



City Council Regular Business Meeting Agenda

February 2, 2023, 6:00 p.m.

City Hall – 705 North Avenue

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

Ed Kuhl

David Lester

Jaki Livingston

Stephanie Riva

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

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/83662468225>

or by Phone at 1-312-626-6799; Meeting ID: 836-6246-8225

Any questions regarding the meeting may be addressed to the City Clerk, Lindsey Offenburger, via email at 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) Presentations
 - a) Ryan Jensen - Jensen Oswald LLC - Hotel Presentation
- 6) Consent agenda
 - a) [Expenditures](#)
 - b) January 17, 2023 [Minutes](#) of the special City Council meeting
 - c) January 19, 2023 [Minutes](#) of the regular City Council meeting
 - d) Renewal Class C Retail Alcohol [License](#) with Outdoor Service for 1908 Draught House
 - e) Renewal Class B Retail Alcohol [License](#) for Dollar General #284
 - f) [Resolution](#) terminating 28E Agreement with the Norwalk Community School District for building management and maintenance services
 - g) [Resolution](#) to adopt Cellular Phone Use and Allowance Policy
 - h) [Resolution](#) approving two alternate commission members for the Greater Des Moines Sister City Commission (GDSCC)
 - i) [Resolution](#) approving an agreement with Iowa Communications Network (ICN) to increase Internet Bandwidth for the City
 - j) [Resolution](#) approving partial Economic Development Grant Payment to Diligent HCC, LLC
 - k) [Resolution](#) approving Parks & Recreation to hire Fischer Bros. LLC to restore the Norwalk Aquatic Center water slide
 - l) [Resolution](#) setting February 16, 2023 for a Public Hearing to dispose of real property (Parcel A, a part of Outlot Z in Sunset Estates Plat 3)
 - m) [Resolution](#) setting February 16, 2023 for a Public Hearing to dispose of real property (Parcel B, a part of Outlot Z in Sunset Estates Plat 3)
- 7) Old and New Business for Consideration, Discussion and Possible Action
 - a) Public Hearing regarding an Amendment to the Hughes Century Crossing Planned Unit Development Parcel F Land Uses
 - b) First Reading of an [Ordinance](#) amending the Hughes Century Crossing Planned Unit Development
 - c) Public Hearing regarding the proposed Maximum Property Tax Levy for General Fund, Liability, Property & Self-Insurance Costs & Special Revenue Levies for Employee Benefits
 - d) [Resolution](#) to approve the proposed Maximum Property Tax Levy for General Fund, Liability, Property & Self-Insurance Costs & Special Revenue Levies for Employee Benefits
 - e) [Resolution](#) Authorizing Memorandum of Understanding with Jensen Oswald, LLC

- f) [Resolution](#) approving Supplemental Agreement No. 2 for additional engineering services for IA 28/Sunset Drive and Beardsley Street Intersection Improvements Project
 - g) [Resolution](#) authorizing the Mayor to accept a bid for services with Air-Con Mechanical Corporation involving replacement of the controls for the Public Safety Building HVAC System
 - h) [Resolution](#) approving an Agreement of Surety for public improvements at Hughes Century Crossing Plat 5 and 6
 - i) [Resolution](#) accepting a completion surety for infrastructure and approving the Final Plat of Hughes Century Crossing Plat 5
 - j) [Resolution](#) approving the Site Plan of Jones Family Dental
 - k) [Resolution](#) approving the Site Plan of Starbucks
 - l) [Resolution](#) approving the Site Plan Amendment of the Hughes Heartland Sports Complex
 - m) [Resolution](#) authorizing the outdoor display of merchandise for sale at Ace Hardware, 1120 Sunset Drive
 - n) [Resolution](#) approving the Official Name of the Park and Recreation building within Norwalk Central
 - o) [Resolution](#) authorizing execution of an Agreement with Bolton & Menk, Inc. for professional services for the school and trail connections and water main on Elm Avenue
 - p) Final Reading of an [Ordinance](#) Providing for the Division of Taxes Levied on Taxable Property in the January, 2023 Addition to the Norwalk Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa (Norwalk Central - Diligent Property)
- 8) Council Inquiries & Staff Updates**
- a) Update regarding Plat of Survey Request by Coby Klocko and Comprehensive Plan Amendment (Luke Parris)
- 9) Closed Session pursuant to Iowa Code Section 20.17(3) to discuss labor negotiations for Public Works Bargaining Unit Agreement**
- 10) Adjourn Closed Session**
- 11) Consideration of a Resolution authorizing the Mayor and City Manager to execute a Labor Agreement with Public Works Department for Public Works Union Contract**
- 12) Closed Session Pursuant to Iowa Code Section 21.5(1)(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property**
- 13) Adjournment**