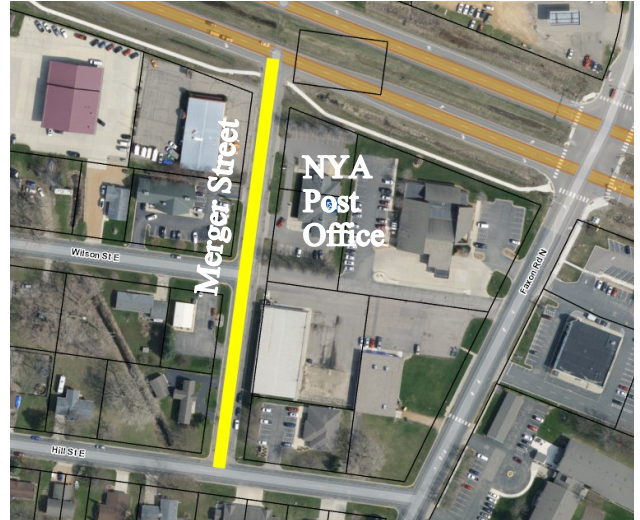


## A Message From the Council

Don't you just love the month of March? It is that time of year again! A time filled with HOPE and NEW BEGINNINGS. Winter is almost over — all the snow will soon be melted, and spring sports, sunny days, robins, and blooming daffodils are all on the horizon! The City Council and Staff are also looking forward to all that is to come with the warmer weather... significant community projects:

**Merger Street Reconstruction:** This two-block stretch of city street will include a complete reconstruction with new water and sewer infrastructure. Look for updates on access to the post office and businesses along this busy road as we get closer to a start date!

**Railroad Crossings at Faxon Road and Tacoma Avenue:** Replacement of the railroad/road authority crossing surface on Faxon Road and Tacoma Avenue agreements between the City and TCW Railroad Co. have been signed. Surface replacement will take place in 2023. Watch for more information in the coming months as we get closer to a start date.



**Ongoing Street Maintenance:** City staff will address potholes as soon as the weather allows. Seal coating, crack filling, and patching are continuous general maintenance and part of the yearly budget, which will commence again in the summer months.

**Old Town:** The “New” Old Town building project, which has been in discussions for many years, will honor the history of the buildings that they emulate and keep the integrity of the present design—using the current footprint as a starting point. Renderings of the project can be found on the City website or they are available for viewing at City Hall. After years of whole-hearted budgeting, our dollars are not going as far as anticipated with the high construction cost in today's market. The exact start date of this project is still to be determined. The City will graciously accept and designate donations to the “New” Old Town Project from individuals, businesses, and Civic Groups to help offset the inflation and labor costs that have skyrocketed this community project that we've all been looking forward to.

**Tacoma West Industrial Park Expansion:** On March 14<sup>th</sup>, the City officially purchased land directly south of the current Tacoma West Industrial Park. This 60-acre expansion will allow many new industries into our community. Several have already signed letters of intent to move their business to Norwood Young America! Look for more updates on this exciting expansion in upcoming newsletters.

**Walking Track:** The Central Public Schools expansion and renovation project will ramp up construction at the Elementary, Middle, and High Schools starting in May. The City and Central Schools are still working out the details of the community indoor walking track, which will be open to the public at designated times yet to be determined.

There are so many exciting things happening throughout the City in 2023! Thanks to the hard work of City Staff, we continue to move full speed ahead with our forward-thinking aspirations for the City. After all, **Norwood Young America... more than a place; it's home.**

## Adopt a Catch Basin

With the temperatures up and down, it is important to keep catch basins clear of snow and ice. This will be very important during a thaw or come spring when one of the main causes of localized flooding is a blocked catch basin. If you have a catch basin near your property, please help keep it clear!



# NYA News & Updates



## The Amazing Work of Beyond the Yellow Ribbon of Norwood Young America

Formed in 2010, Beyond the Yellow Ribbon of Norwood Young America (NYA BTYR) is a group of volunteers dedicated to engaging our communities (including individuals, Veterans organizations, public service organizations, businesses, public safety / judicial personnel, public agencies, local governments, health care facilities, faith-based organizations, and schools) for the purpose of generating consistent, area-wide services which include:

- Support for our Service Members during deployment and reintegration;
- Assistance to the families of Service Members during their absence;
- Recognition of their service and sacrifice;
- Opportunities to honor Service Members and Veterans;
- Financial assistance or other direct support to Service Members, Veterans and their families;
- Efforts to connect Service Members, Veterans, and their families with community support, training, services, and resources; and acknowledgment of the effects of military service and deployments on Service Members' children.

The NYA BTYR is part of a larger network of Yellow Ribbon organizations in Minnesota. It is one of three community-based Beyond the Yellow Ribbon organizations in Carver County. Although they were instrumental in Norwood Young America being declared a "Yellow Ribbon Community" in 2013, they consider their service area to be the entirety of ISD 108, including the communities of Cologne, Hamburg, and Norwood Young America.

Their volunteers work with the Minnesota Beyond the Yellow Ribbon state office to acquire training, obtain updates on the changing needs of Service Members and Veterans in Minnesota, obtain and provide guidance and support from/to other Yellow Ribbon organizations, and to increase their knowledge of the agencies and organizations available to assist Service Members, Veterans, and their families.

The NYA BTYR volunteers are in contact with other Carver County organizations (e.g., Carver County Veteran Services Office, Carver County Veterans Council Inc., and Carver County Veterans Assistance Program) to stay up-to-date on local needs and available resources that could benefit Service Members, Veterans, and their families.

For the purposes of providing mutual support, and rapid response to local needs, the volunteers stay in touch with the American Legion Edward Born Post 343, American Legion Auxiliary Edward Born Unit 343, VFW Post 1783 Young America, and VFW Post 1783 Auxiliary Young America. All board members, officers, and the entirety of the volunteer force live in and around Norwood Young America.

The NYA BTYR is a nonpartisan, nonsectarian, organization. Beyond the Yellow Ribbon of Norwood Young America received a 501(c)(3) income tax exempt determination from the IRS, and it is funded entirely with donations.

NYA BTYR hosts an Honor Banquet Fundraiser every year to show appreciation to all Veterans for the sacrifices they each have made during their time of service and after. This fundraiser is what gives the Beyond the Yellow Ribbon of Norwood Young America the funding to be able to provide services to Veterans and service members in need. They send holiday care packages in December, "Month of the Military Child" packages in April, and fills needs whenever approached.

Donations for Beyond the Yellow Ribbon of Norwood Young America can be mailed to: PO Box 92, NYA, MN 55368.

Beyond the Yellow Ribbon of Norwood Young America meets the 3rd Tuesday of each month at 6:30pm at the Roy Clay Building, 327 W Elm Street. For more info, email [nyabtyr@gmail.com](mailto:nyabtyr@gmail.com) or call 612-719-0714. You can also visit their website at <http://nyabeyondtheyellowribbon.weebly.com/>



Beyond the Yellow Ribbon of Norwood Young America Invites the Public to its Annual

## Yellow Ribbon Honor Banquet Fundraiser

Saturday, April 22, 2023 at Willkommen Memorial Park Pavilion, NYA  
Program and Dinner Start at 6:00 p.m. (Doors Open at 5:30 p.m.)

### Keynote Speaker: Carver County Deputy Sheriff Matt Arnst

Tickets - \$20 each - can be purchased until 4/17/23 at **Citizens State Bank** and at **Old National Bank** in NYA and at **Security Bank & Trust Co.** in Cologne & in Hamburg and via **Eventbrite** at

<https://tinyurl.com/2023HonorBanquet>



**We are grateful for the generosity of**



**Waconia**

**and its sponsorship of the meal provided by Hillcrest Café & Catering.**

**Thank You for Your Support –  
Your Ticket Purchase Helps Us Fulfill Our Mission**





## NYA Spring Clean Up Day

This **FREE** event is for **NYA CITY RESIDENTS** who reside within the city limits **ONLY** — businesses are not included. This drop-off event is for non-hazardous household waste/junk. Participants will be asked to show proof of residency such as a driver's license and/or water bill. This drop-off event is for all residential dwellings including apartments and manufactured homes.

### ACCEPTABLE HOUSEHOLD WASTE/JUNK—ITEMS FOR DROP-OFF

- ◆ Furniture items (couches, chairs, tables, lamps, mattresses, box springs, etc.)
- ◆ Small amounts of remodeling materials (carpet, siding, drywall, concrete blocks, bricks, etc.)
- ◆ Miscellaneous items such as kids toys, playground sets, doors, windows, toilets, etc.
- ◆ Participants are asked to bag and box the loose materials as much as possible

### UNACCEPTABLE ITEMS

- ◆ Regular household weekly garbage or recyclable items
- ◆ Vehicle tires, appliances, any electronics, batteries, fire extinguishers, propane tanks, prescription drugs
- ◆ No hazardous waste such as paints, liquids, chemicals, asbestos materials, herbicides, pesticides, household cleaning products, lawn chemicals, lighter fluid, mothballs, lye, pool chemicals, nail polish remover, solvents, spot removers, stains and finishers, etc.
- ◆ No motor oil/filters, oil rags, petroleum products/containers, anti-freeze, brake fluid
- ◆ Fluorescent tubes/lights, incandescent light bulbs
- ◆ Cement, asphalt, large quantities of demo material
- ◆ No yard waste (grass clippings, shrubs, plants, tree limbs, leaves, garden waste)

**Saturday, April 29th**  
**8:00am—10:00am**

**\*\*NEW LOCATION\*\***

Central Elementary Parking Lot  
655 7th St SW (map on back page)

**Please Note!!**  
**NEW Location**  
**for this event!**  
**Central Elem Parking**  
**Lot—See Map on Back**  
**No paper shredding services**  
**are available this year.**



## Carver County Special Waste Drop-Off Event

**Saturday, May 20, 2023**

**8am—Noon**

**Carver County Public Works**  
**11360 US Hwy 212**  
**Cologne, MN 55322**

**All Carver County residents are welcome to  
utilize these collections.**

### Accepting from Residents:

Appliances	E-Waste
Fluorescent Lamps	Scrap Metal
Auto Fluids	Paint
Other Household Chemicals	Tires



For a full list of available items, visit [www.recyclecarver.org](http://www.recyclecarver.org) or call 952-361-1809. Disposal fees apply to certain items. Please contact Environmental Services for pricing specifics and information on management of business waste.

**\* No Furniture \* No Mattresses \* No Garbage \***

Recycling items will not be accepted. Recycling items can be dropped off at Carver County's Recycling Site located at 421 Railroad St W.

## NYA Compost Site

640 Tacoma Blvd  
(located within the Tacoma West Industrial Park)

**The NYA Compost Site is available to  
citizens who reside within the city  
limits of Norwood Young America.**

There is no charge for disposal of yard, garden and tree waste. Watch for specific areas for dropping off your yard waste. Please do not dump any garbage at this site!



The **Carver County Rural Recycling Drop-Off** Site in Norwood Young America is open to all residents and businesses year-round for general recyclables—fibers, plastics, metal and glass.

**Location: 421 W Railroad Street, NYA**(SW corner of Railroad & Reform)

**Hours:** April—November: Wednesday 3pm-6pm; Saturday 8am—12pm







## 2023 NYA Residential Spring Clean Up Day

**Exit 7th St SW  
to CR 33**

7th Street SW

Central  
Elementary  
School

**Junk Drop Off**

Kwik Trip

Central High/Middle School

Morse Street

**Watch for signs!**

Please stay in your car—a volunteer will  
assist with unloading.

**Enter Morse Street  
from Hwy 212**





# NYA Happenings



## Boy Scout Troop 361 Pancake Breakfast



Date: Sunday, March 19th

Time: 8:00am to 12:30pm

Place: NYA Willkommen Park Pavilion  
(21 W Main Street)

Cost: Free Will Donation

Please join us at our annual Boy Scout Pancake Fundraiser -with real, homemade food!  
Freshly scrambled eggs, fluffy pancakes, real butter, and delicious sausages. (Takeout containers available)

## Norwood Young America Lions Club PANCAKE BREAKFAST

SUNDAY, APRIL 2nd  
AT THE PAVILION  
EAT IN & TAKE OUT  
SERVING FROM 8AM TILL NOON

Free will offering

Blueberry and Plain Pancakes

Scrambled eggs

Sausage

Apple Sauce

Coffee-Milk-OJ



## ANNNND we're back! NORWOOD BASEBALL



Good Friday!

Friday, April 7, 2023  
Willkommen Park Pavilion  
Serving from 4:00 p.m. – 8:00 p.m.

Menu includes: Deep Fried Fish, Au Gratin Potatoes, Beans, Cole Slaw and all the Fixin's!

Adults: \$16.00 – 5 & Under: FREE

Drive Thru Take Out Orders Available

## NYA FREE FOOD DISTRIBUTION DELIVERY FOR OLDER ADULTS

New delivery program for older adults (65+) who are homebound, have mobility issues, and/or lack transportation. Must live in 55339, 55367, 55368, or 55397 zip codes. Must be at home to receive the delivery.



### Upcoming dates and order deadlines:

Feb. 10 (order by Feb. 6)  
March 3 (order by Feb. 24)  
April 7 (order by March 31)

To order, contact Shelly at  
952-243-0883 or sign up at  
[forms.gle/FIXLhauQ5muWdkm86](https://forms.gle/FIXLhauQ5muWdkm86)



for more information, go to  
[www.findfoodcarvercounty.org/delivery](https://www.findfoodcarvercounty.org/delivery)

CAP | COMMUNITY ACTION PARTNERSHIP  
OF SCOTT CARVER & DAKOTA COUNTIES



## BOOK SALE



## Friends of the Norwood Young America Library Book Sale

Saturday, March 18 from 1:00 to 4:00pm

SAVE THE DATE: Saturday, June 3rd: 9:00am-3:00pm  
(outdoors in conjunction with the Springfest Artisan Fair & Quilt Show)

SAVE THE DATE: October 26-28, 2023

\*\*Always accepting gently used book donations\*\*

314 Elm Street W (952)467-2665



## Music in the Park Series (Thursday evenings at 6:30pm) NYA Legion Park

June 15, 2023	UpSouth
June 22, 2023	Czech Area Concertina
June 29, 2023	Castaways
July 13, 2023	Everett Smithson Band
July 20, 2023	Jolly Ramblers
July 27, 2023	Swinging Country

Free for all!  
Organized by Dist 108 Community Ed

## NYA West Carver Lions Club's Spring Plant Sale

Proceeds generated from this fundraiser will be used for community projects!

Date: Saturday, May 13, 2023—Rain or Shine!!

Time: 7:30am until sold out

Where: Home Solutions Parking Lot (Faxon Rd N, NYA)

\* Annuals, Perennials, Patio Pots & Baskets!

\* Enjoy Elephant Joe's Coffee Truck!

\* Kick off Spring with beautiful flowers!

\* Welcome bees, birds, and butterflies to your garden!





## Springfest Artisan Fair

Join the NYA Area Chamber of Commerce for the 4th Annual Springfest Artisan Fair on **Saturday, June 3rd** starting at 9am on Elm & Union Street!

This event is to unite local painters, designers, authors, quilters, families and musicians together in a small-town setting to display their talents and wares with the ultimate intention of bringing awareness to the arts, along with history and celebration to Historic Downtown Norwood. For more information about Springfest Artisan Fair, check out the Facebook page @nyaspringfest or visit [www.nyachamber.org](http://www.nyachamber.org)

**PRESENTS:**



[WWW.NYACHAMBER.ORG](http://WWW.NYACHAMBER.ORG)

**ARTISAN VENDORS  
CAR SHOW  
FOOD TRUCKS & COFFEE  
LIVE MUSIC  
PHOTOGRAPHY CONTEST  
QUILT SHOW  
& MORE**

**EXPLORE & SHOP HISTORIC  
DOWNTOWN NORWOOD, ELM ST.**

## Small Business Basics: "10 Things You Need to Know"

Wednesday, May 3, 2023  
Willkommen Memorial Park Pavilion  
21 E Main Street, Norwood Young America

**NextStage** is a local non-profit corporation focused on providing support, training, and financing assistance to Twin Cities metro area entrepreneurs through their planning, start-up, and growth phases. Lee Hall, NextStage founder and Scott/Carver County business advisor, has worked in the entrepreneurial development space for over 20 years, providing FREE one-on-one coaching to thousands of early-stage entrepreneurs and growing small business ventures.

**5:00 p.m. Networking Social**

**6:00 p.m. Presentation**

Lee Hall, Owner/Business Advisor NextStage  
Local Small Business Panel "How did they do it?"



Mike Herrmann, Owner Carquest NYA  
Tricia Mackenthun, Owner Floral Defined, LLC  
Erin Allard, Owner Seams Like a Good Idea  
Alice Bunn, Owner Alli B's Coffee & Boutique

**Want to start your own business?**

**Is your house becoming too small for your business?**

**Looking to expand and not sure how?**

The NYA Economic Development Commission and NYA Area Chamber of Commerce welcomes new, existing, and home-based entrepreneurs to this FREE event who are looking to take the next step in advancing their business!

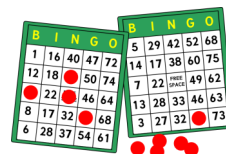
Please RSVP to [economicdev@cityofnya.com](mailto:economicdev@cityofnya.com) or call 952-467-1810.

## NYA Senior Center

**10am—2pm**

**1st and 3rd Wed  
of each month  
(Sept—May)**

**Willkommen  
Memorial Pavilion**



**Bingo, 500, Sheephead,  
Cribbage and more!**

**\*Free lunch served\***

**All 55+ adults  
welcome!!**

**Hosted by the  
NYA Senior Advisory  
Commission**

**Watch for upcoming info  
about summer 2023  
lessons and open swim  
opportunities at the  
West Carver Community  
Pool in the April 2023  
city newsletter!**



## Home Improvements Projects

As you are preparing for spring improvements to your properties, make sure to check with the City at 952-467-1800 for any permitting or zoning requirements.

### Building Permits

A building permit is required for most improvements such as the construction of a deck, installation of a shed over 200 square feet, installing in-ground swimming pools, finishing a basement, water heater changeouts, re-roof, re-siding, new windows, etc. Please contact the City for determination if a building permit is required prior to commencing any work.

### Administrative/Zoning Permits

For some improvements that do not require a building permit, an Administrative/Zoning Permit may be required. The purpose of an Administrative / Zoning Permit is to ensure the improvement complies with the City's zoning ordinance.

Examples of improvements that require an Administrative/Zoning Permit include fences, sheds under 200 square feet, concrete or asphalt surfaces such as for patios or a parking stall off the side of a garage. A permit is required to be obtained prior to commencing any work.

Building Permits and Administrative/Zoning Permits can be downloaded off the City's website at [www.cityofnysa.com](http://www.cityofnysa.com) or picked up at NYA City Hall M-F 8am-4:30pm. For any questions, please call 952-467-1800 or email [info@cityofnysa.com](mailto:info@cityofnysa.com).



## Rain Barrel and Compost Bin Sale Open (Carver County News)

Post Date: 03/06/2023

Carver County residents can receive \$20 off a rain barrel or compost bin by using the code CARVER20 while supplies last. Discount valid for Carver County residents only. Rain barrels and compost bins are made from 100% recycled materials.

Orders can be placed by visiting the Recycling Association of Minnesota's website starting March 1st. Click on the Carver County logo and make sure to select the Carver County Environmental Center as your pickup location. One compost bin and one rain barrel discount available per household, while supplies last.

You will be notified when your items arrive in early May. Residents must pick up their rain barrels and compost bins at the Environmental Center located at 116 Peavey Circle, Chaska, MN 55318 during open hours.

The program is a partnership of the Recycling Association of Minnesota, Carver County Environmental Services and Carver County Water Management Organization.

Recycling Association of Minnesota's website: [www.recycleminnesota.org](http://www.recycleminnesota.org) or call (651)641-4589.

An advertisement for rain barrels and compost bins. The top half has a green background with the text "Rain Barrels &amp; Compost Bins on Sale Now!" in white. Below this, it says "Carver County residents can use code 'carver20' when ordering to receive a \$20 discount." There are two images: a black rain barrel on the left and a black compost bin on the right. The bottom half has a white background with the text "SPONSORED BY:" and four logos: Carver County, Recycle Carver.org, Carver County Water Management Organization, and the Recycling Association of Minnesota.

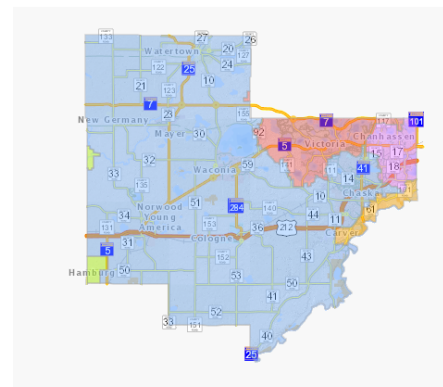
## What Does the Carver County Water Management Organization (WMO) Do?

The Carver County Water Management Organization protects, preserves, and manages lakes, rivers and wetlands within its boundaries. The organization covers 320 square miles (35 lakes larger than 10 acres, and 265 miles of stream) and includes the following watersheds: Bevens Creek Carver Creek, East Chaska Creek, West Chaska Creek and parts of Pioneer Sarah and the Crow River. All areas in blue on the map below are within the Carver Co WMO boundaries.

The primary responsibilities of the Carver Co WMO include:

- Monitor the health of lakes, rivers and wetlands,
- Educate on and encourage stewardship of water resources
- Manage the county's aquatic invasive species program
- Provide permits to manage stormwater runoff during and after construction projects
- Manage the Wetlands Conservation Act for the county
- Install projects that protect or restore surface waters and groundwater

The activities of the district are managed by the County Board of Commissioners, a Citizens Advisory Committee, and a Technical Advisory Committee. For more info or to sign up for the Carver Co WMO newsletter, visit [www.co.carver.mn.us](http://www.co.carver.mn.us).





Norwood Young America  
310 Elm Street West - PO Box 59  
Norwood Young America, MN 55368  
952-467-1800

## City Council

Mayor Carol Lagergren  
952-467-2376

Council Member Brooke Allen  
218-404-6172

Council Member Mike McPadden  
952-467-3994

Council Member Alan Krueger  
952-467-3317

Council Member Charlie Storms  
952-467-2014

Email: [Info@cityofnya.com](mailto:Info@cityofnya.com) for any  
comments or questions.

## City Hall Staff

City Administrator Andrea Aukrust

Clerk-Finance Director  
Angela Brumbaugh

Community & Economic Dev Director  
Karen Hallquist

Accounting Clerk Alicia Menzel

Community & Economic Dev Admin.  
Assistant  
Cristi Kinkel

Fire Chief Steve ZumBerge  
507-469-9145

Email: [Info@cityofnya.com](mailto:Info@cityofnya.com) for any  
comments or questions.

**After hours City emergency**  
(i.e. watermain break),  
call 952-769-7284.



@cityofnya  
@cityofnyamn

PRSR STD  
ECRWSS  
U.S. POSTAGE  
**PAID**  
EDDM Retail

\*\*\*\*\*ECRWSSDDM\*\*\*\*

Postal Customer  
NYA, MN 55397 and 55368

## Save the dates!

(add them to the NYA Fire Department Calendar!  
Extra calendars available at City Hall)

### March

Sat, Mar 18: NYA Library Book Sale 1-4pm  
Tues, Mar 21: Parks & Rec Mtg 5:15pm City Hall  
Mon, Mar 27: Workshop/City Council Mtg 5pm City Hall  
Thurs, Mar 30: Fare For All @ All Saints 3-5pm

### April

Sun, Apr 2: NYA Lions Pancake Breakfast @ Pavilion 8am  
Tues, Apr 4: Planning Commission @ City Hall 6pm  
Wed, Apr 5: NYA Senior Center @ Pavilion 10-2pm  
Fri, Apr 7: Free Food Distribution @ City Hall 2-3pm  
Fri, Apr 7: Norwood Baseball Fish Fry @ Pavilion 4-8pm  
Mon, Apr 10: City Council @ City Hall 6pm  
Wed, Apr 12: Econ Dev Commission @ City Hall 6pm  
Wed, Apr 19: NYA Senior Center @ Pavilion 10-2pm  
Thurs, Apr 20: Senior Advisory Commission 9am  
Sat, Apr 22: Beyond the Yellow Ribbon Banquet @ Pavilion  
Mon, Apr 24: City Council @ City Hall 6pm  
Wed, Apr 26-28: NYA City Wide Garage Sales  
Sat, Apr 29: NYA Spring Clean Up Day @ CES 8-10am

### NYA Food Distributions

2023

#### NYA City Hall Parking Lot

**2:00-3:00pm**

- Friday, April 7, 2023
- Friday, May 5, 2023
- Friday, June 2, 2023

Drive-thru event while supplies last.  
Event supported through the CAP  
Agency and  
Carver Co Public Health.



## 2023 Lifeguards Wanted

The City of Norwood Young America is currently seeking Lifeguards and/or WSI Certified Lifeguards for the 2023 Summer Season. Applications will be accepted until the positions are filled. Applications are available at City Hall or visit [www.cityofnya.com](http://www.cityofnya.com) (select How Do I, Apply For a Job). Please contact Angela at 952-467-1807 or email [cityclerk@cityofnya.com](mailto:cityclerk@cityofnya.com) with any questions.

### Dog Licenses

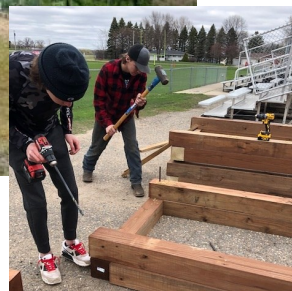
NYA residents must have their pet licensed annually with the City. \$5/pet/year. Stop at City Hall with current vaccine papers.

### Sump Pump Regulations

All sump pumps must be day-lighted into your yard or into the storm sewer—not into your neighbors yard or a public sidewalk. Sump pumps should also not be connected into the sanitary sewer! Doing so results in the treatment of unnecessary amounts of water, putting additional strain on the treatment system and raising prices for everyone.

### Golf Cart/ATV Permit

Chapter 7 of the NYA City Code allows for a person to drive a Golf Cart or Class 2 ATV on City streets as long as a permit is obtained and the operator has a valid driver's license. There is an annual permit fee of \$10.00 for these recreational vehicles. Applications can be filled out right at City Hall or found on the City website at [www.cityofnya.com](http://www.cityofnya.com).



**Interested in a  
garden plot for the 2023  
growing year?**  
**Call City Hall to reserve your spot—  
952-467-1800**  
**The Central High School  
Industrial Tech class will be  
constructing eight (8) more  
garden plots for 2023!**

Sign up for automatic  
Direct Pay for your monthly  
water/sewer bill. Visit  
[www.cityofnya.com](http://www.cityofnya.com) for the  
Direct Payment  
Authorization form or  
stop by City Hall  
to pick up a form.