**MINUTES OF THE NORWALK REGULAR CITY COUNCIL MEETING**
**ON MAY 21, 2026**

(Minutes to be approved at the June 4, 2026 meeting)

**This meeting of the City of Norwalk City Council, on May 21, 2026 was held electronically and in person. Attendees could access the meeting via Zoom or attend in person.**

Mayor Phillips called the City Council meeting to order at 6:00 p.m. Present at roll call: Andy Boerjan, Ed Kuhl, George Meinecke, and Kelsey Porter. Absent: Jason Brown. (RC = roll call vote)

Staff present included: Luke Nelson, City Manager; Lindsey Offenburger, Director of Internal Operations/City Clerk; Kaylen Petullo, Deputy City Clerk; Greg Staples, Police Chief; Carissa Williams, Parks & Recreation Director; Luke Parris, Community Development Director (via Zoom); Hollie Zajicek, Economic Development Director; Jim Dougherty, City Attorney; Tony Bellizzi, City Engineer.

**Pledge of Allegiance**

Motion by Kuhl, seconded by Boerjan, to approve the agenda as presented, carried unanimously, voice vote.

**Presentations**
Greater Des Moines Partnership

**Dedicated Work Session**
Golf Carts

**Welcome of Guests and Public Comment**
Garrett Larson - 9417 Bellflower Ln - spoke in favor of golf carts.
Marv Johnson - 2934 Prairie Rose Dr - spoke in favor of golf carts.
Shane Miller - 9403 Foxtail Dr - spoke in favor of golf carts.
Jared Hussman - 1060 Madison St - Spoke in opposition of parking waiver being revoked with little communication. Will be filing a formal complaint and appeal of the revocation.

**Consent Agenda**

Motion by Meinecke, seconded by Porter, to approve the consent agenda which included: May 7, 2026 Minutes of the Regular City Council Meeting; Renewal Class E Retail Alcohol License for Maverik - 2991 Sunset Drive; Renewal Class C Retail Alcohol License for The Flamingo Lounge - 3089 North Avenue; Blooming Heights Plat 3 Block Party Application - June 7, 2026 from 4:00-7:00 p.m.; **Resolution 26109** approving Job Descriptions and Wage Ranges for Police Lieutenant and Sergeant Positions; **Resolution 26110** adopting the City of Norwalk Water Main and Appurtenances Jurisdictional Requirements as Supplemental Specifications for Water Supply Infrastructure Construction and authorizing submittal to the Iowa Department of Natural Resources; **Resolution 26111** approving Repair Work at the Cherry Street Garage; **Resolution 26112** of the City of Norwalk in Support of the Des Moines Area Metropolitan Planning Organization Multijurisdictional Application to the U.S. Department of Transportation's Safe Streets and Roads for All (SS4A) Grant Program; **Resolution 26113** Reappointing Josh DeBower to the Norwalk Storm Water Advisory Committee; **Resolution 26114** Reappointing Madison Cohen to the Norwalk Easter Public Library Board of Trustees; **Resolution 26115** approving Phishing Email Response and Cybersecurity Training Policy; **Resolution 26116** approving Appointment of Chairperson and Vice-Chairperson for City of Norwalk Boards and Commissions Policy; **Resolution 26117** approving amended Technology and Data Security Password Regulation Policy; **Resolution 26118** approving FY27 Wages for Non-Union Employees; **Resolution 26119** approving an Advertising Agreement with Big Green Umbrella Media for Norwalk Living Magazine; **Resolution 26120** approving a Renewal Agreement with Intradyn for Social Media Archiving Services; **Resolution 26121** approving the City of Norwalk City Council Meeting Remote Participation, Public Comment, and Public Streaming Policy; **Resolution 26122** approving the ESRI Small Municipal and County Government Enterprise Agreement for GIS Software; **Resolution 26123** to approve Pay Estimate No. 1 to Gerard Tank & Steel, Inc. for the Norwalk Central Water Tower Project; Monthly Reports and Expenditures, carried unanimously, RC.

| PAYEE | DESCRIPTION | AMOUNT | | PAYEE | DESCRIPTION | AMOUNT |
|---|---|---|---|---|---|---|
| ABT MAILCOM | UTILITY BILL PROCESSING & MAILING | $3,300.78 | | MICHAEL FOODS INC | FY26 REBATE PAYMENT | $209,400.00 |
| ACCO UNLIMITED | CHEMICALS | $5,731.20 | | MICROMARKETING | BOOK | $56.94 |

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| CORPORATION | | | ASSOCIATES | | |
| ANKENY SANITATION | 1 DUMPSTER AT MCANINCH | $66.95 | MIDAMERICA BOOKS | MIDAMERICA BOOKS | $132.83 |
| ASCENDANCE TRUCKS LLC | DUMP TRUCK PARTS | $923.11 | MIDAMERICAN ENERGY | GAS/ELECTRIC | $16,362.63 |
| AUREON | INTERNET SERVICE - PS | $450.00 | MIDWEST WHEEL | DUMP TRAILER PARTS | $32.20 |
| BASCOM TRUCK & AUTOMOTIVE, INC | ENGINE 610 BRAKE REPAIR | $885.80 | MUNICIPAL SUPPLY | METER PARTS | $3,974.25 |
| BLACKHAWK FOUNDATION CO | HYDRANT METER REFUND | $2,804.06 | NORTH WARREN TOWN & COUNT | PUBLICATIONS | $187.59 |
| BROTHERS CLEANING CORPORATION | 2025 STREET REHAB PROJECT | $9,667.20 | NORWALK COMMUNITY SCHOOLS | PROFESSIONAL EMPLOYEE HEADSHOTS | $1,000.00 |
| CAPITAL CITY EQUIPMENT CO | WATER MAIN RESTORATION | $370.00 | NORWALK JV22 LLC | FY26 REBATE PAYMENT | $30,600.00 |
| CAPITAL SANITARY SUPPLIES | CLEANING SUPPLIES - CH | $300.88 | NORWALK LIONS CLUB | JULY 4TH FIREWORKS | $13,000.00 |
| CENTER POINT PUBLISHING | BOOK | $34.82 | NORWALK READY-MIXED CONCR | CONCRETE - MANHOLES | $883.00 |
| CINTAS | SUMMER FLOOR MATS @ FIELDHOUSE | $161.84 | ONENECK IT SOLUTIONS LLC | CITY WIDE PHONE SYSTEM | $153.08 |
| CITY OF DES MOINES | WRA PAYMENT | $148,004.30 | OPG-3 INC | LASERFICHE RENEWAL | $17,035.00 |
| CITY OF WEST DES MOINES | FN BILLING MAY 2026 | $40,007.98 | OVERDRIVE INC | E BOOKS/ E AUDIOBOOKS | $473.46 |
| CITY SUPPLY CORPORATION | SLOAN STYLE CLOSET FLUSH VALVE | $270.00 | CARRIE COLLINS | KITCHEN DEPOSIT REFUND | $40.00 |
| D & K PRODUCTS | GRASS SEED | $2,598.00 | S & P GLOBAL RATINGS | 2026A G.O. RATING | $21,400.00 |
| DEJAH ROMAN | PRESENTER FEE | $320.00 | SHERMAN HILL ESTATE PARTNERSHIP LLC | REFUND FOR OVERPAYMENT - METER SIZE CHANGE | $2,475.00 |
| DEYARMAN FORD OF INDIANOLA | 2024 FORD F250 REPAIR | $13,322.07 | SMITH'S SEWER SERVICE | CH PREVENTATIVE MAINTENANCE | $1,259.40 |
| DILIGENT HCC, LLC | FY26 REBATE PAYMENT | $28,750.00 | SPORTSPLEX USA LC | FY26 2ND PAYMENT | $20,750.00 |
| EMS MANAGEMENT & CONSULTANTS INC | APRIL BILLING FEES | $1,622.51 | TRAFFIC CONTROL CORPORATION | PUSH BUTTONS | $2,976.00 |
| FINNEAN NORTON | CHECKMATE SPRING 2026 ORCHARD HILLS | $1,288.00 | TRUENORTH COMPANIES, LC | EASE MONTHLY PMT | $699.00 |
| GERARD TANK & STEEL INC | NORWALK CENTRAL WATER TOWER | $1,198,920.00 | UNITYPOINT HEALTH AT WORK - DES MOINES | DOT SCREENINGS | $147.50 |
| HOLLY JOHANSON | MILEAGE REIMB | $37.70 | UPHDM OCCUPATIONAL MEDICINE | EE PHYSICAL/DRUG SCREEN | $382.58 |
| HOLT PLUMBING & HEATING, INC | WATER HEATER SERVICE | $313.00 | ASHLEY MITCHELL | UTILITY DEPOSIT REFUND | $23.85 |
| HOTSY CLEANING SYSTEMS | HOTSY SERVICE & REPAIR | $530.05 | BHHS FIRST REALTY RELOCATION | UTILITY DEPOSIT REFUND | $38.97 |

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| IAC CORPORATION | PW PR STORAGE BLDG | $80.54 | CTG PROPERTIES LLC | UTILITY DEPOSIT REFUND | $19.83 |
| INFOMAX OFFICE SYSTEMS INC | MANAGED NETWORK SERVICES-LIGHTEDGE | $5,263.00 | DENNIS CARROLL | UTILITY DEPOSIT REFUND | $49.25 |
| INGRAM LIBRARY SERVICES LLC | BOOKS | $1,325.73 | JAMES & JULIE SPRATT | UTILITY DEPOSIT REFUND | $57.80 |
| IOWA LEAGUE OF CITIES | GRANT FINDER FY27 | $100.00 | KALIL JOHNSON | UTILITY DEPOSIT REFUND | $41.78 |
| IOWA MEDICAID ENTERPRISE | GEMT MCO PAYMENT - JUNE | $3,587.80 | LACEE MEADE | UTILITY DEPOSIT REFUND | $54.98 |
| IOWA PRISON INDUSTRIES | STREET SIGNS | $128.81 | MADISON CAMP | UTILITY DEPOSIT REFUND | $23.56 |
| JAMES OIL COMPANY LLC | GASOHOL & STATE TAX | $23,815.97 | MATTHEW VAN PATTEN | UTILITY DEPOSIT REFUND | $57.12 |
| KARL EMERGENCY VEHICLES | C605 UPFITTING | $1,226.88 | MICHELLE BEEM | UTILITY DEPOSIT REFUND | $16.39 |
| KIMBALL MIDWEST | HARDWARE SHOP SUPPLIES | $619.40 | SANELA KOVACEVIC | UTILITY DEPOSIT REFUND | $37.10 |
| KOESTER CONSTRUCTION | HYDRANT METER REFUND | $590.82 | SEAN JONES | UTILITY DEPOSIT REFUND | $37.10 |
| LARRY'S WINDOW SERVICE INC. | FIELDHOUSE WINDOW CLEANING | $1,434.00 | TONY FINE | UTILITY DEPOSIT REFUND | $45.50 |
| MARTIN MARIETTA | ROCK | $6,735.33 | WELLS FARGO BANK | CREDIT CARD PURCHASES | $50,295.51 |
| MARY VOSS | STORMWATER GRANT REIMB | $75.00 | WHKS | LEGACY AREA STREET MAINTENANCE | $2,169.78 |
| METRO WASTE AUTHORITY | MONTHLY GARBAGE COLLECTION | $96,628.74 | | TOTAL | $1,998,681.25 |

| City of Norwalk | | | |
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| **April 2026 Revenues** | | | |
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| **Fund** | **Revenues** | **Fund** | **Revenues** |
| General | $ 3,644,728.01 | NCIS Infrastructure | $ - |
| Trust & Agency | $ - | Water Utility | $ 411,038.03 |
| Road Use Tax | $ 176,983.36 | Water bond/sinking fund | $ - |
| Special Revenue | $ 1,224,847.94 | Water Improvement | $ 1,664.28 |
| T&A Self Funding | $ - | Water T&A | $ 9,747.42 |
| LOSST | $ 156,520.91 | Water Reserve | $ - |
| TIF | $ 1,147,292.60 | Sewer Utility | $ 426,122.37 |
| HIDTA forfeiture | $ - | Sewer Improvement | $ - |
| Economic Development | $ - | Sewer equipment replacement | $ - |
| T&A Plumbers Bonds | $ - | Storm Water | $ 65,377.69 |
| T&A Library Trust | $ 1,081.87 | Storm water equipment replacement | $ - |
| T&A Park Trust | $ 2,432.71 | Warren Water Buyout | $ 1,004.05 |

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| Debt Service | $ 1,507,177.89 | | |
| Capital Improvements | $ - | **Total Monthly Revenues** | **$ 8,776,019.13** |

Motion by Kuhl, seconded by Meinecke to approve **Resolution 26124** approving a Service Agreement between the City of Norwalk and the Norwalk Area Ministerial Association (NAMA), carried unanimously, RC.

**Continuation of the Public Hearing regarding a Zoning Amendment to the Farms of Holland Planned Unit Development to add "Car Wash" as an allowed use in Land Use Parcel 3.**

Mayor Phillips continued the public hearing from May 7, 2026 at 7:36 p.m. Luke Parris presented the amendment. Kaylen Petullo reported receiving written comments from Ryan Jensen at 3000 Sunset Dr. Norwalk, IA 50211. Jensen was also on Zoom to speak in favor of allowing a car wash. Rance Wilemon, the developer on the project was also available via Zoom to answer questions and spoke in favor of the amended use.

Mayor Phillips closed the public hearing at 8:05 p.m.

Motion by Boerjan, seconded by Porter to pass the First Reading of an Ordinance amending the Official Zoning Map of the City of Norwalk, Iowa by adding "Car Wash" as an additional Allowed Use in Land Use Parcel 3 of the Farms of Holland Planned Unit Development with a buffer requirement. Motion failed on a roll call vote. Ayes: Porter and Boerjan. Nays: Kuhl and Meinecke. Absent: Brown.

**Mayor Phillips called a recess at 8:25 p.m.**

**Council returned to session at 8:35 p.m.**

**Public Hearing on the Fiscal Year 2026 Budget Amendment.**

Mayor Phillips opened the public hearing at 8:35 p.m. Luke Nelson presented the amendment. Kaylen Petullo reported receiving no oral or written comments.

Mayor Phillips closed the public hearing at 8:37 p.m.

Motion by Boerjan, seconded by Meinecke to approve **Resolution 26108** approving the Fiscal Year 2026 Budget Amendment, carried unanimously, RC.

**Public Hearing regarding the 2026 Founders Water Main Replacement Project.**

Mayor Phillips opened the public hearing at 8:37 p.m. Tony Bellizzi presented the project. Kaylen Petullo reported receiving no oral or written comments.

Mayor Phillips closed the public hearing at 8:38 p.m.

Motion by Kuhl, seconded by Meinecke to approve **Resolution 26125** approving plans, specifications, form of contract and estimate of cost for the 2026 Founders Water Main Replacement Project, carried unanimously, RC.

Motion by Porter, seconded by Kuhl to approve **Resolution 26126** awarding Contract for the 2026 Founders Water Main Replacement Project, carried unanimously, RC.

Motion by Boerjan, seconded by Meinecke to approve **Resolution 26127** approving Contract and Bond for the 2026 Founders Water Main Replacement Project, carried unanimously, RC.

Motion by Meinecke, seconded by Kuhl to approve **Resolution 26128** approving a Minimum Assessment Agreement for property located at 620 North Avenue in connection with a Five-Year Partial Commercial Tax Abatement, carried unanimously, RC.

Motion by Porter, seconded by Kuhl to pass the Second Reading of an Ordinance amending the Official Zoning Map of the City of Norwalk, Iowa by Rezoning Parcel No. 64025110461 from R-1(60) Single Family Residential to A-R Agricultural Reserve, carried unanimously, RC.

Motion by Kuhl, seconded by Meinecke to pass the Second Reading of an Ordinance amending the official Zoning Ordinance of the City of Norwalk, Iowa by Amending Chapter 175A.21 regarding Exceptions to Yard Requirements, carried unanimously, RC.

Motion by Kuhl, seconded by Meinecke to pass the Second Reading of an Ordinance amending Chapter 177, Rates and Fees, of the Norwalk Code, providing for Amended Building Permit Valuation Fee, carried unanimously, RC.

Motion by Kuhl, seconded by Boerjan to pass the Second Reading of an Ordinance Amending and Replacing in its entirety Chapter 92.12 of the Norwalk Code providing for a Water Use Plan, carried unanimously, RC.

Motion by Kuhl, seconded by Meinecke to pass the Final Reading of **Ordinance 26-06** amending Chapter 177, Rates and Fees, of the Norwalk Code, providing for Amended Fees for Park and Recreation Volleyball Programs, carried unanimously, RC.

**Future Agenda Items**

Motion by Porter, seconded by Meinecke to add an ordinance related to allowing golf carts on City streets to a future agenda, carried unanimously on voice vote.

**Council Inquires and Staff Updates**

Motion by Boerjan, seconded by Meinecke to adjourn at 9:08 p.m., carried unanimously, voice vote.

Tom Phillips, Mayor

Lindsey Offenburger, City Clerk