



ADEL CITY COUNCIL AGENDA
Tuesday, August 8, 2023 at 6:00 PM
Adel City Hall, 301 S 10th Street Adel, IA 50003

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

COMMENTS FROM THE PUBLIC

- 1.a. Robert Fisher, Information on AHOI App

CONSENT AGENDA

- 2.a. Consider Approval of City Minutes Dated July 11, 2023
- 2.b. Consider Approval of July Bills and July 31, 2023 Treasurer's Report
- 2.c. Consider Resolution No. 23-43, Approval Street Closure for 2023 Shelby Dr Block Party
- 2.d. Consider Approval of Resolution No. 23-44, Authorizing the Execution of an Amended Memorandum of Understanding Between The Iowa Department of Administrative Services and the City of Adel, Iowa for Participation in the Income Setoff Program
- 2.e. Consider Approval of Beggars' Night for Saturday, October 28th, 2023 from 6:00 p.m. to 8:00 p.m.
- 2.f. Consider Approval of Class C Beer Permit for Family Dollar Stores
- 2.g. Consider Approval of Ahlers & Cooney, P.C.'s Joint Representation Conflict Waiver - Dallas County and City of Adel
- 2.h. Consider Approval of Administrative Clerk Job Description
- 2.i. Consider Approval of Resolution No. 23-45, Approving the Engagement Agreement Between the City of Adel and Ahlers & Cooney, P.C. for the Public Improvement Contract Proceedings for Well No. 7 Project - USDA

DEPARTMENT HEAD REPORT

- 3.a. Central Iowa Regional Housing Authority (CIRHA) Annual Report - Council Member Shirley McAdon, City of Adel Appointed Representative
- 3.b. 2024-2025 Goal Setting Session - Thursday, November 16, 2023 at 6:00 p.m.

NEW BUSINESS

- 4.a. Consider Approval of Ordinance No. 395, Amending Section 25.03 of the Code of Ordinances of the City of Adel, Iowa for the Purpose of Increasing the Number Of Commissioners on the Historic Preservation Commission - First Reading
- 4.b. Consider Approval of Mayor Board and Commission Appointment: Historic Preservation Commission - One Opening *or* Three Openings Based on the Outcome of Ordinance No. 395 (*Iowa Code 69.16A - Gender Balance requires the appointment of one man or one woman; if Ord. No. 395 passes, then one man and two women OR one woman and two men*)

- 4.c. Discussion / Possible Action on the Funding Request, Scope of Services, and Funding Agreement regarding Membership in the Greater Dallas County Development Alliance
- 4.d. Consider Approval of Resolution No. 23-46, Approving and Accepting Temporary Easements Related to the 15th Street Bridge Replacement Project
- 4.e. Consider Approval of a Resolution No. 23-47, Approving the Hauling/Junk Removal Contract with Jermaine's Hauling and Services, Inc for the Property at 1316 Orchard St, Adel, Iowa
- 4.f. Consider Approval of Resolution No. 23-48, Ordering Construction of the Adel Water Utility Improvements, New Well No. 7, And Fixing A Date For Hearing Thereon and Taking of Bids Therefor
- 4.g. Consider Approval of Setting a Date for a Public Hearing for Ordinance No. 396, Southbridge PUD Revision - Tuesday, September 12, 2023 at 6:00 p.m
- 4.h. Discussion / Possible Action on Sewer Camera Purchase

OTHER BUSINESS

ADJOURNMENT

Adel City Council
July 11, 2023 - Meeting Minutes

The Adel City Council met in regular session at Adel City Hall, 301 S. 10th Street, Adel, Iowa on Tuesday, July 11, 2023. At 6:00 p.m., Mayor Peters called the meeting to order. The following answered roll: Christensen, McAdon, Miller, Selby, and Ockerman.

Staff Present: City Administrator Brown, Finance Director Sandquist, Assistant City Attorney Sabroske, City Clerk Erickson, Code Compliance Officer Nichols, Police Chief Shepherd, Police Lieutenant Book, Parks Superintendent Waddingham, Public Works Director Overton, and Parks & Recreation Director Schenck.

MAYORAL RECOGNITION

- 1.a. Police Lieutenant Wade Book - 10 Years of Service
- 1.b. Parks Superintendent Curtis Waddingham - 5 Years of Service
- 1.c. City Administrator Anthony Brown - 10 Years of Service

PUBLIC HEARING

- 2.a. Rezoning Lots 45 & 46 in Eagle Vista Plat 3 along HWY 6 from R-1 (High Density - Single Family Residential District) to C-3 (Highway Commercial District)

Motion by Ockerman, seconded by Miller, to open the public hearing.

Roll: Ayes - Unanimous. Motion Carried.

No written comments were received. Dean Roghair with Civil Design Advantage (4121 NW Urbandale Drive, Urbandale, IA 50322) stated he was available for any questions on behalf of the developer (Accurate Land Co., LLC).

Motion by Selby, seconded by Christensen, to close the public hearing.

Roll: Ayes - Unanimous. Motion Carried.

COMMENTS FROM THE PUBLIC

CONSENT AGENDA

- 4.a. Consider Approval of City Minutes Dated June 13, 2023
 - 4.b. Consider Approval of June Bills and June 30, 2023 Treasurer's Report
 - 4.c. Consider Approval of Sound Permit – Eagle Vista Drive Neighborhood Party – 25018 Eagle Vista Drive – Saturday, July 22, 2023
 - 4.d. Consider Approval of Resolution No. 23-38, Amending Building Address Currently Recorded As 103 North 19th Street to 1820 Main Street
 - 4.e. Consider Approval of Resolution No. 23-39, Authorizing the Execution of a Memorandum of Understanding Between The Iowa Department of Administrative Services and the City of Adel, Iowa for Participation in the Income Offset Program
 - 4.f. Consider Approval Granting Permission to ADM Community School District to Discharge Fireworks at Home Football Games During the 2023 Season
 - 4.g. Consider Approval of Special Class C Retail Alcohol License for Patrick's Restaurant - *Pending Dramshop Review*
 - 4.h. Consider Approval of Class C Retail Alcohol License for The Main Street Adel Chamber of Commerce - Sweet Corn Festival - *Pending Dramshop Review*
- Motion by Ockerman, seconded by Selby, to approve the Consent Agenda.**
- Roll: Ayes - Unanimous. Motion Carried.**

DEPARTMENT HEAD REPORT

OLD BUSINESS

- 6.a. Consider Approval of Mayor Board and Commission Appointment: Historic Preservation Commission - One Opening (*Iowa Code 69.16A - Gender Balance requires the appointment of one man OR one woman*)
Mayor Peters discussed expanding the Historic Preservation Commission from five to seven members to help with the workload. McAdon noted the commission's projects include the downtown design guidelines, a new website, and working with the new Adel Historic Museum director. Miller noted that there have been attendance concerns in the past.
Applicant Deb Christensen stated that, in her previous experience on the commission, it was challenging to obtain a quorum given the small group.
Motion by Christensen, seconded by McAdon, to direct City Staff to create an Ordinance to expand the Historic Preservation Commission from five to seven members.
Roll: Ayes - Unanimous. Motion Carried.
- 6.b. Consider Approval of Council Board and Commission Appointments: Board of Adjustment – One Opening (*Iowa Code 69.16A - Gender Balance requires the appointment of one woman*)
Motion by Christensen, seconded by McAdon, to appoint Sarah Whittlesey to the Board of Adjustment.
Roll: Ayes - Unanimous. Motion Carried.
- 6.c. Consider Approval of Council Board and Commission Appointments: Planning & Zoning Commission - One Opening (*Iowa Code 69.16A - Gender Balance requires the appointment of one woman OR one man*)
Motion by Christensen, seconded by McAdon, to appoint Patrick Halsey to the Planning & Zoning Commission.
Roll: Ayes - Unanimous. Motion Carried.

NEW BUSINESS

- 7.a. Consider Approval of Ordinance No. 393, Rezoning Lots 45 & 46 in Eagle Vista Plat 3 along HWY 6 from R-1 (High Density - Single Family Residential District) to C-3 (Highway Commercial District) - First Reading
Motion by Ockerman, seconded by Selby, to approve the first reading of Ordinance No. 393.
Roll: Ayes - Unanimous. Motion Carried.
Motion by Christensen, seconded by Ockerman, to waive the second and third readings and adopt Ordinance No. 393.
Roll: Ayes - Christensen, McAdon, Selby and Ockerman. Nays - Miller. Motion Carried.
- 7.b. Consider Approval of Resolution No. 23-40, Approving Preliminary Plat of Southbridge Plat 5
Doug Mandernach from Civil Design Advantage (4121 NW Urbandale Drive, Urbandale, IA 50322) shared that City Staff was concerned about access on Bradfield St, specifically taking a left turn off Bradfield St into the development coming from the West. To solve that issue, the drive through the development will be a one-way private drive coming from Southbridge Dr to Bradfield St. and including a sidewalk as well.
Miller asked for more details about the impact of these changes. Ockerman confirmed City staff's agreement with the entire preliminary plat.
Motion by Miller, seconded by Christensen, to approve Resolution No. 23-40.
Roll: Ayes - Unanimous. Motion Carried.
- 7.c. Consider Approval of Class C Retail Alcohol License for MJ's Hollywood
Ockerman confirmed City staff's agreement, including the Adel Police Department, with this proposal.
Motion by Christensen, seconded by Selby, to approve MJ's Hollywood Class C Retail Alcohol License.
Roll: Ayes - Unanimous. Motion Carried.

7.d. Consider Approval of Resolution No. 23-41, Approving Update to Section 3.4 Job Classification of the City of Adel Employee Handbook

Motion by Selby, seconded by Ockerman, to approve Resolution No. 23-41.

Roll: Ayes - Unanimous. Motion Carried.

7.e. Consider Approval of Pay Application No. 29 for the Adel Wastewater System Improvements 2019 Project - Wastewater Treatment Plant

Motion by Miller, seconded by Selby, to approve Pay Application No. 29 for the Adel Wastewater System Improvements 2019 Project – Wastewater Treatment Plant.

Roll: Ayes - Unanimous. Motion Carried.

7.f. Consider Approval of Resolution No. 23-42, Accepting Wastewater System Improvements, Wastewater Treatment Plant Improvements 2019

McAdon and Selby asked about the list of warranty items with an October 1, 2023 deadline. Gary Brons with McClure stated that McClure and City staff met on-site recently and have been coordinating with the contractor. Selby asked for regular updates before October to ensure the items are completed.

Motion by Ockerman, seconded by McAdon, to approve Resolution No. 23-42.

Roll: Ayes - Unanimous. Motion Carried.

7.g. Possible Closed Session. The Council May Enter into Closed Session in Accordance with 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 be likely to prejudice or disadvantage the position of the governmental body in that litigation*, and Iowa Code Section 388.9(1), *to discuss utility pricing strategies or proprietary information if the utility's competitive position would be harmed by public disclosure not required of potential or actual competitors, and if no public purpose would be served by such disclosure.*

Motion by Ockerman, seconded by Christensen, to enter closed session.

Roll: Ayes - Unanimous. Motion Carried.

Closed session began at 6:31 p.m.

Motion by Selby, seconded by Miller, to exit closed session.

Roll: Ayes - Unanimous. Motion Carried.

Closed session ended at 7:34 p.m.

Motion by Christensen, seconded by Ockerman, to direct City Staff and professional staff to move forward with ideas discussed.

Roll: Ayes - Unanimous. Motion Carried.

OTHER BUSINESS

ADJOURNMENT

Meeting was adjourned at 7:36 p.m

James F. Peters, Mayor

Attest: _____
Carrie Erickson, City Clerk

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
ACCO	7/31/23	CHEMICALS	GENERAL FUND	Pool	3,427.30_
				TOTAL:	3,427.30
ADT Security Services	7/31/23	MONITORING @ MUSEUM	GENERAL FUND	Museum	225.28_
				TOTAL:	225.28
AHeinz57 Pet Rescue & Transport	7/31/23	PET IMPOUND	GENERAL FUND	Animal Control	150.00_
				TOTAL:	150.00
ASSURITY LIFE INSURANCE COMPANY	7/20/23	PY - ASSURITY PRE TAX	GENERAL FUND	NON-DEPARTMENTAL	20.22
	7/20/23	PY - ASSURITY AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	32.09
	7/20/23	PY - ASSURITY AFTER TAX	SEWER UTILITY FUND	NON-DEPARTMENTAL	4.62_
				TOTAL:	56.93
Academy Roofing & Sheet Metal Co	8/02/23	REPAIR OLD WATER PLANT ROO	GENERAL FUND	Parks	869.03_
				TOTAL:	869.03
Ahlers & Cooney, P.C.	7/27/23	URBAN RENEWAL	GENERAL FUND	Finance	75.00
	7/27/23	ORTONVILLE	GENERAL FUND	Finance	1,188.00
	7/31/23	PERSONELL	GENERAL FUND	Finance	142.50_
				TOTAL:	1,405.50
Alley Auto Sales	7/27/23	20 GAL OF PROPANE	ROAD USE TAX	Road Use Tax	80.00_
				TOTAL:	80.00
Amazon	8/02/23	BOOK PROS SUPPLIES	GENERAL FUND	Library	26.96
	8/02/23	OFFICE SUPPLIES	GENERAL FUND	Library	180.91
	8/02/23	BOOKS	GENERAL FUND	Library	143.40
	7/27/23	PROGRAMMING SUPPLIES	GENERAL FUND	Library	258.22
	7/27/23	SUPPLIES	GENERAL FUND	Library	493.58
	7/27/23	BOOKS	GENERAL FUND	Library	55.76_
				TOTAL:	1,158.83
American Express	7/31/23	July '23 CC Fees	GENERAL FUND	Finance	23.00_
				TOTAL:	23.00
American Red Cross	7/31/23	CPR & AED CLASS FEE	GENERAL FUND	Pool	396.00_
				TOTAL:	396.00
Applied Concepts Inc	7/27/23	RADAR REMOTE	GENERAL FUND	Police Department	138.00_
				TOTAL:	138.00
Ardick Equipment Co, Inc	7/31/23	STREET SIGNS	ROAD USE TAX	Road Use Tax	225.60_
				TOTAL:	225.60
Atlantic Bottling Co.	7/27/23	BEVERAGES @ POOL	GENERAL FUND	Pool	588.13
	7/31/23	BEVERAGES 2 POOL	GENERAL FUND	Pool	258.86_
				TOTAL:	846.99
Authentic Gateway	7/31/23	July '23 CC Fees	GENERAL FUND	Recreation	12.90_
				TOTAL:	12.90
Baldon Hardware	7/27/23	PARKS JUNE 2023 PURCHASES	GENERAL FUND	Parks	233.72
	7/27/23	POOL JULY 2023 PURCHASES	GENERAL FUND	Pool	97.25
	7/27/23	STREET JUNE 2023 PURCHASES	ROAD USE TAX	Road Use Tax	183.90
	7/27/23	WTR 2023 PURCHASE	WATER UTILITY	Water	29.74

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	7/27/23	SWR JUNE 2023 PURCHASES	SEWER UTILITY FUND	Sewer	151.10_
				TOTAL:	695.71
BankCard	7/31/23	July '23 CC Fees	GENERAL FUND	Recreation	1,545.08_
				TOTAL:	1,545.08
Base	7/31/23	July '23 HRA & Flex Reimb	TRUST AND AGENCY	General Government	8,055.10
	7/31/23	July '23 HRA & Flex Reimb	TRUST AND AGENCY	General Government	18.66
	7/31/23	July '23 HRA & Flex Reimb	WATER UTILITY	Water	3,712.11
	7/31/23	July '23 HRA & Flex Reimb	SEWER UTILITY FUND	Sewer	239.82
	7/31/23	July '23 HRA & Flex Reimb	STORM WATER UTILIT	STORM WATER UTILITY	3.68_
				TOTAL:	12,029.37
C & C Lawn Services, LLC	7/31/23	FERTILIZER@ PARKS	GENERAL FUND	Parks	4,475.00
	7/31/23	FERTILIZER@ PARKS	GENERAL FUND	Cemetery	1,270.00
	7/31/23	FERTILIZER@ PARKS	GENERAL FUND	Recreation	954.00_
				TOTAL:	6,699.00
CAMS	7/31/23	CARPET CLEANING @ WTP	WATER UTILITY	Water	175.20
	8/02/23	AUG 2023 CLEANING @WTP	WATER UTILITY	Water	500.00_
				TOTAL:	675.20
CITY OF ADEL (FLEX SPENDING ACCOUNTS)	7/20/23	PY-FLEX SPENDING W/H	GENERAL FUND	NON-DEPARTMENTAL	117.76
	7/20/23	PY-DCAP W/H	GENERAL FUND	NON-DEPARTMENTAL	109.76
	7/20/23	PY-FLEX SPENDING W/H	ROAD USE TAX	NON-DEPARTMENTAL	22.39
	7/20/23	PY-DCAP W/H	ROAD USE TAX	NON-DEPARTMENTAL	20.80
	7/20/23	PY-FLEX SPENDING W/H	WATER UTILITY	NON-DEPARTMENTAL	31.85
	7/20/23	PY-DCAP W/H	WATER UTILITY	NON-DEPARTMENTAL	31.20
	7/20/23	PY-FLEX SPENDING W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	55.82
	7/20/23	PY-DCAP W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	31.20
	7/20/23	PY-FLEX SPENDING W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	2.39
	7/20/23	PY-DCAP W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	1.04_
				TOTAL:	424.21
CenturyLink	7/31/23	SRV @ WTP 7/19-8/18	WATER UTILITY	Water	61.48_
				TOTAL:	61.48
Cintas Corporation	7/31/23	FIRST AID KIT UPDATE	ROAD USE TAX	Road Use Tax	34.59
	7/31/23	FIRST AID KIT UPDATE	WATER UTILITY	Water	34.59
	7/31/23	FIRST AID KIT UPDATE	SEWER UTILITY FUND	Sewer	34.59_
				TOTAL:	103.77
CoLibri Systems North America, Inc.	8/02/23	BOOK COVERS	GENERAL FUND	Library	905.42_
				TOTAL:	905.42
Collections Services Center	7/20/23	CHILD SUPPORT W/H	ROAD USE TAX	NON-DEPARTMENTAL	206.10
	7/20/23	CHILD SUPPORT W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	22.90_
				TOTAL:	229.00
Core & Main LP	8/02/23	TEST SUPPLIES	WATER UTILITY	Water	485.06_
				TOTAL:	485.06
Core-Mark Midcontinent, Inc.	7/31/23	FOOD @ POOL	GENERAL FUND	Pool	2,721.15
	7/27/23	FOOD @ POOL	GENERAL FUND	Pool	3,753.37_
				TOTAL:	6,474.52

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
Crexendo	8/02/23	PHONE SYS LEASE	GENERAL FUND	Library	218.90_
				TOTAL:	218.90
Culligan	8/02/23	WATER COOLER RENTAL	GENERAL FUND	Library	39.89
	7/27/23	WATER COOLER RENT	GENERAL FUND	Parks	17.03
	7/27/23	WATER COOLER RENT	GENERAL FUND	Pool	67.17
	7/27/23	WATER COOLER RENT	ROAD USE TAX	Road Use Tax	17.04_
				TOTAL:	141.13
Dallas County Health Department	7/27/23	2023 COUNTY POOL INSPECTIO	GENERAL FUND	Pool	676.00_
				TOTAL:	676.00
Dallas County Sheriff	7/27/23	INMATE TRANSPORT FEE	GENERAL FUND	Police Department	211.25_
				TOTAL:	211.25
Dallas County Treasurer	8/02/23	PARKING TICKETS JULY 2023	GENERAL FUND	Police Department	15.00_
				TOTAL:	15.00
Danko Emergency Equipment	7/27/23	FREIGHT COST	GENERAL FUND	Fire Department	92.78_
				TOTAL:	92.78
Delta Dental Plan of Iowa	7/20/23	PY-INSURANCE PREMIUM DELTA	GENERAL FUND	NON-DEPARTMENTAL	216.50
	7/20/23	PY-INSURANCE PREMIUM DELTA	ROAD USE TAX	NON-DEPARTMENTAL	22.65
	7/27/23	AUG 2023 DENTAL PREMIUM	ROAD USE TAX	Road Use Tax	263.51
	7/27/23	AUG 2023 DENTAL PREMIUM	TRUST AND AGENCY	General Government	1,509.20
	7/20/23	PY-INSURANCE PREMIUM DELTA	WATER UTILITY	NON-DEPARTMENTAL	18.70
	7/27/23	AUG 2023 DENTAL PREMIUM	WATER UTILITY	Water	287.47
	7/20/23	PY-INSURANCE PREMIUM DELTA	SEWER UTILITY FUND	NON-DEPARTMENTAL	14.65
	7/27/23	AUG 2023 DENTAL PREMIUM	SEWER UTILITY FUND	Sewer	311.42
	7/20/23	PY-INSURANCE PREMIUM DELTA	STORM WATER UTILIT	NON-DEPARTMENTAL	2.51
	7/27/23	AUG 2023 DENTAL PREMIUM	STORM WATER UTILIT	STORM WATER UTILITY	23.96_
				TOTAL:	2,670.57
Delta Dental of Iowa (Vision)	7/20/23	PY-INSURANCE PREMIUM VISIO	GENERAL FUND	NON-DEPARTMENTAL	18.61
	7/20/23	PY-INSURANCE PREMIUM VISIO	ROAD USE TAX	NON-DEPARTMENTAL	0.24
	7/20/23	PY-INSURANCE PREMIUM VISIO	WATER UTILITY	NON-DEPARTMENTAL	1.75
	7/20/23	PY-INSURANCE PREMIUM VISIO	SEWER UTILITY FUND	NON-DEPARTMENTAL	0.90
	7/20/23	PY-INSURANCE PREMIUM VISIO	STORM WATER UTILIT	NON-DEPARTMENTAL	0.02_
				TOTAL:	21.52
Demco	8/02/23	BOOK PRO SUPPLIES	GENERAL FUND	Library	136.93_
				TOTAL:	136.93
Doc Holl Trailers	7/31/23	NEW TILT LATCH & TOOL BOX	ROAD USE TAX	Road Use Tax	725.00_
				TOTAL:	725.00
Dr. Anthony Tatman	7/27/23	7 CRITICAL HIRE PROFILE	GENERAL FUND	Police Department	175.00_
				TOTAL:	175.00
Electric Pump & Tool Inc	7/31/23	REPLACE SUMP PUMP	GENERAL FUND	Pool	905.00_
				TOTAL:	905.00
Fareway Stores #124	7/31/23	PROGRAMMING @ LIB	GENERAL FUND	Library	109.69
	7/31/23	FOOD @ POOL	GENERAL FUND	Pool	150.89
	7/31/23	POPCORN FOR MOVIE IN PARK	GENERAL FUND	Recreation	14.98_
				TOTAL:	275.56

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
Ferguson Waterworks #2516	8/02/23	METERS	WATER UTILITY	Water	2,774.68
	8/02/23	METERS	SEWER UTILITY FUND	Sewer	2,774.69_
				TOTAL:	5,549.37
Fischer Bros LLC	7/27/23	SLIDE RESTORATION DEPOSIT	GENERAL FUND	Pool	27,875.40_
				TOTAL:	27,875.40
Gary Keenan	7/31/23	7 TREE CRAVING	GENERAL FUND	Parks	5,100.00_
				TOTAL:	5,100.00
Gatehouse Media - Ames Tribune	7/27/23	CC MTG MIN & TRES REPORT	GENERAL FUND	Finance	366.56
	7/27/23	ORD & PUBLIC HEARING	GENERAL FUND	Zoning/Compliance/Perm	548.77_
				TOTAL:	915.33
HR Green	7/27/23	PAVEMENT STUDY	ROAD USE TAX	Road Use Tax	1,288.00_
				TOTAL:	1,288.00
Hawkins Inc.	8/02/23	CHEMICALS	WATER UTILITY	Water	849.90
	7/31/23	PLANT SUPPLIES	SEWER UTILITY FUND	Sewer	438.00_
				TOTAL:	1,287.90
Heartland Coop	7/31/23	CHEMICAL FOR BUILDING MAIN	SEWER UTILITY FUND	Sewer	166.00_
				TOTAL:	166.00
House Works	8/02/23	JANITORIAL	GENERAL FUND	Library	1,240.00_
				TOTAL:	1,240.00
IOWA RETIREMENT INVESTORS' CLUB (RIC)	7/20/23	RIC PRETAX CONTRIBUTION	GENERAL FUND	NON-DEPARTMENTAL	200.00
	7/20/23	RIC ROTH CONTRIBUTION	GENERAL FUND	NON-DEPARTMENTAL	331.32
	7/20/23	RIC ROTH CONTRIBUTION	ROAD USE TAX	NON-DEPARTMENTAL	243.50
	7/20/23	RIC ROTH CONTRIBUTION	WATER UTILITY	NON-DEPARTMENTAL	365.25
	7/20/23	RIC ROTH CONTRIBUTION	SEWER UTILITY FUND	NON-DEPARTMENTAL	365.25
	7/20/23	RIC ROTH % CONTRIBUTION	SEWER UTILITY FUND	NON-DEPARTMENTAL	398.24
	7/20/23	RIC ROTH CONTRIBUTION	STORM WATER UTILIT	NON-DEPARTMENTAL	12.18_
				TOTAL:	1,915.74
IPERS	7/20/23	PY-IPERS REG	GENERAL FUND	NON-DEPARTMENTAL	1,872.45
	7/20/23	PY-POLICE IPERS	GENERAL FUND	NON-DEPARTMENTAL	1,944.64
	7/20/23	PY-IPERS REG	ROAD USE TAX	NON-DEPARTMENTAL	597.52
	7/20/23	PY-IPERS REG	ROAD USE TAX	Road Use Tax	896.74
	7/20/23	PY-IPERS REG	TRUST AND AGENCY	General Government	2,810.22
	7/20/23	PY-POLICE IPERS	TRUST AND AGENCY	General Government	2,915.37
	7/20/23	PY-IPERS REG	WATER UTILITY	NON-DEPARTMENTAL	818.19
	7/20/23	PY-IPERS REG	WATER UTILITY	Water	1,227.95
	7/20/23	PY-IPERS REG	SEWER UTILITY FUND	NON-DEPARTMENTAL	919.28
	7/20/23	PY-IPERS REG	SEWER UTILITY FUND	Sewer	1,379.64
	7/20/23	PY-IPERS REG	STORM WATER UTILIT	NON-DEPARTMENTAL	60.15
	7/20/23	PY-IPERS REG	STORM WATER UTILIT	STORM WATER UTILITY	90.26_
				TOTAL:	15,532.41
Infomax Office Systems Inc	8/02/23	COPIER LEASE	GENERAL FUND	Library	125.47_
				TOTAL:	125.47
Ingram Library Services	8/02/23	BOOKS	GENERAL FUND	Library	1,983.96_
				TOTAL:	1,983.96

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
Internal Revenue Service	7/25/23	JUL '23 PCORI FEES	TRUST AND AGENCY	General Government	90.00_
				TOTAL:	90.00
Iowa DNR	7/27/23	ANNUAL PUBLIC WATER SUPPLE	WATER UTILITY	Water	677.02_
				TOTAL:	677.02
Iowa One Call	7/31/23	JUNE 2023 LOCATES	WATER UTILITY	Water	168.40_
				TOTAL:	168.40
Kanopy Inc	8/02/23	E-MOVIES	GENERAL FUND	Library	70.00_
				TOTAL:	70.00
Keystone Laboratories, Inc.	8/02/23	JULY 2023 MONTHLY TESTING	WATER UTILITY	Water	154.00
	8/02/23	JULY 2023 MONTHLY TESTING	SEWER UTILITY FUND	Sewer	1,394.00_
				TOTAL:	1,548.00
King's Material	7/31/23	MULCH FOR TREES	GENERAL FUND	Parks	306.22_
				TOTAL:	306.22
Linda Johnson	8/02/23	JULY 2023 CLEANING	GENERAL FUND	Police Department	360.00
	8/02/23	JULY 2023 CLEANING	GENERAL FUND	Museum	54.00
	8/02/23	JULY 2023 CLEANING	GENERAL FUND	Finance	414.00_
				TOTAL:	828.00
Logan Contractors Supply Inc	7/31/23	REBAR FOR CONCRETE PATCH	ROAD USE TAX	Road Use Tax	1,983.96_
				TOTAL:	1,983.96
MacQueen Equipment	7/27/23	ATTACK TIP	SEWER UTILITY FUND	Sewer	132.69_
				TOTAL:	132.69
Manatts Inc.	7/27/23	HUALING	SEWER UTILITY FUND	Sewer	1,511.25_
				TOTAL:	1,511.25
Martin Marietta Materials	7/31/23	ROCK FOR BIN	ROAD USE TAX	Road Use Tax	3,157.43_
				TOTAL:	3,157.43
McCalley Tech Services	8/02/23	TROUBLESHOOTING & PC UPGRA	GENERAL FUND	Library	630.00_
				TOTAL:	630.00
Mediacom	7/31/23	PHONE/ INTERNET JULY 2023	GENERAL FUND	Police Department	130.80
	7/31/23	PHONE/ INTERNET JULY 2023	GENERAL FUND	Police Department	125.78
	7/31/23	PHONE/ INTERNET JULY 2023	GENERAL FUND	Fire Department	125.78
	7/31/23	PHONE/ INTERNET JULY 2023	GENERAL FUND	Library	70.90
	7/31/23	PHONE/ INTERNET JULY 2023	GENERAL FUND	Library	284.18
	7/31/23	PHONE/ INTERNET JULY 2023	GENERAL FUND	Parks	82.62
	7/31/23	PHONE/ INTERNET JULY 2023	GENERAL FUND	Pool	44.54
	7/31/23	PHONE/ INTERNET JULY 2023	GENERAL FUND	Finance	100.85
	7/31/23	PHONE/ INTERNET JULY 2023	GENERAL FUND	Finance	82.62
	7/31/23	PHONE/ INTERNET JULY 2023	GENERAL FUND	Zoning/Compliance/Perm	82.63
	7/31/23	PHONE/ INTERNET JULY 2023	ROAD USE TAX	Road Use Tax	76.65
	7/27/23	INTERNET @ WTP	WATER UTILITY	Water	183.57
	7/31/23	PHONE/ INTERNET JULY 2023	SEWER UTILITY FUND	Sewer	76.65
	7/31/23	PHONE/ INTERNET JULY 2023	STORM WATER UTILIT	STORM WATER UTILITY	76.65_
				TOTAL:	1,544.22
Menards	7/31/23	PAINT LINER, BRUSHES & L.	GENERAL FUND	Parks	289.71

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	7/31/23	LUMBER FOR BARRICADE & SUM	GENERAL FUND	Pool	271.67
	7/31/23	PIPE & COUPLER	ROAD USE TAX	Road Use Tax	771.21
	7/31/23	LUMBER FOR BARRICARD	ROAD USE TAX	Road Use Tax	178.15_
				TOTAL:	1,510.74
MicroMarketing LLC	8/02/23	AUDIO BOOKS	GENERAL FUND	Library	162.02_
				TOTAL:	162.02
MidAmerican Energy	7/31/23	SRVC @ SALT SHED	ROAD USE TAX	Road Use Tax	33.12
	7/27/23	SRVC @ PUMP STATION & WWTP	SEWER UTILITY FUND	Sewer	2,961.06_
				TOTAL:	2,994.18
Motion Picture Licensing Corporation	8/02/23	ANNUAL LICENSE	GENERAL FUND	Library	168.32_
				TOTAL:	168.32
PRINCIPAL LIFE INSURANCE CO - SBD GRAN	7/20/23	PY - PRINCIPAL VOLUNTARY L	GENERAL FUND	NON-DEPARTMENTAL	198.04
	7/20/23	PY - PRINCIPAL VOLUNTARY L	ROAD USE TAX	NON-DEPARTMENTAL	8.07
	7/27/23	AUG 2023 LIFE & DISABILITY	TRUST AND AGENCY	General Government	1,075.24
	7/20/23	PY - PRINCIPAL VOLUNTARY L	WATER UTILITY	NON-DEPARTMENTAL	11.29
	7/27/23	AUG 2023 LIFE & DISABILITY	WATER UTILITY	Water	196.88
	7/20/23	PY - PRINCIPAL VOLUNTARY L	SEWER UTILITY FUND	NON-DEPARTMENTAL	26.99
	7/27/23	AUG 2023 LIFE & DISABILITY	SEWER UTILITY FUND	Sewer	227.16
	7/20/23	PY - PRINCIPAL VOLUNTARY L	STORM WATER UTILIT	NON-DEPARTMENTAL	0.79
	7/27/23	AUG 2023 LIFE & DISABILITY	STORM WATER UTILIT	STORM WATER UTILITY	15.14_
				TOTAL:	1,759.60
People's Bank	7/20/23	PY-STATE W/H	GENERAL FUND	NON-DEPARTMENTAL	2,095.80
	7/31/23	Bank & CC Fees	GENERAL FUND	Finance	74.40
	7/20/23	PY-STATE W/H	ROAD USE TAX	NON-DEPARTMENTAL	496.84
	7/20/23	PY-STATE W/H	WATER UTILITY	NON-DEPARTMENTAL	503.26
	7/20/23	PY-STATE W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	598.64
	7/20/23	PY-STATE W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	50.46_
				TOTAL:	3,819.40
Peoples Trust & Savings	7/20/23	PY-W/H FED TAXES	GENERAL FUND	NON-DEPARTMENTAL	4,869.20
	7/20/23	PY-FICA W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	5,820.09
	7/20/23	PY-MC W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	1,361.26
	7/20/23	PY-W/H FED TAXES	ROAD USE TAX	NON-DEPARTMENTAL	1,413.98
	7/20/23	PY-FICA W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	847.02
	7/20/23	PY-MC W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	198.10
	7/20/23	PY-FICA W/H & MATCH	ROAD USE TAX	Road Use Tax	847.03
	7/20/23	PY-MC W/H & MATCH	ROAD USE TAX	Road Use Tax	198.10
	7/20/23	PY-FICA W/H & MATCH	TRUST AND AGENCY	General Government	5,820.11
	7/20/23	PY-MC W/H & MATCH	TRUST AND AGENCY	General Government	1,361.22
	7/20/23	PY-W/H FED TAXES	WATER UTILITY	NON-DEPARTMENTAL	1,318.33
	7/20/23	PY-FICA W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	780.08
	7/20/23	PY-MC W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	182.43
	7/20/23	PY-FICA W/H & MATCH	WATER UTILITY	Water	780.08
	7/20/23	PY-MC W/H & MATCH	WATER UTILITY	Water	182.43
	7/20/23	PY-W/H FED TAXES	SEWER UTILITY FUND	NON-DEPARTMENTAL	1,430.48
	7/20/23	PY-FICA W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	874.69
	7/20/23	PY-MC W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	204.55
	7/20/23	PY-FICA W/H & MATCH	SEWER UTILITY FUND	Sewer	874.69
	7/20/23	PY-MC W/H & MATCH	SEWER UTILITY FUND	Sewer	204.55
	7/20/23	PY-W/H FED TAXES	STORM WATER UTILIT	NON-DEPARTMENTAL	140.70
	7/20/23	PY-FICA W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	88.08

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	7/20/23	PY-MC W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	20.57
	7/20/23	PY-FICA W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	88.05
	7/20/23	PY-MC W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	20.61_
				TOTAL:	29,926.43
Playaway Products	7/27/23	WONDERBOOKS	GENERAL FUND	Library	894.84_
				TOTAL:	894.84
Premier Pest Control	7/27/23	7/13/2023 MOSQUITO SPRAY	STORM WATER UTILIT	STORM WATER UTILITY	1,000.00
	7/31/23	MOSQUITO SPRAY7/27	STORM WATER UTILIT	STORM WATER UTILITY	1,000.00_
				TOTAL:	2,000.00
Public Financial Management, Inc.	7/27/23	ANNUAL RETAINER FY 2023	GENERAL FUND	Finance	1,600.00
	7/27/23	ANNUAL RETAINER FY 2023	ROAD USE TAX	Road Use Tax	1,600.00
	7/27/23	ANNUAL RETAINER FY 2023	WATER UTILITY	Water	1,600.00
	7/27/23	ANNUAL RETAINER FY 2023	SEWER UTILITY FUND	Sewer	1,600.00
	7/27/23	ANNUAL RETAINER FY 2023	STORM WATER UTILIT	STORM WATER UTILITY	1,600.00_
				TOTAL:	8,000.00
RD McKinney	7/31/23	MAN HOLE REPLACEMENT	SEWER UTILITY FUND	Sewer	10,500.00_
				TOTAL:	10,500.00
Ricoh USA, Inc.	7/27/23	COPIER LEASE 8.8-9.7	GENERAL FUND	Recreation	27.88
	7/27/23	COPIER LEASE 8.8-9.7	GENERAL FUND	Finance	27.88
	7/27/23	COPIER LEASE 8.8-9.7	GENERAL FUND	Zoning/Compliance/Perm	27.87
	7/27/23	COPIER LEASE 8.8-9.7	ROAD USE TAX	Road Use Tax	27.88
	7/27/23	COPIER LEASE 8.8-9.7	WATER UTILITY	Water	27.88
	7/27/23	COPIER LEASE 8.8-9.7	SEWER UTILITY FUND	Sewer	27.88_
				TOTAL:	167.27
SAM	7/27/23	GIS TECH SUPPORT	SEWER UTILITY FUND	Sewer	75.00_
				TOTAL:	75.00
Safety-Kleen Systems, Inc	7/27/23	SRVC PART WASHER	ROAD USE TAX	Road Use Tax	249.72_
				TOTAL:	249.72
Sandry Fire Supply LLC	7/27/23	2023 ANNUAL SERVICE	GENERAL FUND	Fire Department	1,885.36_
				TOTAL:	1,885.36
Sirchie	7/27/23	GLOVES & BLOOD KITS	GENERAL FUND	Police Department	180.58_
				TOTAL:	180.58
Sprayer Specialties Inc.	7/31/23	2 INCH COUPLERS	SEWER UTILITY FUND	Sewer	52.70_
				TOTAL:	52.70
Staples Advantage	7/31/23	JULY 2023 CITY HALL PURCHA	GENERAL FUND	Police Department	191.57
	7/31/23	JULY 2023 CITY HALL PURCHA	GENERAL FUND	Parks	6.97
	7/31/23	JULY 2023 CITY HALL PURCHA	GENERAL FUND	Recreation	6.96
	7/31/23	JULY 2023 CITY HALL PURCHA	GENERAL FUND	Finance	6.96
	7/31/23	JULY 2023 CITY HALL PURCHA	GENERAL FUND	Zoning/Compliance/Perm	6.96
	7/31/23	JULY 2023 CITY HALL PURCHA	ROAD USE TAX	Road Use Tax	6.97
	7/31/23	JULY 2023 CITY HALL PURCHA	WATER UTILITY	Water	6.97
	7/31/23	JULY 2023 CITY HALL PURCHA	SEWER UTILITY FUND	Sewer	6.97_
				TOTAL:	240.33
Steve Osborn	7/27/23	FINISH WORK ON AR PROJECT	TRUST AND AGENCY	Library	100.00

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	100.00
Strauss Security Solutions	7/27/23	PUSH PLATE	SEWER UTILITY FUND	Sewer	175.98
	7/31/23	SAMPLE KEY @ WWTP	SEWER UTILITY FUND	Sewer	26.00
				TOTAL:	201.98
Temporary Vendo JON WEST MID-IOWA ELECTRIC BRIAN COFFIN	7/27/23	SELL BACK 2 PLATS	GENERAL FUND	Cemetery	300.00
	7/27/23	REFUND ELECTRICAL PERMIT	GENERAL FUND	Zoning/Compliance/Perm	40.00
	7/27/23	REFUND PLUMBING PERMIT	GENERAL FUND	Zoning/Compliance/Perm	40.00
				TOTAL:	380.00
The Sherwin Williams Company	7/31/23	PICNIC TABLE PAINT	GENERAL FUND	Parks	271.04
	8/02/23	PAINT FOR PICNIC TABLES	GENERAL FUND	Parks	83.50
	7/31/23	PAINT FOR LINES UPTOWN	ROAD USE TAX	Road Use Tax	495.00
				TOTAL:	849.54
Tiger Tire	8/02/23	MOWER TIRE REPAIR	GENERAL FUND	Parks	17.33
				TOTAL:	17.33
Treasurer State of Iowa - Sales Tax	7/13/23	SALES TAX	GENERAL FUND	Pool	5,013.61
	7/13/23	WET TAX	WATER UTILITY	Water	8,261.97
	7/13/23	SALES TAX	SEWER UTILITY FUND	Sewer	1,036.56
				TOTAL:	14,312.14
Twisted Yoga 108	7/27/23	YOGA CLASSES ADULT PROGRAM	FRIENDS/FOUNDATION	Library	440.00
				TOTAL:	440.00
Tyler Technologies, Inc.	7/31/23	July '23 CC Fees	GENERAL FUND	Finance	2,909.20
				TOTAL:	2,909.20
US Cellular	7/27/23	WIFI HOTSPOT DATA	GENERAL FUND	Library	242.15
				TOTAL:	242.15
US Postal Service	8/02/23	PO BOX RENTALS 2023	GENERAL FUND	Finance	152.00
				TOTAL:	152.00
USA Blue Book	7/27/23	PLANT MAINT & CHEMICALS	WATER UTILITY	Water	325.85
	7/27/23	PLANT MAINT & CHEMICALS	WATER UTILITY	Water	514.37
	7/27/23	PLANT MAINT SUPPLIES	SEWER UTILITY FUND	Sewer	2,025.68
	7/27/23	PLANT MAINT SUPPLIES	SEWER UTILITY FUND	Sewer	87.90
				TOTAL:	2,953.80
USDA Rural Development	7/31/23	USDA #3 Pmt (\$7,000,000)	WATER UTILITY	Water	11,953.17
	7/31/23	USDA #3 Pmt (\$7,000,000)	WATER UTILITY	Water	6,176.83
	7/31/23	USDA #3 Pmt (\$9,603,000)	WATER UTILITY	Water	15,934.89
	7/31/23	USDA #3 Pmt (\$9,603,000)	WATER UTILITY	Water	9,513.11
	7/31/23	USDA #6 Pmt (\$4,713,000)	WATER UTILITY	Water	7,483.27
	7/31/23	USDA #6 Pmt (\$4,713,000)	WATER UTILITY	Water	5,289.73
	7/31/23	USDA #4 Pmt	SEWER UTILITY FUND	Sewer	9,258.91
	7/31/23	USDA #4 Pmt	SEWER UTILITY FUND	Sewer	8,260.09
	7/31/23	USDA #1 Pmt	SEWER UTILITY FUND	Sewer	1,764.00
	7/31/23	USDA #1 Pmt	SEWER UTILITY FUND	Sewer	1,760.00
	7/31/23	USDA #5 Pmt (\$785,000)	SEWER UTILITY FUND	Sewer	1,313.97
	7/31/23	USDA #5 Pmt (\$785,000)	SEWER UTILITY FUND	Sewer	720.03
	7/31/23	USDA #5 Pmt (\$1,000,000)	SEWER UTILITY FUND	Sewer	1,555.05
	7/31/23	USDA #5 Pmt (\$1,000,000)	SEWER UTILITY FUND	Sewer	1,224.95

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	7/31/23	USDA #5 (\$9,880,000)	SEWER UTILITY FUND	Sewer	15,364.50
	7/31/23	USDA #5 (\$9,880,000)	SEWER UTILITY FUND	Sewer	12,102.50
	7/31/23	USDA #2 Pmt	STORM WATER UTILIT	STORM WATER UTILITY	2,439.83
	7/31/23	USDA #2 Pmt	STORM WATER UTILIT	STORM WATER UTILITY	2,515.17_
				TOTAL:	114,630.00
Verizon Wireless	7/27/23	SRVC JUNE 12- JULY 11	GENERAL FUND	Police Department	397.03
	8/02/23	EMERGENCY ALARM6/26-7/25	GENERAL FUND	Police Department	7.02
	7/27/23	SRVC 6.15-7.15	GENERAL FUND	Parks	54.40
	7/27/23	SRVC 6.15-7.15	GENERAL FUND	Pool	29.98
	7/27/23	SRVC 6.15-7.15	GENERAL FUND	Recreation	46.24
	7/27/23	SRVC 6.15-7.15	GENERAL FUND	Finance	38.13
	7/27/23	SRVC 6.15-7.15	GENERAL FUND	Zoning/Compliance/Perm	38.13
	7/27/23	SRVC 6.15-7.15	ROAD USE TAX	Road Use Tax	86.30
	7/27/23	SRVC 6.15-7.15	WATER UTILITY	Water	64.54
	7/27/23	SRVC 6.15-7.15	SEWER UTILITY FUND	Sewer	104.93_
				TOTAL:	866.70
Visa	7/31/23	BEST BUY- BACK UP DRIVE	GENERAL FUND	Police Department	106.98
	7/31/23	WIRETAP SUBSCRIPTION	GENERAL FUND	Police Department	31.45
	7/31/23	MICROSOFT SRV	GENERAL FUND	Police Department	166.00
	7/31/23	MICROSOFT SRV	GENERAL FUND	Fire Department	6.00
	7/31/23	MICROSOFT SRV	GENERAL FUND	Library	133.00
	7/31/23	CANVA- SR POSTER	GENERAL FUND	Library	22.00
	7/31/23	SCHEDULE BASE- ONLINE SCH	GENERAL FUND	Library	10.00
	7/31/23	USPS- POSTAGE	GENERAL FUND	Library	11.73
	7/31/23	DOLLAR TREE- SR PRIZES	GENERAL FUND	Library	7.50
	7/31/23	IOWA STATE FAIR- SR PRIZES	GENERAL FUND	Library	61.00
	7/31/23	ADEL FAMILY FUN CTR	GENERAL FUND	Library	25.00
	7/31/23	MORNING GRIND- SR PROGRAM	GENERAL FUND	Library	35.00
	7/31/23	MERCY ONE- PRE EMPLOYE SCR	GENERAL FUND	Parks	53.00
	7/31/23	MICROSOFT SRV	GENERAL FUND	Parks	12.00
	7/31/23	AMERICAN AIRLINE- NOSCHENC	GENERAL FUND	Parks	469.80
	7/31/23	ALLIANZ- FLIGHT INSURANCE	GENERAL FUND	Parks	37.58
	7/31/23	BONSTONE- D2 CLEANER	GENERAL FUND	Cemetery	467.40
	7/31/23	DALLAS CO DATA	GENERAL FUND	Pool	199.98
	7/31/23	HYVEE- CAKES FOR POOL BDAY	GENERAL FUND	Pool	128.45
	7/31/23	HYVEE- CAKES FOR POOL BDAY	GENERAL FUND	Pool	316.59
	7/31/23	DOLLAR STORE- POOL SUPPLIE	GENERAL FUND	Pool	42.80
	7/31/23	AMAZON- POOL SUPPLIES	GENERAL FUND	Pool	317.97
	7/31/23	USPS- POSTAGE	GENERAL FUND	Pool	5.50
	7/31/23	FACEBOOK- MARKETING AD	GENERAL FUND	Pool	1.60
	7/31/23	MICROSOFT SRV	GENERAL FUND	Recreation	48.50
	7/31/23	NRPA- DUES	GENERAL FUND	Recreation	180.00
	7/31/23	SMARTSIGN= NAME PLATE	GENERAL FUND	Recreation	19.84
	7/31/23	ALL COURT- SCREEN	GENERAL FUND	Recreation	1,400.00
	7/31/23	IOWA PARKS & REC- 2024 REN	GENERAL FUND	Recreation	180.00
	7/31/23	IACMA MEMBERSHIL	GENERAL FUND	Finance	150.00
	7/31/23	DES MOINES STAMP- NOTARY	GENERAL FUND	Finance	29.50
	7/31/23	BACKGROUND CHECK	GENERAL FUND	Finance	30.00
	7/31/23	MICROSOFT SRV	GENERAL FUND	Finance	168.22
	7/31/23	IACMA MEMBERSHIP	GENERAL FUND	Finance	150.00
	7/31/23	DES MOINES REG DIGITAL CO	GENERAL FUND	Finance	10.69
	7/31/23	PIZZA RANCH- MICC MTG	GENERAL FUND	Zoning/Compliance/Perm	27.80
	7/31/23	MICROSOFT SRV	GENERAL FUND	Zoning/Compliance/Perm	23.00
	7/31/23	REIMB PERSONAL PURCHASE	ROAD USE TAX	Road Use Tax	21.63

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	7/31/23	MICROSOFT SRV	ROAD USE TAX	Road Use Tax	35.00
	7/31/23	AMAZON- STATION ACTIVY RM	TRUST AND AGENCY	Library	91.41
	7/31/23	LANDS END- STAFF APPAREL	TRUST AND AGENCY	Library	63.35
	7/31/23	MICROSOFT SRV	WATER UTILITY	Water	64.00
	7/31/23	SIP US- ALARM	SEWER UTILITY FUND	Sewer	31.08
	7/31/23	MICROSOFT SRV	SEWER UTILITY FUND	Sewer	35.00_
				TOTAL:	5,427.35
Waldinger Corp	8/02/23	RTU #2 COMPRESSOR REPLACEM	GENERAL FUND	Library	5,200.00_
				TOTAL:	5,200.00
Waste Solutions of IA	7/31/23	PORT A POTS	GENERAL FUND	Parks	553.00_
				TOTAL:	553.00
Waukee Power Equipment	7/31/23	LEAF BLOWER REPAIR	GENERAL FUND	Fire Department	36.43_
				TOTAL:	36.43
Webspec Design	8/02/23	AUG 2023 WEBHOSTING	GENERAL FUND	Finance	66.67
	8/02/23	AUG 2023 WEBHOSTING	WATER UTILITY	Water	66.67
	8/02/23	AUG 2023 WEBHOSTING	SEWER UTILITY FUND	Sewer	66.66_
				TOTAL:	200.00
Wellmark/BCBS of Iowa	7/20/23	PY-INSURANCE PREMIUM BCBS	GENERAL FUND	NON-DEPARTMENTAL	2,553.87
	7/20/23	PY-INSURANCE PREMIUM BCBS	ROAD USE TAX	NON-DEPARTMENTAL	355.03
	7/27/23	AUG 2023 PREMIUMS	ROAD USE TAX	Road Use Tax	3,511.57
	7/27/23	AUG 2023 PREMIUMS	TRUST AND AGENCY	General Government	20,111.74
	7/20/23	PY-INSURANCE PREMIUM BCBS	WATER UTILITY	NON-DEPARTMENTAL	342.38
	7/27/23	AUG 2023 PREMIUMS	WATER UTILITY	Water	3,830.81
	7/20/23	PY-INSURANCE PREMIUM BCBS	SEWER UTILITY FUND	NON-DEPARTMENTAL	404.35
	7/27/23	AUG 2023 PREMIUMS	SEWER UTILITY FUND	Sewer	4,150.04
	7/20/23	PY-INSURANCE PREMIUM BCBS	STORM WATER UTILIT	NON-DEPARTMENTAL	39.46
	7/27/23	AUG 2023 PREMIUMS	STORM WATER UTILIT	STORM WATER UTILITY	319.23_
				TOTAL:	35,618.48
Wex Bank	8/02/23	FUEL JULY 2023	GENERAL FUND	Fire Department	114.61
	8/02/23	FUEL JULY 2023	GENERAL FUND	Parks	34.32_
				TOTAL:	148.93
Woodruff Construction, LLC	8/01/23	WWTP IMPROV	NEW WASTEWTR TRTMN	CAPITAL PROJECTS	499,487.85_
				TOTAL:	499,487.85
**PAYROLL EXPENSES	7/13/2023 - 8/03/2023	GENERAL FUND	Police Department		33,543.59
		GENERAL FUND	Fire Department		13,570.00
		GENERAL FUND	Library		12,487.50
		GENERAL FUND	Parks		5,808.65
		GENERAL FUND	Cemetery		1,671.55
		GENERAL FUND	Pool		20,516.90
		GENERAL FUND	Recreation		4,885.82
		GENERAL FUND	Finance		2,705.73
		GENERAL FUND	Zoning/Compliance/Perm		1,919.62

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
**PAYROLL EXPENSES			ROAD USE TAX	Road Use Tax	14,082.72
			WATER UTILITY	Water	13,007.76
			SEWER UTILITY FUND	Sewer	14,614.75
			STORM WATER UTILIT	STORM WATER UTILITY	1,465.72_
				TOTAL:	140,280.31

===== FUND TOTALS =====

001	GENERAL FUND	213,115.00
110	ROAD USE TAX	35,509.06
112	TRUST AND AGENCY	44,021.62
333	NEW WASTEWTR TRTMNT PLNT	499,487.85
600	WATER UTILITY	101,007.09
610	SEWER UTILITY FUND	106,148.10
615	STORM WATER UTILITY	11,099.55
951	FRIENDS/FOUNDATION	440.00

GRAND TOTAL: 1,010,828.27

TOTAL PAGES: 11

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-ADEL
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 7/13/2023 THRU 8/03/2023
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 0/00/0000 THRU 99/99/9999

PAYROLL SELECTION

PAYROLL EXPENSES: YES
EXPENSE TYPE: GROSS
CHECK DATE: 7/13/2023 THRU 8/03/2023

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

	BALANCE 7-1-23	RECEIPTS	TRANSFERS IN	DISBURSEMENTS	TRANSFERS OUT	ACCOUNTS PAYABLE	BALANCE 7-31-23
General Funds							
General	2,642,037.28	216,145.16	-	335,020.40	-	-	2,523,162.04
SPEC RESERVE	452,003.81	14.98	-	-	-	-	452,018.79
Emergency Levy	15,018.89	165.20	-	-	-	-	15,184.09
Police Academy	8,625.17	-	-	-	-	-	8,625.17
Police cops fast	10.00	-	-	-	-	-	10.00
Fire	9,897.37	-	-	-	-	-	9,897.37
Refunds	28,307.08	-	-	-	-	-	28,307.08
CP - Fire Equipment Upgrade	0.00	-	-	-	-	-	0.00
CP - Industrial Park	118,469.31	-	-	-	-	-	118,469.31
Donations - Rec	6,890.86	410.00	-	9,011.70	-	-	(1,710.84)
Hotel-Motel Tax	43,895.80	-	-	-	-	-	43,895.80
Oakdale Pride	113.45	-	-	-	-	-	113.45
Friends/Foundation	337.14	4,096.00	-	673.90	-	-	3,759.24
Historic Pres Plaques	10.55	-	-	-	-	-	10.55
Holiday Lights	0.00	-	-	-	-	-	0.00
Nile Kinnick Addition	16,397.57	1,000.00	-	-	-	-	17,397.57
Total	3,342,014.28	221,831.34	-	344,706.00	-	-	3,219,139.62
Special Revenue Funds							
Road Use Tax	536,174.50	69,150.37	-	56,474.52	-	-	548,850.35
Urban Renewal Tax Increment	24,421.36	956.86	-	-	-	-	25,378.22
Employee Benefits/HRA	436,760.97	2,206.55	-	55,982.02	-	-	382,985.50
LOST FUNDS	1,752,161.58	125,290.29	-	-	-	-	1,877,451.87
Library Memorial	7,000.37	165.00	-	254.76	-	-	6,910.61
Police DARE	2,853.77	111.15	-	-	-	-	2,964.92
POLICE FORFEITURE FUND	3,397.27	-	-	-	-	-	3,397.27
Total	2,762,769.82	197,880.22	-	112,711.30	-	-	2,847,938.74
Capital Project Funds							
CP - Brownfield Project	2,359.33	-	-	-	-	-	2,359.33
CP - 2008 Flood Repair	2,949.18	-	-	-	-	-	2,949.18
CP - 2010 St Project	2,691.86	-	-	-	-	-	2,691.86
CP - Sidewalk Project	(16,043.00)	-	-	-	-	-	(16,043.00)
CP - 2006 Street Improvement	(10,483.83)	-	-	-	-	-	(10,483.83)
DS - 2002 Street	28,424.00	-	-	-	-	-	28,424.00
2010 Brick St Spec Assess	18,189.73	-	-	-	-	-	18,189.73
2017 Brick St Spec Assess	138,550.69	-	-	-	-	-	138,550.69
Adel Hwy 169 Improv	(44,812.67)	-	-	-	-	-	(44,812.67)
2019 Flood	76,231.40	-	-	-	-	-	76,231.40
2020 Derecho	10,798.38	-	-	-	-	-	10,798.38
Eagle Vista Dr Rehab	-	-	-	-	-	-	-
Fire Trucks	717,810.66	-	-	110,538.00	-	-	607,272.66
N 15th St Bridge Replacement	(69,455.78)	-	-	8,446.08	-	-	(77,901.86)
CIRTPA Trails	758,891.00	-	-	7,922.00	-	-	750,969.00
2022 St Resurfacing	(35,300.00)	-	-	-	-	-	(35,300.00)
Rapids St Reconstruction	(36,000.00)	-	-	-	-	-	(36,000.00)
Total	1,544,800.95	-	-	126,906.08	-	-	1,417,894.87
Debt Service Fund							
Debt Service-Property Tax	170,948.84	1,263.30	-	-	-	-	172,212.14
	170,948.84	1,263.30	-	-	-	-	172,212.14
Internal Service Funds							
Flex Plan	4,367.27	848.42	-	-	-	-	5,215.69
	4,367.27	848.42	-	-	-	-	5,215.69
Enterprise Funds							
Water	756,557.69	160,915.42	-	118,883.29	-	-	798,589.82
USDA #3 Bond Reserve (\$7,000,000)	65,268.00	1,813.00	-	-	-	-	67,081.00
USDA #3 Bond Reserve (\$9,603,000)	91,620.00	2,545.00	-	-	-	-	94,165.00
USDA #3 Short Lived Asset Reserve (\$32,740 Pe	98,220.24	2,728.34	-	-	-	-	100,948.58
USDA #6 Bond Reserve	30,672.00	1,278.00	-	-	-	-	31,950.00
USDA #6 Short Lived Asset Reserve (\$14,737 Pe	29,474.08	1,228.09	-	-	-	-	30,702.17
Improvement	2,357,668.44	55,627.33	-	-	-	-	2,413,295.77
CWI	(0.00)	-	-	-	-	-	(0.00)
Water Deposits	210,876.22	4,834.98	-	2,250.00	-	-	213,461.20
CP - Water Utility Improvements - Phase 2	(4,351.25)	-	-	3,896.00	-	-	(8,247.25)
Sewer	900,371.15	135,707.83	-	126,007.40	-	-	910,071.58
USDA #1 Bond Reserve	22,945.00	353.00	-	-	-	-	23,298.00
USDA #1 Short Lived Asset Reserve (\$10,000 Pe	60,000.40	833.34	-	-	-	-	60,833.74
USDA #4 Bond Reserve	73,584.00	1,752.00	-	-	-	-	75,336.00
USDA #4 Short Lived Asset Reserve (Add'l \$6,00	24,000.00	500.00	-	-	-	-	24,500.00
USDA #5 Bond Reserve	77,496.00	3,229.00	-	-	-	-	80,725.00
USDA #5 Short Lived Asset Reserve (Add'l \$4,03	24,060.08	335.84	-	-	-	-	24,395.92
Improvement	1,749,029.02	34,049.84	-	-	-	-	1,783,078.86
CSI	(0.00)	-	-	-	-	-	(0.00)
E. Annex Sewer Connection Fees	271,471.75	-	-	-	-	-	271,471.75
CP - New Wastewater Treatment Plant	(1,080.00)	-	-	5,070.00	-	-	(6,150.00)
CP - Southbridge Lift Station	(4,747.71)	-	-	-	-	-	(4,747.71)
Storm Water	527,793.91	13,415.34	-	9,866.72	-	-	531,342.53
USDA #2 Bond Reserve	27,280.00	496.00	-	-	-	-	27,776.00
USDA #2 Short Lived Asset Reserve	7,500.00	125.00	-	-	-	-	7,625.00
CSWI	395,877.36	14,637.76	-	4,955.00	-	-	405,560.12
Garbage / Recycling	58,784.51	40,849.32	-	37,763.36	-	-	61,870.47
	7,850,370.89	477,254.43	-	308,691.77	-	-	8,018,933.55
Total	15,675,272.05	899,077.71	-	893,015.15	-	-	15,681,334.61
CASH							
Certificate of Deposit - RVB	100,000.00	-	-	-	-	-	100,000.00
Peoples Bank Balance	14,819,548.09	-	-	-	-	-	14,819,548.09
Peoples Bank - Merchant Account	-	-	-	-	-	-	-
Peoples Bank - Storm Water Project	-	-	-	-	-	-	-
Peoples Bank - Water Util Improv	-	-	-	-	-	-	-
Peoples Bank - East Sewer Ext	-	-	-	-	-	-	-
Peoples Bank - WWTP	230,986.46	-	-	-	-	-	230,986.46
IPAIT	816,064.15	-	-	-	-	-	816,064.15
Total CIB	15,966,598.70	Outstanding (285,264.09)	-	Total 15,681,334.61	-	-	15,681,334.61

CITY OF ADEL
MONTH TO DATE TREASURERS REPORT
AS OF: JULY 31ST, 2023

FUND	BEGINNING CASH BALANCE	MTD REVENUES	MTD EXPENSES	ACCOUNTS PAYABLE	ENDING CASH BALANCE	TOTAL INVESTMENTS	TOTAL CASH & INVESTMENTS
GENERAL FUND	2,641,866.10	216,145.16	335,020.40	0.00	2,522,990.86	0.00	2,522,990.86
SPECIAL RESERVE TRANSFER	452,003.81	14.98	0.00	0.00	452,018.79	0.00	452,018.79
ROAD USE TAX	536,174.50	69,150.37	56,474.52	0.00	548,850.35	0.00	548,850.35
TRUST AND AGENCY	734,451.42	8,741.30	67,498.48	0.00	675,694.24	0.00	675,694.24
HOTEL-MOTEL TAX	43,895.80	0.00	0.00	0.00	43,895.80	0.00	43,895.80
TIF	24,421.36	956.86	0.00	0.00	25,378.22	0.00	25,378.22
2010 BRICK ST SPEC ASSES	18,189.73	0.00	0.00	0.00	18,189.73	0.00	18,189.73
2002 ST/UTIL-SPEC ASSESS	28,424.00	0.00	0.00	0.00	28,424.00	0.00	28,424.00
2017 BRICK ST SPEC ASSESS	138,550.69	0.00	0.00	0.00	138,550.69	0.00	138,550.69
DEBT SERVICE	170,948.84	1,263.30	0.00	0.00	172,212.14	0.00	172,212.14
2006 STREET IMP PROJECT	(10,483.83)	0.00	0.00	0.00 (10,483.83)	0.00 (10,483.83)
BROWNFIELD PROJECT	2,359.33	0.00	0.00	0.00	2,359.33	0.00	2,359.33
2008 FLOOD REPAIR PROJEC	2,949.18	0.00	0.00	0.00	2,949.18	0.00	2,949.18
2010 STREET PROJECT	2,691.86	0.00	0.00	0.00	2,691.86	0.00	2,691.86
SIDEWALK PROJECT	(16,043.00)	0.00	0.00	0.00 (16,043.00)	0.00 (16,043.00)
INDUSTRIAL PARK PROJECT	118,469.31	0.00	0.00	0.00	118,469.31	0.00	118,469.31
LOST FUNDS - AQUATIC CEN	1,752,161.58	125,290.29	0.00	0.00	1,877,451.87	0.00	1,877,451.87
FIRE TRUCKS	717,810.66	0.00	110,538.00	0.00	607,272.66	0.00	607,272.66
NEW WASTEWTR TRTMNT PLNT	(1,080.00)	0.00	5,070.00	0.00 (6,150.00)	0.00 (6,150.00)
ADEL HWY 169 IMPROV	(44,812.67)	0.00	0.00	0.00 (44,812.67)	0.00 (44,812.67)
2019 FLOOD	76,231.40	0.00	0.00	0.00	76,231.40	0.00	76,231.40
WATER UTIL IMPROV P2	(4,351.25)	0.00	3,896.00	0.00 (8,247.25)	0.00 (8,247.25)
SOUTHBRIDGE LIFT STATION	(4,747.71)	0.00	0.00	0.00 (4,747.71)	0.00 (4,747.71)
2020 Derecho	10,798.38	0.00	0.00	0.00	10,798.38	0.00	10,798.38
N 15TH ST BRIDGE REPLACE	(69,455.78)	0.00	8,446.08	0.00 (77,901.86)	0.00 (77,901.86)
CIRTPA TRAILS	758,891.00	0.00	7,922.00	0.00	750,969.00	0.00	750,969.00
2022 ST RESURFACING	(35,300.00)	0.00	0.00	0.00 (35,300.00)	0.00 (35,300.00)
RAPIDS ST RECONSTRUCTION	(36,000.00)	0.00	0.00	0.00 (36,000.00)	0.00 (36,000.00)
WATER UTILITY	3,428,935.83	226,135.18	118,883.29	0.00	3,536,187.72	0.00	3,536,187.72
SEWER UTILITY FUND	3,203,224.62	176,760.85	126,007.40	0.00	3,253,978.07	0.00	3,253,978.07
STORM WATER UTILITY	958,447.59	28,674.10	14,821.72	0.00	972,299.97	0.00	972,299.97
GARBAGE/RECYCLING UTILITY	58,790.59	40,849.32	37,763.36	0.00	61,876.55	0.00	61,876.55
OAKDALE PRIDE	113.45	0.00	0.00	0.00	113.45	0.00	113.45
FRIENDS/FOUNDATION	337.14	4,096.00	673.90	0.00	3,759.24	0.00	3,759.24
HISTORIC PRES PLAQUES	10.55	0.00	0.00	0.00	10.55	0.00	10.55
NILE KINNICK ADDITION	16,397.57	1,000.00	0.00	0.00	17,397.57	0.00	17,397.57
GRAND TOTAL	15,675,272.05	899,077.71	893,015.15	0.00	15,681,334.61	0.00	15,681,334.61
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*** END OF REPORT ***

CITY OF ADEL
STATEMENT OF REVENUES - BUDGET VS. ACTUAL
AS OF: JULY 31ST, 2023

Ignore

REVENUES	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
001-GENERAL FUND	3,007,455	3,615,643	216,145.16	216,145.16	102,043.14	3,399,498.25	94.02
002-SPECIAL RESERVE TRANS	34,700	34,700	14.98	14.98	3.30	34,685.02	99.96
110-ROAD USE TAX	769,125	787,584	69,150.37	69,150.37	65,108.95	718,433.63	91.22
112-TRUST AND AGENCY	752,265	931,484	8,741.30	8,741.30	23,538.66	922,742.70	99.06
125-TIF	492,544	492,544	956.86	956.86	5,035.83	491,587.14	99.81
135-2017 BRICK ST SPEC AS	8,059	7,741	0.00	0.00	0.00	7,741.00	100.00
200-DEBT SERVICE	878,951	977,449	1,263.30	1,263.30	3,608.73	976,185.70	99.87
324-LOST FUNDS - AQUATIC	1,345,497	1,485,344	125,290.29	125,290.29	117,317.03	1,360,053.71	91.56
328-FIRE TRUCKS	816,000	0	0.00	0.00	0.00	0.00	0.00
333-NEW WASTEWTR TRTMNT P	1,845,000	360,000	0.00	0.00	263,508.17	360,000.00	100.00
336-2018 ADEL STREET RESU	1,687,500	0	0.00	0.00	0.00	0.00	0.00
338-WATER UTIL IMPROV P2	800,000	765,000	0.00	0.00	127,600.00	765,000.00	100.00
339-SOUTHBRIDGE LIFT STAT	475,000	0	0.00	0.00	0.00	0.00	0.00
342-N 15TH ST BRIDGE REPL	0	556,000	0.00	0.00	0.00	556,000.00	100.00
600-WATER UTILITY	2,047,619	2,034,439	226,135.18	226,135.18	164,264.97	1,808,303.82	88.88
610-SEWER UTILITY FUND	1,833,183	1,691,651	176,760.85	176,760.85	225,513.23	1,514,890.15	89.55
615-STORM WATER UTILITY	325,453	329,370	28,674.10	28,674.10	27,502.55	300,695.90	91.29
670-GARBAGE/RECYCLING UTI	428,083	479,984	40,849.32	40,849.32	38,411.87	439,134.68	91.49
951-FRIENDS/FOUNDATION	10,000	7,000	4,096.00	4,096.00	0.00	2,904.00	41.49
956-NILE KINNICK ADDITION	0	0	1,000.00	1,000.00	45.00 (1,000.00)	0.00
TOTAL REVENUES	17,556,434	14,555,933	899,077.71	899,077.71	1,163,501.43	13,656,855.70	93.82
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CITY OF ADEL
STATEMENT OF EXPENDITURES - BUDGET vs ACTUAL
AS OF: JULY 31ST, 2023

Ignore

EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXP.+ ENCUMB.	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
001-GENERAL FUND	3,004,724	3,617,525	335,020.40	335,020.40	304,540.94	3,282,504.60	90.74
002-SPECIAL RESERVE TRANS	20,000	40,000	0.00	0.00	0.00	40,000.00	100.00
110-ROAD USE TAX	863,371	820,103	56,474.52	56,474.52	29,287.28	763,628.48	93.11
112-TRUST AND AGENCY	738,964	911,135	67,498.48	67,498.48	41,878.60	843,636.52	92.59
125-TIF	492,544	492,544	0.00	0.00	0.00	492,544.00	100.00
135-2017 BRICK ST SPEC AS	15,571	15,336	0.00	0.00	0.00	15,336.00	100.00
200-DEBT SERVICE	833,205	831,555	0.00	0.00	0.00	831,555.00	100.00
324-LOST FUNDS - AQUATIC	1,664,536	842,152	0.00	0.00	0.00	842,152.00	100.00
328-FIRE TRUCKS	816,000	815,648	110,538.00	110,538.00	0.00	705,110.00	86.45
333-NEW WASTEWTR TRTMNT P	1,845,000	360,000	5,070.00	5,070.00	263,262.26	354,930.00	98.59
336-2018 ADEL STREET RESU	1,637,500	0	0.00	0.00	0.00	0.00	0.00
338-WATER UTIL IMPROV P2	800,000	765,000	3,896.00	3,896.00	127,585.00	761,104.00	99.49
339-SOUTHBRIDGE LIFT STAT	475,000	0	0.00	0.00	170,507.35	0.00	0.00
342-N 15TH ST BRIDGE REPL	0	556,000	8,446.08	8,446.08	11,445.00	547,553.92	98.48
343-CIRTPA TRAILS	0	561,000	7,922.00	7,922.00	20,026.00	553,078.00	98.59
600-WATER UTILITY	1,840,208	1,930,985	118,883.29	118,883.29	116,333.76	1,812,101.71	93.84
610-SEWER UTILITY FUND	2,089,589	1,628,494	126,007.40	126,007.40	107,544.00	1,502,486.60	92.26
615-STORM WATER UTILITY	270,235	276,965	14,821.72	14,821.72	11,772.66	262,143.28	94.65
670-GARBAGE/RECYCLING UTI	466,454	475,112	37,763.36	37,763.36	37,764.56	437,348.64	92.05
951-FRIENDS/FOUNDATION	10,000	7,000	673.90	673.90	504.87	6,326.10	90.37
TOTAL EXPENDITURES	17,882,901	14,946,554	893,015.15	893,015.15	1,242,452.28	14,053,538.85	94.03
	=====	=====	=====	=====	=====	=====	=====
REVENUE OVER/ (UNDER) EXPENDITURES	(326,467)	(390,621)	6,062.56	6,062.56	(78,950.85)	(396,683.15)	7,194.51

001-GENERAL FUND

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
Non Departmental					
=====					
<u>TAXES</u>					
001-4-000-4-4000 PROPERTY TAXES	1,702,709.00	4,698.55	4,698.55	0.28	1,698,010.45
001-4-000-4-4003 AG LAND - CORP ROAD	3,977.00	8.78	8.78	0.22	3,968.22
001-4-000-4-4013 PROPERTY/LIABILITY INSURANCE	93,539.00	229.10	229.10	0.24	93,309.90
001-4-000-4-4050 COMM-IND PROP TAX BACKFILL	81,415.00	0.00	0.00	0.00	81,415.00
001-4-000-4-4080 MOBILE HOME TAX	<u>3,499.00</u>	<u>257.65</u>	<u>257.65</u>	<u>7.36</u>	<u>3,241.35</u>
TOTAL TAXES	1,885,139.00	5,194.08	5,194.08	0.28	1,879,944.92
<u>LICENSES & PERMITS</u>					
001-4-000-1-4100 BEER & LIQUOR PERMITS	5,000.00	585.00	585.00	11.70	4,415.00
001-4-000-1-4105 CIGARETTE PERMITS	450.00	0.00	0.00	0.00	450.00
001-4-000-1-4160 UTILITY FRANCHISE FEES	8,000.00	0.00	0.00	0.00	8,000.00
001-4-000-1-4170 PEDDLERS,SOLICITERS,TRANSIENT	1,000.00	300.00	300.00	30.00	700.00
001-4-000-1-4175 SPECIAL EVENT PERMITS	300.00	0.00	0.00	0.00	300.00
001-4-000-1-4185 BICYCLE/GOLF CART PERMIT	<u>1,000.00</u>	<u>100.00</u>	<u>100.00</u>	<u>10.00</u>	<u>900.00</u>
TOTAL LICENSES & PERMITS	15,750.00	985.00	985.00	6.25	14,765.00
<u>USE OF MONEY & PROPERTY</u>					
001-4-000-4-4300 INTEREST ON INVESTMENTS-N.O.W.	15,000.00	61,429.15	61,429.15	409.53 (46,429.15)
001-4-000-4-4320 RENTALS	<u>75,000.00</u>	<u>6,266.42</u>	<u>6,266.42</u>	<u>8.36</u>	<u>68,733.58</u>
TOTAL USE OF MONEY & PROPERTY	90,000.00	67,695.57	67,695.57	75.22	22,304.43
<u>CHARGES FOR SERVICES</u>					
001-4-000-1-4534 COPIES	<u>10.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10.00</u>
TOTAL CHARGES FOR SERVICES	10.00	0.00	0.00	0.00	10.00
<u>MISCELLANEOUS REVENUES</u>					
001-4-000-1-4735 MISC REVENUES	1,000.00	0.00	0.00	0.00	1,000.00
001-4-000-1-4737 SALES TAX REFUNDS	<u>2,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,000.00</u>
TOTAL MISCELLANEOUS REVENUES	3,000.00	0.00	0.00	0.00	3,000.00
<hr/>					
TOTAL Non Departmental	1,993,899.00	73,874.65	73,874.65	3.71	1,920,024.35

Police Department
=====

<u>CHARGES FOR SERVICES</u>					
001-4-110-1-4550 POL SERV - REPORTS, FINGERPRNT	<u>2,000.00</u>	<u>90.00</u>	<u>90.00</u>	<u>4.50</u>	<u>1,910.00</u>
TOTAL CHARGES FOR SERVICES	2,000.00	90.00	90.00	4.50	1,910.00

001-GENERAL FUND

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>MISCELLANEOUS REVENUES</u>					
001-4-110-1-4770 TICKETS AND COURT FINES	2,750.00	385.25	385.25	14.01	2,364.75
TOTAL MISCELLANEOUS REVENUES	2,750.00	385.25	385.25	14.01	2,364.75
<u>OTHER FINANCING SOURCES</u>					
001-4-110-1-4855 SRO REIMBURSEMENT	52,665.00	23,512.73	23,512.73	44.65	29,152.27
TOTAL OTHER FINANCING SOURCES	52,665.00	23,512.73	23,512.73	44.65	29,152.27
TOTAL Police Department	57,415.00	23,987.98	23,987.98	41.78	33,427.02
Fire Department =====					
<u>INTERGOVERNMENTAL</u>					
001-4-150-2-4475 FIRE SERVICE	127,196.41	0.00	0.00	0.00	127,196.41
TOTAL INTERGOVERNMENTAL	127,196.41	0.00	0.00	0.00	127,196.41
<u>MISCELLANEOUS REVENUES</u>					
001-4-150-2-4710 REIMBURSEMENTS	11,683.00	0.00	0.00	0.00	11,683.00
TOTAL MISCELLANEOUS REVENUES	11,683.00	0.00	0.00	0.00	11,683.00
TOTAL Fire Department	138,879.41	0.00	0.00	0.00	138,879.41
Animal Control =====					
<u>LICENSES & PERMITS</u>					
001-4-190-1-4180 PET LICENSE	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL LICENSES & PERMITS	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL Animal Control	1,500.00	0.00	0.00	0.00	1,500.00
Library =====					
<u>INTERGOVERNMENTAL</u>					
001-4-410-2-4470 LIBRARY-COUNTY SERVICE	18,000.00	0.00	0.00	0.00	18,000.00
TOTAL INTERGOVERNMENTAL	18,000.00	0.00	0.00	0.00	18,000.00
<u>MISCELLANEOUS REVENUES</u>					
001-4-410-1-4766 LIBRARY FINES & OPEN ACCESS	2,000.00	88.05	88.05	4.40	1,911.95
001-4-410-1-4767 MEETING ROOM FEE	300.00	111.75	111.75	37.25	188.25
TOTAL MISCELLANEOUS REVENUES	2,300.00	199.80	199.80	8.69	2,100.20
TOTAL Library	20,300.00	199.80	199.80	0.98	20,100.20

001-GENERAL FUND

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
Museum =====					
OTHER FINANCING SOURCES					
Parks =====					
LICENSES & PERMITS					
USE OF MONEY & PROPERTY					
001-4-430-3-4310 CAMPGROUND RENT	8,232.00	0.00	0.00	0.00	8,232.00
TOTAL USE OF MONEY & PROPERTY	8,232.00	0.00	0.00	0.00	8,232.00
CHARGES FOR SERVICES					
001-4-430-1-4556 PARK SHELTER RENT	1,200.00	219.35	219.35	18.28	980.65
TOTAL CHARGES FOR SERVICES	1,200.00	219.35	219.35	18.28	980.65
TOTAL Parks	9,432.00	219.35	219.35	2.33	9,212.65
Island Park =====					
CHARGES FOR SERVICES					
Cemetery =====					
MISCELLANEOUS REVENUES					
001-4-450-1-4740 CEMETERY STANDARD SPACE	13,000.00	4,000.00	4,000.00	30.77	9,000.00
001-4-450-1-4742 REGULAR SPACE OPEN/CLOSE	5,000.00	0.00	0.00	0.00	5,000.00
001-4-450-1-4743 CREMATION OPEN/CLOSE	2,000.00	700.00	700.00	35.00	1,300.00
TOTAL MISCELLANEOUS REVENUES	20,000.00	4,700.00	4,700.00	23.50	15,300.00
TOTAL Cemetery	20,000.00	4,700.00	4,700.00	23.50	15,300.00
Pool =====					
CHARGES FOR SERVICES					
001-4-460-1-4554 POOL ADMISSIONS	145,000.00	23,799.60	23,799.60	16.41	121,200.40
001-4-460-1-4555 POOL-LESSONS	25,000.00	100.00	100.00	0.40	24,900.00
001-4-460-1-4556 POOL BIRTHDAY PARTY PACKAGES	1,000.00	738.00	738.00	73.80	262.00
001-4-460-1-4557 CONCESSIONS RECEIPTS	32,000.00	13,724.75	13,724.75	42.89	18,275.25
001-4-460-1-4558 LIFEGUARD CLASSES	1,000.00	120.00	120.00	12.00	880.00
TOTAL CHARGES FOR SERVICES	204,000.00	38,482.35	38,482.35	18.86	165,517.65

001-GENERAL FUND

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
<u>MISCELLANEOUS REVENUES</u>					
<hr/>					
TOTAL Pool	204,000.00	38,482.35	38,482.35	18.86	165,517.65
Recreation =====					
<u>USE OF MONEY & PROPERTY</u>					
001-4-470-4-4310 BALLFIELD RENTALS	<u>2,500.00</u>	<u>32.10</u>	<u>32.10</u>	<u>1.28</u>	<u>2,467.90</u>
TOTAL USE OF MONEY & PROPERTY	2,500.00	32.10	32.10	1.28	2,467.90
<u>CHARGES FOR SERVICES</u>					
001-4-470-1-4550 ARCHERY PERMITS	500.00	226.75	226.75	45.35	273.25
001-4-470-1-4558 SOFTBALL REGISTRATIONS	11,000.00	0.00	0.00	0.00	11,000.00
001-4-470-1-4559 BASEBALL REGISTRATION	22,000.00 (40.00) (40.00)	0.18-	22,040.00
001-4-470-1-4560 SOCCER REGISTRATIONS	4,000.00	0.00	0.00	0.00	4,000.00
001-4-470-1-4561 FOOTBALL REGISTRATIONS	1,000.00	0.00	0.00	0.00	1,000.00
001-4-470-1-4562 ADULT LEAGUES	8,000.00	250.00	250.00	3.13	7,750.00
001-4-470-1-4563 OTHER, SPONSORS	1,000.00	0.00	0.00	0.00	1,000.00
001-4-470-1-4564 YOUTH BASKETBALL	12,000.00	0.00	0.00	0.00	12,000.00
001-4-470-1-4565 SPECIAL EVENTS	500.00	100.00	100.00	20.00	400.00
001-4-470-1-4566 YOUTH TENNIS	3,500.00	100.00	100.00	2.86	3,400.00
001-4-470-1-4568 ARCHERY LEAGUE REGISTRATIONS	<u>200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>200.00</u>
TOTAL CHARGES FOR SERVICES	63,700.00	636.75	636.75	1.00	63,063.25
<u>MISCELLANEOUS REVENUES</u>					
001-4-470-1-4736 CONCESSION REVENUE	<u>4,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,500.00</u>
TOTAL MISCELLANEOUS REVENUES	4,500.00	0.00	0.00	0.00	4,500.00
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TOTAL Recreation	70,700.00	668.85	668.85	0.95	70,031.15
Finance =====					
<u>INTERGOVERNMENTAL</u>					
001-4-620-2-4440 STATE GRANTS	<u>15,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>15,000.00</u>
TOTAL INTERGOVERNMENTAL	15,000.00	0.00	0.00	0.00	15,000.00
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TOTAL Finance	15,000.00	0.00	0.00	0.00	15,000.00
Zoning/Compliance/Permits =====					

001-GENERAL FUND

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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<u>LICENSES & PERMITS</u>					
001-4-630-1-4120 BUILDING PERMITS	108,000.00	73,887.18	73,887.18	68.41	34,112.82
001-4-630-1-4165 ZONING FEES	250.00	125.00	125.00	50.00	125.00
001-4-630-1-4166 SUBDIVISION FEES	<u>30,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>30,000.00</u>
TOTAL LICENSES & PERMITS	138,250.00	74,012.18	74,012.18	53.54	64,237.82
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TOTAL Zoning/Compliance/Permits	138,250.00	74,012.18	74,012.18	53.54	64,237.82
Emergency Levy =====					
<u>OTHER FINANCING SOURCES</u>					
001-4-690-4-4834 TRANSFER--EMERGENCY LEVY	56,874.00	0.00	0.00	0.00	56,874.00
001-4-690-4-4836 OTHER TRANSFERS	<u>889,394.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>889,394.00</u>
TOTAL OTHER FINANCING SOURCES	946,268.00	0.00	0.00	0.00	946,268.00
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TOTAL Emergency Levy	946,268.00	0.00	0.00	0.00	946,268.00
Debt Service =====					
<u>OTHER FINANCING SOURCES</u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
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TOTAL REVENUE	3,615,643.41	216,145.16	216,145.16	5.98	3,399,498.25
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110-ROAD USE TAX

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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Road Use Tax =====					
INTERGOVERNMENTAL					
110-4-210-2-4430 RUT	<u>787,584.00</u>	<u>69,150.37</u>	<u>69,150.37</u>	<u>8.78</u>	<u>718,433.63</u>
TOTAL INTERGOVERNMENTAL	787,584.00	69,150.37	69,150.37	8.78	718,433.63
MISCELLANEOUS REVENUES	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
OTHER FINANCING SOURCES	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
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TOTAL Road Use Tax	787,584.00	69,150.37	69,150.37	8.78	718,433.63
<hr/>					
TOTAL REVENUE	<u>787,584.00</u>	<u>69,150.37</u>	<u>69,150.37</u>	<u>8.78</u>	<u>718,433.63</u>
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600-WATER UTILITY

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
Water					
=====					
<u>USE OF MONEY & PROPERTY</u>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<u>INTERGOVERNMENTAL</u>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<u>CHARGES FOR SERVICES</u>					
600-4-810-1-4500 WATER METERED SALES	1,911,939.00	211,590.97	211,590.97	11.07	1,700,348.03
600-4-810-1-4501 WATER SERVICE EXCISE TAX	115,000.00	11,932.21	11,932.21	10.38	103,067.79
600-4-810-1-4540 CONNECTING FEES	7,500.00	2,600.00	2,600.00	34.67	4,900.00
600-4-810-1-4550 CWI SURCHARGE	0.00	12.00	12.00	0.00	(12.00)
TOTAL CHARGES FOR SERVICES	2,034,439.00	226,135.18	226,135.18	11.12	1,808,303.82
<u>MISCELLANEOUS REVENUES</u>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<u>OTHER FINANCING SOURCES</u>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
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TOTAL Water	2,034,439.00	226,135.18	226,135.18	11.12	1,808,303.82
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TOTAL REVENUE	2,034,439.00	226,135.18	226,135.18	11.12	1,808,303.82
	=====	=====	=====	=====	=====

610-SEWER UTILITY FUND

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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Sewer =====					
<hr/>					
<u>USE OF MONEY & PROPERTY</u>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<u>INTERGOVERNMENTAL</u>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<u>CHARGES FOR SERVICES</u>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
610-4-815-1-4510 SEWER SERVICE FEES	1,684,151.00	169,353.35	169,353.35	10.06	1,514,797.65
610-4-815-1-4541 SEWER CONNECTION FEE	7,500.00	7,400.00	7,400.00	98.67	100.00
610-4-815-1-4550 CSI SURCHARGE	<u>0.00</u>	<u>7.50</u>	<u>7.50</u>	<u>0.00</u>	(<u>7.50</u>)
TOTAL CHARGES FOR SERVICES	1,691,651.00	176,760.85	176,760.85	10.45	1,514,890.15
<hr/>					
<u>MISCELLANEOUS REVENUES</u>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<u>OTHER FINANCING SOURCES</u>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
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TOTAL Sewer	1,691,651.00	176,760.85	176,760.85	10.45	1,514,890.15
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TOTAL REVENUE	1,691,651.00	176,760.85	176,760.85	10.45	1,514,890.15
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615-STORM WATER UTILITY

08.33% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
STORM WATER UTILITY =====					
USE OF MONEY & PROPERTY	_____	_____	_____	_____	_____
CHARGES FOR SERVICES					
615-4-820-1-4510 SWU SERVICE FEE	162,603.00	14,036.34	14,036.34	8.63	148,566.66
615-4-820-1-4550 CSWI SURCHARGE	<u>166,767.00</u>	<u>14,637.76</u>	<u>14,637.76</u>	<u>8.78</u>	<u>152,129.24</u>
TOTAL CHARGES FOR SERVICES	329,370.00	28,674.10	28,674.10	8.71	300,695.90
MISCELLANEOUS REVENUES	_____	_____	_____	_____	_____
OTHER FINANCING SOURCES	_____	_____	_____	_____	_____
TOTAL STORM WATER UTILITY	329,370.00	28,674.10	28,674.10	8.71	300,695.90
TOTAL REVENUE	<u>329,370.00</u>	<u>28,674.10</u>	<u>28,674.10</u>	<u>8.71</u>	<u>300,695.90</u>

CITY OF ADEL
EXPENDITURES REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

001-GENERAL FUND

08.33% OF YEAR COMP.

Non Departmental

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
DEPARTMENTAL EXPENDITURES					
<hr/>					
TRANSFERS					
001-5-000-5-6910 TRANSFER OUT	<u>16,687.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>16,687.00</u>
TOTAL TRANSFERS	16,687.00	0.00	0.00	0.00	16,687.00
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TOTAL Non Departmental	16,687.00	0.00	0.00	0.00	16,687.00

001-GENERAL FUND

08.33% OF YEAR COMP.

Police Department

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
001-5-110-1-6010 FULL TIME WAGES	823,813.00	62,593.86	62,593.86	7.60	761,219.14
001-5-110-1-6020 PART TIME WAGES	12,000.00	493.35	493.35	4.11	11,506.65
001-5-110-1-6040 OVERTIME WAGES	8,000.00	263.01	263.01	3.29	7,736.99
001-5-110-1-6062 HOLIDAY WAGES	12,000.00	1,544.92	1,544.92	12.87	10,455.08
001-5-110-1-6069 COURT TIME WAGES	1,000.00	183.34	183.34	18.33	816.66
001-5-110-1-6181 UNIFORM ALLOWANCE	10,000.00	3,375.00	3,375.00	33.75	6,625.00
001-5-110-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	400.00	0.00	0.00	0.00	400.00
001-5-110-1-6230 EDUCATION & TRAINING	6,000.00	2,180.28	2,180.28	36.34	3,819.72
001-5-110-1-6231 ACADEMY TRAINING	9,000.00	0.00	0.00	0.00	9,000.00
001-5-110-1-6240 MEETINGS AND TRAVEL	<u>350.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>350.00</u>
TOTAL PERSONAL SERVICES	882,563.00	70,633.76	70,633.76	8.00	811,929.24
<u>SERVICES AND COMMODITIES</u>					
001-5-110-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	24,000.00	1,599.07	1,599.07	6.66	22,400.93
001-5-110-2-6332 VEHICLE, EQUIP & RADIO MAINT.	20,000.00	138.00	138.00	0.69	19,862.00
001-5-110-2-6371 UTILITIES-ELEC,GAS-SANITATION	10,000.00	769.54	769.54	7.70	9,230.46
001-5-110-2-6372 DISASTER SERVICES	5,000.00	56.02	56.02	1.12	4,943.98
001-5-110-2-6373 TELEPHONE/RADIO	9,800.00	1,526.78	1,526.78	15.58	8,273.22
001-5-110-2-6402 ADVERTISING & LEGAL PUBLICATIO	2,000.00	0.00	0.00	0.00	2,000.00
001-5-110-2-6407 PROFESS FEES-DRS, LAWYERS, ENG	4,000.00	206.45	206.45	5.16	3,793.55
001-5-110-2-6408 INSURANCE-FIRE & AUTO-GENERAL	13,448.00	0.00	0.00	0.00	13,448.00
001-5-110-2-6411 COURT COSTS	350.00	5.00	5.00	1.43	345.00
001-5-110-2-6413 PMTS TO OTHER AGENCIES	5,000.00	211.25	211.25	4.23	4,788.75
001-5-110-2-6419 DATA PROCESSING EXPENSES	16,000.00	2,054.88	2,054.88	12.84	13,945.12
001-5-110-2-6426 BUILDING & GROUNDS MAINTENANCE	8,000.00	405.00	405.00	5.06	7,595.00
001-5-110-2-6432 SERVICE/MAINT AGREEMENTS	3,500.00	264.00	264.00	7.54	3,236.00
001-5-110-2-6506 OFFICE SUPPLIES	3,250.00	692.21	692.21	21.30	2,557.79
001-5-110-2-6516 FILM & PROCESSING	500.00	0.00	0.00	0.00	500.00
001-5-110-2-6598 PETTY CASH & MISCELLANEOUS	200.00	0.00	0.00	0.00	200.00
001-5-110-2-6599 MISC SUPPLIES	<u>2,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,000.00</u>
TOTAL SERVICES AND COMMODITIES	127,048.00	7,928.20	7,928.20	6.24	119,119.80
<u>CAPITAL OUTLAY</u>					
001-5-110-3-6711 CAPITAL OUTLAY-VEHICLE	80,410.00	0.00	0.00	0.00	80,410.00
001-5-110-3-6726 EQUIPMENT UPGRADE	<u>26,879.00</u>	<u>1,875.00</u>	<u>1,875.00</u>	<u>6.98</u>	<u>25,004.00</u>
TOTAL CAPITAL OUTLAY	107,289.00	1,875.00	1,875.00	1.75	105,414.00
<u>TRANSFERS</u>					
TOTAL Police Department	1,116,900.00	80,436.96	80,436.96	7.20	1,036,463.04

001-GENERAL FUND

08.33% OF YEAR COMP.

Fire Department

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
001-5-150-1-6050 FIRE CALL STIPEND	24,000.00	13,570.00	13,570.00	56.54	10,430.00
001-5-150-1-6052 FIRST RESPONDERS	9,000.00	0.00	0.00	0.00	9,000.00
001-5-150-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	400.00	0.00	0.00	0.00	400.00
001-5-150-1-6230 EDUCATION & TRAINING	3,500.00	0.00	0.00	0.00	3,500.00
001-5-150-1-6260 AWARDS	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>
TOTAL PERSONAL SERVICES	37,400.00	13,570.00	13,570.00	36.28	23,830.00
<u>SERVICES AND COMMODITIES</u>					
001-5-150-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	3,000.00	243.29	243.29	8.11	2,756.71
001-5-150-2-6332 VEHICLE, EQUIP & RADIO MAINT.	12,000.00	1,934.78	1,934.78	16.12	10,065.22
001-5-150-2-6371 UTILITIES-ELEC,GAS-SANITATION	2,000.00	15.07	15.07	0.75	1,984.93
001-5-150-2-6373 TELEPHONE/RADIO	3,800.00	466.14	466.14	12.27	3,333.86
001-5-150-2-6407 PROFESS FEES-DRS, LAWYERS, ENG	4,000.00	0.00	0.00	0.00	4,000.00
001-5-150-2-6408 INSURANCE-FIRE & AUTO-GENERAL	15,791.00	0.00	0.00	0.00	15,791.00
001-5-150-2-6419 DATA PROCESSING EXPENSES	3,500.00	325.12	325.12	9.29	3,174.88
001-5-150-2-6426 BUILDING & GROUNDS MAINTENANCE	7,500.00	0.00	0.00	0.00	7,500.00
001-5-150-2-6432 SERVICE/MAINT AGREEMENTS	700.00	0.00	0.00	0.00	700.00
001-5-150-2-6504 MINOR EQUIPMENT	20,000.00	92.78	92.78	0.46	19,907.22
001-5-150-2-6506 OFFICE SUPPLIES	500.00	0.00	0.00	0.00	500.00
001-5-150-2-6514 BUNKER GEAR/EQUIP	10,000.00	0.00	0.00	0.00	10,000.00
001-5-150-2-6517 HEPATITUS B-VACINATIONS	250.00	0.00	0.00	0.00	250.00
001-5-150-2-6518 UNIFORMS	5,000.00	0.00	0.00	0.00	5,000.00
001-5-150-2-6519 FIRE GROUND EXPENSE	500.00	0.00	0.00	0.00	500.00
001-5-150-2-6520 FIRE PREVENTION EXPENSES	1,000.00	0.00	0.00	0.00	1,000.00
001-5-150-2-6521 AIR COMPRESSOR	1,000.00	0.00	0.00	0.00	1,000.00
001-5-150-2-6599 MISC SUPPLIES	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>
TOTAL SERVICES AND COMMODITIES	91,541.00	3,077.18	3,077.18	3.36	88,463.82
<u>CAPITAL OUTLAY</u>					
001-5-150-3-6711 CAPITAL OUTLAY-VEHICLE/EQUIP	<u>40,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>40,000.00</u>
TOTAL CAPITAL OUTLAY	40,000.00	0.00	0.00	0.00	40,000.00
TOTAL Fire Department	168,941.00	16,647.18	16,647.18	9.85	152,293.82

CITY OF ADEL
EXPENDITURES REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

001-GENERAL FUND

08.33% OF YEAR COMP.

Animal Control

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
SERVICES AND COMMODITIES					
001-5-190-2-6421 ANIMAL CONTROL	<u>2,000.00</u>	<u>150.00</u>	<u>150.00</u>	<u>7.50</u>	<u>1,850.00</u>
TOTAL SERVICES AND COMMODITIES	2,000.00	150.00	150.00	7.50	1,850.00
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TOTAL Animal Control	2,000.00	150.00	150.00	7.50	1,850.00

CITY OF ADEL
EXPENDITURES REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

001-GENERAL FUND

08.33% OF YEAR COMP.

Roads, Bridges, Sidewalks

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
SERVICES AND COMMODITIES					
001-5-210-2-6408 INSURANCE	<u>17,910.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>17,910.00</u>
TOTAL SERVICES AND COMMODITIES	17,910.00	0.00	0.00	0.00	17,910.00
CAPITAL OUTLAY	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
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TOTAL Roads, Bridges, Sidewalks	17,910.00	0.00	0.00	0.00	17,910.00

CITY OF ADEL
EXPENDITURES REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

001-GENERAL FUND

08.33% OF YEAR COMP.

Street Lighting

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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SERVICES AND COMMODITIES					
001-5-230-2-6375 STREET LIGHTING	<u>58,000.00</u>	<u>4,509.93</u>	<u>4,509.93</u>	<u>7.78</u>	<u>53,490.07</u>
TOTAL SERVICES AND COMMODITIES	58,000.00	4,509.93	4,509.93	7.78	53,490.07
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TOTAL Street Lighting	58,000.00	4,509.93	4,509.93	7.78	53,490.07

CITY OF ADEL
EXPENDITURES REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

001-GENERAL FUND

08.33% OF YEAR COMP.

Traffic Control & Safety

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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SERVICES AND COMMODITIES					
001-5-240-2-6374 TRAFFIC CONTROL	<u>575.00</u>	<u>32.41</u>	<u>32.41</u>	<u>5.64</u>	<u>542.59</u>
TOTAL SERVICES AND COMMODITIES	575.00	32.41	32.41	5.64	542.59
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TOTAL Traffic Control & Safety	575.00	32.41	32.41	5.64	542.59

CITY OF ADEL
EXPENDITURES REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

001-GENERAL FUND

08.33% OF YEAR COMP.

Library

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
DEPARTMENTAL EXPENDITURES					
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PERSONAL SERVICES					
001-5-410-1-6010 FULL TIME WAGES	238,514.00	17,410.28	17,410.28	7.30	221,103.72
001-5-410-1-6020 PART TIME WAGES	61,104.00	6,319.61	6,319.61	10.34	54,784.39
001-5-410-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	800.00	0.00	0.00	0.00	800.00
001-5-410-1-6230 EDUCATION & TRAINING	<u>1,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>
TOTAL PERSONAL SERVICES	301,918.00	23,729.89	23,729.89	7.86	278,188.11
SERVICES AND COMMODITIES					
001-5-410-2-6371 UTILITIES-ELEC,GAS-SANITATION	24,000.00	2,929.04	2,929.04	12.20	21,070.96
001-5-410-2-6373 TELEPHONE/RADIO	7,150.00	1,066.96	1,066.96	14.92	6,083.04
001-5-410-2-6402 ADVERTISING & LEGAL PUBLICATIO	500.00	22.00	22.00	4.40	478.00
001-5-410-2-6408 INSURANCE-FIRE & AUTO-GENERAL	9,382.00	0.00	0.00	0.00	9,382.00
001-5-410-2-6419 DATA PROCESSING EXPENSES	9,400.00	1,990.00	1,990.00	21.17	7,410.00
001-5-410-2-6423 SERVICE AGREEMENTS	13,600.00	1,353.81	1,353.81	9.95	12,246.19
001-5-410-2-6426 BUILDING & GROUNDS MAINTENANCE	15,000.00	0.00	0.00	0.00	15,000.00
001-5-410-2-6508 POSTAGE AND SHIPPING	300.00	19.23	19.23	6.41	280.77
001-5-410-2-6523 PROGRAM EXPENSE	3,340.00	543.61	543.61	16.28	2,796.39
001-5-410-2-6524 BOOK PROCESSING SUPPLIES	3,000.00	28.73	28.73	0.96	2,971.27
001-5-410-2-6598 PETTY CASH & MISCELLANEOUS	300.00	0.00	0.00	0.00	300.00
001-5-410-2-6599 MISC SUPPLIES	<u>4,500.00</u>	<u>768.68</u>	<u>768.68</u>	<u>17.08</u>	<u>3,731.32</u>
TOTAL SERVICES AND COMMODITIES	90,472.00	8,722.06	8,722.06	9.64	81,749.94
CAPITAL OUTLAY					
001-5-410-3-6770 CAPITAL OUTLAY-BOOKS, FILMS, R	<u>40,000.00</u>	<u>5,693.10</u>	<u>5,693.10</u>	<u>14.23</u>	<u>34,306.90</u>
TOTAL CAPITAL OUTLAY	40,000.00	5,693.10	5,693.10	14.23	34,306.90
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TOTAL Library	432,390.00	38,145.05	38,145.05	8.82	394,244.95

CITY OF ADEL
EXPENDITURES REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

001-GENERAL FUND

08.33% OF YEAR COMP.

Museum

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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SERVICES AND COMMODITIES					
001-5-420-2-6534 HISTORICAL MUSEUM EXPENSE	<u>11,000.00</u>	<u>320.25</u>	<u>320.25</u>	<u>2.91</u>	<u>10,679.75</u>
TOTAL SERVICES AND COMMODITIES	11,000.00	320.25	320.25	2.91	10,679.75
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TOTAL Museum	11,000.00	320.25	320.25	2.91	10,679.75

001-GENERAL FUND

08.33% OF YEAR COMP.

Parks

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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<u>PERSONAL SERVICES</u>					
001-5-430-1-6010 FULL TIME WAGES	117,025.00	7,158.57	7,158.57	6.12	109,866.43
001-5-430-1-6020 PART TIME WAGES	32,448.00	5,937.37	5,937.37	18.30	26,510.63
001-5-430-1-6040 OVERTIME WAGES	600.00	34.80	34.80	5.80	565.20
001-5-430-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	1,226.00	0.00	0.00	0.00	1,226.00
001-5-430-1-6230 EDUCATION & TRAINING	950.00	0.00	0.00	0.00	950.00
001-5-430-1-6240 MEETING & TRAVEL	<u>1,000.00</u>	<u>507.38</u>	<u>507.38</u>	<u>50.74</u>	<u>492.62</u>
TOTAL PERSONAL SERVICES	153,249.00	13,638.12	13,638.12	8.90	139,610.88
 <u>SERVICES AND COMMODITIES</u>					
001-5-430-2-6322 MULCH	7,000.00	0.00	0.00	0.00	7,000.00
001-5-430-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	8,000.00	1,284.48	1,284.48	16.06	6,715.52
001-5-430-2-6332 VEHICLE, EQUIP & RADIO MAINT.	7,000.00	60.69	60.69	0.87	6,939.31
001-5-430-2-6371 UTILITIES-ELEC,GAS-SANITATION	18,500.00	1,627.28	1,627.28	8.80	16,872.72
001-5-430-2-6373 TELEPHONE/RADIO	2,965.00	434.24	434.24	14.65	2,530.76
001-5-430-2-6402 ADVERTISING & LEGAL PUBLICATIO	1,250.00	0.00	0.00	0.00	1,250.00
001-5-430-2-6407 PROFESS FEES-DRS, LAWYERS, ENG	2,000.00	160.50	160.50	8.03	1,839.50
001-5-430-2-6408 INSURANCE-FIRE & AUTO-GENERAL	12,223.00	0.00	0.00	0.00	12,223.00
001-5-430-2-6416 RENTALS	3,000.00	590.85	590.85	19.70	2,409.15
001-5-430-2-6418 PROPERTY TAXES	1,000.00	0.00	0.00	0.00	1,000.00
001-5-430-2-6419 DATA PROCESSING EXPENSES	525.00	12.00	12.00	2.29	513.00
001-5-430-2-6424 TREE CARE	15,500.00	0.00	0.00	0.00	15,500.00
001-5-430-2-6426 BUILDING & GROUNDS MAINTENANCE	36,167.00	6,021.69	6,021.69	16.65	30,145.31
001-5-430-2-6432 SERVICE & MAINT AGREEMENTS	1,500.00	17.56	17.56	1.17	1,482.44
001-5-430-2-6501 CHEMICALS	4,500.00	0.00	0.00	0.00	4,500.00
001-5-430-2-6506 OFFICE SUPPLIES	1,000.00	70.74	70.74	7.07	929.26
001-5-430-2-6598 PETTY CASH & MISCELLANEOUS	50.00	0.00	0.00	0.00	50.00
001-5-430-2-6599 MISC SUPPLIES	<u>2,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,500.00</u>
TOTAL SERVICES AND COMMODITIES	124,680.00	10,280.03	10,280.03	8.25	114,399.97
 <u>CAPITAL OUTLAY</u>					
001-5-430-3-6711 CAPITAL OUTLAY-VEHICLE	24,750.00	0.00	0.00	0.00	24,750.00
001-5-430-3-6713 CAPITAL OUTLAY-BUILDING	103,000.00	0.00	0.00	0.00	103,000.00
001-5-430-3-6730 CAPITAL OUTLAY-LAND	<u>50,175.00</u>	<u>5,100.00</u>	<u>5,100.00</u>	<u>10.16</u>	<u>45,075.00</u>
TOTAL CAPITAL OUTLAY	177,925.00	5,100.00	5,100.00	2.87	172,825.00
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TOTAL Parks	455,854.00	29,018.15	29,018.15	6.37	426,835.85

CITY OF ADEL
EXPENDITURES REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

001-GENERAL FUND

08.33% OF YEAR COMP.

Island Park

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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PERSONAL SERVICES

SERVICES AND COMMODITIES

001-GENERAL FUND

08.33% OF YEAR COMP.

Cemetery

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
<u>PERSONAL SERVICES</u>					
001-5-450-1-6010 FULL TIME WAGES	32,488.00	1,874.22	1,874.22	5.77	30,613.78
001-5-450-1-6030 PART TIME WAGES	<u>10,816.00</u>	<u>1,979.13</u>	<u>1,979.13</u>	<u>18.30</u>	<u>8,836.87</u>
TOTAL PERSONAL SERVICES	43,304.00	3,853.35	3,853.35	8.90	39,450.65
<u>SERVICES AND COMMODITIES</u>					
001-5-450-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	2,200.00	0.00	0.00	0.00	2,200.00
001-5-450-2-6332 VEHICLE, EQUIP & RADIO MAINT.	2,000.00	0.00	0.00	0.00	2,000.00
001-5-450-2-6419 DATA PROCESSING EXPENSE	11,700.00	11,200.00	11,200.00	95.73	500.00
001-5-450-2-6424 TREE CARE	2,100.00	0.00	0.00	0.00	2,100.00
001-5-450-2-6425 CONTRACTED MOWING	8,000.00	0.00	0.00	0.00	8,000.00
001-5-450-2-6426 BUILDING & GROUNDS MAINTENANCE	6,500.00	1,737.40	1,737.40	26.73	4,762.60
001-5-450-2-6432 SERVICE & MAINT AGREEMENTS	600.00	0.00	0.00	0.00	600.00
001-5-450-2-6440 REFUNDS	700.00	300.00	300.00	42.86	400.00
001-5-450-2-6504 MINOR EQUIPMENT	400.00	0.00	0.00	0.00	400.00
001-5-450-2-6599 MISC SUPPLIES	<u>600.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>600.00</u>
TOTAL SERVICES AND COMMODITIES	34,800.00	13,237.40	13,237.40	38.04	21,562.60
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TOTAL Cemetery	78,104.00	17,090.75	17,090.75	21.88	61,013.25

001-GENERAL FUND

08.33% OF YEAR COMP.

Pool

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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<u>PERSONAL SERVICES</u>					
001-5-460-1-6010 FULL TIME WAGES	65,487.00	6,365.27	6,365.27	9.72	59,121.73
001-5-460-1-6011 PART TIME WAGES	104,000.00	29,689.08	29,689.08	28.55	74,310.92
001-5-460-1-6030 SEASONAL WAGES - CONCESSIONS	20,000.00	3,946.00	3,946.00	19.73	16,054.00
001-5-460-1-6031 SEASONAL WAGES - ADMISSIONS	20,000.00	3,237.50	3,237.50	16.19	16,762.50
001-5-460-1-6230 EDUCATION & TRAINING	<u>6,000.00</u>	<u>396.00</u>	<u>396.00</u>	<u>6.60</u>	<u>5,604.00</u>
TOTAL PERSONAL SERVICES	215,487.00	43,633.85	43,633.85	20.25	171,853.15
<u>SERVICES AND COMMODITIES</u>					
001-5-460-2-6371 UTILITIES-ELEC,GAS-SANITATION	18,000.00	5,051.00	5,051.00	28.06	12,949.00
001-5-460-2-6373 TELEPHONE/RADIO	1,800.00	324.01	324.01	18.00	1,475.99
001-5-460-2-6402 ADVERTISING & LEGAL PUBLICATIO	400.00	1.60	1.60	0.40	398.40
001-5-460-2-6407 PROFESS FEES-DRS, LAWYERS, ENG	4,000.00	107.50	107.50	2.69	3,892.50
001-5-460-2-6408 INSURANCE-FIRE & AUTO-GENERAL	13,512.00	0.00	0.00	0.00	13,512.00
001-5-460-2-6418 SALES TAX	10,500.00	5,013.61	5,013.61	47.75	5,486.39
001-5-460-2-6426 BUILDING & GROUNDS MAINTENANCE	12,500.00	1,272.98	1,272.98	10.18	11,227.02
001-5-460-2-6432 SERVICE MAINT & AGREEMENTS	8,470.00	743.17	743.17	8.77	7,726.83
001-5-460-2-6433 TESTING	100.00	19.00	19.00	19.00	81.00
001-5-460-2-6435 INSPECTIONS	650.00	0.00	0.00	0.00	650.00
001-5-460-2-6501 CHEMICALS	12,000.00	6,841.30	6,841.30	57.01	5,158.70
001-5-460-2-6504 MINOR EQUIPMENT	3,500.00	271.67	271.67	7.76	3,228.33
001-5-460-2-6505 CONCESSION SUPPLIES	26,000.00	9,083.98	9,083.98	34.94	16,916.02
001-5-460-2-6599 MISC SUPPLIES	<u>4,000.00</u>	<u>360.77</u>	<u>360.77</u>	<u>9.02</u>	<u>3,639.23</u>
TOTAL SERVICES AND COMMODITIES	115,432.00	29,090.59	29,090.59	25.20	86,341.41
<u>CAPITAL OUTLAY</u>					
001-5-460-3-6712 CAPITAL OUTLAY-BUILDING	<u>76,000.00</u>	<u>27,875.40</u>	<u>27,875.40</u>	<u>36.68</u>	<u>48,124.60</u>
TOTAL CAPITAL OUTLAY	76,000.00	27,875.40	27,875.40	36.68	48,124.60
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TOTAL Pool	406,919.00	100,599.84	100,599.84	24.72	306,319.16

001-GENERAL FUND

08.33% OF YEAR COMP.

Recreation	CURRENT	CURRENT	YEAR TO DATE	% OF	BUDGET
DEPARTMENTAL EXPENDITURES	BUDGET	PERIOD	ACTUAL	BUDGET	BALANCE
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<u>PERSONAL SERVICES</u>					
001-5-470-1-6010 FULL TIME WAGES	103,226.00	7,697.50	7,697.50	7.46	95,528.50
001-5-470-1-6020 PART TIME WAGES	17,016.00	3,415.26	3,415.26	20.07	13,600.74
001-5-470-1-6021 OFFICIALS/SCOREKEEPERS WAGES	12,000.00	0.00	0.00	0.00	12,000.00
001-5-470-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	2,300.00	360.00	360.00	15.65	1,940.00
001-5-470-1-6230 EDUCATION & TRAINING	1,950.00	0.00	0.00	0.00	1,950.00
001-5-470-1-6240 MEETING & TRAVEL	<u>1,550.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,550.00</u>
TOTAL PERSONAL SERVICES	138,042.00	11,472.76	11,472.76	8.31	126,569.24
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<u>SERVICES AND COMMODITIES</u>					
001-5-470-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	3,000.00	118.01	118.01	3.93	2,881.99
001-5-470-2-6332 VEHICLE, EQUIP & RADIO MAINT.	1,000.00	77.93	77.93	7.79	922.07
001-5-470-2-6373 TELEPHONE/RADIO	1,200.00	46.24	46.24	3.85	1,153.76
001-5-470-2-6402 ADVERTISING & LEGAL PUBLICATIO	12,000.00	0.00	0.00	0.00	12,000.00
001-5-470-2-6403 INSURANCE-LIABILITY	1,746.00	0.00	0.00	0.00	1,746.00
001-5-470-2-6416 RENTALS	3,500.00	113.00	113.00	3.23	3,387.00
001-5-470-2-6418 SALES TAX	2,000.00	0.00	0.00	0.00	2,000.00
001-5-470-2-6419 DATA PROCESSING EXPENSES	600.00	48.50	48.50	8.08	551.50
001-5-470-2-6426 BUILDING & GROUNDS MAINTENANCE	14,000.00	2,354.00	2,354.00	16.81	11,646.00
001-5-470-2-6432 SERVICE & MAINT AGREEMENTS	3,100.00	27.88	27.88	0.90	3,072.12
001-5-470-2-6436 CONCESSION EXPENSES	4,500.00	383.04	383.04	8.51	4,116.96
001-5-470-2-6506 OFFICE SUPPLIES	1,000.00	70.73	70.73	7.07	929.27
001-5-470-2-6509 YOUTH BASKETBALL	4,200.00	0.00	0.00	0.00	4,200.00
001-5-470-2-6510 SPECIAL EVENTS	4,000.00	14.98	14.98	0.37	3,985.02
001-5-470-2-6512 ADULT LEAGUE EXPENSE	4,200.00	0.00	0.00	0.00	4,200.00
001-5-470-2-6535 FIRST AID SUPPLIES	100.00	0.00	0.00	0.00	100.00
001-5-470-2-6536 BASEBALL EXPENSE	13,500.00	0.00	0.00	0.00	13,500.00
001-5-470-2-6537 SOFTBALL EXPENSE	9,000.00	0.00	0.00	0.00	9,000.00
001-5-470-2-6539 SOCCER EXPENSE	500.00	0.00	0.00	0.00	500.00
001-5-470-2-6541 TENNIS EXPENSE	1,000.00	0.00	0.00	0.00	1,000.00
001-5-470-2-6599 MISC SUPPLIES	<u>10,000.00</u>	<u>1,577.82</u>	<u>1,577.82</u>	<u>15.78</u>	<u>8,422.18</u>
TOTAL SERVICES AND COMMODITIES	94,146.00	4,832.13	4,832.13	5.13	89,313.87
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<u>CAPITAL OUTLAY</u>					
001-5-470-3-6711 CAPITAL OUTLAY-VEHICLE	<u>6,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6,000.00</u>
TOTAL CAPITAL OUTLAY	6,000.00	0.00	0.00	0.00	6,000.00
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TOTAL Recreation	238,188.00	16,304.89	16,304.89	6.85	221,883.11

001-GENERAL FUND

08.33% OF YEAR COMP.

Finance

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
DEPARTMENTAL EXPENDITURES					
<u>PERSONAL SERVICES</u>					
001-5-620-1-6010 FULL TIME WAGES	59,838.00	5,090.20	5,090.20	8.51	54,747.80
001-5-620-1-6011 MAYOR AND COUNCIL WAGES	3,135.00	0.00	0.00	0.00	3,135.00
001-5-620-1-6020 PART TIME WAGES	6,578.00	504.32	504.32	7.67	6,073.68
001-5-620-1-6040 OVERTIME WAGES	1,000.00	0.00	0.00	0.00	1,000.00
001-5-620-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	15,500.00	7,840.69	7,840.69	50.59	7,659.31
001-5-620-1-6230 EDUCATION & TRAINING	4,000.00	0.00	0.00	0.00	4,000.00
001-5-620-1-6240 MEETINGS AND TRAVEL	4,500.00	0.00	0.00	0.00	4,500.00
001-5-620-2-6241 CONTRIBUTIONS	<u>19,998.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>19,998.00</u>
TOTAL PERSONAL SERVICES	114,549.00	13,435.21	13,435.21	11.73	101,113.79
<u>SERVICES AND COMMODITIES</u>					
001-5-620-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	100.00	0.00	0.00	0.00	100.00
001-5-620-2-6332 VEHICLE & EQUIP MAINTENANCE	100.00	0.00	0.00	0.00	100.00
001-5-620-2-6371 UTILITIES-ELEC,GAS-SANITATION	9,000.00	484.17	484.17	5.38	8,515.83
001-5-620-2-6373 TELEPHONE/RADIO	4,700.00	677.08	677.08	14.41	4,022.92
001-5-620-2-6402 ADVERTISING & LEGAL PUBLICATIO	9,000.00	637.89	637.89	7.09	8,362.11
001-5-620-2-6405 COURT & RECORDING FEES	150.00	0.00	0.00	0.00	150.00
001-5-620-2-6407 PROFESS FEES-DRS, LAWYERS, ENG	90,000.00	3,699.62	3,699.62	4.11	86,300.38
001-5-620-2-6409 INSURANCE - PROPERTY	6,695.00	0.00	0.00	0.00	6,695.00
001-5-620-2-6419 DATA PROCESSING EXPENSES	10,840.00	234.88	234.88	2.17	10,605.12
001-5-620-2-6420 ELECTION FEES	2,500.00	0.00	0.00	0.00	2,500.00
001-5-620-2-6426 BUILDING & GROUNDS MAINTENANCE	12,000.00	447.96	447.96	3.73	11,552.04
001-5-620-2-6432 SERVICE/MAINT AGREEMENTS	9,500.00	70.44	70.44	0.74	9,429.56
001-5-620-2-6437 CODIFICATION/MAPS/ZONING UPDAT	3,500.00	0.00	0.00	0.00	3,500.00
001-5-620-2-6438 SPECIAL PROGRAMS (MAIN STREET)	8,000.00	12.27	12.27	0.15	7,987.73
001-5-620-2-6439 ECONOMIC DEVELOPMENT	10,000.00	0.00	0.00	0.00	10,000.00
001-5-620-2-6440 REFUNDS	1,000.00	0.00	0.00	0.00	1,000.00
001-5-620-2-6490 OTHER PROF SERVICES (TIF)	40,000.00	75.00	75.00	0.19	39,925.00
001-5-620-2-6506 OFFICE SUPPLIES	4,500.00	100.24	100.24	2.23	4,399.76
001-5-620-2-6508 POSTAGE AND SHIPPING	1,000.00	0.00	0.00	0.00	1,000.00
001-5-620-2-6525 HISTORICAL COMMISSION EXPENSE	26,000.00	0.00	0.00	0.00	26,000.00
001-5-620-2-6598 PETTY CASH & MISCELLANEOUS	5,000.00	3,006.60	3,006.60	60.13	1,993.40
001-5-620-2-6601 Nile Kinnick Museum Fund	<u>0.00</u>	<u>537.01</u>	<u>537.01</u>	<u>0.00</u>	<u>(537.01)</u>
TOTAL SERVICES AND COMMODITIES	253,585.00	9,983.16	9,983.16	3.94	243,601.84
<u>CAPITAL OUTLAY</u>					
001-5-620-3-6713 CAPITAL OUTLAY-BUILDING	<u>1,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>
TOTAL CAPITAL OUTLAY	1,500.00	0.00	0.00	0.00	1,500.00
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TOTAL Finance	369,634.00	23,418.37	23,418.37	6.34	346,215.63

001-GENERAL FUND

08.33% OF YEAR COMP.

Zoning/Compliance/Permits

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
DEPARTMENTAL EXPENDITURES					
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PERSONAL SERVICES					
001-5-630-1-6010 FULL TIME WAGES	79,054.00	3,839.24	3,839.24	4.86	75,214.76
001-5-630-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	400.00	0.00	0.00	0.00	400.00
001-5-630-1-6230 EDUCATION & TRAINING	1,000.00	0.00	0.00	0.00	1,000.00
001-5-630-1-6240 MEETING AND TRAVEL	<u>200.00</u>	<u>27.80</u>	<u>27.80</u>	<u>13.90</u>	<u>172.20</u>
TOTAL PERSONAL SERVICES	80,654.00	3,867.04	3,867.04	4.79	76,786.96
SERVICES AND COMMODITIES					
001-5-630-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	1,500.00	120.00	120.00	8.00	1,380.00
001-5-630-2-6332 VEHICLE, EQUIP & RADIO MAINT.	1,000.00	0.00	0.00	0.00	1,000.00
001-5-630-2-6373 TELEPHONE/RADIO	2,200.00	417.97	417.97	19.00	1,782.03
001-5-630-2-6402 ADVERTISING & LEGAL PUBLICATIO	1,400.00	548.77	548.77	39.20	851.23
001-5-630-2-6407 PROFESS FEES-DRS, LAWYERS, ENG	150,000.00	3,253.66	3,253.66	2.17	146,746.34
001-5-630-2-6408 INSURANCE-FIRE & AUTO-GENERAL	1,469.00	0.00	0.00	0.00	1,469.00
001-5-630-2-6419 DATA PROCESSING	1,200.00	23.00	23.00	1.92	1,177.00
001-5-630-2-6432 SERVICE & MAINT AGREEMENTS	3,000.00	45.44	45.44	1.51	2,954.56
001-5-630-2-6506 OFFICE SUPPLIES	1,500.00	70.74	70.74	4.72	1,429.26
001-5-630-2-6599 MISC SUPPLIES	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>
TOTAL SERVICES AND COMMODITIES	163,769.00	4,479.58	4,479.58	2.74	159,289.42
CAPITAL OUTLAY					
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TOTAL Zoning/Compliance/Permits	244,423.00	8,346.62	8,346.62	3.41	236,076.38

CITY OF ADEL
EXPENDITURES REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

001-GENERAL FUND

08.33% OF YEAR COMP.

Internet

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
DEPARTMENTAL EXPENDITURES					
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SERVICES AND COMMODITIES					
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TOTAL EXPENDITURES	3,617,525.00	335,020.40	335,020.40	9.26	3,282,504.60
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110-ROAD USE TAX

08.33% OF YEAR COMP.

Road Use Tax

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
110-5-210-1-6010 FULL TIME WAGES	242,899.00	23,619.28	23,619.28	9.72	219,279.72
110-5-210-1-6011 MAYOR & COUNCIL WAGES	3,300.00	0.00	0.00	0.00	3,300.00
110-5-210-1-6020 PART TIME WAGES	1,430.00	109.64	109.64	7.67	1,320.36
110-5-210-1-6040 OVERTIME WAGES	2,500.00	44.68	44.68	1.79	2,455.32
110-5-210-1-6110 CITY'S CONTRIBUTION FICA	0.00	1,754.27	1,754.27	0.00	(1,754.27)
110-5-210-1-6120 CITY'S CONTRIBUTION-IPERS	23,207.00	1,811.57	1,811.57	7.81	21,395.43
110-5-210-1-6147 FLEX PLAN TPA	67.00	2.70	2.70	4.03	64.30
110-5-210-1-6150 MEDICAL INSURANCE	54,131.00	3,775.08	3,775.08	6.97	50,355.92
110-5-210-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	4,000.00	1,814.37	1,814.37	45.36	2,185.63
110-5-210-1-6230 EDUCATION & TRAINING	2,000.00	0.00	0.00	0.00	2,000.00
110-5-210-1-6240 MEETINGS AND TRAVEL	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>
TOTAL PERSONAL SERVICES	334,534.00	32,931.59	32,931.59	9.84	301,602.41
<u>SERVICES AND COMMODITIES</u>					
110-5-210-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	15,000.00	1,679.09	1,679.09	11.19	13,320.91
110-5-210-2-6332 VEHICLE, EQUIP & RADIO MAINT.	15,000.00	1,405.99	1,405.99	9.37	13,594.01
110-5-210-2-6371 UTILITIES-ELEC,GAS-SANITATION	11,500.00	145.39	145.39	1.26	11,354.61
110-5-210-2-6373 TELEPHONE/RADIO	1,800.00	239.60	239.60	13.31	1,560.40
110-5-210-2-6402 ADVERTISING & LEGAL PUBLICATIO	300.00	0.00	0.00	0.00	300.00
110-5-210-2-6407 PROFESS FEES-DRS, LAWYERS, ENG	10,000.00	2,888.00	2,888.00	28.88	7,112.00
110-5-210-2-6415 UNIFORM RENTAL	3,000.00	20.82	20.82	0.69	2,979.18
110-5-210-2-6417 STREET MAINT	80,000.00	5,716.39	5,716.39	7.15	74,283.61
110-5-210-2-6418 SIGNS	15,000.00	403.75	403.75	2.69	14,596.25
110-5-210-2-6419 DATA PROCESSING EXPENSES	2,069.00	35.00	35.00	1.69	2,034.00
110-5-210-2-6425 TREE REMOVAL	5,000.00	0.00	0.00	0.00	5,000.00
110-5-210-2-6426 BUILDING & GROUNDS MAINTENANCE	20,000.00	771.21	771.21	3.86	19,228.79
110-5-210-2-6431 SNOW REMOVAL	55,000.00	33.12	33.12	0.06	54,966.88
110-5-210-2-6432 SERVICE & MAINT AGREEMENTS	6,000.00	2,122.17	2,122.17	35.37	3,877.83
110-5-210-2-6501 CHEMICALS	1,000.00	166.00	166.00	16.60	834.00
110-5-210-2-6504 MINOR EQUIPMENT	3,000.00	0.00	0.00	0.00	3,000.00
110-5-210-2-6506 OFFICE SUPPLIES	1,500.00	70.74	70.74	4.72	1,429.26
110-5-210-2-6598 PETTY CASH & MISCELLANEOUS	100.00	0.00	0.00	0.00	100.00
110-5-210-2-6599 MISC SUPPLIES	<u>10,000.00</u>	<u>257.16</u>	<u>257.16</u>	<u>2.57</u>	<u>9,742.84</u>
TOTAL SERVICES AND COMMODITIES	255,269.00	15,954.43	15,954.43	6.25	239,314.57
<u>CAPITAL OUTLAY</u>					
110-5-210-3-6711 CAPITAL OUTLAY-VEHICLE	149,300.00	0.00	0.00	0.00	149,300.00
110-5-210-3-6713 CAPITAL OUTLAY-BUILDING	<u>50,000.00</u>	<u>7,588.50</u>	<u>7,588.50</u>	<u>15.18</u>	<u>42,411.50</u>
TOTAL CAPITAL OUTLAY	199,300.00	7,588.50	7,588.50	3.81	191,711.50
<u>TRANSFERS</u>					
110-5-210-5-6911 TRANSFERS OUT	<u>31,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>31,000.00</u>
TOTAL TRANSFERS	31,000.00	0.00	0.00	0.00	31,000.00
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TOTAL Road Use Tax	820,103.00	56,474.52	56,474.52	6.89	763,628.48
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TOTAL EXPENDITURES	820,103.00	56,474.52	56,474.52	6.89	763,628.48
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600-WATER UTILITY

08.33% OF YEAR COMP.

Water

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
600-5-810-1-6010 FULL TIME WAGES	334,460.00	24,339.39	24,339.39	7.28	310,120.61
600-5-810-1-6011 MAYOR & COUNCIL WAGES	4,950.00	0.00	0.00	0.00	4,950.00
600-5-810-1-6020 PART TIME WAGES	10,010.00	767.45	767.45	7.67	9,242.55
600-5-810-1-6040 OVERTIME WAGES	10,500.00	1,113.66	1,113.66	10.61	9,386.34
600-5-810-1-6110 CITY'S CONTRIBUTION FICA	26,592.00	1,940.70	1,940.70	7.30	24,651.30
600-5-810-1-6120 CITY'S CONTRIBUTION-IPERS	32,731.00	2,475.24	2,475.24	7.56	30,255.76
600-5-810-1-6146 FLEX PLAN TPA	98.00	4.80	4.80	4.90	93.20
600-5-810-1-6148 HRA REIMBURSEMENT	17,175.00	3,712.11	3,712.11	21.61	13,462.89
600-5-810-1-6149 HRA PLAN TPA	231.00	17.42	17.42	7.54	213.58
600-5-810-1-6150 MEDICAL INSURANCE	58,813.00	4,118.28	4,118.28	7.00	54,694.72
600-5-810-1-6151 LIFE & DISABILITY INS.	2,726.00	196.88	196.88	7.22	2,529.12
600-5-810-1-6160 WORKMEN'S COMP	3,867.00	0.00	0.00	0.00	3,867.00
600-5-810-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	4,463.00	677.02	677.02	15.17	3,785.98
600-5-810-1-6230 EDUCATION & TRAINING	4,052.00	768.37	768.37	18.96	3,283.63
600-5-810-1-6240 MEETING & TRAVEL	<u>1,575.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,575.00</u>
TOTAL PERSONAL SERVICES	512,243.00	40,131.32	40,131.32	7.83	472,111.68

SERVICES AND COMMODITIES

600-5-810-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	6,300.00	1,142.29	1,142.29	18.13	5,157.71
600-5-810-2-6332 VEHICLE, EQUIP & RADIO MAINT.	4,255.00	253.41	253.41	5.96	4,001.59
600-5-810-2-6371 UTILITIES-ELEC,GAS-SANITATION	90,000.00	6,916.88	6,916.88	7.69	83,083.12
600-5-810-2-6373 TELEPHONE/RADIO	5,000.00	309.59	309.59	6.19	4,690.41
600-5-810-2-6402 ADVERTISING & LEGAL PUBLICATIO	3,675.00	271.33	271.33	7.38	3,403.67
600-5-810-2-6407 PROFESS FEES-DRS, LAWYERS, ENG	30,000.00	2,068.40	2,068.40	6.89	27,931.60
600-5-810-2-6408 INSURANCE-FIRE & AUTO-GENERAL	55,711.00	0.00	0.00	0.00	55,711.00
600-5-810-2-6415 UNIFORM RENTAL	2,200.00	20.82	20.82	0.95	2,179.18
600-5-810-2-6419 DATA PROCESSING EXPENSES	12,911.00	279.01	279.01	2.16	12,631.99
600-5-810-2-6420 WET TAX	115,000.00	8,261.97	8,261.97	7.18	106,738.03
600-5-810-2-6426 BUILDING & GROUNDS MAINTENANCE	9,390.00	0.00	0.00	0.00	9,390.00
600-5-810-2-6427 WELLS MAINT	30,000.00	0.00	0.00	0.00	30,000.00
600-5-810-2-6428 PLANT MAINTENANCE	25,000.00	325.85	325.85	1.30	24,674.15
600-5-810-2-6429 DISTRIBUTION/ LINE MAINT	40,000.00	0.00	0.00	0.00	40,000.00
600-5-810-2-6432 SERVICE/MAINT AGREEMENTS	34,650.00	1,779.98	1,779.98	5.14	32,870.02
600-5-810-2-6433 TESTING	21,000.00	636.37	636.37	3.03	20,363.63
600-5-810-2-6440 REFUNDS	200.00	0.00	0.00	0.00	200.00
600-5-810-2-6501 CHEMICALS	47,250.00	0.00	0.00	0.00	47,250.00
600-5-810-2-6504 MINOR EQUIPMENT	15,793.00	0.00	0.00	0.00	15,793.00
600-5-810-2-6506 OFFICE SUPPLIES	4,000.00	70.74	70.74	1.77	3,929.26
600-5-810-2-6511 PLANT SUPPLIES - METERS	31,500.00	0.00	0.00	0.00	31,500.00
600-5-810-2-6599 MISC SUPPLIES	<u>14,347.00</u>	<u>64.33</u>	<u>64.33</u>	<u>0.45</u>	<u>14,282.67</u>
TOTAL SERVICES AND COMMODITIES	598,182.00	22,400.97	22,400.97	3.74	575,781.03

600-WATER UTILITY

08.33% OF YEAR COMP.

Water

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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<u>CAPITAL OUTLAY</u>					
600-5-810-3-6711 CAPITAL OUTLAY-VEHICLE	19,000.00	0.00	0.00	0.00	19,000.00
600-5-810-3-6713 CAPITAL OUTLAY-BUILDING	<u>60,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>60,000.00</u>
TOTAL CAPITAL OUTLAY	79,000.00	0.00	0.00	0.00	79,000.00
<u>DEBT SERVICE</u>					
600-5-810-4-6864 USDA #3 - PRINCIPAL	588,284.00	27,888.06	27,888.06	4.74	560,395.94
600-5-810-4-6865 USDA #3 - INTEREST	0.00	15,689.94	15,689.94	0.00 (15,689.94)
600-5-810-4-6866 USDA #6 - PRINCIPAL	153,276.00	7,483.27	7,483.27	4.88	145,792.73
600-5-810-4-6867 USDA #6 - INTEREST	<u>0.00</u>	<u>5,289.73</u>	<u>5,289.73</u>	<u>0.00 (</u>	<u>5,289.73)</u>
TOTAL DEBT SERVICE	741,560.00	56,351.00	56,351.00	7.60	685,209.00
<u>TRANSFERS</u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
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TOTAL Water	1,930,985.00	118,883.29	118,883.29	6.16	1,812,101.71
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TOTAL EXPENDITURES	1,930,985.00	118,883.29	118,883.29	6.16	1,812,101.71
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610-SEWER UTILITY FUND

08.33% OF YEAR COMP.

Sewer

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
610-5-815-1-6010 FULL TIME WAGES	369,969.00	27,723.31	27,723.31	7.49	342,245.69
610-5-815-1-6011 MAYOR & COUNCIL WAGES	4,950.00	0.00	0.00	0.00	4,950.00
610-5-815-1-6020 PART TIME WAGES	10,296.00	789.38	789.38	7.67	9,506.62
610-5-815-1-6040 OVERTIME WAGES	10,000.00	400.61	400.61	4.01	9,599.39
610-5-815-1-6110 CITY'S CONTRIBUTION FICA	29,330.00	2,134.28	2,134.28	7.28	27,195.72
610-5-815-1-6120 CITY'S CONTRIBUTION-IPERS	36,110.00	2,729.42	2,729.42	7.56	33,380.58
610-5-815-1-6146 FLEX PLAN TPA	135.00	5.70	5.70	4.22	129.30
610-5-815-1-6148 HRA REIMBURSEMENT	19,250.00	239.82	239.82	1.25	19,010.18
610-5-815-1-6149 HRA PLAN TPA	258.00	16.08	16.08	6.23	241.92
610-5-815-1-6150 MEDICAL INSURANCE	63,961.00	4,461.46	4,461.46	6.98	59,499.54
610-5-815-1-6151 LIFE & DISABILITY INS.	3,011.00	227.16	227.16	7.54	2,783.84
610-5-815-1-6160 WORKMEN'S COMP	3,831.00	0.00	0.00	0.00	3,831.00
610-5-815-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	5,250.00	768.37	768.37	14.64	4,481.63
610-5-815-1-6230 EDUCATION & TRAINING	3,675.00	0.00	0.00	0.00	3,675.00
610-5-815-1-6240 MEETING & TRAVEL	<u>1,824.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,824.00</u>
TOTAL PERSONAL SERVICES	561,850.00	39,495.59	39,495.59	7.03	522,354.41
<u>SERVICES AND COMMODITIES</u>					
610-5-815-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	6,300.00	1,040.19	1,040.19	16.51	5,259.81
610-5-815-2-6332 VEHICLE, EQUIP & RADIO MAINT.	5,250.00	185.39	185.39	3.53	5,064.61
610-5-815-2-6371 UTILITIES-ELEC,GAS-SANITATION	100,000.00	4,381.64	4,381.64	4.38	95,618.36
610-5-815-2-6373 TELEPHONE/RADIO	2,625.00	258.23	258.23	9.84	2,366.77
610-5-815-2-6377 L.P. GAS	525.00	0.00	0.00	0.00	525.00
610-5-815-2-6402 ADVERTISING & LEGAL PUBLICATIO	3,675.00	271.34	271.34	7.38	3,403.66
610-5-815-2-6407 PROFESS FEES-DRS, LAWYERS, ENG	10,000.00	1,600.00	1,600.00	16.00	8,400.00
610-5-815-2-6408 INSURANCE-FIRE & AUTO-GENERAL	18,895.00	0.00	0.00	0.00	18,895.00
610-5-815-2-6415 UNIFORM RENTAL	2,200.00	20.82	20.82	0.95	2,179.18
610-5-815-2-6418 SALES TAX	10,000.00	1,036.56	1,036.56	10.37	8,963.44
610-5-815-2-6419 DATA PROCESSING EXPENSES	12,386.00	250.00	250.00	2.02	12,136.00
610-5-815-2-6426 BUILDING & GROUNDS MAINTENANCE	7,875.00	192.00	192.00	2.44	7,683.00
610-5-815-2-6428 PLANT MAINTENANCE	18,113.00	2,880.06	2,880.06	15.90	15,232.94
610-5-815-2-6429 DISTRIBUTION/ LINE MAINT	36,750.00	12,586.25	12,586.25	34.25	24,163.75
610-5-815-2-6432 SERVICE/MAINT AGREEMENTS	52,500.00	1,135.87	1,135.87	2.16	51,364.13
610-5-815-2-6433 TESTING	30,388.00	1,743.84	1,743.84	5.74	28,644.16
610-5-815-2-6504 MINOR EQUIPMENT	8,501.00	5,349.19	5,349.19	62.92	3,151.81
610-5-815-2-6506 OFFICE SUPPLIES	1,575.00	70.74	70.74	4.49	1,504.26
610-5-815-2-6511 PLANT SUPPLIES - METERS	30,388.00	0.00	0.00	0.00	30,388.00
610-5-815-2-6599 MISC SUPPLIES	<u>8,820.00</u>	<u>185.69</u>	<u>185.69</u>	<u>2.11</u>	<u>8,634.31</u>
TOTAL SERVICES AND COMMODITIES	366,766.00	33,187.81	33,187.81	9.05	333,578.19
<u>CAPITAL OUTLAY</u>					
610-5-815-3-6711 CAPITAL OUTLAY-VEHICLE	15,300.00	0.00	0.00	0.00	15,300.00
610-5-815-3-6713 CAPITAL OUTLAY-BUILDING	10,790.00	0.00	0.00	0.00	10,790.00
610-5-815-3-6780 CAPITAL IMP-SEWER UPGRADE	<u>33,900.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>33,900.00</u>
TOTAL CAPITAL OUTLAY	59,990.00	0.00	0.00	0.00	59,990.00

610-SEWER UTILITY FUND

08.33% OF YEAR COMP.

Sewer

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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<u>DEBT SERVICE</u>					
610-5-815-4-6862 USDA #1 - PRINCIPAL	42,288.00	1,764.00	1,764.00	4.17	40,524.00
610-5-815-4-6863 USDA #1 - INTEREST	0.00	1,760.00	1,760.00	0.00 (1,760.00)
610-5-815-4-6866 USDA #4 - PRINCIPAL	210,228.00	9,258.91	9,258.91	4.40	200,969.09
610-5-815-4-6867 USDA #4 - INTEREST	0.00	8,260.09	8,260.09	0.00 (8,260.09)
610-5-815-4-6868 USDA #5 - PRINCIPAL	387,372.00	18,233.52	18,233.52	4.71	369,138.48
610-5-815-4-6869 USDA #5 - INTEREST	<u>0.00</u>	<u>14,047.48</u>	<u>14,047.48</u>	<u>0.00 (</u>	<u>14,047.48)</u>
TOTAL DEBT SERVICE	639,888.00	53,324.00	53,324.00	8.33	586,564.00
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<u>TRANSFERS</u>					
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TOTAL Sewer	1,628,494.00	126,007.40	126,007.40	7.74	1,502,486.60
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TOTAL EXPENDITURES	<u>1,628,494.00</u>	<u>126,007.40</u>	<u>126,007.40</u>	<u>7.74</u>	<u>1,502,486.60</u>
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615-STORM WATER UTILITY

08.33% OF YEAR COMP.

STORM WATER UTILITY

	CURRENT	CURRENT	YEAR TO DATE	% OF	BUDGET
DEPARTMENTAL EXPENDITURES	BUDGET	PERIOD	ACTUAL	BUDGET	BALANCE

PERSONAL SERVICES

615-5-820-1-6010 FULL TIME WAGES	23,594.00	2,413.90	2,413.90	10.23	21,180.10
615-5-820-1-6011 MAYOR & COUNCIL WAGES	165.00	0.00	0.00	0.00	165.00
615-5-820-1-6020 PART TIME WAGES	286.00	21.93	21.93	7.67	264.07
615-5-820-1-6110 CITY'S CONTRIBUTION FICA	1,835.00	179.41	179.41	9.78	1,655.59
615-5-820-1-6120 CITY'S CONTRIBUTION IPERS	2,262.00	181.83	181.83	8.04	2,080.17
615-5-820-1-6146 FLEX PLAN TPA	6.00	0.30	0.30	5.00	5.70
615-5-820-1-6148 HRA REIMBURSEMENT	1,575.00	3.68	3.68	0.23	1,571.32
615-5-820-1-6149 HRA PLAN TPA	22.00	1.34	1.34	6.09	20.66
615-5-820-1-6150 MEDICAL AND DENTAL INSURANCE	5,753.00	343.19	343.19	5.97	5,409.81
615-5-820-1-6151 LIFE & DISABILITY INS	198.00	15.14	15.14	7.65	182.86
615-5-820-1-6160 WORK COMP INSURANCE	627.00	0.00	0.00	0.00	627.00
615-5-820-1-6210 DUES, MEMBERSHIPS & SUBSCRIPTI	3,150.00	768.37	768.37	24.39	2,381.63
615-5-820-1-6230 EDUCATION & TRAINING	<u>579.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>579.00</u>
TOTAL PERSONAL SERVICES	40,052.00	3,929.09	3,929.09	9.81	36,122.91

SERVICES AND COMMODITIES

615-5-820-2-6331 VEHICLE FUEL, OIL & LUBRICANTS	4,725.00	571.09	571.09	12.09	4,153.91
615-5-820-2-6332 VEHICLE EQUIP & RADIO MAINT	4,200.00	216.29	216.29	5.15	3,983.71
615-5-820-2-6373 TELEPHONE / RADIO	750.00	153.30	153.30	20.44	596.70
615-5-820-2-6407 PROFESSIONAL FEES	10,500.00	1,848.62	1,848.62	17.61	8,651.38
615-5-820-2-6408 INSURANCE	1,594.00	0.00	0.00	0.00	1,594.00
615-5-820-2-6417 STREET SWEEPING	5,106.00	0.00	0.00	0.00	5,106.00
615-5-820-2-6419 DATA PROCESSING EXPENSES	4,725.00	148.33	148.33	3.14	4,576.67
615-5-820-2-6426 BUILDING & GROUNDS MAINTENANCE	525.00	0.00	0.00	0.00	525.00
615-5-820-2-6429 LINE MAINTENANCE	10,500.00	0.00	0.00	0.00	10,500.00
615-5-820-2-6432 SERVICE & MAINT AGREEMENTS	17,850.00	3,000.00	3,000.00	16.81	14,850.00
615-5-820-2-6501 CHEMICALS	525.00	0.00	0.00	0.00	525.00
615-5-820-2-6504 MINOR EQUIPMENT	3,159.00	0.00	0.00	0.00	3,159.00
615-5-820-2-6506 OFFICE SUPPLIES	525.00	0.00	0.00	0.00	525.00
615-5-820-2-6511 SWU INTAKE REPAIRS	21,000.00	0.00	0.00	0.00	21,000.00
615-5-820-2-6599 MISCELLANEOUS	<u>8,659.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8,659.00</u>
TOTAL SERVICES AND COMMODITIES	94,343.00	5,937.63	5,937.63	6.29	88,405.37

CAPITAL OUTLAY

615-5-820-3-6711 CAPITAL OUTLAY-VEHICLE/EQUIP	<u>23,650.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>23,650.00</u>
TOTAL CAPITAL OUTLAY	23,650.00	0.00	0.00	0.00	23,650.00

DEBT SERVICE

615-5-820-4-6803 USDA #2 - PRINCIPAL	118,920.00	2,439.83	2,439.83	2.05	116,480.17
615-5-820-4-6858 USDA #2 - INTEREST	<u>0.00</u>	<u>2,515.17</u>	<u>2,515.17</u>	<u>0.00</u>	<u>(2,515.17)</u>
TOTAL DEBT SERVICE	118,920.00	4,955.00	4,955.00	4.17	113,965.00

CITY OF ADEL
EXPENDITURES REPORT (UNAUDITED)
AS OF: JULY 31ST, 2023

615-STORM WATER UTILITY

08.33% OF YEAR COMP.

STORM WATER UTILITY

DEPARTMENTAL EXPENDITURES

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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TRANSFERS

TOTAL STORM WATER UTILITY

276,965.00	14,821.72	14,821.72	5.35	262,143.28
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TOTAL EXPENDITURES

276,965.00	14,821.72	14,821.72	5.35	262,143.28
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VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ASSURITY LIFE INSURANCE COMPANY	8/04/23	PY - ASSURITY PRE TAX	GENERAL FUND	NON-DEPARTMENTAL	20.22
	8/04/23	PY - ASSURITY AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	32.09
	8/04/23	PY - ASSURITY AFTER TAX	SEWER UTILITY FUND	NON-DEPARTMENTAL	4.62
				TOTAL:	56.93
Adel Auto Parts	8/08/23	SUPPLIES	ROAD USE TAX	Road Use Tax	187.61
				TOTAL:	187.61
Adel TV & Appliance	8/08/23	SRVC CALLS @ MUSEUM	GENERAL FUND	Museum	74.95
				TOTAL:	74.95
Ahlers & Cooney, P.C.	8/08/23	PROF SRVCS	GENERAL FUND	Police Department	51.30
	8/08/23	PROF SRVCS	GENERAL FUND	Finance	929.03
	8/08/23	PROF SRVCS	GENERAL FUND	Zoning/Compliance/Perm	375.11
	8/08/23	PROF SRVCS	N 15TH ST BRIDGE R	CAPITAL PROJECTS	120.56
	8/08/23	PROF SRVCS	CIRTPA TRAILS	CAPITAL PROJECTS	76.95
	8/08/23	PROF SRVCS	WATER UTILITY	Water	51.30
	8/08/23	PROF SRVCS	SEWER UTILITY FUND	Sewer	51.30
				TOTAL:	1,655.55
Ankeny Sanitation	8/08/23	AUG 2023 GB & RC SRVC	GARBAGE/RECYCLING	Garbage	27,073.27
	8/08/23	AUG 2023 GB & RC SRVC	GARBAGE/RECYCLING	Garbage	8,549.45
				TOTAL:	35,622.72
Aureon	8/08/23	AUG 2023 FIBER INTERNET	GENERAL FUND	Police Department	268.26
	8/08/23	AUG 2023 FIBER INTERNET	GENERAL FUND	Fire Department	268.26
	8/08/23	AUG 2023 FIBER INTERNET	GENERAL FUND	Parks	178.84
	8/08/23	AUG 2023 FIBER INTERNET	GENERAL FUND	Finance	178.84
	8/08/23	AUG 2023 FIBER INTERNET	GENERAL FUND	Zoning/Compliance/Perm	178.84
				TOTAL:	1,073.04
Base	8/08/23	SEPT 2023 FLEX	ROAD USE TAX	Road Use Tax	2.70
	8/08/23	SEPT 2023 HRA	TRUST AND AGENCY	General Government	99.16
	8/08/23	SEPT 2023 FLEX	TRUST AND AGENCY	General Government	16.50
	8/08/23	SEPT 2023 HRA	WATER UTILITY	Water	17.42
	8/08/23	SEPT 2023 FLEX	WATER UTILITY	Water	4.80
	8/08/23	SEPT 2023 HRA	SEWER UTILITY FUND	Sewer	16.08
	8/08/23	SEPT 2023 FLEX	SEWER UTILITY FUND	Sewer	5.70
	8/08/23	SEPT 2023 HRA	STORM WATER UTILIT	STORM WATER UTILITY	1.34
	8/08/23	SEPT 2023 FLEX	STORM WATER UTILIT	STORM WATER UTILITY	0.30
				TOTAL:	164.00
Big Green Umbrella Media, Inc.	8/08/23	JULY 2023 ADEL LIVING	GENERAL FUND	Finance	271.34
	8/08/23	JULY 2023 ADEL LIVING	WATER UTILITY	Water	271.34
	8/08/23	JULY 2023 ADEL LIVING	SEWER UTILITY FUND	Sewer	271.32
				TOTAL:	814.00
CITY OF ADEL (FLEX SPENDING ACCOUNTS)	8/04/23	PY-FLEX SPENDING W/H	GENERAL FUND	NON-DEPARTMENTAL	117.76
	8/04/23	PY-DCAP W/H	GENERAL FUND	NON-DEPARTMENTAL	109.76
	8/04/23	PY-FLEX SPENDING W/H	ROAD USE TAX	NON-DEPARTMENTAL	22.39
	8/04/23	PY-DCAP W/H	ROAD USE TAX	NON-DEPARTMENTAL	20.80
	8/04/23	PY-FLEX SPENDING W/H	WATER UTILITY	NON-DEPARTMENTAL	31.85
	8/04/23	PY-DCAP W/H	WATER UTILITY	NON-DEPARTMENTAL	31.20
	8/04/23	PY-FLEX SPENDING W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	55.82
	8/04/23	PY-DCAP W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	31.20
	8/04/23	PY-FLEX SPENDING W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	2.39

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
	8/04/23	PY-DCAP W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	1.04_
			TOTAL:		424.21
Christian Printers	8/08/23	AUG 2023 FOLD, INSERT, & M WATER UTILITY		Water	1,092.88
	8/08/23	AUG 2023 FOLD, INSERT, & M SEWER UTILITY FUND		Sewer	1,092.88_
			TOTAL:		2,185.76
Collections Services Center	8/04/23	CHILD SUPPORT W/H	ROAD USE TAX	NON-DEPARTMENTAL	206.10
	8/04/23	CHILD SUPPORT W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	22.90_
			TOTAL:		229.00
Dallas County News, Inc.	8/08/23	RENEWAL DALLAS CO NEWSPAPE	GENERAL FUND	Finance	46.80_
			TOTAL:		46.80
Danko Emergency Equipment	8/08/23	FRIGHT FOR PER PURCHASE	GENERAL FUND	Fire Department	85.36_
			TOTAL:		85.36
Delta Dental Plan of Iowa	8/04/23	PY-INSURANCE PREMIUM DELTA	GENERAL FUND	NON-DEPARTMENTAL	179.80
	8/04/23	PY-INSURANCE PREMIUM DELTA	ROAD USE TAX	NON-DEPARTMENTAL	22.65
	8/04/23	PY-INSURANCE PREMIUM DELTA	WATER UTILITY	NON-DEPARTMENTAL	18.70
	8/04/23	PY-INSURANCE PREMIUM DELTA	SEWER UTILITY FUND	NON-DEPARTMENTAL	14.65
	8/04/23	PY-INSURANCE PREMIUM DELTA	STORM WATER UTILIT	NON-DEPARTMENTAL	2.51_
			TOTAL:		238.31
Delta Dental of Iowa (Vision)	8/04/23	PY-INSURANCE PREMIUM VISIO	GENERAL FUND	NON-DEPARTMENTAL	14.90
	8/04/23	PY-INSURANCE PREMIUM VISIO	ROAD USE TAX	NON-DEPARTMENTAL	0.25
	8/04/23	PY-INSURANCE PREMIUM VISIO	WATER UTILITY	NON-DEPARTMENTAL	1.75
	8/04/23	PY-INSURANCE PREMIUM VISIO	SEWER UTILITY FUND	NON-DEPARTMENTAL	0.90
	8/04/23	PY-INSURANCE PREMIUM VISIO	STORM WATER UTILIT	NON-DEPARTMENTAL	0.02_
			TOTAL:		17.82
Eli Kasap	8/08/23	BOOT REIMBURSEMENT	ROAD USE TAX	Road Use Tax	144.44_
			TOTAL:		144.44
Freedom Fire & Safety LLC	8/08/23	6YR MAINT @ PD	GENERAL FUND	Police Department	25.00_
			TOTAL:		25.00
Fuller Petroleum Service	8/08/23	JULY 2023 FUEL	GENERAL FUND	Police Department	1,927.50
	8/08/23	JULY 2023 FUEL	GENERAL FUND	Fire Department	99.55
	8/08/23	JULY 2023 FUEL	GENERAL FUND	Parks	239.46
	8/08/23	JULY 2023 FUEL	GENERAL FUND	Recreation	187.01
	8/08/23	JULY 2023 FUEL	GENERAL FUND	Zoning/Compliance/Perm	74.00
	8/08/23	JULY 2023 FUEL	ROAD USE TAX	Road Use Tax	949.83
	8/08/23	JULY 2023 FUEL	WATER UTILITY	Water	409.20
	8/08/23	JULY 2023 FUEL	SEWER UTILITY FUND	Sewer	429.85_
			TOTAL:		4,316.40
Galls	8/08/23	ZAK TOOL, ENTRY TOOL	GENERAL FUND	Police Department	623.87_
			TOTAL:		623.87
Grainger	8/08/23	BALL VALVE	WATER UTILITY	Water	594.83_
			TOTAL:		594.83
HR Green	8/08/23	PAVEMENT MNGT STUDY	ROAD USE TAX	Road Use Tax	4,127.61
	8/08/23	PAVEMENT MNGT STUDY	ROAD USE TAX	Road Use Tax	5,142.41_
			TOTAL:		9,270.02

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
IOWA RETIREMENT INVESTORS' CLUB (RIC)	8/04/23	RIC PRETAX CONTRIBUTION	GENERAL FUND	NON-DEPARTMENTAL	200.00
	8/04/23	RIC ROTH CONTRIBUTION	GENERAL FUND	NON-DEPARTMENTAL	331.32
	8/04/23	RIC ROTH CONTRIBUTION	ROAD USE TAX	NON-DEPARTMENTAL	243.50
	8/04/23	RIC ROTH CONTRIBUTION	WATER UTILITY	NON-DEPARTMENTAL	365.25
	8/04/23	RIC ROTH CONTRIBUTION	SEWER UTILITY FUND	NON-DEPARTMENTAL	365.25
	8/04/23	RIC ROTH % CONTRIBUTION	SEWER UTILITY FUND	NON-DEPARTMENTAL	352.49
	8/04/23	RIC ROTH CONTRIBUTION	STORM WATER UTILIT	NON-DEPARTMENTAL	12.18_
		TOTAL:			1,869.99
IPERS	8/04/23	PY-IPERS REG	GENERAL FUND	NON-DEPARTMENTAL	1,900.15
	8/04/23	PY-POLICE IPERS	GENERAL FUND	NON-DEPARTMENTAL	1,842.46
	8/04/23	PY-IPERS REG	ROAD USE TAX	NON-DEPARTMENTAL	592.91
	8/04/23	PY-IPERS REG	ROAD USE TAX	Road Use Tax	889.81
	8/04/23	PY-IPERS REG	TRUST AND AGENCY	General Government	2,851.77
	8/04/23	PY-POLICE IPERS	TRUST AND AGENCY	General Government	2,762.21
	8/04/23	PY-IPERS REG	WATER UTILITY	NON-DEPARTMENTAL	814.52
	8/04/23	PY-IPERS REG	WATER UTILITY	Water	1,222.44
	8/04/23	PY-IPERS REG	SEWER UTILITY FUND	NON-DEPARTMENTAL	906.57
	8/04/23	PY-IPERS REG	SEWER UTILITY FUND	Sewer	1,360.59
	8/04/23	PY-IPERS REG	STORM WATER UTILIT	NON-DEPARTMENTAL	60.63
	8/04/23	PY-IPERS REG	STORM WATER UTILIT	STORM WATER UTILITY	90.98_
		TOTAL:			15,295.04
Iowa Dept of Natural Resources	8/08/23	NPDES AUNNUAL FEE	SEWER UTILITY FUND	Sewer	1,275.00_
		TOTAL:			1,275.00
Iowa Dept. of Public Safety	8/08/23	TERMINAL BILL 7/22-7/23	GENERAL FUND	Police Department	4,056.00_
		TOTAL:			4,056.00
Iowa Division on Labor	8/08/23	ELEVATOR SAFETY PERMIT	GENERAL FUND	Finance	175.00_
		TOTAL:			175.00
Ironton Global	8/08/23	JULY 2023 TRUNK SUBS	GENERAL FUND	Finance	49.12_
		TOTAL:			49.12
Mainstay Systems Inc.	8/08/23	COMPUTERS, MOUNT & INSTALL	GENERAL FUND	Police Department	6,632.00_
		TOTAL:			6,632.00
Martin Marietta Materials	8/08/23	ROCK @ MANHOLE REPLACEMENT	SEWER UTILITY FUND	Sewer	679.30_
		TOTAL:			679.30
McClure Engineering Company	8/08/23	SUBDIVISION FEES	GENERAL FUND	Finance	67.50
	8/08/23	SUBDIVISION FEES	GENERAL FUND	Zoning/Compliance/Perm	13,436.25
	8/08/23	WELL #7	WATER UTIL IMPROV	CAPITAL PROJECTS	1,000.00
	8/08/23	SOUTHBRIDGE LIFT STATIONS	SOUTHBRIDGE LIFT S	CAPITAL PROJECTS	2,275.00
	8/08/23	EVANS PARKS TRAIL CONNECTI	CIRTPA TRAILS	CAPITAL PROJECTS	460.00
	8/08/23	WTR SRV TERRITORY NEGOTIAT	WATER UTILITY	Water	21.28_
		TOTAL:			17,260.03
Menards	8/08/23	MISC SUPPLIES	WATER UTILITY	Water	41.47_
		TOTAL:			41.47
Midwest Alarm Services	8/08/23	NEW FIRE ALARM PANEL @ CH	GENERAL FUND	Parks	1,053.75
	8/08/23	NEW FIRE ALARM PANEL @ CH	GENERAL FUND	Finance	1,053.75
	8/08/23	NEW FIRE ALARM PANEL @ CH	GENERAL FUND	Zoning/Compliance/Perm	1,053.75
	8/08/23	NEW FIRE ALARM PANEL @ CH	ROAD USE TAX	Road Use Tax	1,053.75

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	8/08/23	NEW FIRE ALARM PANEL @ CH	WATER UTILITY	Water	1,053.75
	8/08/23	NEW FIRE ALARM PANEL @ CH	SEWER UTILITY FUND	Sewer	1,053.75
				TOTAL:	6,322.50
Motorola Solutions Inc	8/08/23	CAMERA & MOUNTS	GENERAL FUND	Police Department	250.00
				TOTAL:	250.00
PRINCIPAL LIFE INSURANCE CO - SBD GRAN	8/04/23	PY - PRINCIPAL VOLUNTARY L	GENERAL FUND	NON-DEPARTMENTAL	297.04
	8/04/23	PY - PRINCIPAL VOLUNTARY L	ROAD USE TAX	NON-DEPARTMENTAL	8.07
	8/04/23	PY - PRINCIPAL VOLUNTARY L	WATER UTILITY	NON-DEPARTMENTAL	11.29
	8/04/23	PY - PRINCIPAL VOLUNTARY L	SEWER UTILITY FUND	NON-DEPARTMENTAL	26.99
	8/04/23	PY - PRINCIPAL VOLUNTARY L	STORM WATER UTILIT	NON-DEPARTMENTAL	0.79
				TOTAL:	344.18
People's Bank	8/04/23	PY-STATE W/H	GENERAL FUND	NON-DEPARTMENTAL	2,053.41
	8/04/23	PY-STATE W/H	ROAD USE TAX	NON-DEPARTMENTAL	330.64
	8/04/23	PY-STATE W/H	WATER UTILITY	NON-DEPARTMENTAL	499.96
	8/04/23	PY-STATE W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	587.14
	8/04/23	PY-STATE W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	32.85
				TOTAL:	3,504.00
Peoples Trust & Savings	8/04/23	PY-W/H FED TAXES	GENERAL FUND	NON-DEPARTMENTAL	4,741.52
	8/04/23	PY-FICA W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	5,241.73
	8/04/23	PY-MC W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	1,225.95
	8/04/23	PY-W/H FED TAXES	ROAD USE TAX	NON-DEPARTMENTAL	889.40
	8/04/23	PY-FICA W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	558.30
	8/04/23	PY-MC W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	130.57
	8/04/23	PY-FICA W/H & MATCH	ROAD USE TAX	Road Use Tax	558.31
	8/04/23	PY-MC W/H & MATCH	ROAD USE TAX	Road Use Tax	130.57
	8/04/23	PY-FICA W/H & MATCH	TRUST AND AGENCY	General Government	5,241.73
	8/04/23	PY-MC W/H & MATCH	TRUST AND AGENCY	General Government	1,225.93
	8/04/23	PY-W/H FED TAXES	WATER UTILITY	NON-DEPARTMENTAL	1,266.20
	8/04/23	PY-FICA W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	776.48
	8/04/23	PY-MC W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	181.58
	8/04/23	PY-FICA W/H & MATCH	WATER UTILITY	Water	776.48
	8/04/23	PY-MC W/H & MATCH	WATER UTILITY	Water	181.58
	8/04/23	PY-W/H FED TAXES	SEWER UTILITY FUND	NON-DEPARTMENTAL	1,367.50
	8/04/23	PY-FICA W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	862.16
	8/04/23	PY-MC W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	201.63
	8/04/23	PY-FICA W/H & MATCH	SEWER UTILITY FUND	Sewer	862.16
	8/04/23	PY-MC W/H & MATCH	SEWER UTILITY FUND	Sewer	201.63
	8/04/23	PY-W/H FED TAXES	STORM WATER UTILIT	NON-DEPARTMENTAL	85.06
	8/04/23	PY-FICA W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	56.96
	8/04/23	PY-MC W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	13.31
	8/04/23	PY-FICA W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	56.95
	8/04/23	PY-MC W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	13.33
				TOTAL:	26,847.02
Plumb Supply Co	8/08/23	2 INCH PVC COUPLERS	ROAD USE TAX	Road Use Tax	36.80
				TOTAL:	36.80
RDG Planning and Design	8/08/23	HISTORIC DESIGN GUIDELINES	GENERAL FUND	Finance	1,151.72
				TOTAL:	1,151.72
Ramona Dillinger	8/08/23	REIMB FOR PURCHASE ON PERN	GENERAL FUND	Pool	41.09
				TOTAL:	41.09

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
Ricoh USA, Inc.	8/08/23	COPIER LEASE 7/29-8/28	GENERAL FUND	Police Department	138.34_
				TOTAL:	138.34
Sam's Club	8/08/23	SHOP SUPPLIES	ROAD USE TAX	Road Use Tax	144.33_
				TOTAL:	144.33
South Dallas Co. Landfill	8/08/23	BRUSH DISPOSAL	GENERAL FUND	Parks	154.00
	8/08/23	JULY 2033, PER CAPITA, STI	GARBAGE/RECYCLING	Garbage	2,800.00
	8/08/23	JULY 2033,STICKERS -17	GARBAGE/RECYCLING	Garbage	255.00_
				TOTAL:	3,209.00
State Hygienic Laboratory	8/08/23	TESTING @ POOL	GENERAL FUND	Pool	14.50
	8/08/23	MONTHLY TESTING JULY 2023	SEWER UTILITY FUND	Sewer	42.00_
				TOTAL:	56.50
The Sherwin Williams Company	8/08/23	PAINT- STRIPER & PARTS	ROAD USE TAX	Road Use Tax	1,025.25_
				TOTAL:	1,025.25
UPHDM OCCUPATIONAL MEDICINE	8/08/23	PRE EMPLOYMENT DRUG SCREEN	GENERAL FUND	Fire Department	107.50
	8/08/23	PRE EMPLOYMENT DRUG SCREEN	GENERAL FUND	Library	53.75
	8/08/23	PRE EMPLOYMENT DRUG SCREEN	GENERAL FUND	Pool	53.75
	8/08/23	PRE EMPLOYMENT DRUG SCREEN	GENERAL FUND	Recreation	161.25
	8/08/23	PRE EMPLOYMENT DRUG SCREEN	GENERAL FUND	Recreation	59.75_
				TOTAL:	436.00
USA Blue Book	8/08/23	TESTING SUPPLIES	SEWER UTILITY FUND	Sewer	991.70_
				TOTAL:	991.70
Wellmark/BCBS of Iowa	8/04/23	PY-INSURANCE PREMIUM BCBS	GENERAL FUND	NON-DEPARTMENTAL	2,525.08
	8/04/23	PY-INSURANCE PREMIUM BCBS	ROAD USE TAX	NON-DEPARTMENTAL	355.03
	8/04/23	PY-INSURANCE PREMIUM BCBS	WATER UTILITY	NON-DEPARTMENTAL	342.38
	8/04/23	PY-INSURANCE PREMIUM BCBS	SEWER UTILITY FUND	NON-DEPARTMENTAL	404.35
	8/04/23	PY-INSURANCE PREMIUM BCBS	STORM WATER UTILIT	NON-DEPARTMENTAL	39.46_
				TOTAL:	3,666.30
**PAYROLL EXPENSES	8/04/2023 - 8/08/2023	GENERAL FUND	Police Department		32,468.27
		GENERAL FUND	Fire Department		750.00
		GENERAL FUND	Library		12,630.25
		GENERAL FUND	Parks		6,279.24
		GENERAL FUND	Cemetery		1,828.40
		GENERAL FUND	Pool		23,064.63
		GENERAL FUND	Recreation		5,862.79
		GENERAL FUND	Finance		2,907.47
		GENERAL FUND	Zoning/Compliance/Perm		1,919.62
		ROAD USE TAX	Road Use Tax		9,425.95
		WATER UTILITY	Water		12,949.57
		SEWER UTILITY FUND	Sewer		14,412.84
		STORM WATER UTILIT	STORM WATER UTILITY		963.91_
			TOTAL:		125,462.94

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT_
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===== FUND TOTALS =====				
001	GENERAL FUND		144,389.95	
110	ROAD USE TAX		27,199.98	
112	TRUST AND AGENCY		12,197.30	
338	WATER UTIL IMPROV P2		1,000.00	
339	SOUTHBRIDGE LIFT STATION		2,275.00	
342	N 15TH ST BRIDGE REPLACE		120.56	
343	CIRTPA TRAILS		536.95	
600	WATER UTILITY		23,029.50	
610	SEWER UTILITY FUND		27,927.37	
615	STORM WATER UTILITY		1,456.91	
670	GARBAGE/RECYCLING UTILITY		38,677.72	

	GRAND TOTAL:		278,811.24	

TOTAL PAGES: 6

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-ADEL
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 8/04/2023 THRU 8/08/2023
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 0/00/0000 THRU 99/99/9999

PAYROLL SELECTION

PAYROLL EXPENSES: YES
EXPENSE TYPE: GROSS
CHECK DATE: 8/04/2023 THRU 8/08/2023

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

RESOLUTION NO. 23-43

**RESOLUTION TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS IN
CONNECTION WITH A SPECIAL EVENT KNOWN AS
2023 SHELBY DRIVE BLOCK PARTY**

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

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

WHEREAS, Maritza Elscott, of 1047 Shelby Drive, has requested closure of the following street from 8:00 a.m. to 12 a.m. on the date(s) listed below, in conjunction with the special event known as 2023 Shelby Drive Block Party.

Saturday August 19, 2023 – Sunday, August 20, 2023

8:00 a.m. – 12:00 a.m.

The corner of Bailey's Grove Dr and Shelby Dr

The corner of Hunter Ct and Shelby Dr

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

Passed and approved this 8th day of August, 2023.

James F. Peters, Mayor

ATTEST:

Carrie Erickson, City Clerk



A • D • E • L
I • O • W • A

City of Adel Block Party and Street Closure Permit Application

Event Name	2023 Block Party
Date(s) of the Event	8/19/2023

CONTACT INFORMATION

Sponsor / Contact	Maritza Elliott
Address	1047 Shelby Drive
City	Adel
State	Iowa
Zip Code	50003
Day Phone Number	515-339-6499
Cell Phone Number	" " "
Email Address	Maritzamg87@gmail.com

TIME OF EVENT

Event Set-up Time	8am
Event Start Time	5pm
Event End Time	11pm
Event Cleanup Time	12 AM

EVENT INFORMATION

Event Description <i>Please attach a map of the specific area to be used and the street(s) to be blocked off. Except in very limited circumstances, the City will require that a street closing be from cross intersection to cross intersection.</i>	Attached
Estimated Attendance?	75-100
Will Alcohol be Served? <i>No alcohol may be kept or consumed on the street. It must be on private property.</i>	YES / <input checked="" type="radio"/> NO
Will you be using amplified sound? <i>If yes, a sound permit application is required along with applicable fees.</i>	YES / <input checked="" type="radio"/> NO
Consent from residents? <i>90% of the residents in the area, including any listing agent with a home for sale, must be in favor of and / or approve the request.</i>	<input checked="" type="radio"/> YES / NO

DEPOSIT: \$100.00 This deposit will be refunded if the block party area is fully cleaned up after the party and the barricades are returned in satisfactory condition.

CONSENT FROM RESIDENTS

By signing below, I understand the Block Party and Street Closure Policy and that I have been informed of the event that is being applied for.

NAME	ADDRESS	APPROVE / DISAPPROVE
	1040 Shelby Drive	APPROVE / DISAPPROVE
<i>Jan Hume</i>	1044 Shelby Drive	<u>APPROVE</u> / DISAPPROVE
<i>Kellee Stender</i>	1048 Shelby Drive	<u>APPROVE</u> / DISAPPROVE
<i>Ginni Hume</i>	1052 Shelby Drive	<u>APPROVE</u> / DISAPPROVE
<i>Beth Hume</i>	1056 Shelby Drive	<u>APPROVE</u> / DISAPPROVE
<i>Rae Wilson</i>	1051 Shelby Drive	<u>APPROVE</u> / DISAPPROVE
<i>Maritza Elise</i>	1047 Shelby Drive	<u>APPROVE</u> / DISAPPROVE
<i>Buane Schuber</i>	1039 Shelby Drive	<u>APPROVE</u> / DISAPPROVE
<i>Kate</i>	1101 Shelby Drive	<u>APPROVE</u> / DISAPPROVE
<i>Joy White</i>	1040 Shelby Drive	<u>APPROVE</u> / DISAPPROVE
		APPROVE / DISAPPROVE
		APPROVE / DISAPPROVE
		APPROVE / DISAPPROVE
		APPROVE / DISAPPROVE
		APPROVE / DISAPPROVE
		APPROVE / DISAPPROVE

RETURN PERMIT APPLICATION:

City of Adel
301 S. 10th Street
Adel, IA 50003



City of Adel Hold Harmless Agreement

WHEREAS, the City of Adel, Iowa (City) owns certain real property and public right-of-way which are under the direction and control of the Adel City Council.

WHEREAS, (the "Organization") desires to use and occupy certain property containing the facilities and grounds at, Shelley Drive (Location)

WHEREAS, the City is willing to grant to the Organization the right to use and occupy the location provided the City, its officers, employees and agents, (collectively called "City") are held harmless.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS HEREIN CONTAINED, the City and the Organization agree as follows:

1. The City hereby grants to the Organization the right to use and occupy the facilities and grounds identified above for a period commencing the August day of 19th, 2023, and ending on the August day of 20th, 2023 for the purpose of the Organization activities.
2. To the extent permitted by law, the Organization shall defend, indemnify, and hold harmless the City from any and all claims, lawsuits, demands, causes of action, liability, loss, damage and/or injury, of any kind whatsoever (including without limitation all claims for monetary loss, property damage, equitable relief, personal injury and/or wrongful death), whether brought by an individual or other entity, or imposed by court of law or by administrative action of any federal, state, or local governmental body or agency, arising out of, in any way whatsoever, any acts, omission, negligence, or willful misconduct on the part of the Organization, its officers, owners, personnel, employees, agents, contractors, invitees, or volunteers. This indemnification applies to and includes, without limitation, the payment of all penalties, fines, judgments, awards, decrees, attorney fees, and related costs or expenses, and any reimbursements to the City for all legal fees, expenses, and cost incurred by it.
3. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited. The intent of the Parties is to provide as broad an indemnification as possible under Iowa law. In the event that any aspect of this Agreement is deemed unenforceable, the court is empowered to modify this Agreement to give the broadest possible interpretation permitted under Iowa law.
4. This Agreement shall be governed exclusively by the laws of Iowa, without regard to conflict of law provisions.
5. Any lawsuit or legal proceedings arising out of or relating to this Agreement in any way whatsoever shall be exclusively brought and litigated in federal and state courts of Iowa. Each Party expressly consents and submits to this exclusive jurisdiction and exclusive venue. Each Party expressly waives that right to challenge this jurisdiction and/or venue as improper

or inconvenient. Each Party consents to the dismissal of any lawsuit that they bring in any other jurisdiction or venue.

Words and phrases herein shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender, according to context.

Dated this _____ day of _____, 20____.

By _____
City Clerk

By _____
Organization Representative

1814

1036

1040

BARRICADE

Ba

1044

1039³⁹

1048

1052

Shelby Dr

1047¹⁰⁴⁷

1043

1051

1056

1056

Shelby Dr

1101¹¹¹

1048

BARRICADE

1105

Google

1102

Shell

RESOLUTION NO. 23-44

**A RESOLUTION AUTHORIZING THE EXECUTION OF AN AMENDED
MEMORANDUM OF UNDERSTANDING BETWEEN THE IOWA
DEPARTMENT OF ADMINISTRATIVE SERVICES AND THE CITY OF ADEL
FOR PARTICIPATION IN THE INCOME SETOFF PROGRAM**

WHEREAS, the Adel City Council has reviewed its accounts receivables and determined that there are delinquent accounts from time to time, and

WHEREAS, the Iowa Department of Administrative Services offers a program to assist governmental subdivisions in the collection of delinquent account monies through the State of Iowa, and

WHEREAS, the Adel City Council entered into a past agreement with the Iowa Department of Administrative Services on November 10, 2008, and

WHEREAS, the Adel City Council approved Resolution No. 23-39 on July 11th, 2023, to approve entering into a new agreement with the Iowa Department of Administrative Services, and

WHEREAS, the Iowa Department of Administrative Services made amendments to the Memorandum of Understanding and attached Setoff Enrollment Form following approval of the aforementioned Resolution 23-39; and

WHEREAS, the Adel City Council deems it necessary and appropriate to approve the amended Memorandum of Understanding with the State of Iowa for the collection of delinquent accounts.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Adel, Iowa, that the amended Memorandum of Understanding be approved and authorizes the City Administrator to sign said document.

Passed and approved this 8th day of August, 2023.

James F. Peters, Mayor

Attest: _____
Carrie Erickson, City Clerk

**MEMORANDUM OF UNDERSTANDING BETWEEN THE IOWA DEPARTMENT OF
REVENUE AND _____ REGARDING STATE SETOFF PROGRAM**

**ARTICLE I
PURPOSE**

- 1.1 The purpose of this memorandum of understanding (“Agreement”) is to define the terms and conditions of [_____] (“Participating Agency”)’s participation in the State Setoff Program (“Program”), as administered by the Iowa Department of Revenue (“IDR”). Participating Agency and IDR may individually be referred to as a “Party”, or collectively as “Parties”.

**ARTICLE II
DEFINITIONS & AUTHORITY**

2.1 Definitions.

- 2.1.1 “Credit Vendor” means an agency or entity who submits funds to the Program.
- 2.1.2 “Data” means any information in the possession of or owned by the Participating Agency or IDR that is shared with the other Party under this Agreement.
 - 2.1.2.1 Data may include personal information as defined by Iowa Code section 715C.1(11).
 - 2.1.2.2 IDR shall at no time share federal tax information pursuant to this Agreement. IDR shall only share state tax information as allowed by law.
- 2.1.3 “Debt” means any amount, as measured in money, owed to a Public Agency.
- 2.1.4 “Debt Portal” means the online system through which the Participating Agency will administer its Debt.
- 2.1.5 “Debt Type” means a category of Debt that has become due, owing, and payable under statute, administrative rule, or other lawful means.
- 2.1.6 “Obligor” means as defined in Iowa Code 421.65(1)(a).
- 2.1.7 “Obligor Directory Information” means the Obligor’s Name, Address, Phone Number, and Email Address.
- 2.1.8 “Obligor Information” means any information regarding the Obligor required by IDR, including “Obligor Directory Information”.
- 2.1.9 “Participating Agency” means a Public Agency or the Iowa Judicial Branch (“IJB”), that has entered into an agreement with IDR to participate in the State Setoff Program.
- 2.1.10 “Public Agency” means as defined in Iowa Code 421.65(1)(b).
- 2.1.11 “Public Payment” means as defined in Iowa Code section 421.65(1)(c).
- 2.1.12 “Qualifying Debt” means as defined in Iowa Code section 421.65(1)(d).
- 2.1.13 “Setoff Fee”, as outlined in Section 3.4.4, means the amount paid by the Participating Agency per setoff to IDR for participation in the State Setoff Program.
- 2.1.14 “State Setoff Program” or the “Program” means the program established by Iowa Code section 421.65 to set off against each Public Payment any Qualifying Debt the Obligor owes to a Participating Agency.
- 2.1.15 All monetary amounts referenced in this Agreement and throughout the State Setoff Program shall be in United States Dollars.
- 2.1.16 Unless otherwise specified, references to IDR and Participating Agency shall include their officers, employees, agents, and contractors. FAST Enterprises, LLC (Fast) is a contractor of IDR. Participating Agency authorizes Fast access to Participating Agency Data subject to this Agreement.
- 2.1.17 All statutes and administrative rules shall be construed as may be enacted or amended at any time during the term of this Agreement. In any circumstance where this Agreement conflicts with statute or administrative rule, all Parties shall abide by the statute or administrative rule.

- 2.2 **Legal Authority.** This Agreement is entered into pursuant to the authority in Iowa Code section 421.65 and Iowa Administrative Code chapter 701-26.

ARTICLE III PROGRAM PARAMETERS

3.1 Program Admission.

- 3.1.1 The Public Agency or IJB wishing to participate in the Program must complete and submit the application as designated by IDR. All required fields must be reported.
- 3.1.2 This Agreement meets the requirement for a memorandum of understanding as outlined in Iowa Administrative Code rule 701-26.3.
- 3.1.3 Contact Persons.
 - 3.1.3.1 The Participating Agency must provide a contact person for operational questions and backup contact person for when the contact person is unavailable. Operational questions constitute questions originating from IDR regarding the processing of setoffs.
 - 3.1.3.2 The Participating Agency must provide a contact person for Obligor questions and backup contact person for when the contact person is unavailable. Obligor questions constitute questions originating from the Obligor regarding the Obligor's Debt or the amount setoff.
 - 3.1.3.3 The Participating Agency must provide the name, title, phone number, and email address of each contact person.
 - 3.1.3.4 The Participating Agency must update and confirm all contact persons and all contact information no less than annually and upon request.
 - 3.1.3.5 All contact persons must ensure that calls and correspondence are handled in a timely manner.
 - 3.1.3.6 Contact person contact information may be updated without a formal amendment to this Agreement by providing written notice to IDR in the manner designated by IDR.

3.2 Prior to Submission of Debt.

- 3.2.1 Participating Agency shall keep a record of all communication with the Obligor until the Debt has been paid in full and the setoff appeal period has expired, or has been removed from the Program.
- 3.2.2 Participating Agency shall provide Obligor with an opportunity to protest or challenge the Debt, in compliance with applicable law and due process.
- 3.2.3 Steps outlined in Sections 3.2.1 and 3.2.2 above must be completed for each Debt prior to that Debt's submission to the Program.
- 3.2.4 Participating Agency's correspondence to Obligor shall include the Participating Agency's obligor contact information. The correspondence shall not include IDR or the Program's operational contact information.
- 3.2.5 Prior to submitting a Debt Type to the Program, a Participating Agency shall provide the Department with a description of the Debt Type(s) and other details regarding each Debt Type as required by the Department. This description(s) shall be submitted with the MOU and any other time a Participating Agency wants to submit a new Debt Type.

3.3 Submission of Debt.

- 3.3.1 All Data required to submit, certify, and maintain debt must be submitted electronically via a process designated by IDR. Submissions must comply with the file layout in Appendix B. IDR may update Appendix B without a formal amendment to this Agreement by providing written notice to the Participating Agency.
- 3.3.2 Participating Agency shall remain the system of record for Debt submitted to the Program.
- 3.3.3 **Character of Debt.**
 - 3.3.3.1 The Debt must be Qualifying Debt.

- 3.3.3.2 The Debt must be legally collectible and within any applicable statute of limitations.
- 3.3.3.3 The debts must meet the minimum amount requirement, as set by Iowa Administrative Code rule 701-26.1.
- 3.3.3.4 Obligor Information must include: Name (if individual, First and Last Name), tax identification number, and any other information requested by IDR.
- 3.3.4 Participating Agency must certify all Debt in accordance with Iowa Code section 421.65(2)(a)-(b).
- 3.3.5 All Debt is subject to a recertification process. The recertification process may include, but is not limited to, requiring the Participating Agency to certify that all information is correct and that the Debt is still Qualified Debt. The recertification process will be performed regularly, at the agreement of the Parties, but no less than annually.
- 3.3.6 Participating Agency shall notify the department of any change in the status of the public agency's individual debts submitted to the setoffs program. This notification shall be made no later than five business days of any change in the status of a submitted debt in the manner prescribed by the Department.
- 3.3.7 IDR may reject any Debt that, in IDR's sole judgment, is not feasible, not collectible, or not compliant with applicable law.
 - 3.3.7.1 IDR may reject any Debt if the tax identification number, or other information does not match IDR's record for the Obligor. This will only apply to Obligors of whom IDR has a record.
- 3.4 **Setoff Procedure.**
 - 3.4.1 Debt will be setoff upon a TIN match.
 - 3.4.2 The Debt Portal is intended to be available to the Participating Agency 24 hours a day, 7 days a week, with exceptions for Program maintenance. Participating Agency will be notified of any scheduled maintenance that will interfere with this availability. Unexpected interruptions in availability of the Debt Portal will be remedied by IDR as quickly as possible within IDR availability and priorities.
 - 3.4.3 **Order of Priority for Debt Setoff.** Debt shall be setoff in the order of priority defined in Iowa Code section 421.65(4) and Iowa Administrative Code rule 701-26.6. The priority determination will be made when the challenge letter is sent to the obligor. A public payment will not be applied to a qualifying debt that is not included on the challenge notice.
 - 3.4.3.1 The Participating Agency shall identify in Appendix C Debts submitted to the Program that will be deposited into the state general fund.
 - 3.4.4 **Setoff Fee.**
 - 3.4.4.1 The Participating Agency will be charged a Setoff Fee, as set forth in Iowa Administrative Code rule 701-26.10, each time a Public Payment is setoff and applied to the Participating Agency's Qualifying Debt. The Setoff Fee shall be retained as defined in section 3.6.7 herein.
 - 3.4.4.2 The Participating Agency shall not collect the Setoff Fee from the same setoff for which the Setoff Fee has been charged.
 - 3.4.4.3 IDR may change the Setoff Fee amount in IDR's sole discretion, upon 60 days' notice to the Participating Agency. Change to the Setoff Fee amount shall not require a formal amendment to this Agreement, nor consent of the Participating Agency.
 - 3.4.5 **Upon Setoff.**
 - 3.4.5.1 IDR will mail a letter to the Obligor at the best address available to IDR at the time of mailing. The letter will inform the Obligor that the Public Payment owed to the Obligor was setoff due to Debt owed to the Participating Agency.
 - 3.4.5.2 IDR will mail a letter to a known co-payee on any setoff of a Public Payment. The letter will include information regarding the opportunity for the co-payee to request a

division of the Public Payment. This letter and the letter contemplated in section 3.4.5.1. may be combined.

- 3.4.5.3 The Obligor will have 15 days from the date of the letter to challenge the setoff. Ground for such challenges will be limited to: (1) mistake of fact, including a mistake in the identity of the obligor or a mistake in the amount owed, and (2) Debt is not a Qualifying Debt. Additionally, IDR will accept and administer requests to divide a jointly or commonly owned right to payment under Iowa Code section 421.65(2)(f).

3.5 Following Setoff

- 3.5.1 Amounts collected via a successful match will be forwarded periodically to the Participating Agency, reduced by the appropriate Setoff Fee.
- 3.5.2 Amounts collected will be posted to the balance due within the Program Debt Portal. If the amount of the debt is reduced as outlined in Iowa Administrative Code rule 701-26.2, the debt will be purged from the Program.
- 3.5.3 Amounts collected via a successful match will be forwarded to the Participating Agency via I/3 Internal Exchange Transaction (IET) or direct deposit. Transfer via check is not available.
- 3.5.4 If the application of a Public Payment to a Qualifying Debt results in an overpayment to the Participating Agency, and the Obligor does not challenge the setoff, the Participating Agency shall refund the overpayment to the Obligor and/or co-payee.
- 3.5.5 If, after the setoff is complete, it is determined that the person(s) whose Public Payment was setoff is not the Obligor, the Public Agency shall refund the setoff amount to the person(s) whose Public Payment was setoff.

3.6 Appeals, Challenges, and Requests to Divide Jointly or Commonly Owned Rights to Payment.

- 3.6.1 Challenges will be limited to: (1) mistake of fact, and (2) debt is not a qualifying debt. Additionally, IDR will accept and administer requests to divide a jointly or commonly owned right to payment. The Participating Agency is responsible for all appeals regarding the underlying debt.
- 3.6.2 If an appeal or challenge is filed, IDR shall notify the Participating Agency that a challenge has been received. The Participating Agency shall promptly provide IDR with all information requested by IDR or other information as deemed relevant by the Participating Agency for purposes of the challenge. The Participating Agency shall make every effort to provide such information to IDR prior to the hearing date. Information received by IDR more than 10 days after the challenge received date will not be considered by IDR.
- 3.6.3 Upon receipt of a challenge, IDR shall set a time to occur within ten days of receipt of the challenge to review the relevant facts of the challenge with the Obligor. An alternative time may be set at the request of the Obligor. Following the review, IDR shall determine whether the challenge is successful and communicate the result to the Participating Agency and the Obligor.
- 3.6.4 If a setoff is appealed or challenged by the Obligor, the Participating Agency shall hold the setoff amount until a final determination is made.
- 3.6.5 The Participating Agency must adhere to IDR's determination on a challenge or request for division of a jointly or commonly owned right to payment, and has no appeal opportunity.
- 3.6.6 Should the Obligor challenge IDR's determination or the Program in court (e.g. district court, etc.) Participating Agency shall be responsible for any defense, including costs. IDR may provide assistance upon request and at IDR's sole discretion.
- 3.6.7 IDR will retain the Setoff Fee, even if the challenge or request to divide a jointly or commonly owned right to payment is successful.

3.7 Refunds

- 3.7.1 In the event an appeal or divide is successful, or a request for divide is accepted, the Participating Agency is responsible for refunding the amount due to the Obligor or co-payee.
- 3.7.2 IDR may request the amount to be refunded to be returned to IDR, rather than refunded to the Obligor or co-payee, if another debt exists for the Obligor or co-payee in the Program. In

- such a case, the Participating Agency shall return the amount to IDR via I/3 Internal Exchange Transaction (IET) or Automated Clearing House (ACH) Debit.
- 3.7.3 If not notified to return the amount to IDR, the Participating Agency must issue the refund to the Obligor or co-payee within 30 days of notification of successful appeal or challenge, or the acceptance of a request for a divide by IDR.
- 3.7.4 The Participating Agency shall provide evidence that the refund was issued to IDR upon request.

ARTICLE IV CONFIDENTIALITY AND OWNERSHIP OF DATA

- 4.1 To the extent allowed by applicable law, the Participating Agency shall be considered the custodian of records related to the Debt and any Data submitted in relation to the Debt. Participating Agency shall respond to any open records request filed under chapter 22, regarding Participating Agency's Debt in the Program.
- 4.2 Obligor Information submitted to the Program is confidential and exempt from release under Iowa Code chapter 22. Iowa Code section 421.65(2)(a). Obligor Information is not confidential taxpayer information or return information under Iowa Code section 422.20 or 422.72.
- 4.3 IDR may use Obligor Information to support the Program generally. Obligor Information received from one participating agency or credit vendor may be used to assist the Program as it applies to any other participating agency or credit vendor.
- 4.4 Obligor Directory Information may be used to update IDR's tax information system, and will be used to benefit tax administration, non-tax debt collection, identification services, and the Program.
- 4.5 Notwithstanding Section 4.4 above, Obligor Information shall only be available to persons with a business reason to access the information.

ARTICLE V DURATION AND TERMINATION

- 5.1 **Duration.**
- 5.1.1 This Agreement shall be in force upon this document being fully signed (the "Effective Date").
- 5.1.2 The initial term of this Agreement shall be three (3) years from the Effective Date, unless terminated earlier. By mutual written agreement, the parties may annually extend the Agreement for up to three (3) additional one-year terms.
- 5.1.3 This Agreement memorializes all elements of this Agreement and supersedes any previous Agreement or negotiations related to this Agreement, whether oral or in writing. Amendments to the provisions of this Agreement may be made at any time only in writing and by the agreement and signature of all parties hereto.
- 5.2 **Termination.**
- 5.2.1 **Termination for Cause by IDR.** IDR may terminate this Agreement upon written notice of the Participating Agency's breach of any material term, condition, or provision of this Agreement, if such breach is not cured within the time period specified in IDR's notice of breach or any subsequent notice or correspondence delivered by IDR to Participating Agency, provided that cure is feasible. In addition, IDR may terminate this Agreement effective immediately without penalty or legal liability and without advance notice or opportunity to cure for any of the following reasons:
- 5.2.1.1 Participating Agency, directly or indirectly, furnished any statement, representation, warranty, or certification in connection with this Agreement that is false, deceptive, or materially incorrect or incomplete;
- 5.2.1.2 Participating Agency's or Participating Agency Contractor's officers, directors, employees, agents, subsidiaries, affiliates, contractors, or subcontractors has

committed or engaged in fraud, misappropriation, embezzlement, malfeasance, misfeasance, or bad faith;

5.2.1.3 Dissolution of Participating Agency or any parent or affiliate of Participating Agency owning a controlling interest in Participating Agency;

5.2.1.4 IDR determines or believes Participating Agency has engaged in conduct that has or may expose IDR to material liability;

5.2.1.5 Participating Agency submits Debt that is not legally collectable, is unresponsive to IDR requests, or otherwise not compliant with this Agreement.

The right to terminate this Agreement pursuant to this section shall be in addition to and not exclusive of other remedies available to IDR and, notwithstanding any termination, IDR shall be entitled to exercise any other rights and pursue any remedies available under this Agreement, in law, at equity, or otherwise. Participating Agency shall notify IDR in writing if any of the foregoing events occur that would authorize IDR to immediately terminate this Agreement.

5.2.2 Termination for Convenience.

5.2.2.1 Following sixty days written notice, the Participating Agency may terminate this Agreement, in whole or in part, for convenience without the payment of any penalty or incurring any further obligation or liability to Participating Agency. Termination for convenience may be for any reason or no reason at all.

5.2.2.2 Following written notice, IDR may terminate this Agreement, in whole or in part, for convenience without the payment of any penalty or incurring any further obligation or liability to IDR. IDR may further remove all or any portion of Participating Agency's debt from the State Setoff Program for any or no reason upon written notice. Termination for convenience may be for any reason or no reason at all.

5.2.3 Termination Due to Lack of Funds or Change in Law. Notwithstanding anything in this Agreement to the contrary, either party shall, upon written notice, have the right to terminate this Agreement, in whole or in part, without penalty or liability and without any advance notice as a result of any of the following:

5.2.3.1 The legislature, governor, or other applicable governing body fail, in the sole opinion of the terminating party, to appropriate funds sufficient to allow the terminating party to either meet its obligations under this Agreement or to operate as required and to fulfill its obligations under this Agreement;

5.2.3.2 If funds are de-appropriated, reduced, not allocated, or receipt of funds is delayed, or if any funds or revenues needed by either party to make any payment hereunder are insufficient or unavailable for any other reason as determined by the terminating party in its sole discretion;

5.2.3.3 If the terminating party's authorization to conduct its business or engage in activities or operations related to the subject matter of this Agreement is withdrawn or materially altered or modified;

5.2.3.4 If the terminating party's duties, programs, or responsibilities are modified or materially altered; or

5.2.3.5 If there is a decision of any court, administrative law judge, or arbitration panel or any law, rule, regulation, or order is enacted, promulgated, or issued that materially or adversely affects the terminating party's ability to fulfill any of its obligations under this Agreement.

ARTICLE IV ADMINISTRATION

6.1 This Agreement does not create a separate legal or administrative entity. Any real, personal, or intellectual property used in this cooperative undertaking shall be acquired, held, and disposed of by the Party which originally obtains, purchases, or develops the property.

- 6.2 During the Agreement period, the agreement managers shall be contacted on all interpretations and problems relating to the Agreement and shall follow the issues through to their resolution. The agreement managers shall also monitor performance under the Agreement. The Participating Agency agreement manager is identified in Appendix A. The IDR agreement manager is Susan Khamtanh, Procurement Officer, 515-281-5694, susan.khamtanh@iowa.gov. Agreement manager contact information may be updated without a formal amendment to this Agreement by providing written notice to the other Party.
- 6.3 Each Party represents and warrants that it has full authority to enter into this Agreement and that it has not granted and will not grant any right or interest granted to the other party under this Agreement to any person or entity.
- 6.4 **Additional Provisions.** The Parties agree that if an Appendix, Attachment, Addendum, Rider, or Exhibit is attached hereto by the Parties, and referred to herein, then the same shall be deemed incorporated herein by reference.
- 6.5 **Further Assurances and Corrective Instruments.** The Parties agree that they will, from time to time, execute, acknowledge, and deliver, or cause to be executed, acknowledged, and delivered, such supplements hereto and such further instruments as may reasonably be required for carrying out the expressed intention of this Agreement. Participating Agency understands that agreement to amendments may be required to continue participation in the Program. Failure to agree to amendments proposed by IDR may result in the termination of this Agreement and the removal of the Participating Agency's debt from the Program.
- 6.6 **No Actions or Damages.** The Parties agree that neither party may file claims or seek damages under this Agreement.
- 6.7 **Compliance with Iowa Code Chapter 8F.** Participating Agency and IDR shall comply with Iowa Code Chapter 8F with respect to any sub-agreements or contracts it enters into pursuant to this Agreement. Any compliance documentation, including but not limited to certificates, received from contractors by Participating Agency or IDR shall be made available upon request of the other Party.
- 6.8 **Immunity from Liability.** Notwithstanding any provision of this Agreement, nothing in this Agreement shall be construed as waiving any immunity from suit or liability in state or federal court or any other tribunal, including but not limited to sovereign immunity, Eleventh Amendment immunity, or any other immunity from suits or damages, possessed by the Parties or any officer, employee, director, attorney, auditor, contractor, or associate of the Parties.
- 6.9 **Supersedes Former Contracts or Agreements.** This Agreement supersedes all prior Contracts or Agreements between Participating Agency and IDR for the services provided in connection with this Agreement.

Iowa Department of Revenue	
Signature	Date
Name:	
Title:	

[_____] ("Participating Agency")	
Signature	Date
Name:	
Title:	

Appendix A

Participating is required to provide contact information for the following contacts. The Primary/Secondary for a particular type (e.g. operational, obligor) of contact may not be the same individual. However, the same individual may hold more than one contact position.

Operational Contact - Primary	
This is the primary contact for questions from IDR regarding the processing or operations of the Participating Agency's participation in the Setoff Program.	
Name:	
Title	
Phone Number:	
E-mail Address:	

Operational Contact - Secondary	
This is the backup contact for questions from IDR regarding the processing or operations of the Participating Agency's participation in the Setoff Program.	
Name:	
Title	
Phone Number:	
E-mail Address:	

Obligor Contact - Primary	
This is the primary contact for questions from Obligor.	
Name:	
Title	
Phone Number:	
E-mail Address:	

Obligor Contact - Secondary	
This is the backup contact for questions from Obligor.	
Name:	
Title	
Phone Number:	
E-mail Address:	

Agreement-Related Notices Should be Sent To:	
This is the contact who should receive legal notifications.	
Name:	
Title	
Phone Number:	
E-mail Address:	
Address:	
City:	
State:	
Zip Code:	

Appendix B

Setoff Placement File

The placement file must be named Setoffs#####.txt, where ##### is the Agency Number and Unit Code. If your agency has multiple Unit Codes, use one of them in the file name. Do not change the Unit Code used without notifying IDR prior to placement file submission.

The placement file must contain a list of all the Participating Agency's debt to be placed in the Program. Each record in the file represents one Debt. The placement file is a full replacement, and will overwrite existing debt placements for the Participating Agency under their unit code(s).

The placement file has a fixed width layout

Field Name	Characters	Description
Participating Agency Number (Required)	3	Unique identifier for the Participating Agency who maintains the debt. This is generally a three-digit number, such as "645" or "123", as assigned by IDR. Leading zeros are significant.
Participating Agency Unit Code (Required)	3	Unique identifier for a group within the Participating Agency, as assigned by IDR. This is generally a three-digit number such as "001" or "999". Leading zeros are significant.
Obligor Identification Number Type (Required)	1	Enter the code for the type of ID listed in Obligor ID. 1 = Social Security Number (SSN) 2 = Federal Employer Identification Number (FEIN) 3 = Individual Tax Identification Number (ITIN)
Obligor Identification Number (required)	9	Identification number unique to the Obligor (i.e. SSN, ITIN, or FEIN). Leading zeros are significant
Debt Identification Number (required)	30	Agency's unique identifier for the debt. (i.e. case #, invoice #, citation #, etc.). This should not change. Note: If debt has previously been placed for a combination of Agency Number, Agency Unit Code, Obligor ID, and Debt ID, then the corresponding placement will be updated based on the file.
Obligor Last Name / Entity Name (Required)	50	Last Name of the Obligor (if an Obligor Identification Number Type is SSN or ITIN), or Name of Obligor (if Obligor Identification Number Type is FEIN)
Obligor First Name	50	First name of the Obligor (if an Obligor Identification Number Type is SSN or ITIN). Leave blank if Obligor Identification Number Type is FEIN
Obligor Middle Name	50	Middle name of Obligor (if an Obligor Identification Number Type is SSN or ITIN)

		Leave blank if Obligor Identification Number Type is FEIN
Qualified Date (Required)	8	Date the Debt first qualified for the Program Format: MMDDYYYY
Debt Amount (Required)	12	The amount owed to the Participating Agency. Expressed in pennies. Pre-padded with 0s. Example: \$123.45 should be listed as 000000012345. Must be \$50 or more for all qualifying debts owed to one public agency by one obligor.
Description of Debt (May be required)	500	Description of the Debt. May be displayed on correspondence to the Obligor pertaining to their setoff. Example: "Parking Ticket 00123-4"

Appendix C

List of Debts submitted to the Program that will be deposited into the state general fund when paid:

Debt Type Name	Description
<i>ex. Individual income tax debt</i>	<i>ex. Debt resulting from the tax on an individual's income</i>

For participation in the State of Iowa Setoff Program, you must complete this enrollment form and sign a Memorandum of Understanding. Check the appropriate box(es) for the participation type you are enrolling in:

Debt Source Agency

Credit Vendor

Section 1 - Agency Information

Agency Name: _____

Federal Employer Identification Number (FEIN): _____

Headquarters Address: _____

City: _____ State: _____ ZIP: _____

Primary Contact Last Name: _____ First Name: _____

Primary Contact Phone: _____ Ext: _____

Primary Contact Email: _____

Phone Number for Obligors to Contact: _____ Ext: _____

Is this funding deposited into the State of Iowa's General Fund? ☐ Yes ☐ NoAccounting String for Disbursement (Required for State Agencies using I/3):
_____**Section 2 - Banking Information**

Financial Institution Name: _____

Financial Institution Address: _____

City: _____ State: _____ ZIP: _____

Name on Account: _____

Routing Transit Number: _____

Customer Account Number: _____

Account Type: ☐ Savings ☐ Checking**Section 2 requires one of three items:**

1. A voided check or copy of enrollment confirmation if a prepaid card, or
2. The financial institution must complete the representative section, or
3. The financial institution must supply a bank account verification letter

I have verified the account numbers above. The Financial Institution is ACH capable and will comply with NACHA rules.

Representative Name _____ Phone Number _____

Representative Title _____ Date _____

Signature _____

Section 3 - Vendor Authorization

I hereby authorize the Department of Administrative Services to deposit payments from the State of Iowa to the account designated on this form and to initiate any adjustments or debit entries to this account for any erroneous deposits in the amount of the error only. I also understand that the State of Iowa can only deposit funds into one financial institution and account.

I, the undersigned, declare under penalties of perjury or false certificate, that I have examined this form, and, to the best of my knowledge and belief, it is true, correct, and complete. I declare that I am authorized to act on behalf of the organization, and will only act within my authority.

Authorized Name _____ Title _____

Phone Number _____ Date _____

Signature _____

Instructions for Setoff Enrollment Form:

This form can be submitted via secure email at idr-setoffs@iowa.gov or:

Fax: 515-725-0264 or **Mail:** ATTN: Setoffs
Iowa Department of Revenue
PO Box 3065013
Des Moines IA 50306-0470

Questions or Assistance:

Additional information can be found:

- On the Department website (tax.iowa.gov)
- By emailing the Department (idr-setoffs@iowa.gov)
- By calling the Central Collections Unit at 515-281-3114

Accounting String for Disbursement: The accounting number directing disbursement of funds

Agency: The legal name of the agency

Credit Vendor: An agency or entity who submits funds to the Setoff Program

Debt Source Agency: A Public Agency or the Iowa Judicial Branch, that has entered into an agreement with the Iowa Department of Revenue to submit debts to the State Setoff Program

FEIN: Enter the Federal Employer Identification Number for which enrollment is requested

Obligor: A person, not including a public agency, who has been determined to owe a qualifying debt

Primary Contact: The primary individual responsible for coordination with the Iowa Department of Revenue

5. Please list the statutes, administrative rules, municipal code, or ordinances relevant to the collection and appeal of this debt. Please also list any relevant case law or other legal authority.
6. If there are any records or documents that you would like the Department to consider, **describe them below** and **provide copies of them with the enrollment submission**. These may include a sample order, disposition notice, or similar documents.

Additional Information:

Results as of 08-04-2023 at 11:30 a.m.

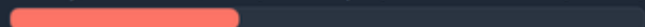
Beggars Night 2023

by City of Adel · 1 week ago

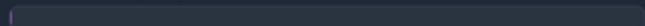
Saturday, October 28th, 2023 (6:00-8:00 p.m.) 63.5% (167 votes)



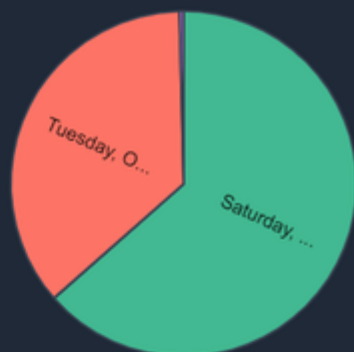
Tuesday, October 31st, 2023 (6:00-8:00 p.m.) 36.12% (95 votes)



Other: Please Specify 0.38% (1 votes)



Total votes: 263



[Live results](#)

[Back to poll](#)

[Share](#)



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
FAMILY DOLLAR STORES OF IOWA, LLC	FAMILY DOLLAR 25428	(757) 321-5000		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
712 Cottage Street		Adel	VA	23320
MAILING ADDRESS	CITY	STATE	ZIP	
500 Volvo ParkwayGreenbrier East	Chesapeake	Virginia	23320	

Contact Person

NAME	PHONE	EMAIL
FAMILY DOLLAR	(757) 321-5000	ab-licensing@dollartree.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
	Class C Retail Alcohol License	12 Month	Pending Dramshop Review

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
July 29, 2023	July 28, 2024	

SUB-PERMITS
Class C Retail Alcohol License



State of Iowa

Alcoholic Beverages Division

PRIVILEGES

Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Todd Littler	Chesapeake	Virginia	23320	SENIOR VICE PRESIDENT	0.00	Yes
Peter Barnett	Chesapeake	Virginia	23320	PRESIDENT	0.00	Yes
Jonathan Elder	Chesapeake	Virginia	23320	VICE PRESIDENT	0.00	Yes
Harry Rashad Spencer	Chesapeake	Virginia	23320	ASSISTANT SECRETARY	0.00	Yes
John Mitchell	Chesapeake	Virginia	23320	SECRETARY	0.00	Yes
Roger Dean	Chesapeake	Virginia	23320	TREASURER	0.00	Yes

Insurance Company Information



State of Iowa

Alcoholic Beverages Division

INSURANCE COMPANY

Safety National Casualty
Corporation

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE

July 31, 2023

Sent via email: abrown@adeliowa.org

Anthony Brown
City Administrator
City of Adel
301 S. 10th Street
P.O. Box 248
Adel, IA 50003

Dear Anthony:

We were recently asked to represent City of Adel, Iowa (the “City”) in relation to the conveyance of a vacated alleyway from the City to Dallas County, Iowa (the “County”). In the course of our Firm’s representation of the City, we expect we will be asked to prepare documents in which the County would be the entity opposite the City. As you know, our firm also currently represents the County on certain matters unrelated to this conveyance, such as labor matters and finance matters (“County Representations”). The purpose of this letter is to inform you that the proposed representation of the City and the County Representations present an ethical conflict of interest for our firm, and to seek the consent of the City before proceeding with the work.

While this work is not within the scope of the County Representations, this representation is a concurrent conflict of interest under the ethical standards governing the practice of law in Iowa. From a legal perspective, a concurrent conflict of interest exists under Iowa rules if (1) *the representation of one client will be directly adverse to another client*; or (2) there is a significant risk that the representation of one or more clients will be materially limited by the lawyer’s responsibilities to another client, a former client, or a third person or by a personal interest of the lawyer. We know that the second condition stated above does not apply to this situation, but our firm’s representation of the City on the matter will be directly adverse to the County because they are concurrent representations.

The state’s ethical rules allow a law firm to concurrently represent two adverse parties if (1) the lawyer reasonably believes that the lawyer will be able to provide competent and diligent representation to each affected client; (2) the representation is not prohibited by law; (3) the representation does not involve the assertion of a claim by one client against another represented by the lawyer in the same litigation or other proceeding before a tribunal; and (4) each affected client gives informed consent, confirmed in writing. We believe confidently that our attorneys will be able to provide competent and diligent representation to each of their affected clients as the matters being addressed are totally unrelated, the representation is not prohibited by law, and there will not be an assertion of a claim as described. The purpose of this letter is to seek the written consent of the City to proceed. We are requesting the same from the County.

July __, 2023

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Please be aware that the Rules of Professional Conduct require that we represent all our clients with diligence and that we protect and maintain their confidences. Accordingly, we will not disclose or use any confidential information that we may have acquired about either party to the other in our prior or ongoing representation of the parties.

In deciding whether to consent, you should consider how our representation as described above could or may affect you. For example, clients that are asked to waive or consent to conflicts should consider whether there is any material risk that their attorney will be less diligent on their behalf due to the conflict. Similarly, clients should consider whether there is any material risk that their confidential information or other proprietary matters will be used adversely to them due to the conflict. Although you are not required to do so, we recommend that you seek the advice of a lawyer outside of our Firm if you have any questions or concerns about whether you should sign this conflict waiver.

Please feel free to contact me with any questions or concerns. If the City consents to the concurrent representation, please so indicate below and return a copy of this fully executed letter to my attention. Thank you.

Sincerely,

Ahlers & Cooney, P.C.

A handwritten signature in black ink that reads "Jenna H.B. Sabroske". The signature is written in a cursive, flowing style.

Jenna H.B. Sabroske

JHBS: mp

July __, 2023

Page 3

The City Council of the City of Adel, Iowa waives and consents to any actual, potential, or perceived conflict of interest associated with Ahlers & Cooney, P.C.'s representation of the City of Adel, Iowa with respect to the above-referenced transaction due to the separate County Representations.

Dated this __ day of _____, 2023.

CITY OF ADEL, IOWA

By: _____
Mayor

By: _____
City Clerk

02235313-1\10113-1000

City of Adel

Administrative Clerk

Department: Clerk, Finance, and Administration
Reports To: Finance Director
FLSA Status: Non-Exempt
Written By: Brittany Sandquist
Approved By: Anthony Brown

Council review and approval on August 8, 2023

Summary Description:

Under the general direction and supervision of the Finance Director, the Administrative Clerk is responsible for performing tasks including but not limited to general clerical activities; maintaining the City's website, social media page, e-mail notifications, & monthly newsletter; issuing certain licenses and permits; overseeing the cemetery; general accounting functions (e.g., accounts payable & accounts receivable); and / or other duties as assigned.

Appointment/Selection:

Selection is based on the recommendation of the Finance Director, subject to the approval of the City Administrator. Selection shall be based upon merit and qualification.

Knowledge, Skills, and Abilities:

- Knowledge of the organization, functions, and issues of municipal government.
- Knowledge of the principles and practices of local government administration and utility operations.
- Knowledge of local election processes, municipal notices requiring publication, Code of Iowa Open Records laws, and licensing and permitting processes.
- Ability to analyze general accounting and financial data, prepare reports, and maintain accurate records.
- Ability to report, write, or edit articles for publication.
- Ability to prepare deeds, contracts, resolutions, or ordinances.
- Knowledge of municipal, county, state and federal ordinances and statutes.
- Knowledge and practical experience with a variety of computer software programs including word processing, Excel, e-mail, and municipal financial software.
- Exceptional office and organization skills.

- Ability to effectively communicate verbally and in writing.
- Ability to establish and maintain positive working relationships with City staff, elected officials, public, press, and contracted vendors.
- Ability to safely and effectively use contemporary technology, including computers, fax machines, adding machines, copiers, telephones, laminators, tri-fold machines, social media, and software management programs.
- Ability to maintain a professional demeanor, to calmly approach and solve problems under stressful circumstances, maintain and promote harmony in the workplace, and concentrate for long periods of time.
- Must possess ability to work independently and be flexible.
- Ability to multi-task on a daily basis, performing with telephone and walk-in customer interruptions, and adapt to changing priorities.
- Must be bondable according to State and / or local Code.
- Must possess exceptional interpersonal relationship / customer service skills.

Essential Functions (The following is a list of typical duties):

- Assist customers at the front desk and answer phones. Includes receiving and recording payments.
- Maintain City website, social media, e-mail notifications, & monthly newsletter.
- Issue and maintain records of various permits and licenses as approved by the City Council or other governing entity.
- Serve as the City's cemetery liaison and provide oversight, including assisting families purchasing burial spaces, locating spaces for mortuaries and monument companies, inputting cemetery plat information, and coordinating with parks / public works for the maintenance of the cemetery.
- Receive and disperse mail and receive payments from various drop boxes.
- Assist citizens, co-workers, and elected officials as necessary and appropriate.
- Enforce the City Code and all policies.
- Assist Accounting Clerk with the reconciliation of pool receipts and the preparation of the deposits when needed.

- Assist Accounting Clerk in the preparation of bills (accounts payable) for Council approval.
- Assist Accounting Clerk with supplemental billing (e.g., subdivision review, signage, storm siren, GIS, and intergovernmental fees).
- Obtain cross-training on billing functions and assist with billing in the absence of the Accounting Clerk.
- As directed, assist in the preparation and distribution of meeting agendas to the City Council, City Attorney, department heads and press, including any instructional or informational supplements.
- As directed, submit for publication ordinances, enactments, proceedings, and official notices requiring publication within the manner and time limits prescribed by law.
- Assist City Clerk in the maintenance of records and public documents.
- Receive bids for municipal construction contracts in the absence of the City Clerk / Finance Director.
- Attend regular and special Council meetings as directed.
- Other duties as directed by the Finance Director or City Administrator that arise from a matter of policy or contemporary trends.

Experience and Training:

- High school diploma or equivalent.
- Experience in municipal government and/or a diversified office environment preferred.
- Must possess a valid Iowa driver's license. If in possession of a valid out of state license, must obtain a valid Iowa driver's license within 6 months of employment.
- Possession and maintenance of C.P.R., AED, and First Aid certifications. If not in possession of these certifications, the City will provide training and certification at regular intervals.

Tools and Equipment Used:

- Personal computer, including word processing, spreadsheet and database software, 10-key calculator, telephone, copy machine, fax machine, first aid and safety equipment.
- Cleaning and maintenance chemicals and solutions in accord with the manufacturer's specifications.

Work Environment/Frequent Physical Demands:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with a qualifying disability to perform the essential functions.

- The noise level in the work environment is low/moderate level office noise in addition to occasional noise exposure of streets and parks maintenance machinery and equipment.
- Frequently sit, stand, walk, bend, grasp, push, pull, squat, twist and kneel.
- Frequent use of physical strength requiring the moving, lifting, pushing, carrying, and pulling of objects weighing up to 30 pounds.
- Frequent use hands to handle objects, tools, or controls.
- Frequent reaching with hands and arms, and occasionally lift, push, and carry or pull moderately heavy objects (30-50 pounds).
- The employee is frequently required to verbally communicate and interact with public, citizen customers, vendors, staff, and elected officials using active listening skills.
- Specific vision abilities required by this job include close vision and the ability to adjust focus with clarity of vision of 20' or more and 20" or less, as well as proficient hand / eye coordination.
- Requires clerical, forms, numerical, and verbal perception.
- Occasionally crawling and lifting, pushing, pulling, and carrying objects (50 pounds or greater) may be required. Individual will be expected to lift items in this range with the assistance of a machine or other able individual.

Interaction with Other Department/Staff:

- The position requires a high degree of information sharing between the City Administrator, Finance Director, City Clerk, Accounting Clerk, building/code compliance, parks and recreation, public works, police, fire, library, City Council, and other staff, including temporary staff. It is of the utmost importance that any personal information be kept strictly confidential and written documents with personal information be held under lock and key.

The duties above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Acknowledgement:

I have carefully read and understand the contents of this job description. I understand the responsibilities, requirements and duties expected of me. I understand that this is not necessarily an exhaustive list of responsibilities, skills, duties, requirements, efforts or working conditions associated with the job. While this list is intended to be an accurate reflection of the current job, the City of Adel reserves the right to revise the functions and duties of the job or to require that additional or different tasks be performed as directed by the City of Adel. I understand that I may be required to work overtime, different shifts or hours outside the normally defined workday or workweek. I also understand that this job description does not constitute a contract of employment nor alter my status as an at-will employee. I have the right to terminate my employment at any time and for any reason, and the City of Adel has a similar right.

Employee's Signature

Date

City Administrator

Date

The City of Adel is an Equal Opportunity Employer.

August 3, 2023

VIA E-MAIL

Mr. Anthony Brown
City Administrator
City of Adel
P.O. Box 248
301 S. 10th Street
Adel, IA 50003

RE: Engagement Agreement - Public Improvement Contract Proceedings for Well No.
7 Project - USDA

Dear Anthony:

The purpose of this Engagement Agreement ("Agreement") is to disclose and memorialize the terms and conditions under which Ahlers & Cooney, P.C. will represent the City of Adel (the "City") in connection with the preparation of the necessary contract proceedings for the Well No. 7 project, where USDA funding is utilized and a bidding compliance opinion is required.

SCOPE OF ENGAGEMENT

Under this engagement, we will perform the following services:

1. Review the Construction Contract Documents, including any addenda, for compliance with Iowa law;
2. Review the engineer's Notice of Public Hearing and Notice to Bidders for compliance with Iowa law;
3. Prepare letters of instructions for Council proceedings;
4. Answer questions and advise City staff and Council throughout the public improvement contract (bidding and letting) process;
5. Prepare Notices of Meetings and partial agendas
6. Prepare proceedings and documents for initiation of the public improvement project, including:

- a. Resolution ordering construction of certain public improvements, and fixing a date for hearing thereon and taking of bids therefor
7. Review the bid tab for compliance with Iowa law;
8. Prepare proceedings to be used on the date fixed for the hearing on the proposed plans, specifications, contract, and estimated total cost of the public improvement project, including:
 - a. Resolution adopting plans, specifications, form of contract and estimated cost
 - b. Resolution making award of contract
 - c. Resolution approving contract and bond.
9. Prepare an opinion letter to USDA confirming that the bid letting process has complied with Iowa Code chapters 26 and 573;
10. Prepare proceedings to be used upon completion of the public improvement project, including:
 - a. Resolution accepting public improvements

Our duties under this particular engagement are limited to those 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. Defending any legal challenges to or arising out of the particular public improvement project;
2. Reviewing, revising, or negotiating the City's contract with outside consultants - architects or engineers; and
3. Any bond (finance) related services.

Please be advised that we recommend that the City have legal counsel review all outside professional consultant (architects and engineers) contracts well in advance of posting and publishing the Notice to Bidders and Notice of Public Hearing for each particular project. The standard form contracts commonly used professional consultant contracts do not provide sufficient protection for municipal owners in the event disputes arise concerning workmanship, delay, payment, and/or design related issues.

ATTORNEY-CLIENT RELATIONSHIP

Upon execution of this Agreement, the City will be our client and an attorney-client relationship will exist between us for this project. Our services are limited to those contracted for in this letter and the City's execution of this Agreement will constitute an acknowledgement of those limitations. Our representation of the City and the attorney-client relationship established by this Agreement will be concluded upon payment of our final invoice.

FEES

We will charge a flat fee of \$3,500 for services rendered under this Agreement. If we determine that an adjustment of our fee is necessary, we will advise you. Such adjustment might be necessary in the event that unusual or unforeseen circumstances arise which require a significant increase in the services rendered, such as the rejection of all bids and the need to re-bid, personal attendance at meetings or unexpected revision of the above referenced documents. Typically, personal attendance at Council meetings is not necessary in order to provide the services outlined above. We will, however, attend Council meetings in the event that circumstances require. In addition to the flat fee quoted above, we will bill the City for all expenses incurred on its behalf, such as photocopying, deliveries, and other related expenses. We estimate that such charges will not exceed \$100. We will contact you prior to incurring expenses that exceed that amount.

Our statement for services and expenses will be sent after the hearing on the plans, specifications, form of contract and estimate of costs is held. 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 before a particular public improvement contract is awarded or, if a particular project is cancelled, 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. My 2023 hourly rate is \$285. Services performed on your behalf by legal assistants will be billed at \$135 per hour. The Firm's billing rates are reviewed, and sometimes revised, annually in January. Accordingly, these rates are subject to change in January of each year and we expect to submit a new agreement for the Council's consideration annually at that time.

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 project will be retained by us. 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 engagement.

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 on the Well No. 7 project.

Sincerely,

AHLERS & COONEY, P.C.

By */s/ Kristine Stone*

Kristine Stone

KS:aes

Accepted and approved on behalf of the City Council*

By: _____ Dated: _____
Title: Mayor

*Authorized by Resolution \ Motion _____ approved on _____, 2023.

Central Iowa Regional Housing Authority

June-23

County	County Totals	Town	Total Assisted Families	County	County Totals	Town	Total Assisted Families
Boone	84	Boone	81	Madison	42	Earlham	2
		Madrid	3			St. Charles	3
						Winterset	37
Dallas	379	Adel	22	Marion	10	Pleasantville	8
		Granger	1			Harvey	1
		Perry	47			Bussey	1
		Urbandale	1				
		Van Meter	1	Ports	7		7
		Waukee	190				
		West Des Moines	116	Story	359	Ames	309
		Woodward	1			Cambridge	1
						Collins	5
						Colo	2
Jasper	126	Baxter	3			Huxley	12
		Colfax	1			McCallsburg	1
		Kellogg	2			Nevada	18
		Mingo	1			Roland	1
		Monroe	2			Story City	10
		Newton	116				
		Prairie City	1				
TOTAL							1007

EMERGENCY HOUSING VOUCHERS

Boone	2	Boone	2
Dallas	5	Waukee	3
		West Des Moines	2
Japer	2	Newton	2
Madison	1	Winterset	1
Marion	0		0
Story	41	Ames	39
		Huxley	1
		Nevada	1
FOR INFORMATION PURPOSES; INCLUDED IN ABOVE TABLE			51



July 11, 2023

Dear Housing Commissioner:

***YOUR ATTENDANCE IS REQUESTED FOR
THE ANNUAL MEETING***

**Tuesday, July 18, 2023
7:00 p.m.**

**CENTRAL IOWA REGIONAL HOUSING AUTHORITY
1201 SE GATEWAY DRIVE
GRIMES, IOWA**

Attached is the agenda, agency information and the Annual Audit Report. The Audit Report should be filed with the County Auditor (if you represent a county) or the City Clerk (if you represent a municipality). Additional copies are available at the CIRHA office if needed.

At the meeting you will hear about the financial status of the Housing Authority, approve the Agency Annual Plan and revisions to the Public Housing Admissions and Occupancy Policy, and the Board will also caucus to select 2023-2024 County Representatives, Alternates and Officers.

Everyone is welcome to attend. I look forward to meeting everyone.

Sincerely,

Robert Vernon

Executive Director



1201 SE GATEWAY DRIVE • GRIMES, IA 50111 • 515.986.1882 • 515.986.1883 FAX

ANNUAL MEETING
BOARD OF COMMISSIONERS
TUESDAY, JULY 18, 2023
7:00 P.M.

CENTRAL IOWA REGIONAL HOUSING AUTHORITY
1201 SE GATEWAY DRIVE
GRIMES, IOWA

AGENDA

1. Roll Call/Approve Agenda
Craig Armstrong, Chairperson
2. Approval of the Annual Meeting Minutes of May 17, 2022 as presented
3. Executive Director Report, Audit Report
Robert Vernon, CIRHA Executive Director
4. County Caucus
5. Appointment of County Representatives, Alternates and Officers
6. RESOLUTION 23-14 APPROVING REVISIONS TO THE PUBLIC HOUSING
ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP)
7. RESOLUTION 23-15 APPROVING AND IMPLEMENTING THE PHA
ANNUAL PLAN FOR FISCAL YEAR 2023-2024
8. Adjournment

Thank you for attending!

MINUTES
ANNUAL MEETING OF THE BOARD OF COMMISSIONERS
CENTRAL IOWA REGIONAL HOUSING AUTHORITY
TUESDAY, MAY 17, 2022

Chairperson, Craig Armstrong, called the meeting to order at 6:39 p.m. The Secretary called roll and determined a quorum was in attendance.

The following members of the Board of Commissioners were present:

Craig Armstrong, Chairperson/City of Newton	Michele Brant, Madison County
Craig Agan, Marion County	Vanessa Baker-Latimer, City of Ames
Latifah Faisal, Story County	Bill Stammerman, Dallas County
Marvin Ostrander, Boone County	Jodene Allen, Tenant Advisory
Robert Findlay, City of Dallas Center	Sara Lewin, City of Melcher-Dallas
Pamela Danielson, City of Redfield	Doug Miller, City of Maxwell
Mary Bustad, City of Woodward	

ABSENT:

Shirley McAdon, City of Adel	Dan Kunkel, City of Baxter
Randy Schmitz, City of Boone	Nancy Earles, City of Colfax
Katie Baldwin, City of Collins	Amy Kohles, City of Colo
Andrew Baskin, City of Earlham	Kristy Trzeciak, City of Granger
Rita Conner, City of Huxley	Brandon Talsma, Jasper county
Jordan cook, City of Nevada	Dennis Auld, City of Roland
Jennifer Davies, City of Slater	Rebecca Denning, City of Truro
Todd Kilzer, City of Urbandale	Allan Adams, City of Van Meter
Bradly Deets, City of Waukee	Renee Hardman, City of West Des Moines

GUEST:

Kendra Wignall, Jennifer Herrick, Audrey Craig, Julie Baldner, Edita Ordagic, Rochelle Meister, Carolyn Freml, James Adams, Juan Alvarenga, Ben Wignall, CIRHA

- 1) AGENDA – Motion Faisal, second by Brant to approve the agenda as mailed. Motion carried by a unanimous vote.
- 2) MINUTES – Motion Baker-Latimer, second by Faisal to approve the May 18, 2021 minutes as written. Motion carried by unanimous vote.
- 3) EXECUTIVE DIRECTOR REPORT
Introductions by CIRHA staff.
Marcy Conner discussed the Annual Report of the Housing Authority.
- 4) AUDIT REPORT
Jeff Wiens of Niewedde and Wiens provided a report by Zoom, highlighting important information in the audit. The Housing Authority has one finding in the audit.
- 5) COUNTY CAUCUS
Motion Baker-Latimer, second by Faisal to close the caucus and present slate of Executive Committee members by county. Motion carried by unanimous vote by the members present.
Each county reported appointments to the Executive Committee:

Boone County	Marvin Ostrander, Rep.
	Randy Schmitz, Alt.
Dallas County	Bill Stammerman, Rep.
	Bob Findlay, Rep.

Jasper County	Craig Armstrong, Rep
Madison County	Michele Brant, Rep.
Marion County	Craig Agan, Rep.
	Sara Lewin, Alt.
Story County	Vanessa Baker-Latimer, Rep.
	Latifah Faisal, Rep.
	Doug Miller, Alt.

- 6) Baker-Latimer reported for the Nominating Committee and nominated the following slate of officers: Armstrong, Chairperson; Agan, Vice Chairperson; Ostrander, Treasurer. Nominations from the floor were requested by the Chairman.
Motion Stammerman, second by Agan to open nominations from the floor. Motion carried by a unanimous vote.

There were no nominations from the floor for Chairperson.
Motion Baker-Latimer, second by Ostrander to close nominations for Chairperson. Motion carried by a unanimous vote.

There were no nominations from the floor for Vice Chairperson.
Motion Faisal, second by Allen to close nominations for Vice Chairperson. Motion carried by a unanimous vote.

There were no nominations from the floor for Treasurer.
Motion Stammerman, second by Brant to close nominations for Treasurer. Motion carried by a unanimous vote.

2022-2023 Executive Committee Officers

Craig Armstrong, Chairperson
Craig Agan, Vice Chairperson
Marvin Ostrander, Treasurer

- 7) Michelle Brant addressed the Board of Commissioners and regretfully resigned from the Executive Committee. She thanked the Commissioners for allowing her to be a member of the Executive Committee and hopes to return in the future.

Chairperson, Craig Armstrong, declared the Annual Meeting adjourned at 7:31 p.m.

 Marcy Conner, Secretary CIRHA

**Nominations for Election of Officers
For
Central Iowa Regional Housing Authority
Executive Committee
2023 – 2024**

Chairperson

- Craig Armstrong
- _____

Vice Chairperson

- Craig Agan
- _____

Treasurer

- Marvin Ostrander
- _____

July 18, 2023

RESOLUTION NO. 23-14
APPROVING THE REVISION TO THE PUBLIC HOUSING
ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP)

WHEREAS, the Central Iowa Regional Housing Authority administers a Public Housing Program in conformance with regulations set forth by the Department of Housing and Urban Development in the Code of Federal Regulations; all HUD notices and administrative directives, and all approved Housing Authority policies and procedures; and,

WHEREAS, the Department of Housing and Urban Development has issued a notice which requires the Housing Authority to make revisions to the Admissions and Continued Occupancy Policy (ACOP) and;

WHEREAS, the revisions to the Public Housing Admissions and Occupancy Policy (ACOP) have been presented and discussed by the Board of Commissioners and is attached.

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Central Iowa Regional Housing Authority that the revisions to the Public Housing Admissions and Occupancy Policy (ACOP) are hereby approved as attached and the Executive Director is hereby authorized to implement the changes effective August 1, 2023.

AYES

NAYS

ABSENT

Passed and approved this 18th day of July, 2023 by the Board of Commissioners of the Central Iowa Regional Housing Authority.

Craig Armstrong, Chairman

Robert Vernon, Secretary

RESOLUTION NO. 23-15
APPROVING AND IMPLEMENTING
THE PHA ANNUAL PLAN FOR FISCAL YEAR 2023-2024

WHEREAS, the Central Iowa Regional Housing Authority administers a Section 8 Housing Assistance Program and Public Housing Program in conformance with regulations set forth by the U.S. Department of Housing and Urban Development (HUD) in the Code of Federal Regulations; all HUD notices and administrative directives, and all approved Housing Authority policies and procedures; and,

WHEREAS, the Central Iowa Regional Housing Authority is required to establish a PHA Annual Plan each fiscal year in accordance with requirement of the HUD, and

WHEREAS, the PHA Annual Plan for Fiscal Year 2023-2024 has been presented in a Public Hearing and discussed by the Board of Commissioners.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS of the Central Iowa Regional Housing Authority that the attached PHA Annual Plan for Fiscal Year 2023-2024 is hereby approved and the Executive Director is hereby authorized to submit the PHA Annual Plan and attachments to the Department of Housing and Urban Development for review and approval.

AYES

NAYS

ABSENT

Passed and approved this 18th day of July, 2023 by the Board of Commissioners of the Central Iowa Regional Housing Authority.

Craig Armstrong, Chairman

Robert Vernon, Secretary



ANNUAL BOARD MEETING

ANNOUNCEMENT

**July 18, 2023
7: 00 PM**

CENTRAL IOWA REGIONAL HOUSING AUTHORITY
1201 SE GATEWAY DRIVE
GRIMES, IOWA

ORGANIZATION

The Central Iowa Regional Housing Authority provides rental assistance to low-income families, elderly and disabled persons living in Boone, Dallas, Jasper, Madison, Marion and Story Counties. The Agency does not service Knoxville or Pella in Marion County. Funding is provided through the U.S. Department of Housing and Urban Development. The Agency fiscal year is October – September.

Cooperation agreements are signed by member communities setting forth the operational authority of the Agency. Each member appoints one Representative and Alternate to serve a three-year-term on the **Board of Commissioners**. The following have been appointed for the Board of Commissioners for the fiscal year 2021 - 2022.

Member Government

Boone County
Dallas County
Jasper County
Madison County
Marion County
Story County
City of Adel
City of Ames
City of Baxter
City of Boone
City of Cambridge
City of Colfax
City of Collins
City of Colo
City of Dallas Center
City of DeSoto
City of Dexter
City of Earlham
City of Granger
City of Harvey
City of Huxley
City of Kellogg
City of Madrid
City of Maxwell
City of Melcher/Dallas
City of Monroe
City of Nevada
City of Newton
City of Ogden
City of Perry
City of Pilot Mound
City of Pleasantville
City of Redfield
City of Roland
City of Slater
City of St. Charles
City of Story City
City of Truro
City of Urbandale
City of Van Meter
City of Waukee
City of West Des Moines
City of Winterset
City of Woodward
Resident Representative

Representatives

Marvin Ostrander, Representative
William Stammerman, Representative
Brandon Talsma, Representative; Doug Cupples, Alt.
Susan Crowdes & Michelle Brant, Representative
Craig Agan, Representative; Kisha Jahner, Alt.
Latifah Faisal, Representative
Shirley McAdon, Representative; Steve Nichols, Alt.
Vanessa Baker-Latimer, Representative
Dan Kunkel, Representative
Randy Schmitz, Representative
Vacant
Nancy Earles, Representative
Katie Baldwin, Representative; Andrew Coree, Alt.
Amy Kohlwes, Representative; Brent Bappe, Alt.
Robert Findlay, Representative
Vacant
Vacant
Andrew Baskin, Representative; Brock Fredericksen Alt.
Kristie Trzeciak, Representative
Vacant
Rita Conner, Representative; Jolene Lettow, Alt
Vacant
Marvin Ostrander, Representative; Lane Shaver, Alt.
Doug Miller, Representative; Megan Lawrence, Alt.
Sara Lewin, Representative
Vacant
Jordan Cook, Representative; Shawn Cole, Alt.
Craig Armstrong, Representative; Bruce Showalter, Alt.
Darrell Johnson, Representative
Vacant
Vacant
Vacant
Pamela Danielson, Representative; Debbra Light, Alt.
Dennis Ault, Representative; Andy Webb, Alt.
Jennifer Davies, Representative
Vacant
Vacant
Rebecca Denning Representative; Lyndsay Cannoy, Alt.
Todd Kilzer, Representative; Roger Schemmel, Alt.
Allan Adams, Representative; Kyle Michel, Alt.
Bradley Deets, Representative; Andy Kass, Alt.
Renee Hardman, Representative; Christine Gordon, Alt.
Vacant
Mary Bustad, Representative
Vacant

Executive Committee

The Executive Committee is elected from the Board of Commissioners. Each Executive Committee member is elected for a one-year term. The Resident Representative is elected from the program participants. The Committee sets policy, approves budgets, reviews financial reports and oversees program activities.

Executive Committee Members for the FY 2021 - 2022

Chairperson	Craig Armstrong
Vice Chairperson	Craig Agan
Treasurer	Marvin Ostrander
Boone County	Marvin Ostrander, Representative
	Randy Schmitz, Alternate
Dallas County	Robert Findlay, Representative
	William Stammerman, Representative
Jasper County	Craig Armstrong, Representative
Madison County	Susan Crowdes & Michelle Brant, Representative
Marion County	Craig Agan, Representative
	Sara Lewin, Alternate
Story County	Vanessa Baker-Latimer, Representative
	Latifah Faisal, Representative
	Doug Miller, Alternate
Tenant Advisory	Vacant
Secretary	Marcy Conner

CIRHA Staff

The Central Iowa Regional Housing Authority Staff conducts business out of one main office located in Grimes, Iowa.

Current Staff

Executive Director	Robert Vernon
Deputy Director	Kendra Wignall
Maintenance Director	James Adams
Maintenance Technician	Juan Alvarenga
Maintenance Technician	Ben Wignall
Section 8 Intake	Rochelle Meister
Housing Inspector	Julie Baldner
PH Housing Manager	Jennifer Herrick
FSS Coordinator & Housing Coordinator	Audrey Craig
Housing Coordinator	Edita Ordagic
Housing Coordinator	Daniel Zahn
Administrative Assistant	Carolyn Fremel

SECTION 8 HOUSING CHOICE VOUCHER PROGRAM

For fiscal year 2021 - 2022, Central Iowa Regional Housing Authority was authorized to administer 1,024 Section 8 Housing Choice Vouchers and 76 Emergency Housing Vouchers (EHV) to eligible participants.

The Section 8 Housing Choice Voucher Program provides rental subsidies to lower income families, elderly and disabled persons earning less than 50% of the median income for the area where they intend to live. 75% of new admissions must be at 30% or below the area median income.

Persons with rental vouchers lease approved units from private property owners. The property is inspected according to Housing Quality Standards (HQS) to insure safe, decent and sanitary housing. Once approved, the voucher holder pays 30% to 40% of adjusted family income in rent, while CIRHA pays the difference directly to the landlord. Landlords are paid through direct deposit.

The Emergency Housing Voucher (EHV) applicants are directly referred by agencies that the Housing Authority has a Memorandum of Understanding (MOU) with. The referrals must meet one of the following eligibility categories:

- homeless;
- fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking or human trafficking;
- recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability;
- at risk of being homeless.

	FY Ending 2022
Total Housing Assistance Payments	5,109,762
Administrative Fees	830,666

Current Voucher Utilization

COUNTY	Units
Boone	85
Dallas	385
Jasper	125
Madison	42
Marion	10
Story	363
Portable	7

PUBLIC HOUSING

The Central Iowa Regional Housing Authority owns one hundred thirty-two (132) units of public housing. These units are located throughout the region and offer low-cost housing to families, elderly and disabled persons.

Town	Family Units	Elderly Units
Adel	1	
Boone	24	12
Colfax	12	
Madrid	8	4
Melcher/Dallas	6	6
Newton	20	
Perry	22	12
Redfield	4	
Woodward	1	

Fiscal Year 2021 - 2022 Financial Information

	FISCAL YEAR 2022
Total Rents Received	253,583.00
Boone	89,569.00
Dallas	87,320.00
Jasper	45,150.00
Marion	31,542.00
Average Rent Per Unit/mo	160.09
Other Income	21,498
Cares Act Income	0
Interest	389
Operating Subsidy	456,471
Operating Expenses	758,685
PILOT Payments	18,820.16
Boone	6,647.57
Dallas	6,480.69
Jasper	3,350.91
Marion	2,340.99

CAPITAL FUNDS

A total of \$308,363 was spent on capital improvements for the public housing units. The following is a breakdown of how the funds were spent:

- * Interior and exterior renovation of Public Housing rental home located at 2121 First Street, Perry, Iowa;
- * Roofing at scattered properties in Adel, Perry and Woodward;
- * Kitchen/laundry remodeling in Boone and Perry;
- * Central Air in the Boone elderly Community Room;
- * Flooring at scattered properties.

RESIDENT INITIATIVES

Section 8 Family Self Sufficiency

In May, 1995 our funding application for the Family Self Sufficiency (FSS) Program salary and expenses was approved by HUD. The FSS Coordinator provides one on one counseling for participant families to help them reach their goals regarding self-sufficiency. An individualized family plan is developed to assist the family in reaching a goal of permanent, stable employment. Increases in rent due to earned income are matched by CIRHA and placed in an escrow account, which the family receives after successful completion of the program. The total number of Family Self Sufficiency Program participants at September 30, 2022 was twelve (12). Of those participants, four (4) were working full time, one (1) was working part time and one (1) was enrolled in an educational program. The Escrow Account as of that date totaled \$36,710.72.

Public Housing Homeownership

The Home Ownership Program allows eligible families to purchase a public housing unit at an affordable cost. CIRHA has established a working relationship with Rural Development to provide low interest loans to qualifying low-income families. Assistance depends on income, assets, family size, amount of real estate taxes, property taxes and property insurance. Applicants must have good credit rating, job tenure and income sufficient to meet monthly payments.

CIRHA currently has four (4) houses for sale to qualifying low-income families. The houses are located in Adel, Perry and Woodward. CIRHA has been successful in helping four (4) families purchase houses in Adel and Perry.

Section 8 Homeownership

CIRHA has implemented the Section 8 Home Ownership program. Under this program, families may choose a home for purchase anywhere in the CIRHA service area and use their Section 8 Voucher assist in making the mortgage payment. The family is required to attend Homeownership counseling for buying and maintaining a home. The property will be inspected to ensure it meets HUD Housing Quality Standards. The home's cost, the family's income, and other factors will be reviewed by CIRHA. The total payment made by each homebuyer and the amount of HUD assistance will be based on family income and home maintenance expenses (as determined by CIRHA).

The total number of families utilizing a Section 8 Voucher to achieve homeownership as of September 30, 2022 was three (3).



<p>AGENDA ITEM NO. 3.b AGENDA SECTION: DEPARTMENT HEAD REPORT</p>
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ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: August 8, 2023

AGENDA HEADING: 2024-2025 Goal Setting Session - Thursday, November 16, 2023 at 6:00 p.m.

ATTACHMENTS:



AGENDA ITEM NO. 4.a AGENDA SECTION: NEW BUSINESS

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: August 8, 2023

TO: Mayor & City Council

FROM: Anthony Brown, City Administrator

AGENDA HEADING: Consider Approval of Ordinance No. 395, Amending Section 25.03 of the Code of Ordinances of the City of Adel, Iowa for the Purpose of Increasing the Number Of Commissioners on the Historic Preservation Commission - First Reading

STAFF/COMMITTEE RECOMMENDATION:

This ordinance considers expanding the City's Historic Preservation Commission from five members to seven members.

The council discussed this idea last year and again last month. Last month, the council approved directing City staff to bring back an ordinance to consider.

The commission's workload has expanded over the past few years (e.g., developing design guidelines for the downtown historic district), and more residents are interested in serving.

Additionally, most of the City's other boards and commissions have seven members.

If this ordinance is approved, the next item on the agenda could allow all three applicants to be appointed.

City staff is recommending approval of the first reading and waiving the second and third readings.

ATTACHMENTS:

[Ordinance No. 395, Amending Chapter 25 - Historic Preservation Commission member expansion \(02234360x7F7E1\).pdf](#)

[Chapter 25 - Historic Preservation Commission.pdf](#)

ORDINANCE NO. 395

**AN ORDINANCE AMENDING SECTION 25.03 OF THE CODE OF
ORDINANCES OF THE CITY OF ADEL, IOWA FOR THE PURPOSE OF
INCREASING THE NUMBER OF COMMISSIONERS ON THE
HISTORIC PRESERVATION COMMISSION**

WHEREAS, the Code of Ordinances of the City of Adel (“City Code”) currently provides for the establishment of the Adel Historic Preservation Commission made up of five members who are residents of the city under Chapter 25 therein; and

WHEREAS, the City of Adel (“City”) is desirous of expanding this commission to seven (7) members who are residents of the City; and

WHEREAS, the City Council now seeks to amend City Code Chapter 25 to expand the commission from five (5) members to seven (7) members.

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

SECTION ONE. Section 25.03 Structure of Commission, subsection (1) is hereby repealed in its entirety and replaced as follows:

Section 25.03. Structure of Commission.

1. The Commission consists of seven members who are residents of the City.

SECTION TWO. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance be held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portion hereof.

SECTION THREE. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION FOUR. Effective. This Ordinance shall be in full force and effect, from and after its passage, adoption, and approval and publication as required by law, unless a subsequent effective date is set out hereinabove.

SECTION FIVE. When this ordinance is in effect, it shall automatically supplement, amend, and become a part of the said Code of Ordinances of the City of Adel, Iowa.

First Reading Passed: _____

Second Reading Passed: _____

Third Reading Passed: _____

Passed and adopted this _____ day of _____, 2023.

James F. Peters, Mayor

ATTEST:

Carrie Erickson, City Clerk

HISTORIC PRESERVATION COMMISSION

25.01 Purpose and Intent

25.02 Definitions

25.03 Structure of the Commission

25.04 Powers of the Commission

25.01 PURPOSE AND INTENT.

The purposes of this chapter are to:

1. Promote the educational, cultural, economic and general welfare of the public through the recognition, enhancement and perpetuation of sites and districts of historical and cultural significance.
2. Safeguard the City's historic, aesthetic, and cultural heritage by preserving sites and districts of historic and cultural significance.
3. Stabilize and improve property values.
4. Foster pride in the legacy of beauty and achievements of the past.
5. Protect and enhance the City's attractions to tourists and visitors and the support and stimulus to business thereby provided.
6. Strengthen the economy of the City.
7. Promote the use of sites and districts of historic and cultural significance as places for the education, pleasure, and welfare of the people of the City.

25.02 DEFINITIONS.

For use in this chapter, the following terms are defined:

1. "Commission" means the Adel Historic Preservation Commission, as established by this chapter.
2. "Historic district" means an area which contains a significant portion of buildings, structures or other improvements which, considered as a whole, possess integrity of location, design, setting, materials, workmanship, feeling and association, and which area as a whole:
 - A. Embodies the distinctive characteristics of a type, period or method of construction, or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components may lack individual distinction; or
 - B. Is associated with events that have made significant contributions to the broad patterns of our local, state or national history; or
 - C. Possesses a coherent and distinctive visual character or integrity based upon similarity of scale, design, color, setting, workmanship, materials or combinations thereof which is deemed to add significantly to the value and attractiveness of properties within such area; or
 - D. Is associated with the lives of persons significant in our past; or
 - E. Has yielded, or may be likely to yield, information important in prehistory or history.
3. "Historic site" means a structure or building which:
 - A. Is associated with events that have made a significant contribution to the broad patterns of our history; or
 - B. Is associated with the lives of persons significant in our past; or
 - C. Embodies the distinctive characteristics of a type, period or method of construction or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components may lack individual distinction; or
 - D. Has yielded, or may be likely to yield, information important in prehistory or history.

25.03 STRUCTURE OF COMMISSION.

1. The Commission consists of five members who are residents of the City.
2. Members of the Commission shall be appointed by the Mayor with the advice and consent of the Council. Members shall demonstrate a positive interest in historic preservation, possessing interest or expertise in architecture, architectural history, historic preservation, city planning, building rehabilitation, conservation in general or real estate.
3. The Commission members are appointed for staggered terms of three years. Members may serve for more than one term. Each member shall serve until the appointment of a successor.
4. Vacancies occurring in the Commission, other than expiration of term of office, shall be only for the unexpired portion of the term of the member replaced.
5. Members shall serve without compensation.
6. A simple majority of the Commission shall constitute a quorum for the transaction of business.

7. The Commission shall elect a Chairperson who shall preside over all Commission meetings and elect a Secretary who shall be responsible for maintaining written records of the Commission's proceedings.

8. The Commission shall meet at least three times a year.

25.04 POWERS OF THE COMMISSION.

1. The Commission may conduct studies for the identification and designation of historic districts and sites meeting the definitions established by this chapter. The Commission may proceed at its own initiative or upon a petition from any person, group or association. The Commission shall maintain records of all studies and inventories for public use.

2. The Commission may make a recommendation to the State Bureau of Historic Preservation for the listing of a historic district or site in the National Register of Historic Places and may conduct a public hearing thereon.

3. The Commission may investigate and recommend to the Council the adoption of ordinances designating historic sites and historic districts if they qualify as defined herein.

4. In addition to those duties and powers specified above, the Commission may, with Council approval,

A. Accept unconditional gifts and donations of real and personal property, including money, for the purpose of historic preservation.

B. Acquire, by purchase, bequest or donation, fee and lesser interests in historic properties, including properties adjacent to or associated with historic properties.

C. Preserve, restore, maintain and operate historic properties under the ownership or control of the Commission.

D. Lease, sell, and otherwise transfer or dispose of historic properties subject to rights of public access and other covenants and in a manner that will preserve the property.

E. Contract with State or federal government or other organizations.

F. Cooperate with federal, State and local governments in the pursuance of the objectives of historic preservation.

G. Provide information for the purpose of historic preservation to the Council.

H. Promote and conduct an educational and interpretive program on historic properties within its jurisdiction.



AGENDA ITEM NO. 4.b AGENDA SECTION: NEW BUSINESS

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: August 8, 2023

TO: Mayor & City Council

FROM: Anthony Brown, City Administrator

AGENDA HEADING: Consider Approval of Mayor Board and Commission Appointment: Historic Preservation Commission - One Opening *or* Three Openings Based on the Outcome of Ordinance No. 395 (*Iowa Code 69.16A - Gender Balance requires the appointment of one man or one woman; if Ord. No. 395 passes, then one man and two women OR one woman and two men*)

STAFF/COMMITTEE RECOMMENDATION:

This item considers having the mayor appoint and the council approval one or three residents as members of the City's Historic Preservation Commission.

The three applicants are Benjamin Bobier, Deb Christensen, and Cori Pickett.

This item's outcome depends on Ordinance No. 395's outcome in the previous item.

If Ord. No. 395 is approved, the mayor can consider appointing (and the council approving) the three applicants to the three open positions on the commission.

If Ord. No. 395 is not approved, the mayor can consider appointing (and the council approving) one applicant.

The potential openings were advertised earlier this year, but City staff did not readvertise after last month's council meeting because of the proposed ordinance.

The State's Gender Balance requirements will be satisfied regardless of whether one applicant or all three are appointed.

ATTACHMENTS:

Christensen, Deb - HPC (2nd Round).pdf
Pickett, Cori - HPC (2nd Round).pdf
Bobier, Benjamin - HPC (2nd Round).pdf

From: website@mg.adeliowa.org on behalf of [Adel Iowa](#)
To: [Carrie Erickson](#); [Anthony Brown](#)
Subject: New submission from Application to Serve on a City Board or Commission
Date: Tuesday, June 20, 2023 5:24:12 PM

CAUTION: This email originated from outside the City of Adel's internal network. Do not click links, open attachments, or process requests unless you recognize the sender, know the content is safe, or verify that the request is authentic.

Name

Debora Christensen

Address

317 North 13th Street
Adel, IA 50003
[Map It](#)

Phone

(515) 770-1336

Email

deboraechristensen@gmail.com

I am interested in serving on the following board(s) / commission(s) - Please refer to the notes above for the latest openings.

- Historic Preservation Commission

How did you hear about the opening(s)?

- Email

What relevant experience do you have that you think would be helpful in performing the duties on the Board/Commission?

I actively served on the AHPC for 11 years (last term ended June 2022), attending more than 80% of the meetings, and serving as Commission secretary for most of that time. I have participated in annual trainings, as required of CLGs, most recently attending the Preserve Iowa Summit in June of 2022 held in Mason City. My previous experience on the Commission means that I am well versed the in Commission's mission, projects, and history within the community. I have assisted in grant writing, providing recommendations to the City Council on grant applications, writing (wholly or in part) the annual report, and public education initiatives.

Briefly describe why you are interested in serving on the Board/Commission:

It was not my intent to leave the Commission in June 2022, but a mishap in submitting my application meant that the City Council was unaware of my intent or desire to continue. After a recent opening, I was contacted by several current Commission members and asked to return. Many of the projects that the Commission began work on several years ago are just now being realized, so it would be lovely to be able to see those projects through to completion. Returning to the Commission means that I am in a good position to be able to engage and resume this work nearly uninterrupted.

Other comments and/or information:

I have been asked to serve on the Dallas County Historic Preservation Board, but have not yet applied so would like to know if doing both is possible or if this would be considered a conflict of interest.

Signature

Debora Christensen

From: website@mg.adeliowa.org on behalf of [Adel Iowa](#)
To: [Carrie Erickson](#); [Anthony Brown](#)
Subject: New submission from Application to Serve on a City Board or Commission
Date: Thursday, June 29, 2023 1:39:57 PM

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Name

Cori Pickett

Address

1759 Madison Ct
Adel, IA 50003-0019
[Map It](#)

Phone

(515) 229-8084

Email

corileigh.pickett@gmail.com

I am interested in serving on the following board(s) / commission(s) - Please refer to the notes above for the latest openings.

- Historic Preservation Commission

How did you hear about the opening(s)?

- Other

What relevant experience do you have that you think would be helpful in performing the duties on the Board/Commission?

I have been serving on the Adel Historic Preservation Commission for 6 years and would like to continue my term and the work we have begun on this board.
I have over 14 years of experience working for museum, preservation and nonprofits. My experience has included working in conservation at the National Gallery of Art in Washington, DC and for the Hoyt Sherman Place Foundation in Des Moines, Iowa. At Hoyt Sherman Place, I was in charge of the historic mansion and art collection. I have degrees in Studio Art and Art History.

Briefly describe why you are interested in serving on the Board/Commission:

AHPC has begun some exciting projects to promote preservation and awareness in the community and I would like to continue to be a part of this work and help out where I can. I would like to see the website go live and see further progress on the walking tour.

Other comments and/or information:

I would like to be considered for this commission and hope to see the completion of some of these great projects.

Signature

Cori Pickett

From: website@mg.adeliowa.org on behalf of [Adel Iowa](#)
To: [Carrie Erickson](#); [Anthony Brown](#)
Subject: New submission from Application to Serve on a City Board or Commission
Date: Tuesday, July 11, 2023 2:02:52 PM

CAUTION: This email originated from outside the City of Adel's internal network. Do not click links, open attachments, or process requests unless you recognize the sender, know the content is safe, or verify that the request is authentic.

Name

Benjamin Bobier

Address

1309 Greene Street
Adel, Iowa 50003
[Map It](#)

Phone

(515) 423-6092

Email

Thediplomat24@gmail.com

I am interested in serving on the following board(s) / commission(s) - Please refer to the notes above for the latest openings.

- Historic Preservation Commission

How did you hear about the opening(s)?

- Social Media

What relevant experience do you have that you think would be helpful in performing the duties on the Board/Commission?

I am a qualified candidate for the historic preservation board. I have a degree in history and a passion for preserving our cultural heritage. I have been a member of the Trust for Historic Preservation for a number of years. I love the community of Adel and the history of our town. My wife and I are members of Living History Farms in town and enjoy going often to various events. I am confident that my experience and passion make me a great candidate for the historic preservation board.

Briefly describe why you are interested in serving on the Board/Commission:

I want to be a member of the historic preservation board because I am passionate about preserving and protecting our cultural heritage. I believe that by preserving our history, we are preserving our collective identity and values. Additionally, I am committed to advocating for the preservation of our historical parts of our community in order to ensure their longevity for future generations.

Other comments and/or information:

I have always been passionate about preserving and protecting our history and cultural heritage. As a member of the historic preservation board, I would have the opportunity to actively contribute to our community. I believe that preserving our past is essential for understanding our present and for mapping our future. I am excited to be part of this important work.

Signature



AGENDA ITEM NO. 4.c AGENDA SECTION: NEW BUSINESS

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: August 8, 2023

TO: Mayor & City Council

FROM: Anthony Brown, City Administrator

AGENDA HEADING: Discussion / Possible Action on the Funding Request, Scope of Services, and Funding Agreement regarding Membership in the Greater Dallas County Development Alliance

STAFF/COMMITTEE RECOMMENDATION:

This item considers discussion and possible action regarding funding and services related to the City's membership in the Greater Dallas County Development Alliance economic development organization.

City staff has been in discussions with the Alliance on these topics since last summer.

The Adel City Council's Committee of the Whole discussed this subject with the Alliance on May 2. The committee discussed this subject again on August 1, though the Alliance was unable to attend.

City staff has prepared a draft scope of services that identifies specific economic development needs of the City. Some of this scope was based on a model scope provided by the Alliance.

The Alliance is reviewing this draft scope proposal and may attend this council meeting or provide comments.

City staff has also been coordinating with Ahlers on the funding agreement. Ahlers recommended that the City and the Alliance be in agreement on the scope of services before approving that scope and the related funding agreement.

The funding agreement (and related scope) would meet State Auditor requirements, which ask the City to justify (and measure) why external expenditures are a prudent use of taxpayer funds.

The Alliance has suggested a funding amount of \$2.50 per capita, which would be \$15,382.50 per fiscal year.

The Alliance has provided its 2021 Strategic Plan and has been working to update it this year.

ATTACHMENTS:

[Draft Revised City of Adel - GDCDA Scope of Services.pdf](#)

Greater Dallas County Development Alliance Scope of Services for the City of Adel

Services will be provided to the City if it is in good standing with the Greater Dallas County Development Alliance.

General services included but not limited to:

1. Annexation & Site Preparedness Assistance

- Provide direct and technical assistance with the annexation process, including:
 - Communication with and facilitation between landowners, real estate agents, and the City on the annexation process, the benefits of annexation (e.g., taxation and abatement, development opportunities), future land use planning, land prices, and site readiness (e.g., studies needed, price points, marketability). The Alliance shall advise the City of any related concerns or bottlenecks and make recommendations accordingly.
- Provide support and guidance to the City and landowners (both within the City's limits and in annexation targets) on the State Certified Site Program and the Greater Des Moines Partnership's Site Readiness Program.
- Facilitate the creation and marketing of sites for development.

2. Economic Development Resource

- Partner with City staff, the Adel City Council's Community & Economic Development Committee, the Adel Partners Chamber of Commerce, the Greater Des Moines Partnership, the Mid-Iowa Planning Alliance, and leaders designated by elected officials.
- Representation of available sites/buildings to prospects.
- Preparation and submission of prospect RFI/RFI responses.
- Serve as a greater Dallas County regional liaison for prospects, site selection professionals, and developers.
- Create and maintain existing business relationships via Existing Business Call Program (BRE).

- Serve as information resource through research and analysis, facilitating discussion with appropriate partners, providing project briefings, tracking and reporting on legislative issues, and other relevant topics.
- Provide custom reports on project activity and community 'touch points.'
- Involvement of City staff and/or elected officials on Alliance committees including, but not limited to: Government Relations, Membership, Marketing and Events, Finance/Incentives, Rural Development.
- **Vote** on Alliance business operations through board of director seat. Opportunity for position on executive committee based on attendance, participation, and nomination.

3. Marketing, Communications, and Events

- Maintain active marketing efforts to promote business development and expansion within the community.
- Market specific properties within the community for new development, redevelopment, and expansion.
- Representation of community on Alliance website, including maintenance of LocationOne Information System (LOIS) data for available buildings and sites.
- Inclusion of community news and events in Alliance communications (email distributions, social media, website).
- Distribution of reporting, newsletters and news releases, and other content via social media and email correspondence.
- Provide general marketing support for community specific initiatives.
- Regional branding and targeted geographic marketing campaigns.
- Host networking events to cultivate relationships relevant to business and economic development.
- Provide executive summaries for any plans commissioned or created by the Alliance (e.g., Strategic Plan).

- Schedule and facilitate educational and informational workshops to share topics relevant to economic development, funding opportunities and potential projects, business, and industry.

4. Grant Writing & Finance Administration Support

- Assist community in calculating local match for IEDA High Quality Jobs projects and support the Adel City Council's approval process.
- Provide financial assistance and grant support for new or existing businesses within the community, especially related to job creation and retention.

5. Measurements & Reporting Requirements

- The Alliance shall provide City staff with monthly written reports that include details on:
 - Recent economic development projects undertaken by the Alliance in the community (i.e., completed, in-progress, or proposed).
 - Recent economic development activities and coordination (related to the scope above) by the Alliance for the community.
 - Recent efforts by the Alliance in Dallas County for other Alliance members.
- Every fiscal year, attend at least three City meetings (e.g., Council meetings, Council's Committee of the Whole meetings, or Council's Community & Economic Development Committee meetings).



AGENDA ITEM NO. 4.d
AGENDA SECTION: NEW
BUSINESS

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: August 8, 2023

TO: Mayor & City Council

FROM: Anthony Brown, City Administrator

AGENDA HEADING: Consider Approval of Resolution No. 23-46, Approving and Accepting Temporary Easements Related to the 15th Street Bridge Replacement Project

STAFF/COMMITTEE RECOMMENDATION:

This resolution considers approving two temporary construction easements with property owners for the City's North 15th Street Bridge project.

The easements were negotiated by JCG Land Services on behalf of McClure and reviewed by City Attorney Kristine Stone.

The easement amounts are considered "normal" for temporary construction work.

City staff is recommending approval.

ATTACHMENTS:

[Resolution No. 23-46 Accepting Easements 15th St Bridge Replacement - Smith & Hills.pdf](#)

[Smith Temporary Easement Contract.pdf](#)

[Terry Hills Easement Contract.pdf](#)

Resolution No. 23-46

A RESOLUTION APPROVING AND ACCEPTING TEMPORARY EASEMENTS RELATED TO THE 15TH STREET BRIDGE REPLACEMENT PROJECT

WHEREAS, the City of Adel plans to complete a bridge replacement project known as the “15th Street Bridge Replacement Project” and temporary construction easements are necessary for the construction and future maintenance of this project;

WHEREAS, temporary easement agreements have been reached with several of the landowners impacted by this project and the City Council wishes to formally accept and approve these agreements.

NOW THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ADEL, IOWA, that the attached temporary easement agreements are hereby approved and accepted for the East Annex Sewer Extension Project:

1. A temporary construction easement from Terry L. Hills.
2. A temporary construction easement from Sean David Smith and Kerri Lynn Gildsig-Smith.

Passed and approved this 8th day of August, 2023.

James F. Peters, Mayor

Attest: _____
Carrie Erickson, City Clerk

TEMPORARY EASEMENT CONTRACT

PARCEL NO. 2
PROJECT NO. BRM-0035(603)--8N-25

CITY Adel
PROJECT 15th Street Bridge Replacement

THIS AGREEMENT made and entered into this ___ day of _____, A.D. 20___, by and between Sean David Smith and Kerri Lynn Gildsig-Smith, husband and wife, (hereinafter referred to as "Grantor"), and the City of Adel, Iowa, (hereinafter referred to as "City").

- Grantor grants to the City a temporary easement upon Grantor's real estate, hereinafter referred to as the "premises", situated in parts of the following: See Attached Exhibit "A"
County of Dallas, State of Iowa, for the purpose of: transporting and storing materials and equipment, grading, shaping, and access during construction
The premises also include the following buildings, improvements, and other property: land only.

Grantor consents and acknowledges that this Temporary Construction Easement shall be for the purpose of permitting the City, its agents, contractors, and employees a right of entry in, upon, and onto the premises. In making said adjustments to the bridge, some changes in elevation may be necessary which will necessitate re-grading portions of property within the easement area. All said re-grading and re-paving will be done at the expense of the City and not at the expense of the Grantor.

- Possession of the premises is the essence of this contract and Grantor grants City immediate possession of the premises.
- City agrees to pay the Grantor the Total Lump Sum of **Two Hundred Eighty Dollars and no cents (\$280.00)** and other valuable consideration, receipt of which is hereby acknowledged.
- Grantor warrants that there are no tenants on the premises holding under lease, except: _____.
- The Temporary Construction Easement shall terminate the earlier of: twelve (12) months from initiation of construction on Seller's property by the City, or upon acceptance of the project by the City Council of the City of Adel.** The Temporary Construction Easement will only be used as necessary for the actual construction of the project. Grantor may continue use of the area within the temporary easement so long as said use does not interfere with the construction project. The City shall repair any construction related damage within the easement area to its original, or better, condition and shall remove all materials and equipment from the easement area before the termination of this agreement. This shall include any construction related damage that has occurred to landscaped areas including sod or seeding. In addition, any sidewalk removal and replacement shall be done at the City's expense. Nothing in this grant of temporary easement shall obligate the City to perform any work or engage in any repair or restoration of the easement area resulting from actions taken by other individuals or entities other than the City, its employees, or contractors. If this contract is recorded, the City Engineer will release the said easement rights after the project has been completed by recording a Release of Temporary Easement. City will provide Grantor with a copy of Release after recording.
- Special Conditions: _____.
- Grantor agrees to warrant good and sufficient title to the premises. Names and addresses of lienholders are: _____.
- Each page and each attachment is by this reference made part hereof and the entire agreement consists of 4 pages.

9. If this contract is recorded, in addition to the Total Lump Sum, City agrees to pay \$150.00 for the cost of adding title documents required by this transaction to Grantor's abstract of title. Grantor agrees to obtain court approval of this contract, if requested by the City, if title to the premises becomes an asset of any estate, trust, conservatorship, or guardianship. City agrees to pay court approval costs and all other costs necessary to transfer the premises to the City, but not attorney fees. Claims for such transfer costs shall be paid in amounts supported by paid receipts or signed bills.
10. City agrees that any drain tile and/or underground irrigation systems which are located within the premises and are damaged by highway construction shall be repaired at no expense to Grantor. City shall have the right of entry upon grantor's remaining property along the right of way line, if necessary, for the purpose of connecting said drain tile and/or underground irrigation systems. City will not be liable for fencing private property or maintaining the same to restrain livestock.
11. If Grantor holds title to the premises in joint tenancy with full rights of survivorship and not as tenants in common at the time of this contract, City will pay any remaining proceeds to the survivor of that joint tenancy and will accept title solely from that survivor, provided the joint tenancy has not been destroyed by operation of law or acts of Grantor.
12. The terms and conditions of this Temporary Construction Easement are binding upon the Grantor, including but not limited to, future owners, developers, lessees, or occupants. All provisions of this instrument, including benefits and burdens, are binding upon and inure to the heirs, assigns, successors, tenants, and personal representatives of the parties hereto.
13. Each party shall indemnify and hold harmless the other party from and against any loss, expense, or claim asserted by third parties for damage to third party tangible property, or for bodily injury, or other injury or damages related to this agreement, to the extent such damage or injury is attributable to the negligence or willful misconduct of the indemnitor, provided, indemnitee gives the indemnitor prompt notice of any such claim and all necessary information and assistance so that indemnitor, at its option, may defend or settle such claim, and indemnitee does not take any adverse position in connection with such claim. In the event that any such damage or injury is caused by the joint or concurrent negligence of both parties, the loss, expense or claim shall be borne by each party in proportion to its negligence.
14. The Grantor agrees that the District Court in and for the State of Iowa shall have exclusive jurisdiction over the subject matter and enforcement of the terms and conditions of this easement and further consent to the jurisdiction of District Court of Iowa in and for Dallas County, Iowa.
15. Words and phrases herein shall be construed as in the singular or plural number, and as masculine, feminine, or gender neutral, according to the context. The term "City" as used herein shall refer to the City of Adel, Iowa, its elected officials, agents, employees, officers, and contractors. The term "Grantor" shall refer to the undersigned, their heirs, assigns, successors in interest, or lessees, if any.
16. City hereby gives notice of Grantor's five-year right to renegotiate construction or maintenance damages not apparent at the time of the signing of this contract as required by the Code of Iowa.
17. This written contract constitutes the entire agreement between City and Grantor and there is no agreement to do or not to do any act or deed except as specifically provided for herein.

GRANTOR'S SIGNATURE AND CLAIMANT'S CERTIFICATION: Upon due approval and execution by the City, we the undersigned claimants certify the total lump sum payment shown herein is just and unpaid.

Sean David Smith
Sean David Smith

Kerri Lynn Gildsig-Smith
Kerri Lynn Gildsig-Smith

ALL PURPOSE ACKNOWLEDGMENT

STATE OF Iowa }
COUNTY OF Polk } ss:

On this 15 day of June, A.D. 20 23, before me, the undersigned, a Notary Public in and for said State, personally appeared Sean David Smith and Kerri Lynn Gildsig-Smith,
or ✓ to me personally known
proved to me on the basis of satisfactory evidence

to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

(NOTARY SEAL) Sean Devine (Sign in Ink)
Sean Devine (Print/Type Name)
Notary Public in and for the State of Iowa



RECOMMENDED BY

Michael Holsapple, Project Manager (Date)

BUYER'S APPROVAL

Signed by: _____ (Date)

Signed by: _____ (Date)

BUYER'S ACKNOWLEDGMENT

STATE OF _____ }
COUNTY OF _____ } ss:

On this _____ day of _____, 20____, before me, the undersigned, personally appeared _____, known to me to be an agent of the City of Adel, Iowa and who did say that said instrument was signed on behalf of the City of Adel, Iowa, by its authority duly recorded in its minutes, and said agent acknowledged the execution of said instrument, which signature appears hereon, to be the voluntary act and deed of the City and by it voluntarily executed.

Notary Public in and for the State of Iowa

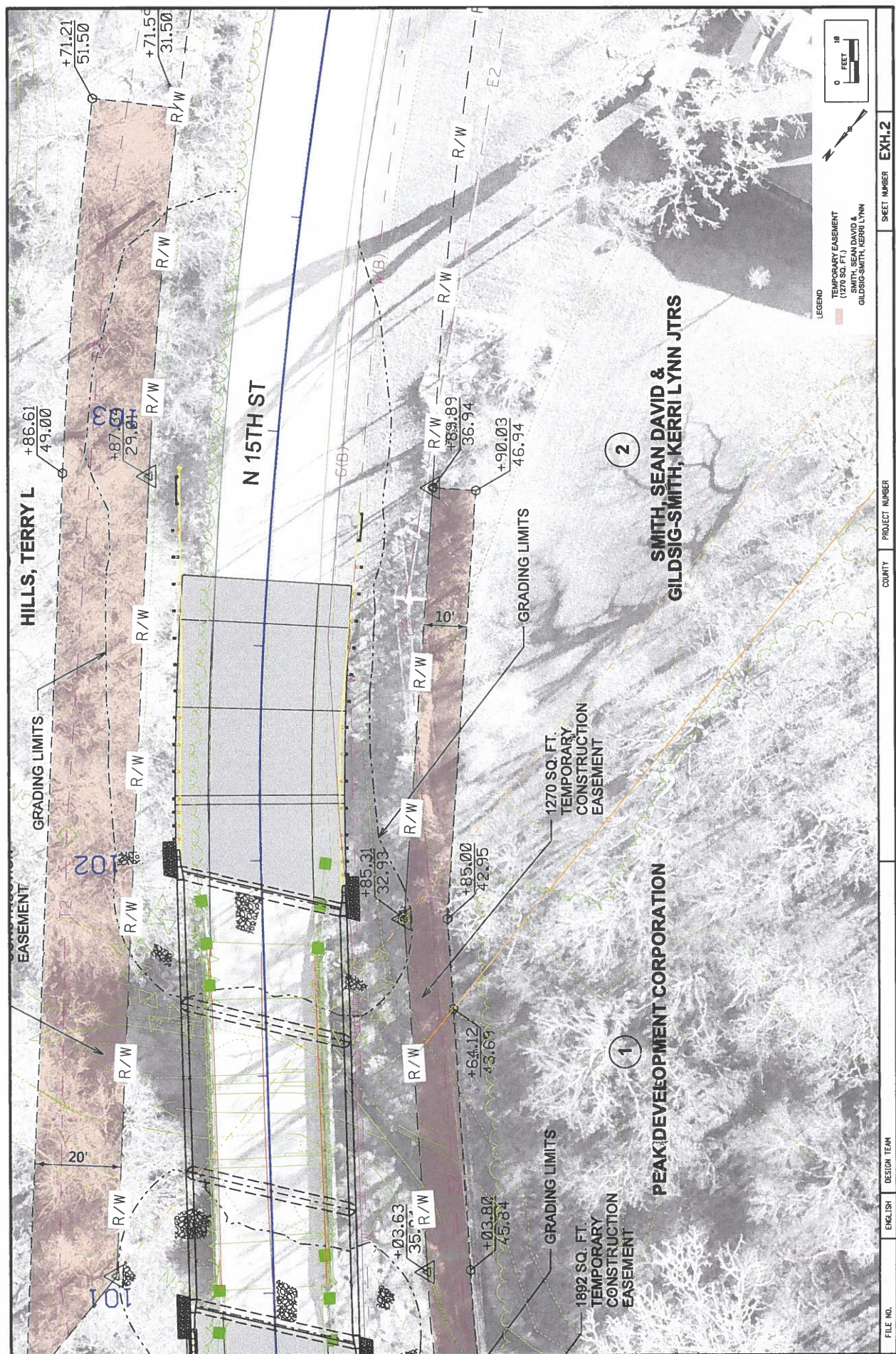
CAPACITY CLAIMED BY SIGNER:

X INDIVIDUAL
____ CORPORATE
____ Title(s) of Corporate Officer(s):

____ Corporate Seal is affixed
____ No Corporate Seal procured
____ PARTNER(s): ____ Limited Partnership
____ General Partnership
____ ATTORNEY-IN-FACT
____ EXECUTOR(s) or TRUSTEE(s)
____ GUARDIAN(s) or CONSERVATOR(s)
____ OTHER:

SIGNER IS REPRESENTING:

List name(s) of person(s) or entity(ies)
Sean David Smith and Kerri Lynn Gildsig-Smith



LEGAL DESCRIPTION

PARCEL 2 – SMITH, SEAN DAVID & GILDSIG-SMITH, KERRI LYNN JTRS

BEING A PART OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 29, TOWNSHIP 79, RANGE 27 WEST OF THE FIFTH PRINCIPAL MERIDIAN, AND ALSO A PART OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 30, TOWNSHIP 79, RANGE 27 WEST OF THE FIFTH PRINCIPAL MERIDIAN, ALL IN THE CITY OF ADEL, COUNTY OF DALLAS, STATE OF IOWA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID SOUTHWEST QUARTER; THENCE ALONG THE WEST LINE OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 29 S00°27'55"E, 195.56 FEET TO THE POINT OF BEGINNING, SAID POINT ALSO BEING A POINT ON THE SOUTHERLY RIGHT-OF-WAY OF 15TH STREET; THENCE ALONG SAID RIGHT-OF-WAY S35°43'58"E, 100.78 FEET; THENCE DEPARTING SAID RIGHT-OF-WAY S54°16'14"W, 10.00 FEET; THENCE N35°43'58"W, 100.07 FEET; THENCE N43°18'23"W, 20.90 FEET TO A POINT ON THE WEST LINE OF PARCEL 18-67 AS RECORDED IN BOOK 2018, PAGE 9468; THENCE ALONG THE WEST LINE OF SAID PARCEL 18-67 N00°27'47"W, 14.70 FEET TO THE NORTHWEST CORNER OF SAID PARCEL 18-67; THENCE ALONG THE NORTH LINE OF SAID PARCEL 18-67 S43°19'24"E, 32.29 FEET TO THE POINT OF BEGINNING. DESCRIBED AREA CONTAINS 1,270 SQUARE FEET.

TEMPORARY EASEMENT CONTRACT

PARCEL NO. 3
PROJECT NO. BRM-0035(603)--8N-25

CITY Adel
PROJECT 15th Street Bridge Replacement

THIS AGREEMENT made and entered into this ___ day of _____, A.D. 20___, by and between
Terry L. Hills, single
(hereinafter referred to as "Grantor"), and the **City of Adel, Iowa**, (hereinafter referred to as "City").

1. Grantor grants to the City a temporary easement upon Grantor's real estate, hereinafter referred to as the "premises", situated in parts of the following: See Attached Exhibit "A"
County of Dallas, State of Iowa, for the purpose of: transporting and storing materials and equipment, grading, shaping, and access during construction
The premises also include the following buildings, improvements, and other property: land only.

Grantor consents and acknowledges that this Temporary Construction Easement shall be for the purpose of permitting the City, its agents, contractors, and employees a right of entry in, upon, and onto the premises. In making said adjustments to the bridge, some changes in elevation may be necessary which will necessitate re-grading portions of property within the easement area. All said re-grading and re-paving will be done at the expense of the City and not at the expense of the Grantor.

2. Possession of the premises is the essence of this contract and Grantor grants City immediate possession of the premises.
3. City agrees to pay the Grantor the Total Lump Sum of **Four Hundred Sixty Dollars and no cents (\$460.00)** and other valuable consideration, receipt of which is hereby acknowledged.
4. Grantor warrants that there are no tenants on the premises holding under lease, except: _____.
5. **The Temporary Construction Easement shall terminate the earlier of: twelve (12) months from initiation of construction on Seller's property by the City, or upon acceptance of the project by the City Council of the City of Adel.** The Temporary Construction Easement will only be used as necessary for the actual construction of the project. Grantor may continue use of the area within the temporary easement so long as said use does not interfere with the construction project. The City shall repair any construction related damage within the easement area to its original, or better, condition and shall remove all materials and equipment from the easement area before the termination of this agreement. This shall include any construction related damage that has occurred to landscaped areas including sod or seeding. In addition, any sidewalk removal and replacement shall be done at the City's expense. Nothing in this grant of temporary easement shall obligate the City to perform any work or engage in any repair or restoration of the easement area resulting from actions taken by other individuals or entities other than the City, its employees, or contractors. If this contract is recorded, the City Engineer will release the said easement rights after the project has been completed by recording a Release of Temporary Easement. City will provide Grantor with a copy of Release after recording.
6. Special Conditions: _____.
7. Grantor agrees to warrant good and sufficient title to the premises. Names and addresses of lienholders are: _____.
8. Each page and each attachment is by this reference made part hereof and the entire agreement consists of 4 pages.

9. If this contract is recorded, in addition to the Total Lump Sum, City agrees to pay \$150.00 for the cost of adding title documents required by this transaction to Grantor's abstract of title. Grantor agrees to obtain court approval of this contract, if requested by the City, if title to the premises becomes an asset of any estate, trust, conservatorship, or guardianship. City agrees to pay court approval costs and all other costs necessary to transfer the premises to the City, but not attorney fees. Claims for such transfer costs shall be paid in amounts supported by paid receipts or signed bills.
10. City agrees that any drain tile and/or underground irrigation systems which are located within the premises and are damaged by highway construction shall be repaired at no expense to Grantor. City shall have the right of entry upon grantor's remaining property along the right of way line, if necessary, for the purpose of connecting said drain tile and/or underground irrigation systems. City will not be liable for fencing private property or maintaining the same to restrain livestock.
11. If Grantor holds title to the premises in joint tenancy with full rights of survivorship and not as tenants in common at the time of this contract, City will pay any remaining proceeds to the survivor of that joint tenancy and will accept title solely from that survivor, provided the joint tenancy has not been destroyed by operation of law or acts of Grantor.
12. The terms and conditions of this Temporary Construction Easement are binding upon the Grantor, including but not limited to, future owners, developers, lessees, or occupants. All provisions of this instrument, including benefits and burdens, are binding upon and inure to the heirs, assigns, successors, tenants, and personal representatives of the parties hereto.
13. Each party shall indemnify and hold harmless the other party from and against any loss, expense, or claim asserted by third parties for damage to third party tangible property, or for bodily injury, or other injury or damages related to this agreement, to the extent such damage or injury is attributable to the negligence or willful misconduct of the indemnitor, provided, indemnitee gives the indemnitor prompt notice of any such claim and all necessary information and assistance so that indemnitor, at its option, may defend or settle such claim, and indemnitee does not take any adverse position in connection with such claim. In the event that any such damage or injury is caused by the joint or concurrent negligence of both parties, the loss, expense or claim shall be borne by each party in proportion to its negligence.
14. The Grantor agrees that the District Court in and for the State of Iowa shall have exclusive jurisdiction over the subject matter and enforcement of the terms and conditions of this easement and further consent to the jurisdiction of District Court of Iowa in and for Dallas County, Iowa.
15. Words and phrases herein shall be construed as in the singular or plural number, and as masculine, feminine, or gender neutral, according to the context. The term "City" as used herein shall refer to the City of Adel, Iowa, its elected officials, agents, employees, officers, and contractors. The term "Grantor" shall refer to the undersigned, their heirs, assigns, successors in interest, or lessees, if any.
16. City hereby gives notice of Grantor's five-year right to renegotiate construction or maintenance damages not apparent at the time of the signing of this contract as required by the Code of Iowa.
17. This written contract constitutes the entire agreement between City and Grantor and there is no agreement to do or not to do any act or deed except as specifically provided for herein.

GRANTOR'S SIGNATURE AND CLAIMANT'S CERTIFICATION: Upon due approval and execution by the City, we the undersigned claimants certify the total lump sum payment shown herein is just and unpaid.



By: Terry L. Hills

By: _____

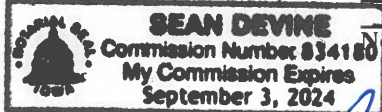
ALL PURPOSE ACKNOWLEDGMENT

STATE OF Iowa }
COUNTY OF Des Moines } ss:

On this 12 day of May, A.D. 2023, before me, the undersigned, a Notary Public in and for said State, personally appeared Terry Hills,
or ✓ to me personally known
proved to me on the basis of satisfactory evidence

to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

(NOTARY SEAL)



Sean Devine (Sign in Ink)
Sean Devine (Print/Type Name)
Notary Public in and for the State of Iowa

RECOMMENDED BY



Michael Holsapple, Project Manager

5/17/23
(Date)

BUYER'S APPROVAL

Signed by: _____ (Date)

Signed by: _____ (Date)

BUYER'S ACKNOWLEDGMENT

STATE OF _____ }
COUNTY OF _____ } ss:

On this _____ day of _____, 20____, before me, the undersigned, personally appeared _____, known to me to be an agent of the City of Adel, Iowa and who did say that said instrument was signed on behalf of the City of Adel, Iowa, by its authority duly recorded in its minutes, and said agent acknowledged the execution of said instrument, which signature appears hereon, to be the voluntary act and deed of the City and by it voluntarily executed.

Notary Public in and for the State of Iowa

CAPACITY CLAIMED BY SIGNER:

☒ INDIVIDUAL

☐ CORPORATE

Title(s) of Corporate Officer(s): _____

☐ Corporate Seal is affixed

☐ No Corporate Seal procured

☐ PARTNER(s): ☐ Limited Partnership
☐ General Partnership

☐ ATTORNEY-IN-FACT

☐ EXECUTOR(s) or TRUSTEE(s)

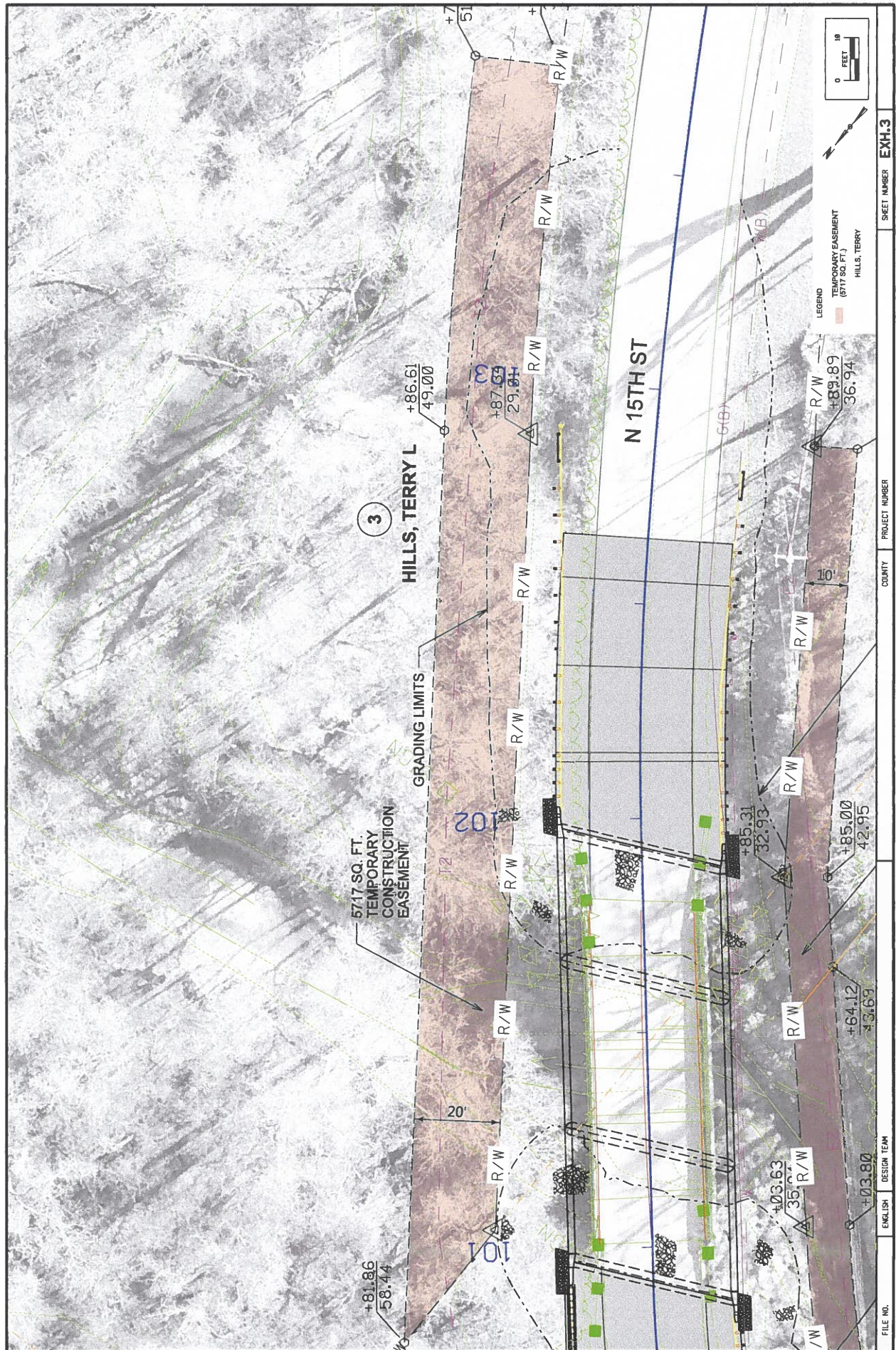
☐ GUARDIAN(s) or CONSERVATOR(s)

☐ OTHER:

SIGNER IS REPRESENTING:

List name(s) of person(s) or entity(ies)

Terry L. Hills



LEGAL DESCRIPTION

PARCEL 3 – HILLS, TERRY L

BEING A PART PARCEL "C" OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 29, TOWNSHIP 79, RANGE 27 WEST OF THE FIFTH PRINCIPAL MERIDIAN, BEING A PART OF THE CITY OF ADEL, COUNTY OF DALLAS, STATE OF IOWA, AS RECORDED IN DALLAS COUNTY RECORDS IN BOOK 2010, PAGE 15950, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID PARCEL "C", SAID POINT ALSO BEING THE NORTHWEST CORNER OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 29; THENCE ALONG THE WEST LINE SAID PARCEL "C" S00°27'55"E, 56.10 FEET TO THE POINT OF BEGINNING; THENCE DEPARTING SAID WEST LINE S37°12'07"E, 212.51 FEET; THENCE ALONG A 1199.30 FOOT RADIUS CURVE, CONCAVE SOUTHWEST, AN ARC DISTANCE OF 87.43 FEET, WITH A CHORD BEARING S35°06'49"E, AND A CHORD LENGTH OF 87.41 FEET; THENCE S56°58'30"W, 20.00 FEET TO A POINT ON THE SOUTH LINE OF SAID PARCEL "C", SAID POINT ALSO BEING A POINT ON THE NORTHERLY RIGHT-OF-WAY LINE OF 15TH STREET; THENCE ALONG SAID RIGHT-OF-WAY ALONG A 1179.30 FOOT RADIUS CURVE, CONCAVE SOUTHWEST, AN ARC DISTANCE OF 85.97 FEET, WITH A CHORD BEARING N35°06'49"W, AND A CHORD LENGTH OF 85.95 FEET; THENCE CONTINUING ALONG SAID RIGHT-OF-WAY N37°12'07"W, 185.71 FEET TO A POINT ON THE WEST LINE OF SAID PARCEL "C"; THENCE N00°27'55"W, 33.44 FEET TO THE POINT OF BEGINNING. DESCRIBED AREA CONTAINS 5,716 SQUARE FEET.



AGENDA ITEM NO. 4.e
AGENDA SECTION: NEW
BUSINESS

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: August 8, 2023

TO: Mayor & City Council

FROM: Anthony Brown, City Administrator

AGENDA HEADING: Consider Approval of a Resolution No. 23-47, Approving the Hauling/Junk Removal Contract with Jermaine's Hauling and Services, Inc for the Property at 1316 Orchard St, Adel, Iowa

PREVIOUS COUNCIL ACTION: On May 9, the council approved directing the City Attorney to begin the municipal infraction nuisance process through the court system.

STAFF/COMMITTEE RECOMMENDATION:

This resolution considers approval of a hauling / junk removal contract for 1316 Orchard Street.

In July, the court system ordered the property owner to abate the junk nuisance by August 19.

If the property owner does not remove the junk, the court has authorized the City to remove it as soon as August 20.

City staff has obtained one quote from Jermaine's Hauling and Services, Inc. of Des Moines to perform the junk remove if the property owner does not. This cost is \$15,000 and excludes dumping fees at the landfill.

The contract with Jermaine's Hauling has been reviewed and updated by City Attorney Kristine Stone and includes insurance requirements suggested by Holmes Murphy, the City's insurance agent.

The updated contract will be provided to Jermaine's Hauling, with any comments from Jermaine's Hauling hopefully available before the council meeting.

City staff recently learned of other junk removal providers, but no formal quotes have been

obtained yet. If the council has a desire to obtain more quotes, this item could be brought back for the September 12 council meeting.

ATTACHMENTS:

[Resolution No. 23-47, Approving Hauling Junk Removal Contract for 1316 Orchard St.pdf](#)

[Junk Hauling Contract 8 4 23 \(02238046x7F7E1\).pdf](#)

[JUDGEMENT ON ORCHARD STREET 07.19.23 Order \(02231662x7F7E1\).pdf](#)

Resolution No. 23-47

**A RESOLUTION APPROVING THE HAULING/JUNK REMOVAL CONTRACT
BETWEEN THE CITY OF ADEL AND JERMAINE'S HAULING AND
SERVICES, INC. FOR 1316 ORCHARD ST., ADEL, IOWA**

WHEREAS, since March 2022, the owners of 1316 Orchard St., Adel, Iowa have been repeatedly notified by the City of Adel for violations of Chapter 51 of the City of Adel Code, Junk and Junk Vehicles; and

WHEREAS, on July 19, 2023, an order was served from the Fifth Judicial District of Iowa ordering the property owner to correct the violation by cleaning up the property and abating the storage or accumulation of junk and junk vehicles on the property within thirty (30) days from the date of the order; and

WHEREAS, a Hauling/Junk Removal Contract with Jermaine's Hauling and Services, Inc. has been prepared to be exercised by the City if the property owner does not correct the violation per the Court's order with the cost of the hauling/junk removal service will be assessed against the property owner; and

WHEREAS, the City Council wishes to formally accept and approve the agreement as needed upon the review by the Adel Code Compliance Officer.

NOW THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ADEL, IOWA, that the attached Hauling/Junk Removal Contract between the City of Adel and Jermaine's Hauling and Services, Inc. is hereby approved and accepted as needed for 1316 Orchard St., Adel, Iowa.

Passed and approved this 8th day of August, 2023.

James F. Peters, Mayor

Attest: _____
Carrie Erickson, City Clerk

Contract for Hauling Services (Junk Removal)

This Contract for Hauling Services (Junk Removal) (the "Contract") is made effective as of _____ by and between City of Adel, 301 S. 10th Street, Adel, Iowa 50003, and Jermaine's Hauling & Services Inc., 1420 Pennsylvania Avenue, Des Moines, Iowa, 50316. In this Contract, the party who is contracting to receive the hauling removal services shall be referred to as "City of Adel", and the party who will be providing the hauling services shall be referred to as "Jermaine's Hauling".

DESCRIPTION OF SERVICES. Beginning on _____, and no sooner than August 20, 2023, at a time of day specified by the City of Adel, Jermaine's Hauling will provide hauling services to the City of Adel for the purposes of abating a nuisance persisting on the property located at 1316 Orchard Street, Adel, Iowa 50003 (the "Property"). For purposes of this Contract, hauling services shall include removal of "junk" within the meaning of City of Adel Code of Ordinances § 51.01(1) and "junk vehicles" within the meaning of City of Adel Code of Ordinances § 51.01(2), including metal bicycles, tricycles, football helmets, and other debris improperly stored outside on the Property. In removing junk and junk vehicles from the Property, Jermaine's Hauling shall exercise due care so as to avoid causing damage or injury to the Property. Once removed from the Property, the junk and junk vehicles shall be properly disposed of at a scrap facility or landfill, in accordance with Jermaine's Hauling's standard practices. Hauling services involving removal of junk and junk vehicles from the Property shall occur in the presence of a representative from the City of Adel.

RATES, CHARGES AND PAYMENT FOR SERVICES. The rates and charges for the hauling services provided for by this Contract shall be as stated in Schedule "A" below and incorporated herein. The rates and charges as stated in Schedule "A" shall remain in effect for the term of this Contract unless the Parties agree in writing, signed by both parties, to their modification.

City of Adel will pay Jermaine's Hauling for the hauling services in accordance with the rates and charges provided in Schedule "A", or any modification thereof, upon completion of the hauling services. Payment shall be made by the City of Adel in full within 30 days of receipt of an invoice from Jermaine's Hauling following the completion of the hauling services provided for by this Contract.

TERM/TERMINATION. The term of this Contract shall continue through the completion of hauling services by Jermaine's Hauling and upon payment therefor by the City of Adel. The City of Adel may cancel or terminate this Contract at any time prior to the start of hauling services by written notice.

RELATIONSHIP OF PARTIES. The Parties understand that Jermaine's Hauling is an independent contractor of and for to the City of Adel, and not an employee of City of Adel. The City of Adel will not provide fringe benefits, including health insurance benefits, paid vacation, or any other employee benefit, for the benefit of Jermaine's Hauling.

Jermaine's Hauling shall be responsible for the hauling services provided for under this Contract.

Jermaine's Hauling shall be solely responsible for its employees and the safe and lawful operation of the vehicles and equipment used thereby in the performance of hauling services to remove junk and junk vehicles from the Property, as provided by this Contract.

CONFIDENTIALITY. Jermaine's Hauling will not at any time or in any manner, either directly or indirectly, divulge, disclose, communicate, or use for the personal benefit of Jermaine's Hauling any information that is proprietary to City of Adel. Jermaine's Hauling will protect such information and treat it as strictly confidential. This provision shall continue to be effective after the term of this Contract.

INSURANCE & LIABILITY. Jermaine's Hauling shall maintain the following minimum insurance coverages for the duration of this Contract:

The limits of liability under insurance policies required by this Contract shall in no-way limit the vendors actual liability.

(1) Commercial General Liability

Including coverage for premises and operations, independent contractors, products & completed operations, contractual liability, personal injury/advertising injury. The limits can be satisfied by providing a primary policy or in combination with an excess liability policy. The City of Adel shall be named as additional insured on a primary and non-contributory basis. The policy will include waiver of subrogation endorsement in favor of the City of Adel.

Bodily Injury & Property Damage - Each Occurrence	\$1,000,000
Personal Injury & Advertising Injury - Per Person	\$1,000,000
General Aggregate on the Above	\$2,000,000
Products & Completed Operations General Aggregate	\$2,000,000
Fire Damage Limit	\$100,000
Medical Expense Limit	\$5,000

(2) Business Automobile Liability Insurance

Including coverage for all owned, non-owned and hired automobiles with limits of liability not less than the following. The limit can be satisfied by providing a primary policy or in combination with an excess liability policy. The City of Adel shall be added as an additional insured on a primary and non-contributory basis. The policy will include waiver of subrogation endorsement in favor of the City of Adel.

Bodily Injury & Property Damage – Each Accident	\$1,000,000
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(3) Workers Compensation

As required by any applicable law or regulation. The policy will include waiver of subrogation endorsement in favor of the City of Adel.

(4) Employers Liability

Bodily Injury Each Accident	\$1,000,000
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Bodily Injury by Disease Policy Limit	\$1,000,000
Bodily Injury by Disease Each Employee	\$1,000,000

(5) Umbrella Liability

Jermaine's Hauling will maintain umbrella liability insurance on an occurrence basis in excess of the general liability, automobile liability and employer's liability insurance described above which is at least broad as all underlying policies including but not limited to additional insured and waiver of subrogation and Primary and non-contributory.

Each Occurrence Limit	\$1,000,000
Aggregate Limit	\$1,000,000

(6) Professional Liability

Jermaine's Hauling shall maintain Professional Liability Insurance for at least one year subsequent to the termination date of this contract. During such one-year period, Jermaine's Hauling shall assure that there is no change to the retroactive date of coverage.

Each Occurrence Limit	\$1,000,000
Aggregate Limit	\$1,000,000

Before providing any services, Jermaine's Hauling shall furnish an insurance certificate to the City of Adel showing adequate insurance to be in force.

Any subcontractors utilized shall be subject to the same insurance requirements above.

Jermaine's Hauling waives any claims, causes of action, or rights to recovery from City of Adel for any injuries that Jermaine's Hauling (and/or Jermaine's Hauling's employees) may sustain while performing services under this Contract". The City of Adel shall not be liable for such injuries.

Moreover, Jermaine's Hauling shall not be liable for any economic loss or consequential damages to 1316 Orchard St, Adel, IA, 50003.

COUNTERPARTS. This Contract may be executed simultaneously in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument. The Parties agree that signatures on this Contract, as well as any other documents to be executed under this Contract, may be delivered by facsimile in lieu of an original signature, and the Parties agree to treat facsimile signatures as original signatures and agree to be bound by this provision. This is the entire Contract of the parties, and there are no other promises or conditions in any other Contract whether oral or written.

NOTICE. Any notice or communication required or permitted under this Contract shall be sufficiently given if delivered in person or by certified mail, return receipt requested, to the address set forth in the opening paragraph or to such other address as one party may have furnished to the other in writing.

APPLICABLE LAW. This Agreement shall be governed by the laws of the State of Iowa.

SIGNATURES. This Agreement shall be signed on behalf of City of Adel by its Mayor, James Peters, and on behalf of Jermaine's Hauling & Services Inc. by its Chief Executive Officer, Jermaine E. McGregor.

CITY OF ADEL

By: _____

Date: _____

JERMAINE'S HAULING & SERVICES, INC.

By: _____

Date: _____

SCHEDULE A
Rates and Charges

The rate for hauling services provided for under this Contract shall be \$15,000 USD. Additional fees incurred for the disposal of junk and junk vehicles removed from the Property under this Contract, or “dump fees,” shall be charged to the City of Adel at a rate of \$50 per ton.

Payment will be provided to Jermaine's Hauling & Services Inc. no later than 30 days from the date of invoice provided to the City of Adel.

IN THE IOWA DISTRICT COURT FOR DALLAS COUNTY

CITY OF ADEL,**Plaintiff,****vs.****JOHNEENE R. LUNA,****Defendant.****CASE NO. 05251 ADCICC003141****ORDER**

Defendant was served with the citation on May 31, 2023. Proof on file herein. Defendant did not appear for her initial appearance on June 20, 2023, at 9:30 a.m. because she was incarcerated. The Court rescheduled Defendant's initial appearance to July 19, 2023, at 9:30 a.m. Defendant failed to appear on July 19, 2023, and the Court hereby finds Defendant to be in default.

A civil penalty of \$250.00 plus court costs in the amount of \$95.00 are assessed against the Defendant. Payment of the civil penalty and costs to be made to the Dallas County Clerk of Court, 801 Court Street, Adel, Iowa 50003.

The Defendant is hereby ordered to correct the violation at 1316 Orchard Street, Adel, Iowa, Iowa by cleaning up the property, abating the storage or accumulation of junk and junk vehicles on the property, and removing any and all items that violate the Code of Ordinances of the City of Adel section 51.02, and ceasing any future violations of this section of the City Code.

Defendant shall correct the violation within thirty (30) days from the date of this Order. In the event Defendant fails to abate the violation within this time, the City of Adel is hereby authorized to perform the action necessary to abate the violation, including removal of junk and junk vehicles, if necessary, with the costs of such abatement being assessed against the Defendant or, pursuant to Iowa Code § 364.12(3)(h), against the property where the violation occurred in rem, or both.

Plaintiff is directed to serve this Order on Defendant via certified mailing return receipt requested, to be mailed no later than two (2) days after the Court's entry of this Order. Plaintiff shall file proof of mailing and return receipt with the Court.

SO ORDERED.



State of Iowa Courts

Case Number
ADCICC003141
Type:

Case Title
CITY OF ADEL, IOWA V. JOHNEENE R. LUNA
ORDER OF DISPOSITION

So Ordered

A handwritten signature in blue ink, which appears to read "Amy K. Davis", is written over a horizontal line.

Amy K. Davis, Magistrate
Fifth Judicial District of Iowa

Electronically signed on 2023-07-19 11:05:37



AGENDA ITEM NO. 4.f AGENDA SECTION: NEW BUSINESS

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: August 8, 2023

TO: Mayor & City Council

FROM: Anthony Brown, City Administrator

AGENDA HEADING: Consider Approval of Resolution No. 23-48, Ordering Construction of the Adel Water Utility Improvements, New Well No. 7, And Fixing A Date For Hearing Thereon and Taking of Bids Therefor

PREVIOUS COUNCIL ACTION: The council approved the design contract with McClure in July 2022.

STAFF/COMMITTEE RECOMMENDATION:

This resolution considers ordering construction on a new well project and setting a public hearing next month.

McClure, the City's engineering firm, has been designing this project since last summer. McClure has been working with the Iowa Department of Natural Resources since earlier this year to finalize the permit.

An item in the Consent Agenda earlier in the meeting will consider approval of the engagement agreement with Ahlers & Cooney, P.C.

This project will be funded primarily by USDA-RD grant funds.

If approved, the bid opening will be held on August 30, followed by a public hearing and action at the council's September 12 meeting.

City staff is recommending approval.

ATTACHMENTS:

[Resolution No. 23-48, Ordering Construction - New Well No. 7 - Adel \(02236935x7F7E1\).pdf](#)
[00 11 14 Notice of Public Hearing \(Adel Well #7\).pdf](#)

ITEM TO INCLUDE ON AGENDA

CITY OF ADEL, IOWA

- Resolution ordering construction of the Adel Water Utility Improvements, New Well No. 7, and fixing a date for hearing thereon and taking of bids therefor.

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

August 8, 2023

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 ORDERING CONSTRUCTION OF THE ADEL WATER UTILITY IMPROVEMENTS, NEW WELL NO. 7, AND FIXING A DATE FOR HEARING THEREON AND TAKING OF BIDS THEREFOR," 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 ORDERING CONSTRUCTION OF THE ADEL
WATER UTILITY IMPROVEMENTS, NEW WELL NO. 7, AND
FIXING A DATE FOR HEARING THEREON AND TAKING OF
BIDS THEREFOR

WHEREAS, it is deemed advisable and necessary to construct certain public improvements described in general as the Adel Water Utility Improvements, New Well No. 7; and

WHEREAS, the City has caused to be prepared plans, specifications and form of contract, together with estimate of cost, which are now on file in the office of the City Clerk for public inspection, for the construction of the public improvements; and

WHEREAS, the plans, specifications and form of contract are deemed suitable for the making of the public improvements; and

WHEREAS, before the plans, specifications, form of contract and estimate of cost may be adopted, and a contract for the construction of the public improvements is entered into, it is necessary, pursuant to Chapter 26, Code of Iowa, to hold a public hearing and to advertise for bids:

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

Section 1. That it is hereby determined that it is necessary and advisable to construct certain public improvements described in general as the Adel Water Utility Improvements, New Well No. 7, in the manner set forth in the plans and specifications and form of contract, above referred to, the cost thereof to be paid in accordance with the provisions as set out in the posted Notice to Bidders and published Notice of Public Hearing; the public improvements being more generally described as follows:

The extent of work on this project is the furnishing of all labor, equipment, and materials for the construction of the improvements, which consist of Well No. 7:

Construction of one (1) new ground water supply well, pitless adapter and associated site improvements as indicated in the contract documents.

Section 2. That the amount of the bid security to accompany each bid shall be in an amount which shall conform to the provisions of the notice to bidders approved as a part of the specifications.

BE IT FURTHER RESOLVED, that the City Clerk be and is hereby directed to post a notice to bidders once in a relevant contractor plan room service with statewide circulation and a relevant construction lead generating service with statewide circulation and on an internet site sponsored by either the City or a statewide association that represents the City. Posting shall be not less than thirteen clear days nor more than forty-five days prior to August 30, 2023, which is hereby fixed as the date for receiving bids. The bids are to be filed prior to 11:00 A.M., on such date.

The City Council hereby delegates to the City Administrator or his designee the duty of receiving, opening and tabulating bids for construction of the Project. Bids shall be received and opened as provided in the public notice and the results of the bids shall be considered at the meeting of this Council on September 12, 2023, at 6:00 P.M.

BE IT FURTHER RESOLVED, that the City Clerk be and is hereby directed to publish notice of hearing once in a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in this City. Publication shall be not less than four clear days nor more than twenty days prior to the date hereinafter fixed as the date for a public hearing on the plans, specifications, form of contract and estimate of costs for the project, the hearing to be at 6:00 P.M. on September 12, 2023.

PASSED AND APPROVED this 8th day of August, 2023.

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 _____, 2023.

(SEAL)

STATE OF IOWA)
) SS
COUNTY OF DALLAS)

I, the undersigned, do hereby certify that I am now and was at the times hereinafter mentioned, the duly qualified and acting Clerk of the City of Adel, in the County of Dallas, State of Iowa, and that as such Clerk and by full authority from the Council of the City, I have caused a

NOTICE TO BIDDERS
(Adel Water Utility Improvements, New Well No. 7)

of which a copy/screenshot annexed to the poster's affidavit hereto attached is in words and figures a correct and complete copy, to be posted as required by law in a relevant contractor plan room service with statewide circulation and a relevant construction lead generating service with statewide circulation and on an internet site sponsored by the City or a statewide association that represents the City, and that the Notice was posted and circulated on the following date:

_____, 2023.
_____, 2023.
_____, 2023.

WITNESS my official signature at Adel, Iowa, this _____ day of _____,
2023.

City Clerk, City of Adel, State of Iowa

(SEAL)

02236935-1\10113-126

STATE OF IOWA)
) SS
COUNTY OF DALLAS)

I, the undersigned, do hereby certify that I am now and was at the times hereinafter mentioned, the duly qualified and acting Clerk of the City of Adel, in the County of Dallas, State of Iowa, and that as such Clerk and by full authority from the Council of the City, I have caused a

NOTICE OF PUBLIC HEARING
(Adel Water Utility Improvements, New Well No. 7)

of which the clipping annexed to the publisher's affidavit hereto attached is in words and figures a correct and complete copy, to be published as required by law in the "_____", a legal newspaper published at least once weekly, printed wholly in the English language, published regularly and mailed through the post office of current entry for more than two years and which has had for more than two years a bona fide paid circulation recognized by the postal laws of the United States, and has a general circulation in the City, and that the Notice was published in all of the issues thereof published and circulation on the following date:

_____, 2023.

WITNESS my official signature at Adel, Iowa, this _____ day of _____, 2023.

City Clerk, City of Adel, State of Iowa

(SEAL)

02236935-1\10113-126

NOTICE OF PUBLIC HEARING

ADEL WATER UTILITY IMPROVEMENTS

NEW WELL NO. 7

ADEL, IOWA

MEC# 2022001273

PUBLIC NOTICE is hereby given that the City Council of the City of Adel, IA will hold a public hearing on **Tuesday, September 12, 2023, at 6:00 P.M.** in the City Council Chambers, 301 S. 10th Street, Adel, Iowa, at which meeting the Council proposes to hear comments from the public on the proposed Plans, Specifications, Form of Contract, and Estimate of Costs for the construction of the **ADEL WATER UTILITY IMPROVEMENTS NEW WELL NO. 7, ADEL, IOWA**, project. At said hearing, any interested person may appear and file objections thereto or to the cost of the proposed improvements.

The Adel Water Utility Improvements, New Well No. 7, will be constructed within the existing City of Adel water supply well field. The well field is generally located north of U.S. Highway 6 approximately 1 mile northeast of the Water Treatment Plant located on North 5th Street.

The extent of work on this project is the furnishing of all labor, equipment, and materials for the construction of the improvements, which consist of Well No. 7:

Construction of one (1) new ground water supply well, pitless adapter and associated site improvements as indicated in the contract documents

**ADEL WATER UTILITY IMPROVEMENTS
NEW WELL NO. 7
ADEL, IOWA**

NOTICE TO BIDDERS

Sealed Bids for the construction of the **ADEL WATER UTILITY IMPROVEMENTS, NEW WELL NO. 7, ADEL, IOWA**, will be received, by the **City of Adel**, at the office of the city clerk, located at **301 South 10th Street, Adel, Iowa**, before **11:00 A.M.** local time on **August 30, 2023**, at which time the bids received will be publicly opened and read in the City Hall located at **301 South 10th Street, Adel, Iowa, 50003**. Bids received after the deadline for submission of bids as stated herein shall not be considered and shall be returned to the late bidder unopened.

The tabulated results of the bid opening will be considered by the Adel City Council at their regular meeting at City Hall on **September 12, 2023, at 6:00 P.M.** at which time the Council may take action on the proposals submitted or at such time as may then be fixed.

The City of Adel will hold a public hearing on the proposed Plans, Specifications, Form of Contract, and Estimate of Costs for the construction of said improvements at **6:00 P.M.** on **Tuesday, September 12, 2023**, in City Hall located at **301 South 10th Street, Adel, Iowa, 50003**. At said hearing, any interested person may appear and file objections thereto or to the cost of the improvements.

The Adel Water Utility Improvements, New Well No. 7, will be constructed within the existing City of Adel water supply well field. The well field is generally located north of U.S. Highway 6 approximately 1 mile northeast of the Water Treatment Plant located on North 5th Street.

The extent of work on this project is the furnishing of all labor, equipment, and materials for the construction of the improvements, which consist of Well No. 7:

Construction of one (1) new ground water supply well, pitless adapter and associated site improvements as indicated in the contract documents.

The Owner will receive and consider bids on the Project and will award a single Contract. The award of the Contract will be made to the lowest responsive, responsible bidder, based on the Bid Proposal Form with the lowest TOTAL BID PRICE. Bidder must complete all information on bid forms. Notwithstanding the foregoing, the Owner reserves the right to award the contract as it deems to be in the best interests of the Owner.

All Work is to be in strict compliance with the Plans and Specifications prepared by McClure Engineering Company, P.C., of Clive, Iowa, Krishna Engineering Consultants of West Des Moines, Iowa, which together with the proposed form of contract and estimate of cost are now on file in the office of the city clerk. By reference, they are made a part hereof as though fully set out and incorporated herein.

All bids shall be made on a form furnished by the City of Adel and shall be filed on or before the time herein set, in a sealed envelope addressed to the City of Adel, Adel, Iowa, clearly stating that the envelope contains a bid on this project. All Bidders must submit and sign the Bid Proposal Form in the Specifications (Section 00 41 00). All attachments included in Section 00 41 00 – Bid Proposal Form, shall be signed and submitted with the Bid Package.

By virtue of statutory authority, a preference will be given to products and provisions and coal produced within the State of Iowa.

Each bid shall be accompanied by a bid security as defined in Iowa Code Section 26.8, in the form of a Bid Bond, Certified Check, Cashier's Check or a Certified Share Draft in a separate sealed envelope in an amount equal to five (5) percent of the total amount bid. A Bid Bond must be on the form provided with the Contract Documents. The Certified Check or Cashier's Check shall be drawn on a state-chartered or federally-chartered bank. A Certified Share Draft shall be drawn on a state-chartered or federally-chartered credit union. Certified Checks, Cashier's Checks or Certified Share Drafts shall be made payable to the CITY OF ADEL, as security that if awarded a contract, the Bidder will enter into a contract at the prices bid and furnish the required Performance and Payment Bonds and Certificate of Insurance.

Bid security shall be furnished in accordance with the Instructions to Bidders. The Certified Check, Cashier's Check or Certified Share Draft may be cashed, or the Bid Bond forfeited, and the proceeds retained as liquidated damages if the Bidder fails to execute a contract or file acceptable Performance and Payment Bonds or provide an acceptable Certificate of Insurance within ten (10) days after the acceptance of his proposal by resolution of the Owner. No bidder may withdraw a proposal within sixty (60) days after the date set for opening bids. The checks of the unsuccessful bidders will be promptly returned to them after award of the Contract.

The method of construction of all improvements shall be by contract in accordance with the Plans and Specifications and general stipulations for said improvements approved by the Owner. Payment for the cost of such improvements will be made in cash to be derived from such fund or funds as are legally available for such purpose.

Payment to Contractor will be made in monthly estimates and one final payment. Monthly estimates will be equivalent to ninety-five (95) percent of the Contract value of the Work completed during the preceding calendar month. Estimates will be prepared on the first day of each month by the Contractor. Subject to the approval of the Engineer, who will certify each approved estimate to the Owner for payment at the Owner's regularly scheduled meeting which is held on the 2nd Tuesday of each month. Such monthly payment will in no way be construed as an act of acceptance for any of the work partially or totally completed.

Final payment to the Contractor will be made no earlier than thirty-one (31) days from and after the final acceptance of the work by the Owner, subject to the conditions and in accordance with the provisions of Chapter 573 of the Code of Iowa. Payment must also be in accordance with Chapter 26 of the Code of Iowa and will be made "after the completion and final acceptance of the improvement" as provided in Section 573.14 of the Code of Iowa. No such partial or final payment will be due until the Contractor has certified that the materials, labor and services involved in each instance have been paid for in accordance with requirements stated in the Specifications.

Before final payment will be made on this project, the Contractor(s) and subcontractor(s) shall provide lien waivers as required in the Specifications.

Owner will issue special exemption certificates to Contractors and subcontractors, allowing them to purchase, or withdraw from inventory, building materials for the contract free from sales tax. Refer to Article 22 of the Instructions to Bidders.

The successful Bidder will be required to furnish a corporate surety bond in an amount equal to one-hundred (100) percent of the Contract Price. Said Bond to be issued by a responsible surety approved by the Owner and authorized to do business in the State of Iowa and shall guarantee the faithful performance of the contract and the terms and conditions therein contained and the maintenance of said improvements in good repair for not less than two (2) years from the date of Substantial Completion. Successful bidder shall also be required to provide Payment Bond as provided in the Specifications. All Bonds subject to the appropriate requirements in Code of Iowa 573.2 through 573.5.

Work on the improvement shall commence within ten days of the issuance of a written Notice to Proceed. The Notice to Proceed will be issued upon approval of the contract and bonds by the City of Adel. The work shall be substantially completed on or before **May 1, 2024**, and completed and ready for final payment in accordance with paragraph 14.07 of the General Conditions on or before **June 30, 2024**. Failure to meet either the Substantial Completion date or Final Completion date will result in liquidated damages being assessed in the amount of \$500.00 per calendar day.

The Issuing Office for the Bidding Documents is **McClure Engineering Company, 1360 NW 121st Street, Clive, Iowa, 50325, (Phone 515-964-1229)**. Prospective Bidders may examine the Bidding Documents at the Issuing Office on Mondays through Fridays between the hours of **8:00 a.m. and 5:00 p.m.** and may obtain copies of the Bidding Documents from the Issuing Office as described below.

Printed copies of the Bidding Documents may be obtained from the Issuing Office during the hours indicated above. The initial set is free of charge to prospective bidders, i.e. qualified general contractors. A fee of \$25 per set will apply to additional sets and to bidding documents requested by other than prospective bidders. This fee is refundable, provided the following conditions are met. Bidders who return full sets of the Bidding Documents in good condition (suitable for re-use) within 14 days after award of the project will receive a full refund. If they are not returned, or returned past the deadline, or are not in a reusable condition as judged by the Engineer, the deposit shall be forfeited. Checks for Bidding Documents shall be payable to "McClure Engineering Company".

Complete digital project Bidding Documents and Contract Documents and Plans are available at www.questcdn.com. You may download the digital documents for free by inputting Quest project number **Quest CDN #8622768** on the website's Project Search page. Please contact QuestCDN.com at 952.233.1632 or info@questcdn.com for assistance in free membership registration, downloading, and working in this digital project information.

The Owner hereby reserves the right to reject any or all bids and to waive informalities and irregularities as it may deem to be for the best interests of the Owner.

Instructions to Bidders

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

American Iron and Steel

Section 746 of title VII of the consolidated appropriations Act of 2017 (Division A-Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act, 2017) and subsequent status mandating domestic preferences applies in American Iron and Steel requirement to this project. All iron and steel products used in this project must be produced in the United States. The term "iron and steel products" means the following products made primarily of iron or steel: lined or unlined pipes and fittings, manhole covers and other municipal castings, hydrants, tanks, flanges, pipe clamps, and restraints, valves, structural steel, reinforced precast concrete, and Construction Materials.

The following waivers apply to this Contract:

De Minimis,
Minor Components
Pig Iron and direct reduced iron

To the extent required by Iowa law, and to the extent allowed by Federal Law, a resident bidder shall be allowed a preference as against a nonresident bidder from a state or foreign country if that state or foreign country gives or requires any preference to bidders from that state or foreign country, including but not limited to any preference to bidders, the imposition of any type of labor force preference or any other form of preferential treatment to bidders or laborers from that state or foreign country. The preference allowed shall be equal to the preference given or required by the state or foreign country in which the nonresident bidder is a resident. In the instance of a resident labor force preference, a nonresident bidder shall apply the same resident labor force preference to a public improvement in this state as would be required in the construction of a public improvement by the state or foreign country in which the nonresident bidder is a resident. Failure to submit a fully completed Bidder Status Form with the Proposal may result in the proposal being deemed nonresponsive and rejected.

Published by the order of the City of Adel, Adel, Iowa.

Owner: CITY OF ADEL

By: Jim Peters, Mayor

Date: _____

+ + END OF ADVERTISEMENT FOR BIDS + +



AGENDA ITEM NO. 4.g
AGENDA SECTION: NEW
BUSINESS

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: August 8, 2023

TO: Mayor & City Council

FROM: Anthony Brown, City Administrator

AGENDA HEADING: Consider Approval of Setting a Date for a Public Hearing for Ordinance No. 396, Southbridge PUD Revision - Tuesday, September 12, 2023 at 6:00 p.m

STAFF/COMMITTEE RECOMMENDATION:

This item considers setting a public hearing next month for an ordinance that would amend the Southbridge PUD.

The amendment provides different options for multi-family design standards and density.

The City's Planning & Zoning Commission met last month and recommended the changes.

City staff is recommending approval of setting the public hearing for Tuesday, September 12, 2023 at 6:00 p.m.

ATTACHMENTS:

[Ordinance No. 396, Southbridge PUD 7 12 23 \(02224891x7F7E1\) Revision 7-12-2023.pdf](#)
[2023.08.01 PH notice for Southbridge PUD \(02092943x7F7E1\).pdf](#)

ORDINANCE NO. 396

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF ADEL, IOWA, BY REPEALING AND REPLACING THE PUD ORDINANCE FOR PROPERTY LOCATED AT THE INTERSECTION OF HWY 169 AND 302ND PLACE, CITY OF ADEL, DALLAS COUNTY, IOWA

WHEREAS, the Zoning Ordinance of the City of Adel allows for the development of a Planned Unit Development (PUD) to promote and encourage development or redevelopment of tracts of land on a planned, unified basis;

WHEREAS, a PUD was approved for the property located at the intersection of Hwy 169 and 302nd Place by Ordinance No. 385 on September 13, 2022;

WHEREAS, the Developer and City now wish to repeal the prior Southbridge PUD ordinance and replace it with this PUD ordinance to revise certain regulations within the PUD;

WHEREAS, pursuant to Section 165.52 of the Adel Code of Ordinances, a PUD requires approval by ordinance following planning and zoning commission review;

WHEREAS, the City Council finds this PUD ordinance to be consistent with and in furtherance of the City's comprehensive plan, zoning ordinance, subdivision ordinance, and platting requirements.

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

SECTION 1. Ordinance No. 385 is hereby repealed.

SECTION 2. PUD LEGAL DESCRIPTION. This ordinance relates to the following described property:

A PART OF GOVERNMENT LOTS 5, 6, 11 AND 12 IN SECTION 6, TOWNSHIP 78 NORTH, RANGE 27 WEST OF THE FIFTH PRINCIPAL MERIDIAN, IN THE CITY OF ADEL, DALLAS COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID GOVERNMENT LOT 5; THENCE SOUTH 89°00'05" EAST ALONG THE NORTH LINE OF SAID GOVERNMENT LOTS 5 AND 6, A DISTANCE OF 1919.00 FEET TO THE CENTERLINE OF OLD PORTLAND ROAD; THENCE SOUTH 4°13'55" EAST ALONG SAID CENTERLINE, 251.00 FEET; THENCE SOUTHEASTERLY CONTINUING ALONG SAID CENTERLINE AND A CURVE CONCAVE NORTHEASTERLY WHOSE RADIUS IS 477.50 FEET, WHOSE ARC LENGTH IS 254.21 FEET AND WHOSE CHORD BEARS SOUTH 20°57'02" EAST, 251.22 FEET; THENCE SOUTH 35°36'59" EAST

CONTINUING ALONG SAID CENTERLINE, 323.11 FEET; THENCE SOUTH 35°45'11" EAST CONTINUING ALONG SAID CENTERLINE, 262.71 FEET; THENCE SOUTH 54°14'49" WEST, 40.00 FEET; THENCE WESTERLY ALONG A CURVE CONCAVE SOUTHERLY WHOSE RADIUS IS 25.00 FEET, WHOSE ARC LENGTH IS 33.77 FEET AND WHOSE CHORD BEARS NORTH 74°27'15" WEST, 31.26 FEET; THENCE SOUTH 60°09'54" WEST, 88.40 FEET; THENCE SOUTHERLY ALONG A CURVE CONCAVE EASTERLY WHOSE RADIUS IS 25.00 FEET, WHOSE ARC LENGTH IS 41.80 FEET AND WHOSE CHORD BEARS SOUTH 12°08'57" WEST, 37.10 FEET; THENCE SOUTH 54°14'49" WEST, 60.00 FEET; THENCE NORTH 35°45'11" WEST, 11.18 FEET; THENCE WESTERLY ALONG A CURVE CONCAVE SOUTHERLY WHOSE RADIUS IS 25.00 FEET, WHOSE ARC LENGTH IS 36.74 FEET AND WHOSE CHORD BEARS NORTH 77°51'03" WEST, 33.52 FEET; THENCE SOUTH 60°03'04" WEST, 537.51 FEET; THENCE SOUTHERLY ALONG A CURVE CONCAVE EASTERLY WHOSE RADIUS IS 30.00 FEET, WHOSE ARC LENGTH IS 52.23 FEET AND WHOSE CHORD BEARS SOUTH 10°10'25" WEST, 45.88 FEET; THENCE SOUTHEASTERLY ALONG A CURVE CONCAVE SOUTHWESTERLY WHOSE RADIUS IS 2030.00 FEET, WHOSE ARC LENGTH IS 8.95 FEET AND WHOSE CHORD BEARS SOUTH 39°34'40" EAST, 8.95 FEET; THENCE SOUTH 50°32'55" WEST, 60.00 FEET; THENCE NORTHWESTERLY ALONG A CURVE CONCAVE SOUTHWESTERLY WHOSE RADIUS IS 1970.00 FEET, WHOSE ARC LENGTH IS 29.66 FEET AND WHOSE CHORD BEARS NORTH 39°52'57" WEST, 29.66 FEET; THENCE WESTERLY ALONG A CURVE CONCAVE SOUTHERLY WHOSE RADIUS IS 30.00 FEET, WHOSE ARC LENGTH IS 41.70 FEET AND WHOSE CHORD BEARS NORTH 80°07'53" WEST, 38.42 FEET; THENCE SOUTH 60°03'04" WEST, 52.76 FEET; THENCE NORTH 29°56'56" WEST, 60.00 FEET; THENCE NORTH 60°03'04" EAST, 26.86 FEET; THENCE NORTHERLY ALONG A CURVE CONCAVE WESTERLY WHOSE RADIUS IS 30.00 FEET, WHOSE ARC LENGTH IS 54.45 FEET AND WHOSE CHORD BEARS NORTH 8°03'20" EAST, 47.28 FEET; THENCE NORTHWESTERLY ALONG A CURVE CONCAVE SOUTHWESTERLY WHOSE RADIUS IS 1970.00 FEET, WHOSE ARC LENGTH IS 162.67 FEET AND WHOSE CHORD BEARS NORTH 46°18'20" WEST, 162.62 FEET; THENCE NORTHWESTERLY ALONG A CURVE CONCAVE NORTHEASTERLY WHOSE RADIUS IS 530.00 FEET, WHOSE ARC LENGTH IS 121.83 FEET AND WHOSE CHORD BEARS NORTH 42°05'10" WEST, 121.56 FEET; THENCE SOUTH 79°23'04" WEST, 404.05 FEET; THENCE NORTH 71°29'15" WEST, 40.06 FEET; THENCE WESTERLY ALONG A CURVE CONCAVE SOUTHERLY WHOSE RADIUS IS 500.00 FEET, WHOSE ARC LENGTH IS 127.38 FEET AND WHOSE CHORD BEARS NORTH 78°47'10" WEST, 127.04 FEET; THENCE NORTH 86°05'05" WEST, 220.24 FEET; THENCE WESTERLY ALONG A CURVE CONCAVE SOUTHERLY WHOSE RADIUS IS 500.00 FEET, WHOSE ARC LENGTH IS 276.88 FEET AND WHOSE CHORD BEARS SOUTH 78°03'04" WEST, 273.36 FEET; THENCE

SOUTH 62°11'13" WEST, 197.52 FEET; THENCE WESTERLY ALONG A CURVE CONCAVE NORTHERLY WHOSE RADIUS IS 50.00 FEET, WHOSE ARC LENGTH IS 23.34 FEET AND WHOSE CHORD BEARS SOUTH 75°33'34" WEST, 23.13 FEET; THENCE SOUTH 89°55'49" WEST, 71.87 FEET TO THE WEST LINE OF SAID GOVERNMENT LOT 12; THENCE NORTH 0°04'14" WEST ALONG THE WEST LINE OF SAID GOVERNMENT LOTS 12 AND 5, A DISTANCE OF 1325.75 FEET TO THE POINT OF BEGINNING AND CONTAINING 58.64 ACRES (2,554,262 SQUARE FEET).

The property shall remain under PUD zoning.

SECTION 3. MASTER PLAN PROVISIONS. Consistent with Section 165.52 of the Zoning Ordinance, the Master Plan for the Southbridge PUD consists of the following documents, policies and regulations:

A. Master Plan Exhibit. The rezoning exhibit as prepared by CDA and dated August 17, 2022, is hereby adopted as the PUD Master Plan. The Master Plan is attached hereto as Exhibit A. The Master Plan and those additional guidelines as identified herein shall constitute the zoning requirements of the property. In the event of a conflict between the written terms of this Ordinance and the notations on the Master Plan, the written text of the Ordinance shall prevail.

B. Design Standards. The intent is to create building facades throughout this development that are varied and designed to provide visual interest to pedestrians and to establish a unique identity for the development. The architecture shall attempt to express a creative presentation by careful attention to exterior building materials and details, use of window/door layout, and change in building mass within the plane and roof design to lessen the plainness of appearance which can be characteristic of large commercial buildings. Building design, materials, trim, detailing, and colors shall provide continuity amongst buildings to unite all structures within the development into one project concept.

1. All sides to each building shall receive high quality materials, finishes, and details (360 degree architectural treatment).

2. All commercial and multi-family buildings shall have a minimum of 50% of high-quality materials such as brick, stone, high quality veneer, architectural panels, or glass on the front elevation and a minimum of 25% of the same on the remaining public facing elevations. This percentage is calculated on each elevation excluding the roof and doors. Textured block can be used to meet these percentages when mixed in with other materials. On the multi-family buildings, board and batten and shaker siding may be used to meet these percentages when mixed in with other materials. No vinyl siding product shall be used to meet the high-quality material percentage requirements.

3. All building designs are subject to the approval of the Architectural Review Committee per the Declaration of Easements, Covenants, Conditions and Restrictions for Southbridge Plat 3.

4. All HVAC equipment will be screened from view.
5. Roof lines shall be broken in elevation.
6. Wall lines shall be broken up to avoid large blank walls.
7. Trash enclosures shall be constructed of the same materials as the main building which it serves. Access gates should provide 100% screening of the interior of the enclosure. Chain link gates with screening are specifically not allowed.

C. Conditions. The following conditions, restrictions, and regulations are adopted as a part of this approval:

1. Underlying zoning regulations. Unless otherwise specified herein, the development of the land shall be in accordance with the provisions of the following zoning districts:

- a. Area A: C-3 zoning district
- b. Area B: R-4 zoning district
- c. Area C: R-5 zoning district
- d. Area D: R-4 zoning district
- e. Area E: C-1 or R-4 zoning district
- f. Area F: C-3 zoning district

2. Zoning Requirements Waived or Amended.

- a. Area A: The requirements of Section 165.44(6) are amended as follows: minimum front yard depth shall be reduced from 20 ft. to 0 ft. along Common Place only; minimum side yard width is 0 ft.
- b. Area B:
 - i. The Requirements of Table 165.39(6) are amended as follows: minimum front yard depth shall be reduced from 30 ft. to 25 ft.; minimum rear yard depth shall be reduced from 35 ft. to 25 ft.; minimum side yard width is 10 ft.
 - ii. The requirements of Section 165.39(8)(B) Off-Street Parking Regulations are amended as follows: For multi-family dwellings: one and one-half (1.5) spaces per dwelling unit.

c. Area C: A maximum land use intensity ratio of 4.0 shall be permitted.

d. Area D:

i. The requirements of Table 165.39(6) are amended as follows: minimum front yard depth shall be reduced from 30 ft. to 15 ft.; minimum rear yard depth shall be reduced from 35 ft. to 20 ft.; minimum side yard width shall be reduced from 10 ft. to 5 ft. on each side; minimum lot frontage shall be reduced from 90 ft. to 46 ft.; minimum lot area is reduced from 10,000 sq. ft. to 3,750 sq. ft..

ii. The requirements of Section 165.39(2)(C) are amended as follows: multi-family dwellings are allowed when part of a townhouse residential complex of two or more such buildings, and provided such complex shall not exceed sixteen (16) dwelling units on each acre of lot area.

e. Area E: The requirements of Section 165.39(2)(C) are amended as follows: multi-family dwellings are allowed when part of a townhouse residential complex of two or more such buildings, and provided such complex shall not exceed ten (10) dwelling units on each acre of lot area.

f. Area F: The requirements of Table 165.50 are amended as follows: Parking requirement for Health Care Facilities shall be one half (0.5) space per dwelling unit.

g. Sign regulations: the requirements of Section 165.54, Sign Regulations, shall be amended to require monument signs or signs mounted on buildings within the PUD area. No permanent pole or pylon signs shall be allowed within the development.

3. General Conformance to Subdivision Ordinance. Unless otherwise specified herein, the development of the land shall be in accordance with the Subdivision Ordinance of the City of Adel.

4. Subdivision Requirements Waived or Amended.

a. The requirements of Section 166.32(11), Sidewalks, are amended as follows: Developer shall install an 8 ft. wide sidewalk for a length of 3500 ft. within the Southbridge PUD. The exact location of the trail shall be determined in consultation with the City. The location shall be identified prior to approval of the final plat. The remaining sidewalks within the Development shall be standard 5 ft. wide sidewalks.

b. The requirements of Section 166.35, Parkland Dedication, are satisfied by the development of trails and greenspace within the entire Southbridge

development area as reflected in the attached Exhibit B, the Southbridge Master Trails-Parks Plan.

D. Use Restrictions. Permissible uses shall include the following:

1. Area A: C-3 permissible uses
2. Area B: R-4 permissible uses
3. Area C: single-family attached dwelling units (townhouses)
4. Area D: single-family detached dwelling units
5. Area E: C-1 or R-4 permissible uses
6. Area F: C-3 permissible uses

E. Roadway Construction & Improvements.

1. Private road: Developer agrees to maintain ownership and maintenance of the main boulevard through the commercial portion of Southbridge Plat 3 included in area A as shown on the PUD Master Plan. This is the portion from Highway 169 east to the first public roadway that goes south. The roadway is currently identified as Common Place. Developer shall be responsible for the ongoing maintenance of this roadway. The roadway shall be constructed to the City's specifications for public roadways, however, due to its connection with public streets. All remaining roadways within the Development shall be dedicated and accepted by the City of Adel as public streets.

2. Improvements to Old Portland Road: Developer agrees to pave the unimproved section of Old Portland Road immediately adjacent to Southbridge Plat 3. This will be a 7" thick, 24' wide PCC rural pavement section. This obligation is made in lieu of putting 50% of the cost of a full roadway section with curb/gutter and sewer into an escrow account. This will be the Developer's full obligation of road improvements for this portion of Old Portland Road.

SECTION 4. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 5. SEVERABILITY CLAUSE. If any section provision or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 6. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

First Reading Passed: _____
Second Reading Passed: _____
Third Reading Passed: _____

Passed and adopted this _____ day of _____, 2023.

James F. Peters, Mayor

ATTEST:

Carrie Erickson, City Clerk

I, Carrie Erickson, City Clerk of the City of Adel, Iowa, do hereby certify that the foregoing ordinance was passed and approved by the City Council of the City of Adel on the _____ day of _____, 2023 and was published in the _____, a newspaper of general circulation in the said City of Adel on the _____ day of _____, 2023.

Carrie Erickson, City Clerk

**NOTICE OF PUBLIC HEARING
ZONING AMENDMENT
SOUTHBRIDGE PUD**

PUBLIC NOTICE is hereby given that the City Council of the City of Adel, Iowa, will hold a public hearing on the 12th day of September, 2023, at 6:00 p.m., in the council chambers at Adel City Hall, 301 S. 10th Street, Adel, Iowa. During the public hearing, the Council will consider an ordinance repealing and replacing the PUD Ordinance for property located at the intersection of HWY 169 and 302nd Place, City of Adel. A copy of the proposed ordinance may be viewed at City Hall, 301 S. 10th Street, Adel, IA during business hours of 7:30 a.m. to 4:30 p.m. Monday through Thursday, and 7:30 a.m. through noon on Friday.

At the above meeting the Council shall receive oral or written objections from any resident or property owner of the City to the above action. After all objections have been received and considered, the Council will, at this meeting or at any adjournment thereof, take additional action for the authorization of said rezoning described above or will abandon the proposal.

This Notice is given by order of the Council of the City of Adel, Iowa, pursuant to Section 414.4 of the Code of Iowa.

Dated this 31st day of August, 2023.



AGENDA ITEM NO. 4.h AGENDA SECTION: NEW BUSINESS

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: August 8, 2023

AGENDA HEADING: Discussion / Possible Action on Sewer Camera Purchase

ATTACHMENTS:
[MacQueen Equipment RoverX Proposal.pdf](#)

Mike Lansing

From: Andrew Lee <andrew.lee@macqueengroup.com>
Sent: Wednesday, June 21, 2023 10:11 AM
To: Mike Lansing
Subject: Envirosight RovverX Updated Proposal and Financing`
Attachments: 2023 Proposal Envirosight System with trailer buildout and specs.pdf
Importance: High

CAUTION: This email originated from outside the City of Adel's internal network. Do not click links, open attachments, or process requests unless you recognize the sender, know the content is safe, or verify that the request is authentic.

Mike,
Please see the updated RovverX proposal and the below financing. The annual maintenance was added to the sale price.

(1) 2023 Envirosight RovverX System w/trailer

Amount financed: \$187,587.00 (includes \$395 doc fee)

5 yr @ 6.35% = \$36,414.70/ yr (1 advance payment followed by 5 annual payments)

218,484.00

➔ 6 yr @ 6.55% = \$32,323.10/ yr (1 advance payment followed by 6 annual payments)

224,261.00

7 yr @ 6.75% = \$29,327.48/ yr (1 advance payment followed by 7 annual payments)

234,616.00

Let me know if you have any questions.

Thanks,

Andrew Lee

Territory Manager | MacQueen Equipment – Environmental – Iowa
 C. 515-985-8175 | O. 515-289-9994 | Andrew.Lee@macqueengroup.com
www.macqueengroup.com



CAUTION: Were you expecting this file? If not please contact the sender of the file to verify its authenticity.



**MACQUEEN
EQUIPMENT**

MINNESOTA

WISCONSIN

IOWA

NEBRASKA

June 20, 2023

City of Adel
301 S 10th St
Adel, IA 50003

Mike Lansing,



We are pleased to offer for your consideration this proposal for a 2023 EnviroSight RoverX Basic Truck System and a 14' trailer buildout with generator to include the following.

EnviroSight RoverX System:

- RoverX Basic Truck System **HD w/integrated lift**
- System includes:
 - VC500 Controller with Vision Report Software installed
 - RAX300 Automatic Cable Reel with 300M (1000ft) cable
 - Wireless remote controller
 - Reel mounting frame
 - Cable cleaner for RAX300 mainline reel
 - Emergency stop cable
 - RX130L Quick Change version crawler with 3 sets of rubber wheels for 6" to 12" pipe diameter
- Integrated lift
- RCX90 pan, tilt, and zoom camera
- Pressurization Kit
- Wincan VX entry license.
- Auxiliary light with back eye camera
- 8" Super Aggressive Wheels (4)
- 14' trailer buildout w/generator – See Attached sheet for specs and included options

Additional Options:

- Annual Inspection and Cleaning in Ankeny, IA - \$2,057

Sale Price for the above mentioned

\$187,192.00

Thank you for this opportunity to submit this proposal on behalf of your equipment needs.

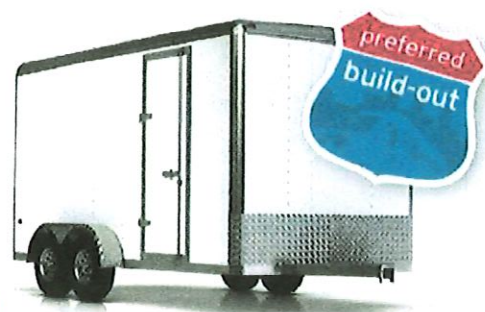
Andrew Lee

Andrew M Lee

Territory Manager
MacQueen Equipment



UNDERGROUND UNDERSTOOD



GAS GENERATOR 14' TRAILER

KEY FEATURES

OPERATOR STUDIO

solid bulkhead wall with sliding smoked window and pass-through door with aluminum kick plate • Formica desk with outlets above and below • cork board wall above desk surface • overhead recessed LED lighting • 19" Tru-Vu mounted monitor • high-back operator chair • storage cabinet • hinged bench seat with cushion and storage beneath • carpeted walls and ceiling • black treaded rubber floor • rack cabinet (for computer/DVD-RW) • wall file • video distribution booster • safety light controls mounted above desk • USB charger/12V receptacle combo

- 13,500-BTU roof air conditioner with 5600-BTU heat strip controlled via digital thermostat
- 2-drawer file cabinet with locker

EQUIPMENT BAY

stainless steel work surfaces • built-in heavy-duty storage/tool box • rear-facing 19" Tru-Vu monitor • vertical crawler drawer • upper storage • wash-down system (on-demand pump, lighted switch, 18-gallon water tank with exterior fill, 25' retractable hose reel) • overhead recessed LED lights • plywood ceiling/walls covered with gray FRP • black treaded rubber floor • aluminum storage shelf and caddy with trash can • rubber glove dispenser

- tool package (manhole hook, pick, sledge hammer and shovel, all secured on aluminum brackets against diamond plate backing)

POWER

shore power cord with 120V wall adapter • breaker box with 12V inverter • cable theft deterrent with lock

- 7000-W Honda generator (tongue-mounted with theft-deterrent cable/lock)

EXTERIOR

tie-off clamp at rear of trailer

- rear roof-mounted LED strobe
- corner-mounted LED spotlights

MISCELLANEOUS

hand sanitizer • hand cleaner • paper towels • rubber gloves • first-aid kit • fire extinguisher • Simple Green • dry-erase board • traffic cones • rubber counter mat • remote mount • lanyard

- back-up camera