



**Council Meetings**  
City Hall 705 North Ave.  
Council Chambers  
1st and 3rd Thursdays at 6:00 P.M.

**Tom Phillips, Mayor**

**Council Members:**  
**Brian Baker**  
**Jason Brown**  
**Ed Kuhl**  
**Jaki Livingston**  
**George Meinecke**

Luke Nelson, City Manager

Jean Kelly, Finance Director

Lindsey Offenburger, City Clerk

Kerri Keyte, Human Resources Director

Jenn Porter, Fire Chief

Greg Staples, Police Chief

Wayne Schwartz, Public Works Director

Robin Leaper, Parks & Recreation  
Director

Luke Parris, Community Development  
Director

Hollie Zajicek, Economic Development  
Director

Jean Strable, Library Director

Jim Dougherty, City Attorney

**City Council Regular Business Meeting Agenda**  
**December 19, 2024, 6:00 p.m.**  
**City Hall – 705 North Avenue**

Council Chambers is open to the public and in-person participation is encouraged. If you are unable to attend in person, you may join via Zoom with this information: <https://us02web.zoom.us/j/86388016966?pwd=bDVVRjJiUk5pYTdUSnVBc1BnOVIMZz09> ; or by Phone at 1-312-626-6799; Meeting ID: 863-8801-6966 Password: 879405

**Any questions regarding the meeting may be addressed to the City Clerk, Lindsey Offenburger, via email at [loffenburger@norwalk.iowa.gov](mailto:loffenburger@norwalk.iowa.gov) prior to the beginning of the meeting.**

- 1) Call to order
- 2) Pledge of Allegiance
- 3) Approval of agenda
- 4) Welcome of guests and public comment. (3 minute limit, no action)
- 5) Consent agenda
  - a) [Expenditures](#)
  - b) [Tax Abatements](#)
  - c) December 5, 2024 [Minutes](#) of the Regular City Council Meeting
  - d) New Class C Retail [Alcohol License](#) for Mullets
  - e) [Resolution](#) approving Pay Estimate No. 5 to MMC Contractors Iowa for the Public Safety HVAC Project
  - f) [Resolution](#) approving Pay Estimate No. 4 to GTG Construction for the Norwalk City Hall Renovation Project
  - g) [Resolution](#) approving Veenstra & Kimm Engineering Contract Amendment No. 1 for North River Interceptor and Trunk Sewer Extension Project
  - h) [Resolution](#) approving Supplemental Agreement No. 3 for additional construction services for IA-28/Sunset Drive and Beardsley Street Intersection Improvements Project
  - i) [Resolution](#) approving Contract with the Mid-Iowa Planning Alliance to administer the Norwalk Rehabilitation Assistance Program
  - j) Resolutions approving Pay Estimates for the Norwalk Fieldhouse Project
    - i) [Pay Estimate 18](#) - Van Maanen Electric
    - ii) [Pay Estimate 19](#) (Final) including release of retainage - Van Maanen Electric
  - k) [Monthly Reports](#)
  - l) [Correspondence](#)
- 6) **Old and New Business for Consideration, Discussion and Possible Action**
  - a) Public Hearing regarding the annexation of approximately 3,200 acres of property southwest of the City limits into the City of Norwalk
  - b) [Resolution](#) approving landowner applications approving the Voluntary Annexation of Property - Southwest Annexation 2024
  - c) Public Hearing regarding text amendments to the Zoning Ordinance for the following: Zoning Petitions, Political and Temporary Signs, Residential Architectural Standards, Zoning District Titles, City-Owned Walls and Fences, and the Amendment Process for Planned Unit Developments

- d) First Reading of an [Ordinance](#) amending the Zoning Code of the City of Norwalk, Iowa to Zoning Petitions, Residential Architectural Standards, District Names, City Owned Walls/Fences, and PUD Amendments
  - e) Public Hearing regarding classification of Tattoo Studios in Zoning Districts
  - f) First Reading of an [Ordinance](#) amending the Code of Ordinances of the City of Norwalk, Iowa to permit Tattoo Studios as a use in the C-2 Community Commercial Zoning District
  - g) Public Hearing regarding requirements for Corner Lot Fences
  - h) First Reading of an [Ordinance](#) amending the Code of Ordinances of the City of Norwalk, Iowa regarding requirements for fences on corner and double frontage lots
  - i) [Resolution](#) approving the Second Consideration of an Ordinance amending the Code of Ordinances of the City of Norwalk, Iowa by adding and enacting thereto a new section to Chapter 104 to establish a Northeast Service Area Benefited Sewer District and to adopt Connection Fees therein
  - j) Final Reading of an [Ordinance](#) amending the Code of Ordinances of the City of Norwalk, Iowa to address Building Permit Expiration and Refunds
  - k) Final Reading of an [Ordinance](#) amending Chapter 177 Rates & Fees of the Norwalk Municipal Code providing for the addition of fees for the Norwalk Fieldhouse
- 7) Future Agenda Items** (the purpose of this is for Council to give direction to staff by way of motion to have items placed on future agendas. This is not for discussion of the merits of the subject matter.)
- 8) Council Inquiries & Staff Updates**
- 9) Adjournment**