



**City Council Work Session/Regular Business Meeting Agenda**  
**January 20, 2022, 5:00 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

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 by phone: 1-312-626-6799; Meeting ID: 812-3353-1060; Password: a9bc6LN1**

**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) **Dedicated Work Session** (this is a dedicated work session for the Mayor and City Council. This work session is expected to last two hours.
  - a) **Budget Work Session**
    - i) [Budget Recap](#) & Finalization
- 5) **Welcome of guests and public comment. (3 minute limit, no action)**
- 6) **Consent agenda**
  - a) Approve the [January 6, 2022 minutes](#) of the regular City Council meeting
  - b) [Expenditures](#)
  - c) [Tax Abatements](#)
  - d) Special Event [Application](#) for Fellowship Community Church 5K Event - June 25, 2022
  - e) Renewal Class C [Liquor License](#) with Outdoor Service and Sunday Sales for 1908 Draught House
  - f) Set [Public Hearing](#) for February 3, 2022 to approve the proposed Maximum Property Tax Levy for General Fund, Liability, Property & Self-Insurance Costs & Special Revenue Levies for Employee Benefits
  - g) Set FY23 Capital Improvement Plan (CIP) Budget [Public Hearing](#) for February 17, 2022
  - h) [Resolution](#) approving Pay Estimate No. 2 to S.M. Hentges & Sons, Inc. for Northwest Service Trunk Sewer Extension Project
  - i) [Resolution](#) approving the City Hall Office Assistant job description and wage range
  - j) [Resolution](#) approving Commercial Improvement Grant Application for Remax Precision located at 1424 Sunset Dr
  - k) [Resolution](#) approving Commercial Improvement Grant Application for Bellflower Florist & Gifts located at 2251 Sunset Dr
  - l) [Resolution](#) approving payment to JNB Senior 2, LP (Alice Place Norwalk)
  - m) [Resolution](#) approving additional funds for Pay Estimate No. 1 to Des Moines Water Works for G14 Feeder Main Project
  - n) [Resolution](#) releasing claim against Excel Mechanical
  - o) [Monthly Reports](#)
  - p) [Correspondence](#)
- 7) **Old and New Business for Consideration, Discussion and Possible Action**
  - a) Public Hearing regarding Hwy 28/North Avenue Intersection Improvements Project
  - b) [Resolution](#) approving and confirming plans, specifications, form of contract and estimate of cost for the Highway 28/North Avenue Intersection Improvements Project

- c) [Resolution](#) awarding contract for the Highway 28/North Avenue Intersection Improvements Project
  - d) [Resolution](#) approving the contract and bond for the Highway 28/North Avenue Intersection Improvements Project
  - e) [Resolution](#) awarding contract for North Avenue Fiber Optic Cable Relocation
  - f) [Public Hearing](#) on an amendment to the Hughes Century Crossing Planned Unit Development
  - g) First reading of an [Ordinance](#) amending the Hughes Century Crossing Planned Unit Development
  - h) [Resolution](#) of Membership to the Mid-Iowa Planning Alliance (MIPA) for Community Development
  - i) [Resolution](#) referring the proposed vacation of the Right of Way Easement of Old Highway 28 to the Planning & Zoning Commission
  - j) [Resolution](#) deleting property from the Norwalk Urban Renewal Area
  - k) First and possibly more readings of an [Ordinance](#) deleting property from the Tax Increment Financing District for the Norwalk Urban Renewal Area of the City of Norwalk, Iowa, pursuant to Section 403.19 of the Code of Iowa
  - l) [Resolution](#) setting date for Public Hearing on Designation of the Expanded Norwalk Urban Renewal Area and on Urban Renewal Plan Amendment
  - m) Remove for table the consideration of a Resolution approving Memorandum of Understanding with Metro Waste Authority for the managing of recycling, solid waste, and yard waste collection services
  - n) [Resolution](#) approving Memorandum of Understanding with Metro Waste Authority for the managing of recycling, solid waste, and yard waste collection services
  - o) First Reading of an [Ordinance](#) amending Fireworks Usage Dates by amending Chapter 41 of the Norwalk Municipal Code
  - p) Second Reading of an [Ordinance](#) amending Chapter 92 - Water Rates; Chapter 99 - Sewer Rates; and Chapter 177 Rates & Fees of the Norwalk Municipal Code providing for amended Large Quantity Service Charges
  - q) Second and possibly final reading of an [Ordinance](#) amending Chapter 65 - Stop or Yield Required of the Norwalk Municipal Code
  - r) Second Reading of an [Ordinance](#) amending speed regulations on Orilla Road north of G14/North Avenue by amending Chapter 63 of the Norwalk Municipal Code
- 8) Council Inquires & Staff Updates**
- a) Development Agreements (Hollie)
- 9) Adjournment**