



City Council Regular Business Meeting Agenda
Thursday, September 1, 2016, 6:00 p.m.
City Hall – 705 North Avenue

COUNCIL MEETINGS

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

Tom Phillips
Mayor

Council Members:

Erika Isley
Ed Kuhl
David Lester
Jaki Livingston
Stephanie Riva

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
Congratulating Jaeda Isley for Jr. National Championship Arabian Horseback riding
4. Welcome of guests and public comment.
(3 minute limit, no action)
5. Approve minutes –
August 18th regular city council meeting
6. Consent agenda –
 - a) Expenditures
 - b) Tax abatements
 - c) Resolution setting dates for pool project.
 - d) Resolution approving bid for HVAC replacement at the public safety building.
7. Public hearing and consideration of first and possibly more readings of an ordinance amending the Zoning Ordinance Section 17.10.030.3 related to permitted accessory uses for the keeping of urban chickens.
8. Funding approach for Highway 28 and Wakonda traffic signals.
9. Resolution accepting public infrastructure known as the 2014 NCIS improvements project.
10. Resolution approving a policy acknowledging recent improvements installed prior to the NCIS improvements project.
11. Resolution adopting the final assessment schedule for the 2014 Norwalk NCIS improvements project and amending, confirming and levying the assessments.
12. Discuss West Des Moines Urban Renewal Area (URA) – Veterans Parkway Project.
13. Change order pertaining to retaining wall at Beardsley Detention Pond.
14. Discussion and possible action on a resolution approving the execution of a temporary construction easement for grading with United Properties Investments Company LLC. for the Beardsley storm water detention facility.
15. Council Inquiries and staff updates.
 - Consider Luke Nelson’s status as a board member for the Central Iowa Workforce Development Board (CIWDB)
 - Consider request to have Luke Nelson serve as a board member for the South Suburban YMCA.
16. Adjournment.

UNABRIDGED MINUTES OF THE NORWALK CITY COUNCIL MEETING ON 08-18-16

(Minutes to be approved at the September 1, 2016 meeting)

Mayor Phillips called the City Council meeting to order at 6:01 p.m. Present at roll call: Erika Isley, David Lester, Jaki Livingston and Stephanie Riva Absent: Ed Kuhl(RC = roll call vote)

Staff present included: Luke Nelson, City Manager; Jodi Eddleman, City Clerk; Jean Furler, Finance Director; Nancy Kuehl, Parks and Recreation Director; Holly Sealine, Library Director; Greg Staples, Police Chief; Tim Hoskins, Public Works Director; Jenn Vetterick, Assistant Fire Chief; Luke Parris, City Planner and Jim Dougherty, City Attorney.

16-165 Motion by Livingston, seconded by Isley, to approve the agenda, carried unanimously by voice vote.

Presentations:

Chief Staples introduced new officers; Carmon Iredale and Kirsten Koestler. Mayor Phillips congratulated the Norwalk Superstars on being the Grand National champions.

Welcome of Guests and Public Comment

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

16-166 Motion by Riva; seconded by Livingston to approve the minutes of the August 4th, regular city council meeting, carried unanimously by voice vote.

Consent included tax abatements; liquor license application for St. Johns Fall Festival, **Resolution 0818-16-085** ordering construction of certain public improvements approving preliminary plans and fixing a date for hearing thereon and taking of bids therefore for improvements known as the 50th Avenue bridge repairs; **Resolution 0818-16-086** ordering construction of certain public improvements approving preliminary plans and fixing a date for hearing thereon and taking of bids therefore for the West North Avenue trail project; **Resolution 0818-16-087** approving 28E agreement with the Iowa Department of Transportation for maintenance and repairs of primary roads; **Resolution 0818-16-088** approving supplemental agreement for snow removal on IA 28 within the City of Norwalk; **Resolution 0818-16-089** approving the disposal of city property; Receive and file the Des Moines Water Works cost of service study, monthly department reports, treasurers report and expenditures.

| | | | | | |
|-----------------------|-------------------|-----------|-------------------|--------------------------|------------|
| ADVENTURE LIGHTING | EMERGENCY LED | 516.85 | MCANINCH CORP | CEDAR STREET & BEARDSLEY | 281,627.50 |
| AIA CORPORATION | UNIFORMS | 158.50 | MCCLURE ENG | NCIS 2014 PROJECT REP | 59,521.25 |
| ALL IOWA POOL | CHEMICALS | 76.96 | MEDIACOM | INTERNET SERVICE | 162.90 |
| AMERICAN TEST CENTER | TRUCK TEST | 510.00 | MENARDS | WIRE NUTS | 50.04 |
| ANKENY SANITATION | TRASH SERVICE | 54.08 | MENARDS | LUMBER FOR FORMS | 947.55 |
| APPLE INC | IPAD | 379.00 | MPS ENGINEERS PC | NCIS HOLLY DR | 4,110.89 |
| BATTERIES PLUS BULBS | MISC BATTERIES | 172.08 | MUNICIPAL SUPPLY | DOG PARK | 8,254.80 |
| BEST PORTABLE TOILETS | COMPLEX TOILETS | 140.00 | NICHOLS EQUIP | DOG PARK | 139.50 |
| BLUE TARP FINANCIAL | DOG SUPPLIES | 248.85 | NWTC | PUBLISH | 123.02 |
| BOUND TREE MED | MEDICAL SUPPLIES | 1,440.62 | NORWALK HARD | JULY CHARGES | 344.03 |
| CAPPELS ACE | CITY HALL REPAIR | 118.32 | NORWALK READY MIX | REDWOOD & SPRUCE | 2,730.50 |
| CARPENTER UNIFORM | UNIFORM ALLOW | 4,847.78 | NORWALK SEASONAL | MOWING | 30.00 |
| CENTURYLINK | 515 E52--0041 899 | 573.52 | O'HALLORAN INTL | REPIAR | 2,705.46 |
| CITY WDSM | JULY WESTCOM | 80,397.38 | OXEN TECH | EQUIPMENT | 2,653.00 |
| CLIA LAB | PROGRAM FEE | 150.00 | PEAK SOFTWARE | SPORTSMAN SOFTWARE | 1,318.00 |
| CONST & AG | EQUIPMENT | 213.75 | PEPSI-COLA | POOL CONCESSION | 939.54 |
| CONTRACT SPEC | SUPPLIES | 3,129.77 | PIONEER MANU | MATERIALS | 702.00 |

| | | | | | |
|---------------------|-----------------|----------|-------------------|---------------------------|------------|
| DANIELS FILTER SERV | HVAC FILTERS | 224.12 | PITNEY BOWES | LEASE | 735.00 |
| DCI GROUP | DETENTION POND | 2,440.00 | PLUMB SUPPLY | JOB SITE TRAYS | 56.00 |
| DSM METAL FAB | SERV CALL | 95.88 | PUBLIC RELATIONS | MEMBERSHIP | 305.00 |
| DONALD FISCHER | REIMBURSE | 40.00 | RAFE ALBERS | REIMBURSE | 9.99 |
| EMER APPARATUS | REPAIR | 776.87 | RUDOLF INVEST | MOWING | 535.00 |
| FELD FIRE | REPAIR | 747.81 | SAM'S CLUB | POOL CONCESSIONS | 698.55 |
| FRANK DUN | PATCH | 789.00 | SCHWAN'S | POOL CONCESSIONS | 94.67 |
| G & L CLOTHING | ALLOWANCE | 1,622.82 | SEAMUS EXCAVATING | ORCHARD TR WRIGHT RD | 3,500.00 |
| GREENWOODS SEWER | REPAIRS POOL | 304.75 | SHIVE HATTERY INC | CEDAR STREET PAVING | 2,756.00 |
| GREGG YOUNG | OIL CHANGE | 546.92 | SHRED IT | SITE SHRED | 50.71 |
| HARVEYS AUTO | PW #42 | 631.58 | SIMPSON TENNIS | TENNIS CLASSES | 1,379.70 |
| HAWKINS, INC. | CHEMICALS | 181.50 | STRATEGIC AMERICA | WEB MAINTENANCE | 450.00 |
| HOTSY CLEAN | PARTS | 945.06 | SWANA | MEMBERSHIP | 212.00 |
| ILLINOIS FIRE STORE | SUPPLIES | 203.82 | TERMINIX INTL | PEST CONTROL CITY HALL | 134.00 |
| INDIANOLA FIRE DEPT | EMS INVOICES | 2,345.00 | GRAPHIC EDGE | FLAG FOOTBAL TSHIRTS | 1,605.01 |
| INDOFF INC | OFFICE SUPPLIES | 183.28 | THE SHREDDER | PYMT SERV | 278.00 |
| IA CRIME PREVENT | MEMBERSHIP DUES | 50.00 | TK CONCRETE | NCIS WAKONDA DR | 117,347.70 |
| IA DOT | TRAFFIC LITE | 46.72 | TREAT AMERICA | ILEA | 2,937.34 |
| IA LAW ENFORCE ACAD | REGISTRATION | 360.00 | UNITYPOINT CLINIC | EMPLOYEE MEDICAL | 1,108.00 |
| IA PARK REC | MEMBERSHIPS | 465.00 | USA BLUE BOOK | METER WIRE | 201.32 |
| IA PRISON IND | SIGNS | 1,825.50 | V&K | SW DETENTION GREENBELT | 159,292.00 |
| IA WINDOW SERV | BLDG MAINT | 290.00 | VOORHEES TAE | REC | 293.83 |
| JAMES OIL | DYED DIESEL | 5,949.96 | WADE WAGONER | MILEAGE REIMBURSE JOHNNYS | 31.75 |
| JP COOKE CO | DOG LICENSE | 139.50 | WESCO DIST | REPAIR | 2,089.73 |
| LASER RESOURCES | LEASE | 539.71 | WOOD ROOF | SUPPLIES | 1,266.28 |
| MAD SCIENCE | REGISTRATION | 1,293.00 | | | |
| MARY JANE SHARP | FITNESS CLASSES | 874.65 | | | |

16-167 Motion by Lester, seconded by Livingston to approve the consent agenda, passed unanimously, RC.

Ordinance Orchard View PUD

16-168 Motion by Lester, seconded by Isley to pass the final reading of **Ordinance 16-12** amending the master plan and rules, regulation, and guidelines for the Orchard View Planned Unit Development as contained in Ordinance 12-09. Passed 3-1, with Livingston voting nay.

Norwalk Orchard View townhomes preliminary plat

This request creates 74 townhome lots and the site plan shows 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.

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. Happe Homes, 2575 N Ankeny Blvd, Ankeny Iowa provided council with pictures of the proposed townhome units. Livingston asked if it is the city's responsibility to provide the stop sign at the intersection at Sycamore Drive. Hoskins responded that the city will put the stop sign in the right of way.

16-169 Motion by Riva, seconded by Isley to approve **Resolution 0818-16-90** approving the preliminary plat and site plan of Norwalk Orchard View townhomes. Passed 3-1, with Livingston voting nay.

Orchard Trail Plat 5 preliminary plat

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.

16-170 Motion by Lester, seconded by Livingston to approve **Resolution 0818-16-091** approving the preliminary plat of Orchard Trail Plat 5, passed unanimously, RC.

16-171 Motion by Riva, seconded by Isley to remove from the table consideration of a resolution accepting the public infrastructure for West Grove Villas carried unanimously by voice vote.

West Grove Villas public infrastructure

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: The plat includes standard 5' sidewalks. A 6' trail is included on the south side of Sycamore Drive.

16-172 Motion by Lester, seconded by Livingston to approve **Resolution 0818 - 16-092** accepting improvements known as West Grove Villas, passed unanimously, RC.

16-173 Motion by Lester, seconded by Riva to remove from the table consideration of a resolution approving the final plat for West Grove Villas carried unanimously by voice vote.

West Grove Villas final plat

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.

Joe Petrizinski, Hubbell Realty, 6900 Westown Parkway, West Des Moines, stated that there will be six inch curbs put in and Hubbell will also pave the portion of sidewalk that connects Sycamore to the West Grove Development. Petrizinski asked that the final plat be approved contingent upon the city attorney receiving and reviewing the storm water detention document and the final plat meets the specifications of the site plan design. Isley asked if there is any coordination with the developer and the city to pave the trail on North Avenue to the development. Hoskins submitted a timeline for completion of that project; Hubbell will also coordinate with the city to put the sidewalk in from Dogwood to Sycamore.

16-174 Motion by Livingston, seconded by Riva to approve **Resolution 0818-16 093** approving the West Grove Villas Final Plat, contingent upon the city attorney review and approve the storm water document, curb replacement and paving of the 100 foot of sidewalk carried unanimously by voice vote.

16-175 Motion by Lester, seconded by Isley to remove from the table consideration of a resolution accepting the public infrastructure for Timberview Plat 1, carried unanimously by voice vote.

Timberview Plat 1 infrastructure

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. Livingston asked about the temporary cul-de-sacs. Mayor Phillips responded that they are on stub streets. Lester asked if the curb had been satisfactorily resolved, Hoskins responded that the developer ground the curbs down within the shoulder area of the right of way.

Mayor Phillips asked if the city would acquire a detention pond in the development. Dougherty stated that the detention pond would remain on a portion of the private lots and would be privately maintained. The document states that the maintenance will be the responsibility of the lots that the detention facility is located upon, an association will be put together to maintain the pond and the facilities. The pond has to be in compliance with the DNR requirements and the cities storm water requirements and that the city will have access to the pond to inspect each year. The city will also have the ability to enforce maintenance of the pond.

16-176 Motion by Lester, seconded by Riva to approve **Resolution 0818-16-094** accepting public infrastructure known as Timber View Plat 1, passed unanimously, RC.

16-177 Motion by Riva, seconded by Lester to remove from the table consideration of a resolution approving the final plat for Timberview Plat 1, carried unanimously by voice vote.

Timberview Plat 1 final plat

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.

16-178 Motion by Riva, seconded by Isley to approve **Resolution 0818-16-095** approving Timberview Plat 1 final plat, contingent upon the city attorney review and approve the storm water document passed unanimously, RC.

Blooming Heights Plat 1 replat of preliminary plat

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.

Riva encouraged the developers to set aside land that meets the cities criteria for parkland and would like to see 5 acres of parkland in the development. Brad Cooper, Cooper Crawford Associates, 475 S 50th Street #800 West Des Moines, stated that there will be a 4 acre park along Timberview Drive, and the money from the Blooming Heights development will help develop that park. Livingston asked Luke Parris how much land needs to be set aside for parkland between the two developments. Parris responded that a 4 acre park would be enough parkland to satisfy 222 lots. There is no area in the Blooming Heights development to place a park. Dan Kruse, Kruse Development, 4215 SW 33rd, Des Moines, Blooming Heights will provide money to develop the park in Timberview. Isley stated that the parkland fee doesn't cover the costs to put a park in and requested that council review the parkland dedication policy at a future council meeting.

Accepting work covering the 2014 Norwalk NCIS improvement project

Jeff Schug, McClure engineering, 1360 NW 121st Street, Clive gave the council an update on the process to begin closing out the Wakonda and Holly Drive projects, both contractors have agreed that the money that would have been used to pay the contractors will be withheld for the reseeding the city can then hire another contractor to reseed. The mayor asked if the amount that is being held back will cover the cost to replace the poor soil. Schug stated that Soiltek will remove the top layer of the black soil and replace with a better quality of soil, the cost to do both projects could roughly be \$31,000. The city will be holding back about \$12,000 on Wakonda and \$5,000 on Holly for the seeding. It was the consensus of the council that the city should not have to pay the difference because it was the contractor's mistake. Schug will meet with the contractor to identify other options to pay for the cost to reseed.

16-179 Motion by Lester, seconded by Riva to table accepting the work covering the 2014 Norwalk NCIS improvement, passed unanimously, RC.

Adopting final assessment schedule for the 2014 Norwalk NCIS improvement project and levying assessments

16-180 Motion by Lester, seconded by Riva to table adopting the final assessment schedule for the 2014 Norwalk NCIS improvement project and levying assessments, passed unanimously, RC.

Approving a policy for recent improvements installed prior to NCIS project improvements

16-181 Motion by Lester, seconded by Riva to table approving a policy for recent improvements installed prior to the NCIS project improvements, passed unanimously, RC.

Ordinance parking restrictions on south side of School Avenue

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.

16-182 Motion by Livingston, seconded by Isley to approve consideration of the first reading of an ordinance amending the code of ordinance by approving modifications to the standard parking restrictions, passed unanimously, RC.

16-183 Motion by Isley, seconded by Lester to pass the second reading and waive the third reading of **Ordinance 16-10 an ordinance amending the code of ordinances by approving modifications to the standard parking restrictions**, passed unanimously, RC.

Ordinance stop sign Elm Avenue and 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.

16-184 Motion by Lester, seconded by Livingston to approve consideration of the first reading of an ordinance amending the code of ordinances by approving placement of stop signs within new subdivisions or other identified locations, passed unanimously, RC.

16-185 Motion by Livingston, seconded by Riva to pass the second reading and waive the third reading of **Ordinance 16-11 an ordinance amending the code of ordinances by approving placement of stop signs within new subdivisions or other identified locations**, passed unanimously, RC.

Twin Lakes Plat 4

On May 19, 2016 the City Council approved the Twin Lakes Plat 4 Preliminary Plat with the following conditions: Bruce Gerleman is requesting 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.

Livingston has concern that if the development is annexed into the city then the cost to widen the bridge becomes the city's.

Isley asked if there was a homeowners association in place, Bruce Gerleman, 303 Locust, Des Moines, stated that there is no homeowners association and that he currently owns all of the streets.

Mayor Phillips asked for a motion from the council to approve the request from Gerleman, no one made motion.

Staff Inquiries Updates

Tim Hoskins construction observations on municipal improvements in developments

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. 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." 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."

Riva asked that the subdivision ordinance be amended to include the city has the option to inspect private streets and private infrastructure.

Council requests pictures of what the retaining wall at the Beardsley regional detention pond will look like.

Chief Staples reported that Phil Parkers last day will be August 26th they are looking for a certified officer to replace him.

Nancy reported that the dog park has been fenced in and that Sunday, August 21st is funday at the pool.

Holly reported that the library is gearing up for fall programs.

Tim asked for volunteers to serve on a committee to review the NCIS engineering, Jaki Livingston and Stephanie Riva agreed to be on the committee. Tim introduced Joe Ballard to the council.

Tony Belizi stated that the Beardsley project contractors are behind schedule because of weather conditions. V&K will coordinate the 100 foot section of sidewalk to the West North trail extension.

Luke Parris stated that they will review and streamline the stormwater process.

16-186 Motion by Livingston, seconded by Riva to adjourn the meeting at 8:12 p.m., carried unanimously by voice vote.

Tom Phillips, Mayor

Attest:

Jodi Eddleman, City Clerk



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 06
For Meeting of 09/01/2016

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:

| | | | |
|------------------------|---------------------|-----|------------|
| Grayhawk Homes of Iowa | 306 W High Road | SFR | \$334,202. |
| Grayhawk Homes of Iowa | 232 W High Road | SFR | \$354,560. |
| Jerrys Homes | 306 Braeburn Dr | SFR | \$259,704. |
| Ross Ingwersen | 1140 Colt Lane | SFR | \$400,000. |
| KRM Development | 9427 Bottlebrush Rd | SFR | \$300,000. |
| Tanzanite Homes | 302 Braeburn Dr | SFR | \$225,000. |

Resolutions

Resolution setting dates for pool project
Resolution approving bid for HVAC replacement at the public safety building

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

| DEPARTMENT | FUND | VENDOR NAME | DESCRIPTION | AMOUNT_ |
|--------------------|--------------|------------------------------|---------------------------|-----------|
| FIRE PROTECTION | GENERAL FUND | KAYLA MOHR | RENTAL INSPECTION REFUND | 100.00_ |
| | | | TOTAL: | 100.00 |
| LIBRARY SERVICES | GENERAL FUND | MARILYN MERRELL | LOST ITEM REFUND | 35.00_ |
| | | | TOTAL: | 35.00 |
| RECREATION | GENERAL FUND | TARA BADGER | PROGRAM REFUND | 145.00_ |
| | | | TOTAL: | 145.00 |
| SWIMMING POOL | GENERAL FUND | STACY PETERSEN | PARTIAL POOL PASS REFUND | 18.55_ |
| | | | TOTAL: | 18.55 |
| POLICE OPERATIONS | GENERAL FUND | CARPENTER UNIFORM | UNIFORM ALLOW SPURR | 40.99 |
| | | | UNIFORM ALLOW WESTVOLD | 4.99 |
| | | | UNIFORM ALLOW IREDALE | 34.98 |
| | | | UNIFORM ALLOW KOESTLER | 34.98 |
| | | | UNIFORM ALLOW LEWISTON | 44.99 |
| | | | UNIFORM ALLOW IREDALE | 128.58 |
| | | | READY BAG | 39.99 |
| | | INDOFF INC | DVD R | 31.40 |
| | | | FLASH DRIVES | 38.40 |
| | | CAPITAL SANITARY SUPPLIES | CLEANING SUPPLIES | 76.02 |
| | | SIRCHIE | EVIDENCE COLLECTION | 773.86 |
| | | CENTURYLINK | PHONE SERVICE | 170.18 |
| | | RAFE ALBERS | UNIFORM ALLOW ALBERS | 154.99 |
| | | | UNIFORM ALLOW ALBERS | 21.18 |
| | | CASH | PETTY CASH TRAINING LUNCH | 20.71 |
| | | BROWNELLS INC | GUN CLEANING ITEMS | 204.80 |
| | | SPRINGER PEST SOLUTIONS | PEST CONTROL | 68.00 |
| | | VERIZON WIRELESS | CELL PHONE SERVICE | 735.54 |
| | | FARMERS COOPERATIVE COMPANY | DOG FOOD | 37.25 |
| | | IOWA HEAD & NECK | AUDIOLOGIST IREDALE | 92.00 |
| | | | AUDIOLOGIST KOESTLER | 92.00 |
| | | DELAGE LANDEN | PD COPIER LEASE | 127.11 |
| | | POLICE LEGAL SCIENCES | MONTHLY TRAINING | 1,440.00 |
| | | PATHOLOGY LABORATORY | DRUG SCREEN IREDALE | 259.94 |
| | | STANDRIDGE GROUP | PD LETTERHEAD | 248.00 |
| | | | EMBROIDERY SHIRTS | 60.00_ |
| | | | TOTAL: | 4,980.88 |
| FIRE PROTECTION | GENERAL FUND | CARPENTER UNIFORM | UNIFORM ALLOW EPPERS | 137.98 |
| | | | UNIFORM ALLOW CHRISTENSEN | 49.99 |
| | | | UNIFORM ALLOW DAHMS | 119.98 |
| | | | UNIFORM ALLOW LUZIER | 49.99 |
| | | INDOFF INC | OFFICE SUPPLIES | 29.91 |
| | | CENTURYLINK | PHONE SERVICE | 171.67 |
| | | FIRE SERVICE TRAINING BUREAU | NFA COURSE DARST | 25.00 |
| | | | HANDBOOKS | 462.00 |
| | | DELAGE LANDEN | FD COPIER LEASE | 104.87 |
| | | GREGG YOUNG | CAR 619 | 1,814.63_ |
| | | | TOTAL: | 2,966.02 |
| BUILDING INSPRCTOR | GENERAL FUND | CENTURYLINK | PHONE SERVICE | 153.86 |
| | | VERIZON WIRELESS | CELL PHONE SERVICE | 187.24_ |
| | | | TOTAL: | 341.10 |

| DEPARTMENT | FUND | VENDOR NAME | DESCRIPTION | AMOUNT_ | |
|------------------------|--------------|------------------------------|---------------------------------|----------------------------|----------|
| ANIMAL CONTROL | GENERAL FUND | ANIMAL RESCUE LEAGUE OF IOWA | ARL TRAINING | 40.00 | |
| | | | INTAKE LIVE ANIMAL | 125.00_ | |
| | | | TOTAL: | 165.00 | |
| GARBAGE | GENERAL FUND | METRO WASTE AUTHORITY | MONTHLY GARBAGE SERVICE | 28,616.28_ | |
| | | | TOTAL: | 28,616.28 | |
| OTHER PUBLIC WORKS | GENERAL FUND | CENTURYLINK | PHONE SERVICE | 194.20_ | |
| | | | TOTAL: | 194.20 | |
| LIBRARY SERVICES | GENERAL FUND | CENTURYLINK | PHONE SERVICE | 260.32 | |
| | | | DELAGE LANDEN | LIB COPIER LEASE | 136.40_ |
| | | | TOTAL: | 396.72 | |
| RECREATION | GENERAL FUND | CENTURYLINK | PHONE SERVICE | 170.18 | |
| | | | NANCY KUEHL | CRAFT CLUB REIMBURSEMENT | 106.38 |
| | | | THE GRAPHIC EDGE | SOCCER SHIRTS | 3.79 |
| | | | VERIZON WIRELESS | CELL PHONE SERVICE | 167.32_ |
| | | | TOTAL: | 447.67 | |
| SPORTS COMPLEX | GENERAL FUND | DOWNEY TIRE | FERRIS MOWER | 113.93 | |
| | | | BROWN EQUIPMENT | FERRIS MOWER | 48.25_ |
| | | | TOTAL: | 162.18 | |
| SWIMMING POOL | GENERAL FUND | CENTURYLINK | PHONE SERVICE | 62.55 | |
| | | | NANCY KUEHL | POOL CONCESSION REIMBURSEM | 70.13 |
| | | | ALL IOWA POOL | CHEMICALS | 171.83 |
| | | | WARREN COUNTY HEALTH | POOL INSPECTION | 486.00 |
| | | | GOPHER SPORT | POOL SUPPLIES | 566.98 |
| | | | AIRPORT SIGNS AND GRAPHICS | OUTDOOR MOVIE SIGN | 29.90_ |
| | | | TOTAL: | 1,387.39 | |
| COMMUNITY DEVELOPMENT | GENERAL FUND | INDOFF INC | OFFICE SUPPLIES | 67.51 | |
| | | | CENTURYLINK | PHONE SERVICE | 173.17 |
| | | | CASH | PETTY CASH MICCC MEAL | 10.59 |
| | | | DELAGE LANDEN | DEV COPIER LEASE | 125.00 |
| | | | NORWALK SEASONAL SERVICES, LLC | 4551 LAKEWOOD DR | 60.00 |
| | | | 8867 WOODMAYR | | 60.00 |
| | | | 814 E 17TH | | 30.00_ |
| TOTAL: | 526.27 | | | | |
| CITY HALL & GENERAL BU | GENERAL FUND | INDOFF INC | OFFICE SUPPLIES | 72.50 | |
| | | | WIRELESS MOUSE | 45.53 | |
| | | | CAPITAL SANITARY SUPPLIES | CLEANING SUPPLIES | 38.01 |
| | | | NORTH WARREN TOWN & COUNTY NEWS | ORDINANCE 16-09 | 7.37 |
| | | | ORDINANCE 16-09 | | 6.70 |
| | | | MINUTES | | 108.87 |
| | | | CENTURYLINK | PHONE SERVICE | 619.29 |
| | | | VERIZON WIRELESS | CELL PHONE SERVICE | 358.83 |
| | | | TYLER TECHNOLOGIES | WEBSITE HOST | 25.00 |
| | | | DES MOINES REGISTER | DAILY PAPER | 71.00 |
| | | | EXCEL MECHANICAL CO | CITY HALL AC REPAIR | 1,668.00 |
| | | | DELAGE LANDEN | CH COPIER LEASE | 149.75 |
| | | | RANKIN COMMUNICATION SYSTEMS | ALARM PANEL | 105.00 |
| | | | STANDRIDGE GROUP | LETTERHEAD | 168.15_ |
| | | | TOTAL: | 3,444.00 | |

| DEPARTMENT | FUND | VENDOR NAME | DESCRIPTION | AMOUNT_ | | | |
|--------------------|-------------------|---------------------------|------------------------------------|-------------------------|-----------|----------------|-----------|
| STREETS | ROAD USE TAX FUND | CAPITAL SANITARY SUPPLIES | CLEANING SUPPLIES | 38.01 | | | |
| | | | JANITORIAL SUPPLIES | 214.83 | | | |
| | | | LOGAN CONTRACTORS SUPPLY | CONCRETE RAKE | 108.72 | | |
| | | | MENARDS | TOOLS | 36.94 | | |
| | | | CENTURYLINK | PHONE SERVICE | 75.08 | | |
| | | | NORWALK READY-MIXED CONCRETE, INC. | HAWTHORNE DR | 499.00 | | |
| | | | | PONDEROSA & WAKONDA | 215.00 | | |
| | | | | OLD ORCHARD & LAKEWOOD | 212.50 | | |
| | | | RED WING SHOE STORE | UNIFORM ALLOW HARDING | 199.74 | | |
| | | | DIAMOND VOGEL PAINTS | DIAMOND VOGEL PAINTS | 469.25 | | |
| | | | | DIAMOND VOGEL PAINTS | 246.55 | | |
| | | | | DIAMOND VOGEL PAINTS | 59.00 | | |
| | | | CASH | PETTY CASH PARTS AT ACE | 4.76 | | |
| | | | | PETTY CASH PARTS AT ACE | 8.47 | | |
| | | | | PETTY CASH PARTS AT ACE | 4.23 | | |
| | | | G & L CLOTHING | UNIFORM ALLOW VRBAN | 329.93 | | |
| | | | | UNIFORM ALLOW HARDING | 286.73 | | |
| | | | ACME TOOLS | TOOLS | 345.99 | | |
| | | | | TOOLS | 629.97 | | |
| | | | VERIZON WIRELESS | CELL PHONE SERVICE | 20.71 | | |
| | | | | CELL PHONE SERVICE | 62.11 | | |
| | | | JAMES OIL COMPANY LLC | DYED DIESEL | 1,778.65 | | |
| | | | | GASOHOL | 4,253.90 | | |
| | | | DELAGE LANDEN | PW COPIER LEASE | 57.95 | | |
| | | | GREGG YOUNG | #20 PICK UP TRUCK | 73.54 | | |
| | | | DAVIS EQUIPMENT CORPORATION | PARTS | 890.80 | | |
| | | | PINGEL MUDJACKING, LC | STREET WORK | 8,100.00_ | | |
| | | | | TOTAL: | 19,222.36 | | |
| | | | STREET CLEANING | ROAD USE TAX FUND | MENARDS | MATERIALS | 167.85 |
| | | | | | | MATERIALS | 84.68_ |
| | | | | | | TOTAL: | 252.53 |
| | | | POLICE OPERATIONS | SPECIAL REVENUE | IMWCA | IMWCA PREMIUMS | 1,616.00_ |
| TOTAL: | 1,616.00 | | | | | | |
| FIRE PROTECTION | SPECIAL REVENUE | IMWCA | IMWCA PREMIUMS | 4,248.00_ | | | |
| | | | TOTAL: | 4,248.00 | | | |
| RESCUE | SPECIAL REVENUE | IMWCA | IMWCA PREMIUMS | 2,707.00_ | | | |
| | | | TOTAL: | 2,707.00 | | | |
| BUILDING INSPECTOR | SPECIAL REVENUE | IMWCA | IMWCA PREMIUMS | 43.00_ | | | |
| | | | TOTAL: | 43.00 | | | |
| STREETS | SPECIAL REVENUE | IMWCA | IMWCA PREMIUMS | 1,648.00_ | | | |
| | | | TOTAL: | 1,648.00 | | | |
| GARBAGE | SPECIAL REVENUE | IMWCA | IMWCA PREMIUMS | 128.00_ | | | |
| | | | TOTAL: | 128.00 | | | |
| LIBRARY SERVICES | SPECIAL REVENUE | IMWCA | IMWCA PREMIUMS | 64.00_ | | | |
| | | | TOTAL: | 64.00 | | | |
| PARKS | SPECIAL REVENUE | IMWCA | IMWCA PREMIUMS | 107.00_ | | | |
| | | | TOTAL: | 107.00 | | | |

| DEPARTMENT | FUND | VENDOR NAME | DESCRIPTION | AMOUNT_ |
|------------------------|--------------------|--|----------------------------|-----------|
| RECREATION | SPECIAL REVENUE | IMWCA | IMWCA PREMIUMS | 268.00_ |
| | | | TOTAL: | 268.00 |
| SPORTS COMPLEX | SPECIAL REVENUE | IMWCA | IMWCA PREMIUMS | 128.00_ |
| | | | TOTAL: | 128.00 |
| SWIMMING POOL | SPECIAL REVENUE | IMWCA | IMWCA PREMIUMS | 107.00_ |
| | | | TOTAL: | 107.00 |
| COMMUNITY DEVELOPMENT | SPECIAL REVENUE | IMWCA | IMWCA PREMIUMS | 64.00_ |
| | | | TOTAL: | 64.00 |
| CITY HALL & GENERAL BU | SPECIAL REVENUE | IMWCA | IMWCA PREMIUMS | 65.00_ |
| | | | TOTAL: | 65.00 |
| ECONOMIC DEVELOPMENT | ECONOMIC DEVELOPME | IOWA LIVING MAGAZINE | 2 PAGES | 1,050.00 |
| | | BRAVO GREATER DES MOINES INC | FY 16 ANNUAL CONTRIBUTION | 1,000.00 |
| | | WADE WAGONER | MILEAGE REIMBURSEMENT | 6.26_ |
| | | | TOTAL: | 2,056.26 |
| PARKS | T & A PARK TRUST | MATT PALEN | DOG PARK CONCRETE WORK | 4,300.00_ |
| | | | TOTAL: | 4,300.00 |
| POOL REPAIRS | CIP - POOL | SANDE CONSTRUCTION AND SUPPLY | POOL REPAIRS | 7,905.00_ |
| | | | TOTAL: | 7,905.00 |
| NCIS Infrastructure | CIP-NCIS INFRASTRU | MCCLURE ENGINEERING CO | NCIS IMPROVEMENTS | 3,900.00_ |
| | | | TOTAL: | 3,900.00 |
| COMMUNITY DEVELOPMENT | GATEWAY PROJECT | RDG PLANNING AND DESIGN | GATEWAY SIGN | 1,321.28_ |
| | | | TOTAL: | 1,321.28 |
| OPERATION AND MAINTENE | WATER FUND | IMWCA | IMWCA PREMIUMS | 289.00 |
| | | UTILITY EQUIPMENT CO. | HYDRANT PARTS | 564.99 |
| | | G & L CLOTHING | UNIFORM ALLOW ZRUCKY | 44.99 |
| | | TYLER TECHNOLOGIES | ONLINE PAYMENT | 90.00 |
| | | CENTRAL IOWA REGIONAL DRINKING WATER C | ANNUAL MEMBERSHIP DUES | 136.00 |
| | | TAXPAYERS ASSOCIATION OF CENTRAL IOWA | COLLECTIVE BARGAINING WORK | 15.00 |
| | | NEWCOM TECHNOLOGIES, INC. | GIS SOFTWARE SUPPORT | 600.00_ |
| | | | TOTAL: | 1,739.98 |
| ADMINISTRATION | WATER FUND | CENTURYLINK | PHONE SERVICE | 134.55 |
| | | CASH | PETTY CASH POSTAGE DUE | 16.15 |
| | | VERIZON WIRELESS | CELL PHONE SERVICE | 20.70 |
| | | | CELL PHONE SERVICE | 80.02 |
| | | STANDRIDGE GROUP | LETTERHEAD | 168.15_ |
| | | | TOTAL: | 419.57 |
| OPERATION AND MAINTENA | SEWER FUND | IMWCA | IMWCA PREMIUMS | 107.00 |
| | | G & L CLOTHING | UNIFORM ALLOW MURILLO | 81.80 |
| | | CHRIS MURILLO | FUEL REIMBURSEMENT | 11.01 |
| | | JOE BALLARD | MILEAGE REIMBURSEMENT | 52.92 |
| | | FORTERRA | MANHOLE ADJUSTMENT RINGS | 1,300.00_ |
| | | | TOTAL: | 1,552.73 |
| ADMINISTRATION | SEWER FUND | CENTURYLINK | PHONE SERVICE | 150.00 |

| DEPARTMENT | FUND | VENDOR NAME | DESCRIPTION | AMOUNT_ |
|---|------------|--------------------|------------------------|------------|
| | | CASH | PETTY CASH POSTAGE DUE | 16.15 |
| | | VERIZON WIRELESS | CELL PHONE SERVICE | 20.70 |
| | | | CELL PHONE SERVICE | 22.28_ |
| | | | TOTAL: | 209.13 |
| WRA PAYMENT | SEWER FUND | CITY OF DES MOINES | REPAIR REPLACEMENT | 6,520.80 |
| | | | DEBT & SERVICE CHARGE | 60,946.40 |
| | | | OPERATIONS | 23,422.30_ |
| | | | TOTAL: | 90,889.50 |
| STORM SEWERS (DRAINAGE STORM WATER UTILIT | | VERIZON WIRELESS | CELL PHONE SERVICE | 52.11_ |
| | | | TOTAL: | 52.11 |

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

| | | |
|-------|-------------------------|------------|
| 001 | GENERAL FUND | 43,926.26 |
| 110 | ROAD USE TAX FUND | 19,474.89 |
| 112 | SPECIAL REVENUE | 11,193.00 |
| 160 | ECONOMIC DEVELOPMENT | 2,056.26 |
| 184 | T & A PARK TRUST | 4,300.00 |
| 340 | CIP - POOL | 7,905.00 |
| 405 | CIP-NCIS INFRASTRUCTURE | 3,900.00 |
| 430 | GATEWAY PROJECT | 1,321.28 |
| 600 | WATER FUND | 2,159.55 |
| 610 | SEWER FUND | 92,651.36 |
| 740 | STORM WATER UTILITY | 52.11 |
| ----- | | |
| | GRAND TOTAL: | 188,939.71 |
| ----- | | |

TOTAL PAGES: 5

APPROVED BY: _____

APPROVED BY: _____

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-CITY OF NORWALK
VENDOR: All
CLASSIFICATION: All
BANK CODE: Include: AP
ITEM DATE: 8/19/2016 THRU 9/01/2016
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

PAYROLL SELECTION

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

PRINT OPTIONS

PRINT DATE: None
SEQUENCE: By Department
DESCRIPTION: Distribution
GL ACCTS: NO
REPORT TITLE: COUNCIL CLAIMS LIST 9/01/16
SIGNATURE LINES: 2

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM: YES

ELAN JULY STATEMENT DUE DATE 9/9/16 BALANCE
 (7/14 - 8/11) ACH PAID ON DUE DATE \$6,176.90

| CARD | TRANSACTION DATE | VENDOR | AMOUNT | G/L CODED | REASON FOR USE | RECIEPT RECEIVED | CHECK RECEIVED |
|----------|------------------|----------------------------|-------------------|------------------|-------------------------------|------------------|-----------------------------|
| KUEHL | | | | | | | |
| 0073 | 07/29/2016 | ADVENTURELANDS | \$680.00 | 001-5-440-2-6413 | PURCHASE TICKETS FOR RESALE | X | |
| | 08/01/2016 | ADVENTURELANDS | \$680.00 | 001-5-440-2-6413 | PURCHASE TICKETS FOR RESALE | X | |
| | | | <u>\$1,360.00</u> | | | | |
| HOSKINS | | | | | | | |
| 4528 | 07/13/2016 | ZORO TOOLS | \$169.36 | 110-5-210-2-6507 | LETTERS STENCIL KIT | X | |
| | 08/03/2016 | SMITTYS AUTO PARTS | \$625.00 | 110-5-210-2-6332 | DOOR ASSEMBLY | X | |
| | 08/09/2016 | CITY SUPPLY | \$390.08 | 001-5-110-2-6310 | PD BUILDING REPAIR | X | |
| | | | <u>\$1,184.44</u> | | | | |
| WESTVOLD | | | | | | | |
| 3400 | 07/15/2016 | DOLLAR GENERAL | \$26.26 | 003-5-114-3-6425 | DARE SUPPLIES | X | |
| | 07/28/2016 | BATTERY JUNCTION | \$50.48 | 001-5-110-2-6507 | MISC BATTERIES | X | |
| | | | <u>\$76.74</u> | | | | |
| INMAN | | | | | | | |
| 8995 | 07/28/2016 | TARGET | \$23.32 | 001-5-410-2-6417 | STORY TIME CRAFTS | X | |
| | | | <u>\$23.32</u> | | | | |
| COBURN | | | | | | | |
| 0678 | 07/19/2016 | SCHEELS | \$8.46 | 001-5-150-2-6504 | STOWAWAY COMPARTMENT | X | |
| | | | <u>\$8.46</u> | | | | |
| WAGONER | | | | | | | |
| 5537 | 07/14/2016 | THRIFT BOOKS | \$22.74 | 001-5-599-1-6220 | BOOKS | X | |
| | 07/15/2016 | WOBBLY BOOTS | \$17.14 | 001-5-599-1-6240 | 1 LUNCH BEARDSLEY DETENTION | X | |
| | 07/19/2016 | AMAZON | \$96.93 | 001-5-650-2-6507 | CITY MANAGER IPAD CASE | X | |
| | 07/22/2016 | AMAZON | \$11.60 | 001-5-650-2-6507 | DUM DUMS | X | |
| | 07/27/2016 | AMAZON | (\$11.60) | 001-5-650-2-6507 | RETURNED DUM DUMS | X | |
| | 07/21/2016 | MI MEXICO | \$22.51 | 001-5-599-1-6240 | 2 LUNCH NORTH SHORE | X | |
| | 07/25/2016 | AMAZON | \$24.99 | 001-5-650-2-6507 | PHONE CORD/CHARGER FURLER | X | |
| | 07/26/2016 | PDI | \$385.00 | 001-5-599-1-6240 | FALL CONFERENCE | X | |
| | 08/03/2016 | PDI | (\$75.00) | 001-5-599-1-6240 | CANCELLED OUTTING AT PDI | X | |
| | 07/26/2016 | CASEYS | \$11.70 | 001-5-599-1-6240 | ? | | X *8/22 APPLIED TO 599.4710 |
| | 07/28/2016 | JOHNNYS ITALIAN STEAKHOUSE | \$39.77 | 160-5-520-1-6240 | WAGONER, PHILLIPS, NELSON MTG | X | |
| | 08/01/2016 | SKIPS | \$52.26 | 160-5-520-1-6240 | 3 LUNCH NORTHSHORE | X | |
| | 08/02/2016 | AMAZON | \$79.99 | 001-5-650-2-6507 | FLAT SCANNER LOFFREDO | X | |
| | | | <u>\$678.03</u> | | | | |

ELAN JULY STATEMENT DUE DATE 9/9/16 BALANCE
 (7/14 - 8/11) ACH PAID ON DUE DATE \$6,176.90

| CARD | TRANSACTION DATE | VENDOR | AMOUNT | G/L CODED | REASON FOR USE | RECIPT RECEIVED | CHECK RECEIVED |
|----------|------------------|---------------------------------|-------------------|------------------|--------------------------------|-----------------|----------------|
| LOUISE | | | | | | | |
| 1956 | 07/20/2016 | ADVENTURELANDS | \$680.00 | 001-5-440-2-6413 | PURCHASE TICKETS FOR RESALE | X | |
| | 07/26/2016 | ADVENTURELANDS | \$680.00 | 001-5-440-2-6413 | PURCHASE TICKETS FOR RESALE | X | |
| | | | <u>\$1,360.00</u> | | | | |
| STRAVERS | | | | | | | |
| 585 | 07/22/2016 | ALDI | \$31.77 | 001-5-170-2-6507 | FANS | X | |
| | 07/28/2016 | PIZZA RANCH | \$10.59 | 001-5-170-1-6210 | LUNCH | X | |
| | | | <u>\$42.36</u> | | | | |
| STAPLES | | | | | | | |
| 5287 | 07/17/2016 | AMERICAN AIRLINES | \$347.20 | 001-5-110-1-6240 | AIRFARE | X | |
| | 07/17/2016 | AMERICAN AIRLINES | \$16.05 | 001-5-110-1-6240 | LUGGAGE | X | |
| | 07/18/2016 | ALLIANZ | \$21.80 | 001-5-110-1-6240 | TRAVEL INSURANCE | X | |
| | | | <u>\$385.05</u> | | | | |
| FURLER | | | | | | | |
| 9255 | 07/20/2016 | HY VEE | \$53.50 | 001-5-610-1-6182 | PHILLIPS FUNERAL | X | |
| | 07/20/2016 | INTL INSTITUTE MUNICIPAL CLERKS | \$155.00 | 001-5-650-1-6210 | IIMC MEMBERSHIP RENEWAL | X | |
| | 07/21/2016 | IOWA LEAGUE OF CITIES | \$205.00 | 001-5-620-1-6230 | CONFERENCE EDDLEMAN | X | |
| | | IOWA LEAGUE OF CITIES | \$205.00 | 001-5-620-1-6230 | CONFERENCE FURLER | X | |
| | | IOWA LEAGUE OF CITIES | \$205.00 | 600-5-811-1-6240 | CONFERENCE HOSKINS | X | |
| | 07/26/2016 | IOWA LEAGUE OF CITIES | \$205.00 | 001-5-610-1-6240 | CONFERENCE PHILLIPS | X | |
| | 07/29/2016 | TAX PAYERS ASSOCIATION | \$15.00 | 600-5-810-1-6230 | COLLECTIVE BARGAINING BALLARD | X | |
| | 07/29/2016 | TAX PAYERS ASSOCIATION | \$15.00 | 001-5-620-1-6230 | COLLECTIVE BARGAINING EDDLEMAN | X | |
| | | | <u>\$1,058.50</u> | | | | |
| PARRIS | | | | | | | |
| 1932 | | none | <u>\$0.00</u> | | | | |
| PHILLIPS | | | | | | | |
| 0097 | | none | <u>\$0.00</u> | | | | |
| SEALINE | | | | | | | |
| 975 | | none | <u>\$0.00</u> | | | | |

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 NORWALK AQUATIC CENTER IMPROVEMENTS, 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 NORWALK AQUATIC CENTER IMPROVEMENTS, 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:

NORWALK AQUATIC CENTER IMPROVEMENTS

Remodel, construct and reconstruct facilities and equipment within the bathhouse, mechanical building, pool basin structure, slide structure, deck areas as identified in the plan documents. Work shall include all labor, materials and equipment necessary to complete all aspects of the construction plans and specifications, testing, mobilization, 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 October 18, 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 November 17, 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 November 17, 2016.

PASSED and ADOPTED this 1st day of September, 2016.

Tom Phillips, Mayor

ATTEST: Jodi Eddleman, City Clerk

| ROLL CALL VOTE: | Aye | Nay | Abstain | Absent |
|------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Isley | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kuhl | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Lester | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Livingston | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Riva | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

BUSINESS OF THE CITY COUNCIL NORWALK,
IOWA
AGENDA STATEMENT

Item No 6-d
For Meeting of 09/01/2016

ITEM TITLE: Approval of bid for HVAC system replacement for Public Safety building (police department).

CONTACT PERSON(S): Ryan Coburn, Fire Chief

SUMMARY EXPLANATION

This resolution will award contract to Excel Mechanical of 5636 NE 17th St Des Moines IA, for the complete removal of existing units and replacement with 3 new rooftop units. The total bid price for the units and labor totals \$31,688.00.

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

STAFF RECOMMENDATION: By motion and roll call vote, approve the resolution authorizing the appointment and agreement.

COUNCIL ACTION:

—

RESOLUTION NO

A RESOLUTION Approving the bid award and contract between the City of Norwalk and Excel Mechanical for HVAC replacement.

WHEREAS, City of Norwalk requested bids for the replacement of rooftop HVAC units for the Norwalk Police Station located at 100 Chatham Ave.

WHEREAS, the City of Norwalk received bids from three qualified vendors.

WHEREAS, the total contract price for the removal and replacement of the (3) rooftop HVAC units is \$31,688.00.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Norwalk, Iowa, does hereby authorize a contract between the City of Norwalk and Excel Mechanical for project completion.

Passed and approved 01 September 2016

Tom Phillips, Mayor

ATTEST: Jodi Eddleman, City Clerk

ATTEST:

| ROLL CALL VOTE: | Aye | Nay | Abstain | Absent |
|-----------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Isley | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kuhl | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Lester | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Livingston | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Riva | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Excel

City of Norwalk Police station Rooftop replacement project

The City Norwalk is seeking a qualified firm to provide HVAC rooftop unit replacement at the Norwalk safety complex police station. The work will include replacement of (3) properly sized rooftop HVAC units. Scope of Services, The City of Norwalk is soliciting bids for a turnkey project to provide and install (3) rooftop HVAC unit replacements at the Police department. Work must be completed as to not adversely affect the 24 hour operation of the building. This work shall be completed prior to Oct 1st 2016. Bids shall also include the removal and disposal of the HVAC units being replaced, controls, start-up support, and training of City Staff.

The HVAC EQUIPMENT SPECIFICATIONS

1. Provide a review of load calculations and zoning as required to replace 3 Carrier packaged rooftop units. Mechanical Contractor is responsible for complete turnkey operation, design, installation and final balancing of correctly sized units.

Proposed Unit Features: Carrier manufactured packaged unit or approved equal, Scroll Compressors with 5 year manufacturer's warranty. Natural gas fired, Single stage cooling and heating Compressor time delay, phase monitors, and outdoor air economisers and 410 refrigerant.

2. Provide and install curb adapt-a-curbs as needed Any roofing needed shall be included.

3. Provide and install initial 2" depth pleated Farr Aeropleat III or equivalent, MERV 8 and MERV-A when evaluated under ASHRAE Testing Standard 52.2 air filters. These filters should be replaced at a minimum of quarterly thereafter by the city.

4 Reuse existing thermostats/controls and control wiring.

5. Reuse existing gas Lines, provide and install Schedule 40, black steel pipe per code to each unit for proper operation.

6. Provide and install trapped Schedule 40, PVC condensate piping per code.

9. Reuse smoke detectors. Assuming units that require them have them already installed.

10. Transfer existing electric circuits to the units and provide new fused weather proof disconnects and piping. Electrical work to be installed per local codes and NEC code specifications.

11. Obtain and provide all permits for HVAC mechanical and electrical work. Mechanical Contractor responsible for all fees.

12. Provide all crane and rigging as required for proper placement of units. Protection of concrete and adjacent areas is the contractor's responsibility.

13. Startup, check and Balance of the system shall be documented and copies provided to the owner

14. Work to be completed during normal business hours.

15. Work to be performed per OSHA Guidelines

16 Contractor to provide owner training, operation and maintenance manual, warranty documents and start up documents

17. provide one source contractor for engineering, mechanical-electrical work, installation, material and labor.

18. Includes 5 year manufacturer's warranty on compressor, 10 year manufacturer's warranty on heat exchanger, 1 year manufacturer's warranty on parts and complete 1 year parts and labor warranty on new installation.

- 20. Maintain operable environment for the building during the duration of the project.
- 21. Daily cleanup and removal of debris.
- 22. Provide all startup, testing and balancing documents to the City.

REMOVAL AND PROPER DISPOSAL OF EXISTING EQUIPMENT; Contractor shall be responsible for the timely removal and disposal of all HVAC units and associated debris.

MANDATORY SITE VISIT; A site visit is required by all interested parties; and firms interested in bidding should meet Richard Sleeth 515-313-7501 or Ryan Coburn. 515-981-4316

Location of work to be performed
 Norwalk Police department
 1100 chatham ave
 Norwalk Iowa 50211

The following is to be supplied with each proposal;
 Worker's Compensation Certificate (you supply)
 Insurance Certificate (you supply)
 OSHA COMPLIANCE FORM

Additional project costs or fees with description:

Install 3 RTUs as specified
 with Back Net & T's V's
 Rebates available to owner

Bidder Information;

Bidder (company name) Excel Mechanical
 Address of the company 5636 NE 17th St.
 Phone 515-288-1450 Fax 288-4121
 Representative Name Dean Harper / John Rounds
 Title Serv. Man.
 Signature [Signature]
 Email Address jrounds@excelmechanical.net

Bid Amount for the completed turnkey project 31,888.00



Ron Freeman
Central Iowa Mechanical
204 SW 2nd Street
Des Moines, Iowa 50309
T: 515.243.8126
F: 515.243.1804
rfreeman@cimech.com

BID # 150826 - N

August 26, 2015

Mr. Richard Sleeth
Building Director
Norwalk Community School District
515- 981-0917
515-981-0918
rsleeth@norwalk.k12.ia.us

Dear, Richard

Central Iowa Mechanical is pleased to offer our pricing for the following replacement:

Norwalk Police Dept – RTU's Replacement

Scope of Work:

1. Remove existing (3) Carrier rooftop units
 - a. Recover refrigerant from existing RTU per EPA guidelines
 - b. Disconnect electric
 - c. Disconnect gas line
 - d. Disconnect and remove rooftop unit
2. Furnish and install (3) new Carrier rooftop units
 - a. Economizer
 - b. Hail Guards
 - c. Run new condensate line over to drain
 - d. Reconnect gas line
 - e. Install (3) new RTU electric disconnects by license electrician
 - f. Reconnect electrical & control wiring
 - g. Have RTU's, boxes & diffusers test & balanced by Certified Balancer
3. Clean all materials and debris off roof and inspect roof for damage.

Exclusions:

1. Overtime/shift work
2. Roof cutting/ patching.
3. Equipment pads.

| | |
|--|-----------------|
| Total Price RTU with BACnet: | \$35,185 |
| Total Price RTU without BACnet: | \$33,200 |

Please call if you have questions or wish for us to proceed.

Sincerely,

Ron Freeman
Project Manager

Approved by:

City of Norwalk Police station Rooftop replacement project

The City Norwalk is seeking a qualified firm to provide HVAC rooftop unit replacement at the Norwalk safety complex police station. The work will include replacement of (3) properly sized rooftop HVAC units. Scope of Services, The City of Norwalk is soliciting bids for a turnkey project to provide and install (3) rooftop HVAC unit replacements at the Police department. Work must be completed as to not adversely affect the 24 hour operation of the building. This work shall be completed prior to Oct 1st 2016. Bids shall also include the removal and disposal of the HVAC units being replaced, controls, start-up support, and training of City Staff.

The HVAC EQUIPMENT SPECIFICATIONS

1. Provide a review of load calculations and zoning as required to replace 3 Carrier packaged rooftop units. Mechanical Contractor is responsible for complete turnkey operation, design, installation and final balancing of correctly sized units.

Proposed Unit Features: Carrier manufactured packaged unit or approved equal, Scroll Compressors with 5 year manufacturer's warranty. Natural gas fired, Single stage cooling and heating Compressor time delay, phase monitors, and outdoor air economisers and 410 refrigerant.

2. Provide and install curb adapt-a-curbs as needed Any roofing needed shall be included.

3. Provide and install initial 2" depth pleated Farr Aeropleat III or equivalent, MERV 8 and MERV-A when evaluated under ASHRAE Testing Standard 52.2 air filters. These filters should be replaced at a minimum of quarterly thereafter by the city.

4 Reuse existing thermostats/controls and control wiring.

5. Reuse existing gas Lines, provide and install Schedule 40, black steel pipe per code to each unit for proper operation.

6. Provide and install trapped Schedule 40, PVC condensate piping per code.

9. Reuse smoke detectors. Assuming units that require them have them already installed.

10. Transfer existing electric circuits to the units and provide new fused weather proof disconnects and piping. Electrical work to be installed per local codes and NEC code specifications.

11. Obtain and provide all permits for HVAC mechanical and electrical work. Mechanical Contractor responsible for all fees.

12. Provide all crane and rigging as required for proper placement of units. Protection of concrete and adjacent areas is the contractor's responsibility.

13. Startup, check and Balance of the system shall be documented and copies provided to the owner

14. Work to be completed during normal business hours.

15. Work to be performed per OSHA Guidelines

16 Contractor to provide owner training, operation and maintenance manual, warranty documents and start up documents

17. provide one source contractor for engineering, mechanical-electrical work, installation, material and labor.

18. Includes 5 year manufacturer's warranty on compressor, 10 year manufacturer's warranty on heat exchanger, 1 year manufacturer's warranty on parts and complete 1 year parts and labor warranty on new installation.

- 20. Maintain operable environment for the building during the duration of the project.
- 21. Daily cleanup and removal of debris.
- 22. Provide all startup, testing and balancing documents to the City.

REMOVAL AND PROPER DISPOSAL OF EXISTING EQUIPMENT; Contractor shall be responsible for the timely removal and disposal of all HVAC units and associated debris.

MANDATORY SITE VISIT; A site visit is required by all interested parties; and firms interested in bidding should meet Richard Sleeth 515-313-7501 or Ryan Coburn. 515-981-4316

Location of work to be performed

**Norwalk Police department
1100 chatham ave
Norwalk Iowa 50211**

The following is to be supplied with each proposal;

- Worker's Compensation Certificate (you supply)
- Insurance Certificate (you supply)
- OSHA COMPLIANCE FORM

Additional project costs or fees with description:

Bidder Information;

Bidder (company name) _____
Address of the company _____
Phone _____ Fax _____
Representative Name _____
Title _____
Signature _____
Email Address _____

Bid Amount for the completed turnkey project,



Baker Group
 4224 Hubbell Avenue
 Des Moines, Iowa 50317
 Direct Phone 515-299-4052
 Direct Fax 515-299-4053
 englishr@thebakergroup.com
 Main Phone: 515.262.4000
 Main Fax: 515.266.1025
 www.thebakergroup.com

8/16/16

Richard Sleeth
 City of Norwalk
 1100 Chatham Ave.
 Norwalk Iowa 50211
rsleeth@norwalk.k12.ia.us

Dear Richard,

Baker Group is pleased to provide you with the requested proposal for the upgrade of the (3) Rooftop units requested for replacement. Our proposal is based on the specified unit selection provided to us on 8/11/16.

Our Scope of work will include the following:

- We will disconnect, remove, and dispose of the (3) old units off site
- We will provide and install (3) new units to meet the specifications provided by owner
- We will reconnect the existing gas piping to the new units
- We will reconnect the existing electrical power to the new units and provide new disconnects
- We will provide a crane and rigging needed to set the new equipment in place
- We will provide and install a new Thermostat for each of the new units and utilize the existing thermostat wire
- We will start and check operation of all new equipment when work is complete
- All work will be completed during normal working hours
- All work will be coordinated with building owner
- Lead time on all equipment (4) weeks
- Work is figured to be completed over a (2) day period

Price for Above Work: \$33,820.00

Thank You,

APPROVED BY: _____

Name: _____

Title: _____

Date: _____

Ryan English
 Service Operations Manager
 Baker Group
 Office 299-4052
 Cell 559-3704
englishr@thebakergroup.com

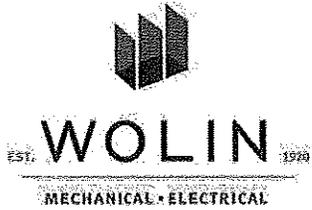
PROJECT TERMS AND CONDITIONS

GENERAL

1. Baker Group agrees to perform all work in a careful and workman-like manner and to furnish only materials of good quality.
2. The customer will provide reasonable access to all areas and equipment, and will allow Baker Group to stop and start equipment as may be necessary to fulfill the terms of the project.
3. All work will be performed during normal working hours, 8:00 AM to 4:30 PM, Monday through Friday.
4. The customer will promptly pay invoices upon receipt. Should a payment become thirty (30) days or more delinquent, Baker Group may stop all work under this project without notice and/or cancel this project, and the entire project amount shall become due and payable immediately upon demand.
5. In addition to any price specified on the face hereof, the customer shall pay and be responsible for the gross amount of any present or future sales, use, excise, value-added, or other similar tax, however designated, applicable to the price, sale or delivery or any products, services or the work furnished hereunder or for their use by Baker Group on behalf of the customer whether such tax shall be local, state, or federal in nature.
6. In the event Baker Group must commence legal action in order to recover any amount payable under this Agreement, the customer shall pay Baker Group all court costs and attorney's fees incurred by Baker Group.
7. Any legal action relating to this agreement, or the breach thereof, shall be commenced within one (1) year from the date of the work.
8. This Proposal valid for a period of 60 days after issuance.
9. Baker Group does accept MasterCard and VISA credit card payments. However, the vendor charges us a 4% processing fee. These charges will be passed on to the customer for invoice amounts exceeding \$2000.

LIMITATIONS OF LIABILITY AND INDEMNITIES

1. Baker Group will not be liable for damage or loss caused by delay in installation or interrupted service due to fire, flood, corrosive substance in the air, strike lockout, dispute with workmen, inability to obtain material or services, commotion, war, act of God, or any other cause beyond Baker Group's reasonable control.
2. In no event, whether as a result of breach of contract, or any tort including negligence or otherwise shall Baker Group or its suppliers, employees or agents be liable for any special, consequential, incidental, or penal damage including, but not limited to loss of profit or revenues, loss of use of any products, machinery, equipment, damage to associated equipment, cost of capital, cost of substitute products, facilities, services or replacement power, down time costs, lost profits, or claims of Buyer's customers for such damages.
3. **No other warranty expressed or other liability is given and no other affirmation of Baker Group, by word or action, shall constitute a warranty. This warranty is expressly in lieu of any other express or implied warranty including any implied warranty of merchantability of fitness, and any other obligation on the part of Baker Group.**
4. Baker Group warrants materials only to the extent and for the time period said materials are warranted to Baker Group by the manufacturer(s) of the same. Baker Group's liability, if any, upon any warranty, either expressed or implied, shall be limited to replacement of defective materials and correction of faulty workmanship which is in violation of local, state, or federal building codes at the time of performance of the work by Baker Group.



August 18, 2016

City of Norwalk
380 Wright Road
Norwalk, IA 50211

Attn: Mr. Richard Sleeth, Facilities Director
Subj: Replacement of (3) Carrier Roof Top Units

Dear Richard,

Per your request, we have prepared a proposal for the replacement of (1) Carrier 5 Ton Packaged Roof Top Unit, and (2) Carrier 7.5 Ton Packaged Roof Top Units.

REPLACEMENT OF (3) PACKAGED ROOF TOP UNITS

- Provide crane service and disconnect, remove, and dispose of (1) existing 5 Ton Carrier RTU, and (2) existing Carrier 7.5 Ton RTUs
- Provide and install (3) new Carrier RTUs, to meet the following description:
 - (1) 5 Ton Carrier High-Efficiency RTU (12.45 EER)
 - (2) 7.5 Ton Carrier High-Efficiency RTUs (12.0 EER)
 - Units to be installed with curb adapters, if necessary
 - Hail guards to be factory-installed on all (3) RTUs
 - Factory-installed, non-fused disconnects on all (3) RTUs
 - Factory-installed BacNET interface to be installed on all (3) RTUs
- Reconnect all gas, electrical, and control wiring to (3) new Carrier RTUs
- Re-pipe PVC condensate lines to roof drain on other side of partition
- Perform in-house comfort balance of areas served by (3) new RTUs
- Perform full startup and verify proper operation

Your investment for the above work is Twenty Nine Thousand, Five Hundred Fifty (\$29,550.00) dollars, excluding sales tax, if applicable.

MID-AMERICAN ENERGY REBATES

If the City of Norwalk is a Mid-American Energy customer for electrical and natural gas, you may qualify for the following rebates due to the high-efficiency of the selected Roof Top Units:

- | | |
|--|-------|
| • Rebate for (1) 7.5 Ton RTU-1 (12.0 EER) | \$750 |
| • Rebate for (1) 7.5 Ton RTU-1A (12.0 EER) | \$750 |
| • Rebate for (1) 5 Ton RTU-2A (12.45 EER) | \$500 |

ALTERNATE OPTIONS

- | | |
|--|---------|
| • Add to install (3) Digital Programmable Thermostats & Wiring | \$890 |
| • Add for Balancing from Third-Party Test & Balance Contractor | \$3,000 |

EXCLUSIONS & NOTATIONS

- If option to install stand-alone digital programmable thermostats is selected, proposal assumes preferred thermostat locations are easily accessible for installation of control wire between RTU and thermostat (mechanical drawings showing thermostat locations not available during walk-through)

wolin.com

515.243.5191 PHONE
515.243.0908 FAX

1720 Fuller Road
W. Des Moines, IA 50265



August 18, 2016
City of Norwalk.
Mr. Richard Sleeth
Replacement of (3) RTUs
Page two

EXCLUSIONS & NOTATIONS (CONTINUED)

- If units are to be controlled by the existing Building Automation System (BAS), as noted by the base bid scope of work, all controls work is excluded

This proposal is subject to review in thirty days. All work to be performed during normal business hours.

We appreciate the opportunity to be of service to the City of Norwalk. Please advise if you wish to proceed, or call/email if you have additional questions.

Sincerely,

Wolin Mechanical • Electrical

Troy Anderson
Client Manager
515.558.9516 direct
515.240.7664 mobile
tanderson@wolin.com

Unit Report For RTU-1A

Project: ~Untitled6
 Prepared By:

08/11/2016
 09:52AM

Unit Parameters

Unit Model:.....48HCFD08A2M5-2B0A0
 Unit Size:.....08 (7.5 Tons)
 Volts-Phase-Hertz:.....208-3-60
 Heating Type:.....Gas
 Duct Cfg:.....Vertical Supply / Vertical Return
 High Heat
 Two stage cooling models

Dimensions (ft. in.) & Weight (lb.) ***

Unit Length:.....7' 4.125"
 Unit Width:.....4' 11.5"
 Unit Height:.....4' 1.375"
 *** Total Operating Weight:.....1079 lb

*** Weights and Dimensions are approximate. Weight does not include unit packaging. Approximate dimensions are provided primarily for shipping purposes. For exact dimensions and weights, refer to appropriate product data catalog.

Lines and Filters

Gas Line Size:.....3/4
 Condensate Drain Line Size:.....3/4
 Return Air Filter Type:.....Throwaway
 Return Air Filter Quantity:.....4
 Return Air Filter Size:.....20 x 20 x 2

Unit Configuration

Medium Static Option - Belt Drive
 A/Cu - A/Cu - Louvered Hail Guards
 RTU Open Controller
 Temperature Economizer w/ Barometric Relief
 Standard Packaging

Warranty Information

1-Year parts
 5-Year compressor parts
 10-Year heat exchanger - Aluminized

No optional warranties were selected.

NOTE: Please see Warranty Catalog 500-089 for explanation of policies and ordering methods.

Ordering Information

| Part Number | Description | Quantity |
|--------------------|--|----------|
| 48HCFD08A2M5-2B0A0 | Rooftop Unit | 2 |
| | Base Unit | |
| | Medium Static Option - Belt Drive | |
| | A/Cu - A/Cu - Louvered Hail Guards | |
| | RTU Open controls std. leak Temp Econo 2 with baro relief. Meets Calif. Title 24 FDD | |
| | None | |

Project: ~Untitled6
Prepared By:

Certified Drawing for RTU-1A

08/11/2016
09:52AM



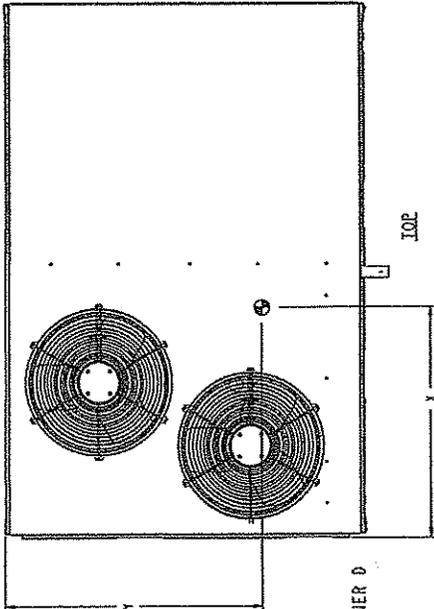
UNITED TECHNOLOGIES CARRIER
P.O. BOX 100
12201

THIS DOCUMENT IS THE PROPERTY OF CARRIER CORPORATION AND IS VALID ONLY WHEN THE TERMS AND CONDITIONS OF THE PURCHASE ORDER OR ORDER AGREEMENT OR USED WITHOUT CHANGE OR MODIFICATION ARE OBSERVED. ALL RIGHTS RESERVED.

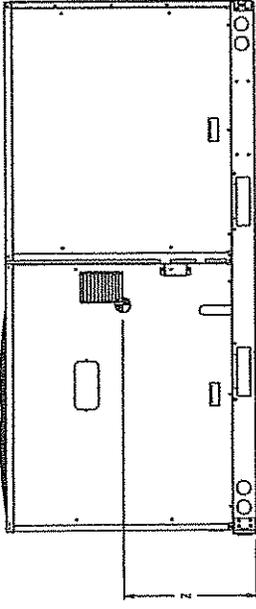
STANDARD UNIT WEIGHT IS WITH LOW GAS HEAT AND WITHOUT PACKAGING. FOR OTHER OPTIONS AND ACCESSORIES, REFER TO THE PRODUCT DATA CATALOG.

UNITED STATES OF AMERICA
CARRIER CORPORATION
12201

| UNIT | CORNER A | | CORNER B | | CORNER C | | CORNER D | | C.G. | |
|----------|---------------|--------------|---------------|--------------|---------------|--------------|---------------|--------------|--------|--------|
| | WEIGHT (LBS.) | WEIGHT (KG.) | X | Y |
| 48HC-AD7 | 343 | 155.6 | 343 | 155.6 | 343 | 155.6 | 343 | 155.6 | 34.374 | 19.776 |
| 48HC-AD8 | 419 | 189.9 | 419 | 189.9 | 419 | 189.9 | 419 | 189.9 | 34.178 | 22.778 |
| 48HC-AD9 | 419 | 189.9 | 419 | 189.9 | 419 | 189.9 | 419 | 189.9 | 34.178 | 22.778 |



CORNER A CORNER B
CORNER C CORNER D



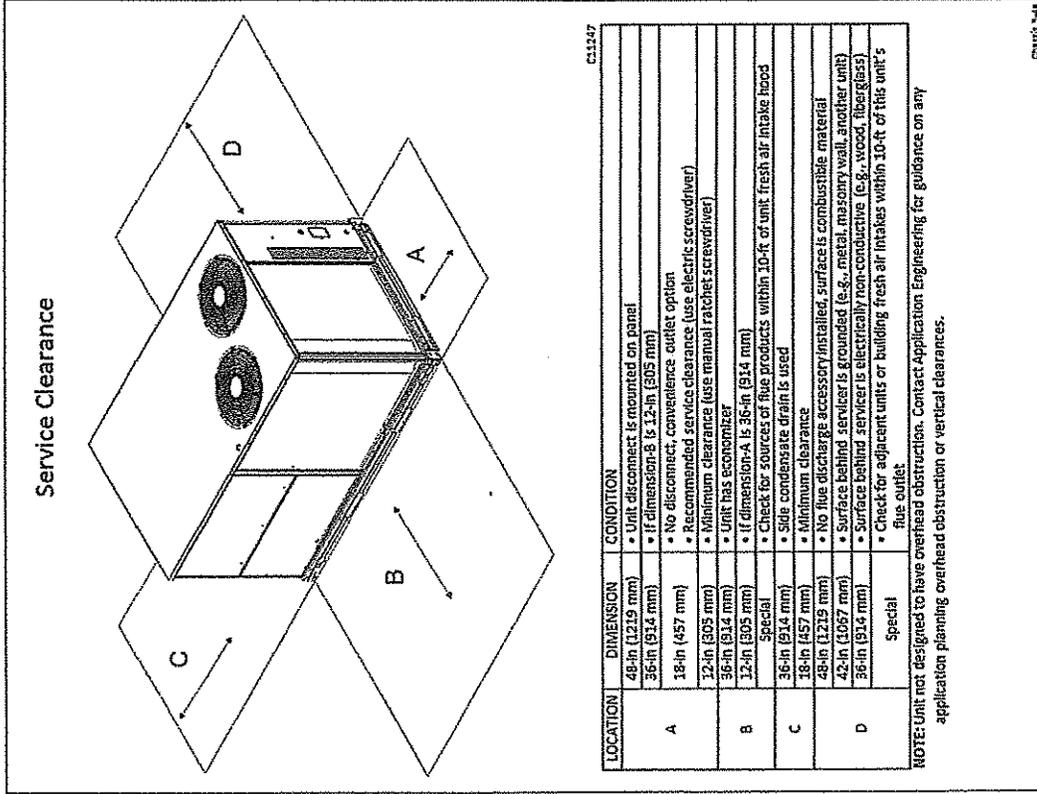
FRONT

| | | | |
|---|------------------|----------------------------|------------|
| SHEET 2 OF 2 | DATE 10-05-10 | SPECIFICATIONS 10-16-09 | REV A |
| 48HC 08-12 SINGLE ZONE ELECTRICAL COOLING WITH GAS HEAT | | | 48TM502708 |

Certified Drawing for RTU-1A

Project: ~Untitled6
 Prepared By:

08/11/2016
 09:52AM



| LOCATION | DIMENSION | CONDITION |
|----------|-----------------|--|
| | 48-in (1219 mm) | • Unit disconnect is mounted on panel |
| | 36-in (914 mm) | • If dimension-B is 12-in (305 mm) |
| A | 18-in (457 mm) | • No disconnect, convenience outlet option |
| | 12-in (305 mm) | • Recommended service clearance (use electric screwdriver) |
| | 36-in (914 mm) | • Minimum clearance (use manual ratchet screwdriver) |
| B | 12-in (305 mm) | • Unit has economizer |
| | Special | • If dimension-A is 36-in (914 mm) |
| | 36-in (914 mm) | • Check for sources of fire products within 10-ft of unit fresh air intake hood |
| C | 18-in (457 mm) | • Side condensate drain is used |
| | 48-in (1219 mm) | • Minimum clearance |
| | 42-in (1067 mm) | • No fire discharge accessory installed, surface is combustible material |
| D | 36-in (914 mm) | • Surface behind service is grounded (e.g., metal, masonry wall, another unit) |
| | Special | • Surface behind service is electrically non-conductive (e.g., wood, fiberglass) |
| | Special | • Check for adjacent units or building fresh air intakes within 10-ft of this unit's fire outlet |

NOTE: Unit not designed to have overhead obstruction. Contact Application Engineering for guidance on any application planning overhead obstruction or vertical clearances.

C11247

CHUK 3-4

Performance Summary For RTU-1A

Project: ~Untitled6
Prepared By:

08/11/2016
09:52AM

Part Number: 48HCFD08A2M5-2B0A0

ARI EER: 12.00
IEER: 13.0

Base Unit Dimensions

Unit Length: 88.1 in
Unit Width: 59.5 in
Unit Height: 49.4 in

Operating Weight

Base Unit Weight: 925 lb
High Heat: 29 lb
Medium Static Option - Belt Drive: 15 lb
Al/Cu - Al/Cu - Louvered Hail Guards: 34 lb
RTU Open Controller: 2 lb
Temperature Economizer w/ Barometric Relief: 74 lb

Total Operating Weight: 1079 lb

Unit

Unit Voltage-Phase-Hertz: 208-3-60
Air Discharge: Vertical
Fan Drive Type: Belt
Actual Airflow: 3000 CFM
Site Altitude: 0 ft

Cooling Performance

Condenser Entering Air DB: 95.0 F
Evaporator Entering Air DB: 80.0 F
Evaporator Entering Air WB: 67.0 F
Entering Air Enthalpy: 31.44 BTU/lb
Evaporator Leaving Air DB: 57.7 F
Evaporator Leaving Air WB: 57.2 F
Evaporator Leaving Air Enthalpy: 24.53 BTU/lb
Gross Cooling Capacity: 93.30 MBH
Gross Sensible Capacity: 72.19 MBH
Compressor Power Input: 6.24 kW
Coil Bypass Factor: 0.198

Heating Performance

Heating Airflow: 3000 CFM
Entering Air Temp: 70.0 F
Leaving Air Temp: 126.8 F
Gas Heating Input Capacity: 180.0 / 224.0 MBH
Gas Heating Output Capacity: 147.0 / 184.0 MBH
Temperature Rise: 56.8 F
Thermal Efficiency (%): 82.0

Supply Fan

External Static Pressure: 0.75 in wg
Options / Accessories Static Pressure
Economizer: 0.11 in wg
Total Application Static (ESP + Unit Opts/Acc.): 0.86 in wg
Fan RPM: 838
Fan Power: 1.42 BHP
NOTE: Selected IFM RPM Range: 690 - 936

Electrical Data

Voltage Range: 187 - 253
Compressor #1 RLA: 13.6

Performance Summary For RTU-1A

Project: ~Untitled6
Prepared By:

08/11/2016
09:52AM

| | |
|-----------------------------------|---------|
| Compressor #1 LRA: | 83 |
| Compressor #2 RLA: | 13.6 |
| Compressor #2 LRA: | 83 |
| Indoor Fan Motor Type: | MED |
| Indoor Fan Motor FLA: | 6.9 |
| Combustion Fan Motor FLA (ea): | 0.48 |
| Power Supply MCA: | 41 |
| Power Supply MOCP (Fuse or HACR): | 50 |
| Disconnect Size FLA: | 43 |
| Disconnect Size LRA: | 229 |
| Electrical Convenience Outlet: | None |
| Outdoor Fan [Qty / FLA (ea)]: | 2 / 1.5 |

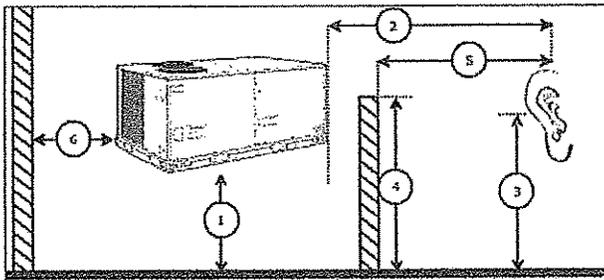
Control Panel SCCR: 5kA RMS at Rated Symmetrical Voltage

Acoustics

Sound Power Levels, db re 10E-12 Watts

| | Discharge | Inlet | Outdoor |
|------------|-----------|-------|---------|
| 63 Hz | 97.1 | 94.3 | 90.6 |
| 125 Hz | 91.2 | 84.9 | 84.3 |
| 250 Hz | 76.1 | 69.6 | 80.2 |
| 500 Hz | 69.6 | 64.7 | 79.3 |
| 1000 Hz | 65.2 | 62.1 | 77.1 |
| 2000 Hz | 63.5 | 57.3 | 72.2 |
| 4000 Hz | 66.2 | 56.9 | 67.4 |
| 8000 Hz | 67.2 | 56.1 | 63.7 |
| A-Weighted | 78.5 | 73.0 | 82.0 |

Advanced Acoustics



Advanced Acoustics Parameters

- 1. Unit height above ground:..... 30.0 ft
- 2. Horizontal distance from unit to receiver:..... 50.0 ft
- 3. Receiver height above ground:..... 5.7 ft
- 4. Height of obstruction:..... 0.0 ft
- 5. Horizontal distance from obstruction to receiver:..... 0.0 ft
- 6. Horizontal distance from unit to obstruction:..... 0.0 ft

Detailed Acoustics Information

| Octave Band Center Freq. Hz | 63 | 125 | 250 | 500 | 1k | 2k | 4k | 8k | Overall |
|-----------------------------|------|------|------|------|------|------|------|------|----------|
| A | 90.6 | 84.3 | 80.2 | 79.3 | 77.1 | 72.2 | 67.4 | 63.7 | 92.3 Lw |
| B | 64.4 | 68.2 | 71.6 | 76.1 | 77.1 | 73.4 | 68.4 | 62.6 | 81.7 LwA |

Performance Summary For RTU-1A

Project: ~Untitled6
Prepared By:

08/11/2016
09:52AM

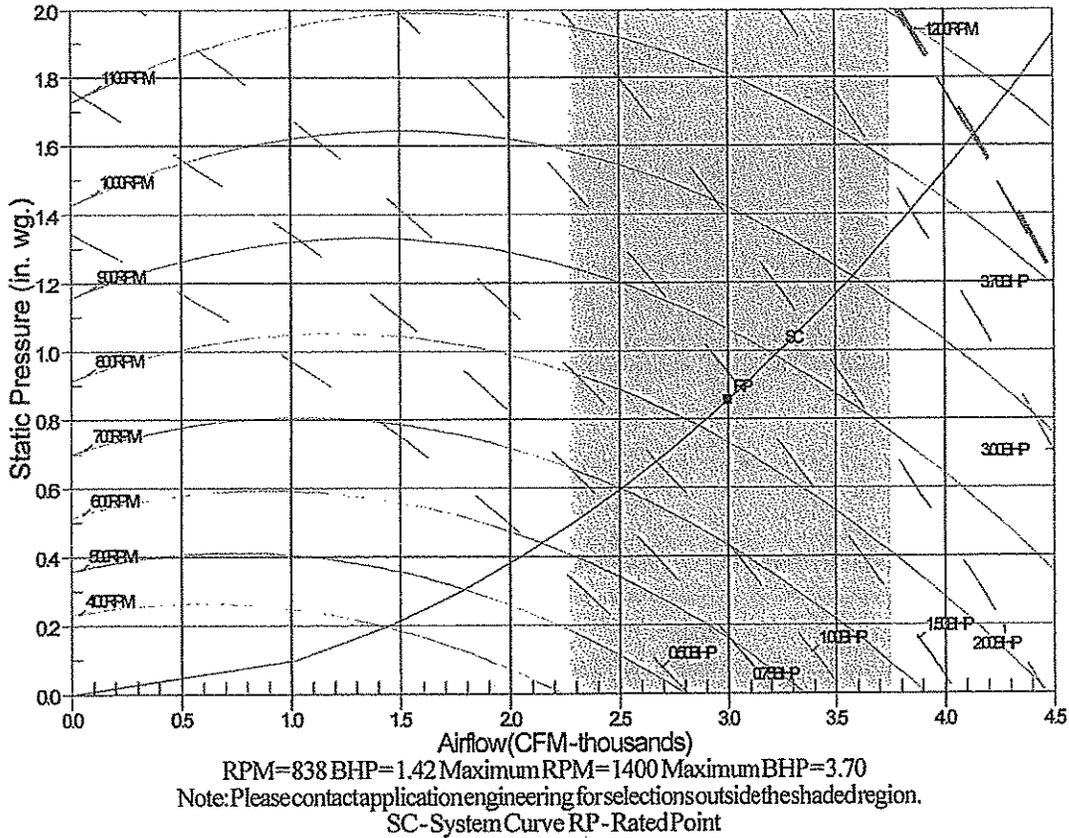
| | | | | | | | | | |
|---|------|------|------|------|------|------|------|------|----------|
| C | 58.2 | 51.9 | 47.8 | 46.9 | 44.7 | 39.8 | 35.0 | 31.3 | 59.9 Lp |
| D | 32.0 | 35.8 | 39.2 | 43.7 | 44.7 | 41.0 | 36.0 | 30.2 | 49.3 LpA |

Legend

- A Sound Power Levels at Unit's Acoustic Center, Lw
- B A-Weighted Sound Power Levels at Unit's Acoustic Center, LwA
- C Sound Pressure Levels at Specific Distance from Unit, Lp
- D A-Weighted Sound Pressure Levels at Specific Distance from Unit, LpA

Calculation methods used in this program are patterned after the ASHRAE Guide; other ASHRAE Publications and the AHRI Acoustical Standards. While a very significant effort has been made to insure the technical accuracy of this program, it is assumed that the user is knowledgeable in the art of system sound estimation and is aware of the tolerances involved in real world acoustical estimation. This program makes certain assumptions as to the dominant sound sources and sound paths which may not always be appropriate to the real system being estimated. Because of this, no assurances can be offered that this software will always generate an accurate sound prediction from user supplied input data. If in doubt about the estimation of expected sound levels in a space, an Acoustical Engineer or a person with sound prediction expertise should be consulted.

Fan Curve



Unit Report For RTU-2A

Project: ~Untitled6
Prepared By:

08/11/2016
09:52AM

Unit Parameters

Unit Model: 48HCFA06A2M5-2B0A0
 Unit Size: 06 (5 Tons)
 Volts-Phase-Hertz: 208-3-60
 Heating Type: Gas
 Duct Cfg: Vertical Supply / Vertical Return
 High Heat
 Single stage cooling models

Dimensions (ft. in.) & Weight (lb.) ***

Unit Length: 6' 2.375"
 Unit Width: 3' 10.75"
 Unit Height: 3' 5.375"
 *** Total Operating Weight: 695 lb

*** Weights and Dimensions are approximate. Weight does not include unit packaging. Approximate dimensions are provided primarily for shipping purposes. For exact dimensions and weights, refer to appropriate product data catalog.

Lines and Filters

Gas Line Size: 1/2
 Condensate Drain Line Size: 3/4
 Return Air Filter Type: Throwaway
 Return Air Filter Quantity: 4
 Return Air Filter Size: 16 x 16 x 2

Unit Configuration

Medium Static Option - Belt Drive
 A/Cu - A/Cu - Louvered Hail Guards
 RTU Open Controller
 Temperature Economizer w/ Barometric Relief
 Standard Packaging

Warranty Information

1-Year parts
 5-Year compressor parts
 10-Year heat exchanger - Aluminized

No optional warranties were selected.

NOTE: Please see Warranty Catalog 500-089 for explanation of policies and ordering methods.

Ordering Information

| Part Number | Description | Quantity |
|--------------------|--|----------|
| 48HCFA06A2M5-2B0A0 | Rooftop Unit | 1 |
| | Base Unit | |
| | Medium Static Option - Belt Drive | |
| | A/Cu - A/Cu - Louvered Hail Guards | |
| | RTU Open controls std. leak Temp Econo 2 with baro relief. Meets Calif. Title 24 FDD | |
| | None | |

Certified Drawing for RTU-2A

Project: ~Untitled6
Prepared By:

08/11/2016
09:52AM



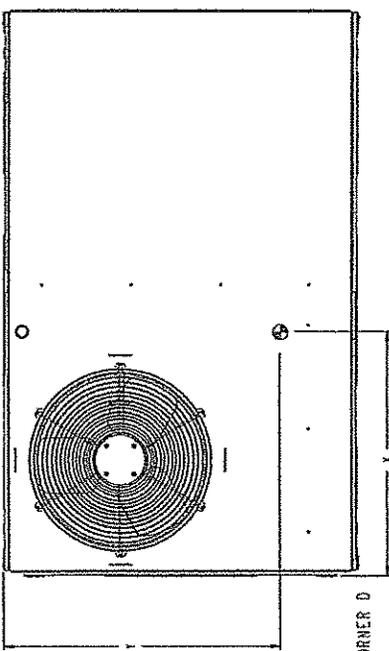
UNITED
TECHNOLOGIES
CORP.

U.S. PAT. NO. 7,140,005 PROCT. IN CANADA PAT. NO. 2,311,111

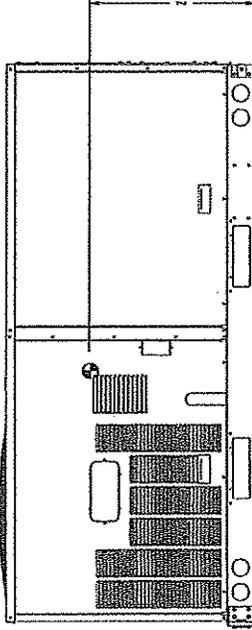
THIS DRAWING IS THE PROPERTY OF UNITED TECHNOLOGIES CORPORATION AND IS RETURNED TO THE COMPANY WITHIN 30 DAYS OF THE DATE OF RECEIPT. NO REPRODUCTION OR TRANSMISSION OF THIS DRAWING IS PERMITTED WITHOUT THE WRITTEN PERMISSION OF UNITED TECHNOLOGIES CORPORATION.

REPRODUCTION OF THIS DRAWING IS PROHIBITED WITHOUT THE WRITTEN PERMISSION OF UNITED TECHNOLOGIES CORPORATION.

| UNIT | STD. UNIT WEIGHT (LBS.) | CORNER WEIGHT (LBS.) | | CORNER WEIGHT (KG.) | | C.O. | | HEIGHT (IN) | | | | | | | | |
|----------|-------------------------|----------------------|-----|---------------------|-----|------|-----|-------------|-----|--------|--------|--------|--------|--------|--------|-------|
| | | (A) | (B) | (C) | (D) | (X) | (Y) | | | | | | | | | |
| 48HC-004 | 505 | 124 | 56 | 117 | 53 | 120 | 50 | 126 | 92 | 38 1/8 | 19 1/8 | 24 3/8 | 16 1/8 | 18 | (483) | |
| 48HC-005 | 500 | 268 | 131 | 68 | 144 | 65 | 144 | 65 | 151 | 69 | 36 1/4 | 19 1/2 | 23 3/8 | 15 1/4 | 20 1/8 | (511) |
| 48HC-006 | 600 | 271 | 138 | 71 | 145 | 68 | 144 | 65 | 155 | 70 | 35 7/8 | 19 1/2 | 23 3/4 | 15 1/4 | 19 1/2 | (495) |



TOP



FRONT

CORNER A
CORNER B
CORNER C
CORNER D

SHEET
2 of 2

DATE
07/14/10

SERVICES
10/12/09

48HC 04-06 SINGLE ZONE ELECTRICAL COOLING WITH GAS HEAT

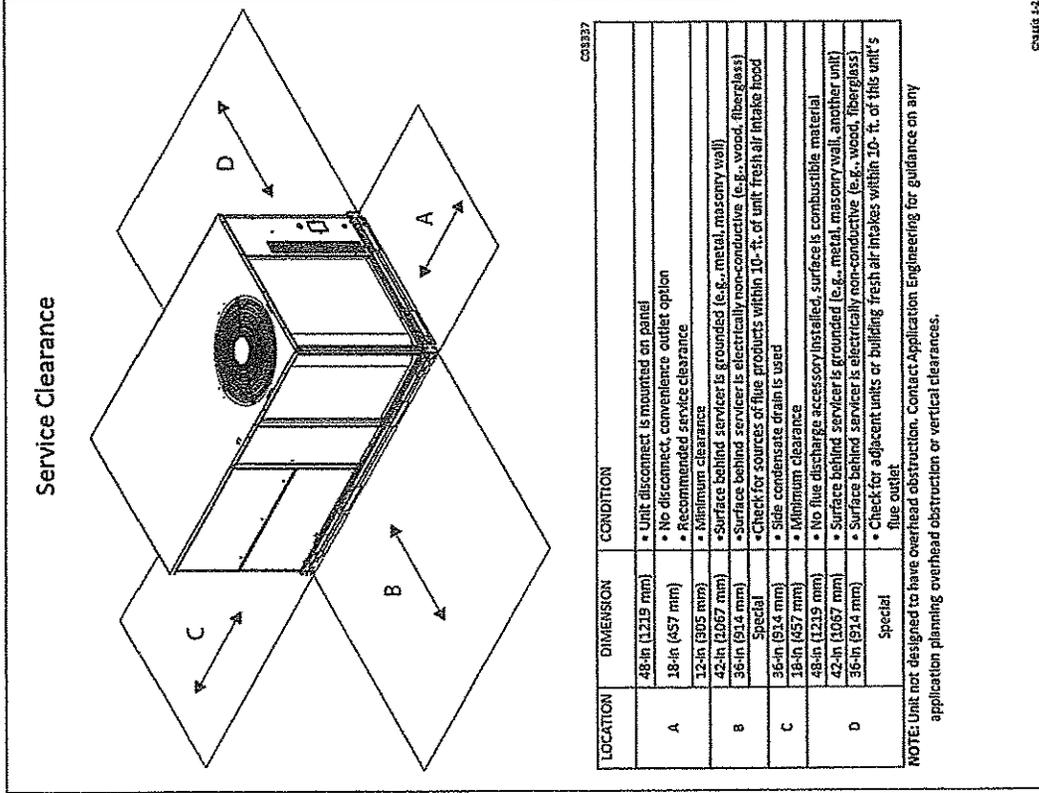
48TM502588

REV
A

Certified Drawing for RTU-2A

Project: ~Untitled6
Prepared By:

08/11/2016
09:52AM



03937

Performance Summary For RTU-2A

Project: ~Untitled6
Prepared By:

08/11/2016
09:52AM

Part Number: 48HCFA06A2M5-2B0A0

ARI SEER: 15.20

Base Unit Dimensions

Unit Length: 74.4 in
Unit Width: 46.8 in
Unit Height: 41.4 in

Operating Weight

Base Unit Weight: 600 lb
High Heat: 17 lb
Medium Static Option - Belt Drive: 10 lb
Al/Cu - Al/Cu - Louvered Hail Guards: 16 lb
RTU Open Controller: 2 lb
Temperature Economizer w/ Barometric Relief: 50 lb

Total Operating Weight: 695 lb

Unit

Unit Voltage-Phase-Hertz: 208-3-60
Air Discharge: Vertical
Fan Drive Type: Belt
Actual Airflow: 2000 CFM
Site Altitude: 0 ft

Cooling Performance

Condenser Entering Air DB: 95.0 F
Evaporator Entering Air DB: 80.0 F
Evaporator Entering Air WB: 67.0 F
Entering Air Enthalpy: 31.44 BTU/lb
Evaporator Leaving Air DB: 57.8 F
Evaporator Leaving Air WB: 57.5 F
Evaporator Leaving Air Enthalpy: 24.72 BTU/lb
Gross Cooling Capacity: 60.42 MBH
Gross Sensible Capacity: 47.99 MBH
Compressor Power Input: 3.96 kW
Coil Bypass Factor: 0.198

Heating Performance

Heating Airflow: 2000 CFM
Entering Air Temp: 70.0 F
Leaving Air Temp: 125.6 F
Gas Heating Input Capacity: 120.0 / 150.0 MBH
Gas Heating Output Capacity: 96.0 / 120.0 MBH
Temperature Rise: 55.6 F
Thermal Efficiency (%): 80.0

Supply Fan

External Static Pressure: 0.75 in wg
Options / Accessories Static Pressure
Economizer: 0.12 in wg
Total Application Static (ESP + Unit Opts/Acc.): 0.87 in wg
Fan RPM: 1349
Fan Power: 1.44 BHP
NOTE: Selected IFM RPM Range: 1035 - 1466

Electrical Data

Voltage Range: 187 - 253
Compressor #1 RLA: 15.9
Compressor #1 LRA: 110

Performance Summary For RTU-2A

Project: ~Untitled6
Prepared By:

08/11/2016
09:52AM

| | |
|-----------------------------------|---------|
| Indoor Fan Motor Type: | MED |
| Indoor Fan Motor FLA: | 6.9 |
| Combustion Fan Motor FLA (ea): | 0.48 |
| Power Supply MCA: | 29 |
| Power Supply MOCP (Fuse or HACR): | 40 |
| Disconnect Size FLA: | 28 |
| Disconnect Size LRA: | 170 |
| Electrical Convenience Outlet: | None |
| Outdoor Fan [Qty / FLA (ea)]: | 1 / 1.4 |

Electrical Data (Unit produced on or after May 18, 2015)

| | |
|-----------------------------------|-----|
| Indoor Fan Motor FLA: | 8.4 |
| Power Supply MCA: | 30 |
| Power Supply MOCP (Fuse or HACR): | 45 |
| Disconnect Size FLA: | 30 |
| Disconnect Size LRA: | 185 |

May 18th and beyond units can be identified by serial number 2115XXXXXXXXX and higher

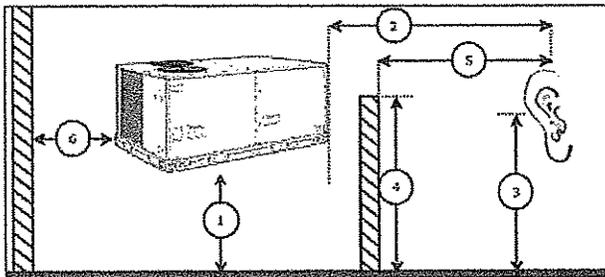
Control Panel SCCR: 5kA RMS at Rated Symmetrical Voltage

Acoustics

Sound Power Levels, db re 10E-12 Watts

| | Discharge | Inlet | Outdoor |
|------------|-----------|-------|---------|
| 63 Hz | 88.5 | 87.8 | 87.5 |
| 125 Hz | 83.7 | 80.8 | 82.5 |
| 250 Hz | 76.9 | 68.0 | 76.1 |
| 500 Hz | 72.5 | 64.9 | 73.6 |
| 1000 Hz | 68.9 | 64.2 | 71.3 |
| 2000 Hz | 63.5 | 58.4 | 67.1 |
| 4000 Hz | 65.3 | 54.2 | 64.1 |
| 8000 Hz | 61.0 | 47.2 | 60.0 |
| A-Weighted | 75.9 | 70.3 | 77.0 |

Advanced Acoustics



Advanced Acoustics Parameters

| | |
|--|---------|
| 1. Unit height above ground: | 30.0 ft |
| 2. Horizontal distance from unit to receiver: | 50.0 ft |
| 3. Receiver height above ground: | 5.7 ft |
| 4. Height of obstruction: | 0.0 ft |
| 5. Horizontal distance from obstruction to receiver: | 0.0 ft |
| 6. Horizontal distance from unit to obstruction: | 0.0 ft |

Detailed Acoustics Information

Performance Summary For RTU-2A

Project: ~Untitled6
 Prepared By:

08/11/2016
 09:52AM

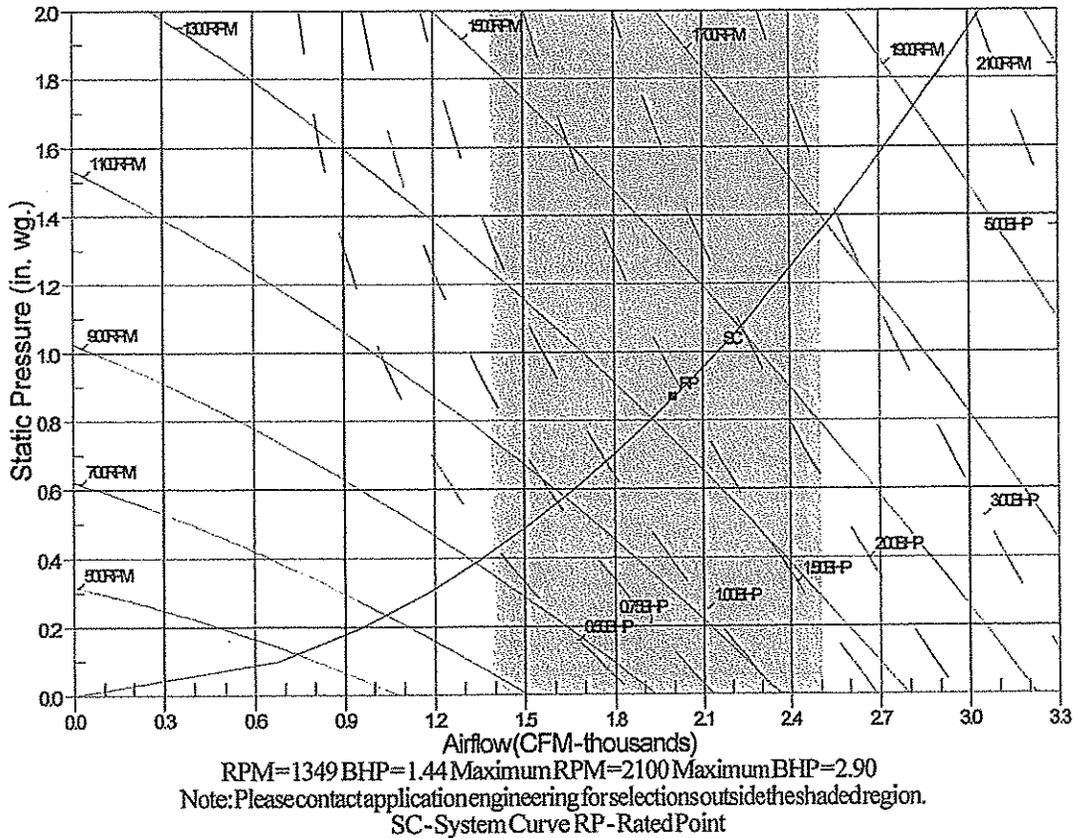
| Octave Band Center Freq. Hz | 63 | 125 | 250 | 500 | 1k | 2k | 4k | 8k | Overall |
|-----------------------------|------|------|------|------|------|------|------|------|----------|
| A | 87.5 | 82.5 | 76.1 | 73.6 | 71.3 | 67.1 | 64.1 | 60.0 | 89.2 Lw |
| B | 61.3 | 66.4 | 67.5 | 70.4 | 71.3 | 68.3 | 65.1 | 58.9 | 76.7 LwA |
| C | 55.1 | 50.1 | 43.7 | 41.2 | 38.9 | 34.7 | 31.7 | 27.6 | 56.8 Lp |
| D | 28.9 | 34.0 | 35.1 | 38.0 | 38.9 | 35.9 | 32.7 | 26.5 | 44.3 LpA |

Legend

- A Sound Power Levels at Unit's Acoustic Center, Lw
- B A-Weighted Sound Power Levels at Unit's Acoustic Center, LwA
- C Sound Pressure Levels at Specific Distance from Unit, Lp
- D A-Weighted Sound Pressure Levels at Specific Distance from Unit, LpA

Calculation methods used in this program are patterned after the ASHRAE Guide; other ASHRAE Publications and the AHRI Acoustical Standards. While a very significant effort has been made to insure the technical accuracy of this program, it is assumed that the user is knowledgeable in the art of system sound estimation and is aware of the tolerances involved in real world acoustical estimation. This program makes certain assumptions as to the dominant sound sources and sound paths which may not always be appropriate to the real system being estimated. Because of this, no assurances can be offered that this software will always generate an accurate sound prediction from user supplied input data. If in doubt about the estimation of expected sound levels in a space, an Acoustical Engineer or a person with sound prediction expertise should be consulted.

Fan Curve





**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 07
For Meeting of 09.01.2016

ITEM TITLES: Public hearing and consideration of first and possibly more readings of an ordinance amending the Zoning Ordinance Section 17.10.030.3 related to permitted accessory uses for the keeping of Urban Chickens.

CONTACT PERSONS: Luke Parris, AICP
City Planner

SUMMARY EXPLANATION

At the August 4, 2016 City Council meeting, the City Council approved an ordinance amending the City Code to allow for the keeping of urban chickens. Part of that ordinance stated that a property owner keeping chickens must have an enclosure that meets the standards set forth in the zoning ordinance. This amendment to the zoning ordinance would set those standards. The standards would apply to the R-1 district and RE-1 districts.

At the Planning & Zoning Commission meeting on August 22, 2016, the Commission recommended the following proposed changes to Section 17.10.030.3 Permitted Accessory Uses are as follows:

- K. The keeping of chickens in accordance with City Code Chapter 55.16 Urban Chickens. The necessary chicken enclosure is also allowed, provided the following standards are met:
1. The enclosure is covered and fully enclosed.
 2. The enclosure shall have a latch mechanism or lock to ensure that access to the enclosure remains secure.
 3. The enclosure provides a minimum of 5 square feet per chicken.
 4. The enclosure shall have a minimum height of four feet.
 5. The enclosure shall be located inside a fenced area that provides a minimum of 10 square feet per chicken, excluding the square footage of the enclosure. The fence shall have a height of 6 feet.
 6. The enclosure shall not be located closer than 150' to any principal structure on an adjacent lot.
 7. No chickens shall be allowed to run at large.
 8. No wire mesh (chicken wire) shall be allowed as a material for fencing around the enclosure.



Resolution Ordinance Contract Other (Specify) Discussion

Funding Source: NA

APPROVED FOR SUBMITTAL Luke Nelson
City Manager

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE FOLLOWING SECTIONS 17.10.030.3 OF THE CITY OF NORWALK ZONING ORDINANCE:

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

SECTION 1. **PURPOSE.** The purpose of this ordinance is to amend Section 17.10.030.3 of the City of Norwalk Zoning Ordinance to set the standards for chicken enclosures as a permitted accessory structure and use.

SECTION 2. **AMENDMENT.** Section 17.10.030.3 of the City of Norwalk Zoning Ordinance is hereby to add the following:

- K. The keeping of chickens in accordance with City Code Chapter 55.16 Urban Chickens. The necessary chicken enclosure is also allowed, provided the following standards are met:
 1. The enclosure is covered and fully enclosed.
 2. The enclosure shall have a latch mechanism or lock to ensure that access to the enclosure remains secure.
 3. The enclosure provides a minimum of 5 square feet per chicken.
 4. The enclosure shall have a minimum height of four feet.
 5. The enclosure shall be located inside a fenced area that provides a minimum of 10 square feet per chicken, excluding the square footage of the enclosure. The fence shall have a height of 6 feet.
 6. The enclosure shall not be located closer than 150' to any principal structure on an adjacent lot.
 7. No chickens shall be allowed to run at large.
 8. No wire mesh (chicken wire) shall be allowed as a material for fencing around the enclosure.

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

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

Passed and approved by the City Council of the City of Norwalk, Iowa on the ____ day of _____, 2016.

Tom Phillips, Mayor

ATTEST:
Jodi Eddleman, City Clerk

| ROLL CALL VOTE: | Aye | Nay | Abstain | Absent |
|------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Isley | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kuhl | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Lester | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Livingston | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Riva | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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. 08
For Meeting of 9.1.2016

ITEM TITLE: Hwy 28 & Wakonda/Masteller Traffic Signals
CONTACT PERSON: Luke Nelson, City Manager

SUMMARY EXPLANATION:

As you recall, the development agreement with United Properties (UP) dated January 21, 2016 indicates the City will construct signalization at Hwy 28 & Wakonda/Masteller Rd (map below). The estimated cost in the development agreement is \$500,000, however recent projections are \$350,000 (this includes engineering and contingency). UP has asked that we get this process started as soon as possible. The City’s delay is based on possible IDOT grant funds of approximately \$125,000 of the costs. It should be noted these funds are extremely competitive. The City is applying for the funds and we should know within 90 days if approved. Therefore, Staff is recommending moving forward with the design portion only. The IDOT will not award a grant if construction begins prior to the application process.

If the council opts to move forward V&K has submitted the following schedule:

| | |
|------------------------|--------------------------|
| Preliminary plans | September 1 2016 |
| City Review | September 9 2016 |
| Utility Company Review | September 23 2016 |
| DOT Permit Application | September 23 2016 |
| Final Plans | October 1 2016 |
| Council Action | First meeting in October |
| Advertisement | ASAP |
| Bid opening | Late October 2016 |
| Council Action | November 2016 |
| Preconstruction | November 2016 |
| Start Up | December 2016 |
| Signals Operable | May 1 2017 |

NOTE: This schedule assumes DOT permitting is achieved quickly, no major power or fiber conflicts exist or relocations are needed, contractor availability is good and bids come in as expected compared to estimate. With Dickinson closing shop, that is one less good signal contractor available and bids may go up. This is pretty aggressive and could be slowed by DOT and utility reviews, etc.

FUNDING:

As far as financing staff is recommending the following:

1. UP pays for the signals upfront and the City rebates the funds back via TIF if the IDOT application is denied.
2. If the IDOT grant is approved the City pays the costs upfront and reimburses these expenses utilizing TIF and/or Road Use Tax Funds along with IDOT grant funds.

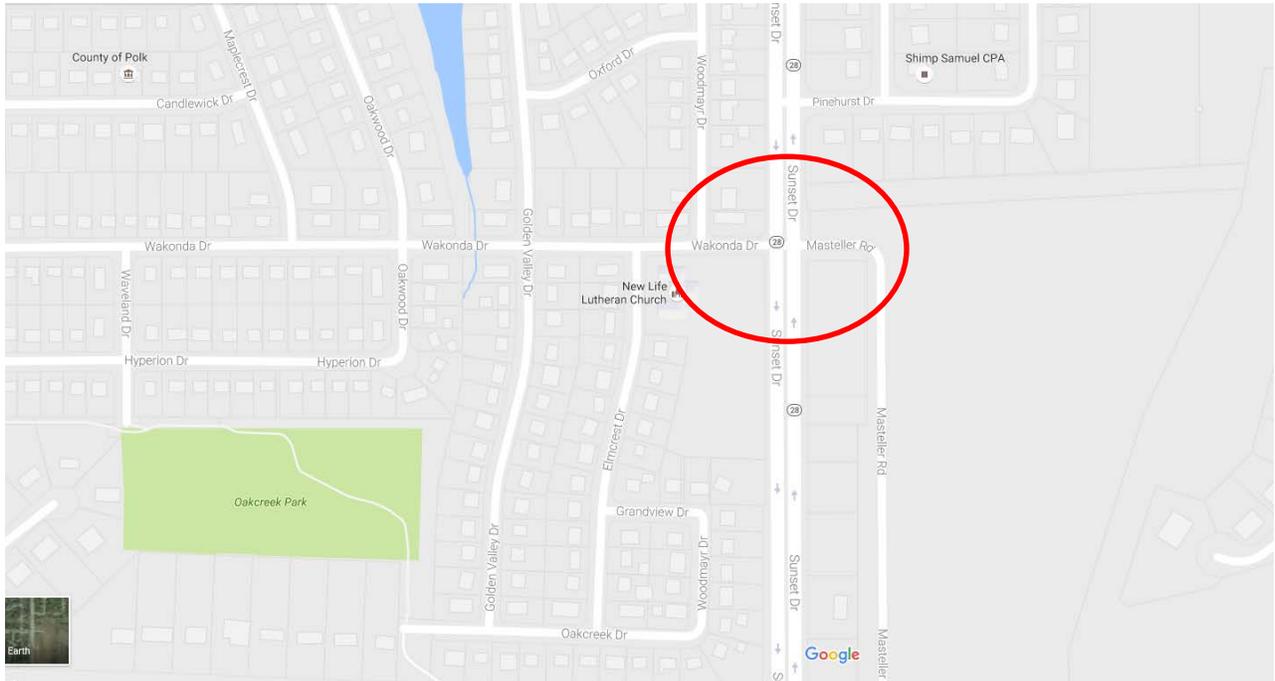
RESOLUTION:

There are several alternatives for Council to consider.

1. Direct Staff and Engineering to move forward with design of the traffic signals per funding strategy above. Once IDOT makes determination of the grant, proceed with construction phase.
2. Direct Staff and Engineering to move forward with the full project regardless of IDOT funding loss.
3. Pursue other options.

RECOMMENDATION:

Alternative No 1.





**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

I

tem No.09
For Meeting of 09.01.2016

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 projects the 4 year bond will start.

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

Project Restoration: It was discussed at the August 18 council meeting that funds were withheld on each of the projects to be applied towards re-doing the topsoil and seeding to meet the project requirements. McClure Engineering Company provided an estimate to be considered for the use of a manufactured soil to be used in this process. This issue is somewhat of a policy issue to be selected by the Council. Staff offers these options for consideration:

Option 1: Direct the contractors to return and perform the restoration work as stipulated in the plans and specifications. This option would not involve additional costs however we have not had a good experience with the process used.

Option 2: Withhold the funds identified in the unit prices of the contract and select an independent contractor to perform the restoration work as specified in the project plans and specifications. This would be replacing the top soil/or amending the top soil and then re-seeding. This option may involve some additional costs due to the need of removing soil. The additional costs could be withheld from retainage which may be contested by the contractors.

Option 3: Withhold the funds identified in the unit prices of the contract and select an independent contractor to perform the restoration work using an alternate method using a modified "engineered soil" with compost and impregnated with the seed. This option would involve additional costs. The additional costs could be withheld from retainage which may be contested by the contractors.

Recommendation: Staff recommends Option 2 which could see some additional costs above the awarded unit prices but the financial impact would be minimal and the fall seeding dates are coming up and should provide good results.

| |
|--|
| <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 including selected option for restoration.

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 September 1, 2016.

Tom Phillips, Mayor

ATTEST:
Jodi Eddleman, City Clerk

| ROLL CALL VOTE: | Aye | Nay | Abstain | Absent |
|------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Isley | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kuhl | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Lester | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Livingston | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Riva | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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
AGENDASTATEMENT**

Item No. 10
For Meeting of 09/01/16

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: _____ N/A _____ |
| APPROVED FOR SUBMITTAL _____ <div style="text-align: right; margin-right: 50px;">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 1st day of September, 2016.

Tom Phillips, Mayor

ATTEST:
 Jodi Eddleman, City Clerk

| ROLL CALL VOTE: | Aye | Nay | Abstain | Absent |
|------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Isley | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kuhl | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Lester | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Livingston | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Riva | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 11
For Meeting of 09/01/16

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:

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 September 1, 2016.

• • • •

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

Tom Phillips, Mayor

ATTEST: Jodi Eddleman, City Clerk

| ROLL CALL VOTE: | Aye | Nay | Abstain | Absent |
|------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Isley | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kuhl | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Lester | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Livingston | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Riva | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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:

(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).

ATTESTATION CERTIFICATE:

STATE OF IOWA
COUNTY OF WARREN
CITY OF NORWALK

SS:

I, the undersigned, City Clerk of the City of Norwalk, do hereby certify that 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.

Jodi Eddleman, City Clerk



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 12
For Meeting of 9.1.2016

ITEM TITLE: West Des Moines Urban Renewal Area (URA) – Veterans Parkway
CONTACT PERSON: Luke Nelson

SUMMARY EXPLANATION:

A key component of the Microsoft Data Center involves the extension of Veterans Parkway. West Des Moines has agreed to manage and cover costs associated with the extension of Veterans Parkway. To accomplish this they need a Resolution of Consent by the city of Norwalk.

HISTORY:

The Microsoft/Veterans Parkway project has been in the planning stages for several years. The Veterans Parkway Corridor has been presented at public meetings where governmental agencies and citizens have been welcome (this was done through West Des Moines (WDM) and DOT). However, it was only recently that engineers were retained by WDM to design the actual roadway. This means there are some limitations in knowing the exact location of the future roadway. There is concern that property owners immediately adjacent to the new street will feel that the city of Norwalk is moving forward with consent without knowing more detail about the location and design of the street. While we are confident the general corridor location has been discussed in a transparent manner, detail has not been determined. Also, the consent resolution is to approve action to allow WDM to create an URA overlay. Further action by WDM to construct the road is still forthcoming (design, land acquisition, DOT permitting).

ISSUE:

To meet deadlines of construction for the project the city of WDM has a deadline for establishing the Urban Renewal Area by November 15, 2016. This date is associated with the deadline to certify debt against the TIF district. Clyde Evans, West Des Moines Economic Development Director, has informed me that when he calculated backwards from the deadline he found that the resolution from the city of Norwalk would be needed before October 1, 2016.

It should be noted that WDM is not planning to use any increment from the portion of land that lies within Norwalk corporate limits. However, money from the Microsoft TIF project cannot be used for the roadway construction unless the entire project is within an Urban Renewal Area.

We are currently taking a careful review of the Resolution of Consent. Norwalk legal counsel will be prepared to provide a recommendation at the September 15th Council meeting. Also, Norwalk Staff is meeting with property owners individually to explain the project. It is our goal to provide transparency to property owners and help to inform them through this process.

FUNDING:

Funding of Veterans Parkway is to be funded by WDM through the establishment of their URA. Public Works Director, Hoskins, has some concerns about how the adjacent roadway improvements (i.e. intersection redesign) will be funded and also ongoing repairs as traffic increases on those roadways.

RESOLUTION:

There are several alternatives for Council to consider.

1. Deny the request and fund that portion of Veterans Parkway that lies within Norwalk Corporate Limits.
2. Place the proposed resolution on the September 15th Council agenda for consideration. (Clyde Evans will be in attendance to answer questions)
3. Propose alternatives.

RECOMMENDATION:

Staff recommends alternative #2 noted above.

RESOLUTION CONSENTING TO THE INCLUSION OF PROPERTY LOCATED IN THE CITY OF NORWALK IN A PROPOSED AMENDMENT OF THE ALLUVION URBAN RENEWAL AREA BEING CREATED BY THE CITY OF WEST DES MOINES

WHEREAS, the City of West Des Moines, Iowa, ("West Des Moines") is proposing to adopt an amendment to the Alluvion Urban Renewal Plan ("the Plan") for the Alluvion Urban Renewal Area (the "Urban Renewal Area"), pursuant to Chapter 403 of the Code of Iowa (the "Urban Renewal Law"), in order to undertake activities authorized by the Urban Renewal Law; and

WHEREAS, the amendment to the Plan is expected to authorize certain infrastructure improvements as urban renewal projects, some of which projects are expected to be constructed in the City of Norwalk; and

WHEREAS, it is expected that the cost of constructing the infrastructure improvements will be funded from incremental tax revenue generated by the Microsoft Corporation regional data center located within the Alluvion Urban Renewal Area, which revenues are expected to be collected by the County, and provided to West Des Moines under the Urban Renewal Law; and

WHEREAS, in order to allow incremental tax revenues to be used to fund the infrastructure improvements on property within the City of Norwalk (see attached map), such property must be added to and included in the West Des Moines Alluvion Urban Renewal Area by the proposed amendment to the Plan; and

WHEREAS, the property in question is within the corporate limits of the City of Norwalk, and the City of West Des Moines will not adopt a TIF Ordinance covering land within the City of Norwalk that is within the Urban Renewal Area; and

WHEREAS, Section 403.17(4) of the Code of Iowa provides that no property may be included in a City's urban renewal area that lies in a neighboring city "unless a resolution has been adopted by the governing body of the [neighboring] City declaring a need to be included in the area."

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

1. The City of Norwalk declares a need to have certain property within the City of Norwalk included in the amendment area of the West Des Moines Alluvion Urban Renewal Area as depicted in the proposed amendment to the Alluvion Urban Renewal Plan.
2. The City of Norwalk further authorizes the governing body of the City of West Des Moines to pass any resolution necessary to designate the property as part of the amendment to the Alluvion Urban Renewal Area under Chapter 403 of the Code of Iowa, and to proceed with activities authorized under said Chapter.

3. This resolution is contingent on West Des Moines not adopting an ordinance pursuant to Iowa Code Section 403.19 implementing tax increment financing on the property within the City of Norwalk.

PASSED AND APPROVED this ____ day of _____, 2016.

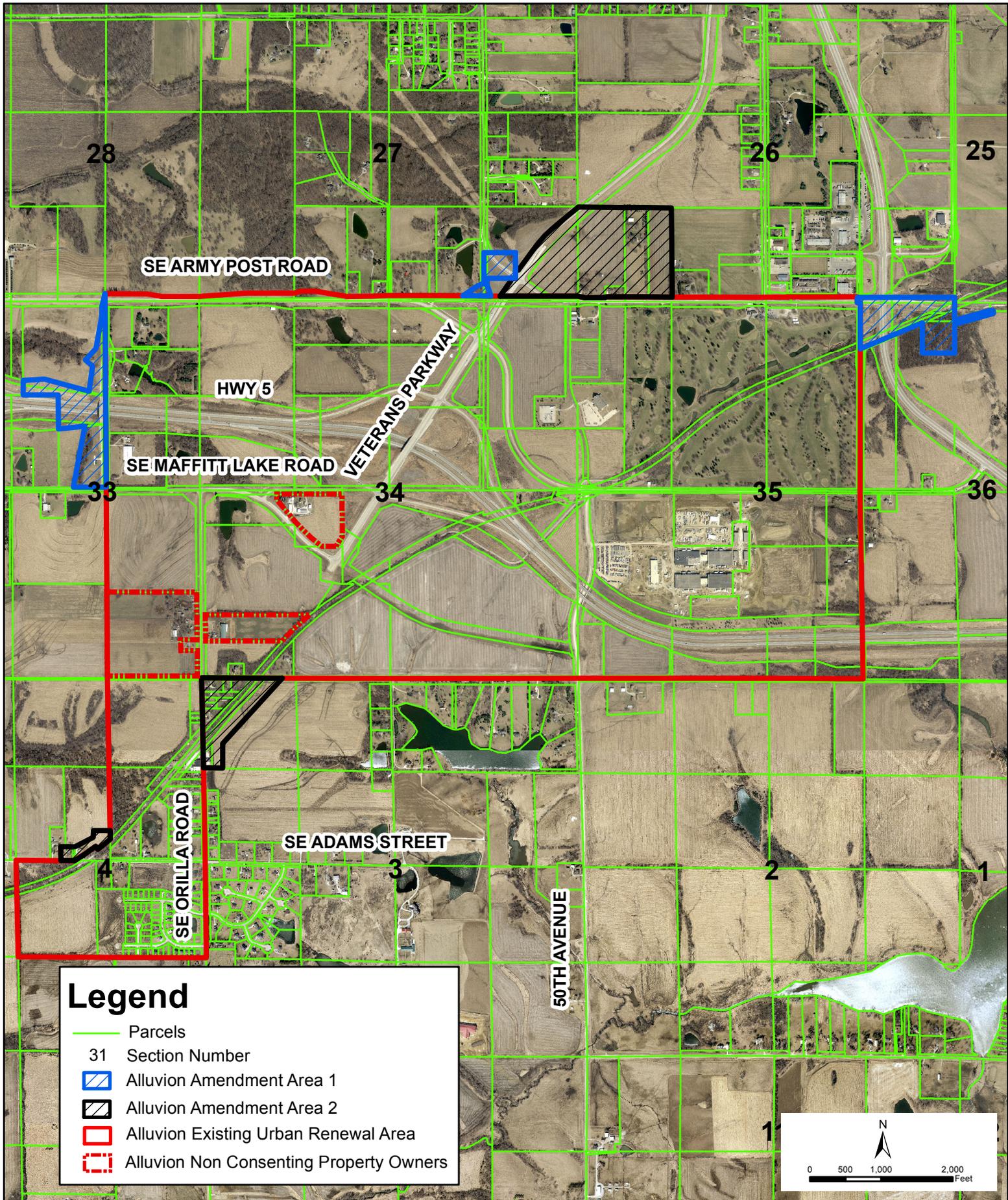
Tom Phillips, Mayor

ATTEST:
Jodi Eddleman, City Clerk

| ROLL CALL VOTE: | Aye | Nay | Abstain | Absent |
|------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Isley | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kuhl | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Lester | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Livingston | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Riva | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

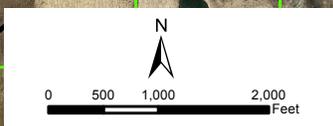
ATTACHMENT 1

01238623-1\11333-280



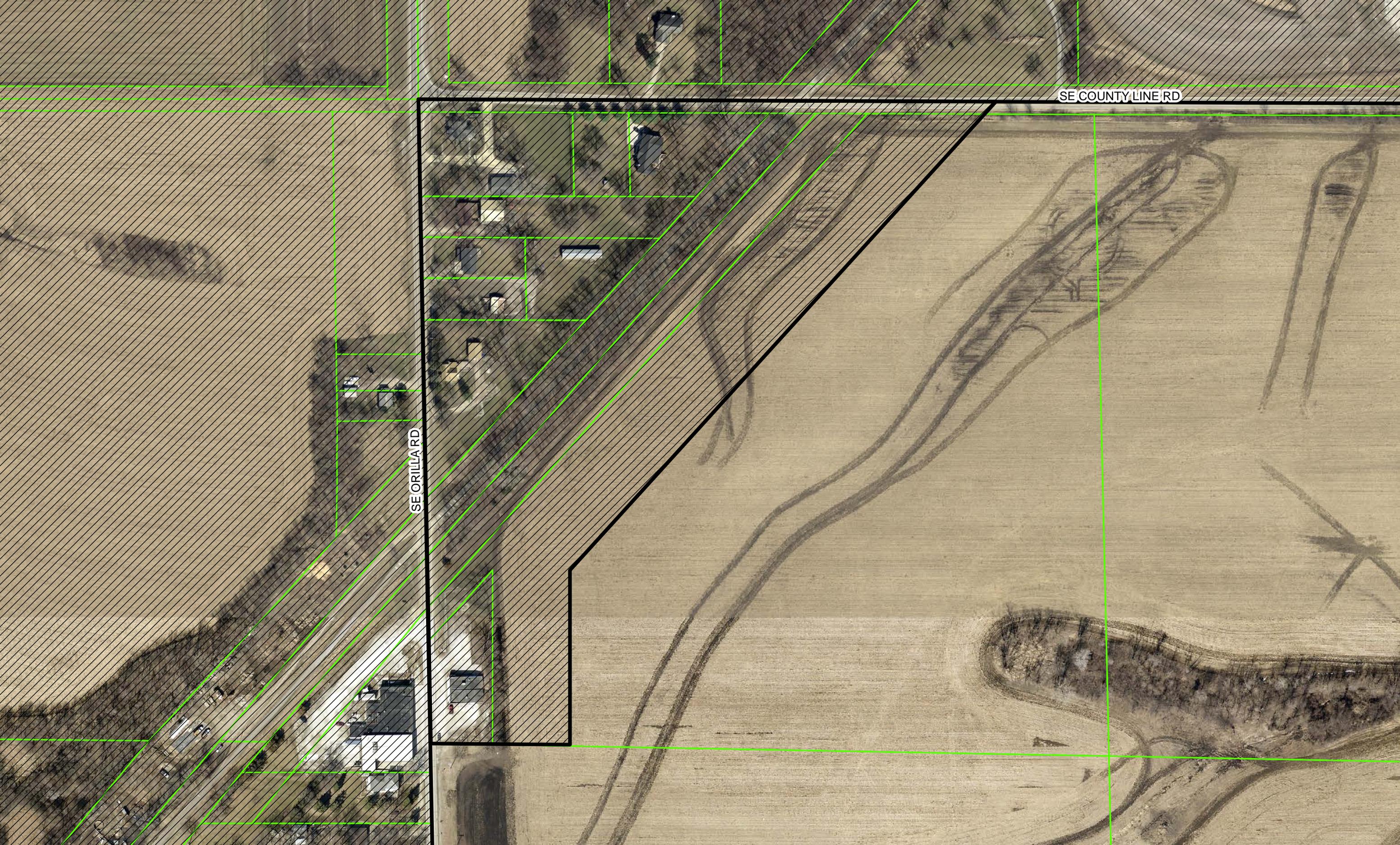
Legend

- Parcels
- 31 Section Number
- Alluvion Amendment Area 1
- Alluvion Amendment Area 2
- Alluvion Existing Urban Renewal Area
- Alluvion Non Consenting Property Owners



THE CITY OF
WEST DES MOINES
CITY OF WEST DES MOINES
ENGINEERING SERVICES
 4200 MILLS CIVIC PARKWAY
 WEST DES MOINES, IOWA 50265
 PH: 515.222.3475 FAX: 515.273.0603

| | | | |
|-----------|--|-------|-----------|
| PROJECT: | ALLUVION AMENDED URBAN RENEWAL PLAN EXHIBIT "B" | | |
| LOCATION: | POLK & WARREN COUNTIES | | |
| DRAWN BY: | REF | DATE: | 8/11/2016 |
| | | SHT. | 1 OF 1 |



SE COUNTY LINE RD

SE ORILLIA RD



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

**Item No. 13
For Meeting of 9.1.2016**

ITEM TITLE: **Consideration and Action on a Resolution Approving Change Order No. 1 for the Beardsley Regional Stormwater Detention Facility Phase 2—Grading & Drainage**

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

SUMMARY EXPLANATION:

This change order is presented as a result for the need to alter finish elevations in the north east area of the project where the trail profile has an impact on adjoining property to the east. Staff has been working with United Properties to achieve an acceptable finished topography that can be acceptable for future development on their property as well as meeting the needs for the park area around the detention basin. The change order provides for the installation of a retaining wall that will allow for a stair step in the grading in this area. There have been discussions on the type and design of the wall itself. As a result, there are examples attached to this agenda statement to give an idea of similar product types for this application. It is anticipated that the Parks and Recreation Advisory Commission will review options for the finished product and make a recommendation to the council for approval of the final materials.

HISTORY:

The original grading plan for the detention facility resulted in steep slopes for some neighboring properties. This became an issue for developers and consequently came forward as a requested change.

FUNDING:

This project is being funded through General Obligation (GO) Bonds and Connection Fees. The total project cost is \$3,185,101 (including contingency). This total project amount includes this proposed change order for \$76,125 (note that the \$100,000 is shown below due to a previous budget estimate).

| Beardsley | Total | Paid to date |
|--|-----------------------|-----------------------------|
| Grubbing-Kelly Cortum | 98,520.00 | 98,520.00 |
| Construction-Moyna & Sons | 2,329,681.00 | |
| Engineering-V&K | 405,000.00 | 235,800.00 |
| Geotechnical report-Allender/Butzke | 8,500.00 | 8,500.00 |
| Consulting-DCI Group | 50,000.00 | 21,904.00 |
| Soil Testing-Team Services | 18,400.00 | |
| Connection Fee District costs | 8,500.00 | |
| Contingency | 166,500.00 | |
| Total | \$3,085,101.00 | \$364,724.00 |
| | | |
| Retaining Wall-United Properties (Change Order No 1) | 100,000.00 | <i>Includes contingency</i> |
| | | |
| Total with Change Order No 1 | \$3,185,101.00 | \$364,724.00 |

RESOLUTION:

There are several alternatives for Council to consider.

1. Deny the change order and seek out alternative solutions.
2. Approve the change order resolution (attached).
3. Maintain project as originally proposed.

RECOMMENDATION:

Staff recommends alternative #2 noted above.





RESOLUTION NO. _____

**APPROVAL OF CHANGE ORDER NO. 1 FOR THE BEARDSLEY REGIONAL
DETENTION FACILITY PHASE 2 GRADING & DRAINAGE**

WHEREAS, the City of Norwalk entered into a construction contract with CJ Moyna & Sons, Inc. for the Beardsley Regional Detention Facility Phase 2 Grading & Drainage Project; and

WHEREAS, additional work has been requested by City of Norwalk to include the addition of retaining wall in the northeasterly area of the improvement to accommodate elevation alterations to meet the needs of future development to the east; and

WHEREAS, the extent of this change is an addition to the contract in the amount of \$76,125.00.

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

Section 1. That the City hereby approves Change Order No. 1 resulting in an add to the original contract of \$76,125.00 for a new total of contract amount of \$2,405,806.80.

PASSED AND APPROVED, this 1st day of September, 2016

Tom Phillips, Mayor

ATTEST:
Jodi Eddleman, City Clerk

| ROLL CALL VOTE: | Aye | Nay | Abstain | Absent |
|------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Isley | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kuhl | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Lester | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Livingston | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Riva | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |



VEENSTRA & KIMM, INC.

3000 1st Stown Parkway • Des Moines, Iowa 50266-1320

515-225-8000 • 515-225-7848(FAX) • 800-241-8000(WATS)

CHANGE ORDER NO. 1

August 9, 2016

NORWALK, IOWA
BEARDSLEY REGIONAL STORMWATER DETENTION FACILITY, PHASE 2-GRADING
AND DRAINAGE

This change order is to provide compensation to the Contractor for construction of a modular block retaining wall along east property line of the City owned greenbelt as part of the Beardsley Regional Stormwater Detention Facility Phase 2-Grading and Drainage project. The modular block retaining wall will be located within the City owned property in areas where significant transition grading on private property is necessary. The retaining wall will improve the vertical transition between the proposed grade and existing grade at the property line, thus limiting the necessary transition grading on private property. The modular block wall is being considered to minimize the impact area and improve the transition to the adjacent property owner's land as a part of the negotiations for a temporary construction easement. The cost adjustment for this change order is based on a unit price negotiated with the Contractor as follows:

Change Order No. 1 makes the following modifications to the contract:

Compensate the Contractor for providing all labor, materials and equipment necessary to construct approximately 2,500 SF of Modular Block Retaining Wall per SUDAS Standard Specifications Section 9070 and Figure 9070.102 including excavation, removal and disposal of excess material, foundation preparation, furnishing and placing wall units, leveling pad, installation of subdrain, engineering fabric and porous backfill, granular backfill material, topsoil backfill and miscellaneous associated work for the following:

- 1. 2,500 SF of Modular Block Retaining Wall @ \$30.45/LF \$76,125.00

Submit shop drawings from approved supplier or approved steel; color selected by City.

Change Order No. 1 increases the contract price by \$76,125.00



VEENSTRA & KIMM, INC.

3000 cown Parkway • Des Moines, Iowa 50266-1320
575-225-8000 • 575-225-7848 (FAX) • BOQ-247.SOO() (WATSJ)

CHANGE ORDER NO. 1

August 9, 2016

CjMOYNA & SONS INC.
By [Signature]
Title Project Manager
Date 8 . 11 . 16

NORWALK, IOWA
By _____
Title _____
Date _____

VEENSTRA & KIMM, INC.
By _____
Title Project Engineer
Date _____

ATTEST:
By _____
Title _____
Date _____



Retaining Wall Location

425 L.F. OF RETAINING WALL
(TOP ELEV = 893.0)
(BASE ELEV = 880.0)

340 L.F. OF RETAINING WALL
(TOP ELEV = 890.0)
(BASE ELEV = 887.0)

PROJECT BOUNDARY

PROJECT BOUNDARY

IOWA 28

COLONIAL PARKWAY



| DATE | REVISIONS |
|---------|------------------------------|
| 8-24-16 | REVISED OVERALL GRADING PLAN |

NOTED
 E
 A
 V



INS PLAN

12
 REVISION-1



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 14
For Meeting of 9.1.2016

ITEM TITLE: Discussion and Possible Action on a Resolution Approving a Temporary Construction Easement for Grading with United Properties Investments Company, L.C.

CONTACT PERSON: Luke Nelson, City Manager

SUMMARY EXPLANATION:

The Beardsley Regional Stormwater Detention Facility is intended to collect stormwater from an area that has the potential of significant growth allowing for the use of “best practices” relating to stormwater management.

With the final grading plan there is an area along the north easterly portion of the detention facility that will have an elevation of the trail that could adversely impact the adjoining property of United Properties Investments, L.C. (UPI). To mitigate this grading transition, a retaining wall of about 3 feet 6 inches has been designed to be installed on City property.

There are 5 significant elements to the easement which are listed in the attached “Temporary Construction Easement for Grading.”

FUNDING:

The Beardsley Detention Project is being funded through General Obligation (GO) Bonds and Connection Fees. The total project cost is \$3,185,101 (including contingency). This total project amount includes change order No. 1 for \$76,125. This construction easement is not anticipated to add extra cost until such time that adjacent residential development occurs. At that time the City will have financial responsibility for installation of two trail connections per item No. 5 in the attached “Temporary Construction Easement for Grading.”

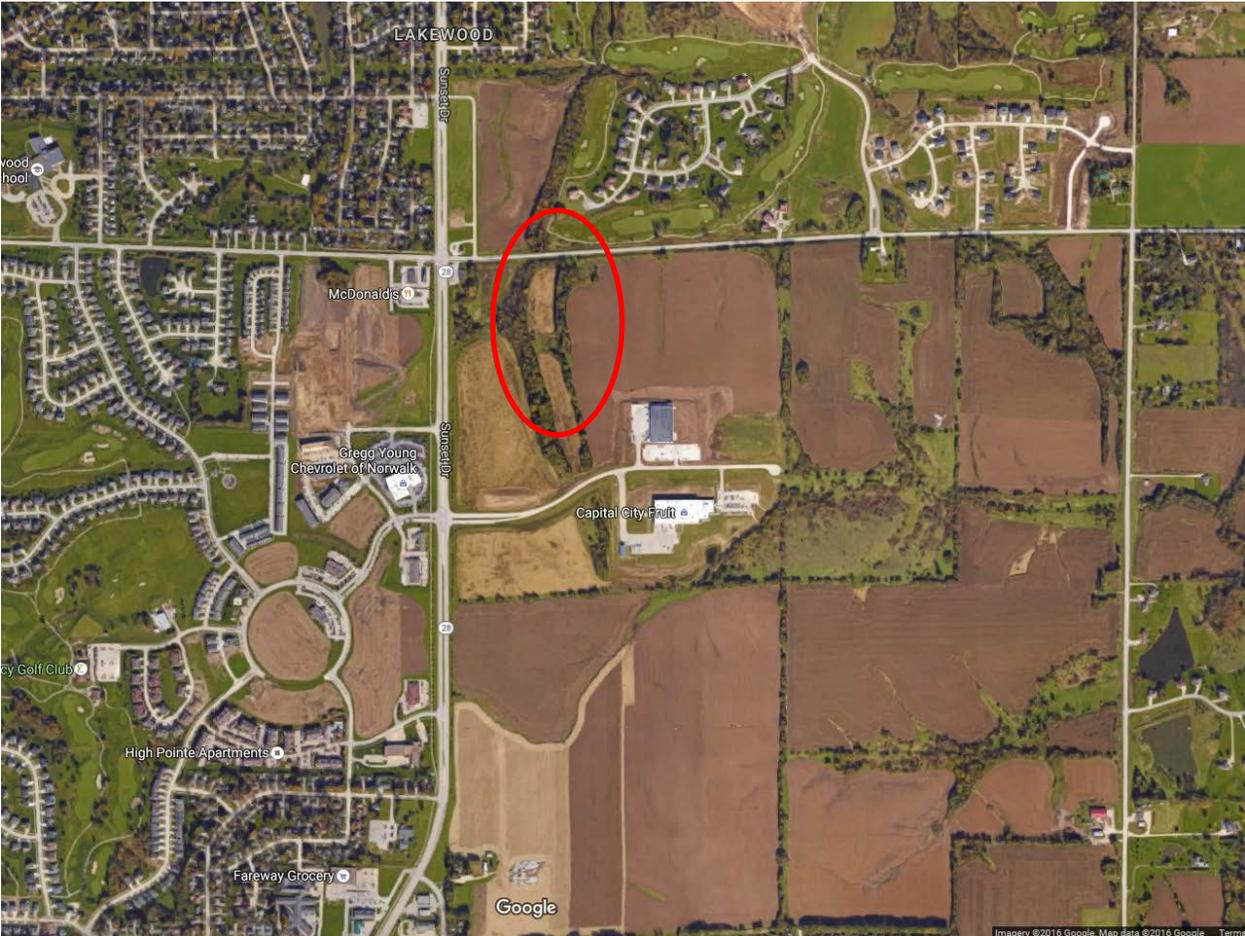
RESOLUTION:

There are several alternatives for Council to consider.

1. Approve the resolution.
2. Direct Staff and Engineering to research other alternatives.

RECOMMENDATION:
Alternative No 1.

Vicinity Map



RESOLUTION NO. _____

**RESOLUTION APPROVING THE EXECUTION OF A TEMPORARY
CONSTRUCTION EASEMENT WITH UNITED PROPERTIES INVESTMENTS
COMPANY, L.C. FOR THE BEARDSLEY REGIONAL STORMWATER DETENTION
FACILITY**

WHEREAS, The Beardsley Regional Stormwater Detention Facility is taking place on the south side of Beardsley Street and north of Colonial Parkway to collect storm water into a detention basin; and,

WHEREAS, The Beardsley Regional Stormwater Detention Facility requires a Temporary Construction Easement on property owned by United Properties Investments Company, L.C.; and,

WHEREAS, the City’s Project Engineer has prepared the needed easement with the property owner on behalf of the City.

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

That the proposed easement be approved by the City of Norwalk, pending final legal review, signatures, and the document notarized and the Mayor is authorized to execute said document on behalf of the City and the City Clerk is hereby authorized to attest to the signature of the Mayor thereon.

PASSED and ADOPTED this 1st day of September, 2016.

Tom Phillips, Mayor

ATTEST:
Jodi Eddleman, City Clerk

| ROLL CALL VOTE: | Aye | Nay | Abstain | Absent |
|------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Isley | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kuhl | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Lester | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Livingston | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Riva | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Prepared By: Anthony j. Bellizzi, Veenstra & Kimm, Inc., 3000 Westown Parkway, West Des Moines, IA 50266 (515) 225-8000
Return To: City of Norwalk, 705 North Avenue, Norwalk, IA 50211

Easement No. 4

**TEMPORARY CONSTRUCTION EASEMENT
FOR GRADING**

KNOW ALL MEN BY THESE PRESENTS:

That we, the undersigned, United Properties Investments Company, L.C. of the County of Warren, State of Iowa, (hereinafter "Grantor"), in consideration of \$ _____ hand paid by the CITY OF NORWALK, IOWA, the receipt of which is hereby acknowledged do hereby sell, grant and convey unto the City of Norwalk, a municipal corporation, in the County of Warren, State of Iowa, (hereinafter "City"), a temporary construction easement for grading under, over, on, through and across the following described real estate:

Parcel 'P' of the Northwest fractional 1/4 of the Northwest 1/4 of Section 7, Township 77 North, Range 24 West of the 5th P.M., as described in Book 2014 on Page 8723 in the Warren County Recorder's Office, EXCEPTING THEREFROM Parcel 'R' and Parcel 'Q' of said Parcel 'P' as described in Book 2016 on Page 1450 in said Warren County Recorder's Office, Warren County, Iowa.

Temporary Construction Easement

Said temporary easement being more particularly described as follows:

Beginning at the Southeast corner of said Parcel 'P'; thence South 86°26'02" West, 460.33 feet along the South line of said Parcel 'P' to the Southeast corner of said Parcel 'R'; thence North 17°15'56" West, 529.95 feet along the East line of said Parcel 'Q' to the South corner of said Parcel 'Q'; thence North 27°32'42" East, 593.71 feet along the East line thereof to the South right-of-way of Beardsley Street; thence South 00°00'00" West, 259.50 feet; thence South 27°32'42" West, 314.17 feet; thence South 17°15'56" East, 478.85 feet; thence North 86°26'02" East, 346.23 feet to the East line of said Parcel 'P'; thence South 00°27'08" West, 30.07 feet along said East line to the point of beginning.

Containing 127,099 square feet or 2.92 acres, more or less, as depicted on the easement drawing attached hereto as Exhibit "A".

14278

Rev 08-29-16

The temporary construction easement is for the purpose of the City to construct transition grading of the easement area necessary to facilitate construction of a regional stormwater detention facility adjacent to the temporary easement area. The transition grading of the easement area shall be as shown in the grading plan for the "Beardsley Regional Stormwater Detention Phase 2- Grading and Drainage" project, (hereinafter "Project").

In connection herewith it is specifically agreed that by this temporary easement, the City, its employees, agents or representatives shall have the right to enter upon said premises as shall be necessary to construct excavation and transition grading of ground surface, using the required labor, materials and equipment to complete said excavation and grading as it deems necessary.

It is understood and agreed that by this temporary easement the elevation of the ground surface, within the easement area, along the property line between the City and the Grantor, will be lower than the existing grade, requiring transition grading on the Grantors property from the new proposed topography at the property line, to the existing topography. The initial proposed transition grading distance after construction of the Project will vary from 0-75 feet.

This Easement shall be subject to the following terms and conditions:

1. Construction of Modular Block Retaining Wall to improve grade transition.

It is understood and agreed that the City will construct a retaining wall as necessary, on City property adjacent to the easement area, along the property line between the City and the Grantor to improve the transition and further limit the transition grading necessary. The retaining wall will be approximately 3.5 feet in height and allow for a shorter transition slope within the easement area. The final proposed transition grading distance after construction of the retaining wall, for the most part, will vary from 0 - 40 feet generally at a grade of 4 feet horizontal to 1 foot vertical (4:1). The City agrees to construct the retaining wall as a part of the Project.

2. . Adjustment of North Detention Pond Westerly to improve grade transition.

It is understood and agreed that the City will adjust the location of the north detention pond in the Project westerly, moving the limits of the permanent pool of the detention pond approximately 30 feet westerly at the north end of the pond (from the original location of the detention pond in the Project as bid) to create additional horizontal separation between the detention pond and associated trail, and the Grantors property to improve transition and further limit the transition grading necessary.

3. Coordination of Storm Drainage and Intake Structure Locations for future connection to Regional Stormwater Detention Facility.

The City shall coordinate with the Grantors Engineer to locate storm drainage structures constructed as a part of the Project, that are designed to collect stormwater runoff from the Grantors property, in a location suitable for future connection of the Grantors storm drainage system upon development of the

Grantors property. The City shall provide temporary construction easement necessary to facilitate construction and connection of the Grantors storm drainage system to the proper storm drainage structure. The Grantor shall be subject to any future connection fee associated with use of the Regional Stormwater Detention Facility.

4. Extension of Sanitary Sewer Collection System.

It is understood and agreed that the City will extend the sanitary sewer collection system as a part of the Project, to a location on the City property suitable for future connection of the Grantors sanitary sewer system upon development of the Grantors property. The sewer extension will be designed to serve up to 75 acres of the Grantors property and a population of up to 1,200 people.

5. Future Connection to Trail System.

Upon development of the Grantors property, the Grantor will provide a corridor for future connection of the Grantors street/trail infrastructure to the City trail system, similar to the concept shown on the attached preliminary concept plan (identified as "bike path" on concept plan; hereinafter called "Connector Trail"). It is understood and agreed that the City will design and construct the Connector Trail in up to two (2) locations similar to that shown on the attached preliminary concept plan. The Grantor shall provide temporary and perpetual easements necessary to facilitate design, construction, and future maintenance of Connector Trail by the City. The perpetual easement provided by the Grantor will provide necessary corridor for future access for maintenance by the City.

The Grantor does hereby covenant with the City that said Grantor has approved the Project grading plan for the temporary easement area.

The said municipal corporation shall restore said described land to a satisfactory condition after construction and/or maintenance with grass.

The temporary construction easement shall be for a period of 12 months from the date of construction at which time the temporary construction easement will cease and terminate.

That the Grantor does hereby covenant with the said City, and successors in interest, that said Grantor holds said real estate by title and fee simple; that they have good and lawful authority to sell and convey the same; that said premises are free and clear of all liens and encumbrances whatsoever except as may be hereinabove stated; that said Grantor covenants to warrant and defend the said premises against the lawful claims of all persons whomsoever, except as may be above stated.

EXHIBIT •A• EASEMENT DRAWING

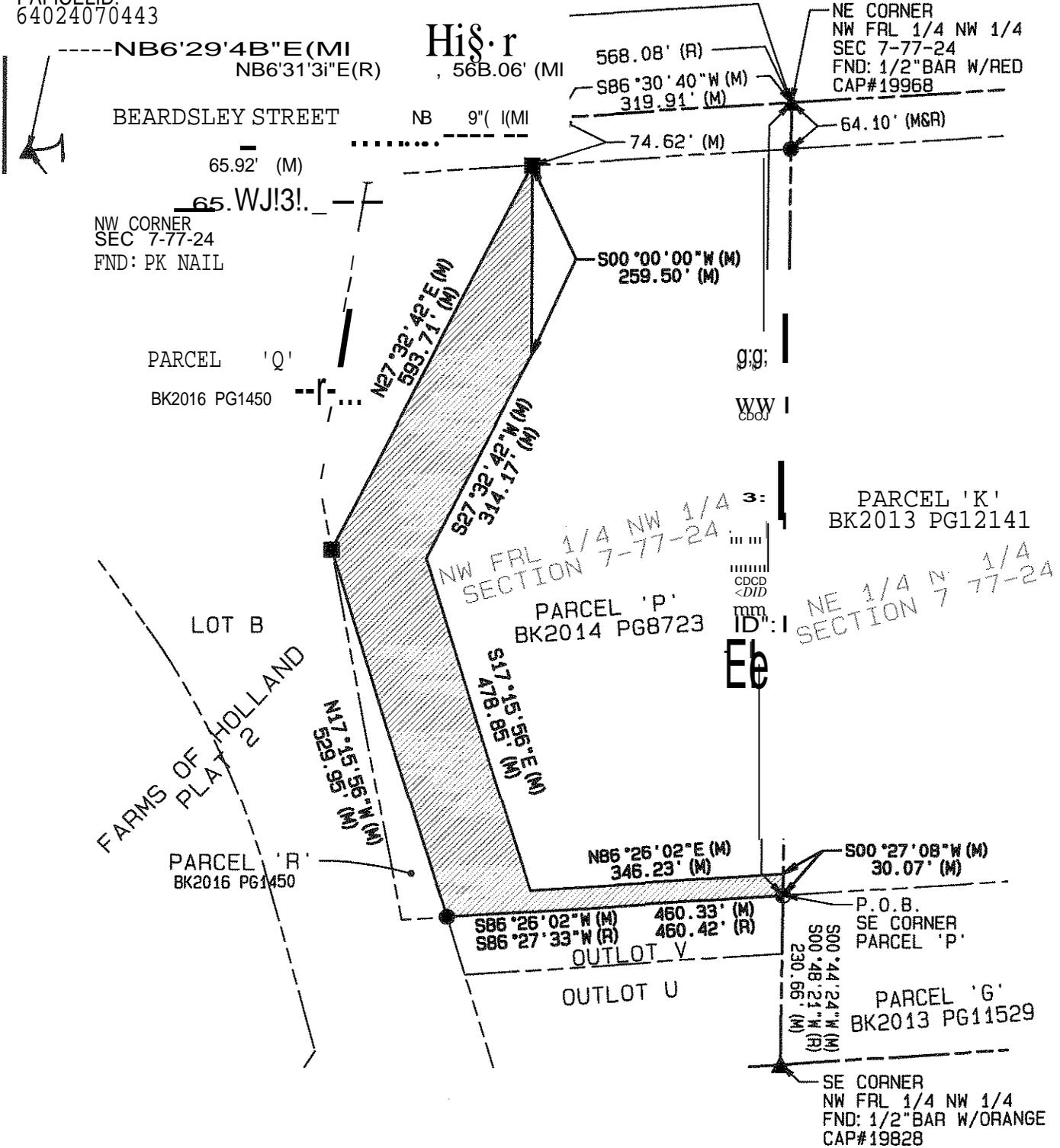
OWNER:
UNITED PROPERTIES
INVESTMENT COMPANY, L.C.
BOOK 2014 PAGE 9619

FOR TEMPORARY CONSTRUCTION
FOR GRADING FOR THE
CITY OF NORWALK, IA

ADDRESS:
7500 BLOCK OF
BEARDSLEY STREET
NORWALK, IA 50211
DATE OF SURVEY:

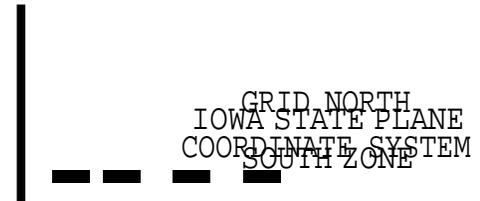
PAFICELID:
64024070443

OCTOBER 2015
NE CORNER
NW FRL 1/4 NW 1/4
SEC 7-77-24
FND: 1/2" BAR W/RED
CAP#19968



LEGEND

- A FOUND SECTION CORNER AS NOTED
- e FOUND 1/2" I.P. W/YELLOW CAP# 12386
- e FOUND 1/2" BAR W/ORANGE CAP# 19828
- e FOUND 5/8" BAR W/YELLOW CAP# 19960
- (M) MEASURED BEARING OR DISTANCE
- (R) RECORDED BEARING OR DISTANCE



1" = 200'

0 200 400

t:0'1 EASEMENT AREA

SCALE 1"=200'
DRAWN T.J.P.
CHECKED BJM
APPROVED AJB



TEMPORARY EASEMENT IN
PARCEL P NW FRL 1/4
NW 1/4 SEC 7-77-24

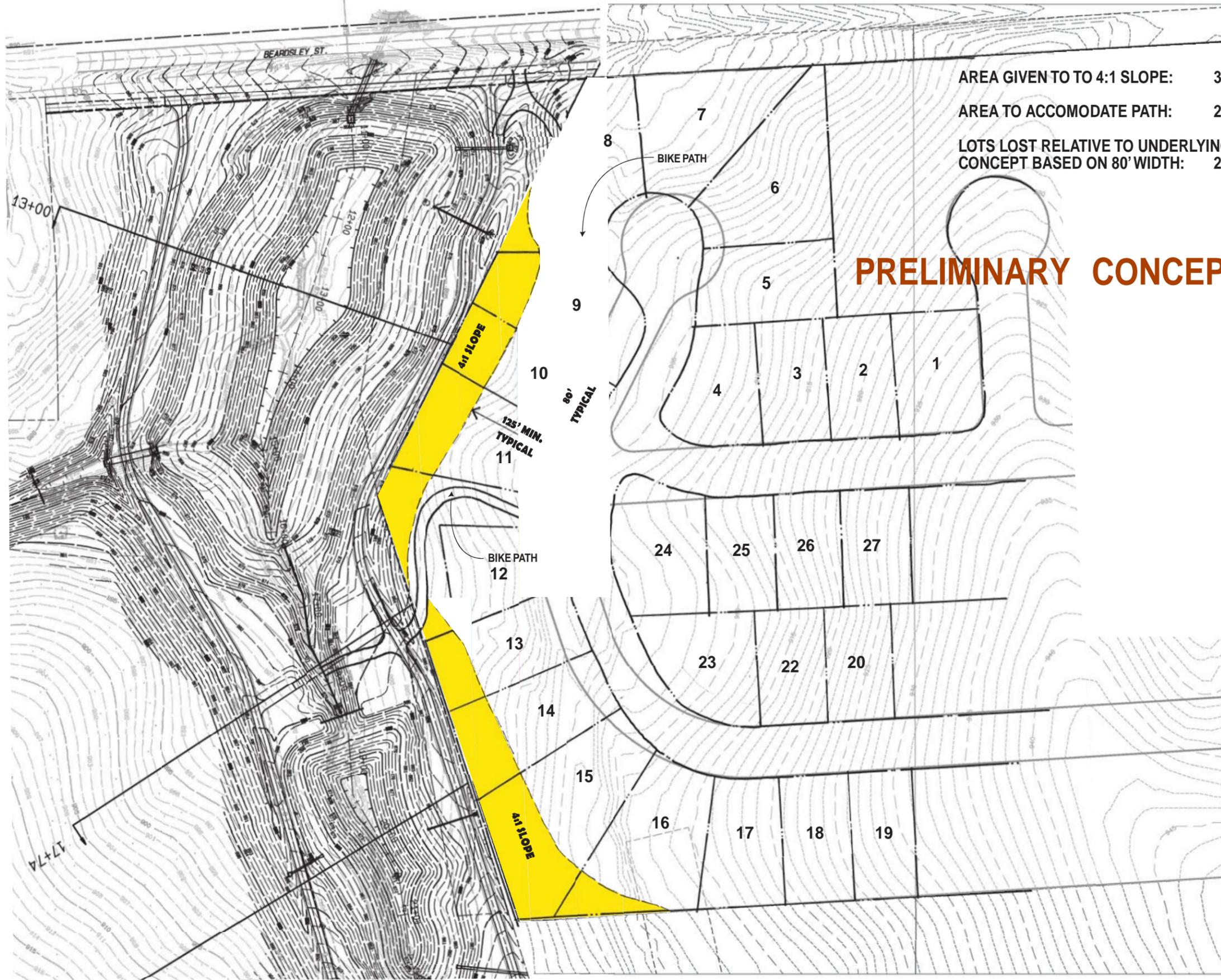
DWG. NO.

E-4

DATE 01-04-16
1-A-c-----

VEENSTRA & KIMM, INC. 3000 Westown Parkway • West Des Moines, Iowa 50266-1320
515-225-8000 • 515-225-7848 (FAX) • 800.241-8000 (WATS)

PROJECT 14278



AREA GIVEN TO TO 4:1 SLOPE: 39,000 S.F. (.89 AC.)
 AREA TO ACCOMODATE PATH: 25,500 S.F. (.58 AC.)
 LOTS LOST RELATIVE TO UNDERLYING ORIGINAL
 CONCEPT BASED ON 80' WIDTH: 2 - 3

PRELIMINARY CONCEPT



| | |
|-----------|----------|
| DATE | |
| REVISIONS | |
| CONCEPT | 08/07/11 |

3405 S.E. CROSSROADS DRIVE, SUITE G
 GRIMES, IOWA 50111
 PHONE: (515) 369-4400 FAX: (515) 369-4410

ESA
 CIVIL DESIGN ADVANTAGE

NORWALK, IOWA

**SOUTHERN RIDGE
 CONCEPT PLAN**

ENGINEER: _____ TECH: _____

1



**BUSINESS OF THE CITY COUNCIL
AGENDASTATEMENT**

Item No. 15
For Meeting of 9.1.2016

ITEM TITLE: Nelson's Role as Central Iowa Workforce Development Board Member
CONTACT PERSON: Luke Nelson

SUMMARY EXPLANATION:

The Central Iowa Workforce Development Board (CIWDB) is an organization that oversees various entities that perform workforce development duties (connecting people with jobs). This is an appointment by the Governor that was made previous to my Norwalk employment. Because Norwalk is in the same region I can continue to serve if the Norwalk City Council and Mayor concur.

HISTORY:

In my previous position I had been nominated to serve as a Board Member for the Central Iowa Workforce Development Board (CIWDB). The nominations go the Governor and the Governor makes the appointments. I have served for almost 2 years. Since becoming a Board Member I have been nominated to be on the Executive Board and also serve as the Finance Committee Chairman. The Board serves as a conduit and oversight of funding that flows from the Federal Government to service providers for the purpose of workforce placement and training. An example is the work performed to reintroduce 300 John Deere employees back into the workforce that were previously laid off.

ISSUE:

I was appointed to the Board as part of previous employment. The Norwalk Mayor and Council needs to determine if this organization is worthy of time as there are several associated meetings that will consume my time. It generally requires two to three meetings per month (maximum) and the meetings generally last one to two hours.

RESOLUTION:

There are several alternatives for Council to consider.

1. Continue as CIWDB Member
2. Resign my role as a Board Member
3. Approve a temporary term and assess if it is worthy of continuation

RECOMMENDATION:

I will continue to serve on the CIWDB if Council believes there is value in having me in that role.



**BUSINESS OF THE CITY COUNCIL
AGENDASTATEMENT**

**Item No. 15
For Meeting of 9.1.2016**

ITEM TITLE: Request by South Suburban YMCA for Nelson to serve on Board
CONTACT PERSON: Luke Nelson

SUMMARY EXPLANATION:

Tyler Weig, Director at the South Suburban YMCA, has made a request that I serve on the YMCA Board.

HISTORY:

I have served on a YMCA Board in the past although I did that in an ex-officio capacity. Tyler explained that he is looking for leaders that will assume strong leadership roles. The South Suburban YMCA serves the Norwalk area. Tyler received word that I would be a good candidate for the Board.

ISSUE:

I will serve on as many Boards as the Council and Mayor desire. It should be noted that I have two concerns with serving on this YMCA Board; first, I believe there will be an expectation that I assist with fund raising. As a city official there can be conflicts with fund raising. Second, these duties will consume more of my time. With any commitment to a Board there is a balance between benefits to the city of Norwalk and consumption of your City Manager's time.

RESOLUTION:

There are several alternatives for Council to consider.

1. Direct Luke Nelson to submit a Board Member Application for the South Suburban YMCA.
2. Direct Nelson to not be a YMCA Board Member.
3. Revisit the issue at a later date after Nelson has had more opportunity to settle into the City Manager role.

RECOMMENDATION:

I believe it may be too early to start a new board that will take time from my primary duties. As I become more organized with my City Manager duties then perhaps we can reconsider the request. **I recommend alternative three.**