



## **ADEL CITY COUNCIL AGENDA**

***Tuesday, January 13, 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.*

### **MAYORAL RECOGNITION**

- 1.a. Water Superintendent Grant Goeden - 5 Years of Service
- 1.b. Key To The City - Mayor James F. Peters
- 1.c. Key To The City - Robert Fisher

### **OATH OF OFFICE**

- 2.a. City Administrator - Timothy Vick (administered by Mayor, Timothy E. Crannell)

### **COMMENTS FROM THE PUBLIC**

- 3.a. Update from McGrath Consulting on the City of Adel Facility Needs Assessment for Police and Fire Station and Operational Analysis for Fire Services - Bob Stedman

### **CONSENT AGENDA**

- 4.a. Consider Approval of City Minutes Dated December 9, 2025
- 4.b. Consider Approval of December Bills and December 31, 2025 Treasurer's Report
- 4.c. Consider Approval of Resolution No. 26-01, Designating the Dallas County News as an Official Newspaper for the City of Adel
- 4.d. Consider Approval of Resolution No. 26-02, Designating the Des Moines Register, Inc. as an Official Newspaper for the City of Adel
- 4.e. Consider Approval of Resolution No. 26-03, Naming Depositories for the City of Adel
- 4.f. Consider Approval of Resolution No. 26-04, Appointing Timothy Vick as the CIRTPA TPC Primary Representative and Kip Overton as the CIRTPA TPC Alternate and Kip Overton as the CIRTPA TTC Primary Representative and Timothy Vick as the CIRTPA TTC Alternate
- 4.g. Consider Approval of Resolution No. 26-05, Appointing Timothy E. Crannell as the Representative and Bob Ockerman as the Alternate Representative to the Dallas County Emergency Management Commission
- 4.h. Consider Approval of Resolution No. 26-06, Approving the City Attorney Services Engagement Agreement 2026-2027
- 4.i. Consider Approval of Class C Retail Alcohol License for Pizza Hut
- 4.j. Consider Approval of Special Class C Liquor License for China Village
- 4.k. Consider Approval of Class E Liquor License for Casey's #1680 and #3826 Ownership Amendment
- 4.l. Consider Approval of Resolution No. 26-07, Appointing Timothy Vick as the MIPA Board

Representative and Brittany Sandquist as the Alternate MIPA Board Representative for Calendar Year 2026

- 4.m. Consider Approval of Resolution No. 26-08, Approving the Administrative Services Agreement Between the City of Adel and MissionSquare
- 4.n. Consider Approval of Resolution No. 26-09, Changing/Appointing the Designated Signatories for the City of Adel

## **DEPARTMENT HEAD REPORT**

- 5.a. Fiscal Year 2026-2027 Budget Council Meeting - Monday, January 26, 2026 at 6:00 p.m.

## **NEW BUSINESS**

- 6.a. Consider Approval of Council Board and Commission Appointments: Planning and Zoning Commission - One Opening
- 6.b. Consider Approval of Resolution No. 26-10, Approval of a Right of Way Services Agreement Between the City of Adel and JCG Land Services for the Adel Recreation Trail Project
- 6.c. Consider Approval of Resolution No. 26-11, Receiving and Approving Pre-Annexation Agreement with Absolute Farms LLC Concerning the Proposed Voluntary Annexation of Certain Land to the City of Adel, Iowa
- 6.d. Consider Approval of Resolution No. 26-12, Receiving and Approving Pre-Annexation Agreement with CNC Ventures, LLC Concerning the Proposed Voluntary Annexation of Certain Land to the City of Adel, Iowa
- 6.e. Consider Approval of Resolution No. 26-13, Receiving and Approving Pre-Annexation Agreement with EHM, Inc Concerning the Proposed Voluntary Annexation of Certain Land to the City of Adel, Iowa
- 6.f. Consider Approval of Resolution No. 26-14, Receiving and Approving Pre-Annexation Agreement with JNB Adel, LLC Concerning the Proposed Voluntary Annexation of Certain Land to the City of Adel, Iowa
- 6.g. Consider Approval of Resolution No. 26-15, Receiving and Approving Pre-Annexation Agreement with Kristine M. Fasano Concerning the Proposed Voluntary Annexation of Certain Land to the City of Adel, Iowa
- 6.h. Consider Approval of Resolution No. 26-16, Receiving and Approving Pre-Annexation Agreement for Luther Care Services Concerning the Proposed Voluntary Annexation of Certain Land to the City of Adel, Iowa
- 6.i. Consider Approval of Resolution No. 26-17, Receiving and Approving Pre-Annexation Agreement with Marco Properties, LLC Concerning the Proposed Voluntary Annexation of Certain Land to the City of Adel, Iowa
- 6.j. Consider Approval of Resolution No. 26-18, Receiving and Approving Pre-Annexation Agreement with WBS2 Trust and Remington Pointe, LLC Concerning the Proposed Voluntary Annexation of Certain Land to the City of Adel, Iowa
- 6.k. Consider Approval of Resolution No. 26-19, Receiving and Approving Pre-Annexation Agreement with SF Investments, LC Concerning the Proposed Voluntary Annexation of Certain Land to the City of Adel, Iowa
- 6.l. Consider Approval of Pay Application No. 17 (Final) - Adel Evans Park Trail Connection Project
- 6.m. Consider Approval of Resolution No. 26-20, Accepting the Evans Park Trail Connection Project
- 6.n. Consider Approval of Change Order No. 4 - Adel N. 15th Street Bridge Replacement Over




#### Butler Creek Project

- 6.o. Consider Approval of Pay Application No. 11 - Adel N. 15th Street Bridge Replacement Over Butler Creek Project
- 6.p. Consider Approval of Pay Application No. 12 - Adel N. 15th Street Bridge Replacement Over Butler Creek Project (Final)
- 6.q. Consider Approval of Resolution No. 26-21, Accepting the Bridge Replacement - 15th Street Bridge Over Butler Creek Project
- 6.r. Discussion / Possible Action on Collaboration with Dallas County for 288th Trail Project
- 6.s. Discussion / Possible Action on Proceeding with Scenario C as Outlined in the Funding Scenarios Prepared by PFM
- 6.t. Discussion / Possible Action on City Contribution Towards Rapid-Flashing Beacons for Raccoon River Valley Bike Trail Crossing on Highway 169
- 6.u. Consider Approval of Notice to Extend Farm Lease Between the City of Adel and Phil Lautner For a One-Year Renewal Period
- 6.v. Closed session pursuant to Iowa code section 21.5(1)(c), "to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would likely to prejudice or disadvantage the position of the governmental body in that litigation."
- 6.w. Closed session pursuant to Iowa Code section 21.5(1)(j), "to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property."

#### **OTHER BUSINESS**

#### **ADJOURNMENT**



# *Certificate of Appreciation*

*presented to*

**Grant Goeden**

*in recognition of his 5 years of service to*

*The Citizens of Adel and  
The Public Works Department*

---

*Timothy E. Crannell, Mayor*

# ***Oath of Office***

*I,*

**Timothy Vick**

*Do solemnly swear that I will support*

*The Constitution of the United States*

*And*

*The Constitution of the State of Iowa,*

*And that I will faithfully and impartially*

*To the best of my ability*

*Discharge all of the duties of the office of*

**City Administrator**

*In the City of Adel, Iowa,*

*As now or hereafter required by law.*

---

Timothy Vick

*Subscribed and sworn to before me this 13th day of January, 2026*

---

Timothy E. Crannell, Mayor

# *Comprehensive Operational Staffing & Future Facility Assessment*

*for the CITY of ADEL & Bray Architects*



**Submitted By:**  
***McGrath Consulting Group, Inc.***

**January 2026**



**Offices**  
**Tennessee, Illinois, Wisconsin, Ohio, Texas,**

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## **EXECUTIVE SUMMARY**

An Executive Summary gives a concise overview of a larger document, highlighting its key ideas and important findings. Its purpose is to help stakeholders quickly grasp the main points without reading the whole report. Although it covers essential insights, it does not include all details or analyses found in the full study. For a thorough understanding of the context, methods, and recommendations from the Consulting Team, readers should consult the entire report for fully informed decisions.

The McGrath Consulting Group, Inc., renowned for its proficiency in public safety and service level analysis, was retained by the City of Adel to perform an extensive study. The primary aim of this study was to conduct an operational and staffing evaluation focused on identifying the facility requirements of both the Police and Fire Departments.

The Consulting Team employed a strategic and focused methodology in project management. Consultants possessing pertinent skills and expertise were designated to specific subject areas to facilitate thorough analysis. This report addresses the present and anticipated staffing requirements for both departments, alongside long-term facility considerations, to support the provision of quality Public Safety Services for the community in the future.

### **Police and Fire Department Overview/Operations**

Adel's fire services are volunteer based, providing fire protection and first responder EMS services to the city and surrounding townships. The Adel Fire Department has 22 members with a number of vacancies and operates with a very conservative budget. The fire department collaborates with Dallas County EMS for emergency medical services and is advised against assuming full ambulance transport responsibilities due to cost implications. Future staffing will most likely entail the hiring of part-time staff with long term staffing being a combination of full-time, part-time, and continued volunteer or paid-on-call employees. The hiring of a full-time Fire Chief is not recommended at this time primarily due to the low volume of emergency calls.

The Adel Police Department currently employs fourteen (14) full-time officers, and as the City grows, it is expected that this number will double to around twenty-eight (28) full-time staff members. Salaries and fringe benefits make up over 78% of the current police department budget, though this percentage is lower than that of most other agencies. The Police Department has seen a significant increase in calls for service over the past three years.

### **Adel Public Safety Building**

The current Public Safety Building, constructed in 1978 and renovated in 2003, encompasses just over 6,000 square feet. Both the Police and Fire Departments operate within this facility; however, significant operational constraints are present due to insufficient space. Additionally, both departments have valid concerns regarding security and employee safety within the building. These limitations are examined comprehensively in this study.

### ***New Facility Options***

In collaboration with the architect, the consultants have created three practical solutions to meet the current need for a new or improved facility for both departments. The first and preferred solution involves renovating the existing Public Safety Building for use by the Police Department and building a separate new facility for the Fire Department. This recommendation is made only if the combined cost of renovating the current building for the Police Department and constructing a new fire station does not exceed the expense of building an entirely new Public Safety Building that would house both departments together.

An alternative to replacing the current Public Safety Building is to construct a completely new facility at a different site, which may be advisable if its cost is comparable to or less than that of the initial option. Another approach involves building two distinct facilities for each department in separate locations; however, this option is not recommended due to the anticipated higher expenses associated with acquiring two properties and constructing two buildings.

### ***New Facility Location(s)***

The consultants have developed three site options and evaluated each site for future location of any new facilities. The options were carefully considered based on response times primarily for the fire department, accessibility to the site and the road network, access to utilities and infrastructure, security and parking needs, sufficient space to construct the facility, and acquisition costs of the property.

The property at 1700 Greene Street is the first recommended site, offering approximately 5.47 acres of land. This location meets all requirements for constructing either a standalone fire station or a new Public Safety Building. It features ample space, proximity to utilities, excellent road access, and nearby commercial and business areas. Fire department response times from this site would remain comparable to current levels, and its tax-assessed value could result in reasonable acquisition costs, depending on the final negotiated price.

Two alternative locations have been identified for the new facility. One is near the Public Safety Building, bordered by Prairie Street, South 10th Street, South 11th Street, and the bike trail. The City would need to purchase nine parcels, three of which are vacant, with the remaining six containing residences; acquiring these may pose challenges. The third option is south of the City, near Casey's on Hwy 169.

## **INTRODUCTION**

The City of Adel engaged McGrath Consulting Group, Inc., Iowa to conduct a comprehensive review of its fire and police public safety facilities. The principal objective of this study was to evaluate and analyze the current services and staffing levels within the City of Adel Police Department and Fire Department, as well as to forecast future requirements for personnel and facilities for both departments.

The Consultants' comprehensive study offers an in-depth evaluation of police and fire emergency services throughout the City of Adel. By applying a systematic approach, including interviews with City Council members, leaders, and staff from both the police and fire departments, as well as conducting detailed site surveys, the report examines departmental operations for the Police and Fire Departments. Interview findings revealed that most participants felt the current public safety building no longer meets the needs of either department. This comprehensive evaluation is essential for identifying future staffing and facility requirements by analyzing current operational data and forecasting public safety service needs in response to anticipated city expansion in both area and population.

This study provides a comprehensive snapshot of the present staffing levels, resource allocation, and emergency operations and services within both the Police and Fire Departments.

### **Project Consulting Team**

By assigning consultants with specialized skills to various aspects of the project, the team ensured a comprehensive evaluation of the project's multifaceted components. The report they produced serves not only as a recognition of the project's strengths but also as a candid guide for potential enhancements. It is crucial to understand that such reports are reflective of the specific moment they were created, and as the project evolves, some details may no longer be current. This emphasizes the importance of continuous assessment and adaptation in project management to maintain relevance and effectiveness.

Three Consultants were assigned to this project, each handled topics that were appropriate to their specific skills and expertise.

*Project Manager* – Dr. Tim McGrath  
*Lead Fire/EMS Consultant* – Chief Robert Stedman  
*Human Resources Consultant* – Dr. Victoria McGrath

### ***Recommendation Priority Hierarchy***

In the context of a report, prioritizing recommendations is a crucial step that ensures the most critical issues are addressed first. The table referenced serves as a guide to understanding the Consultants' assessment of what needs immediate attention versus what can be scheduled for later. This structured approach not only streamlines the implementation process but also provides a clear roadmap for stakeholders to follow. It is important that each recommendation is considered

within the broader context of the report's findings and the strategic objectives it aims to achieve. By aligning the recommendations with the established priorities, organizations can effectively allocate resources and plan for a systematic and successful execution of the proposed action.

This final report has listed the recommendations that pertain to this section in the priority order described below:

**Table 1: Recommendation Priority Hierarchy**

Report Priority Hierarchy		
Priority	Definition	Example
1	Urgent /Immediate	Recommendations that require immediate or action/inaction by the governing body. Examples include but are not limited to compliance with regulations, laws, life safety, physiological or environmental needs.
2	Pressing	Significant impact on the organization; action needed as soon as possible.
3	Important	The organization will benefit by addressing items that should be accomplished soon.
4	Future Consideration	Items that need to be addressed; develop future plans of action, low consequence of delay in action.
5	Information Only	The organization should be aware; take it into consideration.

A well-organized report should include a dedicated "Summary of Recommendations" section that concisely presents key action items. This enables stakeholders to quickly identify principal suggestions and strategic guidance without reviewing the entire document. Serving as an accessible reference, this section distills the primary recommendations drawn from the report's analysis, ensuring clarity for both decision-makers and other interested parties who may not have the opportunity to read the full text. Incorporating such a section not only enhances readability but also increases the effectiveness of the report as a resource for evidence-based decision-making.

## City of Adel

The City of Adel, situated in Dallas County, Iowa, serves as the county seat. Dallas County encompasses approximately 588.2 square miles and reported a population of 111,092 in 2023. Notably, between 2010 and 2020, Dallas County experienced the fastest population growth in the state of Iowa. The largest city within the county is Waukee, which lies directly east of Adel.

As of 2023, U.S. Census data shows that Adel has about 6,259 residents and covers roughly 5.4 square miles. In 2020, the census recorded a population of 6,153, but consultants in a recent study were told the current figure is approximately 6,763. The city is served by two main highways: US

Highway 6, which runs east-west, and US Highway 169, traveling north-south through Adel. Interstate 180, a major U.S. route running east-west, is situated around six miles south of the city. Additionally, the Raccoon River—part of the Mississippi River watershed—flows through Adel.

The City of Adel is a rapidly growing city on the outer western ring of the suburbs bordering the City of Des Moines. With the previous population numbers the growth between 2010 and 2024 was about 9.0 percent, which is significant. It is anticipated the growth in the City of Adel will continue and perhaps at a much faster pace than previously.

The City of Adel is governed by a Mayor and City Council form of government. The City Council consists of five (5) members all elected for four-year terms. Elections for the Mayor and City Council members are held in the odd numbered years, with the terms of office beginning on January 1<sup>st</sup> in the even numbered years. In 2026, the Mayor and two City Council members' terms were up for reelection in November 2025, with the terms for the elected members starting on January 1, 2026. The other three City Council members are up for reelection in November 2027, with terms starting January 1, 2028.

The City of Adel employs a City Administrator who oversees the daily management of city operations, providing leadership, strategic planning, guidance in planning and community development, and facilitating effective governance and council relations. The City Administrator is appointed by a majority vote of the council members and serves at the Council's discretion. The Adel City Hall is located at 301 South 10<sup>th</sup> Street.

The City of Adel, initially known as Penoch, was incorporated in 1847 and renamed Adel two years later. At the heart of downtown Adel stands the Dallas County Courthouse, which was completed in 1902. The downtown area features a town square encircling the courthouse, lined with small businesses and brick-paved streets that contribute to its charming small-town atmosphere.

The City of Adel has a school system with one high school, one middle school, and two elementary schools. The school district is known as the Adel DeSoto Minburn Community School District. Currently a new high school is being constructed on Highway 169 south of the City of Adel across from St. John's Catholic Church. The new high school will have a capacity of 1000 students with an anticipated completion date of the summer of 2027.

The new high school will have a performing arts center, woods lab, auto lab, culinary arts lab, strength and conditioning lab spaces, competition gymnasium, auxiliary gymnasium, football field, and an asphalt track. Future plans include a new stadium and baseball/softball fields. The school district has taken steps to plan for the future with the growth that is expected in the City of Adel in the future. The School District completed a Facility Master Plan in 2019, which included the construction of Meadow View Elementary School, for 2<sup>nd</sup> – 4<sup>th</sup> grades that opened for the 2021-22 school year.

The following figure reflects the expected Adel DeSoto Minburn Community School District enrollment projections for the years 2018 to 2028 as contained in the Envision Adel 2040 Comprehensive Plan:

**Table 2: Projected School District Enrollment 2018 - 2028**

Adel DeSoto Minburn Community School District Enrollment Projections		
School Year	Total Projected Enrollment	Enrollment Change
2018 – 2019	1,882	+77
2019 – 2020	1,985	+103
2020 – 2021	2,087	+108
2021 – 2022	2,195	+108
2022 – 2023	2,323	+128
2023 – 2024	2,409	+86
2024 – 2025	2,474	+65
2025 – 2026	2,577	+103
2026 – 2027	2,649	+72
2027 - 2028	2,738	+89
Source: Adel DeSoto Minburn School District		

The school district expects student enrollment to rise from 1,882 students in the 2018–2019 academic year to 2,738 in 2027–2028, based on projected population growth. This represents an increase of roughly 45.5 percent over the given period, indicating substantial growth for the district.

The Envision Adel 2040 Comprehensive Plan also projected population growth based on the past Adel population growth rates from 1990 – 2018. The five main projections used in the Plan were:

- Average Annual Percent Change 1990 – 2018 (1.7%) – Model A
- Average Annual Percent Change 2000 – 2018 (2.6%) – Model B
- Average Annual Percent Change 2010 – 2015 (1.6%) – Model C
- Average Annual Percent Change 2015 – 2018 (8.2%) – Model D
- Average Annual Percent Change 2010 – 2018 (4.9%) – Model E

The five models of projections were used to find an overall average to project future population growth as shown in the following table:

**Table 3: Population Projections City of Adel 2025 – 2040**

Population Projections 2025 – 2040 – City of Adel						
Year	Model A	Model B	Model C	Model D	Model E	Average
2020	5,121	5,215	5,112	5,212	5,803	5,293
2025	5,562	5,930	5,529	5,918	8,618	6,311
2030	6,041	6,742	5,980	6,719	12,798	7,656
2035	6,562	7,666	6,468	7,628	19,007	9,466
2040	7,128	8,716	6,995	8,661	28,226	11,945
Source: Envision Adel 2040 Comprehensive Plan						





The following figure is the Future Land Use Map used in the Envision Adel 2040 Comprehensive Plan:

**Figure 2: Adel Future Land Use Map**

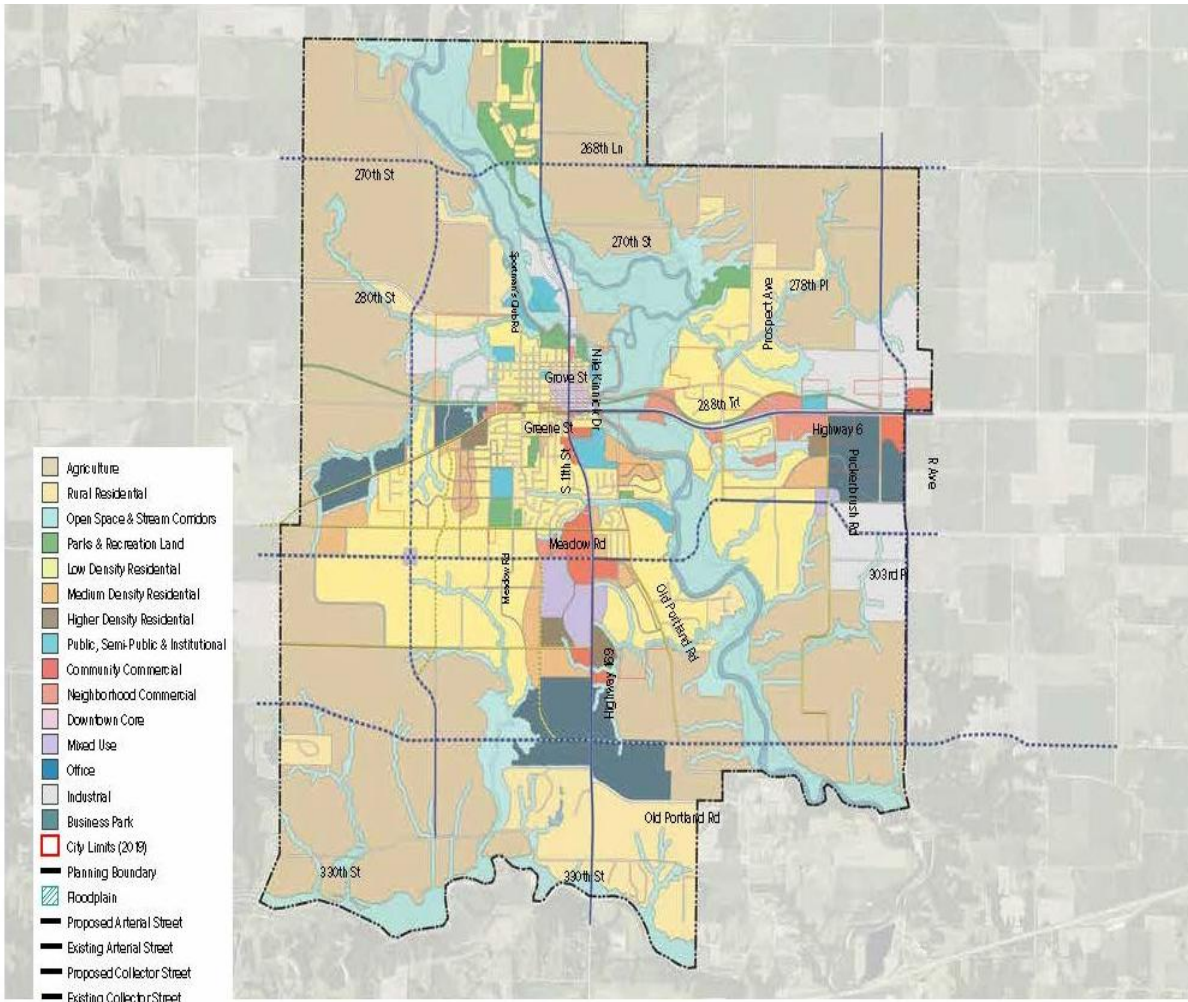
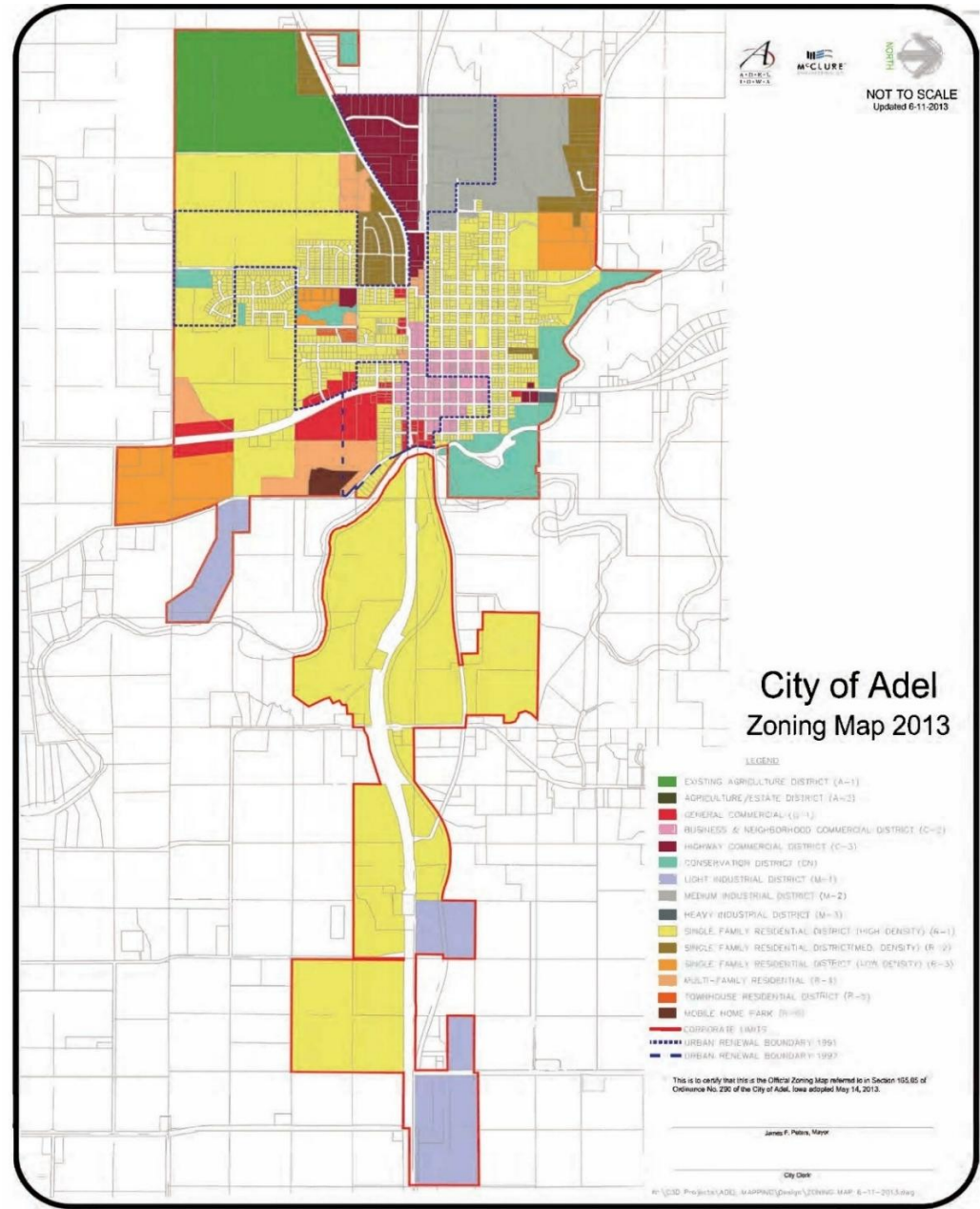




Figure 3: City of Adel Zoning Map



## **Fire Department Overview**

Numerous volunteer fire departments throughout the United States encounter staffing challenges in meeting service demands. Recruiting and retaining volunteer firefighters proves difficult in many communities, largely due to extensive training requirements, physical standards, substantial time commitments, and a lack of financial compensation. Furthermore, the unpredictable and hazardous conditions inherent in firefighting may impact individuals' willingness to serve. Balancing firefighting responsibilities with personal and professional obligations can contribute to elevated turnover rates. Rural areas often face additional obstacles, including smaller populations and limited resources, which further affect the recruitment and retention of volunteer firefighters.

The City of Adel Fire Department, while also experiencing staffing challenges, has demonstrated a strong understanding of the importance of maintaining adequate personnel levels. Although there are currently some vacancies, the department is actively engaged in recruiting new members.

## **Adel Fire Department Governance**

The City of Adel Fire Department was established by the City Council through City Ordinance Chapter 15, entitled "Fire Department." This ordinance defines the department's organizational structure, outlines the process for electing fire department officers, specifies their responsibilities, and mandates the adoption of bylaws necessary to achieve departmental objectives. Furthermore, all bylaws, including amendments or revisions, require approval from the City Council prior to taking effect.

## **Adel Fire Association**

The City Ordinance established the City of Adel Fire Department Association, and the Association developed bylaws which have been adopted and approved by the City Council as required under the ordinance.

The Association bylaws outline and describe numerous administration and operational functions of the fire department including:

**Officers** – The Association consists of the following officers: Fire Chief, Assistant Fire Chief. Six (6) Captains, (1) Lieutenant, a President, Vice President, Secretary, and Treasurer.

**Elections** – Elections are held bi-annually in the odd numbered year in September with the exception of the Captains, all Officers shall be elected by written ballot by two-thirds of the total voting membership. There must be at least two candidates for each office. The Fire Chief appoints the Captains and Lieutenants. The term of the elected Officers is for two (2) consecutive years, and no member may hold the same office for a period exceeding eight (8) consecutive years.

## **Duties of the Officers and Members –**

The Bylaws define the duties and responsibilities of all the Department Officers and the members.

Membership – The bylaws establish the requirements and qualifications for members including:

- The Officers and the Adel City Council shall determine the number of members in the Association.
- When there are vacancies, applications from prospective members are submitted to the membership committee. The committee will present its recommendations to the Association membership, and new members may be approved via written ballot. Additionally, all new members must receive approval from the Adel City Council.
- All new recruits serve a probation period of no less than six (6) months, up to twelve (12) months. During this period, the recruit must attend and successfully complete Basic Firefighter skills training. Upon completion of this training and probation the recruit may be recommended and voted on as a full member with voting privileges.
- All applicants must be at least 18 years of age and a citizen of the United States or a permanent US resident alien. Each applicant must have a valid driver's license.
- All applicants must consent to a background check to be conducted by the Iowa Department of Criminal Investigations (DCI).
- All applicants are required to have a pre-employment drug screening by a city-approved physician.
- Meeting Attendance requirements are also defined in the bylaws for both training and Association business meetings.
- Other subjects included in the bylaws included a grievance procedure, equipment operation, leaves of absence, rules of conduct, and disciplinary action procedures.

## ***Recommendations – Adel Fire Association***

- It is recommended the Adel City Council and the members of the Association change the language in the Association By-Laws and City Ordinance to allow unlimited consecutive years of appointment for the positions of the Fire Chief and Assistant Fire Chief. **Priority 2**

## **City of Adel Fire Department Operations**

The City of Adel Fire Department is a volunteer fire department that operates out of one fire station located at 102 South 10<sup>th</sup> Street, in the City of Adel, IA. The Adel Fire Department was established in 1856. The fire department protects the City of Adel, which is about 5.4 square miles, and another approximately another forty-five (45) square miles outside of the City. The City of Adel has a city water system including fire hydrants throughout the City. The remaining square miles of the City of Adel Fire Department are a non-hydranted area and water for firefighting purposes must be transported to the scene of emergencies by fire department tankers/tenders. There is a small area with subdivisions south of the City of Adel that is serviced for water by the Xenia Rural Water District, and this limited area of about 1.6 square miles does have some fire hydrants installed.

The City of Adel Fire Department maintains a fleet consisting of two fire engines, one tender, one brush truck, one First Responder SUV, one brush UTV vehicle, and one rescue boat. The department provides emergency response services throughout the Adel Fire District, which encompasses the City of Adel as well as Adel Township, Adams Township, and Colfax Township. All three townships are primarily situated in the northern and western areas of Dallas County. The City of Adel delivers fire protection and EMS First Responder services to specific portions of these townships, rather than serving their entire populations. The cumulative population and geographic area of the three townships are detailed below.

**Table 4: Population and Square Miles of Townships Protected**

Township	Population	Area
Township of Adel	Approximately 1,500	36.59 Square Miles
Township of Adams	Approximately 1,082	39.86 Square Miles
Township of Colfax	Approximately 400	36.60 Square Miles

The three Townships pay for fire protection services from the City of Adel through a property tax assessment in each community.

### **Contracted City of Adel Fire Department Services**

The City of Adel provides fire protection and EMS First Responder services to the three Townships mentioned above through 28E agreements. The Iowa State Code Chapter 28E authorizes governmental entities within the state to enter into intergovernmental agreements. The purpose of this legislation is to enable local governments to exercise their powers collaboratively, facilitating the provision of joint services with other entities, such as mutual aid for fire departments, or in this situation providing fire protection services to the three Townships.

Each of the three Townships has entered into a 28E agreement with the City of Adel to provide these services within their respective communities. The written agreements were approved by the individual Townships on separate dates and remain effective from the date of execution, continuing annually unless either party provides written notice prior to January 31st of any year indicating an intent to terminate the contract at the conclusion of the fiscal year.

The three Townships levy a fee on property owners who receive fire protection and First Responder Services from the City of Adel; this fee is incorporated into the respective Township property tax bills. For Adams Township, the assessment rate is \$0.40 per \$1,000 of property valuation, while both Adel Township and Colfax Township apply an assessment rate of \$0.405 per \$1,000 of property valuation. The Townships are responsible for collecting these assessments from their residents and remitting payments to the City of Adel twice annually: the first payment is due by January 15th, and the second payment is due by July 1st each year.

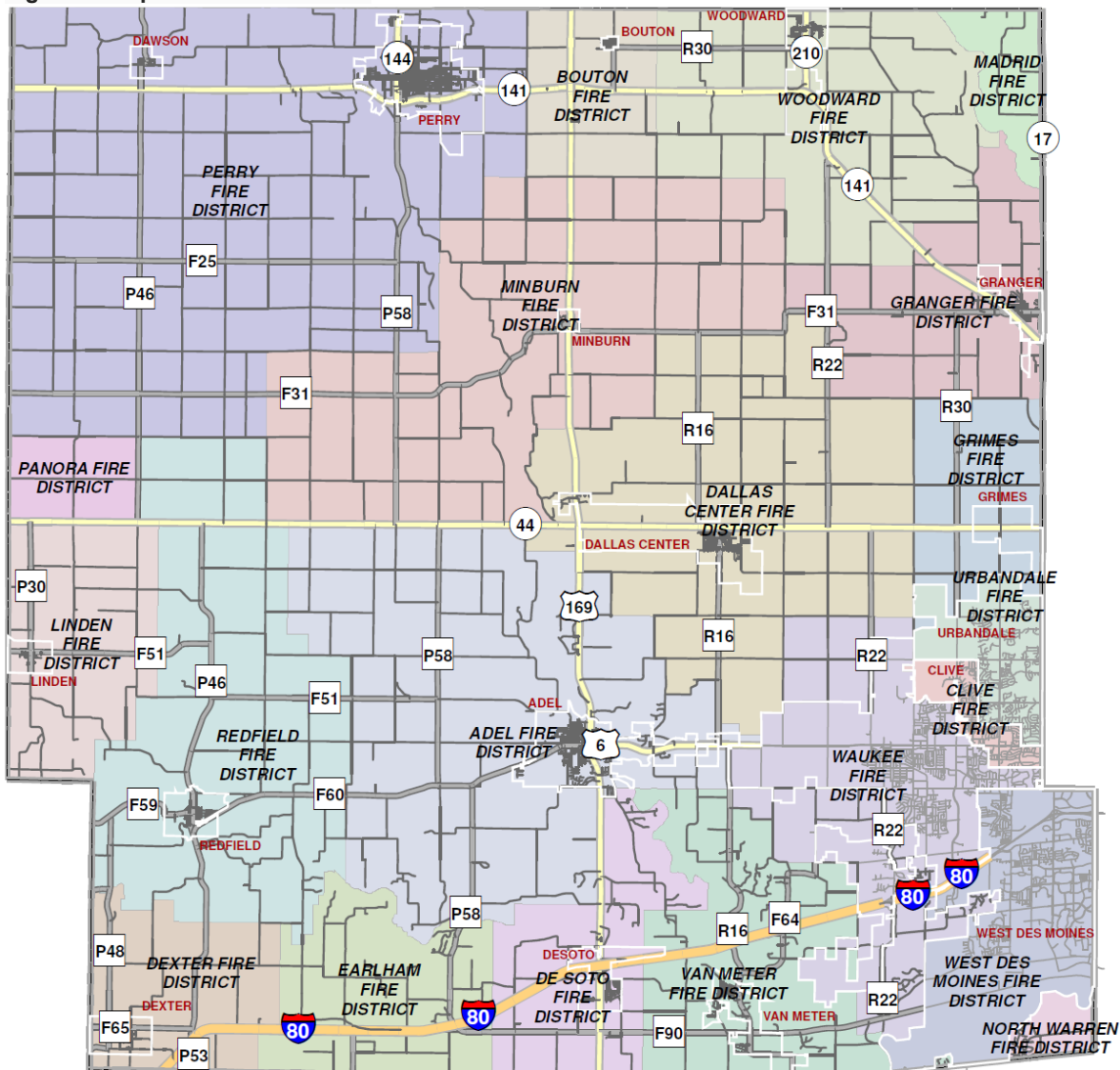
In fiscal year 25-26, the three townships made the following annual payments:

- Adams Township - \$23,734
- Adel Township - \$53,350
- Colfax Township - \$48,202

It is important to note that the contracts for providing fire protection and First Responder Services to the three townships are essentially long-term agreements, indicating that the City of Adel can reasonably expect annual revenue from these services to be stable and dependable.

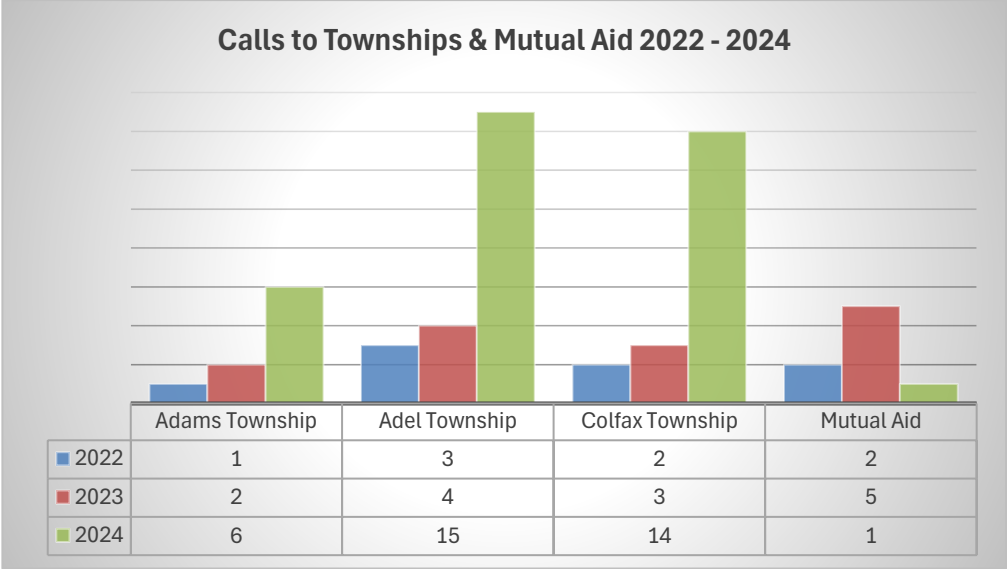
The following figure is a map of the City of Adel Fire District, which indicates the services provided go beyond the City borders.

**Figure 4: Map of Adel Fire District**



The following figure reflects the number of calls the City of Adel responded to in the three Townships as well as mutual aid communities between 2022 – 2024.

Figure 5: Calls to Contract Townships and Mutual Aid 2022 – 2024

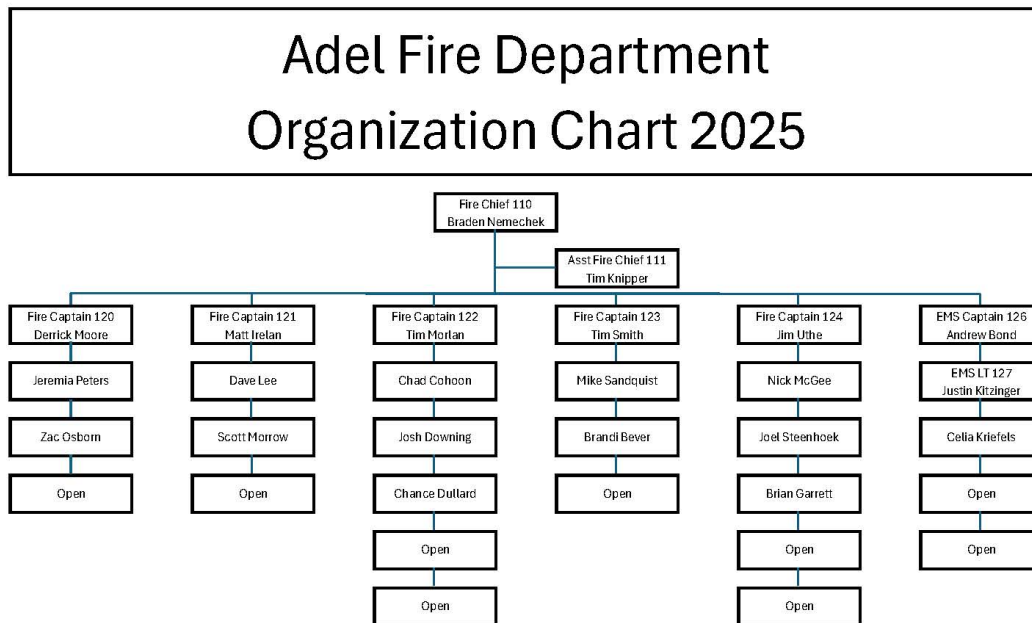


Current Staffing

Twenty-two (22) members staff the Adel Fire Department, and they receive limited compensation for their time and efforts with the Fire Department. The Fire Department consists of one (1) Fire Chief, one (1) Assistant Fire Chief, six (6) Captains, one (1) Lieutenant, and fourteen (14) firefighters. According to the organization chart there are currently nine (9) vacancies for firefighter positions in the Adel Fire Department.

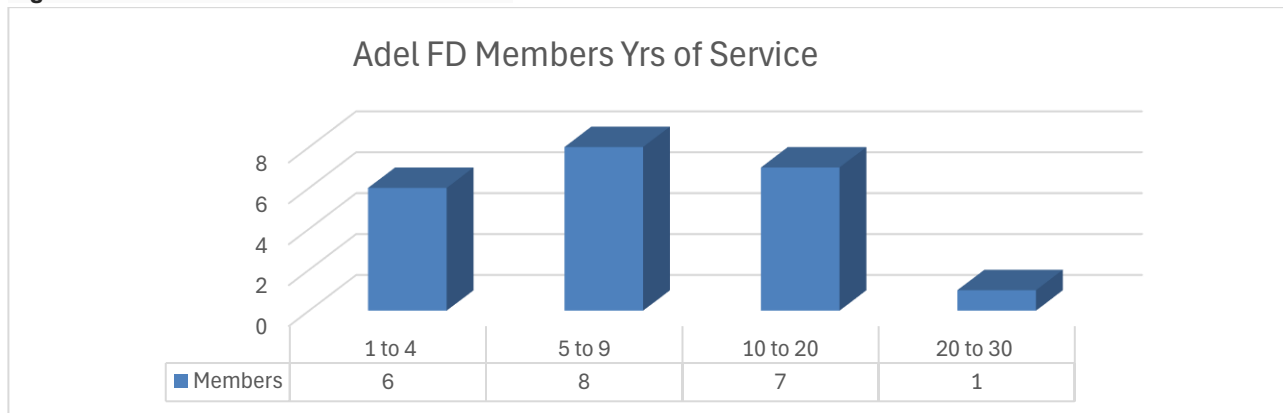
The following figure (next page) reflects the organizational chart for the City of Adel Fire Department at the present time.

Figure 6: Adel FD Organizational Chart



The following figure illustrates the years of service for the members of the City of Adel Fire Department:

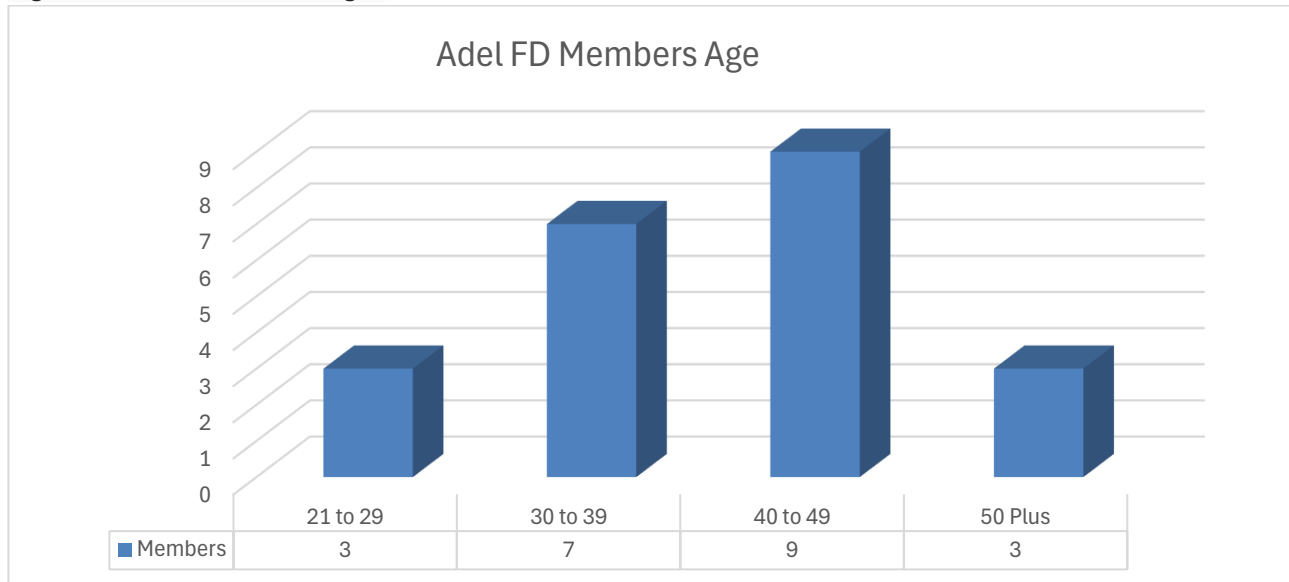
Figure 7: Adel FD Members Years of Service



The above figure illustrates that over sixty-three (63) percent of the members have less than ten (10) years of service and the balance of the members have over ten (10) years of service. Six (6) members have four (4) years or less of service, which means the Adel Fire Department has spent time recruiting new members and the focus should be on retaining all members.

The following figure illustrates the years of age for the members of the City of Adel Fire Department:

**Figure 8: Adel FD Members Ages**



The age of the members is almost split evenly between those thirty-nine (39) years of age and below and those members forty (40) years of age and older. The average age of all members is forty (40) years old, which is somewhat concerning, especially in terms of the importance of recruiting new members and retaining current members.

### **Future Staffing**

During interviews conducted for this study, at least one City Council member expressed the view that the City of Adel Fire Department would benefit from appointing a full-time Fire Chief in the near future. The consultant was informed that one rationale for this recommendation is that a full-time Chief could oversee the construction of a new fire station. While we have documented this suggestion, our current assessment indicates that a full-time Chief for the Adel Fire Department is not required at this time to monitor the construction of a new fire station. First of all, a full-time Fire Chief may not have any experience in the construction of a new building. Usually, the architectural firm helps monitor the construction of a new fire or police station and/or a public safety building.

In numerous municipalities, the Public Works Director, City Engineer, or an individual in a comparable role oversees all new construction and renovation initiatives involving city-owned facilities.

The Envision Adel 2040 Comprehensive Plan projected the Adel Fire Department would be staffed with 13 – 18 full-time staff by 2040. Again, as a reminder in this Comprehensive Plan the population of the City of Adel is projected to be 11,945 by the year 2040. This is the figure the consultants will use for the purpose of this study.



The National Fire Protection Association (NFPA) does not prescribe a specific number of firefighters for each community, as requirements vary according to the unique needs of individual communities.

The National Fire Protection Association typically conducts a fire department survey every five years. Their data often covers information such as the population served, the number of volunteer and career firefighters per 1,000 people, and the lowest, median, and highest averages for these figures.

The following tables reflect the 2020 NFPA Fire Department surveys on staffing levels for both career and volunteer fire departments:

**Table 5: NFPA FD Career Staffing Survey 2020**

Career Firefighters Per 1,000 Population			
Population Protected	Low	Median	High
1,000,000 or more	0.24	0.84	2.16
500,000 to 999,999	0.20	1.22	2.83
250,000 to 499,999	0.47	1.14	2.57
100,000 to 249,999	0.00	1.20	2.74
50,000 to 99,999	0.00	1.29	2.86
25,000 to 49,999	0.00	1.30	5.32

SOURCE: NFPA FD SURVEY 2020

**Table 6: NFPA FD Volunteer Staffing Survey 2020**

Volunteer Firefighters Per 1,000 Population			
Population Protected	Low	Median	High
10,000 to 24,999	0.00	0.80	10.00
5,000 to 9,999	0.00	3.23	12.30
2,500 to 4,999	0.00	6.46	15.43
Under 2,500	0.87	19.24	*

SOURCE: NFPA FD SURVEY 2020

Using the above table for volunteer firefighter staffing the City of Adel is around 7,000 population and a median number of firefighters is 3.23 per 1,000 population. Using the above table Adel would have about 22.61 volunteer firefighters, which is almost exactly the number of personnel they currently have in the department.

In examining the staffing of Iowa fire departments in communities with populations comparable to the City of Adel's current population of approximately 7,000—and subsequently reviewing staffing levels for Iowa fire departments serving up to about 12,000 residents, the consultants utilized data available from the Iowa Fire Department Census Data website.

The table below presents a comparison of various cities in Iowa, detailing the population of each city, the number of fire stations within each community, the count of career personnel, and the number of volunteer or paid-on-call members for each locality.

**Table 7: Iowa Cities with FD Staffing Levels**

Iowa Cities Population 6,000 - 12,500 - FD Staffing Levels				
City	Population	Stations	Career	Vol/POC
Boone	12,461	1	9	24
Pleasant Hill	11,942	1	2	40
Storm Lake	11,627	1	2	31
Oskaloosa	11,575	1	8	25
Spencer	11,418	1	5	31
Le Mars	10,674	2	3	24
Carroll	10,125	1	1	34
Fort Madison	9,983	1	16	0
Bondurant	9,511	1	16	13
Fairfield	9,511	1	4	14
Grinnell	9,495	2	5	30
Keokuk	9,462	1	19	30
Denison	8,302	1	1	35
Webster City	7,763	1	4	25
Clear Lake	7,602	1	3	29
Decorah	7,454	1	3	32
Knoxville	7,440	1	7	22
Creston	7,421	1	5	20
Hiawatha	7,347	1	6	55
Washington	7,281	1	4	36
Nevada	7,082	1	1	37
Charles City	7,081	1	4	25
Atlantic	6,717	1	3	35
Tiffin	6,695	1	1	22
Polk City	6,430	1	1	39
Independence	6,266	1	3	23

The number of staff in the above fire departments within this population range varies significantly, including career, volunteer, and paid-on-call members. When looking at full-time career personnel, the above departments have anywhere from one up to nineteen career members. As mentioned earlier, staffing levels differ widely because they depend more than just on population size; various other factors influence how many personnel are needed in the fire department.

Staffing levels can be influenced by several factors such as call volume, the number and availability of volunteer or paid-on-call personnel, and the presence of commercial or business properties

within the community. The way Emergency Medical Services are provided also matters—whether the fire department manages EMS alone or works alongside an ambulance company. Other considerations include budget availability, local economic conditions, and the ability to fulfill training requirements for all department members. While these are key factors, there are additional influences that may affect staffing as well.

In the table above, all departments with more than five (5) full-time staff members provide Emergency Medical Services (EMS) within their organization, which may underscore the necessity for more career personnel. Conversely, fire departments listed with only one (1) full-time employee are likely to employ a full-time Fire Chief in that role.

Drawing on the staffing examples provided in the above table and the career personnel projections outlined in the Envision Adel 2040 Comprehensive Plan, which estimate staffing levels between 13 and 18 full-time career members by 2040—the Adel Fire Department and the City of Adel should incorporate this range into their planning for future facility requirements. These projections should be regularly reviewed to account for changes in call volume and departmental growth. The long-term plan for full-time staffing levels should include maintaining a level of staffing by volunteer/POC members to supplement the career members.

Fire departments should avoid making rapid shifts from volunteer or paid-on-call (POC) staffing to full-time career positions, as such transitions require careful planning based on actual data and needs. One essential aspect of this process is managing the timing so that volunteers and POC members continue to feel valued; otherwise, they may participate less in calls, miss training, and gradually disengage. If volunteers start to feel overlooked, staffing for emergency responses could quickly decline, which could significantly hinder the department's ability to provide effective services.

In many fire departments, the transition from a volunteer or paid-on-call (POC) model to one with fully staffed career personnel often involves an interim period during which part-time employees are utilized to cover specific shifts. For instance, if data indicates that emergency call response times during daytime hours are insufficient due to limited staffing, it may be appropriate to assign part-time personnel to staff the fire station during these periods to ensure adequate coverage.

Another way to enhance staffing with volunteer or POC members is by introducing duty crews, especially if response to calls is difficult in the evenings or on weekends. This program can be implemented even before hiring full-time personnel. Duty crews typically include 2 to 4 members who are scheduled to be on call during set hours; they receive a stipend for being available and earn an additional stipend for each call they answer during their shift. These crews are commonly assigned for evening shifts during weekdays and also can be used to cover weekend periods.

Duty crews ensure that a minimum number of personnel are available during designated periods. It is important to note that while duty crew members are prepared to respond to incidents, they do

not remain physically present at the fire station awaiting calls. Instead, they are on-call within the community and report to the fire station upon receiving emergency notification.

The consultants lack knowledge of how the Envision Adel 2040 Comprehensive Plan determined that the City of Adel Fire Department would need between 13 and 18 full-time professional staff by 2040. However, they agree that these projected staffing figures should be used when planning a future fire department facility.

Given Adel's anticipated growth, the fire department's current low call volume, its role as an EMS first responder (without ambulance transport), and the dedication of its members, consultants suggest that a realistic number of full-time employees by 2040 would be between four and six. Several factors must be weighed, including the potential for existing members to work part-time shifts or duty crews. It is important to thoughtfully evaluate the contributions of current personnel and consider how hiring full-time staff might impact the department.

### ***Recommendations – Staffing***

- The Adel Fire Department is advised not to hire a full-time Fire Chief at this time. Instead, it is recommended that department data and activities be monitored moving forward in order to determine the most appropriate timing for the establishment of a full-time Fire Chief position. **Priority 3**
- It is recommended the Adel Fire Department, and the City of Adel should incorporate projected staffing levels of between 13 and 18 full-time career members by 2040 into their planning for future fire department facilities. **Priority 3**
- It is recommended the City of Adel conduct regular reviews of the stipends provided to fire department personnel for emergency response, ensuring that their compensation remains comparable with that of neighboring fire departments. **Priority 3**
- When it is determined necessary for staffing purposes the Adel Fire Department and the City of Adel should consider implementing a part-time staffing program to provide on-duty part-time personnel in the station Monday through Friday during the daytime hours. **Priority 3**
- When it is determined necessary for staffing purposes the Adel Fire Department and the City of Adel should consider implementing a duty crew staffing program to provide on-duty crew of at least two members to be available to respond to calls during the evening hours during the week and a separate duty crew for weekend standby. The duty crew members would be paid a stipend for standby as well as the POC stipend rate for any calls they responded to as soon as it is fiscally possible. **Priority 3**

## Department Leadership

The current City of Adel Fire Chief has served with the fire department since 2013 and will have completed seven years in the role as of January. The Assistant Fire Chief has been a member of the department since 2014. Both individuals were re-elected to their respective positions in September 2025. Neither the Chief nor the Assistant Fire Chief will be eligible for re-election when their terms conclude in two years. In a previous section a recommendation was made to change the terms of office for the Chief and Assistant Chief to unlimited consecutive terms. These two positions are critical to the management and leadership of the fire department and having limited terms of office can have long term effects.

Both individuals promptly responded to requests for data and information, displaying strong cooperation with the consultants during the study. The consultants' involvement with other fire department leaders was minimal, limited mainly to conducting interviews.

It is important to note that both of these Chief Officers are volunteer department members like the other department members, but their fire department positions require them to spend a great deal of time providing leadership to the fire department members.

### ***Recommendations – Department Leadership***

- The Adel Fire Department should begin the process of developing and implementing a plan to prepare interested department members for future department officer positions including a Fire Chief. **Priority 3**

## Fiscal Management

The City of Adel Fire Department operates on an annual budget that follows a fiscal year from July 1st to June 30th. The budget is allocated to both operating expenses and capital outlay. Operating expenses encompass personnel, education and training, fuel, maintenance, supplies, uniforms, insurance, utilities, telephone services, and protective clothing. While these represent the primary expense categories, they do not account for all items included in the budget. The following figure illustrates the City of Adel Fire Department annual budgets for the years 22-23 to 25-26.

**Figure 9: Adel FD Annual Budgets 22-23 to 25-26**

Account	22-23 - Actual	23-24- Actual	24-25- Actual	25-26- Budget
Personal Services				
Fire Call Stipend	22,550.00	28,085.00	31,040.00	32,000.00
First Responders	555.05	7,901.31	585.53	3,000.00
Dues, Memberships, Subscriptions	374.00	397.00	441.00	500.00
Education & Training	583.60	3,204.60	522.50	3,500.00
Awards	-	113.95	-	500.00
Total Personal Services	24,062.65	39,701.86	32,589.03	39,500.00

Services & Commodities				
Vehicle Fuel-Oil-Lubricants	4,007.56	3,595.65	2,871.21	4,000.00
Vehicle-Equip & Radio Maintenance	4,351.75	10,971.93	11,692.44	15,000.00
Utilities-Elec, Gas-Sanitation	1,523.78	911.90	1,165.37	2,000.00
Telephone/Radio	2,886.77	4,463.59	4,085.75	5,000.00
Advertising & Legal Publications	-	132.48	-	-
Profess Fees -Drs, Lawyers	2,211.25	2,212.50	1,377.00	53,000.00
Insurance-Fire & Auto-General	13,409.76	6,823.74	16,418.53	18,061.00
Data Processing Expenses	1,200.00	1,342.48	2,733.35	3,500.00
Building & Grounds Maintenance	8,374.64	3,438.40	2,320.18	7,500.00
Service/Maintenance Agreements	772.56	724.00	698.75	1,100.00
Minor Equipment	14,113.25	12,107.19	4,868.40	20,000.00
Office Supplies	107.19	112.05	167.56	500.00
Bunker Gear/Equip.	8,579.94	7,569.87	12,586.19	25,000.00
Hepatitis B Vaccinations	-	-	-	250.00
Uniforms	3,239.09	4,681.33	252.09	3,000.00
Fire Ground Expense	99.03	117.01	56.76	500.00
Fire Prevention Expense	976.89	230.00	1,250.00	1,500.00
Air Compressor	700.18	1,061.21	933.33	1,200.00
Refunds	-	297.95	-	-
Misc Supplies	790.12	1,027.73	699.88	1,000.00
Total Services & Commodities	67,343.76	61,821.01	64,176.79	162,111.00
Capital Outlay-Vehicle/Equip	-	80,071.07	172,435.28	42,000.00
Capital Outlay Bldg. Maintenance	-	-	4,324.00	20,000.00
Bunker Gear/Equip Upgrade	10,000.00	-	9,757.29	10,000.00
Total Capital Outlay	10,000.00	80,071.07	186,516.57	72,000.00
Total Fire Department	101,406.41	181,593.94	283,282.39	273,611.00

The above figure reflects variations on an annual basis in capital outlay expenditures. The variations were based on purchasing fire department vehicles with Covid funds.

Through interviews with City of Adel Fire Department personnel, several members expressed to the consultant the potential need for the Fire Department to assume responsibility for delivering EMS services, including emergency ambulance transportation. This perspective was shared by multiple individuals, who noted that as communities east of Adel and closer to Des Moines have grown in population and complexity, many transitioned from volunteer fire departments offering only first responder services to fully staffed departments providing comprehensive EMS and ambulance transport services. Members indicated that revenues generated from ambulance transport fees could offset the operational costs of the EMS service. In essence, they suggested that, at some

point in the future, the Adel Fire Department could take over EMS services currently administered by Dallas County Emergency Medical Services.

Currently, Dallas County provides funding for the Dallas County Emergency Medical Services (EMS) operation. Should the City of Adel pursue management of EMS services, it would likely incur significant costs, resulting in higher expenses for City taxpayers.

Funding for EMS ambulance services primarily comes from fees collected for ambulance transports; however, these fees typically do not cover all operational expenses. Consequently, the remaining operating costs are shifted to community members through increased property taxes.

### ***Recommendations – Fiscal Management***

- The Adel Fire Department should continue to be conservative in preparing and administering the annual budget. **Priority 3**
- Developing at least a five (5) year capital outlay budget plan is recommended in conjunction with the City Administration. **Priority 3**
- It is advisable for the City of Adel to maintain its partnership with Dallas County Emergency Medical Services for EMS provision, while allowing the Adel Fire Department to continue delivering First Responder Services in coordination with EMS operations. **Priority 3**
- The City of Adel is advised not to transition to a fire department offering full EMS emergency response, including ambulance operations and patient transport, because this would require generating extra property tax revenue to cover the costs. **Priority 4**

### **Emergency Response Data – NFIRS**

The National Fire Incident Reporting System (NFIRS) establishes a standardized approach to incident reporting for fire departments across the United States, encompassing activities such as firefighting, emergency medical services, and response to severe weather events. Through participation, these departments contribute essential data that supports the development of fire prevention initiatives, effective resource allocation, and enhanced firefighter safety measures.

Each year, Iowa's departments send their incident reports to the Iowa State Fire Marshal Division Office. These reports are reviewed by the USFA to gather national data on fire incidents. Local, state, and federal agencies all contribute details about emergency response and preparedness through this process.

The National Fire Incident Reporting System (NFIRS) classifies incidents into nine categories, each with its own series number and detailed sub-categories. With help from this framework, the United States Fire Administration (USFA) collects and examines data provided by states. This analysis acts as a legal record, helps fire departments assess their performance, and gathers useful information for state and national purposes. NFIRS data supports planning efforts for fire

prevention, emergency medical services (EMS), public safety policies, and decisions about resource allocation.

### **National Emergency Response Information System (NERIS)**

The National Emergency Response Information System (NERIS) represents a significant advancement in the way fire and emergency services manage and utilize data. As a modernized platform, NERIS will replace the National Fire Incident Reporting System (NFIRS), which has been the standard since 1976.

The new system aims to provide a more consistent and reliable method for data entry, leveraging the latest technological advancements. With enhanced data integration capabilities, NERIS will enable near real-time access to information, facilitating quicker and more informed decision-making. This system is expected to support the fire service community by providing predictive analytics for better preparedness and response to various incidents, including natural disasters and climate change-related events. The development of NERIS, through collaboration with the Fire Safety Research Institute and the Department of Homeland Security's Science and Technology Directorate, underscores the commitment to equipping first responders with the tools necessary for effective and efficient emergency management.

The National Fire Incident Reporting System (NFIRS) is a voluntary reporting standard used by fire departments to report on a wide range of activities, from fire to emergency medical services to severe weather and natural disasters. However, the system's design, which dates back to 1976, has been identified as resource-intensive, particularly for smaller fire departments. In response, the U.S. Fire Administration is developing the National Emergency Response Information System (NERIS), aiming to modernize the data reporting process. NERIS is intended to be more flexible, responsive, scalable, and secure, employing modern technology to reduce the burden on fire departments and improve decision-making and incident preparedness. The transition to NERIS is expected to enhance data quality and availability, providing a more effective analysis, and supporting community risk reduction efforts.

The National Emergency Response Information System (NERIS) is a pivotal development in the United States' approach to managing fire-related data and emergency response. Spearheaded by the U.S. Fire Administration, NERIS is designed to modernize the way fire and emergency services collect, integrate, and analyze data. With a focus on providing reliable predictive analytics, NERIS will enhance preparedness and response strategies for a wide range of incidents, including wildland urban interface events and climate change-related threats. The platform aims to ensure that data entries are consistent and reliable, offering timely access to crucial information. This will empower decision-makers with actionable insights, improving safety and efficiency in addressing fire problems across the nation.

The National Emergency Response Information System (NERIS) is set to revolutionize fire and emergency services data management. The initial rollout occurred in fall of 2024, when NERIS



introduced a modernized platform designed to enhance data quality, provide prompt data availability, ensure comprehensive data coverage, and maximize resource efficiency. The transition from the current National Fire Incident Reporting System (NFIRS) to NERIS has been a phased process, allowing fire departments to adapt smoothly to the new system during which NFIRS has remained operational to ensure uninterrupted service. The U.S. Fire Administration, in collaboration with other national fire service organizations, is providing ongoing support and detailed information to facilitate the migration to NERIS. This strategic update aims to empower fire departments with better tools for decision-making and response to fire-related incidents, reflecting the evolving needs of modern emergency services. Fire departments in Iowa will begin onboarding in December 2025. The full transition from NFIRS to the new National Emergency Response Information System (NERIS) for fire-based, all-hazards incident reporting and data analytics for the fire service will begin in December 2025. NFIRS will be sunset in February 2026 and will no longer be available.

**Recommendations – NERIS**

- The City of Adel Fire Department should be prepared to start submitting the NERIS reports and data to the State and Federal agencies on the required date in early 2026 with the full transition from the NFIRS to NERIS completed. **Priority 3**

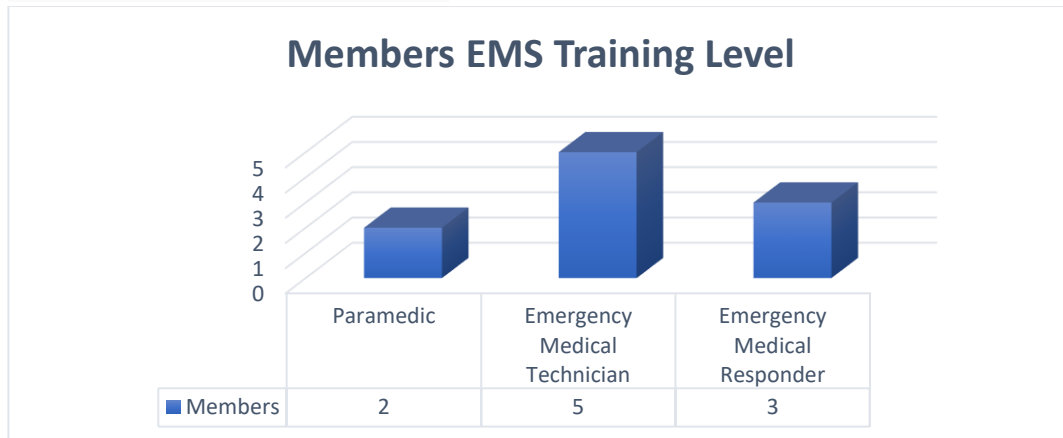
**Incidents by Major Category**

Fire departments usually organize their emergency response reports into two key groups: EMS incidents, which involve medical emergencies like car accidents, injuries, or heart problems; and fire-related events, which include hazardous materials, service calls, false alarms, and other similar situations. The following table displays response statistics in these categories from 2022 to 2024. The City of Adel does respond to Emergency Medical Service calls to support the Dallas County Emergency Medical Services, which provides EMS services including the transport of patients to the hospital during emergencies.

The City of Adel deploys a Fire Department SUV to respond to EMS calls within its designated coverage area including the three Townships the department provides services to under an agreement discussed previously. Typically, two fire department personnel are assigned to these responses; however, depending on staffing availability, a single member may be dispatched with the SUV. During EMS responses, City of Adel Fire Department personnel operate under the EMS Provider license granted to Dallas County Emergency Medical Services.

All City of Adel Fire Department personnel who respond to EMS calls are certified at least as Emergency Medical Responders (EMR). Additionally, the department has several members with higher levels of EMS training, as shown in the table below:

**Table 8: Adel FD Members EMS Levels**



The above table shows that ten (10) members of the Adel Fire Department are certified at some level of EMS service, representing approximately forty-five (45) percent of the department's personnel. As demonstrated in the subsequent table, a substantial proportion of emergency calls received by the Adel Fire Department pertain to EMS services.

The following table reflects the percentage of fire and EMS calls during the 2022 - 2024 period:

**Table 9: Type of Calls By Percent 2022 – 2024**

Type of Call	Number	% of Total
Fire	516	54.08%
EMS	438	45.92%
Total	954	100.00%

The above figure indicates that the Adel Fire Department responded to 954 calls over a three-year period, with approximately 45.92% classified as EMS emergencies. On an annual basis, this equates to an average of 146 EMS calls and 172 fire-related calls. These figures translate to monthly averages of 12.17 EMS calls and 14.33 fire calls throughout the period. Overall, the department managed a total of 954 incidents during the three years, averaging fewer than one call per day.

### Incidents by Nature

The following table reflects the 2021 – 2023 emergency activities of the Department utilizing the NFIRS series categories:

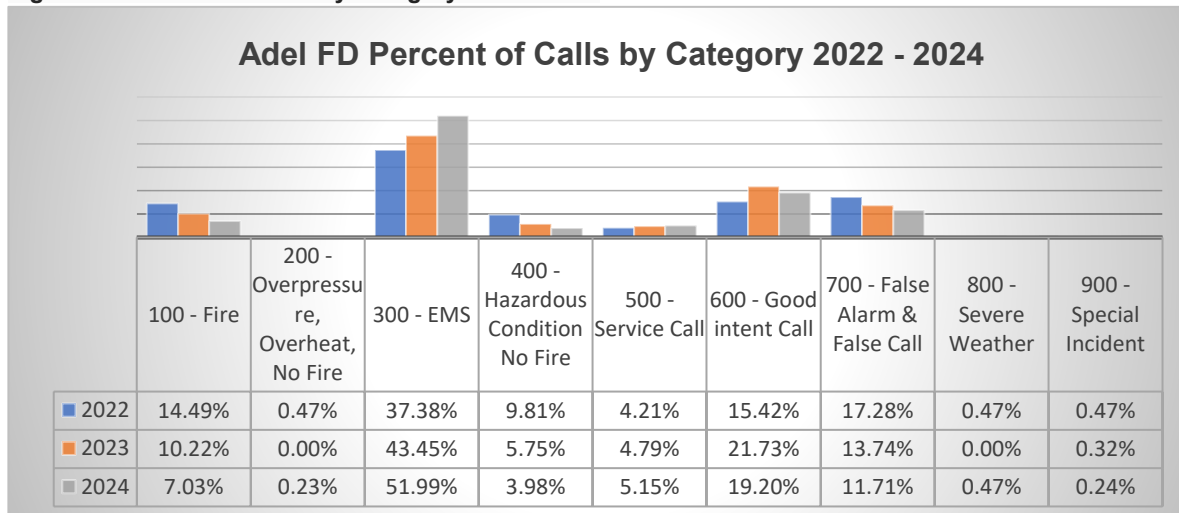
**Table 10: Adel FD Annual Calls 2022 – 2024**

NFIRS Type of Calls	2022	2023	2024
100 - Fire	31	32	30
200- Overpressure	1	0	1
300 - Rescue & EMS	80	136	222
400 - Hazardous Condition	21	18	17
500- Service Call	9	15	22
600 - Good Intent Call	33	68	82
700 - False Alarm	37	43	50
800 - Severe Weather	1	0	2
900 - Special Incident Type	1	1	1
Totals	214	313	427

The number of annual calls has increased significantly during the three (3) year period with the majority of the calls being Emergency Medical Service (EMS), which are calls they respond to with the Dallas County Emergency Medical Services.

The following figure illustrates the percentage of calls the Adel FD responded to on an annual basis from 2022 – 2024:

**Figure 10: Percent of Calls By Category 2022 – 2024**



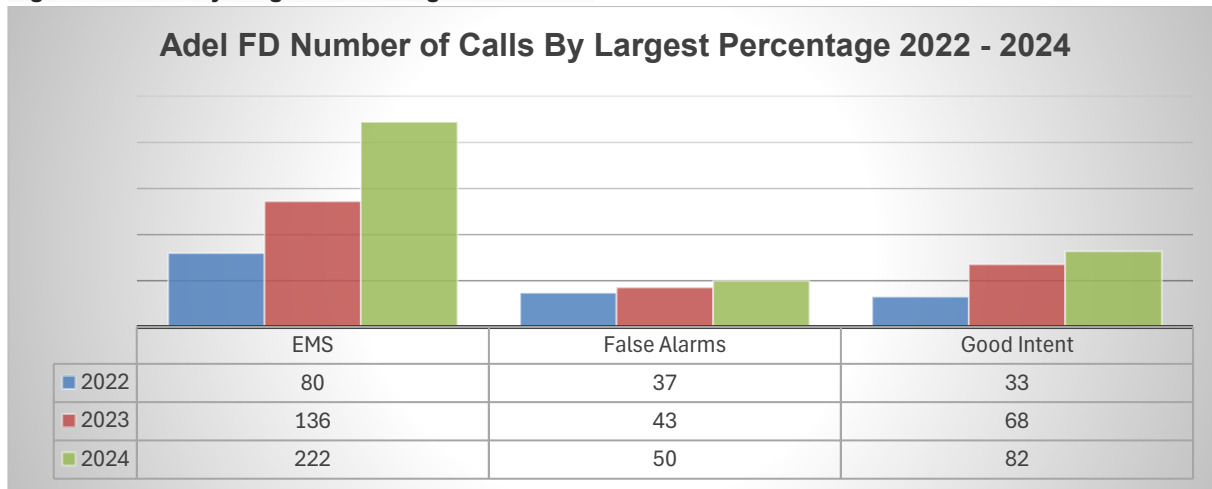
The above figure reflects the highest percentage of calls responded to during the past three-year period for EMS related calls. False Alarm and False Calls contribute to a significant percentage of calls, but the percentage decreased during the three-year period. Good Intent calls also reflect a significant percentage of calls, but a further breakdown of this category indicates the majority of the calls in this category were for calls canceled enroute, which most likely would have been the

department being dispatched to EMS calls and the ambulance service canceling while they were enroute.

The fact that the percentage of calls fluctuated in these categories is more of a reflection that the total number of calls increased overall thereby lowering the percentages.

The following figure illustrates the number of calls for these three categories actually increased during the three-year period.

**Figure 11: Calls By Largest Percentage 2022 – 2024**



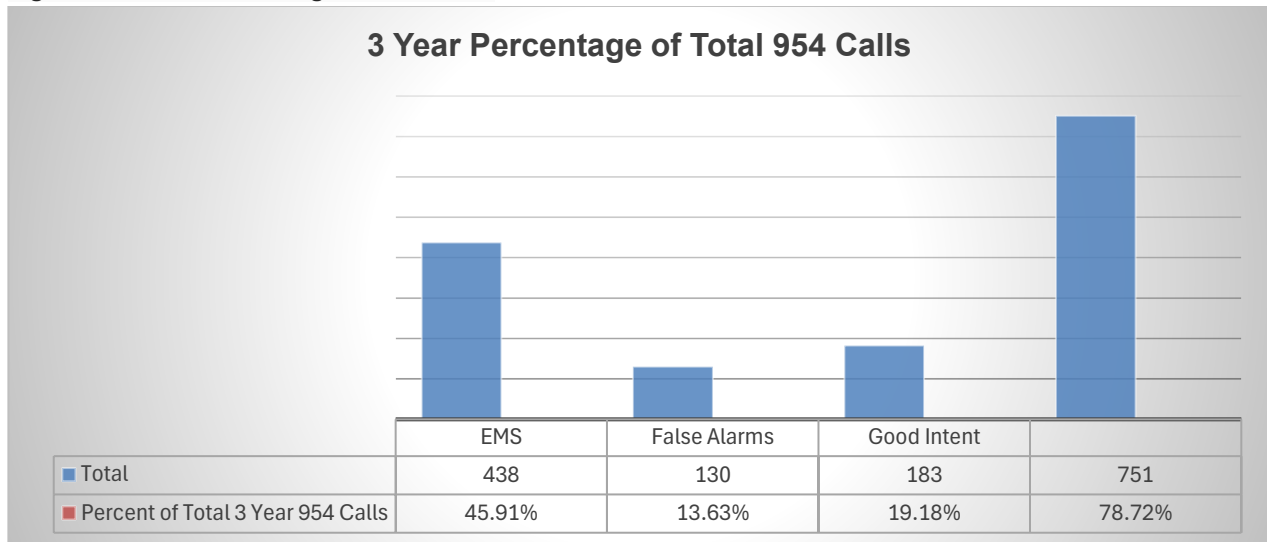
During the three-year period of 2022 – 2024, calls in the three categories of EMS, False Alarms, and Good Intent accounted for 751 of the total calls for the period of 954 calls, or 78.72 % of the total calls, which is significant.

The following figure illustrates a breakdown of the total calls for EMS, False Alarms, and Good Intent calls as a percentage of the total calls for the three-year period of 2022 – 2024.

**Table 11: Type of Calls 2022 – 2024**

Type of Calls By Percent		
Type of Call	Number	% of Total
Fire	516	54.08%
EMS	438	45.92%
Total	954	100.00%

Figure 12: 3 Year Percentage of Total Calls



## Privately Owned Vehicle (POV) Responses

The Adel Fire Department maintains a written Standard Operating Guideline (SOG) stipulating that, upon receiving an alarm, all personnel are required to report to the fire station to obtain the appropriate apparatus before proceeding to the emergency scene. However, the SOG allows specific department members to respond directly to the location of an emergency—whether EMS or Fire/Rescue—in certain circumstances, as outlined below:

### EMS

- A personal vehicle staffed by a medically trained (EMT or above) member may be driven directly to the scene near their home neighborhood if the member has the appropriate Personal Protective Equipment (PPE) and an appropriate EMS unit is enroute to the scene.
- Any member may respond directly to the scene near their home neighborhood if they are certified in CPR if the incident was dispatched as a CPR in progress or choking emergency and if the member has the appropriate PPE. This pertains to members that live outside the Adel city limits if they carry appropriate PPE, and an appropriate EMS unit is enroute to the scene.

### Fire

- A member approved to be the Duty Officer may respond in their personal vehicle to a fire/rescue scene near their home neighborhood if they have a radio to communicate with Dispatch and incoming units.
- This member can only fill a non-firefighting role unless they have appropriate PPE.

- When this member arrives on the scene, they are to report to the Incident Command if it has been established.

## Identifying Emergency Service Trends

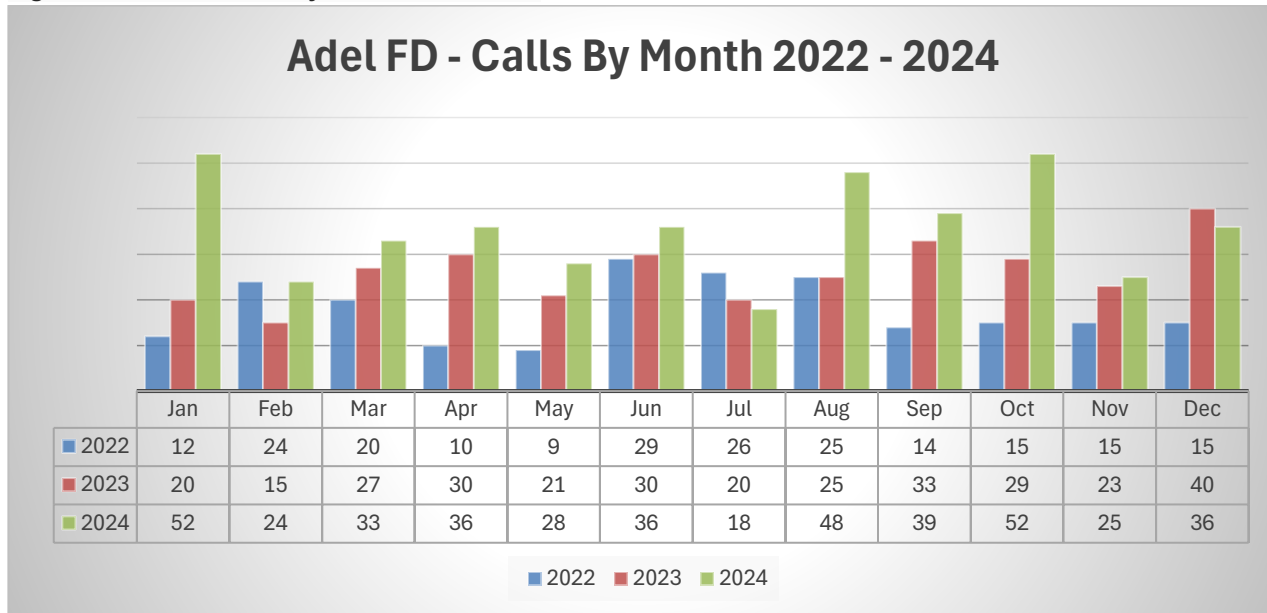
Evaluating how well a fire department operates requires looking at several elements and using data analysis. Departments assess call frequency, types of incidents, response times, and results to identify where resources are most needed. The Adel Fire Department has the capabilities to track emergency trends through the ImageTrend Elite software, which records details such as the date, time, day, month, location, and nature of each call. Additional call information can also be sourced from the Dallas County Sheriff Communications Center, managed by the Dallas County Sheriff's Office.

## Incidents by Month

Identifying peak times for emergency incidents helps fire departments allocate resources effectively. Fire calls are most frequent on Saturdays, while severe weather incidents spike on Tuesdays and Thursdays, and holidays like the Fourth of July see more activity due to fireworks. Recognizing these trends enables better staffing, equipment preparation, and proactive management during busy periods.

The incidents by month for the years 2022 – 2024 are illustrated in the following figure:

Figure 13: Adel FD Calls By Month 2022 – 2024



The figure above indicates that there was no consistent pattern in peak call volumes for any particular month throughout the three-year period. Annual analysis shows that in 2022, the highest

number of calls was recorded in June, totaling twenty-nine (29). In 2023, December reached the maximum with forty (40) calls, whereas in 2024, January and October both experienced the largest volume, amounting to fifty-two (52) calls each.

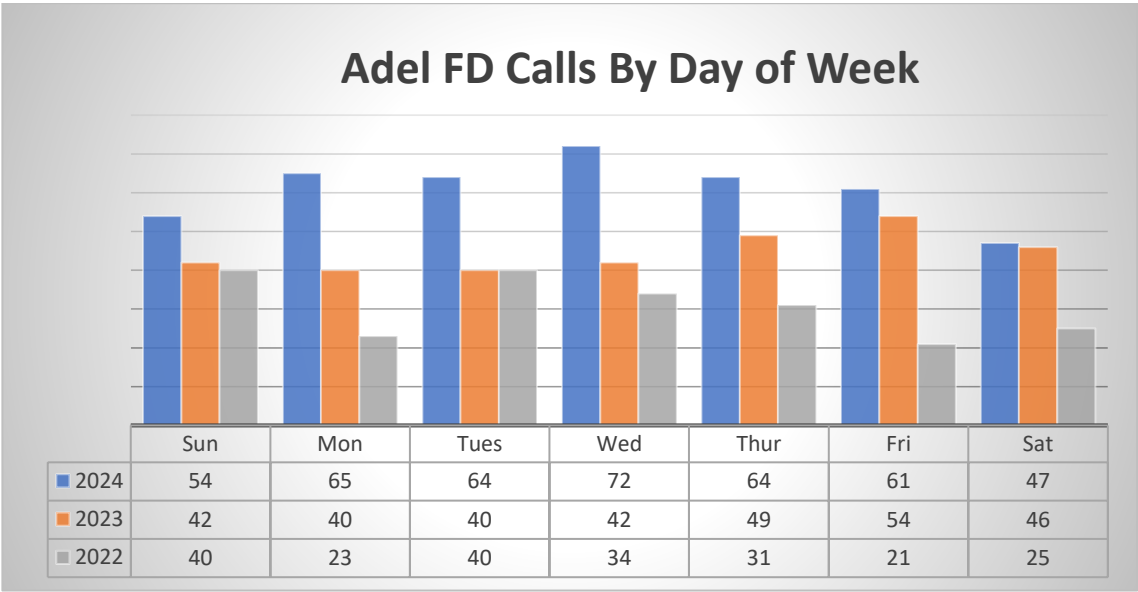
The Department utilizes a mobile application known as I am Responding, which is specifically designed to alert first responders to emergency calls and monitor members as they respond. This system enhances the management of emergency response resources by enabling Department leadership to assess the number of personnel responding from their own Department as well as from mutual aid departments.

**Incidents by Day of Week**

Calls by day of the week is a metric used by leadership to allocate organizational resources. When combined with data on time of day and incidents by month, this information may help identify patterns that could indicate a need to adjust staffing or resource deployment.

The chart below illustrates calls by day of the week for the Adel Fire Department for the years 2022 – 2024:

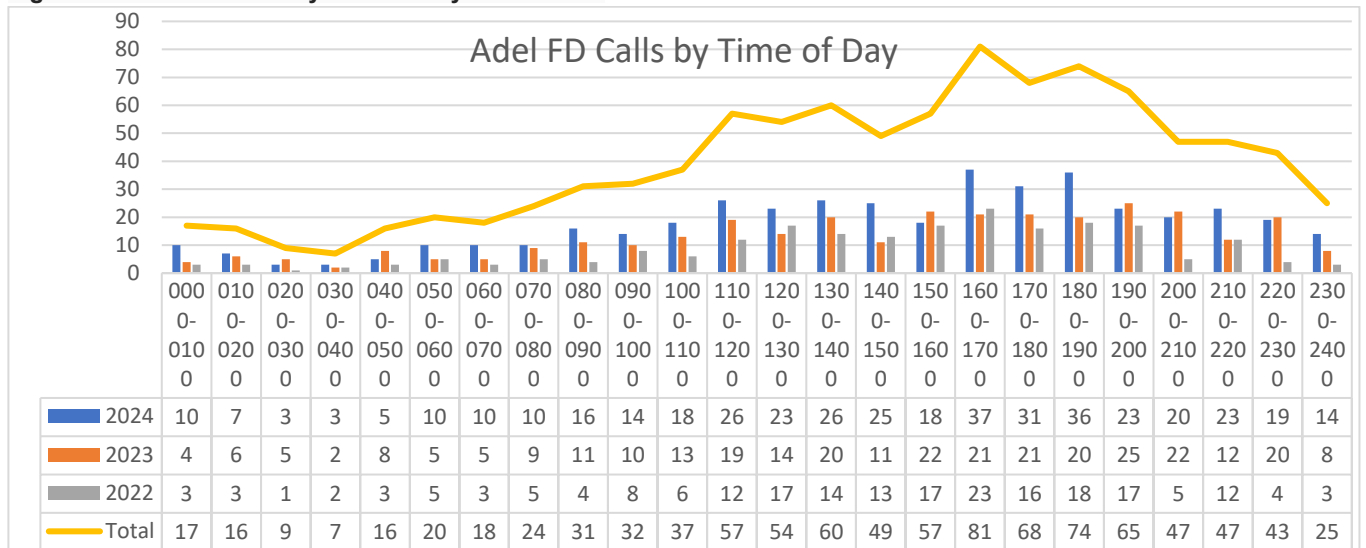
Figure 14: Calls By Day of Week 2022 – 2024



**Incidents by Time of Day**

In most departments, incidents charted by time of day follow a pattern similar to a “bell curve.” The least busy time of day is from midnight to early morning, peaking in the mid to late afternoon, and decreasing in the later evening hours. Although the least busy time of day is from midnight to early morning, it is also when the highest number of civilian fire deaths occur, due to the occupants sleeping. Those most at risk are the young and old, who are often less able to escape and protect themselves. The figure below illustrates the average for the three years of 2022 - 2024:

Figure 15: Adel FD Calls By Time of Day 2022 – 2024



The above figure illustrates the calls by time of day for the 3 year average. The Adel Fire Department experiences an increase in calls starting at about 8 am and calls start to decrease after about 11 pm. Calls between 11 pm and 6 am are less than the remainder of the day. The fact that most of the calls are during the early morning to early evening hours further compounds the daytime staffing problems as this is when most of the members of the fire department are at work in their primary occupation.

### Recommendations – Emergency Response Data

- The Adel Fire Department should continue to record emergency response data, but it should be in a format that allows reports to be produced to be used for managing the department operations and providing data for decision-making. **Priority 3**
- The Adel Fire Department should collaborate with Dallas County Sheriff Communications Center to determine how they can support the utilization of data collected within the Dispatch Center, including response times, enroute times, travel times, and instances of simultaneous calls. **Priority 3**
- The Adel Fire Department and the City of Adel should evaluate the adoption of a False Fire Alarm Ordinance. Such an ordinance would permit a specified number of fire department responses to false alarms each year; however, once that limit is exceeded, additional responses would incur fees assessed to the property owner for fire department services. **Priority 3**



## **Public Safety Department Dispatch**

The Adel Police and Fire Departments are dispatched through the Dallas County Sheriff Communications Center, which operates under the authority of the Dallas County Sheriff's Office and is situated in the City of Adel. Operational expenses for the Dallas County Sheriff Communications Center are funded by the Dallas County government.

## **Mutual/Automatic Aid**

Service providers frequently utilize Mutual and Automatic Aid Agreements to enhance resource allocation and optimize operational effectiveness.

***Mutual Aid:*** This concept refers to assistance provided to a fire department when requested by a host fire department. Its main function is to supply additional equipment or personnel when existing resources are exhausted, and generally only for a limited duration. Mutual aid is typically utilized during emergency situations that require specific resources for small to medium incidents, rather than prolonged or large-scale events.

Iowa State Code Chapter 28E authorizes governmental entities within the state to enter into intergovernmental agreements. The purpose of this legislation is to enable local governments to exercise their powers collaboratively, facilitating the provision of joint services with other entities, such as mutual aid for fire departments.

In Dallas County, Iowa, all local government municipalities have agreed on a 28E arrangement to offer mutual support for fire and rescue services. Led by the Dallas County Emergency Management Agency, this agreement was created and approved by every local authority, and the final signed document was officially filed with the Iowa Secretary of State on January 5, 2021.

The Adel Fire Department does participate in the 28E agreement for mutual aid for Fire/Rescue Services in Dallas County, which is a positive plan for the citizens they serve.

***Automatic Aid:*** Differs from mutual aid in that it is a pre-determined agreement with another department to respond automatically when the host department receives a reported emergency or an alarm at a given location or area. This type of aid is utilized on a regular basis to supplement the host agency's initial response to the emergency with pre-determined apparatus, personnel, and Fire Chief officers, and is done so automatically.

Although the Adel Fire Department does not have any formal written automatic aid agreements, they do have a verbal understanding with the Dallas Center Fire Department: whenever either department is dispatched to a reported structure fire, both departments are dispatched to respond to the emergency.

The consultants learned that the Dallas County Fire Chiefs Association is collaborating with the Dallas County Sheriff Communications Center to implement an automatic aid system, which will

dispatch the nearest fire unit to emergency calls using GPS technology. This service is expected to begin in the first quarter of 2026.

### **Recommendations – Mutual/Automatic Aid**

- The Adel Fire Department should continue to participate in the mutual aid agreement to assure in the event of emergencies additional resources may be available. **Priority 3**
- The Adel Fire Department should continue to develop automatic aid agreements with Dallas County Fire Departments that border the City of Adel response area in order to reduce response times and increase the number of personnel on the scene. **Priority 3**

### **Fire Department Apparatus**

The City of Adel Fire Department operates two (2) Fire Engines, one (1) Tender, one (1) Brush Truck, one (1) First Responder SUV, one (1) Brush UTV Vehicle, and one (1) Rescue Boat.

The following table reflects the Department vehicle inventory:

**Table 12: Adel FD Vehicle Inventory**

Apparatus	Type	Manufacturer	Year	Pump	Tank - Gallons	Mileage
#101	Brush Truck	Ford F-350	2025	300	400	Brand New
#102	Engine	Freightliner	2024	1500	500	3,258
#103	Tender	Freightliner	2024	350	2000	1,319
#104	Engine	Rosenbauer	2014	1250	1000	6,280
#106	SUV 1 <sup>st</sup> Responder	Chevrolet Tahoe	2016	NA	NA	45,668
#107	Rescue Boat	Alumacraft	1987	NA	NA	NA
#108	Brush 1 <sup>st</sup> Response	Can-Am	2019	300 PSI	80	2,687

The following two tables indicate the average number of pumpers and aerial apparatus fire departments in the US have based on the population protected. The latest survey was conducted by the National Fire Protection Association (NFPA) in 2020.

**Table 13: Pumpers in US Fire Departments**

Percentage of US Fire Departments Pumpers						
Population Protected	No Pumpers	1 Pumper	2 Pumpers	3–4 Pumpers	5 or More Pumpers	Total
50,000 to 99,999	1%	2%	10%	34%	53%	100%
25,000 to 49,999	1%	6%	23%	46%	23%	100%
10,000 to 24,999	1%	9%	34%	46%	10%	100%
5,000 to 9,999	1%	14%	45%	36%	3%	100%
2,500 to 4,999	2%	23%	50%	24%	1%	100%
Under 2,500	11%	41%	39%	9%	0%	100%

SOURCE: NFPA SURVEY 2020

The above table indicates that the City of Adel Fire Department has an adequate number of pumpers in their fleet with two of them.

**Table 14: Aerial Apparatus in US Fire Departments**

Percentage of US Fire Departments With Aerial Apparatus						
Population Protected	No Aerial Apparatus	1 Aerial Apparatus	2 Aerial Apparatus	3–4 Aerial Apparatus	5 or More Aerial Apparatus	Total
100,000 to 249,999	17%	27%	28%	19%	9%	100%
50,000 to 99,999	29%	42%	22%	7%	0%	100%
25,000 to 49,999	36%	51%	12%	1%	0%	100%
10,000 to 24,999	49%	47%	3%	0%	0%	100%
5,000 to 9,999	73%	26%	1%	0%	0%	100%
2,500 to 4,999	89%	10%	0%	0%	0%	100%
Under 2,500	96%	4%	0%	0%	0%	100%

SOURCE: NFPA SURVEY 2020

The above table indicates that about 26% of US Fire Departments with a population between 5,000 and 9,999 have at one aerial apparatus in their fleet and 47% of US Fire Departments with a population between 10,000 and 24,999 have at least two aerial apparatus in their fleet. The above tables reflect the results of surveys conducted of US Fire Departments, but they do reflect the average number of apparatuses. The needs for every community can be different based on the number of multiple story buildings within a municipality, the availability of staffing to respond with an aerial apparatus, and other factors. At present, the estimated cost for purchasing an aerial ladder apparatus range from \$1.0 to \$1.3 million, with delivery likely requiring a minimum period of four years.

### ***Recommendations – Fire Apparatus***

- The City of Adel Fire Department should ensure that their fire apparatus remain in excellent condition and required maintenance is conducted, as the expense associated with acquiring new vehicles is considerable. **Priority 3**
- The City of Adel Fire Department and the City of Adel are advised to anticipate the need for acquiring an aerial ladder apparatus within the next three to five years as the City experiences continued growth in both size and population. **Priority 2**

## Training

The consultants received comprehensive training records from the City of Adel Fire Department, covering a three-year span. These documents detailed monthly training activities for every department member, including both internal and external sessions. The records encompassed the years 2023 and 2024, as well as the first half of 2025. Each entry listed the names of participating members, dates and topics of training, session durations, and annual training hour totals.

The City of Adel Fire Department members are trained in the following levels of firefighting skills, which in some cases are State of Iowa Certified Firefighter Levels:

- State Certified Firefighter Level 2 – Five (5) Members
- State Certified Firefighter Level 1 – Ten (10) Members
- Trained to Firefighter Level 1- Need to Test for Certification – Four (4) Members
- Probationary Firefighters Still in Training – Three (3) Members

The leadership of the City of Adel Fire Department clearly recognizes how essential training is for both the department and its team members. A well-supported training program not only strengthens operational effectiveness but also serves as a useful tool for recruiting new members.

A significant issue with the existing fire station is that its limited internal space restricts the ability to conduct fire department training indoors during inclement weather. The available area does not support safe or effective indoor training activities.

### ***Recommendations – Training***

- The City of Adel Fire Department should continue to document their training records and encourage department members to attend outside training opportunities. **Priority 3**
- The City of Adel Fire Department should develop and implement a plan to offer training opportunities to department members that are interested in becoming Officers in the future. **Priority 3**
- The City of Adel Fire Department does have a need to address the ability to conduct training inside the fire station during inclement weather in a safely controlled environment. **Priority 3**

## Fire Prevention and Public Education

The Adel Fire Department does not perform any fire inspections within their jurisdiction as the fire inspections are conducted by the Iowa State Fire Marshal's Office. The City of Adel does have a Code Enforcement office, but the focus is not necessarily fire code enforcement.

The Adel Fire Department does visit every school with the City of Adel on an annual basis during Fire Prevention Week to conduct Public Fire Education Programs.

### ***Recommendations – Fire Prevention and Public Education***

- The Adel Fire Department should continue their public education and public event activities in order to reach the citizens of the community. **Priority 3**

### **National/Industry Standards**

There are numerous State and National standards that the fire department must be aware of, and standards change often. This is particularly true if a serious incident occurs (such as a death of a Firefighter). Fire departments are typically judged by these standards, and it appears the lines between Sovereign Immunity and ability to sue government and its employees are not as clear as in the past. Therefore, it is prudent to discuss State and National standards that impact the fire department services. For the purpose of this study, we will only focus on the National Fire Protection Association (NFPA) standards as they impact response minimum staffing and response times.

### **National Fire Protection Association (NFPA)**

#### **Non-Mandatory**

The National Fire Prevention Association (NFPA) is a global, non-profit organization that promotes safety standards, education, training, and advocacy on fire and electrical-related hazards. Established in 1896 as a way to standardize the use of fire sprinkler systems, the NFPA's scope grew to include building design, rescue response, electrical codes, and other safety concerns.

NFPA publishes more than three hundred consensus codes and standards intended to minimize the possibility and effects of fire and other risks. NFPA codes and standards, administered by more than 250 Technical Committees comprising approximately 8,000 volunteers, are adopted, and used throughout the world.

The National Fire Protection Association (NFPA) uses consensus standard rule making. Consensus standards are standards developed through the cooperation of all parties who have an interest in participating in the development and/or use of the standards. Consensus requires that all views and objections be considered and that an effort be made toward their resolution.

NFPA consensus standards establish widely accepted standards of care and requirements for certain practices. *Standards* are an attempt by an industry or profession to self-regulate by establishing minimal operating, performance, and/or safety standards, which establish a recognized "standard of care." Committees composed of industry representatives, Fire Service representatives, and other affected parties, who seek consensus in their final rule, write these standards. The outcome is a "minimum" that everyone can agree on, rather than an "optimum" that is the best case.

## **NFPA 1710 or NFPA 1720**

NFPA adopted two (2) standards addressing fire department organization and development: NFPA 1710 (Organization and Development of Fire Suppression, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments) and a sister standard NFPA 1720 (Organization and Development of Fire Suppression, Emergency Medical Operations, and Special Operations to the Public by Volunteer/Paid on Call Fire Departments).

### **Suppression Staffing and Response NFPA 1720 Standard**

Under NFPA 1720, the number of responding Firefighters and the amount of time in which they are required to respond varies with the number of people (population) per square mile to eight-mile radius as illustrated in the table below.

**Table 15: NFPA 1720 Response Recommendations**

Demand Zone (a)	Demographics	Minimum Staff to Respond (b)	Response Time (Minutes) (c)	Meet Objective (%)
Urban	>1,000/mi <sup>2</sup>	15	9	90
Suburban	500-1,000/mi <sup>2</sup>	10	10	80
Rural	<500/mi <sup>2</sup>	6	14	80
Remote	≥ 8 miles	4	Related to Travel Distance	90
Special Risk	AHJ*	AHJ*	AHJ*	90

DETERMINED BY AUTHORITY HAVING JURISDICTION (AHJ)

A) A JURISDICTION CAN HAVE MORE THAN ONE DEMAND ZONE.

B) MINIMUM STAFFING INCLUDES RESPONDING MEMBERS FROM THE AHJ'S DEPARTMENT AND AUTOMATIC AID.

C) RESPONSE TIME BEGINS UPON COMPLETION OF THE DISPATCH NOTIFICATION AND ENDS AT THE TIME INTERVAL SHOWN IN THE TABLE.

The assumption is that the City of Adel Fire Department is meeting the requirements of NFPA 1720 based on the size of the City and the availability of department personnel and mutual aid fire departments.

### **Recommendations – National Standards**

- The City of Adel Fire Department is advised against adopting NFPA 1720 at this time. Nevertheless, it is recommended that a strategic plan be established to progressively align with as many elements of this standard as feasible in the future. **Priority 3.**

## **Insurance Service Offices, Inc. (ISO)**

### **Non-Mandatory**

The Insurance Service Office (ISO) provides essential property and casualty risk data for the insurance industry and government agencies. Its Public Protection Classification (PPC) program impacts on fire insurance premiums by assessing community fire protection services, including fire department performance, water supply, and emergency communications. Communities with over 25,000 people are reviewed every ten (10) years, smaller ones every fifteen (15) years, with

biannual questionnaires ensuring up-to-date information. This process helps keep fire insurance premiums aligned with actual risk.

ISO ratings help insurers set property premiums by assessing water supply, fire department equipment, staffing, and emergency communication. However, these ratings do not fully represent a fire department's effectiveness or risk reduction efforts. Factors such as training, outreach, and prevention programs are also important for a complete evaluation.

## Public Protection Classification Number

The Public Protection Classification Numbering system utilized by ISO is as follows:

**Table 16: Source ISO - Public Protection Classification Numbering**

PPC Score	POINTS
1	90.00 or more
2	80.00 to 89.99
3	70.00 to 79.99
4	60.00 to 69.99
5	50.00 to 59.99
6	40.00 to 49.99
7	30.00 to 39.99
8	20.00 to 29.99
9	10.00 to 19.99
10	0 to 9.99

In obtaining an ISO Classification, the grading is broken down into three (3) major categories, with Community Risk Reduction recently added as a fourth category resulting in the total percentage becoming 105.5%.

**Table 17: Source ISO - Point Values**

ISO Point Value	% Value	Point Value
Receiving & Handling of Fire Alarms	10%	10
Fire Department	50%	50
Water Supply	40%	40
Community Risk Reduction	5.5%	5.5
Total Possible Points	105.5%	105.5

## City of Adel Fire Department – PPC Classification

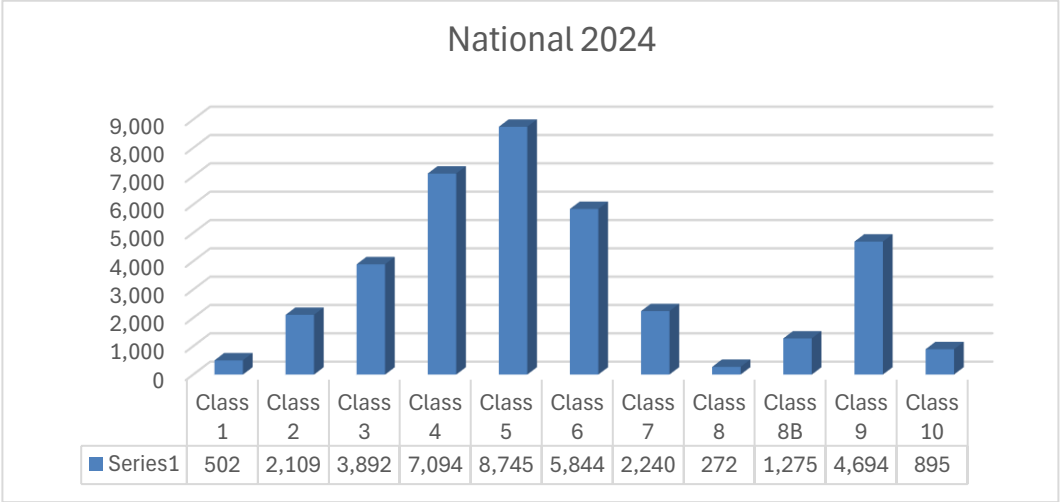
ISO classified the Adel Fire Department as a 04/4X effective April 1, 2022; the first number is the class that applies to properties within five (5) road miles of the recognized and within 1,000 feet of

fire hydrant or alternate water supply. The second class (X) applies to properties beyond 1,000 feet of a fire hydrant, but within 5 miles of a recognized fire station. The Adel Fire Department earned 61.50 of total creditable points for their ISO PPC classification.

**National ISO Classifications – 2024**

The following chart illustrates the ISO PPC scores for the U. S. in 2024:

**Figure 16: ISO National PPC Scores – 2024**

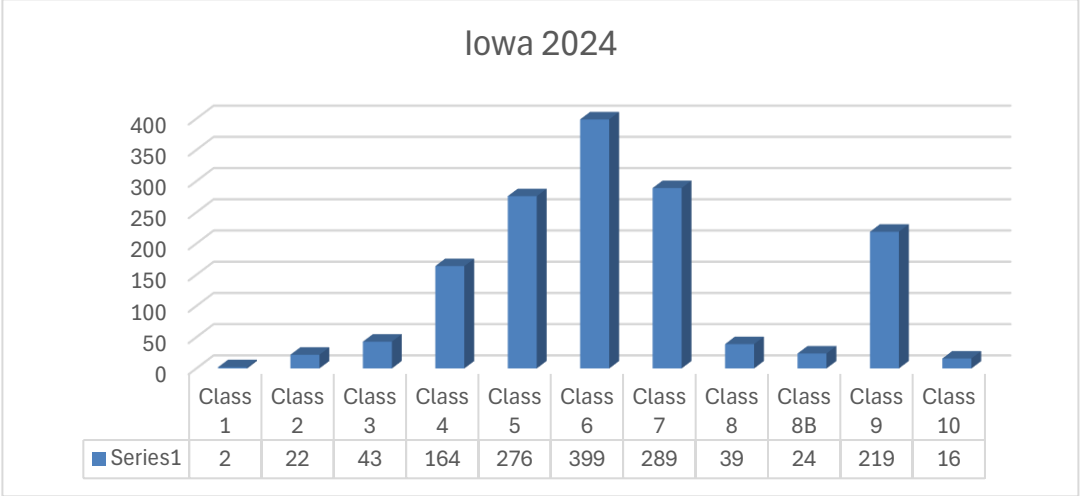


In 2024, there were a total of 7,094 departments with an ISO PPC classification of 4, just as the City of Adel Fire Department.

**Iowa ISO Classifications – 2024**

The following chart illustrates the ISO PPC scores for municipalities/districts in Iowa in 2024:

**Figure 17: ISO Iowa PPC Scores – 2024**



Therefore, City of Adel Fire Department is one of 164 with a PPC score of 4/4X in Iowa in 2024.



The ISO rating for the City of Adel Fire Department is used to help determine fire insurance premiums for commercial properties. It does not assess property loss prevention or life safety, nor does it offer recommendations in these areas. While most insurers use ISO ratings as a benchmark, they set residential insurance rates based on market data.

### City of Adel Fire Department ISO – PPC Score

ISO - PPC classification of the fire protection assigned to a community is based on four (4) categories:

- Fire Department (50 percent)
- Water Supply (40 percent)
- Emergency Communication (10 percent)
- Community Risk Reduction (up to 5.5-point reduction)

The Community Risk Reduction section of the FSRs offers a maximum of 5.5 points, resulting in 105.5 total points available. The addition of Community Risk Reduction gives incentives to those communities that strive proactively to reduce fire severity through a structured program of fire prevention activities.

The table below illustrates the PPC scores for the City of Adel Fire Department:

**Figure 18: City of Adel FD PPC Scores**

FSRS Item	Credit Earned	Credit Available
Credit for Emergency Communications		
Credit for Emergency Reporting	2.55	3.00
Credit for Telecommunicators	3.60	4.00
Credit for Dispatch Circuits	3.00	3.00
Credit for Receiving & Handling Fire Alarms	9.15	10.00
Fire Department		
Credit for Engine Companies	5.53	6.00
Credit for Reserve Pumpers	0.00	0.50
Credit for Pumper Capacity	2.95	3.00
Credit for Ladder Service	1.16	4.00
Credit for Reserve Ladder & Service Trucks	0.00	0.50
Credit for Deployment Analysis	6.74	10.00
Credit for Company Personnel	3.85	15.00
Credit for Training	1.11	9.00
Credit for Operational Considerations	2.00	2.00
Credit for Fire Department	23.14	50.00
Water Supply		

FIRS Item	Credit Earned	Credit Available
Credit for Supply System	25.02	30.00
Credit for Hydrants	2.70	3.00
Credit for Inspection & Flow Testing	4.00	7.00
Credit for Water Supply	31.72	40.00
Divergence	-6.60	
Community Risk Reduction	4.09	5.50
Total Credit	61.50	105.50
ISO Class 8B/10		

### ***Recommendations – Insurance Service Offices, Inc. (ISO)***

- An ISO classification of Class 4/4X rating for the Adel Fire Department is what would be expected based on water supply challenges and volunteer staffing. However, the Consultants do not believe any additional resources or fiscal commitment should be made to reduce the classification. Rather, the Adel Fire Department should focus on maintaining the current PPC ratings in the future. **Priority 5**

### **Dallas County EMS**

Dallas County Emergency Medical Services (EMS) is a county-run service that offers emergency response and ambulance transport. The EMS is funded through county taxes and fees collected from ambulance transports. With two stations—one in Perry and another in Adel—Dallas County EMS serves all municipalities within the county, except for Urbandale, West Des Moines, Clive, and Waukee. Those cities have larger populations, fire departments with mostly full-time staff, and greater tax revenues, so they operate their own emergency medical services.

The Dallas County EMS is managed by the Director of Operations, who is responsible for the entire EMS operation including administration and budget. The Dallas County EMS employs fifteen (15) full-time employees who are all trained at the Paramedic level of service. In addition, the Dallas County EMS employees are between 30 to 40 part-time Emergency Medical Technicians (EMT's) that are used for supplementing the full-time EMS staff. The result is that on any given day if a full-time Paramedic is off duty for some reason a part-time EMT is used to fill the position on that shift.

Dallas County EMS operates three paramedic ambulances each day, with two personnel assigned to every vehicle. A fourth ambulance serves as a reserve unit, brought into use when one of the primary vehicles is unavailable. Typically, two paramedics staff each ambulance; however, the service can function with one paramedic and one EMT if necessary. EMS staff generally work 24-hour shifts, and usually, five full-time paramedics are on duty covering the three ambulances during

any given shift. Last year, Dallas County EMS responded to approximately 3,200 calls, which are significant numbers for a smaller EMS organization.

During discussions with the Dallas County EMS Director of Operations, consultants learned that the EMS organization enjoys an excellent partnership with the City of Adel Fire Department. The EMS relies on fire department personnel, who respond to Dallas County EMS calls as first responders. Emergency Medical Responders often arrive at emergency scenes before the ambulance and can begin providing medical care immediately; they also assist the ambulance crew once it arrives. While two-person ambulances are standard practice, situations sometimes require extra help on scene, making first responders vital to the EMS service for the communities served.

During the consultant's most recent visit to the City of Adel, it was reported that Dallas County EMS had been required to vacate their current station due to a mold issue. It should be noted the mold problem was addressed for now and the EMS service is now occupying the EMS station again. In conversations with the Dallas County EMS Operations Director, it was noted that the County has long recognized the need for a new EMS facility, particularly given the condition and ongoing deterioration of the existing station. The Director indicated that the County is in the process of approving initial plans to construct a new EMS station on County-owned property near Highway 6 (Green Street), adjacent to the concrete facility location previously occupied by the County Engineering Department. Preliminary designs propose a facility featuring three drive-through apparatus bays and an estimated area of 10,000 square feet, including sleeping accommodations for six duty staff. Construction is anticipated to commence in 2026.

The consultants believed there was an opportunity for the City of Adel to partner with Dallas County and possibly share a new fire station that would include space for Dallas County EMS. However, because EMS has urgent needs that require a quicker solution, this timeline is not feasible.

## Police Department Overview/Operations

The City of Adel Police Department is a fully staffed law enforcement organization providing law enforcement services to the residents of the City of Adel on a 24-hour basis 365 days per year. The Adel PD has divided the department patrol districts in the city into five (5) patrol districts.

The Police Department is situated at 102 South 10th Street in the City of Adel. This department shares the Public Safety Building with the City of Adel Fire Department. Responsible for safeguarding the 5.4 square miles within the City of Adel, the Police Department may also provide assistance to other local municipalities, as necessary.

The Police Department assigns school resource officers to both the middle school and high school, and evidence suggests that the department maintains a strong, collaborative relationship with the school system.

The Police Department is launching a Drone (UAV) program funded by a private donation. The drones will support search and rescue efforts, aid in criminal apprehension, assist fire department operations, and help other law enforcement agencies. The Drone Program will be launched initially with one drone, but the plan is to have three (3) Drones in the department inventory in the future. Three department members are certified drone pilots with Part 107 Certificates.

Other crime prevention programs or services offered by the City of Adel Police Department include:

- DARE Program taught at Adel De Soto Minburn School District.
- Extra Watches/Extra Patrol at Local Businesses and citizen homes as a method of Crime Prevention.
- Victim Assistance Program through the State of Iowa when a Victim Files a Request.
- Blue Kindness – Non-Profit business that partners with police to promote positive engagements with the community – This is an Exclusive Adel PD Program.
- Governors Traffic Safety Bureau (GTSB) – State agency that partners with law enforcement agencies to reduce highway accidents, injuries, and fatalities in Iowa.

## Calls for Service

The City of Adel Police Department has seen a significant increase in the calls for service during the past three years.

The following table reflects the annual calls for service for Adel PD for the three year period shown:

**Table 18: Adel PD Annual Calls for Service**

Calls For Service	2022-23	2023-24	2024-25
	6,409	10,100	11,446

The table above shows a 57.6 percent increase in calls from 2022-2023 to 2023-2024, followed by an additional 13 percent rise from 2023-2024 to 2024-2025. Overall, calls increased by 78.6 percent between 2022-2023 and 2024-2025, reflecting substantial growth over the period.

The following table reflects the type of calls the Adel PD has responded to over the last three fiscal years.

**Table 19: Adel PD Type of Calls**

Incidents	2022-23	2023-24	2024-25
Vehicle Accidents	109	114	109
Traffic Citations/Warrants	490	692	893
Parking Tickets	41	57	34
Arrests	89	106	121
Alarms	107	92	94
Agency Assists	118	121	167

The above table indicates the calls for traffic citations and warrants account for the largest number of calls for service on an annual basis followed by agency assists and arrests.

The following table reflects the average response times to various priority calls which depends on the nature of the calls the PD is dispatched to for the emergencies. The Dallas County Sheriff Communications Center provided the information in the table.

**Table 20: Adel PD Response Times to Priority Calls**

Response Times			
Priority	2022-23	2023-24	2024-25
High	2:30	2:35	1:95
Medium	5:00	2:63	5:20
Low	3:20	4:36	4:43

From the above table it reflects exceptionally good response times. There will be differences in response times based on how accurate and how quickly times are entered into the Computer Aided Dispatch (CAD) system by the Dispatch Center.

### ***Recommendations - Calls for Service***

- It is advisable for the Police Department to collaborate with the Dallas County Communication Center to analyze data and obtain information that would support effective departmental management. **Priority 3**

## Staffing

The City of Adel Police Department is currently staffed by fourteen (14) full-time sworn officers, two (2) part-time sworn officers, and one (1) reserve officer. The Police Chief has been in the department for about fifteen (15) years, served eight (8) years as the Lieutenant, prior to being appointed to the Police Chief position about two (2) years ago.

The rank structure includes one Police Chief, one Lieutenant, one Sergeant, one Corporal, one Detective, two School Resource Officers (SROs), six Patrol Officers, and one Reserve Officer assigned to school security. Additionally, the Police Department employs a Chief's Secretary, which is a civilian position.

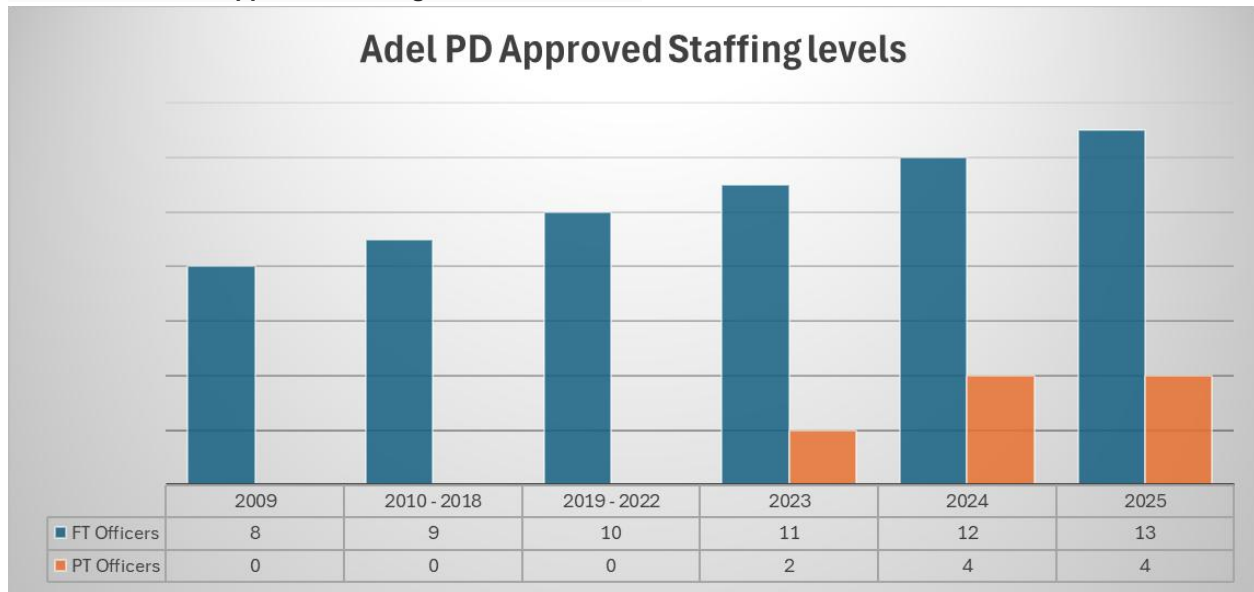
The Detective and School Resource Officers follow a standard schedule consisting of five days on duty followed by two days off. Patrol Officers operate on a rotation of six consecutive days on duty with three consecutive days off duty. The two sworn part-time officers are assigned shifts to cover on-duty positions when full-time Patrol Officers are unavailable, thus addressing any staffing gaps. Such absences may result from scheduled leave, sick leave, workers' compensation, funeral leave, or other comparable circumstances. The part-time Officers work an average of about ten (10) hours per week.

During the study, the Adel Police Department was accepting applications for part-time roles and was also in the process of filling a full-time Patrol Officer position because one Officer was moving to another Police Department. Smaller departments like Adel PD often face challenges when their current Officers leave for other, typically larger, police agencies. The main reasons Officers choose to transfer from the Adel PD are the prospect of higher pay and greater law enforcement activities and responsibilities.

The City of Adel PD recruitment activities include using law enforcement websites to advertise, using social media primarily Facebook, and word of mouth. These activities seem to be successful as the Adel PD has been able to fill their open positions and still be able to maintain their hiring standards.

The following table reflects the approved staffing level for the years listed as of July 1<sup>st</sup> each year:

**Table 21: Adel PD Approved Staffing Levels 2009 - 2025**



As shown in the table above, staffing levels for both full-time and part-time positions within the police department have only increased over the past three years. This growth in personnel is attributable to factors such as rising city population, an uptick in annual service calls, and ongoing economic development within the city.

### Future Staffing Projections

When people ask how many law enforcement officers an agency should have per 1,000 residents, there is not a simple answer, it is case-specific. Determining staff levels for law enforcement is complex because each community has unique needs. Several factors influence how many officers are needed, including the size of the area to be patrolled, whether the community is urban or rural, population density, call volume, crime rates, and ability to fund the budget needs. These considerations play a significant role in deciding the appropriate number of police officers for any given agency.

The Uniform Crime Reporting (UCR) Program, run by the Federal Bureau of Investigation (FBI), compiles dependable statistics for law enforcement use. It also serves students of criminal justice, researchers, media members, and the general public with valuable crime data. Since 1930, the program has been collecting and sharing these statistics.

The UCR gathers information from over 18,000 law enforcement agencies at city, university, college, county, state, tribal, and federal levels. Participation is voluntary, with agencies submitting their data either through their state's UCR program or directly to the FBI's UCR Program.

According to FBI UCR data, there are on average 2.3 police officers per 1,000 residents across the United States. In Midwest cities with populations under 10,000, the average rises to 3.0 officers per

1,000 people. This figure specifically represents the average number of law enforcement officers for smaller cities in the Midwest. Based on this regional average, the City of Adel Police Department would be staffed with approximately twenty-one (21) full-time police officers.

At present, the City of Adel maintains a ratio of approximately 1.92 officers per 1,000 residents, with full-time personnel supported by part-time staff. Although this figure is lower than the Midwest average of 3.0 officers per 1,000 population, an assessment of additional contributing factors indicates that the current staffing level at the City of Adel Police Department is appropriate. As Adel continues to experience population growth and evolving law enforcement requirements, it is expected that further staffing enhancements will be implemented as needed.

The City of Adel Police Chief provided the consultants with information on the staffing levels of police departments that are comparable to the City of Adel.

**Table 22: PD Staffing Comparable Cities**

PD Staffing Comparable Iowa Cities		
City	Population	Number of FT Officers
Perry	8,046	13
Creston	7,421	12
Washington	7,281	12 (1 K9)
Nevada	7,082	10 FT – 4 PT
Atlantic	6,717	12
Winterset	5,421	9

The Envision Adel 2040 Comprehensive Plan projects that the Adel Police Department will require between 20 and 28 full-time personnel by 2040, corresponding to an anticipated population of 11,945. Based on the current staffing average of 1.92 officers per 1,000 residents and a forecasted population of approximately 12,000, the department would need about 23 full-time officers. Alternatively, applying the FBI Uniform Crime Reporting (UCR) national average of 2.3 officers per 1,000 residents results in a projection of approximately 28 full-time officers by 2040. Therefore, for the purposes of this study, it is recommended to plan for an estimated need of 28 full-time officers to accommodate future police department space requirements.

### ***Recommendations – Staffing***

- It is recommended that the PD work with the City of Adel officials to develop and adopt and plan to add future staffing in order to meet the growing demands of the PD services. **Priority 3**



## Fiscal Management

The following table reflects the Adel PD budgets for the years listed:

**Table 23: Adel PD Annual Budgets 22-23 to 25-26**

Account	22-23 - Actual	23-24- Actual	24-25- Actual	25-26- Budget
<b>Personal Services</b>				
Full Time Wages	722,006.12	775,534.57	876,578.12	1,064,445.00
Part Time Wages	3,018.51	20,493.94	16,473.46	24,000.00
Overtime Wages	10,097.31	9,421.23	12,990.93	12,000.00
Holiday Wages	14,671.61	16,968.63	17,936.26	15,000.00
Court Time Wages	916.57	1,018.58	1,227.41	3,000.00
Uniform Allowance	13,381.29	11,707.44	16,368.36	19,250.00
<b>Dues, Membership, Subscriptions</b>	286.80	134.83	289.71	500.00
Education & Training	3,638.38	6,545.56	8,258.66	10,000.00
Academy Training	9,898.12	-	8,259.50	9,000.00
Meetings & Travel	113.56	1,020.43	1,002.87	2,500.00
Total Personal Services	778,028.27	842,845.21	959,385.28	1,159,695.00
<b>Services &amp; Commodities</b>				
Vehicle Fuel-Oil-Lubricants	24,246.49	24,332.31	31,411.49	32,000.00
Vehicle-Equip & Radio Maintenance	22,929.11	20,676.96	29,779.12	25,000.00
Utilities-Elec, Gas - Sanitation	9,577.94	8,705.56	8,171.67	10,000.00
Disaster Services	9,285.41	9,353.26	5,943.80	10,000.00
Telephone/Radio	7,862.15	11,181.74	10,332.26	12,000.00
Advertising & Legal Publications	416.65	45.40	-	2,500.00
Profess Fees -Drs. & Lawyers	1,840.48	9,551.02	11,769.28	12,000.00
Insurance-Fire & Auto-General	11,440.26	7,243.27	13,280.23	14,609.00
Court Costs	225.00	90.00	105.00	500.00
Payments to Other Agencies	1,216.25	1,520.25	-	5,000.00
Rents & Leases - Equip & Veh	-	-	11,508.18	9,500.00
Data Processing Expenses	15,163.66	16,153.99	29,603.16	18,500.00
<b>Building &amp; Grounds Maintenance</b>	10,088.91	6,642.31	11,782.07	8,500.00
Service/Maintenance. Agreements	2,629.39	3,600.13	4,762.65	5,000.00
Office Supplies	1,951.24	2,819.90	3,632.32	4,250.00
Film & Processing	-	-	584.33	500.00
Petty Cash & Miscellaneous	150.17	74.01	78.40	200.00
Misc Supplies	1,697.30	2,158.66	2,414.88	2,500.00
Total Services & Commodities	120,720.41	124,148.77	175,158.84	172,559.00

<b>Capital Outlay-Vehicle/Equip</b>	57,063.02	82,892.84	78,250.43	70,000.00
Equipment Upgrade	7,462.00	26,102.49	10,619.16	13,000.00
Capital Outlay - Buildings	24,700.00	-	4,324.00	5,000.00
Total Capital Outlay	89,225.02	108,995.33	93,193.59	88,000.00
<b>Total Police Department</b>	<b>987,973.70</b>	<b>1,075,989.31</b>	<b>1,227,737.71</b>	<b>1,420,254.00</b>

The table below presents the annual percentage change in the total annual budget for the Adel Police Department for each of the specified years.

**Table 24: Adel PD Total Budget Increase as % From Previous Year**

Adel PD - Total Budget Increase as % From Previous Year				
Year	22-23	23-24	24-25	25-26
Total Budget	987,973.70	1,075,989.31	1,227,737.71	1,420,254.00
% Increase from Previous Year	NA	10.89%	11.41%	11.57%

The table above shows that the annual budget rose by between 10.89% and 11.57% each year over the four-year period. These increases are largely due to the rise in the number of full-time police officers during this time.

As expected, the largest percentage of the Adel PD budget is for Personal Services as shown in the following table:

**Table 25: Adel PD Personal Services Costs as % of Total Budget**

Adel PD - Personal Services as % of Total Budget				
Year	22-23	23-24	24-25	25-26
Personal Services	778,028.27	842,845.21	959,385.28	1,159,695.00
Total Budget	987,973.70	1,075,989.31	1,227,737.71	1,420,254.00
% Personal Services	78.75%	78.33%	78.14%	81.65%

The table above shows that personal services accounted for between 78.75% and 81.65% of the total budget over a four-year period. This proportion is reasonable, as consultants often see personal services comprising anywhere from the high 80s percent to the low 90s percent of budgets. If the Adel PD hires more full-time staff, the percentage allocated to personal services will likely rise.

### ***Recommendations – Fiscal Management***

- The Adel Police Department should continue to be conservative in preparing and administering the annual budget. **Priority 3**
- Developing at least a five (5) year capital outlay budget plan is recommended in conjunction with the City Administration. **Priority 3**

## Training

All new members of the City of Adel Police Department must complete the State Approved Academy, known as the Iowa Law Enforcement Academy. Upon completing the Police Academy, the new officers must complete the Adel Field Training Officer (FTO) training, which is supervised by an Adel PD Sergeant assigned to the FTO program. The FTO program is approximately twelve (12) weeks in length, and all new Officers must successfully complete this program. The cost to send new Officers to the Iowa Law Enforcement Academy is approximately \$10,000 and new hires to the Adel PD sign a contract that they are responsible for repaying the entire or some costs of attending the Law Enforcement Academy if they leave employment with the Adel PD within a certain time period.

In addition to successfully completing the Iowa Law Enforcement Academy all officers are required to complete at least twelve (12) hours annually or thirty-six (36) hours every 3 years in Law Enforcement Related in-service training.

The Adel PD has two officers that are Firearms Instructors, and the PD has a two gun range located near the City of Adel Sewer Treatment Plant that is used for annual firearms training and qualification.

Other training required of all officers includes the following:

- Firearms Training
  - Annually pass with all duty handguns.
  - Annually pass Shotgun and the Close Quarter Battle (CQB) Course.
- CPR/AED Training every two years.
- Mental Health Training 4 hours annually.
- De-Escalation Training annually.
- A number of other subjects including Hazard Communications, Bloodborne Pathogens, National Crime Center Information Center (NCIC) certification, and mandatory reporter training for child and dependent adult abuse conducted by the Department of Human Services.

The Adel PD also participates in online training through Lexipol and Police Legal Sciences, which both are paid services that offer Iowa Law Enforcement Academy approved courses.

Maintaining the law enforcement training standards and certifications requires resources from the overall operating budget including wages, overtime, and fringe benefits.

### ***Recommendation:***

- The Adel PD should continue to subscribe to the Lexipol and Police Legal Training Sciences as they both provide quality products and services for law enforcement agencies. **Priority**

**3**

- It is recommended that the policy of signing contracts with new recruits that requires them to reimburse the City of Adel for the Police Academy if they leave employment with the Adel PD before a certain time period should be continued. **Priority 3**

## Fleet

The Adel Police Department operates a fleet of 12 vehicles, most of which serve as patrol cars or have dual roles such as patrol. Among the department's officers, approximately eight live within the city limits of Adel. Typically, these officers take their assigned police vehicles home for duty purposes, making them available to respond directly to emergencies from their residences if needed.

**Table 26: Adel PD Fleet Inventory**

Adel PD Fleet Inventory		
Year	Model	Purpose
2007	Ford Explorer	Unmarked Community Engagement
2017	Ford Explorer	School Resource/Patrol
2018	Ford Explorer	School Resource/Patrol
2019	Ford Taurus	Patrol
2019	Chevrolet Tahoe	Patrol
2019	Dodge Ram	Unmarked Chief Vehicle
2020	Chevrolet Tahoe	Patrol/Office Lieutenant
2021	Chevrolet Tahoe	Patrol
2023	Chevrolet Tahoe	Patrol
2023	Chevrolet Equinox	Unmarked Detective Vehicle
2023	Chevrolet Tahoe	Patrol
2025	Ford Explorer	Patrol

Most but not all of the vehicles are equipped with Mobile Data Terminals (MDT), Radios, Emergency Lights, Siren, and in-car cameras. The 2017 Ford Explorer used as the School Resource/Patrol vehicle is the next vehicle planned to be traded in when a new squad car is purchased.

Vehicle maintenance and fleet management have been an Adel PD priority, which has allowed the department to extend the trade in cycle of vehicles by two years. Future plans of the Adel PD include the plans to potentially implement the use of hybrid patrol vehicles as there is reliable data shown decreased break wear and lower fuel consumption.

The replacement of Adel PD vehicles is the largest expenditure under the department Capital Outlay Program within the budget. The number of vehicles replaced each budget year fluctuates based on vehicle needs and available funds.

### ***Recommendations – Fleet***

- It is advisable for the Adel Police Department to maintain the policy of permitting department members to take vehicles home while off duty. This reduces the demand for indoor vehicle storage and enhances service delivery to the community's citizens. **Priority 3**

### **Current Public Safety Building**

The current City of Adel Public Safety Building is located at 102 South 10<sup>th</sup> Street, in the City of Adel. The Public Safety Building currently houses both the Adel Police Department and Adel Fire Department.

Constructed in 1978, the building initially accommodated the previous City Hall, Police Department, and Fire Department. Extensive renovations were undertaken in 2003, primarily focusing on office layout and enhancing the functionality of the facility. Following these improvements, Adel City Hall relocated to a new site located several blocks south of the Public Safety Building. The current Public Safety Building encompasses approximately 6,000 square feet.

The Police Department occupies approximately 2,415 square feet, encompassing all administrative offices, the evidence room, building entrance area, a small kitchen, a locker room, a utility/electrical room, and a publicly accessible restroom located in the vestibule. The facility also includes a small interview room situated off the main entrance hallway and a training room of about 675 square feet, which is shared with the Fire Department. The training room also has a small kitchen area for the members of both departments to use.

The Adel Fire Department occupies about 3,450 square feet of the Public Safety Building. The fire department space is primarily for the apparatus bays, which consist of two drive through bays which have space to park two FD vehicles and one half bay which houses the SUV vehicle used for First Responder emergencies. The fire department has one small office for the fire department and a restroom facility for personnel. It should be noted that both departments store operational equipment and supplies at other city locations due to the lack of space in the current building. The following are photos of the outside of the Adel Public Safety Building



Figure 19: Outside Photos Adel Public Safety Building & Parking Lot



The images above provide various perspectives on the public safety building. The first set captures the eastern view, highlighting the main entrance. The photographs featuring three apparatus bay doors depict the front (north side) of the building, specifically the fire department's apparatus bay. The image with two bay doors presents the rear (south side) of the facility on the fire department's side. The final image illustrates the employee parking lot located on the south side, which accommodates both personal vehicles for Police and Fire Department personnel and designated Police Department vehicles.

The building is situated with streets bordering its east and north sides, an alley to the south, and another structure adjacent on the west. The parking lot, utilized by employees from both departments, is situated south of the building, separated by the alley. This parking area is open and lacks fencing or any form of security system, including surveillance cameras. During interviews, employees expressed concerns regarding the absence of security measures for the parking lot.

### **Current Public Safety Building Limitations**

The consultants visited the City of Adel and conducted tours of the Public Safety Building on at least two occasions. During interviews with members of both the Police and Fire Departments, they were asked about their concerns regarding the current public safety building and to identify key considerations for a new or renovated facility, particularly those impacting departmental operations, safety, and security.

Representatives from both departments raised pertinent concerns regarding operations, safety, and security. All feedback and recommendations for improvements to a new or renovated facility were considered reasonable and met established standards. Importantly, there were no indications of requests for expensive or unconventional enhancements; instead, numerous individuals emphasized the City of Adel's budgetary challenges. Several police department members indicated that, should the fire department vacate the existing premises, the building could be suitably renovated to accommodate the police department's requirements for the near future.

During their tour of the Public Safety Building, the consultants evaluated how the current conditions might have an impact on the operations, safety, and security of both departments. The assessment revealed a range of issues throughout the facility that could potentially influence departmental effectiveness and security. Notably, despite challenges such as limited space, security concerns, and safety risks, members of both departments have consistently performed their duties and responsibilities with dedication.

The Police Department's facilities present several challenges, including insufficient office space for supervisors, limited storage capacity, and inadequate rooms for shift change meetings. The evidence room is notably small and nearly at full capacity. Additionally, the department's computer server is housed in a utility room with minimal air exchange. There is one locker room available for all department members, which is shared by both male and female officers. Furthermore, there are two (2) interview rooms, however, they cannot be concurrently as they are not adequately soundproofed. Both rooms are situated outside the secure police department office area.

Members of the Police Department have expressed significant concerns regarding the absence of security cameras in both the main entrance vestibule and the adjacent unsecured area, which is situated near the interview room and the shared training room, both of which are accessible to the public upon entry. The lack of exterior surveillance cameras further compounds these security considerations. Additionally, there is concern about the absence of an interior garage facility for Police Department vehicles, resulting in some vehicles being parked in an unsecured area in the south parking lot. The members did believe the indoor garage area for vehicles needed to be able to park at least a few vehicles inside the building.

The fire department section of the building experienced similar constraints and challenges as the Police Department side; however, the issues on the fire department side were significantly more serious due to numerous safety concerns. Failure to resolve these matters could potentially lead to accidents or injuries.

The following pages feature a series of photographs taken by the consultant within the Public Safety Building, which highlight several concerns regarding both the Police and Fire Departments. Identified issues include inadequate storage capacity, utility room with computer IT equipment, insufficient office space, the location of the training and interview rooms outside of police-controlled areas, the combined use of the training room and a small kitchen, minimal clearance between fire vehicles, upper-level storage practices, fire hose storage on the floor, storage of firefighter personal protective equipment (PPE), absence of a vehicle exhaust system for fire apparatus, lack of designated areas for maintenance or repairs within the fire department, and limitations preventing training exercises with fire apparatus bays.



Figure 20: Photos of Adel Public Safety Building #1





Figure 21: Photos of Adel Public Safety Building #2

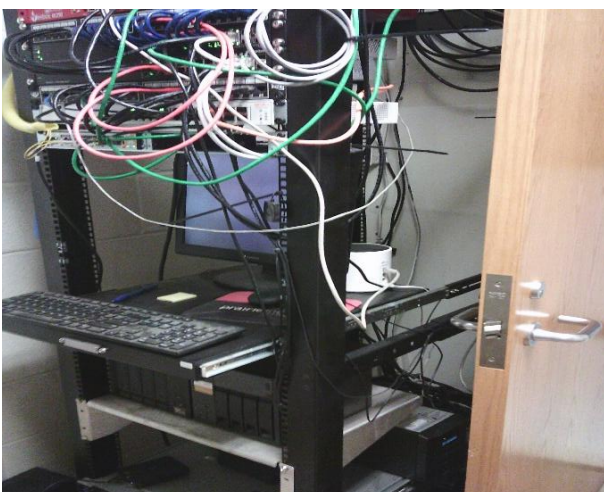




Figure 22: Photos of Adel Public Safety Building #3

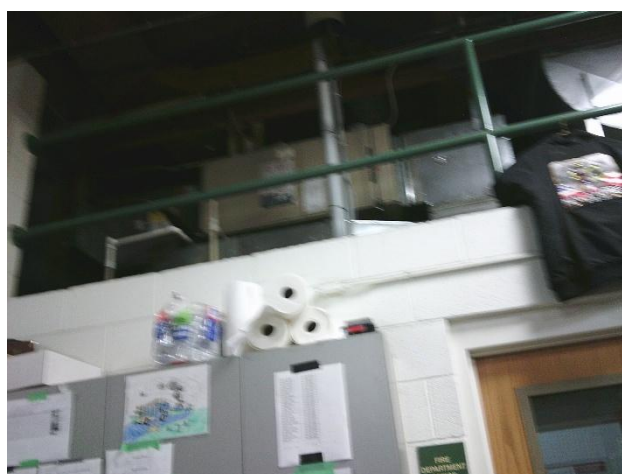
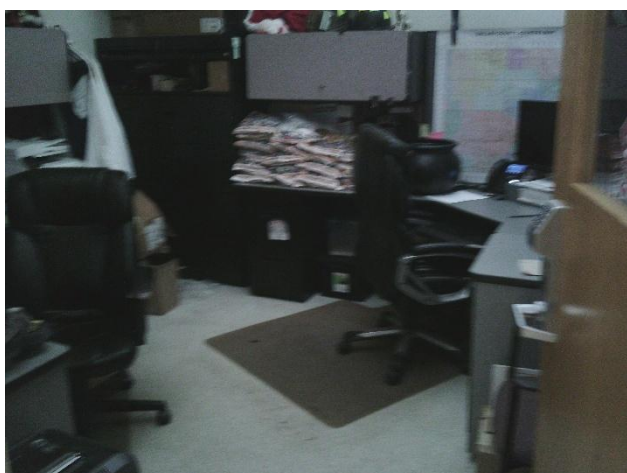
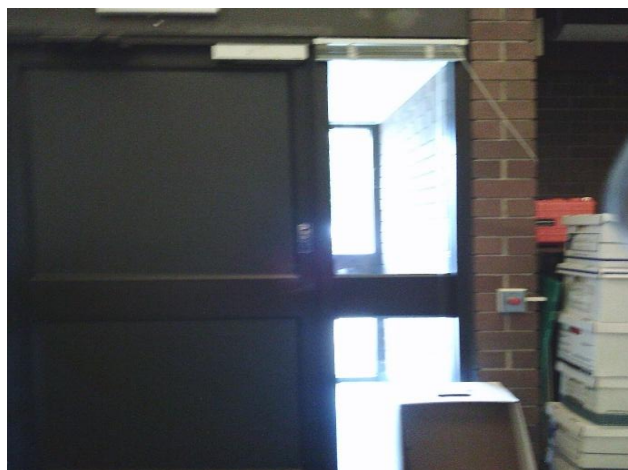
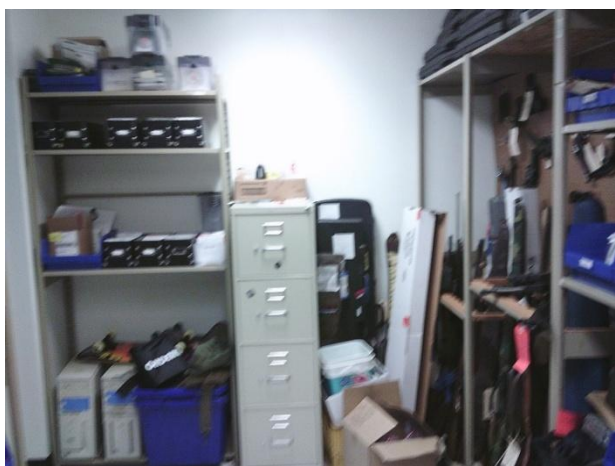
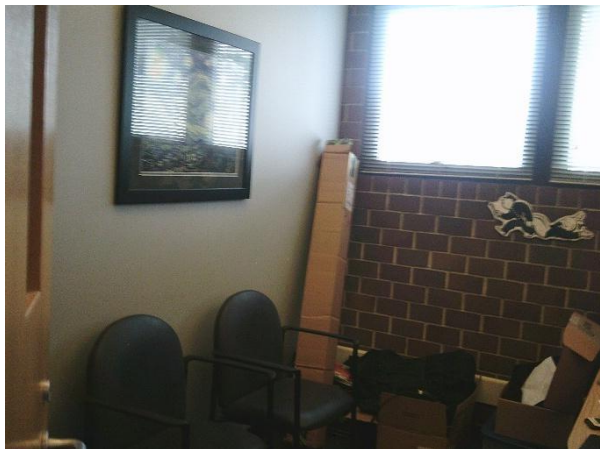




Figure 23: Photos of Adel Public Safety Building #4

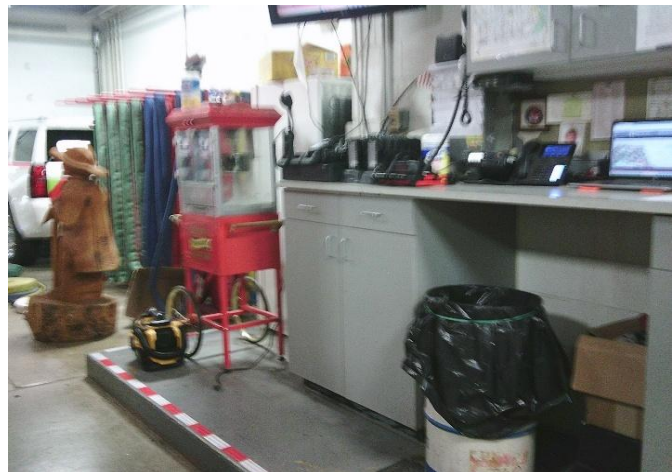




Figure 24: Photos of Adel Public Safety Building #5

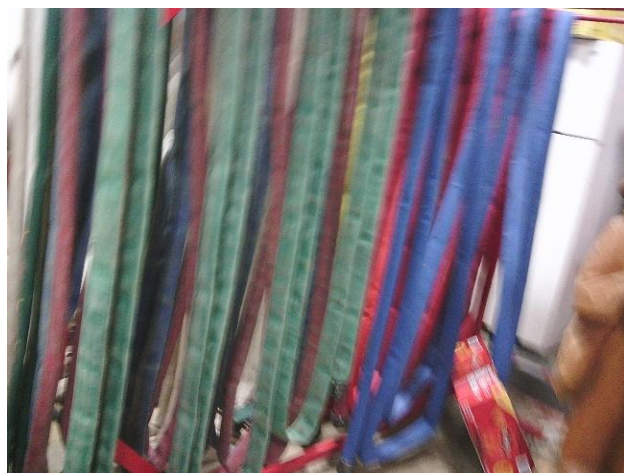
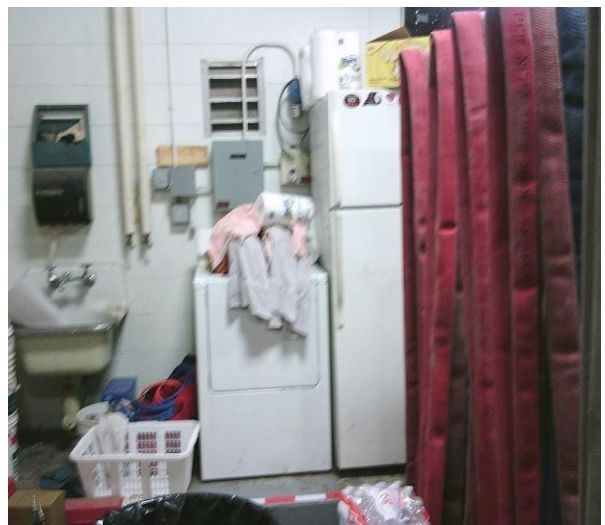
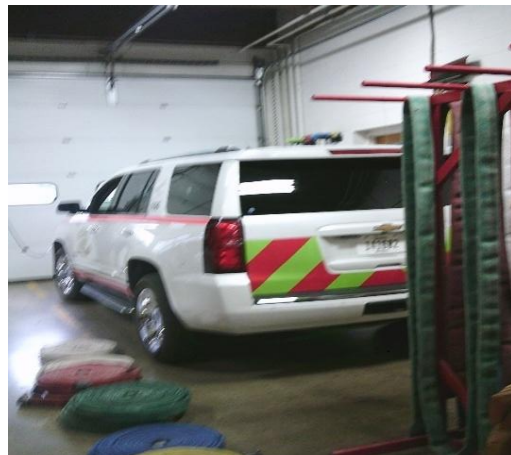
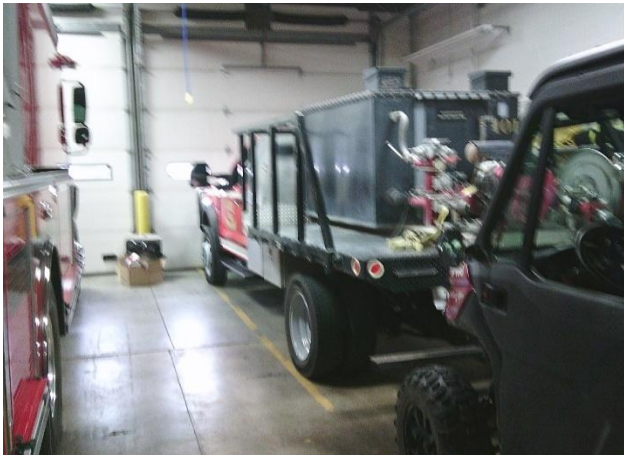
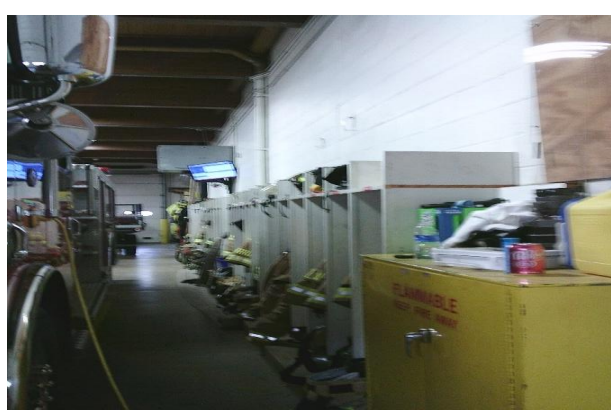
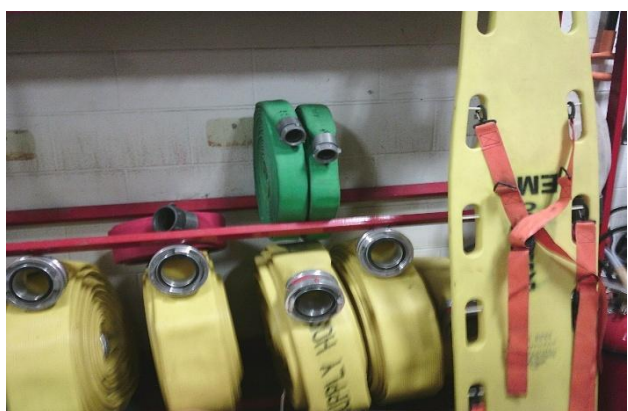
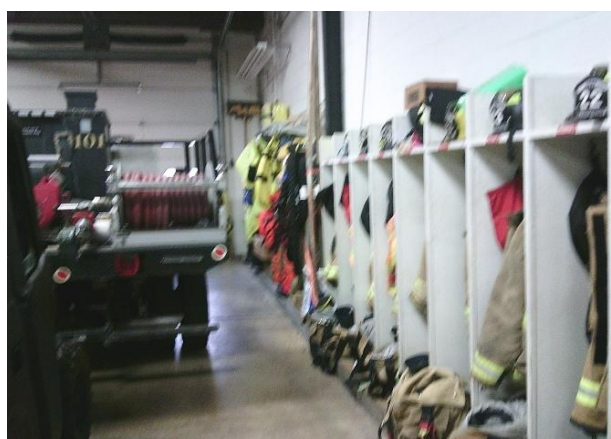




Figure 25: Photos of Adel Public Safety Building #6



## **Future Facility Needs**

When communities initiate plans for new public safety facilities, it is essential to consider both long-term and immediate requirements. Consultants have observed that municipalities often choose to construct new fire stations, police stations, or public safety buildings but later reduce the size or omit important features during construction due to budgetary constraints. This frequently results in a facility that does not adequately address the future needs of the community. Consequently, departments may have to operate in buildings that fail to meet operational requirements until the municipality eventually undertakes renovations or additions—typically at significantly greater expense than if those reductions had been avoided during initial construction.

The consultants and architects have discussed and reached a general consensus that the Adel Police Department will require a facility between 7,000 and 9,000 square feet to meet its long-term needs. Similarly, the consultants and architects agree that the Adel Fire Department will need a building ranging from 18,000 to 20,000 square feet, including at least four double drive-through bays, to accommodate its future requirements.

The consultants have prepared comprehensive lists of operational, security, and safety measures to be considered in the planning of new facilities for both departments. These lists are designed to assist in identifying departmental requirements throughout the planning phase. Collaboration between the architects, Police Chief, and Fire Chief is essential to accurately determine the space specifications for each measure, thereby ensuring that the unique needs of both departments are thoroughly addressed.

## ***New Facility Police Department Needs***

### **Office Space:**

- Adequate office space should be available for police department supervisors including the Chief, Lieutenant, Sergeant, Detective, and any possible future officer positions that may be established based on department growth. Future Officers could include an Assistant Police Chief or Captain positions. Offices should have adequate space to conduct small meetings for department business.
- Adequate space for a Squad Room with space for Patrol meetings and office space to accommodate officers doing report writing, computer work, or other office duties.
- Administrative Assistant Office Area – Needs to have adequate storage space for records and files.

### **Storage Space:**

- The Police Department currently faces significant storage limitations, as evidenced by the accompanying photographs of their space within the building. Additionally, some operational equipment and supplies must be stored offsite at another city location. Providing adequate storage space will be a critical requirement for any future facility plans being considered by the department.

**Locker Room Facilities:**

- Separate locker rooms for men and women should be provided, each equipped with enough lockers for members and showers installed in both areas.

**Interview Room(s):**

- Space should be available to be used for interview rooms and it would be valuable to have at least two rooms designated as interview rooms, with both of them located in secure areas within the police department.

**Evidence Room:**

The new building should incorporate an expanded, secure evidence room with adequate capacity to accommodate evidence from active cases as well as securely store materials from inactive cases requiring long-term preservation.

- Locating the evidence room in an area that permits vehicles to drive directly into the building for the transfer of evidence would enhance operational efficiency and security. This design consideration is especially advantageous during periods of inclement weather.

**Armor Room:**

- The installation of an Armor Room would be greatly beneficial for the storage of any department firearms and/or ammunition in a safe and secure area.

**Exercise Room:**

- The new facility should provide an exercise room for the police department members to use as a way to improve their physical wellbeing, which should result in benefits to the City of Adel in the long term. The facility should be equipped with a variety of exercise equipment.

**Vehicle Storage:**

- A new facility should have some indoor parking space for department vehicles. It is understood that a number of current employees take vehicles home when off duty, but over time employees change and new employees may not be able to take department vehicles home. The number of indoor spaces for vehicles can be determined and will depend on what options the City takes for the future police department building needs and location.
- An area near the inside department vehicle parking space should be available for the department to have the ability to perform small, limited maintenance and repairs on the department vehicles. The area should have adequate space for a workbench and tools required for minor maintenance and repairs.

**Security:**

- It is recommended that a security system that includes cameras be installed in the new or renovated facility as a minimum on the entrance ways to the building, in any indoor waiting areas within the building, and in the employee and department parking lot areas.



- Consider should be given to fencing in any outdoor parking area used by the department employees or by the department for vehicles. Additional security should include security cameras used in the actual parking lot.

#### **Employee Breakroom Space:**

- Adequate space should be provided in any new or renovated police department facilities to provide a breakroom area for employees. The space should be equipped with as a minimum a stove, refrigerator, microwave, tables and chairs, kitchen sink, internet access, and phone system.

#### **Training Room:**

- Any new or renovated facility for the police department should include a designated training room with sufficient space to accommodate a minimum occupancy of at least 24 personnel. This room should also include the option of using the room for a conference room for department operations when required.

### ***New Facility Fire Department Needs***

#### **Apparatus Bay:**

- It is advisable that the new fire department facility includes at least four (4) double drive-through bays to accommodate the current fleet of apparatus and allow for future expansion, such as the addition of an aerial ladder apparatus. Each double bay can house two apparatus units, and the drive-through design enables vehicles to enter the station without the need to back in from the street, thereby enhancing operational safety. This arrangement would also provide adequate space for water and ice rescue equipment within the station, eliminating the need for off-site storage as is currently required.

#### **Office Space:**

- Fire department supervisors, such as the Chief, Assistant Chief, Captains, and any future officers added as the department grows, should each have access to suitable office space. The Captains' office can be a shared area with several desks. Every office should have adequate space to conduct small meetings for department business.
- Adequate office space to accommodate fire department members to complete report writing, computer work, or other office duties.
- Administrative Assistant Office Area – In planning for the future needs the fire department facility should have an area for a potential future administrative assistant employee. The area should have adequate storage space for records and files.

**Storage Space:**

- The Fire Department currently faces significant storage limitations, as evidenced by the accompanying photographs of their space within the building. Additionally, some operational equipment and supplies must be stored offsite at another city location. Providing adequate storage space will be a critical requirement for any future facility plans being considered by the department.

**Locker Room Facilities:**

- Separate locker rooms for men and women should be provided, each equipped with enough lockers for members and showers installed in both areas.

**Exercise Room:**

- The new facility should provide an exercise room for the fire department members to use as a way to improve their physical wellbeing, which should result in benefits to the City of Adel in the long term. The facility should be equipped with a variety of exercise equipment.

**Training Room:**

- Any new or renovated facility for the fire department should include a designated training room with sufficient space to accommodate a minimum occupancy of at least 24 personnel. This room should also include the option of using the room for a conference room for department operations when required.

**Vehicle Exhaust System:**

- It is recommended that the new facility be equipped with a vehicle exhaust system that connects directly to the apparatus, ensuring effective capture of emissions and enhancing health and safety protections for fire department members.
- It is recommended that the vehicle exhaust system be installed so the vehicle connection is on the right side of the vehicle even if it requires an exhaust modification for any current apparatus. This allows the apparatus to be parked in any location in the bays and still be able to connect to the exhaust system.

**Specific Fire Department Operational and Safety Needs**

- A storage area for the personal protective equipment (PPE – Turnout Gear) away from the apparatus bay area to eliminate the contamination from the vehicle exhaust system.
- A separate area for Self-Contained Breathing Apparatus (SCBA) maintenance and repairs again to avoid contamination and a clean atmosphere for the SCBA to be maintained.
- A separate room for minor maintenance and repairs to be conducted with a workbench and sufficient tools.

- The SCBA Air Compressor and fill station should have a location in an area to avoid contamination when filling the air cylinders.
- The new facility should be equipped with a heavy-duty fire department gear extractor and dryer for effective cleaning of PPE. Utilizing an advanced washer-extractor helps remove hazardous contaminants such as carcinogens and biohazards, thereby minimizing health risks to firefighters. The gentle cleaning process also maintains the structural integrity of PPE, prolonging its service life and ensuring consistent protective performance. This approach enhances safety while optimizing the functionality and value of essential equipment.
- A new facility needs to enable the fire department to clean and dry its hoses after both use and testing. Maintaining these hoses correctly is essential to prevent failures during emergencies. It is advisable for the facility to include a hose tower, allowing wet fire hoses to be hung up and dried properly.
- The new fire department facility should be constructed with the concept of having hot, cold, and neutral zone separation. The zones are defined as follows:
  - Hot Zone – Rooms and spaces where exposure to contaminants is high.
  - Warm Zone – Operational support spaces, located as a buffer between the Hot Zone and Cold Zone to help control the spread of contaminants.
  - Cold Zone – Living, sleeping, and community spaces where exposure to contaminants is low.
- The new facility should have the capability of being able to conduct decontamination of fire department equipment separate from other areas. This area usually would include the availability of decontamination showers.

#### **Sleeping Quarters:**

- It is recommended the new facility have sleeping quarters for a minimum of eight (8) personnel with individual rooms allowing for separation of male and female members.
- The projections for full-time members do not account for the upcoming transition, as this period may require the fire department to use part-time firefighter staffing. During this time, having sleeping quarters available will be important.
- Although the fire department currently relies on paid-on-call or volunteer firefighters during severe weather, some members may choose to stay overnight at the station to ensure they can respond quickly to emergencies. Providing sleeping quarters would make it possible for them to remain at the station.

**Living Quarters:**

- The new fire department building should provide suitable living spaces to accommodate future plans for part-time or full-time staff who will reside and sleep at the station during their shifts. These living areas would feature a dining space equipped with tables and chairs, as well as a lounge or living room. Naturally, sufficient restroom facilities are also essential.

**Kitchen Facilities:**

- The new fire department facility should include a well-equipped kitchen designed for meal preparation, including both cooking and refrigeration appliances. It is advisable that these appliances be commercial grade, as the operational demands will differ significantly from those of a typical residential setting.

**Community Center Facility:**

- Based on the consultants' experience, it is increasingly common to find community centers integrated with fire stations, featuring secure access that allows separation of the public entrance from the fire department itself. These centers frequently host senior citizen events, meetings for groups such as Rotary Clubs, and a variety of other functions that benefit from such facilities. The community center spaces often allow for large meeting groups of at least 80 – 100 people and with kitchen/food preparation areas included in the center. It is recommended that the City of Adel consider implementing this type of community center.

**Future Public Safety Building Options**

Regarding prospective building options, the consultants have identified three feasible alternatives for solving the current issue of an outdated Public Safety Building that is no longer meeting the operational, safety, and security needs of the police and fire departments. Each option will be presented below in the order of recommendation for consideration by the City of Adel government officials. The consultants strongly advise that city officials engage in further discussions with both the Police Chief and Fire Chief prior to making a final decision on the selected building option to be implemented.

The consultants evaluated three building options by drawing on their previous experience. They assessed the long-term space and operational requirements, considered future staff growth for both police and fire departments, and examined possible costs for the City, including land acquisition and construction expenses for any new facilities. Additionally, they took into account projected population and area growth of the city.

***Future Building Option #1 – Renovate Current Facility for the PD and Construct a New Fire Station***

The first proposed option for future development involves constructing a new fire station at an alternative site while renovating the existing Public Safety Building for the Police Department. The current footprint of the Public Safety Building is likely sufficient to accommodate the Police Department's long-term space needs, though a potential limitation exists regarding the available indoor parking capacity for departmental vehicles as the organization grows.

The current location has potential to build an addition to the building as it has streets on two sides, and alleyway on one side, and another building located a short distance on the fourth side. Another issue with renovating the current facility is that current situation with parking for department employees and most department vehicles will not change and will still be in the unsecured parking lot on the south side of the current building.

A primary consideration associated with this option is the cost required to renovate the existing building to meet the long-term requirements of the Police Department. The renovation process will likely involve a comprehensive overhaul of the facility, essentially constructing a new Police Department within the framework of the current structure. This will necessitate complete replacement of heating, ventilation, and air conditioning systems. Additionally, the electrical, communications, security, and information technology infrastructure will need to be fully updated with new systems. Significant plumbing modifications will also be required to support the installation of new restrooms, showers, and kitchen facilities within the building.

One significant challenge with this building option is managing Police Department operations during renovation. Although it might be feasible to renovate the facility while the department continues to occupy it, doing so would be complicated. If this approach were used, it would likely extend the construction timeline and increase renovation costs.

Whether the City of Adel will proceed with this option depends largely on the total cost required to renovate the existing structure. Such a renovation would be substantial and likely costly. The main consideration is whether these renovation expenses would exceed those of other proposed options for constructing a new building, as outlined in this study.

It is essential for the City of Adel to engage the project architect to assess and prepare cost estimates for renovating the existing building, and to compare those estimates with the other two options presented in this study.

This is the first option that the consultants recommend for consideration by the City of Adel, but only if the costs for renovating the current building for the Police Department are financially feasible compared to constructing an entirely new public safety building or constructing two separate new buildings.

### ***Future Building Option #2 – Construct a New Public Safety Facility For Combined Use by PD and FD***

The second proposal presented by the consultants is to construct a completely new Public Safety Building at a different location, designed for joint use by both the Police and Fire Departments. This approach offers multiple advantages, including the consolidation of both departments within a single facility, which facilitates enhanced collaboration in delivering community safety services. Co-location supports the development and maintenance of a long-term working partnership between the departments.

Building a new Public Safety facility at a different site would likely improve cost efficiency by consolidating services into one building instead of maintaining two separate ones, benefiting both the City of Adel and its taxpayers. A single shared Public Safety building could include common areas like entrances, lobbies, meeting spaces, restrooms, training rooms, and other facilities. Additionally, centralizing utilities, maintenance, cleaning services, and security measures may simplify operations and reduce overall costs. Maintaining the two departments in one building results in more efficient use of valuable land in the community, which can free up land to be used for other community needs.

Maintaining both public safety departments together into a single facility can enhance security and boost emergency preparedness. Sharing expenses for construction and security features—like backup generators, reinforced buildings, and surveillance systems—provides advantages to both departments. This approach also increases the facility's resilience during natural disasters and major emergencies.

Building a brand new Public Safety Building might be less expensive than updating the current building for the Police Department and then adding a new fire station. When an architect reviews the costs of both options—renovating the existing building and building a new fire station versus constructing an entirely new Public Safety Building—it will help the City of Adel decide which choice is best for their project.

During interviews between the consultants and City of Adel representatives, several participants indicated that, should a completely new Public Safety building be constructed, the existing facility could serve as a location for the City of Adel Park and Recreation Department.

The Park and Recreation Department currently operates its main office from City Hall, with equipment and supplies stored across multiple locations. Should the existing Public Safety Building become available, it could serve as an ideal facility for consolidating Park and Recreation Department operations. While modifications may be needed to adapt offices, restroom facilities, registration areas, and other spaces, the building offers considerable storage capacity for equipment frequently used on a seasonal basis.

### ***Future Building Option #3 – Construct New PD & FD Facilities in Separate Locations***

Building two separate facilities for the Police and Fire Departments at different locations is another option. However, there are several reasons why this approach may not be practical.

Selecting this option would necessitate purchasing two individual parcels of land, resulting in higher overall costs. Building two new facilities—instead of renovating an existing building and constructing a fire station or a single Public Safety Building—would further increase project expenses. Additionally, operating and maintaining two separate buildings would lead to increased Public Safety operating costs for the City of Adel and the taxpayers.

The consultants advise that Option #3 should be addressed only briefly, with consensus reached that it does not represent a viable solution for the new facility.

### **Recommendations – Future Public Safety Building(s)**

- It is recommended that Option #1 to Renovate the Current Facility for the PD and Construct a New Fire Station be the first choice for the future facilities of the Police and Fire Departments. This Option should be the first choice if the costs analysis by the architect for renovating the current building will be less expensive than Option #2.
- It is recommended that Option #2 to Construct a New Public Safety Facility For Combined Use by both the Police and Fire Department be adopted as the second choice for a new facility for both departments if Option #1 is going to be more expensive to implement.
- It is not recommended to adopt or implement Option #3 to construct separate new facilities for the Police Department and the Fire Department for the City of Adel.
- It is recommended that if the implementation plan is not to renovate the current Public Safety Building for use by the Police Department that consideration be given by the City of Adel to utilize the building for use by the City of Adel Park and Recreation Department.

### **Future Facility Location(s)**

When considering sites for a new fire station or Public Safety Building, consultants found the current Public Safety Building location unsuitable for expansion because it is landlocked by surrounding properties or streets and alley ways. It should be noted that the three sites that have been identified and recommended are all suitable locations for either a standalone fire station or a Public Safety Building.

The main factors to consider when choosing potential sites and recommending options for these sites are outlined below.

- The location(s) can significantly affect the response times of the fire department. In contrast, the impact on Police Department response times is minimal, as patrol vehicles are generally active on the road throughout most of the day.
- The dimensions of the proposed property, the configuration of the lot, and its topographical features can each influence the construction and placement of a planned building on the site.
- The suggested site should have sufficient space for construction and minimal restrictions that could limit building options.
- The site must have access to the road network with ease of site access.
- It is essential that the acquisition cost of any property under consideration is both crucial and reasonable.
- Access to utilities and existing infrastructure is important.

- How building a Public Safety Building on a site could affect local traffic.
- The potential effects on the surrounding community, neighboring properties, and the wider public.
- The site offers the capacity to address both parking and security requirements for Public Safety agencies, should it be chosen as the location for the new building.

### ***New Facility Location #1 Option – 1700 Greene Street***

The first location being recommended for the construction of a new facility is located at 1700 Greene Street. This site was initially brought to the attention of the consultants by a couple of members of the Adel Fire Department and a couple of the City of Adel City Council.

The consultants did evaluate the site and considered the various factors listed above for the selection of a site for a Public Safety Building.

The following figure illustrates the GIS map location of the proposed property located at 1700 Greene Street in the City of Adel

**Figure 26: GIS Map 1700 Greene Street - Option #1**





The above property is located on a lot of about 5.47 acres of land. The property does have a vacant building on the site with the building being about 26,858 square feet in size. The site and building previously was known the Straight International Company, which designed and manufactured rail car unloaders.

The property is presently owned by a construction company based in Waukegan, IA. According to current tax records, the property was acquired in 2016 from Straight International Company for \$300,000. As listed on the 2025 Dallas County property tax rolls, the property is now assessed at \$318,620, with an annual property tax of \$7,628.

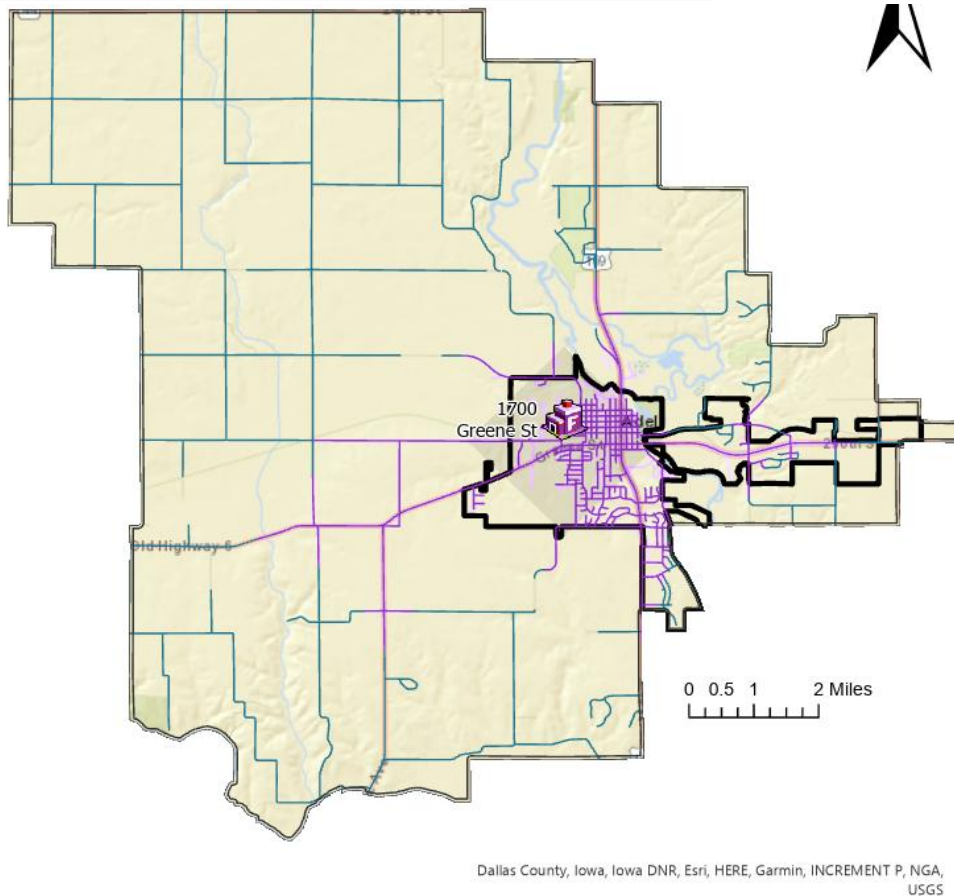
The building situated on the property is currently vacant and the demolition of the existing structure would be currently in the process of being completed by the current owner. Before any purchase decision is finalized, the City must conduct assessments for potential soil contamination.

The site offers excellent response times for the fire department, with excellent lot size and convenient lot access, along with its position on a major east-west thoroughfare near where most fire department members live, making it highly suitable. Utilities and major infrastructure are already available and the site offers the capacity of providing sufficient parking and security for the Public Safety agencies. The property tax assessment indicates that acquisition costs should be reasonable. Of course, the property owner and the City of Adel would need to agree on a mutually acceptable purchase price. The impact on surrounding neighborhoods is expected to be minimal since the area is already home to several commercial and business properties.

As stated, the site offers excellent response times for the fire department, as indicated by the map in the following figure.

The purple lines in the figure indicate the response times that are within the 5.0 minute drive time and the shaded gray area indicate the ISO 1.5 mile coverage area for the location at 1700 Greene Street.

Figure 26:FD Response Time Map 1700 Greene Street – Option #1



### Legend

- AdelFireDistrict\_ExportFe...
- 5.0 Minutes
- 1700 Green St
- ISO 1.5 mile coverage
- Roads
- CityBoundary Adel IA

### ***New Facility Location #2 Option – 200 Block of S. 10<sup>th</sup> and 11<sup>th</sup> Street – Prairie Street***

The second option being presented as a possible site for a new fire station or a Public Safety Building is an excellent location, but it may present some challenges for the City.

The proposed site, south of the current Public Safety Building and made up of nine properties the City must acquire, offers an excellent location near downtown and City Hall. Keeping the Public Safety Building close to its current site, it also allows the Park and Recreation Department to relocate nearby, maintaining proximity between City departments and City Hall.

The proposed location would not affect fire department response times, would allow great access to the city road network and the site allows for great access by both departments and the general public.

The proposed site encompasses nine (9) properties that would need to be acquired by the City, but at least three (3) of the properties are vacant land with no structures located on the property.

The exact area being proposed would be bordered by Prairie Street on the north, South 10<sup>th</sup> Street on the east, South 11<sup>th</sup> Street on the west, and the bike trail on the south.

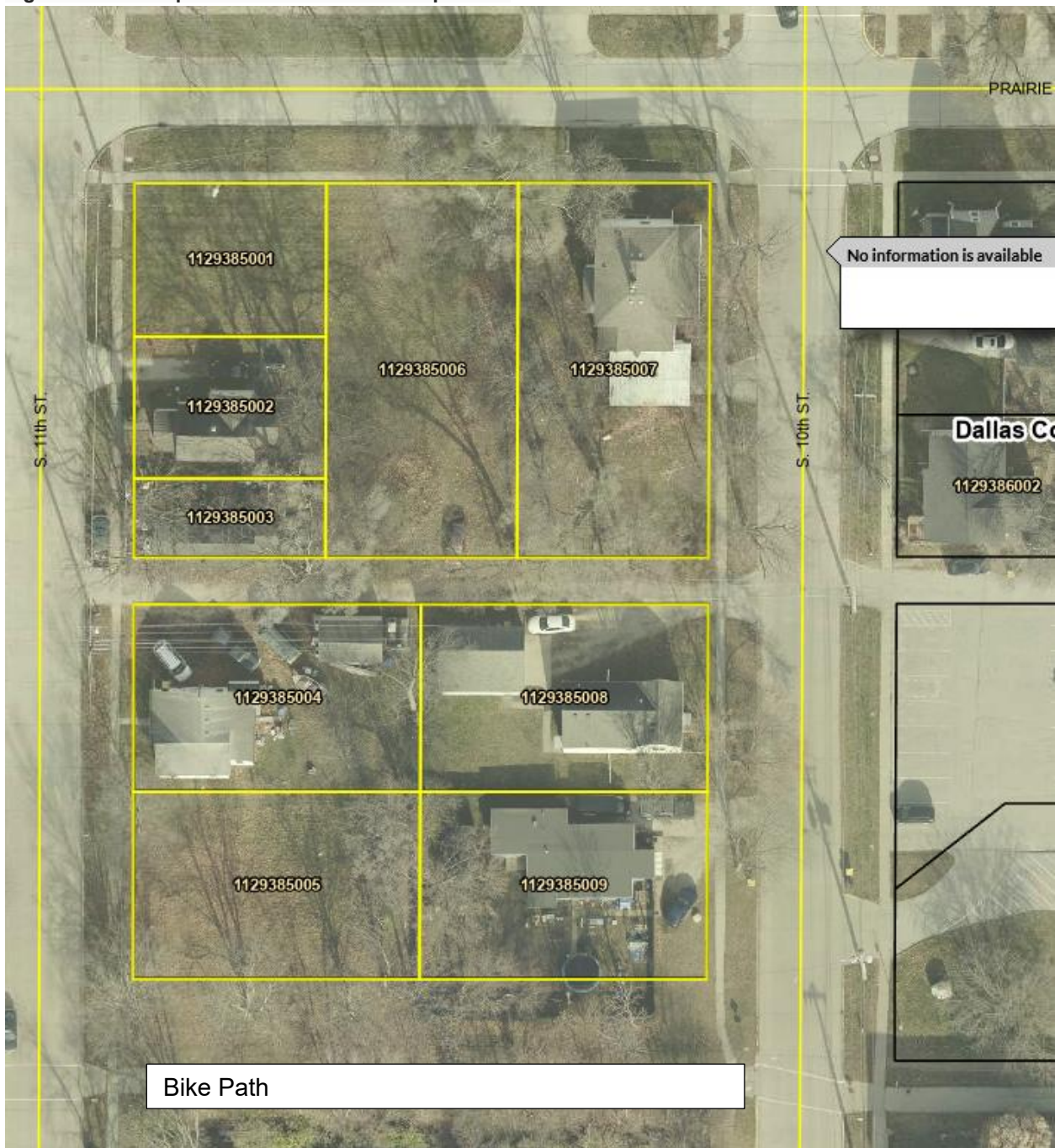
**Table 27: Assessed Values of Properties - Option #2**

Tax ID #	Property Address	Use	Assessed Value
1129385001	1019 Prairie Street	Vacant Land	\$13,040
1129385002	207 S. 11 <sup>th</sup> Street	House 517 Sq. Ft.	\$87,010
1129385003	209 S. 11 <sup>th</sup> Street	House 416 Sq. Ft.	\$36,570
1129385004	215 S. 11 <sup>th</sup> Street	House 736 Sq. Ft.	\$97,620
1129385005	219 S. 11 <sup>th</sup> Street	Vacant Land	\$19,140
1129385006	1007 Prairie Street	Vacant Land	\$21,040
1129385007	202 S. 10 <sup>th</sup> Street	House 1,980 Sq. FT.	\$184,110
1129385008	214 S. 10 <sup>th</sup> Street	902 Sq. Ft.	\$128,940
1129385009	220 S. 10 <sup>th</sup> Street	Mobile Home 980 Sq. Ft.	\$62,520

The total assessed value of the nine properties is \$649,990 but obviously purchase prices need to be negotiated and, in some situations, there may be relocation costs that would add to the entire cost of the property.

The following figure illustrates the GIS Map indicating the nine properties that would need to be acquired by the City of Adel in order to use this location to construct a new Public Safety Building for Option #2.

Figure 27: GIS Map 200 Blk S. 10th Street - Option #2



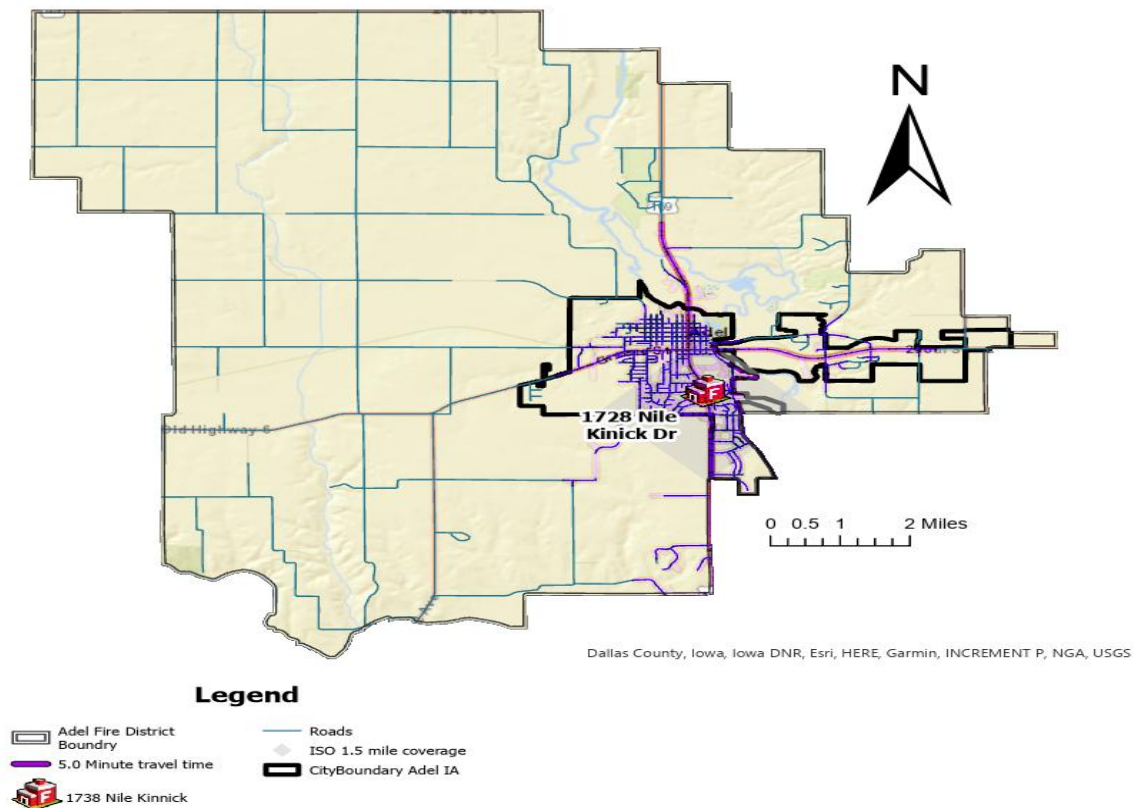
The following figure illustrates the nine properties on the GIS Map but also includes the location of the Adel City Hall.



As stated, the site offers excellent response times for the fire department, as indicated by the map in the following figure.

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Figure 29: FD Response Time Map – 200 Blk S. 10<sup>th</sup> Street and 11<sup>th</sup> Street – Prairie Street – Option #2



### ***New Facility Location #3 Option – 1738 Nile Kinnick Drive South (Casey's)***

The final Option#3 is located towards the southside of the City of Adel. For mapping purposes, the consultants used the address of 1738 Nile Kinnick Drive South, which is the actual location of Casey's. When the consultants visited the City of Adel the vacant land located to the north and west of Casey's shown in the figure below was for sale. The property is Tax ID # 1132451011 and the property is 6.78 acres in size with an assessed value of \$15,310. The assessed value is based on the value of the property classified as Agriculture. Obviously, the value of the property is much higher than the assessed value.

This site would certainly be an excellent option if the first two options were to be eliminated for some reason. This site has plenty of space, great access to the roadways, and would allow plenty of space for parking and security options. The following figure indicates the location of this property on the GIS map.



Figure 30: GIS Map 1738 Nile Kinnick Drive South (Casey's) - Option #3

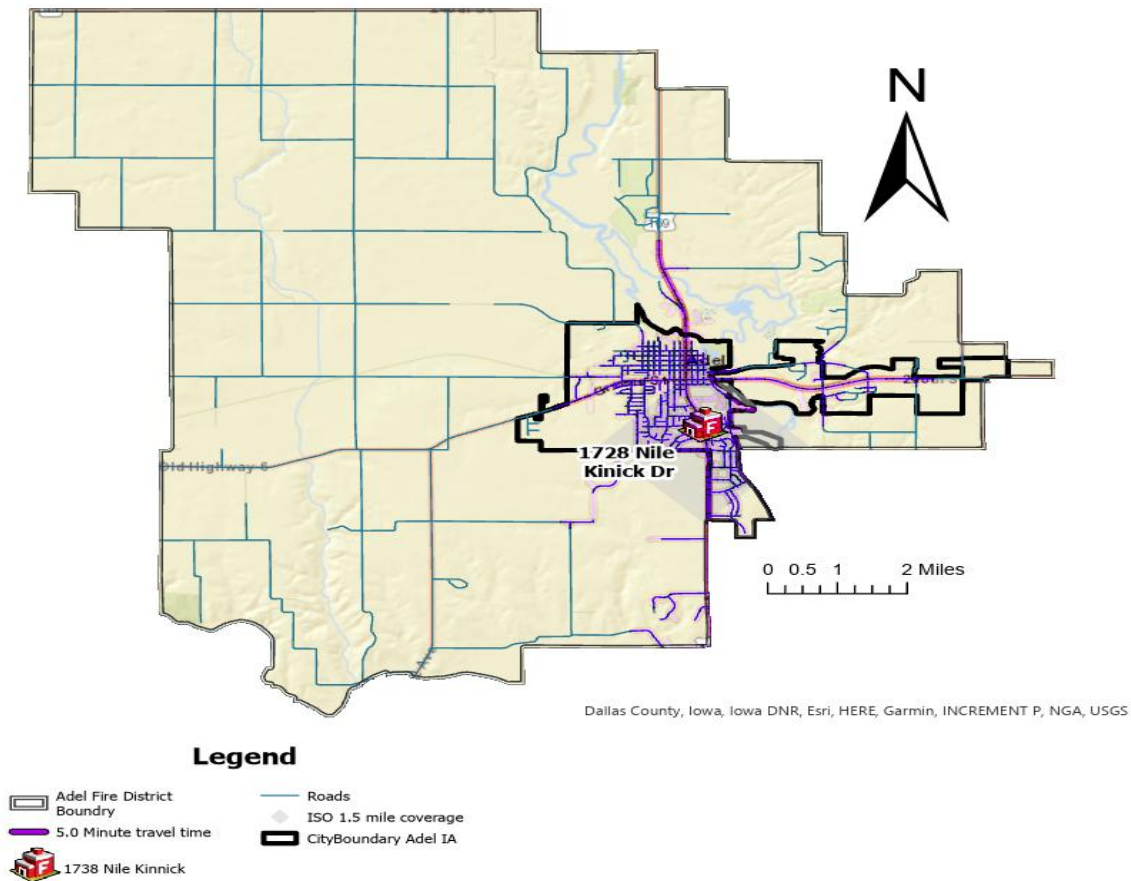


This property value may be more expensive than the first two options as it is prime property for development. The consultants did observe other potential station locations in the immediate area that could be considered if necessary.

As stated, the site offers similar response times for the fire department as the first two options showed and as indicated by the map in the following figure.

The red lines in the figure indicate the response times that are within the 5.0 minute drive time and the shaded gray area indicate the ISO 1.5 mile coverage area for the location at 1728 Nile Kinnick Dr. Option #3.

**Figure 31: FD Response Time Map - 1728 Nile Kinick Dr. – Option #3**



### ***Recommendations – New Facility Location(s)***

The recommendations outlined below address the development of either a dedicated fire station or an entirely new Public Safety Building, contingent upon the City Council's decision regarding the future facility. The proposed site locations have been evaluated to be suitable for any of the recommended facility options.

- It is recommended that the sites for a new facility be adopted in the order of the Options proposed by this study. **Priority 2**
- It is recommended that Option #1 be implemented with the site for a new facility on the property located at 1700 Greene Street for all the reasons listed in this study. **Priority 2**
- It is recommended that Option #2 be implemented with the site for a new facility on the property located on the properties located on the site bordered by Prairie Street, S. 10<sup>th</sup> and S. 11<sup>th</sup> Street,



and the bike trail for all the reasons listed in this study only if Option #1 cannot be the primary site location. **Priority 2**

- It is recommended that Option #3 be implemented with the site for a new facility on the property located near Casey's on the southside of the City for all the reasons listed in this study only if Options #1 & #2 cannot be the primary site location. **Priority 2**

## Summary of Recommendations

### City of Adel Fire Department Recommendations

Table 28: Adel FD Recommendations

Adel Fire Department Recommendations		
Priority	Topic	Recommendation
2	Adel Fire Association	It is recommended the Adel City Council and the members of the Association change the language in the Association By-Laws and City Ordinance to allow unlimited consecutive years of appointment for the positions of the Fire Chief and Assistant Fire Chief.
2	Fire Apparatus	The City of Adel Fire Department and the City of Adel are advised to anticipate the need for acquiring an aerial ladder apparatus within the next three to five years as the City experiences continued growth in both size and population.
3	Staffing	The Adel Fire Department is advised not to hire a full-time Fire Chief at this time. Instead, it is recommended that department data and activities be monitored moving forward in order to determine the most appropriate timing for the establishment of a full-time Fire Chief position.
3	Staffing	It is recommended the Adel Fire Department, and the City of Adel, should incorporate projected staffing levels of between 13 and 18 full-time career members by 2040 into their planning for future fire department facilities.
3	Staffing	It is recommended the City of Adel conduct regular reviews of the stipends provided to fire department personnel for emergency response, ensuring that their compensation remains comparable with that of neighboring fire departments.
3	Staffing	When it is determined necessary for staffing purposes the Adel Fire Department and the City of Adel should consider implementing a part-time staffing program to provide on-duty part-time personnel in the station Monday through Friday during the daytime hours.
3	Staffing	When it is determined necessary for staffing purposes the Adel Fire Department and the City of Adel should consider implementing a duty crew staffing program to provide on-duty crew of at least two members to be available to respond to calls during the evening hours during the week and a separate duty crew for weekend standby. The duty crew members would be paid a stipend for standby as well as the POC stipend rate for any calls they responded to as soon as it is fiscally possible.
3	Leadership	The Adel Fire Department should begin the process of developing and implementing a plan to prepare interested department members for future department officer positions including a Fire Chief.
3	Fiscal Management	The Adel Fire Department should continue to be conservative in preparing and administering the annual budget.
3	Fiscal Management	Developing at least a five (5) year capital outlay budget plan is recommended in conjunction with the City Administration.

Adel Fire Department Recommendations		
Priority	Topic	Recommendation
3	Fiscal Management	It is advisable for the City of Adel to maintain its partnership with Dallas County Emergency Medical Services for EMS provision, while allowing the Adel Fire Department to continue delivering First Responder Services in coordination with EMS operations.
3	Fiscal Management	The City of Adel is advised not to transition to a fire department offering full EMS emergency response, including ambulance operations and patient transport, because this would require generating extra property tax revenue to cover the costs.
3	NERIS	The City of Adel Fire Department should be prepared to start submitting the NERIS reports and data to the State and Federal agencies on the required date in early 2026 with the full transition from the NFIRS to NERIS completed.
3	Response Data	The Adel Fire Department should continue to record emergency response data, but it should be in a format that allows reports to be produced to be used for managing the department operations and providing data for decision-making.
3	Response Data	The Adel Fire Department should collaborate with Dallas County Sheriff Communications Center to determine how they can support the utilization of data collected within the Dispatch Center, including response times, enroute times, travel times, and instances of simultaneous calls.
3	Response Data	The Adel Fire Department and the City of Adel should evaluate the adoption of a False Fire Alarm Ordinance. Such an ordinance would permit a specified number of fire department responses to false alarms each year; however, once that limit is exceeded, additional responses would incur fees assessed to the property owner for fire department services.
3	Mutual/Auto Aid	The Adel Fire Department should continue to participate in the mutual aid agreement to ensure that in the event of emergencies additional resources may be available.
3	Mutual/Auto Aid	The Adel Fire Department should continue to develop automatic aid agreements with Dallas County Fire Departments that border the City of Adel response area in order to reduce response times and increase the number of personnel on the scene.
3	Fire Apparatus	The City of Adel Fire Department should ensure that their fire apparatus remain in excellent condition and required maintenance is conducted, as the expense associated with acquiring new vehicles is considerable.
3	Training	The City of Adel Fire Department should continue to document their training records and encourage department members to attend outside training opportunities.
3	Training	The City of Adel Fire Department should develop and implement a plan to offer training opportunities to department members that are interested in becoming Officers in the future.

Adel Fire Department Recommendations		
Priority	Topic	Recommendation
3	Training	The City of Adel Fire Department does have a need to address the ability to conduct training inside the fire station during inclement weather in a safely controlled environment.
3	Fire Prev./Education	The Adel Fire Department should continue their public education and public event activities in order to reach the citizens of the community.
3	National Standards	The City of Adel Fire Department is advised against adopting NFPA 1720 at this time. Nevertheless, it is recommended that a strategic plan be established to progressively align with as many elements of this standard as feasible in the future.
5	ISO Rating	An ISO classification of Class 4/4X rating for the Adel Fire Department is what would be expected based on water supply challenges and volunteer staffing. However, the Consultants do not believe any additional resources or fiscal commitment should be made to reduce the classification. Rather, the Adel Fire Department should focus on maintaining the current PPC ratings in the future.

## City of Adel Police Department Recommendations

Table 29: Adel PD Recommendations

Adel Police Department Recommendations		
Priority	Topic	Recommendation
3	Calls for Service	It is advisable for the Police Department to collaborate with the Dallas County Communication Center to analyze data and obtain information that would support effective departmental management.
3	Staffing	It is recommended that the PD work with the City of Adel officials to develop and adopt and plan to add future staffing in order to meet the growing demands of the PD services.
3	Fiscal Management	The Adel Police Department should continue to be conservative in preparing and administering the annual budget.
3	Fiscal Management	Developing at least a five (5) year capital outlay budget plan is recommended in conjunction with the City Administration
3	Training	The Adel PD should continue to subscribe to the Lexipol and Police Legal Training Sciences as they both provide quality products and services for law enforcement agencies.
3	Training	It is recommended that the policy of signing contracts with new recruits that requires them to reimburse the City of Adel for the Police Academy if they leave employment with the Adel PD before a certain time period should be continued.
3	Fleet	It is advisable for the Adel Police Department to maintain the policy of permitting department members to take vehicles home while off duty. This reduces the demand for indoor vehicle storage and enhances service delivery to the community's citizens.

## City of Adel Public Safety Building Recommendations

- It is recommended that Option #1 to Renovate the Current Facility for the PD and Construct a New Fire Station be the first choice for the future facilities of the Police and Fire Departments. This Option should be the first choice if the costs analysis by the architect for renovating the current building will be less expensive than Option #2.
- It is recommended that Option #2 to Construct a New Public Safety Facility For Combined Use by both the Police and Fire Department be adopted as the second choice for a new facility for both departments if Option #1 is going to be more expensive to implement.
- It is not recommended to adopt or implement Option #3 to construct separate new facilities for the Police Department and the Fire Department for the City of Adel.

- It is recommended that if the implementation plan is not to renovate the current Public Safety Building for use by the Police Department that consideration be given by the City of Adel to utilize the building for use by the City of Adel Park and Recreation Department.

### **City of Adel New Facility Location Recommendations**

- It is recommended that the sites for a new facility be adopted in the order of the Options proposed by this study. **Priority 2**
- It is recommended that Option #1 be implemented with the site for a new facility on the property located at 1700 Greene Street for all the reasons listed in this study. **Priority 2**
- It is recommended that Option #2 be implemented with the site for a new facility on the property located on the properties located on the site bordered by Prairie Street, S. 10<sup>th</sup> and S. 11<sup>th</sup> Street, and the bike trail for all the reasons listed in this study only if Option #1 cannot be the primary site location. **Priority 2**
- It is recommended that Option #3 be implemented with the site for a new facility on the property located near Casey's on the southside of the City for all the reasons listed in this study only if Options #1 & #2 cannot be the primary site location. **Priority 2**

## Appendix A – Data Requests

Data Requested – McGrath Consulting Group, Inc. – *Fire/EMS Component*

Directions:

- The data you submit at this time will be utilized in determining recommendations; therefore, **please ensure the data is correct**. New data after the draft report is presented will not be utilized.
  - Please put the data in an electronic Excel format
  - Depending on your data management system it could take up to two weeks to gather the information requested – if you need additional time, please contact me. If the document exceeds your email size, I will send you a Dropbox link to submit your data. Please also put the data on a flash drive and present it to the consultant upon the first site visit.
  - Show each year data separately i.e., 2022, 2023 and 2024 – do not group the years together.
  - Before you feel you need to conduct a hand count, please call me (931) 214-3652. There might be items in this sheet that do not apply to you – just so indicate.
- 
- General Information
  - Overview of the department
  - History
  - Overview of the service area protected.
  - Population –
  - In-flux or Out-flux of Daytime Population (if applicable)
- 
- Governance
  - Type of Governance
  - Corporation – non-profit
  - Municipal – Village, Town, District
  - Fire/EMS Leadership
  - Organization chart
  - Selection process of officers
  - Length of terms of officers
- 
- Response District –
  - Map of Coverage Area
  - Map of the District
  - Total Square Miles Protected

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- Square Miles of Hydrant Area
  - Square Miles of Non-Hydrant Area
- 
- Personnel Management/Human Resources
  - Current Roster of Members
  - Personnel (information needed for all employees)
  - List of members (sworn and non-sworn)
  - Hire date.
  - Age or date of birth
  - Organizational Chart
  - # of Career (If applicable)
  - # of Paid on Call
  - # of Part-time (Paid on Premise)
  - # of Volunteers
  - # of Other Employees (civilian)
  - Department's By-Laws (if corporation)
  - Police & Fire Commission or Civil Service Regulations (if applicable)
  - Employee Policy & Procedure Manual (electronic version)
  - History of Turnover (All Employees Last 3 Years)
  - Recruiting/Retention Programs
  - Hiring Process (all forms)
  - Application
  - Hiring packet
  - Reference questions
  - Interview questions
  - Department Employee's Handbook
- 
- The Department
  - Department SOG's
  - Department Rules & Regulations
  - Annual Reports – Last 3 Years
  - Current ISO Rating
  - Provide complete ISO document.
  - Last ISO On-Site Evaluation (copy of point distribution sheet)
  - Last On-Site Evaluation
  - Accreditations
  - Others
- 
- Emergency Activities –
  - Total calls last ten years (no breakdown just total calls per year for total calls)



In Addition

- NFIRS Last 3 Years (All Nine (9) NFIRS Series)

NFIRS Series	Nature of Call	Calls 2022	Calls 2023	Calls 2024
100	Fires			
200	Overpressure/Explosion			
300	Rescue/EMS			
400	Hazardous Conditions			
500	Service Calls			
600	Good Intent Calls			
700	False Alarm/False Calls			
800	Severe Weather			
900	Special Incidents			
	Total Calls			

- # Of Emergency Responses
- For each of the 3-year study period – (each year separate)
- Incidents by Time of Day
- Incidents by Day of the Week
- Incidents by Month
- Calls Breakdown by Area (City, District, Town, Etc.)
- Response Times: (if possible, include documentation from dispatch)
- Notification time
- Turnout time
- Drive time
- Mitigation time
- Mutual Aid – Auto Responses (Given & Received) – With Whom?
- Simultaneous (Overlapping) Call Data
- Dispatch (PSAP)
- Who provides dispatch?
- Location (address) of dispatch center
- Fire Station(s) – include mailing address for each station – include City & Zip
- Current Facilities
- # Of Stations – Street Address
- Age
- Future Facility Plans/Needs Documents
- Apparatus & Equipment –
- Type of Apparatus (I.E. Engine, Ambulance, Utility, Truck – Include Manufacturer)

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- Apparatus department ID number
- Pump & Tank sizes
- Mileage
- Engine Hour Reading (if appropriate)
- Identify Vehicle Ownership – FD or Municipal
- Vehicle VIN Number
- Age of Apparatus
- Manufacturer
- Replacement Schedule
- Apparatus maintenance records
  
- Training
- Training Records (Last 3 years) for each member
- Training schedule
- Training hours per month and subject / per employee
- Certifications of each member
  
- Fire Prevention
  - Review the current general fire prevention and fire inspection programs.
    - Number of inspectable buildings
    - New construction and involvement in the last 3 years
    - Review pre-incident planning program.
      - Number of pre-plans completed.
  - List fire investigation programs and activities last 3 years
  
- Safety Education
- Public Safety Education Data (Last 3 Years)
  
- Fiscal
- Past three years of audited year financial statement
- Current year audited financials
- Past three years' budget
- Operating – include all revenue and expenses.
- Capital - including all revenue and expenses.
- Ambulance information – (if applicable)
- Ambulance revenue current year and two previous years
- Identification of all accounts for the department
  
- Revenue

- List of grants applied for and/or received for current year and two previous years.
- List 2% fire dues received current year and two previous years.
- List and explanation of any other department revenue received i.e., inspections fees, permit fee, etc.
- Other information needed:
- Equalized Assessed Valuation (EAV) if multiple communities for all.

Any Additional Information Deemed Important

Revised: May 2025

**Adel City Council**  
**December 9, 2025 - Meeting Minutes**

The Adel City Council met in regular session at Adel City Hall, 301 S. 10th Street, Adel, Iowa on Tuesday, December 9, 2025. At 6:01 p.m., Mayor Peters called the meeting to order. The following answered roll: Ockerman, Trout, McAdon, West, and Selby.

Staff Present: Deputy City Administrator/Finance Director Sandquist, City Clerk Erickson, City Attorney Stone, Public Works Director Overton, Police Lieutenant Deeth, Library Director Jayne, and Community Development Director Nichols.

**OATH OF OFFICE**

- 1.a. City Council Member- Nate Hawkins (administered by Mayor, James F Peters)
- 1.b. City Council Member- Eric Trout (administered by Mayor, James F Peters)
- 1.c. Mayor - Timothy E. Crannell (administered by Mayor, James F Peters)

**MAYORAL RECOGNITION**

- 2.a. Key To The City - Robert Fisher

**This item was postponed until the following City Council meeting on Tuesday, January 13<sup>th</sup>, 2026.**

**RECOGNITION**

- 3.a. Certificate of Appreciation to Outgoing Council Member - Jodi Selby
- 3.b. Certificate of Appreciation to Outgoing Mayor - James F. Peters

**COMMENTS FROM THE PUBLIC**

- 4.a. Dallas County Local Housing Trust Fund Update - Kara Sinnard and Andrew Collings  
**Kara Sinnard, Adel's representative for the Dallas County Local Housing Trust Fund (DCLHTF), provided an update. Appointed in 2023, she noted that administrative duties transitioned from West Des Moines to Andrew Collings with the Mid-Iowa Planning Alliance (MIPA), which now assists a seven-county region with technical and planning initiatives. Member dues are \$0.15 per capita to support grant writing and related activities. Additional programs include CIRTPA for transportation projects, the Central Iowa Workforce Development Board for Title I workforce funding, and the Metro Home Improvement Program. DCLHTF focuses on providing safe, affordable housing for low-income residents, distributing funds by county quadrants, with a maximum of \$15,000 per household for essential repairs. Since inception, over 50 households have been assisted, and one Adel household is currently on the waiting list. Collings explained that dues cover 65–70% of costs, with Habitat for Humanity bridging the gap. Residents can inquire about assistance through program staff.**
- 4.b. Council Member Ockerman – Thank You  
**Council Member Ockerman provided a thank you to Mayor Peters for his many years of service to Adel.**

**CONSENT AGENDA**

- 5.a. Consider Approval of City Minutes Dated November 10, 2025
- 5.b. Consider Approval of City Minutes Dated November 13, 2025
- 5.c. Consider Approval of City Minutes Dated November 20, 2025
- 5.d. Consider Approval of November Bills and November 30, 2025 Treasurer's Report
- 5.e. Consider Approval of FY24-25 City Street Financial Report
- 5.f. Consider Approval of FY 2024-2025 Annual Financial Report
- 5.g. Consider Approval of Appointing Bob Ockerman (Primary Member) and Timothy E. Crannell (Alternate) as the City's 2026 Representatives on the Dallas County E911 Board
- 5.h. Consider Approval of Special Class C Retail Alcohol License for Great White Buffalo Public House
- 5.i. Consider Approval of Resolution No. 25-83, Approving a Mutual Aid and Assistance

Agreement for the Iowa Water / Wastewater Agency Response Network (IAWARN)

5.j. Consider Approval of Change Order No. 4 (Semi-Final) - Adel Evans Park Trail Connections Project

5.k. Consider Approval of Pay Application No. 16 - Adel Evans Park Trail Connections Project

**Motion by Selby, seconded by Ockerman, to approve the Consent Agenda.**

**Roll: Ayes - Unanimous. Motion Carried.**

## **DEPARTMENT HEAD REPORT**

6.a. Update on the City of Adel Facility Needs Assessment for Police and Fire Station and Operational Analysis for Fire Services

**Deputy City Administrator/Finance Director Sandquist shared with the Council that McGrath has provided a draft report that will be reviewed by staff. Bob Stedman with McGrath will be at the January City Council meeting to present the report to Council.**

6.b. Budget Update - Deputy City Administrator/Finance Director Brittany Sandquist

**Deputy City Administrator/Finance Director Sandquist reminded the Council that the 4th Monday of January will be the annual budget meeting. Sandquist has been working with department heads on their budget lines already to formulate a first draft. She shared that the City typically receives valuations from Dallas County mid-December, but it does not look like the valuations will be released until the first of the year or even a bit later. These valuations drive the final draft of the budget. Typically, PFM has been able to give good predictions on the valuations. Sandquist shared that she has already been working with the new City Administrator, Timothy Vick, on going through the budget process.**

## **NEW BUSINESS**

7.a. Consider Approval of Mayor Board and Commission Appointments: Parks and Recreation Board - Two Openings

**Motion by West, seconded by Trout, to appoint Alex Loterbour and David Thompson to the Parks & Recreation Board.**

**Roll: Ayes - Unanimous. Motion Carried.**

7.b. Consider Approval of Resolution No. 25-84, Approving an Engagement Agreement with Ahlers & Cooney, P.C. for 2025 and 2026 Public Improvement Contract Proceedings

**Motion by Ockerman, seconded by McAdon, to approve Resolution No. 25-84.**

**Roll: Ayes - Unanimous. Motion Carried.**

7.c. Consider Approval of Resolution No. 25-85, Declaring an Official Intent Under Treasury Regulation 1.150-2 to Issue Debt to Reimburse the City for Certain Original Expenditures Paid in Connection with Specified Projects (Rapids Street Reconstruction)

**Motion by West, seconded by McAdon, to approve Resolution No. 25-85.**

**Roll: Ayes - Unanimous. Motion Carried.**

7.d. Consider Approval of Resolution No. 25-86, Ordering Construction of the Rapids Street Reconstruction, and Fixing a Date for Hearing Thereon and Taking of Bids Therefor

**Motion by Ockerman, seconded by West, to approve Resolution No. 25-86.**

**Roll: Ayes - Unanimous. Motion Carried.**

7.e. Consider Approval of Resolution No. 25-87, Approving Additional Compensation for the Deputy City Administrator/Finance Director in Recognition of the Additional Duties Performed During the Vacancy in the City Administrator Role

**Motion by Selby, seconded by West, to approve Resolution No. 25-87.**

**Roll: Ayes - Unanimous. Motion Carried.**

7.f. Consider Approval of Resolution No. 25-88, Approving and Authorizing the Execution of a Real Estate Donation Agreement with the Nature Conservancy  
**City Attorney Stone stated that the only things the City must do with this land is place a sign stating that the land was donated to the city by the nature conservancy and there are conservancy restrictions on what the city can do with the property.**  
**Motion by West, seconded by Selby, to approve Resolution No. 25-88.**  
**Roll: Ayes - Unanimous. Motion Carried.**

7.g. Closing Remarks from Mayor Peters

**Closing remarks by Mayor Jim Peters**

“I always wanted to serve the community.

My dad, Darrell Peters, set the example for me. He served on the city council in the mid-late 60’s  
I graduated from Adel High School in 1971. After four years in the Navy, five years at Iowa State University, living and working in Los Angeles for three years and Chicago for two years, I returned to the greatest home town in America in 1985.

Ran for school board in 1986. Three candidates running for two seats. Doug Hjort and Gary Nelson were elected. Doug had five daughters graduate from 1984 - 1994. Gary was a very successful Tigers football coach, an eventual ADM Athletic Hall of Famer and graduated four kids from ADM between 1990 - 1998.

The next year, 1987, I received a call from John Reich, Adel City Attorney. He was looking for someone to fill a city council seat.

I ran for city council in 1987 on one issue, to build a new swimming pool. The pool then was a 48 year-old FDR WPA project built in 1939.

In 1988 Mayor Newman appointed me chair of the Street Committee. I learned that paving projects from 1979-1984 had addressed some areas of town, but the elephant in the room, Main Street and Rapids Street (75 year-old streets), were in serious need of paving.

So forget about the pool, paving was the city’s priority. Over the next year I worked with our engineers and in 1989 proposed a \$1.025million, 28 block, paving project (note: \$36,600 / block engineer’s estimate).

Both the city and property owners were going to share the cost. Street assessments (property owners paying a portion of the cost directly to the project) were brought up at the October 21<sup>st</sup> Candidate Forum and how if we have the money, we don’t need to assess.

Well, in 1989 we didn’t “have the money”. The assessments were the issue.

Based on property owners’ opposition, I ended up scaling down the project to 8 blocks, which included Rapids Street, at a cost of \$195,000 (note: \$24,375 / block), a very favorable bid.

The bid was accepted, the contract signed and by the end of 1990 Rapids Street would be paved.

The new council in 1990 voted 3-2 to cancel the project. It cost the city \$38,000 in engineering fees.

It was then I decided if I had the opportunity to run for mayor, I would.

You see, while the mayor has no vote, the mayor does have veto power. The mayor at the time could have vetoed the resolution to cancel the project and 35 years later we would not be talking about Rapids Street.

Let’s set Rapids Street aside for the moment.

A couple of things happened in the 1990-1991 time period. The city attorney was fired and a few months later, the city clerk was fired.

I lead the effort to transition the top hired city position from city clerk to city administrator by creating the city administrator job description.

I then lead the effort to hire Adel’s first city administrator. Jim Sanders would be one of six I have worked with over the years.

In 1991 I was elected mayor and took office in 1992. The city was deeply divided over the paving project. The saving grace was Carl Neifort who lived just west of town.

Carl brought the idea of creating a Main Street organization in Adel. Main Street was a state program, like a chamber of commerce, organized around four committees. Design, Organization, Promotion and Economic Restructuring.

There were enough folks “in the middle” who embraced the program and its adoption put the city on a healing path.

With the town coming back together, my priority was to bring order to both city operations and the budget process.

By order in operations, in 1992 it was not uncommon for a council member to direct the public works or parks employees on what work they should do. I put a stop to that. I made it clear to the council, the city administrator and the employees at the time, that the city administrator was in charge and would direct all operations. That culture, the city administrator being in charge, exists today, is a clear chain of command and is great for moral.

The budget process needed streamlined. During my four years on the city council the budget meetings were a marathon. Two to three nights, 4-5 hours per meeting. And at times these meetings turned into donnybrooks. (Def. a scene of uproar and disorder; a heated argument)

I challenged the staff to offer a balanced budget which required them to work together, give and take, to reach that end. It has been a healthy process and one that the staff and council members appreciate.

Instead of 10-15 hours of budget meetings, it only takes the council a couple of hours to review and move the budget forward.

During the 90's one of the things I realized was that we were constantly borrowing money to complete projects. Think of our bonding capacity as a credit card and the borrowing limit is 5% of the city's assessed value.

In 1992 our borrowing limit was \$3,200,000 based on 5% of assessed \$64,000,000 value. We were constantly around our self-imposed 85% of our borrowing limit, and at times, although briefly, we would bump up against 90-95% of our debt capacity.

There are two solutions to reduce the debt burden: 1) scale back on projects, i.e., don't borrow; and / or 2) grow your tax base / taxable value.

We began scaling back on projects, however, we were not growing. The between 1980 and 1990 Adel was the fastest growing town in Dallas County at a 16% clip. This rate exceeded that of DeSoto, Van Meter, Waukee, Dallas Center and Perry. Clive, Urbandale and West Des Moines had not made their way to Dallas County. However, during the 20 years between 1990 and 2010 when Dallas County was gaining attention as a fast-growing county, Adel was lagging behind in growth. Clive, Dallas Center, Perry, Urbandale, Van Meter, West Des Moines and Waukee all grew at a faster rate.

During this two-decade range (1990-2010), of the 62,310 folks who moved to these communities, only 378, or .61% moved to Adel.

From 2007 – 2010 Adel only issued 20 building permits, 5 per year.

According to the Dallas County Assessor's office, from 2008 to 2011 Adel's property valuations grew by only .57% from \$209,679,590 to \$209,774,530.

As if the above wasn't cause for concern, what was alarming to me was that between 2000 and 2010 the "Population by Age" detail in Adel census profile showed the persons ages 5-17 (students) had declined by 25, from 744 to 719.

Believe it or not, the ADM student population was flat or slightly declining!

As a proud Adelian, this situation bothered me. I am thinking, Adel is a great place, folks should want to move here to live, work and play.

However, given the above conditions, I advocated for and asked the city council to take two actions:

1. Implement a residential tax abatement program.
2. Ask the voters to pass a local option sales and service tax (LOSST) referendum.

I had resisted the idea of incentives to attract folks but the numbers called for bold action.

The residential abatement program was aggressive and designed to impact both population and valuation. In 2010 it was very controversial.

Adel's average assessed home value in 2010 was \$138,000. Nearly 800 building permits later, the average "building permit value" for these new homes was \$320,000.

What does this mean?... The abated home after not paying taxes for seven years will pay as much in property taxes in the five following years as a non-abated home. In other words, after 12 years the abated home and non-abated home will pay the same amount of taxes.

Carry this out to 20 years and an abated home will pay \$10,000 more in property taxes than a non-abated home. By 2030 Adel will recognize \$8,000,000 more in property tax revenue from the abated homes than from the non-abated homes.

In today’s numbers, according to the Dallas County Assessor, the residential values for Adel’s 2,253 homes totals \$729,715,550, or an average of \$324,000 / home.  
Total valuation of Adel’s real estate equals ~\$844,800,000, up 1,300% from the 1992 valuation of ~\$64,000,000 when I became mayor.

Remember, between 1990 – 2010 (20 years) Adel’s population grew by 378 residents – ’90, 3,304; ’00, 3,482; ’10, 3,682. 18.9 residents per year over two decades.

From ’10 – ’20, Adel’ population grew by 2,471 residents, from 3,682 to 6,153; or 247 residents per year. Since 2020 our population has grown by 874, from 6,153 to 7,027; or 175 residents per year.

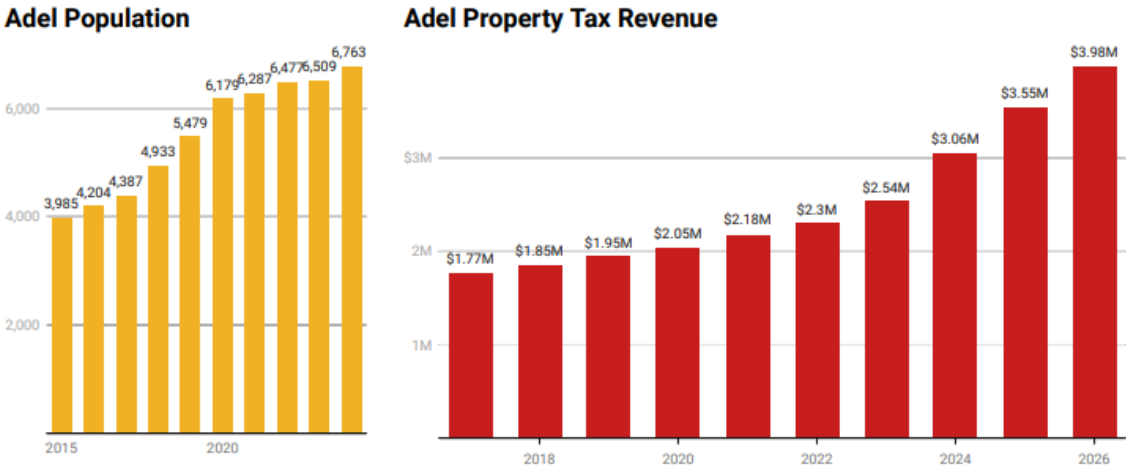
Just a note on the increased population from 2010 – 2020. The state’s road use tax funds (gas tax) are distributed to cities based on population. In 2025 Adel received \$142 per resident. Because of the increased population during the past decade, Adel will receive an additional \$350,000 per year in road use tax funds; or, an additional \$3,500,000 during this decade.

It has taken 15 years, but my vision in 2010 to increase valuation and revenues is coming to fruition in 2025. You can see how the property tax revenues are accelerating.

Despite all this growth, I go back to an anonymous saying I read a long time ago, which was, “A small town is a place where there’s no place to go where you shouldn’t.”

Adel remains a small town.

According to the State of Iowa’s Tax and Economic Policy Department, Adel’s property tax revenues will more than double in the eight years between 2019 – 2026 from \$1.85million to \$3.98million.



How do these increased revenues relate to individual home owners? For Adel property owners paying taxes due this past September and next March, you will be paying approximately 5% less than last year, that is the amount you pay for city taxes this cycle is 5% less than what you paid last year.

City Taxes DECREASED for Adel Long-Time Residents					
Property Example	Adel Property Assessed Value	2024 City Taxes	2023 City Taxes	Tax Savings between '23 and '24 payments	% Decrease
1	\$136,170.00	\$856.15	\$898.66	-\$42.51	-4.75%
2	\$237,010.00	\$1,425.97	\$1,494.73	-\$68.76	-4.60%
3	\$325,030.00	\$1,926.55	\$2,018.56	-\$92.01	-4.50%
4	\$486,580.00	\$2,856.33	\$3,038.11	-\$181.78	-5.90%
5	\$572,810.00	\$3,998.38	\$4,265.98	-\$267.60	-6.30%

These lower tax bills are the result of all the new homes with higher valuations than the 2010 inventory.



The following numbers, from the State of Iowa Tax and Economic Policy Department, show how favorable Adel compares to the state. Our Population Change, Reasonable Tax Growth and Property Tax Growth far and exceeds the state averages:

City	Population Change	Inflation	Reasonable Tax Growth	Property Tax Growth
Adel	69.7%	34.3%	104.0%	124.3%
Statewide Average	6.1%	34.3%	40.4%	44.2%

The local options sales and service tax (LOSST) is 1% on goods and services sold within the Adel city limit. It was very important for this ballot initiative to pass.

LOSST was promoted as a way to fund the new Aquatic Center, but the ballot language included “other lawful purposes.”

Our first annual distribution in equaled \$350,000 based on \$35,000,000 in sales.

Today, the most recent distribution was ~\$1,800,000 based on \$180,000,000 in sales. 5 times that of 2010.

When I became mayor we had four parks totaling 135 acres. Since then we have added 8 parks and 200 acres for a total of 12 parks covering 333 acres. No matter how you stack it, Adel has more park ground per resident than our surrounding communities.

We have also added over 6 miles of trails in the residential areas of town.

Between the property tax revenue and LOSST revenue, the city is in the best financial condition it has ever been.

I haven’t forgotten about the pool and Rapids Street, but just a couple of more items.

Between 1992 and 2002, 10 years, we scaled back on projects to pay down our debt.

In 2002 we vacated our 30 year-old city hall and opened a new city hall in the former Old Depot Brewery building. We also repurposed the former city hall to a stand-alone public safety building – police and fire.

In 2006 we replaced our 83 year-old library in the former Presbyterian Church building to a new building next to city hall. For the city not to bear the entire cost, the council challenged the Library Board to raise \$500,000 towards construction. Cheryl Semerad, through hard work and determination, exceeded that goal by raising \$560,000.

In 2012 we completed the second floor of the library building.

In 2013 we replaced our 74 year-old swimming pool with the new Aquatic center. It took 26 years from my 1987 campaign platform to replace the swimming pool; but only three years once LOSST was passed in 2010.

Promises made, promises kept. ☺

In 2015 we started a six-year project to replace our 48 year-old water plant. After some COVID delays it came on-line in 2021.

In 2016 we started a seven-year project to replace our 35 year-old sewer plant. After COVID delays it came on line in 2023.

While some see our water and sewer rates as “high”, we financed these capital improvements over a 40 year period at an unbelievably low rate of 1.42%.

While our water and sewer rates seem high, over time they will become competitive and even over more time will become the envy other water districts.

The late Paul Harvey, media commentator and author of “The Rest of the Story”, was known to say his goal in life was to leave the wood pile a little higher than he found it.

History will judge my “woodpile” [Adel], and if I left the “city” a little better than I found it.

Items where I made a difference that I can tell my grandkids

1. South water tower – Waukee had a crappy water tower near the triangle. The design was like a golf tee with an egg sitting atop. It was silver with rust dripping from the seams. That was the water tower proposed near the aquatic center. As a council member I basically said “no way” on that tower. We have a nice, classy looking, south water tower.

2. The library balcony – I proposed a balcony for the new library thinking that it would be nice for folks to sit outside and look towards downtown and the courthouse. We have a balcony.
3. The Library / city hall / pool location – there were proposals to buy land on the edge of town for a new city hall / library campus. I advocated that we stay in the central part of town. We have a unique city all in the former brewery building and a library which compliments the city hall design. There was also an idea to attach the pool to the school. I believed it should be “stand-alone”. We have a pool on the SW part of town that will eventually be surrounded by homes.
4. Sewer plant location – the original location was along Old Portland Road where Twin Eagles is now. I did not want the sewer lagoons next to a major road in town. As a city council member in 1988 I lead the effort to relocate the lagoons further south, behind a hill and secluded from sight.
5. Oakdale Cemetery appearance – I worked with Park and Rec to clean up the weeds (dandelions) and clover. Today the cemetery has a very well-kept lawn / turf.

Additionally, I want to thank you, Dennis Leininger for the:

- 1) Veterans Plaza, benches and landscaping at the cemetery.
- 2) Xmas tree lights downtown.
- 3) Garland, wreaths and lights on the downtown light poles.
- 4) Police body cameras. One of, if not the first, departments to have body cameras in Dallas County.
- 5) Police drone.

Things to do differently

1. Gravel roads – proactively address them during development.
2. Water – “may vs shall” in the contract with Xenia. New city attorney and contract language with Xenia back in 1992 where Xenia “may” sell service territory to Adel instead of “shall”. The “may” gives the city of Adel no leverage to acquire Xenia’s water customers within Adel’s city limits. “Shall” would have put Adel in a stronger position to negotiate territory.

Teed up next is:

1. Replacing the 52 year-old public safety building – study underway.
2. Turning dirt on Water Tower Park. Some concepts include up to \$10million investment to complete. The public / private partnership to help fund the new library could serve as a model to fund a portion of the park development expenses.
3. Annexation to the south and east
4. Rapids Street reconstruction

Just a note about Rapids Street: 1990, \$24,400 per block to complete. 2026, \$700,000 per block to complete.

I harken back to Mrs. Wildman’s 7<sup>th</sup> grade arithmetic class in 1965 where I learned that \$24,400 is a lot less than \$700,000. And if I could choose which number to pay for Rapids Street reconstruction, it would be \$24,400.

The total set aside today for this reconstruction?... \$5million.

The comment from the candidate forum, if we have the money, let’s not assess the property owners.

Well, today we “have the money”, why?

1992 – \$64,000,000 valuation translates to \$3,200,000 in bonding capacity.

2025 - \$845,000,000 valuation translates to \$42,250,000 in bonding capacity. Our line of credit has increased by \$39,000,000.

Wouldn’t it have been nice to devote the \$5million set aside for Rapids Street and put it towards Water Tower Park?

#### **Transition:**

Mayor-elect Tim and I have held meetings for in-person / warm hand-off introductions with:

- 1) Legal – Kristine Stone
- 2) Engineers – Alex Schlader and Gary Brons
- 3) Ankeny Sanitation – Dave Massey

- 4) Financial – Jon Burmeister
- 5) Greater Des Moines Partnership – Tiffany Tauscheck
- 6) Adel Partners Chamber of Commerce – Erin Milroy
- 7) Dallas County Assessor – Steve Helm
- 8) Dallas County Emergency Management – AJ Seeley
- 9) Greater Dallas County Development Alliance – Rachel Wacker

We were going to attend December [2025] Metro Advisory Council (MAC) meeting, but it was cancelled. Mayor-elect Tim has found that the both the city departments and the boards on which the mayor serves are organized and professional.

I want to give a shout-out to the police, fire, library, code compliance, front office, park and rec, and public works – including streets, water and sewer. Staffed by dedicated folks, and we have done our best to provide them with the equipment and resources to do a fantastic job!

Also a shout-out to the late John Reich, city attorney for 43 years. John passed away in 2018. He was a great partner and made being mayor fun.

Voters elect a mayor to do two things:

1. **Show up!**
2. **Get things done!**

**Show up** – not only does the mayor run city council meetings, the mayor is the highest elected official and the face of the city. Show up to council meetings, board meetings, ribbon cuttings, and other events where city representation is expected.

- 1) I estimate there have been nearly 700 council meetings over the 38 years I have served. I have maybe missed 10. All because I was out of town.
- 2) 34 years on the assessor's conference board, I have missed one meeting.
- 3) 34 years on the Emergency Management board, between Bob Ockerman and I, I believe we have perfect attendance.
- 4) Ribbon cuttings and other appearances, I have been there.

**Get things done** – the mayor drives projects. See the list from above that has been accomplished over the years:

- 1) New city hall
- 2) Stand-alone public safety building
- 3) New library
- 4) New Aquatic Center
- 5) New water plant
- 6) New sewer plant

I was able to accomplish the goals and complete the projects working with:

- 1) 29 council members
- 2) 6 city administrators
- 3) 6 city clerks
- 4) 5 finance officers
- 5) 4 chiefs of police

Projects teed up and ready to go:

- 1) Rapids Street
- 2) New fire station / public safety building
- 3) Water Tower Park
- 4) Annexation

(Note: I will be paying attention to these projects in a more relaxed manor going forward. Instead of thinking **how** I will get these project done, I will be watching to see **when** these projects get done.)

Mayor-elect Tim is coming into this role with the best interests of the city in mind. He is essentially following my footsteps.

I grew up here... Tim grew up here.

I moved away and returned to my hometown to raise my family... Tim moved away and return to his hometown to raise his family.

I felt the desire to serve and was elected mayor... Tim felt the desire to serve and was elected mayor.

Because of his sincere approach and we both have the best interest of the city of Adel in mind, this transition has been very easy for me. I am ready for Tim to be mayor and I am ready to move on. Why do I say that?

Last spring I said to my wife, Pam, "You know, honey, for the first time in 38 years I am thinking about not running for re-election." She was pumped. I said I hadn't decided, but I was thinking about it.

Then, within the week I received a call from someone who wanted to have coffee. We chatted for a while and then he asked me if I was planning to run again. I told him that I was thinking of not running.

He had an interest in running for mayor, but he said he respected me and my years of service and would not do so, before talking with me. I thought it was a class act on his part.

When we parted, the understanding was, if he ran for mayor, I would not. He had some things to consider and would let me know his decision.

When I got home, Pam asked how the meeting went. He said he was interested in running for mayor. "What did you say?", Pam asked. I said, "Fine." She did a big fist pump.

Last spring I was mentally preparing for tonight's meeting to be my last.

Then he called and said the time was not right. I was disappointed because this person was familiar with the city, had board, commission, committee experience and had been to city council meetings.

If you went to central casting as asked for candidate for mayor, he would be the number one pick.

So, even though I had thought about not running, I love Adel. Between my thinking about not running and the deadline to file for the election, we had parted ways with the city administrator. My #1 campaign priority was to mentor the new city administrator.

Even when Tim announced his candidacy, I thought it would be good for folks to have a choice.

They made their choice and I am more than fine with it.

Wrapping up 38 years of service to Adel, exceeds by 8 months the 37 years and 4 months in my chosen career as an internal auditor.

I mentioned on Facebook that I have received a W-2 from the city of Adel over 7 decades, the 60's, 70's as a lifeguard and 80's, 90's, 00's, 10's & 20's in elected office.

I had a friend remark to me, "Jim, I am proud of your service. You left it all on the field and not in the locker room."

What will I do in my spare time? The ADM Alumni Association will be the immediate beneficiary. I am a founding board member and have served on it for 29 years this April, 2026.

As Nate [Hawkins] can attest, I am often times a "committee of one" when it comes to alumni projects.

- 1) In recent years I have collected and documented the names of 1,162 alums who have served in the military.
- 2) I have identified 17 KIAs and documented 13 of their stories.
- 3) Earlier this year I completed the redesign and implementation of the upgraded ADM Alumni website – [www.admalumni.com](http://www.admalumni.com)
- 4) I have digitized 150 yearbooks totaling 18,000 pages; nearly 300 class composites and nearly 70 Tiger Tracks newsletters totaling 700 pages. All these digitized archives are searchable.
- 5) I have documented the high school building history for ADM and all legacy schools.
- 6) I just completed a 43 month project, including fundraising and design, to bring the new, highly decorated, victory bell to the school.
- 7) I lead the effort to restore the school's 1871 victory bell.
- 8) I have proposed to the school a Tiger Pride Plaza where the 1871 victory bell, life sized bronze statue of Nile Kinnick and the Tiger Mascot, like the one in front of the middle school, will be featured at the new athletic complex.

When I was thinking about not running for mayor last spring, I had just finished documenting two programs, Distinguished Alumni and Hometown Heroes, in time to be included as part of the ADM Alumni website upgrade, which launched on May 1, 2025.

Between the finalizing these two programs and launching the new website, I was stretched. If I didn't run, I would have time to devote towards the two programs I created, but have not had time to implement:

- 1) **Distinguished Alumni** – where I will solicit nominations for alums who have experienced high levels of achievement and success in their field. An example would be Harry Stine, a 1959 Central Dallas graduate and the richest man in Iowa.
- 2) **Hometown Heroes** – where I have identified the top 10 military awards for valor and distinguished service. The idea being to recognize veteran alums who have been awarded one or more of these medals.

I will also be documenting the stories of the four remaining KIA's for display on our website and at the ADM Middle School Commons.

So, as I bid farewell to serving the city of Adel, I will continue to serve the community of Adel.

I have said living in Adel is like swimming in warm water – it feels so good.

I can't think of any other place I would rather be.

Some folks have expressed their appreciation by thanking me for my years of service to Adel. My eight-word reply is the same as when someone thanks me for my service as a Navy veteran."

"You are very welcome, it was my honor."

7.g. Closed Session pursuant Iowa Code Section 21.5(1)(c). The Council May Enter into Closed Session *to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.*

**Motion by Trout, seconded by Selby, to enter closed session.**

**Roll: Ayes - Unanimous. Motion Carried.**

***Closed session began at 7:15 p.m.***

**Motion by Selby, seconded by Ockerman, to exit closed session.**

**Roll: Ayes - Unanimous. Motion Carried.**

***Closed session concluded at 7:39 p.m.***

## **ADJOURNMENT**

**Meeting was adjourned at 7:41 p.m.**

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Timothy E. Crannell, Mayor

Attest:

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Carrie Erickson, City Clerk

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ADM- District Administration Center	12/19/25	GYM RENTAL FEE 1ST SEMESTE	GENERAL FUND	Recreation	<u>1,750.00</u>
				TOTAL:	1,750.00
ASCAP	1/08/26	RADIO LICENSING @ POOL	GENERAL FUND	Pool	<u>458.10</u>
				TOTAL:	458.10
Access Systems Leasing	1/08/26	COPIER LEASE & COPY 9/24-1	GENERAL FUND	Police Department	184.24
	1/08/26	COPIER LEASE & COPY 9/24-1	GENERAL FUND	Library	198.98
	1/08/26	COPIER LEASE & COPY 9/24-1	GENERAL FUND	Recreation	77.99
	1/08/26	COPIER LEASE & COPY 9/24-1	GENERAL FUND	Finance	77.99
	1/08/26	COPIER LEASE & COPY 9/24-1	GENERAL FUND	Zoning/Compliance/Perm	77.99
	1/08/26	COPIER LEASE & COPY 9/24-1	ROAD USE TAX	Road Use Tax	77.99
	1/08/26	COPIER LEASE & COPY 9/24-1	WATER UTILITY	Water	77.99
	1/08/26	COPIER LEASE & COPY 9/24-1	SEWER UTILITY FUND	Sewer	<u>77.99</u>
				TOTAL:	851.16
Adel Hardware	12/19/25	NOV 2025 PURCHASES PARKS	GENERAL FUND	Parks	79.71
	1/08/26	DEC 2025 PURCHASE- PARKS	GENERAL FUND	Finance	230.43
	1/08/26	DEC 2025 PURCHASE	ROAD USE TAX	Road Use Tax	548.13
	12/19/25	WATER NOV 2025 PURCHASES	WATER UTILITY	Water	74.42
	1/08/26	SWR DEC 2025 PURCHASE	SEWER UTILITY FUND	Sewer	<u>686.45</u>
				TOTAL:	1,619.14
Adel Partners Chamber of Commerce	1/08/26	Q4 PAYMENT PRESIDENT POSTI	GENERAL FUND	Finance	<u>12,500.00</u>
				TOTAL:	12,500.00
Advantage Archives LLC	1/08/26	DCN 24 DIGITIZATION	GENERAL FUND	Library	<u>200.00</u>
				TOTAL:	200.00
Ahlers & Cooney, P.C.	12/19/25	GENERAL SERVICES	GENERAL FUND	Police Department	632.90
	12/19/25	GENERAL SERVICES	GENERAL FUND	Finance	945.93
	12/19/25	GENERAL SERVICES	GENERAL FUND	Zoning/Compliance/Perm	<u>1,039.57</u>
				TOTAL:	2,618.40
Air Filter Sales & Service, Inc	12/19/25	FURNACE FILTER	WATER UTILITY	Water	<u>594.75</u>
				TOTAL:	594.75
Amazon	1/08/26	SUPPLIES	GENERAL FUND	Finance	53.76
	1/08/26	CELLPHONE CASE	ROAD USE TAX	Road Use Tax	36.95
	1/08/26	SUPPLIES	WATER UTILITY	Water	120.87
	1/08/26	SUPPLIES	SEWER UTILITY FUND	Sewer	224.97
	1/08/26	SUPPLIES	SEWER UTILITY FUND	Sewer	<u>51.27</u>
				TOTAL:	487.82
American Express	12/31/25	Dec '25 Bank Fees	GENERAL FUND	Finance	<u>35.00</u>
				TOTAL:	35.00
Aureon	12/19/25	DEC 25 FIBER INTERNET	GENERAL FUND	Police Department	263.00
	1/08/26	JAN 2026 FIBER	GENERAL FUND	Police Department	263.00
	12/19/25	DEC 25 FIBER INTERNET	GENERAL FUND	Fire Department	263.00
	1/08/26	JAN 2026 FIBER	GENERAL FUND	Fire Department	263.00
	12/19/25	DEC 25 FIBER INTERNET	GENERAL FUND	Library	230.00
	1/08/26	JAN 2026 FIBER	GENERAL FUND	Library	230.01
	12/19/25	DEC 25 FIBER INTERNET	GENERAL FUND	Parks	175.33
	1/08/26	JAN 2026 FIBER	GENERAL FUND	Parks	175.33
	12/19/25	DEC 25 FIBER INTERNET	GENERAL FUND	Finance	175.33

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/08/26	JAN 2026 FIBER	GENERAL FUND	Finance	175.33
	12/19/25	DEC 25 FIBER INTERNET	GENERAL FUND	Zoning/Compliance/Perm	175.34
	1/08/26	JAN 2026 FIBER	GENERAL FUND	Zoning/Compliance/Perm	<u>175.33</u>
				TOTAL:	2,564.00
Authentic Gateway	12/31/25	Dec '25 Bank Fees	GENERAL FUND	Recreation	<u>11.00</u>
				TOTAL:	11.00
B&B Leasing & Rental	12/19/25	ICE MELT	GENERAL FUND	Parks	<u>150.00</u>
				TOTAL:	150.00
BankCard	12/31/25	Dec '25 Bank Fees	GENERAL FUND	Recreation	<u>98.67</u>
				TOTAL:	98.67
Base	12/31/25	Dec '25 HRA & Flex Reim	TRUST AND AGENCY	General Government	2,692.56
	12/31/25	Dec '25 HRA & Flex Reim	TRUST AND AGENCY	General Government	270.00
	12/31/25	Dec '25 HRA & Flex Reim	TRUST AND AGENCY	General Government	249.19
	1/08/26	FEB 2026 HRA	TRUST AND AGENCY	General Government	99.16
	1/08/26	FEB 2026 FLEX	TRUST AND AGENCY	General Government	20.28
	12/31/25	Dec '25 HRA & Flex Reim	WATER UTILITY	Water	777.66
	1/08/26	FEB 2026 HRA	WATER UTILITY	Water	16.08
	1/08/26	FEB 2026 FLEX	WATER UTILITY	Water	5.32
	12/31/25	Dec '25 HRA & Flex Reim	SEWER UTILITY FUND	Sewer	5,817.49
	1/08/26	FEB 2026 HRA	SEWER UTILITY FUND	Sewer	17.42
	1/08/26	FEB 2026 FLEX	SEWER UTILITY FUND	Sewer	7.32
	12/31/25	Dec '25 HRA & Flex Reim	STORM WATER UTILIT	STORM WATER UTILITY	23.38
	1/08/26	FEB 2026 HRA	STORM WATER UTILIT	STORM WATER UTILITY	1.34
	1/08/26	FEB 2026 FLEX	STORM WATER UTILIT	STORM WATER UTILITY	<u>0.33</u>
				TOTAL:	9,997.53
Bax Sales, Inc.	12/19/25	SUPPLIES	ROAD USE TAX	Road Use Tax	322.99
	1/08/26	MISC BOLTS & NUTS	ROAD USE TAX	Road Use Tax	<u>94.76</u>
				TOTAL:	417.75
Bob Malloy Sodding	12/19/25	SOD & GRADING BAILEY GROVE CHANNEL STABILIZAT	CAPITAL PROJECTS		<u>4,692.50</u>
				TOTAL:	4,692.50
Bray Associates Architects	1/08/26	PUBLIC SAFETY BUILDING	GENERAL FUND	Fire Department	<u>8,184.00</u>
				TOTAL:	8,184.00
CAMS	1/08/26	DEC 25 WTP CLEANING	WATER UTILITY	Water	825.00
	1/08/26	JAN 26 WTP CLEANING	WATER UTILITY	Water	<u>660.00</u>
				TOTAL:	1,485.00
CITY OF ADEL (FLEX SPENDING ACCOUNTS)	12/05/25	PY-FLEX SPENDING W/H	GENERAL FUND	NON-DEPARTMENTAL	224.03
	12/19/25	PY-FLEX SPENDING W/H	GENERAL FUND	NON-DEPARTMENTAL	223.95
	1/05/26	PY-FLEX SPENDING W/H	GENERAL FUND	NON-DEPARTMENTAL	305.66
	12/05/25	PY-DCAP W/H	GENERAL FUND	NON-DEPARTMENTAL	45.00
	12/19/25	PY-DCAP W/H	GENERAL FUND	NON-DEPARTMENTAL	45.00
	1/05/26	PY-DCAP W/H	GENERAL FUND	NON-DEPARTMENTAL	45.00
	12/05/25	PY-FLEX SPENDING W/H	ROAD USE TAX	NON-DEPARTMENTAL	23.50
	12/19/25	PY-FLEX SPENDING W/H	ROAD USE TAX	NON-DEPARTMENTAL	23.50
	1/05/26	PY-FLEX SPENDING W/H	ROAD USE TAX	NON-DEPARTMENTAL	29.91
	12/05/25	PY-FLEX SPENDING W/H	WATER UTILITY	NON-DEPARTMENTAL	33.25
	12/19/25	PY-FLEX SPENDING W/H	WATER UTILITY	NON-DEPARTMENTAL	33.25
	1/05/26	PY-FLEX SPENDING W/H	WATER UTILITY	NON-DEPARTMENTAL	43.67

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/05/25	PY-FLEX SPENDING W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	58.38
	12/19/25	PY-FLEX SPENDING W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	58.38
	1/05/26	PY-FLEX SPENDING W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	75.88
	12/05/25	PY-FLEX SPENDING W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	2.51
	12/19/25	PY-FLEX SPENDING W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	2.51
	1/05/26	PY-FLEX SPENDING W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	<u>3.22</u>
			TOTAL:		1,276.60
Capital City Equipment Co	12/19/25	SHOE SKIP FOR MOWER	GENERAL FUND	Parks	<u>196.31</u>
			TOTAL:		196.31
Capital Sanitary Supply	1/08/26	SUPPLIES	GENERAL FUND	Parks	<u>109.50</u>
			TOTAL:		109.50
Casey's Business Mastercard	1/08/26	DEC 25 FUEL	GENERAL FUND	Police Department	178.74
	1/08/26	DEC 25 FUEL	GENERAL FUND	Recreation	34.00
	1/08/26	DEC 25 FUEL	ROAD USE TAX	Road Use Tax	<u>64.80</u>
			TOTAL:		277.54
Central Iowa Ready Mix	1/08/26	CONCRETE 17TH & RAPID	SEWER UTILITY FUND	Sewer	<u>1,723.50</u>
			TOTAL:		1,723.50
CenturyLink	1/08/26	TELEPHONE SRV 12/19-1/18	WATER UTILITY	Water	<u>66.92</u>
			TOTAL:		66.92
City of Adel	1/08/26	PETTY CASH REPLENISH- PD	GENERAL FUND	Police Department	<u>58.92</u>
			TOTAL:		58.92
City of Waukee	1/08/26	CUTTING EDGE FOR SNOWPLOWS	ROAD USE TAX	Road Use Tax	<u>1,727.66</u>
			TOTAL:		1,727.66
Collections Services Center	12/19/25	CHILD SUPPORT W/H	ROAD USE TAX	NON-DEPARTMENTAL	212.10
	1/05/26	CHILD SUPPORT W/H	ROAD USE TAX	NON-DEPARTMENTAL	207.41
	12/19/25	CHILD SUPPORT W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	16.90
	1/05/26	CHILD SUPPORT W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	<u>21.59</u>
			TOTAL:		458.00
Core & Main LP	12/19/25	CURB BOX KEYS	WATER UTILITY	Water	110.26
	12/19/25	SEAL REMOVAL TOOL	SEWER UTILITY FUND	Sewer	<u>74.57</u>
			TOTAL:		184.83
Crexendo	1/08/26	PHONE SYS LEASE	GENERAL FUND	Library	<u>319.35</u>
			TOTAL:		319.35
Culligan	12/19/25	COOLER RENTAL	GENERAL FUND	Parks	8.74
	1/08/26	WATER @ PARKS	GENERAL FUND	Parks	<u>20.74</u>
			TOTAL:		29.48
Cummins Sales and Service	1/08/26	GENERATOR SRVC	SEWER UTILITY FUND	Sewer	<u>3,231.74</u>
			TOTAL:		3,231.74
Dallas County Recorder	1/08/26	DEC 2025 RECORDING FEE	GENERAL FUND	Zoning/Compliance/Perm	<u>256.00</u>
			TOTAL:		256.00
Dallas County Treasurer	1/08/26	DOT PARKING FEE	GENERAL FUND	Police Department	<u>20.00</u>
			TOTAL:		20.00



VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
Delta Dental Plan of Iowa	12/19/25	JAN 26 VISION PREMIUM	TRUST AND AGENCY	General Government	225.70
	12/19/25	JAN 26 VISION PREMIUM	WATER UTILITY	Water	33.55
	12/19/25	JAN 26 VISION PREMIUM	SEWER UTILITY FUND	Sewer	42.70
	12/19/25	JAN 26 VISION PREMIUM	STORM WATER UTILIT	STORM WATER UTILITY	<u>3.05</u>
				TOTAL:	305.00
Delta Dental of Iowa (Vision)	12/05/25	PY-INSURANCE PREMIUM VISIO	GENERAL FUND	NON-DEPARTMENTAL	20.88
	12/19/25	PY-INSURANCE PREMIUM VISIO	GENERAL FUND	NON-DEPARTMENTAL	23.12
	1/05/26	PY-INSURANCE PREMIUM VISIO	GENERAL FUND	NON-DEPARTMENTAL	21.81
	12/05/25	PY-INSURANCE PREMIUM VISIO	ROAD USE TAX	NON-DEPARTMENTAL	5.90
	12/19/25	PY-INSURANCE PREMIUM VISIO	ROAD USE TAX	NON-DEPARTMENTAL	5.95
	1/05/26	PY-INSURANCE PREMIUM VISIO	ROAD USE TAX	NON-DEPARTMENTAL	5.07
	12/05/25	PY-INSURANCE PREMIUM VISIO	WATER UTILITY	NON-DEPARTMENTAL	3.94
	12/19/25	PY-INSURANCE PREMIUM VISIO	WATER UTILITY	NON-DEPARTMENTAL	3.93
	1/05/26	PY-INSURANCE PREMIUM VISIO	WATER UTILITY	NON-DEPARTMENTAL	4.04
	12/05/25	PY-INSURANCE PREMIUM VISIO	SEWER UTILITY FUND	NON-DEPARTMENTAL	3.95
	12/19/25	PY-INSURANCE PREMIUM VISIO	SEWER UTILITY FUND	NON-DEPARTMENTAL	3.92
	1/05/26	PY-INSURANCE PREMIUM VISIO	SEWER UTILITY FUND	NON-DEPARTMENTAL	3.97
	12/05/25	PY-INSURANCE PREMIUM VISIO	STORM WATER UTILIT	NON-DEPARTMENTAL	0.47
	12/19/25	PY-INSURANCE PREMIUM VISIO	STORM WATER UTILIT	NON-DEPARTMENTAL	0.46
	1/05/26	PY-INSURANCE PREMIUM VISIO	STORM WATER UTILIT	NON-DEPARTMENTAL	<u>0.55</u>
				TOTAL:	107.96
Elite Electric & Utility Contractors	1/08/26	SINGLE POLE SWITCH	GENERAL FUND	Museum	87.23
	1/08/26	ELECTRICAL WORK @ POOL	GENERAL FUND	Pool	<u>255.00</u>
				TOTAL:	342.23
Eric Trout	1/08/26	REIMBURSEMENT LEADER CLASS	GENERAL FUND	Finance	<u>140.00</u>
				TOTAL:	140.00
Ferguson Waterworks #2516	12/19/25	METERS	WATER UTILITY	Water	3,635.40
	12/19/25	METERS	SEWER UTILITY FUND	Sewer	<u>3,635.40</u>
				TOTAL:	7,270.80
Freedom Fire & Safety LLC	1/08/26	ANNUAL FIRE EXTING. MAINT	GENERAL FUND	Police Department	219.50
	1/08/26	ANNUAL FIRE EXTING. MAINT	GENERAL FUND	Fire Department	73.50
	1/08/26	ANNUAL FIRE EXTING. MAINT	GENERAL FUND	Library	54.50
	1/08/26	ANNUAL FIRE EXTING. MAINT	GENERAL FUND	Museum	42.50
	1/08/26	ANNUAL FIRE EXTING. MAINT	GENERAL FUND	Parks	48.50
	1/08/26	ANNUAL FIRE EXTING. MAINT	GENERAL FUND	Pool	121.50
	1/08/26	ANNUAL FIRE EXTING. MAINT	GENERAL FUND	Finance	98.00
	1/08/26	ANNUAL FIRE EXTING. MAINT	ROAD USE TAX	Road Use Tax	282.40
	1/08/26	ANNUAL FIRE EXTING. MAINT	WATER UTILITY	Water	277.50
	1/08/26	ANNUAL FIRE EXTING. MAINT	SEWER UTILITY FUND	Sewer	<u>154.40</u>
				TOTAL:	1,372.30
Freedom First Aid & Safety	1/08/26	FIRST AID KIT UPDATED	GENERAL FUND	Parks	62.10
	1/08/26	FIRST AID KIT UPDATE	GENERAL FUND	Parks	28.26
	1/08/26	FIRST AID KIT UPDATE	GENERAL FUND	Recreation	28.26
	1/08/26	FIRST AID KIT UPDATE	GENERAL FUND	Finance	28.25
	1/08/26	FIRST AID KIT UPDATE	GENERAL FUND	Zoning/Compliance/Perm	28.25
	1/08/26	FIRST AID KIT- UPDATED	ROAD USE TAX	Road Use Tax	204.85
	1/08/26	FIRST AID KIT UPDATE	ROAD USE TAX	Road Use Tax	28.26
	1/08/26	FIRST AID KIT UPDATE	WATER UTILITY	Water	28.26
	1/08/26	FIRST AID KIT UPDATE	SEWER UTILITY FUND	Sewer	<u>28.26</u>
				TOTAL:	464.75

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
Fuller Petroleum Service	1/08/26	DEC 2025 FUEL	GENERAL FUND	Police Department	1,717.17
	1/08/26	DEC 2025 FUEL	GENERAL FUND	Fire Department	134.51
	1/08/26	DEC 2025 FUEL	GENERAL FUND	Parks	417.84
	1/08/26	DEC 2025 FUEL	GENERAL FUND	Recreation	48.00
	1/08/26	DEC 2025 FUEL	GENERAL FUND	Zoning/Compliance/Perm	60.00
	1/08/26	DEC 2025 FUEL	ROAD USE TAX	Road Use Tax	1,552.74
	1/08/26	DEC 2025 FUEL	ROAD USE TAX	Road Use Tax	1,264.61
	1/08/26	DEC 2025 FUEL	WATER UTILITY	Water	183.79
	1/08/26	DEC 2025 FUEL	SEWER UTILITY FUND	Sewer	<u>462.48</u>
				TOTAL:	5,841.14
Gannett Iowa LocaliQ	12/19/25	NOV 25 PUBLICATIONS	GENERAL FUND	Finance	774.40
	12/19/25	NIV 2025 PUBLICATION	GENERAL FUND	Finance	225.04
	12/19/25	NOV 25 PUBLICATIONS	GENERAL FUND	Zoning/Compliance/Perm	<u>404.88</u>
				TOTAL:	1,404.32
Grainger	1/08/26	MULTIPURPOSE GREASE	WATER UTILITY	Water	46.25
	12/19/25	GREASE CARTRIDGE & GUN	WATER UTILITY	Water	199.15
	12/19/25	PVC AIR RELEASE VALVE	WATER UTILITY	Water	706.50
	12/19/25	HEATER & HIGH LIMIT SWITCH	SEWER UTILITY FUND	Sewer	<u>195.43</u>
				TOTAL:	1,147.33
Hawkeye Truck Equipment	1/08/26	CYLINDER ANGLE & LIFT	ROAD USE TAX	Road Use Tax	1,543.75
	1/08/26	PLOW & DETENT CONTROL	ROAD USE TAX	Road Use Tax	1,302.83
	1/08/26	LED HEADLIGHT & GEARBOX RE	ROAD USE TAX	Road Use Tax	<u>1,483.94</u>
				TOTAL:	4,330.52
Hawkins Inc.	12/19/25	CHEMICAL	WATER UTILITY	Water	<u>3,821.28</u>
				TOTAL:	3,821.28
Hoopla	1/08/26	EBOOKS	GENERAL FUND	Library	<u>980.77</u>
				TOTAL:	980.77
House Works	1/08/26	JANITORIAL	GENERAL FUND	Library	<u>1,145.00</u>
				TOTAL:	1,145.00
IOWA RETIREMENT INVESTORS' CLUB (RIC)	12/05/25	RIC PRETAX CONTRIBUTION	GENERAL FUND	NON-DEPARTMENTAL	131.50
	12/19/25	RIC PRETAX CONTRIBUTION	GENERAL FUND	NON-DEPARTMENTAL	131.50
	1/05/26	RIC PRETAX CONTRIBUTION	GENERAL FUND	NON-DEPARTMENTAL	131.50
	12/05/25	RIC ROTH CONTRIBUTION	GENERAL FUND	NON-DEPARTMENTAL	240.00
	12/19/25	RIC ROTH CONTRIBUTION	GENERAL FUND	NON-DEPARTMENTAL	240.00
	1/05/26	RIC ROTH CONTRIBUTION	GENERAL FUND	NON-DEPARTMENTAL	240.00
	12/05/25	RIC PRETAX CONTRIBUTION	ROAD USE TAX	NON-DEPARTMENTAL	70.00
	12/19/25	RIC PRETAX CONTRIBUTION	ROAD USE TAX	NON-DEPARTMENTAL	70.00
	1/05/26	RIC PRETAX CONTRIBUTION	ROAD USE TAX	NON-DEPARTMENTAL	70.00
	12/05/25	RIC PRETAX CONTRIBUTION	WATER UTILITY	NON-DEPARTMENTAL	105.00
	12/19/25	RIC PRETAX CONTRIBUTION	WATER UTILITY	NON-DEPARTMENTAL	105.00
	1/05/26	RIC PRETAX CONTRIBUTION	WATER UTILITY	NON-DEPARTMENTAL	105.00
	12/05/25	RIC PRETAX CONTRIBUTION	SEWER UTILITY FUND	NON-DEPARTMENTAL	105.00
	12/19/25	RIC PRETAX CONTRIBUTION	SEWER UTILITY FUND	NON-DEPARTMENTAL	105.00
	1/05/26	RIC PRETAX CONTRIBUTION	SEWER UTILITY FUND	NON-DEPARTMENTAL	105.00
	12/05/25	RIC ROTH % CONTRIBUTION	SEWER UTILITY FUND	NON-DEPARTMENTAL	444.73
	12/19/25	RIC ROTH % CONTRIBUTION	SEWER UTILITY FUND	NON-DEPARTMENTAL	413.49
	1/05/26	RIC ROTH % CONTRIBUTION	SEWER UTILITY FUND	NON-DEPARTMENTAL	386.72
	12/05/25	RIC PRETAX CONTRIBUTION	STORM WATER UTILIT	NON-DEPARTMENTAL	3.50
	12/19/25	RIC PRETAX CONTRIBUTION	STORM WATER UTILIT	NON-DEPARTMENTAL	3.50

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/05/26	RIC PRETAX CONTRIBUTION	STORM WATER UTILIT	NON-DEPARTMENTAL	<u>3.50</u>
				TOTAL:	3,209.94
IPERS	12/05/25	PY-IPERS REG	GENERAL FUND	NON-DEPARTMENTAL	2,328.32
	12/19/25	PY-IPERS REG	GENERAL FUND	NON-DEPARTMENTAL	2,407.36
	1/05/26	PY-IPERS REG	GENERAL FUND	NON-DEPARTMENTAL	2,258.26
	12/05/25	PY-POLICE IPERS	GENERAL FUND	NON-DEPARTMENTAL	2,883.64
	12/19/25	PY-POLICE IPERS	GENERAL FUND	NON-DEPARTMENTAL	2,636.40
	1/05/26	PY-POLICE IPERS	GENERAL FUND	NON-DEPARTMENTAL	3,056.31
	12/05/25	PY-IPERS REG	ROAD USE TAX	NON-DEPARTMENTAL	1,009.62
	12/19/25	PY-IPERS REG	ROAD USE TAX	NON-DEPARTMENTAL	1,217.24
	1/05/26	PY-IPERS REG	ROAD USE TAX	NON-DEPARTMENTAL	823.79
	12/05/25	PY-IPERS REG	ROAD USE TAX	Road Use Tax	1,515.21
	12/19/25	PY-IPERS REG	ROAD USE TAX	Road Use Tax	1,826.84
	1/05/26	PY-IPERS REG	ROAD USE TAX	Road Use Tax	1,236.35
	12/31/25	ADJUST TO IPERS REPORT	TRUST AND AGENCY	General Government	0.03
	12/05/25	PY-IPERS REG	TRUST AND AGENCY	General Government	3,494.39
	12/19/25	PY-IPERS REG	TRUST AND AGENCY	General Government	3,612.98
	1/05/26	PY-IPERS REG	TRUST AND AGENCY	General Government	3,389.21
	12/05/25	PY-POLICE IPERS	TRUST AND AGENCY	General Government	4,180.96
	12/19/25	PY-POLICE IPERS	TRUST AND AGENCY	General Government	3,822.45
	1/05/26	PY-POLICE IPERS	TRUST AND AGENCY	General Government	4,431.32
	12/05/25	PY-IPERS REG	WATER UTILITY	NON-DEPARTMENTAL	884.07
	12/19/25	PY-IPERS REG	WATER UTILITY	NON-DEPARTMENTAL	1,048.37
	1/05/26	PY-IPERS REG	WATER UTILITY	NON-DEPARTMENTAL	919.55
	12/05/25	PY-IPERS REG	WATER UTILITY	Water	1,326.79
	12/19/25	PY-IPERS REG	WATER UTILITY	Water	1,573.37
	1/05/26	PY-IPERS REG	WATER UTILITY	Water	1,380.06
	12/05/25	PY-IPERS REG	SEWER UTILITY FUND	NON-DEPARTMENTAL	1,200.57
	12/19/25	PY-IPERS REG	SEWER UTILITY FUND	NON-DEPARTMENTAL	1,342.72
	1/05/26	PY-IPERS REG	SEWER UTILITY FUND	NON-DEPARTMENTAL	1,213.12
	12/05/25	PY-IPERS REG	SEWER UTILITY FUND	Sewer	1,801.78
	12/19/25	PY-IPERS REG	SEWER UTILITY FUND	Sewer	2,015.13
	1/05/26	PY-IPERS REG	SEWER UTILITY FUND	Sewer	1,820.64
	12/05/25	PY-IPERS REG	STORM WATER UTILIT	NON-DEPARTMENTAL	73.18
	12/19/25	PY-IPERS REG	STORM WATER UTILIT	NON-DEPARTMENTAL	86.50
	1/05/26	PY-IPERS REG	STORM WATER UTILIT	NON-DEPARTMENTAL	86.06
	12/05/25	PY-IPERS REG	STORM WATER UTILIT	STORM WATER UTILITY	109.83
	12/19/25	PY-IPERS REG	STORM WATER UTILIT	STORM WATER UTILITY	129.79
	1/05/26	PY-IPERS REG	STORM WATER UTILIT	STORM WATER UTILITY	<u>129.13</u>
				TOTAL:	63,271.34
Ingram Library Services	1/08/26	BOOKS	GENERAL FUND	Library	<u>389.12</u>
				TOTAL:	389.12
Iowa Dept. of Transportation	1/08/26	SALT BRINE	ROAD USE TAX	Road Use Tax	<u>465.00</u>
				TOTAL:	465.00
Iowa One Call	1/08/26	NOV 25 LOCATES	WATER UTILITY	Water	<u>94.50</u>
				TOTAL:	94.50
Kip Overton	12/19/25	CLOTHNG ALLOWANCE	ROAD USE TAX	Road Use Tax	<u>115.00</u>
				TOTAL:	115.00
Kurita America	12/19/25	COMBO AIR RELEASE VALUE	WATER UTILITY	Water	<u>1,629.96</u>
				TOTAL:	1,629.96

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
Lashier Graphics & Signs	1/08/26	SIGNAGE FOR PICKLEBALL CT	GENERAL FUND	Parks	<u>1,432.96</u>
				TOTAL:	1,432.96
Linda Johnson	1/08/26	DEC 2025 CLEANING	GENERAL FUND	Police Department	405.00
	1/08/26	DEC 2025 CLEANING	GENERAL FUND	Museum	54.00
	1/08/26	DEC 2025 CLEANING	GENERAL FUND	Finance	<u>405.00</u>
				TOTAL:	864.00
Mainstay Systems Inc.	12/19/25	QUARTERLY SRVC	GENERAL FUND	Parks	271.29
	12/19/25	QUARTERLY SRVC	GENERAL FUND	Recreation	271.29
	12/19/25	QUARTERLY SRVC	GENERAL FUND	Finance	271.29
	12/19/25	QUARTERLY SRVC	GENERAL FUND	Zoning/Compliance/Perm	271.29
	12/19/25	QUARTERLY SRVC	ROAD USE TAX	Road Use Tax	271.29
	12/19/25	QUARTERLY SRVC	WATER UTILITY	Water	271.29
	12/19/25	QUARTERLY SRVC	SEWER UTILITY FUND	Sewer	<u>271.26</u>
				TOTAL:	1,899.00
McCalley Tech Services	1/08/26	DCF GRANT LAPTOP CHRG STAT	FRIENDS/FOUNDATION	Library	<u>600.00</u>
				TOTAL:	600.00
McGrath Consulting Group	1/08/26	PUBLIC SAFELY NEEDS ASSESS	GENERAL FUND	Fire Department	<u>26,950.00</u>
				TOTAL:	26,950.00
Mediacom	1/08/26	INTERNET/PHNE SRVC	GENERAL FUND	Library	76.10-
	1/08/26	INTERNET/PHNE SRVC	GENERAL FUND	Pool	46.36
	1/08/26	INTERNET/PHNE SRVC	ROAD USE TAX	Road Use Tax	85.31
	1/08/26	INTERNET @ WTP	WATER UTILITY	Water	289.17
	1/08/26	INTERNET/PHNE SRVC	STORM WATER UTILIT	STORM WATER UTILITY	<u>85.32</u>
				TOTAL:	430.06
Menards	12/19/25	SUPPLIES	GENERAL FUND	Parks	303.21
	12/19/25	PAINT SUPPLIES	GENERAL FUND	Finance	61.35
	1/08/26	SUPPLIES FOR CH OFFICE	GENERAL FUND	Finance	551.96
	1/08/26	TOOLS & SUPPLIES	SEWER UTILITY FUND	Sewer	<u>248.86</u>
				TOTAL:	1,165.38
MidAmerican Energy	1/08/26	EAGLE VISTAT PARK	GENERAL FUND	Parks	<u>175.92</u>
				TOTAL:	175.92
Municipal Supply Inc.	1/08/26	SEWER SUPPLIES	SEWER UTILITY FUND	Sewer	<u>172.85</u>
				TOTAL:	172.85
Napa Auto Parts	1/08/26	FILTERS	ROAD USE TAX	Road Use Tax	<u>1,436.37</u>
				TOTAL:	1,436.37
OmniSite	1/08/26	MONITOR SRVC @ LIFT STATIO	SEWER UTILITY FUND	Sewer	<u>1,450.00</u>
				TOTAL:	1,450.00
PRINCIPAL LIFE INSURANCE CO - SBD GRAN	12/05/25	PY - PRINCIPAL VOLUNTARY L	GENERAL FUND	NON-DEPARTMENTAL	310.41
	12/19/25	PY - PRINCIPAL VOLUNTARY L	GENERAL FUND	NON-DEPARTMENTAL	310.41
	1/05/26	PY - PRINCIPAL VOLUNTARY L	GENERAL FUND	NON-DEPARTMENTAL	347.61
	12/19/25	PY-PRINCIPAL ACCIDENT	GENERAL FUND	NON-DEPARTMENTAL	4.92
	1/05/26	PY-PRINCIPAL ACCIDENT	GENERAL FUND	NON-DEPARTMENTAL	38.64
	12/19/25	PY-PRINCIPAL CRITICAL ILLN	GENERAL FUND	NON-DEPARTMENTAL	30.62
	1/05/26	PY-PRINCIPAL CRITICAL ILLN	GENERAL FUND	NON-DEPARTMENTAL	4.59
	12/19/25	PY-INS PREM PRINCIPAL DENT	GENERAL FUND	NON-DEPARTMENTAL	329.30

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/05/26	PY-INS PREM PRINCIPAL DENT	GENERAL FUND	NON-DEPARTMENTAL	163.17
	12/05/25	PY - PRINCIPAL VOLUNTARY L ROAD USE TAX		NON-DEPARTMENTAL	9.87
	12/19/25	PY - PRINCIPAL VOLUNTARY L ROAD USE TAX		NON-DEPARTMENTAL	8.72
	1/05/26	PY - PRINCIPAL VOLUNTARY L ROAD USE TAX		NON-DEPARTMENTAL	14.25
	12/19/25	PY-PRINCIPAL ACCIDENT ROAD USE TAX		NON-DEPARTMENTAL	9.66
	1/05/26	PY-PRINCIPAL ACCIDENT ROAD USE TAX		NON-DEPARTMENTAL	61.71
	12/19/25	PY-INS PREM PRINCIPAL DENT ROAD USE TAX		NON-DEPARTMENTAL	76.43
	1/05/26	PY-INS PREM PRINCIPAL DENT ROAD USE TAX		NON-DEPARTMENTAL	32.27
	12/19/25	JAN 2026 LIFE DISABILITY TRUST AND AGENCY	General Government		1,339.21
	12/19/25	JAN 2026 DENTAL PREMIUM TRUST AND AGENCY	General Government		1,567.15
	12/05/25	PY - PRINCIPAL VOLUNTARY L WATER UTILITY		NON-DEPARTMENTAL	11.15
	12/19/25	PY - PRINCIPAL VOLUNTARY L WATER UTILITY		NON-DEPARTMENTAL	11.15
	1/05/26	PY - PRINCIPAL VOLUNTARY L WATER UTILITY		NON-DEPARTMENTAL	11.15
	12/19/25	PY-PRINCIPAL ACCIDENT WATER UTILITY		NON-DEPARTMENTAL	1.15
	1/05/26	PY-PRINCIPAL ACCIDENT WATER UTILITY		NON-DEPARTMENTAL	7.46
	12/19/25	PY-INS PREM PRINCIPAL DENT WATER UTILITY		NON-DEPARTMENTAL	44.47
	1/05/26	PY-INS PREM PRINCIPAL DENT WATER UTILITY		NON-DEPARTMENTAL	22.77
	12/19/25	JAN 2026 LIFE DISABILITY WATER UTILITY	Water		201.80
	12/19/25	JAN 2026 DENTAL PREMIUM WATER UTILITY	Water		232.95
	12/05/25	PY - PRINCIPAL VOLUNTARY L SEWER UTILITY FUND	NON-DEPARTMENTAL		22.55
	12/19/25	PY - PRINCIPAL VOLUNTARY L SEWER UTILITY FUND	NON-DEPARTMENTAL		23.72
	1/05/26	PY - PRINCIPAL VOLUNTARY L SEWER UTILITY FUND	NON-DEPARTMENTAL		24.35
	12/19/25	PY-PRINCIPAL ACCIDENT SEWER UTILITY FUND	NON-DEPARTMENTAL		1.18
	1/05/26	PY-PRINCIPAL ACCIDENT SEWER UTILITY FUND	NON-DEPARTMENTAL		7.68
	12/19/25	PY-INS PREM PRINCIPAL DENT SEWER UTILITY FUND	NON-DEPARTMENTAL		42.66
	1/05/26	PY-INS PREM PRINCIPAL DENT SEWER UTILITY FUND	NON-DEPARTMENTAL		21.24
	12/19/25	JAN 2026 LIFE DISABILITY SEWER UTILITY FUND	Sewer		275.18
	12/19/25	JAN 2026 DENTAL PREMIUM SEWER UTILITY FUND	Sewer		296.49
	12/05/25	PY - PRINCIPAL VOLUNTARY L STORM WATER UTILIT	NON-DEPARTMENTAL		0.69
	12/19/25	PY - PRINCIPAL VOLUNTARY L STORM WATER UTILIT	NON-DEPARTMENTAL		0.67
	1/05/26	PY - PRINCIPAL VOLUNTARY L STORM WATER UTILIT	NON-DEPARTMENTAL		1.41
	12/19/25	PY-PRINCIPAL ACCIDENT STORM WATER UTILIT	NON-DEPARTMENTAL		0.85
	1/05/26	PY-PRINCIPAL ACCIDENT STORM WATER UTILIT	NON-DEPARTMENTAL		6.57
	12/19/25	PY-INS PREM PRINCIPAL DENT STORM WATER UTILIT	NON-DEPARTMENTAL		5.76
	1/05/26	PY-INS PREM PRINCIPAL DENT STORM WATER UTILIT	NON-DEPARTMENTAL		3.46
	12/19/25	JAN 2026 LIFE DISABILITY STORM WATER UTILIT	STORM WATER UTILITY		86.63
	12/19/25	JAN 2026 DENTAL PREMIUM STORM WATER UTILIT	STORM WATER UTILITY		<u>21.18</u>
		TOTAL:			6,045.26
Paula James	1/08/26	CHRISTMAS STORYTIME	FRIENDS/FOUNDATION	Library	<u>75.00</u>
		TOTAL:			75.00
People's Bank	12/05/25	PY-STATE W/H	GENERAL FUND	NON-DEPARTMENTAL	1,959.80
	12/19/25	PY-STATE W/H	GENERAL FUND	NON-DEPARTMENTAL	1,880.75
	1/05/26	PY-STATE W/H	GENERAL FUND	NON-DEPARTMENTAL	2,009.12
	12/05/25	PY-STATE W/H	ROAD USE TAX	NON-DEPARTMENTAL	385.16
	12/19/25	PY-STATE W/H	ROAD USE TAX	NON-DEPARTMENTAL	521.45
	1/05/26	PY-STATE W/H	ROAD USE TAX	NON-DEPARTMENTAL	311.61
	12/05/25	PY-STATE W/H	WATER UTILITY	NON-DEPARTMENTAL	329.31
	12/19/25	PY-STATE W/H	WATER UTILITY	NON-DEPARTMENTAL	450.58
	1/05/26	PY-STATE W/H	WATER UTILITY	NON-DEPARTMENTAL	351.48
	12/05/25	PY-STATE W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	532.21
	12/19/25	PY-STATE W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	637.07
	1/05/26	PY-STATE W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	555.46
	12/05/25	PY-STATE W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	27.62
	12/19/25	PY-STATE W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	36.02

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/05/26	PY-STATE W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	32.05
				TOTAL:	10,019.69
Peoples Trust & Savings	12/19/25	PY-W/H FED TAXES	GENERAL FUND	NON-DEPARTMENTAL	6,349.44
	1/05/26	PY-W/H FED TAXES	GENERAL FUND	NON-DEPARTMENTAL	6,420.59
	12/19/25	PY-FICA W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	4,737.20
	1/05/26	PY-FICA W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	5,059.70
	12/19/25	PY-MC W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	1,107.93
	1/05/26	PY-MC W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	1,183.31
	12/19/25	PY-W/H FED TAXES	ROAD USE TAX	NON-DEPARTMENTAL	2,159.13
	1/05/26	PY-W/H FED TAXES	ROAD USE TAX	NON-DEPARTMENTAL	1,055.12
	12/19/25	PY-FICA W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	1,132.93
	1/05/26	PY-FICA W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	756.60
	12/19/25	PY-MC W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	264.94
	1/05/26	PY-MC W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	176.93
	12/19/25	PY-FICA W/H & MATCH	ROAD USE TAX	Road Use Tax	1,132.93
	1/05/26	PY-FICA W/H & MATCH	ROAD USE TAX	Road Use Tax	756.60
	12/19/25	PY-MC W/H & MATCH	ROAD USE TAX	Road Use Tax	264.94
	1/05/26	PY-MC W/H & MATCH	ROAD USE TAX	Road Use Tax	176.93
	12/19/25	PY-FICA W/H & MATCH	TRUST AND AGENCY	General Government	4,737.23
	1/05/26	PY-FICA W/H & MATCH	TRUST AND AGENCY	General Government	5,059.71
	12/19/25	PY-MC W/H & MATCH	TRUST AND AGENCY	General Government	1,107.93
	1/05/26	PY-MC W/H & MATCH	TRUST AND AGENCY	General Government	1,183.30
	12/19/25	PY-W/H FED TAXES	WATER UTILITY	NON-DEPARTMENTAL	2,181.70
	1/05/26	PY-W/H FED TAXES	WATER UTILITY	NON-DEPARTMENTAL	1,292.14
	12/19/25	PY-FICA W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	987.49
	1/05/26	PY-FICA W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	860.78
	12/19/25	PY-MC W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	230.94
	1/05/26	PY-MC W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	201.32
	12/19/25	PY-FICA W/H & MATCH	WATER UTILITY	Water	987.48
	1/05/26	PY-FICA W/H & MATCH	WATER UTILITY	Water	860.78
	12/19/25	PY-MC W/H & MATCH	WATER UTILITY	Water	230.93
	1/05/26	PY-MC W/H & MATCH	WATER UTILITY	Water	201.32
	12/19/25	PY-W/H FED TAXES	SEWER UTILITY FUND	NON-DEPARTMENTAL	2,583.97
	1/05/26	PY-W/H FED TAXES	SEWER UTILITY FUND	NON-DEPARTMENTAL	1,731.19
	12/19/25	PY-FICA W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	1,263.20
	1/05/26	PY-FICA W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	1,136.68
	12/19/25	PY-MC W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	295.43
	1/05/26	PY-MC W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	265.84
	12/19/25	PY-FICA W/H & MATCH	SEWER UTILITY FUND	Sewer	1,263.20
	1/05/26	PY-FICA W/H & MATCH	SEWER UTILITY FUND	Sewer	1,136.68
	12/19/25	PY-MC W/H & MATCH	SEWER UTILITY FUND	Sewer	295.42
	1/05/26	PY-MC W/H & MATCH	SEWER UTILITY FUND	Sewer	265.84
	12/19/25	PY-W/H FED TAXES	STORM WATER UTILIT	NON-DEPARTMENTAL	145.90
	1/05/26	PY-W/H FED TAXES	STORM WATER UTILIT	NON-DEPARTMENTAL	106.58
	12/19/25	PY-FICA W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	80.30
	1/05/26	PY-FICA W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	79.14
	12/19/25	PY-MC W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	18.77
	1/05/26	PY-MC W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	18.51
	12/19/25	PY-FICA W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	80.28
	1/05/26	PY-FICA W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	79.13
	12/19/25	PY-MC W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	18.79
	1/05/26	PY-MC W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	18.52
				TOTAL:	63,741.64
Pink Stew Entertainment	1/08/26	BALLOON WORKSHOP	FRIENDS/FOUNDATION	Library	150.00

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	<u>150.00</u>
Plumb Supply Co	1/08/26	SOCKET & ADAPTOR	SEWER UTILITY FUND	Sewer	18.41
	1/08/26	BALL VALVE, RING & EXPANSI	SEWER UTILITY FUND	Sewer	<u>58.86</u>
				TOTAL:	77.27
RC Welding	1/08/26	WELD ST LIGHT	GENERAL FUND	Street Lighting	<u>110.00</u>
				TOTAL:	110.00
RelaDyne	1/08/26	DIESEL DEF	ROAD USE TAX	Road Use Tax	272.15
	1/08/26	DEF HAND PUMP	ROAD USE TAX	Road Use Tax	<u>102.21</u>
				TOTAL:	374.36
Road Husky Trailer Co. LLC	1/08/26	TRAILER PARTS	ROAD USE TAX	Road Use Tax	<u>240.00</u>
				TOTAL:	240.00
Schumacher Elevator Company	12/19/25	QUARTERLY MAINT	GENERAL FUND	Library	404.85
	12/19/25	QUARTERLY MAINT	GENERAL FUND	Finance	<u>404.85</u>
				TOTAL:	809.70
Siteone Landscape Supply LLC	12/19/25	MULCH HAND RAKES	GENERAL FUND	Parks	<u>159.98</u>
				TOTAL:	159.98
South Dallas Co. Landfill	1/08/26	JAN 26 PER CAP DEC 25 STIC	GARBAGE/RECYCLING	Garbage	3,381.50
	1/08/26	JAN 26 PER CAP DEC 25 STIC	GARBAGE/RECYCLING	Garbage	<u>270.00</u>
				TOTAL:	3,651.50
Staples Advantage	1/08/26	DES 25 PURCHASES	GENERAL FUND	Police Department	77.16
	1/08/26	DES 25 PURCHASES	GENERAL FUND	Parks	67.67
	1/08/26	DES 25 PURCHASES	GENERAL FUND	Recreation	67.67
	1/08/26	DES 25 PURCHASES	GENERAL FUND	Finance	67.67
	1/08/26	DES 25 PURCHASES	GENERAL FUND	Zoning/Compliance/Perm	67.66
	1/08/26	DES 25 PURCHASES	ROAD USE TAX	Road Use Tax	67.67
	1/08/26	DES 25 PURCHASES	WATER UTILITY	Water	67.67
	1/08/26	DES 25 PURCHASES	SEWER UTILITY FUND	Sewer	<u>67.67</u>
				TOTAL:	550.84
Stericycle	12/19/25	SHRED IT SERVICES	GENERAL FUND	Finance	<u>98.61</u>
				TOTAL:	98.61
T-Mobile	1/08/26	SRVC 11/21-12/20	GENERAL FUND	Parks	89.16
	1/08/26	SRVC 11/21-12/20	GENERAL FUND	Pool	14.86
	1/08/26	SRVC 11/21-12/20	GENERAL FUND	Recreation	44.58
	1/08/26	SRVC 11/21-12/20	GENERAL FUND	Finance	29.72
	1/08/26	SRVC 11/21-12/20	GENERAL FUND	Zoning/Compliance/Perm	29.72
	1/08/26	SRVC 11/21-12/20	ROAD USE TAX	Road Use Tax	118.88
	1/08/26	SRVC 11/21-12/20	WATER UTILITY	Water	81.01
	1/08/26	SRVC 11/21-12/20	SEWER UTILITY FUND	Sewer	<u>133.93</u>
				TOTAL:	541.86
Temporary Vendo	MEHMEDOVIC, MADELINE	8/05/25 06-09200-01	WATER UTILITY	Water	126.77
	LEMON, MITCHELL	1/09/26 01-05660-12	WATER UTILITY	Water	6.15
	LOUW, JENNIFER	1/09/26 02-05910-04	WATER UTILITY	Water	67.35
	COFFEY, KEVIN	1/09/26 03-10040-03	WATER UTILITY	Water	133.28
	DITTMER, JOYCE	1/09/26 03-10980-03	WATER UTILITY	Water	64.91
	RASMUSSEN, REGIS	1/09/26 06-06690-03	WATER UTILITY	Water	122.72



VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
RIEGER, HANNAH	1/09/26	06-07900-04	WATER UTILITY	Water	97.22
BAJBOUJ, RAGHDAH	1/09/26	06-08350-06	WATER UTILITY	Water	29.78
ROSADO, ALEXANDER	1/09/26	06-08670-04	WATER UTILITY	Water	126.65
LAUGHLIN, JOHN	1/09/26	06-08720-05	WATER UTILITY	Water	126.65
SKADBURG, COREY	1/09/26	06-09565-03	WATER UTILITY	Water	150.00
NEPPL, JARED	1/09/26	06-09615-01	WATER UTILITY	Water	76.65
MIKE BAKER	12/15/25	MIKE BAKER:	SEWER UTILITY FUND	Sewer	<u>264.29</u>
				TOTAL:	1,392.42
The Sherwin Williams Company	12/19/25	PAINT FOR CITY ADMIN OFFIC	GENERAL FUND	Finance	<u>134.39</u>
				TOTAL:	134.39
Theia Management Consulting	1/08/26	PROFESSIONAL SERVICES	GENERAL FUND	Finance	<u>17,000.00</u>
				TOTAL:	17,000.00
Treasurer State of Iowa - Sales Tax	12/17/25	Treasurer State of Iowa -	WATER UTILITY	Water	9,096.57
	12/17/25	Treasurer State of Iowa -	SEWER UTILITY FUND	Sewer	<u>1,467.68</u>
				TOTAL:	10,564.25
Twisted Yoga 108	1/08/26	YOGA CLASSES- PROGRAM	FRIENDS/FOUNDATION	Library	<u>924.00</u>
				TOTAL:	924.00
Tyler Technologies, Inc.	12/19/25	PRO-RATED CAPTURE PROGRAM	GENERAL FUND	Cemetery	77.40
	12/19/25	PRO-RATED CAPTURE PROGRAM	GENERAL FUND	Finance	516.00
	12/31/25	Dec '25 Bank Fees	GENERAL FUND	Finance	3,229.53
	12/19/25	PRO-RATED CAPTURE PROGRAM	GENERAL FUND	Zoning/Compliance/Perm	206.40
	12/19/25	PRO-RATED CAPTURE PROGRAM	ROAD USE TAX	Road Use Tax	180.60
	12/19/25	PRO-RATED CAPTURE PROGRAM	WATER UTILITY	Water	799.80
	12/19/25	PRO-RATED CAPTURE PROGRAM	SEWER UTILITY FUND	Sewer	<u>799.80</u>
				TOTAL:	5,809.53
UMB Bank, N.A.	12/16/25	Adel IA GO 2017 Paying Age	DEBT SERVICE	Debt Service	250.00
	12/16/25	Adel GO Ref CLN Srs 2019 F	DEBT SERVICE	Debt Service	<u>600.00</u>
				TOTAL:	850.00
US Cellular	1/08/26	HOTSPOT DATA	GENERAL FUND	Library	<u>318.62</u>
				TOTAL:	318.62
USA Blue Book	12/19/25	TESTING SUPPLIES	WATER UTILITY	Water	1,341.41
	12/19/25	PRESSURE FILTER	WATER UTILITY	Water	1,490.28
	12/19/25	TESTING SUPPLIES	WATER UTILITY	Water	<u>181.81</u>
				TOTAL:	3,013.50
USDA Rural Development	12/31/25	USDA #3 PMT (\$9,603,000)	WATER UTILITY	Water	16,423.34
	12/31/25	USDA #3 PMT (\$9,603,000)	WATER UTILITY	Water	9,024.66
	12/31/25	USDA #3 PMT (\$7,000,000)	WATER UTILITY	Water	12,282.45
	12/31/25	USDA #3 PMT (\$7,000,000)	WATER UTILITY	Water	5,847.55
	12/31/25	USDA #6 PMT (\$4,713,000)	WATER UTILITY	Water	7,735.96
	12/31/25	USDA #6 PMT (\$4,713,000)	WATER UTILITY	Water	5,037.04
	12/31/25	USDA #4 PMT	SEWER UTILITY FUND	Sewer	9,658.58
	12/31/25	USDA #4 PMT	SEWER UTILITY FUND	Sewer	7,860.42
	12/31/25	USDA #5 PMT (\$9,880,000)	SEWER UTILITY FUND	Sewer	15,931.32
	12/31/25	USDA #5 PMT (\$9,880,000)	SEWER UTILITY FUND	Sewer	11,535.68
	12/31/25	USDA #1 PMT	SEWER UTILITY FUND	Sewer	1,851.28
	12/31/25	USDA #1 PMT	SEWER UTILITY FUND	Sewer	1,672.72
	12/31/25	USDA #5 PMT (\$1,000,000)	SEWER UTILITY FUND	Sewer	1,612.42

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/31/25	USDA #5 PMT (\$1,000,000)	SEWER UTILITY FUND	Sewer	1,167.58
	12/31/25	USDA #5 PMT (\$785,000)	SEWER UTILITY FUND	Sewer	1,350.17
	12/31/25	USDA #5 PMT (\$785,000)	SEWER UTILITY FUND	Sewer	683.83
	12/31/25	USDA #2 PMT	STORM WATER UTILIT	STORM WATER UTILITY	2,560.54
	12/31/25	USDA #2 PMT	STORM WATER UTILIT	STORM WATER UTILITY	<u>2,394.46</u>
			TOTAL:		114,630.00
Unity Point CLinic - Occupational Medi	12/19/25	DRUG SCREENING	ROAD USE TAX	Road Use Tax	84.00
	12/19/25	DRUG SCREENING	WATER UTILITY	Water	<u>42.00</u>
			TOTAL:		126.00
Van-Wall Equipment, Inc.	12/19/25	CUTTING EDGE FOR SNOW BLAD	GENERAL FUND	Parks	<u>182.21</u>
			TOTAL:		182.21
Verizon Wireless	1/08/26	EMERGENCY ALARM 11/26-12/2	GENERAL FUND	Police Department	25.28
	1/08/26	GATEWAY SD 11/16-12/15	WATER UTILITY	Water	80.02
	1/08/26	GATEWAY SD 11/16-12/15	SEWER UTILITY FUND	Sewer	<u>80.02</u>
			TOTAL:		185.32
Vestis	12/19/25	OCT & NOV 2025 RENTAL	GENERAL FUND	Parks	109.46
	1/08/26	DEC 25 RENTAL	GENERAL FUND	Parks	69.65
	12/19/25	OCT & NOV 2025 RENTAL	GENERAL FUND	Finance	91.30
	1/08/26	DEC 25 RENTAL	GENERAL FUND	Finance	67.96
	12/19/25	OCT & NOV 2025 RENTAL	ROAD USE TAX	Road Use Tax	109.46
	1/08/26	DEC 25 RENTAL	ROAD USE TAX	Road Use Tax	69.65
	12/19/25	OCT & NOV 2025 RENTAL	WATER UTILITY	Water	109.46
	1/08/26	DEC 25 RENTAL	WATER UTILITY	Water	69.65
	12/19/25	OCT & NOV 2025 RENTAL	SEWER UTILITY FUND	Sewer	109.46
	1/08/26	DEC 25 RENTAL	SEWER UTILITY FUND	Sewer	<u>69.65</u>
			TOTAL:		875.70
Visa	1/05/26	MICROSOFT SRVC	GENERAL FUND	Police Department	371.00
	1/05/26	WIRETAP- PHONE	GENERAL FUND	Police Department	170.87
	1/05/26	AMAZON- OFFICE SUPPLIES	GENERAL FUND	Police Department	136.62
	1/05/26	FIESTA- LUNCH MTG	GENERAL FUND	Police Department	40.98
	1/05/26	VERIZON- CELL	GENERAL FUND	Police Department	388.51
	1/05/26	MELROSE-HOTEL	GENERAL FUND	Police Department	367.98
	1/05/26	GOVX- SITE VORTEX	GENERAL FUND	Police Department	266.87
	1/05/26	TXST ALERRT- CLASS/TRAININ	GENERAL FUND	Police Department	350.00
	1/05/26	MICROSOFT SRVC	GENERAL FUND	Fire Department	6.00
	1/05/26	MICROSOFT SRVC	GENERAL FUND	Library	130.00
	1/05/26	SCHEDULEBASE	GENERAL FUND	Library	10.00
	1/05/26	USPS- ILL POSTAGE	GENERAL FUND	Library	14.19
	1/05/26	MICROSOFT SRVC	GENERAL FUND	Parks	18.00
	1/05/26	SMARTSIGN- NAMEPLATE	GENERAL FUND	Parks	19.42
	1/05/26	DALLAS CO DATA	GENERAL FUND	Parks	200.00
	1/05/26	USPS- ENVELOPES	GENERAL FUND	Parks	207.85
	1/05/26	MICROSOFT SRVC	GENERAL FUND	Recreation	33.80
	1/05/26	USPS- ENVELOPES	GENERAL FUND	Recreation	207.85
	1/05/26	WALMART- BASKETBALLS	GENERAL FUND	Recreation	91.73
	1/05/26	CASEY'S CARWASH	GENERAL FUND	Recreation	9.00
	1/05/26	AMAZON- REF JERSEY & SANTA	GENERAL FUND	Recreation	25.94
	1/05/26	AMAZON- REF JERSEY & SANTA	GENERAL FUND	Recreation	14.95
	1/05/26	MICROSOFT SRVC	GENERAL FUND	Finance	158.10
	1/05/26	PARKING	GENERAL FUND	Finance	3.00
	1/05/26	SIMPLYSTAMP- MAYOR STAMP	GENERAL FUND	Finance	47.97

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/05/26	MENARD- XMAS DECOR	GENERAL FUND	Finance	20.31
	1/05/26	SMARTSIGN- NAME PLATES	GENERAL FUND	Finance	96.68
	1/05/26	WIRETAP- PHONE SRVC	GENERAL FUND	Finance	123.53
	1/05/26	CANVA MEMBERSHIP	GENERAL FUND	Finance	8.03
	1/05/26	USPS- ENVELOPES	GENERAL FUND	Finance	207.85
	1/05/26	IA LEAGUE CONF	GENERAL FUND	Finance	360.00
	1/05/26	MICROSOFT SRVC	GENERAL FUND	Zoning/Compliance/Perm	23.00
	1/05/26	IABO CONF	GENERAL FUND	Zoning/Compliance/Perm	525.00
	1/05/26	USPS- ENVELOPES	GENERAL FUND	Zoning/Compliance/Perm	207.85
	1/05/26	MICROSOFT SRVC	ROAD USE TAX	Road Use Tax	35.00
	1/05/26	TRACTOR SUPPLY- SUPPLIES	ROAD USE TAX	Road Use Tax	57.04
	1/05/26	MACHINE SHED- MEETING	ROAD USE TAX	Road Use Tax	20.56
	1/05/26	USPS- ENVELOPES	ROAD USE TAX	Road Use Tax	207.85
	1/05/26	MICROSOFT SRVC	WATER UTILITY	Water	52.00
	1/05/26	IA RURAL WTR- CONF.TRAININ	WATER UTILITY	Water	415.00
	1/05/26	USPS- ENVELOPES	WATER UTILITY	Water	207.85
	1/05/26	MICROSOFT SRVC	SEWER UTILITY FUND	Sewer	133.61
	1/05/26	SIPUP ALARM	SEWER UTILITY FUND	Sewer	33.00
	1/05/26	IA RURAL WTR- CONF.TRAININ	SEWER UTILITY FUND	Sewer	1,434.00
	1/05/26	DALLAS CO DATA	SEWER UTILITY FUND	Sewer	109.99
	1/05/26	DMAC- WW CLASS	SEWER UTILITY FUND	Sewer	625.00
	1/05/26	USPS- ENVELOPES	SEWER UTILITY FUND	Sewer	207.85
	1/05/26	AMAZON- PROGRAMMING SUPPLI	FRIENDS/FOUNDATION	Library	181.95
	1/05/26	FAMILY DOLLAR- SNACKS	FRIENDS/FOUNDATION	Library	44.60
				TOTAL:	8,628.18
Wade Book	1/08/26	MEALS @ CONF	GENERAL FUND	Police Department	129.05
				TOTAL:	129.05
Waldinger Corp	1/08/26	UNIT 2 REPAIR	GENERAL FUND	Library	710.00
	1/08/26	HVAC WORK	GENERAL FUND	Library	276.00
	1/08/26	SEMI ANNUAL PREVENTION MAI	GENERAL FUND	Parks	322.71
	1/08/26	SEMI ANNUAL PREVENTION MAI	GENERAL FUND	Recreation	322.72
	1/08/26	SEMI ANNUAL PREVENTION MAI	GENERAL FUND	Finance	322.72
	1/08/26	SEMI ANNUAL PREVENTION MAI	GENERAL FUND	Zoning/Compliance/Perm	322.72
	1/08/26	SEMI ANNUAL PREVENTION MAI	ROAD USE TAX	Road Use Tax	322.71
	1/08/26	SEMI ANNUAL PREVENTION MAI	WATER UTILITY	Water	322.71
	1/08/26	SEMI ANNUAL PREVENTION MAI	SEWER UTILITY FUND	Sewer	322.71
				TOTAL:	3,245.00
Wellmark/BCBS of Iowa	12/05/25	PY-INSURANCE PREMIUM BCBS	GENERAL FUND	NON-DEPARTMENTAL	3,654.38
	12/19/25	PY-INSURANCE PREMIUM BCBS	GENERAL FUND	NON-DEPARTMENTAL	3,654.38
	1/05/26	PY-INSURANCE PREMIUM BCBS	GENERAL FUND	NON-DEPARTMENTAL	3,611.89
	12/05/25	PY-INSURANCE PREMIUM BCBS	ROAD USE TAX	NON-DEPARTMENTAL	903.68
	12/19/25	PY-INSURANCE PREMIUM BCBS	ROAD USE TAX	NON-DEPARTMENTAL	903.08
	1/05/26	PY-INSURANCE PREMIUM BCBS	ROAD USE TAX	NON-DEPARTMENTAL	756.53
	12/19/25	JAN 2026 PREMIUMS	TRUST AND AGENCY	General Government	38,107.40
	12/05/25	PY-INSURANCE PREMIUM BCBS	WATER UTILITY	NON-DEPARTMENTAL	552.33
	12/19/25	PY-INSURANCE PREMIUM BCBS	WATER UTILITY	NON-DEPARTMENTAL	553.45
	1/05/26	PY-INSURANCE PREMIUM BCBS	WATER UTILITY	NON-DEPARTMENTAL	559.92
	12/19/25	JAN 2026 PREMIUMS	WATER UTILITY	Water	5,664.61
	12/05/25	PY-INSURANCE PREMIUM BCBS	SEWER UTILITY FUND	NON-DEPARTMENTAL	761.59
	12/19/25	PY-INSURANCE PREMIUM BCBS	SEWER UTILITY FUND	NON-DEPARTMENTAL	762.34
	1/05/26	PY-INSURANCE PREMIUM BCBS	SEWER UTILITY FUND	NON-DEPARTMENTAL	746.98
	12/19/25	JAN 2026 PREMIUMS	SEWER UTILITY FUND	Sewer	7,209.51
	12/05/25	PY-INSURANCE PREMIUM BCBS	STORM WATER UTILIT	NON-DEPARTMENTAL	69.09

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/19/25	PY-INSURANCE PREMIUM BCBS	STORM WATER UTILIT	NON-DEPARTMENTAL	67.82
	1/05/26	PY-INSURANCE PREMIUM BCBS	STORM WATER UTILIT	NON-DEPARTMENTAL	81.01
	12/19/25	JAN 2026 PREMIUMS	STORM WATER UTILIT	STORM WATER UTILITY	<u>514.97</u>
				TOTAL:	69,134.96
White Cap L.P.	1/08/26	CAULK & FLOOR SCRAPER	SEWER UTILITY FUND	Sewer	<u>681.57</u>
				TOTAL:	681.57
Workspace	1/08/26	MONITOR ARM	GENERAL FUND	Finance	<u>358.20</u>
				TOTAL:	358.20
Xenia Rural Water District	12/19/25	WTR @ LIFT STATION	SEWER UTILITY FUND	Sewer	<u>76.21</u>
				TOTAL:	76.21

## \*\*PAYROLL EXPENSES

12/11/2025 - 1/09/2026	GENERAL FUND	Police Department	96,444.30
	GENERAL FUND	Library	27,577.39
	GENERAL FUND	Parks	11,042.76
	GENERAL FUND	Cemetery	3,131.92
	GENERAL FUND	Pool	6,418.10
	GENERAL FUND	Recreation	10,343.31
	GENERAL FUND	Finance	7,059.79
	GENERAL FUND	Zoning/Compliance/Perm	4,684.00
	ROAD USE TAX	Road Use Tax	32,449.20
	WATER UTILITY	Water	31,286.21
	SEWER UTILITY FUND	Sewer	40,632.92
	STORM WATER UTILIT	STORM WATER UTILITY	<u>2,743.21</u>
		TOTAL:	273,813.11

## ===== FUND TOTALS =====

001	GENERAL FUND	328,657.79
110	ROAD USE TAX	67,470.47
112	TRUST AND AGENCY	79,590.16
200	DEBT SERVICE	850.00
346	CHANNEL STABILIZATION	4,692.50
600	WATER UTILITY	142,278.35
610	SEWER UTILITY FUND	152,541.03
615	STORM WATER UTILITY	10,086.55
670	GARBAGE/RECYCLING UTILITY	3,651.50
951	FRIENDS/FOUNDATION	1,975.55
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GRAND TOTAL:		791,793.90
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## SELECTION CRITERIA

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SELECTION OPTIONS

VENDOR SET: 01-ADEL  
VENDOR: All  
CLASSIFICATION: All  
BANK CODE: All  
ITEM DATE: 0/00/0000 THRU 99/99/9999  
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00  
GL POST DATE: 0/00/0000 THRU 99/99/9999  
CHECK DATE: 12/11/2025 THRU 1/09/2026

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PAYROLL SELECTION

PAYROLL EXPENSES: YES  
EXPENSE TYPE: GROSS  
CHECK DATE: 12/11/2025 THRU 1/09/2026

-----  
PRINT OPTIONS

PRINT DATE: Item Date  
SEQUENCE: By Vendor Name  
DESCRIPTION: Distribution  
GL ACCTS: NO  
REPORT TITLE: C O U N C I L R E P O R T  
SIGNATURE LINES: 0

-----  
PACKET OPTIONS

INCLUDE REFUNDS: YES  
INCLUDE OPEN ITEM: YES

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**Resolution No. 26-01**

**A RESOLUTION DESIGNATING THE DALLAS COUNTY NEWS AS AN  
OFFICIAL NEWSPAPER OF THE CITY OF ADEL, IOWA**

**WHEREAS**, the Dallas County News, Inc., Perry, Iowa, is considered an official newspaper for the City of Adel, Iowa, and it has been determined to be in the City's best interests to continue to so designate.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF  
THE CITY OF ADEL, IOWA**, that the Dallas County News, Inc., Perry, Iowa be recognized as an official legal publication for the City of Adel, Iowa.

Passed and approved this 13<sup>th</sup> day of January, 2026.

\_\_\_\_\_  
Timothy E. Crannell, Mayor

Attest: \_\_\_\_\_  
Carrie Erickson, City Clerk

**Resolution No. 26-02**

**A RESOLUTION DESIGNATING THE DES MOINES REGISTER AS AN  
OFFICIAL NEWSPAPER OF THE CITY OF ADEL, IOWA**

**WHEREAS**, the Des Moines Register, Inc., Des Moines, Iowa, is considered an official newspaper for the City of Adel, Iowa, and it has been determined to be in the City's best interests to continue to so designate.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ADEL, IOWA**, that the Des Moines Register, Inc., Des Moines, Iowa, be recognized as an official legal publication for the City of Adel, Iowa.

Passed and approved this 13<sup>th</sup> day of January, 2026.

\_\_\_\_\_  
Timothy E. Crannell, Mayor

Attest: \_\_\_\_\_  
Carrie Erickson, City Clerk

## Resolution No. 26-03

### A RESOLUTION NAMING DEPOSITORIES FOR THE CITY OF ADEL, IOWA

**WHEREAS**, the City of Adel, Dallas County, Iowa, deposits funds in accord with all applicable provisions of Iowa Code Chapter 12C as amended; and

**WHEREAS**, City financial staff utilize the current depository resolution along with all established guidelines and policies for investing its public funds.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Adel, Iowa, on this 13<sup>th</sup> day of January, 2026, that the following list of financial institutions is approved to be depositories of the City of Adel funds in conformance with all applicable provisions of Iowa Code, Chapter 12C, and that City finance staff named as signatories are authorized to deposit City of Adel funds in the amounts not to exceed the maximum approved for each respective financial institution as set forth below:

Depository Name	Maximum Balance In Effect Under Prior Resolution	Maximum Balance In Effect Under This Resolution
Peoples Bank 804 Greenwood Hills Drive Adel, IA 50003	\$25,000,000	\$25,000,000
Iowa Public Agency Investment Trust (IPAIT) 1415 28 <sup>th</sup> Street, Suite 200 West Des Moines, IA 50266	\$5,000,000	\$5,000,000
Raccoon Valley Bank 1009 Court Street Adel, IA 50003	\$500,000	\$500,000

Passed and approved this 13<sup>th</sup> day of January, 2026.

\_\_\_\_\_  
Timothy E. Crannell, Mayor

Attest: \_\_\_\_\_  
Carrie Erickson, City Clerk



## **Resolution No. 26-04**

### **RESOLUTION APPOINTING REPRESENTATIVES AND AN ALTERNATE REPRESENTATIVES TO THE CENTRAL IOWA REGIONAL TRANSPORTATION PLANNING ALLIANCE TRANSPORTATION POLICY COMMITTEE AND TRANSPORTATION TECHNICAL COMMITTEE**

**WHEREAS**, the Central Iowa Regional Transportation Planning Alliance (CIRTPA) annually requests its members governments to appoint or to reappoint persons to represent that member government on the CIRTPA Transportation Policy Committee and on the CIRTPA Transportation Technical Committee; and

**WHEREAS**, the commission representatives shall be the operations liaison officers between their jurisdiction and the commission; and

**WHEREAS**, the commission shall be a strong link between the City of Adel's City Council and it's CIRTPA representatives to enhance communication among member governments.

**NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ADEL, IOWA, that:**

1. City Administrator Vick be appointed as the Primary Representative for the CIRTPA Policy Committee and Public Works Director Overton be appointed as the Alternate Representative for the CIRTPA Policy Committee; and
2. Public Works Director Overton be appointed as the Primary Representative for the CIRTPA Transportation Technical Committee and City Administrator Vick be appointed as the Alternate Representative for the CIRTPA Transportation Technical Committee; and

Passed and approved this 13<sup>th</sup> day of January, 2026.

\_\_\_\_\_  
Timothy E. Crannell, Mayor

Attest: \_\_\_\_\_  
Carrie Erickson, City Clerk

## **Resolution No. 26-05**

### **RESOLUTION APPOINTING A REPRESENTATIVE AND AN ALTERNATE REPRESENTATIVE TO THE DALLAS COUNTY EMERGENCY MANAGEMENT COMMISSION**

**WHEREAS**, the county boards of supervisors, city councils, and school district boards in each county shall cooperate with the Homeland Security and Emergency Management Division of the Department of Public Defense to establish a local emergency management commission to carry out the provisions Iowa Code Chapter 29C; and

**WHEREAS**, the commission shall be composed of a member of the board of supervisors or its appointed representative, the sheriff or the sheriff's representative, and the mayor or the mayor's representative from each city within the county; and

**WHEREAS**, the commission members shall be the operations liaison officers between their jurisdiction and the commission; and

**WHEREAS**, the commission shall meet regularly to determine the mission of its agency and program and provide direction for the delivery of the emergency management services of planning, administration, coordination, training, and support for local governments and their departments; and

**WHEREAS**, the commission shall coordinate emergency services in the event of a disaster.

**NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ADEL, IOWA**, that:

1. Mayor Timothy E. Crannell be appointed as the Dallas County Emergency Management Commission Representative; and
2. Council Member Bob Ockerman be appointed as the Alternate Representative; and
3. The Representative or Alternate Representative attend the Commission meetings on behalf of the City of Adel, Iowa.

Passed and approved this 13<sup>th</sup> day of January, 2026.

---

Timothy E. Crannell, Mayor

Attest: \_\_\_\_\_  
Carrie Erickson, City Clerk

December 15, 2025

Mayor and City Council  
c/o Brittany Sandquist  
City of Adel  
301 S. 10<sup>th</sup> Street  
Adel, IA 50003

Sent via email only

**RE: City Attorney Services Engagement Agreement 2026-2027**

Dear Mayor Crannell & City Council Members:

The purpose of this Engagement Agreement ("Agreement") is to disclose and memorialize the terms and conditions under which Ahlers & Cooney, P.C. (the "Firm") will represent the City of Adel (the "City") in connection with certain city attorney services generally described herein. The parties agree that Kristine Stone will be primarily responsible for serving as City Attorney and Dustin Coffman and / or other attorneys of the Firm may assist Ms. Stone, when necessary.

**SCOPE OF ENGAGEMENT**

Upon request of the Mayor, City Council or City Administrator, the Firm will provide legal direction, advice, counsel, training, consultation, and opinions on all forms of City business including, but not limited to, the following services:

1. Interpret and provide opinions on questions regarding a variety of legal issues.
2. Provide written legal opinions on proposed ordinances.
3. Review and provide recommendations for proposed ordinances and resolutions.
4. Interpret and provide staff and council written opinions on questions interpreting City and State Code matters.
5. Act as legal advisor to all City officials, boards, and commissions.
6. Attend all regular and special meetings of the City Council unless otherwise directed by staff.
7. At the request of staff, attend board or commission meetings to provide legal guidance.
8. Review materials prepared for the Adel City Council and confer with the City Administrator and/or staff regarding issues that may need to be discussed prior to a meeting.
9. Prosecute traffic citations, simple misdemeanor offenses, and other police matters.

10. Assist staff in preparing civil citations for violations of the City Code.
11. Prepare and/or review and provide written comment on all agreements and contracts.
12. Advise staff on personnel issues, including collective bargaining issues.
13. Advise staff on planning and zoning issues.

### **FEES**

In calendar years 2026-2027 (“Term”), the Firm will charge a 5% discounted rate from the responsible attorney’s standard hourly rate for work performed for the “standard city attorney services” enumerated in items 1-13 above. Additionally, one lawyer of the Firm will be present at all regular City Council meetings and at additional board or commission meetings upon request. The Firm will charge its standard hourly rates on any particular assignment beyond the scope of the “standard city attorney services” identified herein. Effective January 1, 2026, Ms. Stone’s hourly rate is \$330 per hour, and Mr. Coffman’s rate is \$230 per hour. Rates are reviewed and may be adjusted in January of each year.

The Firm agrees to charge a discounted rate of \$230 per hour for travel time and for attendance at City Council meetings and other City Board meetings. After the Term, all rates shall be subject to mutual agreement between the parties.

The scope of this Agreement is limited to those services expressly set forth above. Absent a separate engagement agreement regarding one or more of the following services, our duties under this Agreement do **not** include:

1. Any litigation the Firm determines is beyond the scope of standard city attorney services;
2. Any labor negotiations, employment related hearings, including arbitrations, grievance hearings, fact-finding hearings, and disciplinary hearings;
3. Any eminent domain;
4. Significant land use projects;
5. Telecommunications;
6. Bond counsel and specialized finance services;
7. Regulatory and administrative hearings before other public agencies;
8. Public improvement contract advice, proceedings, contract review and negotiation;
9. Defending any legal challenges to or arising out of a particular public improvement project;
10. Any urban renewal or economic development related legal services;
11. Services related to electrical power supply or transmission services; and
12. Any other legal services not identified herein.

The parties acknowledge the City and the Firm have existing engagement agreements for urban renewal, economic development, and bond (finance) related services, separate from this Agreement. The City Council may limit or expand the scope of this Agreement from time to time, provided that any such proposed modification is agreed to in writing by our Firm.

There may be situations that arise from time to time where unique circumstances or activities may warrant the need to engage other attorneys or law firms in connection with the operations of the City of Adel. To the extent the Firm recommends the City engage one or more additional attorneys or law firms, and the City approves such an engagement (prior approval of the City Council of such engagement being required), said engagement shall be between the City and said attorney or law firm.

### **BILLING MATTERS**

The Firm will invoice the City on a monthly basis. The format for the statements will contain a description of the dates and a detailed description of the tasks performed, the professionals performing the tasks and the amount of time spent on the tasks, a summary of each professional's time and billing rate, total time, the total fees and an itemization of any expenses. The City will not be billed for time for preparation of such statements.

In addition, the Firm will bill the City for all expenses incurred on its behalf, such as deliveries and other related expenses. The Firm will not charge the City for photocopying expenses, except to the extent such expenses are incurred in connection with litigation matters.

Payment is due and payable within thirty (30) days of receipt of the invoice.

If, for any reason, the City terminates the engagement governed by this Agreement, we will bill the City for the services rendered as of the date of termination based on the hourly rates of those who provided services. The fee charged by the Firm for this representation will be based in part on the current hourly rate of the person performing the service at the time services are performed. We will also bill you for all expenses we have incurred as outlined above.

### **ATTORNEY-CLIENT RELATIONSHIP**

Upon execution of this Agreement, the City of Adel will be our client and an attorney-client relationship will exist with the Firm with respect to services for which the City Council or City Administrator requests our assistance. Either party hereto may terminate this engagement for any reason or no reason upon prior written notice.

### **RECORDS**

At the City's request, any documents furnished by the City will be returned promptly upon receipt of payment for outstanding fees and client charges. Our own files, including lawyer work product, pertaining to the above referenced engagement will be retained by us. Following the completion of our services under this Agreement, we may store some or all client file materials in a digital format. After any paper documents created or received in connection with the services under this Agreement are digitized, we may destroy the physical records and only maintain electronic records related to this matter, consistent with the Firm's records retention policy. For various reasons, including the minimization of unnecessary storage expenses, we reserve the right to dispose of any documents or other material retained by us after the termination of this Agreement.

### APPROVAL

Please carefully review the terms and conditions of this Agreement. **If this Agreement accurately reflects the terms of this particular engagement, please obtain approval by the City Council, and execute, date and return to me the enclosed copy of this Agreement. Please retain the original for your file.**

If you have questions regarding any aspect of the above or our representation, please do not hesitate to contact me. As always, we appreciate the opportunity to represent the City of Adel and we look forward to working with you.

Sincerely,

AHLERS & COONEY, P.C.

By *Kristine Stone*

Kristine Stone

Accepted and approved on behalf of the City of Adel\*

By: \_\_\_\_\_  
Title: Mayor

Dated: \_\_\_\_\_

\*Authorized by Resolution \ Motion \_\_\_\_\_ approved by the City Council on \_\_\_\_\_, 2026.

## SPECIAL CLASS "C" RETAIL ALCOHOL LICENSE RENEWAL

### Business Information

Name of Legal Entity: COMES INVESTMENTS INC

FEIN: XX-XXX2962

Business Type: Corporation

This business is registered with the Secretary of State.

Business Number of Secretary of State: 32402

### Premises Information

Premises DBA:

Premises Address:

Premises Type: Restaurant

Number of Floors: 1

Control of Premises: Lease

Is your premises equipped with at least one adequate, conveniently located indoor or outdoor toilet facility for use by patrons?

Yes

Does your premises conform to all local and state health, fire and building laws and regulations?

Yes

Is your establishment equipped with tables and seats to accommodate a minimum of 25?

Yes

Has the number of floors of the premises changed?

No

Have there been any changes to the premises in the last 12 months? This includes any changes that affect where alcohol is manufactured, stored, sold or consumed, such as adding, deleting, or changing permanent outdoor service areas.

No

Has there been a change in the control of property over the last 12 months? This includes a renewed/updated lease agreement, or changing from a deed to a lease, or a lease to a deed.

No

### License Information

Effective Date: 21-Jan-2026

Length of License Requested: 12MONTH

## Endorsements

Local Authority: City of Adel

Dramshop Company: IMT INSURANCE CO

## Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	COMES, JOSEPH	SSN	***-**-1773	24-Nov-19 68		1925 NORTHWES T 129TH STREET CLIVE IA 50325	100.00

## Criminal History Details

Has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?

No

Has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law? For traffic violations, only include those that are drug or alcohol related.

No

## Criminal Violations

### Contact Information

Contact Name: JOSEPH COMES

Phone Number: 5152057753

Email Address: joe@comesinv.com

Address: 2045 GRAND AVE STE F WEST DES MOINES IA 50265-4219

### Attestation Information

Attestation Name: JOSEPH COMES

Attestation Date: 18-Nov-2025



## SPECIAL CLASS "C" RETAIL ALCOHOL LICENSE RENEWAL

### Business Information

Name of Legal Entity: CHINA VILLAGE INC

FEIN: XX-XXX3766

Business Type: Corporation

This business is registered with the Secretary of State.

Business Number of Secretary of State: 301031

### Premises Information

Premises DBA:

Premises Address:

Premises Type: Restaurant

Number of Floors: 1

Control of Premises: Lease

Is your premises equipped with at least one adequate, conveniently located indoor or outdoor toilet facility for use by patrons?

Yes

Does your premises conform to all local and state health, fire and building laws and regulations?

Yes

Is your establishment equipped with tables and seats to accommodate a minimum of 25?

Yes

Has the number of floors of the premises changed?

No

Have there been any changes to the premises in the last 12 months? This includes any changes that affect where alcohol is manufactured, stored, sold or consumed, such as adding, deleting, or changing permanent outdoor service areas.

No

Has there been a change in the control of property over the last 12 months? This includes a renewed/updated lease agreement, or changing from a deed to a lease, or a lease to a deed.

No

### License Information

Effective Date: 01-Jan-2026

Length of License Requested: 12MONTH

Privilege(s) Requested

---

Living Quarters - Separates private living quarters from the licensed premises; protects licensee/permittee from warrantless searches of living quarters.



## Endorsements

Local Authority: City of Adel

Dramshop Company: ILLINOIS CASUALTY CO

## Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	LU, TINH	SSN	***-**-1935	17-May-1954		5146 W. DEVON AVE PLEASE SELECT IL 60646	100.00

## Criminal History Details

Has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?

No

Has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law? For traffic violations, only include those that are drug or alcohol related.

No

## Criminal Violations

### Contact Information

Contact Name: TINH LU

Phone Number: 5159933383

Email Address: tinhklu@gmail.com

Address: 628 NILE KINNICK DR S STE 3 ADEL IA 50003-2071

### Attestation Information

Attestation Name: TINH LU

Attestation Date: 14-Nov-2025

[<](#) CITY OF ADEL

## Local Authority Review

CITY OF ADEL

1607370800

&gt;

[Owners](#)

### Business Information

Customer Type

BUS





Business Sub-Type

Corporation


Business Designation





Legal Business Name

CASEYS MARKETING COMPANY

Owner Type	Owner	Single Line Address	Ownership Percentage
 <a href="#">Owner</a>	FABER, SCOTT	6749 CARDIFF COURT J	0.00
 <a href="#">Owner</a>	LARSEN, ERIC	4407 NORTHWEST 5TH	0.00
 <a href="#">Owner</a>	BEECH, DOUGLAS	729 NORTHEAST BROO	0.00
 <a href="#">Company</a>	42-0935283 CASEY'S GI PO BOX 3001 ANKENY		100.00

# Old Ownership Information

Owner Type	Owner	Single Line Address	Ownership Percentage
 Owner	JOHNSON, BRIAN	9129 NORTHWEST 73R	0.00

Owner Type	Owner	Single Line Address	Ownership Percentage
 Officer	FABER, SCOTT	6749 CARDIFF CT JOHN	0.00
 Officer	LARSEN, ERIC	4407 NW 5TH ST ANKE	0.00
 Officer	BEECH, DOUGLAS	729 NE BROOK HAVEN	0.00
 Company	CASEY'S GENERAL STOI 1 SE CONVENIENCE BL\		100.00

# Updated Ownership Information

Owner Type	Owner	Single Line Address	Ownership Percentage

Jurisdiction Code	Permit Type	License Number	Address
Impacted Active Licenses			

Jurisdiction Code	Permit Type	License Number	Address
City of Adel	Class "E" Retail Alcc	LE0002382	

# Criminal History






Has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?

Yes

Has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law? For traffic violations, only include those that are drug or alcohol related.

Yes

## Criminal History Reported

Full Legal Name	ID Type	ID Number	Date of Birth
 ERIC LARSEN	SSN	484988851	24-Jun-1967
 ERIC LARSEN	SSN	484988851	24-Jun-1967
 ERIC LARSEN	SSN	484988851	24-Jun-1967
 ERIC LARSEN	SSN	484988851	24-Jun-1967
 SCOTT FABER	SSN	478969527	29-Jan-1979

## Local Authority Information

Local Authority Reviewing

City of Adel

▼

Local Authority Signature Date



Approved/Denied \*

Required

▼

Local Authority Email \*

Required

Local Authority Attestation Name \*

Required

Local Authority Contact Phone Number \*

Required

Comments



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**Resources**

- Frequently Asked Questions
- Contact Us
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- State of Iowa Directory
- Website Policies

## **Resolution No. 26-07**

### **RESOLUTION APPOINTING A REPRESENTATIVE AND ALTERNATE TO THE MID-IOWA PLANNING ALLIANCE BOARD**

**WHEREAS**, the Mid-Iowa Planning Alliance (MIPA) annually requests its members governments to appoint or to reappoint persons to represent that member government on the Board; and

**WHEREAS**, the MIPA Board representative shall be an elected official, staff member, or another designee; and

**WHEREAS**, the appointed representative shall be a strong link between the City of Adel's City Council and the MIPA Board to enhance communication among MIPA member jurisdictions.

**NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ADEL, IOWA**, that:

1. City Administrator Vick be appointed as the Board Representative for the Mid-Iowa Planning Alliance; and
2. Deputy City Administrator/Finance Director Sandquist be appointed as the Board Alternate Representative for the Mid-Iowa Planning Alliance.

Passed and approved this 13<sup>th</sup> day of January, 2026.

\_\_\_\_\_  
Timothy E. Crannell, Mayor

Attest: \_\_\_\_\_  
Carrie Erickson, City Clerk





<b>AGENDA ITEM NO. 4.m</b> <b>AGENDA SECTION: CONSENT</b> <b>AGENDA</b>
---

## **ADEL CITY COUNCIL AGENDA ITEM REPORT**

**MEETING DATE:** January 13, 2026

**AGENDA HEADING:** Consider Approval of Resolution No. 26-08, Approving the Administrative Services Agreement Between the City of Adel and MissionSquare

**STAFF/COMMITTEE RECOMMENDATION:**

In the executed City Administrator Employment Agreement, section 6, subsection D, it states, "Employee may participate in either the Iowa Public Employees' Retirement System ("IPERS") or in the deferred compensation plan of ICMA-RC, at their discretion. The City shall adopt such resolution as deemed necessary to effect this election by Employee." This item is in reference to that resolution to be adopted as City Administrator Vick has chosen to participate in the ICMA-RC deferred compensation plan that is administered by MissionSquare.

**City staff recommends approval.**

**ATTACHMENTS:**

[Resolution No. 26-08, Approving Administrative Services Agreement with MissionSquare.pdf](#)  
[Administrative Services Agreement with MissionSquare.pdf](#)

**Resolution No. 26-08**

**A RESOLUTION APPROVING THE ADMINISTRATIVE SERVICES  
AGREEMENT BETWEEN THE CITY OF ADEL AND MISSIONSQUARE**

**WHEREAS**, the City of Adel desires to enter into a professional relationship with the International City Management Association Retirement Corporation doing business as MissionSquare for administrative and investment services for employee retirement plans; and

**WHEREAS**, a Administrative Services Agreement with MissionSquare has been prepared and reviewed by City of Adel staff and City of Adel legal services; and

**WHEREAS**, the City Council wishes to formally accept and approve the agreement.

**NOW THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ADEL, IOWA**, that the attached Administrative Services Agreement between the City of Adel and MissionSquare is hereby approved and accepted.

Passed and approved this 13<sup>th</sup> day of January, 2026.

\_\_\_\_\_  
Timothy E. Crannell, Mayor

Attest: \_\_\_\_\_  
Carrie Erickson, City Clerk

## ADMINISTRATIVE SERVICES AGREEMENT

for

City of Adel

Type: 457

Account #: 305665

---

**MissionSquare**  
RETIREMENT

## ADMINISTRATIVE SERVICES AGREEMENT

This Administrative Services Agreement (“Agreement”) is made effective as of, (please enter date) \_\_\_\_\_, (herein referred to as the "Inception Date"), between the International City Management Association Retirement Corporation doing business as MissionSquare Retirement (“MissionSquare”), a nonprofit corporation organized and existing under the laws of the State of Delaware, and the City of Adel (“Employer”), an Entity organized and existing under the laws of the State of Iowa with an office at 301 S 10<sup>th</sup> Street, Adel, Iowa 50003.

### RECITALS

Employer acts as public plan sponsor of a retirement plan (“Plan”), and in that capacity, has responsibility to obtain administrative services and investment alternatives for the Plan;

VantageTrust is a group trust established and maintained in accordance with New Hampshire Revised Statutes Annotated section 391:1 and Internal Revenue Service Revenue Ruling 81-100, 1981-1 C.B. 326, which provides for the commingled investment of retirement funds;

MissionSquare, or its wholly owned subsidiary, acts as investment adviser to VantageTrust Company, LLC, the Trustee of VantageTrust;

MissionSquare has designed, and VantageTrust Company offers, a series of separate funds (the “Funds”) for the investment of plan assets as referenced in the Funds’ principal disclosure documents, which are the Disclosure Memorandum and the Fact Sheets (together, “MissionSquare Disclosures”); and

MissionSquare provides a range of services to public employers for the operation of employee retirement plans including, but not limited to, communications concerning investment alternatives, account maintenance, account recordkeeping, investment and tax reporting, transaction processing, and benefit disbursement.

## AGREEMENTS

1. Appointment of MissionSquare

Employer hereby appoints MissionSquare as administrator of the Plan to perform all nondiscretionary functions necessary for the administration of the Plan. The functions to be performed by MissionSquare shall be those set forth in Exhibit A to this Agreement.

2. Adoption of VantageTrust

Employer has adopted the Declaration of Trust of VantageTrust Company and agrees to the commingled investment of assets of the Plan within VantageTrust. Employer agrees that the investment, management, and distribution of amounts deposited in VantageTrust shall be subject to the Declaration of Trust, as it may be amended from time to time and shall also be subject to terms and conditions set forth in disclosure documents (such as the MissionSquare Disclosures or Employer Bulletins) as those terms and conditions may be adjusted from time to time.

3. Employer Duty to Furnish Information

Employer agrees to furnish to MissionSquare on a timely basis such information as is necessary for MissionSquare to carry out its responsibilities as Administrator of the Plan, including information needed to allocate individual participant accounts to Funds in VantageTrust, and information as to the employment status of participants, and participant ages, addresses, and other identifying information (including tax identification numbers). Employer also agrees that it will notify MissionSquare in a timely manner regarding changes in staff as it relates to various roles. Such notification is to be completed through the plan sponsor website. MissionSquare shall be entitled to rely upon the accuracy of any information that is furnished to it by a responsible official of the Employer or any information relating to an individual participant or beneficiary that is furnished by such participant or beneficiary, and MissionSquare shall not be responsible for any error arising from its reliance on such information. MissionSquare will provide reports and account information to the Employer through the plan sponsor website.

Employer is required to send in contributions through the plan sponsor website. Alternative electronic methods may be allowed but must be approved by MissionSquare for use. Contributions may not be sent through paper submittal documents.

To the extent Employer selects third-party investment options that do not have profile information provided to MissionSquare through MissionSquare's electronic data feeds from external sources (such as Morningstar) or the third-party investment option providers, the Employer is responsible for providing to MissionSquare timely investment option updates for disclosure to Plan participants. Such updates may be provided to MissionSquare through the Employer's investment consultant or other designated representative.

#### 4. MissionSquare Representations and Warranties

MissionSquare represents and warrants to Employer that:

- (a) MissionSquare is a non-profit corporation with full power and authority to enter into this Agreement and to perform its obligations under this Agreement. The ability of MissionSquare, or its wholly owned subsidiary, to serve as investment adviser to VantageTrust Company is dependent upon the continued willingness of VantageTrust Company for MissionSquare, or its wholly owned subsidiary, to serve in that capacity.
- (b) MissionSquare is an investment adviser registered as such with the U.S. Securities and Exchange Commission under the Investment Advisers Act of 1940, as amended.
- (c) MissionSquare shall maintain and administer the Plan in accordance with the requirements for eligible deferred compensation plans under Section 457 of the Internal Revenue Code and other applicable federal law; provided, however, that MissionSquare shall not be responsible for the eligible status of the Plan in the event that the Employer directs MissionSquare to administer the Plan or disburse assets in a manner inconsistent with the requirements of Section 457 or otherwise causes the Plan not to be carried out in accordance with its terms. Further, in the event that the Employer uses its own customized plan document, MissionSquare shall not be responsible for the eligible status of the Plan to the extent affected by terms in the Employer's plan document that differ from those in MissionSquare's model plan document. MissionSquare shall not be responsible for monitoring state or local law applicable to retirement plans or for administering the Plan in compliance with local or state

requirements regarding plan administration unless Employer notifies MissionSquare of any such local or state requirements.

5. Employer Representations and Warranties

Employer represents and warrants to MissionSquare that:

- (a) Employer is organized in the form and manner recited in the opening paragraph of this Agreement with full power and authority to enter into and perform its obligations under this Agreement and to act for the Plan and participants in the manner contemplated in this Agreement. Execution, delivery, and performance of this Agreement will not conflict with any law, rule, regulation or contract by which the Employer is bound or to which it is a party.
- (b) Employer understands and agrees that MissionSquare's sole function under this Agreement is to act as recordkeeper and to provide administrative, investment or other services at the direction of Plan participants, the Employer, its agents or designees in accordance with the terms of this Agreement. Under the terms of this Agreement, MissionSquare does not render investment advice, is neither the "Plan Administrator" nor "Plan Sponsor" as those terms are defined under applicable federal, state, or local law, and does not provide legal, tax or accounting advice with respect to the creation, adoption or operation of the Plan and its related trust. MissionSquare does not perform any service under this Agreement that might cause MissionSquare to be treated as a "fiduciary" of the Plan under applicable law, except, and only, to the extent that MissionSquare provides investment advisory services to individual participants enrolled in Guided Pathways Advisory Services.
- (c) Employer acknowledges and agrees that MissionSquare does not assume any responsibility with respect to the selection or retention of the Plan's investment options. Employer shall have exclusive responsibility for the Plan's investment options, including the selection of the applicable share class.
- (d) Employer acknowledges that certain such services to be performed by MissionSquare under this Agreement may be performed by an affiliate or agent of MissionSquare pursuant to

one or more other contractual arrangements or relationships, and that MissionSquare reserves the right to change vendors with which it has contracted to provide services in connection with this Agreement without prior notice to Employer.

- (e) Employer approves the use of its Plan in MissionSquare external media, publications and materials. Examples include press releases announcements and inclusion of the general plan information in request for proposal responses.

#### 6. Participation in Certain Proceedings

The Employer hereby authorizes MissionSquare to act as agent, to appear on its behalf, and to join the Employer as a necessary party in all legal proceedings involving the garnishment of benefits or the transfer of benefits pursuant to the divorce or separation of participants in the Plan. Unless Employer notifies MissionSquare otherwise, Employer consents to the disbursement by MissionSquare of benefits that have been garnished or transferred to a former spouse, current spouse, or child pursuant to a domestic relations order or child support order.

#### 7. Compensation and Payment

- (a) Plan Administration Fee. The amount to be paid for plan administration services under this Agreement shall be 0.55% per annum of the amount of Plan assets invested in VantageTrust. Such fee shall be computed based on average daily net Plan assets in VantageTrust.
- (b) Participant Fee. There shall be an annual account participant fee of \$25 (\$6.25 quarterly). The account participant fee will be assessed on a quarterly basis.
- (c) Compensation for Management Services to VantageTrust Company, Compensation for Advisory and other Services to the MissionSquare Funds Class M and Payments from Third-Party Investment Options. Employer acknowledges that, in addition to amounts payable under this Agreement, MissionSquare, or its wholly owned subsidiary, receives fees from VantageTrust Company for investment advisory services and plan and participant services furnished to VantageTrust Company. Employer further acknowledges that MissionSquare, including



certain of its wholly owned subsidiaries, receives compensation for advisory and other services furnished to the MissionSquare Funds Class M, which serve as the underlying portfolios of a number of Funds offered through VantageTrust. For a MissionSquare Fund Class R that invests substantially all of its assets in a third-party mutual fund not affiliated with MissionSquare, MissionSquare or its wholly owned subsidiary receives payments from the third-party mutual fund families or their service providers in the form of 12b-1 fees, service fees, compensation for sub-accounting and other services provided based on assets in the underlying third-party mutual fund. These fees are described in the MissionSquare Disclosures and MissionSquare's fee disclosure statement. In addition, to the extent that third-party options are included in the investment line-up for the Plan, MissionSquare receives administrative fees from its third-party settlement and clearing agent for providing administrative and other services based on assets invested in third-party investment options; such administrative fees come from payments made by third-party investment options to the settlement and clearing agent.

- (d) **Redemption Fees.** Redemption fees imposed by outside investment options in which Plan assets are invested are collected and paid to the investment option by MissionSquare. MissionSquare remits 100% of redemption fees back to the specific investment option to which redemption fees apply. These redemption fees and the individual investment option's policy with respect to redemption fees are specified in the prospectus for the individual investment option and referenced in the MissionSquare Disclosures.
- (e) **Payment Procedures.** All payments to MissionSquare pursuant to this Section 8 shall be made from Plan assets held by VantageTrust or received from third-party investment options or their service providers in connection with Plan assets invested in such third-party investment options, to the extent not paid by the Employer. The amount of Plan assets administered by MissionSquare shall be adjusted as required to reflect any such payments as are made from the Plan. In the event that the Employer agrees to pay amounts owed pursuant to this Section 7 directly, any amounts unpaid and outstanding after 30 days of invoice to the Employer shall be withdrawn from Plan assets.

The compensation and payment set forth in this Section 7 are contingent upon the Employer's use of MissionSquare's plan sponsor website system for contribution processing and submitting contribution funds by ACH or wire transfer on a consistent basis over the term of this Agreement.

8. Indemnification

MissionSquare shall not be responsible for any acts or omissions of any person with respect to the Plan or its related trust, other than MissionSquare in connection with the administration or operation of the Plan. Employer shall indemnify MissionSquare against, and hold MissionSquare harmless from, any and all loss, damage, penalty, liability, cost, and expense, including without limitation, reasonable attorney's fees, that may be incurred by, imposed upon, or asserted against MissionSquare by reason of any claim, regulatory proceeding, or litigation arising from any act done or omitted to be done by any individual or person with respect to the Plan or its related trust, excepting only any and all loss, damage, penalty, liability, cost or expense resulting from MissionSquare's negligence, bad faith, or willful misconduct.

9. Term

This Agreement shall be in effect and commence on the date all parties have signed and executed this Agreement, with the Employer signing through DocuSign ("Inception Date"). This Agreement may be terminated without penalty by either party on sixty days advance notice in writing to the other; provided however, that the Employer understands and acknowledges that, in the event the Employer terminates this Agreement (or replaces the MissionSquare PLUS Fund of VantageTrust, as an investment option in its investment line-up), MissionSquare retains full discretion to release Plan assets invested in the MissionSquare PLUS Fund in an orderly manner over a period of up to 12 months from the date MissionSquare receives written notification from the Employer that it has made a final and binding selection of a replacement for MissionSquare as administrator of the Plan (or a replacement investment option for the MissionSquare PLUS Fund).

10. Amendments and Adjustments

(a) This Agreement may be amended by written instrument signed by the parties.

(b) MissionSquare may modify this agreement by providing 60 days' advance written notice to the Employer prior to the effective date of such

proposed modification. Such modification shall become effective unless, within the 60-day notice period, the Employer notifies MissionSquare in writing that it objects to such modification.

(c) The parties agree that enhancements may be made to administrative services under this Agreement. The Employer will be notified of enhancements or reduction in fees through electronic messages or special mailings.

#### 11. Notices

Unless otherwise provided in this Agreement, all notices required to be delivered under this Agreement shall be in writing and shall be delivered, mailed, e-mailed or faxed to the location of the relevant party set forth below or to such other address or to the attention of such other persons as such party may hereafter specify by notice to the other party.

MissionSquare: Legal Department, MissionSquare, 777 North Capitol Street, N.E., Suite 600, Washington, D.C., 20002-4240  
Facsimile; (202) 962-4601

Employer: at the office set forth in the first paragraph hereof, or to any other address, facsimile number or e-mail address designated by the Employer to receive the same by written notice similarly given.

Each such notice, request or other communication shall be effective: (i) if given by facsimile, when transmitted to the applicable facsimile number and there is appropriate confirmation of receipt; (ii) if given by mail or e-mail, upon transmission to the designated address with no indication that such address is invalid or incorrect; or (iii) if given by any other means, when actually delivered at the aforesaid address.

#### 12. Complete Agreement

This Agreement shall constitute the complete and full understanding and sole agreement between MissionSquare and Employer relating to the object of this Agreement and correctly sets forth the complete rights, duties and obligations of each party to the other as of its date. This Agreement supersedes all written and oral agreements, communications or negotiations among the parties. Any prior agreements, promises, negotiations or representations, verbal or otherwise, not expressly set forth in this Agreement are of no force and effect.

13. Titles

The headings of Sections of this Agreement and the headings for each of the attached Exhibits are for convenience only and do not define or limit the contents thereof.

14. Incorporation of Exhibits

All Exhibits (and any subsequent amendments thereto), attached hereto, and referenced herein, are hereby incorporated within this Agreement as if set forth fully herein.

15. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of Iowa, applicable to contracts made in that jurisdiction without reference to its conflicts of laws provisions.

In Witness Whereof, the parties hereto certify that they have read and understand this Agreement and all Exhibits attached hereto and have caused this Agreement to be executed by their duly authorized officers as of the Inception Date first above written.

CITY OF ADEL

By \_\_\_\_\_  
Signature/Date

By \_\_\_\_\_  
Name and Title (Please Print)

THE INTERNATIONAL CITY MANAGEMENT  
ASSOCIATION RETIREMENT CORPORATION  
doing business as MISSIONSQUARE  
RETIREMENT

By \_\_\_\_\_  
Erica McFarquhar  
Assistant Secretary

An execution copy will be provided via DocuSign

## Exhibit A

### Administrative Services

The administrative services to be performed by MissionSquare under this Agreement shall be as follows:

- (a) Participant enrollment services are provided online. Employees will enroll online through a secure site or the Employer will enroll employees through the plan sponsor website.
- (b) Establishment of participant accounts for each employee participating in the Plan for whom MissionSquare receives appropriate enrollment instructions. MissionSquare is not responsible for determining if such Plan participants are eligible under the terms of the Plan.
- (c) Allocation in accordance with participant directions received in good order of individual participant accounts to investment options offered under the Plan.
- (d) Maintenance of individual accounts for participants reflecting amounts deferred, income, gain or loss credited, and amounts distributed as benefits.
- (e) Maintenance of records for all participants for whom participant accounts have been established. These files shall include enrollment instructions (provided to MissionSquare through the participant website or the plan sponsor website), beneficiary designation instructions and all other documents concerning each participant's account.
- (f) Provision of periodic reports to the Employer through the plan sponsor website. Participants will have access to account information through Participant Services, Voice Response System, the participant website, and text access, and through quarterly statements that can be delivered electronically through the participant website or by postal service.
- (g) Communication to participants of information regarding their rights and elections under the Plan.
- (h) Making available Participant Services Representatives through a toll-free telephone number from 8:30 a.m. to 9:00 p.m. Eastern Time, Monday through Friday (excluding holidays and days on which the securities markets or MissionSquare are closed for business (including emergency closings)), to assist participants.

- (i) Making available access to MissionSquare's website, to allow participants to access certain account information and initiate certain plan transactions at any time. The participant website is normally available 24 hours a day, seven days a week except during scheduled maintenance periods designed to ensure high-quality performance.
- (j) Maintaining the security and confidentiality of client information through a system of controls including but not limited to, as appropriate: restricting plan and participant information only to those who need it to provide services, software and hardware security, access controls, data back-up and storage procedures, non-disclosure agreements, security incident response procedures, and audit reviews.
- (k) Making available access to MissionSquare's plan sponsor web site to allow plan sponsors to access certain plan information and initiate plan transactions such as enrolling participants and managing contributions at any time. The plan sponsor website is normally available 24 hours a day, seven days a week except during scheduled maintenance periods designed to ensure high-quality performance.
- (l) Distribution of benefits as agent for the Employer in accordance with terms of the Plan. Participants who have separated from service can request distributions through the participant website or via form.
- (m) MissionSquare is authorized by the Employer to (a) determine whether a domestic relations order is an acceptable qualified domestic relations order under the terms of the Plan and (b) establish a separate account record for the alternate payee and provide for the investment and distribution of assets held thereunder.
- (n) Loans may be made available on the terms specified in the Loan Guidelines, if loans are adopted by the Employer. Participants can request loans through the participant website.
- (o) MissionSquare is authorized by the Employer to establish an unallocated plan level expense account to function as the Administrative Allowance, to be invested as Employer directs.
- (p) MissionSquare will determine appropriate delivery method (electronic and/or print) for plan sponsor/participant communications and education based on a number of factors (audience, effectiveness, etc.)

**Resolution No. 26-09**

**CHANGING / APPOINTING THE DESIGNATED SIGNATORIES  
FOR THE CITY OF ADEL**

**WHEREAS**, the City of Adel has experienced employment separations and new employee hires; and

**WHEREAS**, City Administrator Anthony Brown and Mayor James Peters are no longer employed with the City and shall be removed as designated City signatories; and

**WHEREAS**, Deputy City Administrator/Finance Director Brittany Sandquist has been, and continues to be, a designated City signatory; and

**WHEREAS**, City Administrator Timothy Vick and Mayor Timothy Crannell are now appointed as designated City signatories.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Adel, Iowa, hereby authorizes signatories of the City of Adel, Iowa, to be Deputy City Administrator/Finance Director Brittany Sandquist, City Administrator Timothy Vick, and Mayor Timothy Crannell and removes City Administrator Anthony Brown, Mayor James Peters, and all other city employees and former city employees as authorized signatories in the signing of all financial documents.

Passed and approved this 13<sup>th</sup> day of January, 2026.

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Timothy E. Crannell, Mayor

Attest: \_\_\_\_\_  
Carrie Erickson, City Clerk



<b>Timeline for Fiscal Year 2026-2027 Budget</b>	
<b>October 15</b>	Begin preparation on all worksheets, staffing, CIP, wages, insurance, and narratives
<b>October 31</b>	Department heads submit major staffing and CIP requests
<b>Oct. 27-31</b>	<i>Dept. heads meet with Brittany &amp; Carrie to review completed worksheets</i>
<b>November 7</b>	Deadline for department heads to submit <b>all completed materials and handouts</b>
<b>November 10</b>	Begin review of submitted materials and enter line-item budget into Incode
<b>December 31</b>	Input valuation data from County for general levy amount and complete rough draft of line-item budget and State budget forms
<b>January 9</b>	Department heads submit revisions, if necessary
<b>January 22-23</b>	Distribute first draft budget (balanced), CIP, new programs/personnel, & handouts
<b>January 26</b>	<i>Joint Budget Committee / Council / Department Head Meeting (food provided)</i>
<b>January 30</b>	Submit revisions to Budget Committee for review, if necessary
<b>February 3</b>	<i>Budget Committee Meeting, if necessary</i>
<b>February 10</b>	<i>Council Meeting – Set Public Hearings for Proposed Property Tax Amounts/ Taxpayer Statements</i>
<b>March 5</b>	Information submitted to Dept. of Management for taxpayer statements
<b>Mar. 3 - Mar. 13</b>	Proposed Property Tax Notice Published in DCN / Register <b>(Confirm Latest Email Date)</b> & Posted to Social Media No Later than the Date of Publication
<b>March 15</b>	Mailing of taxpayer statements to be completed by County Auditor
<b>March 23</b>	<i>Special Council Meeting (To Be Held Prior to Regular Council Meeting) – Public Hearing for Proposed Property Tax Amounts &amp; Taxpayer Statements &amp; Council Meeting – Set Public Hearing for FY26-27 Budget</i>
<b>Mar. 25-Apr. 4</b>	Budget Notice Published in DCN / Register <b>(Confirm Latest Email Date)</b>
<b>April 14</b>	<i>Council Meeting – Public Hearing and Adoption of FY26-27 Budget</i>

**\*\*Post notices online (including social media) and request newspaper clippings**

<b>April 30</b>	Budget certified to County Auditor and filed online with Dept. of Management
<b>May 10</b>	Persons affected by budget have 10 days after date of cert. to file written protest

<b>Timeline for Fiscal Year 2025-2026 Budget Amendment*</b>	
<b>March 17</b>	Distribute amendment worksheets and detail information to department heads
<b>April 1</b>	Deadline for department heads to submit completed amendment materials
<b>April 14</b>	<b><i>Council Meeting – Set FY25-26 Budget Amendment Hearing</i></b>
<b>April 22-May 2</b>	Amendment Notice published in DCN / Register <b><i>(confirm email dates)</i></b>
<b>May 12</b>	<b><i>Council Meeting – Public Hearing and Adoption of FY25-26 Budget Amendment</i></b>
<b>May 13</b>	Budget amendment certified to County Auditor

*\*Use similar timeline if a budget amendment is needed earlier in the fiscal year.*

*\*\*Post notices online (including social media) and request newspaper clippings*



**AGENDA ITEM NO. 6.a**  
**AGENDA SECTION: NEW**  
**BUSINESS**

## **ADEL CITY COUNCIL AGENDA ITEM REPORT**

**MEETING DATE:** January 13, 2026

**TO:** Mayor & City Council

**FROM:** Carrie Erickson, City Clerk

**AGENDA HEADING:** Consider Approval of Council Board and Commission  
Appointments: Planning and Zoning Commission - One  
Opening

**STAFF/COMMITTEE RECOMMENDATION:**

This item considers having the Council appoint up to one resident to fill one term (ending on July 1, 2026) on the City's Planning and Zoning Commission.

As of Friday, January 9 at 12:00 p.m., two applications have been received: Dylan Hunt and Marc Riley.

City staff will issue any additional applications received before the council meeting if possible.

**ATTACHMENTS:**

[Honor The Call To Serve - P&Z 2026 \(January Vacancy\).pdf](#)  
[P&Z App - Dylan Hunt .pdf](#)  
[P&Z App - Marc Riley.pdf](#)



## HONOR THE CALL TO SERVE

Serving on a City Board or Commission is a great way to become involved in shaping the direction of your community. If you've ever wanted to become a part of the decision-making process, please visit the City's website to complete an application:

<https://adelia.rja.revize.com/forms/9898>

or contact Adel City Hall at 515-993-4525 to request a copy of the application.

### Planning & Zoning Commission – One Opening\*

The Planning & Zoning Commission is responsible for making recommendations to the Adel City Council regarding the City of Adel's Comprehensive Plan, land use, changes in zoning, and review of subdivision plans or plats. The commission will ensure the coordinated, adjusted, and harmonious development of the City that best promotes the health, safety, morals, order, convenience, and general welfare of the City. Please see Chapter 23 of the City of Adel Code of Ordinances for further details. Terms are for five (5) years. The commission meets as needed, though typically reserves the second Wednesday of the month at 6:30 p.m. at Adel City Hall.

\*Term ends July 1, 2026. Council appointment with council approval. We encourage all applicants to commit to attend approximately 80% of meetings annually. Please contact Code Compliance Officer Steve Nichols with any specific questions about the commission.

*We anticipate appointing these positions at the January 13, 2026 Adel City Council Meeting. While your attendance is not required, we encourage you to participate in case the Mayor or Council have any additional questions.*

**APPLICATIONS SUBMITTED BY JANUARY 7 WILL BE INCLUDED IN THE COUNCIL PACKET ISSUED ON JANUARY 9**

# Serve on a City Board or Commission

Print

Del

**Submitted by:** Dylan Hunt

**Submitted On:** 2025-11-21 07:48:07

**Submission IP:** 24.217.168.235 (172.31.21.202)  
proxy-IP (raw-IP)

**Status:** Open

**Priority:** Normal

**Assigned To:** Carrie Erickson

**Due Date:** Open

## SERVE ON A CITY BOARD OR COMMISSION

**Openings for Boards and Commissions:**  
*\*Click on the link below to view more information about each opening*

[Planning & Zoning Commission Opening](#)

[Parks & Recreation Board Openings](#)

If you would like to apply to serve on a City of Adel board or commission, please submit the form below. Alternatively, you may [download this form](#) and email it to City Clerk Carrie Erickson at [cerickson@adeliowa.gov](mailto:cerickson@adeliowa.gov) or return it to Adel City Hall.

As of July 1, 2025, there is a requirement that all elected or appointed officials must complete a training covering open records/open meetings law in the State of Iowa.

If appointed to a Board or Commission, this training will be required to be completed within 90 days of appointment. Details will follow after appointment about how/when to complete the online training.

Please Note: Besides the nonresident Library Board Trustee, all other boards and commissions require residency within the City of Adel’s city limits.

<div>* First Name</div> <div>Dylan</div>	<div>* Last Name</div> <div>Hunt</div>
<div>* Address</div> <div>1616 Horse N Buggy Drive, Adel, IA 50003</div>	
<div>Please include: Street Address, City, State, and Zip</div>	
<div>* Phone</div> <div></div>	<div>* Email</div> <div></div>

- \* I am interested in serving on the following board(s) / commission(s) - Please refer to the notes above for the latest openings.
- ☐ Library Board
  - ☐ Historic Preservation Commission
  - ☒ Planning & Zoning Commission
  - ☐ Board of Adjustment
  - ☐ Parks & Recreation Board

**\* How did you hear about the opening(s)?**

- ☐ Newsletter
- ☒ Email
- ☐ Website
- ☐ Social Media
- ☐ Adel City Hall
- ☐ Referral
- ☐ Other

**\* What relevant experience do you have that you think would be helpful in performing the duties on the Board/Commission?**

Architecture & Urban Planning at Washington University in St Louis; ADM High School Class of 2023, resident of Adel for >15 years.

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**\* Briefly describe why you are interested in serving on the Board/Commission:**

I would like to explore ways that Adel can grow as a municipality and maintain its uniqueness in a competitive environment. We should be encouraging new growth while simultaneously expanding on Adel’s charm. We are not simply an extension of Waukee.

---

**\* Other comments and/or information:**

Actively enrolled in university to continue studying architecture (specifically studying sustainable rural growth). As such, attendance to meetings will need to be virtual (via zoom) when I am at school.

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**\* I commit to attend approximately 80% of meetings annually.**

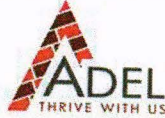
☒ I agree.

**\* Signature**

Dylan Joseph Hunt

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By submitting this form online I understand that my electronic signature carries the same weight as my print signature.



## APPLICATION TO SERVE ON A CITY BOARD OR COMMISSION

Name: Marc Riley Date: 12/15/25

Address: 1649 Madison Ct, Adel

Phone: Home [REDACTED] Work                     

E-mail Address: [REDACTED]

I am interested in serving on the following Board/Commission: See Attachment

Briefly describe why you are interested in serving on the Board/Commission:

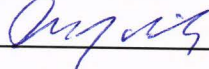
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What relative experience do you have that you think would be helpful in performing the duties on the Board/Commission:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Other comments and/or information:

\_\_\_\_\_  
\_\_\_\_\_

Signature: 

Please return to City Hall (301 S. 10<sup>TH</sup> ST. or P.O. Box 248, Adel, IA 50003)  
by: \_\_\_\_\_



Addendum to Application

Marc Riley  
1649 Madison Ct, Adel

**Position Interest- Planning and Zoning Commission**

**Why I'm interested-**

I believe in the growth of Adel and in 2015, chose to plant roots in our community for the following reasons-

- Quality of school system
- Size of the community
- Proximity to Des Moines and family
- Work- Kaytie- Wells Fargo, Me- Peoples Bank at the time, now MidWestOne Bank
- Property Tax Abatement- Ability to build our home within budget

After moving to Des Moines in 2014, we built our home in Adel in 2015. Along with my wife Kaytie, we chose Adel because the community is a wonderful place to live, work and raise our two boys. The property tax abatement wasn't what brought us to Adel, as detailed above. The quality school system, size of the community and proximity to family far out-weigh the other benefits of what Adel has to offer.

Growth for any community and expanding the taxable base is important, but growth the right way is even more important. I believe in collaboration through both public and private partnerships for small and large businesses alike, as well as providing the right incentives to spur investment in our community. With the passage of the bond issue to build a new High School and our proximity to the metro, we have an incredible opportunity to shape the future of Adel, today and into the future.

**Relative experience-**

I am currently the Vice President of Commercial Banking at MidWestOne Bank in West Des Moines and have been with the bank since 2019. MidWestOne is one of the largest chartered banks in the State of Iowa at \$6.2B in total assets, with 50+ locations and over 700 employees. I have 15+ years of banking experience with expertise in commercial real estate and construction/development lending. From 2014-2017, I managed Peoples Bank in Adel, before moving to their Waukee office until 2019. I believe in volunteering in/outside of our community through-

- Coaching- Soccer, Basketball and Baseball
- Adel Partners Chamber- Street Party Chair for Sweet Corn
- Hillcrest CC- Finance committee member and previous board member
- Greater Dallas County Development Alliance- Executive Committee board member
- Regular volunteerism through Junior Achievement Finance Park

**Others-**

In closing, I believe that my professional experience and commercial real estate expertise, would be an asset to the committee and our community. I implore others to volunteer their time and make a positive impact in our community and welcome any questions you may have

I look forward to the future of Adel.



**Resolution No. 26-10**

**A RESOLUTION APPROVING RIGHT OF WAY SERVICES  
AGREEMENT WITH JCG LAND SERVICES, INC.**

**WHEREAS**, the City of Adel requires property acquisition services related to the Evans Park – Raccoon River Valley Trail Project; and

**WHEREAS**, JCG Land Services, Inc. is experienced in providing such services and the City is willing to engage JCG Land Services, Inc. for the project.

**NOW THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ADEL, IOWA**, that the mayor is hereby authorized and directed to execute the proposed Right of Way Services Agreement with JCG Land Services, Inc. in the amount of \$23,225.00.

Passed and approved this 13<sup>th</sup> day of January, 2026.

\_\_\_\_\_  
Timothy E. Crannell, Mayor

Attest: \_\_\_\_\_  
Carrie Erickson, City Clerk



## Right of Way Services Agreement

This Agreement made this \_\_\_\_ day of \_\_\_\_\_, 202\_\_, by and between the CITY OF ADEL, IOWA, hereinafter referred to as the "CLIENT"; and JCG LAND SERVICES, INC., hereinafter referred to as "JCG".

### PROJECT DESCRIPTION

The proposed Scope of Services to be performed is based on a review of factual information provided by the CLIENT, and includes property acquisition plans, acquisition area calculations, an estimate of the total number of parcels ultimately affected, title research requirements, just compensation valuation assignment(s), a summary of the proposed temporary, permanent and fee simple rights sought to be acquired, and drafting of all necessary transfer documents to negotiate the acquisition of the proposed real estate and/or easement rights (**EXCEPT: Warranty Deeds for Fee Acquisitions and Acquisition Plats with Legal Descriptions**). It has been estimated that property or property rights from five (05) parcels for the Evans Park – Racoon River Valley Trail Project.

### GOVERNING LAW

The laws of the State of Iowa will govern this Agreement. Any litigation arising from this Agreement shall be brought in the courts of this State.

### INSURANCE

JCG shall maintain the following insurance and list CLIENT as the certificate holder:

- Professional Liability (\$2,000,000)
- Umbrella Liability (\$5,000,000)
- Automobile Liability (\$1,000,000)
- Worker's Compensation & Employer's Liability (\$1,000,000)
- Cyber Security (\$1,000,000)

## **SCHEDULE**

Services performed under this Agreement shall be undertaken in accordance with the schedule provided by the CLIENT. JCG realizes that timeliness with respect to its services is essential to the success of the project. JCG shall be permitted meaningful input into assisting with the design of the schedule as it relates to land and right of way services. Schedule changes, or delays, shall be documented and accompanied by an Addendum or Change Order.

## **SEVERABILITY AND SURVIVAL**

Any portion of this Agreement later held to be unenforceable for any reasons shall be deemed void, and all remaining provisions shall continue in full force and effect.

## **CHANGES IN WORK AND EXTRA WORK**

The Scope of Services proposed in this Agreement is based on information provided by the CLIENT and facts known at the time this Agreement is submitted. If, during the performance of services, facts are discovered that indicate a change in the Scope of Services is necessary or if JCG believes that any work JCG has been directed to perform is beyond the scope of this Agreement, JCG may request that an Addendum, or Change Order, to this Agreement be negotiated and implemented. JCG will promptly inform the CLIENT of such situations, and if the facts indicate a material change in the Scope or Project Schedule, the parties shall negotiate this Addendum, or Change Order, as necessary.

## **PROFESSIONAL SKILL AND CARE**

JCG agrees that during the performance of Services, it shall exercise the degree of skill and care generally exercised by other professional right of way service providers, and that the Services and Deliverables provided will be performed, created, and supervised in a professional manner by qualified personnel.

## **INDEMNIFICATION**

**JCG Indemnity** – JCG shall indemnify, defend and hold harmless CLIENT (including its parent, subsidiary and affiliate companies), its officers, employees, agents, and any other party with an ownership interest in the premises, from and against all liability, loss, costs, claims, damages, expenses, judgments, and awards, whether or not covered by insurance, arising or claimed to have arisen in whole or in part from acts or omissions of, or as a result of Services performed or omitted from being performed, or as a result of negligence by JCG, its subcontractors, and JCG's agents or employees.

However, should the services provided by JCG be directly controlled, managed or directed by CLIENT, or through an agent or representative of CLIENT other than that of JCG, then the CLIENT shall assume the obligation of covering and responding to any injury, damage to property or demands, actions or disputed other than those liabilities, losses, costs, claims, damages, expenses, judgments, and awards arising from the intentional misconduct of an employee of JCG, and CLIENT shall not be indemnified by JCG in such case of control, management or direction by CLIENT.

**CLIENT Indemnity** – CLIENT shall indemnify, defend and hold harmless JCG, its officers, employees, agents, and any other party with an ownership interest in the premises, from and against all liability, loss, costs, claims, damages, expenses, judgements, and awards, whether or not covered by insurance, arising or claimed to have arisen in whole or in part from acts or omissions of CLIENT, its subcontractors, and CLIENT's agents or employees.

Neither the CLIENT nor JCG shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

#### **INDEPENDENT CONTRACTOR STATUS**

JCG and CLIENT acknowledge and agree that the relationship between JCG and CLIENT hereunder shall be that of an independent contractor, and nothing contained herein shall be construed or interpreted as creating any other relationship between the Parties, including - without limitation - an employer /employee, a principal/agent, a partnership, or a joint venture. The fees shall include, and JCG shall be responsible for the payment to its employees of all compensation, taxes, assessments for unemployment insurance, social security and disability benefits, and other benefits (including health and retirement) and taxes which are based upon the compensation paid to persons employed by JCG or its subcontractors for the performance of any services. JCG agrees to indemnify, defend, and hold CLIENT harmless from all claims, liabilities, or expenses related to such compensation.

#### **JCG'S EMPLOYEES**

The CLIENT agrees that neither the CLIENT or any other entity related to the CLIENT will, either directly or indirectly, make an offer of employment to or hire any employee of JCG or solicit an employee of JCG during the performance of services under an Agreement or Work Order in which such employee is engaged, or do so for a period of two (2) years after the termination/completion of the Agreement or Work Order except with the express written permission of JCG president and/or CEO. In the event the CLIENT should hire any employee of JCG, CLIENT shall pay JCG a fee equal to fifty percent (50%) of the employee's prior twelve (12) month's wages.

#### **TERMINATION**

This Agreement shall terminate when:

- 1) The work of JCG has been completed and JCG has been paid for all completed work; or
- 2) The CLIENT and/or JCG cancels or terminates this Agreement by giving written notice at least thirty (30) days prior to the date of termination

Upon termination of this Agreement, JCG shall provide to CLIENT all portions of any Deliverables created prior to such termination but shall have no obligation to complete any unfinished work on any Deliverables. The CLIENT shall pay JCG for Services and Reimbursable Expenses performed or incurred prior to the termination date.

Should the CLIENT breach any of its obligations under this Agreement, related Addendum or Change Order, JCG may terminate or suspend all or any portion of its services after giving CLIENT written notice of any such default.

## SEVERABILITY AND SURVIVAL

Any portion of this Agreement later held to be unenforceable for any reasons shall be deemed void, and all remaining provisions shall continue in full force and effect.

## CONFIDENTIALITY

**Client's Information** – JCG agrees that any information relating to CLIENT's business, including but not limited to generation plans and customer or supplier information, or technical, financial, administrative and internal activities or any business plans and methods, operating and technical data, reports, drawings, operating documents, project documents, reports, and all other non-public data specific to the CLIENT and its business or its customer or group of customers, and any and all other data written, oral or other media form that, in the case of written material, is marked with the label "Confidential" or similar legend; or in the case of oral or other media disclosure, is reasonably identified in writing as confidential. Such Confidential information shall not be disclosed by JCG for any reason unless approved in writing by CLIENT.

**JCG's Information** – CLIENT agrees that any information relating to JCG's business, including but not limited to JCG's written procedures, training modules and materials, JCG's business plans and computer application programs, whether purchased or internally developed, are confidential. Such Confidential information shall not be disclosed by CLIENT for any reason unless approved in writing by JCG.

## ACQUISITION SERVICES

JCG shall serve as the CLIENT's professional representative in the performance of the scope of work described in the **Exhibit "A" Scope of Services**, attached, and made a part of this Agreement. JCG will provide the level of supervision of its employees, agents, and subcontractors necessary to insure work is performed in compliance with the CLIENT's procedures, policies and schedule and attend the CLIENT's scheduled production or work progress meetings, resolve or recommend solutions to technical or professional property acquisition issues, make recommendations to accept, reject or require additions or revisions to property acquisition work products, supervise the work of JCG's personnel assigned to the project, respond to inquiries or requests for information made by the CLIENT, and deliver records and files as required by this Agreement.

## NOT COVERED

Services not furnished by JCG are not covered by the terms of this Agreement. The CLIENT shall be solely responsible for performance of work not covered by this Agreement.

**PAYMENT**

JCG will bill the CLIENT for work completed and costs incurred on a per-parcel basis. CLIENT agrees to pay JCG the full amount of such invoice within thirty (30) days after receipt. In the event the CLIENT disputes any invoice item, CLIENT shall give JCG written notice of such disputed item within ten (10) days after receipt of the invoice and shall pay to JCG the undisputed portion of the invoice according to the provisions hereof. CLIENT agrees to abide by any applicable statutory prompt pay provisions currently in effect.

**FEE SCHEDULE**

Below are JCG's current hourly rates at the time of this agreement. However, JCG reserves the right to implement its current hourly rates in effect at the time the services are performed.

## JCG Land Services, Inc

### 2025-2026 Fee Schedule

JCG's fee schedule represents our commitment to our clients to provide the highest quality of service, professionalism, and experience, at the most competitive rates. A breakdown of our personnel and respective hourly rates is as follows:

<u>Category</u>	<u>2025-2026 hourly rate</u>
Project Manager	\$145.00
Acquisition Specialist	\$120.00
Title Specialist	\$120.00
Document Specialist	\$110.00
ROW Clerk	\$95.00
GPS Services*	\$165.00
GIS Specialist	\$155.00
Per Diem	Federal rate**
Mileage	Federal rate**
Lodging and expenses	Actual cost incurred
Ala Carte items (maps, exhibits, title)	Cost provided upon request
Outside services	Based on actual

Plus, reimbursable out-of-pocket costs and expenses. Reimbursement for actual expenses from outside services includes costs for Record of Ownership and Liens reports, appraisal and appraisal review reports, surveying, and other professional services required to perform the work. Other pass-through expenses include copy costs, recording or filing fees, mail and phone charges, and similar costs incurred in the performance of the work.

CLIENT agrees to pay JCG the amount of \$23,225.00 to perform the Scope of Service attached below.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

Execution of this Agreement by the CLIENT and JCG constitutes written authorization to JCG to proceed with the Scope of Services contained herein. The Agreement shall become effective on the date noted above.

#### SIGNATURES:

##### CITY OF ADEL, IOWA

Name: Brittany Sandquist  
 Department: City of Adel  
 Address: P.O. Box 248  
 Address: Adel, IA 50003  
 Phone: 515-993-4525  
 Fax: \_\_\_\_\_  
 e-mail: bsandquist@adeliowa.org

By: \_\_\_\_\_

Title: Deputy City Administrator/Finance Director

##### JCG LAND SERVICES

Jay P. Walton  
 JCG Land Services, Inc.  
 224 South Bell Ave, Suite A  
 Ames, IA 50010  
 Phone: (515) 382-1698  
 Fax: (515) 382-2778  
 e-mail: [jay.walton@jcgland.com](mailto:jay.walton@jcgland.com)

By:  \_\_\_\_\_

Title: Vice President

#### INVOICING

JCG invoices shall be directed to the appropriate department personnel as follows:

Name: Brittany Sandquist  
 Department: Deputy City Administrator/Finance Director  
 Address: P.O. Box 248  
 Address: Adel, IA 50003  
 E-mail: bsandquist@adeliowa.org  
 Phone: 515-993-4525  
 Fax: \_\_\_\_\_

## Exhibit "A"

### Scope of Services

#### RIGHT OF WAY and EASEMENT ACQUISITION:

On behalf of the CLIENT, JCG will perform the following tasks: or, when necessary, will obtain those professional services from local, qualified resources.

- **Record of Property Ownership and Liens Certificates.** Based on the final design of the facility or public improvement project, JCG will identify those parcels that are expected to be acquired in fee or encumbered by an easement to identify current ownership. For acquisition purposes, a certified Record of Ownership and Liens report(s) will be obtained by JCG from a local abstractor, or an In-House Limited Title Certificate will be performed in order to identify all the owners, easements and encumbrances, judgments, mortgages, and other interest holders needed to obtain possession of the interests in land being acquired.
- **Acquisition Plats and Legal Descriptions / Project Plans.** To be provided by CLIENT.
- **Plat & Exhibit Review.** Once received by the CLIENT, JCG will conduct a thorough review of all surveyed plats or exhibits to identify and report any found scrivener's errors, discrepancies, or inconsistencies that may affect the proposed acquisition.
- **Public Hearing.** If applicable, the CLIENT and/or ACQUIRING AUTHORITY will mail the Notice of Public Hearing and a Statement of Property Owner's Rights to all property owners and contract purchasers by regular mail not less than 30 days before the date of the hearing; and publish a notice of the public hearing at least 4 but not more than 20 days before the public hearing. Upon request, JCG will participate in the Public Hearing to explain the acquisition process.
- **Compensation Valuation.** JCG will prepare offers of compensation based upon current fair market value of similar property in the vicinity of the project. To adequately determine the fair market value of right of way sought to be acquired, JCG will search public records for comparable sales data for each land use type encountered for allocation of just compensation payments. If the proposed acquisition for any parcel is complicated, estimated to exceed \$10,000, and an appraisal is requested by the landowner, or estimated to exceed \$25,000.00, JCG will recommend the services of an experienced Eminent Domain Appraiser to prepare the appraisal products. JCG will also recommend an experienced Eminent Domain Review Appraiser to complete the valuation process. The CLIENT shall approve the Review Appraiser's allocation of value to be offered to the affected property owner(s) as Just Compensation for the acquisition of each parcel.



- **Acquisition Process.** Forms of transfer documents and purchase agreements will be submitted to the CLIENT for approval and acceptance. Where applicable, preparation of Warranty Deeds for the conveyance of fee ownership interests will be the responsibility of the CLIENT's attorney, or other attorney to comply with state law.

JCG shall make a good faith effort to negotiate the purchase of the land, or interests in the land, needed for the project. JCG shall make contacts with the property owners, tenants and/or their legal representative to explain the effect of the acquisition, answer questions, and make a written offer to acquire the property. Nonresident landowners shall be contacted by mail, return receipt requested if necessary. If an agreement cannot be reached with a property owner through good faith negotiations, JCG shall consider any evidence of value or an appraisal provided by the landowner; report landowner counteroffers; and/or make a recommendation whether a settlement should be attempted at an amount other than that previously offered. No action shall be taken based on such recommendations until it has been approved by the CLIENT.

Negotiations shall be considered complete upon occurrence of one of the following:

- both the owner and tenant accept the offer or an administrative settlement, or
- either the owner or tenant fails or refuses to sign the offer or administrative settlement after four (04) in-person meetings to discuss the associated acquisition and offer, or
- in the judgment of the CLIENT, negotiations have reached an impasse.

JCG will proceed based on the direction of the CLIENT for every parcel on which negotiations have reached an impasse, or that cannot be acquired by negotiated Agreement. In the event of an impasse, and if requested, JCG shall deliver as much of the file to the CLIENT as is necessary for the CLIENT's attorney, or other attorney, to begin preparation for the condemnation of the parcel.

- **Closing Process.** Upon completion of the acquisition of right of way, JCG will organize and verify data for each parcel file's closing and payment process and **return the parcel file data to the CLIENT for payment processing and the closing process.** The completed file will contain originals of all executed conveyance documents, a signed W-9 form, and, if necessary, an Allocation of Proceeds statement directing the split of payment(s) to be made.
- **Condemnation Support.** In the event condemnation should become necessary, JCG will provide parcel file documents and information necessary for the CLIENT's attorney, or other attorney, to file the Application for Condemnation. If requested, JCG will **(UNDER A SEPARATE TIME AND MATERIALS ADDENDUM TO THIS AGREEMENT)** attend necessary meetings in support of the condemnation proceeding and/or appear as an expert witness at the condemnation hearing. In addition to the items contained in the Scope of Services for this Agreement, JCG will also provide additional support and administrative services as requested in support of the condemnation process on a case-by-case basis.

- **Project Management.** Throughout the project, JCG will provide a project manager with significant public works project experience to oversee the process and progress of the acquisition team, meet with the CLIENT and/or its contractors as necessary, and submit periodic status reports to CLIENT's personnel that will calculate the level of completion of each respective task in the process.

*Services not furnished by JCG are not covered by the terms of this Agreement. The CLIENT shall be solely responsible for performance of work not covered by this Agreement.*

## EXHIBIT "B"

## ROW Services Cost Estimate Breakdown

McClure | Adel - Evans Park - Raccoon River Valley Trail

Estimated Number of Parcels: 5

Description of Expenses	Amount	Hours	Unit Price	Total
Title Reports	1		\$450.00	<b>\$450.00</b>
Project Data Book				<b>\$0.00</b>
Compensation - Appraisals & Review Appraisals				<b>\$0.00</b>
Compensation - Appraisal Waivers	5	10		<b>\$1,100.00</b>
GIS/GPS Easement Exhibits				<b>\$0.00</b>
GIS/GPS Easement Mapping				<b>\$0.00</b>
Title Research, Plat Review & Transfer Doc Prep.		25		<b>\$2,775.00</b>
Acquisition Process		102.5		<b>\$12,300.00</b>
Project Management		38		<b>\$5,510.00</b>
JCG Expenses (mileage, lodging, per diem, postage, misc.)			\$1,090.00	<b>\$1,090.00</b>
<b>JCG In-House Fees</b>				<b>\$22,775.00</b>
<b>Reimbursable Expenses</b>				<b>\$450.00</b>
<b>Total ROW Cost Estimate</b>				<b>\$23,225.00</b>
<b>Cost Estimate Per Parcel</b>				<b>\$4,645.00</b>

This project cost estimate is valid for 90 days from the bid date listed above.



### CLIENT

McClure

### PROJECT NAME

Adel - Evans Park -  
Raccoon River Valley

### BID DATE

10/21/2025

### ADDRESS

1535 SW Market St,  
Suite 200

### CITY/STATE/ZIP

Ankeny, IA 50023

### PHONE

515-293-7572

### E-MAIL

aschlader@mcclurevision.co  
m

### PREPARED BY:

Mike Holsapple

**RESOLUTION NO. 26-11**

**RESOLUTION RECEIVING AND APPROVING PRE-  
ANNEXATION AGREEMENT CONCERNING THE  
PROPOSED VOLUNTARY ANNEXATION OF CERTAIN  
LAND TO THE CITY OF ADEL, IOWA**

**WHEREAS**, the City Council of the City of Adel, Iowa, has received a pre-annexation agreement (the “Agreement”) from Absolute Farms LLC concerning the proposed voluntary annexation of certain property adjacent to current City limits, which Agreement is attached hereto and is incorporated by this reference; and

**WHEREAS**, the City Council desires to approve the terms of the Agreement and authorize the execution and recording of the Agreement.

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

Section 1. That the Agreement is hereby approved and accepted; and that the Mayor and City Clerk are hereby authorized, empowered, and directed to execute the Agreement on behalf of the City in the form now before this Council.

Section 2. That the City Clerk is hereby directed to record a copy of the Agreement with the County Recorder of Dallas County.

Section 3. That the City shall take no further action on the annexation proposed in the Agreement until the City has received additional applications for annexation from additional property owners, such that multiple properties may be acted on as a single annexation territory, or until such other time as the City Council deems further action on the proposed annexation to be appropriate and in the best interests of the City.

PASSED AND APPROVED this 13<sup>th</sup> day of January, 2026.

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Timothy E. Crannell, Mayor

ATTEST:

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Carrie Erickson, City Clerk

Prepared by: Jenna Sabroske, Ahlers & Cooney PC, 100 Court Ave. #600, Des Moines, IA 50309 515-243-7611  
 Return to: City of Adel, Iowa, c/o City Clerk, 301 S 10th St, Adel, IA 50003

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**PRE-ANNEXATION AGREEMENT  
 BETWEEN  
 CITY OF ADEL, IOWA  
 AND  
 Absolute Farms LLC**

This Pre-Annexation Agreement (the "Agreement"), dated for reference purposes as of \_\_\_\_\_, 2026, is made and entered into by and between the City of Adel, Iowa ("City") and Absolute Farms LLC ("Owner").

WHEREAS, the Owner is the legal owner of the real estate legally described as follows (the "Real Estate"):

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., subject to any easements and covenants of record.

and shown in Exhibit A attached hereto and incorporated herein by reference; and

WHEREAS, the Owner desires to have the Real Estate annexed by City upon certain terms and conditions as hereinafter set forth; and

WHEREAS, the City Council, after due and careful consideration, has concluded that the annexation of the Real Estate by City on the terms and conditions hereinafter set forth would further the growth of City, would provide for the harmonious development of City, would enable City to control the development of the area and would serve the best interests of City.



NOW THEREFORE, IN CONSIDERATION OF THE PROMISES AND THE MUTUAL COVENANTS AND AGREEMENTS HEREIN CONTAINED, IT IS HEREBY AGREED AS FOLLOWS:

Section 1. Agreement Pursuant to Iowa Code Chapter 368. This Agreement is made pursuant to and in accordance with the provisions of Iowa Code Chapter 368. The foregoing preambles and recitations are made a part of this Agreement.

Section 2. Term. The term of this Agreement is from the date first stated above until the annexation of the Real Estate to City is final.

Section 3. Petition for Annexation. Owner, upon execution of this Agreement, will submit to the City Clerk an Application for Voluntary Annexation of the Real Estate by City, in the form provided in Exhibit B. The City Clerk will file the Application, submit it to the City Council for consideration at such time and under such circumstances as the City Council deems appropriate, and comply with the requirements of Iowa Code Chapter 368. Pursuant to Iowa Code § 368.7(1)(e), upon execution of this Agreement, Owner hereby waives the right to withdraw or rescind the Application and hereby waives the right to withdraw its consent to the Application and waives its right to object to annexation.

Section 4. Transition of City Share of Property Taxes. City agrees that the resolution approving the Application shall provide for the transition for the imposition of City taxes against the Real Estate. The Real Estate shall be entitled to a partial exemption from taxation for City taxes for a period of ten (10) years following the final action related to the annexation, pursuant to the following schedule but subject to limitation at provided in Iowa Code Chapter 368:

- a. For the first and second year, seventy-five percent (75%).
- b. For the third and fourth year, sixty percent (60%).
- c. For the fifth and sixth year, forty-five percent (45%).
- d. For the seventh and eighth year, thirty percent (30%).
- e. For the ninth and tenth year, fifteen percent (15%).

Section 5. Existing Land Use. All uses of the Real Estate and improvements thereto or thereon that lawfully existed prior to the annexation being completed that do not fully conform to the City's zoning ordinances shall be deemed to be legally nonconforming with respect to said zoning ordinances and the Owner shall be allowed to retain and continue such legal nonconformity or nonconformities until such legal nonconformity or nonconformities or use(s) cease, consistent with the provisions of Chapter 165 of the Code of Ordinances of the City of Adel, Iowa and the laws of the State of Iowa.

Section 6. Recording. Upon approval by the City and the Owner, this Agreement shall be recorded, at City's expense, in the office of the Dallas County Recorder.

Section 7. Binding Agreement. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their heirs, successors and assignees and shall be recorded with the Real Estate and will apply to any subsequent plats and/or subdivisions of the Real Estate.

Section 8. Effect of Invalid Provision. If any provision of the Agreement is held invalid or unenforceable, such invalidity or unenforceability shall not affect any of the other provisions contained herein, but such provision shall be fully severable and this Agreement shall be construed and enforced as if the invalid or unenforceable provision has never been included in this Agreement.

Section 9. Default. Failure by Owner to substantially observe or perform any material covenant, condition, obligation or agreement on its part to be observed or performed under this Agreement constitutes an Event of Default. Whenever any Event occurs and is continuing, City may take any one or more of the following actions after giving written notice by City to Owner of the Event of Default, but only if the Event of Default has not been cured within sixty (60) days following such notice, or if the Event of Default cannot be cured within sixty (60) days and Owner does not provide assurances to City that the Event of Default will be cured as soon as reasonably possible thereafter:

- (1) City may suspend any part of or all of its performance under this Agreement until it receives assurances from Owner, deemed adequate by City, that Owner will cure its default and continue its performance under this Agreement;
- (2) City may cancel and rescind this Agreement;
- (3) Owner will reimburse City for all amounts expended by City in connection with the Agreement, and City may take any action, including any legal action it deems necessary, to recover such amounts from Owner;
- (4) City may take any action, including legal, equitable or administrative action, which may appear necessary or desirable to collect any payments due under this Agreement or to enforce performance and observance of any obligation, agreement, or covenant under this Agreement.

Section 10. Notices. Any notice to be delivered pursuant to the terms of the Agreement shall be delivered or mailed by certified mail, return receipt requested, to the respective parties at the following addresses:

- i. Notices to City shall be to:  
City of Adel, Iowa  
c/o Deputy City Administrator  
301 S 10th St  
Adel, IA 50003
- ii. Notices to Owner shall be to:  
Absolute Farms LLC  
P.O. Box 430  
Granger, IA 50109

Section 11. City Council Approval. This Agreement is subject to final approval of the City of Adel, Iowa in its sole discretion.

*[Signature pages follow]*



**CITY OF ADEL, IOWA**

By: \_\_\_\_\_  
 Timothy E. Crannell, Mayor

ATTEST:

\_\_\_\_\_  
 Carrie Erickson, City Clerk

STATE OF \_\_\_\_\_ )  
 ) SS  
 COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me a Notary Public in and for said State, personally appeared \_\_\_\_\_ and \_\_\_\_\_, to me personally known, who being duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Adel, Iowa, a Municipality created and existing under the laws of the State of Iowa, and that the seal affixed to the foregoing instrument is the seal of said Municipality, and that said instrument was signed and sealed on behalf of said Municipality by authority and resolution of its City Council, and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said Municipality by it voluntarily executed.

\_\_\_\_\_  
 Notary Public in the State of Iowa

My Commission expires \_\_\_\_\_

OWNER: Absolute Farms LLC

By: [Signature]

Print Name: Brian Denham

Title: member

STATE OF Iowa, COUNTY OF Dallas, ss:

This record was acknowledged before me on Dec 29, 2025 by Brian (name),  
as member (member/manager) of Absolute Farms LLC. Denham

[Signature]  
Notary Public in and for said state

My commission expires: 9-21-27

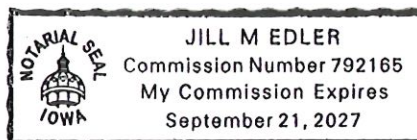


EXHIBIT A  
MAP OF REAL ESTATE

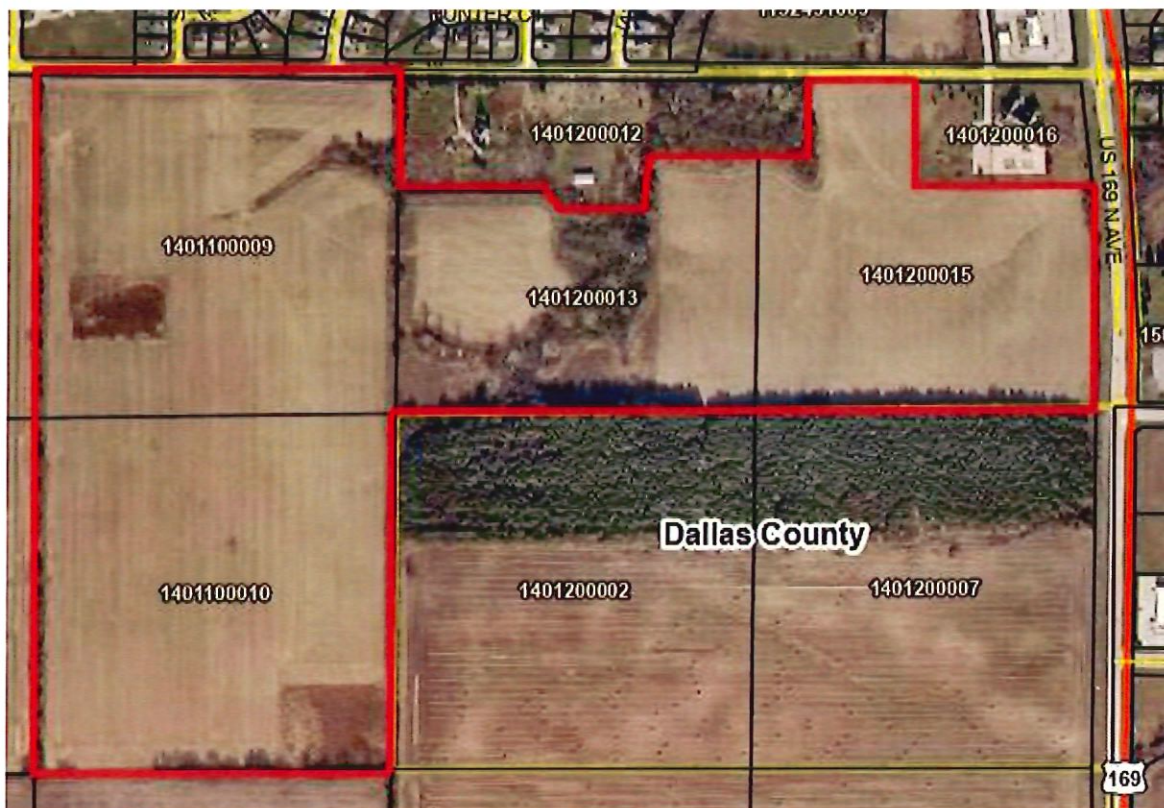


EXHIBIT B  
APPLICATION FOR VOLUNTARY ANNEXATION TO THE CITY OF ADEL

TO THE CITY COUNCIL OF THE CITY OF ADEL, IOWA:

The undersigned, as owner of the property herein described, which adjoins the City of Adel, Iowa, does hereby apply in writing to the City Council of the City of Adel pursuant to Iowa Code Section 368.7 for annexation to the City of Adel of the following described real property, to wit:

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., subject to any easements and covenants of record.

AND

ADJACENT RIGHT-OF-WAY OF Highway 169 TO THE CENTER LINE.

AND

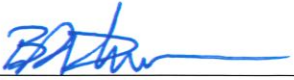
ADJACENT RIGHT-OF-WAY OF Meadow Road TO THE CENTER LINE.

A map of the territory for which this application is being filed is attached hereto.

The annexation of said territory would not create an island with the inclusion of additional property in the annexation territory. The above-described territory does not include any railroad right-of-way. The above-described territory does contain state road right-of-way. The above-described territory does contain county road right-of-way.

The undersigned requests the City Council of Adel, Iowa approve this application and take all steps necessary to complete the annexation. Furthermore, the undersigned hereby waives the right to withdraw consent to annexation within three business days after the public hearing on the application to annex land, as provided for in Iowa Code Section 368.7.

Absolute Farms LLC

By: 

Date: 12/29/25

Print Name: Brian Denham

Its: EVP - Business Development

02357766\10113-1000

**RESOLUTION NO. 26-12**

**RESOLUTION RECEIVING AND APPROVING PRE-  
ANNEXATION AGREEMENT CONCERNING THE  
PROPOSED VOLUNTARY ANNEXATION OF CERTAIN  
LAND TO THE CITY OF ADEL, IOWA**

**WHEREAS**, the City Council of the City of Adel, Iowa, has received a pre-annexation agreement (the “Agreement”) from CNC Ventures, LLC concerning the proposed voluntary annexation of certain property which with the inclusion of additional property in an annexation territory would be adjacent to current City limits, which Agreement is attached hereto and is incorporated by this reference; and

**WHEREAS**, the City Council desires to approve the terms of the Agreement and authorize the execution and recording of the Agreement.

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

Section 1. That the Agreement is hereby approved and accepted; and that the Mayor and City Clerk are hereby authorized, empowered, and directed to execute the Agreement on behalf of the City in the form now before this Council.

Section 2. That the City Clerk is hereby directed to record a copy of the Agreement with the County Recorder of Dallas County.

Section 3. That the City shall take no further action on the annexation proposed in the Agreement until the City has received additional applications for annexation from additional property owners, such that multiple properties may be acted on as a single annexation territory, or until such other time as the City Council deems further action on the proposed annexation to be appropriate and in the best interests of the City.

PASSED AND APPROVED this 13th day of January, 2026.

\_\_\_\_\_  
Timothy E. Crannell, Mayor

ATTEST:

\_\_\_\_\_  
Carrie Erickson, City Clerk



Prepared by: Jenna Sabroske, Ahlers & Cooney PC, 100 Court Ave. #600, Des Moines, IA 50309 515-243-7611  
 Return to: City of Adel, Iowa, c/o City Clerk, 301 S 10th St, Adel, IA 50003

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**PRE-ANNEXATION AGREEMENT  
 BETWEEN  
 CITY OF ADEL, IOWA  
 AND  
 CNC Ventures, LLC**

This Pre-Annexation Agreement (the "Agreement"), dated for reference purposes as of \_\_\_\_\_, 2026, is made and entered into by and between the City of Adel, Iowa ("City") and CNC Ventures, LLC ("Owner").

WHEREAS, the Owner is the legal owner of the real estate legally described as follows (the "Real Estate"): Shown in Exhibit C

and shown in Exhibit A attached hereto and incorporated herein by reference; and

WHEREAS, as of the date of this Agreement, the Real Estate is not contiguous to the corporate city limits of the City of Adel, but is located within two (2) miles of the City's corporate limits and constitutes territory which may be annexed by City, as provided in Iowa Code Chapter 368, when joined with other property; and

WHEREAS, the Owner desires to have the Real Estate annexed by City upon certain terms and conditions as hereinafter set forth; and

WHEREAS, the City Council, after due and careful consideration, has concluded that the annexation of the Real Estate by City on the terms and conditions hereinafter set forth would further the growth of City, would provide for the harmonious development of City, would enable City to control the development of the area and would serve the best interests of City.

NOW THEREFORE, IN CONSIDERATION OF THE PROMISES AND THE MUTUAL COVENANTS AND AGREEMENTS HEREIN CONTAINED, IT IS HEREBY AGREED AS FOLLOWS:

Section 1. Agreement Pursuant to Iowa Code Chapter 368. This Agreement is made pursuant to and in accordance with the provisions of Iowa Code Chapter 368. The foregoing preambles and recitations are made a part of this Agreement.

Section 2. Term. The term of this Agreement is from the date first stated above until the annexation of the Real Estate to City is final.

Section 3. Petition for Annexation. Owner, upon execution of this Agreement, will submit to the City Clerk an Application for Voluntary Annexation of the Real Estate by City, in the form provided in Exhibit B. The City Clerk will file the Application, submit it to the City Council for consideration at such time and under such circumstances as the City Council deems appropriate, and comply with the requirements of Iowa Code Chapter 368. Pursuant to Iowa Code § 368.7(1)(e), upon execution of this Agreement, Owner hereby waives the right to withdraw or rescind the Application and hereby waives the right to withdraw its consent to the Application and waives its right to object to annexation.

Section 4. Transition of City Share of Property Taxes. City agrees that the resolution approving the Application shall provide for the transition for the imposition of City taxes against the Real Estate. The Real Estate shall be entitled to a partial exemption from taxation for City taxes for a period of ten (10) years following the final action related to the annexation, pursuant to the following schedule but subject to limitation at provided in Iowa Code Chapter 368:

- a. For the first and second year, seventy-five percent (75%).
- b. For the third and fourth year, sixty percent (60%).
- c. For the fifth and sixth year, forty-five percent (45%).
- d. For the seventh and eighth year, thirty percent (30%).
- e. For the ninth and tenth year, fifteen percent (15%).

Section 5. Existing Land Use. All uses of the Real Estate and improvements thereto or thereon that lawfully existed prior to the annexation being completed that do not fully conform to the City's zoning ordinances shall be deemed to be legally nonconforming with respect to said zoning ordinances and the Owner shall be allowed to retain and continue such legal nonconformity or nonconformities until such legal nonconformity or nonconformities or use(s) cease, consistent with the provisions of Chapter 165 of the Code of Ordinances of the City of Adel, Iowa and the laws of the State of Iowa.

Section 6. Recording. Upon approval by the City and the Owner, this Agreement shall be recorded, at City's expense, in the office of the Dallas County Recorder.

Section 7. Binding Agreement. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their heirs, successors and assignees and shall be recorded with the Real Estate and will apply to any subsequent plats and/or subdivisions of the Real Estate.

Section 8. Effect of Invalid Provision. If any provision of the Agreement is held invalid or unenforceable, such invalidity or unenforceability shall not affect any of the other provisions contained herein, but such provision shall be fully severable and this Agreement shall be construed



and enforced as if the invalid or unenforceable provision has never been included in this Agreement.

Section 9. Default. Failure by Owner to substantially observe or perform any material covenant, condition, obligation or agreement on its part to be observed or performed under this Agreement constitutes an Event of Default. Whenever any Event occurs and is continuing, City may take any one or more of the following actions after giving written notice by City to Owner of the Event of Default, but only if the Event of Default has not been cured within sixty (60) days following such notice, or if the Event of Default cannot be cured within sixty (60) days and Owner does not provide assurances to City that the Event of Default will be cured as soon as reasonably possible thereafter:

- (1) City may suspend any part of or all of its performance under this Agreement until it receives assurances from Owner, deemed adequate by City, that Owner will cure its default and continue its performance under this Agreement;
- (2) City may cancel and rescind this Agreement;
- (3) Owner will reimburse City for all amounts expended by City in connection with the Agreement, and City may take any action, including any legal action it deems necessary, to recover such amounts from Owner;
- (4) City may take any action, including legal, equitable or administrative action, which may appear necessary or desirable to collect any payments due under this Agreement or to enforce performance and observance of any obligation, agreement, or covenant under this Agreement.

Section 10. Notices. Any notice to be delivered pursuant to the terms of the Agreement shall be delivered or mailed by certified mail, return receipt requested, to the respective parties at the following addresses:

- i. Notices to City shall be to:  
City of Adel, Iowa  
c/o Deputy City Administrator  
301 S 10th St  
Adel, IA 50003
- ii. Notices to Owner shall be to:  
CNC Ventures, LLC  
824 Brooks RD  
Iowa Falls IA 50126

Section 11. City Council Approval. This Agreement is subject to final approval of the City of Adel, Iowa in its sole discretion.

*[Signature pages follow]*

**CITY OF ADEL, IOWA**

By: \_\_\_\_\_  
 Timothy E. Crannell, Mayor

ATTEST:

\_\_\_\_\_  
 Carrie Erickson, City Clerk

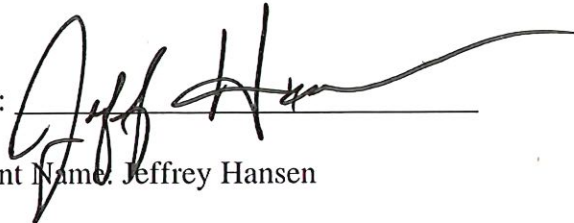
STATE OF \_\_\_\_\_ )  
 ) SS  
 COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me a Notary Public in and for said State, personally appeared \_\_\_\_\_ and \_\_\_\_\_, to me personally known, who being duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Adel, Iowa, a Municipality created and existing under the laws of the State of Iowa, and that the seal affixed to the foregoing instrument is the seal of said Municipality, and that said instrument was signed and sealed on behalf of said Municipality by authority and resolution of its City Council, and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said Municipality by it voluntarily executed.

\_\_\_\_\_  
 Notary Public in the State of Iowa

My Commission expires \_\_\_\_\_

OWNER: CNC VENTURES, LLC

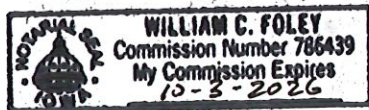
By: 

Print Name: Jeffrey Hansen

Title: Manager

STATE OF IOWA, COUNTY OF POLK, ss:

On this 10<sup>th</sup> day of September, 2025, before me a Notary Public in and for said State, personally appeared Jeffrey Hansen, to me personally known, who being duly sworn, did say that he is the Manager of CNC Ventures, LLC.



  
Notary Public in and for said state

My commission expires: 10-3-2026



EXHIBIT A  
MAP OF REAL ESTATE

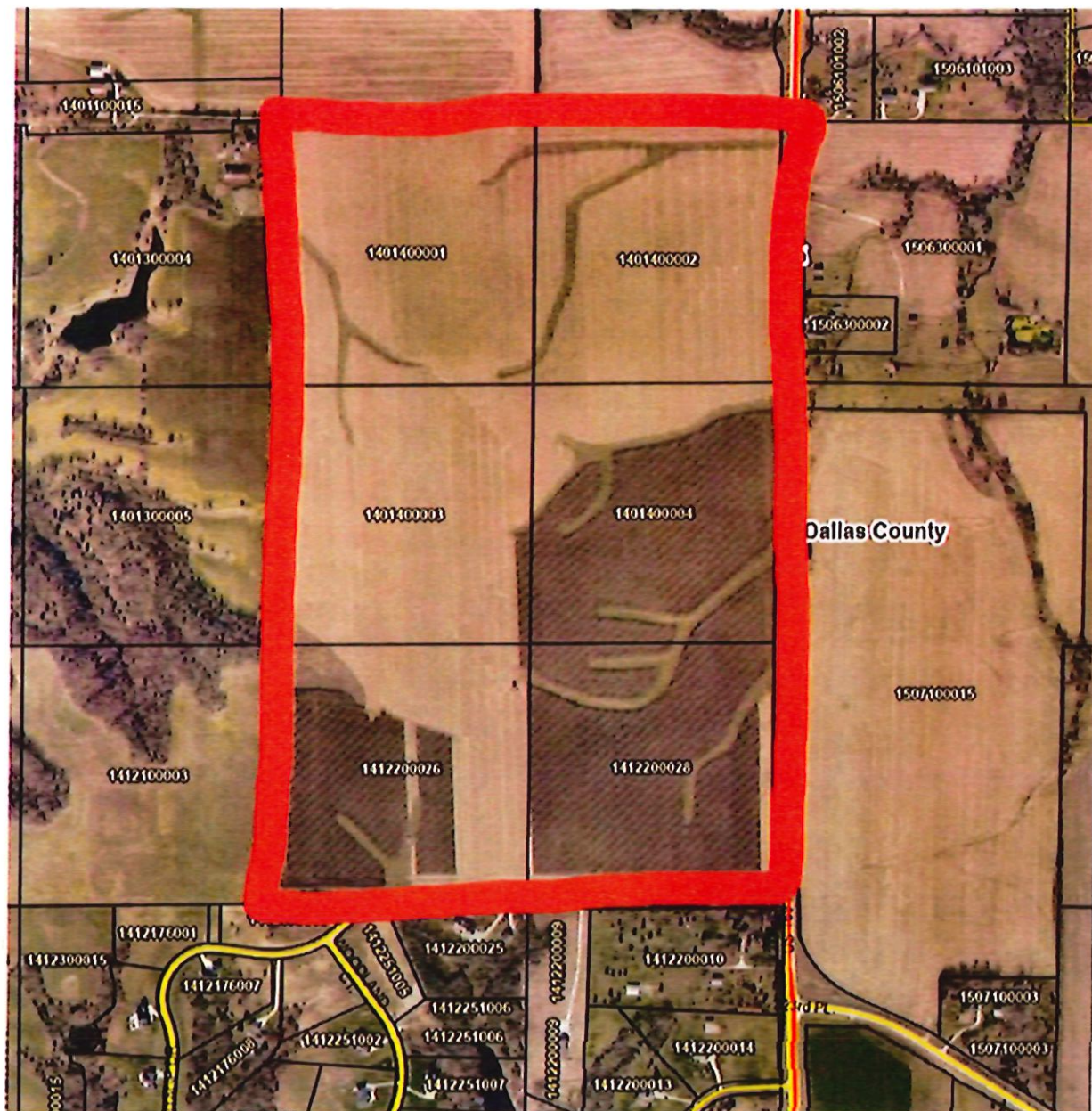


EXHIBIT B  
APPLICATION FOR VOLUNTARY ANNEXATION TO THE CITY OF ADEL

TO THE CITY COUNCIL OF THE CITY OF ADEL, IOWA:

The undersigned, as owner of the property herein described, which with the inclusion of additional property in an annexation territory would adjoin the City of Adel, Iowa, does hereby apply in writing to the City Council of the City of Adel pursuant to Iowa Code Section 368.7 for annexation to the City of Adel of the following described real property, to wit:

legal description of parcel - see Exhibit C

AND

ADJACENT RIGHT-OF-WAY OF U.S. HIGHWAY 169 and 315<sup>th</sup> CT TO THE CENTER LINE.

A map of the territory for which this application is being filed is attached hereto.

The annexation of said territory would not create an island. The above-described territory does not include any railroad right-of-way. The above-described territory does contain state road right-of-way. The above-described territory does contain county road right-of-way.

The undersigned requests the City Council of Adel, Iowa approve this application and take all steps necessary to complete the annexation. Furthermore, the undersigned hereby waives the right to withdraw consent to annexation within three business days after the public hearing on the application to annex land, as provided for in Iowa Code Section 368.7.

CNC VENTURES, LLC

By: \_\_\_\_\_

Print Name: Jeffrey Hansen

Its: Manager

Date: \_\_\_\_\_

9-10-2025



EXHIBIT C  
LEGAL DESCRIPTION  
Warranty Deed Book 2020 Page 36034

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.

**RESOLUTION NO. 26-13**

**RESOLUTION RECEIVING AND APPROVING PRE-  
ANNEXATION AGREEMENT CONCERNING THE  
PROPOSED VOLUNTARY ANNEXATION OF CERTAIN  
LAND TO THE CITY OF ADEL, IOWA**

**WHEREAS**, the City Council of the City of Adel, Iowa, has received a pre-annexation agreement (the “Agreement”) from EHM, Inc. concerning the proposed voluntary annexation of certain property adjacent to current City limits, which Agreement is attached hereto and is incorporated by this reference; and

**WHEREAS**, the City Council desires to approve the terms of the Agreement and authorize the execution and recording of the Agreement.

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

Section 1. That the Agreement is hereby approved and accepted; and that the Mayor and City Clerk are hereby authorized, empowered, and directed to execute the Agreement on behalf of the City in the form now before this Council.

Section 2. That the City Clerk is hereby directed to record a copy of the Agreement with the County Recorder of Dallas County.

Section 3. That the City shall take no further action on the annexation proposed in the Agreement until the City has received additional applications for annexation from additional property owners, such that multiple properties may be acted on as a single annexation territory, or until such other time as the City Council deems further action on the proposed annexation to be appropriate and in the best interests of the City.

PASSED AND APPROVED this 13<sup>th</sup> day of January, 2026.

---

Timothy E. Crannell, Mayor

ATTEST:

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Carrie Erickson, City Clerk

Prepared by: Jenna Sabroske, Ahlers & Cooney PC, 100 Court Ave. #600, Des Moines, IA 50309 515-243-7611  
 Return to: City of Adel, Iowa, c/o City Clerk, 301 S 10th St, Adel, IA 50003

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**PRE-ANNEXATION AGREEMENT  
 BETWEEN  
 CITY OF ADEL, IOWA  
 AND  
 EHM, Inc.**

This Pre-Annexation Agreement (the "Agreement"), dated for reference purposes as of \_\_\_\_\_, 2026, is made and entered into by and between the City of Adel, Iowa ("City") and EHM, Inc. ("Owner").

WHEREAS, the Owner is the legal owner of the real estate legally described as follows (the "Real Estate"):

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 5<sup>th</sup> 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 shown in Exhibit A attached hereto and incorporated herein by reference; and

WHEREAS, the Owner desires to have the Real Estate annexed by City upon certain terms and conditions as hereinafter set forth; and

WHEREAS, the City Council, after due and careful consideration, has concluded that the annexation of the Real Estate by City on the terms and conditions hereinafter set forth would further the growth of City, would provide for the harmonious development of City, would enable City to control the development of the area and would serve the best interests of City.

NOW THEREFORE, IN CONSIDERATION OF THE PROMISES AND THE MUTUAL COVENANTS AND AGREEMENTS HEREIN CONTAINED, IT IS HEREBY AGREED AS FOLLOWS:

Section 1. Agreement Pursuant to Iowa Code Chapter 368. This Agreement is made pursuant to and in accordance with the provisions of Iowa Code Chapter 368. The foregoing preambles and recitations are made a part of this Agreement.

Section 2. Term. The term of this Agreement is from the date first stated above until the annexation of the Real Estate to City is final.

Section 3. Petition for Annexation. Owner, upon execution of this Agreement, will submit to the City Clerk an Application for Voluntary Annexation of the Real Estate by City, in the form provided in Exhibit B. The City Clerk will file the Application, submit it to the City Council for consideration at such time and under such circumstances as the City Council deems appropriate, and comply with the requirements of Iowa Code Chapter 368. Pursuant to Iowa Code § 368.7(1)(e), upon execution of this Agreement, Owner hereby waives the right to withdraw or rescind the Application and hereby waives the right to withdraw its consent to the Application and waives its right to object to annexation.

Section 4. Transition of City Share of Property Taxes. City agrees that the resolution approving the Application shall provide for the transition for the imposition of City taxes against the Real Estate. The Real Estate shall be entitled to a partial exemption from taxation for City taxes for a period of ten (10) years following the final action related to the annexation, pursuant to the following schedule but subject to limitation provided in Iowa Code Chapter 368:

- a. For the first and second year, seventy-five percent (75%).
- b. For the third and fourth year, sixty percent (60%).
- c. For the fifth and sixth year, forty-five percent (45%).

- d. For the seventh and eighth year, thirty percent (30%).
- e. For the ninth and tenth year, fifteen percent (15%).

Section 5. Existing Land Use. All uses of the Real Estate and improvements thereto or thereon that lawfully existed prior to the annexation being completed that do not fully conform to the City's zoning ordinances shall be deemed to be legally nonconforming with respect to said zoning ordinances and the Owner shall be allowed to retain and continue such legal nonconformity or nonconformities until such legal nonconformity or nonconformities or use(s) cease, consistent with the provisions of Chapter 165 of the Code of Ordinances of the City of Adel, Iowa and the laws of the State of Iowa.

Section 6. Recording. Upon approval by the City and the Owner, this Agreement shall be recorded, at City's expense, in the office of the Dallas County Recorder.

Section 7. Binding Agreement. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their heirs, successors and assignees and shall be recorded with the Real Estate and will apply to any subsequent plats and/or subdivisions of the Real Estate.

Section 8. Effect of Invalid Provision. If any provision of the Agreement is held invalid or unenforceable, such invalidity or unenforceability shall not affect any of the other provisions contained herein, but such provision shall be fully severable and this Agreement shall be construed and enforced as if the invalid or unenforceable provision has never been included in this Agreement.

Section 9. Default. Failure by Owner to substantially observe or perform any material covenant, condition, obligation or agreement on its part to be observed or performed under this Agreement constitutes an Event of Default. Whenever any Event occurs and is continuing, City may take any one or more of the following actions after giving written notice by City to Owner of the Event of Default, but only if the Event of Default has not been cured within sixty (60) days following such notice, or if the Event of Default cannot be cured within sixty (60) days and Owner does not provide assurances to City that the Event of Default will be cured as soon as reasonably possible thereafter:

- (1) City may suspend any part of or all of its performance under this Agreement until it receives assurances from Owner, deemed adequate by City, that Owner will cure its default and continue its performance under this Agreement;
- (2) City may cancel and rescind this Agreement;
- (3) Owner will reimburse City for all amounts expended by City in connection with the Agreement, and City may take any action, including any legal action it deems necessary, to recover such amounts from Owner;
- (4) City may take any action, including legal, equitable or administrative action, which may appear necessary or desirable to collect any payments due under this



Agreement or to enforce performance and observance of any obligation, agreement, or covenant under this Agreement.

Section 10. Notices. Any notice to be delivered pursuant to the terms of the Agreement shall be delivered or mailed by certified mail, return receipt requested, to the respective parties at the following addresses:

- i. Notices to City shall be to:  
City of Adel, Iowa  
c/o Deputy City Administrator  
301 S 10th St  
Adel, IA 50003
- ii. Notices to Owner shall be to:  
EHM, Inc.  
c/o Scott Gadelmann  
1119 Court Street  
Adel, IA 50003

Section 11. City Council Approval. This Agreement is subject to final approval of the City of Adel, Iowa in its sole discretion.

*[Signature pages follow]*

**CITY OF ADEL, IOWA**

By: \_\_\_\_\_  
 Timothy E. Crannell, Mayor

ATTEST:

\_\_\_\_\_  
 Carrie Erickson, City Clerk

STATE OF \_\_\_\_\_ )  
 ) SS  
 COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me a Notary Public in and for said State, personally appeared \_\_\_\_\_ and \_\_\_\_\_, to me personally known, who being duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Adel, Iowa, a Municipality created and existing under the laws of the State of Iowa, and that the seal affixed to the foregoing instrument is the seal of said Municipality, and that said instrument was signed and sealed on behalf of said Municipality by authority and resolution of its City Council, and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said Municipality by it voluntarily executed.

\_\_\_\_\_  
 Notary Public in the State of Iowa

My Commission expires \_\_\_\_\_

OWNER: EHM, Inc.

By: Scott W. Geadelmann

Print Name: Scott W. Geadelmann

Title: President

STATE OF Iowa, COUNTY OF Dallas, ss:

This record was acknowledged before me on December 29, 2025 by Scott Geadelmann (name),  
as President (position/title) of EHM, Inc.



Brittany Sandquist  
Notary Public in and for said state

My commission expires: 06/31/26

EXHIBIT A  
MAP OF REAL ESTATE





EXHIBIT B  
APPLICATION FOR VOLUNTARY ANNEXATION TO THE CITY OF ADEL

TO THE CITY COUNCIL OF THE CITY OF ADEL, IOWA:

The undersigned, as owner of the property herein described, which adjoins the City of Adel, Iowa, does hereby apply in writing to the City Council of the City of Adel pursuant to Iowa Code Section 368.7 for annexation to the City of Adel of the following described real property, to wit:

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 5<sup>th</sup> 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.

A map of the territory for which this application is being filed is attached hereto.

The annexation of said territory would not create an island. The above-described territory does not include any railroad right-of-way. The above-described territory does not contain state road right-of-way. The above-described territory does contain county road right-of-way.

The undersigned requests the City Council of Adel, Iowa approve this application and take all steps necessary to complete the annexation. Furthermore, the undersigned hereby waives the right to withdraw consent to annexation within three business days after the public hearing on the application to annex land, as provided for in Iowa Code Section 368.7.

EHM, Inc.

By: Scott W. Geadelmann

Date: December, 19, 2025

Print Name: Scott W. Geadelmann

Its: President

02357766\10113-1000



**RESOLUTION NO. 26-14**

**RESOLUTION RECEIVING AND APPROVING PRE-  
ANNEXATION AGREEMENT CONCERNING THE  
PROPOSED VOLUNTARY ANNEXATION OF CERTAIN  
LAND TO THE CITY OF ADEL, IOWA**

**WHEREAS**, the City Council of the City of Adel, Iowa, has received a pre-annexation agreement (the “Agreement”) from JNB Adel, LLC concerning the proposed voluntary annexation of certain property adjacent to current City limits, which Agreement is attached hereto and is incorporated by this reference; and

**WHEREAS**, the City Council desires to approve the terms of the Agreement and authorize the execution and recording of the Agreement.

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

Section 1. That the Agreement is hereby approved and accepted; and that the Mayor and City Clerk are hereby authorized, empowered, and directed to execute the Agreement on behalf of the City in the form now before this Council.

Section 2. That the City Clerk is hereby directed to record a copy of the Agreement with the County Recorder of Dallas County.

Section 3. That the City shall take no further action on the annexation proposed in the Agreement until the City has received additional applications for annexation from additional property owners, such that multiple properties may be acted on as a single annexation territory, or until such other time as the City Council deems further action on the proposed annexation to be appropriate and in the best interests of the City.

PASSED AND APPROVED this 13<sup>th</sup> day of January, 2026.

---

Timothy E. Crannell, Mayor

ATTEST:

---

Carrie Erickson, City Clerk

Prepared by: Jenna Sabroske, Ahlers & Cooney PC, 100 Court Ave. #600, Des Moines, IA 50309 515-243-7611  
 Return to: City of Adel, Iowa, c/o City Clerk, 301 S 10th St, Adel, IA 50003

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**PRE-ANNEXATION AGREEMENT  
 BETWEEN  
 CITY OF ADEL, IOWA  
 AND  
 JNB ADEL, LLC**

This Pre-Annexation Agreement (the "Agreement"), dated for reference purposes as of \_\_\_\_\_, 2026, is made and entered into by and between the City of Adel, Iowa ("City") and JNB Adel, LLC ("Owner").

WHEREAS, the Owner is the legal owner of the real estate legally described as follows (the "Real Estate"):

LOT 3 IN MONDO SUBDIVISION, AN OFFICIAL PLAT, DALLAS COUNTY,  
 IOWA (Parcel ID: 1506101001)

and shown in Exhibit A attached hereto and incorporated herein by reference; and

WHEREAS, the Owner desires to have the Real Estate annexed by City upon certain terms and conditions as hereinafter set forth; and

WHEREAS, the City Council, after due and careful consideration, has concluded that the annexation of the Real Estate by City on the terms and conditions hereinafter set forth would further the growth of City, would provide for the harmonious development of City, would enable City to control the development of the area and would serve the best interests of City.

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- a. For the first and second year, seventy-five percent (75%).
- b. For the third and fourth year, sixty percent (60%).
- c. For the fifth and sixth year, forty-five percent (45%).
- d. For the seventh and eighth year, thirty percent (30%).
- e. For the ninth and tenth year, fifteen percent (15%).

Section 5. Existing Land Use. All uses of the Real Estate and improvements thereto or thereon that lawfully existed prior to the annexation being completed that do not fully conform to the City's zoning ordinances shall be deemed to be legally nonconforming with respect to said zoning ordinances and the Owner shall be allowed to retain and continue such legal nonconformity or nonconformities until such legal nonconformity or nonconformities or use(s) cease, consistent with the provisions of Chapter 165 of the Code of Ordinances of the City of Adel, Iowa and the laws of the State of Iowa.

Section 6. Recording. Upon approval by the City and the Owner, this Agreement shall be recorded, at City's expense, in the office of the Dallas County Recorder.

Section 7. Binding Agreement. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their heirs, successors and assignees and shall be recorded with the Real Estate and will apply to any subsequent plats and/or subdivisions of the Real Estate.

Section 8. Effect of Invalid Provision. If any provision of the Agreement is held invalid or unenforceable, such invalidity or unenforceability shall not affect any of the other provisions contained herein, but such provision shall be fully severable and this Agreement shall be construed and enforced as if the invalid or unenforceable provision has never been included in this Agreement.



Section 9. Default. Failure by Owner to substantially observe or perform any material covenant, condition, obligation or agreement on its part to be observed or performed under this Agreement constitutes an Event of Default. Whenever any Event occurs and is continuing, City may take any one or more of the following actions after giving written notice by City to Owner of the Event of Default, but only if the Event of Default has not been cured within sixty (60) days following such notice, or if the Event of Default cannot be cured within sixty (60) days and Owner does not provide assurances to City that the Event of Default will be cured as soon as reasonably possible thereafter:

- (1) City may suspend any part of or all of its performance under this Agreement until it receives assurances from Owner, deemed adequate by City, that Owner will cure its default and continue its performance under this Agreement;
- (2) City may cancel and rescind this Agreement;
- (3) Owner will reimburse City for all amounts expended by City in connection with the Agreement, and City may take any action, including any legal action it deems necessary, to recover such amounts from Owner;
- (4) City may take any action, including legal, equitable or administrative action, which may appear necessary or desirable to collect any payments due under this Agreement or to enforce performance and observance of any obligation, agreement, or covenant under this Agreement.

Section 10. Notices. Any notice to be delivered pursuant to the terms of the Agreement shall be delivered or mailed by certified mail, return receipt requested, to the respective parties at the following addresses:

- i. Notices to City shall be to:  
City of Adel, Iowa  
c/o Deputy City Administrator  
301 S 10th St  
Adel, IA 50003
- ii. Notices to Owner shall be to:  
JNB Adel, LLC  
7152 Eldorado Pointe  
West Des Moines, IA 50266

Section 11. City Council Approval. This Agreement is subject to final approval of the City of Adel, Iowa in its sole discretion.

*[Signature pages follow]*

**CITY OF ADEL, IOWA**

By: \_\_\_\_\_  
 Timothy E. Crannell, Mayor

ATTEST:

\_\_\_\_\_  
 Carrie Erickson, City Clerk

STATE OF \_\_\_\_\_ )  
 ) SS  
 COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me a Notary Public in and for said State, personally appeared \_\_\_\_\_ and \_\_\_\_\_, to me personally known, who being duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Adel, Iowa, a Municipality created and existing under the laws of the State of Iowa, and that the seal affixed to the foregoing instrument is the seal of said Municipality, and that said instrument was signed and sealed on behalf of said Municipality by authority and resolution of its City Council, and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said Municipality by it voluntarily executed.

\_\_\_\_\_  
 Notary Public in the State of Iowa

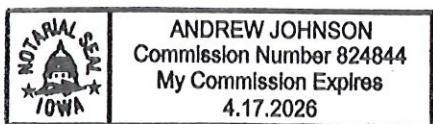
My Commission expires \_\_\_\_\_

OWNER: JNB Adel, LLC

By: [Signature]  
 Print Name: Jim Bergman  
 Title: Managing member

STATE OF Iowa, COUNTY OF Dallas, ss:

This record was acknowledged before me on December 30<sup>th</sup>, 2025 by Jim Bergman (name),  
 as Manager (member/manager) of JNB Adel, LLC.



[Signature] Andrew Johnson  
 Notary Public in and for said state

My commission expires: 4.17.2026



EXHIBIT A  
MAP OF REAL ESTATE

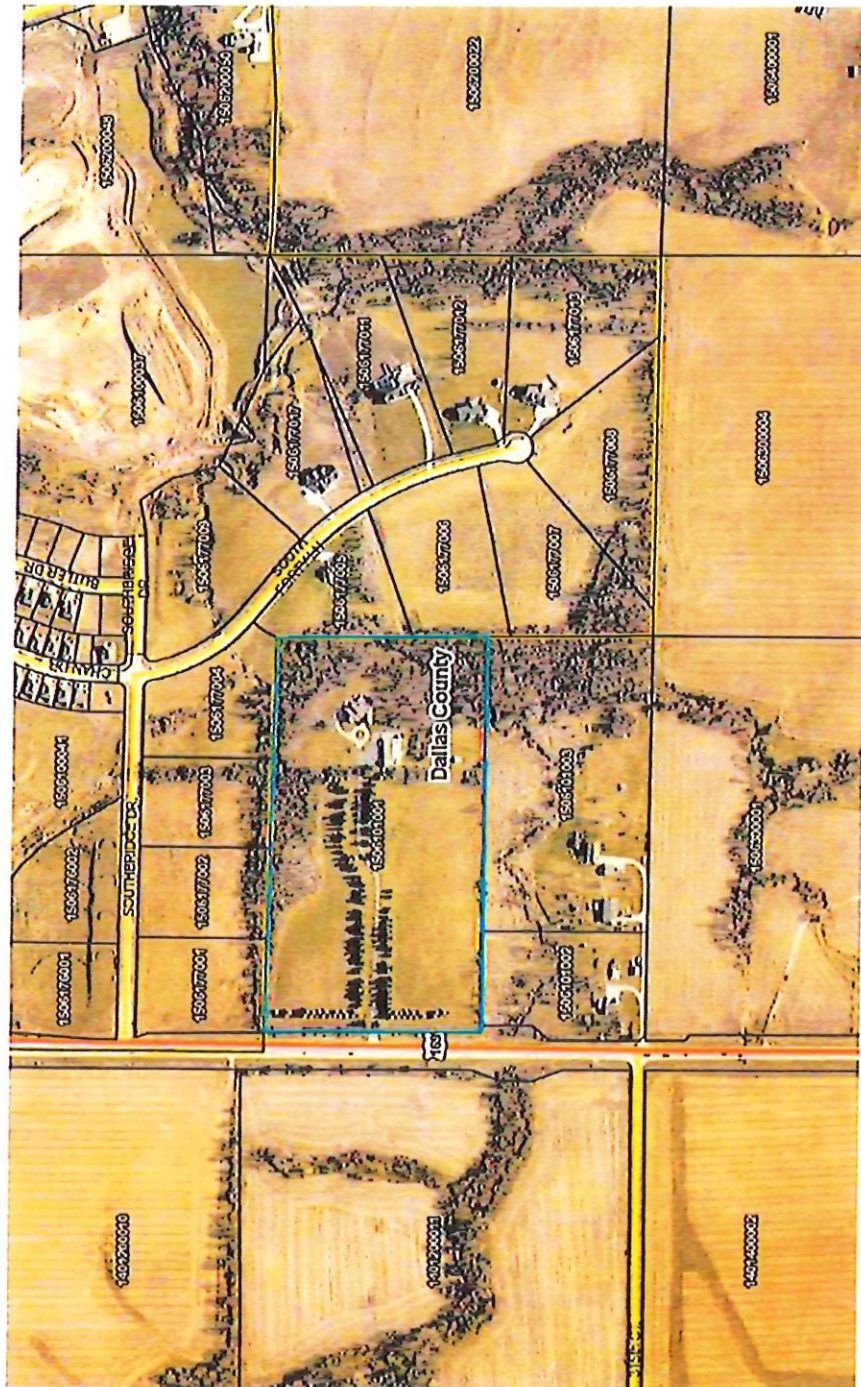


EXHIBIT B  
APPLICATION FOR VOLUNTARY ANNEXATION TO THE CITY OF ADEL

TO THE CITY COUNCIL OF THE CITY OF ADEL, IOWA:

The undersigned, as owner of the property herein described, which *adjoins* the City of Adel, Iowa, does hereby apply in writing to the City Council of the City of Adel pursuant to Iowa Code Section 368.7 for annexation to the City of Adel of the following described real property, to wit:

LOT 3 IN MONDO SUBDIVISION, AN OFFICIAL PLAT, DALLAS COUNTY,  
 IOWA (Parcel ID: 1506101001)

AND

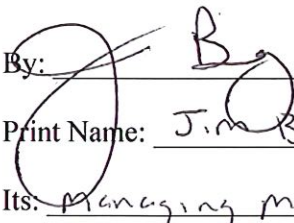
ADJACENT RIGHT-OF-WAY OF HWY 169 TO THE CENTER LINE.

A map of the territory for which this application is being filed is attached hereto.

The annexation of said territory would not create an island. The above-described territory *does not* include any railroad right-of-way. The above-described territory *does* contain state road right-of-way. The above-described territory *does not* contain county road right-of-way.

The undersigned requests the City Council of Adel, Iowa approve this application and take all steps necessary to complete the annexation. Furthermore, the undersigned hereby waives the right to withdraw consent to annexation within three business days after the public hearing on the application to annex land, as provided for in Iowa Code Section 368.7.

*JNB ADEL, LLC*

By:   
 Print Name: Jim Bergman  
 Its: Managing member

Date: 12.30.2025

02357766\10113-1000



**RESOLUTION NO. 26-15**

**RESOLUTION RECEIVING AND APPROVING PRE-  
ANNEXATION AGREEMENT CONCERNING THE  
PROPOSED VOLUNTARY ANNEXATION OF CERTAIN  
LAND TO THE CITY OF ADEL, IOWA**

**WHEREAS**, the City Council of the City of Adel, Iowa, has received a pre-annexation agreement (the “Agreement”) from Kristine M. Fasano concerning the proposed voluntary annexation of certain property adjacent to current City limits, which Agreement is attached hereto and is incorporated by this reference; and

**WHEREAS**, the City Council desires to approve the terms of the Agreement and authorize the execution and recording of the Agreement.

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

Section 1. That the Agreement is hereby approved and accepted; and that the Mayor and City Clerk are hereby authorized, empowered, and directed to execute the Agreement on behalf of the City in the form now before this Council.

Section 2. That the City Clerk is hereby directed to record a copy of the Agreement with the County Recorder of Dallas County.

Section 3. That the City shall take no further action on the annexation proposed in the Agreement until the City has received additional applications for annexation from additional property owners, such that multiple properties may be acted on as a single annexation territory, or until such other time as the City Council deems further action on the proposed annexation to be appropriate and in the best interests of the City.

PASSED AND APPROVED this 13<sup>th</sup> day of January, 2026.

---

Timothy E. Crannell, Mayor

ATTEST:

---

Carrie Erickson, City Clerk

Prepared by: Jenna Sabroske, Ahlers & Cooney PC, 100 Court Ave. #600, Des Moines, IA 50309 515-243-7611  
 Return to: City of Adel, Iowa, c/o City Clerk, 301 S 10th St, Adel, IA 50003

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**PRE-ANNEXATION AGREEMENT  
 BETWEEN  
 CITY OF ADEL, IOWA  
 AND  
 KRISTINE M. FASANO**

This Pre-Annexation Agreement (the "Agreement"), dated for reference purposes as of \_\_\_\_\_, 2026, is made and entered into by and between the City of Adel, Iowa ("City") and Kristine M. Fasano ("Owner").

WHEREAS, the Owner is the legal owner of the real estate legally described as follows (the "Real Estate"):

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

and shown in Exhibit A attached hereto and incorporated herein by reference; and

WHEREAS, the Owner desires to have the Real Estate annexed by City upon certain terms and conditions as hereinafter set forth; and

WHEREAS, the City Council, after due and careful consideration, has concluded that the annexation of the Real Estate by City on the terms and conditions hereinafter set forth would further the growth of City, would provide for the harmonious development of City, would enable City to control the development of the area and would serve the best interests of City.

NOW THEREFORE, IN CONSIDERATION OF THE PROMISES AND THE MUTUAL COVENANTS AND AGREEMENTS HEREIN CONTAINED, IT IS HEREBY AGREED AS FOLLOWS:

Section 1. Agreement Pursuant to Iowa Code Chapter 368. This Agreement is made pursuant to and in accordance with the provisions of Iowa Code Chapter 368. The foregoing preambles and recitations are made a part of this Agreement.

Section 2. Term. The term of this Agreement is from the date first stated above until the annexation of the Real Estate to City is final.

Section 3. Petition for Annexation. Owner, upon execution of this Agreement, will submit to the City Clerk an Application for Voluntary Annexation of the Real Estate by City, in the form provided in Exhibit B. The City Clerk will file the Application, submit it to the City Council for consideration at such time and under such circumstances as the City Council deems appropriate, and comply with the requirements of Iowa Code Chapter 368. Pursuant to Iowa Code § 368.7(1)(e), upon execution of this Agreement, Owner hereby waives the right to withdraw or rescind the Application and hereby waives the right to withdraw its consent to the Application and waives its right to object to annexation.

Section 4. Transition of City Share of Property Taxes. City agrees that the resolution approving the Application shall provide for the transition for the imposition of City taxes against the Real Estate. The Real Estate shall be entitled to a partial exemption from taxation for City taxes for a period of ten (10) years following the final action related to the annexation, pursuant to the following schedule but subject to limitation as provided in Iowa Code Chapter 368:

- a. For the first and second year, seventy-five percent (75%).
- b. For the third and fourth year, sixty percent (60%).
- c. For the fifth and sixth year, forty-five percent (45%).
- d. For the seventh and eighth year, thirty percent (30%).
- e. For the ninth and tenth year, fifteen percent (15%).

Section 5. Existing Land Use. All uses of the Real Estate and improvements thereto or thereon that lawfully existed prior to the annexation being completed that do not fully conform to the City's zoning ordinances shall be deemed to be legally nonconforming with respect to said zoning ordinances and the Owner shall be allowed to retain and continue such legal nonconformity or nonconformities until such legal nonconformity or nonconformities or use(s) cease, consistent with the provisions of Chapter 165 of the Code of Ordinances of the City of Adel, Iowa and the laws of the State of Iowa.

Section 6. Recording. Upon approval by the City and the Owner, this Agreement shall be recorded, at City's expense, in the office of the Dallas County Recorder.

Section 7. Binding Agreement. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their heirs, successors and assignees and shall be recorded with the Real Estate and will apply to any subsequent plats and/or subdivisions of the Real Estate.

Section 8. Effect of Invalid Provision. If any provision of the Agreement is held invalid or unenforceable, such invalidity or unenforceability shall not affect any of the other provisions contained herein, but such provision shall be fully severable and this Agreement shall be construed and enforced as if the invalid or unenforceable provision has never been included in this Agreement.



Section 9. Default. Failure by Owner to substantially observe or perform any material covenant, condition, obligation or agreement on its part to be observed or performed under this Agreement constitutes an Event of Default. Whenever any Event occurs and is continuing, City may take any one or more of the following actions after giving written notice by City to Owner of the Event of Default, but only if the Event of Default has not been cured within sixty (60) days following such notice, or if the Event of Default cannot be cured within sixty (60) days and Owner does not provide assurances to City that the Event of Default will be cured as soon as reasonably possible thereafter:

- (1) City may suspend any part of or all of its performance under this Agreement until it receives assurances from Owner, deemed adequate by City, that Owner will cure its default and continue its performance under this Agreement;
- (2) City may cancel and rescind this Agreement;
- (3) Owner will reimburse City for all amounts expended by City in connection with the Agreement, and City may take any action, including any legal action it deems necessary, to recover such amounts from Owner;
- (4) City may take any action, including legal, equitable or administrative action, which may appear necessary or desirable to collect any payments due under this Agreement or to enforce performance and observance of any obligation, agreement, or covenant under this Agreement.

Section 10. Notices. Any notice to be delivered pursuant to the terms of the Agreement shall be delivered or mailed by certified mail, return receipt requested, to the respective parties at the following addresses:

- i. Notices to City shall be to:  
City of Adel, Iowa  
c/o Deputy City Administrator  
301 S 10th St  
Adel, IA 50003
- ii. Notices to Owner shall be to:  
Kristine M. Fasano  
17350 W Highway 328  
Dunnellon, FL 34432

Section 11. City Council Approval. This Agreement is subject to final approval of the City of Adel, Iowa in its sole discretion.

*[Signature pages follow]*

**CITY OF ADEL, IOWA**

By: \_\_\_\_\_  
 Timothy E. Crannell, Mayor

ATTEST:

\_\_\_\_\_  
 Carrie Erickson, City Clerk

STATE OF \_\_\_\_\_ )  
 ) SS  
 COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me a Notary Public in and for said State, personally appeared \_\_\_\_\_ and \_\_\_\_\_, to me personally known, who being duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Adel, Iowa, a Municipality created and existing under the laws of the State of Iowa, and that the seal affixed to the foregoing instrument is the seal of said Municipality, and that said instrument was signed and sealed on behalf of said Municipality by authority and resolution of its City Council, and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said Municipality by it voluntarily executed.

\_\_\_\_\_  
 Notary Public in the State of Iowa

My Commission expires \_\_\_\_\_

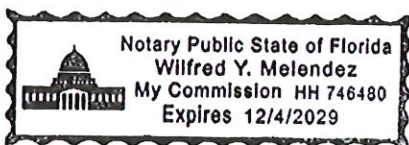
OWNER: Kristine M. Fasano

By: Kristine M. Fasano

Print Name: Kristine M. Fasano

STATE OF Florida, COUNTY OF Marion, ss:

On this 5<sup>th</sup> day of January, 2026, before me, the undersigned, a Notary Public in and for said state, personally appeared Kristine M. Fasano to me known to be the identical person named in and who executed the foregoing instrument, and acknowledged that they executed the same as their voluntary act and deed.



[Signature]

Florida

Notary Public in and for said state

My commission expires: 12/04/2029

THE UPS STORE 0929  
3101 SW 34th AVE #905  
OCALA, FL 34474



EXHIBIT A  
MAP OF REAL ESTATE

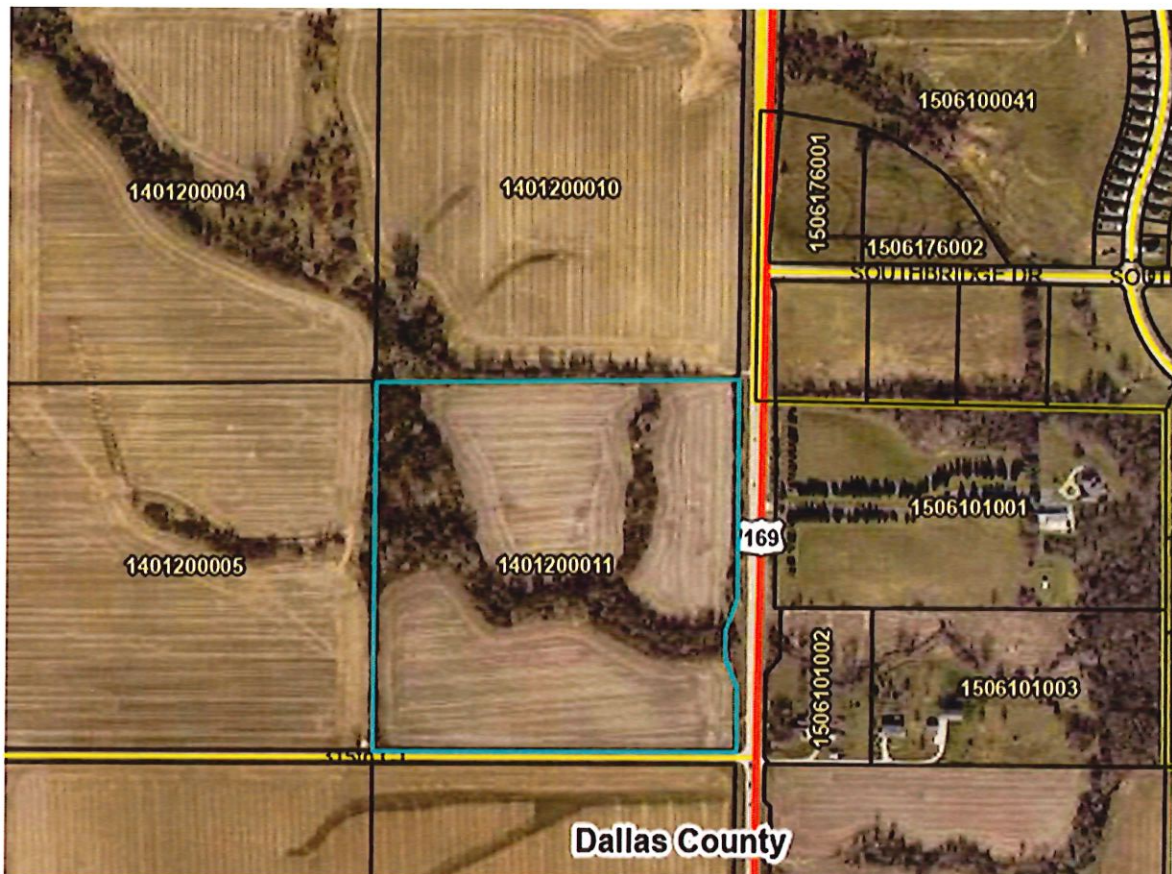




EXHIBIT B  
APPLICATION FOR VOLUNTARY ANNEXATION TO THE CITY OF ADEL

TO THE CITY COUNCIL OF THE CITY OF ADEL, IOWA:

The undersigned, as owner of the property herein described, which adjoins the City of Adel, Iowa, does hereby apply in writing to the City Council of the City of Adel pursuant to Iowa Code Section 368.7 for annexation to the City of Adel of the following described real property, to wit:

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

AND

ADJACENT RIGHT-OF-WAY OF Highway 169 TO THE CENTER LINE.

AND

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

A map of the territory for which this application is being filed is attached hereto.

The annexation of said territory would not create an island. The above-described territory does not include any railroad right-of-way. The above-described territory does contain state road right-of-way. The above-described territory does contain county road right-of-way.

The undersigned requests the City Council of Adel, Iowa approve this application and take all steps necessary to complete the annexation. Furthermore, the undersigned hereby waives the right to withdraw consent to annexation within three business days after the public hearing on the application to annex land, as provided for in Iowa Code Section 368.7.

Kristine M. Fasano

By: Kristine M. Fasano

Date: 1-5-26

Print Name: Kristine M. Fasano

Its: Owner

02357766\10113-1000

**RESOLUTION NO. 26-16**

**RESOLUTION RECEIVING AND APPROVING PRE-  
ANNEXATION AGREEMENT CONCERNING THE  
PROPOSED VOLUNTARY ANNEXATION OF CERTAIN  
LAND TO THE CITY OF ADEL, IOWA**

**WHEREAS**, the City Council of the City of Adel, Iowa, has received a pre-annexation agreement (the “Agreement”) from Luther Care Services concerning the proposed voluntary annexation of certain property which with the inclusion of additional property in an annexation territory would be adjacent to current City limits, which Agreement is attached hereto and is incorporated by this reference; and

**WHEREAS**, the City Council desires to approve the terms of the Agreement and authorize the execution and recording of the Agreement.

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

Section 1. That the Agreement is hereby approved and accepted; and that the Mayor and City Clerk are hereby authorized, empowered, and directed to execute the Agreement on behalf of the City in the form now before this Council.

Section 2. That the City Clerk is hereby directed to record a copy of the Agreement with the County Recorder of Dallas County.

Section 3. That the City shall take no further action on the annexation proposed in the Agreement until the City has received additional applications for annexation from additional property owners, such that multiple properties may be acted on as a single annexation territory, or until such other time as the City Council deems further action on the proposed annexation to be appropriate and in the best interests of the City.

PASSED AND APPROVED this 13th day of January, 2026.

\_\_\_\_\_  
Timothy E. Crannell, Mayor

ATTEST:

\_\_\_\_\_  
Carrie Erickson, City Clerk

**RESOLUTION NO. 26-17**

**RESOLUTION RECEIVING AND APPROVING PRE-  
ANNEXATION AGREEMENT CONCERNING THE  
PROPOSED VOLUNTARY ANNEXATION OF CERTAIN  
LAND TO THE CITY OF ADEL, IOWA**

**WHEREAS**, the City Council of the City of Adel, Iowa, has received a pre-annexation agreement (the “Agreement”) from Marco Properties, LLC concerning the proposed voluntary annexation of certain property which with the inclusion of additional property in an annexation territory would be adjacent to current City limits, which Agreement is attached hereto and is incorporated by this reference; and

**WHEREAS**, the City Council desires to approve the terms of the Agreement and authorize the execution and recording of the Agreement.

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

Section 1. That the Agreement is hereby approved and accepted; and that the Mayor and City Clerk are hereby authorized, empowered, and directed to execute the Agreement on behalf of the City in the form now before this Council.

Section 2. That the City Clerk is hereby directed to record a copy of the Agreement with the County Recorder of Dallas County.

Section 3. That the City shall take no further action on the annexation proposed in the Agreement until the City has received additional applications for annexation from additional property owners, such that multiple properties may be acted on as a single annexation territory, or until such other time as the City Council deems further action on the proposed annexation to be appropriate and in the best interests of the City.

PASSED AND APPROVED this 13th day of January, 2026.

\_\_\_\_\_  
Timothy E. Crannell, Mayor

ATTEST:

\_\_\_\_\_  
Carrie Erickson, City Clerk

Prepared by: Jenna Sabroske, Ahlers & Cooney PC, 100 Court Ave. #600, Des Moines, IA 50309 515-243-7611  
 Return to: City of Adel, Iowa, c/o City Clerk, 301 S 10th St, Adel, IA 50003

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**PRE-ANNEXATION AGREEMENT  
 BETWEEN  
 CITY OF ADEL, IOWA  
 AND  
 MARCO PROPERTIES, LLC**

This Pre-Annexation Agreement (the "Agreement"), dated for reference purposes as of \_\_\_\_\_, 2026, is made and entered into by and between the City of Adel, Iowa ("City") and Marco Properties, LLC ("Owner").

WHEREAS, the Owner is the legal owner of the real estate legally described as follows (the "Real Estate"):

Legal Description of Property Shown in Exhibit C

and shown in Exhibit A attached hereto and incorporated herein by reference; and

WHEREAS, as of the date of this Agreement, the Real Estate is not contiguous to the corporate city limits of the City of Adel, but is located within two (2) miles of the City's corporate limits and constitutes territory which may be annexed by City, as provided in Iowa Code Chapter 368, when joined with other property; and

WHEREAS, the Owner desires to have the Real Estate annexed by City upon certain terms and conditions as hereinafter set forth; and

WHEREAS, the City Council, after due and careful consideration, has concluded that the annexation of the Real Estate by City on the terms and conditions hereinafter set forth would further the growth of City, would provide for the harmonious development of City, would enable City to control the development of the area and would serve the best interests of City.

NOW THEREFORE, IN CONSIDERATION OF THE PROMISES AND THE MUTUAL COVENANTS AND AGREEMENTS HEREIN CONTAINED, IT IS HEREBY AGREED AS FOLLOWS:



Section 1. Agreement Pursuant to Iowa Code Chapter 368. This Agreement is made pursuant to and in accordance with the provisions of Iowa Code Chapter 368. The foregoing preambles and recitations are made a part of this Agreement.

Section 2. Term. The term of this Agreement is from the date first stated above until the annexation of the Real Estate to City is final.

Section 3. Petition for Annexation. Owner, upon execution of this Agreement, will submit to the City Clerk an Application for Voluntary Annexation of the Real Estate by City, in the form provided in Exhibit B. The City Clerk will file the Application, submit it to the City Council for consideration at such time and under such circumstances as the City Council deems appropriate, and comply with the requirements of Iowa Code Chapter 368. Pursuant to Iowa Code § 368.7(1)(e), upon execution of this Agreement, Owner hereby waives the right to withdraw or rescind the Application and hereby waives the right to withdraw its consent to the Application and waives its right to object to annexation.

Section 4. Transition of City Share of Property Taxes. City agrees that the resolution approving the Application shall provide for the transition for the imposition of City taxes against the Real Estate. The Real Estate shall be entitled to a partial exemption from taxation for City taxes for a period of ten (10) years following the final action related to the annexation, pursuant to the following schedule but subject to limitation at provided in Iowa Code Chapter 368:

- a. For the first and second year, seventy-five percent (75%).
- b. For the third and fourth year, sixty percent (60%).
- c. For the fifth and sixth year, forty-five percent (45%).
- d. For the seventh and eighth year, thirty percent (30%).
- e. For the ninth and tenth year, fifteen percent (15%).

Section 5. Existing Land Use. All uses of the Real Estate and improvements thereto or thereon that lawfully existed prior to the annexation being completed that do not fully conform to the City's zoning ordinances shall be deemed to be legally nonconforming with respect to said zoning ordinances and the Owner shall be allowed to retain and continue such legal nonconformity or nonconformities until such legal nonconformity or nonconformities or use(s) cease, consistent with the provisions of Chapter 165 of the Code of Ordinances of the City of Adel, Iowa and the laws of the State of Iowa.

Section 6. Recording. Upon approval by the City and the Owner, this Agreement shall be recorded, at City's expense, in the office of the Dallas County Recorder.

Section 7. Binding Agreement. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their heirs, successors and assignees and shall be recorded with the Real Estate and will apply to any subsequent plats and/or subdivisions of the Real Estate.

Section 8. Effect of Invalid Provision. If any provision of the Agreement is held invalid or unenforceable, such invalidity or unenforceability shall not affect any of the other provisions contained herein, but such provision shall be fully severable and this Agreement shall be construed

and enforced as if the invalid or unenforceable provision has never been included in this Agreement.

Section 9. Default. Failure by Owner to substantially observe or perform any material covenant, condition, obligation or agreement on its part to be observed or performed under this Agreement constitutes an Event of Default. Whenever any Event occurs and is continuing, City may take any one or more of the following actions after giving written notice by City to Owner of the Event of Default, but only if the Event of Default has not been cured within sixty (60) days following such notice, or if the Event of Default cannot be cured within sixty (60) days and Owner does not provide assurances to City that the Event of Default will be cured as soon as reasonably possible thereafter:

- (1) City may suspend any part of or all of its performance under this Agreement until it receives assurances from Owner, deemed adequate by City, that Owner will cure its default and continue its performance under this Agreement;
- (2) City may cancel and rescind this Agreement;
- (3) Owner will reimburse City for all amounts expended by City in connection with the Agreement, and City may take any action, including any legal action it deems necessary, to recover such amounts from Owner;
- (4) City may take any action, including legal, equitable or administrative action, which may appear necessary or desirable to collect any payments due under this Agreement or to enforce performance and observance of any obligation, agreement, or covenant under this Agreement.

Section 10. Notices. Any notice to be delivered pursuant to the terms of the Agreement shall be delivered or mailed by certified mail, return receipt requested, to the respective parties at the following addresses:

- i. Notices to City shall be to:  
City of Adel, Iowa  
c/o Deputy City Administrator  
301 S 10th St  
Adel, IA 50003
- ii. Notices to Owner shall be to:  
Marco Properties, LLC  
1225 Colonial Pkwy  
Norwalk, IA 50211

Section 11. City Council Approval. This Agreement is subject to final approval of the City of Adel, Iowa in its sole discretion.

*[Signature pages follow]*



**CITY OF ADEL, IOWA**

By: \_\_\_\_\_  
 Timothy E. Crannell, Mayor

ATTEST:

\_\_\_\_\_  
 Carrie Erickson, City Clerk

STATE OF \_\_\_\_\_ )  
 ) SS  
 COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me a Notary Public in and for said State, personally appeared \_\_\_\_\_ and \_\_\_\_\_, to me personally known, who being duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Adel, Iowa, a Municipality created and existing under the laws of the State of Iowa, and that the seal affixed to the foregoing instrument is the seal of said Municipality, and that said instrument was signed and sealed on behalf of said Municipality by authority and resolution of its City Council, and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said Municipality by it voluntarily executed.

\_\_\_\_\_  
 Notary Public in the State of Iowa

My Commission expires \_\_\_\_\_



OWNER:

By: Print Name: LeMar KoethTitle: Authorized SignerSTATE OF Iowa, COUNTY OF Polk, ss:

This record was acknowledged before me on June 24, 2025 by LeMar Koeth (name),  
 as member (member/manager) of Marco Properties, LLC.

Janice Scavo  
Notary Public in and for said stateMy commission expires: 12/8/2026

EXHIBIT A  
MAP OF REAL ESTATE

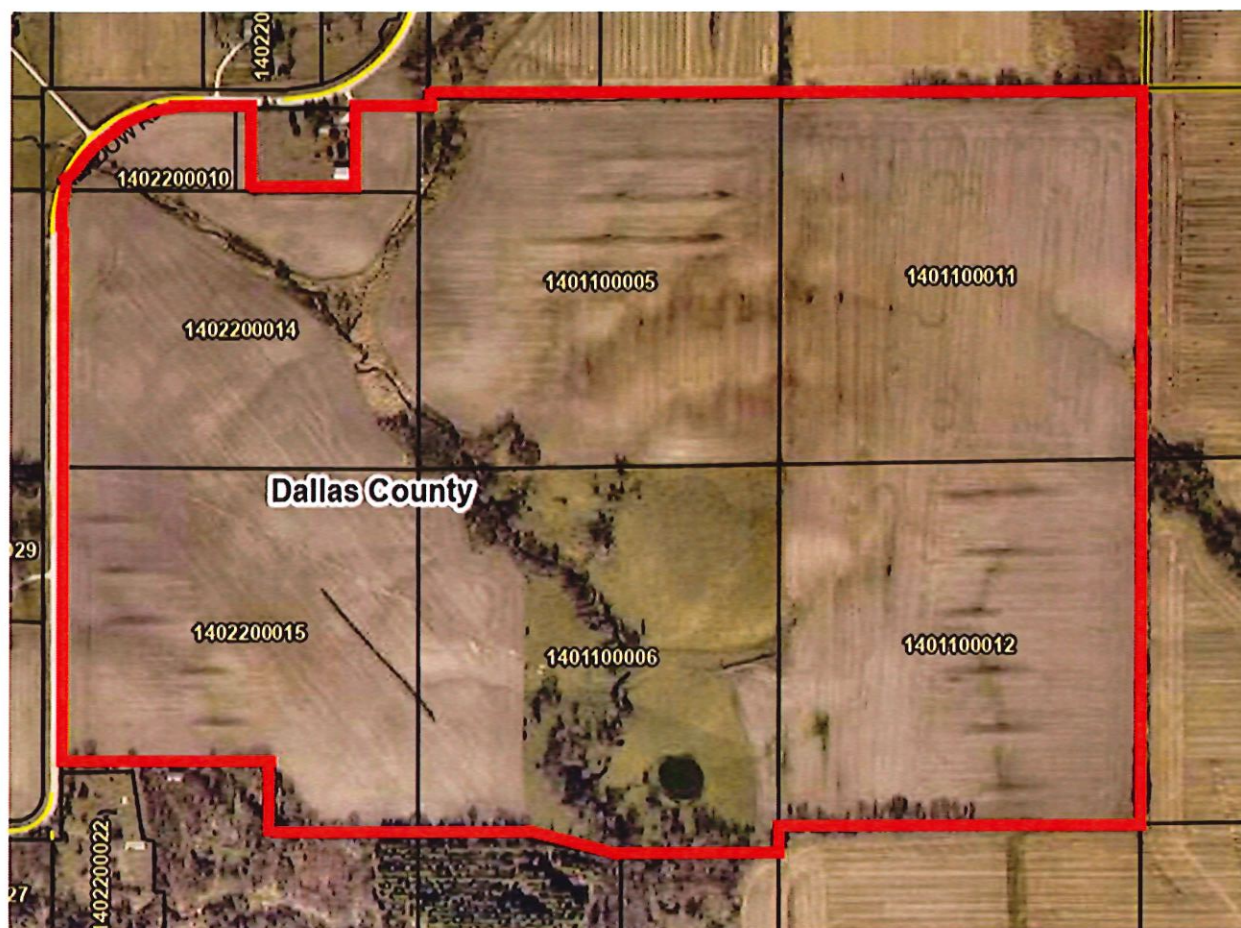


EXHIBIT B  
APPLICATION FOR VOLUNTARY ANNEXATION TO THE CITY OF ADEL

TO THE CITY COUNCIL OF THE CITY OF ADEL, IOWA:

The undersigned, as owner of the property herein described, which [adjoins/with the inclusion of additional property in an annexation territory would adjoin] the City of Adel, Iowa, does hereby apply in writing to the City Council of the City of Adel pursuant to Iowa Code Section 368.7 for annexation to the City of Adel of the following described real property, to wit:

[legal description of parcel] Exhibit C

AND

ADJACENT RIGHT-OF-WAY OF [adjacent street] TO THE CENTER LINE.

Meadow Road

A map of the territory for which this application is being filed is attached hereto.

The annexation of said territory would not create an island. The above-described territory [does/does not] include any railroad right-of-way. The above-described territory [does/does not] contain state road right-of-way. The above-described territory [does/does not] contain county road right-of-way.

The undersigned requests the City Council of Adel, Iowa approve this application and take all steps necessary to complete the annexation. Furthermore, the undersigned hereby waives the right to withdraw consent to annexation within three business days after the public hearing on the application to annex land, as provided for in Iowa Code Section 368.7.

[Marco Properties, LLC]

By: \_\_\_\_\_

Date: 6/24/25

Print Name: LeMar Koethe

Its: Authorized Signer



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COMMENCING AT THE SOUTHEAST CORNER OF SECTION ELEVEN (11), TOWNSHIP EIGHTY-ONE (81) NORTH, RANGE TWENTY-EIGHT (28) WEST OF THE 5TH P.M., THENCE NORTH 148.5 FEET TO A POINT OF BEGINNING, THENCE NORTH 89 DEGREES 35 MINUTES WEST 269.2 FEET, THENCE 533.8 FEET NORTHWESTERLY ALONG A 1432.5 FEET RADIUS CURVE CONCAVE NORTHEASTERLY, THENCE NORTH 40 DEGREES 59 MINUTES WEST 450.1 FEET, THENCE 165.4 FEET NORTHWESTERLY ALONG A 1432.5 FEET RADIUS CURVE CONCAVE SOUTHWESTERLY, THENCE NORTH 49 DEGREES 01 MINUTES EAST 69.5 FEET, THENCE NORTH 329.4 FEET, THENCE NORTH 89 DEGREES 53 MINUTES EAST 1046.25 FEET, THENCE SOUTH 1175.3 FEET TO THE POINT OF BEGINNING, CONTAINING 22.25 ACRES MORE OR LESS, INCLUDING 3.05 ACRES MORE OR LESS OF ROADWAY; AND

THE WEST HALF OF THE NORTHWEST QUARTER (W1/2 NW1/4) OF SECTION THIRTEEN (13), TOWNSHIP EIGHTY-ONE (81) NORTH, RANGE TWENTY-EIGHT (28) WEST OF THE 5TH P.M., EXCEPT THAT PORTION OF THE FOLLOWING DESCRIBED REAL ESTATE WHICH LIES WITHIN THE ABOVE-DESCRIBED TRACT: COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 13, THENCE N90°00'E", 1,074.0 FEET; THENCE S00°00' 127.00 FEET TO THE POINT OF BEGINNING, THENCE N86°20'E, 224.4 FEET; THENCE N 89°20'E, 34.0 FEET; THENCE N00°00' 30.0 FEET; THENCE N 89°20' E, 300.4 FEET; THENCE S00°00' 494.3 FEET; THENCE S90°00'W, 558.3 FEET; THENCE N00°00' 446.0 FEET TO THE POINT OF BEGINNING, CONTAINING 6.0857 ACRES, EXCLUSIVE OF ANY HIGHWAY RIGHT-OF-WAY; AND EXCEPT COMMENCING AT THE NW CORNER OF SAID SECTION 13, THENCE N90°00'E, 1,074.00 FEET; THENCE S 00°00' 127.0 FEET; THENCE N 86°20' E, 224.4 FEET TO THE POINT OF BEGINNING; THENCE N 89°20' E, 34.0 FEET; THENCE N 00°00' 30.0 FEET; THENCE S89°20'W, 34.0 FEET; THENCE S00°00' 30.0 FEET TO THE POINT OF BEGINNING, SAID TRACT IS CONTAINING IN THE NW1/4 OF THENW1/4 OF SECTION 13, TOWNSHIP 81 NORTH, RANGE 28 WEST OF THE 5TH P.M., AND CONTAINS 0.0234 ACRES; AND

THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER (NE1/4 SE1/4) (EXCEPT THE NORTH 20 RODS OF THE WEST 16 RODS THEREOF; EXCEPT PARCEL 17-76, AS SHOWN IN PLAT OF SURVEY RECORDED IN BOOK 2016, PAGE 8281 IN THE OFFICE OF THE DALLAS COUNTY RECORDER, AND EXCEPT PARCEL 21-11, AND PARCEL 21-12, WHICH INCLUDES AND A PORTION OF PARCEL 19-75, AS SHOWN IN PLAT OF SURVEY RECORDED IN BOOK 2021, PAGE 8384); AND THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER (NW1/4 SE1/4) BEING 16 RODS EAST AND WEST BY 20 RODS NORTH AND SOUTH (EXCEPT PARCEL 19-75 AS SHOWN IN PLAT OF SURVEY RECORDED IN BOOK 2019, PAGE 13641 OF THE OFFICE OF THE DALLAS COUNTY RECORDER, ALL LOCATED IN SECTION THIRTY-SIX (36), TOWNSHIP EIGHTY-ONE (81) NORTH, RANGE TWENTY-SIX (26) WEST OF THE 5TH P.M.; AND

THE EAST 19/20THS OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER (SW1/4 SW1/4) OF SECTION THIRTY-FIVE (35), TOWNSHIP SEVENTY-NINE (79) NORTH, RANGE TWENTY-EIGHT (28) WEST OF THE 5TH P.M.; AND

THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER (SW1/4 SW1/4) OF SECTION SIXTEEN (16), TOWNSHIP SEVENTY-NINE (79) NORTH, RANGE TWENTY-SEVEN (27) WEST OF THE 5TH P.M. COMMENCING AT THE SW CORNER OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE1/4 SW1/4) OF SECTION 16, THENCE EAST 29 RODS, THENCE EAST OF NORTH 53 1/2 RODS, THENCE SOUTH OF WEST 31 1/2 RODS, THENCE SOUTH 49 ½ RODS TO BEGINNING (EXCEPT 20 FEET WIDE, COMMENCING AT THE NE CORNER AND RUNNING SOUTH 30 RODS, THENCE WEST 20 FEET, THENCE NORTH 30 RODS, THENCE EAST 20 FEET TO THE BEGINNING); AND

THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER (SE1/4 SE1/4) OF SECTION SEVENTEEN (17), TOWNSHIP SEVENTY-NINE (79) NORTH, RANGE TWENTY-SEVEN (27) WEST OF THE 5TH P.M; AND

THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER (NE1/4 NE1/4); AND THE SOUTH HALF OF THE NORTHEAST



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QUARTER (S1/2 NE1/4); AND THE EAST HALF OF THE NORTHWEST QUARTER (E1/2 NW1/4), EXCEPT LAND DEEDED TO THE STATE OF IOWA RECORDED IN BOOK 488, PAGE 212, AND EXCEPT PARCEL A AS RECORDED IN SURVEY BOOK 1998, PAGE 3000, ALL LOCATED IN SECTION TWENTY (20), TOWNSHIP SEVENTY-NINE (79) NORTH, RANGE TWENTY-SEVEN (27) WEST OF THE 5TH P.M.; AND

THE NORTH HALF OF THE NORTHWEST QUARTER (N1/2 NW1/4); AND THE SOUTH HALF OF THE NORTHWEST QUARTER (S1/2 NW1/4) OF SECTION TWENTY-ONE (21), TOWNSHIP SEVENTY-NINE (79) NORTH, RANGE TWENTY-SEVEN (27) WEST OF THE 5TH P.M.; AND

THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER (SE1/4 NW1/4) OF SECTION SEVENTEEN (17), TOWNSHIP SEVENTY-NINE (79) NORTH, RANGE TWENTY-SEVEN (27) WEST OF THE 5TH P.M.; AND

THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER (NW1/4 NE1/4) OF SECTION TWENTY (20), TOWNSHIP SEVENTY-NINE (79) NORTH, RANGE TWENTY-SEVEN (27) WEST OF THE 5TH P.M.; AND

THE NORTH HALF OF THE SOUTHEAST QUARTER (N1/2 SE1/4); AND THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER (NE1/4 NE1/4), ALL IN SECTION TWENTY-THREE (23), TOWNSHIP SEVENTY-NINE (79) NORTH, RANGE TWENTY-SEVEN (27) WEST OF THE 5TH P.M.; AND THE SOUTH HALF OF THE SOUTHEAST QUARTER (S1/2 SE1/4) OF SECTION TWENTY-THREE (23), TOWNSHIP SEVENTY-NINE (79) NORTH, RANGE TWENTY-SEVEN (27) WEST OF THE 5TH P.M., EXCEPT PARCEL "A" THEREOF AS SHOWN IN SURVEY RECORDED IN BOOK 2001, PAGE 6693 OF THE OFFICE OF THE DALLAS COUNTY RECORDER; AND

THE NORTH 20 ACRES OF THE NORTHEAST QUARTER (NE1/4) OF SECTION TWENTY-SIX (26), TOWNSHIP SEVENTY-NINE (79) NORTH, RANGE TWENTY-SEVEN (27) WEST OF THE 5TH P.M.; AND

A PARCEL OF LAND LOCATED IN THE SOUTH HALF OF THE SOUTHWEST QUARTER (S1/2 SW1/4) OF SECTION THIRTY-THREE (33), TOWNSHIP SEVENTY-NINE (79) NORTH, AND ALSO IN GOVERNMENT LOTS TWO (2) AND (3) OF SECTION SIX (6), TOWNSHIP SEVENTY-EIGHT (78) NORTH, ALL IN RANGE TWENTY-SEVEN (27) WEST OF THE 5TH P.M., MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF GOVERNMENT LOT 2 OF SECTION 6, THENCE NORTH 2°05'05" WEST, 61.37 FEET; THENCE NORTH 89°04'03" WEST 258.50 FEET; THENCE NORTH 1°18'40" EAST, 800.00 FEET; THENCE NORTH 88°53'05" WEST, 594.51 FEET TO A POINT ON THE EXISTING CENTERLINE OF AN UNPAVED COUNTY ROAD; THENCE NORTH 5°58'36" WEST, 185.55 FEET ALONG SAID ROAD CENTERLINE; THENCE NORTHWESTERLY 247.21 FEET ALONG SAID ROAD CENTERLINE WHICH IS A 955.00 FOOT RADIUS CURVE, CONCAVE SOUTHWESTERLY, WITH A CHORD OF NORTH 13°23'36" WEST, 246.52 FEET; THENCE NORTH 20°48'36" WEST, 856.30 FEET ALONG SAID ROAD CENTERLINE; THENCE NORTHWESTERLY 164.07 FEET ALONG SAID ROAD CENTERLINE WHICH IS A 955.00 FOOT RADIUS CURVE, CONCAVE SOUTHWESTERLY, WITH A CHORD OF NORTH 25°43'54" WEST 163.87 FEET; THENCE NORTH 89°05'57" EAST, 741.31 FEET; THENCE SOUTH 65°10'37" EAST 1218.80 FEET; THENCE SOUTH 30°48'07" EAST, 661.89 FEET; THENCE NORTH 89°05'57" EAST, 430.39 FEET TO A POINT ON THE EAST LINE OF GOVERNMENT LOT 2; THENCE SOUTH 0°23'25" WEST, 1204.18 FEET TO THE SOUTHEAST CORNER OF SAID GOVERNMENT LOT 2; THENCE NORTH 89°16'42" WEST, 1320.00 FEET ALONG THE SOUTH LINE OF GOVERNMENT LOT 2 TO THE POINT OF BEGINNING. SAID PARCEL CONTAINS 83.010 ACRES, INCLUDING 1.334 ACRES OF COUNTY ROAD RIGHT-OF WAY; AND

THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER (SW1/4 SW1/4) OF SECTION ONE (1); EXCEPT PARCEL "A" OF PLAT OF SURVEY RECORDED IN BOOK 2004, PAGE 16564 OF THE DALLAS COUNTY RECORDER'S OFFICE, AND EXCEPT PARCEL '20-105' OF PLAT OF SURVEY RECORDED IN BOOK 2021, PAGE 34753 OF THE DALLAS COUNTY RECORDER'S



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OFFICE, AND EXCEPT PARCEL '22-171' OF PLAT OF SURVEY RECORDED IN BOOK 2023, PAGE 1056 OF THE DALLAS COUNTY RECORDER'S OFFICE, ALL IN SECTION ONE (1), TOWNSHIP SEVENTY-NINE (79) NORTH, RANGE TWENTY-SIX (26) WEST OF THE 5TH P.M.; AND

PARCEL "A" OF THE SURVEY OF THE WEST HALF OF THE EAST HALF (W1/2 E1/2) OF SECTION ELEVEN (11), TOWNSHIP SEVENTY-NINE (79) NORTH, RANGE TWENTY-SIX (26) WEST OF THE 5TH P.M., URBANDALE, AS SHOWN IN BOOK 1999, PAGE 10153 OF THE OFFICE OF THE DALLAS COUNTY RECORDER; AND

THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER (SW1/4 SW1/4) OF SECTION THIRTY-TWO (32), TOWNSHIP SEVENTY-NINE (79) NORTH, RANGE TWENTY-SIX (26) WEST OF THE 5TH P.M.; AND

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

THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER (NE1/4 NE1/4), EXCEPT THE NORTH 3 RODS, AND THE EAST HALF OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER (E1/2 NW1/4 NE1/4), EXCEPT THE NORTH 3 RODS, AND THE EAST HALF OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER (E1/2 SW1/4 NE1/4) NORTH OF INTERSTATE 80, AND THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER (SE1/4 NE1/4) NORTH OF INTERSTATE 80, AND THE NORTH 28 RODS OF THE EAST 13 RODS OF THE SOUTH 77 RODS OF THE NORTH 80 RODS OF THE WEST HALF OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER (W1/2 NW1/4 NE1/4), ALL LOCATED IN SECTION FOURTEEN (14), TOWNSHIP SEVENTY-EIGHT (78) NORTH, RANGE TWENTY-SEVEN (27) WEST OF THE 5TH P.M., EXCEPT COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 14, THENCE N90°00'W, 1975.95 FEET ALONG THE NORTH LINE OF THE NE1/4 OF SECTION 14; THENCE S0°17'W, 49.5 FEET TO THE POINT OF BEGINNING; THENCE N90°00'W, 214.5 FEET; THENCE S0°17'W, 462.0 FEET; THENCE N90°00' E, 479.5 FEET; THENCE N0°17'E, 462.0 FEET; THENCE N90°00'W, 265.0 FEET TO THE POINT OF BEGINNING; AND

THE WEST HALF OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER (W1/2 SW1/4 NE1/4); AND THAT PORTION OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER (NE1/4 SW1/4) LYING EAST OF PARCEL A; AND THAT PORTION OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER (NE1/4 SW1/4) LYING WEST OF PARCEL A; AND THE WEST 60 ACRES OF THE NORTH HALF OF THE SOUTHEAST QUARTER (N1/2 SE1/4); AND THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER (SE1/4 NW1/4), EXCEPTING 2 ACRES CEMETERY AND EXCEPT INTERSTATE 80



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RIGHT-OF-WAY DEEDED TO STATE OF IOWA; ALL LOCATED IN SECTION FOURTEEN (14), TOWNSHIP SEVENTY-EIGHT (78) NORTH, RANGE TWENTY-SEVEN (27) WEST OF THE 5TH P.M.; AND

THAT PART OF THE SOUTH ONE-HALF OF THE NORTHEAST QUARTER (S1/2 NE1/4) LYING SOUTH OF INTERSTATE 80, AND THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER (NW1/4 SE1/4) EXCEPT COMMENCING AT THE SOUTHEAST CORNER, THENCE WEST 777.19 FEET TO THE POINT OF BEGINNING, THENCE NORTH 208.71 FEET, THENCE WEST 208.71 FEET, THENCE SOUTH 208.71 FEET, THENCE EAST 208.71 FEET TO THE POINT OF BEGINNING, AND THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER (NE1/4 SE1/4), EXCEPT BEGINNING AT A POINT 950 FEET WEST FROM THE SOUTHEAST CORNER OF THE NORTH ONE-HALF OF THE SOUTHEAST QUARTER (N1/2 SE1/4) THENCE NORTH 255 FEET, THENCE WEST 200 FEET, THENCE SOUTH 60 FEET, THENCE EAST 184 FEET, THENCE SOUTH TO PRESENT HIGHWAY, THENCE EASTERLY ALONG SAID HIGHWAY TO POINT OF BEGINNING, AND EXCEPT PARCEL "A" IN THE NORTHHALF OF THE SOUTHEAST QUARTER OF SECTION 19, TOWNSHIP 78 NORTH, RANGE 27 WEST OF THE 5TH P.M., DALLAS COUNTY, IOWA MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 19, TOWNSHIP 78 NORTH, RANGE 27 WEST OF THE 5TH P.M., THENCE SOUTH 89°59'20" WEST 11.36 FEET ALONG THE SOUTH LINE OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 19; THENCE NORTH 90°00'00" WEST 400.64 FEET; THENCE NORTH 90°00'00" EAST 346.18 FEET; THENCE SOUTH 00°00'00" EAST 145.64 FEET; THENCE NORTH 90°00'00" WEST 175.90 FEET; THENCE SOUTH 00°00'00" EAST 60.00 FEET; THENCE NORTH 90°00'00" EAST 184.00 FEET; THENCE SOUTH 00°00'00" EAST 195.00 FEET TO A POINT ON THE SOUTH LINE OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 19; THENCE SOUTH 90°00'00" WEST 342.91 FEET TO THE POINT OF BEGINNING CONTAINING 2.978 ACRES INCLUDING 0.407 ACRES OF COUNTY ROAD RIGHT-OF-WAY, AND THAT PART OF THE SOUTH ONE-HALF OF THE SOUTHEAST QUARTER (S1/2 SE1/4) LYING NORTH OF THE HIGHWAY ALL IN SECTION 19, TOWNSHIP 78 NORTH, RANGE 27 WEST OF THE 5TH P.M.;  
 AND

THE NORTH HALF OF THE NORTHEAST QUARTER (N1/2 NE1/4) OF SECTION THIRTY (30), TOWNSHIP SEVENTY-EIGHT (78) NORTH, RANGE TWENTY-SEVEN (27) WEST OF THE 5TH P.M.; EXCEPT RAILROAD RIGHT-OF-WAY THROUGH THE N1/2 NE1/4 OF SECTION 30-78-27; AND EXCEPT BEGINNING AT A POINT 855.6 FEET SOUTH OF THE NW CORNER OF THE NW1/4 NE1/4 OF SECTION 30, ON THE WEST LINE THEREOF, SAID POINT ALSO BEING ON THE SOUTHERLY RIGHT OF WAY LINE OF THE CHICAGO, ROCK ISLAND AND PACIFIC RAILROAD AS PRESENTLY ESTABLISHED; THENCE S00°00'E 145.0 FEET ALONG SAID WEST LINE; THENCE S83°31'E 677.2 FEET; THENCE N74°29'E 283.0 FEET; THENCE N44°09'E 405.2 FEET; THENCE N16°35' W 260.0 FEET TO A POINT ON SAID SOUTHERLY RIGHT OF WAY LINE; THENCE SOUTHWESTERLY 1220.0 FEET ALONG SAID SOUTHERLY RIGHT OF WAY TO THE POINT OF BEGINNING, CONTAINING 10.12 ACRES, MORE OR LESS, AND EXCEPT COMMENCING AT THE NW CORNER OF THE NW1/4 NE1/4 OF SECTION 30, THENCE SOUTH 855.60 FEET ON THE WEST LINE THEREOF, SAID POINT ALSO BEING ON THE SOUTHERLY RIGHT OF WAY LINE OF THE CHICAGO, ROCK ISLAND AND PACIFIC RAILROAD AS PRESENTLY ESTABLISHED; THENCE NORTHEASTERLY ALONG A 5679.65 FEET RADIUS CURVE CONCAVE SOUTH, 1220.00 FEET ALONG SAID SOUTHERLY RIGHT OF WAY LINE TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG A 5679.65 FEET RADIUS CURVE ON THE SOUTH RIGHT OF WAY LINE OF SAID RAILROAD 350.00 FEET; THENCE S16°35'E 270.00 FEET; THENCE S80°40' W 351.12 FEET; THENCE N16°35'W 260.00 FEET TO THE POINT OF BEGINNING, CONTAINING 2.12 ACRES, MORE OR LESS; AND

THE SOUTH HALF OF THE SOUTHEAST QUARTER (S1/2 SE1/4) OF SECTION NINETEEN (19), TOWNSHIP SEVENTY-EIGHT (78) NORTH, RANGE TWENTY-SEVEN (27) WEST OF THE 5TH P.M.; EXCEPT THAT PART LYING NORTH OF THE PUBLIC HIGHWAY RUNNING EAST AND WEST; AND ALSO EXCEPT PARCEL "A" AS SHOWN IN PLAT OF SURVEY IN BOOK 801, PAGE 72 IN THE OFFICE OF THE DALLAS COUNTY RECORDER; AND



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PARCEL 18-56 IN GOVERNMENT LOT THREE (3) OF SECTION FOUR (4), TOWNSHIP SEVENTY-EIGHT (28) NORTH, RANGE TWENTY-SIX (26) WEST OF THE 5TH P.M., AS SHOWN ON PLAT OF SURVEY IN BOOK 2018, PAGE 15814 IN THE OFFICE OF THE DALLAS COUNTY RECORDER;

ALL SUBJECT TO PUBLIC HIGHWAY AND EASEMENTS OF RECORD.

**RESOLUTION NO. 26-18**

**RESOLUTION RECEIVING AND APPROVING PRE-  
ANNEXATION AGREEMENT CONCERNING THE  
PROPOSED VOLUNTARY ANNEXATION OF CERTAIN  
LAND TO THE CITY OF ADEL, IOWA**

**WHEREAS**, the City Council of the City of Adel, Iowa, has received a pre-annexation agreement (the “Agreement”) from WBS2 Trust and Remington Pointe, LLC concerning the proposed voluntary annexation of certain property which with the inclusion of additional property in an annexation territory would be adjacent to current City limits, which Agreement is attached hereto and is incorporated by this reference; and

**WHEREAS**, the City Council desires to approve the terms of the Agreement and authorize the execution and recording of the Agreement.

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

Section 1. That the Agreement is hereby approved and accepted; and that the Mayor and City Clerk are hereby authorized, empowered, and directed to execute the Agreement on behalf of the City in the form now before this Council.

Section 2. That the City Clerk is hereby directed to record a copy of the Agreement with the County Recorder of Dallas County.

Section 3. That the City shall take no further action on the annexation proposed in the Agreement until the City has received additional applications for annexation from additional property owners, such that multiple properties may be acted on as a single annexation territory, or until such other time as the City Council deems further action on the proposed annexation to be appropriate and in the best interests of the City.

PASSED AND APPROVED this 13th day of January, 2026.

\_\_\_\_\_  
Timothy E. Crannell, Mayor

ATTEST:

\_\_\_\_\_  
Carrie Erickson, City Clerk

Prepared by: Jenna Sabroske, Ahlers & Cooney PC, 100 Court Ave. #600, Des Moines, IA 50309 515-243-7611  
 Return to: City of Adel, Iowa, c/o City Clerk, 301 S 10th St, Adel, IA 50003

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**PRE-ANNEXATION AGREEMENT  
 BETWEEN  
 CITY OF ADEL, IOWA  
 AND  
 WBS2 TRUST AND REMINGTON POINTE, LLC**

This Pre-Annexation Agreement (the "Agreement"), dated for reference purposes as of \_\_\_\_\_, 2026, is made and entered into by and between the City of Adel, Iowa ("City") and WBS2 Trust and Remington Pointe, LLC ("Owners").

WHEREAS, the Owner is the legal owner of the real estate legally described as follows (the "Real Estate"):

The East 60 Acres of the North One-half of the Northwest Quarter (N 1/2 NW 1/4) 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 (SE 1/4 SW 1/4) in Section 1, Township Seventy-eight (78) North, Range Twenty-eight (28) West of the 5th P.M., Dallas County, Iowa.

and shown in Exhibit A attached hereto and incorporated herein by reference; and

WHEREAS, as of the date of this Agreement, the Real Estate is not contiguous to the corporate city limits of the City of Adel, but is located within two (2) miles of the City's corporate limits and constitutes territory which may be annexed by City, as provided in Iowa Code Chapter 368, when joined with other property; and

WHEREAS, the Owner desires to have the Real Estate annexed by City upon certain terms and conditions as hereinafter set forth; and

WHEREAS, the City Council, after due and careful consideration, has concluded that the annexation of the Real Estate by City on the terms and conditions hereinafter set forth would further the growth of City, would provide for the harmonious development of City, would enable City to control the development of the area and would serve the best interests of City.

NOW THEREFORE, IN CONSIDERATION OF THE PROMISES AND THE MUTUAL COVENANTS AND AGREEMENTS HEREIN CONTAINED, IT IS HEREBY AGREED AS FOLLOWS:

Section 1. Agreement Pursuant to Iowa Code Chapter 368. This Agreement is made pursuant to and in accordance with the provisions of Iowa Code Chapter 368. The foregoing preambles and recitations are made a part of this Agreement.

Section 2. Term. The term of this Agreement is from the date first stated above until the annexation of the Real Estate to City is final.

Section 3. Petition for Annexation. Owner, upon execution of this Agreement, will submit to the City Clerk an Application for Voluntary Annexation of the Real Estate by City, in the form provided in Exhibit B. The City Clerk will file the Application, submit it to the City Council for consideration at such time and under such circumstances as the City Council deems appropriate, and comply with the requirements of Iowa Code Chapter 368. Pursuant to Iowa Code § 368.7(1)(e), upon execution of this Agreement, Owner hereby waives the right to withdraw or rescind the Application and hereby waives the right to withdraw its consent to the Application and waives its right to object to annexation.

Section 4. Transition of City Share of Property Taxes. City agrees that the resolution approving the Application shall provide for the transition for the imposition of City taxes against the Real Estate. The Real Estate shall be entitled to a partial exemption from taxation for City taxes for a period of ten (10) years following the final action related to the annexation, pursuant to the following schedule but subject to limitation at provided in Iowa Code Chapter 368:

- a. For the first and second year, seventy-five percent (75%).
- b. For the third and fourth year, sixty percent (60%).
- c. For the fifth and sixth year, forty-five percent (45%).
- d. For the seventh and eighth year, thirty percent (30%).
- e. For the ninth and tenth year, fifteen percent (15%).

Section 5. Existing Land Use. All uses of the Real Estate and improvements thereto or thereon that lawfully existed prior to the annexation being completed that do not fully conform to the City's zoning ordinances shall be deemed to be legally nonconforming with respect to said zoning ordinances and the Owner shall be allowed to retain and continue such legal nonconformity or nonconformities until such legal nonconformity or nonconformities or use(s) cease, consistent with the provisions of Chapter 165 of the Code of Ordinances of the City of Adel, Iowa and the laws of the State of Iowa.

Section 6. Recording. Upon approval by the City and the Owner, this Agreement shall be recorded, at City's expense, in the office of the Dallas County Recorder.

Section 7. Binding Agreement. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their heirs, successors and assignees and shall be recorded with the Real Estate and will apply to any subsequent plats and/or subdivisions of the Real Estate.



Section 8. Effect of Invalid Provision. If any provision of the Agreement is held invalid or unenforceable, such invalidity or unenforceability shall not affect any of the other provisions contained herein, but such provision shall be fully severable and this Agreement shall be construed and enforced as if the invalid or unenforceable provision has never been included in this Agreement.

Section 9. Default. Failure by Owner to substantially observe or perform any material covenant, condition, obligation or agreement on its part to be observed or performed under this Agreement constitutes an Event of Default. Whenever any Event occurs and is continuing, City may take any one or more of the following actions after giving written notice by City to Owner of the Event of Default, but only if the Event of Default has not been cured within sixty (60) days following such notice, or if the Event of Default cannot be cured within sixty (60) days and Owner does not provide assurances to City that the Event of Default will be cured as soon as reasonably possible thereafter:

- (1) City may suspend any part of or all of its performance under this Agreement until it receives assurances from Owner, deemed adequate by City, that Owner will cure its default and continue its performance under this Agreement;
- (2) City may cancel and rescind this Agreement;
- (3) Owner will reimburse City for all amounts expended by City in connection with the Agreement, and City may take any action, including any legal action it deems necessary, to recover such amounts from Owner;
- (4) City may take any action, including legal, equitable or administrative action, which may appear necessary or desirable to collect any payments due under this Agreement or to enforce performance and observance of any obligation, agreement, or covenant under this Agreement.

Section 10. Notices. Any notice to be delivered pursuant to the terms of the Agreement shall be delivered or mailed by certified mail, return receipt requested, to the respective parties at the following addresses:

- i. Notices to City shall be to:  
City of Adel, Iowa  
c/o Deputy City Administrator  
301 S 10th St  
Adel, IA 50003
- ii. Notices to Owner shall be to:  
Remington Pointe, LLC  
9550 Hickman Rd, Ste 100  
Clive, IA 50325

Section 11. City Council Approval. This Agreement is subject to final approval of the City of Adel, Iowa in its sole discretion.

*[Signature pages follow]*



**CITY OF ADEL, IOWA**

By: \_\_\_\_\_  
 Timothy E. Crannell, Mayor

ATTEST:

\_\_\_\_\_  
 Carrie Erickson, City Clerk

STATE OF \_\_\_\_\_ )  
 ) SS  
 COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me a Notary Public in and for said State, personally appeared \_\_\_\_\_ and \_\_\_\_\_, to me personally known, who being duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Adel, Iowa, a Municipality created and existing under the laws of the State of Iowa, and that the seal affixed to the foregoing instrument is the seal of said Municipality, and that said instrument was signed and sealed on behalf of said Municipality by authority and resolution of its City Council, and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said Municipality by it voluntarily executed.

\_\_\_\_\_  
 Notary Public in the State of Iowa

My Commission expires \_\_\_\_\_

OWNER: WBS2 TRUST

By: [Signature]

Print Name: William B. Spencer

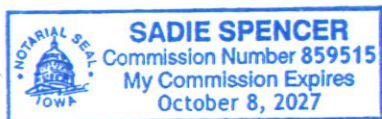
Title: MANAGER

STATE OF Iowa, COUNTY OF Polk, ss:

This record was acknowledged before me on January 8, 2026 by William B. Spencer (name), as Trustee of WBS2 Trust.

[Signature]  
Notary Public in and for said state

My commission expires: 2027



OWNER: REMINGTON POINTE, LLC

By: [Signature]

Print Name: William B. Spencer

Title: MANAGER

STATE OF Iowa, COUNTY OF Polk, ss:

This record was acknowledged before me on January 8, 202 6 by William B. Spencer (name), as Manager (member/manager) of Remington Point, LLC.

[Signature: Sadie Spencer]  
Notary Public in and for said state

My commission expires: 2027

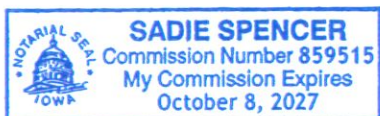


EXHIBIT A  
MAP OF REAL ESTATE

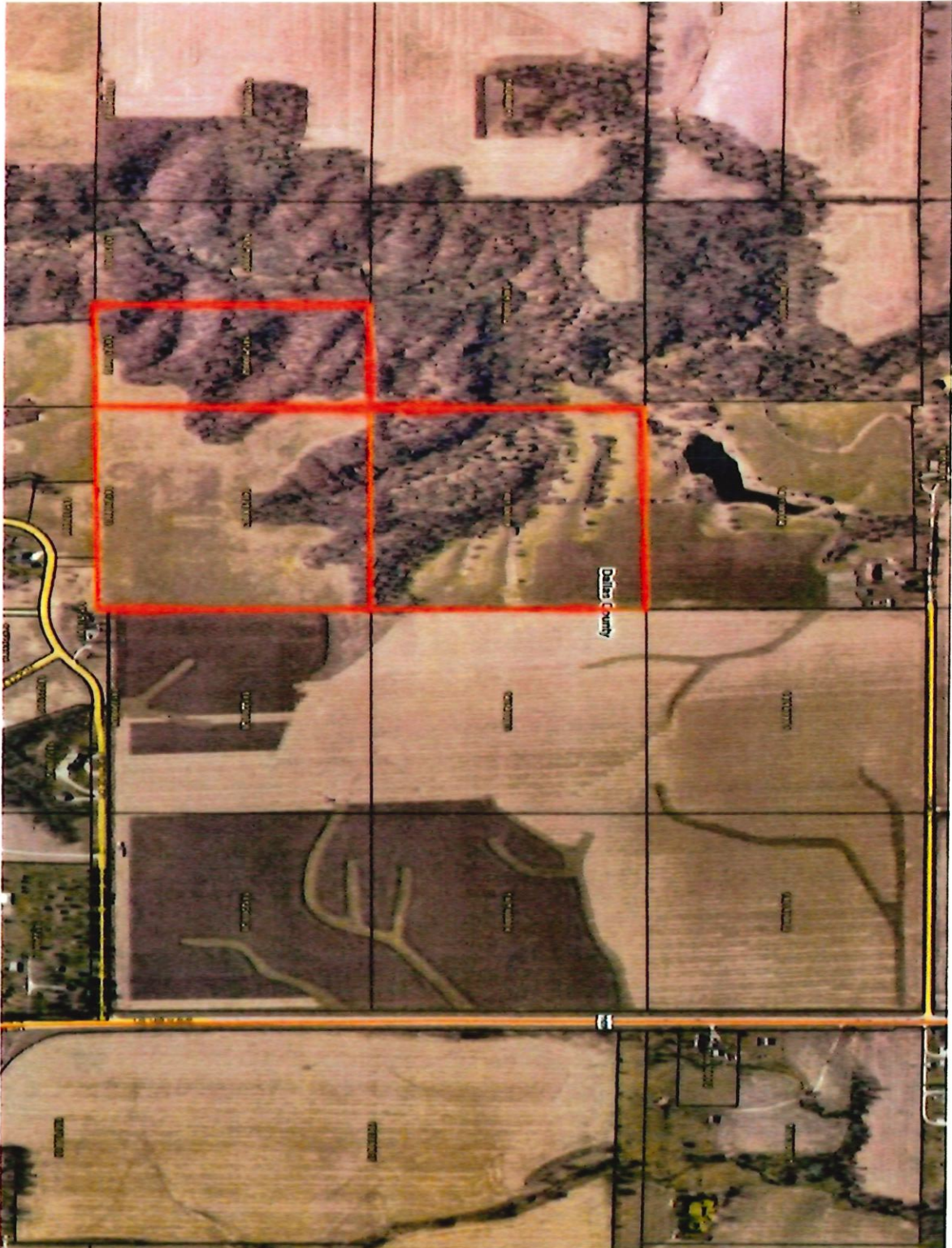




EXHIBIT B  
APPLICATION FOR VOLUNTARY ANNEXATION TO THE CITY OF ADEL

TO THE CITY COUNCIL OF THE CITY OF ADEL, IOWA:

The undersigned, as owner of the property herein described, which with the inclusion of additional property in an annexation territory would adjoin the City of Adel, Iowa, does hereby apply in writing to the City Council of the City of Adel pursuant to Iowa Code Section 368.7 for annexation to the City of Adel of the following described real property, to wit:

The East 60 Acres of the North One-half of the Northwest Quarter (N 1/2 NW 1/4) 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 (SE 1/4 SW 1/4) in Section 1, Township Seventy-eight (78) North, Range Twenty-eight (28) West of the 5th P.M., Dallas County, Iowa.

A map of the territory for which this application is being filed is attached hereto.

The annexation of said territory would not create an island. The above-described territory does not include any railroad right-of-way. The above-described territory does not contain state road right-of-way. The above-described territory does not contain county road right-of-way.

The undersigned requests the City Council of Adel, Iowa approve this application and take all steps necessary to complete the annexation. Furthermore, the undersigned hereby waives the right to withdraw consent to annexation within three business days after the public hearing on the application to annex land, as provided for in Iowa Code Section 368.7.

WBS2 TRUST

By: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Its: \_\_\_\_\_

REMINGTON POINTE, LLC

By: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Its: \_\_\_\_\_

**RESOLUTION NO. 26-19**

**RESOLUTION RECEIVING AND APPROVING PRE-  
ANNEXATION AGREEMENT CONCERNING THE  
PROPOSED VOLUNTARY ANNEXATION OF CERTAIN  
LAND TO THE CITY OF ADEL, IOWA**

**WHEREAS**, the City Council of the City of Adel, Iowa, has received a pre-annexation agreement (the “Agreement”) from SF Investments LC concerning the proposed voluntary annexation of certain property which with the inclusion of additional property in an annexation territory would be adjacent to current City limits, which Agreement is attached hereto and is incorporated by this reference; and

**WHEREAS**, the City Council desires to approve the terms of the Agreement and authorize the execution and recording of the Agreement.

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

Section 1. That the Agreement is hereby approved and accepted; and that the Mayor and City Clerk are hereby authorized, empowered, and directed to execute the Agreement on behalf of the City in the form now before this Council.

Section 2. That the City Clerk is hereby directed to record a copy of the Agreement with the County Recorder of Dallas County.

Section 3. That the City shall take no further action on the annexation proposed in the Agreement until the City has received additional applications for annexation from additional property owners, such that multiple properties may be acted on as a single annexation territory, or until such other time as the City Council deems further action on the proposed annexation to be appropriate and in the best interests of the City.

PASSED AND APPROVED this 13th day of January, 2026.

\_\_\_\_\_  
Timothy E. Crannell, Mayor

ATTEST:

\_\_\_\_\_  
Carrie Erickson, City Clerk



Prepared by: Jenna Sabroske, Ahlers & Cooney PC, 100 Court Ave. #600, Des Moines, IA 50309 515-243-7611  
 Return to: City of Adel, Iowa, c/o City Clerk, 301 S 10th St, Adel, IA 50003

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**PRE-ANNEXATION AGREEMENT  
 BETWEEN  
 CITY OF ADEL, IOWA  
 AND  
 SF INVESTMENTS LC**

This Pre-Annexation Agreement (the "Agreement"), dated for reference purposes as of \_\_\_\_\_, 2026, is made and entered into by and between the City of Adel, Iowa ("City") and SF Investments LC ("Owner").

WHEREAS, the Owner is the legal owner of the real estate legally described as follows (the "Real Estate"):

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 shown in Exhibit A attached hereto and incorporated herein by reference; and

WHEREAS, as of the date of this Agreement, the Real Estate is not contiguous to the corporate city limits of the City of Adel, but is located within two (2) miles of the City's corporate limits and constitutes territory which may be annexed by City, as provided in Iowa Code Chapter 368, when joined with other property; and

WHEREAS, the Owner desires to have the Real Estate annexed by City upon certain terms and conditions as hereinafter set forth; and

WHEREAS, the City Council, after due and careful consideration, has concluded that the annexation of the Real Estate by City on the terms and conditions hereinafter set forth would further the growth of City, would provide for the harmonious development of City, would enable City to control the development of the area and would serve the best interests of City.

NOW THEREFORE, IN CONSIDERATION OF THE PROMISES AND THE MUTUAL COVENANTS AND AGREEMENTS HEREIN CONTAINED, IT IS HEREBY AGREED AS FOLLOWS:

Section 1. Agreement Pursuant to Iowa Code Chapter 368. This Agreement is made pursuant to and in accordance with the provisions of Iowa Code Chapter 368. The foregoing preambles and recitations are made a part of this Agreement.

Section 2. Term. The term of this Agreement is from the date first stated above until the annexation of the Real Estate to City is final.

Section 3. Petition for Annexation. Owner, upon execution of this Agreement, will submit to the City Clerk an Application for Voluntary Annexation of the Real Estate by City, in the form provided in Exhibit B. The City Clerk will file the Application, submit it to the City Council for consideration at such time and under such circumstances as the City Council deems appropriate, and comply with the requirements of Iowa Code Chapter 368. Pursuant to Iowa Code § 368.7(1)(e), upon execution of this Agreement, Owner hereby waives the right to withdraw or rescind the Application and hereby waives the right to withdraw its consent to the Application and waives its right to object to annexation.

Section 4. Transition of City Share of Property Taxes. City agrees that the resolution approving the Application shall provide for the transition for the imposition of City taxes against the Real Estate. The Real Estate shall be entitled to a partial exemption from taxation for City taxes for a period of ten (10) years following the final action related to the annexation, pursuant to the following schedule but subject to limitation at provided in Iowa Code Chapter 368:

- a. For the first and second year, seventy-five percent (75%).
- b. For the third and fourth year, sixty percent (60%).
- c. For the fifth and sixth year, forty-five percent (45%).
- d. For the seventh and eighth year, thirty percent (30%).
- e. For the ninth and tenth year, fifteen percent (15%).

Section 5. Existing Land Use. All uses of the Real Estate and improvements thereto or thereon that lawfully existed prior to the annexation being completed that do not fully conform to the City's zoning ordinances shall be deemed to be legally nonconforming with respect to said zoning ordinances and the Owner shall be allowed to retain and continue such legal nonconformity or nonconformities until such legal nonconformity or nonconformities or use(s) cease, consistent with the provisions of Chapter 165 of the Code of Ordinances of the City of Adel, Iowa and the laws of the State of Iowa.

Section 6. Recording. Upon approval by the City and the Owner, this Agreement shall be recorded, at City's expense, in the office of the Dallas County Recorder.

Section 7. Binding Agreement. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their heirs, successors and assignees and shall be recorded with the Real Estate and will apply to any subsequent plats and/or subdivisions of the Real Estate.



Section 8. Effect of Invalid Provision. If any provision of the Agreement is held invalid or unenforceable, such invalidity or unenforceability shall not affect any of the other provisions contained herein, but such provision shall be fully severable and this Agreement shall be construed and enforced as if the invalid or unenforceable provision has never been included in this Agreement.

Section 9. Default. Failure by Owner to substantially observe or perform any material covenant, condition, obligation or agreement on its part to be observed or performed under this Agreement constitutes an Event of Default. Whenever any Event occurs and is continuing, City may take any one or more of the following actions after giving written notice by City to Owner of the Event of Default, but only if the Event of Default has not been cured within sixty (60) days following such notice, or if the Event of Default cannot be cured within sixty (60) days and Owner does not provide assurances to City that the Event of Default will be cured as soon as reasonably possible thereafter:

- (1) City may suspend any part of or all of its performance under this Agreement until it receives assurances from Owner, deemed adequate by City, that Owner will cure its default and continue its performance under this Agreement;
- (2) City may cancel and rescind this Agreement;
- (3) Owner will reimburse City for all amounts expended by City in connection with the Agreement, and City may take any action, including any legal action it deems necessary, to recover such amounts from Owner;
- (4) City may take any action, including legal, equitable or administrative action, which may appear necessary or desirable to collect any payments due under this Agreement or to enforce performance and observance of any obligation, agreement, or covenant under this Agreement.

Section 10. Notices. Any notice to be delivered pursuant to the terms of the Agreement shall be delivered or mailed by certified mail, return receipt requested, to the respective parties at the following addresses:

- i. Notices to City shall be to:  
City of Adel, Iowa  
c/o Deputy City Administrator  
301 S 10th St  
Adel, IA 50003
- ii. Notices to Owner shall be to:  
SF Investments LC  
9550 Hickman Rd, Suite 100  
Clive, IA 50325

Section 11. City Council Approval. This Agreement is subject to final approval of the City of Adel, Iowa in its sole discretion.

*[Signature pages follow]*

**CITY OF ADEL, IOWA**

By: \_\_\_\_\_  
 Timothy E. Crannell, Mayor

ATTEST:

\_\_\_\_\_  
 Carrie Erickson, City Clerk

STATE OF \_\_\_\_\_ )  
 ) SS  
 COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me a Notary Public in and for said State, personally appeared \_\_\_\_\_ and \_\_\_\_\_, to me personally known, who being duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Adel, Iowa, a Municipality created and existing under the laws of the State of Iowa, and that the seal affixed to the foregoing instrument is the seal of said Municipality, and that said instrument was signed and sealed on behalf of said Municipality by authority and resolution of its City Council, and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said Municipality by it voluntarily executed.

\_\_\_\_\_  
 Notary Public in the State of Iowa

My Commission expires \_\_\_\_\_

OWNER: SF Investments LC

By: [Signature]

Print Name: William B Spencer

Title: Manager

STATE OF Iowa, COUNTY OF Polk, ss:

This record was acknowledged before me on January 8, 202~~6~~<sup>\*</sup> by William B. Spencer, Manager of SF Investments, LC, an Iowa limited liability company.



[Signature]  
Notary Public in and for said state

My commission expires: 2027



## 257

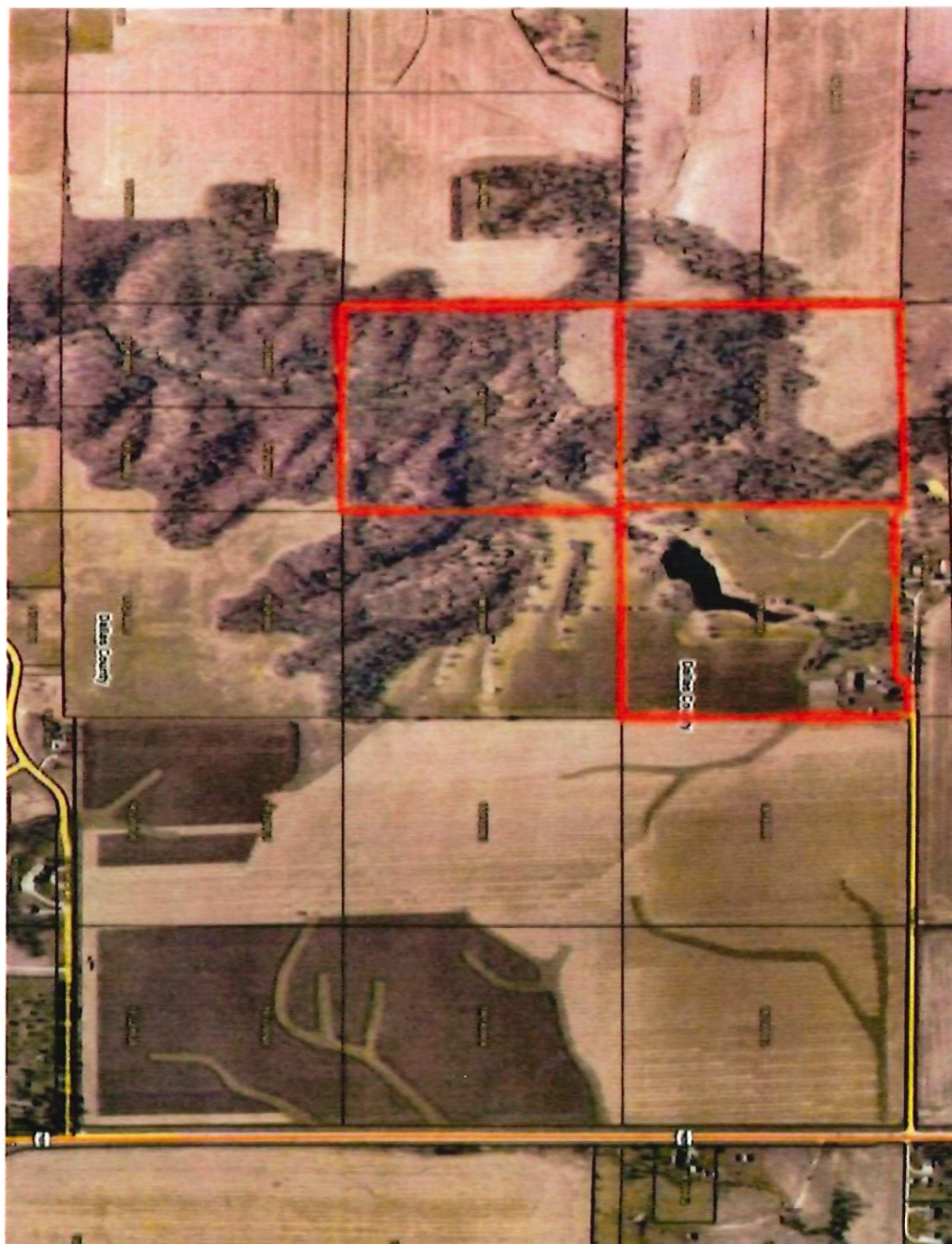


EXHIBIT B  
APPLICATION FOR VOLUNTARY ANNEXATION TO THE CITY OF ADEL

TO THE CITY COUNCIL OF THE CITY OF ADEL, IOWA:

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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.

A map of the territory for which this application is being filed is attached hereto.

The annexation of said territory would not create an island. The above-described territory does not include any railroad right-of-way. The above-described territory does not contain state road right-of-way. The above-described territory does contain county road right-of-way.

The undersigned requests the City Council of Adel, Iowa approve this application and take all steps necessary to complete the annexation. Furthermore, the undersigned hereby waives the right to withdraw consent to annexation within three business days after the public hearing on the application to annex land, as provided for in Iowa Code Section 368.7.

SF Investments LC

By: 

Date: 1/8/26

Print Name: WILLIAM B. SPENCER

Its: MANAGER

02357766\10113-1000



# McClure Engineering Co.

## Detailed Payment

25-0035-604

Description	TAP-U-0035(604)--8I-25, Letting Date- March 19, 2024 In the City of Adel, a Rec Trail along Pennoch St., S. 12th St., and south of Lynne Dr MEC#: 2022000190-000
Payment Number	17
Pay Period	12/05/2025 to 12/12/2025
Prime Contractor	ELDER CORPORATION 5088 EAST UNIVERSITY DES MOINES, IA 50327-7098
Payment Status	Pending
Awarded Project Amount	\$1,124,000.00
Authorized Amount	\$1,189,779.55
Remarks	Final Voucher - Release of Retainage

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
Section: 0001 - TAP-U-0035(604)--8I-25, Trail Items										
0010	2101-0850001	ACRE	\$38,500.000	0.230	0.000	0.230	0.230	0.230	\$0.00	\$8,855.00
CLEARING AND GRUBBING										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0020	2102-2710070	CY	\$7.750	2,477.000	0.000	2,477.000	2,477.000	2,477.000	\$0.00	\$19,196.75
EXCAVATION, CLASS 10, ROADWAY AND BORROW										
0030	2102-2710090	CY	\$32.000	806.000	0.000	806.000	806.000	806.000	\$0.00	\$25,792.00
EXCAVATION, CLASS 10, WASTE										
0040	2105-8425015	CY	\$15.000	1,532.000	0.000	1,532.000	1,532.000	1,532.000	\$0.00	\$22,980.00
TOPSOIL, STRIP, SALVAGE AND SPREAD										
0050	2123-7450020	STA	\$380.000	96.000	0.000	96.000	96.000	96.000	\$0.00	\$36,480.00
SHOULDER FINISHING, EARTH										
0060	2315-8275025	TON	\$60.000	44.000	0.000	46.090	46.090	46.090	\$0.00	\$2,765.40
SURFACING, DRIVEWAY, CLASS A CRUSHED STONE										
0070	2401-6750001	LS	\$840.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$840.00
REMOVALS, AS PER PLAN										
0080	2416-0100024	EACH	\$2,300.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$2,300.00
APRONS, CONCRETE, 24 IN. DIA.										
0090	2431-0000100	SF	\$90.000	0.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
SEGMENTAL BLOCK RETAINING WALL										
0100	2435-0251224	EACH	\$2,300.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$2,300.00
INTAKE, SW-512, 24 IN.										
0110	2435-0600010	EACH	\$1,600.000	4.000	0.000	4.000	4.000	4.000	\$0.00	\$6,400.00
MANHOLE ADJUSTMENT, MINOR										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0120	2435-0700010	EACH	\$1,200.000	2.000	0.000	2.000	2.000	2.000	\$0.00	\$2,400.00
CONNECTION TO EXISTING MANHOLE										
0130	2503-0110015	LF	\$164.000	6.000	0.000	6.000	6.000	6.000	\$0.00	\$984.00
STORM SEWER GRAVITY MAIN, TRENCHED, 15 IN.										
0140	2503-0110024	LF	\$154.000	8.000	0.000	8.000	8.000	8.000	\$0.00	\$1,232.00
STORM SEWER GRAVITY MAIN, TRENCHED, 24 IN.										
0150	2504-0200404	LF	\$141.000	20.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
SANITARY SEWER SERVICE STUB, POLYVINYL CHLORIDE PIPE (PVC), 4 IN.										
0160	2511-0302500	SY	\$49.500	4,965.800	0.000	4,965.800	4,965.800	4,965.800	\$0.00	\$245,807.10
RECREATIONAL TRAIL, PORTLAND CEMENT CONCRETE, 5 IN.										
0170	2511-0302600	SY	\$55.000	31.800	0.000	32.370	32.370	32.370	\$0.00	\$1,780.35
RECREATIONAL TRAIL, PORTLAND CEMENT CONCRETE, 6 IN.										
0180	2511-0310100	STA	\$340.000	48.000	0.000	48.000	48.000	48.000	\$0.00	\$16,320.00
SPECIAL COMPACTION OF SUBGRADE FOR RECREATIONAL TRAIL										
0190	2511-6745900	SY	\$8.750	318.000	0.000	318.000	318.000	318.000	\$0.00	\$2,782.50
REMOVAL OF SIDEWALK										
0200	2511-7526004	SY	\$52.000	158.000	0.000	158.000	158.000	158.000	\$0.00	\$8,216.00
SIDEWALK, P.C. CONCRETE, 4 IN.										
0210	2511-7526006	SY	\$89.000	104.500	0.000	116.300	116.300	116.300	\$0.00	\$10,350.70
SIDEWALK, P.C. CONCRETE, 6 IN.										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0220	2511-7528101	SF	\$51.000	217.000	0.000	225.000	225.000	225.000	\$0.00	\$11,475.00
DETECTABLE WARNINGS										
0230	2514-0000200	STA	\$3,100.000	0.650	0.000	0.650	0.650	0.650	\$0.00	\$2,015.00
REMOVAL OF CURB										
0240	2515-2475006	SY	\$85.250	173.500	0.000	323.420	323.420	323.420	\$0.00	\$27,571.56
DRIVEWAY, P.C. CONCRETE, 6 IN.										
0250	2515-6745600	SY	\$16.500	175.000	0.000	175.000	175.000	175.000	\$0.00	\$2,887.50
REMOVAL OF PAVED DRIVEWAY										
0260	2516-8625000	CY	\$1,210.000	7.500	0.000	7.500	7.500	7.500	\$0.00	\$9,075.00
COMBINED CONCRETE SIDEWALK AND RETAINING WALL										
0270	2519-1002048	LF	\$54.000	77.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
FENCE, CHAIN LINK, 48 IN. HEIGHT										
0280	2519-4200120	LF	\$5.000	77.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
REMOVAL OF FENCE, CHAIN LINK										
0290	2524-6765010	EACH	\$550.000	2.000	0.000	2.000	2.000	2.000	\$0.00	\$1,100.00
REMOVE AND REINSTALL SIGN AS PER PLAN										
0300	2524-9276010	LF	\$35.000	232.000	0.000	298.000	298.000	298.000	\$0.00	\$10,430.00
PERFORATED SQUARE STEEL TUBE POSTS										
0310	2524-9325001	SF	\$35.000	115.500	0.000	167.500	167.500	167.500	\$0.00	\$5,862.50
TYPE A SIGNS, SHEET ALUMINUM										



Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0320	2527-9263109	STA	\$450.000	34.200	0.000	42.000	42.000	42.000	\$0.00	\$18,900.00
PAINTED PAVEMENT MARKING, WATERBORNE OR SOLVENT-BASED										
0330	2528-8445110	LS	\$11,200.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$11,200.00
TRAFFIC CONTROL										
0335	2529-2242304	EACH	\$105.000	9.000	0.000	8.000	8.000	8.000	\$0.00	\$840.00
CD JOINT ASSEMBLY										
0340	2529-5070110	SY	\$111.000	103.000	0.000	107.250	107.250	107.250	\$0.00	\$11,904.75
PATCHES, FULL-DEPTH FINISH, BY AREA										
0350	2529-5070120	EACH	\$476.000	3.000	0.000	4.000	4.000	4.000	\$0.00	\$1,904.00
PATCHES, FULL-DEPTH FINISH, BY COUNT										
0360	2533-4980005	LS	\$106,277.830	1.000	0.000	1.000	1.000	1.000	\$0.00	\$106,277.83
MOBILIZATION										
0370	2554-0210201	EACH	\$6,400.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$6,400.00
FIRE HYDRANT ASSEMBLY, WM-201										
0380	2554-0210205	EACH	\$640.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$640.00
FIRE HYDRANT ASSEMBLY REMOVAL										
0390	2601-2634105	ACRE	\$4,500.000	1.000	0.000	1.643	1.643	1.643	\$0.00	\$7,393.50
MULCHING, BONDED FIBER MATRIX										
0400	2601-2636015	ACRE	\$2,000.000	0.030	0.000	0.030	0.030	0.030	\$0.00	\$60.00
NATIVE GRASS SEEDING										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0410	2601-2636070	ACRE	\$1,450.000	1.000	0.000	1.280	1.280	1.280	\$0.00	\$1,856.00
HYDRAULIC SEEDING: (URBAN)										
0420	2601-2638352	SQ	\$15.000	12.800	0.000	0.000	0.000	0.000	\$0.00	\$0.00
SLOPE PROTECTION, WOOD EXCELSIOR MAT										
0430	2601-2639010	SQ	\$65.000	303.000	0.000	470.470	470.470	470.470	\$0.00	\$30,580.55
SODDING										
0440	2601-2642120	ACRE	\$850.000	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
STABILIZING CROP - SEEDING AND FERTILIZING (URBAN)										
0450	2601-2643110	MGAL	\$75.000	181.800	0.000	184.900	184.900	184.900	\$0.00	\$13,867.50
WATERING FOR SOD, SPECIAL DITCH CONTROL, OR SLOPE PROTECTION										
0460	2602-0000020	LF	\$1.600	4,932.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
SILT FENCE										
0470	2602-0000071	LF	\$0.010	4,932.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
REMOVAL OF SILT FENCE OR SILT FENCE FOR DITCH CHECKS										
0480	2602-0000101	LF	\$0.010	4,932.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
MAINTENANCE OF SILT FENCE OR SILT FENCE FOR DITCH CHECK										
0490	2602-0000150	LF	\$25.210	100.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
STABILIZED CONSTRUCTION ENTRANCE, EC-303										
0500	2602-0000309	LF	\$1.950	2,632.000	0.000	5,088.000	5,088.000	5,088.000	\$0.00	\$9,921.60
PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 9 IN. DIA.										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0510	2602-0000351	LF	\$0.100	2,632.000	0.000	875.000	875.000	875.000	\$0.00	\$87.50
REMOVAL OF PERIMETER AND SLOPE OR DITCH CHECK SEDIMENT CONTROL DEVICE										
0520	2602-0010010	EACH	\$600.000	1.000	0.000	10.000	10.000	10.000	\$0.00	\$6,000.00
MOBILIZATIONS, EROSION CONTROL										
0530	2602-0010020	EACH	\$1,200.000	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
MOBILIZATIONS, EMERGENCY EROSION CONTROL										
8001	2435-0600020	EACH	\$4,558.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$4,558.00
MANHOLE ADJUSTMENT, MAJOR										
8002	2599-9999009	LF	\$80.000	28.000	0.000	28.000	28.000	28.000	\$0.00	\$2,240.00
('LINEAR FEET' ITEM): 6in HDPE Pipe										
8003	2431-0000100	SF	\$97.200	1,974.000	0.000	1,974.000	1,974.000	1,974.000	\$0.00	\$191,872.80
SEGMENTAL BLOCK RETAINING WALL										
8004	6100-2301010	SY	\$2.500	295.500	0.000	295.500	295.500	295.500	\$0.00	\$738.75
(EW0) PCC COLD WEATHER PROTECTION										
Section Totals:									\$0.00	\$915,441.14
Section: 0002 - TAP-U-0035(604)--8I-25, 80'-0 x 14'-0 Steel Truss Pedestrian Bridge										
0540	2402-2720000	CY	\$33.000	65.000	0.000	100.000	100.000	100.000	\$0.00	\$3,300.00
EXCAVATION, CLASS 20										
0550	2403-0100010	CY	\$1,150.000	42.100	0.000	48.000	48.000	48.000	\$0.00	\$55,200.00
STRUCTURAL CONCRETE (BRIDGE)										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0560	2404-7775005	LB	\$2.000	5,744.000	0.000	5,732.000	5,732.000	5,732.000	\$0.00	\$11,464.00
REINFORCING STEEL, EPOXY COATED										
0570	2414-6445100	LF	\$650.000	42.000	0.000	42.000	42.000	42.000	\$0.00	\$27,300.00
STRUCTURAL STEEL PEDESTRIAN HAND RAILING										
0580	2429-0000100	EACH	\$160,000.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$160,000.00
PRE-ENGINEERED STEEL TRUSS TRAIL BRIDGE,: 80'-0 x 14'-0										
0590	2501-0201057	LF	\$55.000	725.000	0.000	725.000	725.000	725.000	\$0.00	\$39,875.00
PILES, STEEL, HP 10 X 57										
0600	2507-2638650	SY	\$150.000	19.000	0.000	19.000	19.000	19.000	\$0.00	\$2,850.00
BRIDGE WING ARMORING - EROSION STONE										
0610	2507-3250005	SY	\$6.000	162.000	0.000	143.300	143.300	143.300	\$0.00	\$859.80
ENGINEERING FABRIC										
0620	2507-6800061	TON	\$69.000	123.000	0.000	121.670	121.670	121.670	\$0.00	\$8,395.23
REVETMENT, CLASS E										
Section Totals:									\$0.00	\$309,244.03
Total Payments:									\$0.00	\$1,224,685.17

## Time Charges

Time Limit	Original Deadline	Authorized Deadline	Charges This Period	Damages This Period	Days Completed To Date	Days Remaining To Date	Damages To Date
Working Days, Late Start Date - 06/03/2024, Liquidated Damage Rate - 1,000	75.0 Days	75.0 Days	0.0 Days	\$0.00	74.0 Days	1.0 Day	\$0.00
Total Damages:							\$0.00

## Summary

Current Approved Work:	\$0.00	Approved Work To Date:	\$1,224,685.17
Current Stockpile Advancement:	\$0.00	Stockpile Advancement To Date:	\$0.00
Current Stockpile Recovery:	\$0.00	Stockpile Recovery To Date:	\$0.00
Current Retainage:	-\$30,000.00	Retainage To Date:	\$0.00
Current Retainage Released:	\$0.00	Retainage Released To Date:	\$0.00
Current Liquidated Damages:	\$0.00	Liquidated Damages To Date:	\$0.00
Current Adjustment:	\$0.00	Adjustments To Date:	\$0.00
Current Payment:	\$30,000.00	Payments To Date:	\$1,224,685.17
Previous Payment:	\$6,474.50	Previous Payments To Date:	\$1,194,685.17

Funding Details

25-0035-604-CAT-1 25-0035-604-CAT-1 25-0035-604:	\$0.00
25-0035-604-CAT-2 25-0035-604-CAT-2 25-0035-604:	\$0.00
25-0035-604-CAT-3 NON-PARTICIPATING:	\$0.00
Current Payment:	\$0.00

25-0035-604-CAT-1 25-0035-604-CAT-1 25-0035-604 To Date:	\$915,441.14
25-0035-604-CAT-2 25-0035-604-CAT-2 25-0035-604 To Date:	\$309,244.03
25-0035-604-CAT-3 NON-PARTICIPATING To Date:	\$0.00
Payments To Date:	\$1,224,685.17



**ITEM TO INCLUDE ON AGENDA**

**CITY OF ADEL, IOWA**

- Resolution accepting the Evans Park Trail Connection.

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

\_\_\_\_\_, \_\_\_\_\_

The City Council of the City of Adel, State of Iowa, met in \_\_\_\_\_ session, in the Council Chambers, City Hall, 301 S. 10th Street, Adel, Iowa, at 6:00 P.M., on the above date. There were present Mayor \_\_\_\_\_, in the chair, and the following named Council Members:

\_\_\_\_\_

Absent: \_\_\_\_\_

Vacant: \_\_\_\_\_

\* \* \* \* \*

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION ACCEPTING THE EVANS PARK TRAIL CONNECTION", 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 following Resolution duly adopted:

RESOLUTION ACCEPTING THE EVANS PARK TRAIL  
CONNECTION

WHEREAS, on the \_\_\_\_\_ day of \_\_\_\_\_, 2024, the Mayor and Clerk of the City of Adel, Iowa, entered into a construction contract with \_\_\_\_\_ of \_\_\_\_\_, for the construction of certain public improvements generally described as the Evans Park Trail Connection; and

WHEREAS, the contractor has fully completed the construction of the public improvements in accordance with the terms and conditions of the contract and plans and specifications, as shown by the certificate of the Engineer filed with the Clerk on \_\_\_\_\_, \_\_\_\_\_:

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

Section 1. That the report of the Engineer be and the same is hereby approved and adopted, and the public improvements are hereby approved and accepted as having been fully completed in accordance with the plans, specifications and form of contract and the total final construction cost thereof is hereby determined to be \$ \_\_\_\_\_, as shown in the report of the Engineer.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

STATE OF IOWA )  
 ) SS  
COUNTY OF DALLAS )

WITNESS my hand and the seal of the City hereto affixed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

(SEAL)



## STATEMENT OF COMPLETION AND FINAL ACCEPTANCE OF WORK

Contractor \_\_\_\_\_ Letting Date \_\_\_\_\_

Work Type \_\_\_\_\_ Contract ID \_\_\_\_\_

Accounting ID(s) \_\_\_\_\_  
\_\_\_\_\_

Project Number(s) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Additional Comments

Type of Contract

Specified Start Date \_\_\_\_\_

Approximate Start Date \_\_\_\_\_

Late Start Date \_\_\_\_\_

Completion Date Contract \_\_\_\_\_

Actual Start Date \_\_\_\_\_

Field Completion Date \_\_\_\_\_

Site No.(s)	00				
Working Days Specified:					
Working Days Charged:					
Closure Days Specified:					
Closure Days Charged:					

### Recommended for Acceptance

Resident Construction Engineer

County Engineer

Project Engineer

Primary and Interstate Projects

- Upload the completed form in the Signature Drawer in Doc Express.
- Apply signature.

Local Public Agency (LPA) Projects

- Upload the completed form to the Project Closeout drawer in Doc Express.
- Apply signature.
- Projects where the Project Engineer is a consultant must include the Person in Responsible Charge (PIRC) signature from the LPA.
- Projects located on Farm-to-Market (FM) routes must include the County Engineer's signature as the PIRC to denote Board of Supervisor's acceptance.

### Contract Acceptance

Primary and Interstate Projects

- District Construction Engineer apply signature in Doc Express.

LPA Projects

- Local Systems Field Engineer or Administering Bureau apply signature in Doc Express.
- DOT contract acceptance not required for Farm-to-Market (FM) only projects.



# Doc Express® Document Signing History

Contract: 25-0035-604 Document: 830435

This document is in the process of being signed by all required signatories using the Doc Express® service. Following are the signatures that have occurred so far.

Date	Signed By
01/07/2026	Brian Meyer McClure Engineering Co. Electronic Signature (Recommended by Engineer)
	(Approved by PIRC (when applicable))
	(Approved by District Materials Engineer (Optional))
	(Approved by Administering Bureau (DOT))
	(Approved by FHWA (When applicable))



# McClure Engineering Co.

## Change Order Details

25-0035-603

Description	BRM-0035(603)--8N-25, Acct ID- 39641, Letting Date- September 19, 2023 MEC Project #: 0000211533-000
Prime Contractor	HERBERGER CONSTRUCTION CO., INC. 2508 WEST 2ND AVENUE INDIANOLA, IA 50125-0000
Change Order	4
Status	Pending
Date Created	07/25/2025
Type	As-Built Quantities
Summary	As-Built Quantities
Change Order Description	As-Built Quantities: Item 0010, 2101-0850001, CLEARING AND GRUBBING Item 0060, 2212-5070310, PATCHES, FULL-DEPTH REPAIR Item 0070, 2212-5070330, PATCHES BY COUNT (REPAIR) Item 0080, 2301-0690205, BRIDGE APPROACH, BR-205 Item 0090, 2301-6911722, PORTLAND CEMENT CONCRETE PAVEMENT SAMPLES Item 0100, 2303-6911000, HOT MIX ASPHALT PAVEMENT SAMPLES Item 0250, 2507-3250005, ENGINEERING FABRIC Item 0260, 2507-6800061, REVETMENT, CLASS E Item 0280, 2524-6765010, REMOVE AND REINSTALL SIGN AS PER PLAN Item 0290, 2527-9263109, PAINTED PAVEMENT MARKING, WATERBORNE OR SOLVENT-BASED Item 0320, 2528-9290050, PORTABLE DYNAMIC MESSAGE SIGN (PDMS) Item 0390, 2601-2634100, MULCHING

Item 0410, 2601-2636043, SEEDING AND FERTILIZING (RURAL)  
 Item 0420, 2601-2638352, SLOPE PROTECTION, WOOD EXCELSIOR MAT  
 Item 0430, 2601-2642100, STABILIZING CROP - SEEDING AND FERTILIZING  
 Item 0440, 2602-0000020, SILT FENCE  
 Item 0450, 2602-0000071, REMOVAL OF SILT FENCE OR SILT FENCE FOR DITCH CHECKS  
 Item 0460, 2602-0000101, MAINTENANCE OF SILT FENCE OR SILT FENCE FOR DITCH CHECK  
 Item 8000, 2602-0000309, PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 9 IN. DIA.

<b>Awarded Project Amount</b>	\$1,099,367.96
<b>Authorized Project Amount</b>	\$1,117,349.46
<b>Change Order Amount</b>	\$4,860.14
<b>Revised Project Amount</b>	\$1,122,209.60

**B – Reason for change:**

- Item 0010, 2101-0850001, CLEARING AND GRUBBING: Additional areas identified after contract started requiring Clearing and Grubbing
- Item 0060, 2212-5070310, PATCHES, FULL-DEPTH REPAIR: Additional patches needed at end of project after on-site meeting
- Item 0070, 2212-5070330, PATCHES BY COUNT (REPAIR): Additional patches needed at end of project after on-site meeting
- Item 0080, 2301-0690205, BRIDGE APPROACH, BR-205: Bridge approach layout adjusted to improve future maintenance of the approach.
- Item 0090, 2301-6911722, PORTLAND CEMENT CONCRETE PAVEMENT SAMPLES: Item waived due to small quantity
- Item 0100, 2303-6911000, HOT MIX ASPHALT PAVEMENT SAMPLES: Item waived due to HMA being on patches only
- Item 0250, 2507-3250005, ENGINEERING FABRIC: additional quantity needed for berms and end drains
- Item 0260, 2507-6800061, REVETMENT, CLASS E: quantity reduced due to recycled concrete from bridge removal
- Item 0280, 2524-6765010, REMOVE AND REINSTALL SIGN AS PER PLAN: Additional signs were identified after construction started
- Item 0290, 2527-9263109, PAINTED PAVEMENT MARKING, WATERBORNE OR SOLVENT-BASED: paint extended to edge of construction limits

Item 0320, 2528-9290050, PORTABLE DYNAMIC MESSAGE SIGN (PDMS): PDMS boards were needed longer for closure duration

Item 0390, 2601-2634100, MULCHING: Additional seeding and mulching was needed to establish growth

Item 0410, 2601-2636043, SEEDING AND FERTILIZING (RURAL): Additional seeding and mulching was needed to establish growth

Item 0420, 2601-2638352, SLOPE PROTECTION, WOOD EXCELSIOR MAT: additional matting used on ditches and slopes

Item 0430, 2601-2642100, STABILIZING CROP - SEEDING AND FERTILIZING: Additional stabilizing crop used to cover grading limits and additional applications

Item 0440, 2602-0000020, SILT FENCE: Item not used

Item 0450, 2602-0000071, REMOVAL OF SILT FENCE OR SILT FENCE FOR DITCH CHECKS: Item not used

Item 0460, 2602-0000101, MAINTENANCE OF SILT FENCE OR SILT FENCE FOR DITCH CHECK: Item not used

Item 8000, 2602-0000309, PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 9 IN. DIA.: additional devices used during staged construction and reapplication of permanent seed

**C – Settlement for cost(s) of change as with items addressed in sections F and/or G:**

Item 0010, 2101-0850001, CLEARING AND GRUBBING: 0.010 Acre x \$90,000.00/Acre = \$900.00

Item 0060, 2212-5070310, PATCHES, FULL-DEPTH REPAIR: 52.00SY x \$320.00/SY= \$16,640.00

Item 0070, 2212-5070330, PATCHES BY COUNT (REPAIR): 1.00EA x \$325.00/EA = \$325.00

Item 0080, 2301-0690205, BRIDGE APPROACH, BR-205: -60.20SY x \$290.00/SY = -\$17,458.00

Item 0090, 2301-6911722, PORTLAND CEMENT CONCRETE PAVEMENT SAMPLES: -1LS x \$1.00/LS = -\$1.00

Item 0100, 2303-6911000, HOT MIX ASPHALT PAVEMENT SAMPLES: -1.00LS x \$650.00/LS = -\$650.00

Item 0250, 2507-3250005, ENGINEERING FABRIC: 74.00SY x \$4.20=\$310.80

Item 0260, 2507-6800061, REVETMENT, CLASS E: -48.02ton x \$75.00/Ton=-\$3,601.50

Item 0280, 2524-6765010, REMOVE AND REINSTALL SIGN AS PER PLAN: 2.00EA x \$210.00/EA=\$420.00

Item 0290, 2527-9263109, PAINTED PAVEMENT MARKING, WATERBORNE OR SOLVENT-BASED: 16.28STA x \$210.00=\$3,418.80

Item 0320, 2528-9290050, PORTABLE DYNAMIC MESSAGE SIGN (PDMS): 15.00CDAY x \$210.00/CDAY=\$3,150.00

Item 0390, 2601-2634100, MULCHING: 0.32Acre x \$2,500.00/Acre=\$800.00

Item 0410, 2601-2636043, SEEDING AND FERTILIZING (RURAL): -0.05Acrex\$3,500.00/Acre=-\$175.00

Item 0420, 2601-2638352, SLOPE PROTECTION, WOOD EXCELSIOR MAT: 151.00SQ x \$25.00 = \$3,775.00

Item 0430, 2601-2642100, STABILIZING CROP - SEEDING AND FERTILIZING: 0.32Acre x \$400.00/Acre= \$128.00

Item 0440, 2602-0000020, SILT FENCE: -766.00LF x \$5.00/LF=-\$3,830.00

Item 0450, 2602-0000071, REMOVAL OF SILT FENCE OR SILT FENCE FOR DITCH CHECKS: -766.00LF x \$0.01=-\$7.66

Item 0460, 2602-0000101, MAINTENANCE OF SILT FENCE OR SILT FENCE FOR DITCH CHECK: -766.00LF x \$1.00/LF=-\$766.00

Item 8000, 2602-0000309, PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 9 IN. DIA.: 449.00LF x \$3.30/LF = \$1,481.70

Total: \$900+\$16,640.00+\$325.00+-\$1.00+-\$650.00+\$310.80+\$420.00+\$3,418.80+\$3,150.00+\$800.00+-\$175.00+\$3,775.00+\$128.00+-\$3,830.00+-\$7.66+-\$766.00+\$1,481.70=\$4,860.14

**D – Justification for cost(s):**

Item 0010, 2101-0850001, CLEARING AND GRUBBING: Contract Unit Price

Item 0060, 2212-5070310, PATCHES, FULL-DEPTH REPAIR: Contract Unit Price

Item 0070, 2212-5070330, PATCHES BY COUNT (REPAIR): Contract Unit Price

Item 0080, 2301-0690205, BRIDGE APPROACH, BR-205: Contract Unit Price

Item 0090, 2301-6911722, PORTLAND CEMENT CONCRETE PAVEMENT SAMPLES: Contract Unit Price

Item 0100, 2303-6911000, HOT MIX ASPHALT PAVEMENT SAMPLES: Contract Unit Price

Item 0250, 2507-3250005, ENGINEERING FABRIC: Contract Unit Price

Item 0260, 2507-6800061, REVETMENT, CLASS E: Contract Unit Price

Item 0280, 2524-6765010, REMOVE AND REINSTALL SIGN AS PER PLAN: Contract Unit Price

Item 0290, 2527-9263109, PAINTED PAVEMENT MARKING, WATERBORNE OR SOLVENT-BASED: Contract Unit Price

Item 0320, 2528-9290050, PORTABLE DYNAMIC MESSAGE SIGN (PDMS): Contract Unit Price

Item 0390, 2601-2634100, MULCHING: Contract Unit Price

Item 0410, 2601-2636043, SEEDING AND FERTILIZING (RURAL): Contract Unit Price

Item 0420, 2601-2638352, SLOPE PROTECTION, WOOD EXCELSIOR MAT: Contract Unit Price

Item 0430, 2601-2642100, STABILIZING CROP - SEEDING AND FERTILIZING: Contract Unit Price

Item 0440, 2602-0000020, SILT FENCE: Contract Unit Price

Item 0450, 2602-0000071, REMOVAL OF SILT FENCE OR SILT FENCE FOR DITCH CHECKS: Contract Unit Price

Item 0460, 2602-0000101, MAINTENANCE OF SILT FENCE OR SILT FENCE FOR DITCH CHECK: Contract Unit Price

Item 8000, 2602-0000309, PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 9 IN. DIA.: Contract Unit Price



Increases/Decreases

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
Section: 0001 - BRM-0035(603)--8N-25, Acct ID- 39641, ITEMS FOR 100'-0 X 36'-0 CONTINUOUS CONCRETE SLAB BRIDGE									
0010	2101-0850001	ACRE	\$90,000.000	0.110	\$9,900.00	0.010	\$900.00	0.120	\$10,800.00
CLEARING AND GRUBBING									
Reason: Balancing Change Order									
			Funding Details						
	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	0.110	\$9,900.00	0.010	\$900.00	0.120	\$10,800.00
	25-0035-603-CAT-3	25-0035-603-CAT-3	25-0035-603	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
0060	2212-5070310	SY	\$320.000	50.000	\$16,000.00	52.000	\$16,640.00	102.000	\$32,640.00
PATCHES, FULL-DEPTH REPAIR									
Reason: Balancing Change Order									
			Funding Details						
	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	50.000	\$16,000.00	52.000	\$16,640.00	102.000	\$32,640.00
	25-0035-603-CAT-3	25-0035-603-CAT-3	25-0035-603	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
0070	2212-5070330	EACH	\$325.000	2.000	\$650.00	1.000	\$325.00	3.000	\$975.00
PATCHES BY COUNT (REPAIR)									
Reason: Balancing Change Order									

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
			Funding Details						
	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	2.000	\$650.00	1.000	\$325.00	3.000	\$975.00
	25-0035-603-CAT-3	25-0035-603-CAT-3	25-0035-603	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
0080	2301-0690205	SY	\$290.000	686.800	\$199,172.00	-60.200	-\$17,458.00	626.600	\$181,714.00
BRIDGE APPROACH, BR-205									
Reason: Balancing Change Order									
			Funding Details						
	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	686.800	\$199,172.00	-60.200	-\$17,458.00	626.600	\$181,714.00
	25-0035-603-CAT-3	25-0035-603-CAT-3	25-0035-603	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
0090	2301-6911722	LS	\$1.000	1.000	\$1.00	-1.000	-\$1.00	0.000	\$0.00
PORTLAND CEMENT CONCRETE PAVEMENT SAMPLES									
Reason: Balancing Change Order									
			Funding Details						
	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	1.000	\$1.00	-1.000	-\$1.00	0.000	\$0.00
	25-0035-603-CAT-3	25-0035-603-CAT-3	25-0035-603	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
0100	2303-6911000	LS	\$650.000	1.000	\$650.00	-1.000	-\$650.00	0.000	\$0.00
HOT MIX ASPHALT PAVEMENT SAMPLES									
Reason: Balancing Change Order									

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
			Funding Details						
	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	1.000	\$650.00	-1.000	-\$650.00	0.000	\$0.00
	25-0035-603-CAT-3	25-0035-603-CAT-3	25-0035-603	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
0250	2507-3250005	SY	\$4.200	275.000	\$1,155.00	74.000	\$310.80	349.000	\$1,465.80
ENGINEERING FABRIC									
Reason: Balancing Change Order									
			Funding Details						
	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	275.000	\$1,155.00	74.000	\$310.80	349.000	\$1,465.80
	25-0035-603-CAT-3	25-0035-603-CAT-3	25-0035-603	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
0260	2507-6800061	TON	\$75.000	380.000	\$28,500.00	-48.020	-\$3,601.50	331.980	\$24,898.50
REVETMENT, CLASS E									
Reason: Balancing Change Order									
			Funding Details						
	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	380.000	\$28,500.00	-48.020	-\$3,601.50	331.980	\$24,898.50
	25-0035-603-CAT-3	25-0035-603-CAT-3	25-0035-603	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
0280	2524-6765010	EACH	\$420.000	2.000	\$840.00	1.000	\$420.00	3.000	\$1,260.00
REMOVE AND REINSTALL SIGN AS PER PLAN									
Reason: Balancing Change Order									

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
			Funding Details						
	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	2.000	\$840.00	1.000	\$420.00	3.000	\$1,260.00
	25-0035-603-CAT-3	25-0035-603-CAT-3	25-0035-603	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
0290	2527-9263109	STA	\$210.000	17.800	\$3,738.00	16.280	\$3,418.80	34.080	\$7,156.80
PAINTED PAVEMENT MARKING, WATERBORNE OR SOLVENT-BASED									
Reason: Balancing Change Order									
			Funding Details						
	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	17.800	\$3,738.00	16.280	\$3,418.80	34.080	\$7,156.80
	25-0035-603-CAT-3	25-0035-603-CAT-3	25-0035-603	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
0320	2528-9290050	CDAY	\$210.000	10.000	\$2,100.00	15.000	\$3,150.00	25.000	\$5,250.00
PORTABLE DYNAMIC MESSAGE SIGN (PDMS)									
Reason: Balancing Change Order									
			Funding Details						
	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	10.000	\$2,100.00	15.000	\$3,150.00	25.000	\$5,250.00
	25-0035-603-CAT-3	25-0035-603-CAT-3	25-0035-603	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
0390	2601-2634100	ACRE	\$2,500.000	0.500	\$1,250.00	0.320	\$800.00	0.820	\$2,050.00
MULCHING									
Reason: Balancing Change Order									

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
			Funding Details						
	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	0.500	\$1,250.00	0.320	\$800.00	0.820	\$2,050.00
	25-0035-603-CAT-3	25-0035-603-CAT-3	25-0035-603	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
0410	2601-2636043	ACRE	\$3,500.000	0.500	\$1,750.00	-0.050	-\$175.00	0.450	\$1,575.00
SEEDING AND FERTILIZING (RURAL)									
Reason: Balancing Change Order									
			Funding Details						
	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	0.500	\$1,750.00	-0.050	-\$175.00	0.450	\$1,575.00
	25-0035-603-CAT-3	25-0035-603-CAT-3	25-0035-603	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
0420	2601-2638352	SQ	\$25.000	45.000	\$1,125.00	151.000	\$3,775.00	196.000	\$4,900.00
SLOPE PROTECTION, WOOD EXCELSIOR MAT									
Reason: Balancing Change Order									
			Funding Details						
	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	45.000	\$1,125.00	151.000	\$3,775.00	196.000	\$4,900.00
	25-0035-603-CAT-3	25-0035-603-CAT-3	25-0035-603	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
0430	2601-2642100	ACRE	\$400.000	0.500	\$200.00	0.320	\$128.00	0.820	\$328.00
STABILIZING CROP - SEEDING AND FERTILIZING									
Reason: Balancing Change Order									

Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
			Funding Details						
	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	0.500	\$200.00	0.320	\$128.00	0.820	\$328.00
	25-0035-603-CAT-3	25-0035-603-CAT-3	25-0035-603	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
0440	2602-0000020	LF	\$5.000	766.000	\$3,830.00	-766.000	-\$3,830.00	0.000	\$0.00
SILT FENCE									
Reason: Balancing Change Order									
			Funding Details						
	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	766.000	\$3,830.00	-766.000	-\$3,830.00	0.000	\$0.00
	25-0035-603-CAT-3	25-0035-603-CAT-3	25-0035-603	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
0450	2602-0000071	LF	\$0.010	766.000	\$7.66	-766.000	-\$7.66	0.000	\$0.00
REMOVAL OF SILT FENCE OR SILT FENCE FOR DITCH CHECKS									
Reason: Balancing Change Order									
			Funding Details						
	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	766.000	\$7.66	-766.000	-\$7.66	0.000	\$0.00
	25-0035-603-CAT-3	25-0035-603-CAT-3	25-0035-603	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
0460	2602-0000101	LF	\$1.000	766.000	\$766.00	-766.000	-\$766.00	0.000	\$0.00
MAINTENANCE OF SILT FENCE OR SILT FENCE FOR DITCH CHECK									
Reason: Balancing Change Order									



Line Number	Item ID	Unit	Unit Price	Current		Change		Revised	
				Quantity	Amount	Quantity	Amount	Quantity	Amount
			Funding Details						
	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	766.000	\$766.00	-766.000	-\$766.00	0.000	\$0.00
	25-0035-603-CAT-3	25-0035-603-CAT-3	25-0035-603	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
8000	2602-0000309	LF	\$3.300	500.000	\$1,650.00	449.000	\$1,481.70	949.000	\$3,131.70
PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 9 IN. DIA.									
Reason: Balancing Change Order									
			Funding Details						
	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	500.000	\$1,650.00	449.000	\$1,481.70	949.000	\$3,131.70
	25-0035-603-CAT-3	25-0035-603-CAT-3	25-0035-603	0.000	\$0.00	0.000	\$0.00	0.000	\$0.00
19 items			Totals		\$273,284.66		\$4,860.14		\$278,144.80

Funding Summary

Fund Package	Original Amount	Authorized Amount	Pending Change	Revised Amount
25-0035-603-CAT-1 25-0035-603-CAT-1 25-0035-603	\$1,021,157.96	\$1,039,139.46	\$4,860.14	\$1,043,999.60
25-0035-603-CAT-3 25-0035-603-CAT-3 25-0035-603	\$78,210.00	\$78,210.00	\$0.00	\$78,210.00
2 fund packages	\$1,099,367.96	\$1,117,349.46	\$4,860.14	\$1,122,209.60

This Document will become a supplement to the Contract and all provisions will apply hereto.

\_\_\_\_\_  
McClure Engineering Company

\_\_\_\_\_  
Date

\_\_\_\_\_  
Herberger Construction

\_\_\_\_\_  
Date

\_\_\_\_\_  
City of Adel

\_\_\_\_\_  
Date



**AGENDA ITEM NO. 6.0**  
**AGENDA SECTION: NEW**  
**BUSINESS**

## **ADEL CITY COUNCIL AGENDA ITEM REPORT**

**MEETING DATE:** January 13, 2026

**AGENDA HEADING:** Consider Approval of Pay Application No. 11 - Adel N. 15th  
Street Bridge Replacement Over Butler Creek Project

**ATTACHMENTS:**  
[Pay Application No. 11 - N 15th St Bridge Project.pdf](#)



# McClure Engineering Co.

## Detailed Payment

25-0035-603

Description	BRM-0035(603)--8N-25, Acct ID- 39641, Letting Date- September 19, 2023 MEC Project #: 0000211533-000
Payment Number	11
Pay Period	06/05/2025 to 01/08/2026
Prime Contractor	HERBERGER CONSTRUCTION CO., INC. 2508 WEST 2ND AVENUE INDIANOLA, IA 50125-0000
Payment Status	Pending
Awarded Project Amount	\$1,099,367.96
Authorized Amount	\$1,117,349.46
Remarks	Final Pay App Release of Retainage

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
Section: 0001 - BRM-0035(603)--8N-25, Acct ID- 39641, ITEMS FOR 100'-0 X 36'-0 CONTINUOUS CONCRETE SLAB BRIDGE										
0010	2101-0850001	ACRE	\$90,000.000	0.110	0.000	0.120	0.120	0.120	\$0.00	\$10,800.00
CLEARING AND GRUBBING										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0020	2102-2710070	CY	\$9.000	994.000	0.000	994.000	994.000	994.000	\$0.00	\$8,946.00
EXCAVATION, CLASS 10, ROADWAY AND BORROW										
0030	2102-2710090	CY	\$24.000	260.000	130.000	130.000	260.000	260.000	\$3,120.00	\$6,240.00
EXCAVATION, CLASS 10, WASTE										
0040	2105-8425015	CY	\$14.000	206.000	103.000	103.000	206.000	206.000	\$1,442.00	\$2,884.00
TOPSOIL, STRIP, SALVAGE AND SPREAD										
0050	2123-7450020	STA	\$400.000	2.900	0.000	2.900	2.900	2.900	\$0.00	\$1,160.00
SHOULDER FINISHING, EARTH										
0060	2212-5070310	SY	\$320.000	50.000	0.000	102.000	102.000	102.000	\$0.00	\$32,640.00
PATCHES, FULL-DEPTH REPAIR										
0070	2212-5070330	EACH	\$325.000	2.000	0.000	3.000	3.000	3.000	\$0.00	\$975.00
PATCHES BY COUNT (REPAIR)										
0080	2301-0690205	SY	\$290.000	686.800	0.000	626.600	626.600	626.600	\$0.00	\$181,714.00
BRIDGE APPROACH, BR-205										
0090	2301-6911722	LS	\$1.000	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
PORTLAND CEMENT CONCRETE PAVEMENT SAMPLES										
0100	2303-6911000	LS	\$650.000	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
HOT MIX ASPHALT PAVEMENT SAMPLES										
0110	2401-6745625	LS	\$48,000.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$48,000.00
REMOVAL OF EXISTING BRIDGE										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0120	2402-2720000	CY	\$40.000	96.000	0.000	96.000	96.000	96.000	\$0.00	\$3,840.00
EXCAVATION, CLASS 20										
0130	2403-0100010	CY	\$926.000	267.000	0.000	267.000	267.000	267.000	\$0.00	\$247,242.00
STRUCTURAL CONCRETE (BRIDGE)										
0140	2404-7775000	LB	\$4.800	124.000	0.000	124.000	124.000	124.000	\$0.00	\$595.20
REINFORCING STEEL										
0150	2404-7775005	LB	\$1.800	69,067.000	0.000	69,067.000	69,067.000	69,067.000	\$0.00	\$124,320.60
REINFORCING STEEL, EPOXY COATED										
0160	2414-6424110	LF	\$90.000	222.200	0.000	222.200	222.200	222.200	\$0.00	\$19,998.00
CONCRETE BARRIER RAILING										
0170	2501-0201042	LF	\$57.000	1,170.000	0.000	1,170.000	1,170.000	1,170.000	\$0.00	\$66,690.00
PILES, STEEL, HP 10 X 42										
0180	2501-5478042	LF	\$149.000	0.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
CONCRETE ENCASEMENT OF STEEL H PILES, HP 10 X 42 (P10L TYPE 3)										
0190	2501-6335010	LF	\$58.000	120.000	0.000	120.000	120.000	120.000	\$0.00	\$6,960.00
PREBORED HOLES										
0200	2505-4008120	LF	\$9.500	106.000	0.000	106.000	106.000	106.000	\$0.00	\$1,007.00
REMOVAL OF STEEL BEAM GUARDRAIL										
0210	2505-4008300	LF	\$35.000	37.500	0.000	37.500	37.500	37.500	\$0.00	\$1,312.50
STEEL BEAM GUARDRAIL										



Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0220	2505-4008420	EACH	\$1,800.000	3.000	0.000	3.000	3.000	3.000	\$0.00	\$5,400.00
STEEL BEAM GUARDRAIL BARRIER TRANSITION SECTION, BA-221										
0230	2505-4021010	EACH	\$400.000	3.000	0.000	3.000	3.000	3.000	\$0.00	\$1,200.00
STEEL BEAM GUARDRAIL END ANCHOR, BOLTED										
0240	2505-4021722	EACH	\$2,800.000	3.000	0.000	3.000	3.000	3.000	\$0.00	\$8,400.00
STEEL BEAM GUARDRAIL TANGENT END TERMINAL, BA-225										
0250	2507-3250005	SY	\$4.200	275.000	0.000	349.000	349.000	349.000	\$0.00	\$1,465.80
ENGINEERING FABRIC										
0260	2507-6800061	TON	\$75.000	380.000	0.000	331.980	331.980	331.980	\$0.00	\$24,898.50
REVTMENT, CLASS E										
0270	2510-6745850	SY	\$30.000	429.600	0.000	429.600	429.600	429.600	\$0.00	\$12,888.00
REMOVAL OF PAVEMENT										
0280	2524-6765010	EACH	\$420.000	2.000	0.000	3.000	3.000	3.000	\$0.00	\$1,260.00
REMOVE AND REINSTALL SIGN AS PER PLAN										
0290	2527-9263109	STA	\$210.000	17.800	0.000	34.080	34.080	34.080	\$0.00	\$7,156.80
PAINTED PAVEMENT MARKING, WATERBORNE OR SOLVENT-BASED										
0300	2528-2518000	EACH	\$250.000	2.000	0.000	2.000	2.000	2.000	\$0.00	\$500.00
SAFETY CLOSURE										
0310	2528-8445110	LS	\$13,500.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$13,500.00
TRAFFIC CONTROL										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0320	2528-9290050	CDAY	\$210.000	10.000	0.000	25.000	25.000	25.000	\$0.00	\$5,250.00
PORTABLE DYNAMIC MESSAGE SIGN (PDMS)										
0330	2533-4980005	LS	\$61,000.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$61,000.00
MOBILIZATION										
0340	2551-0000230	EACH	\$31,000.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$31,000.00
PERMANENT CRASH CUSHION, SEVERE USE (SU)										
0350	2551-0000300	EACH	\$500.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$500.00
PERMANENT CRASH CUSHION SPARE PARTS KIT										
0360	2554-0202200	EACH	\$3,050.000	4.000	0.000	4.000	4.000	4.000	\$0.00	\$12,200.00
FITTINGS BY COUNT, DUCTILE IRON,: 12 IN. 22.5 DEGREE BEND										
0370	2554-0202200	EACH	\$5,950.000	2.000	0.000	2.000	2.000	2.000	\$0.00	\$11,900.00
FITTINGS BY COUNT, DUCTILE IRON,: 12 IN. X 10 IN. REDUCER										
0380	2554-0207012	EACH	\$6,475.000	2.000	0.000	2.000	2.000	2.000	\$0.00	\$12,950.00
VALVE, GATE, DIP, 12 IN.										
0390	2601-2634100	ACRE	\$2,500.000	0.500	0.000	0.820	0.820	0.820	\$0.00	\$2,050.00
MULCHING										
0400	2601-2636018	ACRE	\$15,000.000	0.010	0.000	0.010	0.010	0.010	\$0.00	\$150.00
WETLAND GRASS SEEDING										
0410	2601-2636043	ACRE	\$3,500.000	0.500	0.000	0.450	0.450	0.450	\$0.00	\$1,575.00
SEEDING AND FERTILIZING (RURAL)										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0420	2601-2638352	SQ	\$25.000	45.000	0.000	196.000	196.000	196.000	\$0.00	\$4,900.00
SLOPE PROTECTION, WOOD EXCELSIOR MAT										
0430	2601-2642100	ACRE	\$400.000	0.500	0.000	0.820	0.820	0.820	\$0.00	\$328.00
STABILIZING CROP - SEEDING AND FERTILIZING										
0440	2602-0000020	LF	\$5.000	766.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
SILT FENCE										
0450	2602-0000071	LF	\$0.010	766.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
REMOVAL OF SILT FENCE OR SILT FENCE FOR DITCH CHECKS										
0460	2602-0000101	LF	\$1.000	766.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
MAINTENANCE OF SILT FENCE OR SILT FENCE FOR DITCH CHECK										
8000	2602-0000309	LF	\$3.300	500.000	0.000	949.000	949.000	949.000	\$0.00	\$3,131.70
PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 9 IN. DIA.										
8001	2599-9999010	LS	\$2,695.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$2,695.00
('LUMP SUM' ITEM): Additional Detour Signing										
8002	2501-5478042	LF	\$165.000	304.100	0.000	304.100	304.100	304.100	\$0.00	\$50,176.50
CONCRETE ENCASEMENT OF STEEL H PILES, HP 10 X 42(P10L TYPE 3)										
8003	2502-8212104	LF	\$20.000	50.000	0.000	50.000	50.000	50.000	\$0.00	\$1,000.00
SUBDRAIN PLASTIC PIPE 4 IN										
8004	2502-8221305	EACH	\$600.000	2.000	0.000	2.000	2.000	2.000	\$0.00	\$1,200.00
SUBDRAIN OUTLET, DR-305										
Section Totals:									\$4,562.00	\$1,043,999.60

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
Section: 0003 - BRM-0035(603)--8N-25, Acct ID- 39641, ALTERNATE ?AA? OPTION 2: WATER MAIN, TRENCHLESS, BID THIS SECTION IF ALTERNATE ?AA? OPTION 2 IS CHOSEN										
0490	2554-0124012	LF	\$237.000	330.000	0.000	330.000	330.000	330.000	\$0.00	\$78,210.00
WATER MAIN, TRENCHLESS, POLYVINYL CHLORIDE PIPE (PVC), 12 IN.										
Section Totals:									\$0.00	\$78,210.00
Total Payments:									\$4,562.00	\$1,122,209.60

Time Charges

Time Limit	Original Deadline	Authorized Deadline	Charges This Period	Damages This Period	Days Completed To Date	Days Remaining To Date	Damages To Date
Working Days, Late Start Date - 07/08/2024, Liquidated Damage Rate - 1,000	85.0 Days	89.0 Days	0.0 Days	\$0.00	89.0 Days	0.0 Days	\$0.00
Total Damages:							\$0.00

Stockpiles

Stockpile	Fund Package	Current Advancements	Advancements To Date	Current Recoveries	Recoveries To Date
#1 - 2501-0201042	25-0035-603-CAT-1 25-0035-603-CAT-1 25-0035-603	\$0.00	\$29,526.12	\$0.00	\$29,526.12
Totals:		\$0.00	\$29,526.12	\$0.00	\$29,526.12

Stockpile	Fund Package	Current Advancements	Advancements To Date	Current Recoveries	Recoveries To Date
PILES, STEEL, HP 10 X 42					
		Totals:	\$0.00	\$29,526.12	\$0.00
				\$29,526.12	

### Summary

Current Approved Work:	\$4,562.00
Current Stockpile Advancement:	\$0.00
Current Stockpile Recovery:	\$0.00
Current Retainage:	\$0.00
Current Retainage Released:	\$0.00
Current Liquidated Damages:	\$0.00
Current Adjustment:	\$0.00
Current Payment:	\$4,562.00
Previous Payment:	\$1,812.50

Approved Work To Date:	\$1,122,209.60
Stockpile Advancement To Date:	\$29,526.12
Stockpile Recovery To Date:	\$29,526.12
Retainage To Date:	\$30,000.00
Retainage Released To Date:	\$0.00
Liquidated Damages To Date:	\$0.00
Adjustments To Date:	\$0.00
Payments To Date:	\$1,092,209.60
Previous Payments To Date:	\$1,087,647.60

### Funding Details

25-0035-603-CAT-1 25-0035-603-CAT-1 25-0035-603:	\$4,562.00
25-0035-603-CAT-3 25-0035-603-CAT-3 25-0035-603:	\$0.00
Current Payment:	\$4,562.00

25-0035-603-CAT-1 25-0035-603-CAT-1 25-0035-603 To Date:	\$1,043,999.60
25-0035-603-CAT-3 25-0035-603-CAT-3 25-0035-603 To Date:	\$78,210.00
Payments To Date:	\$1,122,209.60



McClure Engineering Co.  
Detailed Payment  
25-0035-603

Description	BRM-0035(603)--8N-25, Acct ID- 39641, Letting Date- September 19, 2023 MEC Project #: 0000211533-000
Payment Number	12
Pay Period	01/05/2026 to 01/08/2026
Prime Contractor	HERBERGER CONSTRUCTION CO., INC. 2508 WEST 2ND AVENUE INDIANOLA, IA 50125-0000
Payment Status	Pending
Awarded Project Amount	\$1,099,367.96
Authorized Amount	\$1,122,209.60

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
Section: 0001 - BRM-0035(603)--8N-25, Acct ID- 39641, ITEMS FOR 100'-0 X 36'-0 CONTINUOUS CONCRETE SLAB BRIDGE										
0010	2101-0850001	ACRE	\$90,000.000	0.120	0.000	0.120	0.120	0.120	\$0.00	\$10,800.00
CLEARING AND GRUBBING										
0020	2102-2710070	CY	\$9.000	994.000	0.000	994.000	994.000	994.000	\$0.00	\$8,946.00
EXCAVATION, CLASS 10, ROADWAY AND BORROW										



Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0030	2102-2710090	CY	\$24.000	260.000	0.000	260.000	260.000	260.000	\$0.00	\$6,240.00
EXCAVATION, CLASS 10, WASTE										
0040	2105-8425015	CY	\$14.000	206.000	0.000	206.000	206.000	206.000	\$0.00	\$2,884.00
TOPSOIL, STRIP, SALVAGE AND SPREAD										
0050	2123-7450020	STA	\$400.000	2.900	0.000	2.900	2.900	2.900	\$0.00	\$1,160.00
SHOULDER FINISHING, EARTH										
0060	2212-5070310	SY	\$320.000	102.000	0.000	102.000	102.000	102.000	\$0.00	\$32,640.00
PATCHES, FULL-DEPTH REPAIR										
0070	2212-5070330	EACH	\$325.000	3.000	0.000	3.000	3.000	3.000	\$0.00	\$975.00
PATCHES BY COUNT (REPAIR)										
0080	2301-0690205	SY	\$290.000	626.600	0.000	626.600	626.600	626.600	\$0.00	\$181,714.00
BRIDGE APPROACH, BR-205										
0090	2301-6911722	LS	\$1.000	0.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
PORTLAND CEMENT CONCRETE PAVEMENT SAMPLES										
0100	2303-6911000	LS	\$650.000	0.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
HOT MIX ASPHALT PAVEMENT SAMPLES										
0110	2401-6745625	LS	\$48,000.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$48,000.00
REMOVAL OF EXISTING BRIDGE										
0120	2402-2720000	CY	\$40.000	96.000	0.000	96.000	96.000	96.000	\$0.00	\$3,840.00
EXCAVATION, CLASS 20										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0130	2403-0100010	CY	\$926.000	267.000	0.000	267.000	267.000	267.000	\$0.00	\$247,242.00
STRUCTURAL CONCRETE (BRIDGE)										
0140	2404-7775000	LB	\$4.800	124.000	0.000	124.000	124.000	124.000	\$0.00	\$595.20
REINFORCING STEEL										
0150	2404-7775005	LB	\$1.800	69,067.000	0.000	69,067.000	69,067.000	69,067.000	\$0.00	\$124,320.60
REINFORCING STEEL, EPOXY COATED										
0160	2414-6424110	LF	\$90.000	222.200	0.000	222.200	222.200	222.200	\$0.00	\$19,998.00
CONCRETE BARRIER RAILING										
0170	2501-0201042	LF	\$57.000	1,170.000	0.000	1,170.000	1,170.000	1,170.000	\$0.00	\$66,690.00
PILES, STEEL, HP 10 X 42										
0180	2501-5478042	LF	\$149.000	0.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
CONCRETE ENCASEMENT OF STEEL H PILES, HP 10 X 42 (P10L TYPE 3)										
0190	2501-6335010	LF	\$58.000	120.000	0.000	120.000	120.000	120.000	\$0.00	\$6,960.00
PREBORED HOLES										
0200	2505-4008120	LF	\$9.500	106.000	0.000	106.000	106.000	106.000	\$0.00	\$1,007.00
REMOVAL OF STEEL BEAM GUARDRAIL										
0210	2505-4008300	LF	\$35.000	37.500	0.000	37.500	37.500	37.500	\$0.00	\$1,312.50
STEEL BEAM GUARDRAIL										
0220	2505-4008420	EACH	\$1,800.000	3.000	0.000	3.000	3.000	3.000	\$0.00	\$5,400.00
STEEL BEAM GUARDRAIL BARRIER TRANSITION SECTION, BA-221										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0230	2505-4021010	EACH	\$400.000	3.000	0.000	3.000	3.000	3.000	\$0.00	\$1,200.00
STEEL BEAM GUARDRAIL END ANCHOR, BOLTED										
0240	2505-4021722	EACH	\$2,800.000	3.000	0.000	3.000	3.000	3.000	\$0.00	\$8,400.00
STEEL BEAM GUARDRAIL TANGENT END TERMINAL, BA-225										
0250	2507-3250005	SY	\$4.200	349.000	0.000	349.000	349.000	349.000	\$0.00	\$1,465.80
ENGINEERING FABRIC										
0260	2507-6800061	TON	\$75.000	331.980	0.000	331.980	331.980	331.980	\$0.00	\$24,898.50
REVTMENT, CLASS E										
0270	2510-6745850	SY	\$30.000	429.600	0.000	429.600	429.600	429.600	\$0.00	\$12,888.00
REMOVAL OF PAVEMENT										
0280	2524-6765010	EACH	\$420.000	3.000	0.000	3.000	3.000	3.000	\$0.00	\$1,260.00
REMOVE AND REINSTALL SIGN AS PER PLAN										
0290	2527-9263109	STA	\$210.000	34.080	0.000	34.080	34.080	34.080	\$0.00	\$7,156.80
PAINTED PAVEMENT MARKING, WATERBORNE OR SOLVENT-BASED										
0300	2528-2518000	EACH	\$250.000	2.000	0.000	2.000	2.000	2.000	\$0.00	\$500.00
SAFETY CLOSURE										
0310	2528-8445110	LS	\$13,500.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$13,500.00
TRAFFIC CONTROL										
0320	2528-9290050	CDAY	\$210.000	25.000	0.000	25.000	25.000	25.000	\$0.00	\$5,250.00
PORTABLE DYNAMIC MESSAGE SIGN (PDMS)										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0330	2533-4980005	LS	\$61,000.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$61,000.00
MOBILIZATION										
0340	2551-0000230	EACH	\$31,000.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$31,000.00
PERMANENT CRASH CUSHION, SEVERE USE (SU)										
0350	2551-0000300	EACH	\$500.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$500.00
PERMANENT CRASH CUSHION SPARE PARTS KIT										
0360	2554-0202200	EACH	\$3,050.000	4.000	0.000	4.000	4.000	4.000	\$0.00	\$12,200.00
FITTINGS BY COUNT, DUCTILE IRON,: 12 IN. 22.5 DEGREE BEND										
0370	2554-0202200	EACH	\$5,950.000	2.000	0.000	2.000	2.000	2.000	\$0.00	\$11,900.00
FITTINGS BY COUNT, DUCTILE IRON,: 12 IN. X 10 IN. REDUCER										
0380	2554-0207012	EACH	\$6,475.000	2.000	0.000	2.000	2.000	2.000	\$0.00	\$12,950.00
VALVE, GATE, DIP, 12 IN.										
0390	2601-2634100	ACRE	\$2,500.000	0.820	0.000	0.820	0.820	0.820	\$0.00	\$2,050.00
MULCHING										
0400	2601-2636018	ACRE	\$15,000.000	0.010	0.000	0.010	0.010	0.010	\$0.00	\$150.00
WETLAND GRASS SEEDING										
0410	2601-2636043	ACRE	\$3,500.000	0.450	0.000	0.450	0.450	0.450	\$0.00	\$1,575.00
SEEDING AND FERTILIZING (RURAL)										
0420	2601-2638352	SQ	\$25.000	196.000	0.000	196.000	196.000	196.000	\$0.00	\$4,900.00
SLOPE PROTECTION, WOOD EXCELSIOR MAT										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0430	2601-2642100	ACRE	\$400.000	0.820	0.000	0.820	0.820	0.820	\$0.00	\$328.00
STABILIZING CROP - SEEDING AND FERTILIZING										
0440	2602-0000020	LF	\$5.000	0.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
SILT FENCE										
0450	2602-0000071	LF	\$0.010	0.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
REMOVAL OF SILT FENCE OR SILT FENCE FOR DITCH CHECKS										
0460	2602-0000101	LF	\$1.000	0.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
MAINTENANCE OF SILT FENCE OR SILT FENCE FOR DITCH CHECK										
8000	2602-0000309	LF	\$3.300	949.000	0.000	949.000	949.000	949.000	\$0.00	\$3,131.70
PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 9 IN. DIA.										
8001	2599-9999010	LS	\$2,695.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$2,695.00
('LUMP SUM' ITEM): Additional Detour Signing										
8002	2501-5478042	LF	\$165.000	304.100	0.000	304.100	304.100	304.100	\$0.00	\$50,176.50
CONCRETE ENCASEMENT OF STEEL H PILES, HP 10 X 42(P10L TYPE 3)										
8003	2502-8212104	LF	\$20.000	50.000	0.000	50.000	50.000	50.000	\$0.00	\$1,000.00
SUBDRAIN PLASTIC PIPE 4 IN										
8004	2502-8221305	EACH	\$600.000	2.000	0.000	2.000	2.000	2.000	\$0.00	\$1,200.00
SUBDRAIN OUTLET, DR-305										
Section Totals:									\$0.00	\$1,043,999.60
Section: 0003 - BRM-0035(603)--8N-25, Acct ID- 39641, ALTERNATE ?AA? OPTION 2: WATER MAIN, TRENCHLESS, BID THIS SECTION IF ALTERNATE ?AA? OPTION 2 IS CHOSEN										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0490	2554-0124012	LF	\$237.000	330.000	0.000	330.000	330.000	330.000	\$0.00	\$78,210.00
WATER MAIN, TRENCHLESS, POLYVINYL CHLORIDE PIPE (PVC), 12 IN.										
Section Totals:									\$0.00	\$78,210.00
Total Payments:									\$0.00	\$1,122,209.60

Time Charges

Time Limit	Original Deadline	Authorized Deadline	Charges This Period	Damages This Period	Days Completed To Date	Days Remaining To Date	Damages To Date
Working Days, Late Start Date - 07/08/2024, Liquidated Damage Rate - 1,000	85.0 Days	89.0 Days	0.0 Days	\$0.00	89.0 Days	0.0 Days	\$0.00
Total Damages:							\$0.00

Stockpiles

Stockpile	Fund Package		Current Advancements	Advancements To Date	Current Recoveries	Recoveries To Date	
#1 - 2501-0201042	25-0035-603-CAT-1	25-0035-603-CAT-1	25-0035-603	\$0.00	\$29,526.12	\$0.00	\$29,526.12
PILES, STEEL, HP 10 X 42							
Totals:				\$0.00	\$29,526.12	\$0.00	\$29,526.12

Summary

Current Approved Work:	\$0.00
Current Stockpile Advancement:	\$0.00
Current Stockpile Recovery:	\$0.00
Current Retainage:	-\$30,000.00
Current Retainage Released:	\$0.00
Current Liquidated Damages:	\$0.00
Current Adjustment:	\$0.00
Current Payment:	\$30,000.00
Previous Payment:	\$4,562.00

Approved Work To Date:	\$1,122,209.60
Stockpile Advancement To Date:	\$29,526.12
Stockpile Recovery To Date:	\$29,526.12
Retainage To Date:	\$0.00
Retainage Released To Date:	\$0.00
Liquidated Damages To Date:	\$0.00
Adjustments To Date:	\$0.00
Payments To Date:	\$1,122,209.60
Previous Payments To Date:	\$1,092,209.60

Funding Details

25-0035-603-CAT-1 25-0035-603-CAT-1 25-0035-603:	\$0.00
25-0035-603-CAT-3 25-0035-603-CAT-3 25-0035-603:	\$0.00
Current Payment:	\$0.00

25-0035-603-CAT-1 25-0035-603-CAT-1 25-0035-603 To Date:	\$1,043,999.60
25-0035-603-CAT-3 25-0035-603-CAT-3 25-0035-603 To Date:	\$78,210.00
Payments To Date:	\$1,122,209.60



**ITEM TO INCLUDE ON AGENDA**

**CITY OF ADEL, IOWA**

- Resolution accepting the Bridge Replacement - 15th Street Bridge Over Butler Creek.

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

\_\_\_\_\_, \_\_\_\_\_

The City Council of the City of Adel, State of Iowa, met in \_\_\_\_\_ session, in the Council Chambers, City Hall, 301 S. 10th Street, Adel, Iowa, at 6:00 P.M., on the above date. There were present Mayor \_\_\_\_\_, in the chair, and the following named Council Members:

\_\_\_\_\_

Absent: \_\_\_\_\_

Vacant: \_\_\_\_\_

\* \* \* \* \*

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION ACCEPTING THE BRIDGE REPLACEMENT - 15TH STREET BRIDGE OVER BUTLER CREEK", 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 following Resolution duly adopted:

RESOLUTION ACCEPTING THE BRIDGE REPLACEMENT -  
15TH STREET BRIDGE OVER BUTLER CREEK

WHEREAS, on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, the Mayor and Clerk of the City of Adel, Iowa, entered into a construction contract with \_\_\_\_\_ of \_\_\_\_\_, for the construction of certain public improvements generally described as the Bridge Replacement - 15th Street Bridge Over Butler Creek; and

WHEREAS, the contractor has fully completed the construction of the public improvements in accordance with the terms and conditions of the contract and plans and specifications, as shown by the certificate of the Engineer filed with the Clerk on \_\_\_\_\_, \_\_\_\_\_:

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

Section 1. That the report of the Engineer be and the same is hereby approved and adopted, and the public improvements are hereby approved and accepted as having been fully completed in accordance with the plans, specifications and form of contract and the total final construction cost thereof is hereby determined to be \$ \_\_\_\_\_, as shown in the report of the Engineer.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

STATE OF IOWA )  
 ) SS  
COUNTY OF DALLAS )

WITNESS my hand and the seal of the City hereto affixed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

(SEAL)



## STATEMENT OF COMPLETION AND FINAL ACCEPTANCE OF WORK

Contractor \_\_\_\_\_ Letting Date \_\_\_\_\_

Work Type \_\_\_\_\_ Contract ID \_\_\_\_\_

Accounting ID(s) \_\_\_\_\_  
\_\_\_\_\_

Project Number(s) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Additional Comments

Type of Contract

Specified Start Date \_\_\_\_\_

Approximate Start Date \_\_\_\_\_

Late Start Date \_\_\_\_\_

Completion Date Contract \_\_\_\_\_

Actual Start Date \_\_\_\_\_

Field Completion Date \_\_\_\_\_

Site No.(s)	00				
Working Days Specified:					
Working Days Charged:					
Closure Days Specified:					
Closure Days Charged:					

### Recommended for Acceptance

Resident Construction Engineer

County Engineer

Project Engineer

Primary and Interstate Projects

- Upload the completed form in the Signature Drawer in Doc Express.
- Apply signature.

Local Public Agency (LPA) Projects

- Upload the completed form to the Project Closeout drawer in Doc Express.
- Apply signature.
- Projects where the Project Engineer is a consultant must include the Person in Responsible Charge (PIRC) signature from the LPA.
- Projects located on Farm-to-Market (FM) routes must include the County Engineer's signature as the PIRC to denote Board of Supervisor's acceptance.

### Contract Acceptance

Primary and Interstate Projects

- District Construction Engineer apply signature in Doc Express.

LPA Projects

- Local Systems Field Engineer or Administering Bureau apply signature in Doc Express.
- DOT contract acceptance not required for Farm-to-Market (FM) only projects.

# Doc Express® Document Signing History

Contract: 25-0035-603 Document: 435

This document is in the process of being signed by all required signatories using the Doc Express® service. Following are the signatures that have occurred so far.

Date	Signed By
10/30/2025	Brian Meyer McClure Engineering Co. Electronic Signature (Recommended by Engineer)
	(Approved by PIRC (when applicable))
	(Approved by District Materials Engineer (Optional))
	(Approved by Administering Bureau (DOT))
	(Approved by FHWA (When applicable))





**AGENDA ITEM NO. 6.r**  
**AGENDA SECTION: NEW**  
**BUSINESS**

## **ADEL CITY COUNCIL AGENDA ITEM REPORT**

**MEETING DATE:** January 13, 2026

**AGENDA HEADING:** Discussion / Possible Action on Collaboration with Dallas County for 288th Trail Project

**ATTACHMENTS:**  
[288th Trail Cost Estimate.pdf](#)  
[288th Trail Check Plans.pdf](#)

Cost Estimate

Division 1: City of Adel				Estimate			Cost Estimate			
Division 2: Dallas County										
Item No.	Item Code	Item	Unit	Div. 1	Div. 2	Total	\$	Div. 1	Div. 2	Total
1	2116-0000100	FULL DEPTH RECLAMATION	SY	7,362.45	2,219.78	9,582.23	\$2.85	\$20,982.98	\$6,326.37	\$27,309.36
2	2116-0000300	MINERAL STABILIZING AGENT	TON	238.54	71.92	310.46	\$191.00	\$45,561.14	\$13,736.72	\$59,297.86
3	2121-7425020	GRANULAR SHOULDERS, TYPE B	TON	662.62	199.78	862.40	\$45.00	\$29,817.90	\$8,990.10	\$38,808.00
4	2123-7450000	SHOULDER CONSTRUCTION - EARTH	STA	47.33	14.27	61.60	\$350.00	\$16,565.50	\$4,994.50	\$21,560.00
5	2214-5145150	PAVEMENT SCARIFICATION	SY	134.24	23.12	157.36	\$4.50	\$604.08	\$104.04	\$708.12
6	2303-1031750	HOT MIX ASPHALT STANDARD TRAFFIC, BASE COURSE, 3/4 IN. MIX	TON	1,164.57	351.12	1,515.69	\$58.00	\$67,545.06	\$20,364.96	\$87,910.02
7	2303-1032500	HOT MIX ASPHALT STANDARD TRAFFIC, INTERMEDIATE COURSE, 1/2 IN. MIX	TON	970.57	262.56	1,233.13	\$57.00	\$55,322.49	\$14,965.92	\$70,288.41
8	2303-1043500	HOT MIX ASPHALT HIGH TRAFFIC, SURFACE COURSE, 1/2 IN. MIX, NO SPECIAL FRICTION REQUIREMENT	TON	569.15	171.60	740.75	\$57.00	\$32,441.55	\$9,781.20	\$42,222.75
9	2303-1258283	ASPHALT BINDER, PG 58-28S, STANDARD TRAFFIC	TON	128.13	36.83	164.96	\$550.00	\$70,471.50	\$20,256.50	\$90,728.00
10	2303-1258284	ASPHALT BINDER, PG 58-28H, HIGH TRAFFIC	TON	34.16	10.30	44.46	\$625.00	\$21,350.00	\$6,437.50	\$27,787.50
11	2303-6911000	HOT MIX ASPHALT PAVEMENT SAMPLES	LS	0.77	0.23	1.00	\$7,500.00	\$5,762.58	\$1,737.42	\$7,500.00
12	2303-7000610	PAYMENT ADJUSTMENT INCENTIVE/DISINCENTIVE FOR HMA MIXTURE LABORATORY VOIDS (FORMULA - BY PAY FACTOR)	EACH	2,704.29	785.28	3,489.57	\$1.00	\$2,704.29	\$785.28	\$3,489.57
13	2303-7000620	PAYMENT ADJUSTMENT INCENTIVE/DISINCENTIVE FOR HMA MIXTURE FIELD VOIDS (FORMULA - BY PAY FACTOR)	EACH	2,135.14	613.68	2,748.82	\$1.00	\$2,135.14	\$613.68	\$2,748.82
14	2317-7000120	PAYMENT ADJUSTMENT INCENTIVE/DISINCENTIVE FOR HMA PAVEMENT SMOOTHNESS (BY SCHEDULE)	EACH	1,640.78	494.70	2,135.48	\$1.00	\$1,640.78	\$494.70	\$2,135.48
15	2502-8212034	SUBDRAIN, LONGITUDINAL, SHOULDER, 4" DIA.	LF	4,785.00	1,455.00	6,240.00	\$6.00	\$28,710.00	\$8,730.00	\$37,440.00
16	2502-8225010	SUBDRAIN OUTLET, 500-10	EACH	11.00	3.00	14.00	\$300.00	\$3,300.00	\$900.00	\$4,200.00
17	2510-6745850	REMOVAL OF PAVEMENT	SY	222.56	0.00	222.56	\$6.00	\$1,335.33	\$0.00	\$1,335.33
18	2527-9263209	PAINTED PAVEMENT MARKING, WATERBORNE OR SOLVENT-BASED	STA	80.16	23.83	103.99	\$70.00	\$5,611.20	\$1,668.10	\$7,279.30
19	2528-2518000	SAFETY CLOSURE	EACH	3.84	1.16	5.00	\$250.00	\$960.43	\$289.57	\$1,250.00
20	2528-8445110	TRAFFIC CONTROL	LS	0.77	0.23	1.00	\$15,000.00	\$11,525.16	\$3,474.84	\$15,000.00
21	2528-8445113	FLAGGERS	EACH	23.05	6.95	30.00	\$575.00	\$13,253.94	\$3,996.06	\$17,250.00
22	2533-4980005	MOBILIZATION	LS	0.77	0.23	1.00	\$75,000.00	\$57,625.81	\$17,374.19	\$75,000.00
23	2599-9999020	MODIFIED SUBBASE	TON	1,546.11	466.15	2,012.26	\$30.00	\$46,383.30	\$13,984.50	\$60,367.80

Dallas County is responsible for:

- Grading
- Plan Development
- Project Letting
- Project Admin
- Project Inspection
- Construction Survey

\$541,610.17	\$160,006.15	\$701,616.32
--------------	--------------	--------------

This project is covered by the Iowa Department of Natural Resources NPDES General Permit No. 2 and the storm water pollution prevention plan which is a part of these contract documents. Refer to Section 2602 of the Standard Specifications for additional information

PROJECT TRAFFIC CONTROL PLAN:

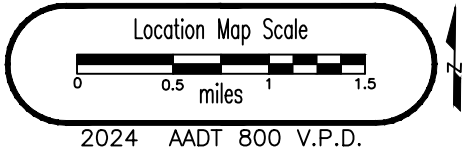
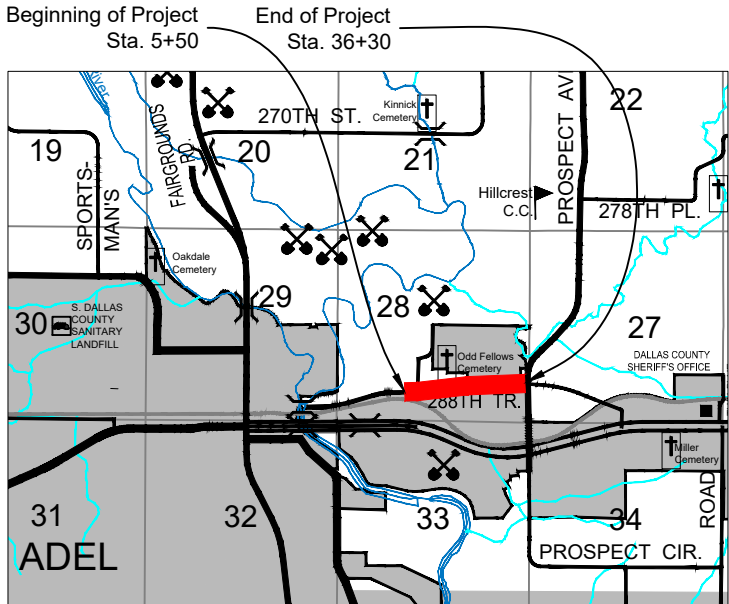
288th Trail shall be closed to through traffic during construction. Local traffic will be maintained as provided for in article 1107.08 of the current standard specifications. However 288th Trail shall be considered open in regards to article 1107.08 F. When this standard can't be achieved, the contractor shall request approval from the Engineer and provide necessary traffic control at their expense.

Contractor will be responsible for furnishing, erecting, maintaining, and removing all traffic control within the project limits and side roads, including advanced warning signs, all traffic control signing and devices associated with flaggers, and shall maintain a daily traffic control diary.

Dallas County will be responsible for detour signage.

Traffic control devices, procedures, layouts, and signing installed within the limits of this project shall conform to the "Manual on Uniform Traffic Control Devices for Streets and Highways" as adopted by the department per 761 of the Iowa Administrative Code Chapter 130.

MILEAGE SUMMARY				
105-1 09-27-94				
Div.	Location		Lin. Ft.	Miles
1	5+50	to 36+30	3,080	0.58
	Total		3,080	0.58



2024 AADT 800 V.P.D.

IOWA  
DEPARTMENT OF TRANSPORTATION  
Project Development Division  
PLANS OF PROPOSED IMPROVEMENT ON THE  
LOCAL SYSTEM  
DALLAS COUNTY  
HMA Pavement - New  
PROJECT NO. L-C025(K-61)--73-25

288th Trail from the Entrance to the Hunter Pit East 0.58 miles to Prospekt Ave.

REFER TO THE PROPOSAL FORM FOR LIST OF APPLICABLE SPECIFICATIONS.

SCALES: AS NOTED



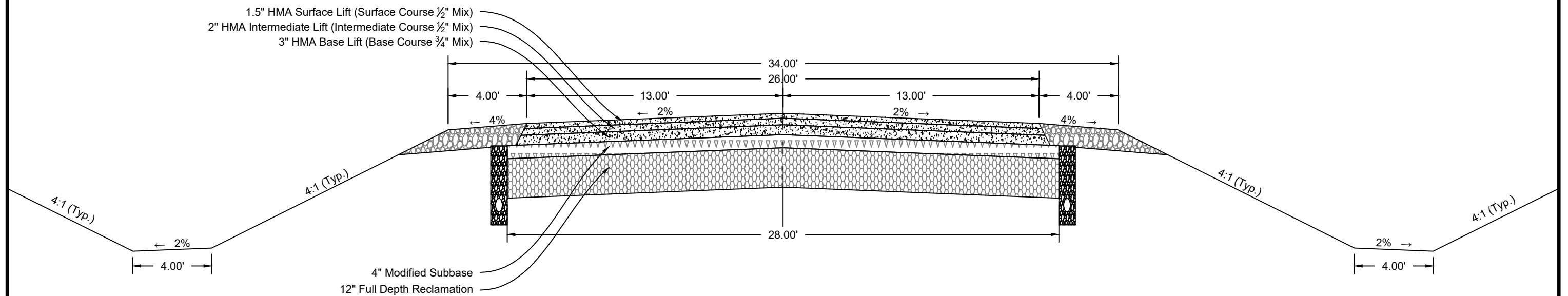
Utility Contacts				
City of Adel	Kip Overton	515-490-7430	Public Works	koverton@adeliowa.org
MidAmerican	Brian Sewell	515-574-5042	Electric	mecdsmdesignlocates@midamerican.com
Centurylink	Teri Oberender	515-490-4366	Communication	Teri.Oberender@lumen.com
Iowa Communications Network	Dave Augspurger	515-725-4604	Communication	icnoutsideplantiowaonecall@iowa.gov
Mediacom	Dave Meyers	515-991-7388	Communication	dmeyers2@mediacomcc.com
Minburn Telephone	Kendall Abbey	515-438-2200	Communication	techs@minburncomm.com
Precision Underground Utility	Doug Rose	515-782-6733	Communication	doug.r@precisionundergroundia.com
Xenia Rural Water District	Laird Van Dee	515-676-2117	Water	lvandee@xeniawater.org

Chair	Approved - Dallas County	Approved - City of Adel
	County Engineer Date	Public Works Director Date
	<p>Andrew J. Case 23467</p> <p>My license renewal date is December 31, 2027.</p> <p>Pages or sheets covered by this seal:</p>	
Approved MM DD, 2026	Board of Supervisors	

Project No. L-C025(K-61)--73-25

INDEX OF SHEETS	
105-3 10-18-05 Total Sheets: 12	
No.	Description
A.1	Title Sheet
B.1	Typical Cross Section
C.1 - C.2	Estimate of Quantities and General Notes
C.3 - C.5	Tabulations
D.1 - D.3	Plan and Profile
U.1	Subdrain Outlet Detail
U.2	Road Design Details

INDEX OF TABULATIONS		
111-25 10-18-11		
Tabulation	Tabulation Title	Sheet No.
105-1	Mileage Summary	A.1
105-3	Index of Sheets	A.1
111-25	Index of Tabulations	A.1
	Utility Contacts	A.1
100-1A	Estimated Project Quantities	C.1
105-4	Standard Road Plans	C.1
100-4A	Estimated Reference Information	C.2
100-25	HMA Pavement	C.3
	Intersection & Driveway Fillets	C.3
106-4	Shoulders for Widening & Resurfacing	C.3
104-9A	Longitudinal Subdrain Shoulder	C.4
108-13A	Safety Closures	C.4
108-22	Pavement Marking Line Types	C.4
110-12L	Polution Prevention Plan	C.5



# PROPOSED TYPICAL SECTION

100-1C 9/20/22									
ESTIMATED PROJECT QUANTITIES									
Division 1: City of Adel Division 2: Dallas County				Estimate			As Built		
Item No.	Item Code	Item	Unit	Div. 1	Div. 2	Total	Div. 1	Div. 2	Total
1	2116-0000100	FULL DEPTH RECLAMATION	SY	7,362.45	2,219.78	9,582.23			
2	2116-0000300	MINERAL STABILIZING AGENT	TON	238.54	71.92	310.46			
3	2121-7425020	GRANULAR SHOULDERS, TYPE B	TON	662.62	199.78	862.40			
4	2123-7450000	SHOULDER CONSTRUCTION - EARTH	STA	47.33	14.27	61.60			
5	2214-5145150	PAVEMENT SCARIFICATION	SY	134.24	23.12	157.36			
6	2303-1031750	HOT MIX ASPHALT STANDARD TRAFFIC, BASE COURSE, 3/4 IN. MIX	TON	1,164.57	351.12	1,515.69			
7	2303-1032500	HOT MIX ASPHALT STANDARD TRAFFIC, INTERMEDIATE COURSE, 1/2 IN. MIX	TON	970.57	262.56	1,233.13			
8	2303-1043500	HOT MIX ASPHALT HIGH TRAFFIC, SURFACE COURSE, 1/2 IN. MIX, NO SPECIAL FRICTION REQUIREMENT	TON	569.15	171.60	740.75			
9	2303-1258283	ASPHALT BINDER, PG 58-28S, STANDARD TRAFFIC	TON	128.13	36.83	164.96			
10	2303-1258284	ASPHALT BINDER, PG 58-28H, HIGH TRAFFIC	TON	34.16	10.30	44.46			
11	2303-6911000	HOT MIX ASPHALT PAVEMENT SAMPLES	LS	0.77	0.23	1.00			
12	2303-7000610	PAYMENT ADJUSTMENT INCENTIVE/DISINCENTIVE FOR HMA MIXTURE LABORATORY VOIDS (FORMULA - BY PAY FACTOR)	EACH	2,704.29	785.28	3,489.57			
13	2303-7000620	PAYMENT ADJUSTMENT INCENTIVE/DISINCENTIVE FOR HMA MIXTURE FIELD VOIDS (FORMULA - BY PAY FACTOR)	EACH	2,135.14	613.68	2,748.82			
14	2317-7000120	PAYMENT ADJUSTMENT INCENTIVE/DISINCENTIVE FOR HMA PAVEMENT SMOOTHNESS (BY SCHEDULE)	EACH	1,640.78	494.70	2,135.48			
15	2502-8212034	SUBDRAIN, LONGITUDINAL, SHOULDER, 4" DIA.	LF	4,785.00	1,455.00	6,240.00			
16	2502-8225010	SUBDRAIN OUTLET, 500-10	EACH	11.00	3.00	14.00			
17	2510-6745850	REMOVAL OF PAVEMENT	SY	222.56	0.00	222.56			
18	2527-9263209	PAINTED PAVEMENT MARKING, WATERBORNE OR SOLVENT-BASED	STA	80.16	23.83	103.99			
19	2528-2518000	SAFETY CLOSURE	EACH	3.84	1.16	5.00			
20	2528-8445110	TRAFFIC CONTROL	LS	0.77	0.23	1.00			
21	2528-8445113	FLAGGERS	EACH	23.05	6.95	30.00			
22	2533-4980005	MOBILIZATION	LS	0.77	0.23	1.00			
23	2599-9999020	MODIFIED SUBBASE	TON	1,546.11	466.15	2,012.26			

105-4 10-18-11		
STANDARD ROAD PLANS		
The following Standard Road Plans apply to construction work on this project.		
Number	Date	Title
DR-303	10-17-17	Subdrains (Longitudinal)
PM-110	10-15-24	Line Types
PM-120	10-21-14	Stop Lines and Islands
PV-202	04-21-20	Hot Mix Asphalt Resurfacing
TC-1	10-15-19	Work Not Affecting Traffic
TC-202	4-18-23	Work Within 15 Ft of Traveled Way
TC-213	4-18-23	Lane Closure with Flaggers
TC-231	4-18-23	Slow Moving Vehicle Operating in the Traffic Lane
TC-233	10-17-17	Pavement Marking Operations Two-Lane
TC-252	10-21-25	Routes Closed to Traffic

General Notes:

1. The Contractor shall:

a. Be responsible for locating any staging or stockpiling locations outside of the project limits and will be responsible for all clean up and restoration of the site to its original condition.

b. Be responsible for maintaining reasonable and safe access to residents during all construction activities. A staging plan shall be submitted to the Engineer for approval detailing plans to maintain access to residents. Article 1107.08 shall apply.

c. Conduct activities in accordance with Article 1108.03 . Article 1108.03 D shall apply.
2. Dallas County will perform:

a. Construction Staking.

b. Removal and replacement of concrete driveways.

c. Removal and reinstallation of signs and mailboxes.

d. Grading of foreslopes and shoulders

e. All seeding operations

f. Erosion control

g. Detour Signage as per Traffic Control Plan on Sheet A.1.
3. The road is to be considered open to local traffic. 2121.03. C.4. b. shall apply so that no drop off greater than 2" is allowed. Fillets at driveways or intersections, paved or unpaved, shall be placed at the end of each days paving regardless of the drop-off depth. Temporary fillets in paved driveways shall be removed prior to placement of the HMA fillet. Work related to temporary fillets is incidental to the HMA items.

ESTIMATE REFERENCE INFORMATION

Item No.	Item Code	Description
1	2116-0000100	FULL DEPTH RECLAMATION - Depth of reclamation to be 12" and 28' wide. Reclaimed grade shall be covered by modified subbase within one week of full depth reclamation.
2	2116-0000300	MINERAL STABILIZING AGENT - Rate estimated at 6% by weight, with an estimated unit weight of 120 pcf. Dallas County will provide a mix design before incorporation of portland cement. No blading of portland cement will be allowed, material to be spread by a cross auger system. Contractor shall maintain desired subbase profile.
3	2121-7425020	GRANULAR SHOULDERS, TYPE B - Estimate based on 6" of material. Material shall be thoroughly wetted prior to compacting. See "Proposed Typical Section" on Sheet B.1. Backfilling of granular shoulder material as shown in the typical section will be incidental to this item.
4	2123-7450000	SHOULDER CONSTRUCTION - EARTH - Refer to Roadway Typical Sections on B Sheets for locations and details. Item includes any necessary backfilling of pavement edge, outside new shoulders, and reshaping of the existing shoulder. Recover any topsoil stockpiled at the toe of the foreslope and spread. Any hauling and stockpiling of excess material shall be incidental to this bid item. Dallas County will be responsible for seeding. Shoulder finishing was calculated from the total length of shoulder.
5	2214-5145150	PAVEMENT SCARIFICATION - Item includes milling of existing PCC pavements at Quail Avenue and Frost Lane for fillet tie-ins. Contractor shall place a 3'-5' wedge of millings along headers to maintain traffic immediately following pavement scarification. Maintenance of wedges may be required and will be incidental to this item. All millings shall be removed from the project and will become the property of the Contractor.
6	2303-1031750	HOT MIX ASPHALT HIGH TRAFFIC, BASE COURSE, 3/4 IN. MIX - Estimated quantity based on 148 lb/cf. See tabulation on Sheets C.3. To be used in the base course only. Certified plant inspection is required. Quality type A aggregate is required.
7	2303-1032500	HOT MIX ASPHALT HIGH TRAFFIC, INTERMEDIATE COURSE, 1/2 IN. MIX - Estimated quantity based on 148 lb/cf. See tabulation on Sheets C.3. To be used in intermediate and fillet courses. Fillets must be placed in not less than 2 lifts. 1 lift shall be placed prior to surface course. Certified plant inspection is required. Quality type A aggregate is required. See General Note 3.
8	2303-1043500	HOT MIX ASPHALT HIGH TRAFFIC, SURFACE COURSE, 1/2 IN. MIX, NO SPECIAL FRICTION REQUIREMENT - Estimated quantity based on 148 lb/cf. See tabulation on Sheets C.3. To be used in surface course. Certified plant inspection is required. Quality type A aggregate is required.
9	2303-1258283	ASPHALT BINDER, PG 58-28S, STANDARD TRAFFIC - To be used in base, intermediate, and fillet courses. Estimate quantity based on 6% binder content. See tabulations on Sheet C.3. Certified plant inspection is required.
10	2303-1258284	ASPHALT BINDER, PG 58-28H, HIGH TRAFFIC - To be used in surface course. Estimate quantity based on 6% binder content. See tabulations on Sheet C.3. Certified plant inspection is required.
12	2303-7000610	PAYMENT ADJUSTMENT INCENTIVE/DISINCENTIVE FOR HMA MIXTURE LABORATORY VOIDS (FORMULA - BY PAY FACTOR) - Incentive/Disincentive Quantity (each) = 1.0 x tons of total HMA mix (Base, Intermediate, and Surface)
13	2303-7000620	PAYMENT ADJUSTMENT INCENTIVE/DISINCENTIVE FOR HMA MIXTURE FIELD VOIDS (FORMULA - BY PAY FACTOR) - Incentive/Disincentive Quantity (each) = 1.0 x tons of total HMA mix (Base & Intermediate)
14	2317-7000120	PAYMENT ADJUSTMENT INCENTIVE/DISINCENTIVE FOR HMA PAVEMENT SMOOTHNESS (BY SCHEDULE) - Incentive/Disincentive Quantity (each) = 0.24 x SY of final lift mix
15	2502-8212034	SUBDRAIN, LONGITUDINAL, SHOULDER, 4" DIA. - See Tab 104-9A on Sheet C.4. Excavated material shall be used to construct shoulders and foreslopes. Contractor shall verify a minimum of 0.3% slope in all areas. Achieving minimum slope may require varying subdrain depth in the areas shown in the tabulation.
16	2502-8225010	SUBDRAIN OUTLET, 500-10 - See Sheet U.1 for detail. Method of measurement shall by count of the size specified. Basis of payment shall be for each outlet installed.
17	2510-6745850	REMOVAL OF PAVEMENT - Item includes removal of existing HMA pavement at the intersection of Prospect Avenue. Any loading or hauling will be incidental to this item.
18	2527-9263209	PAINTED PAVEMENT MARKING, WATERBORNE OR SOLVENT-BASED - All centerline pavement markings shall be placed with a two-gun system. The center of the edgeline shall be painted 11.5' from centerline. Dallas County will mark the centerline at approximately 200' intervals. See tabulation on Sheet C.4 and detail on Sheet U.2.
19	2528-2518000	SAFETY CLOSURE - See table on Sheet C.4.
20	2528-8445110	TRAFFIC CONTROL - All Traffic Control items as per traffic control plan on Sheet A.1 except detour signage, which will be performed by Dallas County.
21	2528-8445113	FLAGGERS - Payment based on the number of flagger locations and hours of use described in section 2528. No additional payment for flaggers used as a "breaker". A plan detailing the locations of flaggers proposed shall be submitted to and approved by the engineer prior to each day.
23	2599-9999020	MODIFIED SUBBASE, Refer to Tab. 100-25 on Sheet C.3. This bid item includes furnishing, delivering, and placement of modified subbase meeting Standard Specifications 4123 to the planned width and depth and includes any loading, hauling, spreading, and compacting. The modified subbase shall be placed at the desired cross slope a nominal depth of 4". Excess material shall be placed on the shoulder to be used for temporary fillets and driveway access (General Note 3). Refer to B Sheets. Place the top 2" of the modified subbase with a paver and then compact with a static roller. Contractor is responsible to supply water to properly consolidate the modified subbase and it shall be incidental to this bid item. Smoothness and uniformity is the goal. Certified scale tickets showing tonnage are required. The method of measurement will be computed from the weights of individual truck loads from certified scale tickets. Payment will be the contract price per ton.

HMA Pavement

Location				Mainline			Bid Items					Modified Subbase Furnish & Deliver CY	Modified Subbase Furnish & Deliver TONS	Full Depth Reclamation SY	Pavement Scaification SY	Remarks
							Hot Mix Asphalt			Binder						
Road Identification	Direction of Travel	Station to Station		Width FT	Length FT	Area SY	Base 3/4 IN TONS	Int. 1/2 IN TONS	Surface 1/2 IN TONS	PG 58-28S TONS	PG 58-28H TONS					
288th - Div. 1	EB	5+50	19+77	13.30	1,427	2,108.79	351.12			21.07						Base - 3"
288th - Div. 2	EB	5+50	19+77	13.30	1,427	2,108.79	351.12			21.07						Base - 3"
288th - Div. 1	EB	19+77	36+30	26.60	1,653	4,885.54	813.45			48.81						Base - 3"
288th - Div. 1	EB	5+50	19+77	13.13	1,427	2,081.84		231.09		13.87						Intermediate - 2"
288th - Div. 2	EB	5+50	19+77	13.13	1,427	2,081.84		231.09		13.87						Intermediate - 2"
288th - Div. 1	EB	19+77	36+30	26.26	1,653	4,823.09		535.37		32.13						Intermediate - 2"
288th - Div. 1	EB	5+50	19+77	13.00	1,427	2,061.23			171.60		10.30					Surface - 1.5"
288th - Div. 2	EB	5+50	19+77	13.00	1,427	2,061.23			171.60		10.30					Surface - 1.5"
288th - Div. 1	EB	19+77	36+30	26.00	1,653	4,775.34			397.55		23.86					Surface - 1.5"
288th - Div. 1	EB	5+50	19+77	14.00	1,427	2,219.78						246.64	466.15			Modified Subbase - 4"
288th - Div. 2	EB	5+50	19+77	14.00	1,427	2,219.78						246.64	466.15			Modified Subbase - 4"
288th - Div. 1	EB	19+77	36+30	28.00	1,653	5,142.67						571.41	1,079.96			Modified Subbase - 4"
288th - Div. 1	EB	5+50	19+77	14.00	1,427	2,219.78								2,219.78		Full Depth Reclamation - 12"
288th - Div. 2	EB	5+50	19+77	14.00	1,427	2,219.78								2,219.78		Full Depth Reclamation - 12"
288th - Div. 1	EB	19+77	36+30	28.00	1,653	5,142.67								5,142.67		Full Depth Reclamation - 12"
288th - Div. 1	RT	11+27	11+58	8.00	31	27.56									27.56	Pavement Scarification of HMA Drive - Div. 1
288th - Div. 2	LT	15+72	15+98	8.00	26	23.12									23.12	Pavement Scarification of HMA Drive - Div. 2
288th - Div. 1	RT	17+14	17+65	8.00	51	45.34									45.34	Pavement Scarificaiton of Quail Ave. Intersection - Div. 1
288th - Div. 1	RT	26+54	27+02	8.00	48	42.67									42.67	Pavement Scarificaiton of Quail Ave. Intersection - Div. 1
288th - Div. 1	RT	31+36	31+57	8.00	21	18.67									18.67	Pavement Scarification of HMA Drive - Div. 1
Div. 1 Fillets								204.11		12.25						See Tabulation of Intersection & Driveway Fillets
Div. 2 Fillets								31.47		1.89						See Tabulation of Intersection & Driveway Fillets
Div. 1 Totals							1,164.57	970.57	569.15	128.13	34.16	818.05	1,546.11	7,362.45	134.24	
Div. 2 Totals							351.12	262.56	171.60	36.83	10.30	246.64	466.15	2,219.78	23.12	
Totals							1,515.69	1,233.13	740.75	164.96	44.46	1,064.69	2,012.26	9,582.23	157.36	
Modified Subbase Furnish & Deliver (CY) = Distance X Width X Thickness / 27																
Modified Subbase Furnish & Deliver (Tons)= Distance X Width X Thickness * 140 PCF / 2000																

TABULATION OF INTERSECTION, DRIVEWAY, & MAILBOX RUNOUT FILLETS

No.	Side	Station	Description	Width (FT)	Length (FT)	Depth (IN)	Existing Material	HMA (Tons) Intermediate	Remarks
1	LT	6+00	Pit Road Entrance	13	42	6	Rock	20.21	Div. 2
2	LT	8+80	24459 288th Tr. Entrance	4	28	6	Rock	4.15	Div. 2
3	RT	8+95	24524 288th Tr. Entrance	4	40	6	Rock	5.92	Div. 1
4	RT	11+45	24546 288th Tr. Entrance	4	40	6	Rock	5.92	Div. 1
5	LT	13+00	24543 288th Tr. Entrance	4	20	6	Rock	2.96	Div. 2
6	RT	13+55	24568 288th Tr. Entrance	4	42	6	Rock	6.22	Div. 1
7	LT	15+85	24601 288th Tr. Entrance	4	28	6	HMA	4.15	Div. 2
8	RT	17+40	Quail Ave.	12	50	6	PCC	22.20	Div. 1
9	RT	21+10	24694 288th Tr. Entrance	4	40	6	Rock	5.92	Div. 1
10	RT	22+15	24728 288th Tr. Entrance	4	40	6	Rock	5.92	Div. 1
11	RT	26+80	Frost Lane	15	54	6	PCC	29.97	Div. 1
12	RT	29+40	24876 288th Tr. Entrance	40	40	6	Rock	59.20	Div. 1
13	RT	31+45	24918 288th Tr. Entrance	4	28	6	HMA	4.15	Div. 1
14	RT	34+60	24964 & 24998 288th Tr. Entrance	4	90	6	Rock	13.32	Div. 1
15	RT	36+00	SW Radius at Prospect Ave	612		6		22.65	Div. 1
16	LT	36+00	NW Radius at Prospect Ave	614		6		22.72	Div. 1
Div. 1 Total								204.11	
Div. 2 Total								31.47	
Total								190.21	
*Lengths are for estimating only. Actual lengths will be field verified.									
**No excavation will be necessary for fillets									

SHOULDERS FOR WIDENING & RESURFACING

Begin Station	End Station	Side	Shoulder Type	Length (STA)	Tons	Remarks
5+50	19+77	LT	Rock	14.27	199.78	Div. 2
19+77	36+30	LT	Rock	16.53	231.42	Div. 1
5+50	36+30	RT	Rock	30.80	431.20	Div. 1
Div. 1 Total				47.33	662.62	
Div. 2 Total				14.27	199.78	
Total				61.60	862.40	



108-22  
04-16-13

PAVEMENT MARKING LINE TYPES												
See PM-110												
DCY4: Double Centerline (Yellow) @ 1.34				ELW6: Edge Line Right (White) @ 1.00				SLW2: Stop Line (White) @ 4.00				
Location												Remarks
Road ID	Station to Station		Length (STA)	Dir. of Travel	Marking Type	Side			DCY4	ELW6	SLW2	
						L	C	R	STA	STA	STA	
288th - Div. 1	5+50	19+77	14.27	EB	Waterborne/Solvent Paint		X		7.14			Div. 1 - 1/2 Double Center No Passing Line
288th - Div. 2	5+50	19+77	14.27	EB	Waterborne/Solvent Paint				7.14			Div. 2 - 1/2 Double Center No Passing Line
288th - Div. 1	19+77	36+30	16.53	EB	Waterborne/Solvent Paint				16.53			Div. 1 - Double Center No Passing Line
288th - Div. 2	5+50	19+77	14.27	EB	Waterborne/Solvent Paint	X				14.27		Div. 2 - Left Edge Line
288th - Div. 1	19+77	36+30	16.53	EB	Waterborne/Solvent Paint	X				16.53		Div. 1 - Left Edge Line
288th - Div. 1	5+50	36+30	30.80	EB	Waterborne/Solvent Paint			X		30.80		Div. 1 - Right Edge Line
288th - Div. 1	36+19		0.28	EB	Waterborne/Solvent Paint						0.28	Div. 1 - Stop Bar
Div. 1 Totals - Factored Total: Waterborne/Solvent Paint									31.71	47.33	1.12	
Div. 2 Totals - Factored Total: Waterborne/Solvent Paint									9.56	14.27	0.00	
Total - Factored Total: Waterborne/Solvent Paint									41.27	61.60	1.12	

104-9A Modified									
LONGITUDINAL SUBDRAIN SHOULDER									
Line No.	Station to Station		Side	Depth	Subdrain Size	Longitudinal Subdrain (Shoulder)	Subdrain Outlet	Porous Backfill	Remarks
							500-10M		
						Length	Station		
				IN	IN	FT		CY	
1	5+50	10+00	Lt	24	4	460	5+50	28.4	Div. 2
2	10+00	14+00	Lt	24	4	410	10+00	25.3	Div. 2
3	14+00	19+75	Lt	24	4	585	14+00	36.1	Div. 2
4	19+75	25+00	Lt	24	4	535	19+75	33.0	Div. 1
5	25+00	30+00	Lt	24	4	510	25+00	31.5	Div. 1
6	30+00	36+00	Lt	24	4	620	30+00	38.3	Div. 1
							36+00		Div. 1
7	5+50	10+00	Rt	24	4	460	5+50	28.4	Div. 1
8	10+00	14+00	Rt	24	4	410	10+00	25.3	Div. 1
9	14+00	19+75	Rt	24	4	585	14+00	36.1	Div. 1
10	19+75	24+75	Rt	24	4	510	19+75	31.5	Div. 1
11	24+75	30+00	Rt	24	4	535	24+75	33.0	Div. 1
12	30+00	36+00	Rt	24	4	620	30+00	38.3	Div. 1
							36+00		Div. 1
Summary	Length (ft)	# of Outlets	Porous Backfill CY			Porous Backfill TONS			
Total	6,240	14	385.2			25.0			

108-13A 10-18-22			
SAFETY CLOSURES			
Refer to Section 2528 of the Standard Specifications			
Station	Closure Type		Remarks
	Road Qty.	Hazard Qty.	
5+00	1		West end of Project
6+00	1		Pit Road Intersection
17+50	1		Quail Ave. Intersection
26+75	1		Frost Ln. Intersection
36+30	1		East end of Project
Total	5		

Pollution Prevention Plan

This project is regulated by the requirements of the Iowa Department of Natural Resources (DNR) National Pollutant Discharge Elimination System (NPDES) General Permit No. 2 OR an Iowa Department of Natural Resources (DNR) National Pollutant Discharge Elimination System (NPDES) individual storm water permit. The Contractor shall carry out the terms and conditions of this permit and the Pollution Prevention Plan (PPP).

This Base PPP includes information on Roles and Responsibilities, Project Site Description, Controls, Maintenance Procedures, Inspection Requirements, Non-Storm Water Controls, Potential Sources of Off Right-of-Way Pollution, and Definitions. This plan references other documents rather than repeating the information contained in the documents. A copy of this Base Pollution Prevention Plan, amended as needed during construction, will be readily available for review.

All contractors shall conduct their operations in a manner that controls pollutants, minimizes erosion, and prevents sediments from entering waters of the state and leaving the highway right-of-way. The Contractor shall be responsible for compliance and implementation of the PPP for their entire contract. This responsibility shall be further shared with subcontractors whose work is a source of potential pollution as defined in this PPP.

I. ROLES AND RESPONSIBILITIES

- A. Designer:
- 1. Prepares Base PPP included in the project plan.
  - 2. Prepares Notice of Intent (NOI) submitted to Iowa DNR.
  - 3. Is signature authority on the Base PPP. If consultant designed, signature from Contracting Authority is also required.
- B. Contractor:
- 1. Signs a co-permittee certification statement adhering to the requirements of the NPDES permit and this PPP. Allco-permittees are legally required under the Clean Water Act and the Iowa Administrative Code to ensure compliance with the terms and conditions of this PPP.
  - 2. Designates a Water Pollution Control Manager (WPCM), who has the duties and responsibilities as defined in Section 2602 of the Standard Specifications.
  - 3. Submits an Erosion Control Implementation Plan (ECIP) and ECIP updates according to Section 2602 of the Standard Specifications.
  - 4. Installs and maintains appropriate controls. This work may be subcontracted as documented through Subcontractor Request Forms (Form 830231).
  - 5. Supervises and implements good housekeeping practices according to Paragraph III, C, 2.
  - 6. Conducts joint required inspections of the site with inspection staff. When Contractor is not mobilized on site, Contractor may delegate this responsibility to a trained or certified subcontractor. Contracting Authority also may waive joint inspection requirement during winter shutdown. In both circumstances, WPCM (or trained or certified delegate from the Contractor) is still responsible to review and sign inspection reports.
  - 7. Complies with training and certification requirements of Section 2602 of the Standard Specifications.
  - 8. Submits amended PPP site map according to Section 2602 of the Standard Specifications.
- C. Subcontractors:
- 1. Sign a co-permittee certification statement adhering to the requirements of the NPDES permit and this PPP if: responsible for sediment or erosion controls; involved in land disturbing activities; or performing work that is a source of potential pollution as defined in this PPP. Subcontracted work items are identified in Subcontractor Request Forms (Form 830231). All co-permittees are legally required under the Clean Water Act and the Iowa Administrative Code to ensure compliance with the terms and conditions of this PPP.
  - 2. Implement good housekeeping practices according to Paragraph III, C, 2.
- D. RCE/Project Engineer:
- 1. Is Project Storm Water Manager.
  - 2. Takes actions necessary to ensure compliance with storm water requirements including, where appropriate, issuing stop work orders, and directing additional inspections at construction project sites that are experiencing problems with achieving permit compliance.
  - 3. Orders the taking of measures to cease, correct, prevent, or minimize the consequences of non-compliance with the storm water requirements of the Applicable Permit.
  - 4. Supervises all work necessary to meet storm water requirements at the Project, including work performed by contractors and subcontractors.
  - 5. Requires employees, contractors, and subcontractors to take appropriate responsive action to comply with storm water requirements, including requiring any such person to cease or correct a violation of storm water requirements, and to order or recommend such other actions as necessary to meet storm water requirements.
  - 6. Is familiar with the Project PPP and storm water site map.
  - 7. Is the point of contact for the Project for regulatory officials, Inspector, contractors, and subcontractors regarding storm water requirements.
  - 8. Is signature authority on Notice of Discontinuation.
  - 9. Maintains an up-to-date record of contractors, subcontractors, and subcontracted work items through Subcontractor Request Forms (Form 830231).
  - 10. Makes information to determine permit compliance available to the DNR upon their request.
- E. Inspector:
- 1. Updates PPP through fieldbook entries and storm water site inspection reports if there is a change in design, construction, operation, or maintenance which has a significant effect on the discharge of pollutants from the project.
  - 2. Makes information to determine permit compliance available to the DNR upon their request.
  - 3. Conducts joint required inspections of the site with the contractor/subcontractor.
  - 4. Completes an inspection report after each inspection.
  - 5. Is signature authority on storm water inspection reports.

II. PROJECT SITE DESCRIPTION

- A. This Pollution Prevention Plan (PPP) is for the construction of a road.
- B. This PPP covers approximately 6 acres with an estimated 6 acres being disturbed. The portion of the PPP covered by this contract has 6 acres disturbed.
- C. The PPP is located in an area of one soil association (Clarion - Nicollet - Webster. The estimated weighted average runoff coefficient number for this PPP after completion will be 0.44.
- D. Storm Water Site Map - Multiple sources of information comprise the base storm water site map including:
  - 1. Drainage Patterns - Plan and Profile sheets and Situation plans.
  - 2. Proposed Slopes - Cross Sections.
  - 3. Areas of Soil Disturbance - Construction limits shown on Plan and Profile sheets.
  - 4. Location of Structural Controls - Tabulations in C sheets.
  - 5. Locations of Non-structural Controls - Tabulations in C sheets.
  - 6. Locations of Stabilization Practices - Generally within construction limits shown on Plan and Profile sheets.
  - 7. Surface Waters (including wetlands) - Project Location Map and Plan and Profile sheets.
  - 8. Locations where Storm Water is Discharged - Plan and Profile sheets.
- E. The base storm water site map is amended by contract modifications and progress payments (fieldbook entries) of completed erosion control work. Also, due to project phasing, erosion and sediment controls shown on project plans may not be installed until needed, based on site conditions. For example, silt fence ditch checks will typically not be installed until the ditch has been installed. Installed locations may also be modified from tabulation locations by field staff. Installed locations will be documented by fieldbook entries and amended PPP site map.
- F. Runoff from this work will flow into the North Raccoon River.

III. CONTROLS

- A. The Contractor's ECIP specified in Article 2602.03 of the Standard Specifications for accomplishment of storm water controls should clearly describe the intended sequence of major activities, and for each activity define the control measure and the timing during the construction process that the measure will be implemented.
- B. Preserve vegetation in areas not needed for construction.
- C. Sections 2601 and 2602 of the Standard Specifications define requirements to implement erosion and sediment control measures. Actual quantities used and installed locations may vary from the Base PPP and amendment of the plan will be documented via fieldbook entries, amended PPP site map, or by contract modification. Additional erosion and sediment control items may be required as determined by the inspector and/or contractor during storm water site inspections. If the work involved is not applicable to any contract items, the work will be paid for according to Article 1109.03 paragraph B of the Standard Specifications.
- 1. EROSION AND SEDIMENT CONTROLS
  - a. Stabilization Practices
    - 1) Site plans will ensure that existing vegetation or natural buffers are preserved where attainable and disturbed portions of the site will be stabilized.
    - 2) Initialize stabilization of disturbed areas immediately after clearing, grading, excavating, or other earth disturbing activities have:
      - a) Permanently ceased on any portion of the site, or
      - b) Temporarily ceased on any portion of the site and will not resume for a period exceeding 14 calendar days.
    - 3) Staged permanent and/or temporary stabilizing seeding and mulching shall be completed as the disturbed areas are completed. Incomplete areas shall be stabilized according to paragraph III, C, 1, a, 2, b above.
    - 4) Preservation of existing vegetation within right-of-way or easements will act as vegetative buffer strips.
  - b. Structural Practices
    - 1) Structural practices will be implemented to divert flows from exposed soils and detain or otherwise limit runoff and the discharge of pollutants from exposed areas of the site. Additionally, structural practices may include: silt basins that provide 3600 cubic feet of storage per acre drained or equivalent sediment controls, outlet structures that withdraw water from surface when discharging basins, and controls to direct storm water to vegetated areas.
  - c. Storm Water Management Measures shall be installed during the construction process to control pollutants in storm water discharges that will occur after construction operations have been completed. This may include velocity dissipation devices at discharge locations and along length of outfall channel as necessary to provide a non-erosion velocity flow from structure to water course. Typical drawings detailing construction of the practices to be used on this project are referenced in the Standard Road Plans. The installation of these devices may be subject to Section 404 of the Clean Water Act.
- 2. OTHER CONTROLS
  - Contractor disposal of unused construction materials and construction material wastes shall comply with applicable state and local waste disposal, sanitary sewer, or septic system regulations. In the event of a conflict with other governmental laws, rules and regulations, the more restrictive applicable laws, rules or regulations shall apply.
  - a. Vehicle Entrances and Exits - Construct and maintain entrances and exits to prevent tracking of sediments onto roadways.
  - b. Material Delivery, Storage and Use - Implement practices to prevent discharge of construction materials during delivery, storage, and use.
  - c. Stockpile Management - Install controls to reduce or eliminate pollution of storm water from stockpiles of soil and paving.
  - d. Waste Disposal - Do not discharge any materials, including building materials, into waters of the state, except as authorized by a Section 404 permit.
  - e. Spill Prevention and Control - Implement chemical spill and leak prevention and response procedures to contain and clean up spills and prevent material discharges to the storm drain system and waters of the state.
  - f. Concrete Residuals and Washout Wastes - Waste shall not be discharged to a surface water and is not allowed to adversely affect a water of the state. Designate temporary concrete washout facilities for rinsing out concrete trucks. Provide directions to truck drivers where designated washout facilities are located. Designated washout areas should be located at least 50 feet away from storm drains, streams or other water bodies. Care should be taken to ensure these facilities do not overflow during storm events.

- g. Concrete Grooving/Grinding Slurry - Do not discharge slurry to a waterbody or storm drain. Slurry may be applied on foreslopes or removed from the project.
  - h. Vehicle and Equipment Storage and Maintenance Areas - Perform on site fueling and maintenance in accordance with all environment laws such as proper storage of onsite fuels and proper disposal of used engine oil or other fluids on site. Employ washing practices that prevent contamination of surface and ground water from wash water. Wash waters must be treated in a sediment basin or alternative control that provides equivalent or better treatment prior to discharge.
  - i. Litter Management - Ensure employees properly dispose of litter. Minimize exposure of trash if exposure to precipitation or storm water would result in a discharge of pollutants.
  - j. Dewatering - Properly treat water to remove suspended sediment before it re-enters a waterbody or discharges off-site. Measures are also to be taken to prevent scour erosion at dewatering discharge point.
3. APPROVED STATE OR LOCAL PLANS
- During the course of this construction, it is possible that situations will arise where unknown materials will be encountered. When such situations are encountered, they will be handled according to all federal, state, and local regulations in effect at the time.

IV. MAINTENANCE PROCEDURES

The Contractor is required to maintain all temporary erosion and sediment control measures in proper working order, including cleaning, repairing, or replacing them throughout the contract period. This shall begin when the features have lost 50% of their capacity.

V. INSPECTION REQUIREMENTS

- A. Inspections shall be made jointly by the Contractor and the Contracting Authority's inspector at least once every seven calendar days. Storm water site inspections will include:
  - 1. Date of the inspection.
  - 2. Summary of the scope of the inspection.
  - 3. Name and qualifications of the personnel making the inspection.
  - 5. Review of erosion and sediment control measures within disturbed areas for the effectiveness in preventing impacts to receiving waters.
  - 6. Major observations related to the implementation of the PPP.
  - 7. Identification of corrective actions required to maintain or modify erosion and sediment control measures.
- B. Include storm water site inspection reports in the amended PPP. Incorporate any additional erosion and sediment control measures determined as a result of the inspection. Immediately begin corrective actions on all deficiencies found within 3 calendar days of the inspection and complete within 7 calendar days following the inspection. If it is determined that making the corrections less than 72 hours after the inspection is impracticable, it should be documented why it is impracticable and indicate an estimated date by which the corrections will be made.

VI. NON-STORM WATER DISCHARGES

This includes subsurface drains (i.e. longitudinal and standard subdrains) and slope drains. The velocity of the discharge from these features may be controlled by the use of headwalls or blocks, Class A stone, erosion stone or other appropriate materials. This also includes uncontaminated groundwater from dewatering operations, which will be controlled as discussed in Section III of the PPP.

VII. POTENTIAL SOURCES OF OFF RIGHT-OF-WAY (ROW) POLLUTION

Silts, sediment, and other forms of pollution may be transported onto highway right-of-way (ROW) as a result of a storm event. Potential sources of pollution located outside highway ROW are beyond the control of this PPP. Pollution within highway ROW will be conveyed and controlled per this PPP.

VIII. DEFINITIONS

- A. Base PPP - Initial Pollution Prevention Plan.
- B. Amended PPP - Base PPP amended during construcion. May include Plan Revisions or Contract Modifications for new items, storm water site inspection reports, fieldbook entries made by the inspector, amended PPP site map by the Contractor, ECIP, NOI, co-permittee certifications, and Subcontractor Request Forms. Items amending the PPP are stored electronically and are readily available upon request.
- C. Fieldbook Entries - This contains the inspector's daily diary and bid item postings.
- D. Controls - Methods, practices, or measures to minimize or prevent erosion, control sedimentation, control storm water, or minimize contaminants from other types of waste or materials. Also called Best Management Practices (BMPs).
- E. Signature Authority - Representative authorized to sign various storm water documents.

CERTIFICATION STATEMENT

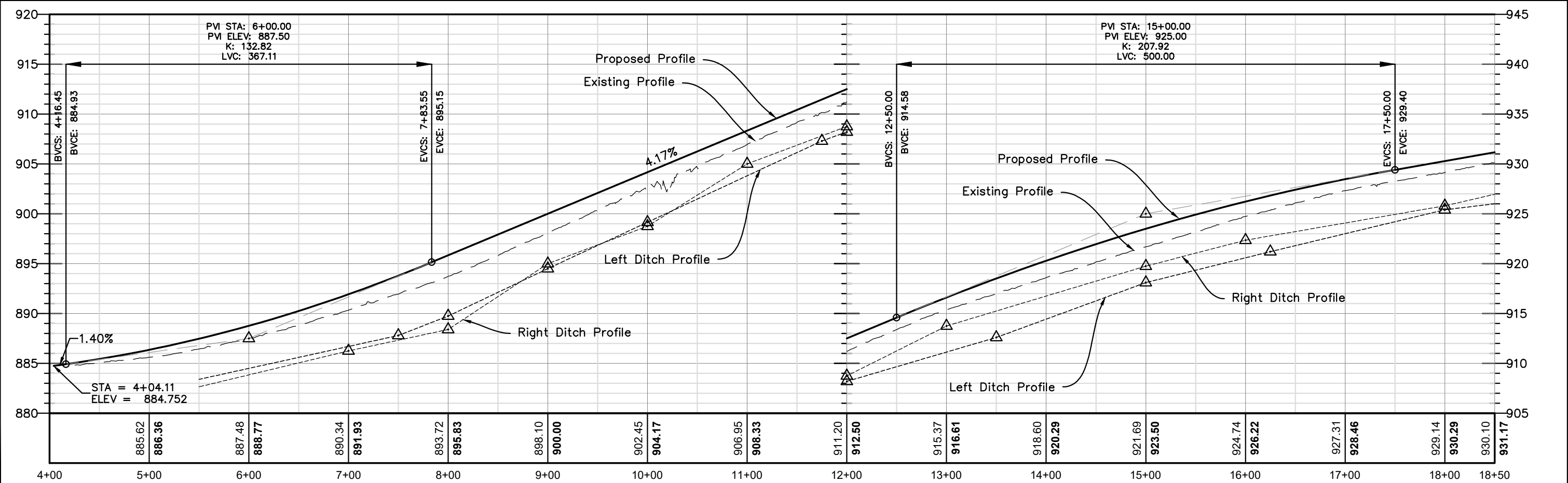
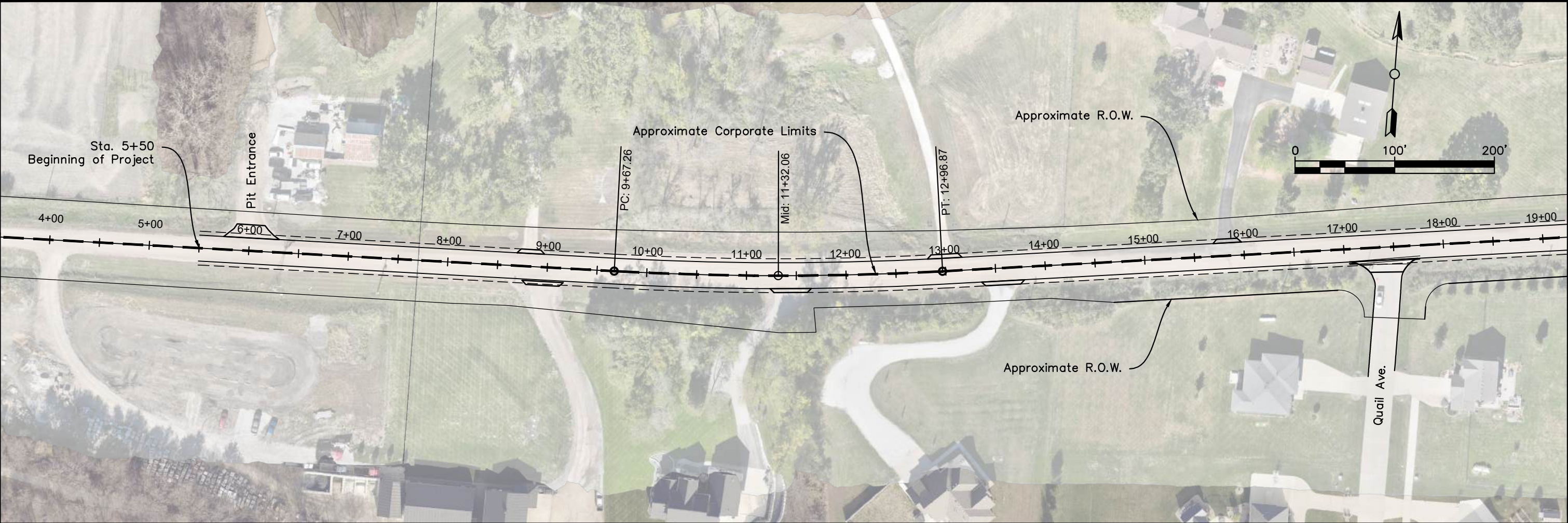
I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature

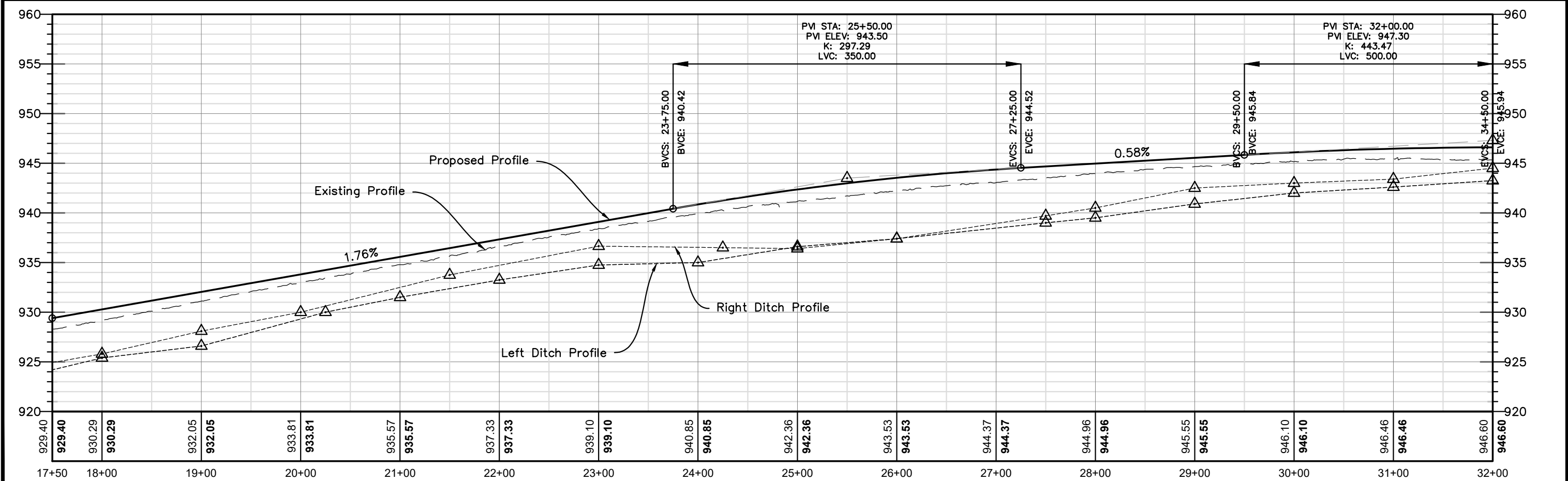
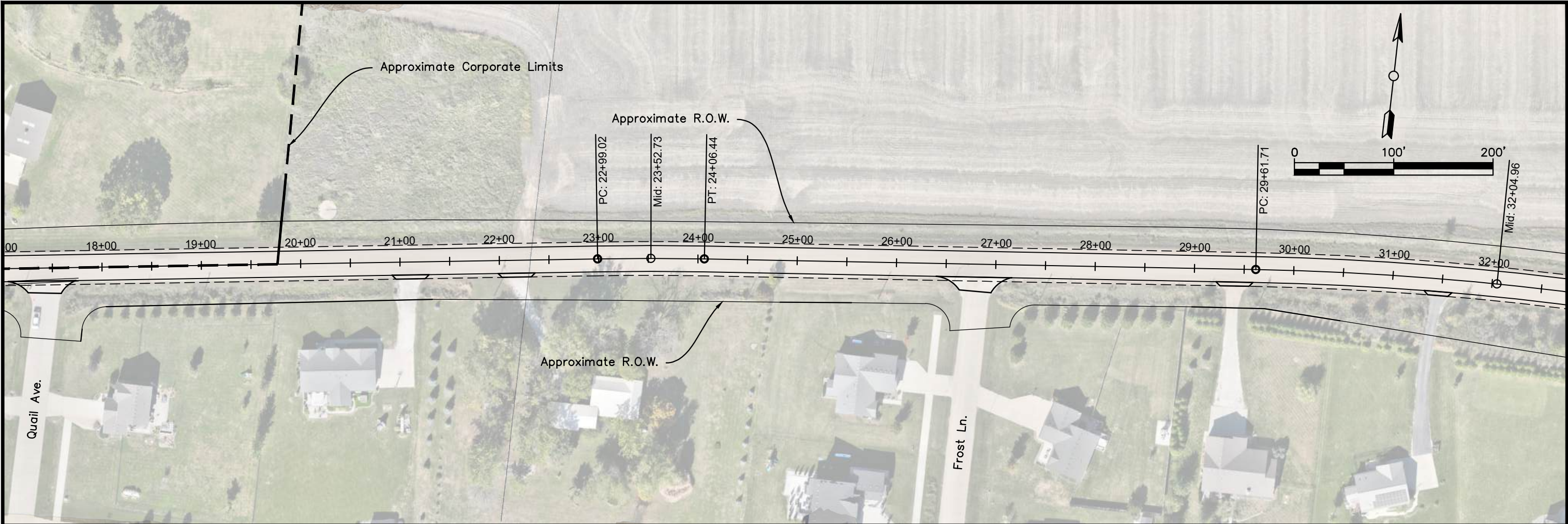
Alan A. Miller P.E.  
Printed or Typed Name

Signature

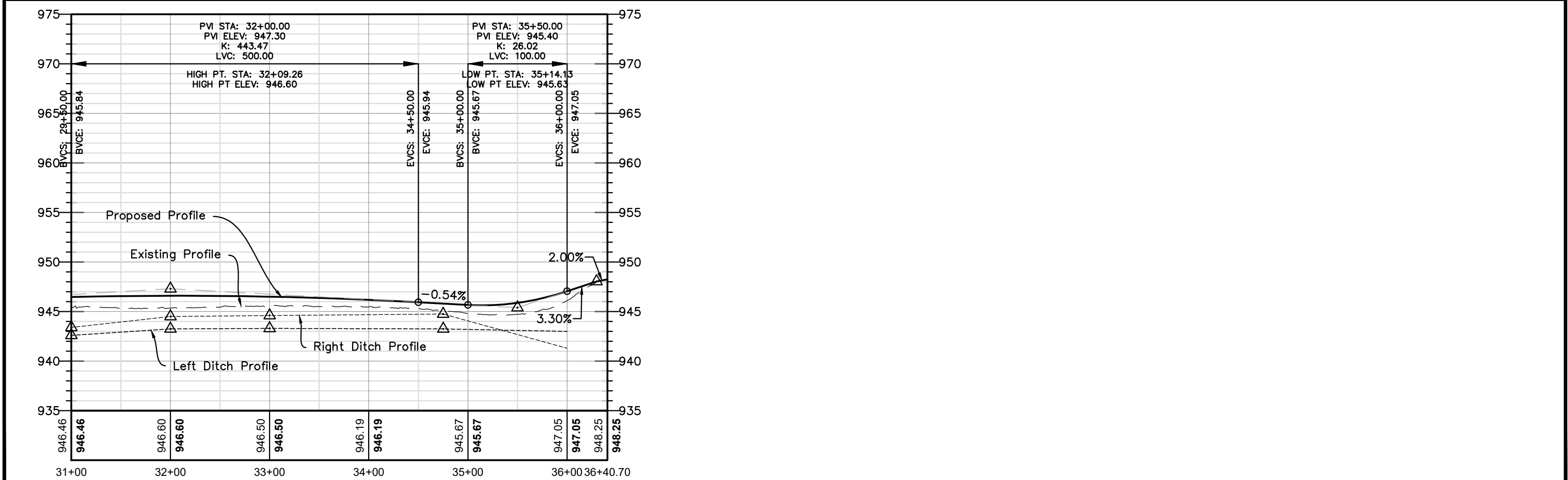
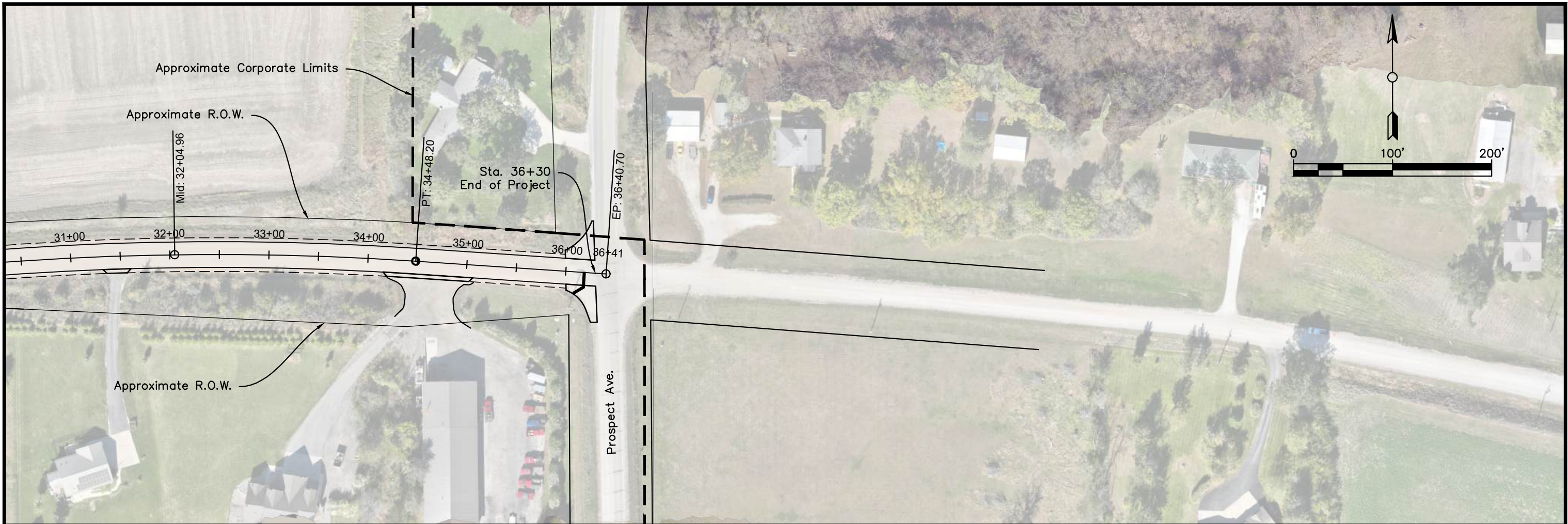
Andrew J. Case P.E.  
Printed or Typed Name

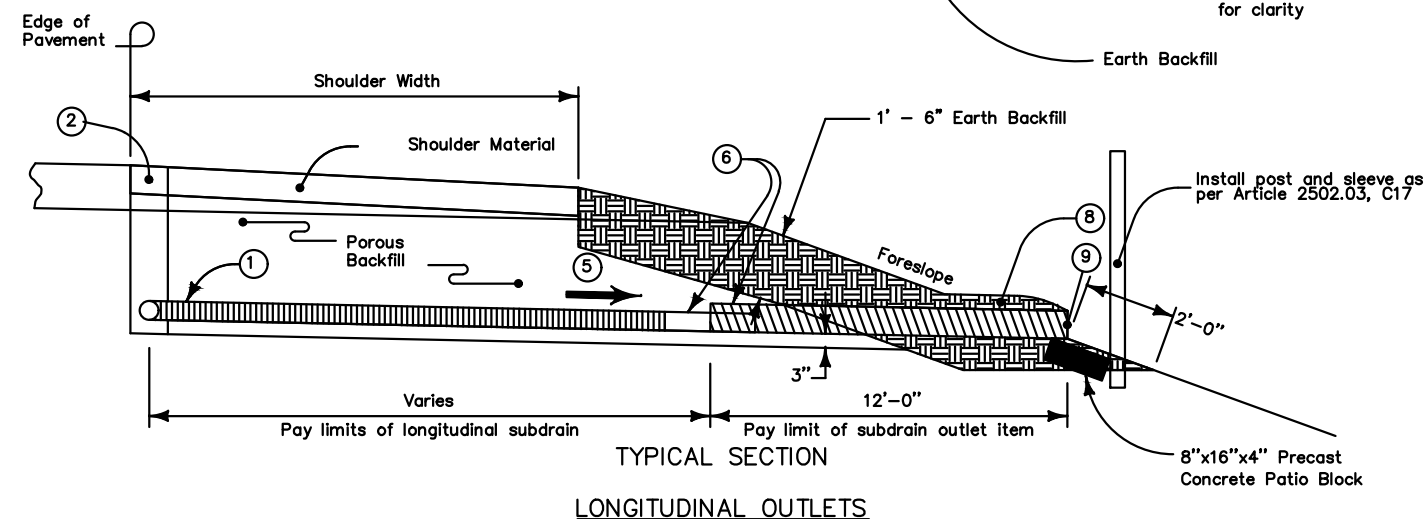
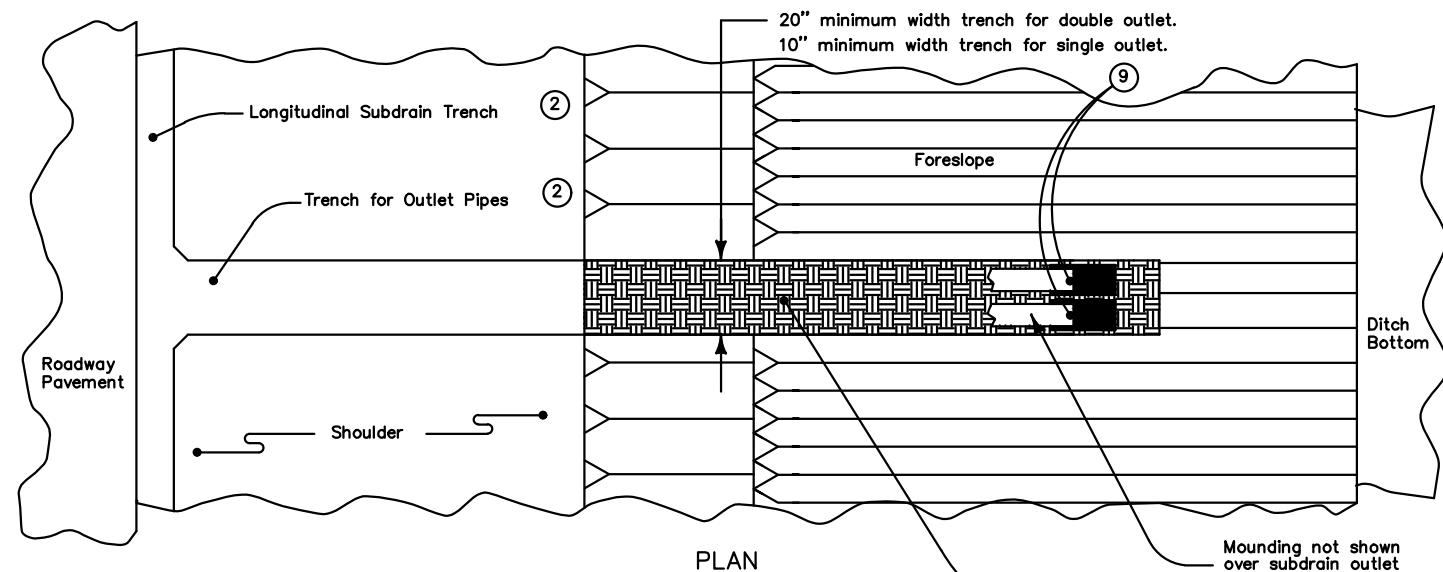




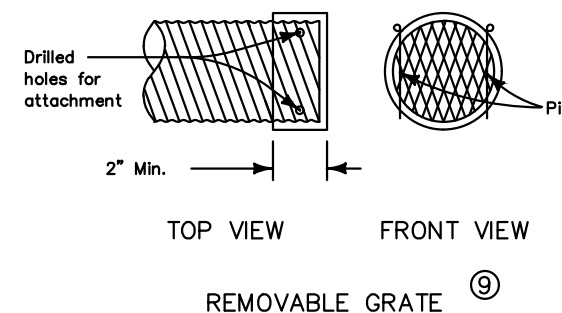
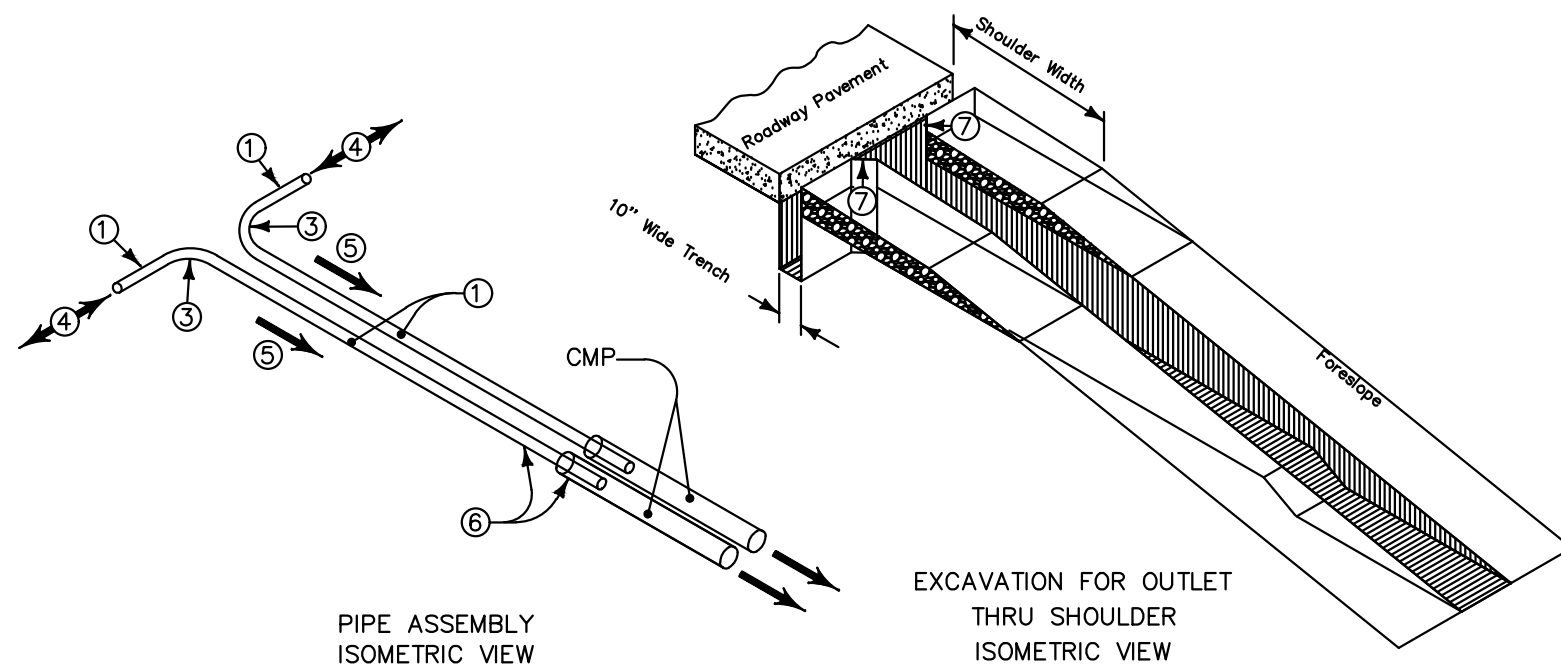








LONGITUDINAL OUTLETS

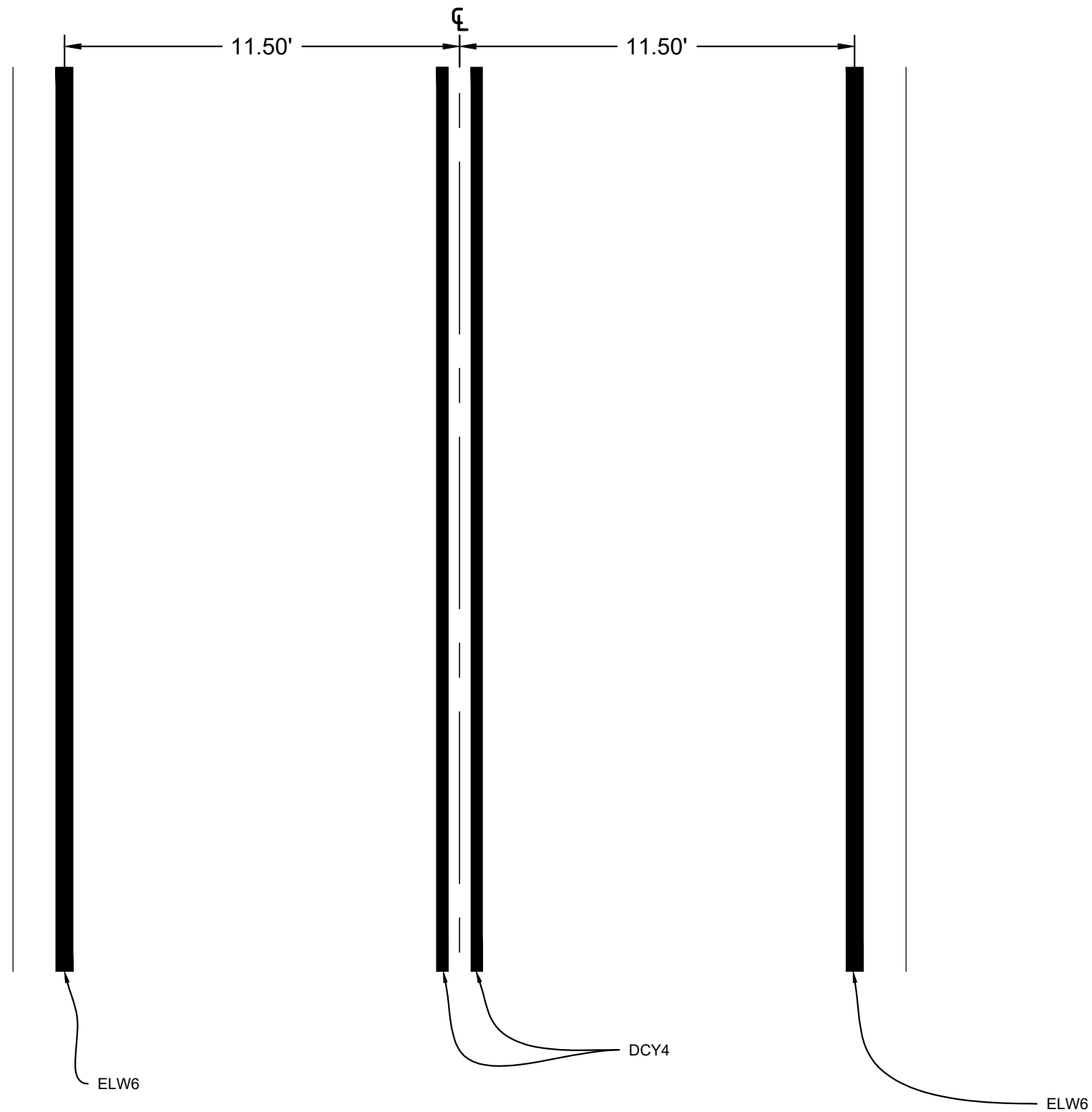


- ① Perforated Subdrain (Polyethylene Corrugated Tubing).
- ② On projects where existing shoulder material is removed, replace the shoulder material according to Article 2502.03, C of the Standard Specifications.
- ③ 'Y' or 'T' connection will not be allowed. Place subdrain on 1 foot minimum radius.
- ④ Direction of flow.
- ⑤ 6 inch minimum drop in elevation between longitudinal subdrain and outlet. 12 inch minimum drop for projects using recycled PCC subbase.
- ⑥ Corrugated metal pipe outlet 2 inches larger than subdrain pipe. Use an inside fit reducer coupler (insert coupler a minimum of 12 inches into CMP) and wrap with sewer tape to couple the pipes.
- ⑥A **Corrugated double-walled PE or PVC pipe shall NOT be allowed on this project.**
- ⑦ Bevel the trench to provide a minimum of 3 inches of porous backfill surrounding all portions of subdrain pipe.
- ⑧ Place Earth Backfill over outlet and carefully compact to avoid damaging outlet pipe.
- ⑨ Install a removable grate rodent guard.

Possible Contract Item:  
Subdrain Outlet, 500-10  
Subdrains (Longitudinal) DR-303

Possible Tabulations:  
104-5C  
104-6

	REVISION	
	NEW	10-17-17
	500-10M	
ROAD DESIGN DETAIL	SHEET 1 of 1	
REVISIONS: Added Note 6A Changed Notes 6-9 Added Removable Grate Rodent Guard		
OUTLETS FOR LONGITUDINAL SUBDRAINS		



PAVEMENT MARKING DETAILS





**AGENDA ITEM NO. 6.s**  
**AGENDA SECTION: NEW**  
**BUSINESS**

## **ADEL CITY COUNCIL AGENDA ITEM REPORT**

**MEETING DATE:** January 13, 2026

**TO:** Mayor & City Council

**FROM:** Brittany Sandquist, Deputy City Administrator/Finance Director

**AGENDA HEADING:** Discussion / Possible Action on Proceeding with Scenario C as Outlined in the Funding Scenarios Prepared by PFM

### **STAFF/COMMITTEE RECOMMENDATION:**

PFM attended the Committee of the Whole meeting on January 6th, 2026. Jon Burmeister and Chip Schultz presented an overview of financing options for the Rapids Street Reconstruction Project. Deputy City Administrator/Finance Director Sandquist also provided input in coordination with PFM.

Three financing options were presented to Council for consideration. The options differed in how the stormwater portion of the project would be financed and whether Council wished to borrow additional funds to support smaller supplemental projects.

\* **Scenario A** involved increasing stormwater rates to fund the stormwater portion of the project and abating the related debt service payments over time.

\***Scenario B** proposed funding the stormwater portion through the debt service levy.

\***Scenario C** mirrored Scenario A with respect to funding the stormwater portion; however, it included approval of a higher not-to-exceed bond amount of \$5,000,000 to provide flexibility for funding smaller supplemental projects.

Staff recommends proceeding with Scenario C.

### **ATTACHMENTS:**

[Adel Rapids St. Potential Additional Street Funding Scenarios.pdf](#)

2025 CIP Exhibit.pdf  
CIP List\_01-06-2026.pdf



# City of Adel, Iowa

## Rapids Street Reconstruction Project Financing Analyses and Potential Additional Street Project Funding

### Proposed General Obligation Capital Loan Notes, Series 2026

January 6, 2026

#### PFM Financial Advisors LLC

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Suite 3300  
Des Moines, IA 50309

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**Rapids Street Reconstruction Project - 100% Engineering Design Cost Estimate / Potential Additional Street Project Funding**  
**Project Funding Amounts Assumed for 2026 General Obligation Borrowing**  
**Preliminary; Subject to Change**

Reflects McClure's November 2025 Cost Opinion [+5% Contingency] for Rapids Street  
Includes Alternate No. 1 - Storm Water, Sidewalk, Driveways, Seeding

A	B	C	D	E	F	G	H	I	J
Row #	[1]								
1	<b>Summary of Construction &amp; Project Costs to Fund from 2026 General Obligation Financing</b>								
2		<b>Construction</b>	<b>% of</b>	<b>Allocation of</b>	<b>Allocation of</b>	<b>Total Project</b>	<b>Less: Utility</b>	<b>Net Amount</b>	<b>Notes /</b>
3	<b>Description</b>	<b>Cost Estimate</b>	<b>Total</b>	<b>Engineering</b>	<b>Admin./Legal</b>	<b>Costs</b>	<b>Cash Applied</b>	<b>to Finance</b>	<b>Remarks</b>
4		<i>Includes Alt. No. 1</i>		<i>Pro-Rata</i>	<i>Pro-Rata</i>	<i>[Sum of C + E + F]</i>	<i>During</i>		<i>Storm Water amount assumes 25% is paid</i>
5		<i>and 5% Contingency</i>			<i>[Project-Related]</i>		<i>Construction</i>		<i>from Storm Water Fund, during construction.</i>
6	<b>PART I: BREAKDOWN BY UTILITY &amp; NON-UTILITY COMPONENTS -- RAPIDS STREET PROJECT ONLY (Scenarios A &amp; B)</b>								
7	<b>Water-Related Infrastructure Portion</b>	<b>\$508,536</b>	12.0%	\$57,288	\$15,256	<b>\$581,080</b>	<b>(\$581,080)</b>	-	Assuming 100% of Water Utility funded by cash [2]
8	<b>Sanitary Sewer-Related Infrastructure Portion</b>	<b>674,195</b>	15.9%	75,949	20,226	<b>770,370</b>	<b>(770,370)</b>	-	Assuming 100% of San. Sewer Utility cash funded [3]
9	<b>Storm Water-Related Infrastructure Portion</b>	<b>902,381</b>	21.3%	101,655	27,071	<b>1,031,107</b>	<b>(257,777)</b>	<b>773,330</b>	[25%] Alternative Storm Water funding scenarios below [4]
10	<b>Other / Remaining Infrastructure Costs</b>	<b>2,156,264</b>	50.8%	242,908	64,688	<b>2,463,860</b>	-	<b>2,463,860</b>	Streets, Sidewalks, Driveway, Seeding, Etc. [5]
11	<b>SUB-TOTAL (RAPIDS STREET ONLY)</b>	<b>\$4,241,375</b>	100.0%	<b>\$477,800</b>	<b>\$127,241</b>	<b>\$4,846,417</b>	<b>(\$1,609,226)</b>	<b>\$3,237,190</b>	<b>Scenarios A &amp; B</b>
12									
13	<b>Additional Street Project Funding Assumed</b>							<b>\$1,762,810</b>	<b>Assumed Additional Street Project Funding</b>
14	<b>PART II: TOTAL STREET PROJECT FUNDING</b>							<b>\$5,000,000</b>	<b>Scenario C</b>
15	<b>PART III: RAPIDS STREEET - SUMMARY OF McCLURE ENGINEERING OPINION OF PROBABLE COSTS (NOVEMBER 2025)</b>								
16	<b>Base Project Cost Estimate</b>	<b>\$3,969,006</b>		Current Opinion of Probable Cost from McClure (November 2025)					
17	<b>Bid Alternate No. 1 Estimate</b>	<b>70,399</b>		Primarily Storm Water-related.					
18	<b>Subtotal - Construction Only</b>	<b>\$4,039,405</b>							
19	<b>Contingency of 5% Assumed</b>	<b>201,970</b>		5% of Construction Assumed for Potential Change Orders					
20	<b>Engineering - Design &amp; Construction Period</b>	<b>477,800</b>		Engineering - Design & Resident Project Representative ("RPR") Estimate					
21	<b>Estimate for Administrative / Legal</b>	<b>127,241</b>		3.15% of Construction Assumed					
22	<b>TOTAL PROJECT COSTS:</b>	<b>\$4,846,417</b>		<b>Rapids Street Cost Estimate (Only)</b>					

**RAPIDS STREET PROJECT ONLY**

[1] Total Project Costs includes Construction (Base) plus Alternate No. 1, Engineering and Administrative / Legal estimates (combined).

[2] Assuming Water Utility project costs entirely paid by Water cash during construction; no [\$0] amount financed over time.

[3] Assuming Sanitary Sewer Utility project costs entirely paid by Sanitary Sewer cash during construction; no [\$0] amount financed over time.

[4] Alternative Rapids Street Storm Water portions are assumed to be financed over time, as follows:

**Scenario A:** For Storm Water portion, assuming 25% paid by Storm Water Fund during construction [approximately \$257,777] with 75% balance of costs paid by **Storm Water Utility**, over time, toward debt service.

**Scenario B:** For Storm Water portion, assuming 25% paid by Storm Water Fund during construction [approximately \$257,777] with 75% balance of costs paid by **Debt Service Levy**, over time, toward debt service.

[5] Remaining project costs (apart from utilities) including street, sidewalk, grading work, driveways, etc., assumed to be paid entirely from \$1.48 Debt Service Levy, nearly \$0.50 lower than \$1.96 average (10 years).

**RAPIDS STREET & ADDITIONAL / OTHER STREET PROJECT FUNDING = \$5 MILLION TOTAL**

**Scenario C:** For Rapids St. Storm Water, assuming 25% paid by Storm Water, during construction, with 75% balance of costs paid by **Storm Water Utility**, over time, **plus \$1,762,810 additional Street funding**, for a **total street project funding amount of \$5,000,000**.



# Summary of Street Funding Scenarios

### ❖ **SCENARIO A: Rapids Street Only, Finance Storm Water from Storm Water Utility Fund**

- Assumes Storm Water funds 25% of cost during construction; 75% over time from Storm Water Fund
- Assumes Storm Water adjustments of \$0.30 per month for 2026 & 2027; \$0.20 per month for 2028 & 2029; and \$0.16 per month for 2030
- Reflects future Debt Levy of \$1.48 for three fiscal years, then lower thereafter (See Exhibit 3)
- Fund Sanitary Sewer and Water portions from upfront utility cash for each portion

### ❖ **SCENARIO B: Rapids Street Only, Finance Storm Water Portion from Debt Levy**

- Assumes Storm Water funds 25% of cost during construction; 75% over time from Debt Levy
- Assumes Storm Water adjustments of \$0.04 per month for 2026, 2027 & 2028; \$0.02 per month for 2029 & 2030
- Reflects future Debt Levy of \$1.48 for three fiscal years, then lower thereafter (See Exhibit 5)
- Fund Sanitary Sewer and Water portions from upfront utility cash for each portion

### ❖ **SCENARIO C: Rapids Street & Addition \$1.7 Million of Street Funding, for \$5 Million Total**

- Assumes Storm Water funds 25% of cost during construction; 75% over time from Storm Water
- Assumes Storm Water adjustments of \$0.30 per month for 2026 & 2027; \$0.20 per month for 2028 & 2029; and \$0.16 per month for 2030
- Reflects future Debt Levy of \$1.48 for three fiscal years, then lower thereafter (See Exhibit 7)
- Fund Sanitary Sewer and Water portions from upfront utility cash for each portion
- Exhibit 8 demonstrates 28.7% debt capacity utilization, still very moderate debt level.



# General Obligation Debt Capacity Analysis

## ❖ FY 2025 Actual Capacity

- 100% Actual Valuation grew by 33.56% over FY 2024
- Utilizing 16.81% of the legal debt limit
- \$22,067,957 of available within constitutional debt capacity

## ❖ FY 2026 Projected Capacity

- 100% Actual Valuation grew by 18.22% over FY 2025
- **Utilizing 23% of the legal debt limit (Scenarios A & B) (Rapids Street Only)**
- **Utilizing 28.7% of the legal debt limit (Scenario C) (\$5 Million Total Street Funding)**

## ❖ FY 2027 Projected Capacity

- 100% Actual Valuation grew by 20.56% over FY 2026
- Utilizing 17.73% of the legal debt limit (Scenarios A & B)
- Utilizing 22.42% of the legal debt limit (Scenario C)



# Debt Service Tax Levy Analyses

## ❖ FY 2025 Debt Service Fund

- Taxable Valuation grew by 16.47% over FY 2024
- \$1.76443 debt service tax rate
- June 30, 2025 ending cash = \$610,817 (Annual Financial Report / Unaudited)

## ❖ FY 2026 Debt Service Fund

- Taxable Valuation grew by 19.59% over FY 2025
- \$1.33695 debt service tax rate
- Projected FY 2026 ending surplus = +\$289,351
- Projected June 30, 2026 ending cash = \$606,992

## ❖ FY 2027 Debt Service Fund

- Taxable Valuation grew by 14.13% over FY 2026
- \$1.48000 projected debt service tax rate (**Proposed**)
- Managing the debt service levy rate with various abatements





# Debt Service Tax Levy Impact

## ❖ Historical Summary of City's Debt Service Levy (Past 10 Years)

City's Ten-Year Debt Service Levy History			
Fiscal Year	Debt Levy	Fiscal Year	Debt Levy
FY 2016-17	\$2.298	FY 2021-22	\$1.974
FY 2017-18	\$2.291	FY 2022-23	\$1.952
FY 2018-19	\$1.980	FY 2023-24	\$2.007
FY 2019-20	\$2.004	FY 2024-25	\$1.764
FY 2020-21	\$2.025	FY 2025-26	\$1.337
Average, Past 10 Years:			\$1.963

## ❖ Including Rapids Street Project & Additional Street Financing (\$5 million) results in Debt Levy of \$1.48, reflecting levy impact of \$0.14 per \$1,000 of Taxable Valuation:

Levy Impact Summary \$0.14 per \$1,000 Levy Impact				
Assessed Valuation	Residential Rollback *	Taxable Valuation	Impact per Year	Impact per Month
\$100,000	44.5345%	\$44,535	\$6.37	\$0.531
\$175,000	44.5345%	\$77,935	\$11.15	\$0.929
\$250,000	44.5345%	\$111,336	\$15.93	\$1.327
\$300,000	44.5345%	\$133,604	\$19.11	\$1.593
\$375,000	44.5345%	\$167,004	\$23.89	\$1.991
\$400,000	44.5345%	\$178,138	\$25.48	\$2.124

Levies are applied to  
Taxable Valuation

\*Reflects residential rollback of 44.5345% for FY 2026-27



# Summary of Utility User Rate Impact Storm Water, Water & Sanitary Sewer

## ❖ Storm Water

- With upfront cash funding [25%] and 75% over time portion of debt from Storm Water, for Rapids Street, proposing Equivalent Storm Water ("ESU") rate adjustments of:
  - \$0.30 per month for 2026 & 2027
  - \$0.20 per month for 2028 & 2029
  - \$0.16 per month for 2030
- With upfront cash funding [25%] and no [\$0] portion of debt from Storm Water for Rapids Street, proposing ESU rate adjustments of:
  - \$0.04 per month for 2026, 2027 & 2028
  - \$0.02 per month for 2029 & 2030

## ❖ Water

- Water Utility is assumed to fund 100% of Water portion of Rapids Street with upfront cash
- Proposing future inflationary rate adjustments as follows
  - 3.5% for 2026
  - 3.25% for 2027
  - 3.0% for 2028, 2029 and 2030

## ❖ Sanitary Sewer

- Sewer Utility is assumed to fund 100% of Sewer portion of Rapids Street with upfront cash
- Proposing future inflationary rate adjustments as follows
  - 5.0% for 2026 & 2027
  - 2.0% for 2028, 2029 and 2030

**CITY OF ADEL, IOWA**  
**Schedule of Events | As of December 30, 2025**  
**General Obligation Capital Loan Notes, Series 2026 (Rapids Street Project)**

Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3	1 2 3 4 5 6 7	1 2 3 4 5 6 7	1 2 3 4	1 2	1 2 3 4 5 6
4 5 6 7 8 9 10	8 9 10 11 12 13 14	8 9 10 11 12 13 14	5 6 7 8 9 10 11	3 4 5 6 7 8 9	7 8 9 10 11 12 13
11 12 13 14 15 16 17	15 16 17 18 19 20 21	15 16 17 18 19 20 21	12 13 14 15 16 17 18	10 11 12 13 14 15 16	14 15 16 17 18 19 20
18 19 20 21 22 23 24	22 23 24 25 26 27 28	22 23 24 25 26 27 28	19 20 21 22 23 24 25	17 18 19 20 21 22 23	21 22 23 24 25 26 27
25 26 27 28 29 30 31		29 30 31	26 27 28 29 30	24 25 26 27 28 29 30	28 29 30
				31	

Date	Task	Description	Responsible Party
December 2025 & January 2026:	Structure Notes	<ul style="list-style-type: none"> <li>Develop Debt Amortization Schedules &amp; Determine Payment Structure; Prepare Sale Details</li> </ul>	C, FA
January 6, 2026	City Council – Committee of the Whole Meeting	<ul style="list-style-type: none"> <li>City Council plans Committee of the Whole Meeting (first Tuesday of the Month)</li> </ul>	C
January 26, 2026:	Council Meeting Construction Bid Award	<ul style="list-style-type: none"> <li>City Council considers award of construction bid to lowest bidder.</li> </ul>	C, E
February 2026:	POS and Credit Preparation	<ul style="list-style-type: none"> <li>Prepare Preliminary Official Statement (“POS”)</li> <li>Prepare Moody’s Credit Presentation</li> <li>PFM to Undertake POS Review</li> </ul>	C, FA
February 10, 2026:	Council Meeting	<ul style="list-style-type: none"> <li>Set Public Hearing(s) for the Notes</li> </ul>	C, BC
March 2, 2026:	POS Review	<ul style="list-style-type: none"> <li>Send Draft POS to City and Ahlers for Review</li> </ul>	FA, C
By March 4, 2026:	Publish Notice	<ul style="list-style-type: none"> <li>Newspaper Publication Deadline for Notice(s) of Hearing</li> </ul>	C
March 10, 2026:	Council Meeting	<ul style="list-style-type: none"> <li>Hold Public Hearing for Notes</li> <li>Adopt the Pre-levy Resolution</li> </ul>	C, BC
March 27, 2026:	Prepare POS	<ul style="list-style-type: none"> <li>Send Preliminary Official Statement to City for Council Packets</li> </ul>	FA
March 30 <sup>th</sup> Week:	Credit Discussion	<ul style="list-style-type: none"> <li>Conference Call with Moody’s, Credit Presentation</li> </ul>	C, FA, RA
April 13, 2026	Moody’s Rating	<ul style="list-style-type: none"> <li>Target date to receive Moody’s Rating</li> </ul>	RA, FA
April 14, 2026:	Council Meeting	<ul style="list-style-type: none"> <li>Approve Electronic Bids and Preliminary Official Statement</li> </ul>	C, FA, BC
<b>April 21 or 27, 2026:</b>	10:00 am - Note Sale 6:00 pm - Council Meeting	<ul style="list-style-type: none"> <li>Receive Bids; Presentation of Bids Received &amp; Award</li> <li><b>Recommended date is April 21, 2026, due to goal of not having sale the same week as FOMC Meeting</b></li> </ul>	C, FA, BC
May 12, 2026:	Council Meeting	<ul style="list-style-type: none"> <li>Authorize Issuance Proceedings</li> </ul>	C, BC
June 3, 2026:	Closing	<ul style="list-style-type: none"> <li>Purchaser Delivers Note Proceeds</li> </ul>	C, BC, FA

**April 2026 Economic Calendar**

Friday, April 3, 2026: Monthly employment report for March 2026 (“Jobs Report”)

Friday, April 10, 2026: Consumer Price Index for March 2026

Tuesday, April 14, 2026: Producer Price Index for March 2026

**April 28 & 29, 2026: Federal Reserve Open Market Committee (“FOMC”) Meeting**

<b>Financing Team Members:</b>
C = City of Adel, Iowa BC = Ahlers & Cooney, P.C. (bond counsel) FA = PFM Financial Advisors LLC (financial advisor) RA = Moody's Investors Service (rating agency) E = McClure Engineering (engineer)



## **Appendix I**

# **General Obligation Debt Capacity & Debt Service Levy Tax Analysis**

# City of Adel, Iowa

## Financial Planning for Capital Projects

### Projection of Tax Levies & Tax Rate Impact

# EXHIBIT 3

## Scenario A

Tax Rate Impact Summary	
Tax Impact FY 23-24	0.05486
Tax Impact FY 24-25	(0.24219)
Tax Impact FY 25-26	(0.42748)
Tax Impact FY 26-27	0.14305

Fiscal Year Payable	Total Tax Valuation	% Growth	Current Taxes Levied	Current Tax Rate/ \$1,000	Misc Adjust.	Abatement	State Reimb.	Total Revenues	Existing Debt Service	Proposed Series 2026	Fiscal Fees	Total Uses	Surplus (Deficit)	Beginning Balance	Ending Balance
2023 - 2024	228,858,708	19.60%	459,232	2.00662	807	497,880	20,328	978,247	830,455		1,100	831,555	146,692	170,949	317,641
2024 - 2025	266,543,003	16.47%	470,296	1.76443		192,058		662,354	661,255		1,100	662,355	(1)	317,641	317,641
2025 - 2026	318,751,789	19.59%	426,156	1.33695		464,854	11,796	902,806	612,355		1,100	613,455	289,351	317,641	606,992
2026 - 2027	363,793,465	14.13%	538,414	1.48000		531,730		1,070,144	611,100	454,103	1,700	1,066,903	3,241	606,992	610,233
2027 - 2028	371,069,334	2.00%	549,183	1.48000		531,324		1,080,507	609,360	469,686	1,700	1,080,746	(239)	610,233	609,994
2028 - 2029	378,490,721	2.00%	560,166	1.48000		510,990		1,071,156	602,110	462,936	2,300	1,067,346	3,810	609,994	613,804
2029 - 2030	386,060,535	2.00%	317,336	0.82199		514,865		832,201	604,215	225,686	2,300	832,201		613,804	613,804
2030 - 2031	393,781,746	2.00%	313,786	0.79685		502,870		816,656	595,420	219,436	1,800	816,656		613,804	613,804
2031 - 2032	401,657,381	2.00%	315,136	0.78459		545,345		860,481	640,495	218,186	1,800	860,481		613,804	613,804
2032 - 2033	409,690,529	2.00%	151,686	0.37025		72,400		224,086		221,686	2,400	224,086		613,804	613,804
2033 - 2034	417,884,339	2.00%	152,186	0.36418		69,900		222,086		219,686	2,400	222,086		613,804	613,804
2034 - 2035	426,242,026	2.00%	153,386	0.35986		72,900		226,286		223,886	2,400	226,286		613,804	613,804
2035 - 2036	434,766,867	2.00%	149,386	0.34360		70,700		220,086		217,686	2,400	220,086		613,804	613,804
2036 - 2037	443,462,204	2.00%	150,386	0.33912		73,500		223,886		221,486	2,400	223,886		613,804	613,804
2037 - 2038	452,331,448	2.00%	151,186	0.33424		71,100		222,286		219,886	2,400	222,286		613,804	613,804
2038 - 2039	461,378,077	2.00%	151,676	0.32875		73,640		225,316		222,916	2,400	225,316		613,804	613,804
2039 - 2040	470,605,638	2.00%	151,869	0.32271		70,923		222,792		220,392	2,400	222,792		613,804	613,804
2040 - 2041	480,017,751	2.00%	151,685	0.31600		73,115		224,800		222,400	2,400	224,800		613,804	613,804
2041 - 2042	489,618,106	2.00%	151,123	0.30865				151,123		148,723	2,400	151,123		613,804	613,804
2042 - 2043	499,410,468	2.00%	150,208	0.30077				150,208		147,808	2,400	150,208		613,804	613,804
2043 - 2044	509,398,678	2.00%	153,998	0.30231				153,998		151,598	2,400	153,998		613,804	613,804
2044 - 2045	519,586,651	2.00%												613,804	613,804
2045 - 2046	529,978,384	2.00%												613,804	613,804

# City of Adel, Iowa

Financial Planning for Capital Projects

General Obligation Tax Abatements

## EXHIBIT 3A

Scenario A

Fiscal Year Payable	Series 2011C/2019 TIF	Series 2017 TIF	Series 2012A/2019 LOST	Total TIF Debt	Actual TIF Abatement	Reduction of LOST Abatement	Series 2012A/2019 LOST	Brick St. Special Assessments	Capital Improvement Fund	2026 Rapids Street - Storm Sewer	Total Abatements
2023 - 2024	163,200	179,940	139,404	482,544	482,544	(277,155)	277,155	15,336			497,880
2024 - 2025		176,940	0	176,940	176,940	(277,655)	277,655	15,118			192,058
2025 - 2026		172,440	277,555	449,995	449,995	(278,155)	278,155	14,859			464,854
2026 - 2027		163,990	282,855	446,845	446,845	(283,455)	283,455	15,179		69,706	531,730
2027 - 2028		160,510	282,955	443,465	443,465	(283,555)	283,555	14,709		73,150	531,324
2028 - 2029		156,885	282,955	439,840	439,840	(283,555)	283,555			71,150	510,990
2029 - 2030		153,115	287,600	440,715	440,715	(288,200)	288,200			74,150	514,865
2030 - 2031		144,200	286,770	430,970	430,970	(287,370)	287,370			71,900	502,870
2031 - 2032			475,695	475,695	475,695	(476,295)	476,295			69,650	545,345
2032 - 2033										72,400	72,400
2033 - 2034										69,900	69,900
2034 - 2035										72,900	72,900
2035 - 2036										70,700	70,700
2036 - 2037										73,500	73,500
2037 - 2038										71,100	71,100
2038 - 2039										73,640	73,640
2039 - 2040										70,923	70,923
2040 - 2041										73,115	73,115
2041 - 2042											
2042 - 2043											
2043 - 2044											
2044 - 2045											
2045 - 2046											



# City of Adel, Iowa


## Financial Planning for Capital Projects Projection of G.O. Debt Capacity

## EXHIBIT 4

Scenario A

Valuation & Debt Limit Assumptions	
Valuation Growth	3.00%
Legal Debt Limit	5.00%
Self-Imposed Limit	80.00%

Beginning Fiscal Year Payable	100% Valuation	Gross Debt Limit	Effective Debt Limit	Existing G.O. Debt	TIF Rebate Agreements	Proposed Series 2026	Total G.O Debt Outstanding	Available Gross Capacity	Available Effective Capacity	Debt / Legal Limit
2023 - 2024	397,257,836	19,862,892	15,890,313	5,150,000			5,150,000	14,712,892	10,740,313	25.93%
2024 - 2025	530,559,133	26,527,957	21,222,365	4,440,000	20,000		4,460,000	22,067,957	16,762,365	16.81%
2025 - 2026	627,246,789	31,362,339	25,089,872	3,885,000	77,800	3,265,000	7,227,800	24,134,539	17,862,072	23.05%
2026 - 2027	756,564,646	37,828,232	30,262,586	3,365,000	77,800	3,265,000	6,707,800	31,120,432	23,554,786	17.73%
2027 - 2028	779,261,585	38,963,079	31,170,463	2,835,000	77,800	2,960,000	5,872,800	33,090,279	25,297,663	15.07%
2028 - 2029	802,639,433	40,131,972	32,105,577	2,295,000	77,800	2,625,000	4,997,800	35,134,172	27,107,777	12.45%
2029 - 2030	826,718,616	41,335,931	33,068,745	1,750,000	77,800	2,280,000	4,107,800	37,228,131	28,960,945	9.94%
2030 - 2031	851,520,174	42,576,009	34,060,807	1,190,000	77,800	2,155,000	3,422,800	39,153,209	30,638,007	8.04%
2031 - 2032	877,065,780	43,853,289	35,082,631	625,000	77,800	2,030,000	2,732,800	41,120,489	32,349,831	6.23%
2032 - 2033	903,377,753	45,168,888	36,135,110			1,900,000	1,900,000	43,268,888	34,235,110	4.21%
2033 - 2034	930,479,086	46,523,954	37,219,163			1,760,000	1,760,000	44,763,954	35,459,163	3.78%
2034 - 2035	958,393,458	47,919,673	38,335,738			1,615,000	1,615,000	46,304,673	36,720,738	3.37%
2035 - 2036	987,145,262	49,357,263	39,485,810			1,460,000	1,460,000	47,897,263	38,025,810	2.96%
2036 - 2037	1,016,759,620	50,837,981	40,670,385			1,305,000	1,305,000	49,532,981	39,365,385	2.57%
2037 - 2038	1,047,262,408	52,363,120	41,890,496			1,140,000	1,140,000	51,223,120	40,750,496	2.18%
2038 - 2039	1,078,680,281	53,934,014	43,147,211			970,000	970,000	52,964,014	42,177,211	1.80%
2039 - 2040	1,111,040,689	55,552,034	44,441,628			790,000	790,000	54,762,034	43,651,628	1.42%
2040 - 2041	1,144,371,910	57,218,595	45,774,876			605,000	605,000	56,613,595	45,169,876	1.06%
2041 - 2042	1,178,703,067	58,935,153	47,148,123			410,000	410,000	58,525,153	46,738,123	0.70%
2042 - 2043	1,214,064,159	60,703,208	48,562,566			280,000	280,000	60,423,208	48,282,566	0.46%
2043 - 2044	1,250,486,084	62,524,304	50,019,443			145,000	145,000	62,379,304	49,874,443	0.23%
2044 - 2045	1,288,000,666	64,400,033	51,520,027					64,400,033	51,520,027	

 Rebate payments

# City of Adel, Iowa

## Financial Planning for Capital Projects

### Projection of Tax Levies & Tax Rate Impact

# EXHIBIT 5

## Scenario B

Tax Rate Impact Summary	
Tax Impact FY 23-24	0.05486
Tax Impact FY 24-25	(0.24219)
Tax Impact FY 25-26	(0.42748)
Tax Impact FY 26-27	0.14305

Fiscal Year Payable	Total Tax Valuation	% Growth	Current Taxes Levied	Current Tax Rate/ \$1,000	Misc Adjust.	Abatement	State Reimb.	Total Revenues	Existing Debt Service	Proposed Series 2026	Fiscal Fees	Total Uses	Surplus (Deficit)	Beginning Balance	Ending Balance
2023 - 2024	228,858,708	19.60%	459,232	2.00662	807	497,880	20,328	978,247	830,455		1,100	831,555	146,692	170,949	317,641
2024 - 2025	266,543,003	16.47%	470,296	1.76443		192,058		662,354	661,255		1,100	662,355	(1)	317,641	317,641
2025 - 2026	318,751,789	19.59%	426,156	1.33695		464,854	11,796	902,806	612,355		1,100	613,455	289,351	317,641	606,992
2026 - 2027	363,793,465	14.13%	538,414	1.48000		462,024		1,000,438	611,100	383,588	1,700	996,388	4,050	606,992	611,042
2027 - 2028	371,069,334	2.00%	549,183	1.48000		458,174		1,007,357	609,360	392,669	1,700	1,003,729	3,628	611,042	614,670
2028 - 2029	378,490,721	2.00%	560,166	1.48000		439,840		1,000,006	602,110	394,919	2,300	999,329	678	614,670	615,347
2029 - 2030	386,060,535	2.00%	402,219	1.04185		440,715		842,934	604,215	236,419	2,300	842,934		615,347	615,347
2030 - 2031	393,781,746	2.00%	401,419	1.01939		430,970		832,389	595,420	235,169	1,800	832,389		615,347	615,347
2031 - 2032	401,657,381	2.00%	395,269	0.98409		475,695		870,964	640,495	228,669	1,800	870,964		615,347	615,347
2032 - 2033	409,690,529	2.00%	234,569	0.57255				234,569		232,169	2,400	234,569		615,347	615,347
2033 - 2034	417,884,339	2.00%	232,569	0.55654				232,569		230,169	2,400	232,569		615,347	615,347
2034 - 2035	426,242,026	2.00%	231,769	0.54375				231,769		229,369	2,400	231,769		615,347	615,347
2035 - 2036	434,766,867	2.00%	235,769	0.54229				235,769		233,369	2,400	235,769		615,347	615,347
2036 - 2037	443,462,204	2.00%	234,369	0.52850				234,369		231,969	2,400	234,369		615,347	615,347
2037 - 2038	452,331,448	2.00%	237,769	0.52565				237,769		235,369	2,400	237,769		615,347	615,347
2038 - 2039	461,378,077	2.00%	235,594	0.51063				235,594		233,194	2,400	235,594		615,347	615,347
2039 - 2040	470,605,638	2.00%	233,070	0.49525				233,070		230,670	2,400	233,070		615,347	615,347
2040 - 2041	480,017,751	2.00%	235,078	0.48973				235,078		232,678	2,400	235,078		615,347	615,347
2041 - 2042	489,618,106	2.00%	231,400	0.47261				231,400		229,000	2,400	231,400		615,347	615,347
2042 - 2043	499,410,468	2.00%	237,300	0.47516				237,300		234,900	2,400	237,300		615,347	615,347
2043 - 2044	509,398,678	2.00%	232,410	0.45624				232,410		230,010	2,400	232,410		615,347	615,347
2044 - 2045	519,586,651	2.00%												615,347	615,347
2045 - 2046	529,978,384	2.00%												615,347	615,347

# City of Adel, Iowa

Financial Planning for Capital Projects

General Obligation Tax Abatements

EXHIBIT 5A

Scenario B

Fiscal Year Payable	Series 2011C/2019 TIF	Series 2017 TIF	Series 2012A/2019 LOST	Total TIF Debt	Actual TIF Abatement	Reduction of LOST Abatement	Series 2012A/2019 LOST	Brick St. Special Assessments	Capital Improvement Fund	2026 Rapids Street - Storm Sewer	Total Abatements
2023 - 2024	163,200	179,940	139,404	482,544	482,544	(277,155)	277,155	15,336			497,880
2024 - 2025		176,940	0	176,940	176,940	(277,655)	277,655	15,118			192,058
2025 - 2026		172,440	277,555	449,995	449,995	(278,155)	278,155	14,859			464,854
2026 - 2027		163,990	282,855	446,845	446,845	(283,455)	283,455	15,179			462,024
2027 - 2028		160,510	282,955	443,465	443,465	(283,555)	283,555	14,709			458,174
2028 - 2029		156,885	282,955	439,840	439,840	(283,555)	283,555				439,840
2029 - 2030		153,115	287,600	440,715	440,715	(288,200)	288,200				440,715
2030 - 2031		144,200	286,770	430,970	430,970	(287,370)	287,370				430,970
2031 - 2032			475,695	475,695	475,695	(476,295)	476,295				475,695
2032 - 2033											
2033 - 2034											
2034 - 2035											
2035 - 2036											
2036 - 2037											
2037 - 2038											
2038 - 2039											
2039 - 2040											
2040 - 2041											
2041 - 2042											
2042 - 2043											
2043 - 2044											
2044 - 2045											
2045 - 2046											

# City of Adel, Iowa

## Financial Planning for Capital Projects


### Projection of G.O. Debt Capacity

## EXHIBIT 6

### Scenario B

Valuation & Debt Limit Assumptions	
Valuation Growth	3.00%
Legal Debt Limit	5.00%
Self-Imposed Limit	80.00%

Beginning Fiscal Year Payable	100% Valuation	Gross Debt Limit	Effective Debt Limit	Existing G.O. Debt	TIF Rebate Agreements	Proposed Series 2026	Total G.O Debt Outstanding	Available Gross Capacity	Available Effective Capacity	Debt / Legal Limit
2023 - 2024	397,257,836	19,862,892	15,890,313	5,150,000			5,150,000	14,712,892	10,740,313	25.93%
2024 - 2025	530,559,133	26,527,957	21,222,365	4,440,000	20,000		4,460,000	22,067,957	16,762,365	16.81%
2025 - 2026	627,246,789	31,362,339	25,089,872	3,885,000	77,800	3,275,000	7,237,800	24,124,539	17,852,072	23.08%
2026 - 2027	756,564,646	37,828,232	30,262,586	3,365,000	77,800	3,275,000	6,717,800	31,110,432	23,544,786	17.76%
2027 - 2028	779,261,585	38,963,079	31,170,463	2,835,000	77,800	3,040,000	5,952,800	33,010,279	25,217,663	15.28%
2028 - 2029	802,639,433	40,131,972	32,105,577	2,295,000	77,800	2,785,000	5,157,800	34,974,172	26,947,777	12.85%
2029 - 2030	826,718,616	41,335,931	33,068,745	1,750,000	77,800	2,515,000	4,342,800	36,993,131	28,725,945	10.51%
2030 - 2031	851,520,174	42,576,009	34,060,807	1,190,000	77,800	2,390,000	3,657,800	38,918,209	30,403,007	8.59%
2031 - 2032	877,065,780	43,853,289	35,082,631	625,000	77,800	2,260,000	2,962,800	40,890,489	32,119,831	6.76%
2032 - 2033	903,377,753	45,168,888	36,135,110			2,130,000	2,130,000	43,038,888	34,005,110	4.72%
2033 - 2034	930,479,086	46,523,954	37,219,163			1,990,000	1,990,000	44,533,954	35,229,163	4.28%
2034 - 2035	958,393,458	47,919,673	38,335,738			1,845,000	1,845,000	46,074,673	36,490,738	3.85%
2035 - 2036	987,145,262	49,357,263	39,485,810			1,695,000	1,695,000	47,662,263	37,790,810	3.43%
2036 - 2037	1,016,759,620	50,837,981	40,670,385			1,535,000	1,535,000	49,302,981	39,135,385	3.02%
2037 - 2038	1,047,262,408	52,363,120	41,890,496			1,370,000	1,370,000	50,993,120	40,520,496	2.62%
2038 - 2039	1,078,680,281	53,934,014	43,147,211			1,195,000	1,195,000	52,739,014	41,952,211	2.22%
2039 - 2040	1,111,040,689	55,552,034	44,441,628			1,015,000	1,015,000	54,537,034	43,426,628	1.83%
2040 - 2041	1,144,371,910	57,218,595	45,774,876			830,000	830,000	56,388,595	44,944,876	1.45%
2041 - 2042	1,178,703,067	58,935,153	47,148,123			635,000	635,000	58,300,153	46,513,123	1.08%
2042 - 2043	1,214,064,159	60,703,208	48,562,566			435,000	435,000	60,268,208	48,127,566	0.72%
2043 - 2044	1,250,486,084	62,524,304	50,019,443			220,000	220,000	62,304,304	49,799,443	0.35%
2044 - 2045	1,288,000,666	64,400,033	51,520,027					64,400,033	51,520,027	

 Rebate payments

# City of Adel, Iowa

## Financial Planning for Capital Projects

### Projection of Tax Levies & Tax Rate Impact

EXHIBIT 7

Scenario C

Tax Rate Impact Summary	
Tax Impact FY 23-24	0.05486
Tax Impact FY 24-25	(0.24219)
Tax Impact FY 25-26	(0.42748)
Tax Impact FY 26-27	0.14305

Fiscal Year Payable	Total Tax Valuation	% Growth	Current Taxes Levied	Current Tax Rate/\$1,000	Misc Adjust.	Abatement	State Reimb.	Total Revenues	Existing Debt Service	Proposed Series 2026	Fiscal Fees	Total Uses	Surplus (Deficit)	Beginning Balance	Ending Balance
2023 - 2024	228,858,708	19.60%	459,232	2.00662	807	497,880	20,328	978,247	830,455		1,100	831,555	146,692	170,949	317,641
2024 - 2025	266,543,003	16.47%	470,296	1.76443		192,058		662,354	661,255		1,100	662,355	(1)	317,641	317,641
2025 - 2026	318,751,789	19.59%	426,156	1.33695		464,854	11,796	902,806	612,355		1,100	613,455	289,351	317,641	606,992
2026 - 2027	363,793,465	14.13%	538,414	1.48000		531,482		1,069,896	611,100	457,146	1,700	1,069,946	(50)	606,992	606,942
2027 - 2028	371,069,334	2.00%	549,183	1.48000		531,074		1,080,257	609,360	466,915	1,700	1,077,975	2,282	606,942	609,224
2028 - 2029	378,490,721	2.00%	560,166	1.48000		510,740		1,070,906	602,110	464,415	2,300	1,068,825	2,082	609,224	611,306
2029 - 2030	386,060,535	2.00%	478,315	1.23896		509,615		987,930	604,215	381,415	2,300	987,930		611,306	611,306
2030 - 2031	393,781,746	2.00%	476,265	1.20946		502,870		979,135	595,420	381,915	1,800	979,135		611,306	611,306
2031 - 2032	401,657,381	2.00%	473,865	1.17977		545,345		1,019,210	640,495	376,915	1,800	1,019,210		611,306	611,306
2032 - 2033	409,690,529	2.00%	311,665	0.76073		72,400		384,065		381,665	2,400	384,065		611,306	611,306
2033 - 2034	417,884,339	2.00%	313,165	0.74940		69,900		383,065		380,665	2,400	383,065		611,306	611,306
2034 - 2035	426,242,026	2.00%	310,965	0.72955		72,900		383,865		381,465	2,400	383,865		611,306	611,306
2035 - 2036	434,766,867	2.00%	313,565	0.72122		70,700		384,265		381,865	2,400	384,265		611,306	611,306
2036 - 2037	443,462,204	2.00%	315,765	0.71204		73,500		389,265		386,865	2,400	389,265		611,306	611,306
2037 - 2038	452,331,448	2.00%	307,565	0.67995		71,100		378,665		376,265	2,400	378,665		611,306	611,306
2038 - 2039	461,378,077	2.00%	309,160	0.67008		73,640		382,800		380,400	2,400	382,800		611,306	611,306
2039 - 2040	470,605,638	2.00%	310,173	0.65909		70,923		381,096		378,696	2,400	381,096		611,306	611,306
2040 - 2041	480,017,751	2.00%	310,453	0.64675		73,115		383,568		381,168	2,400	383,568		611,306	611,306
2041 - 2042	489,618,106	2.00%	314,995	0.64335				314,995		312,595	2,400	314,995		611,306	611,306
2042 - 2043	499,410,468	2.00%	313,620	0.62798				313,620		311,220	2,400	313,620		611,306	611,306
2043 - 2044	509,398,678	2.00%	311,660	0.61182				311,660		309,260	2,400	311,660		611,306	611,306
2044 - 2045	519,586,651	2.00%	314,375	0.60505				314,375		311,975	2,400	314,375		611,306	611,306
2045 - 2046	529,978,384	2.00%	311,265	0.58732				311,265		308,865	2,400	311,265		611,306	611,306

# City of Adel, Iowa

Financial Planning for Capital Projects

General Obligation Tax Abatements

EXHIBIT 7A

Scenario C

Fiscal Year Payable	Series 2011C/2019 TIF	Series 2017 TIF	Series 2012A/2019 LOST	Total TIF Debt	Actual TIF Abatement	Reduction of LOST Abatement	Series 2012A/2019 LOST	Brick St. Special Assessments	Capital Improvement Fund	2026 Rapids Street - Storm Sewer	Total Abatements
2023 - 2024	163,200	179,940	139,404	482,544	482,544	(277,155)	277,155	15,336			497,880
2024 - 2025		176,940	0	176,940	176,940	(277,655)	277,655	15,118			192,058
2025 - 2026		172,440	277,555	449,995	449,995	(278,155)	278,155	14,859			464,854
2026 - 2027		163,990	282,855	446,845	446,845	(283,455)	283,455	15,179		69,458	531,482
2027 - 2028		160,510	282,955	443,465	443,465	(283,555)	283,555	14,709		72,900	531,074
2028 - 2029		156,885	282,955	439,840	439,840	(283,555)	283,555			70,900	510,740
2029 - 2030		153,115	287,600	440,715	440,715	(288,200)	288,200			68,900	509,615
2030 - 2031		144,200	286,770	430,970	430,970	(287,370)	287,370			71,900	502,870
2031 - 2032			475,695	475,695	475,695	(476,295)	476,295			69,650	545,345
2032 - 2033										72,400	72,400
2033 - 2034										69,900	69,900
2034 - 2035										72,900	72,900
2035 - 2036										70,700	70,700
2036 - 2037										73,500	73,500
2037 - 2038										71,100	71,100
2038 - 2039										73,640	73,640
2039 - 2040										70,923	70,923
2040 - 2041										73,115	73,115
2041 - 2042											
2042 - 2043											
2043 - 2044											
2044 - 2045											
2045 - 2046											

# City of Adel, Iowa

## Financial Planning for Capital Projects


### Projection of G.O. Debt Capacity

## EXHIBIT 8

Scenario C

Valuation & Debt Limit Assumptions	
Valuation Growth	3.00%
Legal Debt Limit	5.00%
Self-Imposed Limit	80.00%

Beginning Fiscal Year Payable	100% Valuation	Gross Debt Limit	Effective Debt Limit	Existing G.O. Debt	TIF Rebate Agreements	Proposed Series 2026	Total G.O Debt Outstanding	Available Gross Capacity	Available Effective Capacity	Debt / Legal Limit
2023 - 2024	397,257,836	19,862,892	15,890,313	5,150,000			5,150,000	14,712,892	10,740,313	25.93%
2024 - 2025	530,559,133	26,527,957	21,222,365	4,440,000	20,000		4,460,000	22,067,957	16,762,365	16.81%
2025 - 2026	627,246,789	31,362,339	25,089,872	3,885,000	77,800	5,040,000	9,002,800	22,359,539	16,087,072	28.71%
2026 - 2027	756,564,646	37,828,232	30,262,586	3,365,000	77,800	5,040,000	8,482,800	29,345,432	21,779,786	22.42%
2027 - 2028	779,261,585	38,963,079	31,170,463	2,835,000	77,800	4,810,000	7,722,800	31,240,279	23,447,663	19.82%
2028 - 2029	802,639,433	40,131,972	32,105,577	2,295,000	77,800	4,560,000	6,932,800	33,199,172	25,172,777	17.28%
2029 - 2030	826,718,616	41,335,931	33,068,745	1,750,000	77,800	4,300,000	6,127,800	35,208,131	26,940,945	14.82%
2030 - 2031	851,520,174	42,576,009	34,060,807	1,190,000	77,800	4,110,000	5,377,800	37,198,209	28,683,007	12.63%
2031 - 2032	877,065,780	43,853,289	35,082,631	625,000	77,800	3,910,000	4,612,800	39,240,489	30,469,831	10.52%
2032 - 2033	903,377,753	45,168,888	36,135,110			3,705,000	3,705,000	41,463,888	32,430,110	8.20%
2033 - 2034	930,479,086	46,523,954	37,219,163			3,485,000	3,485,000	43,038,954	33,734,163	7.49%
2034 - 2035	958,393,458	47,919,673	38,335,738			3,255,000	3,255,000	44,664,673	35,080,738	6.79%
2035 - 2036	987,145,262	49,357,263	39,485,810			3,015,000	3,015,000	46,342,263	36,470,810	6.11%
2036 - 2037	1,016,759,620	50,837,981	40,670,385			2,765,000	2,765,000	48,072,981	37,905,385	5.44%
2037 - 2038	1,047,262,408	52,363,120	41,890,496			2,500,000	2,500,000	49,863,120	39,390,496	4.77%
2038 - 2039	1,078,680,281	53,934,014	43,147,211			2,235,000	2,235,000	51,699,014	40,912,211	4.14%
2039 - 2040	1,111,040,689	55,552,034	44,441,628			1,955,000	1,955,000	53,597,034	42,486,628	3.52%
2040 - 2041	1,144,371,910	57,218,595	45,774,876			1,665,000	1,665,000	55,553,595	44,109,876	2.91%
2041 - 2042	1,178,703,067	58,935,153	47,148,123			1,360,000	1,360,000	57,575,153	45,788,123	2.31%
2042 - 2043	1,214,064,159	60,703,208	48,562,566			1,110,000	1,110,000	59,593,208	47,452,566	1.83%
2043 - 2044	1,250,486,084	62,524,304	50,019,443			850,000	850,000	61,674,304	49,169,443	1.36%
2044 - 2045	1,288,000,666	64,400,033	51,520,027			580,000	580,000	63,820,033	50,940,027	0.90%

 Rebate payments





## **Appendix II**

# **Storm Water Revenue Cashflow Analysis** ***Applicable to Scenarios A & C***



# Summary of Storm Water Financial Position

## ❖ FY 2025 Financial Performance

- Usage, Revenues and Expenditures
  - ✓ ESUs up 3.11% over FY 2024
  - ✓ Total storm water revenues were up 4.60% over FY 2024 (includes a \$0.12 rate increase)
  - ✓ Total operating expenses were up 1.84% over FY 2023
- FY 2025 ending surplus = +\$125,167
- June 30, 2025 ending unrestricted cash = \$691,728 (701% of O&M)
- June 30, 2025 ending total cash = \$1,240,978

## ❖ FY 2026 Projected Financial Performance

- Usage, Revenues and Expenditures
  - ✓ Assumes 1.0% ESU growth
  - ✓ Total storm water revenues anticipated to be up 1.14% over FY 2025 (includes \$0.02 rate increase)
  - ✓ Total operating expenses anticipated to be up 64.69% over FY 2025 (based on conservative budgeting)
- FY 2026 projected ending surplus = +\$45,535
- Projected June 30, 2026 ending unrestricted cash = \$737,263 (454% of O&M)
- Projected June 30, 2026 ending total cash = \$1,325,003

**City of Adel, Iowa**  
**Storm Water Enterprise Fund**  
**Cash-Basis Cashflow Analysis**

**EXHIBIT 9**

**Scenario A & C for Rapids Street Reconstruction**  
**For Storm Water portion, 25% from Cash; 75% Debt Service paid by Storm Water Fund, Over Time**

<i>Growth Assumptions</i>	
Operating Expenses	Various
ESU Growth	1.00%
Interest Rate	3.00%

<i>Storm Water Revenue Adjustments per Month</i>			
1-Jul-21	\$0.00	1-Jul-26	\$0.30
1-Jul-22	\$0.00	1-Jul-27	\$0.30
1-Jul-23	\$0.00	1-Jul-28	\$0.20
1-Jul-24	\$0.12	1-Jul-29	\$0.20
1-Jul-25	\$0.02	1-Jul-30	\$0.16

Audited Financial Statements					Unaudited	Budget	Projected	Projected	Projected	Projected	Projected		
FY 2021-22					FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31
Rates: (Per Month/per ESU)							8.02%	7.43%	4.61%	4.41%	3.38%		
Undeveloped	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Developed < 6,000 sq. ft. (Per month)	2	\$3.60	\$3.60	\$3.60	\$3.72	\$3.74	\$4.04	\$4.34	\$4.54	\$4.74	\$4.90	\$4.90	
Developed >= 6,000 sq. ft. (Per ESU)	3	\$3.60	\$3.60	\$3.60	\$3.72	\$3.74	\$4.04	\$4.34	\$4.54	\$4.74	\$4.90	\$4.90	
CSWI Surcharge	4	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	
Average No. of Accounts	5	2,316	2,373	2,437	2,518	2,533	2,548	2,563	2,578	2,593	2,608	2,608	
Average \$\$ Per ESU	6	\$2.89	\$2.83	\$2.80	\$2.87	\$2.89	\$3.19	\$3.49	\$3.69	\$3.89	\$4.05	\$4.05	
Total ESU's	7	56,333	57,908	59,397	61,247	61,859	62,478	63,103	63,734	64,371	65,015	65,015	
OPERATING REVENUES													
Storm Water Usage Charge Revenues	8	\$162,603	\$163,688	\$166,153	\$175,969	\$178,966	\$199,499	\$220,425	\$235,376	\$250,604	\$263,512	\$263,512	
CSWI Surcharge	9	166,767	170,884	175,447	181,330	182,410	183,490	184,570	185,650	186,730	187,810	187,810	
Miscellaneous Revenues	10	350	1,967	0	0	0	0	0	0	0	0	0	
Total Operating Revenues	11	\$329,720	\$336,539	\$341,600	\$357,299	\$361,376	\$382,989	\$404,995	\$421,026	\$437,334	\$451,322	\$451,322	
OPERATING EXPENSES													
Business Type Expenditures	12	\$93,160	\$119,665	\$96,845	\$98,630	\$162,431	\$171,058	\$180,167	\$189,788	\$199,950	\$210,688	\$210,688	
Reserved	13	0	0	0	0	0	0	0	0	0	0	0	
Total Operating Expense	14	\$93,160	\$119,665	\$96,845	\$98,630	\$162,431	\$171,058	\$180,167	\$189,788	\$199,950	\$210,688	\$210,688	
Net Operating Revenues	15	236,560	216,874	244,755	258,669	198,945	211,931	224,828	231,238	237,384	240,634	240,634	
Non Operating Revenues (Expenses)													
Investment Interest	16	0	\$31,497	\$59,419	\$55,280	\$29,000	\$39,750	\$33,158	\$34,386	\$35,903	\$37,559	\$37,559	
Total Other Income	17	\$0	\$31,497	\$59,419	\$55,280	\$29,000	\$39,750	\$33,158	\$34,386	\$35,903	\$37,559	\$37,559	
Net Revenue for Debt Service	18	\$236,560	\$248,371	\$304,174	\$313,949	\$227,945	\$251,681	\$257,986	\$265,624	\$273,286	\$278,193	\$278,193	

**City of Adel, Iowa**  
**Storm Water Enterprise Fund**  
**Cash-Basis Cashflow Analysis**

**EXHIBIT 9**

**Scenario A & C for Rapids Street Reconstruction**  
**For Storm Water portion, 25% from Cash; 75% Debt Service paid by Storm Water Fund, Over Time**

<i>Growth Assumptions</i>	
Operating Expenses	Various
ESU Growth	1.00%
Interest Rate	3.00%

<i>Storm Water Revenue Adjustments per Month</i>			
1-Jul-21	\$0.00	1-Jul-26	\$0.30
1-Jul-22	\$0.00	1-Jul-27	\$0.30
1-Jul-23	\$0.00	1-Jul-28	\$0.20
1-Jul-24	\$0.12	1-Jul-29	\$0.20
1-Jul-25	\$0.02	1-Jul-30	\$0.16

Audited Financial Statements					Unaudited	Budget	Projected	Projected	Projected	Projected	Projected				
FY 2021-22					FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31		
Net Revenue for Debt Service					19	\$236,560	\$248,371	\$304,174	\$313,949	\$227,945	\$251,681	\$257,986	\$265,624	\$273,286	\$278,193
Storm Water Revenue Debt Service															
Interim Construction Loan #2 (2, 4, 6, 7)					20	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2018 USDA Loan (20 Yrs)					21	118,920	118,920	118,920	118,920	118,920	118,920	118,920	118,920	118,920	118,920
Reserved					22	0	0	0	0	0	0	0	0	0	0
Parity Storm Water Revenue Debt					23	\$118,920	\$118,920	\$118,920	\$118,920	\$118,920	\$118,920	\$118,920	\$118,920	\$118,920	\$118,920
Storm Water - Other Debt					24										
2026 Rapids Street G.O. (15-Year)					25	0	0	0	0	0	69,706	73,150	71,150	74,150	71,900
Total Storm Water Debt (Revenue & Other)					26	\$118,920	\$118,920	\$118,920	\$118,920	\$118,920	\$188,626	\$192,070	\$190,070	\$193,070	\$190,820
Debt Service Coverage															
Net Revenues/ Revenue Debt					27	1.99	2.09	2.56	2.64	1.92	2.12	2.17	2.23	2.30	2.34
Net Revenues/Total Debt					28	1.99	2.09	2.56	2.64	1.92	1.33	1.34	1.40	1.42	1.46
NET CASHFLOW AFTER DEBT					29	\$117,640	\$129,451	\$185,254	\$195,029	\$109,025	\$63,055	\$65,916	\$75,554	\$80,216	\$87,373
Capital Improvement Projects					30	0	0	(21,380)	(107,869)	(25,000)	(282,777)	(25,000)	(25,000)	(25,000)	(25,000)
Other cash (uses)/sources					31	0	0	0	0	0	0	0	0	0	0
Bond Proceeds					32	(199,766)	0	0	0	0	0	0	0	0	0
Transfers (to)/from General Fund					33	0	0	0	0	0	0	0	0	0	0
Transfers (to)/from USDA Reserve Fund					34	(7,452)	(7,452)	(7,452)	(7,452)	(7,452)	(7,452)	(7,452)	(3,920)	(1,500)	(1,500)
Transfers (to)/from Other Funds					35	151,918	(51,963)	(149,148)	45,459	(31,038)	225,658	(33,198)	(37,810)	(41,310)	(42,390)
Annual Surplus/ (Deficit)					36	\$62,340	\$70,036	\$7,274	\$125,167	\$45,535	(1,516)	\$266	\$8,824	\$12,406	\$18,483
Beginning Unrestricted Cash Balance					37	\$426,911	\$489,251	\$559,287	\$566,561	\$691,728	\$737,263	\$735,747	\$736,013	\$744,836	\$757,242
Ending Unrestricted Cash Balance					38	\$489,251	\$559,287	\$566,561	\$691,728	\$737,263	\$735,747	\$736,013	\$744,836	\$757,242	\$775,725
Unrestricted Cash % of Expenses					39	525%	467%	585%	701%	454%	430%	409%	392%	379%	368%

City of Adel, Iowa  
Storm Water Enterprise Fund  
Cash-Basis Cashflow Analysis

EXHIBIT 9  
Scenario A & C for Rapids Street Reconstruction  
For Storm Water portion, 25% from Cash; 75% Debt Service paid by Storm Water Fund, Over Time

Growth Assumptions	
Operating Expenses	Various
ESU Growth	1.00%
Interest Rate	3.00%

Storm Water Revenue Adjustments per Month			
1-Jul-21	\$0.00	1-Jul-26	\$0.30
1-Jul-22	\$0.00	1-Jul-27	\$0.30
1-Jul-23	\$0.00	1-Jul-28	\$0.20
1-Jul-24	\$0.12	1-Jul-29	\$0.20
1-Jul-25	\$0.02	1-Jul-30	\$0.16

Audited Financial Statements					Unaudited	Budget	Projected	Projected	Projected	Projected	Projected		
FY 2021-22					FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31
<b>Restricted/Designated FUNDS</b>													
Sinking Fund	40	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
USDA Reserve Fund	41	21,328	27,280	33,232	39,184	45,136	51,088	57,040	59,460	59,460	59,460	59,460	59,460
USDA Short-Lived Asset Reserve Fund	42	6,000	7,500	9,000	10,500	12,000	13,500	15,000	16,500	18,000	18,000	19,500	19,500
CSWI Surcharge Fund	43	343,914	395,877	452,405	414,815	445,854	220,195	253,394	291,204	332,515	332,515	374,905	374,905
Storm Water Improvement Fund	44	0	0	92,620	84,751	84,751	84,751	84,751	84,751	84,751	84,751	84,751	84,751
Total Designated/Restricted Cash	45	\$371,242	\$430,657	\$587,257	\$549,250	\$587,741	\$369,534	\$410,185	\$451,915	\$494,726	\$494,726	\$538,616	\$538,616
Total Cash	46	\$860,493	\$989,944	\$1,153,818	\$1,240,978	\$1,325,003	\$1,105,281	\$1,146,197	\$1,196,752	\$1,251,968	\$1,251,968	\$1,314,341	\$1,314,341
Capital Improvement Plan													
					Miscellaneous	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
					Rapids Street Storm Water (25% of Construction Est.)	0	257,777	0	0	0	0	0	0
					Reserved	0	0	0	0	0	0	0	0
					Total	\$25,000	\$282,777	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000



## **Appendix III**

# **Storm Water Revenue Cashflow Analysis *Applicable to Scenario B***

**City of Adel, Iowa**  
**Storm Water Enterprise Fund**  
**Cash-Basis Cashflow Analysis**

**EXHIBIT 10**

**Scenario B for Rapids Street Reconstruction**

**For Storm Water portion, 25% from Storm Water Cash Up-Front; 75% Debt Service paid 100% by Debt Levy, Over Time**

<i>Growth Assumptions</i>	
Operating Expenses	Various
ESU Growth	1.00%
Interest Rate	3.00%

<i>Storm Water Revenue Adjustments</i>			
1-Jul-21	\$0.00	1-Jul-26	\$0.04
1-Jul-22	\$0.00	1-Jul-27	\$0.04
1-Jul-23	\$0.00	1-Jul-28	\$0.04
1-Jul-24	\$0.12	1-Jul-29	\$0.02
1-Jul-25	\$0.02	1-Jul-30	\$0.02

Audited Financial Statements					Unaudited	Budget	Projected	Projected	Projected	Projected	Projected		
FY 2021-22					FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31
Rates: (Per Month/per ESU)													
Undeveloped	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Developed < 6,000 sq. ft. (Per month)	2	\$3.60	\$3.60	\$3.60	\$3.72	\$3.74	\$3.78	\$3.82	\$3.86	\$3.88	\$3.88	\$3.90	\$3.90
Developed >= 6,000 sq. ft. (Per ESU)	3	\$3.60	\$3.60	\$3.60	\$3.72	\$3.74	\$3.78	\$3.82	\$3.86	\$3.88	\$3.88	\$3.90	\$3.90
CSWI Surcharge	4	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00
Average No. of Accounts	5	2,316	2,373	2,437	2,518	2,533	2,548	2,563	2,578	2,593	2,593	2,608	2,608
Average \$\$ Per ESU	6	\$2.89	\$2.83	\$2.80	\$2.87	\$2.89	\$2.93	\$2.97	\$3.01	\$3.03	\$3.03	\$3.05	\$3.05
Total ESU's	7	56,333	57,908	59,397	61,247	61,859	62,478	63,103	63,734	64,371	64,371	65,015	65,015
OPERATING REVENUES													
Storm Water Usage Charge Revenues	8	\$162,603	\$163,688	\$166,153	\$175,969	\$178,966	\$183,254	\$187,611	\$192,037	\$195,244	\$195,244	\$198,497	\$198,497
CSWI Surcharge	9	166,767	170,884	175,447	181,330	182,410	183,490	184,570	185,650	186,730	186,730	187,810	187,810
Miscellaneous Revenues	10	350	1,967	0	0	0	0	0	0	0	0	0	0
Total Operating Revenues	11	\$329,720	\$336,539	\$341,600	\$357,299	\$361,376	\$366,745	\$372,181	\$377,687	\$381,975	\$381,975	\$386,307	\$386,307
OPERATING EXPENSES													
Business Type Expenditures	12	\$93,160	\$119,665	\$96,845	\$98,630	\$162,431	\$171,058	\$180,167	\$189,788	\$199,950	\$199,950	\$210,688	\$210,688
Reserved	13	0	0	0	0	0	0	0	0	0	0	0	0
Total Operating Expense	14	\$93,160	\$119,665	\$96,845	\$98,630	\$162,431	\$171,058	\$180,167	\$189,788	\$199,950	\$199,950	\$210,688	\$210,688
Net Operating Revenues	15	236,560	216,874	244,755	258,669	198,945	195,687	192,014	187,899	182,025	182,025	175,619	175,619
Non Operating Revenues (Expenses)													
Investment Interest	16	0	\$31,497	\$59,419	\$55,280	\$29,000	\$39,750	\$34,762	\$37,248	\$39,685	\$39,685	\$42,018	\$42,018
Total Other Income	17	\$0	\$31,497	\$59,419	\$55,280	\$29,000	\$39,750	\$34,762	\$37,248	\$39,685	\$39,685	\$42,018	\$42,018
Net Revenue for Debt Service	18	\$236,560	\$248,371	\$304,174	\$313,949	\$227,945	\$235,437	\$226,776	\$225,147	\$221,709	\$221,709	\$217,638	\$217,638



**City of Adel, Iowa**  
**Storm Water Enterprise Fund**  
**Cash-Basis Cashflow Analysis**

**EXHIBIT 10**

**Scenario B for Rapids Street Reconstruction**

**For Storm Water portion, 25% from Storm Water Cash Up-Front; 75% Debt Service paid 100% by Debt Levy, Over Time**

<i>Growth Assumptions</i>	
Operating Expenses	Various
ESU Growth	1.00%
Interest Rate	3.00%

<i>Storm Water Revenue Adjustments</i>			
1-Jul-21	\$0.00	1-Jul-26	\$0.04
1-Jul-22	\$0.00	1-Jul-27	\$0.04
1-Jul-23	\$0.00	1-Jul-28	\$0.04
1-Jul-24	\$0.12	1-Jul-29	\$0.02
1-Jul-25	\$0.02	1-Jul-30	\$0.02

Audited Financial Statements					Unaudited	Budget	Projected	Projected	Projected	Projected	Projected				
FY 2021-22					FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31		
Net Revenue for Debt Service					19	\$236,560	\$248,371	\$304,174	\$313,949	\$227,945	\$235,437	\$226,776	\$225,147	\$221,709	\$217,638
Storm Water Revenue Debt Service															
Interim Construction Loan #2 (2, 4, 6, 7)					20	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2018 USDA Loan (20 Yrs)					21	118,920	118,920	118,920	118,920	118,920	118,920	118,920	118,920	118,920	118,920
Reserved					22	0	0	0	0	0	0	0	0	0	0
Parity Storm Water Revenue Debt					23	\$118,920	\$118,920	\$118,920	\$118,920	\$118,920	\$118,920	\$118,920	\$118,920	\$118,920	\$118,920
Storm Water - Other Debt					24										
2026 Rapids Street G.O. (15-Year)					25	0	0	0	0	0	0	0	0	0	0
Total Storm Water Debt (Revenue & Other)					26	\$118,920	\$118,920	\$118,920	\$118,920	\$118,920	\$118,920	\$118,920	\$118,920	\$118,920	\$118,920
Debt Service Coverage															
Net Revenues/ Revenue Debt					27	1.99	2.09	2.56	2.64	1.92	1.98	1.91	1.89	1.86	1.83
Net Revenues/Total Debt					28	1.99	2.09	2.56	2.64	1.92	1.98	1.91	1.89	1.86	1.83
NET CASHFLOW AFTER DEBT					29	\$117,640	\$129,451	\$185,254	\$195,029	\$109,025	\$116,517	\$107,856	\$106,227	\$102,789	\$98,718
Capital Improvement Projects					30	0	0	(21,380)	(107,869)	(25,000)	(282,777)	(25,000)	(25,000)	(25,000)	(25,000)
Other cash (uses)/sources					31	0	0	0	0	0	0	0	0	0	0
Bond Proceeds					32	(199,766)	0	0	0	0	0	0	0	0	0
Transfers (to)/from General Fund					33	0	0	0	0	0	0	0	0	0	0
Transfers (to)/from USDA Reserve Fund					34	(7,452)	(7,452)	(7,452)	(7,452)	(7,452)	(7,452)	(7,452)	(3,920)	(1,500)	(1,500)
Transfers (to)/from Other Funds					35	151,918	(51,963)	(149,148)	45,459	(31,038)	225,658	(33,198)	(37,810)	(41,310)	(42,390)
Annual Surplus/ (Deficit)					36	\$62,340	\$70,036	\$7,274	\$125,167	\$45,535	\$51,946	\$42,206	\$39,497	\$34,979	\$29,827
Beginning Unrestricted Cash Balance					37	\$426,911	\$489,251	\$559,287	\$566,561	\$691,728	\$737,263	\$789,209	\$831,415	\$870,912	\$905,890
Ending Unrestricted Cash Balance					38	\$489,251	\$559,287	\$566,561	\$691,728	\$737,263	\$789,209	\$831,415	\$870,912	\$905,890	\$935,718
Unrestricted Cash % of Expenses					39	525%	467%	585%	701%	454%	461%	461%	459%	453%	444%

City of Adel, Iowa  
Storm Water Enterprise Fund  
Cash-Basis Cashflow Analysis

EXHIBIT 10  
Scenario B for Rapids Street Reconstruction  
For Storm Water portion, 25% from Storm Water Cash Up-Front; 75% Debt Service paid 100% by Debt Levy, Over Time

Growth Assumptions	
Operating Expenses	Various
ESU Growth	1.00%
Interest Rate	3.00%

Storm Water Revenue Adjustments			
1-Jul-21	\$0.00	1-Jul-26	\$0.04
1-Jul-22	\$0.00	1-Jul-27	\$0.04
1-Jul-23	\$0.00	1-Jul-28	\$0.04
1-Jul-24	\$0.12	1-Jul-29	\$0.02
1-Jul-25	\$0.02	1-Jul-30	\$0.02

Audited Financial Statements					Unaudited	Budget	Projected	Projected	Projected	Projected	Projected		
FY 2021-22					FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31
<b>Restricted/Designated FUNDS</b>													
Sinking Fund	40	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
USDA Reserve Fund	41	21,328	27,280	33,232	39,184	45,136	51,088	57,040	59,460	59,460	59,460	59,460	59,460
USDA Short-Lived Asset Reserve Fund	42	6,000	7,500	9,000	10,500	12,000	13,500	15,000	16,500	18,000	18,000	19,500	19,500
CSWI Surcharge Fund	43	343,914	395,877	452,405	414,815	445,854	220,195	253,394	291,204	332,515	332,515	374,905	374,905
Storm Water Improvement Fund	44	0	0	92,620	84,751	84,751	84,751	84,751	84,751	84,751	84,751	84,751	84,751
Total Designated/Restricted Cash	45	\$371,242	\$430,657	\$587,257	\$549,250	\$587,741	\$369,534	\$410,185	\$451,915	\$494,726	\$494,726	\$538,616	\$538,616
Total Cash	46	\$860,493	\$989,944	\$1,153,818	\$1,240,978	\$1,325,003	\$1,158,743	\$1,241,600	\$1,322,827	\$1,400,616	\$1,400,616	\$1,474,334	\$1,474,334
Capital Improvement Plan													
					Miscellaneous	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
					Rapids Street Storm Water (25% of Construction Est.)	0	257,777	0	0	0	0	0	0
					Reserved	0	0	0	0	0	0	0	0
					Total	\$25,000	\$282,777	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000



## **Appendix IV**

# **Water Revenue Cashflow Analysis** *Applicable to All Scenarios*



# Summary of Water Financial Position

## ❖ FY 2025 Financial Performance

- Usage, Revenues and Expenditures
  - ✓ Billed consumption down <5.99%> from FY 2024
  - ✓ Total water revenues were down <3.66%> from FY 2024
  - ✓ Total operating expenses were down <9.70%> from FY 2024
- FY 2025 ending surplus = +\$265,363
- June 30, 2025 ending unrestricted cash = \$3,815,045 (374% of O&M)
- June 30, 2025 ending total cash = \$4,640,753

## ❖ FY 2026 Projected Financial Performance

- Usage, Revenues and Expenditures
  - ✓ Billed consumption is projected with a <1.14%> decrease by taking the 4 year average usage
  - ✓ Total water revenues anticipated to be up 4.42% over FY 2025 (includes 6% rate increase)
  - ✓ Total operating expenses anticipated to be up 36.84% from FY 2025 (based on conservative budgeting)
- FY 2026 projected ending surplus = +\$39,399
- Projected June 30, 2026 ending unrestricted cash = \$3,854,445 (276% of O&M)
- Projected June 30, 2026 ending total cash = \$4,767,761



# Summary of Water Financial Position

## ❖ FY 2027 Projected Financial Performance

- Usage, Revenues and Expenditures
  - ✓ Billed consumption is projected to be consistent with the previous year
  - ✓ Total water revenues anticipated to be up 3.37% over FY 2026 (includes 3.50% rate increase)
  - ✓ Total operating expenses anticipated to be up 4.90% from FY 2026 (based on conservative budgeting)
- FY 2027 projected ending deficit = <\$560,530>
  - ✓ **Cash funding \$581,080 of the Rapids Street Project (Water Portion)**
- Projected June 30, 2027 ending unrestricted cash = \$3,293,915 (225% of O&M)
- Projected June 30, 2027 ending total cash = \$4,294,840

**City of Adel, Iowa**  
**Water Enterprise Fund**  
**Cash-Basis Cashflow Analysis**

**EXHIBIT 11**

<i>Growth Assumptions</i>	
Operating Expenses	Various
Water Usage	0.00%
Interest Rate	3.00%

<i>Water Revenue Adjustments</i>			
1-Jul-23	4.50%	1-Jul-28	3.00%
1-Jul-24	4.50%	1-Jul-29	3.00%
1-Jul-25	6.00%	1-Jul-30	2.00%
1-Jul-26	3.50%	1-Jul-31	n/a
1-Jul-27	3.25%	1-Jul-32	n/a

Audited Financial Statements					Unaudited	Budget	Projected	Projected	Projected	Projected	Projected		
FY 2021-22					FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31
Water Rates		7/1/2021	7/1/2022	7/1/2023	7/1/2024	7/1/2025	7/1/2026	7/1/2027	7/1/2028	7/1/2029	7/1/2030		
Water Flat Rate	1	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.		
First 5,000 gallons	2	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.		
Water Flat Rate (2k minimum)	3	\$30.20	\$31.42	\$32.84	\$34.32	\$36.38	\$37.65	\$38.87	\$40.04	\$41.24	\$42.06		
> 2,000 gallons	4	\$15.10	\$15.71	\$16.42	\$17.16	\$18.19	\$18.83	\$19.44	\$20.02	\$20.62	\$21.03		
Next 6,000-20,000 gallons	5	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.		
Next 21,000-100,000 gallons	6	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.		
> 100,000 gallons	7	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.		
CWI Surcharge	8	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Beginning of FY No. of Accounts	9	1,953	1,984	2,008	2,028	2,041	2,041	2,041	2,041	2,041	2,041		
Average Rate/1,000 gallons	10	\$16.72	\$16.57	\$17.89	\$18.72	\$19.84	\$20.54	\$21.21	\$21.84	\$22.50	\$22.95		
WATER (1,000 gallons)		11	104,909	110,171	109,747	103,176	102,000	102,000	102,000	102,000	102,000		
OPERATING REVENUES													
Water Usage Charge Revenues	12	1,754,057	1,825,109	1,963,323	1,931,535	2,024,093	2,094,936	2,163,022	2,227,912	2,295,000	2,340,900		
Bulk Sales	13	545	193	1,697	7,928	0	0	0	0	0	0		
Connecting Fees	14	24,500	21,600	11,400	7,200	7,500	5,000	5,000	5,000	5,000	5,000		
CWI Charge	15	46	80	17	0	0	0	0	0	0	0		
Miscellaneous Revenues	16	197,645	204,768	158,286	109,909	115,839	119,893	123,790	127,503	131,343	133,970		
Total Operating Revenues	17	\$1,976,794	\$2,051,750	\$2,134,723	\$2,056,572	\$2,147,432	\$2,219,829	\$2,291,811	\$2,360,416	\$2,431,343	\$2,479,870		
OPERATING EXPENSES													
Business Type Expenditures	18	\$853,454	\$937,170	\$1,128,860	\$1,019,314	\$1,394,863	\$1,463,143	\$1,535,223	\$1,611,331	\$1,691,713	\$1,776,627		
Reserved	19	0	0	0	0	0	0	0	0	0	0		
Total Operating Expense	20	\$853,454	\$937,170	\$1,128,860	\$1,019,314	\$1,394,863	\$1,463,143	\$1,535,223	\$1,611,331	\$1,691,713	\$1,776,627		
Net Operating Revenues	21	1,123,340	1,114,580	1,005,863	1,037,258	752,569	756,687	756,589	749,084	739,630	703,242		
Non Operating Revenues (Expenses)													
Investment Interest	22	\$0	\$125,988	\$223,038	\$199,969	\$116,000	\$143,033	\$128,845	\$126,225	\$128,738	\$131,042		
Miscellaneous	23	0	0	0	0	0	0	0	0	0	0		
Total Other Income	24	\$0	\$125,988	\$223,038	\$199,969	\$116,000	\$143,033	\$128,845	\$126,225	\$128,738	\$131,042		
Net Revenue for Debt Service	25	\$1,123,340	\$1,240,568	\$1,228,901	\$1,237,227	\$868,569	\$899,719	\$885,434	\$875,310	\$868,368	\$834,284		

**City of Adel, Iowa**  
**Water Enterprise Fund**  
**Cash-Basis Cashflow Analysis**

**EXHIBIT 11**

<i>Growth Assumptions</i>	
Operating Expenses	Various
Water Usage	0.00%
Interest Rate	3.00%

<i>Water Revenue Adjustments</i>			
1-Jul-23	4.50%	1-Jul-28	3.00%
1-Jul-24	4.50%	1-Jul-29	3.00%
1-Jul-25	6.00%	1-Jul-30	2.00%
1-Jul-26	3.50%	1-Jul-31	n/a
1-Jul-27	3.25%	1-Jul-32	n/a

		Audited Financial Statements			Unaudited	Budget	Projected	Projected	Projected	Projected	Projected
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31
<b>Net Revenue for Debt Service</b>	26	\$1,123,340	\$1,240,568	\$1,228,901	\$1,237,227	\$868,569	\$899,719	\$885,434	\$875,310	\$868,368	\$834,284
<b>Water Debt Service</b>											
Series 2006B Water Revenue Notes	27	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Series 2013 Water Revenue Notes	28	0	0	0	0	0	0	0	0	0	0
USDA 2020A #3 @ \$6.367M	29	197,908	197,908	197,908	197,908	197,908	197,908	197,908	197,908	197,908	197,908
USDA 2020B Loan #3 @ \$9.603M	30	305,376	305,376	305,376	305,376	305,376	305,376	305,376	305,376	305,376	305,376
USDA 2022 Loan #6 @ \$4.713M	31	102,184	153,276	153,276	153,276	153,276	153,276	153,276	153,276	153,276	153,276
USDA 2020A #3-2013 Notes @ \$.633M	32	19,652	19,652	19,652	19,652	19,652	19,652	19,652	19,652	19,652	19,652
Service Fee	33	0	0	0	0	0	0	0	0	0	0
Extra 2013 USDA Loan Payments	34	65,348	65,348	65,348	65,348	65,348	65,348	65,348	65,348	65,348	0
<b>Total Water Revenue Debt</b>	35	\$690,468	\$741,560	\$741,560	\$741,560	\$741,560	\$741,560	\$741,560	\$741,560	\$741,560	\$676,212
<b>Subordinated Debt</b>											
Reserved	36	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Water Debt</b>	37	\$690,468	\$741,560	\$741,560	\$741,560	\$741,560	\$741,560	\$741,560	\$741,560	\$741,560	\$676,212
<b>Debt Service Coverage</b>		<i>Additional Bonds Test = 1.20x the average amount of debt service on current and projected debt service.</i>									
<b>Net Revenues/ Revenue Debt</b>	38	1.63	1.67	1.66	1.67	1.17	1.21	1.19	1.18	1.17	1.23
<b>Net Revenues/Total Debt</b>	39	1.63	1.67	1.66	1.67	1.17	1.21	1.19	1.18	1.17	1.23
<b>NET CASHFLOW AFTER DEBT</b>	40	\$432,872	\$499,008	\$487,341	\$495,667	\$127,008	\$158,159	\$143,873	\$133,749	\$126,808	\$158,072
Capital Improvement Projects	41	(2,792,887)	(466,586)	(216,330)	(344,650)	0	(631,080)	(231,200)	(50,000)	(50,000)	(50,000)
Other cash (uses)/sources	42	100,257	0	0	(100,732)	0	0	0	0	0	0
Bond Proceeds	43	2,687,690	395,406	213,017	344,716	0	0	0	0	0	0
Transfers (to)/from General Fund	44	0	0	0	0	0	0	0	0	0	0
Other Expenditures	45	0	0	0	0	0	0	0	0	0	0
Transfers (to)/from USDA Reserves	46	(120,197)	(115,109)	(98,024)	(115,109)	(87,609)	(87,609)	93,591	(87,609)	(87,609)	(35,205)
Transfers (to)/from Other Funds	47	668,594	(34,048)	(15,290)	(14,528)	0	0	0	0	0	0
<b>Annual Surplus/ (Deficit)</b>	48	\$976,329	\$278,671	\$370,714	\$265,363	\$39,399	(\$560,530)	\$6,264	(\$3,860)	(\$10,801)	\$72,867
Beginning Unrestricted Cash Balance	49	\$1,923,968	\$2,900,297	\$3,178,968	\$3,549,682	\$3,815,045	\$3,854,445	\$3,293,915	\$3,300,180	\$3,296,320	\$3,285,518
<b>Ending Unrestricted Cash Balance</b>	50	\$2,900,297	\$3,178,968	\$3,549,682	\$3,815,045	\$3,854,445	\$3,293,915	\$3,300,180	\$3,296,320	\$3,285,518	\$3,358,386
Unrestricted Cash % of Expenses	51	340%	339%	314%	374%	276%	225%	215%	205%	194%	189%



**City of Adel, Iowa**  
**Water Enterprise Fund**  
**Cash-Basis Cashflow Analysis**

**EXHIBIT 11**

<i>Growth Assumptions</i>	
Operating Expenses	Various
Water Usage	0.00%
Interest Rate	3.00%

<i>Water Revenue Adjustments</i>			
1-Jul-23	4.50%	1-Jul-28	3.00%
1-Jul-24	4.50%	1-Jul-29	3.00%
1-Jul-25	6.00%	1-Jul-30	2.00%
1-Jul-26	3.50%	1-Jul-31	n/a
1-Jul-27	3.25%	1-Jul-32	n/a

Audited Financial Statements					Unaudited	Budget	Projected	Projected	Projected	Projected	Projected		
FY 2021-22					FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31
Restricted/Designated FUNDS													
Sinking Fund		52	\$0	\$56,351	\$56,351	\$56,351	\$56,351	\$56,351	\$56,351	\$56,351	\$56,351	\$56,351	\$56,351
Bond Reserve Fund		53	0	0	0	0	0	0	0	0	0	0	0
CWI Charge Fund		54	33,981	0	0	0	0	0	0	0	0	0	0
USDA Reserve Fund		55	119,928	187,560	255,192	322,824	390,456	458,088	525,720	593,352	660,984	676,212	
USDA Short-Lived Asset Reserve Fund		56	80,217	127,694	158,086	205,563	225,540	245,517	84,294	104,271	124,248	144,225	
Water Deposits		57	199,473	211,151	226,441	240,969	240,969	240,969	240,969	240,969	240,969	240,969	240,969
Total Restricted Cash		58	\$433,599	\$582,756	\$696,070	\$825,707	\$913,316	\$1,000,925	\$907,334	\$994,943	\$1,082,552	\$1,117,757	
Total Cash		59	\$3,333,896	\$3,761,724	\$4,245,752	\$4,640,753	\$4,767,761	\$4,294,840	\$4,207,514	\$4,291,263	\$4,368,071	\$4,476,143	

<b>Capital Improvement Plan</b>				FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31
Reserved					0	0	0	0	0	0
WTP Pressure Filter Media (6-10 Years)					0	0	65,000	0	0	0
WTP Membrane Filters (0-5 Years)					0	0	109,200	0	0	0
WTP Dehumidifier (0-5 Years)					0	0	7,000	0	0	0
Rapid Street Project - Water Portion					0	581,080	0	0	0	0
17th St. Bridge Water Main Replacement Transfer					0	0	0	0	0	0
Miscellaneous					0	50,000	50,000	50,000	50,000	50,000
Total					0	631,080	231,200	50,000	50,000	50,000



# Appendix V

## **Sanitary Sewer Cashflow Analysis** *Applicable to All Scenarios*



# Summary of Sanitary Sewer Utility Financial Position

## ❖ FY 2025 Financial Performance

- Usage, Revenues and Expenditures
  - ✓ Water sold was up 1.21% over FY 2024
  - ✓ Total water revenues were up 6.08% FY 2024
  - ✓ Total operating expenses were down <5.70%> from FY 2024
- FY 2025 ending surplus = +\$444,356
- June 30, 2025 ending unrestricted cash = \$3,281,885 (322% of O&M)
- June 30, 2025 ending total cash = \$4,051,711

## ❖ FY 2026 Projected Financial Performance

- Usage, Revenues and Expenditures
  - ✓ Water sold is projected with a 1.00% increase
  - ✓ Total water revenues anticipated to be up 2.75% over FY 2025 (includes 5% rate increase)
  - ✓ Total operating expenses anticipated to be up 30.72% from FY 2025 (based on conservative budgeting)
- FY 2026 projected ending surplus = +\$39,399
- Projected June 30, 2026 ending unrestricted cash = \$3,798,041 (285% of O&M)
- Projected June 30, 2026 ending total cash = \$4,646,906



# Summary of Sanitary Sewer Utility Financial Position

## ❖ FY 2027 Projected Financial Performance

- Usage, Revenues and Expenditures
  - ✓ Water sold is projected with a 1.00% increase
  - ✓ Total water revenues anticipated to be up 6.88% over FY 2026 (includes 5% rate increase)
  - ✓ Total operating expenses anticipated to be up 2.16% from FY 2026 (based on conservative budgeting)
- FY 2027 projected ending deficit = <\$731,629>
  - ✓ **Cash funding \$770,370 of the Rapids Street Project (Sewer Portion)**
- Projected June 30, 2027 ending unrestricted cash = \$3,066,413 (225% of O&M)
- Projected June 30, 2027 ending total cash = \$3,979,285

**City of Adel, Iowa**  
**Sewer Enterprise Fund**  
**Cash-Basis Cashflow Analysis**

**EXHIBIT 12**

<i>Growth Assumptions</i>	
Operating Expenses	Various
Water Usage	1.00%
Interest Rate	3.00%

<i>Sewer Revenue Adjustments</i>			
1-Jul-23	6.00%	1-Jul-28	2.00%
1-Jul-24	5.00%	1-Jul-29	2.00%
1-Jul-25	5.00%	1-Jul-30	2.00%
1-Jul-26	5.00%	1-Jul-31	n/a
1-Jul-27	5.00%	1-Jul-32	n/a

Audited Financial Statements					Unaudited	Budget	Projected	Projected	Projected	Projected	Projected				
FY 2021-22					FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31		
Sewer Rates					7/1/2021	7/1/2022	7/1/2023	7/1/2024	7/1/2025	7/1/2026	7/1/2027	7/1/2028	7/1/2029	7/1/2030	
Sewer Flat Rate					1	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	
First 5,000 gallons per 1,000 gallons					2	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	
Sewer Flat Rate (2k minimum)					3	\$27.92	\$29.32	\$31.08	\$32.64	\$34.27	\$35.99	\$37.78	\$38.54	39.31	\$40.10
> 2,000 gallons					4	\$13.96	\$14.66	\$15.54	\$16.32	\$17.14	\$17.99	\$18.89	\$19.27	19.66	\$20.05
> 5,000 gallons per 1,000 gallons					5	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.
CSI Surcharge					6	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Beginning of FY # of Accounts					7	2,328	2,401	2,466	2,538	2,620	2,635	2,650	2,665	2,680	2,695
Average Rate/1,000 gallons					8	\$15.03	\$15.66	\$16.65	\$17.70	\$18.59	\$19.52	\$20.49	\$20.90	\$21.32	\$21.75
WATER SOLD (1,000 gallons)					9	103,571	105,225	107,726	109,034	110,125	111,226	112,338	113,461	114,596	115,742
OPERATING REVENUES															
Sewer Usage Charge Revenues					10	\$1,556,401	\$1,648,137	\$1,794,001	\$1,930,039	\$2,046,806	\$2,170,638	\$2,301,961	\$2,371,481	\$2,443,099	\$2,516,881
Connection Fee					11	257,714	121,993	89,700	66,400	7,500	25,000	25,000	25,000	25,000	25,000
CSI Charge					12	152	57	15	0	0	0	0	0	0	0
Miscellaneous Revenues					13	0	2,174	989	2,790	0	0	0	0	0	0
Total Operating Revenues					14	\$1,814,267	\$1,772,361	\$1,884,705	\$1,999,229	\$2,054,306	\$2,195,638	\$2,326,961	\$2,396,481	\$2,468,099	\$2,541,881
OPERATING EXPENSES															
Business Type Expenditures					15	\$691,833	\$944,421	\$1,080,777	\$1,019,153	\$1,332,265	\$1,361,052	\$1,428,511	\$1,499,909	\$1,575,499	\$1,655,554
Reserved					16	0	0	0	0	0	0	0	0	0	0
Total Operating Expense					17	\$691,833	\$944,421	\$1,080,777	\$1,019,153	\$1,332,265	\$1,361,052	\$1,428,511	\$1,499,909	\$1,575,499	\$1,655,554
Net Operating Revenues					18	1,122,434	827,940	803,928	980,076	722,041	834,586	898,450	896,572	892,600	886,327
Non Operating Revenues (Expenses)															
Interest					19	\$0	\$112,490	\$187,920	\$169,422	\$104,000	\$121,551	\$139,407	\$119,379	\$124,995	\$129,887
Total Other Income					20	\$0	\$112,490	\$187,920	\$169,422	\$104,000	\$121,551	\$139,407	\$119,379	\$124,995	\$129,887
Net Revenue for Debt Service					21	\$1,122,434	\$940,430	\$991,848	\$1,149,498	\$826,041	\$956,137	\$1,037,857	\$1,015,950	\$1,017,595	\$1,016,214

**City of Adel, Iowa**  
**Sewer Enterprise Fund**  
**Cash-Basis Cashflow Analysis**

**EXHIBIT 12**

<i>Growth Assumptions</i>	
Operating Expenses	Various
Water Usage	1.00%
Interest Rate	3.00%

<i>Sewer Revenue Adjustments</i>			
1-Jul-23	6.00%	1-Jul-28	2.00%
1-Jul-24	5.00%	1-Jul-29	2.00%
1-Jul-25	5.00%	1-Jul-30	2.00%
1-Jul-26	5.00%	1-Jul-31	n/a
1-Jul-27	5.00%	1-Jul-32	n/a

Audited Financial Statements					Unaudited	Budget	Projected	Projected	Projected	Projected	Projected		
FY 2021-22					FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31
Net Revenue for Debt Service	22	\$1,122,434	\$940,430	\$991,848	\$1,149,498	\$826,041	\$956,137	\$1,037,857	\$1,015,950	\$1,017,595	\$1,016,214		
Sewer Revenue Debt Service													
Series 1997 SRF	23	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Series 2013 Sewer Revenue Notes	24	0	0	0	0	0	0	0	0	0	0		
Interim Construction Loan Interest	25	0	0	0	0	0	0	0	0	0	0		
2018 USDA Loan #1	26	42,288	42,288	42,288	42,288	42,288	42,288	42,288	42,288	42,288	42,288		
2019 USDA East Annex Loan #4	27	210,228	210,228	210,228	210,228	210,228	210,228	210,228	210,228	210,228	210,228		
2022 USDA Treatment Plant Loan #5	28	32,281	387,372	387,372	387,372	387,372	387,372	387,372	387,372	387,372	387,372		
Reserved	29	0	0	0	0	0	0	0	0	0	0		
Reserved	30	0	0	0	0	0	0	0	0	0	0		
Total Sewer Revenue Debt	31	\$284,797	\$639,888	\$639,888	\$639,888	\$639,888	\$639,888	\$639,888	\$639,888	\$639,888	\$639,888		
Sewer General Obligation Debt													
Series 2026 G.O. Debt	33	\$0	\$0	\$0	\$0	\$13,958	\$88,500	\$85,750	\$88,000	\$85,000	\$87,000		
Reserved	34	0	0	0	0	0	0	0	0	0	0		
Total Sewer G.O. Debt	35	\$0	\$0	\$0	\$0	\$13,958	\$88,500	\$85,750	\$88,000	\$85,000	\$87,000		
Total Sewer Debt	36	\$284,797	\$639,888	\$639,888	\$639,888	\$653,846	\$728,388	\$725,638	\$727,888	\$724,888	\$726,888		
Debt Service Coverage					Additional Bonds Test = 1.20x the average amount of debt service on current and projected debt service.								
Net Revenues/ Revenue Debt	37	3.94	1.47	1.55	1.80	1.29	1.49	1.62	1.59	1.59	1.59		
Net Revenues/ Total Debt	38	3.94	1.47	1.55	1.80	1.26	1.31	1.43	1.40	1.40	1.40		
NET CASHFLOW AFTER DEBT	39	\$837,637	\$300,542	\$351,960	\$509,610	\$172,195	\$227,749	\$312,219	\$288,062	\$292,707	\$289,326		
Capital Improvement Projects	40	(11,312,603)	(1,719,523)	(641,496)	(196,816)	(212,000)	(895,370)	(125,000)	(125,000)	(125,000)	(125,000)		
Other cash (uses)/sources	41	4,899,345	0	0	0	0	0	0	0	0	0		
Bond Proceeds	42	6,655,633	1,015,643	508,669	215,686	635,000	0	0	0	0	0		
Interfund loans to/(from) Sewer Fund	43	38,800	0	0	0	0	0	0	0	0	0		
Transfers (to)/from other funds	44	(1,532)	0	(5,972)	0	0	0	0	0	0	0		
Transfers (to)/from USDA Reserves	45	(100,038)	(84,038)	(78,821)	(73,724)	(79,038)	(64,008)	(64,008)	(64,008)	(64,008)	(17,807)		
Transfers (to)/from Other Funds	46	(175,999)	189,101	0	(10,400)	0	0	0	0	0	0		
Annual Surplus/ (Deficit)	47	\$841,243	(\$298,275)	\$134,340	\$444,356	\$516,157	(\$731,629)	\$123,211	\$99,054	\$103,699	\$146,519		

*Additional Bonds Test = 1.20x the average amount of debt service on current and projected debt service.*

**City of Adel, Iowa**  
**Sewer Enterprise Fund**  
**Cash-Basis Cashflow Analysis**

**EXHIBIT 12**

<i>Growth Assumptions</i>	
Operating Expenses	Various
Water Usage	1.00%
Interest Rate	3.00%

<i>Sewer Revenue Adjustments</i>			
1-Jul-23	6.00%	1-Jul-28	2.00%
1-Jul-24	5.00%	1-Jul-29	2.00%
1-Jul-25	5.00%	1-Jul-30	2.00%
1-Jul-26	5.00%	1-Jul-31	n/a
1-Jul-27	5.00%	1-Jul-32	n/a

Audited Financial Statements					Unaudited	Budget	Projected	Projected	Projected	Projected	Projected				
FY 2021-22					FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31		
Beginning Unrestricted Cash Balance					48	\$2,160,221	\$3,001,464	\$2,703,189	\$2,837,529	\$3,281,885	\$3,798,041	\$3,066,413	\$3,189,624	\$3,288,678	\$3,392,377
Ending Unrestricted Cash Balance					49	\$3,001,464	\$2,703,189	\$2,837,529	\$3,281,885	\$3,798,041	\$3,066,413	\$3,189,624	\$3,288,678	\$3,392,377	\$3,538,896
Unrestricted Cash % of Expenses					50	434%	286%	263%	322%	285%	225%	223%	219%	215%	214%
Restricted/Designated FUNDS															
Sinking Fund					51	\$0	\$53,324	\$53,324	\$53,324	\$53,324	\$53,324	\$53,324	\$53,324	\$53,324	\$53,324
CSI Charge Fund					52	53,253	0	0	0	0	0	0	0	0	0
USDA Reserve Fund					53	110,017	174,025	238,033	302,041	366,049	430,057	494,065	558,073	622,081	639,888
USDA Short-Lived Asset Reserve Fund					54	88,030	108,060	122,873	132,589	147,619	147,619	147,619	147,619	147,619	147,619
Sewer Improvement Fund					55	460,644	271,472	271,472	281,872	281,872	281,872	281,872	281,872	281,872	281,872
Total Restricted/Designated Cash					56	\$711,944	\$606,881	\$685,702	\$769,826	\$848,864	\$912,872	\$976,880	\$1,040,888	\$1,104,896	\$1,122,703
Total Cash					57	\$3,713,408	\$3,310,070	\$3,523,231	\$4,051,711	\$4,646,906	\$3,979,285	\$4,166,504	\$4,329,566	\$4,497,273	\$4,661,600

<b>Capital Improvement Plan</b>												
Interim Interest Cost		0	0	0	0	0	0	0	0	0	0	0
Southbridge Sewer Project		1,588,222	703,047	98,734	0	0	0	0	0	0	0	0
Administrative & Lab Building		0	0	0	0	212,000	0	0	0	0	0	0
Wastewater Treatment Plant Phase One		9,724,381	1,016,477	542,762	196,816	0	0	0	0	0	0	0
East Annex Sewer Extension (Lift Station)		0	0	0	0	0	0	0	0	0	0	0
Rapid Street Project - Sewer Portion		0	0	0	0	0	770,370	0	0	0	0	0
East Sewer Connection Expenses		0	0	0	0	0	0	0	0	0	0	0
Miscellaneous		0	0	0	0	0	125,000	125,000	125,000	125,000	125,000	125,000
Total		11,312,603	1,719,524	641,496	196,816	212,000	895,370	125,000	125,000	125,000	125,000	125,000



# Thank You

## Jon Burmeister

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## Jen Smith

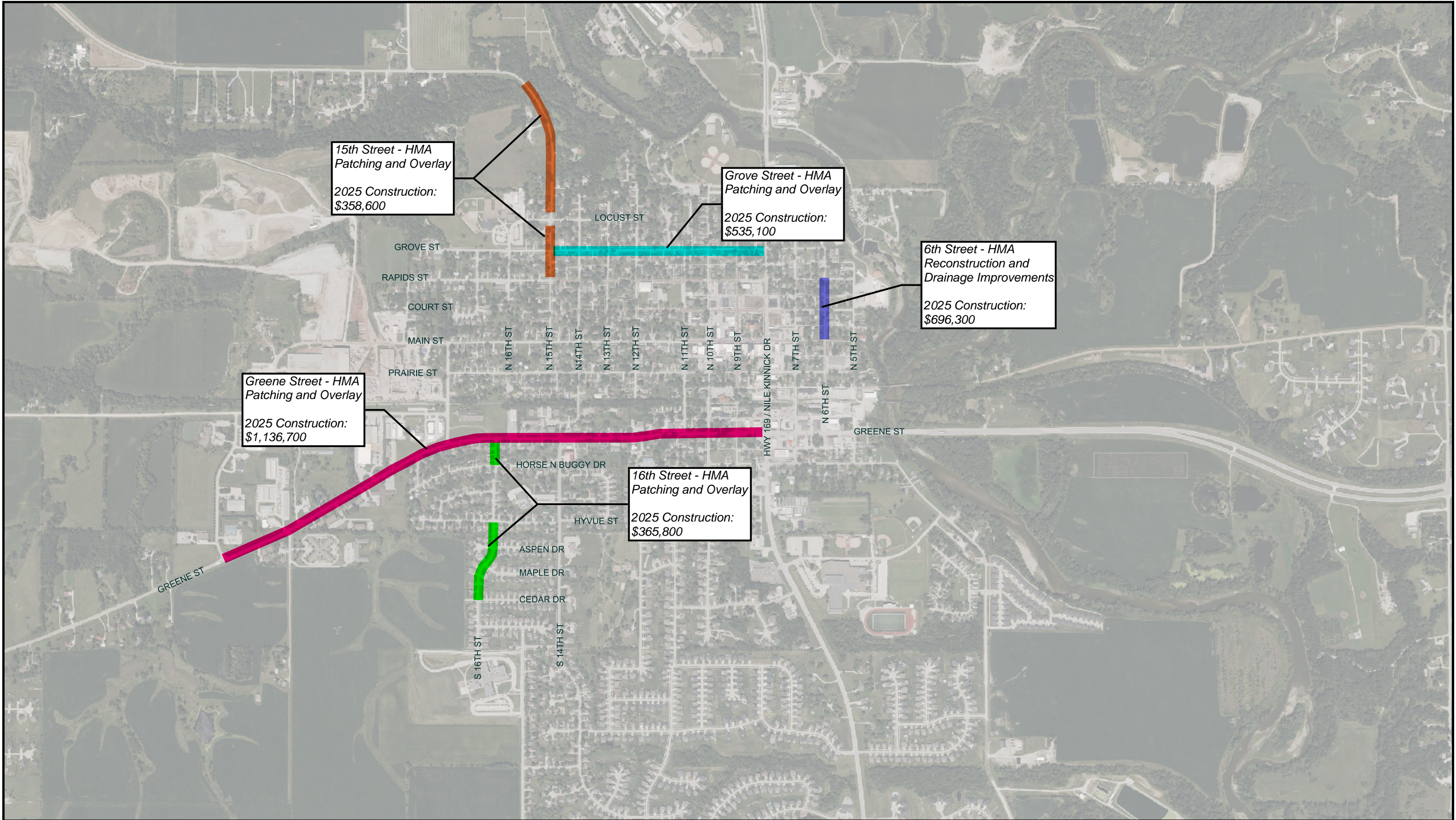
Senior Managing Consultant  
(515) 724-5728  
smithje@pfm.com

## Chip Schultz

Director  
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schultzc@pfm.com



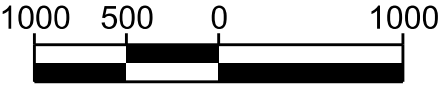




ADEL 2025 CIP PROJECTS  
ADEL, IA

PROJECT LOCATIONS

FULL FILE PATH\NAME





# GREENE STREET RESURFACING

City of Adel

## Engineer's Opinion of Probable Cost

**Project Description:** Greene Street HMA Resurfacing and Patching with Sidewalk Improvements

ITEM	ITEM CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	EXTENSION
1	2105-8425005	TOPSOIL, FURNISH AND SPREAD	50	CY	\$ 65.00	\$ 3,250.00
2	2212-5070310	PATCHES, FULL-DEPTH REPAIR	150	SY	\$ 265.00	\$ 39,750.00
3	2212-5070330	PATCHES BY COUNT (REPAIR)	10	EACH	\$ 275.00	\$ 2,750.00
4	2214-5145150	PAVEMENT SCARIFICATION, NOMINAL THICKNESS	11,983	SY	\$ 5.00	\$ 59,915.00
5	2303-1133500	HOT MIX ASPHALT STANDARD TRAFFIC, NO SPECIAL FRICTION REQUIREMENT	2,200	TON	\$ 55.00	\$ 121,000.00
6	2303-1258283	ASPHALT BINDER, PG 58-28S, STANDARD TRAFFIC	132	TON	\$ 600.00	\$ 79,200.00
7	2435-0600010	MANHOLE ADJUSTMENT, MINOR	10	EACH	\$ 1,900.00	\$ 19,000.00
8	2435-0600120	INTAKE ADJUSTMENT, MAJOR	3	EACH	\$ 5,000.00	\$ 15,000.00
9	2511-6745900	REMOVAL OF SIDEWALK	350	SY	\$ 13.00	\$ 4,550.00
10	2511-7526004	SIDEWALK, P.C. CONCRETE, 4 IN.	115	SY	\$ 85.00	\$ 9,775.00
11	2511-7526006	SIDEWALK, P.C. CONCRETE, 6 IN.	150	SY	\$ 95.00	\$ 14,250.00
12	2511-7528101	DETECTABLE WARNINGS	250	SF	\$ 50.00	\$ 12,500.00
13	2512-1725256	CURB AND GUTTER, P.C. CONCRETE, 2.5 FT.	2,365	LF	\$ 52.00	\$ 122,980.00
14	2516-8625000	COMBINED CONCRETE SIDEWALK AND RETAINING WALL	30	CY	\$ 1,250.00	\$ 37,500.00
15	2527-9263138	PAINTED SYMBOLS AND LEGENDS, HIGH-BUILD WATERBORNE	6	EACH	\$ 140.00	\$ 840.00
16	2527-9263212	PAINTED PAVEMENT MARKINGS, HIGH-BUILD WATERBORNE	140	STA	\$ 85.00	\$ 11,900.00
17	2528-8445110	TRAFFIC CONTROL	1	LS	\$ 15,000.00	\$ 15,000.00
18	2529-5070110	PATCHES, FULL-DEPTH FINISH, BY AREA	438	SY	\$ 245.00	\$ 107,310.00
19	2529-5070120	PATCHES, FULL-DEPTH FINISH, BY COUNT	33	EACH	\$ 240.00	\$ 7,920.00
20	2533-4980005	MOBILIZATION	1	LS	\$ 68,000.00	\$ 68,000.00
21	2601-2634105	MULCHING, BONDED FIBER MATRIX	1	ACRE	\$ 4,000.00	\$ 2,000.00
22	2601-2636044	SEEDING AND FERTILIZING (URBAN)	1	ACRE	\$ 3,500.00	\$ 1,750.00
23	2602-0000500	OPEN-THROAT CURB INTAKE SEDIMENT FILTER, EC-602	20	EACH	\$ 30.00	\$ 600.00
24	2602-0000510	MAINTENANCE OF OPEN-THROAT CURB INTAKE SEDIMENT FILTER	20.00	EACH	\$ 25.00	\$ 500.00
25	2602-0000520	REMOVAL OF OPEN-THROAT CURB INTAKE SEDIMENT FILTER	20	EACH	\$ 20.00	\$ 400.00
<b>SUBTOTAL - PROBABLE CONSTRUCTION COST</b>						<b>\$ 757,640.00</b>
CONTINGENCY ALLOWANCE (25%)						\$ 189,500.00
<b>ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST</b>						<b>\$ 947,200.00</b>
COST ESCALATION						\$ -
<b>ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST (MIDPOINT OF CONSTRUCTION)</b>						<b>\$ 947,200.00</b>
ENGINEERING, LEGAL, ADMINISTRATIVE (20%)						\$ 189,500.00
LAND ACQUISITION						\$ -
<b>ENGINEER'S OPINION OF PROBABLE PROJECT COST</b>						<b>\$ 1,136,700.00</b>

### Notes:

1. Costs are 2025 dollars.
2. AACE Class 5 Level Cost Estimate.
3. Land acquisition costs are not included.

**GROVE STREET RESURFACING**
*City of Adel*
**Engineer's Opinion of Probable Cost**
**Project Description:** Grove Street HMA Resurfacing with Curb Repair and Sidewalk Updates

ITEM	ITEM CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	EXTENSION
1	5020-G	VALVE BOX EXTENSION	5	EA	\$ 450.00	\$ 2,250.00
2	6010-E-1	MANHOLE ADJUSTMENT, MINOR	8	EA	\$ 1,900.00	\$ 15,200.00
3	6010-E-2	INTAKE ADJUSTMENT, MINOR	1	EA	\$ 2,000.00	\$ 2,000.00
4	7010-E	CURB AND GUTTER, 2.5 FT.	225	LF	\$ 58.00	\$ 13,050.00
5	7020-A	PAVEMENT, ASPHALT, SURFACE	1,160	TON	\$ 125.00	\$ 145,000.00
6	7020-I	ASPHALT PAVEMENT SAMPLES AND TESTING	1	LS	\$ 7,500.00	\$ 7,500.00
7	7030-A-1	REMOVAL OF SIDEWALK	245	SY	\$ 18.00	\$ 4,410.00
8	7030-E	SIDEWALK, PCC, 4 IN.	75	SY	\$ 95.00	\$ 7,125.00
9	7030-E	SIDEWALK, PCC, 6 IN.	170	SY	\$ 110.00	\$ 18,700.00
10	7030-G	DETECTABLE WARNING	180	SF	\$ 52.00	\$ 9,360.00
11	7030-H-1	DRIVEWAY, PAVED, PCC, 6 IN.	50	SY	\$ 83.00	\$ 4,150.00
12	7040-A	FULL DEPTH PATCHES, HMA	350	SY	\$ 120.00	\$ 42,000.00
13	7040-G	MILLING	7,020	SY	\$ 4.50	\$ 31,590.00
14	7040-I	CURB AND GUTTER REMOVAL	225	LF	\$ 15.00	\$ 3,375.00
15	8030-A	TEMPORARY TRAFFIC CONTROL	1	LS	\$ 10,000.00	\$ 10,000.00
16	9010-B	HYDRAULIC SEEDING, FERTILIZING, AND MULCHING, TYPE 1	0.25	AC	\$ 6,000.00	\$ 1,500.00
17	9040-T-1	INLET PROTECTION DEVICE, DROP IN	2	EA	\$ 175.00	\$ 350.00
18	9040-T-2	INLET PROTECTION DEVICE, MAINTENANCE	4	EA	\$ 35.00	\$ 140.00
19	11,020-A	MOBILIZATION	1	LS	\$ 35,000.00	\$ 35,000.00
20	11,030-B	MAINTENANCE OF SOLID WASTE COLLECTION	1	LS	\$ 2,000.00	\$ 2,000.00
21	11,050-A	CONCRETE WASHOUT	1	LS	\$ 2,000.00	\$ 2,000.00
<b>SUBTOTAL - PROBABLE CONSTRUCTION COST</b>						<b>\$ 356,700.00</b>
CONTINGENCY ALLOWANCE (25%)						\$ 89,200.00
<b>ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST</b>						<b>\$ 445,900.00</b>
COST ESCALATION						\$ -
<b>ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST (MIDPOINT OF CONSTRUCTION)</b>						<b>\$ 445,900.00</b>
ENGINEERING, LEGAL, ADMINISTRATIVE (20%)						\$ 89,200.00
LAND ACQUISITION						\$ -
<b>ENGINEER'S OPINION OF PROBABLE PROJECT COST</b>						<b>\$ 535,100.00</b>

**Notes:**

1. Costs are 2025 dollars.
2. AACE Class 5 Level Cost Estimate.
3. Land acquisition costs are not included.

# 15TH STREET RESURFACING

City of Adel

## Engineer's Opinion of Probable Cost

Project Description: 15th Street HMA Overlay with Curb Repair and Sidewalk Updates

ITEM	ITEM CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	EXTENSION
1	5020-G	VALVE BOX EXTENSION	2	EA	\$ 450.00	\$ 900.00
2	6010-E-1	MANHOLE ADJUSTMENT, MINOR	1	EA	\$ 1,900.00	\$ 1,900.00
3	7010-E	CURB AND GUTTER, 2.5 FT.	665	LF	\$ 58.00	\$ 38,570.00
4	7020-A	PAVEMENT, ASPHALT, SURFACE	870	TON	\$ 125.00	\$ 108,750.00
5	7020-I	ASPHALT PAVEMENT SAMPLES AND TESTING	1	LS	\$ 7,500.00	\$ 7,500.00
6	7030-A-1	REMOVAL OF SIDEWALK	115	SY	\$ 18.00	\$ 2,070.00
7	7030-E	SIDEWALK, PCC, 4 IN.	45	SY	\$ 95.00	\$ 4,275.00
8	7030-E	SIDEWALK, PCC, 6 IN.	70	SY	\$ 110.00	\$ 7,700.00
9	7030-G	DETECTABLE WARNING	80	SF	\$ 52.00	\$ 4,160.00
10	7040-G	MILLING	5,250	SY	\$ 4.50	\$ 23,625.00
11	7040-I	CURB AND GUTTER REMOVAL	665	LF	\$ 15.00	\$ 9,975.00
12	8030-A	TEMPORARY TRAFFIC CONTROL	1	LS	\$ 10,000.00	\$ 10,000.00
13	9010-B	HYDRAULIC SEEDING, FERTILIZING, AND MULCHING, TYPE 1	0.50	AC	\$ 6,000.00	\$ 3,000.00
14	11,020-A	MOBILIZATION	1	LS	\$ 12,500.00	\$ 12,500.00
15	11,030-B	MAINTENANCE OF SOLID WASTE COLLECTION	1	LS	\$ 2,000.00	\$ 2,000.00
16	11,050-A	CONCRETE WASHOUT	1	LS	\$ 2,000.00	\$ 2,000.00
<b>SUBTOTAL - PROBABLE CONSTRUCTION COST</b>						<b>\$ 238,925.00</b>
CONTINGENCY ALLOWANCE (25%)						\$ 59,800.00
<b>ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST</b>						<b>\$ 298,800.00</b>
COST ESCALATION						\$ -
<b>ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST (MIDPOINT OF CONSTRUCTION)</b>						<b>\$ 298,800.00</b>
ENGINEERING, LEGAL, ADMINISTRATIVE (20%)						\$ 59,800.00
LAND ACQUISITION						\$ -
<b>ENGINEER'S OPINION OF PROBABLE PROJECT COST</b>						<b>\$ 358,600.00</b>

### Notes:

1. Costs are 2025 dollars.
2. AACE Class 5 Level Cost Estimate.
3. Land acquisition costs are not included.

# 16TH STREET IMPROVEMENTS

City of Adel

## Engineer's Opinion of Probable Cost

Project Description: 16th Street HMA Patching and Resurfacing

ITEM	ITEM CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	EXTENSION
1	6010-E-1	MANHOLE ADJUSTMENT, MINOR	4	EA	\$ 1,600.00	\$ 6,400.00
2	7010-E	CURB AND GUTTER, 2.5-FT, 8-IN. THICK	340	LF	\$ 55.00	\$ 18,700.00
3	7020-A	PAVEMENT, ASPHALT, SURFACE, 3-IN.	555	TON	\$ 125.00	\$ 69,375.00
4	7020-I	ASPHALT PAVEMENT SAMPLES AND TESTING	1	LS	\$ 7,500.00	\$ 7,500.00
5	7030-A-1	REMOVAL OF SIDEWALK	230	SY	\$ 20.00	\$ 4,600.00
6	7030-E	SIDEWALK, PCC, 6-IN.	230	SY	\$ 95.00	\$ 21,850.00
7	7030-G	DETECTABLE WARNINGS	200	SF	\$ 52.00	\$ 10,400.00
8	7040-A	FULL DEPTH PATCHES, HMA	330	SY	\$ 120.00	\$ 39,600.00
9	7040-H	PAVEMENT REMOVAL	95	SY	\$ 35.00	\$ 3,325.00
10	8030-A	TEMPORARY TRAFFIC CONTROL	1	LS	\$ 10,000.00	\$ 10,000.00
11	9010-B	HYDRAULIC SEEDING, FERTILIZING, AND MULCHING, TYPE 1	0.50	AC	\$ 6,000.00	\$ 3,000.00
12	11,020-A	MOBILIZATION	1	LS	\$ 47,000.00	\$ 47,000.00
13	11,050-A	CONCRETE WASHOUT	1	LS	\$ 2,000.00	\$ 2,000.00
<b>SUBTOTAL - PROBABLE CONSTRUCTION COST</b>						<b>\$ 243,750.00</b>
CONTINGENCY ALLOWANCE (25%)						\$ 61,000.00
<b>ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST</b>						<b>\$ 304,800.00</b>
COST ESCALATION						\$ -
<b>ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST (MIDPOINT OF CONSTRUCTION)</b>						<b>\$ 304,800.00</b>
ENGINEERING, LEGAL, ADMINISTRATIVE (20%)						\$ 61,000.00
LAND ACQUISITION						\$ -
<b>ENGINEER'S OPINION OF PROBABLE PROJECT COST</b>						<b>\$ 365,800.00</b>

### Notes:

1. Costs are 2025 dollars.
2. AACE Class 5 Level Cost Estimate.
3. Land acquisition costs are not included.

## 6TH STREET RECONSTRUCTION

City of Adel

### Engineer's Opinion of Probable Cost

Project Description: 6th Street HMA Reconstruction with Storm Water Improvements

ITEM	ITEM CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	EXTENSION
1	2010-E	EXCAVATION, CLASS 10	1,415	CY	\$ 20.00	\$ 28,300.00
2	2010-G	SUBGRADE PREPARATION	1,885	SY	\$ 5.00	\$ 9,425.00
3	2010-J	SUBBASE, MODIFIED, 6 IN.	1,885	SY	\$ 12.00	\$ 22,620.00
4	3010-F	TRENCH COMPACTION TESTING	1	LS	\$ 5,000.00	\$ 5,000.00
5	4020-A-1	STORM SEWER, TRENCHED, RCP, 15 IN.	790	LF	\$ 90.00	\$ 71,100.00
6	5020-G	VALVE BOX EXTENSION	2	EA	\$ 450.00	\$ 900.00
7	6010-A	INTAKE, SW-501	4	EA	\$ 4,800.00	\$ 19,200.00
8	6010-A	INTAKE, SW-503	4	EA	\$ 8,200.00	\$ 32,800.00
9	6010-E-1	MANHOLE ADJUSTMENT, MINOR	2	EA	\$ 1,900.00	\$ 3,800.00
10	7010-E	CURB AND GUTTER, 2.5 FT.	280	LF	\$ 58.00	\$ 16,240.00
11	7020-A	PAVEMENT, ASPHALT, BASE	690	TON	\$ 115.00	\$ 79,350.00
12	7020-A	PAVEMENT, ASPHALT, SURFACE	190	TON	\$ 125.00	\$ 23,750.00
13	7020-I	ASPHALT PAVEMENT SAMPLES AND TESTING	1	LS	\$ 7,500.00	\$ 7,500.00
14	7030-A-1	REMOVAL OF SIDEWALK	280	SY	\$ 18.00	\$ 5,040.00
15	7030-A-3	REMOVAL OF DRIVEWAY	80	SY	\$ 16.00	\$ 1,280.00
16	7030-E	SIDEWALK, PCC, 4 IN.	155	SY	\$ 95.00	\$ 14,725.00
17	7030-E	SIDEWALK, PCC, 6 IN.	150	SY	\$ 110.00	\$ 16,500.00
18	7030-G	DETECTABLE WARNING	160	SF	\$ 52.00	\$ 8,320.00
19	7030-H-1	DRIVEWAY, PAVED, PCC, 6 IN.	255	SY	\$ 83.00	\$ 21,165.00
20	7040-G	MILLING	2,310	SY	\$ 4.50	\$ 10,395.00
21	7040-I	CURB AND GUTTER REMOVAL	280	LF	\$ 15.00	\$ 4,200.00
22	8030-A	TEMPORARY TRAFFIC CONTROL	1	LS	\$ 10,000.00	\$ 10,000.00
23	9010-B	HYDRAULIC SEEDING, FERTILIZING, AND MULCHING, TYPE 1	0.25	AC	\$ 6,000.00	\$ 1,500.00
24	9040-T-1	INLET PROTECTION DEVICE, DROP IN	12	EA	\$ 175.00	\$ 2,100.00
25	9040-T-2	INLET PROTECTION DEVICE, MAINTENANCE	24.00	EA	\$ 35.00	\$ 840.00
26	11,020-A	MOBILIZATION	1	LS	\$ 42,000.00	\$ 42,000.00
27	11,030-A	MAINTENANCE OF POSTAL SERVICE	1	LS	\$ 2,000.00	\$ 2,000.00
28	11,030-B	MAINTENANCE OF SOLID WASTE COLLECTION	1	LS	\$ 2,000.00	\$ 2,000.00
29	11,050-A	CONCRETE WASHOUT	1	LS	\$ 2,000.00	\$ 2,000.00
<b>SUBTOTAL - PROBABLE CONSTRUCTION COST</b>						<b>\$ 464,050.00</b>
CONTINGENCY ALLOWANCE (25%)						\$ 116,100.00
<b>ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST</b>						<b>\$ 580,200.00</b>
COST ESCALATION						\$ -
<b>ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST (MIDPOINT OF CONSTRUCTION)</b>						<b>\$ 580,200.00</b>
ENGINEERING, LEGAL, ADMINISTRATIVE (20%)						\$ 116,100.00
LAND ACQUISITION						\$ -
<b>ENGINEER'S OPINION OF PROBABLE PROJECT COST</b>						<b>\$ 696,300.00</b>

#### Notes:

1. Costs are 2025 dollars.
2. AACE Class 5 Level Cost Estimate.
3. Land acquisition costs are not included.





**AGENDA ITEM NO. 6.t**  
**AGENDA SECTION: NEW**  
**BUSINESS**

## **ADEL CITY COUNCIL AGENDA ITEM REPORT**

**MEETING DATE:** January 13, 2026

**TO:** Mayor & City Council

**FROM:** Brittany Sandquist, Deputy City Administrator/Finance Director

**AGENDA HEADING:** Discussion / Possible Action on City Contribution Towards Rapid-Flashing Beacons for Raccoon River Valley Bike Trail Crossing on Highway 169

### **STAFF/COMMITTEE RECOMMENDATION:**

Rebecca Hillmer is preparing a Dallas County Foundation grant application outlining \$21,000 in total project costs, broken down as follows:

- \* \$1,000 – Electrical hookups
- \* \$5,000 – Engineering
- \* \$15,000 – Flashing beacon lights

The grant request will seek \$10,000 toward the cost of the flashing beacon lights. Engineering expenses are not eligible for grant funding.

The proposed funding plan assumes the grant is not awarded and includes the following contributions:

- \* City of Adel: up to \$7,000 (maximum)
- \* Dallas County Conservation Foundation: up to \$7,000

\* Adel Partners Arts & Trails Committee: \$7,000, funded through proceeds from the Sweet Corn 5K

If grant funding is awarded, those funds would be applied to proportionally reduce the requested contributions from the City, County, and Arts & Trails Committee.

In addition to a potential financial contribution, the City would likely assume responsibility for ongoing electricity costs (if an electric system is selected rather than solar), as well as long-term maintenance of the flashing beacon lights. These operational responsibilities would be formalized through a 28E agreement with Dallas County.

If the City Council wishes to proceed with the full \$7,000 contribution, staff believes this is reasonable and would support that direction. Alternatively, to recognize the City's ongoing operational responsibilities that will not be shared by other partners, the City could consider a reduced upfront contribution. The estimated annual electric cost is approximately \$180 per year, or \$1,800 over a 10-year period, which aligns with the estimated useful life of the flashing beacon equipment. This approach provides a reasonable and supportable basis for adjusting the City's initial contribution, should Council wish to do so.

City staff is supportive of the installation of flashing beacon lights, as they would significantly enhance safety along the bike trail, particularly for residents.

**ATTACHMENTS:**

[RRVT Hwy 169 Rapid Flashing Beacon.pdf](#)

[RRVT Hwy 169 Rapid Flashing Beacon 2.png](#)

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Fw: CIRTPA TAP

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Tue, Dec 9 at 8:26 AM

Curt Cable <Curt.Cable@dallascountyiowa.gov>  
To: Rebecca Hillmer <rebecca.hillmer@gmail.com>

Rebecca,

Below is information related to the RFB for your grant application:

**Engineering/Design - \$5,000**

- Includes details, notes, and layout of the RFBs to include in the plans.
- Design would include laying out push buttons appropriately for ADA requirements.
- All coordination with the franchise utility provider to obtain a power source, if connected to the power grid.
- Preparing the traffic control device permit for the Iowa DOT.

**Use the \$15,000 from the attached Cost Opinion.**

Caveat of Connection type: *Power supply location dictates options. If nearby power is available, solar may be costlier. For Hwy 169 in Adel, we must coordinate with the utility to see if power can come from streetlights or need a transformer. Using streetlight power is cheaper; if a transformer is needed, solar could be less expensive.*

Total cost for the project = \$20,000.

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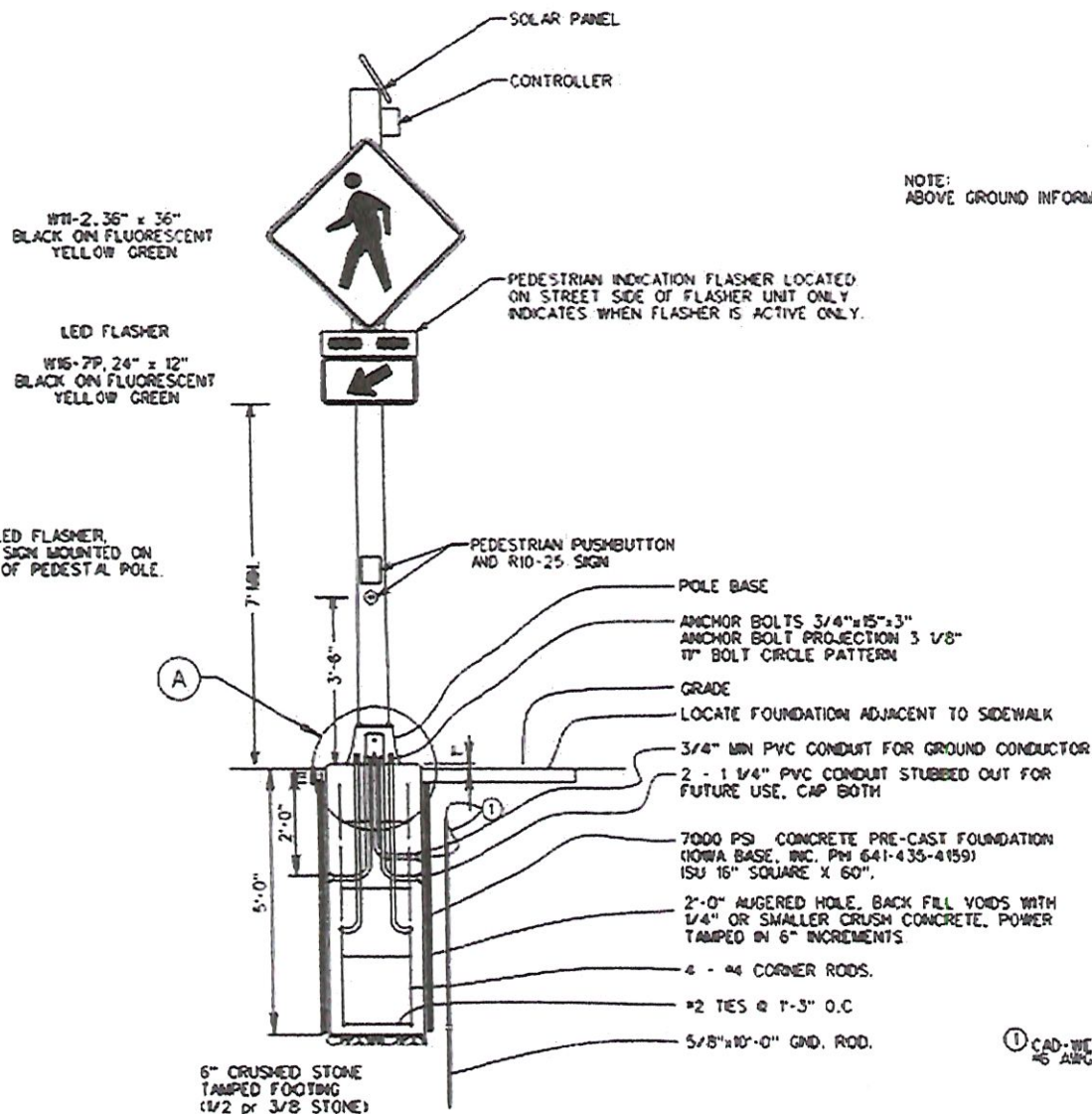
Curt Cable  
Conservation Director  
Dallas County Conservation Board  
14581 K Avenue, Perry, IA 50220  
O: 515.465.3577 | C: 515.202.6162  
[curt.cable@dallascountyiowa.gov](mailto:curt.cable@dallascountyiowa.gov)

PREDESIGN OPINION OF TOTAL PROBABLE PROJECT COSTS

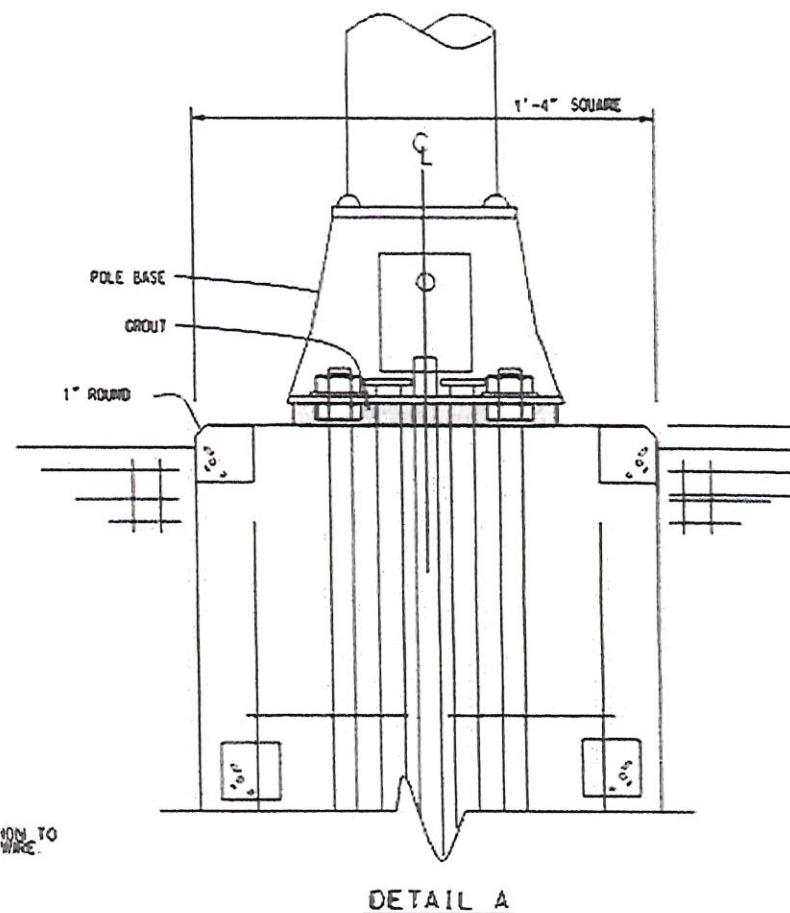


RRVT SOUTH LOOP REHABILITATION  
Phase V Rehabilitation and Ditch Stabilization - Adel  
DALLAS COUNTY, IOWA  
S&A PROJECT NO. 123.0639.01B

ENGINEER'S ESTIMATE					
ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED PRICE
1	Clearing and Grubbing	1	LS	\$ 25,000.00	\$ 25,000.00
2	Excavation, Class 10, Roadway and Borrow	400	CY	\$ 25.00	\$ 10,000.00
3	Special Subgrade Preparation for Shared Use Path	6730	SY	\$ 6.00	\$ 40,380.00
4	Granular Surface on Road, Class A Crushed Stone	580	TON	\$ 50.00	\$ 29,000.00
5	Shoulder Finishing, Earth	101	STA	\$ 150.00	\$ 15,150.00
6	Removal of Pavement	4600	SY	\$ 12.00	\$ 55,200.00
7	Recreational Trail, Portland Cement Concrete, 6 Inch	4600	SY	\$ 45.00	\$ 207,000.00
8	Detectable Warnings	224	SF	\$ 60.00	\$ 13,440.00
9	Safety Closure	20	EACH	\$ 500.00	\$ 10,000.00
10	Traffic Control	1	LS	\$ 15,000.00	\$ 15,000.00
11	Engineering Fabric	2240	SY	\$ 3.50	\$ 7,840.00
12	Macadam Stone Ditch Lining	800	TON	\$ 60.00	\$ 48,000.00
13	Class E Revetment	15	TON	\$ 100.00	\$ 1,500.00
14	Mobilization (~8%)	1	LS	\$ 47,000.00	\$ 47,000.00
15	Mulching, Bonded Fiber Matrix	1.5	ACRE	\$ 4,000.00	\$ 6,000.00
16	Seeding and Fertilizing (Urban)	1.5	ACRE	\$ 3,000.00	\$ 4,500.00
17	Perimeter and Slope Sediment Control Device, 12 In. Dia.	600	LF	\$ 5.00	\$ 3,000.00
18	Removal of Perimeter and Slope or Ditch Check Sediment Control Device	600	LF	\$ 1.00	\$ 600.00
19	Concrete and Brick Debris Removal	1	LS	\$ 25,000.00	\$ 25,000.00
20	Rectangular Rapid Flashing Beacons	1	LS	\$ 20,000.00	\$ 20,000.00
Subtotal Cost					\$ 583,610.00
Contingency Total					\$ 71,390.00
TOTAL CONSTRUCTION COST:					\$ 655,000.00
<u>Other Project Costs</u>					
Engineering Design					\$ 115,000.00
Construction Inspection/Administration					\$ 50,000.00
TOTAL PROJECT COST:					\$ 820,000.00



NOTE:  
ABOVE GROUND INFORMATION IS FOR REFERENCE ONLY.





## RECTANGULAR RAPID FLASHING BEACONS (RRFB) & PEDESTRIAN HYBRID BEACONS (PHB)

This countermeasure primarily addresses the Vulnerable User Location and Vulnerable Road Users focus areas by increasing driver awareness of vulnerable road users through the use of flashers to notify drivers (PHB and RRFB) and traffic control devices (PHB) to reduce and potentially eliminate pedestrian-vehicle conflicts at crossing locations. This could also address the Non-Collision crash type focus area, as many of these crashes involved pedestrians and other VRUs.

### Applications

RRFBs can be implemented in a wide variety of situation, but are most effect at multi-lane crossings where vehicles speeds are less than 40 mph. They should be placed on both sides of the crosswalk below the pedestrian crossing sign and above the diagonal downward arrow plaque; push buttons can be used to activate the beacon or passive pedestrian detection could also be used. Trail and school crossings are good candidates for RRFBs. PHBs should be used when speeds are higher than 35 mph and where gaps in traffic are not sufficient for pedestrians to cross safely; they are most effective on facilities with three or more lanes and ADTs are above 9,000 vpd. PHB installations must also include a marked crosswalk.

### Costs

RRFB installations can cost anywhere between \$5,000 and \$50,000 dollars while PHBs are typically more expensive with costs in the range of \$20,000 to \$130,000.

### Implementation Timeline

This countermeasure has a mid-term implementation timeline of five to ten years.

### Relevant Federal Performance Measures

CMF IDs 9024, 9020, 2911, 2917.



**SAFETY  
BENEFIT**

**47%**

**CRASH  
REDUCTION**

**FOR**

**V R U  
CRASHES**

**RELATIVE  
COST**

**\$\$\$**

**TIMELINE**





**AGENDA ITEM NO. 6.u**  
**AGENDA SECTION: NEW**  
**BUSINESS**

## **ADEL CITY COUNCIL AGENDA ITEM REPORT**

**MEETING DATE:** January 13, 2026

**TO:** Mayor & City Council

**FROM:** Carrie Erickson, City Clerk

**AGENDA HEADING:** Consider Approval of Notice to Extend Farm Lease Between the City of Adel and Phil Lautner For a One-Year Renewal Period

**PREVIOUS COUNCIL ACTION:** Resolution No. 23-83: Passed December 12, 2023 for a term lease beginning March 1, 2024 and ending on February 28, 2025.

### **STAFF/COMMITTEE RECOMMENDATION:**

It is the desire of the Parks and Recreation Department to continue to lease out the farming land that is located directly west of the Adel Family Aquatic Center to Phil Lautner. The terms in the original lease signed on December 12, 2023, state that the lease may be extended for two additional one-year renewal terms (ending February 28, 2026 and February 28, 2027, respectively). The attached notification, which was sent to Phil Lautner and signed by him, would extend the current lease for the second additional one-year renewal term.

**City Staff is recommending approval.**

### **ATTACHMENTS:**

[Adel City Land Lease 2026 - Lautner.pdf](#)  
[Resolution No. 23-83, Farm Lease Agreement with Lautner.pdf](#)



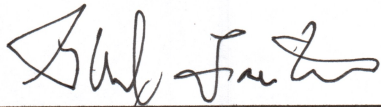
December 12, 2025

Phil Lautner  
33605 Old Portland Road  
Adel, Iowa 50003

The City of Adel wishes to continue the farm lease West of the Adel Family Aquatic Center (Sec/Twp/Range 31-79-27). This lease term will be March 1, 2026, through February 28, 2027.

Rent will continue with the (2) installments of \$6,247.63 due on March 1, 2026, and \$6,247.62 due on September 1, 2026.

If you agree to these terms, please sign and date below and send back to [nschenck@adeliowa.gov](mailto:nschenck@adeliowa.gov) or drop this signed letter to Adel City Hall, 301 S. 10<sup>th</sup> Street in Adel.



12/16/2025

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Signature and Date

Thank-you

Nick Schenck  
Adel Park/Rec.  
301 S. 10<sup>th</sup> Street  
Adel, IA 50003

**ITEMS TO INCLUDE ON AGENDA**

**CITY OF ADEL, IOWA**

December 12, 2023

6:00 P.M.

- Resolution authorizing execution of a farm lease with Phil Lautner

**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 IOWA CODE  
CHAPTER 21 AND THE LOCAL RULES OF THE CITY.**

RESOLUTION NO. 23-83

RESOLUTION AUTHORIZING EXECUTION  
OF A FARM LEASE WITH PHIL LAUTNER

WHEREAS, in 2021, the City of Adel, Iowa (the “City”) and Phil Lautner (the “Tenant”) entered into a farm lease concerning the real estate described herein, which lease provided for a two-year rental term that terminated on February 28, 2023; and

WHEREAS, after February 28, 2023, the City and Tenant continued to act consistent with the terms of the 2021 lease, creating a de facto extension of the lease and an at-will tenancy lasting through February 28, 2024; and

WHEREAS, Landlord and Tenant now desire to provide for a written renewal of the lease for a one-year term commencing on March 1, 2024, and ending on February 28, 2025, with the option to extend for up to two additional one-year terms pursuant to the terms and conditions of the Farm Lease now before this Council (the “Farm Lease”); and

WHEREAS, the City Council finds that the lease of the Property pursuant to the Farm Lease is in the best interests of the City and the residents thereof, and that no public hearing is required before the City may approve the Farm Lease, as the term of the Farm Lease is less than three years.

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

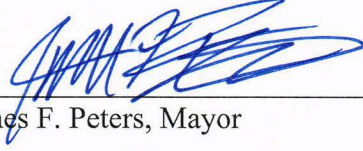
Section 1. That the real property described herein shall be leased by the City to Phil Lautner for a term of one year to commence on March 1, 2024, and end on February 28, 2025, provided that the lease may be renewed for additional one-year terms through February 28, 2027, pursuant to the terms set forth in the Farm Lease.

Section 2. The real property that is the subject of the Farm Lease is described as follows:

Approximately 37.75 acres row-crop land in Sec/Twp/Range 31-79-27 located west of the Adel Family Aquatic Center.


Section 3. That the form and content of the Farm Lease, the provisions of which are incorporated herein by reference, be and the same hereby are in all respects authorized, approved and confirmed, and the Mayor and the City Clerk be and they hereby are authorized, empowered and directed to execute, attest, seal and deliver the Farm Lease for and on behalf of the City in substantially the form and content now before this meeting, but with such changes, modifications, additions or deletions therein as shall be approved by such officers, and that from and after the execution and delivery of the Farm Lease, the Mayor and the City Clerk are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Farm Lease as executed.

PASSED AND APPROVED this 12<sup>th</sup> day of December, 2023.



James F. Peters, Mayor

ATTEST:



Carrie Erickson, City Clerk

02266179-2\10113-1000



## FARM LEASE

THIS FARM LEASE (this "Lease") is made between the City of Adel (the "Landlord"), whose address for the purpose of this Lease is 301 S. 10<sup>th</sup> Street, Adel, Iowa 50003, and Phil Lautner (the "Tenant"), whose address for the purpose of this Lease is 33605 Old Portland Road, Adel, Iowa 50003.

WHEREAS, in 2021, the Landlord and Tenant entered into a farm lease concerning the Real Estate described herein, which lease provided for a two-year rental term that terminated on February 28, 2023; and

WHEREAS, after February 28, 2023, the parties continued to act consistent with the lease terms, creating a de facto extension of the lease and an at-will tenancy lasting through February 28, 2023; specifically, the Tenant paid rent in March and September of 2023 and Landlord accepted these payments; and

WHEREAS, Landlord and Tenant now desire to provide for a written renewal of the lease.

THEREFORE, THE PARTIES AGREE AS FOLLOWS:

**1. PREMISES AND TERM.** Landlord leases to Tenant the following real estate situated in Dallas County, Iowa (the "Real Estate"):

Approximately 37.75 acres row-crop land in Sec/Twp/Range 31-79-27 located west of the Adel Family Aquatic Center. Platted boundary will be enforced by Landlord.

containing 37.75 total acres, more or less, subject to any zoning restrictions, easements, and restrictive covenants of record (or which become of record during the term of this Lease). The Tenant has had or been offered an opportunity to make an independent investigation as to the acres and boundaries of the Real Estate. This Lease is for a term of one (1) year to commence on March 1, 2024, and end on February 28, 2025 (the "Term"). The parties may extend this Lease for up to two additional one-year renewal terms (ending February 28, 2026 and February 28, 2027, respectively), by either the Landlord or the Tenant providing written notice of an intention to extend the Lease by no later than January 30<sup>th</sup> immediately preceding the end of the then-current Term, if such notice is accepted or acknowledged in writing by the other party.

**2. RENT.** Tenant shall pay to Landlord \$331.00 per acre (with rental for a partial acre pro-rated) annually as rent for the Real Estate (the "Rent"), to be paid in two (2) installments each Term as follows:

First Installment:	\$6,247.63 payable on or before March 1
Second Installment:	\$6,247.62 payable on or before September 1

All Rent is to be paid to Landlord at the address above or at such other place as Landlord may direct in writing. Rent must be in Landlord's possession on or before the due date. Participation of this farm in any program offered by the U.S. Department of Agriculture or any state for crop

production control or soil conservation, the observance of the terms and conditions of this program, and the division of farm program payments, requires Landlord's consent.

**3. INPUT COSTS AND EXPENSES.** Tenant shall prepare the Real Estate and plant such crops in a timely fashion as may be determined by Tenant. Tenant shall only be entitled to pasture or till those portions of the Real Estate designated by Landlord. All necessary machinery and equipment, as well as labor, necessary to carry out the terms of this lease shall be furnished by and at the expense of the Tenant. The following materials, in the amounts required by good husbandry, shall be acquired by Tenant and paid for by the parties as follows:

	% Landlord	% Tenant
(1) Commercial Fertilizer	0	100%
(2) Lime and Trace Minerals	0	100%
(3) Herbicides	0	100%
(4) Insecticides	0	100%
(5) Seed	0	100%
(6) Seed cleaning	0	100%
(7) Harvesting and/or Shelling Expense	0	100%
(8) Grain Drying Expense	0	100%
(10) Other	0	100%

**4. PROPER HUSBANDRY; HARVESTING OF CROPS; CARE OF SOIL, TREES, SHRUBS AND GRASS.** Tenant shall farm the Real Estate in a manner consistent with good husbandry, seek to obtain the best crop production that the soil and crop season will permit, properly care for all growing crops in a manner consistent with good husbandry, and harvest all crops on a timely basis. In the event Tenant fails to do so, Landlord reserves the right, personally or by designated agents, to enter upon the Real Estate and properly care for and harvest all growing crops, charging the cost of the care and harvest to the Tenant, as part of the Rent. Tenant shall timely control all weeds, including noxious weeds, weeds in the fence rows, along driveways and around buildings throughout the premises. Tenant shall comply with all terms of an applicable conservation plan and any other required environmental plans for the leased premises. Tenant shall do what is reasonably necessary to control soil erosion including, but not limited to, the maintenance of existing watercourses, waterways, ditches, drainage areas, terraces and tile drains, and abstain from any practice which will cause damage to the Real Estate.

**5. ENVIRONMENTAL.** Tenant shall comply with all applicable environmental laws concerning application, storage and handling of chemicals (including, without limitation, herbicides and insecticides) and fertilizers. Tenant shall apply any chemicals used for weed or insect control at levels not to exceed the manufacturer's recommendation for the soil types involved. Farm chemicals may not be stored on the premises.

Tenant shall employ all means appropriate to ensure that well or ground water contamination does not occur and shall be responsible to follow all applicator's licensing requirements. Tenant shall install and maintain safety check valves for injection of any chemicals and/or fertilizers into an irrigation system (injection valve only, not main well check valve). Tenant shall properly post all fields (when posting is required) whenever chemicals are applied by ground



or air. Tenant shall haul and spread all manure on appropriate fields at times and in quantities consistent with environmental protection requirements. Tenant shall not dispose of waste oil, tires, batteries, paint, other chemicals or containers anywhere on the premises. Solid waste may not be disposed of on the premises. Dead livestock may not be buried on the premises. Tenant shall not use waste oil to suppress dust on any roads on or near the premises. No underground storage tanks shall be maintained on the premises.

Tenant shall immediately notify Landlord of any chemical discharge, leak, or spill which occurs on premises. Tenant shall assume liability and shall indemnify and hold Landlord harmless for any claim or violation of standards which results from Tenant's use of the premises. Tenant shall assume defense of all claims, except claims resulting from Landlord's negligence, in which case each party shall be responsible for that party's defense of any claim. After termination, Tenant shall remain liable for violations which occurred during the term of this Lease.

**6. TERMINATION OF LEASE.** This Lease shall terminate at the end of the Term, subject to exercise of the option to enter into renewal terms, as provided in Section 1 hereof. This Lease may be renewed or modified only upon the written agreement of the parties.

**7. POSSESSION AND CONDITION AT END OF TERM.** At the termination of this Lease, Tenant will relinquish possession of the Real Estate to the Landlord. At the time of delivery of the Real Estate to Landlord, Tenant shall assure that the Real Estate is in good order and condition, and substantially the same as it was when received by Tenant at the commencement of this Lease, excusable or insurable loss by fire, unavoidable accidents and ordinary wear, excepted.

**8. VIOLATION OF TERMS OF LEASE.** If Tenant breaches the terms of this Lease, Landlord may terminate the Lease by written notice to Tenant and immediately reclaim possession of Real Estate or pursue all legal and equitable remedies to which each is entitled. The Tenant's sole remedy for Landlord's breach of this Lease is to terminate the Lease by written notice to the Landlord and recover Tenant's out-of-pocket expenses associated with the breach.

**9. EXPENSES INCURRED WITHOUT CONSENT OF LANDLORD.** No expense shall be incurred for or on account of the Landlord without first obtaining Landlord's written authorization. Tenant shall take no actions that might cause a mechanic's lien to be imposed upon the Real Estate.

**10. CHANGE IN LEASE TERMS.** The conduct of either party, by act or omission, shall not be construed as a material alteration of this Lease until such provision is reduced to writing and executed by both parties as addendum to this Lease.

**11. CONSTRUCTION.** Words and phrases herein, including the acknowledgment, are construed as in the singular or plural and as the appropriate gender, according to the context.

**12. NOTICES.** The notices contemplated in this Lease shall be made in writing and shall either be delivered in person, or be mailed in the U.S. mail, certified mail to the recipient's last known mailing address, except for a notice of termination, which shall be governed by the Code of Iowa.



13. **CHOICE OF LAW.** All claims relating to this Lease shall be governed by the laws of the State of Iowa without regard to principles of conflicts of law.

14. **FORUM.** The sole and exclusive jurisdiction for any action arising from or relating to this Lease shall be in the state or federal courts located in the State of Iowa.

15. **NO ASSIGNMENT.** Tenant shall not assign this Lease or sublet the Real Estate or any portion thereof without prior written authorization of Landlord.

16. **ENTIRE AGREEMENT.** This Lease constitutes the entire understanding between the parties with respect to the subject matter of this Lease and supersedes all other agreements, whether written or oral, between the parties.

17. **MODIFICATION.** No amendment of this Lease will be effective unless it is in writing and signed by both parties.

18. **WAIVER.** No waiver under this Lease will be effective unless it is in writing and signed by the party granting the waiver.

19. **SEVERABILITY.** The parties agree that if a dispute between the parties arises out of this Lease, they would want the court to interpret this agreement as follows:

- a. With respect to any provision that it holds to be unenforceable, by modifying that provision to the minimum extent necessary to make it enforceable or, if that modification is not permitted by law, by disregarding that provision;
- b. If an unenforceable provision is modified or disregarded in accordance with this section, by holding that the rest of this agreement will remain in effect;
- c. By holding that any unenforceable provision will remain as written in any circumstances other than those in which the provision is held to be unenforceable; and
- d. If modifying or disregarding the unenforceable provision would result in failure of an essential purpose of this agreement, by holding the entire agreement unenforceable.

20. **CERTIFICATION.** Tenant certifies that it is not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and it is not engaged in this transaction, directly or indirectly on behalf of, or instigating or facilitating this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Tenant hereby agrees to defend, indemnify and hold harmless Landlord from and against any and all

claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to any breach of the foregoing certification.

21. **USE.** The Real Estate shall be used by Tenant only for the purpose of growing corn, soybeans, and/or hay.

**TENANT:** PHIL LAUTNER

  
\_\_\_\_\_  
Phil Lautner

Dated: 12-12-23

**LANDLORD:** CITY OF ADEL, IOWA

  
\_\_\_\_\_  
Mayor

Dated: December 12<sup>th</sup>, 2023

ATTEST:

  
\_\_\_\_\_  
City Clerk

02265140-1\10113-1000



<b>AGENDA ITEM NO. 6.w</b> <b>AGENDA SECTION: NEW</b> <b>BUSINESS</b>
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## **ADEL CITY COUNCIL AGENDA ITEM REPORT**

**MEETING DATE:** January 13, 2026

**AGENDA HEADING:** Closed session pursuant to Iowa Code section 21.5(1)(j), “to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property.”

**ATTACHMENTS:**