



ADEL CITY COUNCIL AGENDA

Tuesday, April 28, 2026 at 6:00 PM

Adel Library Community Room, 303 S 10th Street Adel, IA 50003

FULL AGENDA PACKET ACCESS *To access the full Agenda Packet please visit [Agendas & Minutes \(adeliowa.gov\)](#) and click on the link to the Agenda Packet for this meeting.*

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF THE AGENDA

4. PUBLIC HEARING

4.a. Public Hearing on the Proposed Vacation of Two Alleys Located Within Block 37 and 38 of the East Addition to Adel, Dallas County, Iowa

5. MAYORAL RECOGNITION

5.a. Programming and Community Outreach Librarian Jessica Delp - 5 Years of Service

5.b. Wastewater Operator Elijah Kasap - 5 Years of Service

6. COMMENTS FROM THE PUBLIC

Please state your name and address for the record before proceeding with your comments. Individual remarks are limited to 3 minutes, with the overall Comments from the Public period limited to 20 minutes. Under Iowa Open Meetings Law, the City Council can take no formal action on comments given during the Comments from the Public period which do not relate to Action Items on the agenda.

7. CONSENT AGENDA

7.a. Consider Approval of City Council Meeting Minutes Dated April 14, 2026; City Council Meeting Minutes Dated April 21, 2026

7.b. Consider Approval of 2026/2027 Tobacco Permits:

- Caseys #1680
- Tiger Spirits
- Mega Saver
- Caseys #3826
- CIV Plus

7.c. Consider Approval of Special Event – Adel Partners Chamber of Commerce, 2026 Adel Farmers Market– Every Tuesday Night starting June 2, 2026 through October 27, 2026

7.d. Consider Approval of Resolution No. 26-55, Approving Road Closure for Adel Farmers Market

7.e. Consider Approval of 28E Agreement for Maintenance and Repair of Primary Roads in Municipalities

8. REGULAR AGENDA ITEMS

- 8.a. Consider Approval of Ordinance No. 437, Amending the Zoning Ordinance by Changing the Zoning Classification of 24768 Highway 6 from R-1 (Single Family Residential) to C-3 (Highway Commercial) - Second Reading
- 8.b. Consider Approval of Ordinance No. 438, Vacating Two Alleys Located Within Blocks 37 and 38 of the East Addition to Adel, Dallas County, Iowa - First Reading
- 8.c. Consider Approval of Resolution No. 26-56, Fixing Date for a Public Hearing on the Proposal to Convey Vacated Right-of-Way to Dallas County, and Providing for Publication of Notice Thereof
- 8.d. Consider Approval of Resolution No. 26-57, Setting Date of Public Hearing, Directing Publication of Notice, and Directing the Mailing of Notice of Hearing on Proposed Voluntary Annexation for Which 80% or More Owners Request Annexation

9. REPORTS

- 9.a. City Administrator
- 9.b. Department Heads
- 9.c. City Council
- 9.d. Mayor

10. ADJOURNMENT

NOTICE OF PUBLIC HEARING ON THE PROPOSED VACATION OF TWO ALLEYS LOCATED WITHIN BLOCKS 37 AND 38 OF THE EAST ADDITION TO ADEL, DALLAS COUNTY, IOWA

The City of Adel hereby gives notice that at the regular meeting of the City Council to be held at the Library Community Room, 303 S 10th Street, Adel, IA 50003, on the 28th day of April, 2026, at 6:00 p.m., the City Council will hold a public hearing and consider whether to approve by ordinance the vacation of the following public property, to wit:

DESCRIPTION OF ALLEY VACATION #1

THE TEN FOOT ALLEY LYING EAST OF AND ADJOINING LOT 4, BLOCK 37 OF THE EAST ADDITION TO ADEL, DALLAS COUNTY, IOWA.

METES AND BOUNDS DESCRIPTION OF ALLEY VACATION #1

BEGINNING AT THE SOUTHEAST CORNER OF LOT 4, BLOCK 37 OF THE EAST ADDITION TO ADEL, IOWA; THENCE N00°09'21"W ALONG THE EAST LINE OF SAID LOT 4, A DISTANCE OF 132.00 FEET TO THE NORTHEAST CORNER OF SAID LOT 4; THENCE N89°51'59"E, 10.00 FEET; THENCE S00°09'21"E, 132.00 FEET; THENCE S89°51'59"W, 10.00 FEET TO THE POINT OF BEGINNING, CONTAINING 1320 SQUARE FEET.

DESCRIPTION OF ALLEY VACATION #2

THE TEN FOOT ALLEY AND SIXTEEN AND ONE HALF FOOT ALLEY LYING EAST OF AND SOUTH OF AND ADJOINING LOTS 1 AND 2, BLOCK 38 OF THE EAST ADDITION TO ADEL, DALLAS COUNTY, IOWA.

METES AND BOUNDS DESCRIPTION OF ALLEY VACATION #2

BEGINNING AT THE SOUTHWEST CORNER OF LOT 2, BLOCK 38 OF THE EAST ADDITION TO THE CITY OF ADEL, DALLAS COUNTY, IOWA; THENCE N89°51'58"E ALONG THE SOUTH LINES OF LOTS ONE AND TWO OF SAID BLOCK 38, A DISTANCE OF 133.86 FEET TO THE SOUTHEAST CORNER OF SAID LOT ONE; THENCE N00°09'21"W ALONG THE EAST LINE OF SAID LOT ONE, A DISTANCE OF 132.00 FEET TO THE NORTHEAST CORNER OF SAID LOT ONE, THENCE N89°51'59"E, 10.00 FEET; THENCE S0°09'21"E, 148.50 FEET; THENCE S89°51'59"W, 143.89 FEET TO A POINT ON THE EAST LINE OF FIFTH STREET, AS PRESENTLY ESTABLISHED; THENCE N00°09'21"W ALONG SAID LINE, 16.50 FEET TO THE POINT OF BEGINNING, CONTAINING 3694 SQUARE FEET.


A property area map is available for public inspection in the office of the City Clerk.

At the above meeting the Council shall receive oral or written objections from any resident

or property owner of said City to the proposal to vacate the public right-of-way. After all objections have been received and considered, the Council will at this meeting or at any adjournment thereof, take additional action on the proposal or will abandon the proposal to vacate the public property.

This Notice is given by authority of the City Council of the City of Adel, Iowa.

4916-0747-2540-1\10113-1000



Certificate of Appreciation


presented to

Jessica Delp

in recognition of her 5 years of service to

*The Citizens of Adel and
The Adel Library*

Timothy E. Crannell, Mayor



Certificate of Appreciation

presented to

Elijah Kasap

in recognition of his 5 years of service to

*The Citizens of Adel and
The Public Works Department*

Timothy E. Crannell, Mayor

Adel City Council
April 14, 2026 - Meeting Minutes

CALL TO ORDER

The Adel City Council met in regular session at the Community Room in the Adel Public Library, 303 S. 10th Street, Adel, Iowa on Tuesday, April 14, 2026. At 6:00 p.m., Mayor Crannell called the meeting to order.

ROLL CALL

The following Council Members answered roll: Ockerman, Trout, McAdon, West, and Hawkins.
Staff Present: City Administrator Vick, Deputy City Administrator/Finance Director Sandquist, City Clerk Erickson, City Attorney Stone, Public Works Director Overton, Library Director Jayne, Community Development Director Nichols, Police Officer Gibson, Police Officer Randolph (virtually), Police Officer DeVoll, Police Officer Gummert, and Police Chief Book.

APPROVAL OF THE AGENDA

Motion by Ockerman, seconded by Hawkins, to approve the agenda .

Roll: Ayes - Unanimous. Motion Carried.

OATH OF OFFICE

4.a. Police Officer - Jason Gibson (administered by Mayor, Timothy E. Crannell)

4.b. Police Officer - Shawn Randolph (administered virtually by Mayor, Timothy E. Crannell)

PROCLAMATION

5.a. Arbor Day - Friday, April 24, 2026

PUBLIC HEARING

6.a. Public Hearing for the Adoption of Fiscal Year 2026-2027 Budget

Motion by West, seconded by Ockerman, to open the public hearing at 6:06 p.m.

Roll: Ayes - Unanimous. Motion Carried.

No written or oral comments.

Motion by Trout, seconded by West, to close the public hearing at 6.07 p.m.

Roll: Ayes - Unanimous. Motion Carried.

6.b. Public Hearing on the Application and Proposal for Voluntary Annexation of Property to the City of Adel, Iowa, for Which 80% or More Owners Request Annexation

Motion by West, seconded by Hawkins, to open the public hearing at 6.07 p.m.

Roll: Ayes - Unanimous. Motion Carried.

Received comments from: Jodie Hutzell, 511 Rapids Street, Adel, and Tom Henderson, Whitfield & Eddy, P.L.C., 699 Walnut Street, Des Moines, representing Birdie Dogs Acres Trust.

Motion by Hawkins, seconded by West, to close the public hearing at 6.17 p.m.

Roll: Ayes - Unanimous. Motion Carried.

6.c. Public Hearing for the Rezoning of Property Located at 24768 Hwy 6 from R-1 (Single Family) to C-3 (Highway Commercial)

Motion by West, seconded by Hawkins, to open the public hearing at 6.17 p.m.

Roll: Ayes - Unanimous. Motion Carried.

Received written correspondence from Zoe Jordan, 29185 Prospect Circle, Adel.

Motion by West, seconded by Hawkins, to close the public hearing at 6:19 p.m.

Roll: Ayes - Unanimous. Motion Carried.

CONSENT AGENDA

8.a. Consider Approval of City Council Meeting Minutes Dated March 23, 2026, 6:00 p.m.; City Council Meeting Minutes dated March 23, 2026, 6:30 p.m.; and Committee of the Whole Meeting Minutes dated March 3, 2026

- 8.b. Acknowledgement of Receipt of City Reports & Board/Commission Minutes
 - 8.c. Consider Approval of March Bills and March 31, 2026 Treasurer's Report
 - 8.d. Consider Approval of 2026/2027 Tobacco Permit - Fareway
 - 8.e. Consider Approval of Alcohol Licenses
 - 8.f. Consider Approval of Sound Permit - Team RunFree 5K - Saturday, June 13, 2026
 - 8.g. Consider Approval of Resolution No. 26-46, Approving the Temporary Closing of Public Ways or Grounds in Connection with a Special Event Known As Adel Rotary Safety Bike Rodeo
 - 8.h. Consider Approval of Pay Application No. 1 - Rapids Street Reconstruction Project
 - 8.i. Consider Acknowledgment of Receipt of the City of Adel 2024-2025 Audit
 - 8.j. Consider Approval Authorizing the Mayor and City Clerk to Sign the Termination of Pre Annexation Agreement for a Portion of the Properties Owned by Marco Properties, LLC
- Motion by Ockerman, seconded by Trout, to approve the Consent Agenda.**

Roll: Ayes - Unanimous. Motion Carried.

REGULAR AGENDA ITEMS

- 9.a. Update from the Raccoon River Valley Trail Association - Patrick Steele, RRVT Association Chairperson

- 9.b. Consider Approval of Resolution No. 26-47, Approving the Fiscal Year 2026-2027 Budget
Motion by Ockerman, seconded by McAdon, to approve Resolution No. 26-47.

Roll: Ayes - Unanimous. Motion Carried.

- 9.c. Consider Approval of Ordinance No. 434, Amending Water Rates - First Reading
Motion by McAdon, seconded by Trout, to approve the first reading of Ordinance No. 434.

Roll: Ayes - McAdon, West and Trout. Nays - Ockerman and Hawkins. Motion Carried.

- 9.d. Consider Approval of Ordinance No. 435, Amending Sewer Rates - First Reading
Motion by McAdon, seconded by Trout, to approve the first reading of Ordinance No. 435.

Roll: Ayes - Unanimous. Motion Carried.

- 9.e. Consider Approval of Ordinance No. 436, Adjusting Storm Water Rates - First Reading
Motion by McAdon, seconded by Trout, to approve the first reading of Ordinance No. 436.

Roll: Ayes - Unanimous. Motion Carried.

- 9.f. Consider Approval of Resolution No. 26-48, Approving FY26-27 Non-Union City Employee Wages
Motion by Hawkins, seconded by McAdon, to approve Resolution No. 26-48.

Roll: Ayes - Unanimous. Motion Carried.

- 9.g. Consider Approval of Resolution No. 26 -49, Approving the Application and Proposal for the Voluntary Annexation of Property to the City of Adel, Iowa for which 80% or More Owners Request Annexation
Motion by Ockerman, seconded by West, to approve Resolution No. 26-49.

Roll: Ayes - Unanimous. Motion Carried.

- 9.h. Consider Approval of Ordinance No. 437, Amending the Zoning Ordinance by Changing the Zoning Classification of 24768 Highway 6 from R-1 (Single Family Residential) to C-3 (Highway Commercial) - First Reading

Motion by West, seconded by Ockerman, to approve the first reading of Ordinance No. 437.

Roll: Ayes - Ockerman, McAdon, West and Trout. Nays - Hawkins.

- 9.i. Consider Approval of Setting a Date for a Public Hearing for the FY 25-26 Budget Amendments - Tuesday, May 12, 2026, at 6:00 p.m.

Motion by West, seconded by Hawkins, to approve setting the date for a public hearing for the fiscal year 2025-2026 budget amendments for Tuesday, May 12, 2026, at 6:00 p.m.

Roll: Ayes - Unanimous. Motion Carried.

9.j. Consider Approval of Resolution No. 26 -50, Fixing Date for a Public Hearing on the Proposed Vacation of two alleys located within Blocks 37 and 38 of the East Addition to Adel, Dallas County, Iowa
Motion by Ockerman, seconded by McAdon, to approve Resolution No. 26-50, fixing the date of the public hearing for Tuesday, April 28, 2026, at 6:00 p.m.
Roll: Ayes - Unanimous. Motion Carried.

9.k. Consider Approval of Resolution No. 26-51, Approving Electronic Bidding Procedures and Distribution of Preliminary Official Statement
Motion by West, seconded by McAdon, to approve Resolution No. 26-51.
Roll: Ayes - Unanimous. Motion Carried.

9.l. Consider Approval of Resolution No. 26-45, Approving & Accepting Easements Related to the Evans Park - Raccoon River Valley Trail Project (O'Brien)
Motion by Ockerman, seconded by West, to approve Resolution No. 26-45.
Roll: Ayes - Unanimous. Motion Carried.

9.m. Consider Approval of Resolution No. 26-52, Approval of the Revised Preliminary Plat for Southbridge Plat 11
Motion by Trout, seconded by West, to approve Resolution No. 26-52.
Roll: Ayes - Unanimous. Motion Carried.

9.n. Consider Approval of Resolution No. 26-53, Appointing Title VI Coordinator for the City of Adel, Iowa
Motion by Ockerman, seconded by West, to approve Resolution No. 26-53.
Roll: Ayes - Unanimous. Motion Carried.

9.o. Consider Approval of Partnering with Washington University to Distribute a Community Survey
Motion by Hawkins, seconded by West, to approve partnering with Washington University to distribute a community survey.
Roll: Ayes - Unanimous. Motion Carried.

REPORTS

- 10.a. City Administrator
- 10.b. Deputy City Administrator/Finance Director - Review of Audit Findings
- 10.c. City Council
- 10.d. Mayor

ADJOURNMENT - Meeting was adjourned at 7:32 p.m.

Timothy E. Crannell, Mayor

Attest: _____
Carrie Erickson, City Clerk

Adel City Council
April 21, 2026 - Meeting Minutes

CALL TO ORDER

The Adel City Council met in special session at the Community Room in the Adel Public Library, 303 S. 10th Street, Adel, Iowa on Tuesday, April 21, 2026. At 6:00 p.m., Mayor Crannell called the meeting to order.

ROLL CALL

The following Council Members answered roll: Ockerman, McAdon, and West (attended virtually).

Absent: Trout and Hawkins.

Staff Present: City Administrator Vick, Deputy City Administrator/Finance Director Sandquist, City Clerk Erickson, and Police Chief Book.

APPROVAL OF THE AGENDA

Motion by Ockerman, seconded by McAdon, to approve the agenda .

Roll: Ayes - Unanimous. Motion Carried.

COMMENTS FROM THE PUBLIC

1. Lindsay Becker, resident of South Forty Estates at 2718 South Forty Lane, addressed the Council, sharing concerns around tree removal of a property to the west of hers as well as the plans for sanitary sewer extension.

REGULAR AGENDA ITEMS

5.a. Resolution No. 26 -54, Directing Sale of \$4,920,000* (Subject to Adjustment Per Terms of Offering) General Obligation Capital Loan Notes, Series 2026

Motion by Ockerman, seconded by McAdon, to approve Resolution No. 26-54.

Roll: Ayes - Unanimous. Motion Carried.

ADJOURNMENT - Meeting was adjourned at 6:14 p.m.

Timothy E. Crannell, Mayor

Attest: _____

Carrie Erickson, City Clerk



< CITY OF ADEL

Retail Tobacco License Review

CITY OF ADEL
1607370800



Application Information

Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : CASEYS MARKETING COMPANY

Type of ownership : Corporation

Primary office address : 1 SE CONVENIENCE BLVD ANKENY IA 50021-9672

Legal Ownership Phone : [REDACTED]

Legal Ownership Email : [REDACTED]

Application Information

City/County Permit Number : FY2025-003

Sales and Use Permit Number : 125009976

Location Name : CASEY'S #1680

Location Phone Number : [REDACTED]

Location Address : 816 GREENE ST ADEL IA 50003-1744

Location Mailing Address : [REDACTED]

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 75.00

Types of Sales : Over the Counter

Type of Establishment : Convenience store/gas station

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

Ownership Details

Owner	Position	Single Line Address
FABER, SCOTT	Owner	[REDACTED]
LARSEN, ERIC	Owner	[REDACTED]
BEECH, DOUGLAS	Owner	[REDACTED]
CASEY'S GENERAL STORES, IN	Company	[REDACTED]
JOHNSON, BRIAN	Owner	[REDACTED]
JAMES, SAMUEL	Owner	[REDACTED]

Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information

in text form or as a PDF upload. Local authorities may review this information during the application review process.

File Name	View File
2026 TOBACCO SUPPLIERS.pdf	View File

Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision *

Approve	Deny
---------	------



Cancel

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< CITY OF ADEL

Retail Tobacco License Review

CITY OF ADEL
1607370800



[Application Information](#)

Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : SMD SPIRITS LLC

Type of ownership : Limited Liability Company

Primary office address : 608 GREENE ST STE 2 ADEL IA 50003-1827

Legal Ownership Phone : [REDACTED]

Legal Ownership Email : [REDACTED]

Application Information

Sales and Use Permit Number : 309408424

Location Name : TIGER SPIRITS

Location Phone Number : [REDACTED]

Location Address : 608 GREENE ST STE 2 ADEL IA 50003-1827

Location Mailing Address : [REDACTED]
[REDACTED]

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 75.00

Types of Sales : Over the Counter

Type of Establishment : Liquor store

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

Ownership Details

Owner	Position	Single Line Address
MCGREGOR, KELLAN	Member	[REDACTED]
DOWNS, KOIY	Manager	[REDACTED]
SINGH, INDERJEET	Member	[REDACTED]

Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

Coremark
lowalImports

Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision *

Approve	Deny
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< CITY OF ADEL

Retail Tobacco License Review

CITY OF ADEL
1607370800



Application Information

Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : TFL INC
Type of ownership : Corporation
Primary office address : 202 S 73RD ST OMAHA NE 68114-4616
Legal Ownership Phone : [REDACTED]
Legal Ownership Email : [REDACTED]

Application Information

City/County Permit Number : FY2026-008
Sales and Use Permit Number : 307505620
Location Name : MEGA SAVER
Location Phone Number : [REDACTED]
Location Address : 409 NILE KINNICK DR N ADEL IA 50003-1113
Location Mailing Address : [REDACTED]
Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 75.00

Types of Sales : Over the Counter

Type of Establishment : Convenience store/gas station

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

Ownership Details

Owner	Position	Single Line Address
SAMIEV, KAMOL	VP	[REDACTED]
SAMIEV, ABDURASHID	President	[REDACTED]

Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

AMCON

Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved.

However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision *

Approve	Deny
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< CITY OF ADEL

Retail Tobacco License Review

CITY OF ADEL
1607370800



Application Information

Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : CASEYS MARKETING COMPANY

Type of ownership : Corporation

Primary office address : 1 SE CONVENIENCE BLVD ANKENY IA 50021-9672

Legal Ownership Phone : [REDACTED]

Legal Ownership Email : [REDACTED]

Application Information

City/County Permit Number : FY2026-002

Sales and Use Permit Number : 125015673

Location Name : CASEY'S #3826

Location Phone Number : [REDACTED]

Location Address : 1738 NILE KINNICK S ADEL IA 50003

Location Mailing Address : [REDACTED]

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 75.00

Types of Sales : Over the Counter

Type of Establishment : Convenience store/gas station

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

Ownership Details

Owner	Position	Single Line Address
FABER, SCOTT	Officer	[REDACTED]
LARSEN, ERIC	Owner	[REDACTED]
BEECH, DOUGLAS	Owner	[REDACTED]
CASEY'S GENERAL STORES, IN	Company	[REDACTED]
JOHNSON, BRIAN	Officer	[REDACTED]
JAMES, SAMUEL	Owner	[REDACTED]

Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information

in text form or as a PDF upload. Local authorities may review this information during the application review process.

File Name	View File
2026 TOBACCO SUPPLIERS.pdf	View File

Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision *

Approve	Deny
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< CITY OF ADEL

Retail Tobacco License Review

CITY OF ADEL
1607370800



Application Information

Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : CIV PLUS ADEL LLC

Type of ownership : Limited Liability Company

Primary office address : 11338 AURORA AVE BLDG 10
URBANDALE IA 50322-7907

Legal Ownership Phone : [REDACTED]

Legal Ownership Email : [REDACTED]

Application Information

City/County Permit Number : 2026-006

Sales and Use Permit Number : 301608629

Location Name : CIV PLUS ADEL

Location Phone Number : [REDACTED]

Location Address : 710 COMMON PL STE 200 ADEL IA 50003-8044

Location Mailing Address : [REDACTED]
[REDACTED]

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 75.00

Types of Sales : Over the Counter

Type of Establishment : Alternative nicotine/vapor store

Types of Products Sold : Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

Ownership Details

Owner	Position	Single Line Address
ALSHARIF, SUSAN	Owner	[REDACTED]
HALFHILL, COREY	Owner	[REDACTED]
REYNOLDS, MONICA	Owner	[REDACTED]

Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

File Name	View File
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File Name

View File

Suppliers.xlsx

[View File](#)

Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision *

Approve

Deny

Cancel



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Roads would be temporarily closed weekly on Tuesdays June 2-October 27, 2026 beginning at 2pm to help move traffic out ahead of vendor set-up time.

2pm Cones/Barricades with notice of no parking on Main Street and 10th

3pm Vendor set-up facing street (roughly 30 or so on routine basis)

4pm Adel Farmers Market starts

7pm Adel Farmers Market ends

8pm Vendors exit



At 1016 Main Street, speakers, microphone and amplifiers will be placed into the lawn. This will be approximately 112 feet from the pavilion to the end of the street.

Special Event Permit Application

[Print](#) [Del](#)

Submitted by: Erin Milroy

Submitted On: 2026-04-09 16:20:54

Submission IP: 173.20.171.10 (172.31.67.9)

proxy-IP (raw-IP)

Status: Open

Priority: Normal

Assigned To: Carrie Erickson

Due Date: Open

Attachments

- [Layout of Farmers Market downtown for event application 4.9.26.docx](#) - 2026-04-09 04:20:55 pm
- [Draft message to businesses for Farmer Market business.docx](#) - 2026-04-09 04:20:55 pm

SPECIAL EVENT PERMIT APPLICATION

Please see the [Special Event Permit Guidelines & Requirements](#) before filling out the application below. Contact Administrative Clerk, Sarah Hauser, with any questions: shauser@adeliowa.gov.

* Event Name	* Date(s) of Event
Adel Farmers Market	June 2,9,16,23,30; July 7,14,21,28, Aug 4,11,18,25, Sept 1,8,15,22,29, Oct 6, 13, 20, 27
* Sponsor / Contact Person First Name	* Sponsor / Contact Person Last Name
Erin	Milroy
* Address	
<div style="background-color: black; height: 15px; width: 100%;"></div>	
Please include Street Address, City, State, Zip	
* Phone	* Email
<div style="background-color: black; height: 15px; width: 100%;"></div>	<div style="background-color: black; height: 15px; width: 100%;"></div>
* Type of Event (Check all that apply)	If your event type is not listed, please type in here:
<input type="checkbox"/> Parade	
<input type="checkbox"/> Athletic Event	
<input type="checkbox"/> Walk/Run	
<input checked="" type="checkbox"/> Fair/Festival	
<input type="checkbox"/> Outdoor Concert	
* Time of Event: setup time, start time, end time, and cleanup time.	
setup time 3-4pm, event time 4-7pm cleanup 8pm	

*** Event Description**

Adel Farmers market provides locally grown produce and other "farm" items- all other merchandise will be limited at the discretion of the AFM. Merchandise available for sale must be produced or grown in individual home or business with items available for purchase each market day throughout the season. T [REDACTED]
[REDACTED]

*** Upload a Map of the Event Layout**

Choose File No file chosen

The Upload a Map of the Event Layout field is required

Include details like tent locations / kybos / sound or stage, etc. The map may be hand drawn.

*** Estimated Attendance**

100

*** Will there be admission/registration fees?**

Yes
 No

If answered "yes", how much?

*** Will alcohol be served?**

Yes No

A liquor permit and Dram Shop Insurance are required for the sale of alcohol to the public during any event where an admission fee is charged. City Council approval is required for sale or service of alcohol. Certified police officers are required by the Chief of Police, at the applicant's expense, for all events requiring an alcohol license. Please contact the Chief of Police to confirm the number of certified police officers needed for your event at 515-993-6723.

*** Will you be using outdoor tents greater than 200 square feet?**

No

*** Will you be using an outdoor canopy greater than 400 square feet?**

No

Location of the tent or canopy must be coordinated with the City Staff. If using a tent, permission must be granted before tentstakes are drilled or pounded into parking lots or grounds, and the applicant must pay for any repairs associated with the installation of the tent.

*** Will you be using inflatable rides or devices?**

Yes

Location of the inflatable(s) must be coordinated with City Staff

*** Will you need access to a water source?**

No

If yes, what is the water to be used for?

Additional charges may apply.

*** Will you be using live amplified sound?**

Yes

If yes, a sound permit is required as noted in City Ordinance Chapter 43. The Sound Permit Application is on the Permits and Forms page on the City of Adel website. Please complete and return with fees.

*** Will you need access to a electricity?**

Yes

If yes, please explain:

We will determine if this is needed.

Electricity is limited. Please be specific regarding equipment used and amperage needed. On site power may be insufficient to meet all electrical needs.

*** Will your event have fireworks or pyrotechnics?**

No

If yes, explain the location and type of fireworks/pyrotechnics. Also, list competent Operator's name, phone, and email:

* Will you need temporary street closures? If yes, please list the requested street closures (i.e., Main St between 9th St and 10th St):

Yes Please see map with details for where street would be closed with red lines,

Additional \$25 fee will apply.

If the event requires street closures, all businesses and residents must be notified of the street closures and directed to contact the City Clerk with any concerns or complaints. Please advise how you plan to notify (door-to-door, mailer/flyer, etc.):

We plan to notify them via mail/email/phone call

If using a mailer/flyer, please attach a copy for review:

No file chosen

Please provide the number of portable toilets / kybos provided:

2

Please provide the garbage collection plans:

City will support providing 3 garbage pickup points weekly.

* Is there any special set-up that you will need the City to provide?

Yes

If yes, please explain in detail:

Street barricades along route set-up, notices for no parking beginning at 2pm, and return pickup on Wednesday am

Any volunteers/event staff along a race route or road will be required to wear high-visibility clothes on the outermost part of their clothing.

• • •

Fees for all City, Chamber, ADM School, and Dallas County events will be waived. However, the late fee charges will still apply

Request for Fee Waiver

The below criteria must be met in order to be considered for a fee waiver. Only City Council can approve a partial or full fee waiver. NOTE: Late fee charges will still apply.

Criteria:

- The event is sponsored by a non-profit agency or organization.
- Proceeds from the event will benefit a local charity, non-profit organization, fundraisers/benefits for local resident/families, or civic organizations. (Local = within ADM School District area)

To request a fee waiver, a written request must be received with the following information:

- Requesting a partial or full fee waiver. If requesting a partial fee waiver, please advise how much you are requesting to be waived.
 - The reason for requesting a partial or full fee waiver.
- What local charity or organization will be receiving the proceeds?

I hereby certify the above statements are true and correct, to the best of my knowledge, and that false statements(s) may be grounds for denial of the application. It is understood the activities at all times during the event shall comply with all applicable City ordinances. It is further understood the individual and the organization or association will be responsible for any and all damages arising as a result of this event.

In accordance with the executed Indemnification and Hold Harmless Agreement, the applicant hereby waives any and all claims which the applicant may have as a result of this event against the City of Adel, Iowa its officers, agents, employees, or board members. It is further understood a certificate of public liability insurance will be required before conducting the proposed event.

I have been advised of the requirements for the conduct of a special event in the City of Adel and I, or the organization I represent, have met or will meet all requirements established by the City. Further, I understand that if all requirements are not met, the Special Event Permit can be canceled by the City at any time including at the start of or during the event. If this event is sponsored by an organization, I hereby certify I have

the legal authority to represent the applicant and/or the participants, and I have read the requirements for issuance of the permit and the Hold Harmless Agreement, understand their provisions, and freely and voluntarily sign this application.

It is further understood the City of Adel Administrator or City Clerk has the authority to grant or deny permission for this event unless alcohol is being served or main streets are being barricaded.

*** Electronic Signature of Applicant**

Erin Milroy

Block Party and Street Closure Permit Application

[Print](#) [Del](#)

Submitted by: Erin Milroy

Submitted On: 2026-04-09 16:33:54

Submission IP: 173.20.171.10 (172.31.29.198)

proxy-IP (raw-IP)

Status: Open

Priority: Normal

Assigned To: Carrie Erickson

Due Date: Open

Attachments

- [Adel Farmers Market Relocates to Downtown Beginning This Season.docx](#) - 2026-04-09 04:33:56 pm
- [Layout of Farmers Market downtown for event application 4.9.26.docx](#) - 2026-04-09 04:33:56 pm
- [Hold Harmless Agreement adel farmers market 2026.pdf](#) - 2026-04-09 04:33:56 pm

Block Party and Street Closure Permit Application

Before filling out the application below, there are a few items to prepare:

1. Map of the Event: You will be asked to upload a map of the specific area to be used and the street(s) to be blocked off. Except in very limited circumstances, the City will require that a street closure be from cross intersection to cross intersection.
2. [Consent From Residents](#): Please download the Consent from Residents form that will be uploaded during the application process below. 90% of the residents in the area, including any listing agent with a home for sale, must be in favor of and/or approve the request.
3. [Hold Harmless Agreement](#): Please download the Hold Harmless Agreement form that will be uploaded during the application process below. Please make sure to sign on the second page where it says "Organization Representative".
4. A \$100.00 deposit will need to be submitted before the permit may be approved. This deposit will be refunded if the block party is fully cleaned up after the party and the barricades are returned in satisfactory condition.
5. Before the permit can be approved, a \$25.00 fee for street closure must be submitted.

If you would rather fill out the Block Party and Street Closure Permit Application on paper, please email Sarah Hauser, Administrative Clerk, at shauser@adeliowa.gov.

* Event Name	* Start Date of Event	* End Date of Event
Adel Farmers Market	06/02/2026	10/27/2026
	Format: MM/DD/YYYY	Format: MM/DD/YYYY

• • •

CONTACT INFORMATION

* Sponsor/Contact First Name	* Sponsor/Contact Last Name
Erin	Milroy

*** Address**

[Redacted Address]

Street, City, State, Zip

*** Phone**

5159935472

*** Email**

[Redacted Email]

. . .

TIME OF EVENT

*** Event Start Time**

4:00pm

*** Event End Time**

7pm

*** Event Setup Time**

2-4pm

*** Event Cleanup Time**

7-8pm

. . .

EVENT INFORMATION

*** Event Description**

Adel Farmers Market

*** Map File Upload**

No file chosen

The Map File Upload field is required

Please attach a map of the specific area to be used and the street(s) to be blocked off. Except in very limited circumstances, the City will require that a street closure be from cross intersection to cross intersection.

*** Estimated Attendance**

100

*** Will alcohol be served?**

Yes



No alcohol may be kept or consumed on the street. It must be on private property.

*** Will you be using amplified sound?**

Yes



If yes, a sound permit application is required along with applicable fees. The Sound Permit Application can be found on the Permits and Forms page on the website: [LINK TO PAGE!!!](#)

*** Consent from Residents**

No file chosen

The Consent from Residents field is required

90% of the residents in the area, including any listing agent with a home for sale, must be in favor of and / or approve the request.

*** Hold Harmless Agreement**

No file chosen

The Hold Harmless Agreement field is required

Please fill out the Hold Harmless Agreement, sign on the second page where it says "Organization Representative", and upload the file.

• • •

I hereby certify the above statements are true and correct, to the best of my knowledge, and that false statement(s) may be grounds for denial of the application. It is understood the activities at all times during the event shall comply with all applicable federal, state, county, and City laws and regulations. It is further understood that the individual, organization, association, and / or block party organizer will be responsible for any and all damages arising as a result of this event.

In accordance with the executed Indemnification and Hold Harmless Agreement, the applicant hereby waives any and all claims which the applicant may have as a result of this event against the City of Adel, Iowa, its officers, agents, employees, or board members.

I have been advised of policies and procedures for the conduct of a block party in the City of Adel and I, or the organization I represent, have met or will meet all requirements established by the City. Further, I understand that if all requirements are not met, the Block Party and Street Closure Permit may be canceled by the City at any time including at the start of or during the event. If this event is sponsored by an organization, I hereby certify I have the legal authority to represent the applicant and / or the participants, and I have read the requirements for issuance of the permit and the Hold Harmless Agreement, understand their provisions, and freely and voluntarily sign this application.

*** Applicant Signature**

Erin Milroy

Sound Permit Application for Special Events & the Amplification of Live Performances

Print Del

Submitted by: Adel Partners Chamber of Commerce Erin Milroy

Submitted On: 2026-04-22 14:39:32

Submission IP: 207.177.25.49 (172.31.18.54)

proxy-IP (raw-IP)

Status: Completed

Priority: Normal

Assigned To: Sarah Hauser

Due Date: Open

Attachments

- [Farmers market sound details.docx](#) - 2026-04-22 02:39:33 pm

Sound Permit Application

To apply for a sound permit, [please download and complete this form](#) and return it to Adel City Hall or City Administrative Clerk Sarah Hauser at shauser@adeliowa.gov.

Alternatively, you may submit the application by filling out the form below. If you apply via email or using the form below, please send the appropriate permit fee to City Hall.

A complete copy of the City of Adel Noise Ordinance (Ordinance No. 256) is available from the Code Compliance Department. The following is an excerpt from that ordinance as it pertains to the Sound Permit.

43.08 NOISE PERMIT FOR SOUND EQUIPMENT

No person shall use, operate or cause to be used or operated any sound equipment upon the public right-of-way, in any building or upon any public or private premises, if the sound emitted is plainly audible from the public right-of-way within the City, unless such person has obtained a noise permit in accordance with this section, and the actual use or operation of such sound equipment is not inconsistent with the statements made in the application, the conditions imposed in the sound equipment permit or the limitations specified in subsection 4 of this section. A noise permit shall not be transferable, and it shall be conspicuously displayed on or adjacent to the sound equipment.

- Application for Permit. Applications for noise permits shall be made in writing to the City Clerk and shall contain the following information:

A. Name, address, phone number(s) and signature of applicant.

B. The purpose for which the sound equipment will be used.

C. The location where the sound equipment will be used.

D. The number of days of use and proposed hours of operation of the sound equipment.

E. A general description of the sound equipment, including the license number of any motor vehicle upon which it is to be operated.

F. Any other information as may be required by the City Clerk.

- Permit Fee. The fees for a noise permit are as follows:

A. Permits for 1 day or less = \$50.00

B. Permits for 2 through 7 days = \$100.00

No fee is required for a noise permit issued to City, State or Federal government or any governmental subdivision or agency thereof.

- Issuance of Permit. Permits may be issued by the City Clerk. Except as hereinafter provided, if the application contains the required information and is accompanied by the required fee, the noise permit for sound equipment shall be issued with reasonable dispatch. If the event requiring a noise permit has an ending time of 10:00 p.m. or later, the application must be approved by the Council prior to the permit being issued.

Permit applications received less than two (2) weeks before the event may not be processed by the City in time for the event.

*** Is this for the amplification of a live performance?**

- Yes
 No

*** Applicant's First Name**

Adel Partners Chamber of Commerce

*** Applicant's Last Name**

Erin Milroy

*** Applicant's Phone Number**

[REDACTED]

*** Applicant's Email Address**

[REDACTED]

*** Applicant's Address**

[REDACTED]

Street, City, State, Zip Code

*** Have you, the applicant, ever been cited for a violation of the Adel Noise Ordinance?**

- Yes
 No

If yes, please explain:

. . .

*** Property Owner's First Name**

Erin

*** Property Owner's Last Name**

Milroy

*** Property Owner's Address**

[REDACTED]

Street, City, State, Zip Code

Property Owner's Signature

No file chosen

This is only required when the property owner is different than the applicant. Along with the signature and date, the file must contain the following statement: I, the undersigned, hereby acknowledge and certify that I am the record fee title holder of the property for which this sound permit is requested, and I hereby consent to this application for a sound permit as described on this application.

*** Describe the proposed activity (include times, dates, and number of people attending):**

Weekly Farmer's Market from 4-7pm on Tuesdays from June 2-October 27th. Anticipated people attending 200. Customers will be able to sit at the Community Pavilion to enjoy the music.

*** How will parking for this event be handled?**

Parking will be available along streets; handicap parking to be identified; options for HIRTA transportation as well. Vendors will be asked to park along the DAC Admin building

*** Attach a sketch plan of the proposed layout of the sound amplification equipment, including the orientation to and approximate distances from the adjoining properties.**

No file chosen

The Attach a sketch plan of the proposed layout of the sound amplification equipment, including the orientation to and approximate distances from the adjoining properties. field is required

*** Have the adjoining property owners/residents been notified of the event for which this permit is requested?**

- Yes
- No

*** Addresses of adjoining property owners/residents that have been notified:**

Please see file updated with contacts notified for residents. All business owners downtown were notified as well.

You may upload a separate document of all addresses that have been notified if necessary.

Upload separate document of addresses that have been notified here:

No file chosen

*** Describe what measures will be taken, if any, to minimize the effects of this performance on surrounding property:**

As this will be held during hours that align to the ordinance; no other measures will need to be taken, unless required.

. . .

APPLICANT'S CERTIFICATION - I hereby certify under penalty of perjury that the statements furnished including the drawing, present all information required for this application, and that the facts, statements and information presented are true and correct, and based upon my personal knowledge. I hereby acknowledge my obligation to comply with the City of Adel Municipal Code as it pertains to this activity and to obtain any and all necessary City, County, State and Federal permits, approvals and/or clearances, if applicable. Further, I hereby certify that I have read, understand and have received a copy of the conditions for the operation of the Sound Permit, and hereby agree to comply with such conditions. I also understand that should I fail to comply with the agreed upon conditions, my permit may be immediately revoked and that all other applicable penalties, including criminal prosecution may be pursued. Furthermore, by submitting this application online I acknowledge my electronic signature to carry the same weight as my print signature.

*** I have read and agree to the terms above:**

- Yes

*** Applicant's Signature**

Erin Milroy

RESOLUTION NO. 26-55

**RESOLUTION TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS IN
CONNECTION WITH A SPECIAL EVENT KNOWN AS
ADEL FARMERS MARKET**

WHEREAS, Iowa Code Section 364.12(2) states "a city shall keep all public grounds, streets, sidewalks, alleys, bridges, culverts, overpasses, underpasses, grade crossing separations and approaches, public ways, squares, and commons open, in repair and free from nuisance;" and

WHEREAS, Iowa Code Section 364.12(2)(a) states "public ways and grounds may be temporarily closed by resolution;" and

WHEREAS, Adel Farmers Market has requested closure of the following streets and parking spaces for the date(s) and time(s) listed below (please see attached map for Farmers Market location), in conjunction with the special event known as Adel Farmers Market.

Weekly on Tuesdays, June 2, 2026 – October 27, 2026 – 2:00 p.m. – 8:00 p.m.
10th St & Main
10th St & Right before Raccoon River Valley Driveway &
Alleyway
9th St & Main

NOW, THEREFORE, BE IT RESOLVED, pursuant to Iowa Code Section 364.12(2)(a), the City Council of the City of Adel, Iowa does hereby temporarily close the streets as stated above.

Dated this date: _____

Timothy E. Crannell, Mayor

ATTEST:

Carrie Erickson, City Clerk

Block Party and Street Closure Permit Application

[Print](#) [Del](#)

Submitted by: Erin Milroy

Submitted On: 2026-04-09 16:33:54

Submission IP: 173.20.171.10 (172.31.29.198)

proxy-IP (raw-IP)

Status: Open

Priority: Normal

Assigned To: Carrie Erickson

Due Date: Open

Attachments

- [Adel Farmers Market Relocates to Downtown Beginning This Season.docx](#) - 2026-04-09 04:33:56 pm
- [Layout of Farmers Market downtown for event application 4.9.26.docx](#) - 2026-04-09 04:33:56 pm
- [Hold Harmless Agreement adel farmers market 2026.pdf](#) - 2026-04-09 04:33:56 pm

Block Party and Street Closure Permit Application

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4. A \$100.00 deposit will need to be submitted before the permit may be approved. This deposit will be refunded if the block party is fully cleaned up after the party and the barricades are returned in satisfactory condition.
5. Before the permit can be approved, a \$25.00 fee for street closure must be submitted.

If you would rather fill out the Block Party and Street Closure Permit Application on paper, please email Sarah Hauser, Administrative Clerk, at shauser@adeliowa.gov.

* Event Name	* Start Date of Event	* End Date of Event
Adel Farmers Market	06/02/2026	10/27/2026
	Format: MM/DD/YYYY	Format: MM/DD/YYYY

• • •

CONTACT INFORMATION

* Sponsor/Contact First Name	* Sponsor/Contact Last Name
Erin	Milroy

*** Address**

[Redacted Address]

Street, City, State, Zip

*** Phone**

5159935472

*** Email**

[Redacted Email]

. . .

TIME OF EVENT

*** Event Start Time**

4:00pm

*** Event End Time**

7pm

*** Event Setup Time**

2-4pm

*** Event Cleanup Time**

7-8pm

. . .

EVENT INFORMATION

*** Event Description**

Adel Farmers Market

*** Map File Upload**

No file chosen

The Map File Upload field is required

Please attach a map of the specific area to be used and the street(s) to be blocked off. Except in very limited circumstances, the City will require that a street closure be from cross intersection to cross intersection.

*** Estimated Attendance**

100

*** Will alcohol be served?**

Yes



No alcohol may be kept or consumed on the street. It must be on private property.

*** Will you be using amplified sound?**

Yes



If yes, a sound permit application is required along with applicable fees. The Sound Permit Application can be found on the Permits and Forms page on the website: [LINK TO PAGE!!!](#)

*** Consent from Residents**

No file chosen

The Consent from Residents field is required

90% of the residents in the area, including any listing agent with a home for sale, must be in favor of and / or approve the request.

*** Hold Harmless Agreement**

No file chosen

The Hold Harmless Agreement field is required

Please fill out the Hold Harmless Agreement, sign on the second page where it says "Organization Representative", and upload the file.

• • •

I hereby certify the above statements are true and correct, to the best of my knowledge, and that false statement(s) may be grounds for denial of the application. It is understood the activities at all times during the event shall comply with all applicable federal, state, county, and City laws and regulations. It is further understood that the individual, organization, association, and / or block party organizer will be responsible for any and all damages arising as a result of this event.

In accordance with the executed Indemnification and Hold Harmless Agreement, the applicant hereby waives any and all claims which the applicant may have as a result of this event against the City of Adel, Iowa, its officers, agents, employees, or board members.

I have been advised of policies and procedures for the conduct of a block party in the City of Adel and I, or the organization I represent, have met or will meet all requirements established by the City. Further, I understand that if all requirements are not met, the Block Party and Street Closure Permit may be canceled by the City at any time including at the start of or during the event. If this event is sponsored by an organization, I hereby certify I have the legal authority to represent the applicant and / or the participants, and I have read the requirements for issuance of the permit and the Hold Harmless Agreement, understand their provisions, and freely and voluntarily sign this application.

*** Applicant Signature**

Erin Milroy



Roads would be temporarily closed weekly on Tuesdays June 2-October 27, 2026 beginning at 2pm to help move traffic out ahead of vendor set-up time.

2pm Cones/Barricades with notice of no parking on Main Street and 10th

3pm Vendor set-up facing street (roughly 30 or so on routine basis)

4pm Adel Farmers Market starts

7pm Adel Farmers Market ends

8pm Vendors exit



AGENDA ITEM NO. 7.e
AGENDA SECTION: CONSENT
AGENDA

ADEL CITY COUNCIL AGENDA ITEM REPORT

- MEETING DATE:** April 28, 2026
- AGENDA HEADING:** Consider Approval of 28E Agreement for Maintenance and Repair of Primary Roads in Municipalities
- PREVIOUS COUNCIL ACTION:** The same 28E agreement was entered into by the City of Adel on September 29th, 2022, but backdated to include the maintenance and repair of primary roads from July 1, 2021 and expiring June 30, 2026.
- ATTACHMENTS:**
[Iowa DOT Agreement for Maintenance and Repair of Primary Roads in Municipalities.pdf](#)



**Agreement for Maintenance and Repair of
Primary Roads in Municipalities**

This Agreement made and entered into by and between the Municipality of _____, _____ County, Iowa, hereinafter referred to as the Municipality, and the Iowa Department of Transportation, Ames, Iowa, hereinafter referred to as the Department.

AGREEMENT:

In accord with Provisions of Chapter 28E, Sections 306.3, 306.4, 313.3-5, 313.21-23, 313.27, 313.36, 314.5, 321.348 and 384.76 of the Code of Iowa and the Iowa Administrative Rules 761 – Chapter 150 (IAC) the Municipality and Department enter into the following agreement regarding maintenance, repair and minor reconstruction of the primary roads within the boundaries of the Municipality.

I. The Department shall maintain and repair:

A. Freeways (functionally classified and constructed)

1. Maintain highway features including ramps and repairs to bridges.
2. Provide bridge inspection.
3. Highway lighting.

B. Primary Highways – Urban Cross-Section (curbed) (See Sec. II.A)

1. Pavement: Maintain and repair pavement and subgrade from face of curb to face of curb (excluding parking lanes, drainage structures, intakes, manholes, public or private utilities, sanitary sewers and storm sewers).
2. Traffic Services: Provide primary road signing for moving traffic, pavement marking for traffic lanes, guardrail, and stop signs at intersecting streets.
3. Drainage: Maintain surface drainage within the limits of pavement maintenance described in I.B.1 above.
4. Snow and Ice Removal: Plow traffic lanes of pavement and bridges and treat pursuant to the Department's policy.
5. Vehicular Bridges: Structural maintenance and painting as necessary.
6. Provide bridge inspection.

C. Primary Highways – Rural Cross-Section (uncurbed) (See II.B)

1. Maintain, to Department standards for rural roads, excluding tree removal, sidewalks, and repairs due to utility construction and maintenance.

D. City Streets Crossing Freeway Rights of Way (See II.C)

1. Roadsides within the limits of the freeway fence.
2. Surface drainage of right of way.
3. Traffic signs and pavement markings required for freeway operation.
4. Guardrail at piers and bridge approaches.
5. Bridges including deck repair, structural repair, berm slope protection and painting.
6. Pavement expansion relief joints and leveling of bridge approach panels.

II. The Municipality shall maintain and repair:

A. Primary Highways – Urban Cross-Section (curbed) (See Sec. I.B)

1. Pavement: Maintain and repair pavement in parking lanes, intersections beyond the limits of state pavement maintenance; curbs used to contain drainage; and repairs to all pavement due to utility construction, maintenance and repair.
2. Traffic Services: Paint parking stalls, stop lines and crosswalks. Maintain, repair and provide energy to traffic signals and street lighting.
3. Drainage: Maintain storm sewers, manholes, intakes, catch basins and culverts used for collection and disposal of surface drainage.

4. Snow and ice removal: Remove snow windrowed by state plowing operations, remove snow and ice from all areas outside the traffic lanes and load or haul snow which the Municipality considers necessary. Remove snow and ice from sidewalks on bridges used for pedestrian traffic.
5. Maintain sidewalks, retaining walls and all areas between curb and right-of-way line. This includes the removal of trees as necessary and the trimming of tree branches as necessary.
6. Clean, sweep and wash streets when considered necessary by the Municipality.
7. Maintain and repair pedestrian overpasses and underpasses including snow removal, painting and structural repairs.

B. Primary Highways – Rural Cross-Section (uncurbed) (See Sec. I.C)

1. Maintain and repair highway facilities due to utility construction and maintenance.
2. Removal of trees as necessary and the trimming of tree branches as necessary.
3. Maintain sidewalks.

C. City Streets Crossing Freeway Rights of Way (See I.D)

1. All pavement, subgrade and shoulder maintenance on cross streets except expansion relief joints and bridge approach panel leveling.
2. Mark traffic lanes on the cross street.
3. Remove snow on the cross street, including bridges over the freeway.
4. Clean and sweep bridge decks on streets crossing over freeway.
5. Maintain all roadside areas outside the freeway fence.
6. Maintain pedestrian overpasses and underpasses including snow removal, painting, lighting and structural repair.

III. The Municipality further agrees:

- A. That all traffic control devices placed by the Municipality on primary roads within the Municipal boundaries shall conform to the “Manual on Uniform Traffic Control Devices for Streets and Highways.”
- B. To prevent encroachment or obstruction within the right of way, the erection of any private signs on the right of way, or on private property which may overhang the right of way and which could obstruct the view of any portion of the road or the traffic signs or traffic control devices contrary to Section 318.11 of the Code of Iowa.
- C. To comply with all current statutes and regulations pertaining to overlength and overweight vehicles using the primary roads, and to issue special permits for overlength and overweight vehicles only with approval of the Department.
- D. To comply with the current Utility Accommodation Policy of the Department.
- E. To comply with the access control policy of the Department by obtaining prior approval of the Department for any changes to existing entrances or for the construction of new entrances.

IV. Drainage district assessments levied against the primary road within the Municipality shall be shared equally by the Department and the Municipality.

V. Major construction initiated by the Department and all construction initiated by the Municipality shall be covered by separate agreements.

VI. The Department and the Municipality may by a separate annual Supplemental Agreement, reallocate any of the responsibilities covered in Section I of this agreement.

VII. This Agreement shall be in effect for a five year period from July 1, 2026 to June 30, 2031

IN WITNESS WHEREOF, The Parties hereto have set their hands, for the purposes herein expressed, on the dates indicated below.

MUNICIPALITY

IOWA DEPARTMENT OF TRANSPORTATION

By _____

BY _____
District Engineer

Date _____

Date _____



AGENDA ITEM NO. 8.a
AGENDA SECTION: REGULAR
AGENDA ITEMS

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: April 28, 2026

AGENDA HEADING: Consider Approval of Ordinance No. 437, Amending the Zoning Ordinance by Changing the Zoning Classification of 24768 Highway 6 from R-1 (Single Family Residential) to C-3 (Highway Commercial) - Second Reading

ATTACHMENTS:
[Ordinance No. 437, Rezoning 24768 Hwy 6.pdf](#)

ORDINANCE NO. 437

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF ADEL, IOWA, BY CHANGING THE ZONING CLASSIFICATION OF PROPERTY LOCATED AT 24768 HWY 6 FROM R-1, HIGH DENSITY SINGLE-FAMILY RESIDENTIAL DISTRICT, TO C-3, HIGHWAY COMMERCIAL DISTRICT

NOW, THEREFORE, be it ordained by the City Council of the City of Adel, Iowa, that:

SECTION 1. ZONING MAP AMENDMENT. The official zoning map of the City of Adel, Iowa, is hereby amended by changing the zoning classification of the following described real property, from its current classification of R-1, High Density Single-Family Residential District, to C-3, Highway Commercial District, to wit:

Parcel "B" of that part of the Northeast Quarter (NE ¼) of Section 33, Township 79 North, Range 27 West of the 5th P.M., Dallas County, Iowa, as shown on Survey recorded in Book 2002, page 780 of the Dallas County Recorder's Office

The Zoning Administrator is directed to amend the Official Zoning Map to indicate said changes.

SECTION 2. NOTATION. The Zoning Administrator shall hereby record the changes reflected in this ordinance by the ordinance number and date of passage of this ordinance.

SECTION 3. REPEALER. All ordinances or parts of ordinances that are in conflict with this ordinance are hereby repealed.

SECTION 4. SEVERABILITY. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 5. EFFECTIVE. This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law, whichever shall later occur.

Passed and approved by the Adel City Council this _____ day of _____, 2026.

Timothy E. Crannell, Mayor

Attest: _____
Carrie Erickson, City Clerk

1st Reading _____

2nd Reading _____

3rd Reading _____

I certify that the foregoing was published as Ordinance No. _____ in the Dallas County News on the _____ day of _____, 2026.

Carrie Erickson, City Clerk

4914-8697-7692-1\10113-1001



AGENDA ITEM NO. 8.b
AGENDA SECTION: REGULAR
AGENDA ITEMS

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: April 28, 2026

TO: Mayor Crannell and City Council

FROM: Timothy J. Vick, City Administrator

AGENDA HEADING: Consider Approval of Ordinance No. 438, Vacating Two Alleys Located Within Blocks 37 and 38 of the East Addition to Adel, Dallas County, Iowa - First Reading

STAFF/COMMITTEE RECOMMENDATION:

Following the public hearing regarding the alley vacations for the new Dallas County EMS facility, City Staff recommends the Council move to waive the first and second readings of Ordinance No. 438 and proceed on to the third and final consideration for adoption. By approving this ordinance, the City finds the alleys are no longer necessary for public transit and serves the community's best interest by facilitating critical emergency services infrastructure.

The proposed alley vacation includes the reservation of permanent easements for all existing municipal utilities within the vacated area.

ATTACHMENTS:

[Ordinance No. 438, Vacating alleys to Convey to Dallas County.pdf](#)

ORDINANCE NO. 438

**AN ORDINANCE VACATING TWO ALLEYS LOCATED WITHIN
BLOCKS 37 AND 38 OF THE EAST ADDITION TO ADEL, DALLAS
COUNTY, IOWA**

WHEREAS, Iowa Code Sections 306.11 and 364.12(2)(a) require that public ways be vacated by ordinance, after published notice and public hearing; and

WHEREAS, Iowa Code Section 306.12 requires that all adjoining property owners, affected utility companies, the Iowa Department of Transportation, and the County Board of Supervisors be notified by certified mail regarding the proposed roadway vacation; and

WHEREAS, the City Council now wishes to proceed with the vacation of two alleys located within Blocks 37 and 38 of the East Addition to Adel, Dallas County, Iowa.

NOW, THEREFORE, be it ordained by the City Council of the City of Adel, Iowa:

SECTION 1: No claim for damages was filed at or before the hearing and no person is entitled to damages from the vacation of the public right-of-way.

SECTION 2: That the two alleys located within Blocks 37 and 38 of the East Addition to Adel, Dallas County, Iowa, are hereby vacated. The public right-of-way is legally described as:

DESCRIPTION OF ALLEY VACATION #1

THE TEN FOOT ALLEY LYING EAST OF AND ADJOINING LOT 4, BLOCK 37 OF THE EAST ADDITION TO ADEL, DALLAS COUNTY, IOWA.

METES AND BOUNDS DESCRIPTION OF ALLEY VACATION #1

BEGINNING AT THE SOUTHEAST CORNER OF LOT 4, BLOCK 37 OF THE EAST ADDITION TO ADEL, IOWA; THENCE N00°09'21"W ALONG THE EAST LINE OF SAID LOT 4, A DISTANCE OF 132.00 FEET TO THE NORTHEAST CORNER OF SAID LOT 4; THENCE N89°51'59"E, 10.00 FEET; THENCE S00°09'21"E, 132.00 FEET; THENCE S89°51'59"W, 10.00 FEET TO THE POINT OF BEGINNING, CONTAINING 1320 SQUARE FEET.

DESCRIPTION OF ALLEY VACATION #2

THE TEN FOOT ALLEY AND SIXTEEN AND ONE HALF FOOT ALLEY LYING EAST OF AND SOUTH OF AND ADJOINING LOTS 1 AND 2, BLOCK 38 OF THE EAST ADDITION TO ADEL, DALLAS COUNTY, IOWA.

METES AND BOUNDS DESCRIPTION OF ALLEY VACATION #2

BEGINNING AT THE SOUTHWEST CORNER OF LOT 2, BLOCK 38 OF THE EAST ADDITION TO THE CITY OF ADEL, DALLAS COUNTY, IOWA; THENCE N89°51'58"E ALONG THE SOUTH LINES OF LOTS ONE AND TWO OF SAID BLOCK 38, A DISTANCE OF 133.86 FEET TO THE SOUTHEAST CORNER OF SAID LOT ONE; THENCE N00°09'21"W ALONG THE EAST LINE OF SAID LOT ONE, A DISTANCE OF 132.00 FEET TO THE NORTHEAST CORNER OF SAID LOT ONE, THENCE N89°51'59"E, 10.00 FEET; THENCE S0°09'21"E, 148.50 FEET; THENCE S89°51'59"W, 143.89 FEET TO A POINT ON THE EAST LINE OF FIFTH STREET, AS PRESENTLY ESTABLISHED; THENCE N00°09'21"W ALONG SAID LINE, 16.50 FEET TO THE POINT OF BEGINNING, CONTAINING 3694 SQUARE FEET.

SECTION 3: REPEALER. All ordinances or portions of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 4: SEVERABILITY CLAUSE. If any section, provision, or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 5: WHEN EFFECTIVE. This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

First Reading: _____

Second Reading: _____

Third Reading: _____

Passed and adopted this _____ day of _____, 2026.

Mayor

ATTEST:

City Clerk



AGENDA ITEM NO. 8.c
AGENDA SECTION: REGULAR
AGENDA ITEMS

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: April 28, 2026

TO: Mayor Crannell and City Council

FROM: Timothy J. Vick, City Administrator

AGENDA HEADING: Consider Approval of Resolution No. 26-56, Fixing Date for a Public Hearing on the Proposal to Convey Vacated Right-of-Way to Dallas County, and Providing for Publication of Notice Thereof

STAFF/COMMITTEE RECOMMENDATION:

Upon adoption of Ordinance No. 438, the City Council can set a public hearing on the proposal to convey the vacated right-of-way to Dallas County. The public hearing date will be set for Tuesday, May 12th, at 6:00 p.m. in the Library Community Room located at 303 S. 10th Street.

ATTACHMENTS:

[Resolution No. 26-56, Setting Public Hearing Date - conveyance of alleys to Dallas County.pdf](#)

ITEM TO INCLUDE ON AGENDA

CITY OF ADEL, IOWA

April 28, 2026

6:00 P.M.

- Resolution fixing date for a public hearing on the proposal to convey vacated right-of-way to Dallas County, Iowa

IMPORTANT INFORMATION

1. The above agenda items should be included, along with any other agenda items, in the meeting agenda. The agenda should be posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the body holding the meeting. If no such office exists, the notice must be posted at the building in which the meeting is to be held.
2. If you do not now have a bulletin board designated as above mentioned, designate one and establish a uniform policy of posting your notices of meeting and tentative agenda.
3. Notice and tentative agenda must be posted at least 24 hours prior to the commencement of the meeting.

NOTICE MUST BE GIVEN PURSUANT TO CHAPTER 21,
CODE OF IOWA, AND THE LOCAL RULES OF THE CITY.

April 28, 2026

The City Council of Adel, Iowa, met in _____ session, in the Library Community Room, 303 S 10th Street, Adel, IA 50003, at 6:00 o'clock P.M., on the above date. There were present Mayor _____, in the chair, and the following named Council Members:

Absent: _____

Vacant: _____

* * * * *

Council Member _____ then introduced the following proposed Resolution entitled "RESOLUTION FIXING DATE FOR A PUBLIC HEARING ON THE PROPOSAL TO CONVEY VACATED RIGHT-OF-WAY TO DALLAS COUNTY, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF", and moved that the same be adopted. Council Member _____ seconded the motion to adopt. The roll was called, and the vote was:

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the Resolution duly adopted as follows:

RESOLUTION NO. 26-56

RESOLUTION FIXING DATE FOR A PUBLIC HEARING ON
THE PROPOSAL TO CONVEY VACATED RIGHT-OF-WAY
TO DALLAS COUNTY, AND PROVIDING FOR
PUBLICATION OF NOTICE THEREOF

WHEREAS, the City Council has previously vacated the right-of-way for two alleys located within Blocks 37 and 38 of the East Addition to Adel, Dallas County Iowa; and

WHEREAS, the right-of-way is not needed for City purposes and the County has requested conveyance of the right-of-way to the County; and

WHEREAS, the right-of-way is legally described as:

DESCRIPTION OF ALLEY VACATION #1

THE TEN FOOT ALLEY LYING EAST OF AND ADJOINING LOT 4, BLOCK 37 OF THE EAST ADDITION TO ADEL, DALLAS COUNTY, IOWA.

METES AND BOUNDS DESCRIPTION OF ALLEY VACATION #1

BEGINNING AT THE SOUTHEAST CORNER OF LOT 4, BLOCK 37 OF THE EAST ADDITION TO ADEL, IOWA; THENCE N00°09'21"W ALONG THE EAST LINE OF SAID LOT 4, A DISTANCE OF 132.00 FEET TO THE NORTHEAST CORNER OF SAID LOT 4; THENCE N89°51'59"E, 10.00 FEET; THENCE S00°09'21"E, 132.00 FEET; THENCE S89°51'59"W, 10.00 FEET TO THE POINT OF BEGINNING, CONTAINING 1320 SQUARE FEET.

DESCRIPTION OF ALLEY VACATION #2

THE TEN FOOT ALLEY AND SIXTEEN AND ONE HALF FOOT ALLEY LYING EAST OF AND SOUTH OF AND ADJOINING LOTS 1 AND 2, BLOCK 38 OF THE EAST ADDITION TO ADEL, DALLAS COUNTY, IOWA.

METES AND BOUNDS DESCRIPTION OF ALLEY VACATION #2

BEGINNING AT THE SOUTHWEST CORNER OF LOT 2, BLOCK 38 OF THE EAST ADDITION TO THE CITY OF ADEL, DALLAS COUNTY, IOWA; THENCE N89°51'58"E ALONG THE SOUTH LINES OF LOTS ONE AND TWO OF SAID BLOCK 38, A DISTANCE OF 133.86 FEET TO THE SOUTHEAST CORNER OF SAID LOT ONE; THENCE N00°09'21"W ALONG THE EAST LINE OF SAID LOT ONE, A DISTANCE OF 132.00 FEET TO THE NORTHEAST CORNER OF SAID LOT ONE, THENCE N89°51'59"E, 10.00 FEET; THENCE S0°09'21"E, 148.50 FEET; THENCE S89°51'59"W, 143.89 FEET TO A POINT ON THE EAST LINE OF FIFTH STREET, AS PRESENTLY ESTABLISHED; THENCE N00°09'21"W ALONG SAID LINE, 16.50 FEET

TO THE POINT OF BEGINNING, CONTAINING 3694 SQUARE FEET.

WHEREAS, it is appropriate pursuant to Iowa Code Section 364.7 to publish a Notice of the proposed conveyance and of the hearing thereon, and to receive and consider objections and petitions.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF ADEL IN THE STATE OF IOWA:

Section 1. That this Council meet in the Library Community Room, 303 S 10th Street, Adel, IA 50003, at 6:00 P.M. on May 12, 2026, for the purpose of a public hearing on the matter of the proposal to convey the above-described real property to Dallas County.

Section 2. That the City Clerk is hereby directed to cause at least one publication to be made of a notice of said meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in said City, said publication to be not less than four (4) clear days nor more than twenty (20) days before the date of said public meeting.

Section 3. The notice of the proposed action shall be in substantially the following form:

(One publication required)

**NOTICE OF PUBLIC HEARING ON THE PROPOSAL TO
CONVEY VACATED RIGHT-OF-WAY TO DALLAS COUNTY,
AND THE HEARING THEREON**

PUBLIC NOTICE is hereby given that the Council of the City of Adel in the State of Iowa, will hold a public hearing in the Library Community Room, 303 S 10th Street, Adel, IA 50003, at 6:00 P.M. on May 12, 2026, at which meeting the Council proposes to take action on the proposal to convey vacated right-of-way to Dallas County, which real property is described as follows:

DESCRIPTION OF ALLEY VACATION #1

THE TEN FOOT ALLEY LYING EAST OF AND ADJOINING LOT 4, BLOCK 37 OF THE EAST ADDITION TO ADEL, DALLAS COUNTY, IOWA.

METES AND BOUNDS DESCRIPTION OF ALLEY VACATION #1

BEGINNING AT THE SOUTHEAST CORNER OF LOT 4, BLOCK 37 OF THE EAST ADDITION TO ADEL, IOWA; THENCE N00°09'21"W ALONG THE EAST LINE OF SAID LOT 4, A DISTANCE OF 132.00 FEET TO THE NORTHEAST CORNER OF SAID LOT 4; THENCE N89°51'59"E, 10.00 FEET; THENCE S00°09'21"E, 132.00 FEET; THENCE S89°51'59"W, 10.00 FEET TO THE POINT OF BEGINNING, CONTAINING 1320 SQUARE FEET.

DESCRIPTION OF ALLEY VACATION #2

THE TEN FOOT ALLEY AND SIXTEEN AND ONE HALF FOOT ALLEY LYING EAST OF AND SOUTH OF AND ADJOINING LOTS 1 AND 2, BLOCK 38 OF THE EAST ADDITION TO ADEL, DALLAS COUNTY, IOWA.

METES AND BOUNDS DESCRIPTION OF ALLEY VACATION #2

BEGINNING AT THE SOUTHWEST CORNER OF LOT 2, BLOCK 38 OF THE EAST ADDITION TO THE CITY OF ADEL, DALLAS COUNTY, IOWA; THENCE N89°51'58"E ALONG THE SOUTH LINES OF LOTS ONE AND TWO OF SAID BLOCK 38, A DISTANCE OF 133.86 FEET TO THE SOUTHEAST CORNER OF SAID LOT ONE; THENCE N00°09'21"W ALONG THE EAST LINE OF SAID LOT ONE, A DISTANCE OF 132.00 FEET TO THE NORTHEAST CORNER OF SAID LOT ONE, THENCE N89°51'59"E, 10.00 FEET; THENCE S0°09'21"E, 148.50 FEET; THENCE S89°51'59"W, 143.89 FEET TO A POINT ON THE EAST LINE OF FIFTH STREET, AS PRESENTLY ESTABLISHED; THENCE N00°09'21"W ALONG SAID LINE, 16.50 FEET TO THE POINT OF BEGINNING, CONTAINING 3694 SQUARE FEET.

At the above meeting the Council shall receive oral or written objections from any resident or property owner of said City, to the proposed conveyance. After all objections have been

received and considered, the Council will at this meeting or at any adjournment thereof, take additional action on the proposal or will abandon the proposal.

This notice is given by order of the City Council of the City of Adel in the State of Iowa, as provided by Section 364.7, Code of Iowa.

Dated this 7th day of May, 2026.

City Clerk, City of Adel in the State of Iowa

(End of Notice)

PASSED AND APPROVED this 28th day of April, 2026.

Mayor

ATTEST:

City Clerk

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF DALLAS)

I, the undersigned City Clerk of the City of Adel, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective city offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this _____ day of _____, 2026.

City Clerk, City of Adel, State of Iowa

(SEAL)



AGENDA ITEM NO. 8.d
AGENDA SECTION: REGULAR
AGENDA ITEMS

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: April 28, 2026

TO: Mayor Crannell and City Council

FROM: Brittany Sandquist, Deputy City Administrator/Finance Director

AGENDA HEADING: Consider Approval of Resolution No. 26-57, Setting Date of Public Hearing, Directing Publication of Notice, and Directing the Mailing of Notice of Hearing on Proposed Voluntary Annexation for Which 80% or More Owners Request Annexation

STAFF/COMMITTEE RECOMMENDATION:

During preparation of the materials to be submitted to the City Development Board, staff identified that a few property owners adjacent to the annexation territory did not receive mailed notice of the prior public hearing.

Mailed notice is required pursuant to Iowa Code section 368.7(1)(b)(2)(d). This second public hearing is intended to ensure those property owners receive proper notice and have the opportunity to speak before the Council regarding the proposed 80/20 annexation, if they choose.

ATTACHMENTS:

[Resolution No. 26-57, Setting Public Hearing Date - Proposed Voluntary Annexation.pdf](#)

RESOLUTION NO. 26-57

RESOLUTION SETTING DATE OF PUBLIC HEARING, DIRECTING PUBLICATION OF NOTICE, AND DIRECTING THE MAILING OF NOTICE OF HEARING ON PROPOSED VOLUNTARY ANNEXATION FOR WHICH 80% OR MORE OWNERS REQUEST ANNEXATION

WHEREAS, the City Council of the City of Adel, Iowa, has received applications for annexation from the owners of 80% or more of proposed territory to be annexed, requesting annexation to the City of Adel, Iowa, of certain contiguous parcels of real estate situated south and west of current Adel city limits; and

WHEREAS, the City Council held a public hearing and approved the annexation at its April 14, 2026 meeting; and

WHEREAS, City staff has discovered that several adjoining properties were not provided mailed notice prior to the public hearing, as required by Iowa Code sec. 368.7(1)(b)(2)(d); and

WHEREAS, it is therefore necessary to hold an additional public hearing on this matter, provide mailed notice to the parties who were not provided notice previously, and publish notice of the public hearing.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ADEL, IOWA:

Section 1. That a public hearing shall be held on the 26th day of May, 2026, at 6:00 p.m. in the Community Room of the Adel Public Library of the City of Adel, Iowa, 303 S. 10th St., Adel, Iowa, to consider the applications and proposal for the voluntary annexation of property to the City of Adel for which 80% or more owners request annexation.

Section 2. That the City Clerk or their designee is directed to publish notice of the application and of the time and place of the public hearing and the legal description of the real estate proposed to be annexed to the City of Adel, Iowa, in the Dallas County News, an official county newspaper in Dallas County, which is the only county in which the territory proposed to be annexed is located, not less than ten (10) business days prior to the date fixed as the date for a public hearing on the proposal for annexation, May 26, 2026, such notice to be in substantially the following form:

NOTICE OF APPLICATION FOR VOLUNTARY ANNEXATION OF PROPERTY TO THE CITY OF ADEL, IOWA, FOR WHICH 80% OR MORE OWNERS REQUEST ANNEXATION, AND THE PUBLIC HEARING THEREON

Notice is hereby given that the City Council of the City of Adel will hold a public hearing at its meeting at 6:00 p.m. on the 26th day of May, 2026, in the Community Room of the Adel Public Library, 303 S. 10th St., Adel, Iowa, to consider applications for the voluntary annexation of

territory into the City, in which not more than 20% of the land is being included without the consent of the owner to avoid creating an island or to create more uniform bodies, which proposed territory for annexation includes the property described as follows:

A. CONSENTING PARCELS (1,009.26 acres)

Parcel 1 – Parcel ID 1401100020 - EHM, Inc. Property

The East One-half (E ½) of Government Lot Five (5), and the West One-half (W ½) of Government Lot Four (4), EXCEPT: Parcel D in Tract A described as beginning at the Northwest corner of Government Lot 4, thence N 90°00' E on the north line a distance of 364.2 feet, thence S 01°46' W a distance of 599.0 feet, thence S 47°54 ¾' W a distance of 54.2 feet, thence S 64°44 ¾' W a distance of 91.1 feet, thence N 89°24 ¾' W a distance of 215.5 feet to the West line of said Government Lot 4, thence N 0°39 ¾' W along said west line a distance of 671.8 feet to the point of beginning, containing 5.32 acres including 0.88 acres of county road; AND EXCEPT Parcel EE in Parcel D in Tract A described as beginning at the Northwest corner of Government Lot 4, thence North 89°54'35" East along the north line of said Parcel D, 364.20 feet to the Northeast corner, thence South 1°53'49" West along the east line, 218.02 feet, thence South 89°27'26" West, 354.91 feet to the west line of said Parcel D, thence North 00°32'34" West along said west line, 220.70 feet to the point of beginning, containing 1.81 acres; AND EXCEPT Parcel FF in Parcel D in Tract A described as beginning at the Southwest corner of said Parcel D thence North 00°32'34" West along the west line of said Parcel D, 214.00 feet, thence South 87°58'46" East, 344.61 feet to the east line of said Parcel D, thence South 1°53'49" West along said east line, 129.00 feet, thence South 47°22'43" West along the southerly line of said Parcel D, 54.20 feet, thence South 64°51'12" West along said southerly line, 91.10 feet, thence North 89°20'08" West along said southerly line, 215.77 feet to the point of beginning, containing 1.55 acres; all in Section One (1), Township Seventy-eight (78) North, Range Twenty-eight (28) West of the 5th P.M., Dallas County, Iowa, and an easement executed October 30, 1978, and recorded on October 31, 1978, in Book 563 at Page 209 of the records of the Dallas County Recorder, Dallas County, Iowa.

AND

ADJACENT RIGHT-OF-WAY OF MEADOW ROAD TO THE CENTER LINE.

AND

Parcels 3, 5, 6 & 9 – Parcel IDs 1401100009, 1401200013, 1401200015 & 1401100010 - Absolute Farms LLC Property

Government Lots One (1), Two (2), Three (3) and Six (6) in Section One (1), Township Seventy-eight (78) North, Range Twenty-eight (28) West of the 5th P.M., Dallas County, Iowa EXCEPT Parcel "A" of Government Lots 1 and 2 in Section 1,

Township 78 North, Range 28 West of the 5th P.M., as shown in Book 774, Page 328 in the office of the Recorder of Dallas County, Iowa AND EXCEPT Parcel "A" of Government Lot 1 of Section 1, Township 78 North, Range 28 West of the 5th P.M., as shown in Book 838, Page 342, in the office of the Recorder of Dallas County, Iowa., and subject to any easements and covenants of record.

AND

ADJACENT RIGHT-OF-WAY OF HIGHWAY 169/N AVE. TO THE CENTER LINE.

AND

ADJACENT RIGHT-OF-WAY OF MEADOW ROAD TO THE CENTER LINE.

AND

Parcel 4 – Parcel ID 1401200012 – Steven & Danette Rinderknecht Property

A parcel of land located in Government Lots 1 & 2 of Section 1, Township 78 North, Range 28 West, of the 5th Principal Meridian, Dallas County, Iowa; more particularly described as follows: Beginning at the NW corner of said Gov't Lot 2; thence along the North line of said Section 1 N90°00'00"E, a distance of 1498.00 feet; thence departing said Northline S00°49'50"E, a distance of 306.53 feet; thence N89°54'30"W, a distance of 577.27 feet; thence S04°19'55"W, a distance of 206.73 feet; thence N89°48'25"W, a distance of 314.00 feet; thence N37°00'50"W, a distance of 86.50 feet; thence S89°46'20"W, a distance of 537.86 feet; thence N00°33'55"W, a distance of 443.74 feet to the Point of Beginning. Said parcel contains 13.928 acres, more or less, including 1.135 acres of presently established county road Right-of-Way easement. *Now known as Parcel A, Gov't. Lots 1 & 2, Section 1-78-28.

AND

ADJACENT RIGHT-OF-WAY OF MEADOW ROAD TO THE CENTER LINE.

AND

Parcel 7 – Parcel ID 1401200016 – Grace Lutheran Church of Adel, Iowa Property

Parcel "A", located in Government Lot #1 of Section 1, Township 78 North, Range 28 West of the 5th P.M., Dallas County, Iowa, more particularly described as follows:

Commencing at the Northeast Corner of Government Lot #1 of Section 1, Township 78 North, Range 28 West of the 5th P.M., Dallas County, Iowa; thence South

90°00'00" West along the North line of said Government Lot #1, 139.72 feet to a point on the West right-of-way line of U.S. Highway 169, which is the Point of Beginning; thence South 90°00'00" West along the North line of said Government Lot #1, 604.11 feet; thence South 0°08'35" East, 415.55 feet; thence North 90°00'00" East, 653.43 feet to a point on the West R.O.W. line of said Highway 169; thence North 6°39'50" West along said R.O.W. line, 120.09 feet; thence North 7°00'30" West along said R.O.W. line, 298.5 feet to the Point of Beginning. Said Parcel contains 6.001 acres, including 0.433 acres of County Road right-of-way.

AND

ADJACENT RIGHT-OF-WAY OF HIGHWAY 169/N AVE. TO THE CENTER LINE.

AND

ADJACENT RIGHT-OF-WAY OF MEADOW ROAD TO THE CENTER LINE.

AND

Parcels 10, 11, 12, 13, 14, 15, 19, 20 & 21 – Parcel IDs 1402200010, 1402200011, 1402200013, 1402200014, 1401100005, 1401100011, 1402200015, 1401100006 & 1401100012 – Marco Properties, LLC Property

A PARCEL BEING A PART OF DEED BK: 2023 PG: 12227

GOVERNMENT LOT SIXTEEN (16), EXCEPT BEGINNING 255 FEET NORTH OF THE SW CORNER OF LOT 16, SECTION TWO (2); THENCE EAST 798 FEET, THENCE SOUTH TO THE SOUTH LINE OF LOT 16, 255 FEET, THENCE WEST 798 FEET, THENCE NORTH TO PLACE OF BEGINNING; AND GOVERNMENT LOTS ELEVEN (11), THIRTEEN (13), FOURTEEN (14), AND THE NORTH ONE ACRE OF THE EAST HALF (E1/2) OF LOT TWENTY (20) OF SECTION ONE (1), ALL LOCATED IN TOWNSHIP SEVENTY-EIGHT (78) NORTH, RANGE TWENTY-EIGHT (28) WEST OF THE 5TH P.M.;

AND

GOVERNMENT LOT TWELVE (12) IN SECTION ONE (1), AND GOVERNMENT LOT NINE (9) IN SECTION TWO (2), ALL LOCATED IN TOWNSHIP SEVENTY-EIGHT (78) NORTH, RANGE TWENTY-EIGHT (28) WEST OF THE 5TH P.M., EXCEPT COMMENCING AT THE NE CORNER OF GOVERNMENT LOT 9, SECTION 2; THENCE ALONG THE NORTH LINE OF SAID LOT 9 ON AN ASSUMED BEARING OF NORTH 88 DEGREES 55 MINUTES 00 SECONDS WEST A DISTANCE OF 227.68 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTH 88 DEGREES 55 MINUTES 00 SECONDS WEST 391.22 FEET; THENCE SOUTH 00 DEGREES 00 MINUTES 00 SECONDS EAST 330.00

FEET; THENCE SOUTH 88 DEGREES 55 MINUTES 00 SECONDS EAST 390.85 FEET, THENCE NORTH 00 DEGREES 03 MINUTES 49 SECONDS EAST 330.00 FEET TO THE POINT OF BEGINNING, CONTAINING 2.96 ACRES, MORE OR LESS, INCLUDING PUBLIC ROAD, AND 2.68 ACRES, MORE OR LESS, EXCLUDING PUBLIC ROAD.

AND

ADJACENT RIGHT-OF-WAY OF MEADOW ROAD TO THE CENTER LINE.

AND

Parcel 25 – Parcel ID 1401200011 - Kristine M. Fasano Property

Government Lot 17, except the South 45 feet thereof, in Section 1, Township 78 North, Range 28 West of the 5th P.M., Dallas County, Iowa.

AND

ADJACENT RIGHT-OF-WAY OF HIGHWAY 169/N AVE. TO THE CENTER LINE.

AND

ADJACENT RIGHT-OF-WAY OF 315th CT. TO THE CENTER LINE.

AND

Parcel 26 – Parcel ID 1506101001 - JNB Adel, LLC Property

Lot 3 in Mondo Subdivision, an Official Plat, Dallas County, Iowa.

AND

ADJACENT RIGHT-OF-WAY OF HIGHWAY 169/N AVE. TO THE CENTER LINE.

AND

Parcels 27, 28 & 31 – Parcel IDs 1401300001, 1401300004 & 1401300002 - SF Investments LC Property

The Northeast Quarter of the Southwest Quarter (NE1/4 SW1/4), (except the West 64 rods of the North 2 rods) and the Northwest Quarter of the Southwest Quarter (NW1/4 SW1/4) and the Southwest Quarter of the Southwest Quarter (SW1/4

SW1/4), all in Section One (1), Township Seventy-eight (78) North, Range Twenty-eight (28) West of the 5th P.M., Dallas County, Iowa.

AND

ADJACENT RIGHT-OF-WAY OF 315th CT. TO THE CENTER LINE.

AND

Parcels 32, 35 & 36 – Parcel IDs 1401300005, 1412100002 & 1412100003 - WBS2 Trust and Remington Pointe, LLC Property

The East 60 Acres of the North One-half of the Northwest Quarter (N1/2 NW1/4) of Section 12, Township 78 North, Range 28 West of the 5th P.M., Dallas County, Iowa.

AND

The Southeast Quarter of the Southwest Quarter (SE1/4 SW1/4) in Section 1, Township Seventy-eight (78) North, Range Twenty-eight (28) West of the 5th P.M., Dallas County, Iowa.

AND

Parcels 29, 30, 33, 34, 37 & 38 – Parcel IDs 1401400001, 1401400002, 1401400003, 1401400004, 1412200026 & 1412200028 - CNC Ventures, LLC Property

The Southeast Quarter (SE1/4) of Section One (1) and the North One-Half (N1/2) of the Northeast Quarter (NE1/4) of Section Twelve (12) All in Township Seventy-Eight (78) North, Range Twenty-Eight (28) West of the 5th P.M., Dallas County, Iowa Except Parcel "A" of the Northwest Quarter (NW1/4) of the Northeast Quarter (NE1/4) and the Northeast Quarter (NE1/4) of the Northeast Quarter (NE1/4) of Section 12, Township 78 North, Range 28 West of the 5th P.M., Dallas County, Iowa as Shown on Plat of Survey Recorded in Book 2005 Page 8649.

And Except Parcel 17-112 of the Northeast Quarter (NE1/4) of the Northeast Quarter (NE1/4) and of the Northwest Quarter (NW1/4) of the Northeast Quarter (NE1/4) and Except Parcel 17-115 of the Northwest Quarter (NW1/4) of the Northeast Quarter (NE1/4) All in Section 12, Township 78 North, Range 28 West of the 5th P.M., Dallas County, Iowa Above Two Parcels Shown on Plat of Survey Recorded in Book 2016 Page 15589

AND

ADJACENT RIGHT-OF-WAY OF HIGHWAY 169/N AVE. TO THE CENTER LINE.

AND

ADJACENT RIGHT-OF-WAY OF 315th CT. TO THE CENTER LINE.

AND

Parcel 39 – Parcel ID 1507100015 - Luther Care Services Property

A Parcel of Land in the S1/2 SW1/4 of Section 6 and the W1/2 NW1/4 of Section 7, All in Township 78 North, Range 27 West of the 5th P.M., Dallas County, Iowa That is More Particularly Described as Follows:

Beginning at the SW Corner of Said Section 6; Thence N00°10'29"W, 1188.13 Feet Along the West Line of Said Section 6 to the NW Corner of the South 72.00 Rods of the West 92.45 Rods of the SW 1/4 of Said Section 6; Thence S89°20'10"E, 1525.59 Feet Along the North Line of Said South 72.00 Rods of the West 92.45 Rods to the NE Corner of Said South 72.00 Rods of the West 92.45 Rods, Said NE Corner Being 2.4 Feet East and 10.2 North of an Existing Fence Corner; Thence S00°10'29"E, 1188.13 Feet Along The East Line of Said South 72.00 Rods of the West 92.45 Rods to the SE Corner of Said South 72.00 Rods of the West 92.45 Rods, Said SE Corner Also Being on the North Line of Said Section 7 and 17.0 Feet East and 7.8 Feet North of an Existing Fence Corner; Thence N89°20'10"W, 134.31 Feet Along Said North Line to the NE Corner of the NW FR1/4 NW1/4 of Said Section 7 That is 19.3 Feet West and 19.7 Feet North of an Existing Fence Corner; Thence S00°17'38"E, 1313.54 Feet Along the East Line of Said NW FR1/4 NW1/4 to the NE Corner of the SW FR1/4 NW1/4 of Said Section 7, Said NE Corner Also Being 15.9 Feet West of an Existing Fence Line; Thence S00°17'38"E, 370.66 Feet Along the East Line of Said SW FR1/4 NW1/4 to a Point on the North Line of the Plat of Survey Recorded in Book 651, Page 718 at the Dallas County Recorder's Office and 15.9 Feet West of the NE Corner of Said Plat of Survey; Thence S89°47'23"W, 589.33 Feet Along Said North Line to the NW Corner of Said Plat of Survey; Thence S00°34'19"W, 310.59 Feet Along the West Line of Said Plat of Survey to a Point; Thence N58°47'28"W, 134.87 Feet to a Point on the South Line of the North 1935.00 Feet of the NW1/4 of Said Section 7; Thence N89°20'10"W, 133.61 Feet Along Said South Line to a Point on the North Line of the Property Described in the Warranty Deed Recorded in Book 291, Page 59 at the Dallas County Recorder's Office; Thence N67°00'44"W, 239.33 Feet Along Said North Line to a Point of Curvature; Thence Along a Curve to the Right Having a Radius of 606.00 Feet and Chord Bearing N43°27'57"W, an Arc Length of 498.09 Feet Along Said North Line to a Point on the West Line of Said SW FR1/4 NW1/4; Thence N00°11'07"W, 180.33 Feet Along Said West Line to the SW Corner of the NW FR1/4 NW1/4 of Said Section 7; Thence N00°11'39"W, 1316.40 Feet Along the West Line of Said NW

FR1/4 NW1/4 to the Point of Beginning and Containing 98.361 Acres including 5.124 Acres of Public Highway Easement.

ADJACENT RIGHT-OF-WAY OF HIGHWAY 169/N AVE. TO THE CENTER LINE.

AND

ADJACENT RIGHT-OF-WAY OF 323rd PL. TO THE CENTER LINE.

AND

B. NON-CONSENTING PARCELS (234 acres)

Parcels 2 & 8 – Parcel IDs 1401100002 & 1401100003 – Ryan Family Trust

East Half (E ½) of Government Lot 4 and the West Half (W ½) of Government Lot 5, all in Section 1, Township 78 North, Range 28 West of the 5th P.M., Dallas County, Iowa.

AND

ADJACENT RIGHT-OF-WAY OF MEADOW ROAD TO THE CENTER LINE.

AND

Parcels 16 & 17 – Parcel IDs 1401200003 & 1401200008 - Randolph Schaefer Rev. Living Trust & Kristine Schaefer Rev. Living Trust

Government Lot Nine (9), except the East 470.0 feet of the South 600.0 feet thereof, and Government Lot Ten (10) all in Section One (1), Township Seventy-eight (78) North, Range Twenty-eight (28), West of the 5th P.M., Dallas County, Iowa.

AND

ADJACENT RIGHT-OF-WAY OF HIGHWAY 169/N AVE. TO THE CENTER LINE.

AND

Parcel 18 – Parcel ID 1401200009 – Tammy Howe

The East 470.0 feet of the South 600.0 feet of Government Lot Nine (9) and in Section One (1), Township Seventy-eight (78) North, Range Twenty-eight West of the 5th P.M., Dallas County, Iowa, containing 6.47 acres more or less.

AND

ADJACENT RIGHT-OF-WAY OF HIGHWAY 169/N AVE. TO THE CENTER LINE.

AND

Parcels 22, 23 & 24 – Parcel IDs 1401200004, 1401200010 & 1401200005 – Birdie Dog Acres Trust

Government Lot Fifteen (15) located in Section One (1), Township Seventy-eight (78) North, Range Twenty-eight (28), West of the 5th P.M., Dallas County, Iowa, subject to easements and restrictions of record.

AND

Government Lot Sixteen (16) located in Section One (1), Township Seventy-eight (78) North, Range Twenty-eight (28), West of the 5th P.M., Dallas County, Iowa, subject to existing and established highways.

AND

Government Lot Eighteen (18), except the South Forty-five (45) Feet thereof, located in Section One (1), Township Seventy-eight (78) North, Range Twenty-eight (28), West of the 5th P.M., Dallas County, Iowa, subject to easements and restrictions of record.

AND

ADJACENT RIGHT-OF-WAY OF HIGHWAY 169/N AVE. TO THE CENTER LINE.

AND

ADJACENT RIGHT-OF-WAY OF 315TH CT. TO THE CENTER LINE.

The real estate that is proposed to be annexed is within two (2) miles of the corporate boundaries of De Soto, Iowa.

Additional information regarding the proposed annexation may be obtained in the office of the City Clerk, City Hall, City of Adel, Iowa. Any person or organization desiring to be heard shall be afforded an opportunity to be heard at such hearing. This notice is given by order of the City Council of the City of Adel, State of Iowa, as provided by Section 368.7 of the Code of Iowa.

(End of Notice)

Section 3. That, pursuant to Iowa Code section 368.7(3), the City Clerk or her designee is directed to mail by regular mail, a written notice of the time and place of the public hearing and a legal description of the real estate proposed to be annexed, together with a copy of the written applications for voluntary annexation, at least fourteen (14) business days prior to May 26, 2026, to the owners of property adjoining the territory to be annexed which are not located in the annexing city and which were not previously provided with notice regarding this proposed annexation.

Section 4. That any interested party may appear at the time and place of hearing and be heard, or may file written objections to the proposed annexation with the City Clerk on or before the date and time of said hearing.

ADOPTED this ____ day of _____, 2026.

Timothy E. Crannell, Mayor

(SEAL)

ATTEST:

Carrie Erickson, City Clerk

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF DALLAS)

I, the undersigned City Clerk of the City of Adel, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective city offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this _____ day of _____, 2026.

City Clerk, City of Adel, State of Iowa

(SEAL)

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