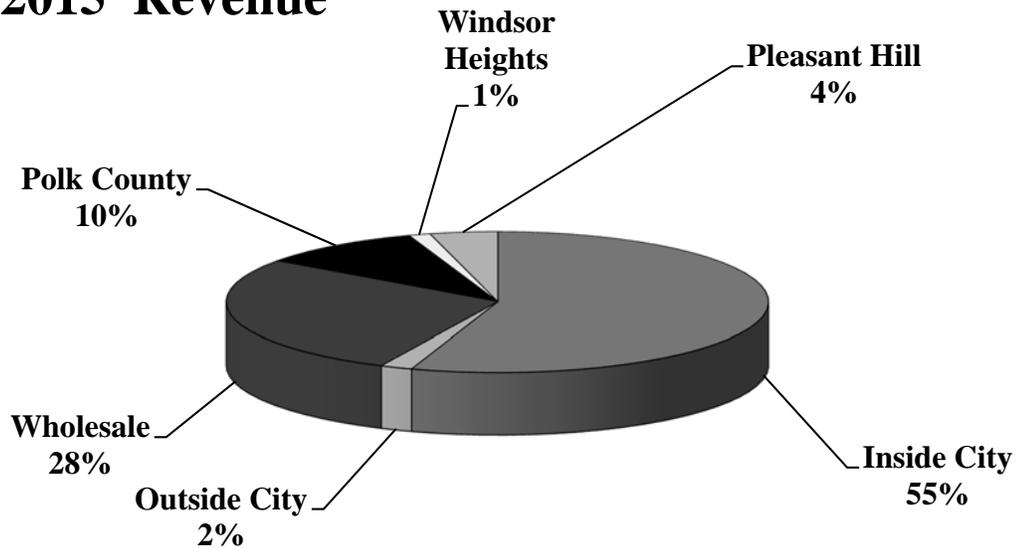
2011 Through 2015



Inside City revenue, at 55%, still dominated the revenue picture in 2015. Although volume is higher outside the city (primarily in Wholesale), revenue is higher Inside City. For customers inside the City of Des Moines, as well as our other full service customers, the revenue collected is intended to cover expenses related to providing all services to

these areas. This includes water production, customer service, distribution services, and administrative services. Political Subdivisions are charged a wholesale rate that includes an appropriate allocation of costs based upon the lesser level of service we provide to them. For example, we do not maintain the distribution system inside the city limits of wholesale customers and we do not provide direct customer service (such as reading meters and billing) to their customers.

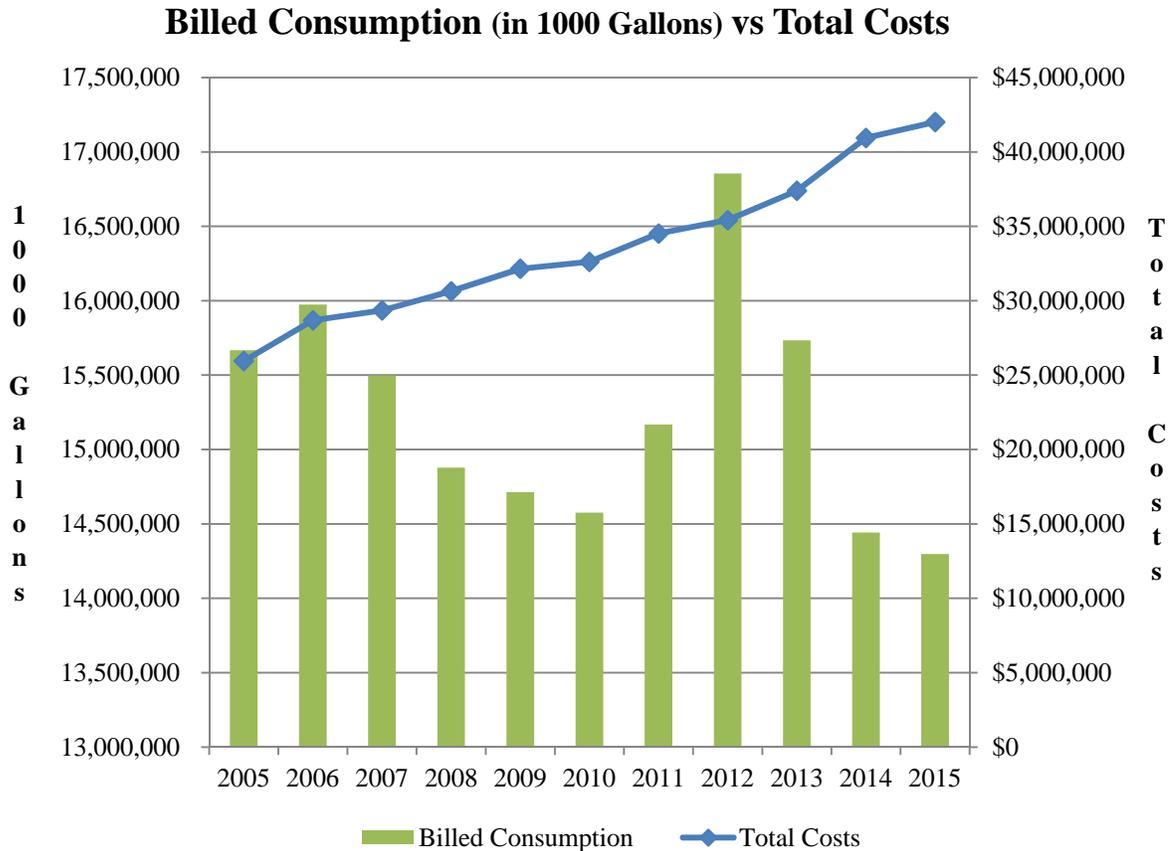
## 2015 Revenue



## **FUTURE CONSIDERATIONS**

## FUTURE CONSIDERATIONS

The calculation of cost per 1,000 gallons is impacted by costs and consumption. In 2015, costs increased slightly and consumption decreased slightly. The chart below illustrates that regardless of the amount of billed consumption, costs are continuing to rise.



To look ahead at estimated 2016 cost of service, we took the 2015 numbers and multiplied them by the average yearly increase over the last 5 years. This is simply an estimate based on recent history. The chart on the following page shows the comparison of estimated 2016 costs with the 2016 rates.

	Number of Accounts	2015 COS	Estimated 2016 COS	2016 Rate
<b>Des Moines Inside</b>	66,724			
Residential (Step 1)		\$4.04	\$4.31	\$3.74
Commercial (Step 2)		2.71	2.90	2.51
Industrial (Step 3)		2.06	2.21	1.93
<b>Des Moines Outside</b>	1,258			
Residential (Step 1)		4.34	4.62	4.06
Commercial (Step 2)		3.09	3.29	3.05
Industrial (Step 3)		2.27	2.44	2.18
<b>Wholesale</b>	39			
Purchased Capacity		1.81	1.94	1.68
With Storage		3.56	3.73	3.66
Off Peak		2.01	2.14	1.89
<b>Polk County</b>	6,765			
Residential (Step 1)		6.64	6.90	7.36
Commercial (Step 2)		3.64	3.71	4.51
Industrial (Step 3)		3.15	3.31	3.52
Capital Improvement Fee				1.50
<b>Pleasant Hill</b>	2,960			
Residential (Step 1)		6.61	6.92	6.85
Commercial (Step 2)		5.83	6.02	5.78
<b>Windsor Heights</b>	2,002			
Capital Improvement Fee				2.00
<b>PCRWD#1</b>	467	4.54	4.85	4.00
<b>Berwick</b>	218	3.74	3.95	4.00
<b>Runnells</b>	182			
Water		5.66	5.90	6.50
Sewer		6.71	7.40	7.05
<b>Alleman</b>	150	9.18	10.27	7.25
<b>Cumming</b>	140	5.33	6.53	6.39
<b>Warren County</b>	77			
Residential (Step 1)		12.21	12.88	13.79
Commercial (Step 2)		10.32	10.89	10.13

Another component to anticipated costs is the availability costs and their associated charges to customers. The chart below illustrates the variances between the Availability Charges and Availability Costs for 5/8” meters. The difference between the charge and cost are allocated in the per thousand gallon rate to the individual service areas.

**Comparison of Availability Charges to  
Availability Costs  
5/8" Meters**

Service Area	Current Availability Charge*	2015 Availability Cost
Des Moines Inside City	\$6.00	\$10.07
Des Moines Outside City	8.00	15.55
Polk County	7.00	14.57
Windsor Heights	6.00	8.51
Warren County	8.00	12.07
Pleasant Hill	10.00	7.91
Runnells	6.00	16.36
Cumming	9.00	16.64
Alleman	6.00	15.40
PCRWD#1	4.00	7.38
Berwick	3.00	4.97

\*Last increased 4/1/2011

**Conclusion**

A cost of service study is an analysis of costs at a fixed point in time. Many factors impact the results of the study, some of them significantly. Because of this, the results of any one year should not be weighed too heavily. The true value of the data is the highlighting of trends revealed in comparing multiple years of data.

Costs continue to increase, both O & M costs and capital replacement costs. Historically, DMWW has continuously explored efficiencies to keep our operational costs in check. However, a water utility is a labor intensive business. That labor need does not vary in

proportion to the amount of water produced. We will not engage in cost cutting that will negatively impact our ability to produce clean, safe drinking water and our ability to react to ever-changing factors such as raw water quality. Costs of goods and services such as chemicals and energy also continue to increase. As noted in this report, in 2015, we faced increased costs for nitrate removal, workers compensation insurance and to combat flooding.

Several factors make rate setting a challenge. As previously noted, rate increases are implemented more than a year after a cost of service study. Consumption is volatile, with no way to predict in advance what it will be. It is primarily driven by precipitation due to irrigation. And finally, our costs are primarily fixed; they do not vary proportionally with consumption. Increases in costs point us toward rate increases. Rate increases are never eagerly anticipated. However, in order to provide clean, safe drinking water, we must keep pace with our increasing costs. While we have a long history of investing in our asset infrastructure, we feel we need to increase our level of capital investment in order to improve the overall condition of our assets, particularly the distribution system.

CITY HALL –  
Clerk's / Finance Office  
JULY, 2016



### Water Department

There were 3715 bills printed in July. These were reads collected July 1 for June consumption; 363 disconnect notices were mailed July 11; 202 reminders were emailed on July 18; 84 phone calls were made on July 25; and on July 27 there were 18 accounts processed for shut off.

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

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

### City Hall Administration

Nine residents purchased **Premium Compost it!** stickers in July; 6 were new customers and 3 were for renewal. Year-to-date there are 154 total subscribers.

No **Parking tickets** were paid at City Hall in July and 2 citations (written more than 30 days ago) were returned to the Police Department for non-payment processing.

There were 19 additional **dog licenses** issued during the month of July, 846 year-to-date. Animal Control was called out for 4 unidentified loose dogs (1 repeat offender) this month, 23 year-to-date.

Also at the front counter, during July, approximately 22 **new residents** came in to sign up for service and received a detailed explanation of the new resident packet. This information can also be found on our website at:

<http://www.norwalk.iowa.gov/HowDoI/ApplyFor/CityServices>.

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

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

**City Council** held the regular 1st and 3rd Thursday meetings in July, plus 1 special meeting to accept the contract for our new City Manager. Agendas, packets and minutes for each of these meetings can be viewed on the City website at:

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

### **Finance Office**

**Iowa Income Offset** collection continues with eleven additional claims filed in July.

The city's bank accounts were **balanced and reconciled** for the current month. FY16 year-end reports are currently being compiled for filing over the next few months. The FY16 audit will begin soon as well as union negotiations (current public works contract ends June 30, 2017.)

# Norwalk Community Development July 2016 Monthly Report



## Economic Development:

The City continues to explore ways to make our community even more attractive and a place where businesses and home buyers would choose to locate.

Those efforts include discussing the next steps to beautify our historic downtown (City State Bank intersection), and the North Avenue corridor between the High School and Highway 28. The City has also explored a changeable art program, and creating a new City seal via an art contest.



The intent of this program would be to create opportunities for the placement of public art in the City of Norwalk. This program would be modeled off of successful programs run by the City of Ames, City of Clive, and City of Urbandale. The program is highly modifiable and can be scaled to the desires of the community. The program would consist of the following:

Identification of pad sites – 1 to 3 pad sites for sculptures would be ideal, with the opportunity to add more in the future if desired. Consolidation of pad sites in one, highly visible location is recommended. Potentially City Hall or Public Safety. Pads would require footings, paving, and steel installation plats. One time cost that would depend on size of the pads. \$2,000-\$4,000 per pad.

Annual Stipend – artists would be solicited annually to submit sculptures that would be located on the pad sites. Artists would be paid a \$1,200 stipend to display the art. Artist would be required to perform installation and removal. The City would need to insure the sculptures for the time they are installed on City property (cost unknown). Recurring cost of insurance and \$1,200 stipend per pad site.

Selling and Purchasing of artwork – each piece of art displayed would have a predetermined sales price. If a piece of artwork sold during the exhibition, the artwork would remain displayed

through the exhibition period and the City would retain a 25% commission for the sale. If the City wished to purchase a piece for permanent display in the City, then the City would receive a 25% discount off the purchase price.

Selection of Artwork – a group to select the artwork for the exhibition would need to be formed. Ames, Clive, and Urbandale all have separate Public Art Committees that meet monthly and make recommendations to the City Council on the selection of pieces to display. For Norwalk, this might not be a formal group that meets monthly, but could be setup to hold meetings during the selection process. This group could evolve into a formal public art committee if the City wished to be more active in providing public art for the community.

#### Staff Recommendation

Recommendation would be for at least two pad sites located at City Hall. Potential pad sites are shown on the map below.



Initial cost for construction of two pad sites could be \$4,000 to \$8,000 depending on size and amenities such as lighting. Once constructed, the program would have an annual cost of \$2,400 plus insurance of the artwork. If successful, future pad sites and stipends could be considered to expand the program. The City would also have the opportunity to purchase artwork for permanent display if desired.

If implemented, pad sites could be chosen, designed, and installed this summer/fall. The City could solicit artwork in November and December, chose artwork in January with expected installation of artwork in May 2017. The artwork would remain on exhibit through April 2018 with new artwork replacing it in May 2018.



The City of Norwalk is conducting an art contest to design the Official City Seal. **City seals should be circular, in color, and tell the history of Norwalk.** Please see the back of this page for examples. Winners of the four ages groups will get \$50, \$25 for second, \$10 for third, with and \$100 for the overall winner.

The winning design will also be place on the City Hall Building in the location below and appear on all City bonds, contracts, and proclamations.

# Potential RULES

Seal shall be circular, submitted on 8.5 x 11 paper

Outer Circle shall have the words City of Norwalk, Iowa. Incorporated 1900

Four categories (Elementary, Middle School, High School, Adult)

Any of the four age groups are eligible to be the overall winner

Must be a resident of the City of Norwalk or a Student at Norwalk Schools.

Deadline for adult entries is \_\_\_\_\_.

Submit applications to Wade Wagoner, 705 North Avenue, Norwalk, Iowa

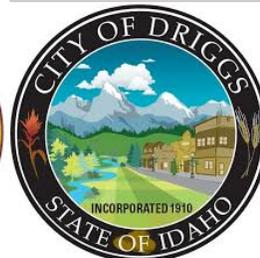
5-10 Finalist in each class will be determined at (Planning Commission, Park Board, Arts CIAC, meeting on \_\_\_\_\_)

Final judging will occur at \_\_\_\_\_ City Council meeting

The finalists will be invited to appear before the City of Norwalk's City Council for the final verdict on the winning design. The winner's design will appear as shown below (good luck!)



The winning design could be place on City Hall as shown above



This can be a wonderful civic engagement activity. Below are grade school winners from another community in Iowa.



Elementary 1<sup>st</sup> Place  
Abby Banner



Elementary 2<sup>nd</sup> Place  
Kelly Luitjens



Elementary 2<sup>nd</sup> Place (tie)  
Hannah Harmon



Middle School 1<sup>st</sup> Place  
Maddie Norman



Middle School 2<sup>nd</sup> Place  
Peyton Christenson



Middle School 2<sup>nd</sup> Place (tie)  
Juan Ayala

The preconstruction meeting for phase two of Elizabeth Holland Park was held. Progress is being made.

The City is in the process of putting together business attraction and retention plans. These plans will set the parameters for the use of City's economic development tools such as tax abatement, TIF, and other incentives we can use to attract underserved sectors of our commercial base. An important part in this process is understand how the City has crafted past development agreements. Attached is a map showing the location of past agreements. The number on the map corresponds with the summary of the agreement on the back side.

## Planning and Zoning Commission

The Planning Commission met on July 11<sup>th</sup> and considered the following items:

1. Public hearing and consideration of a request from Norwalk Land Co to amend the master plan and ownership requirement of Parcel 3 of the Orchard View Planned Unit Development
2. Public hearing and consideration of a request from Hubbell Realty Co. to amend the Parcel 10 of the Legacy PUD to designate the site for an assisted living facility.
3. Request from Kruse Construction, LLC to approve the Final Plat of the Timber View Plat 1
4. Request from Savannah Homes to approve the Final Plat of the Old School Plat 2
5. Discussion on Subdivision Regulations update focusing on Parkland Dedication
6. Discussion on the Chapters 2-6 of Suburban Nation

City staff asked the Planning Commission to read and provide feedback from chapter 2 through 6 of the book *Suburban Nation*. The purpose of this exercise is to have the Planning Commission gain a better understanding of past development patterns used across the U.S and to learn new practices to implement when developing future plans for the City of Norwalk. As we move forward on the Subdivision Regulation update, we feel the takeaways from Chapter 4 are particularly important.

The following are key takeaways identified from City Staff after reading and review of the second chapter of *Suburban Nation*:

- Identifying why there are more traffic congestions in the suburbs than in the city (everyone is forced to drive)
- Creating a distinction between adjacency & accessibility.
- Visualizing structures in a different light: the convenience store as the corner store, the shopping center as the main street, and the office park included on main street.
- Rethinking how we use open space in the suburbs.
- Reevaluate the need to have curving streets and cul-de-sacs.
- Traffic Calming

The following are key takeaways identified from City Staff after reading and review of the third chapter of *Suburban Nation*:

- Considering why housing trends help support the spread of sprawl. "Isolation en masse"
- An examination of differences between the private and public realm of the 'McMansions' and subdivisions.
- Why suburbs fuel segregation by how much you earn.
- Cookie cutter housing and the value of diverse housing styles
- The two types of affordable housing that are illegal: The home above the store and the outbuilding.
- The two forgotten rules of affordable housing: affordable housing should not look different from market rate housing and that affordable housing shouldn't be concentrated in large quantities.
- The middle class housing crisis.

The following are key takeaways identified from City Staff after reading and review of the fourth chapter of *Suburban Nation*:

- Identifying the increasingly reluctance to participate in civic life: family, community, the public realm, the motorist.
- The relationship between drivers and pedestrians.

Prerequisites for street life: meaningful destinations, safe streets, comfortable streets, and interesting streets.



A small curb radius slows down vehicles and shortens crossing distance. Meanwhile, highway geometry applied to local streets encourage speeding and increases crossing distance



Poor street design severs walking connections and precludes pedestrian life. Proper design can create a street that is a sociable space with many purposes.

The following are key takeaways identified from City Staff after reading and review of the fifth chapter of *Suburban Nation*:

- Examining the impacts of the national transportation policy of the United States and how it effects municipal planning.
- Exploring the phrase "the highwayless town and the townless highway".
- Visualizing why adding lanes makes traffic worse for communities.
- Breaking down why automobile users receive a subsidy.

The following are key takeaways identified from City Staff after reading and review of the sixth chapter of *Suburban Nation*:

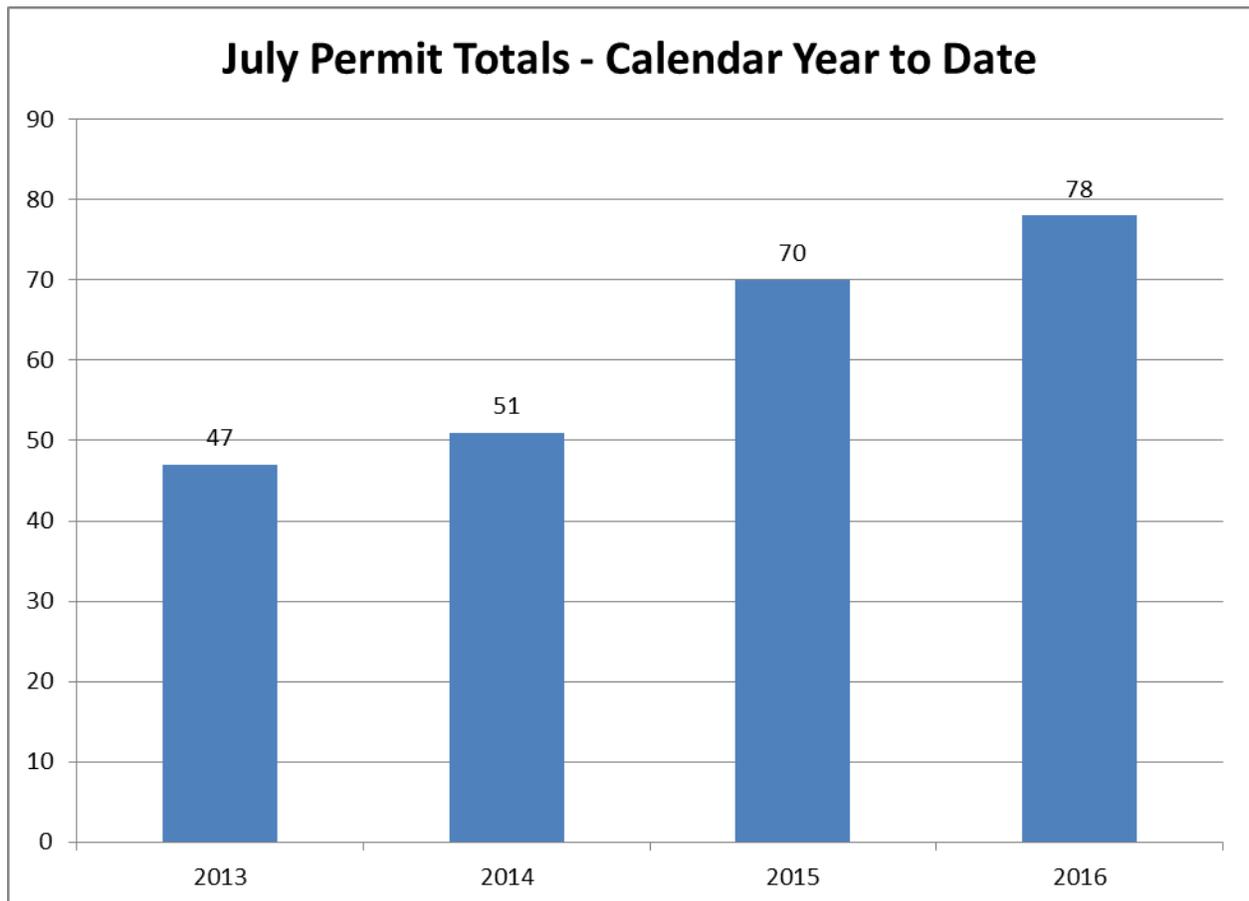
- Analyzing the history of the American developer.
- Reconsidering the advice from 'market experts'.
- Going back to using conventional wisdom when thinking about development.
- Studying the shifts in home builder behaviors.
- A tour of a National Association Homebuilders convention.

**Board of Adjustment** The Board of Adjustment did not meet in July.

**Code Enforcement** We are still waiting to hear the judges decision regarding the motorcycles on Beardsley.

## Building Department - Permit Information:

City of Norwalk - July New Construction Building Permits									
BP Issued	Single Family	Value	Townhome	Value	Multi-Family	Value	Commercial	Value	
2016									
This month	15	\$ 4,460,377	0	\$ -	0	\$ -	1	\$ 319,985	
YTD	78	\$ 20,783,792	7	\$ 1,371,266	0	\$ -	4	\$ 902,721	
FYD	15	\$ 4,460,377	0	\$ -	0	\$ -	1	\$ 319,985	
2015									
This month	14	\$4,254,132	9	\$1,756,034	0	\$-	0	\$-	
YTD	70	\$22,034,883	34	\$6,913,290	0	\$-	0	\$-	
FYD	14	\$4,254,132	9	\$1,756,034	0	\$-	0	\$-	
2014									
This month	7	\$2,221,927	0	\$-	0	\$-	0	\$-	
YTD	51	\$15,912,740	2	\$621,822	2	\$6,945,179	1	\$4,072,969	
FYD	7	\$2,221,927	0	\$-	0	\$-	0	\$-	
2013									
This month	7	\$1,797,654	6	\$1,382,415	0	\$-	0	\$-	
YTD	47	\$11,847,613	6	\$1,382,415	0	\$-	1	\$1,471,204	
FYD	7	\$1,797,654	6	\$1,382,415	0	\$-	0	\$-	



Building Permit Revenue Report			
PERMIT TYPE	MONTHLY TOTAL	JULY REVENUE	FYD REVENUE
Apartment Building	0	\$ -	\$ -
Commercial Addition	0	\$ -	\$ -
Commercial Building	1	\$ 1,713.92	\$ 1,713.92
Commercial Remodel	0	\$ -	\$ -
Deck	8	\$ 211.07	\$ 211.07
Demolition	0	\$ -	\$ -
Driveway	6	\$ 150.00	\$ 150.00
Electrical	14	\$ 920.00	\$ 920.00
Fence	11	\$ 275.00	\$ 275.00
Garage	1	\$ 64.38	\$ 64.38
Misc	3	\$ 75.00	\$ 75.00
Mechanical	2	\$ 70.00	\$ 70.00
Plumbing	10	\$ 665.00	\$ 665.00
Porch	3	\$ 50.00	\$ 50.00
Pool	2	\$ 65.00	\$ 65.00
Residential (Single Family)	15	\$ 39,746.27	\$ 39,746.27
Residential Addition	0	\$ -	\$ -
Residential Remodel	0	\$ -	\$ -
Shed	0	\$ -	\$ -
Sidewalk	0	\$ -	\$ -
Sign	2	\$ 167.97	\$ 167.97
Townhome	0	\$ -	\$ -
	<b>78</b>	<b>\$ 44,173.61</b>	<b>\$ 44,173.61</b>

Together Tony and Chris averaged over 10 inspections a day during the 20 working days in July.

**July Storm Water/Nuisance Inspections:**

- 19 Nuisance Inspections
- 12 City Project Weekly Storm Water Inspections
- 54 Storm Water Inspections

**JULY BUILDING INSPECTIONS**

Deck	12
Electrical	12
Final	28
Footing	16
Foundation Drain	1
Foundation Wall	14
Framing	8
Mechanical	9
Plumbing	60
Sheer Wall	16
Sidewalk/Approach	23
Tar/Tile/Gravel	11
<b>TOTAL INSPECTIONS</b>	<b>210</b>

FY 15-16 Budget	<b>BALANCE</b>
\$120,000	<b>\$ (75,826.39)</b>

**Construction Board of Appeals**

The Construction Board of Appeals did not meet in July.





**TO:** HONORABLE MAYOR AND MEMBERS OF COUNCIL  
**FROM:** RYAN COBURN, FIRE CHIEF  
**SUBJECT:** MONTHLY REPORT – JULY 2016  
**DATE:** AUG 10, 2016

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### **Significant Incidents**

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

### **Training**

- Norwalk Fire Department hosted EMS training with the topic of auto extrication.
- Fire training for the month of July was led by Lt. Scott Mc Farland of the WDM Fire Department discussing reading of smoke conditions. A second training was held by Capt Bob Suarez of the Des Moines Fire Department discussing Hazardous Materials.

### **Statistical Reporting**

- Total number of responses for June - 74
- Mutual Aid Responses – 9 To the communities of Martensdale, Carlisle, Indianola and Madison County.

Through the month of June Norwalk Fire Department continues to have a steady 14.2% increase in call volume over last year.

### **Staffing**

With the start of the new fiscal year July 1<sup>st</sup> the Norwalk Fire Department started staffing 24 hours a day and seven days a week. This has resulted in a great reduction in response times.

### **New Engine**

A purchase agreement was signed for the purchase of a new Pierce Quantum Rescue Engine. This was purchased through an agreement with HGAC Buy which accounted to a savings of over \$20,000. The overall build time for the engine is 10 mo. Further updates will be made available as the project continues to solidify.





## NORWALK EASTER PUBLIC LIBRARY

### Director's Report – August 2016 (FY17)

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

- Library Visitors during previous month: 9,028
  - **Percentage Change: 3.1% increase from July 2015**
- Circulation of items during previous month:
  - 10,459 (items within library)
  - 647 (Bridges items)
  - 41 (Zinio items)
  - **11,147 Total**
    - **Percentage Change: 4.17% increase from July 2015**
- New Accounts during previous month:
  - 51 adult accounts
  - 29 Juvenile accounts
- Meeting Room Rentals during previous month:
  - 14 Rentals
- Reference Interactions during previous month:
  - 30 @ Circulation Desk
  - 127 @ Youth Services Desk
  - **157 Total**
- Library Volunteers during the previous month:
  - 106 participants
  - 157 number of hours volunteered
- Programming Statistics:

	# of Programs	# of Participants
Children's	26	1005
Teen	3	35
Adult	6	54
Adult Outreach	4	28
Technology Help Sessions	1	1
Exam Proctoring	1	1

**Youth Services:**

July was full of programs at the library – we wrapped up the summer reading program with a total of 1,533 participants! We had weekly art and LEGO programs, beat the heat with two movie showings, and hosted performers like Ben’s Bubble Show (who made huge bubbles around kids from the audience, and amazing bubble sculptures) and musician Dino O’Dell, and much more! We wrapped up the program with a pizza party for teens and a pool party for all summer reading finishers. 150 kids and teens came to the pool party!

Our childcare and preschool outreach efforts continued throughout the month – we gave story-times to groups from Stepping Stones who came to the library to check out books, put together theme units of books for Crossroads Preschool, and started coordinating our monthly preschool visits for the fall. This is a great way for us to introduce the library to kids and make new connections in the community.

We had fantastic teen volunteers for many of our events, including Books and Bites, a fruit tasting and story-time for families. Our volunteers helped us hand out samples of exotic fruits to lots of curious kids and parents! Volunteers also helped us with giving out prizes at the summer reading desk, and we couldn’t have done it without them. Thank you to all of the sponsors and volunteers who helped make the program a success!

**Adult Services:**

This month, I had 6 programs, with 3 of those shared with youth programs – the two family movies and the craft night (no youth came). Here is a quick summary:

1. Book club met for discussion of the “Kite Runner” and the movie with 17 total for those events
2. Craft night met with 7 in attendance; we made brick books
3. Dan Kaercher, retired editor of Midwest Living Magazine, author and retired host of IPTV programs (Taste of Iowa, Iowa Pleasures, etc.) presented a program on Iowa’s Hidden Treasures. 25+ attended. Dan’s program was funded with a Humanities Iowa Grant.
4. Family movies included “Gabby Douglas Story,” and “McFarland USA,” – youth stats will include these numbers.

**Assistant Director:**

For July, I worked on cataloging 255. Once we get through Summer Reading officially, I will work on weeding the Juvenile Nonfiction collection and checking each record for accuracy. In addition to working on cataloging, I have been working with Apollo to improve staff interface & processes within the system.

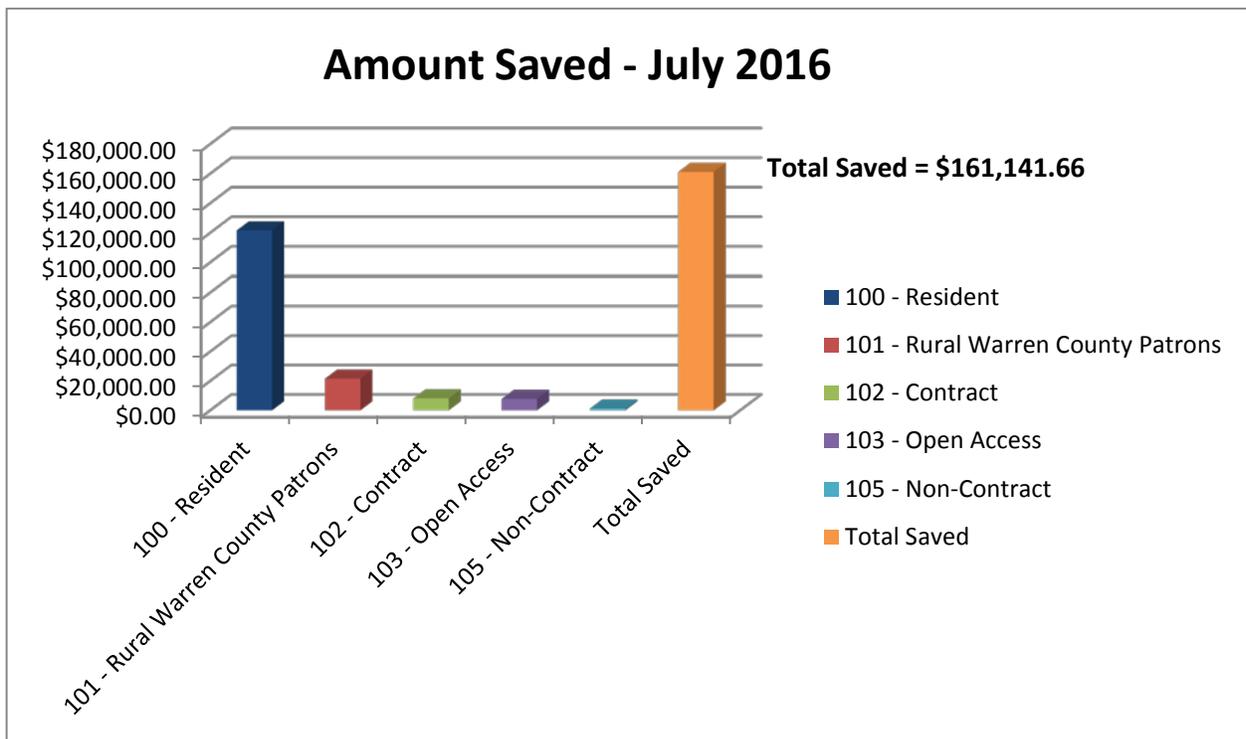
<b>June Stats:</b>	
Total # of Items Added	255
Total # of Items Withdrawn	0

**General Library / Director’s Activities:**

Director Sealine spend July working with various departments to prepare to finalize Summer Reading programming, complete issues related to the Caddy Stacks Fundraiser, and began working on reviewing a building maintenance plan for the library. She also continued to pull together the Open Access State Report and the Annual State Report. Director Sealine also attended a wonderful conference on Library Leadership and has many new ideas to implement at the library to continue building a strong team to serve our community of library users.

Goals for August will be to complete the State Report, compile an annual report for the Board of Trustees and City Council and re-start the review of policies and procedures. Director Sealine is still hopeful that she will be able to review all of the library’s job descriptions and organizational chart.

Below is a graph of money that library patrons have saved during the month of July by using Norwalk Easter Public Library for their book/print materials checkout. This does not include the amount patrons have saved by using our online digital resources, programming, facilities, or computer/internet access.



## July 2016 Parks and Recreation Activities

### July Highlights

The tournaments have slowed down at the sports complex for the month of July with only having two. The Jr Police academy was held along with the second session of youth tennis lessons. Our PeeWee/BamBam program got under way with only a couple of really HOT day cancellations. We had a nice day for our Vehicle Fair that had a fairly good number of youngsters there on hand to climb and yes, blow air horns on the big trucks. We had to cancel the Jr Fire School and postpone the Junk in the Trunk program until a later date.

### Park Commission Board

The board did not meet on July 6.

### Staff

The staff was involved with the Jazz in July event that took place on July 10 at City Park. It was a warm day, but we think we had the same or a few more folks attend this year from last year. There was more vendors this year. We also had the pleasure of listening to our own local, Sarah Roth.

Activity	Teams	Participants
Soc: 1-2Boys	4	33
Soc: 1-2Girls	4	44
Soc: 3-4 Coed	3	35
Soc:5-7 Coed	2	21
Just For Kicks	10	77
Kind Boys	4	31
Kind Girls	3	23
Coed Slow Pitch		0
Jr Police Accademy		11
Norwalk Family TKD		8
Art in the Park		14
Jr Fire School		0
Jazz in July		250-300
Mad Science Camp		11
Vehicle Fair		100
Swim Lessons		453

Submitted by  
Nancy Kuehl, Director



**TO:** HONORABLE MAYOR AND MEMBERS OF COUNCIL  
**FROM:** GREG STAPLES, CHIEF OF POLICE  
**SUBJECT:** MONTHLY REPORT –JULY 2016  
**DATE:** AUGUST 18, 2016  
**CC:** LUKE NELSON, CITY MANAGER

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### **Significant Incidents**

- On the 25<sup>th</sup> an individual reported a sexual assault. An investigation was completed and charges were obtained for sex abused 3<sup>rd</sup> degree.
- The Community Impact Officer spent 70 hours investigating 12 incidents, 48 hours on patrol and 22 hours in regional investigators meetings and community policing activities.
- The department completed the July 4<sup>th</sup> activities without incident. No issues reported
- Two police officer candidates were selected for employment and given August 8, 2016 as starting dates.
- Police calls for service and general criminal activity declined significantly over July 2015. There was a 20% decrease in calls for service as compared to the previous year.
- Even with the drop in calls for service compared to July 2015, police calls for service are up **17.4%** year to date over 2015
- The DARE Golf outing was held on the 15<sup>th</sup>. It raised the most funding ever. \$6,500!

### **Community Policing / Involvement**

- On the 1<sup>st</sup>, Chief Staples distributed beach balls with anti-drunk driving / wear your seatbelt messages at Party Before the Works
- On the 6<sup>th</sup>, Chief Staples attended the Sub Area 1 master plan meeting
- On the 9<sup>th</sup>, Chief Staples attended community chat
- On the 20<sup>th</sup> several officers attended a presentation of thanks at Des Moines Truck Brokers
- on the 22<sup>nd</sup> gave away several bags of potato chips to children who knew a safety tip
- On the 23<sup>rd</sup> , Officer Hutchinson made an appearance at a child's birthday party and gave the kids a tour of the police car
- On the 28<sup>th</sup>, Officer Lewiston attended the Lakewood Village Association meeting
- The bike patrol operated for 23 hours
- 12 youngsters completed the Junior Police Academy

## Training

DATE	OFFICER	TRAINING	HOURS
6-7	Dunlop	Defensive Tactics – Overcoming Size Disadvantage	16
6	Hutchinson	Assist ILEA on Chemical Spray Training	4

## Statistical Reporting

### Traffic and General Activities

	July	July	
<b>Traffic Related</b>	<b>2015</b>	<b>2016</b>	<b>Change</b>
Traffic Stops	192	151	-41
Moving Violation Citations	51	35	-16
<i>Speeding</i>	34	30	-4
<i>Impaired Driving</i>	4	0	-4
Equipment / License Citations	22	12	-10
<i>Occupant Protection</i>	5	3	-2
Written Warnings	76	83	7
Crash Investigations	12	5	-7
<b>General Activities</b>	<b>2015</b>	<b>2016</b>	<b>Change</b>
Drug Investigations	3	2	-1
Officer Initiated Incidents	3	0	-3
Public Service Calls	68	65	-3
Calls For Service	642	512	-130

### Criminal Incidents

	July	July	
	2015	2016	Change
<b>Crimes Against Person</b>			
Assault Offenses	0	1	1
Sexual Assault Forcible	0	1	1
Sexual Assault Non-Forcible	0	0	0
Robbery	0	0	0
Homicide	0	0	0
<i>Subtotal</i>	0	2	2
<b>Crimes Against Property</b>			
Burglary	2	1	-1
Fraud / Forgery / Embezzle	0	1	1
Theft / Larceny	8	8	0
Motor Vehicle Theft	1	0	-1
Property Damage	12	0	-12
<i>Subtotal</i>	23	10	-13
<b>Total</b>	23	12	-11

**Out and About With the NPD**

July 4<sup>th</sup> Parade Prep



Beach Ball throwers ready for work



Passing out chips to kids who knew a safety tip



Meet and greet at Des Moines Truck Brokers



# MEMORANDUM

**TO:** Tom Phillips, Mayor; Norwalk City Council  
**FROM:** Tim Hoskins, Public Works Director  
**DATE:** August 18, 2016  
**RE:** Public Works Activity Report  
**Period:** July 2016

NOTICEABLY NORWALK.

## **WATER ACTIVITIES:**

- Daily master pit readings
- Installation of new meters
- Responded to 556 Iowa One call utility locates
- Perform chlorine samples as required for IDNR reporting
- Transport bacterial tests to DMWW Lab
- Complete monthly operating report for the IDNR
- Install water line to service dog park

**SURFACE WATER/INFLUENCED GROUNDWATER MONTHLY OPERATION REPORT**

**IOWA DNR WATER SUPPLY**

**Surface Water or Influenced Groundwater Source, Consecutive System**

S/EP: Old Hwy 28

System Name: City of Norwalk PWSID #: 916-4078 Month: July Year: 2016

Date	Water Use		Chlorine Residual										
	1,000s Gallons Per Day	Number of Tests Taken*	Source/Entry Point (S/EP)		Distribution						Specify Free (F) or Total (T)	Lowest Measured Residual (mg/L)	
			Specify Free (F) or Total (T)	Lowest Measured Residual (mg/L)	Number of Tests Taken	Specify Free (F) or Total (T)	Lowest Measured Residual (mg/L)	Number with Undetected Residual	Highest Measured Residual (mg/L)				
1	1030	1	1.15 (F)		1	0.92 (T)						0.82 (F)	
2	1043	1	1.18 (F)		1	1.02 (T)						0.86 (F)	
3	1062	1	1.48 (F)		1	1.16 (T)						0.96 (F)	
4	1034	1	1.51 (F)		1	1.31 (T)		1.31				1.14 (F)	
5	1034	1	1.25 (F)		1	1.06 (T)						0.89 (F)	
6	885	1	1.15 (F)		1	0.81 (T)						0.71 (F)	
7	1135	1	1.05 (F)		1	0.83 (T)						0.74 (F)	
8	834	1	1.16 (F)		1	0.94 (T)						0.85 (F)	
9	1582	1	0.91 (F)		1	0.94 (T)						0.80 (F)	
10	443	1	0.98 (F)		1	0.83 (T)						0.69 (F)	
11	961	1	1.17 (F)		1	0.88 (T)						0.78 (F)	
12	1220	1	1.29 (F)		1	0.84 (T)						0.72 (F)	
13	675	1	0.96 (F)		1	0.61 (T)						0.53 (F)	
14	786	1	0.71 (F)	0.71	1	0.76 (T)						0.64 (F)	
15	978	1	0.76 (F)		1	0.77 (T)						0.64 (F)	
16	909	1	0.88 (F)		1	0.70 (T)						0.57 (F)	
17	910	1	1.09 (F)		1	1.01 (T)						0.73 (F)	
18	836	1	1.00 (F)		1	0.92 (T)						0.78 (F)	
19	857	1	0.92 (F)		1	0.79 (T)						0.72 (F)	
20	710	1	0.88 (F)		1	0.75 (T)						0.57 (F)	
21	733	1	0.91 (F)		1	0.69 (T)						0.67 (F)	
22	929	1	0.95 (F)		1	0.59 (T)						0.48 (F)	
23	903	1	1.00 (F)		1	0.81 (T)						0.68 (F)	
24	832	1	1.04 (F)		1	0.83 (T)						0.70 (F)	
25	902	1	0.85 (F)		1	0.76 (T)						0.68 (F)	
26	1125	1	1.23 (F)		1	0.74 (T)						0.53 (F)	
27	904	1	1.48 (F)		1	1.24 (T)						1.04 (F)	
28	1192	1	1.15 (F)		1	0.94 (T)						0.92 (F)	
29	897	1	0.97 (F)		1	0.39 (T)	0.39					0.32 (F)	0.32
30	975	1	1.07 (F)		1	0.97 (T)						0.78 (F)	
31	817	1	1.09 (F)		1	0.95 (T)						0.80 (F)	
Total	29,133	31			31			0					
Avg	940												
Max	1,582								1.31				
Min	443			0.71				0.39					0.32

\*If continuous monitoring of chlorine is provided, enter "C" in the space provided.

I certify that I am familiar with the information contained in this report and that the information is true, complete, and accurate.

Operator in Charge or Designee's Signature: Seth Zucky

Certificate #: 10389

Grade: 2

Date: #####

Sept. 2009

IDNR FORM #: 542-8110

**SURFACE WATER/INFLUENCED GROUNDWATER MONTHLY OPERATION REPORT**

**IOWA DNR WATER SUPPLY SECTION**

Consecutive System - Page 2

**1. DISINFECTANT RESIDUAL WITHIN THE DISTRIBUTION SYSTEM:**

- a. Number of times that the disinfectant residual was measured in the system: 31
- b. Number of times the disinfectant residual **WAS NOT** measured but where the HPC was measured: 0
- c. Number of times the disinfectant residual was measured but **NOT** detected and no HPC was measured: 0
- d. Number of times the disinfectant residual was measured but **NOT** detected and the HPC was greater than 500/m: 0
- e. Number of times where the disinfectant residual **WAS NOT** measured and the HPC was greater than 500/m: 0

From above Calculate  $V = [(C+D+E) / (A+B)] \times 100\%$ : 0 %

For last month, V was: 0 %

(V must not exceed 5% for any two consecutive months)

**2. CALCULATION OF MAXIMUM RESIDUAL DISINFECTANT LEVEL (MRDL) FOR THOSE USING CHLORINE OR CHLORAMINES:**

Calculation of maximum disinfectant residual is based on the monthly average of the **Total** chlorine residual measured at the same time compliance bacterial samples are collected (this includes repeat/check samples but excludes specials). The RAA must be calculated at the end of each calendar quarter and include the previous 12 months.

	1	2	3	4	5	6	7	8	9	10	11	12
Actual Month/Year:	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16
# of samples used in calc.:	10	10	10	10	10	10	10	10	10	10	10	10
Monthly Ave.:	1.00	0.96	0.78	0.74	0.76	0.85	0.86	0.88	0.87	0.77	0.76	0.79
	Running Annual Average (RAA): 0.84											

\*Should be less than the MRDL of 4.0 mg/L

Comments: July 1-4 Norwalk Water Meter reads were not recorded due to a bad radio in the master pit. Water

**WASTEWATER ACTIVITIES:**

- Perform lift station daily checks and recording
- Clean lift station grit baskets-weekly
- Monitor collection system levels after heavy rain event
- Clean sanitary collection system
- Pump & control repairs at Legacy Lift Station

**BUILDING & BROUNDNS:**

- Perform monthly inspections:
- Raise and lower flags as required
- Install replacement trees at City Hall
- Cleanup and maintain vegetation at City Hall
- Trim trees and bushes at safety complex

**REQUESTS FOR SERVICE:**

DATE	DEPT.	TYPE	VEHICLE	COMPLAINT
07/01/2016	Pool	Build		Pool will need bacteria tested/checked
07/01/2016	Parks and Rec	Build		install new playground pieces..
07/04/2016	PD	Trans	P132	Pass side headlamp is out
07/05/2016	PW	Trans		New stop light does not work.
07/05/2016	PW	Trans	1028	LOF and maint checks
07/05/2016	CH	Build		Emerg. Light in Main hall is out, not working
07/06/2016	Parks and Rec	Trans		New Blades for mower
07/06/2016	CH	Build		Please hang sign in office
07/06/2016	JOE	Build		Twist and fill dispensors at all builds
7-7--16	PD	Trans	P130	Due for service and also check engine light is on
07/08/2016	Library	Build		Take ladder for use, pickup and drop off
07/07/2016	Comm Dev	Trans	1020	Driv. Door is broken, damaged
07/15/2016	PD	Build		Please check all lights at Cherry garage
07/15/2016	PW	Build		Please change out paper towel disp. At PW
07/19/2016	PD	Trans	P132	Drivers head lamp is out Low beam
07/19/2016	PW	Trans	1042	Strobe and top lights are not working/switch
07/20/2016	PW	Trans	VAC	Please repair the air line on rear diff lock

07/20/2016	Pool	Build		Change lights to LED
07/26/2016	PD	Trans	p-128	LOF air filter
07/27/2016	Parks and Rec	build		Door in Chem room at pool is bad, lock too

**ANIMAL CONTROL:**

- Respond to unattended dog complaints
- Tend to dogs held in kennel
- Clean and sanitize kennel

**ROADWAY RELATED ACTIVITIES:**

- Fill pot holes
- Street sweeping
- Mow and trim Right of Ways
- Trim & remove dead trees along Sunset Dr.
- Install mulch around trees
- Pavement replacement & pavement lifting on Hawthorn Dr.
- Pavement repairs 80<sup>th</sup> Ave.
- Install signage new subdivisions
- Manhole repairs

**STORMWATER RELATED ACTIVITIES:**

- Perform intake inspections and documentation
- Performing culvert inspections and documentation

**ADMINISTRATIVE:**

- Prepare documents for council meetings
- Attend City Council meetings
- Participate in presentation of asset management software program at West Des Moines Public Works
- Attend Department Head meetings
- Meet with contractors
- Attend Metro Public Works manager's meeting
- Attend Metro Waste Authority Board Meeting
- Participate in bid letting for gateway sign project
- Participate in project closeout meeting for NCIS projects
- Attend Community Chat meeting
- Meet with American Asphalt Association representative
- Draft Request for Qualifications for next NCIS project
- Conduct interviews for vacancy in public works
- Conduct infrastructure inspection for Timber View Plat 1
- Attend CIRDWC technical advisory committee meeting
- Meet with Des Moines Water Works for West Water Main project
- Conduct infrastructure inspection for West Grove Villas
- Conduct infrastructure inspection for Legacy Plat 19

**MISCELLANEOUS ACTIVITIES:**

- Install and remove temporary fence at Cortum property for Chamber event.
- Install temporary fence at sports complex for fireworks event
- Prepare parade route for 4<sup>th</sup> of July event (No Parking signs, garbage containers, potholes, street cleaning)
- Deliver truck load of sand to City Park for event
- Deliver and pick up barricades for several block parties
- Pickup and deliver lift to library for light replacement
- Assist parks department with playground mulch at Billy O park
- Bucket truck and crane inspections
- Employees receive next round of shots/blood born



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 6j  
For Meeting of 08.18.16

**ITEM TITLE:** Consideration of a Resolution approving the Chief of Police to dispose of city property

**CONTACT PERSON(S):** Greg Staples, Chief of Police

**SUMMARY EXPLANATION**

The police department narcotic detection K9 (Zena) is approximately 10 years old and has been suffering from medical conditions that limit her mobility and effectiveness as a working dog. Officer Phil Parker has been Zena's handler / partner for the last two years. Officer Parker has resigned his position with the police department effective August 26, 2016. Due to Zena's age and condition it is not appropriate for her to continue service with another officer. It is time for Zena to retire.

It is customary for retired police K9s to remain with their last handler /partner upon retirement if the handler officer wishes to keep the K9. Officer Parker does wish to keep Zena as a family pet.

The police department does not intend to continue with a K9 program at the present time. Therefore, there is no immediate need for any of the equipment used to house a K9.

The police department would like to dispose of the K9 and related equipment by transferring ownership of the K9 and related items to Officer Parker.

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

**STAFF RECOMMENDATION:** Approve the Resolution

Resolution No.

RESOLUTION APPROVING THE DISPOSAL OF CITY PROPERTY

WHEARAS, the City of Norwalk has ownership of a narcotic detection K9, a kennel fence, a dog house, an air conditioner and related incidental k9 supplies; and

WHEREAS, the City desires to no longer own these items; and

WHEREAS, City staff will prepare appropriate transfer of ownership documents and have them approved by the City Attorney; and

WHEREAS, ownership of the above items will be transferred to Phillip Parker upon completion of signatures on the transfer of ownership documents.

NOW THEREFORE BE IT RESOLVED By the City Council of the City of Norwalk, Iowa, that staff is authorized to transfer ownership of Zena and the related equipment.

PASSED and APPROVED, this 18th day of August, 2016

\_\_\_\_\_  
Tom Phillips - Mayor

ATTEST:

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

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



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

Item No. 7  
For Meeting of 08.18.16

- REQUEST:** Public hearing on a request from Norwalk Land Co to amend the master plan and ownership requirement of Parcel 3 of the Orchard View Planned Unit Development and consideration of the first reading of an ordinance amending the Orchard View Planned Unit Development
- STAFF CONTACT:** Luke Parris, AICP  
City Planner
- APPLICANT(S):** Norwalk Land Co. LLC  
475 Alice's Road  
Waukee, Iowa 50263
- LOCATION:** Northwest of 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:
- Adopt an updated master plan that expands the site to allow for the required setbacks and buffers for the parcel.
  - Change the owner occupied requirement from "The development of this parcel may only include owner occupied units" to "It is the intent that the parcel will be developed as an owner-occupied community. All units will initially be marketed individually for-sale and shall not be operated as a rental complex. Restriction covenants shall be submitted to the city for approval at the time of final plat approval, implementing the intent of this paragraph."
- The proposed master plan is included as Attachment A.
- ZONING HISTORY:** The site was zoned as Parcel 3 of the Orchard View PUD in 2012 (Ordinance 12-09).
- LAND USE PLAN:** The future land use plan identifies the area as High Density Residential. This land use classification identifies multi-family dwellings as a typical use.

**SURROUNDING LAND USE  
PLAN AND ZONING:**

Surrounding land use planned for the area is:

- North, East, and West – Medium Density Residential.
- South – Park/Recreation

Surrounding zoning for the area is:

- North, East, and West – R-1 Residential in the Orchard View and Orchard Hills PUD.
- South – unincorporated ground not zoned.

**FLOOD INFORMATION:**

The proposed development is not located in a floodplain.

**MAJOR STREET  
PLAN/TRAFFIC:**

The request to amend the Orchard View Planned Unit Development does not have an impact on the street network or the traffic in the area.

**DEVELOPMENT SECTOR  
ANALYSIS:**

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.

**STAFF ANALYSIS:**

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:

1. Adoption an updated master plan that expands the site to allow for the required setbacks and buffers for the parcel.
2. Change the owner occupied requirement from "The development of this parcel may only include owner occupied units" to "It is the intent that the parcel will be developed as an owner-occupied community. All units will initially be marketed individually for-sale."

For request #1, Parcel 3 was not adequate size to allow for the required buffer and setbacks. A previous PUD amendment requested a lessening of the buffer standards. That amendment request was denied. This new master plan expands the parcel to the west to allow for the appropriate buffer and setbacks for the site. The past request included 76 townhome lots on 6.77 acres. The new master plan would include 74 townhome lots on 7.07 acres. The new master plan also results in the shortening of a cul-de-sac to the west and the loss of 4 single-family lots.

For request #2, the current PUD requires that only owner occupied lots be developed on Parcel 3. This is problematic from a City enforcement perspective, as it would be difficult for staff to determine if a home was occupied by an owner or a renter. To enforce this code section, the City would need a mechanism to remove rental occupants from dwelling units. The City does not currently enforce the occupancy type on any other dwelling unit in the community and does not have a mechanism to enforce the requirement at this time. The request is to change the language to read "It is the intent that the parcel will be developed as an owner-

occupied community. All units will initially be marketed individually for-sale." This proposed language would not require the City to verify the occupancy status of each dwelling unit and would not require a mechanism remove rental occupants from a dwelling unit.

During the previous meeting of the first amendment requests many concerns were raised regarding the impact that the townhome project would have on neighboring property values. Attached is an article with citations to numerous studies on the topic. Additional studies on the topic can be found at the following links:

[http://www.jchs.harvard.edu/sites/jchs.harvard.edu/files/r07-14\\_obrinsky\\_stein.pdf](http://www.jchs.harvard.edu/sites/jchs.harvard.edu/files/r07-14_obrinsky_stein.pdf)

[https://smartech.gatech.edu/bitstream/handle/1853/10496/matthews\\_john\\_w\\_200605\\_phd.pdf](https://smartech.gatech.edu/bitstream/handle/1853/10496/matthews_john_w_200605_phd.pdf)

**PLANNING & ZONING  
RECOMMENDATION:**

The Planning & Zoning Commission recommended approval of the amendment to Parcel 3 of the Orchard View Planned Unit Development as proposed by Norwalk Land Co. LLC. The recommendation passed unanimously 6-0 with Chair Chad Ross absent from the meeting.

**ATTACHMENTS:**

Attachment "A" – Orchard View PUD Parcel 3 Norwalk Orchard View Townhomes Master Plan  
Attachment "B" – Norwalk Orchard View Townhomes Vicinity Map  
Attachment "C" – Housing Value Article

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

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 attached Master Plan (Attachment A), additional language (highlighted), and deleted language (red strike-through):

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. ~~In addition, the development of this parcel may only include owner occupied units.~~ It is the intent that the parcel will be developed as an owner-occupied community. All units will initially be marketed individually for-sale and shall not be operated as a rental complex. Restriction covenants shall be submitted to the city for approval at the time of final plat approval, implementing the intent of this paragraph.

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.

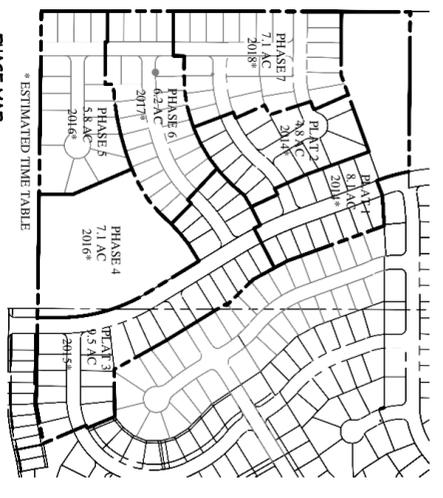
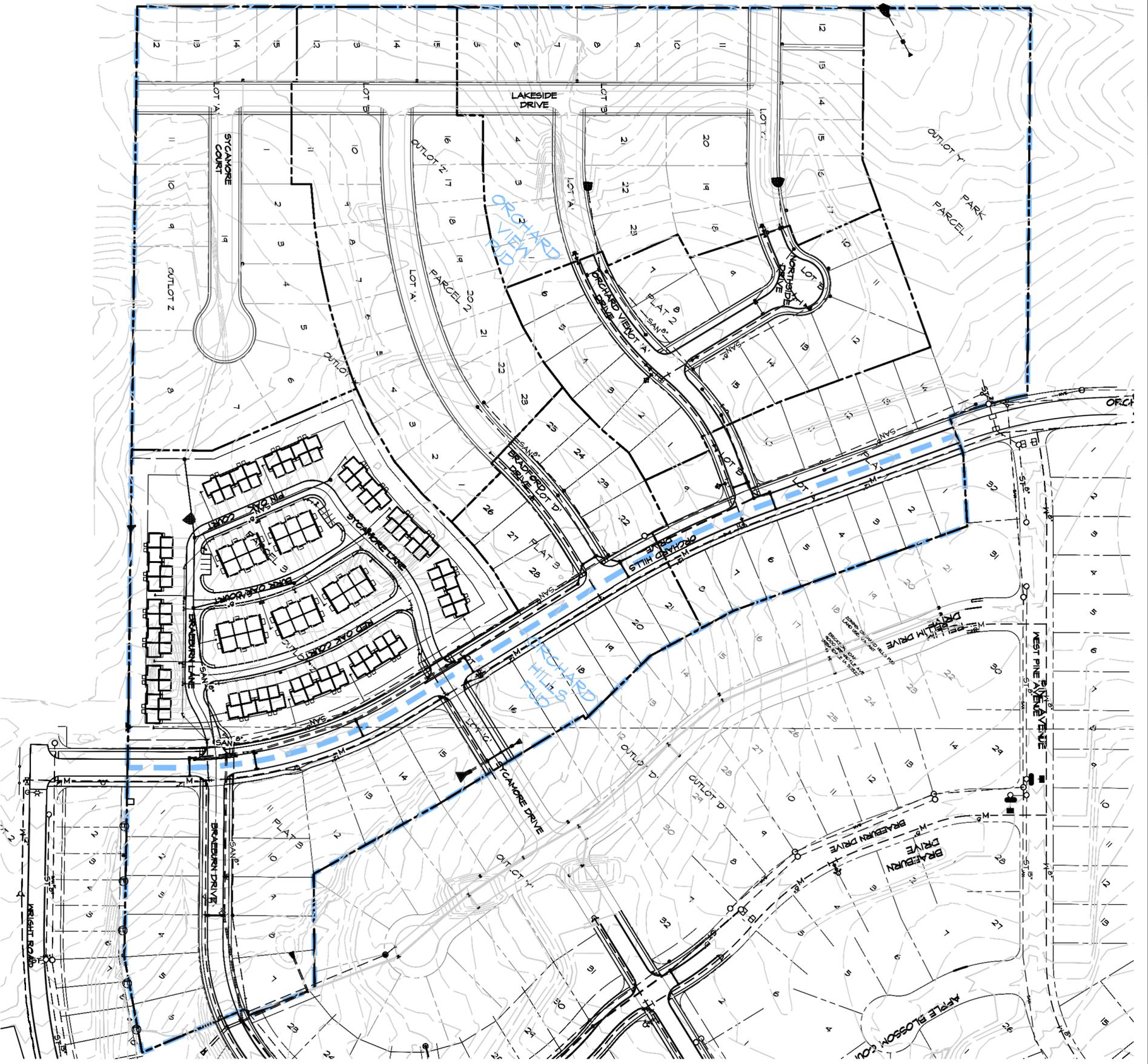
\_\_\_\_\_  
Tom Phillips, Mayor

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	___	___



**PHASE MAP**  
SCALE 1" = 400'

\* ESTIMATED TIME TABLE

PARCEL #	LAND USE/ZONING	AREA/ACRES	CURRENT/PROPOSED	# UNITS	DENSITY DU/ACRE
PARCEL 1	NEIGHBORHOOD PARK/OPEN SPACE	4.04	-	-	-
PARCEL 2	SFR R-1 (60)	26 ACRES/21.74	112/81	NO GREATER THAN 10/LOT ACRES MIN	4/3.2
PARCEL 3	MEDIUM DENSITY RESIDENTIAL	NO GREATER THAN 10/LOT ACRES MIN	80/14	NO GREATER THAN 80/14	8/10.5

**PER PUD SECTION 4, GENERAL CONDITIONS NOTE #5.**  
THE DENSITIES CONTINGATED FOR THE VARIOUS PARCELS ARE ALLOWED TO BE TRANSFERRED WITHIN THE DEVELOPMENT. TRANSFERING AND BUFFERING OF LAND USES AND DENSITIES SHALL BE ADDRESSED AS PART OF ANY REQUEST TO PERMIT THE TRANSFER IF ALLOWED DENSITIES BETWEEN PARCELS. ANY INCREASES OF DENSITY SHALL REQUIRE ONLY STAFF APPROVAL UNLESS THE DENSITY FOR THE ENTIRE PUD INCREASES OR THERE IS A CHANGE OF LAND USE WHICH SHALL THEN REQUIRE AN AMENDMENT TO THIS ORDINANCE AND THE MASTER PLAN FOR THE PUD. PERMISSANT TO SUBSECTION 11.01(1) OF THE MUNICIPAL CODE.

**DEVELOPER:**  
NORWALK LAND CO. L.L.C.  
475 ALICES ROAD  
MAKLEE, IOWA 50263

**PROPERTY OWNERS:**  
NORWALK LAND CO. L.L.C.  
NORWALK LAND CO.  
MAKLEE, IOWA 50263

**LEGAL DESCRIPTION:**  
THE NE 1/4 OF THE SE 1/4 OF SECTION 14, TOWNSHIP 77 NORTH, RANGE 25 WEST OF THE 5th PM EXCEPT THOSE PORTIONS PLATTED AS ORCHARD HILLS PLAT 1, ORCHARD HILLS PLAT 2, ORCHARD HILLS PLAT 3, ORCHARD HILLS PLAT 4, ORCHARD HILLS PLAT 5, ORCHARD HILLS PLAT 6, ORCHARD HILLS PLAT 7, ORCHARD HILLS PLAT 8, ORCHARD HILLS PLAT 9, ORCHARD HILLS PLAT 10, ORCHARD HILLS PLAT 11, ORCHARD HILLS PLAT 12, PAGE 6 OF T-25, CITY OF NORWALK, MARIEN COUNTY, IOWA.

**AND**

THE SE 1/4 OF THE SE 1/4 OF SECTION 14, TOWNSHIP 77 NORTH, RANGE 25 WEST OF THE 5th PM EXCEPT THOSE PORTIONS PLATTED AS ORCHARD TRAIL PLAT 1 AND EXCEPT ORCHARD PARK

**AND**

PARCEL 1A OF OUTLOT 1 IN ORCHARD TRAIL PLAT 1.

**AND**

SAYD PROPERTY CONTAINS 42.1157 ACRES MORE OR LESS.

**ZONING:**  
ORCHARD HILLS PUD. - EAST OF ORCHARD HILLS DRIVE  
ORCHARD VIEW PUD. - WEST OF ORCHARD HILLS DRIVE

**NOTES:**  
1. CONSERVATION LOTS ON ORCHARD HILLS DRIVE SHALL HAVE THEIR DRIVEWAY ACCESS TO THE SIDE STREET AND NOT CONNECT TO ORCHARD HILLS DRIVE.

**SETBACKS (LOTS EAST OF ORCHARD HILLS DRIVE)**  
FRONT YARD - 25'  
REAR YARD - 30'  
SIDE YARD - 12' TOTAL (5' MIN)

**SETBACKS (LOTS WEST OF ORCHARD HILLS DRIVE)**  
FRONT YARD - 30'  
REAR YARD - 35'  
SIDE YARD - 12' TOTAL (5' MIN)

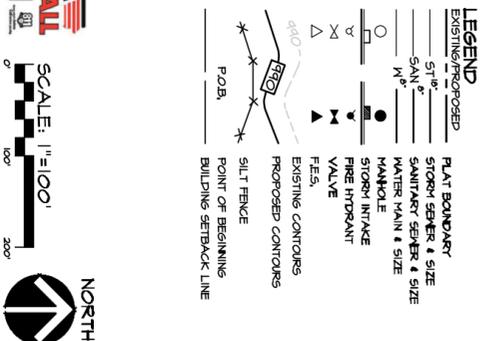
**UTILITIES:**  
CITY OF NORWALK WATER WORKS  
CITY OF NORWALK SANITARY SEWER SYSTEM  
CITY OF NORWALK STORM SEWER SYSTEM

**BENCHMARKS**  
R.R. SPIKE IN POWER POLE 49 FEET SOUTH OF CENTRAL LINE OF NORTH AVENUE AND 115 FEET EAST OF CENTRAL LINE OF ASPEN DRIVE. ELEVATION: -427.45

BRASS PLUG IN HEADWALL OF REINFORCED BOX CULVERT AT NORTHWEST CORNER OF INTERSECTION OF IOWA HIGHWAY 28 AND ELM AVENUE. ELEVATION: -974.90

BURY BOLT ON HYDRANT, AT NORTHEAST CORNER OF INTERSECTION OF ASPEN DRIVE AND ELM AVENUE. ELEVATION: -424.49

CUT 'X' INTERSECTION SYCAMORE DRIVE AND ELM AVENUE. ELEVATION: -431.71



**IOWA ONE CALL**  
1.800.282.6899

SCALE: 1" = 100'

NORTH

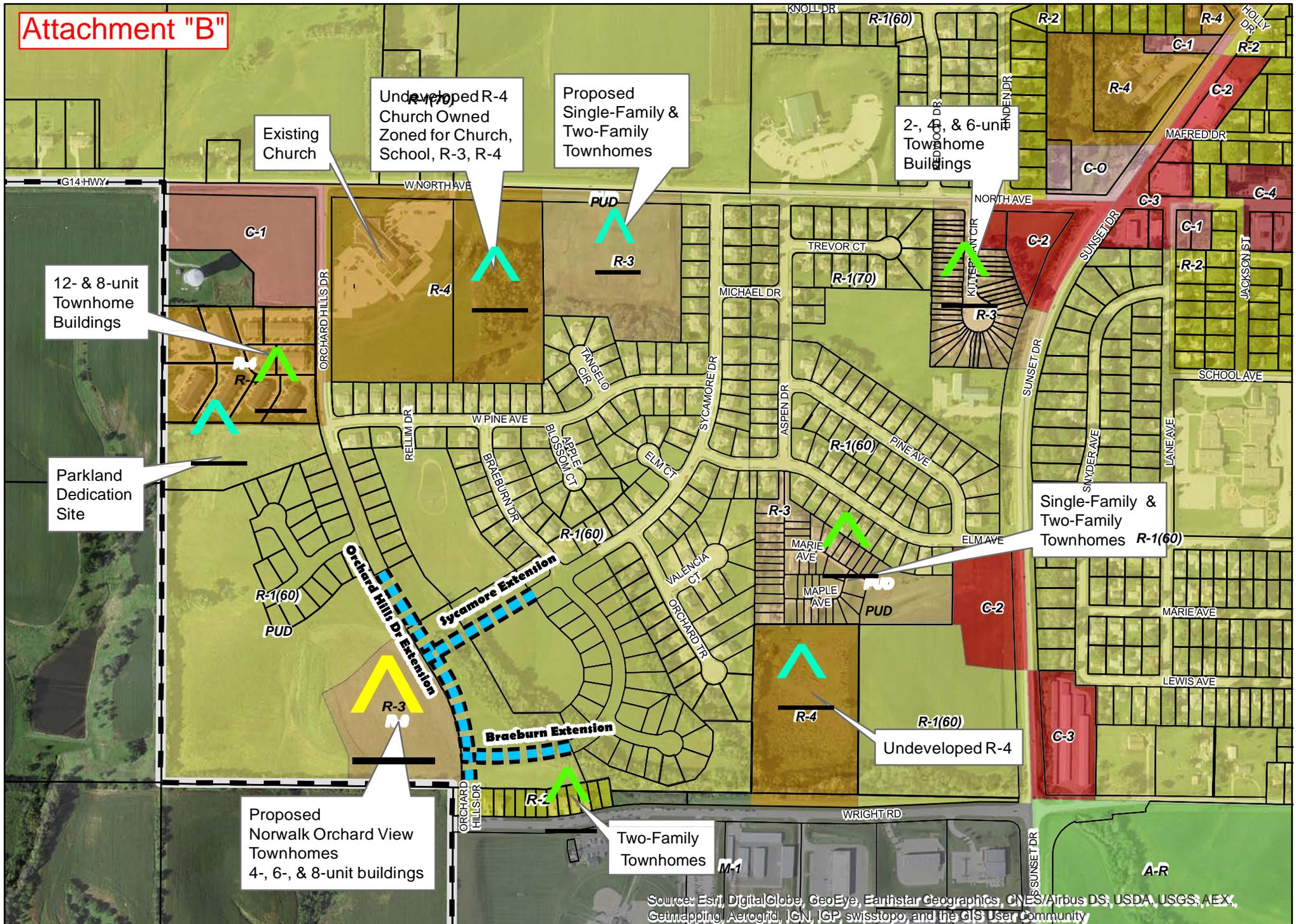
DATE:	12-04-2015	REVISIONS	COMMENTS
1		04/26/2016	
2		06/28/2016	
3			
4			
5			
6			
7			
8			
9			

DATE OF SURVEY:  
DESIGNED BY: MMH  
DRAWN BY: MMH

**CEC** Civil Engineering Consultants, Inc.

2400 86th Street . Unit 12 . Des Moines, Iowa 50322  
515.276.4884 . Fax: 515.276.7084 . mail@ceclac.com

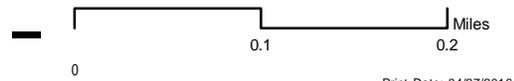
**Attachment "B"**



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



**Norwalk Orchard View Townhomes Location**



## No, Large Apartment Buildings Won't Devalue Your Home

by [Alex Cecchini](#) on [February 7, 2016](#) in [Development](#), [Economics](#), [Housing](#)

In America, nothing can be said to be certain, except death, taxes, and apartments killing neighboring property values. Especially [big ones](#) that block sun and bring noise and traffic and transients who park on your street full of single family homes.

We've known this truth for almost a century now. The United States Supreme Court's opinion in [Village of Euclid v. Ambler Realty](#) in 1926, a case regarding the legality of zoning, went out of its way to call out the effect apartments have on single family areas:



*With particular reference to apartment houses, it is pointed out that the development of detached house sections is greatly retarded by the coming of apartment houses, which has sometimes resulted in destroying the entire section for private house purposes; that, in such sections, **very often the apartment house is a mere parasite, constructed in order to take advantage of the open spaces and attractive surroundings created by the residential character of the district.** Moreover, the coming of one apartment house is followed by others, interfering by their height and bulk with the free circulation of air and monopolizing the rays of the sun which otherwise would fall upon the smaller homes, and bringing, as their necessary accompaniments, the disturbing noises incident to increased traffic and business, and the occupation, by means of moving and parked automobiles, of larger portions of the streets, thus detracting from their safety and depriving children of the privilege of quiet and open spaces for play, enjoyed by those in more favored localities — until, finally, the **residential character of the neighborhood and its desirability as a place of detached residences are utterly destroyed.** Under these circumstances, apartment houses, which in a different environment would be not only entirely unobjectionable but highly desirable, **come very near to being nuisances.** [emphasis added]*



The [Edith Macefield](#) house in Seattle.

While only 68 cities across the country had a zoning ordinance by 1926 despite the 1922 [Standard Zoning Enabling Act](#), [1,246 cities adopted one by 1936](#) on the back of the SCOTUS decision. While protection from noxious industrial uses was clearly a component of support for zoning, the spread of apartments and other daily commercial uses, and the fear of resulting impacts to property values, also played a big part.

In modern America, our cities' comprehensive plans, zoning codes, and even city-adopted small area plans are scattered with language like "protect single family homes," and muddy words like "stabilize," "compatible," and "character" — all with the intent of buffering or separating single family areas from more intense uses. Some examples from the Twin Cities region:

Lakeville's [Comprehensive Plan](#):



### **General Residential Land Use and Housing Policies**

*5. Protect Lakeville's single family neighborhoods from encroachment by higher intensity non-residential uses or medium and high density residential uses with adequate separation and buffering.*

Minnetonka's [2030 Comprehensive Guide Plan, Land Use](#)



*The unique character of Minnetonka's existing neighborhoods will be preserved, however, opportunities to broaden*

*housing choice will be sought on appropriate vacant or underdeveloped properties, compatible with adjacent development.*

...

*1-394 Regional Corridor*

*Establish and promote neighborhood stability through rational land use planning and the establishment of spacing/buffering requirements between land uses of different intensity.*

Minneapolis' [Comprehensive Plan](#) (sampled text)

*TSA's call for tools that maximize potential community development benefits of transit while also strengthening and protecting the surrounding neighborhoods.*

*Encourage the development of medium- to high-density housing immediately adjacent to Activity Centers to serve as a transition to surrounding residential areas.*

Finally, the [Uptown Small Area Plan](#) of Minneapolis

*The Core Activity Center and Urban Village South Sub-Area are proposed to accommodate more intense and taller development in order to protect the neighborhoods and encourage more consistent development patterns in the neighborhood transition areas and edges.*

*The proposed building envelope balances the need for development capacity with the need to protect low rise neighborhoods.*

So pervasive and accepted is the notion that we need transitions and buffers from areas of activity to protect, enhance, and stabilize single family neighborhoods that [Form Based Codes](#), a favored tool of pro-compact growth among urbanists, almost always separate intensity in graduations away from pre-defined activity nodes:



## What Does Research Tell Us?

The passages above and responses from the urbanist community are nice ways of saying what the 1926 case said. I've spent time with enough [realtors](#) over the last 8 years to know it's a decently-held belief in the real estate business as well. But what does the research tell us? I'm going to cite more than a few studies, some of which are meta analyses of other studies, with relevant findings regarding property value impacts from dense development:

1. [The Impact of Multifamily Development on Single Family Home Prices in the Greater Boston](#) (2005)  
*The trend in the index of the impact zone and the control area was compared in the years immediately preceding the permitting of the multifamily development and the years following completion of the development in order to determine if the multifamily development affected sales prices in the impact zone. In the four cases for which there was appropriate data, no negative effects in the impact zone were found.*
2. [Effects of Mixed-Income, Multi-Family Rental Housing Developments on Single-Family Housing Values](#) (2005)  
*The empirical analysis for each of the seven cases indicated that the sales price indexes for the impact areas move essentially identically with the price indexes of the control areas before, during, and after the introduction of a 40B development. We find that large, dense, multi-family rental developments made possible by chapter 40B do not negatively impact the sales price of nearby single-family homes.*
3. [Examining the Impact of Mixed Use/Mixed Income Housing Developments in the Richmond Region](#) (2010)  
*The home prices and assessments of nearby single-family homes were not adversely impacted by the presence of mixed income/mixed use developments. In fact, in many cases, the developments had a positive impact on those single-family neighborhoods.*
4. [The Property Value Impacts of Public Housing Projects in Low and Moderate Density Residential Neighborhoods](#) (1984)  
*From both statistical analyses it is clear that properties in Portland, Oregon, gain value after the location of public housing proximate to them. ... What is clear is that the value increase is quite small.*
5. [The Impact of Neighbors Who Use Section 8 Certificates on Property Values](#) (1999)  
*If only a few Section 8 sites were located within 500 feet, we found a strong positive impact on property values in higher-valued, real-appreciation, predominantly white census tracts. However, in low-valued or moderately valued census tracts experiencing real declines in values since 1990, Section 8 sites and units located in high densities had a substantial adverse effect on prices within 2,000 feet, with the effect attenuated past 500 feet. Focus groups with homeowners revealed that the negative impact was based on the units' imperfect correlation with badly managed and maintained properties.*
6. [The Effect of Group Homes on Neighborhood Property Values](#) (2000)  
*We attempt to replicate several previous studies, three of which found no evidence of neighborhood property values being affected by group homes. When testing these three models with our sample, we also found no evidence of group homes affecting property values.*
7. [Measuring the effects of mixed land uses on housing values](#) (2004)  
*We conclude from this research that housing prices increase with their proximity to—or with increasing amount of—public parks or neighborhood commercial land uses. We also find, however, that housing prices are higher in neighborhoods dominated by single-family residential land use, where non-residential land uses were evenly distributed, and where more service jobs are available. Finally, we find that housing prices tended to fall with proximity to multi-family residential units.*

If you're counting at home, 5 of those 7 studies found dense development, including affordable and market-rate, had negligible or positive effects on home values. One study found negative impact, and one of the studies found mixed impacts depending on the existing values of the neighborhood public housing was added to. Heck, I even came across [this study](#) that says a landfill only reduced value for nearby properties by 3-7%. A *landfill!*

I'm sure there are more studies, and ones that show negative impacts from dense development. For the record, I went into the search in good faith and surfed pages upon pages of results on [Google Scholar](#), with variations of the words "apartments," "home values," "negative impact," "dense development," in my searches.

## Conclusions

Look, I'm not saying putting a 10-story safe house shading of someone's beautiful sun room won't diminish its value. In fact, that Portland study went on to say:



*Gains in value, are, in fact, registered, but not equally among all nearby properties. Two separate functions can be seen to pertain: a disamenity function which is most intense at the site of public housing, and a neighborhood amenity constant which is added to all nearby properties.*

It's probably true that the properties immediately abutting a six-story apartment lose value most of the time, even if new residents or the new building itself brings an amenity to the neighborhood and raises aggregate values. Zoning and small area plans as we've conceived them are basically a [prisoner's dilemma](#) response to this reality.

But homeowners forget how complicated and varied a purchase decision is. Whether a 6-story building is blocking views,

diminishing privacy, etc are but small deciding factors to be weighed against things like a home's size, finish quality, yard, garage size, proximity to jobs/shopping/natural amenities/transit, and on. It's why people are willing to pay \$3,000 a month to rent out tiny apartments with no view in Manhattan or San Francisco, or why someone would pay \$300,000 for a 1,400 square foot home in South Minneapolis when one double the size could be bought for half the price in Elko.



So my question to everyone is: what are these transition zones and buffers protecting? What are the actual social goods to concentrating development in small pods or thin corridors that represent a tiny fraction of the city's overall land rather than being more flexible? Should we let people in apartments live on the quiet side-streets single family dwellers desire even if the scale isn't "compatible" with its neighbor? What do compatible and stabilize even mean? Just because we have the legal power to zone our city this way doesn't mean we *should*. Especially when underlying concept supporting this separation may not even be true in the first place.

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[When Single-Family Housing Becomes Luxury Housing](#)  
 April 26, 2016  
 In "Development"

[TV's "Real Renters of Minneapolis" to Debut in 2016](#)  
 April 1, 2015  
 In "Humor"

[City Council and NIMBYs Adopt Scorched Earth Policy to "Save Dinkytown"](#)  
 July 31, 2013  
 In "Neighborhoods"



**About Alex Cecchini**

*Alex is a mechanical engineer by background currently working with the State of Minnesota developing energy efficiency programs for public buildings. He lives with his wife, young son, and two poorly behaved dogs just south of Uptown (Minneapolis). tweets found here: @alexcecchini and occasional personal blog posts at fremontavenueexperience.wordpress.com*

[View all posts by Alex Cecchini →](#)

featured

Sunday Summary – February 7, 2016

Piercing Butler



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 8  
For Meeting of 08.18.2016

- REQUEST:** Consideration of approval of the Preliminary Plat and Site Plan of ***Norwalk Orchard View Townhomes***
- STAFF CONTACT:** Luke Parris, AICP  
City Planner
- APPLICANT(S):** Norwalk Land Co  
PO Box 267  
Johnston, Iowa 50263
- GENERAL DESCRIPTION:** This request would create 74 townhome lots and site plan out the location of buildings and private roadways on Parcel 3 of the Orchard View PUD. The proposal is developed with the requests submitted in a separate PUD amendment.
- IMPACT ON NEIGHBORHOOD:** The surrounding ground is currently undeveloped with the exception of nearby two-family homes along Wright Road to the southeast. The surrounding development is all planned as single family residential as a part of various PUDs.
- VEHICULAR & PEDESTRIAN TRAFFIC:** The plat/site plan shows two connections onto Orchard Hills Drive at the intersections of Sycamore Drive and Braeburn Drive. The streets internal to the development are private and meet the city's standards for private streets. A four-way controlled intersection with stop signs will likely be required at the Sycamore Drive intersection.
- TRAIL PLAN:** The site would have a 5' wide sidewalk installed along Orchard Hills Drive.
- ZONING HISTORY FOR SITE AND IMMEDIATE VICINITY:** The site was zoned in the Orchard View Planned Unit Development on October 4, 2012 (Ordinance 12-09). The site is identified as Parcel 3 in the PUD and allows for R-3 uses. The City is currently considering an amendment to the PUD that rewords the ownership requirements for the units on the site.

<b>BUFFERS REQUIRED/ NEEDED:</b>	The proposed development would require a buffer next to any adjacent single-family districts. Single family districts are located on the east, west, and north. The developer has shown a 15' wide buffer easement that is in addition to the required 30' setback.
<b>DRAINAGE:</b>	The development includes a storm sewer system that connects with the City system along Orchard Hills Drive. The western portion of the development drains to the southwest into a detention pond that releases at the south property line.
<b>DEVELOPMENT HISTORY:</b>	The area was planned as a PUD on October 3, 2012. A preliminary plat that included the area as an outlot was approved in January 2014.
<b>FLOODPLAIN:</b>	None of the proposed lots are located within a floodplain.
<b>PARKLAND:</b>	Parkland dedication was identified in the PUD as a park in the northern area of the Orchard View development.
<b>OPEN SPACE AND LANDSCAPING:</b>	The Zoning Ordinance requires 30% open space. The development is 308,104 square feet and would be required to have 92,431 square feet. The site plan shows 155,592 square feet of open space. 61 trees and 89 shrubs are provided to meet the planting requirements. An additional 215 trees and 374 shrubs are provided as part of the required landscaped buffer.
<b>PARKING REQUIREMENTS:</b>	The zoning ordinance requires 2.5 spaces for each dwelling unit. One garage space can be counted towards the requirement, as well as driveway space. The development has 74 units and would be required to have 185 parking spaces. Each unit has an attached garage and room for two cars parked in a driveway. This provides 222 parking spaces. An additional 8 visitor parking spaces have been provided. The developer has indicated that there is space to install additional visitor parking if necessitated in the future.
<b>ARCHITECTURAL STANDARDS:</b>	The City's Architectural Standards require that multi-family townhomes incorporate 3 different materials from the City's list of classified materials. The developer submitted elevations for units that they would like to build though they have not submitted the final elevations for this project. The elevations submitted met the City's Architectural Standards and anything similar would be considered acceptable.
<b>UTILITIES: WATER, SANITARY SEWER, STORM SEWER.</b>	<ul style="list-style-type: none"> <li>• An 8" public water main is provided throughout the site with an associated easement.</li> <li>• Hydrants are shown throughout the site at appropriate spacing to provide adequate coverage to all units.</li> <li>• An 8" public sanitary sewer is to be constructed along Braeburn Drive and the proper easements have been shown.</li> </ul>

- Private storm sewer is provided throughout the site. A portion of the storm sewer connects into existing City storm sewer, the remaining sewer drains into a private detention basin in the southwest of the development.

**RELATIONSHIP TO COMPREHENSIVE LAND USE PLAN:**

The future land use plan for the area is identified as High Density Residential. This R-3 development meets the intent of the Comprehensive Plan.

**STAFF ANALYSIS – ZONING ORDINANCE:**

The Preliminary Plat consists of 74 townhome lots. The plat consists of 7.08 acres of land northwest of the proposed intersection of Orchard Hills Drive and Wright Road.

Streets shown will be private and maintained by the owner’s association. The Zoning Ordinance requires that these streets be signed with blue signs and labeled as “Private Streets.”

The area is currently being considered for a PUD amendment. The amendment would change the owner occupied requirement to read:

- “It is the intent that the parcel will be developed as an owner-occupied community. All units will initially be marketed individually for-sale.”

The PUD requires that multi-family structures along the perimeter of the development be no taller than two stories. The proposed development includes two-story units along the perimeter and three-story units on the interior of the site.

**STAFF ANALYSIS – SUBDIVISION ORDINANCE:**

The Subdivision Ordinance requires that Preliminary Plat submissions details on lot design, street layout, sanitary sewer layout, water main layout, grading, and storm water management. All information has been submitted by the applicant.

**PLANNING & ZONING RECOMMENDATION:**

The Planning & Zoning Commission recommends that the request for the Preliminary Plat & Site Plan for the Norwalk Orchard View Townhomes be approved with the following conditions:

- That the applicant provides all supporting documentation required within the Norwalk Subdivision Regulations.
- That any significant modifications to the preliminary plat and site plan be reviewed and approved by the Planning & Zoning Commission and City Council.

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

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

APPROVED FOR SUBMITTAL \_\_\_\_\_ Luke Nelson  
City Manager

RESOLUTION NO. \_\_\_\_

**A RESOLUTION APPROVING THE PRELIMINARY PLAT AND SITE PLAN OF NORWALK ORCHARD VIEW TOWNHOMES**

WHEREAS, the Planning & Zoning Commission reviewed this request at their regular meeting on August 8, 2016 and recommends approval of the Preliminary Plat and Site Plan; and

WHEREAS, that the applicant provides all supporting documentation required within the Norwalk Subdivision Regulations.; and

WHEREAS, that any significant modifications to the preliminary plat and site plan be reviewed and approved by the Planning & Zoning Commission and City Council; and

NOW, THEREFORE, BE IT RESOLVED: That the City Council does hereby approve the Preliminary Plat and Site Plan of Norwalk Orchard View Townhomes as described and shown in Attachment "A" attached hereto and made a part thereof by reference.

PASSED AND APPROVED this 18th day of August, 2016.

\_\_\_\_\_  
Tom Phillips - Mayor

ATTEST:

\_\_\_\_\_  
JODI EDDLEMAN, CITY CLERK

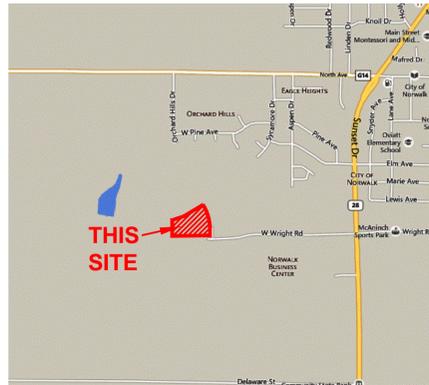
<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>
Kuhl	___	___
Lester	___	___
Isley	___	___
Riva	___	___
Livingston	___	___

# NORNALK ORCHARD VIEW TOWNHOMES

## NORNALK, IA

NORNALK LAND CO. L.L.C., P.O. BOX 267, JOHNSTON, IOWA 50263 ATTN: JOHN LARSON

Civil Engineering Consultants, Inc.  
2400 86th Street Unit 12 Des Moines, Iowa 50322  
515.276.4884 Fax: 515.276.7084 mail@cec-iac.com



VICINITY SKETCH NORTH NOT TO SCALE

### SHEET INDEX

SHEET #	SHEET TITLE
1	COVER
2	DIMENSION PLAN
3	UTILITY PLAN
4	GRADING PLAN
5	LANDSCAPE PLAN

### UTILITY CONTACTS:

SANITARY SEWER	- NORNALK PUBLIC WORKS DEPARTMENT (515-481-0228)
WATER MAIN	- NORNALK PUBLIC WORKS DEPARTMENT (515-481-0228)
STORM SEWER	- NORNALK PUBLIC WORKS DEPARTMENT (515-481-0228)
NATURAL GAS UTILITY	- MID AMERICAN ENERGY (515-252-6597)
ELECTRIC	- MID AMERICAN ENERGY (515-252-6597)

### AREAS:

BUILDINGS	= 66,641 S.F.	22.1%
IMPERVIOUS	= 85,851 S.F.	26.8%
OPEN SPACE	= 152,542 S.F.	30.5%
TOTAL	= 305,140 S.F.	100.0%

### QUANTITIES

#### SANITARY SEWER

PUBLIC- REFER TO PUBLIC IMPROVEMENT DRAWINGS	
551 LF.	8-INCH SANITARY SEWER
2 EA.	SW-301 SANITARY MANHOLE
2 EA.	SW-301 SANITARY MANHOLE W/ SW-307 DROP CONNECTION

#### PRIVATE-

619 LF.	8-INCH SANITARY SEWER
3 EA.	SW-301 SANITARY MANHOLE
16 EA.	6-INCH SANITARY SEWER SERVICE
16 EA.	SANITARY SEWER CLEANOUT

#### WATER MAIN

PUBLIC- REFER TO PUBLIC IMPROVEMENT DRAWINGS	
1,762 LF.	8-INCH WATER MAIN
4 EA.	8"X8"X8" TEE
7 EA.	8-INCH VALVE
3 EA.	8-INCH 11.25" BEND
5 EA.	8-INCH 22.5" BEND
5 EA.	8-INCH 45" BEND
6 EA.	HYDRANT, TEE AND 6-INCH VALVE
5 EA.	6-INCH SERVICES W/MAINFOLD (SEE DETAIL)
11 EA.	4-INCH SERVICES W/MAINFOLD (SEE DETAIL)

#### STORM SEWER QUANTITIES

PRIVATE-	
154 LF.	12-INCH RCP CL III
854 LF.	15-INCH RCP CL III
31 LF.	24-INCH RCP CL III
2 EA.	12-INCH RCP F.E.S.
1 EA.	24-INCH RCP F.E.S.
6 EA.	SW-501 INTAKE W/SH-603 TYPE R CASTING
1 EA.	SW-505 INTAKE W/SH-603 TYPE R CASTING
2 EA.	48" DIA. SW-401 MANHOLE W/SH-602 TYPE E CASTING
3 EA.	18" DIA. SW-512 AREA INTAKE W/SH-604 TYPE 4A GRATE

#### PAVING

PRIVATE-	
5,341 SY.	7-INCH NON-REINFORCED P.C.C. W/2.5" ROLL CURB (6-INCH CURB TO BE USED AT STREET INTAKES AND AT INTERSECTIONS W/ORCHARD HILLS DRIVE. SEE PLAN) SUBGRADE PREPARATION

PUBLIC- REFER TO PUBLIC IMPROVEMENT DRAWINGS	
8 EA.	HANDICAP PEDESTRIAN RAMPS W/TRUNCATED DOMES
665 LF.	5-FOOT WIDE SIDEWALK

### PARKING REQUIREMENTS

EACH UNIT IS REQUIRED TO HAVE AT LEAST 1 GARAGE STALL

VISITOR PARKING REQUIRED: 14 UNITS @ 1 SPACE / 10 UNITS = 8 SPACES

PARKING PROVIDED: 8 VISITOR SPACES, 148 SURFACE STALLS + 148 GARAGE STALLS = 304 SPACES PROVIDED

### ZONING:

EXISTING: ORCHARD VIEW P.U.D.

### P.U.D.:

ORCHARD VIEW P.U.D. - PARCEL 3

### SETBACKS:

MINIMUM SETBACK FROM PROPERTY BOUNDARIES - 35'  
MINIMUM BUILDING SEPARATION - 15'

### FLOOD ZONE:

ZONE 'X'  
FEMA FIRM FLOOD INSURANCE RATE MAP NUMBER 1918C0127F, REVISED OCTOBER 16, 2014.  
ZONE 'X'  
FEMA FIRM FLOOD INSURANCE RATE MAP NUMBER 1918C0129F, REVISED OCTOBER 16, 2014.

### EASEMENT NOTES:

- ALL SANITARY SEWER EASEMENTS ARE TO BE 30 FEET WIDE OR TWO TIMES THE DEPTH, WHICHEVER IS GREATER.
- THE USE OF PUBLIC UTILITY EASEMENTS IS SUBORDINATE TO THE CITY'S USE OF ITS DESIGNATED EASEMENT.
- SOME LOTS ACCEPT DRAINAGE FROM ADJACENT PROPERTY. BUILDING ON THESE LOTS MUST TAKE INTO ACCOUNT UPSTREAM DRAINAGE.

### GENERAL NOTES

- ALL CONSTRUCTION (PUBLIC & PRIVATE) SHALL BE IN ACCORDANCE WITH THE 2015 EDITION OF SUDAS STANDARD SPECIFICATIONS. CONTRACTOR SHALL ARRANGE FOR TESTING AND INSPECTION AND NOTIFY THE FOLLOWING AT LEAST ONE WEEK PRIOR TO BEGINNING CONSTRUCTION.
  - CITY OF NORNALK PUBLIC WORKS DEPARTMENT.
  - NORNALK LAND CO., L.L.C.
  - CIVIL ENGINEERING CONSULTANTS, INC.
  - IOWA ONE-CALL
- THE LOCATION OF EXISTING FACILITIES AND APPURTENANCES SHOWN ON THIS PLAN ARE BASED ON AVAILABLE INFORMATION WITHOUT UNCOVERING AND MEASURING TO DETERMINE EXACT FACILITIES LOCATIONS. CIVIL ENGINEERING CONSULTANTS, INC. DOES NOT GUARANTEE THE LOCATION OF EXISTING FACILITIES AS SHOWN OR THAT ALL EXISTING FACILITIES ARE SHOWN. IT IS THE CONTRACTOR'S RESPONSIBILITY TO CONTACT ALL PUBLIC AND PRIVATE UTILITY PROVIDERS SERVING THIS AREA, AND IOWA ONE CALL, TO DETERMINE THE EXTENT AND PRECISE LOCATION OF EXISTING FACILITIES BEFORE CONSTRUCTION BEGINS.
- THE CONTRACTOR SHALL PROTECT EXISTING ON-SITE FACILITIES FROM DAMAGE RESULTING FROM THE CONTRACTOR'S WORK. IF DAMAGE, BREAKAGE, INTERRUPTION OF SERVICE ETC. OF EXISTING FACILITIES DOES OCCUR THE CONTRACTOR SHALL IMMEDIATELY CONTACT THE UTILITY'S OWNER. DAMAGE TO UTILITIES OR STRUCTURES SHALL BE REPAIRED BY THE CONTRACTOR TO THE SATISFACTION OF THE UTILITY OWNER.
- CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIRING ANY FARM TILE DAMAGE DURING CONSTRUCTION AND RECORDING LOCATION OF TILE.
- A GEOTECHNICAL REPORT FOR THIS PROJECT CAN BE OBTAINED BY CONTACTING THE OWNER.
- ANY CHANGES TO THE CONSTRUCTION DRAWINGS DURING CONSTRUCTION SHALL BE APPROVED IN WRITING BY THE CITY OF NORNALK PUBLIC WORKS DEPARTMENT.
- THE CONTRACTOR IS RESPONSIBLE FOR ANY CHANGES MADE DURING CONSTRUCTION THAT HAVE NOT BEEN APPROVED IN WRITING BY THE CITY OF NORNALK PUBLIC WORKS DEPARTMENT.
- THE CONTRACTOR SHALL NOTIFY THE CITY OF NORNALK PUBLIC WORKS DEPARTMENT 48-HOURS IN ADVANCE OF ANY WORK BEING PERFORMED ON A HOLIDAY OR WEEKEND.
- ALL CONSTRUCTION STAKING SHALL BE PERFORMED BY A LICENSED ENGINEER OR LAND SURVEYOR.
- A CERTIFIED AS-BUILT GRADING PLAN SHALL BE PROVIDED TO THE CITY OF NORNALK PUBLIC WORKS DEPARTMENT PRIOR TO ACCEPTANCE OF PUBLIC IMPROVEMENTS AND APPROVAL OF THE FINAL PLAN.
- ALL WORK SHALL BE CONDUCTED IN ACCORDANCE WITH OSHA CODES AND STANDARDS. NOTHING INDICATED ON THE PLANS SHALL RELIEVE THE CONTRACTOR FROM COMPLYING WITH ALL APPLICABLE SAFETY REGULATIONS.
- THE CONTRACTOR SHALL CONDUCT CLEAN-UP, SURFACE RESTORATION, AND SURFACE REPLACEMENT ACTIVITIES AS CONSTRUCTION PROGRESSES. ALL DEBRIS SPILLED ON THE R.O.W. OR ON ADJACENT PROPERTY SHALL BE PICKED UP BY THE CONTRACTOR AT THE END OF EACH DAY.
- IF DISCREPANCY EXISTS BETWEEN THE DETAILED PLANS AND THE QUANTITIES, THE PLANS SHALL GOVERN.
- THE CITY OF NORNALK REQUIRES ALL HANDICAP ACCESS RAMPS AND LANDING PADS TO BE CONSTRUCTED AS PART OF THE PUBLIC IMPROVEMENTS. SIDEWALKS AND TRAILS ARE NOT TO BE CONSTRUCTED AS PART OF THESE IMPROVEMENTS.

### LEGAL DESCRIPTION

PARCEL 'A' OF OUTLOT 'X', NORNALK ORCHARD VIEW PLAT 3, AN OFFICIAL PARCEL RECORDED IN BOOK 2016, PAGE 6210 AT THE WARREN COUNTY RECORDER'S OFFICE, CITY OF NORNALK, WARREN COUNTY, IOWA AND CONTAINING 1.08 ACRES MORE OR LESS.

### CONSTRUCTION SCHEDULE

08/15/16 TO 08/30/16 - CLEARING, ROUGH GRADING, SILT FENCE, SEDIMENT BASINS & TEMPORARY SEEDING  
08/30/16 TO 09/15/16 - UTILITY CONSTRUCTION  
09/15/16 TO 10/15/16 - PAVING  
10/15/16 TO 10/31/16 - FINAL GRADING/SEEDING

### GENERAL LEGEND

PROPOSED	EXISTING
--- PLAT BOUNDARY	- - - - LOT LINE
--- SECTION LINE	- - - - SANITARY/STORM MANHOLE
--- LOT LINE	- - - - WATER VALVE
--- CENTERLINE	- - - - FIRE HYDRANT
- - - - EASEMENT LINE	- - - - STORM SEWER SINGLE INTAKE
- - - - FLARED END SECTION	- - - - STORM SEWER DOUBLE INTAKE
- - - - TYPE SW-501 STORM INTAKE	- - - - STORM SEWER ROUND INTAKE
- - - - TYPE SW-502 STORM INTAKE	- - - - FLARED END SECTION
- - - - TYPE SW-503 STORM INTAKE	- - - - DECIDUOUS TREE
- - - - TYPE SW-504 STORM INTAKE	- - - - CONIFEROUS TREE
- - - - TYPE SW-505 STORM INTAKE	- - - - SHRUB
- - - - TYPE SW-506 STORM INTAKE	- - - - POWER POLE
- - - - TYPE SW-511 STORM INTAKE	- - - - STREET LIGHT
- - - - TYPE SW-512 STORM INTAKE	- - - - GUY ANCHOR
- - - - TYPE SW-513 STORM INTAKE	- - - - ELECTRIC TRANSFORMER
- - - - TYPE SW-401 STORM MANHOLE	- - - - TELEPHONE RISER
- - - - TYPE SW-402 STORM MANHOLE	- - - - SIGN
- - - - TYPE SW-403 STORM MANHOLE	- - - - UNDERGROUND TELEVISION
- - - - TYPE SW-301 SANITARY MANHOLE	- - - - UNDERGROUND ELECTRIC
- - - - TYPE SW-302 SANITARY MANHOLE	- - - - UNDERGROUND GAS
- - - - TYPE SW-304 SANITARY MANHOLE	- - - - UNDERGROUND FIBER OPTIC
- - - - STORM/SANITARY CLEANOUT	- - - - UNDERGROUND TELEPHONE
- - - - WATER VALVE	- - - - OVERHEAD ELECTRIC
- - - - FIRE HYDRANT ASSEMBLY	- - - - SANITARY SEWER WITH SIZE
- - - - BLOW-OFF HYDRANT	- - - - STORM SEWER WITH SIZE
- - - - DETECTABLE WARNING PANEL	- - - - WATER MAIN WITH SIZE
- - - - SANITARY SEWER WITH SIZE	- - - - EXISTING CONTOUR
- - - - SANITARY SERVICE	- - - - TREE LINE
- - - - STORM SEWER WITH SIZE	- - - - BUILDING SETBACK LINE
- - - - WATER SEWER WITH SIZE	- - - - PUBLIC UTILITY EASEMENT
- - - - WATER SERVICE	- - - - MINIMUM OPENING ELEVATION
- - - - PROPOSED CONTOUR	
- - - - SILT FENCE	
- - - - RIP RAP	
- - - - ADDRESS	

### BENCHMARKS

- BRASS PLUG IN HEADWALL OF REINFORCED BOX CULVERT, AT NORTHWEST CORNER OF INTERSECTION OF IOWA HIGHWAY 28 AND ELM AVENUE. ELEVATION-----874.40
- BURY BOLT ON HYDRANT, AT NORTHEAST CORNER OF INTERSECTION OF ASPEN DRIVE AND ELM AVENUE. ELEVATION-----924.44
- CUT 'X' INTERSECTION SYCAMORE DRIVE AND ELM AVENUE. ELEVATION-----934.71

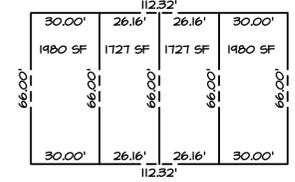
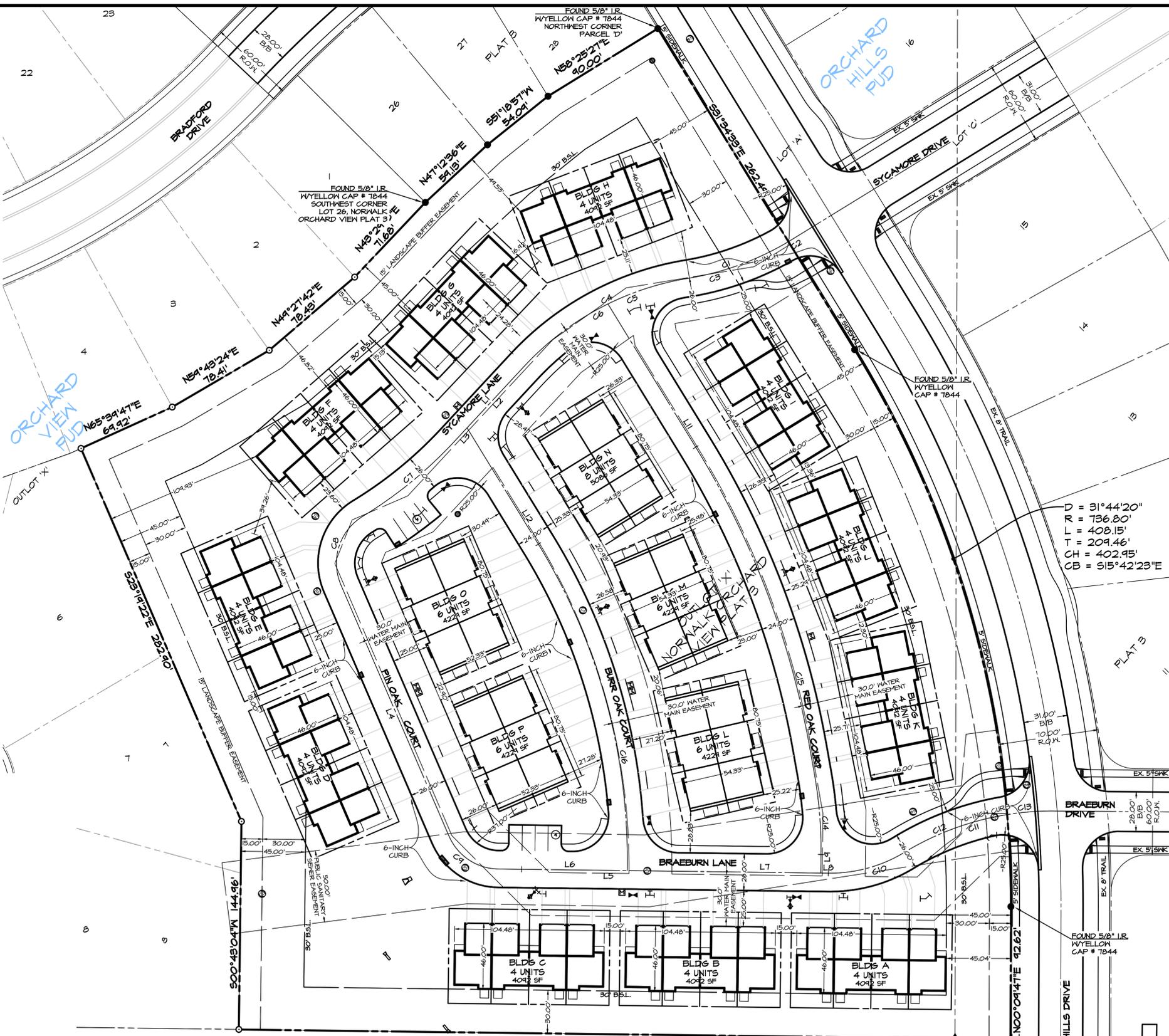
### CERTIFICATIONS

	I HEREBY CERTIFY THAT THE PORTION OF THIS TECHNICAL SUBMISSION DESCRIBED BELOW WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF IOWA.  BY: MICHAEL D. MORGAN DATE: 08/21/2016 IOWA REG. NO. 383 PAGES OR SHEETS COVERED BY THIS SEAL: SHEET 5
	I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.  JEFFREY A. GADDIS, IOWA LICENSE NO. 18381 DATE MY LICENSE RENEWAL DATE IS DECEMBER 31, 2016 PAGES OR SHEETS COVERED BY THIS SEAL: 1 - 2
	I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.  MELISSA M. HILLS, IOWA REG. NO. 16023 DATE MY LICENSE RENEWAL DATE IS DECEMBER 31, 2011 PAGES OR SHEETS COVERED BY THIS SEAL: 1 - 5

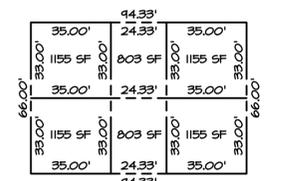
NORNALK ORCHARD VIEW TOWNHOMES  
NORNALK, IA  
COVER

SHEET 1 OF 5  
E-7442

DATE PLOTTED: 8/21/2016 11:14:00 AM, USERNAME: J1

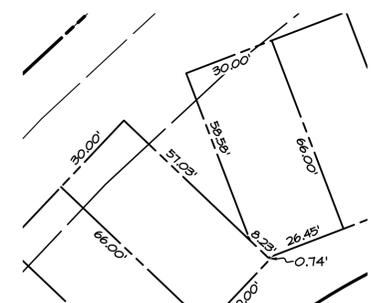


TYPICAL LOT DIMENSIONS  
4 UNIT TOWNHOME



TYPICAL LOT DIMENSIONS  
6 UNIT CONDOMINIUM

D = 31°44'20"  
R = 736.80'  
L = 409.15'  
T = 209.46'  
CH = 402.95'  
CB = S15°42'23"E

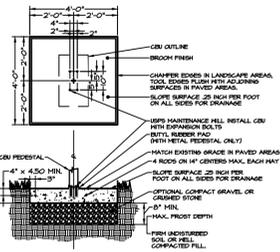


NON-TYPICAL LOT DIMENSION  
LOT 24

LINE #	DIRECTION	LENGTH
L1	S42°56'58"W	71.91'
L2	S42°56'58"W	58.74'
L3	S42°56'58"W	13.16'
L4	S23°14'22"E	190.62'
L5	S89°16'56"E	230.45'
L6	S89°16'56"E	40.10'
L7	S89°16'56"E	135.07'
L8	S89°16'56"E	5.28'
L9	S00°43'04"W	12.88'
L10	S10°06'35"E	18.73'
L11	S31°34'33"E	117.04'
L12	S31°34'33"E	95.07'

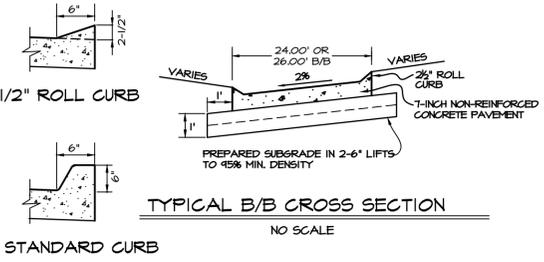
CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD	CH. BEARING
C1	22°14'50"	200.00'	71.66'	34.32'	71.71'	S64°36'04"W
C2	0°42'51"	200.00'	2.50'	1.25'	2.50'	S58°50'13"W
C3	21°31'53"	200.00'	75.16'	38.03'	74.72'	S64°51'38"W
C4	37°46'31"	200.00'	131.87'	68.43'	124.44'	S61°50'16"W
C5	16°50'40"	200.00'	58.80'	29.61'	58.54'	S72°18'15"W
C6	20°55'51"	200.00'	78.07'	36.95'	72.66'	S53°24'56"W
C7	15°47'45"	300.00'	82.71'	41.62'	82.45'	S50°50'50"W
C8	82°04'05"	38.00'	54.43'	33.07'	44.84'	S17°42'40"W

CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD	CH. BEARING
C9	65°57'34"	38.00'	43.75'	24.66'	41.37'	S56°10'04"E
C10	31°52'35"	100.00'	55.83'	28.56'	54.92'	N14°46'46"E
C11	31°38'05"	200.00'	110.43'	56.66'	104.03'	N14°34'32"E
C12	22°03'36"	200.00'	77.00'	38.48'	76.53'	S64°52'17"W
C13	4°34'24"	200.00'	33.42'	16.75'	33.38'	S85°41'20"W
C14	10°44'38"	300.00'	56.64'	28.43'	56.61'	S04°41'45"E
C15	21°27'58"	600.00'	224.74'	113.73'	223.48'	S20°50'34"E
C16	32°35'24"	420.00'	238.40'	122.78'	235.64'	S15°16'51"E

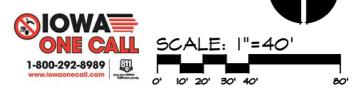


CONCRETE MAILBOX PAD -  
SINGLE UNIT DETAIL

NOT TO SCALE  
NOTES:  
1) CONCRETE SHALL HAVE A COMPRESSIVE STRENGTH OF 3000 PSI @ 28 DAYS, CONTAIN 4# 1#11 - 6# MAX. AIR ENTRAINMENT AND BE PLACED WITH A 3/8" - 4.50 SLUMP IN ACCORDANCE WITH ACI 301.  
2) REINFORCING STEEL RODS SHALL CONFORM TO ASTM A615, GRADE 60.  
3) CURB MAINTENANCE SHALL USE EXPANSION BOLTS TO INSTALL CURB.



2-1/2" ROLL CURB  
6" STANDARD CURB  
TYPICAL B/B CROSS SECTION  
NO SCALE



IOWA ONE CALL  
1-800-292-9989  
www.iowacall.com

Civil Engineering Consultants, Inc.  
2400 86th Street Unit 12 Des Moines, Iowa 50322  
515.276.4884 Fax: 515.276.7084 mail@cecinc.com



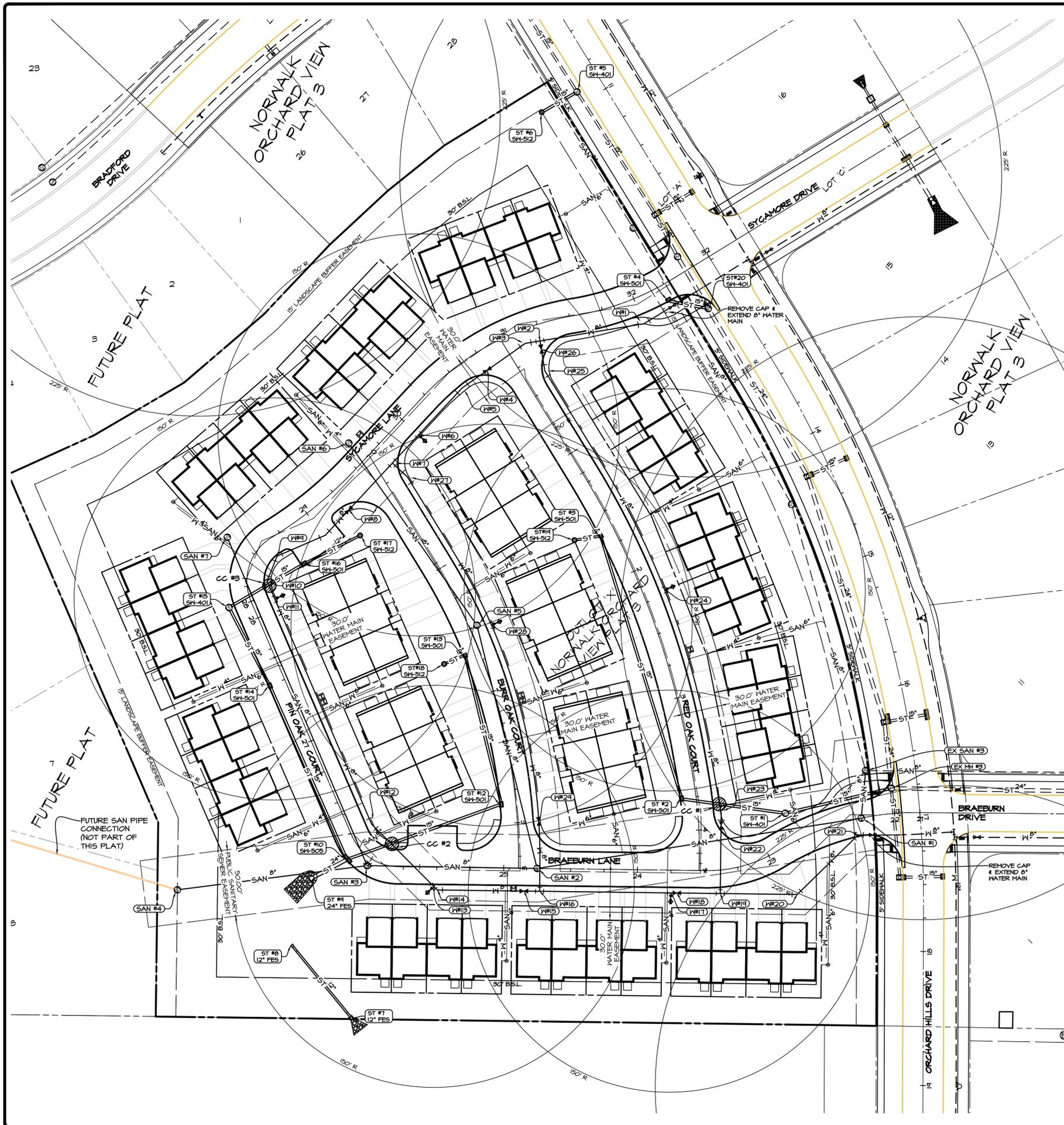
DATE	REVISIONS	COMMENTS
09/21/2016	1	04/18/2016
01/22/2016	2	01/22/2016
08/02/2016	3	08/02/2016
03/15/2016	4	
	5	PHH
	6	CM

DATE OF SURVEY: 03/15/2016  
DESIGNED BY: PHH  
DRAWN BY: CM

NORNALK ORCHARD VIEW TOWNHOMES  
NORNALK, IA  
DIMENSION PLAN

SHEET  
2  
OF  
5

E-7442



**NOTE:**  
 FG ELEVATIONS IN TABLE REPRESENT FINISH GRADE ELEVATION AT STRUCTURES.

NAME	LOCATION	DETAILS
MH #1	STA. 32+00.00, 20.0' RT. &	FG ELEV = 443.25
MH #2	STA. 31+23.32, 12.30' RT. &	FG ELEV = 444.14
MH #3	STA. 31+11.54, 10.25' RT. &	FG ELEV = 444.42
MH #4	STA. 30+75.00, 15.25' RT. &	FG ELEV = 445.14
MH #5	STA. 30+50.00, 17.00' RT. &	FG ELEV = 445.85
MH #6	STA. 30+00.00, 17.00' RT. &	FG ELEV = 446.42
MH #7	STA. 29+71.33, 17.00' RT. &	FG ELEV = 446.05
MH #8	STA. 29+25.00, 18.15' RT. &	FG ELEV = 445.67
MH #9	STA. 28+62.41, 13.76' RT. &	FG ELEV = 444.67
MH #10	STA. 28+28.81, 15.15' RT. &	FG ELEV = 444.47
MH #11	STA. 28+08.00, 17.00' RT. &	FG ELEV = 444.25
MH #12	STA. 26+25.00, 17.00' RT. &	FG ELEV = 441.72
MH #13	STA. 25+52.16, 14.32' LT. &	FG ELEV = 441.53
MH #14	STA. 25+44.41, 17.00' LT. &	FG ELEV = 441.66
MH #15	STA. 24+84.74, 17.00' LT. &	FG ELEV = 442.28

**WATER NOTE:**  
 1. REFER TO PUBLIC IMPROVEMENT DRAWINGS FOR ALL WATER MAIN CONSTRUCTION.

NAME	LOCATION	DETAILS
MH #16	STA. 24+72.83, 17.00' LT. &	FG ELEV = 442.37
MH #17	STA. 23+75.00, 17.00' LT. &	FG ELEV = 443.38
MH #18	STA. 23+70.33, 17.00' LT. &	FG ELEV = 443.52
MH #19	STA. 23+34.44, 17.44' LT. &	FG ELEV = 443.42
MH #20	STA. 22+45.74, 35.44' LT. &	FG ELEV = 443.54
MH #21	STA. 22+30.10, 11.70' LT. &	FG ELEV = 440.14
MH #22	STA. 3+47.50, 16.64' LT. &	FG ELEV = 442.61
MH #23	STA. 3+88.96, 17.42' LT. &	FG ELEV = 442.82
MH #24	STA. 2+21.36, 16.00' LT. &	FG ELEV = 444.13
MH #25	STA. 0+37.44, 16.00' LT. &	FG ELEV = 445.25
MH #26	STA. 0+22.37, 22.17' LT. &	FG ELEV = 444.34
MH #27	STA. 0+24.14, 16.00' LT. &	FG ELEV = 446.25
MH #28	STA. 1+54.15, 16.00' LT. &	FG ELEV = 444.76
MH #29	STA. 3+00.00, 16.00' LT. &	FG ELEV = 443.02
MH #30	STA. 24+00.00, 21.38' RT. &	FG ELEV = 444.83

NAME	LOCATION	DETAILS
EX SAN #3	STA. 16+54.90, 37.00' RT. &	RIM = 440.87 IN S = 414.05
SAN #1	STA. 22+25.00, 0.00' &	RIM = 440.61 IN N = 414.29 OUT N = 414.14
SAN #2	STA. 24+75.00, 0.00' &	RIM = 442.12 IN N = 415.58 IN N = 431.16 OUT E = 415.27
SAN #3	STA. 26+00.00, 6.00' LT. &	RIM = 441.08 IN N = 415.48 IN N = 430.88 OUT E = 415.88
SAN #4	STA. 26+37.51, 135.75' LT. &	RIM = 439.77 OUT E = 416.56
SAN #5	STA. 1+50.00, 0.00' &	RIM = 444.43 IN N = 435.04 OUT S = 434.40
SAN #6	STA. 24+60.00, 17.00' LT. &	RIM = 446.72 OUT SE = 437.00
SAN #7	STA. 28+50.00, 24.00' LT. &	RIM = 445.41 OUT SE = 435.67

PIPE	DIA.	LENGTH	SLOPE
EX SAN #3 TO SAN #1	8" PVC	36 LF.	0.40%
SAN #2 TO SAN #5	8" PVC	187 LF.	2.00%
SAN #3 TO SAN #7	8" PVC	266 LF.	1.80%
SAN #1 TO SAN #2	8" PVC	245 LF.	0.40%
SAN #2 TO SAN #3	8" PVC	127 LF.	0.40%
SAN #3 TO SAN #4	8" PVC	143 LF.	0.40%
SAN #5 TO SAN #6	8" PVC	166 LF.	1.20%

PIPE	DIA.	LENGTH	SLOPE
ST #1 TO EX MH #3	15" RCP CLASS III	81 LF.	4.50%
ST #2 TO ST #1	15" RCP CLASS III	74 LF.	1.00%
ST #3 TO ST #2	15" RCP CLASS III	205 LF.	1.00%
ST #4 TO ST #3	15" RCP CLASS III	30 LF.	2.00%
ST #5 TO ST #4	15" RCP CLASS III	30 LF.	1.00%
ST #6 TO ST #5	12" RCP CLASS III	71 LF.	1.40%
ST #7 TO ST #6	24" RCP CLASS III	31 LF.	1.00%
ST #8 TO ST #7	15" RCP CLASS III	122 LF.	1.38%
ST #9 TO ST #8	15" RCP CLASS III	115 LF.	1.00%
ST #10 TO ST #9	15" RCP CLASS III	142 LF.	1.84%
ST #11 TO ST #10	15" RCP CLASS III	66 LF.	1.00%
ST #12 TO ST #11	15" RCP CLASS III	65 LF.	1.00%
ST #13 TO ST #12	12" RCP CLASS III	47 LF.	1.00%
ST #14 TO ST #13	12" RCP CLASS III	16 LF.	1.00%
ST #15 TO ST #14	12" RCP CLASS III	20 LF.	-1.67%

**SANITARY NOTE:**  
 1. REFER TO PUBLIC IMPROVEMENT DRAWINGS FOR CONSTRUCTION OF SANITARY #1 - #4 & EX SAN #3.

NAME	LOCATION	DETAILS
EX MH #3	STA. 16+54.90, 19.50' RT. &	RIM = 434.48 IN N = 433.22 OUT E = 431.80
ST #1	STA. 22+75.00, 22.00' RT. &	RIM = 442.15 IN N = 434.89 OUT E = 434.89
ST #5	STA. 10+02.84, 14.62' RT. &	RIM = 444.38 IN S = 440.44
ST #15	STA. 28+15.00, 17.00' LT. &	RIM = 444.14 IN NE = 434.38 OUT SE = 433.88
ST #20	STA. 12+80.00, 20.68' RT. &	RIM = 442.37 IN N = 438.13

NAME	LOCATION	DETAILS
ST #2	STA. 3+75.00, 12.00' RT. &	GRATE = 442.54 IN N = 437.88 OUT E = 437.18
ST #3	STA. 1+65.00, 12.00' RT. &	GRATE = 444.44 IN N = 434.73 OUT S = 434.93
ST #10	STA. 26+11.75, 13.00' LT. &	GRATE = 441.43 IN E = 435.11 IN N = 435.11 OUT SW = 435.31
ST #14	STA. 27+50.00, 13.00' LT. &	GRATE = 443.11 IN N = 436.62 OUT SE = 436.52

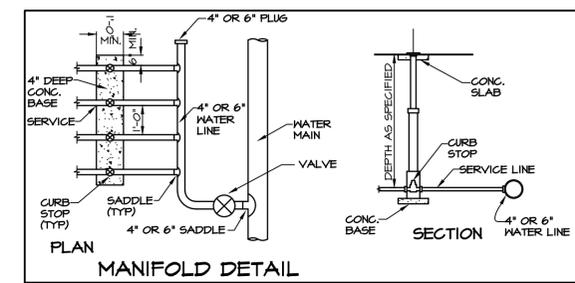
NAME	LOCATION	DETAILS
ST #6	STA. 10+84.98, 50.00' RT. &	GRATE = 443.80 OUT NE = 441.24
ST #16	STA. 28+77.84, 30.50' RT. &	GRATE = 444.11 IN NE = 440.23 OUT SW = 440.03

NAME	LOCATION	DETAILS
ST #7	STA. 25+87.11, 17.50' LT. &	FL = 433.00
ST #8	STA. 26+04.88, 12.12' LT. &	FL = 434.00
ST #1	STA. 26+14.75, 43.54' LT. &	FL = 435.00

**STORM NOTE:**  
 1. EX MH #3 & EX MH #10 MAY NEED TO HAVE RIMS ADJUSTED TO MATCH THE RIM ELEVATIONS SHOWN IN THE TABLE. VERIFY THE ASBUILT ELEVATIONS PRIOR TO CONSTRUCTION.  
 2. ST #5 AND ST #20 ARE TO BE CONSTRUCTED OVER THE EXISTING STORM SEWER. VERIFY THE EXISTING IT'S AND POUR CONCRETE COLLARS & WELL DEFINED INVERTS. BASE SHALL BE POURED IN PLACE.

**CRITICAL CROSSINGS**

- CC#1 15" RCP = 438.12  
F.G. = 442.80  
TOP 8-INCH WATER = 436.62
- CC#2 15" RCP = 431.00  
F.G. = 441.75  
TOP 8-INCH WATER = 435.35
- CC#3 15" RCP = 440.37  
F.G. = 444.46  
TOP 8-INCH WATER = 438.62



**NOTE:** USE 4" WATER LINE FROM MAIN TO MANIFOLD FOR ALL 4-PLEX BUILDINGS. ALL BUILDINGS GREATER THAN 4 UNITS SHALL HAVE A 6" WATER LINE FROM MAIN TO MANIFOLD.

**Civil Engineering Consultants, Inc.**  
 2400 86th Street, Unit 12, Des Moines, Iowa, 50322  
 515.276.4884 · Fax: 515.276.7084 · mail@cecinc.com

**CEC**

**NORWALK ORCHARD VIEW TOWNHOMES**  
 NORWALK, IA

**UTILITY PLAN**

SHEET **3** OF 5

E-7442

DATE	REVISIONS	COMMENTS
09/21/2016	1	04/18/2016
	2	07/22/2016
	3	08/02/2016
	4	
	5	
	6	

DATE OF SURVEY: 03/15/2016  
 DESIGNED BY: PPH  
 DRAWN BY: CM

**IOWA ONE CALL**  
 1-800-292-9899  
 www.iowaonecall.com

NORTH

SCALE: 1"=40'



**GRADING AND EROSION CONTROL NOTES**

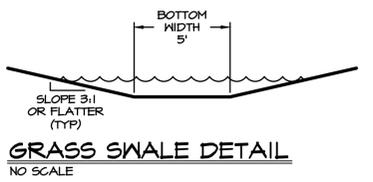
1. ALL DIMENSIONS ARE TO BACK OF CURB, OUTSIDE OF BUILDING WALL, AND TO PROPERTY LINES.
2. ALL SPOT ELEVATIONS ARE AT GUTTER, UNLESS NOTED OTHERWISE.
3. STRIP TOPSOIL FROM ALL AREAS WHICH ARE TO RECEIVE STRUCTURAL FILL.
4. AREAS TO RECEIVE FILL TO BE BENCHED.
5. PREPARE BOTTOM OF BENCH FOR FILL BY DISCING TO A DEPTH OF 6-INCHES AND COMPACT. ANY LOCALIZED AREAS WHICH CANNOT BE SATISFACTORILY COMPACTED OR WHICH SHOW EVIDENCE OF PUMPING ACTION SHALL BE UNDERCUT AND RECOMPACTED WITH ON-SITE FILL.
6. ALL SITE GRADING FILL SHALL BE COMPACTED TO A DENSITY THAT IS NOT LESS THAN 95% STANDARD PROCTOR.
7. ALL AREAS WHICH ARE TO RECEIVE PAVING SHALL HAVE THE TOP 12-INCHES DISCED AND RECOMPACTED TO 95% STANDARD PROCTOR DENSITY.
8. THE MOISTURE CONTENT OF THE FILL MATERIAL SHALL MATCH URBAN STANDARD SPECIFICATIONS FOR PUBLIC IMPROVEMENTS, BETWEEN 0 AND 4% OVER OPTIMUM MOISTURE.
9. UNLESS GRADING FOR A DESIGNED SUMP OR LOW POINT AREA, GRADE ALL SITE AREAS TO DRAIN WITHOUT TRAPPING OR PONDING SURFACE WATER WHEN SITE GRADING IS COMPLETE.
10. FINAL GRADES WITHIN PAVED AREAS SHALL BE WITHIN 0.1' OF PLAN GRADE, ALL OTHER AREAS TO BE WITHIN 0.2' OF PLAN GRADE.
11. TOPSOIL SHALL BE RESPREAD TO A MINIMUM THICKNESS OF 4-INCHES ON ALL DISTURBED UNPAVED AREAS.
12. BACKFILL TO TOP OF ALL CURBS.
13. GRADING & TREE PROTECTION LIMITS SHALL BE STAKED PRIOR TO ANY TREE REMOVAL.
14. CIVIL ENGINEERING CONSULTANTS, INC. IS NOT A GEOTECHNICAL ENGINEER.
15. A GEOTECHNICAL REPORT FOR THIS PROJECT CAN BE OBTAINED BY CONTACTING THE ENGINEER AND ASKING FOR GEOTECHNICAL EXPLORATION REPORT. THE CONTRACTOR SHALL REFER TO AND FOLLOW THE RECOMMENDATIONS OF ALLENDER-BUTZKES GEOTECHNICAL REPORT PN 131244 DATED OCTOBER 31, 2013.
16. STREET PAVEMENT SUBGRADE SHALL BE COMPACTED PER THE GUIDELINES IN THE GEOTECHNICAL EXPLORATION REPORT REFERENCED IN NOTE 15.
17. EROSION CONTROL MEASURES SHALL BE CONSTRUCTED AND INSPECTED IN ACCORDANCE WITH SUDAS SECTION 904.0, BY A CERTIFIED PROFESSIONAL IN EROSION & SEDIMENT CONTROL (CPESC). A CPESC IS A RECOGNIZED SPECIALIST IN SOIL EROSION AND SEDIMENT CONTROL. THE SOIL AND WATER CONSERVATION SOCIETY AND THE INTERNATIONAL EROSION CONTROL ASSOCIATION, IN COOPERATION WITH THE AMERICAN SOCIETY OF AGRONOMY, SPONSOR THE CERTIFICATION PROGRAM. CIVIL ENGINEERING CONSULTANTS, INC. IS NOT A CERTIFIED PROFESSIONAL IN EROSION & SEDIMENT CONTROL.
18. ALL SLOPES SHALL BE 3:1 OR FLATTER FOR THE SITE.
19. A REGIONAL STORM WATER DETENTION & SEDIMENT BASIN IS LOCATED IN ORCHARD TRAIL PLAT 4. REFER TO THE SWPPP PLAN FOR THAT PLAT & NPDES PERMIT NO. 25444-25701. THE REGIONAL BASIN IS LOCATED IN OUTLOT '2', ORCHARD VIEW PLAT 4 AND PROVIDES DETENTION FOR THE EAST 3.0 ACRES OF THIS SITE.

**MULCHING TABLE**

1. DRY STRAW OR HAY, 2 TONS PER ACRE. ANCHOR STRAW WITH MULCH TILLER OR ASPHALT TACT @ 1200 PER ACRE.
2. WOOD CHIPS OR BARK, 10-12 TONS PER ACRE.

**QUANTITIES**

143,251 SF	SEEDING (TYPE II EROSION CONTROL MIX)
1,940 LF	SILT FENCE
12 EA	INLET FILTERS
1 TN	DRY STRAW OR HAY MULCH (2 TN / ACRE)
33 TN	CLASS E RIP RAP



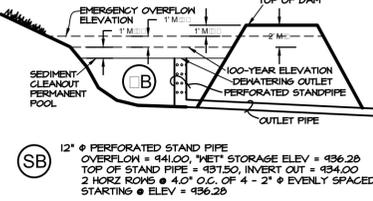
**SEEDING NOTES**

1. FERTILIZER (16-16-16) SHALL BE APPLIED TO THE AREA TO BE SEEDED AT A RATE OF 650 LBS/ACRE.
2. THE AREA TO BE SEEDED SHALL BE SMOOTH, AND ALL WASHED AND GULLIES FILLED TO MEET THE DESIRED CROSS SECTION. AREAS ACCESSIBLE TO MACHINERY SHALL BE CULTIVATED TO A DEPTH OF 3". AREAS INACCESSIBLE TO MACHINE SHALL BE CULTIVATED TO A DEPTH OF 1 1/2 INCHES.
3. THE FERTILIZER SHALL BE INCORPORATED INTO THE SOIL TO A DEPTH OF 3" WITH A MECHANICAL ROCK PICKER OR A SPRING TOOTH CULTIVATOR.
4. ON ALL AREAS ACCESSIBLE TO MACHINERY, A DROP-TYPE SEEDER ATTACHED TO A LANDSCAPE ROLLER SHALL BE USED TO SOW THE GRASS SEED. ON AREAS INACCESSIBLE TO MACHINERY, A CYCLONE SEEDER WILL BE PERMITTED. NO OTHER HAND SEEDING METHOD IS ACCEPTABLE.
5. ALL SEEDED AREAS SHALL BE MULCHED IMMEDIATELY AFTER SEEDING BY APPLYING 2 TONS OF DRY MULCH PER ACRE.
6. THE MULCH MAY CONSIST OF STRAW (OAT, WHEAT, BARLEY OR RYE), HAY, BROMEGRASS, TIMOTHY, ORCHARD GRASS, ALFALFA OR CLOVER SHALL NOT BE USED. ALL MATERIAL MUST BE FREE FROM ALL NOXIOUS WEEDS.
7. ALL SEEDED AREAS SHALL BE WATERED ARTIFICIALLY A MINIMUM OF TWICE A DAY FOR THE FIRST WEEK AFTER INSTALLATION, AND ONCE A DAY DURING THE SECOND AND THIRD WEEK AFTER INSTALLATION.

**LEGEND**

---	EXISTING/PROPOSED	FLAT BOUNDARY
---	SAN 8"	SANITARY SEWER # & SIZE
---	ST 8"	STORM SEWER # & SIZE
---	W 8"	WATER MAIN # & SIZE
○	MANHOLE	MANHOLE
□	STORM INTAKE	STORM INTAKE
⊕	FIRE HYDRANT	FIRE HYDRANT
⊗	VALVE	VALVE
---	EXISTING FENCE	EXISTING FENCE
---	SILT FENCE	SILT FENCE
---	INLET FILTER	INLET FILTER
○	EXISTING / PROPOSED STREET TREES	EXISTING / PROPOSED STREET TREES
---	EXISTING / PROPOSED TREE LINE	EXISTING / PROPOSED TREE LINE
---	PROPOSED TREE PROTECTION FENCING	PROPOSED TREE PROTECTION FENCING

**SEDIMENT BASIN DETAIL**



**BENCHMARK**  
BRASS PLUG IN HEADWALL OF REINFORCED BOX CULVERT AT NORTHWEST CORNER OF INTERSECTION OF IOWA HIGHWAY 20 AND ELM AVENUE. ELEVATION = 874.90

BURY BOLT ON HYDRANT, AT NORTHEAST CORNER OF INTERSECTION OF ASPEN DRIVE AND ELM AVENUE. ELEVATION = 424.44

CUT 'X' INTERSECTION SYCAMORE DRIVE AND ELM AVENUE. ELEVATION = 434.71

ACTIVITY	SCHEDULE
MOW GRASS TO MAINTAIN HEIGHT OF 3-6 INCHES	AS NEEDED (FREQUENTLY/SEASONALLY)
REMOVE SEDIMENT BUILDUP IN THE BOTTOM OF THE GRASS SWALE ONCE IT HAS ACCUMULATED TO 25% OF ORIGINAL DESIGN VOLUME.	AS NEEDED (INFREQUENTLY)
INSPECT GRASS ALONG SIDE SLOPES FOR EROSION AND FORMATION OF RILLS OR GULLIES AND CORRECT.	ANNUALLY (SEMI ANNUALLY THE FIRST YEAR)
REMOVE TRASH AND DEBRIS ACCUMULATED IN THE CHANNEL.	AS NEEDED BASED ON INSPECTION
BASED ON INSPECTION, PLANT AN ALTERNATIVE GRASS SPECIES IF THE ORIGINAL GRASS COVER HAS NOT BEEN SUCCESSFULLY ESTABLISHED.	ROUTINE

**DRY DETENTION/DRY ED BASIN INSPECTION & MAINTENANCE**

**ACTIVITY SCHEDULE**

<ul style="list-style-type: none"> <li>REMOVE DEBRIS FROM BASIN SURFACE TO MINIMIZE OUTLET CLOGGING AND IMPROVE AESTHETICS.</li> <li>INSPECT INSTALLED LOW-FLOW ORIFICES IN ED BASINS FOR CLOGGING</li> <li>REMOVE SEDIMENT BUILDUP</li> <li>REPAIR AND RE-VEGETATE ERODED AREAS</li> <li>PERFORM STRUCTURAL REPAIRS TO INLET AND OUTLETS</li> <li>MOW TO LIMIT UNWANTED VEGETATION</li> </ul>	<p>ANNUALLY AND FOLLOWING SIGNIFICANT STORM EVENTS</p> <p>AS NEEDED BASED ON INSPECTION</p> <p>ROUTINE</p>
--	--

**IOWA ONE CALL**  
1-800-292-9989  
www.iowaonecall.com

**NORTH**

**SCALE: 1"=40'**

**Civil Engineering Consultants, Inc.**  
2400 86th Street Unit 12 Des Moines, Iowa 50322  
515.276.4884 Fax: 515.276.7084 mail@cecinc.com

**CEC**

DATE	REVISIONS	COMMENTS
09/21/2016	1	04/18/2016
	2	07/22/2016
	3	08/02/2016
	4	
	5	
	6	

DATE OF SURVEY: 03/15/2016  
DESIGNED BY: PPH  
DRAWN BY: CM

**NORWALK ORCHARD VIEW TOWNHOMES**  
NORWALK, IA

**GRADING PLAN**

SHEET **4** OF 5  
E-7442



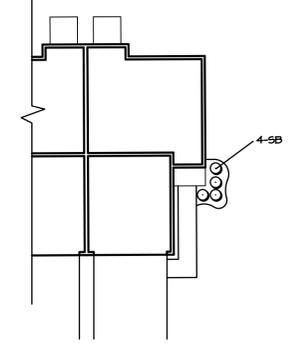
**PLANTING SCHEDULE**

AR	21	Acer rubrum Red Maple	2" Cal.	B4B	See Plan
GB	4	Quercus bicolor Swamp White Oak	2" Cal.	B4B	See Plan
GT	21	Gleditsia triacanthos 'skyline' Skyline Honeylocust	2" Cal.	B4B	See Plan
UA	4	Ulmus americana American Elm	3" Cal.	B4B	See Plan
PT	7	Populus tremuloides Quaking Aspen	3" Cal.	Cont.	See Plan
CC	14	Crataegus crusgalli 'cockspur' Thornless Hawthorn	1 1/2" Cal.	Cont.	See Plan
ER	6	Cercis canadensis Eastern Redbud	1 1/2" Cal.	Cont.	Multi-trunk See Plan
MP	21	Malus species PrairieFire Crabapple	1 1/2" Cal.	Cont.	See Plan
PS	6	Pinus strobus White Pine	6'-8" Ht.	T5/B4B	See Plan
PG	20	Picea glauca densata Black Hills Spruce	6'-8" Ht.	T5/B4B	See Plan
AC	17	Abies concolor White Fir	6'-8" Ht.	T5/B4B	See Plan
JC	50	Juniperus chinensis Sea Green Juniper	#3	Cont.	See Plan
CD	85	Caryopteris divaricata 'Snow Fairy' Variegated Blue Mist Spirea	#2	Cont.	See Plan
MF	72	Meibomia Florida 'Vermelig' My Honey Meibomia	#2	Cont.	See Plan
VT	74	Viburnum trilobum American Cranberry Bush Viburnum	3" Cal.	Cont.	See Plan
DS	46	Dierilla sessilifolia Cool Splash Honeysuckle	#2	Cont.	See Plan
CA	86	Galatagrostis x acutiflora Karl Foerster Grass	#2	Cont.	See Plan
BW	14	Asclepias tuberosa Butterfly Weed	#2	Cont.	See Plan
SB	20	Spiraea x bumalda 'Anthony Waterer' Anthony Waterer Spirea	#2	Cont.	See Plan
PC	11	Prunus cerasifera Purple Leaf Plum	2" Cal.	Cont.	See Plan

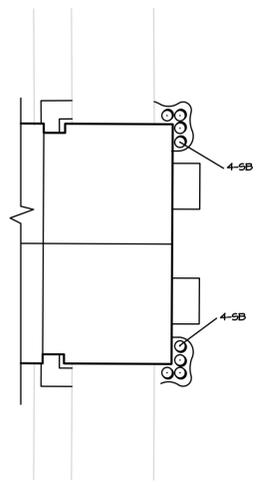
**PLANTING NOTES**

- ALL SITEWORK, SODDING AND LANDSCAPING SHALL BE IN ACCORDANCE WITH WEST DES MOINES STANDARD SPECIFICATIONS UNLESS SPECIFIED OTHERWISE.  
[http://www.wdm-ia.com/NDM\\_Metro%20Design%20Standards/](http://www.wdm-ia.com/NDM_Metro%20Design%20Standards/)
- ALL PLANT MATERIAL SHALL AT LEAST MEET MINIMUM REQUIREMENTS SHOWN IN THE "AMERICAN STANDARD FOR NURSERY STOCK" (ANSI Z60.1-1986).
- CONTRACTOR SHALL GUARANTEE ALL PLANT MATERIALS FOR A PERIOD OF ONE YEAR FROM DATE OF COMPLETION AND ACCEPTANCE BY OWNERS REPRESENTATIVE AFTER INSTALLATION.
- NO PLANT MATERIAL SHALL BE SUBSTITUTED WITHOUT AUTHORIZATION OF LANDSCAPE ARCHITECT AND THE CITY.
- 2" TO 3" CALIFER DECIDUOUS TREES SHALL BE STAKED (2 STAKES) AND WRAPPED IMMEDIATELY AFTER PLANTING. ALL CONIFERS SHALL BE STAKED (2 STAKES).
- ALL TREES, SHRUBS, BEDS & GROUND COVERS SHALL BE MULCHED WITH AT LEAST 3" SHREDDED BARK MULCH.
- PLANT QUANTITIES ARE FOR CONTRACTORS CONVENIENCE, DRAWING SHALL PREVAIL WHERE CONFLICT OCCURS.
- ONE WEEK PRIOR TO INSTALLATION, THE CONTRACTOR SHALL NOTIFY THE LANDSCAPE ARCHITECT AT CIVIL ENGINEERING CONSULTANTS, INC. (TELEPHONE 515-276-4884).
- THE CONTRACTOR SHALL STAKE LOCATION OF PLANTS FOR LANDSCAPE ARCHITECT'S APPROVAL BEFORE DIGGING HOLES.
- ALL DECIDUOUS TREES SHALL BE PLANTED AT LEAST 5' FROM R.O.M. AND CONIFEROUS TREES AT LEAST 10' FROM R.O.M.
- ALL DISTURBED AREAS SHALL BE SEEDED OR SODDED AS SHOWN ON DRAWING.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMOVAL OF IDENTIFICATION TAGS, CONTAINERS, AND BURLAP CORDS ON ALL PLANT MATERIAL PRIOR TO COMPLETION OF THE CONTRACT.
- ALL METERS AND MECHANICAL TO BE SCREENED BY PLANTINGS OR SCREEN WALL.
- NO OVERSTORY TREES ARE ALLOWED WITHIN PUBLIC SANITARY AND STORM SEWER EASEMENTS.
- SEEDING
  - SOW SEED WITH DRILL-TYPE SEEDING MACHINE. EVENLY DISTRIBUTE SEED BY SOWING EQUAL QUANTITIES IN TWO DIRECTIONS AT RIGHT ANGLES TO EACH OTHER.
    - DO NOT USE WET SEED OR SEED THAT IS MOLDY OR OTHERWISE DAMAGED.
    - DO NOT SEED AGAINST EXISTING TREES. LIMIT EXTENT OF SEED TO OUTSIDE EDGE OF PLANTING SURFACE.
  - SOW SEED AT A TOTAL RATE OF 6 lb/1000 sf.
  - RAKE SEED LIGHTLY INTO TOP 1/8" INCH OF SOIL, ROLL LIGHTLY, AND WATER WITH FINE SPRAY.
  - PROTECT SEEDED AREAS WITH SLOPES EXCEEDING 1:4 WITH EROSION-CONTROL BLANKETS AND 1:6 WITH EROSION-CONTROL FIBER MESH INSTALLED AND STAPLED ACCORDING TO MANUFACTURER'S WRITTEN INSTRUCTIONS.
  - PROTECT SEEDED AREAS WITH SLOPES NOT EXCEEDING 1:6 BY SPREADING STRAW MULCH. SPREAD UNIFORMLY AT A MINIMUM RATE OF 2 TONS/ACRE TO FORM A CONTINUOUS BLANKET 1-1/2 INCHES IN LOOSE DEPTH OVER SEEDED AREAS. SPREAD BY HAND, BLOWER, OR OTHER SUITABLE EQUIPMENT.
    - ANCHOR STRAW MULCH BY CRIMPING INTO SOIL WITH SUITABLE MECHANICAL EQUIPMENT.
  - PROTECT SEEDED AREAS FROM HOT DR, DRY WEATHER OR DRYING WINDS BY APPLYING COMPOST MULCH UNIFORMLY TO A DEPTH OF 3/16 INCH, AND ROLL SURFACE SMOOTH.
- SODDING
  - LAY SOD WITHIN 24 HOURS OF HARVESTING. DO NOT LAY SOD IF DORMANT OR IF GROUND IS FROZEN OR MUDDY.
  - LAY SOD TO FORM A SOLID MASS WITH TIGHTLY FITTED JOINTS, BUTT ENDS AND SIDES OF SOD; DO NOT STRETCH OR OVERLAP. STAGGER SOD STRIPS OR PADS TO OFFSET JOINTS IN ADJACENT COURSES. AVOID DAMAGE TO SUBGRADE OR SOD DURING INSTALLATION. TAMP AND ROLL LIGHTLY TO ENSURE CONTACT WITH SUBGRADE, ELIMINATE AIR POCKETS, AND FORM A SMOOTH SURFACE. WORK SIFTED SOIL OR FINE SAND INTO MINOR CRACKS BETWEEN PIECES OF SOD; REMOVE EXCESS TO AVOID SMOTHERING SOD AND ADJACENT GRASS.
    - LAY SOD ACROSS ANGLE OF SLOPES EXCEEDING 1:3.
    - ANCHOR SOD ON SLOPES EXCEEDING 1:6 WITH WOOD PEGS OR STEEL STAPLES SPACED AS RECOMMENDED BY SOD MANUFACTURER BUT NOT LESS THAN 2 ANCHORS PER SOD STRIP TO PREVENT SLIPPAGE.
  - SATURATE SOD WITH FINE WATER SPRAY WITHIN TWO HOURS OF PLANTING. DURING FIRST WEEK AFTER PLANTING, WATER DAILY OR MORE FREQUENTLY AS NECESSARY TO MAINTAIN MOIST SOIL TO A MINIMUM DEPTH OF 1-1/2 INCHES BELOW SOD.
  - ISLANDS TO BE SODDED WITH MUCH RINGS AT TREE LOCATIONS PER DETAIL.
  - THE 30 FOOT BUFFER PARK LANDSCAPING ALONG E. P. TRUE PARKWAY WILL BE INSTALLED BY THE DEVELOPER AS A PART OF THE JORDAN NEST OVERLAY DISTRICT SITE PLAN.

**TYPICAL PLANTING DETAIL (SINGLE SIDDED TOWNHOMES)**



**TYPICAL PLANTING DETAIL (DOUBLE SIDDED TOWNHOMES)**



**LANDSCAPE REQUIREMENTS**

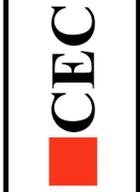
**OPEN SPACE REQUIRED:** 2 TREE & 3 SHRUBS/3,000 SF  
 300,141 X 30% = 42,444 SF  
 42,444 SF / 1,500 = 61 TREES  
 42,444 SF / 500 = 84 SHRUBS

**PROPOSED:**  
 61 TREES  
 84 SHRUBS

**15' BUFFER REQUIRED:** 2.0 OVERSTORY, 7 EVERGREEN TREES, 2.0 UNDERSTORY & 22 SHRUBS/100 LF  
 1662 LF / 100 = 17  
 48 OVERSTORY  
 119 EVERGREEN TREES  
 48 UNDERSTORY  
 374 SHRUBS

**PROVIDED:**  
 48 OVERSTORY  
 119 EVERGREEN TREES  
 48 UNDERSTORY  
 374 SHRUBS

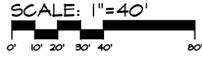
Civil Engineering Consultants, Inc.  
 2400 86th Street Unit 12 Des Moines, Iowa 50322  
 515.276.4884 Fax: 515.276.7084 mail@cecinc.com



DATE	REVISIONS	COMMENTS
09/21/2016	1	04/18/2016
	2	07/22/2016
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	6	

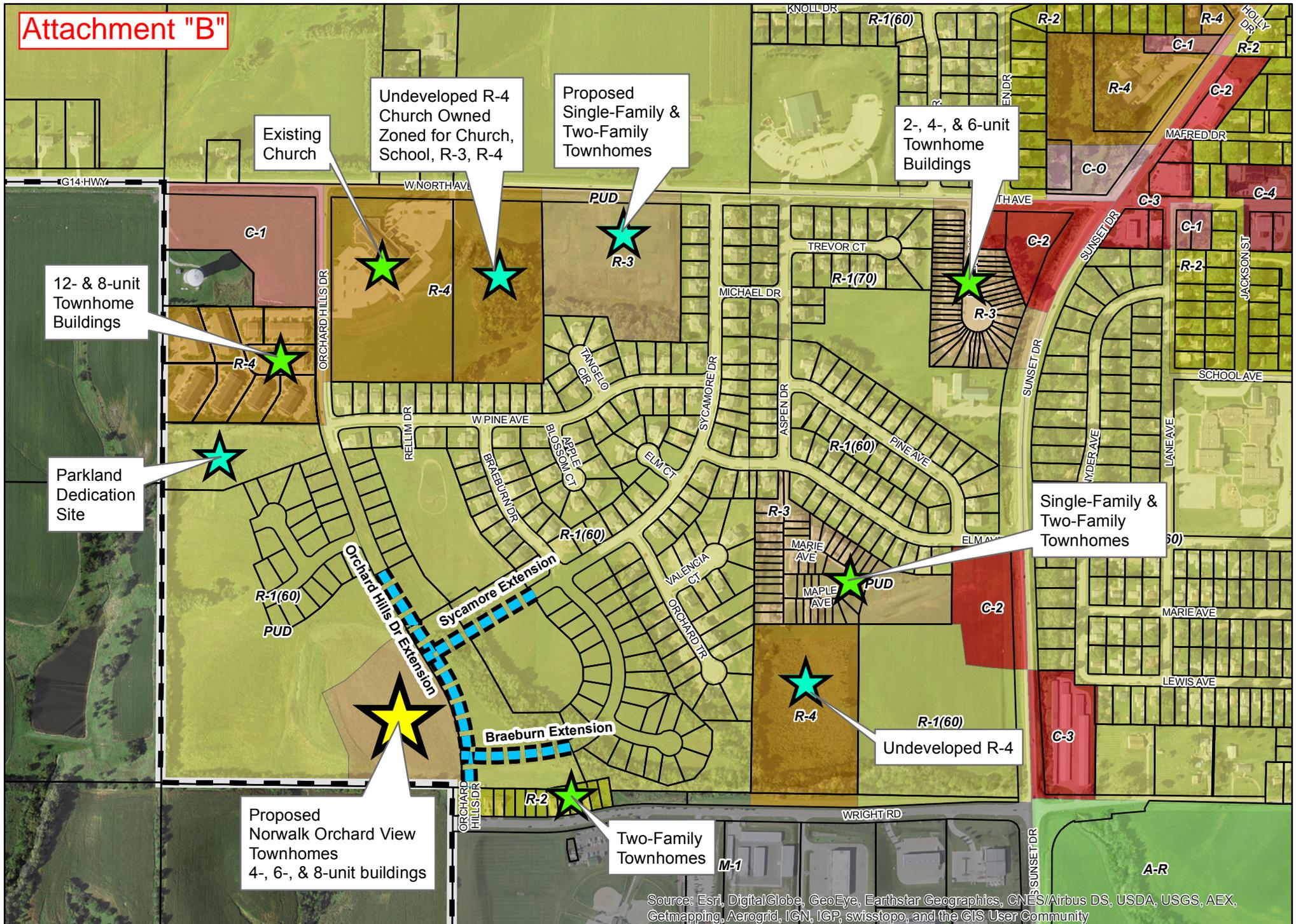
DATE OF SURVEY: 03/15/2016  
 DESIGNED BY: MPH  
 DRAWN BY: CMT

**NORNALK ORCHARD VIEW TOWNHOMES**  
 NORNALK, IA  
**LANDSCAPE PLAN**



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**Attachment "B"**



**Norwalk Orchard View Townhomes Location**





**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 09  
For Meeting of 08.18.2016

- REQUEST:** Consideration of approval of the Preliminary Plat of ***Orchard Trail Plat 5***
- STAFF CONTACT:** Luke Parris, AICP  
City Planner
- APPLICANT(S):** Diligent Orchard Hills, LLC      Civil Engineering Consultants, Inc.  
12119 Stratford Dr. Ste B      2400 86<sup>th</sup> St. Unit 12  
Clive, Iowa 50325      Des Moines, Iowa 50322
- GENERAL DESCRIPTION:** This request would create 33 lots along the continuation of the Rellim Drive stub off of West Pine Avenue
- IMPACT ON NEIGHBORHOOD:** The properties surrounding the new area are single-family homes.
- VEHICULAR & PEDESTRIAN TRAFFIC:** The plat shows the construction of two new streets. Rellim Drive provides a north/south street between Sycamore Drive and West Pine Avenue. The plat includes a section of Sycamore Drive that completes the development of this street, providing a connection from Orchard Hills Drive to North Avenue.
- TRAIL PLAN:** The plat includes standard 5' sidewalks. A 6' trail is included on the south side of Sycamore Drive.
- ZONING HISTORY FOR SITE AND IMMEDIATE VICINITY:** This site is zoned in the Orchard Hills PUD. Surrounding land is zoned in the Orchard Hills PUD and Orchard View PUD. The majority of the surround ground is R-1 Single Family with the exception of the R-3 parcel of the Orchard View PUD to the southwest and the existing R-3 townhome project to the northwest.
- BUFFERS REQUIRED/NEEDED:** N/A

<b>DRAINAGE:</b>	Drainage for the residential lots overland and to the storm sewer system on the streets. The storm sewer system eventually connects to the detention basin in Orchard Trail Plat 4 which is sized accordingly to handle storm water from the site.
<b>DEVELOPMENT HISTORY:</b>	Development of single family homes in the area has been occurring since the mid 2000's.
<b>FLOODPLAIN:</b>	None of the proposed lots are located within a floodplain.
<b>PARKLAND:</b>	The subdivision ordinance requires 783 square feet of parkland per single family dwelling unit. The development has 33 lots and is required to provide 0.59 acres of parkland, or the equivalent per Subdivision Regulations, to the City. No park is shown on site. Parkland dedication requirements will be finalized during final platting.
<b>UTILITIES: WATER, SANITARY SEWER, STORM SEWER.</b>	<ul style="list-style-type: none"> <li>• An 8" water main is provided on the east side of Rellim and on the south side of Sycamore.</li> <li>• Hydrants are shown along Rellim and Sycamore with adequate coverage .</li> <li>• An 8" sanitary sewer is provided on the west side of Rellim and provides service to the 33 lots.</li> <li>• A 15" storm sewer is along Rellim and connects to an 18" storm sewer that connects offsite to the south.</li> </ul>
<b>RELATIONSHIP TO COMPREHENSIVE LAND USE PLAN:</b>	The future land use plan designates this location medium density residential.
<b>STAFF ANALYSIS – ZONING ORDINANCE:</b>	<p>The Preliminary Plat consists of 33 residential lots. The plat consists of 10.06 acres of land south of West Pine Avenue and east of Orchard Hills Drive. The residential lots vary in size measuring from 8,714 SF to 17,246 SF.</p> <p>Streets shown will be dedicated to the City for street use upon approval of the Final Plat. The designated street right-of-way is 60 feet with a 28' wide road on Rellim and 60 feet with a 31' wide road on Sycamore.</p> <p>The proposed preliminary plat would be for any residential lots to be in the R-1 district with the following bulk regulations:</p> <ul style="list-style-type: none"> <li>• Minimum lot area – 7,500 SF</li> <li>• Minimum lot width – 60'</li> <li>• Front Setback – 25' on Rellim, 30' on Sycamore</li> <li>• Side setback – 12' total (min. 5' one side)</li> <li>• Rear setback – 30'</li> <li>• Height – 35'</li> </ul>

**STAFF ANALYSIS –  
SUBDIVISION  
ORDINANCE:**

The Subdivision Ordinance requires that Preliminary Plat submissions details on lot design, street layout, sanitary sewer layout, water main layout, grading, and storm water management. All information has been submitted by the applicant.

**PLANNING & ZONING  
RECOMMENDATION:**

Therefore, the Planning & Zoning Commission recommends that the request for the Preliminary Plat of Orchard Trail Plat 5 be approved with the following conditions:

- That the applicant provides all supporting documentation required within the Norwalk Subdivision Regulations.
- That any significant modifications to the final plat be reviewed and approved by the Planning & Zoning Commission and City Council.

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

RESOLUTION NO. \_\_\_\_

**A RESOLUTION APPROVING THE PRELIMINARY PLAT OF ORCHARD TRAIL PLAT 5**

WHEREAS, the Planning & Zoning Commission reviewed this request at their regular meeting on August 8, 2016 and recommends approval of the Preliminary Plat; and

WHEREAS, that the applicant provides all supporting documentation required within the Norwalk Subdivision Regulations.; and

WHEREAS, that any significant modifications to the preliminary plat be reviewed and approved by the Planning & Zoning Commission and City Council; and

NOW, THEREFORE, BE IT RESOLVED: That the City Council does hereby approve the Preliminary Plat of Orchard Trail Plat 5 as described and shown in Attachment "A" attached hereto and made a part thereof by reference.

PASSED AND APPROVED this 18th day of August, 2016.

\_\_\_\_\_  
Tom Phillips - Mayor

ATTEST:

\_\_\_\_\_  
JODI EDDLEMAN, CITY CLERK

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

PRELIMINARY PLAT  
**ORCHARD TRAIL PLAT 5**  
 NORWALK, IOWA  
 SHEET 1 OF 2

PROPERTY OWNER / APPLICANT:  
 DILIGENT ORCHARD HILLS, L.L.C.  
 12114 STRATFORD DRIVE  
 SUITE B  
 CLIVE, IOWA 50325  
 PHONE: 515-240-1500  
 WWW.DILIGENTDEVELOPMENT.COM

CONTACT:  
 STEVE BRUIERE  
 PRESIDENT  
 PHONE: 515-240-1500  
 STEVE@DILIGENTDEVELOPMENT.COM

LEGAL DESCRIPTION  
 OUTLOT 'Y', ORCHARD TRAIL PLAT 4, AN OFFICIAL PLAT, AND OUTLOT 'D', ORCHARD TRAIL PLAT 1, AN OFFICIAL PLAT, EXCEPT PARCEL 'A' RECORDED IN BOOK 2013, PAGE 10463, CITY OF NORWALK, HARREN COUNTY, IOWA, SAID PROPERTY CONTAINS 10.0610 ACRES MORE OR LESS.

ZONING  
 ORCHARD HILLS P.U.D.

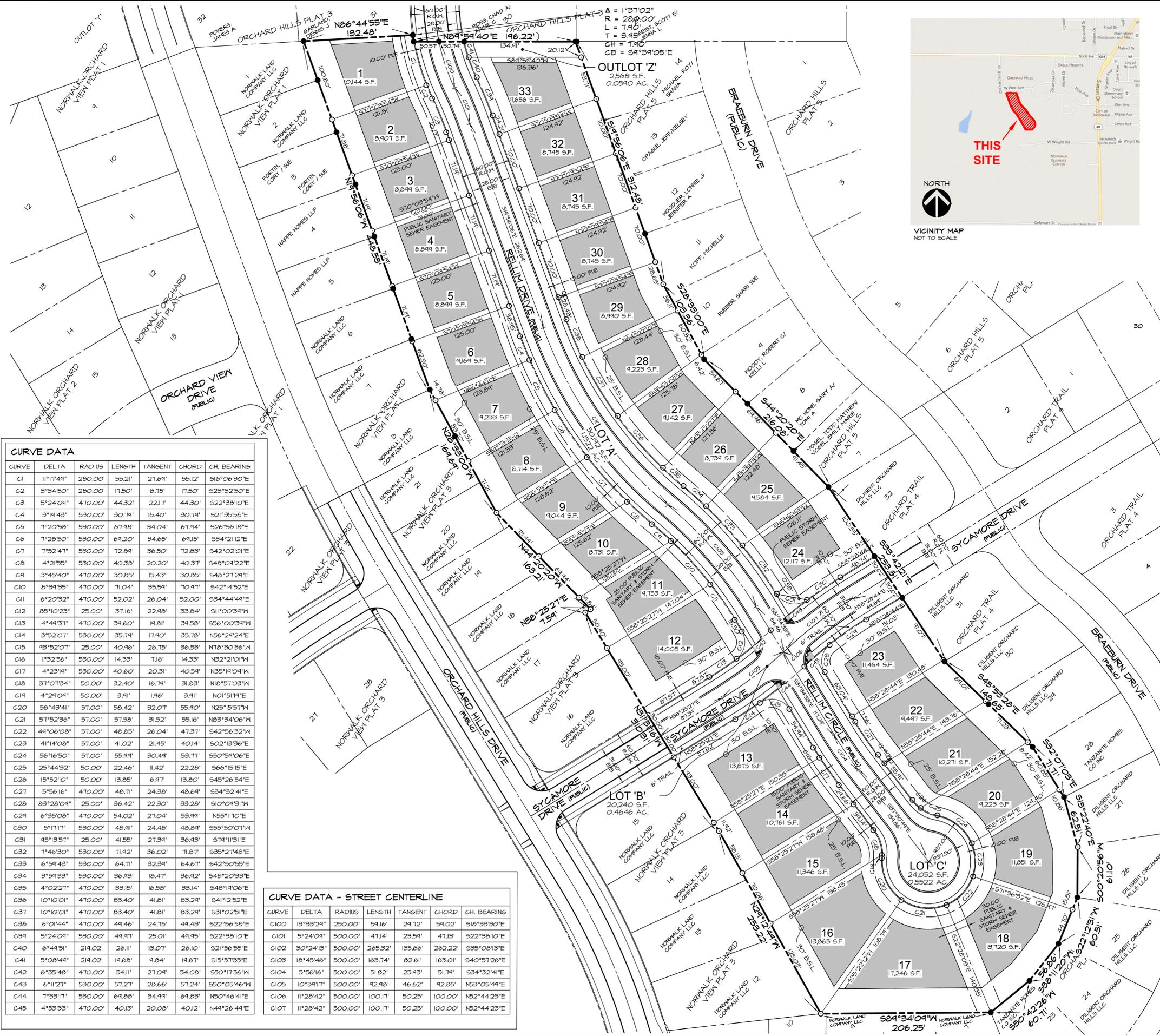
SETBACK REQUIREMENTS  
 FRONT YARD 30' (SYCAMORE DRIVE)  
 REAR YARD 25' (RELLIM DRIVE RELLIM CIRCLE)  
 SIDE YARD 12' TOTAL BOTH SIDES (5' MINIMUM)

UTILITIES  
 CITY OF NORWALK WATER WORKS  
 CITY OF NORWALK SANITARY SEWER SYSTEM  
 CITY OF NORWALK STORM SEWER SYSTEM

FLOOD ZONE  
 ZONE 'X'  
 FEMA FIRM FLOOD INSURANCE RATE MAP NUMBER 14181C0121F, REVISED OCTOBER 16, 2014.  
 ZONE 'X'  
 FEMA FIRM FLOOD INSURANCE RATE MAP NUMBER 14181C0124F, REVISED OCTOBER 16, 2014.



VICINITY MAP  
 NOT TO SCALE



**CURVE DATA**

CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD	CH. BEARING
C1	11°17'44"	280.00'	55.21'	21.64'	55.12'	S16°06'30"E
C2	3°34'50"	280.00'	11.50'	8.75'	11.50'	S23°32'50"E
C3	5°24'04"	470.00'	44.32'	22.17'	44.30'	S22°38'10"E
C4	3°14'43"	530.00'	30.74'	15.40'	30.74'	S21°35'58"E
C5	7°20'58"	530.00'	67.98'	34.04'	67.94'	S26°56'18"E
C6	7°28'50"	530.00'	64.20'	34.65'	64.15'	S34°21'12"E
C7	7°52'47"	530.00'	12.84'	36.50'	12.83'	S42°02'01"E
C8	4°21'55"	530.00'	40.38'	20.20'	40.37'	S48°04'22"E
C9	3°45'40"	470.00'	30.85'	15.43'	30.85'	S48°27'24"E
C10	8°34'35"	470.00'	71.04'	35.54'	70.91'	S42°14'52"E
C11	6°20'32"	470.00'	52.02'	26.04'	52.00'	S34°44'44"E
C12	85°10'23"	25.00'	31.16'	22.48'	33.84'	S11°00'34"W
C13	4°44'37"	470.00'	34.60'	14.81'	34.58'	S56°00'34"W
C14	3°52'07"	530.00'	35.74'	17.40'	35.73'	S56°24'24"E
C15	43°52'07"	25.00'	40.96'	26.75'	36.53'	N78°30'36"W
C16	1°32'56"	530.00'	14.33'	7.16'	14.33'	N32°21'01"W
C17	4°23'19"	530.00'	40.60'	20.31'	40.54'	N35°14'04"W
C18	37°07'34"	50.00'	32.40'	16.71'	31.83'	N18°57'03"W
C19	4°24'04"	50.00'	3.91'	1.96'	3.91'	N01°51'19"E
C20	58°43'41"	51.00'	58.42'	32.07'	55.40'	N25°15'57"W
C21	51°52'36"	51.00'	51.58'	31.52'	55.16'	N83°34'06"W
C22	44°06'08"	51.00'	48.85'	26.04'	47.37'	S42°56'32"W
C23	41°14'08"	51.00'	41.02'	21.45'	40.14'	S02°13'36"E
C24	56°16'50"	51.00'	55.94'	30.44'	53.71'	S50°54'06"E
C25	25°44'32"	50.00'	22.46'	11.42'	22.28'	S66°15'15"E
C26	15°52'10"	50.00'	13.85'	6.47'	13.80'	S45°26'54"E
C27	5°56'16"	470.00'	48.71'	24.38'	48.64'	S34°32'41"E
C28	83°28'04"	25.00'	36.42'	22.30'	33.28'	S10°04'31"W
C29	6°35'08"	470.00'	54.02'	27.04'	53.94'	N55°11'10"E
C30	5°17'17"	530.00'	48.91'	24.48'	48.84'	S55°50'07"W
C31	45°13'57"	25.00'	41.55'	27.34'	36.43'	S74°11'31"E
C32	7°46'30"	530.00'	71.92'	36.02'	71.87'	S35°27'48"E
C33	6°54'43"	530.00'	64.71'	32.34'	64.67'	S42°50'55"E
C34	3°54'33"	530.00'	36.43'	18.47'	36.42'	S48°20'33"E
C35	4°02'27"	470.00'	33.15'	16.58'	33.14'	S48°19'06"E
C36	10°10'01"	470.00'	83.40'	41.81'	83.24'	S41°12'52"E
C37	10°10'01"	470.00'	83.40'	41.81'	83.24'	S31°02'51"E
C38	6°01'44"	470.00'	44.46'	24.75'	44.43'	S22°56'58"E
C39	5°24'04"	500.00'	47.14'	23.54'	47.13'	S22°38'10"E
C40	6°44'51"	214.02'	26.11'	13.07'	26.10'	S21°56'55"E
C41	5°08'44"	214.02'	14.68'	9.84'	14.67'	S15°57'35"E
C42	6°35'48"	470.00'	54.11'	27.04'	54.08'	S50°17'56"W
C43	6°11'27"	530.00'	57.27'	28.66'	57.24'	S50°05'46"W
C44	7°33'17"	530.00'	64.88'	34.94'	64.83'	N50°46'41"E
C45	4°53'33"	470.00'	40.13'	20.08'	40.12'	N44°26'44"E

**CURVE DATA - STREET CENTERLINE**

CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD	CH. BEARING
C100	13°33'24"	250.00'	54.16'	24.72'	54.02'	S18°33'30"E
C101	5°24'04"	500.00'	47.14'	23.54'	47.13'	S22°38'10"E
C102	30°24'13"	500.00'	265.32'	135.86'	262.22'	S35°08'13"E
C103	18°45'46"	500.00'	163.74'	82.61'	163.01'	S40°57'26"E
C104	5°56'16"	500.00'	51.82'	25.43'	51.74'	S34°32'41"E
C105	10°34'11"	500.00'	42.48'	46.62'	42.85'	N53°05'44"E
C106	11°28'42"	500.00'	100.17'	50.25'	100.00'	N52°44'23"E
C107	11°28'42"	500.00'	100.17'	50.25'	100.00'	N52°44'23"E

- NOTES**
- ALL STORM SEWER EASEMENTS ARE TO BE 20 FEET WIDE OR TWO TIMES THE DEPTH, WHICHEVER IS GREATER.
  - ALL SANITARY SEWER EASEMENTS ARE TO BE 30 FEET WIDE OR TWO TIMES THE DEPTH, WHICHEVER IS GREATER.
  - THE USE OF PUBLIC UTILITY EASEMENTS IS SUBORDINATE TO THE CITY'S USE OF ITS DESIGNATED EASEMENT.
  - SOME LOTS ACCEPT DRAINAGE FROM ADJACENT PROPERTY. BUILDING ON THESE LOTS MUST TAKE INTO ACCOUNT UPSTREAM DRAINAGE.

**CERTIFICATIONS**

I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

JERRY P. OLIVER, IOWA REG. NO. 7844 DATE MY LICENSE RENEWAL DATE IS DECEMBER 31, 2016 PAGES OR SHEETS COVERED BY THIS SEAL.

I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

JERRY P. OLIVER, IOWA REG. NO. 7844 DATE MY LICENSE RENEWAL DATE IS DECEMBER 31, 2016 PAGES OR SHEETS COVERED BY THIS SEAL.

**LEGEND**

- EXISTING/PROPOSED
- ST 18" PLAT BOUNDARY
  - SAN 18" STORM SEWER & SIZE
  - W 18" WATER MAIN & SIZE
  - MANNHOLE
  - STORM INTAKE
  - FIRE HYDRANT
  - VALVE
  - F.E.S.
  - EXISTING CONTOURS
  - PROPOSED CONTOURS
  - SILT FENCE
  - EXISTING TREE LINE
  - P.O.B. POINT OF BEGINNING
  - B.S.L. BUILDING SETBACK LINE
  - MAIL BOX CLUSTER
  - STREET LIGHT POLE
  - BUILDABLE LOT AREA

**BENCHMARKS**

- R/R SPIKE IN POWER POLE 48 FEET SOUTH OF CENTERLINE OF NORTH AVENUE AND 15 FEET EAST OF CENTERLINE OF ASPEN DRIVE. ELEVATION: 421.45
- BRASS PLUG IN HEADWALL OF REINFORCED BOX CULVERT, AT NORTHWEST CORNER OF INTERSECTION OF IOWA HIGHWAY 28 AND ASPEN AVENUE. ELEVATION: 674.90
- BURY BOLT ON HYDRANT, AT NORTHEAST CORNER OF INTERSECTION OF ASPEN DRIVE AND ELM AVENUE. ELEVATION: 424.44
- CUT 'X' INTERSECTION SYCAMORE DRIVE AND ELM AVENUE. ELEVATION: 434.71



SCALE: 1"=60'  
 0' 20' 40' 60' 120'  
 22"x34" SHEET  
 1"=120' 11"x17" SHEET



Civil Engineering Consultants, Inc.  
 2400 86th Street Unit 12 Des Moines, Iowa 50322  
 515.276.4884 Fax: 515.276.7084 mail@cecinc.com

**CEC**

ORCHARD TRAIL PLAT 5  
 NORWALK, IOWA  
 DIMENSIONS AND EASEMENTS

DATE:	REVISIONS	COMMENTS
JUNE 13, 2016	1	
JULY 8, 2016	2	
	3	
	4	
	5	
	6	

DATE OF SURVEY: JFO  
 DESIGNED BY: JFO  
 DRAWN BY: KEH

SHEET 1 OF 2  
 E-1518

Q:\EFILES\7000\7518\_C3D Drawings\Plat\7518 PP Sheet 1.dwg, 7/8/2016 10:31:43 AM, pelansen, 1:1

PRELIMINARY PLAT  
**ORCHARD TRAIL PLAT 5**  
 NORWALK, IOWA  
 SHEET 1 OF 2

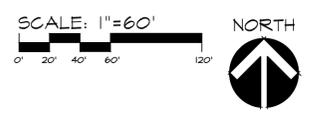
PROPERTY OWNER / APPLICANT:  
 DILIGENT ORCHARD HILLS, L.L.C.  
 1214 STRATFORD DRIVE  
 SUITE B  
 CLIVE, IOWA 50325  
 PHONE: 515-240-7500  
 WWW.DILIGENTDEVELOPMENT.COM

CONTACT:  
 STEVE BRUERE  
 PRESIDENT  
 PHONE: 515-240-7500  
 STEVE@DILIGENTDEVELOPMENT.COM



**LEGEND**

EXISTING/PROPOSED	DESCRIPTION
—	PLAT BOUNDARY
—	STORM SEWER 4" SIZE
—	SANITARY SEWER 4" SIZE
—	WATER MAIN 4" SIZE
○	MANHOLE
○	STORM INTAKE
○	FIRE HYDRANT
△	VALVE
▲	F.E.S.
○	EXISTING CONTOURS
○	PROPOSED CONTOURS
—	SILT FENCE
—	EXISTING TREE LINE
—	POINT OF BEGINNING
—	BUILDING SETBACK LINE
—	MAIL BOX CLUSTER
—	STREET LIGHT POLE



DATE:	REVISIONS	COMMENTS
JUNE 13, 2016	1	JULY 8, 2016
	2	
	3	
	4	
	5	JFO
	6	MEH

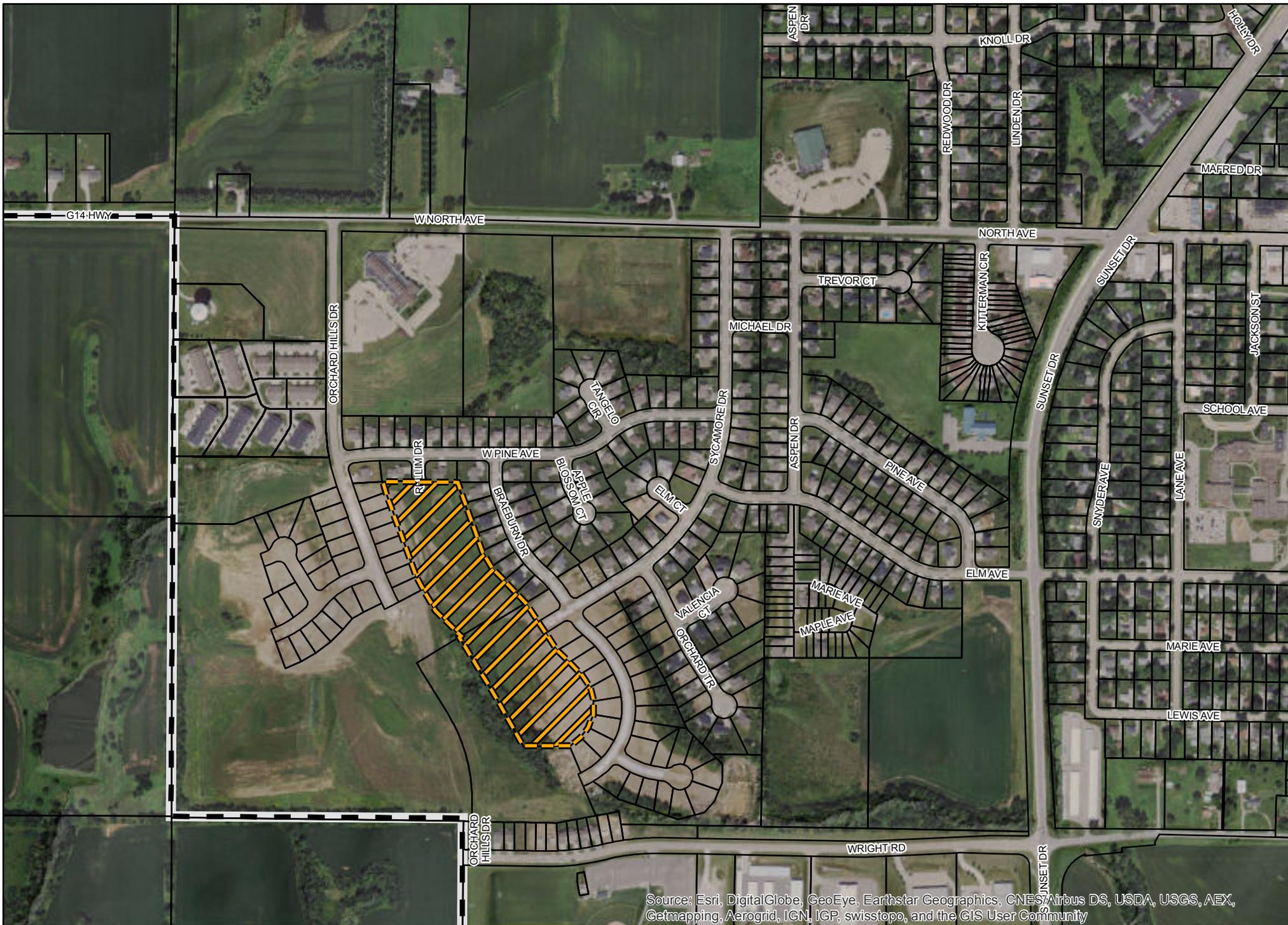
DATE OF SURVEY: JFO  
 DESIGNED BY: JFO  
 DRAWN BY: MEH

**ORCHARD TRAIL PLAT 5**  
 NORWALK, IOWA  
**GRADING AND UTILITIES**

Civil Engineering Consultants, Inc.  

 2400 86th Street, Unit 12, Des Moines, Iowa, 50322  
 515.276.4884 · Fax: 515.276.7084 · mail@cecinc.com

Q:\EFILES\7000\E7518\_C3D Drawings\PlatE7518 PP Sheet 2.dwg, 7/8/2016 10:32:51 AM, pelausen, 1:1



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



# Orchard Trail Plat 5 Vicinity Map





**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 10  
For Meeting of 08.18.2016

**ITEM TITLE:** Resolution for Consideration Accepting Public Infrastructure for West Grove Villas

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

**SUMMARY EXPLANATION:** West Grove Villas contains 34 lots that will be accessed from West North Avenue. The developer's engineer, McClure Engineering has submitted documentation that the improvements have been installed in accordance with the plans and specifications. A site inspection performed on July 25, 2016 found outstanding items yet to be completed. The developer has provided a performance bond for the remaining unfinished items. With the acceptance of these improvements the 4 year maintenance bonds will start. The developer, West Grove Homes L.L.C. is now requesting the City accept the following improvements:

**SANITARY SEWER**

- 1,646' of 8" sanitary sewer main
- 7 manholes

**STORM SEWER**

- 1,767' of various sized storm sewer main
- 4 manholes
- 13 intake structures

**WATER**

- 1,980' of 8" water main
- 8 valves
- 5 fire hydrants

It should be noted that the streets within this "private" subdivision" are not dedicated to the City due to lack of adequate right of way, sidewalk placement, and building set back.

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

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

**RESOLUTION NO**

**RESOLUTION ACCEPTING IMPROVEMENTS  
KNOWN AS WEST GROVE VILLAS**

WHEREAS, the owner/developer West Grove Homes L.L.C. contracted with McClure Engineering to prepare construction plans and specifications for West Grove Villas; and,

WHEREAS, McClure Engineering is responsible for overseeing all the infrastructure improvements including the installation of the site grading and sub-grade preparation, sanitary sewer, storm water, and water mains; and,

WHEREAS, McClure Engineering has submitted a letter stating that the work of constructing the sanitary sewer, storm water, and water mains have been completed and substantially complies with the terms, conditions, and stipulations of the plans and specifications; and,

WHEREAS, West Grove Homes L.L.C. desires to dedicate the sanitary sewer, storm water, and water main improvements to the City of Norwalk as public improvements.

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 18<sup>th</sup> day of August, 2016.

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

ATTEST:

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

ROLL CALL VOTE:

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	
Isley	___	___	___	
Kuhl Lester	___	___	___	
Livingston		___	___	___
Riva	___	___	___	
	___	___	___	



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 11  
For Meeting of 08.18.2016

- REQUEST:** Consideration of approval of the Final Plat of **West Grove**
- STAFF CONTACT:** Luke Parris, AICP  
City Planner
- APPLICANT(S):** Hubbell Reality Company  
6900 Westtown Parkway  
West Des Moines, Iowa 50266
- GENERAL DESCRIPTION:** This request would create 12 single family lots and 22 bi-attached townhome lots in Parcel 4 of the Orchard Hills PUD.
- IMPACT ON NEIGHBORHOOD:** The request would a medium density multi-family parcel in the Orchard Hills PUD area. The development itself only connects to North Avenue and does not have direct connection to the neighboring single-family development. The proposal includes single family lots along the perimeter of the development that share a boundary with the existing single family development. The bi-attached units are internal to the development and located along the western boundary of the plat.
- VEHICULAR & PEDESTRIAN TRAFFIC:** The request would not appear to have a negative impact on traffic conditions. Two access points to North Avenue are provided for adequate traffic circulation. Streets are 26' wide and exceed the City standard for private streets.
- TRAIL PLAN:** There are sidewalks within the subdivision and a proposed 8' trail along North Avenue (G14). The trail along North Avenue would be built with the infrastructure for the plat. The trail will connect to existing trail to the east and a planned future trail to the west along North Avenue.
- ZONING HISTORY FOR SITE AND IMMEDIATE VICINITY:** The site zoned as Parcel 4 of the Orchard Hills PUD, which allowed for R-3 uses or a cluster development. Adjacent property is zoned in the Orchard Hills PUD as R-1.

<b>BULK REGULATIONS:</b>	25' setback from private street, 15' side setback (minimum 7' on one side), 30' rear yard setback.
<b>DRAINAGE:</b>	<p>Drainage on the site is through rear yard drainage swales and a private storm sewer system. Storm water from the streets is collected in the private storm sewer system and outlet into a detention basin in the southeastern corner of the development.</p> <p>Rear yard drainage from the internal bi-attached lots collected into the storm sewer system and discharged at the detention basin.</p> <p>Rear yard drainage from the bi-attached lots to the west drains through the rear of the yards into a natural drainage way that ultimately collects into the southwestern drainage basin.</p> <p>Rear yard drainage from the single family lots to the east drains through the rear of the yards into a natural drainage way that ultimately collects into the southwestern drainage basin. Home owners directly to the east have experience drainage in the past, the creation of this rear yard swale should help alleviate some of these home owners problems.</p>
<b>DEVELOPMENT HISTORY:</b>	The Legacy PUD was approved on June 3, 2004 and the preliminary plat was approved on November 19, 2015.
<b>FLOODPLAIN:</b>	None of the proposed lots are located within a floodplain.
<b>PARKLAND:</b>	The developer has met the parkland dedication which was satisfied through the PUD master planning phase.
<b>UTILITIES: WATER, SANITARY SEWER, STORM SEWER.</b>	<ul style="list-style-type: none"> <li>• The final plat shows 25' front setback on all lots.</li> <li>• The final plat shows a 30' rear setback on all lots.</li> <li>• A 7.5' side setback for all lots, 15' with both sides.</li> <li>• 26' private streets</li> <li>• 25' rear yard drainage easements along lots 1-7 and lots 13-20.</li> <li>• 20' rear yard drainage easements on lots 21-34.</li> <li>• A private overland flowage easement at the rear of lots 8-12.</li> <li>• 15' storm sewer easement along lots 8, 21-24 and 27-34.</li> <li>• 25' storm sewer easement along lots 25-26.</li> <li>• 15' water main easement along lots 1-20.</li> </ul>
<b>RELATIONSHIP TO COMPREHENSIVE LAND USE PLAN:</b>	The Future Land Use Map designates the area in question as High Density Residential. The Comprehensive Plan identifies single-family and two-family homes as a typical use in both categories. This request would be in compliance with such designation.
<b>STAFF ANALYSIS – ZONING ORDINANCE:</b>	The Final Plat consists of 34 lots, containing approximately 7.9 acres of land, south of North Avenue and west of Sycamore Drive. The area is being developed according to the Orchard Hills PUD requirements for Parcel 4. Setbacks for the single family lots are 25'

off of the private street and 15' between buildings. Setbacks for the bi-attached lots are 25' off of the private street, 15' between buildings, and 0' for each bi-attached structure. Rear setbacks for all lots are 30 feet.

**STAFF ANALYSIS –  
SUBDIVISION  
ORDINANCE:**

The Subdivision Ordinance requires that Final Plat submissions include such criteria as boundaries of property, engineer's certificate, easements and right-of-way widths. All information has been submitted by the applicant. The Final Plat shows platted building lines, property lines with dimensions, easements and right-of-way widths.

The applicant will need to submit all other required documents prior to release of the final plat for recording.

**PLANNING & ZONING  
RECOMMENDATION:**

Therefore, the Planning & Zoning Commission recommends that the request for the Final Plat of West Grove Villas be approved with the following conditions:

- That the applicant provides all supporting documentation required within the Norwalk Subdivision Regulations.
- That any significant modifications to the final plat be reviewed and approved by the Planning & Zoning Commission and City Council.

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

**RESOLUTION NO**

**A RESOLUTION APPROVING THE WEST GROVE – FINAL PLAT**

WHEREAS, the Planning & Zoning Commission reviewed this request at their regular meeting on April 25, 2016 and recommends approval of the Final Plat; and

WHEREAS, that upon final approval of the final plat, the developer adheres to all provisions detailed in the Norwalk Subdivision Regulations and Norwalk Municipal Code of Ordinances; and

WHEREAS, that any significant modifications to the final plat be reviewed and approved by the Planning & Zoning Commission and City Council; and

NOW, THEREFORE, BE IT RESOLVED: That the City Council does hereby approve the Final Plat for the West Grove as described and shown in Attachment "A" attached hereto and made a part thereof by reference.

PASSED AND APPROVED this 18th day of August, 2016.

\_\_\_\_\_  
Tom Phillips - Mayor

ATTEST:

\_\_\_\_\_  
JODI EDDLEMAN, CITY CLERK

ROLL CALL VOTE:            Aye            Nay

Kuhl	___	___
Lester	___	___
Isley	___	___
Riva	___	___
Livingston	___	___

# WEST GROVE VILLAS PLAT 1 NORWALK, IA

### OWNER/APPLICANT:

WEST GROVE HOMES, LLC  
C/O HUBBEL REALTY COMPANY  
6900 WESTOWN PARKWAY  
WEST DES MOINES, IA 50266  
(515) 243-3228  
JOE.PIETRUSZYNSKI@HUBBELLREALTY.COM  
ATTN: JOE PIETRUSZYNSKI

### ENGINEER:

MCCLURE ENGINEERING  
1360 NW 121ST STREET  
CLIVE, IOWA 50325  
(515) 964-1229  
BBROCKMAN@MECRESULTS.COM  
ATTN: BRAD BROCKMAN

### LEGAL DESCRIPTION:

ALL OF LOT 4 IN ORCHARD HILLS PLAT 1, AN OFFICIAL PLAT, INCLUDED IN AND FORMING A PART OF THE CITY OF NORWALK, WARREN COUNTY, IOWA. DESCRIBED AREA CONTAINS 7.91 ACRES AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

### NOTES:

- STRUCTURES AND FENCES SHALL NOT BE LOCATED IN THE OVERLAND FLOWAGE EASEMENTS & SURFACE WATER FLOWAGE EASEMENTS.
- ALL OF OUTLOT Z TO BE ENCUMBERED BY A STORM WATER DETENTION BASIN EASEMENT.

### ZONING:

PARCEL 4 OF THE ORCHARD HILLS PLANNED UNIT DEVELOPMENT - R-3 MEDIUM DENSITY RESIDENTIAL

### UTILITIES:

WATER - NORWALK WATER SYSTEM  
SANITARY SEWER - NORWALK SANITARY SEWER SYSTEM

### SETBACK SUMMARY:

FRONT = 25'  
SIDE = 5' MINIMUM  
REAR = 30'

### GENERAL LEGEND

- BOUNDARY LINE
- - - SECTION LINE
- PROPERTY LINE
- - - EXIST PROPERTY LINE
- - - EASEMENT LINE (TYPE AS NOTED)

#### CORNERS FOUND:

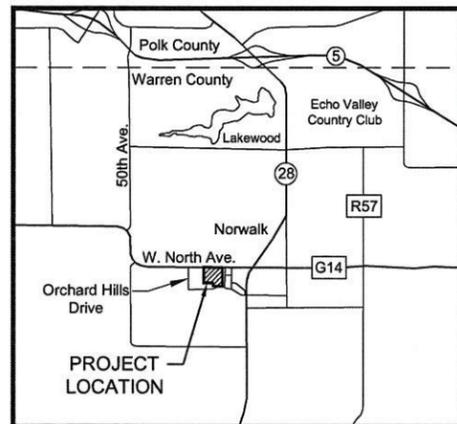
- ▲ - SECTION CORNER (TYPE AS NOTED)
- - BOUNDARY CORNER; FOUND 5/8" REBAR W/YPC 7844 (UNLESS NOTED OTHERWISE)

#### CORNERS SET:

- - BOUNDARY CORNER 1/2" REBAR OPC #19828
- △ - SECTION CORNER 1/2" REBAR OPC #19828

#### ABBREVIATIONS:

- ROW - RIGHT-OF-WAY
- BK, PG - BOOK AND PAGE
- (M) - MEASURED DISTANCE/ANGLE
- (R) - RECORD DISTANCE/ANGLE
- PUE - PUBLIC UTILITY EASEMENT
- YPC - YELLOW PLASTIC CAP
- OPC - ORANGE PLASTIC CAP
- POB - POINT OF BEGINNING



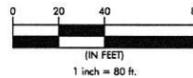
VICINITY MAP (NOT TO SCALE)

ORCHARD HILLS PLAT 1 LOT 3 (BK 2005, PG 8489)

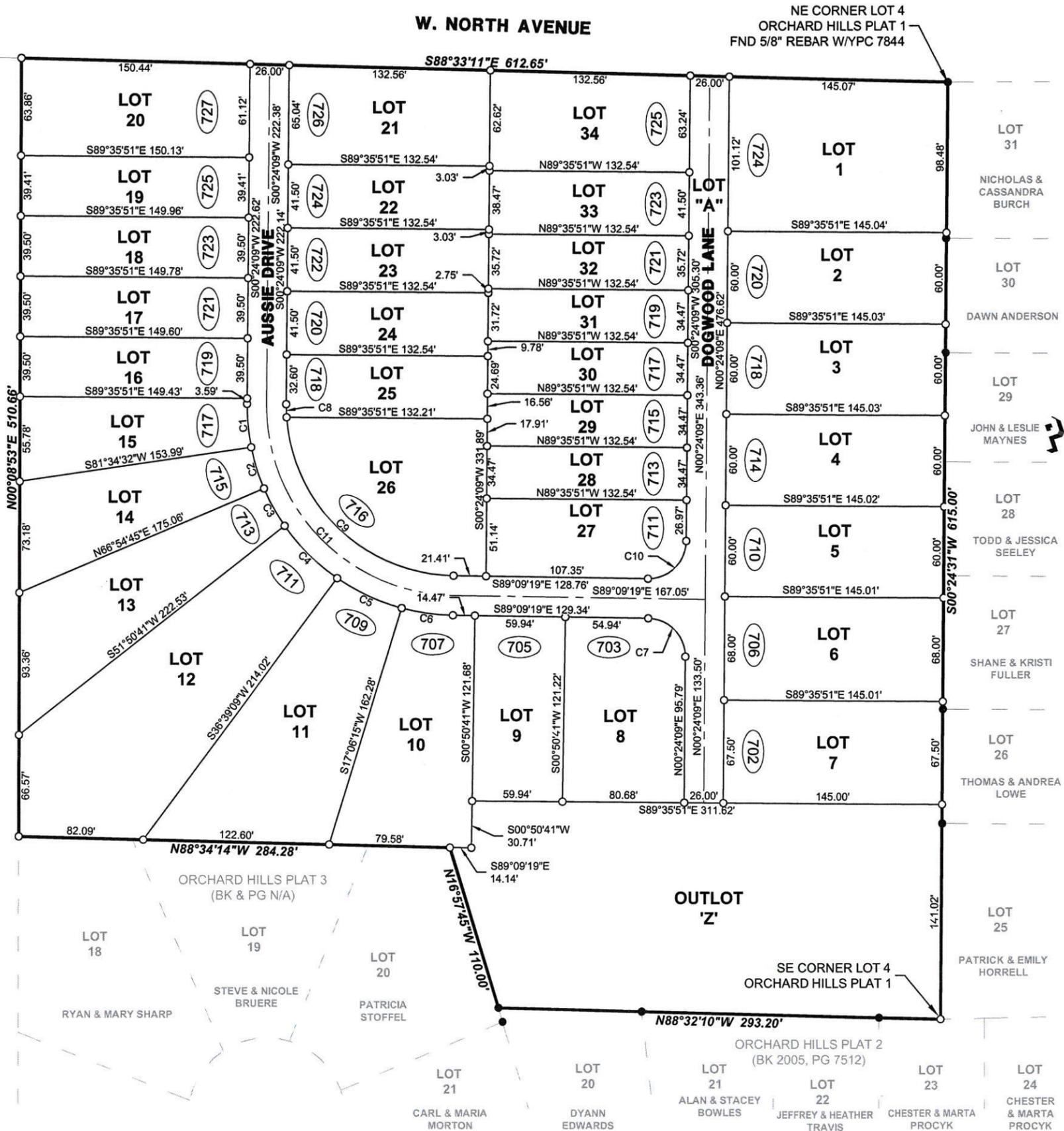
ST. JOHN'S CHURCH OF CUMMING ST. JOHN'S PARISH (BK 2003, PG 13415)



NORTH



Curve #	Length	Radius	Delta	Chd B	Chd L
C1	28.76	138.00	11°56'32"	S05°34'07"E	28.71
C2	28.45	138.00	11°48'47"	S17°26'47"E	28.40
C3	28.15	138.00	11°41'12"	S29°11'47"E	28.10
C4	49.10	138.00	20°23'03"	S45°13'55"E	48.84
C5	47.08	138.00	19°32'54"	S65°11'53"E	46.86
C6	34.16	138.00	14°10'59"	S82°03'50"E	34.07
C7	39.08	25.00	89°33'28"	N44°22'35"W	35.22
C8	8.65	112.00	4°25'32"	S01°48'37"E	8.65
C9	166.41	112.00	85°07'56"	S46°35'21"E	151.52
C10	39.46	25.00	90°26'32"	N45°37'25"E	35.49
C11	195.38	125.00	89°33'28"	S44°22'35"E	176.09

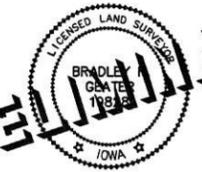


building strong communities.

1360 NW 121ST Street  
Clive, Iowa 50325  
515-964-1229  
fax 515-964-2370

NOTICE  
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I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

DATE  
BRADLEY R. GEATER, PLS  
NO. 19828  
MY LICENSE RENEWAL DATE IS  
DECEMBER 31, 2017  
PAGES OR SHEETS COVERED BY  
THIS SEAL:  
TWO PAGES

WEST GROVE VILLAS  
PLAT 1  
FINAL PLAT  
NORWALK, IA  
20215018  
05/13/2016

REVISIONS  
ENGINEER  
B. BROCKMAN  
DRAWN BY  
C. CARLETON  
CHECKED BY  
B. GEATER  
FIELD BOOK NO.  
DRAWING NO.  
FP-01  
SHEET NO.  
01/02

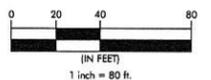
NOTICE:  
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**PRELIMINARY**



NORTH



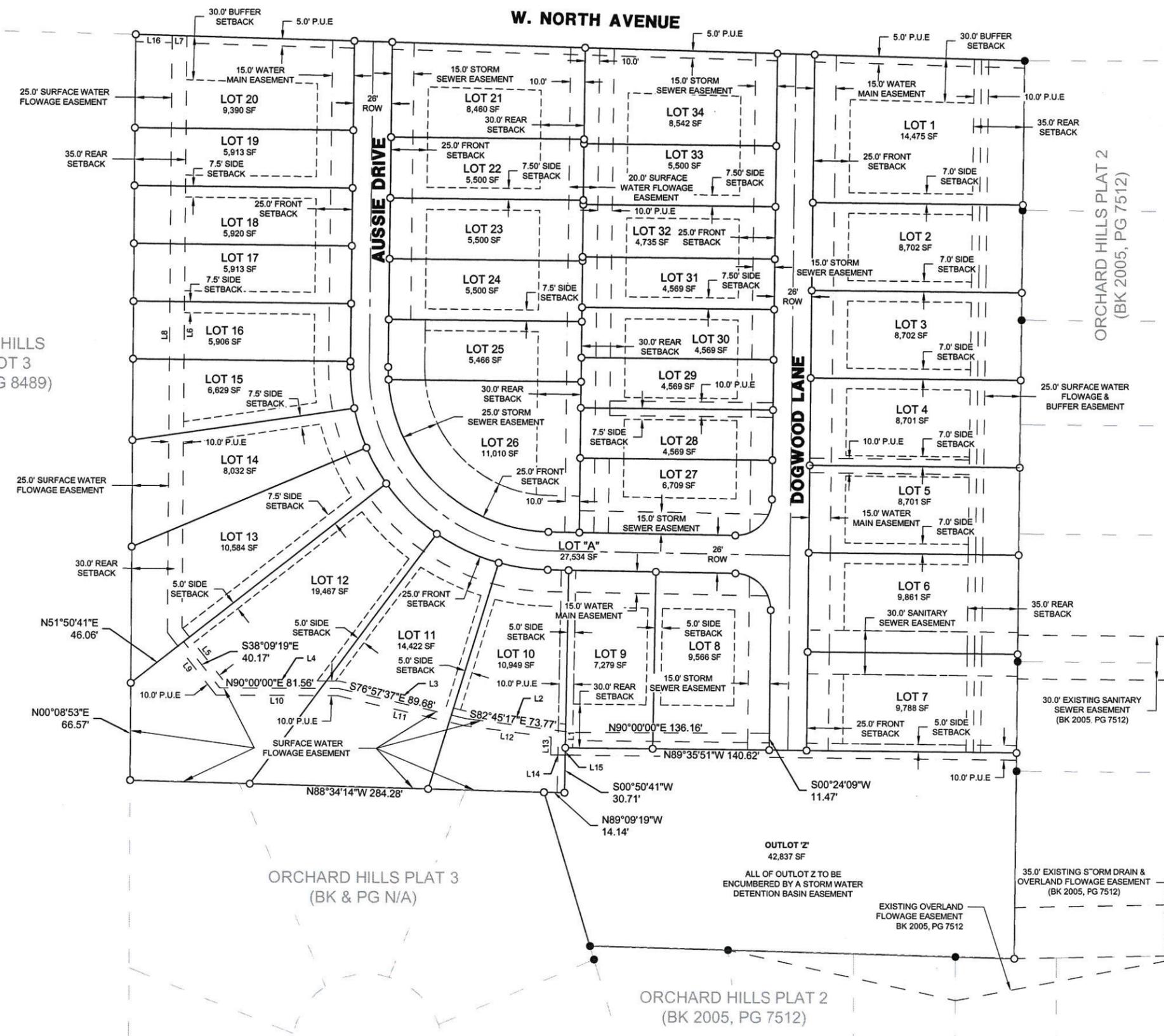
WEST GROVE VILLAS  
PLAT 1  
FINAL PLAT  
NORWALK, IA  
20215018  
05/13/2016

REVISIONS

ENGINEER: B. BROCKMAN  
DRAWN BY: C. CARLETON

CHECKED BY: B. GEATER  
FIELD BOOK NO.:

DRAWING NO.: FP-01  
SHEET NO.: 02/02



Line #	Direction	Length
L1	N00°50'41"E	16.07
L2	N82°45'17"W	68.55
L3	N76°57'37"W	89.99
L4	N90°00'00"W	79.70
L5	N38°09'19"W	45.92
L6	N00°08'53"E	405.24
L7	N88°33'11"W	10.00
L8	S00°08'53"W	408.94
L9	S38°09'19"E	54.25
L10	N90°00'00"E	83.42
L11	S76°57'37"E	89.36
L12	S82°45'17"E	60.12
L13	S00°50'41"W	12.21
L14	S89°35'51"E	10.00
L15	N00°50'41"E	5.00
L16	N88°33'11"W	25.01

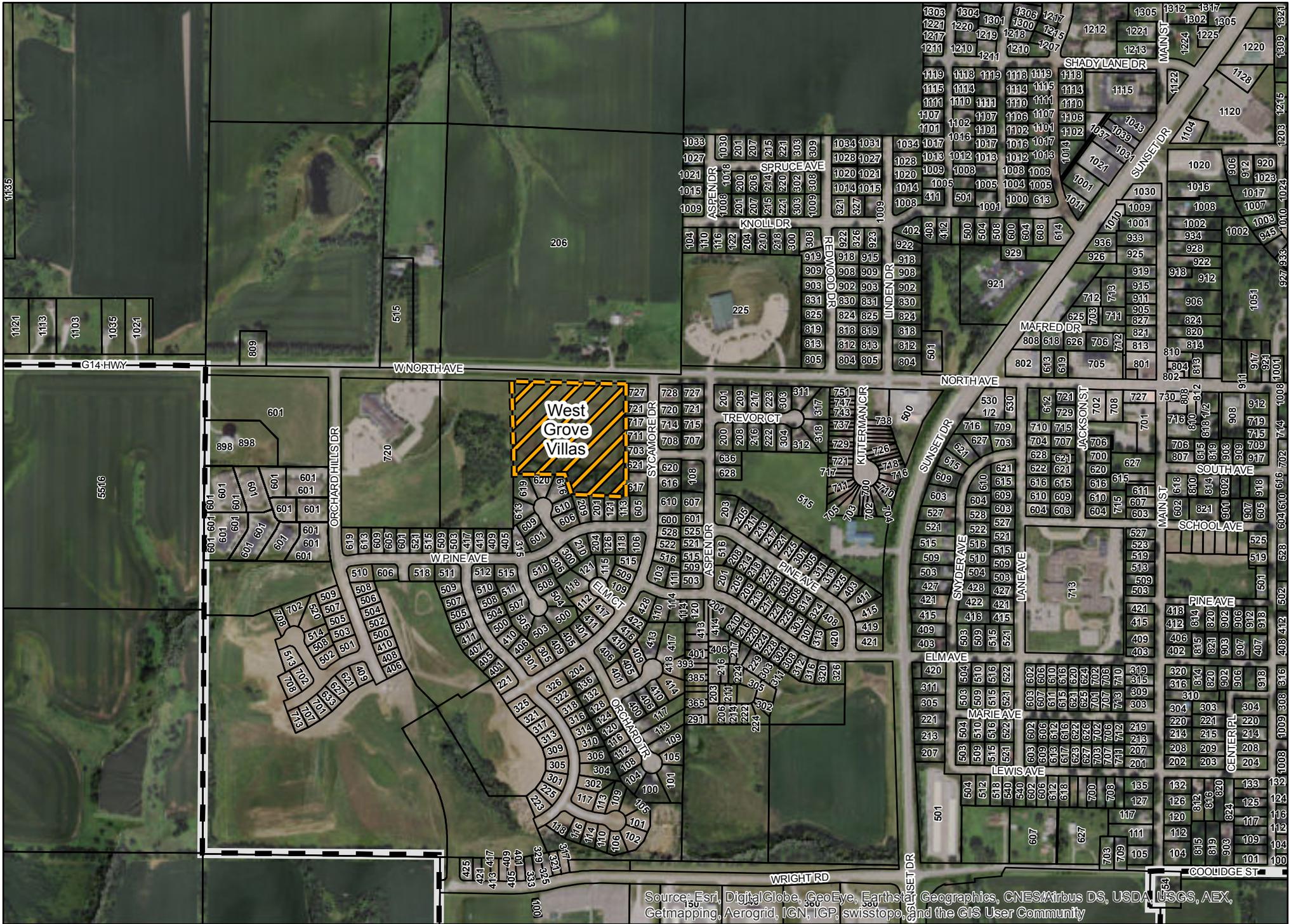
ORCHARD HILLS  
PLAT 1 LOT 3  
(BK 2005, PG 8489)

ORCHARD HILLS PLAT 3  
(BK & PG N/A)

ORCHARD HILLS PLAT 2  
(BK 2005, PG 7512)

**GENERAL LEGEND**

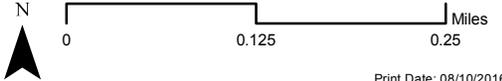
- BOUNDARY LINE
  - - - SECTION LINE
  - PROPERTY LINE
  - - - EXIST PROPERTY LINE
  - - - EASEMENT LINE (TYPE AS NOTED)
- CORNERS FOUND:
- ▲ - SECTION CORNER (TYPE AS NOTED)
  - - BOUNDARY CORNER; FOUND 5/8" REBAR W/YPC 7844 (UNLESS NOTED OTHERWISE)
- CORNERS SET:
- - BOUNDARY CORNER 1/2" REBAR OPC #19828
  - △ - SECTION CORNER 1/2" REBAR OPC #19828
- ABBREVIATIONS:
- ROW - RIGHT-OF-WAY
  - BK, PG - BOOK AND PAGE
  - (M) - MEASURED DISTANCE/ANGLE
  - (R) - RECORD DISTANCE/ANGLE
  - PUE - PUBLIC UTILITY EASEMENT
  - YPC - YELLOW PLASTIC CAP
  - OPC - ORANGE PLASTIC CAP
  - POB - POINT OF BEGINNING



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



# West Grove Villas Vicinity Map





**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 12  
For Meeting of 08.18.2016

**ITEM TITLE:** Resolution for Consideration Accepting Public Infrastructure for Timber View Plat 1

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

**SUMMARY EXPLANATION:** Timber View Plat 1 contains 61 lots that will be accessed from West North Avenue (G-14). The developer's engineer, Cooper Crawford Associates has submitted documentation that the improvements have been installed in accordance with the plans and specifications. A site inspection performed on July 21, 2016 found only minor items yet to be completed. The contractors have provided the necessary maintenance bonds. With the acceptance of these improvements the 4 year maintenance bond clock will start. The developer, Kruse Development is now requesting the City accept the following improvements:

**SANITARY SEWER**

- 4,708' of 8" sanitary sewer main
- 15 manholes

**STORM SEWER**

- 3,968' of various sized storm sewer main
- 8 manholes
- 26 intake structures

**WATER**

- 3,119' of 8" water main
- 21 valves
- 10 fire hydrants

**STREETS**

- 2,965' of street
- 1 permanent cul de sac, 2 temporary cul-de-sacs

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

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

**RESOLUTION NO**

**RESOLUTION ACCEPTING IMPROVEMENTS  
KNOWN AS TIMBER VIEW PLAT 1**

WHEREAS, the owner/developer Kruse Development contracted with Cooper Crawford Associates L.L.C. to prepare construction plans and specifications for Timber View Plat 1; and,

WHEREAS, Cooper Crawford Associates L.L.C. is responsible for overseeing all the infrastructure improvements including the installation of the site grading and sub-grade preparation, sanitary sewer, streets, storm water, and water mains; and,

WHEREAS, Cooper Crawford Associates L.L.C. has submitted a letter stating that the work of constructing the sanitary sewer, streets, storm water, and water mains have been completed and substantially complies with the terms, conditions, and stipulations of the plans and specifications; and,

WHEREAS, Kruse Development desires to dedicate the sanitary sewer, storm water, streets, and water main improvements to the City of Norwalk as public improvements.

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 18<sup>th</sup> day of August, 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. 13  
For Meeting of 08.18.2016

- REQUEST:** Consideration of approval of the Final Plat of *Timber View Plat 1*
- STAFF CONTACT:** Luke Parris, AICP  
City Planner
- APPLICANT(S):** Kruse Construction                      Cooper Crawford & Associates  
2209 Riverwoods Ave 475 S. 50<sup>th</sup> Street, Suite 800  
Des Moines, Iowa 50320                      West Des Moines, Iowa 50265
- GENERAL DESCRIPTION:** This request would create 61 single family lots in the Timber View subdivision.
- IMPACT ON NEIGHBORHOOD:** The request would not appear to have a negative impact on the area.
- VEHICULAR & PEDESTRIAN TRAFFIC:** The development provides access onto Cumming Avenue to the south. The preliminary plat shows eventual access to subdivision to the east, though that area is not part of this final plat.
- TRAIL PLAN:** The subdivision will have standard city sidewalks on both sides of the streets throughout. An 8' trail is shown on the preliminary plat along Cumming Avenue.
- ZONING HISTORY FOR SITE AND IMMEDIATE VICINITY:** Lots in this section of Timber View are zoned R-1(70). Later phases of the development property have R-1(80) zoning along the north boundary, but are not part of this request.
- BULK REGULATIONS:** Front Setback: 30'  
Side Setback: Minimum 7' on one side, total of 17'  
Rear Setback: 35'
- DRAINAGE:** The storm water detention pond is provided on Outlot Z. The developed lots drain overland or through the storm sewer system to this pond where the water is detained and released to the northwest.

<b>DEVELOPMENT HISTORY:</b>	This area was farm ground that was annexed into the City in 2005. In the fall of 2015 the land was rezoned to a mix of R-1(70) and R-1(80).
<b>FLOODPLAIN:</b>	None of the proposed lots are located within a floodplain.
<b>PARKLAND:</b>	Parkland dedication for the area is identified in the preliminary plat as a 3.233 acres parkland site that will be dedicated to the City during the next phase of the subdivision.
<b>UTILITIES: WATER, SANITARY SEWER, STORM SEWER.</b>	Adequate easements are provided for the appropriate City services and utilities.
<b>RELATIONSHIP TO COMPREHENSIVE LAND USE PLAN:</b>	The Future Land Use Map designates the area in question as Low Density Residential and High Density Residential.
<b>STAFF ANALYSIS – ZONING ORDINANCE:</b>	<p>The Final Plat consists of 61 single family lots, containing approximately 51.374 acres of ground.</p> <p>Streets shown will be dedicated to the City for street use upon approval of the Final Plat. The streets include a continuation of the 31' wide main street named Timberview Drive and 28' wide local streets name Partlow Street, Serenity Circle, and Blooming Heights Drive.</p>
<b>STAFF ANALYSIS – SUBDIVISION ORDINANCE:</b>	<p>The Subdivision Ordinance requires that Final Plat submissions include such criteria as boundaries of property, engineer's certificate, easements and right-of-way widths. All information has been submitted by the applicant. The Final Plat shows platted building lines, property lines with dimensions, easements and right-of-way widths.</p> <p>The applicant will need to submit all other required documents prior to release of the final plat for recording.</p>
<b>PLANNING &amp; ZONING RECOMMENDATION:</b>	<p>Therefore, the Planning &amp; Zoning Commission recommends that the request for the Final Plat of Timber View Plat 1 be approved with the following conditions:</p> <ul style="list-style-type: none"> <li>• That the applicant provides all supporting documentation required within the Norwalk Subdivision Regulations.</li> <li>• That any significant modifications to the final plat be reviewed and approved by the Planning &amp; Zoning Commission and City Council.</li> </ul>

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

**RESOLUTION NO**

**A RESOLUTION APPROVING THE TIMBER VIEW PLAT 1 – FINAL PLAT**

WHEREAS, the Planning & Zoning Commission reviewed this request at their regular meeting on July 11, 2016 and recommends approval of the Final Plat; and

WHEREAS, that upon final approval of the final plat, the developer adheres to all provisions detailed in the Norwalk Subdivision Regulations and Norwalk Municipal Code of Ordinances; and

WHEREAS, that any significant modifications to the final plat be reviewed and approved by the Planning & Zoning Commission and City Council; and

NOW, THEREFORE, BE IT RESOLVED: That the City Council does hereby approve the Final Plat for the Timber View Plat 1 as described and shown in Attachment "A" attached hereto and made a part thereof by reference.

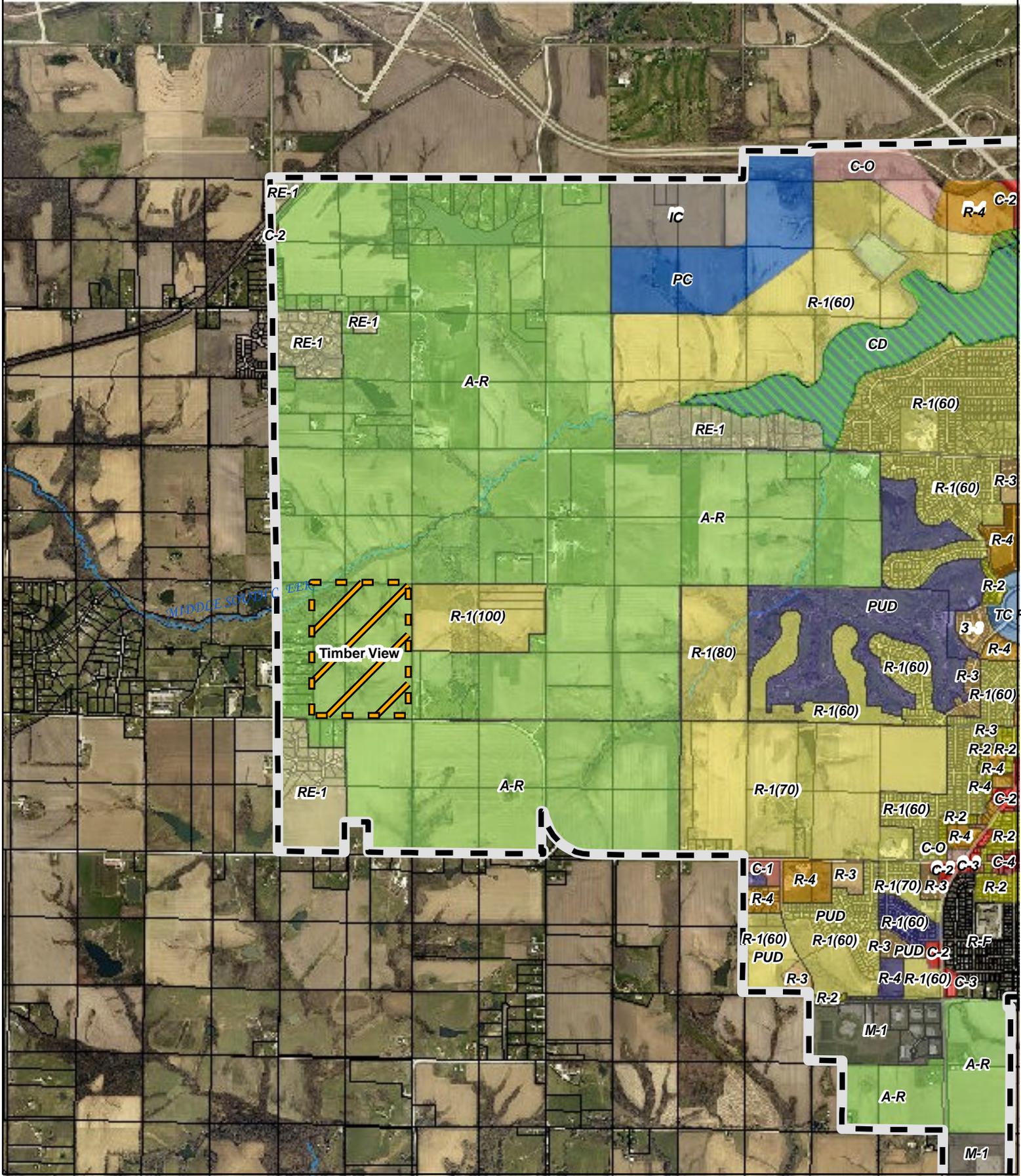
PASSED AND APPROVED this 18th day of August, 2016.

\_\_\_\_\_  
Tom Phillips - Mayor

ATTEST:

\_\_\_\_\_  
JODI EDDLEMAN, CITY CLERK

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





**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 14  
For Meeting of 08.18.2016

- REQUEST:** Consideration of approval of a replat of the Preliminary Plat of *Blooming Heights*
- STAFF CONTACT:** Luke Parris, AICP  
City Planner
- APPLICANT(S):** Diligent Development Cooper Crawford & Associates  
12119 Stratford Dr. Ste B      475 S. 50<sup>th</sup> Street, Suite 800  
Clive, Iowa 50325      West Des Moines, Iowa 50265
- GENERAL DESCRIPTION:** The original preliminary plat was approved on October 2, 2014. It included 35 single family lots that met the R-1(100) zoning of the land. Many of these lots far exceeded the 100' minimum width. This replat of the development is to reduce the size of the lots and add six additional lot within the same street layout as originally approved.
- IMPACT ON NEIGHBORHOOD:** The properties surrounding the replat area is primarily agricultural with the new Timber View development back to the west.
- VEHICULAR & PEDESTRIAN TRAFFIC:** Traffic will access the subdivision through a connection onto 50<sup>th</sup> Avenue. The street layout of the subdivision remains the same as originally proposed.
- TRAIL PLAN:** The plat includes standard 5' sidewalks.
- ZONING HISTORY FOR SITE AND IMMEDIATE VICINITY:** This site is zoned R-1(100). Surrounding ground is zoned Agricultural Reserve. The Timber View subdivision to the west is zoned R-1(70) and R-1(80).
- BUFFERS REQUIRED/ NEEDED:** N/A
- DRAINAGE:** Drainage for the residential lots overland and to the storm sewer system on the streets. Detention is handled through the adjacent pond to the west.

<b>DEVELOPMENT HISTORY:</b>	The site was rezoned and platted in 2014. The adjacent Timber View development was rezoned and platted in 2015.
<b>FLOODPLAIN:</b>	None of the proposed lots are located within a floodplain.
<b>PARKLAND:</b>	The subdivision ordinance requires 783 square feet of parkland per single family dwelling unit. The development has 41 lots and is required to provide 0.74 acres of parkland, or the equivalent per Subdivision Regulations, to the City. No park is shown on site. Parkland dedication requirements will be finalized during final platting.
<b>UTILITIES: WATER, SANITARY SEWER, STORM SEWER.</b>	The design for sanitary sewer, storm sewer, and water main did not change from the original preliminary plat.
<b>RELATIONSHIP TO COMPREHENSIVE LAND USE PLAN:</b>	The future land use plan designates this location low density residential.
<b>STAFF ANALYSIS – ZONING ORDINANCE:</b>	<p>The Preliminary Plat consists of 41 residential lots. The plat consists of 77.2 acres of land west of 50th Avenue. The residential lots vary in size measuring from 16,047 SF to 94,534 SF.</p> <p>Streets shown will be dedicated to the City for street use upon approval of the Final Plat. The designated street right-of-way is 60 feet on all streets. Redbud Street and Crabapple Drive are both 28' wide streets. The Crabapple Drive cul-de-sac and Dogwood Circle are both 26' wide streets.</p> <p>The proposed preliminary plat would be for any residential lots to be in the R-1 district with the following bulk regulations:</p> <ul style="list-style-type: none"> <li>• Minimum lot area – 15,000 SF</li> <li>• Minimum lot width – 100'</li> <li>• Front Setback – 40'</li> <li>• Side setback – 25' total (min. 12' one side)</li> <li>• Rear setback – 40'</li> <li>• Height – 35'</li> </ul>
<b>STAFF ANALYSIS – SUBDIVISION ORDINANCE:</b>	The Subdivision Ordinance requires that Preliminary Plat submissions details on lot design, street layout, sanitary sewer layout, water main layout, grading, and storm water management. All information has been submitted by the applicant.
<b>PLANNING &amp; ZONING RECOMMENDATION:</b>	<p>Therefore, the Planning &amp; Zoning Commission recommends that the request for the replat of the Preliminary Plat of Blooming Heights be approved with the following conditions:</p> <ul style="list-style-type: none"> <li>• That the applicant provides all supporting documentation required within the Norwalk Subdivision Regulations.</li> <li>• That any significant modifications to the final plat be reviewed and approved by the Planning &amp; Zoning Commission and City Council.</li> </ul>

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

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

APPROVED FOR SUBMITTAL \_\_\_\_\_  
Luke Nelson  
City Manager

RESOLUTION NO. \_\_\_\_

**A RESOLUTION APPROVING THE REPLAT OF THE PRELIMINARY PLAT OF BLOOMING HEIGHTS**

WHEREAS, the Planning & Zoning Commission reviewed this request at their regular meeting on August 8, 2016 and recommends approval of the replat of the Preliminary Plat; and

WHEREAS, that the applicant provides all supporting documentation required within the Norwalk Subdivision Regulations.; and

WHEREAS, that any significant modifications to the replatted preliminary plat be reviewed and approved by the Planning & Zoning Commission and City Council; and

NOW, THEREFORE, BE IT RESOLVED: That the City Council does hereby approve the replat of the Preliminary Plat of Blooming Heights as described and shown in Attachment "A" attached hereto and made a part thereof by reference.

PASSED AND APPROVED this 18th day of August, 2016.

\_\_\_\_\_  
Tom Phillips - Mayor

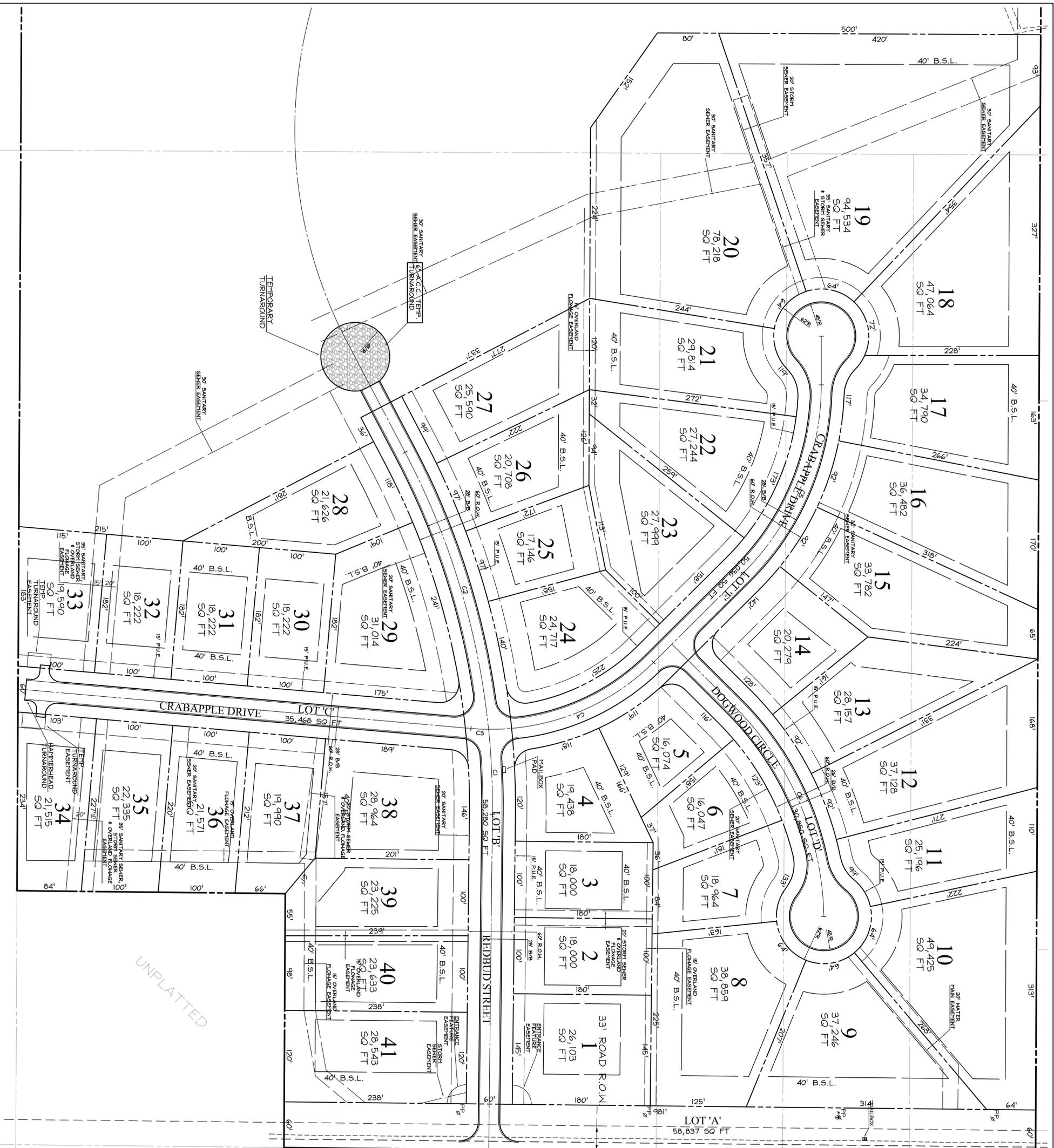
ATTEST:

\_\_\_\_\_  
JODI EDDLEMAN, CITY CLERK

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



# PRELIMINARY PLAT BLOOMING HEIGHTS SHEET 2 OF 4



CURVE TABLE						
CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD	CH BEARING
C1	6°23'48"	1000.00	111.64	55.86	111.58	S87°25'51"W
C2	2°15'15"	1000.00	381.60	193.16	376.24	S73°16'02"W
C3	4°24'02"	300.00	23.04	11.53	23.04	N02°41'55"E
C4	48°28'55"	350.00	532.66	144.97	232.83	N62°55'06"W
C6	43°59'11"	400.00	306.97	161.49	299.49	S66°55'06"W

- LEGEND**
- EXISTING/PROPOSED
  - PLAT BOUNDARY
  - STORM SEWER & SIZE
  - SANITARY SEWER & SIZE
  - WATER MAIN & SIZE
  - MANHOLE
  - STORM INTAKE
  - FIRE HYDRANT
  - VALVE
  - F.E.S.
  - EXISTING CONTOURS
  - PROPOSED CONTOURS
  - SILT FENCE OR APPROVED FILTRATION SOCK
  - LIGHT POLE

**COOPER CRAWFORD & ASSOCIATES, L.L.C.**  
CIVIL ENGINEERS

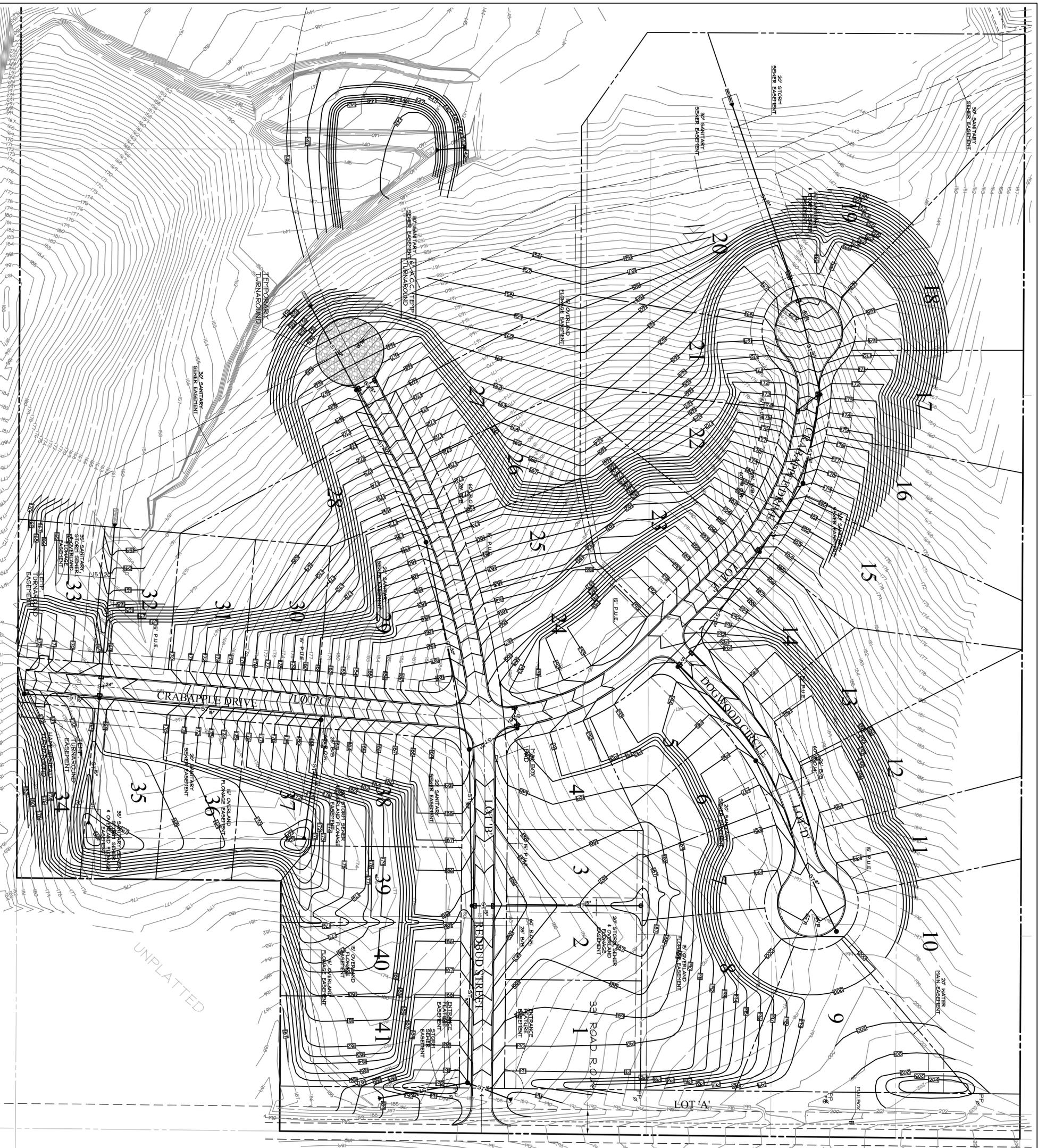
475 S. 50th STREET, SUITE 800, WEST DES MOINES, IOWA 50265  
PHONE: (515) 224-1344 FAX: (515) 224-1345  
DATE: 7-18-2016

APPROVED: [Signature] INITIALS: [Signature] AS-BUILT: [Signature]  
SCALE: 1"=60'  
JOB NUMBER: CC 1459  
SHEET 2 OF 4



UNPLATTED

# PRELIMINARY PLAT BLOOMING HEIGHTS SHEET 3 OF 4



50th AVENUE

**NOTES**  
1. IN THE AREA OF LOTS 17-24, ADJOINING LOTS WILL FLOW OVERLAND TRAVERSING THE FUTURE BUILDING SITE AND THAT ANY BUILDING ON THE LOT MUST TAKE INTO ACCOUNT THE UPSTREAM DRAINAGE.

**LEGEND**

EXISTING/PROPOSED

- PLAT BOUNDARY
- ST<sup>10"</sup> STORM SEWER & SIZE
- SAN<sup>12"</sup> SANITARY SEWER & SIZE
- W<sup>12"</sup> WATER MAIN & SIZE
- MANHOLE
- STORM INTAKE
- FIRE HYDRANT
- VALVE
- ▲ F.E.S.
- EXISTING CONTOURS
- PROPOSED CONTOURS
- SILT FENCE OR APPROVED FILTRATION SOCK
- LIGHT POLE

**COOPER CRAWFORD & ASSOCIATES, L.L.C.**  
CIVIL ENGINEERS

475 S. 50th STREET, SUITE 800, WEST DES MOINES, IOWA 50265  
PHONE: (515) 224-1344 FAX: (515) 224-1345  
DATE: 7-18-2016

JOB NUMBER: **CC 1459**

SCALE: 1"=60'

REVISIONS:

APPROVED: [Signature] INITIALS: [Signature] AS-BUILT: [Signature]

**IOWA ONE-CALL**  
CALL BEFORE YOU DIG

UNPLATTED

# PRELIMINARY PLAT BLOOMING HEIGHTS SHEET 4 OF 4



50th AVENUE



- LEGEND**
- EXISTING/PROPOSED
  - PLAT BOUNDARY
  - ST<sup>Ø</sup> STORM SEWER & SIZE
  - SAN<sup>Ø</sup> SANITARY SEWER & SIZE
  - W<sup>Ø</sup> WATER MAIN & SIZE
  - MANHOLE
  - STORM INTAKE
  - FIRE HYDRANT VALVE
  - F.E.S.
  - EXISTING CONTOURS
  - PROPOSED CONTOURS
  - SILT FENCE OR APPROVED FILTRATION SOCK
  - TEMP. TURNAROUND
  - LIGHT POLE

**COOPER CRAWFORD**  
& ASSOCIATES, L.L.C.  
CIVIL ENGINEERS

475 S. 50th STREET, SUITE 800, WEST DES MOINES, IOWA 50265  
PHONE: (515) 224-1344 FAX: (515) 224-1345  
DATE: 7-18-2016 REVISIONS:

APPROVED: SCALE: 1"=60'  
INITIALED: AS-BUILT:

UTILITY PLAN  
BLOOMING HEIGHTS  
JOB NUMBER  
CC  
1459  
SHEET  
4 OF 4

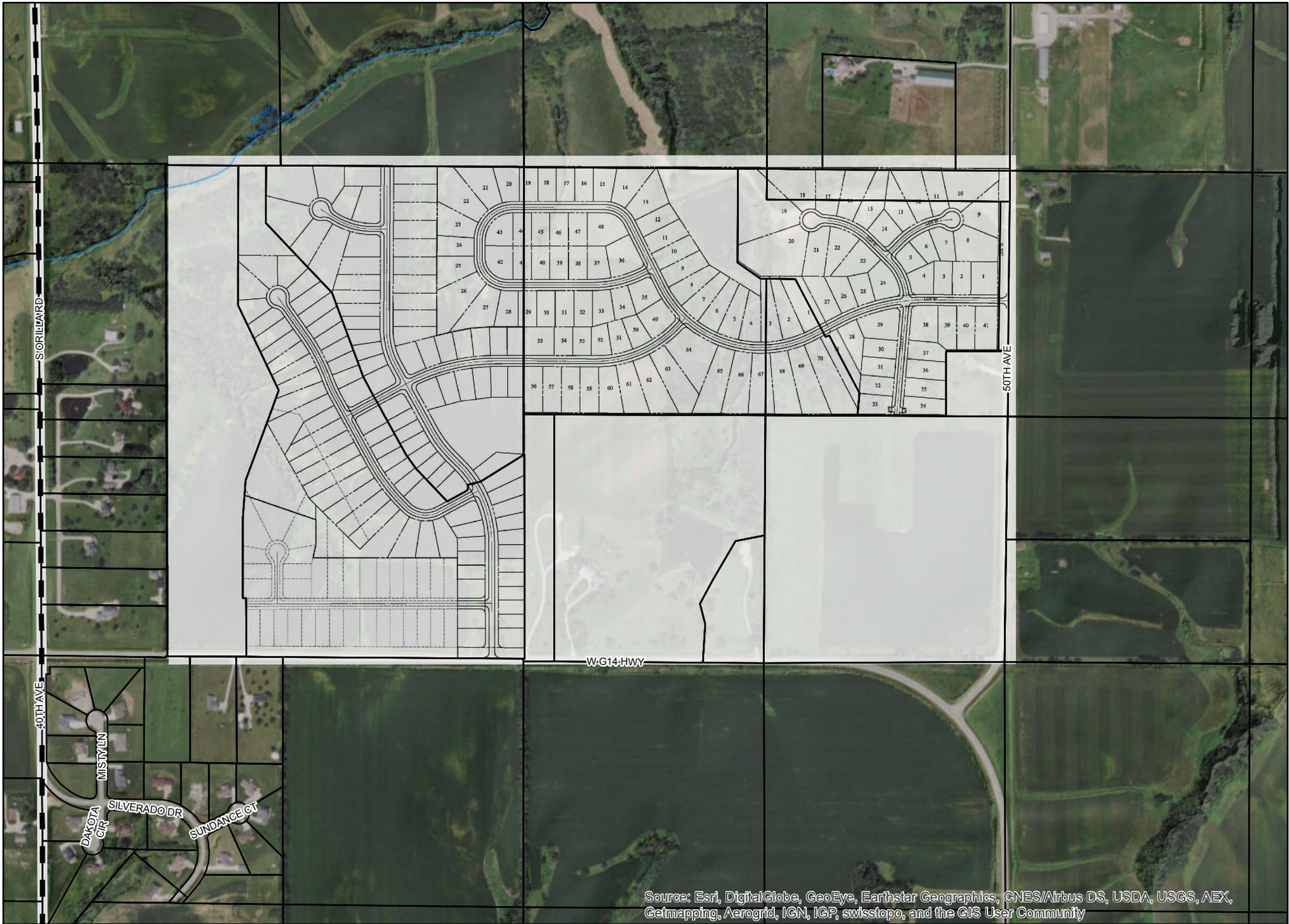


Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, IGP, swisstopo, and the GIS User Community



# Blooming Heights Vicinity Map

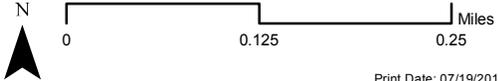




Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community



# Timber View & Blooming Heights Layout





**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 15  
For Meeting of 08.18.2016

**ITEM TITLE:** Resolution for Consideration Accepting Public Infrastructure Known as 2014 Norwalk NCIS Improvements Project

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

**SUMMARY EXPLANATION:** At the December 18, 2014 City Council meeting, the contracts for the Wakonda Drive Resurfacing was awarded to TK Concrete, Inc. in the amount of \$1,785,985.00. The Holly Drive Reconstruction was awarded to MPS Engineers, P.C. in the amount of \$1,135,659.00. McClure Engineering, the project design engineer has provided the necessary Certificates of Completion for both projects. The final pay estimates are on this abstract of bills, and with the acceptance of these project the 4 year bond will start.

The final contract amount for the 2014 NCIS Improvement Project \$2,891,284.94.

<p><input checked="" type="checkbox"/> Resolution _____ Ordinance _____ Contract _____ Other (Specify) _____</p> <p>Funding Source: _____ Bonds and assessments _____</p> <p>APPROVED FOR SUBMITTAL _____</p> <p style="text-align: center;">Luke Nelson, City Manager</p>
--

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

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

Resolution Accepting Work Covering the 2014 Norwalk NCIS Improvements Project

WHEREAS, the Project Engineers for the 2014 Norwalk NCIS Improvements Project (the "Project) in the City of Norwalk, Iowa, have duly filed a certificate in accordance with Section 384.58 of the Code of Iowa showing that they have inspected completed work for the Project and that the same has been performed in compliance with the terms of the contract and showing the total cost thereof;

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

Section 1. It is hereby found and determined that the work of constructing the Project has been duly and fully completed by the contractor in accordance with the terms of the contract, and the same is hereby accepted and approved.

Section 2. It is hereby found and determined that the total cost of said Project is in the total amount of \$2,891,284.94, of which the sum of \$\_\_\_\_\_ shall be assessed against private property within the assessable district.

Section 3. Except for the amount being retained by the City pursuant to Chapter 573 of the Code of Iowa, which shall be paid to the contractor not less than 30 days after the acceptance of the work, the amount due the contractor is hereby ordered paid from available funds from which payment for the work may be made.

Section 4. The Project Engineers are hereby instructed to prepare the final schedule of assessments, as provided in Section 384.59 of the Code of Iowa.

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 August 18, 2016.

\_\_\_\_\_  
Mayor

Attest:

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

The City Clerk reported that the Project Engineers had filed the final schedule of assessments covering the 2014 Norwalk NCIS Improvements Project, as directed by resolution of the City Council previously adopted.

Thereupon, Council Member \_\_\_\_\_ proposed and moved the adoption of the resolution confirming and levying the special assessments, directing that the same be certified to the County Treasurer and directing publication and mailing of the notice, all as required by Section 384.60 of the Code of Iowa.

The motion was seconded by Council Member \_\_\_\_\_ and after due consideration thereof by the Council, the Mayor put the question upon the motion and the roll being called, the following named Council Members voted:

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

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

Whereupon, the Mayor declared said motion duly carried and said resolution adopted, as follows:



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 16  
For Meeting of 08.18.2016

**ITEM TITLE:** Resolution for Consideration Adopting Final Assessment Schedule for the 2014 NCIS Improvements Project and Amending, Confirming and Levying the Assessments

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

**SUMMARY EXPLANATION:** Now that the Project Engineers have provided documentation that the project has been completed, the work accepted and the Project Engineers having now filed the final assessment schedule.

The final assessment schedule is now presented to the City Council for approval and adoption. The term of the assessment shall be determined by the Council as is the rate of interest.

The first of unpaid installment will be payable on July, 2017.

<p><input checked="" type="checkbox"/> Resolution _____ Ordinance _____ Contract _____ Other (Specify) _____</p> <p>Funding Source: _____ Bonds and assessments _____</p> <p>APPROVED FOR SUBMITTAL _____ Luke Nelson, City Manager</p>
---

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

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

Resolution Adopting Final Assessment Schedule for the 2014 Norwalk NCIS Improvements Project and Amending, Confirming and Levying the Assessments

WHEREAS, heretofore and in strict compliance with Chapter 384 of the Code of Iowa, the City Council of the City of Norwalk, Iowa, did, pursuant to a Resolution of Necessity duly adopted, order the construction of the 2014 Norwalk NCIS Improvements Project, such improvement having been duly completed, the work accepted and the Project Engineers having filed the final assessment schedule, which has been fully considered by this Council;

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

Section 1. The final assessment schedule filed by the Project Engineers covering the 2014 Norwalk NCIS Improvements Project is hereby amended as follows:

**(Insert the word “none” or list amendments to plat and schedule of assessments).**

Section 2. The aforementioned final assessment schedule, as amended, is hereby approved and adopted.

Section 3. Each and all of the assessments upon the benefited property in the amounts and upon the various lots and tracts described in such final assessment schedule are hereby confirmed and levied.

Section 4. Each of such assessments in the amount of more than Five Hundred Dollars (\$500.00) is hereby divided into \_\_\_\_\_ equal installments, as near as may be.

Section 5. All unpaid installments shall bear interest at the rate of \_\_\_\_% per annum from August 18, 2016 (that being the date of acceptance of the work); provided, however, that any such assessments may be paid in full or in part without interest within 30 days after the date of the first publication of the Notice of Filing of the Final Assessment Schedule with the County Treasurer, such payments to be made at the office of the City Clerk.

Section 6. The first installment of the unpaid assessments shall be due and payable at the office of the County Treasurer of Warren County on the first day of July, 2017, and shall become delinquent from October 1, 2017, and then bear the same interest with the same penalties as ordinary taxes.

Section 7. Succeeding installments shall become due and payable in like manner on the first day of July in each of the years 2018 to \_\_\_\_\_, inclusive.

Section 8. All assessments in the amount of Five Hundred Dollars (\$500.00) or less shall become due and payable in full on the first day of July, 2017.

Section 9. All unpaid installments of any assessment may be paid in full on any date, in which case interest shall be computed on the outstanding balance to the first day of December following the date of such payment; and additional annual installments may be paid after the current installment has been paid before December 1 without interest.

Any property owner may elect to pay one half or all of the next annual installment of principal and interest of the special assessment prior to the delinquency date of the installment.

Section 10. The City Clerk is hereby authorized and directed to certify and file the final assessment schedule, herein referred to, with the County Treasurer of Warren County.

The City Clerk shall thereupon give notice of such certification and filing by publication once each week for two successive weeks in a legal newspaper printed wholly in the English language, published at least once weekly and of general circulation in Norwalk, Iowa, the first publication to be not more than fifteen (15) days after the date of filing of the said schedule with said County Treasurer.

The City Clerk shall also mail said notice, by ordinary mail, to each property owner whose property is subject to assessment for said improvement, such notice to be mailed on or before the second publication of the notice.

Section 11. Such notice shall be in form substantially as follows:

NOTICE OF FILING OF FINAL ASSESSMENT SCHEDULE FOR THE  
2014 NORWALK NCIS IMPROVEMENTS PROJECT

NORWALK, IOWA

TO WHOM IT MAY CONCERN: Take notice that the City Council of the City of Norwalk, Iowa, has adopted the final assessment schedule covering the 2014 Norwalk NCIS Improvements Project (the "Project"), which was duly certified to the County Treasurer of Warren County, Iowa, on the \_\_\_ day of \_\_\_\_\_, 2016, all in accordance with Section 384.60 of the Code of Iowa.

The Project generally consisted of the replacement of existing street pavement with Portland Cement Concrete (PCC) pavement; crack and seat and Hot Mix Asphalt overlay of roadways; installation of new storm sewer; replacement and improvement of existing storm sewers, sanitary sewer and water mains and services; installation of new sidewalks; spot reconstruction of existing sidewalks and driveway approaches; installation of sump services and other work incidental to the Project.

The Project was constructed on and along the following segments of streets within the City:

- A. Holly Drive from approximately 100 feet southeast of its intersection with Knoll Drive to approximately 50 feet north of its intersection with Shady Lane Drive (hereinafter "Segment 1").
- B. Happy Hallow Drive from its intersection with Wakonda Drive and continuing approximately 600 feet south to the entrance of Lakewood Elementary School (hereinafter "Segment 2").
- C. Wakonda Drive from its intersection with Lakewood Drive on the west to its intersection with Sunset Drive on the east (hereinafter "Segment 3").

The Project shall be assessed as follows:

- A. The assessable portion of the Project for Segment 1 (the "Segment 1 Work") includes the replacement of existing street pavement with Portland Cement Concrete (PCC) pavement; installation of new storm sewer; replacement of storm sewer, sanitary sewer and water mains and services; spot reconstruction of sidewalks and driveways; installation of sump services, and other work and removals incidental thereto.

It is considered that the private properties abutting Segment 1 will be specially benefited by the Segment 1 Work and should be specially assessed for such work.

- B. The assessable portion of the Project for Segment 2 (the "Segment 2 Work") includes the installation of new sidewalk, and other work and removals incidental thereto.

It is considered that the private properties abutting Segment 2 will be specially benefited by the Segment 2 Work and should be specially assessed for such work.

- C. The assessable portion of the Project for Segment 3 (the “Segment 3 Work”) includes crack and seat and Hot Mix Asphalt overlay of existing roadways; installation of new storm sewer; replacement of storm sewer, sanitary sewer and water mains and services; installation of new sidewalks; spot reconstruction of sidewalks and driveways; installation of sump services; and other work and removals incidental thereto.

It is considered that the private properties abutting Segment 3 will be specially benefited by the Segment 3 Work and should be specially assessed for such work.

Any assessment may be paid in full or in part without interest within 30 days after the date of the first publication of this notice, such payments to be made at the office of the City Clerk. Assessments in the amount of more than Five Hundred Dollars (\$500.00) which are not paid in full within that time period will be divided into \_\_\_\_\_ equal annual installments due on the first day of July, commencing July 1, 2017. All unpaid special assessments will draw annual interest at \_\_\_\_\_% computed initially from the date of acceptance of the work on the 2014 Norwalk NCIS Improvements Project to December 1, 2017, and thereafter computed from the December 1 immediately preceding the due dates of the respective installments to the December 1 next following the due dates of the respective installments. Each installment will be delinquent from the October 1 following its due date and will draw additionally the same delinquent interest and the same penalties as ordinary taxes.

Any property owner may elect to pay one half or all of the next annual installment of principal and interest of the special assessment prior to the delinquency date of the installment.

All unpaid installments of any assessment may be paid in full on any date, in which case interest shall be computed on the outstanding balance to the first day of December following the date of such payment; and additional annual installments may be paid after the current installment has been paid before December 1 without interest.

Reference is hereby made to said final assessment schedule for a description of the particular lots or tracts and the amounts of the final assessments thereon, as determined and fixed by the Council.

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

Jodi Eddleman  
City Clerk

(The mailed copies of the notice may have added thereto the following:

According to the records of the County Auditor, you are the owner of:

---

---

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(Insert Property Description)

and the final assessment against the same is \$\_\_\_\_\_. Furthermore, conditional deficiencies in the amount of \$\_\_\_\_\_ have been filed against the property which may be assessed in the future should the valuation of the property increase).

Section 12. Each and all of the deficiencies which appear on the final assessment schedule with respect to the benefited property are hereby confirmed and conditionally levied to the extent that such deficiencies may be subsequently assessed against each lot under Section 384.63 of the Code of Iowa.

Section 13. The City Clerk is hereby authorized and directed to certify and file a listing of said deficiencies with the County Treasurer of Warren County, Iowa, who shall record them in a separate book entitled "Special Assessment Deficiencies," and to \_\_\_\_\_, being the City official charged with the responsibility of issuing building permits in the City, who shall notify the Council when a private improvement is subsequently constructed on any lot subject to a deficiency. The certificate to the aforementioned County Treasurer shall include a legal description of each lot.

Section 14. The amortization period shall commence on March 6, 2014, the date this Council adopted the Resolution of Necessity for the Project, and shall extend until July 1, \_\_\_\_\_.

Section 15. All resolutions or parts of resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

Section 16. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved this August 18, 2016.

\_\_\_\_\_  
Mayor

Attest:

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

••••

There being no further business to come before the meeting, it was upon motion and vote adjourned.

---

Mayor

Attest:

---

City Clerk

**ATTESTATION 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 the above and foregoing is a true, correct and complete copy of the minutes of a meeting of the City Council of the City, held as therein shown, insofar as such minutes pertain to the 2014 Norwalk NCIS Improvements Project, including a true, correct and complete copy of the resolution accepting the work and the resolution adopting final assessment schedule and confirming and levying the assessments.

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

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



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 17  
For Meeting of 08.18.2016

**ITEM TITLE:** Resolution for Consideration Approving a Policy Allowing for Recent Improvements Installed Pryor to a NCIS Project.

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

**SUMMARY EXPLANATION:** During the NCIS planning committee process there was discussion of how to fairly treat property owners who had made an investment in their property just prior to the initiation of the project. The project engineers and city staff now present a formula to meet that purpose.

For improvements made to sidewalks and/or driveways within the 5 years prior to the award of the project an allowance would be applied as follows:

Time Frame	Allowance	
1 yr. prior	100%	The property owner would be required to provide proof of cost and date of the improvement made to become eligible for a deduction in an assessment.
2 yr. prior	80%	
3 yr. prior	60%	
4 yr. prior	40%	
5 yr. prior	20%	

If approved, this policy is intended to be applied to all future NCIS projects.

<input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Contract <input type="checkbox"/> Other (Specify) _____
Funding Source: <u>      N/A      </u>
APPROVED FOR SUBMITTAL _____ <div style="text-align: right; margin-right: 100px;">Luke Nelson, City Manager</div>

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

RESOLUTION NO.  
**RESOLUTION APPROVING POLICY ACKNOWLEDGING IMPROVEMENTS BY PROPERTY OWNERS IN  
ADVANCE OF AN NCIS PROJECT**

WHEREAS, the City Of Norwalk will perform capital improvement projects known as NCIS improvements where some of the costs may be assessable to adjacent property owners; and

WHEREAS, on such projects property owners may have recently completed improvements shortly prior to the initiation of such a reconstruction project; and

WHEREAS, the City does not intend for such improvements by property owners to result in a financial hardship to the owners who will be assessed for those replacements; and

WHEREAS, a policy has been developed to provide an allowance for such an investment as follows:

Time Frame	Allowance	
1 yr. prior	100%	The property owner would be required to provide proof of cost and date of the improvement made to become eligible for a deduction in an assessment.
2 yr. prior	80%	
3 yr. prior	60%	
4 yr. prior	40%	
5 yr. prior	20%	

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norwalk, Iowa, that a policy be approved allowing for deductions in assessments as the result of replacing recently installed improvements just prior to the initiation of an NCIS project.

Passed and approved this 18<sup>th</sup> day of August, 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. 18  
For Meeting of 08/18/2016

**ITEM TITLE:** Amendment to No Parking Zone Ordinance – School Street  
Traffic Control around Oviatt Elementary

**CONTACT PERSON(S):** Greg Staples, Chief of Police

**SUMMARY EXPLANATION**

During the last few months of the recently concluded school year, there were concerns expressed to the police department about traffic control around Oviatt Elementary during the afternoon student pick up. Specifically, concerns were noted about parking issues on School Street.

1) By City Ordinance 69.08, parking is always restricted city wide on the North side or Eastside of any street except in cases where Council codifies an exception or alternative. Parking therefore, is generally allowed on the Southside or Westside of any street except in cases where Council codifies and exception or alternative.

Currently City Ordinance 69.08(9) codifies a no parking zone “On the north side of School Avenue from Main Street to Lane Avenue between the hours of 7:30 A.M. and 4:30 P.M. Monday through Friday”. (Ord. 13-02 – Mar. 13) A review of the agenda statement for ordinance change 13-02 showed that the intent of ordinance 69.08(9) was to restrict parking on the Southside of School Street during school hours not the North side as was written into the code.

The attached ordinance corrects this error and adds additional language to identify the actual school year as August 15<sup>th</sup> to June 1<sup>st</sup>. The addition of the school year time frame eliminates the restricted parking from the summer months. This increases parking opportunities for the few homes in the area.

<p>____ Resolution <u>  X  </u> Ordinance ____ Contract ____ Other (Specify) _____</p> <p>Funding Source: _____</p> <p>APPROVED FOR SUBMITTAL</p> <p style="text-align: center;">_____ Luke Nelson City Manager</p>
---

**STAFF RECOMMENDATION:** Approve the ordinance as written. Consider waving a second and third reading

**ORDINANCE NO.**

**An Ordinance amending the Code of Ordinance by approving modifications to the standard parking restrictions**

Be It and It is Hereby Ordained by the City Council of the City of Norwalk, Iowa:

Section 1. Purpose. The purpose of this ordinance is to modify or supplement Chapter 69, Norwalk Code by establishing no parking zones in the City of Norwalk, Iowa. It is determined by the Council, that for the purpose of providing for the safety and welfare of its citizens and the traveling public, these additional no parking zones shall be established.

Section 2. The following sections of Chapter 69.08 Norwalk Code - Exceptions to the standard NO PARKING ZONES shall be modified as follows:

Section 69.08(9) will be replaced with the following:

69.08(9) On the South side of School Street from Main Street to Lane Avenue between the hours of 7:30A.M and 4:30P.M. Monday through Friday from August 15 to June 1 of each year.

Section 3. Repealer. Any ordinance or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4. When Effective. This ordinance shall be in full force and effect upon final passage, approval, and publication as provided by law.

Passed and approved this 18th day of August, 2016

\_\_\_\_\_

Tom Phillips, Mayor

ATTEST;

\_\_\_\_\_

Jodi Eddleman, City Clerk

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Third Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_

Jodi Eddleman, City Clerk



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No.19  
For Meeting of 08/18/2016

**ITEM TITLE:** Amendment of the Stop Sign Ordinance - Elm Ave and Lane Ave  
Traffic Control around Oviatt Elementary

**CONTACT PERSON(S):** Greg Staples, Chief of Police

**SUMMARY EXPLANATION**

During the last few months of the recently concluded school year, there were concerns expressed to the police department about traffic control around Oviatt Elementary during the afternoon student pick up. Specifically, concerns were noted about the need for additional controls on Elm Avenue at Lane Avenue.

The police department has received a number of requests from residents who live in the area of Elm Avenue and Lane Avenue to make this intersection a 4 way stop. Currently, stop signs are located on Lane Avenue but not on Elm Avenue at this intersection. Residents are concerned for the safety of children walking to and from the school property and for children and parents who park in the area during student pick up.

Speed survey data indicates that 17.2% of cars on Elm travel faster than the posted speed limit of 25 in this area.

An ordinance is attached which creates the four way stop as described above.

<p>____Resolution <u>  X  </u> Ordinance ____ Contract ____ Other (Specify) _____</p> <p>Funding Source: _____</p> <p>APPROVED FOR SUBMITTAL</p> <p>_____</p> <p style="text-align: center;">City Manager</p>
---

**STAFF RECOMMENDATION:** Approve the ordinance as written. Consider waving a second and third reading

**ORDINANCE NO**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES BY APPROVING PLACEMENT OF STOP SIGNS WITHIN NEW SUBDIVISIONS OR OTHER IDENTIFIED LOCATIONS**

Be It and It is Hereby Ordained by the City Council of the City of Norwalk, Iowa:

Section 1. Purpose. The purpose of this ordinance is to supplement Chapter 65, Norwalk Code by establishing the placement of permanent stop signs in the City of Norwalk, Iowa. It is determined by the Council, that for the purpose of providing for the safety and welfare of its citizens and the traveling public, these additional signs shall be established.

Section 2. The following shall be added to Chapter 65.03 Norwalk Code as a new subparagraph of Eastbound Traffic: Eastbound traffic on Elm Avenue shall stop before entering or crossing Lane Avenue.

Section 3. The following shall be added to Chapter 65.04 Norwalk Code as a new subparagraph of Westbound Traffic: Westbound traffic on Elm Avenue shall stop before entering or crossing Lane Avenue.

Section 4. Repealer. Any ordinance or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 5. When Effective. This ordinance shall be in full force and effect upon final passage, approval and publication as provided by law.

Passed and approved this 18th day of August, 2016

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

Attest:

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

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Third Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

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



**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 20  
For Meeting of 08.18.2016

- REQUEST:** Consideration of request from Bruce Gerleman to reconsider the conditions of approval of the Twin Lakes Plat 4.
- STAFF CONTACT:** Luke Parris, AICP  
City Planner
- SUMMARY:** On May 19, 2016 the City Council approved the Twin Lakes Plat 4 Preliminary Plat with the following conditions:
- The applicant agrees to provide a bridge over the creek wide enough to accommodate a 26-foot wide road.
  - The applicant agrees that the street in plat 4 be graded to allow for a 26-foot rural top section with the initial paving being 18-foot wide with the potential to add 4-foot of widening to each side.
  - The applicant agrees to modify the steep area of Boston Circle located in plat 3 to widen street pavement to 24 feet and to steepen the slope of the street to a maximum of 14%.
- On July 8, 2016, staff received a letter from Veenstra & Kimm, on behalf of Bruce Gerleman, developer of Twin Lakes Plat 4. Mr. Gerleman is request reconsideration of the approval conditions with the following:
- Boston Circle on the east side of the bridge would be graded to accommodate a future 26-foot wide pavement and would be initially paved with 18-foot wide asphalt to meet the other streets in Twin Lakes.
  - The bridge would be constructed to accommodate an 18-foot wide street pavement with the bridge being designed to facilitate widening to accommodate a 26-foot wide pavement.
  - On the east side of the bridge, Bruce Gerleman is requesting no change and agrees to grade the road to accommodate the future 26-foot wide pavement and pave the road to 18-foot wide.

**PLANNING & ZONING  
RECOMMENDATION:**

The Planning & Zoning Commission recommends approval of the requested changes.

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

RESOLUTION NO. \_\_\_\_

**A RESOLUTION APPROVING THE REVISED CONDITIONS FOR THE TWIN LAKES PLAT 4  
PRELIMINARY PLAT**

WHEREAS, the Planning & Zoning Commission reviewed this request at their regular meeting on August 8, 2016 and recommends approval the conditions; and

WHEREAS, that the applicant agrees that Boston Circle on the east side of the bridge would be graded to accommodate a future 26-foot wide pavement and would be initially paved with 18-foot wide asphalt to meet the other streets in Twin Lakes; and

WHEREAS, that the applicant agrees that the bridge would be constructed to accommodate an 18-foot wide street pavement with the bridge being designed to facilitate widening to accommodate a 26-foot wide pavement; and,

WHEREAS, that the applicant agrees to grade the road on the east side of the bridge to accommodate the future 26-foot wide pavement and pave the road to 18-foot wide; and,

NOW, THEREFORE, BE IT RESOLVED: That the City Council does hereby approve the revised conditions for the Preliminary Plat for the Twin Lakes Plat 4.

PASSED AND APPROVED this 18th day of August, 2016.

\_\_\_\_\_  
Tom Phillips - Mayor

ATTEST:

\_\_\_\_\_  
JODI EDDLEMAN, CITY CLERK

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



July 6, 2016

Luke Parris  
City Planner  
City of Norwalk  
705 North Avenue  
Norwalk, Iowa 50211

**TWIN LAKES PLAT 4  
REQUEST FOR RECONSIDERATION**

Bruce Gerleman, the developer of Twin Lakes Plat 4 has reviewed the requirements imposed by the Norwalk City Council as part of the agreement of the preliminary plat of Twin Lakes Plat 4. The particular requirements that were reviewed by Bruce Gerleman include:

1. Paving Boston Circle on the westerly side of the bridge at 24-foot width.
2. Constructing the bridge on Boston Trail to accommodate a 26-foot wide pavement.
3. Grading Boston Trail on the east side of the bridge to accommodate a future 26-foot wide pavement with an initial 18-foot wide pavement.

Bruce Gerleman has reviewed the pricing for the improvements, especially the bridge. Based on the cost increase to meet these requirements Bruce Gerleman is requesting the City of Norwalk reconsider its approval in accordance with the following:

1. Boston Circle on the east side of the bridge would be graded to accommodate a future 26-foot wide pavement and would be initially paved with 18-foot wide asphalt to meet the other streets in Twin Lakes.
2. The bridge would be constructed to accommodate an 18-foot wide street pavement with the bridge being designed to facilitate widening to accommodate a 26-foot wide pavement.
3. On the east side of the bridge Bruce Gerleman is requesting no change and will agree to grade the road to accommodate the future 26-foot wide pavement and pave the road to 18-foot wide.

Luke Parris  
July 6, 2016  
Page 2

The changes Bruce Gerleman is requesting include deferring the widening of the road east of the bridge and widening the bridge until such time as the roadways are annexed to the City of Norwalk and the City determines it necessary and appropriate to widen the roadway and bridge to 26-foot wide to convert the road from a private road to a public street.

If you have any questions or comments concerning the project, please contact the writer at 225-8000.

VEENSTRA & KIMM, INC.

A handwritten signature in black ink, appearing to read "H. R. Veenstra Jr.", written over a horizontal line.

H. R. Veenstra Jr.

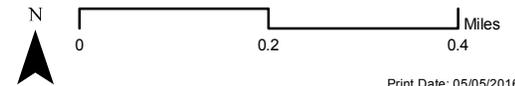
HRVjr:pjh  
234



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



## Twin Lakes Plat 4 Replat Location





**BUSINESS OF THE CITY COUNCIL  
AGENDA STATEMENT**

Item No. 21

For Meeting of 08.18.2016

**ITEM TITLE:** Staff Update

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

**SUMMARY EXPLANATION:** Construction observation of municipal improvements involved with developments:

**HISTORY:** Historically the inspection of public improvements constructed in new developments has been the responsibility of the developer's design engineer. The level of observation and frequency has been at the discretion of the design engineer. Upon completion of the development, the engineer's inspector, contractors, and often the developer's representative meet with the Public Works Department and an inspection of the public improvements takes place. A "punch list" of items that need to be addressed is developed and shared by all. At this point the developer has the option of providing a performance bond to cover all the items that are outstanding or wait until the items on the list have been addressed. Then the developer's engineer provides a letter stating that the improvements have been installed as designed.

**ISSUE:** Most recently, there has been a level of anxiety relating to this process. As a result staff has been directed to initiate the process of having the City's contracted Engineer perform inspections of the installation of municipal infrastructure in new developments.

**RESOLUTION:** The solution lies within existing documents. In the Subdivision Ordinance 16.08, 1 states "Construction observation as deemed necessary to assure quality workmanship on all portions of the improvements to be dedicated shall be provided by the City at the developer's expense. Construction observation costs shall be paid for by the developer before final acceptance of the plat for recording at the county offices."

Within our existing engineering services agreements with Veenstra & Kimm, Inc. in exhibit A, 1. B. Development Services. No. 3 states "When requested, supervises the inspection of construction of public facilities by private developers and recommend acceptance."

**IMPLEMENTATION:** At the onset of the development process, the developer will be notified that inspection of infrastructure will be performed by the City's engineering firm

and that costs for inspections will be borne by the developer. At the Construction Plan stage, the City's engineer will provide the developer with an estimate of costs that may be involved with the inspection process. The level of and frequency of inspection will be established by the Public Works Department and the City's engineer with the intent to insure full compliance as well as considering holding costs to the developer within reason. Upon the completion of the development, a "punch list" inspection involving all the same participants as before will take place. Once identified items are addressed, the City's engineer will provide a letter stating compliance.

As a result the process Veenstra & Kimm, Inc. inspection staff will be used from this point forward.