



ADEL CITY COUNCIL AGENDA
Tuesday, March 10, 2026 at 6:00 PM
Adel Library Community Room, 303 S 10th Street Adel, IA 50003

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

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF THE AGENDA

4. PUBLIC HEARING

- 4.a. Public Hearing on the Matter of Proposed Authorization of a Loan Agreement and the Issuance of Not to Exceed \$5,100,000 General Obligation Capital Loan Notes of the City (for Essential Corporate Purposes)

5. COMMENTS FROM THE PUBLIC

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

6. CONSENT AGENDA

- 6.a. Consider Approval of City Council Meeting Minutes Dated February 24, 2026
- 6.b. Consider Approval of Committee of the Whole Meeting Minutes Dated February 3, 2026
- 6.c. Consider Approval of February Bills and February 28, 2026 Treasurer's Report
- 6.d. Consider Approval of Special Event - Team RunFree 5K - Saturday, June 13, 2026
- 6.e. Consider Approval of Resolution No. 26-34, Temporarily Closing Public Ways or Grounds in Connection with Foam Party with Absolute Science Presented by the Adel Library - Friday, July 17, 2026 from 8:00 a.m. - 12:00 p.m.
- 6.f. Consider Approval of Resolution No. 26-35, Approving Temporarily Closing Public Ways or Grounds in Connection with a Summer Reading Kick-off Presented by the Adel Library - Saturday, May 30th, 2026 from 7:30 a.m. to 1:00 p.m.
- 6.g. Consider Approval of the Lease Agreement Between the City of Adel and Don McKean for the Island Park Campground Lease and Operation Agreement
- 6.h. Consider Approval of Resolution No. 26-36, Establishing the Time for City Council Meetings
- 6.i. Consider Approval of Pay Application No. 1 - Rapids Street Reconstruction Project

7. REGULAR AGENDA ITEMS

- 7.a. Consider Approval of Resolution No. 26-37, Instituting Proceedings to Take Additional

- Action for the Issuance of Not to Exceed \$5,100,000 General Obligation Capital Loan Notes
- 7.b. Consider Approval of Resolution No. 26-38, Authorizing the Issuance of General Obligation Capital Loan Notes, Series 2026, and Levying a Tax for the Payment Thereof
 - 7.c. Consider Approval of Resolution No. 26-39, Authorizing Staff to Proceed with Transition of Landfill Property and Operations to the City of Adel
 - 7.d. Consider Approval of Resolution No. 26-40, Approving the Final Agreement for FY26-27 Wages Between the City of Adel, Iowa, Police Department and Teamsters Local Union 238 Affiliated With The International Brotherhood of Teamsters
 - 7.e. Consider Approval of Authorizing the City Administrator to Proceed with Executing Purchase Agreement for Property at 1700 Greene Street
 - 7.f. Consider Approval of the Public Utilities Easement for Southbridge Plat 10
 - 7.g. Consider Approval of the Public Utilities Easement for Titan Storage-Adel 1, LLC
 - 7.h. Consider Approval for Setting a Public Hearing for the Rezoning of Property Located at 24768 Hwy 6 from R-1 (Single Family) to C-3 (Highway Commercial) for Tuesday, Tuesday, April 14th at 6:00 p.m.
 - 7.i. Consider Approval of Resolution No. 26-41, Approving Preliminary Plat for Five Oaks
 - 7.j. Consider Approval of Resolution No. 26-42, Support for an Application to the Iowa Economic Development Authority Business Incentives for Growth (BIG) Program for a Proposed Manufacturing Project

8. REPORTS

- 8.a. Presentation of Landfill Budget - Mike Fountas
- 8.b. South Dallas County Landfill Agency Annual Report - Council Member Shirley McAdon, City of Adel Appointed Representative

9. ADJOURNMENT



AGENDA ITEM NO. 4.a
AGENDA SECTION: PUBLIC
HEARING

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: March 10, 2026

AGENDA HEADING: Public Hearing on the Matter of Proposed Authorization of a Loan Agreement and the Issuance of Not to Exceed \$5,100,000 General Obligation Capital Loan Notes of the City (for Essential Corporate Purposes)

ATTACHMENTS:
[2026.02.26 Notice of Hearing 2026 GO CLN.pdf](#)

(To be published between: February 18, 2026 and March 6, 2026)

NOTICE OF MEETING OF THE CITY COUNCIL OF THE
CITY OF ADEL, STATE OF IOWA, ON THE MATTER OF
THE PROPOSED AUTHORIZATION OF A LOAN
AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED
\$5,100,000 GENERAL OBLIGATION CAPITAL LOAN NOTES
OF THE CITY (FOR ESSENTIAL CORPORATE PURPOSES),
AND THE HEARING ON THE ISSUANCE THEREOF

PUBLIC NOTICE is hereby given that the City Council of the City of Adel, State of Iowa, will hold a public hearing on the 10th day of March, 2026, at 6:00 P.M., in the Council Chambers, City Hall, 301 S. 10th Street, Adel, Iowa, at which meeting the Council proposes to take additional action for the authorization of a Loan Agreement and the issuance of not to exceed \$5,100,000 General Obligation Capital Loan Notes, for essential corporate purposes, to provide funds to pay the costs of opening, widening, extending, grading, and draining of the right-of-way of streets, highways, avenues, alleys and public grounds, and market places, and the removal and replacement of dead or diseased trees thereon; the construction, reconstruction, and repairing of any street improvements, bridges, grade crossing separations and approaches; the acquisition, installation, and repair of sidewalks, culverts, retaining walls, storm sewers, sanitary sewers, water service lines, street lighting, and traffic control devices; and the acquisition of any real estate needed for any of the foregoing purposes; including for the Rapids Street Reconstruction Project. Principal and interest on the proposed Loan Agreement will be payable from the Debt Service Fund.

The annual increase in property taxes as the result of the issuance on a residential property with an actual value of one hundred thousand dollars is estimated not to exceed \$48.20. This estimate only considers the impact on property taxes of financing authority established by this hearing for the above-described project(s). The note may be issued in one or more series over a number of years. Finance authority established by this hearing may be combined with additional finance authority, causing the estimate for the annual increase in property taxes for the entire issuance to be greater than the estimate stated herein. Changes in other levies may cause the actual annual increase in property taxes to vary.

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 the meeting or at any adjournment thereof, take additional action for the authorization of a Loan Agreement and the issuance of the Notes to evidence the obligation of the City thereunder or will abandon the proposal to issue said Notes.

This notice is given by order of the City Council of the City of Adel, State of Iowa, as provided by Sections 384.24A and 384.25 of the Code of Iowa.

Dated this 26th day of February, 2026.



City Clerk, City of Adel, State of Iowa

(End of Notice)

4937-7182-0172-1\10113-139

Adel City Council
February 24, 2026 - Meeting Minutes

CALL TO ORDER

The Adel City Council met in regular session in the Council Chambers at the Adel City Hall, 301 S. 10th Street, Adel, Iowa on Tuesday, February 24, 2026. At 6:01 p.m., Mayor Crannell called the meeting to order.

ROLL CALL

The following Council Members answered roll: Ockerman, Trout, McAdon, West, and Hawkins.
Staff Present: City Administrator Vick, Deputy City Administrator/Finance Director Sandquist, City Clerk Erickson, Police Chief Book, Public Works Director Overton, Parks & Recreation Director Schenck, and Library Director Jayne.

APPROVAL OF THE AGENDA

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

Roll: Ayes - Unanimous. Motion Carried.

COMMENTS FROM THE PUBLIC

CONSENT AGENDA

- 5.a. Consider Approval of City Council Meeting Minutes Dated February 10, 2026
- 5.b. Consider Approval of Class B Retail Alcohol License for Family Dollar Ownership Amendment
- 5.c. Consider Approval of Class C Retail Alcohol License for Adel Family Fun Center
- 5.d. Consider Approval of Class C Retail Alcohol License for Fiesta Mexican Restaurant

Motion by West, seconded by Hawkins, to approve the Consent Agenda.

Roll: Ayes - Unanimous. Motion Carried.

REGULAR AGENDA ITEMS

- 6.a. Discussion on Fiscal Year 2026-2027 Budget

City Administrator Vick presented a slideshow to the Council outlining key budget components, including departmental capital improvement plans, staffing and labor cost projections, and the methodology used to determine the property tax levy rate. He noted that the presentation will be refined and posted on the City's website for public viewing.

REPORTS

ADJOURNMENT

Meeting was adjourned at 8:25 p.m.

Timothy E. Crannell, Mayor

Attest: _____
Carrie Erickson, City Clerk

Adel Committee of the Whole
February 3, 2026 - Meeting Minutes

CALL TO ORDER

Mayor Timothy E. Crannell called the Committee of the Whole meeting held in the council chambers at Adel City Hall to order at 6:00 p.m.

ROLL CALL

Members Present: Bob Ockerman, Shirley McAdon, James West, Eric Trout, and Nate Hawkins. Absent: None.

Staff Present: City Administrator Vick, Deputy City Administrator/Finance Director Sandquist, City Clerk Erickson, Library Director Jayne, Public Works Director Overton, Community Development Director Nichols, Fire Chief Nemechek, Police Chief Book, and Parks & Recreation Director Schenck.

REGULAR BUSINESS

3.a. January 6, 2026 Committee of the Whole Meeting Minutes

Minutes were accepted with no changes.

3.b. Discussion on Fiscal Year 2026-2027 Budget

City Administrator Vick presented information regarding a proposed \$5.1 million bond issuance planned for April 2026. Council expressed support for the 10-year bond structure. Council discussed projected water and sewer utility rates and infrastructure funding. Vick reviewed the proposed capital improvement projects. Council indicated comfort with the proposed levy rate and capital improvement projects and directed staff to move forward.

ADJOURNMENT

Meeting was adjourned at 6:49 p.m.

Timothy E. Crannell, Mayor

Attest: _____

Carrie Erickson, City Clerk

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
(Titan Machinery) - Productivity Plus	2/24/26	FILTERS & LATCH	GENERAL FUND	Parks	17.40
	2/24/26	FILTERS & LATCH	ROAD USE TAX	Road Use Tax	<u>121.70</u>
				TOTAL:	139.10
ADT Security Services	3/05/26	MUSEUM MONITORING 3/11-4/1	GENERAL FUND	Museum	<u>66.13</u>
				TOTAL:	66.13
Absolute Group	3/06/26	RAPID ST PROJ	RAPIDS ST RECONSTR	CAPITAL PROJECTS	<u>27,839.00</u>
				TOTAL:	27,839.00
Access Systems Leasing	3/05/26	SRV 2/25-3/24	GENERAL FUND	Police Department	98.79
	3/05/26	SRV 2/25-3/24	GENERAL FUND	Library	98.79
	3/05/26	SRV 2/25-3/24	GENERAL FUND	Recreation	17.65
	3/05/26	SRV 2/25-3/24	GENERAL FUND	Finance	17.65
	3/05/26	SRV 2/25-3/24	GENERAL FUND	Zoning/Compliance/Perm	17.65
	3/05/26	SRV 2/25-3/24	ROAD USE TAX	Road Use Tax	17.65
	3/05/26	SRV 2/25-3/24	WATER UTILITY	Water	17.65
	3/05/26	SRV 2/25-3/24	SEWER UTILITY FUND	Sewer	<u>17.65</u>
				TOTAL:	303.48
Adel Hardware	3/05/26	PD FEB 2026 PURCHASE	GENERAL FUND	Police Department	0.03
	3/05/26	PARKS FEB 2026 PURCHASES	GENERAL FUND	Parks	78.86
	3/05/26	CITY HALL FEB 2026 PURCHASES	GENERAL FUND	Finance	36.23
	3/05/26	STREETS FEB 2026 PURCHASE	ROAD USE TAX	Road Use Tax	355.14
	3/06/26	REPAIRD DRYWALL	TRUST AND AGENCY	Library	421.31
	3/05/26	SEWER FEB 2026 PURCHASES	SEWER UTILITY FUND	Sewer	<u>99.57</u>
				TOTAL:	991.14
Agriland FS Inc	2/24/26	PROPANE @ SALTSHED & WWTP	ROAD USE TAX	Road Use Tax	367.36
	2/24/26	PROPANE @ SALTSHED & WWTP	SEWER UTILITY FUND	Sewer	<u>450.51</u>
				TOTAL:	817.87
Amazon	3/05/26	FEB 2026 PURCHASE	GENERAL FUND	Fire Department	19.19
	3/05/26	FEB 2026 PURCHASE	GENERAL FUND	Parks	880.56
	3/05/26	FEB 2026 PURCHASE	GENERAL FUND	Finance	141.51
	3/05/26	FEB 2026 PURCHASE	ROAD USE TAX	Road Use Tax	129.99
	3/05/26	FEB 2026 PURCHASE	SEWER UTILITY FUND	Sewer	207.27
	3/05/26	FEB 2026 PURCHASE	SEWER UTILITY FUND	Sewer	<u>42.74</u>
				TOTAL:	1,421.26
American Express	2/28/26	Feb '26 Bank and CC Fees	GENERAL FUND	Finance	<u>87.50</u>
				TOTAL:	87.50
American Underground Supply	2/26/26	CURB BOX & STOP VALVES	WATER UTILITY	Water	579.07
	2/26/26	SPLIT COUPLER CULVERT	WATER UTILITY	Water	<u>38.97</u>
				TOTAL:	618.04
Arnold Motor Supply	3/05/26	FEB 2026 PURCHASES	GENERAL FUND	Police Department	11.42
	3/05/26	FEB 2026 PURCHASES	GENERAL FUND	Fire Department	8.43
	3/05/26	FEB 2026 PURCHASES	GENERAL FUND	Parks	685.91
	3/05/26	FEB 2026 PURCHASES	GENERAL FUND	Recreation	27.94
	3/05/26	FEB 2026 PURCHASES	ROAD USE TAX	Road Use Tax	147.97
	3/05/26	FEB 2026 PURCHASES	SEWER UTILITY FUND	Sewer	7.59
	3/05/26	FEB 2026 PURCHASES	SEWER UTILITY FUND	Sewer	<u>451.79</u>
				TOTAL:	1,341.05

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
Ascendance Truck Midwest LLC	2/26/26	REARVIEW SIDE MIRROR	ROAD USE TAX	Road Use Tax	<u>362.57</u>
				TOTAL:	362.57
Aureon	3/05/26	MARCH 26 FIBER INTERNET	GENERAL FUND	Police Department	263.00
	3/05/26	MARCH 26 FIBER INTERNET	GENERAL FUND	Fire Department	263.00
	3/05/26	MARCH 26 FIBER INTERNET	GENERAL FUND	Library	230.00
	3/05/26	MARCH 26 FIBER INTERNET	GENERAL FUND	Parks	175.33
	3/05/26	MARCH 26 FIBER INTERNET	GENERAL FUND	Finance	175.33
	3/05/26	MARCH 26 FIBER INTERNET	GENERAL FUND	Zoning/Compliance/Perm	<u>175.34</u>
				TOTAL:	1,282.00
Authentic Gateway	2/28/26	Feb '26 Bank and CC Fees	GENERAL FUND	Recreation	<u>11.30</u>
				TOTAL:	11.30
Axon Enterprises	2/26/26	SMART CARTRIDGE & BATTERY	GENERAL FUND	Police Department	<u>380.08</u>
				TOTAL:	380.08
BankCard	2/28/26	Feb '26 Bank and CC Fees	GENERAL FUND	Recreation	<u>351.97</u>
				TOTAL:	351.97
Base	3/05/26	APRIL 2026 HRA	TRUST AND AGENCY	General Government	99.16
	3/05/26	APRIL 2026 FLEX	TRUST AND AGENCY	General Government	20.28
	2/28/26	Feb '26 HRA & Flex Reim	TRUST AND AGENCY	General Government	19,775.09
	2/28/26	Feb '26 HRA & Flex Reim	TRUST AND AGENCY	General Government	1,469.00
	2/28/26	Feb '26 HRA & Flex Reim	TRUST AND AGENCY	General Government	1,653.84
	3/05/26	APRIL 2026 HRA	WATER UTILITY	Water	16.08
	3/05/26	APRIL 2026 FLEX	WATER UTILITY	Water	5.32
	2/28/26	Feb '26 HRA & Flex Reim	WATER UTILITY	Water	1,201.76
	3/05/26	APRIL 2026 HRA	SEWER UTILITY FUND	Sewer	17.42
	3/05/26	APRIL 2026 FLEX	SEWER UTILITY FUND	Sewer	7.32
	2/28/26	Feb '26 HRA & Flex Reim	SEWER UTILITY FUND	Sewer	1,835.40
	3/05/26	APRIL 2026 HRA	STORM WATER UTILIT	STORM WATER UTILITY	1.34
	3/05/26	APRIL 2026 FLEX	STORM WATER UTILIT	STORM WATER UTILITY	0.33
	2/28/26	Feb '26 HRA & Flex Reim	STORM WATER UTILIT	STORM WATER UTILITY	<u>185.84</u>
				TOTAL:	26,288.18
Brittany Sandquist	2/24/26	REIMB PURCHASES FOR MAYOR	GENERAL FUND	Finance	<u>138.99</u>
				TOTAL:	138.99
CAMS	3/05/26	MARCH 26 WTP CLEANING	WATER UTILITY	Water	<u>660.00</u>
				TOTAL:	660.00
CITY OF ADEL (FLEX SPENDING ACCOUNTS)	2/20/26	PY-FLEX SPENDING W/H	GENERAL FUND	NON-DEPARTMENTAL	332.26
	3/05/26	PY-FLEX SPENDING W/H	GENERAL FUND	NON-DEPARTMENTAL	332.26
	2/20/26	PY-DCAP W/H	GENERAL FUND	NON-DEPARTMENTAL	45.00
	3/05/26	PY-DCAP W/H	GENERAL FUND	NON-DEPARTMENTAL	45.00
	2/20/26	PY-FLEX SPENDING W/H	ROAD USE TAX	NON-DEPARTMENTAL	57.91
	3/05/26	PY-FLEX SPENDING W/H	ROAD USE TAX	NON-DEPARTMENTAL	57.91
	2/20/26	PY-FLEX SPENDING W/H	WATER UTILITY	NON-DEPARTMENTAL	85.67
	3/05/26	PY-FLEX SPENDING W/H	WATER UTILITY	NON-DEPARTMENTAL	85.67
	2/20/26	PY-FLEX SPENDING W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	117.88
	3/05/26	PY-FLEX SPENDING W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	117.88
	2/20/26	PY-FLEX SPENDING W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	4.62
	3/05/26	PY-FLEX SPENDING W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	<u>4.62</u>
				TOTAL:	1,286.68

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
Capital City Equipment Co	2/24/26	PARTS FOR GRAPPLE BUCKET	GENERAL FUND	Parks	223.44
	2/24/26	RENTAL OF BOBCAT TRACK HOE	GENERAL FUND	Parks	233.87
	2/24/26	PARTS FOR GRAPPLE BUCKET	ROAD USE TAX	Road Use Tax	223.45
	2/24/26	PARTS FOR GRAPPLE BUCKET	WATER UTILITY	Water	223.45
	2/24/26	BLADES FOR BOBCAT BRUSH MO	SEWER UTILITY FUND	Sewer	200.12
	2/24/26	PARTS FOR GRAPPLE BUCKET	SEWER UTILITY FUND	Sewer	223.45
	2/24/26	PARTS FOR GRAPPLE BUCKET	STORM WATER UTILIT	STORM WATER UTILITY	<u>223.44</u>
				TOTAL:	1,551.22
Capital Sanitary Supply	2/26/26	URINAL CAKES	GENERAL FUND	Parks	<u>57.75</u>
				TOTAL:	57.75
Casey's Business Mastercard	3/05/26	FEB 2026 FUEL	GENERAL FUND	Police Department	451.36
	3/05/26	FEB 2026 FUEL	GENERAL FUND	Fire Department	4.37
	3/05/26	FEB 2026 FUEL	GENERAL FUND	Parks	4.37
	3/05/26	FEB 2026 FUEL	GENERAL FUND	Recreation	4.37
	3/05/26	FEB 2026 FUEL	GENERAL FUND	Zoning/Compliance/Perm	4.38
	3/05/26	FEB 2026 FUEL	ROAD USE TAX	Road Use Tax	4.38
	3/05/26	FEB 2026 FUEL	WATER UTILITY	Water	4.38
	3/05/26	FEB 2026 FUEL	SEWER UTILITY FUND	Sewer	<u>4.38</u>
				TOTAL:	481.99
	Christian Printers	3/05/26	FEB 2026 FOLD INSERT & MAI	WATER UTILITY	Water
3/05/26		MARCH 2026 FOLD INSERT & M	WATER UTILITY	Water	1,211.13
3/05/26		FEB 2026 FOLD INSERT & MAI	SEWER UTILITY FUND	Sewer	1,243.55
3/05/26		MARCH 2026 FOLD INSERT & M	SEWER UTILITY FUND	Sewer	<u>1,211.13</u>
			TOTAL:	4,909.36	
City of Chariton	3/06/26	LOST ILL	GENERAL FUND	Library	<u>15.17</u>
				TOTAL:	15.17
Collections Services Center	2/20/26	CHILD SUPPORT W/H	ROAD USE TAX	NON-DEPARTMENTAL	206.10
	3/05/26	CHILD SUPPORT W/H	ROAD USE TAX	NON-DEPARTMENTAL	208.75
	2/20/26	CHILD SUPPORT W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	22.90
	3/05/26	CHILD SUPPORT W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	<u>20.25</u>
			TOTAL:	458.00	
Core & Main LP	2/26/26	TESTING SUPPLIES	WATER UTILITY	Water	<u>495.23</u>
				TOTAL:	495.23
Crexendo	3/06/26	PHONE SYS LEASE	GENERAL FUND	Library	<u>319.35</u>
				TOTAL:	319.35
Culligan	2/24/26	WATER & COOLER RENTAL	GENERAL FUND	Parks	18.74
	2/24/26	WTR @ SHOP	ROAD USE TAX	Road Use Tax	<u>42.00</u>
				TOTAL:	60.74
DJ Services LLC	2/24/26	JETTING LINES @ 620 N 12TH	SEWER UTILITY FUND	Sewer	<u>400.00</u>
				TOTAL:	400.00
Dallas County EMS	2/26/26	BLS CPR RENEWAL	GENERAL FUND	Fire Department	<u>123.75</u>
				TOTAL:	123.75
Dallas County Local Housing Trust F	2/24/26	FY 2026 DALLAS COUNTY LOCA	GENERAL FUND	Finance	<u>6,153.00</u>
				TOTAL:	6,153.00

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
Dallas County Recorder	3/05/26	RECORDING FEE	GENERAL FUND	Finance	<u>135.00</u>
				TOTAL:	135.00
Dallas County Sheriff	2/26/26	NEW WORLD MODULE	GENERAL FUND	Police Department	<u>1,309.00</u>
				TOTAL:	1,309.00
Delta Dental Plan of Iowa	2/24/26	MARCH 26 VISION PREMIUM	TRUST AND AGENCY	General Government	233.54
	2/24/26	MARCH 26 VISION PREMIUM	WATER UTILITY	Water	34.72
	2/24/26	MARCH 26 VISION PREMIUM	SEWER UTILITY FUND	Sewer	44.18
	2/24/26	MARCH 26 VISION PREMIUM	STORM WATER UTILIT	STORM WATER UTILITY	<u>3.16</u>
				TOTAL:	315.60
Delta Dental of Iowa (Vision)	2/20/26	PY-INSURANCE PREMIUM VISIO	GENERAL FUND	NON-DEPARTMENTAL	22.23
	3/05/26	PY-INSURANCE PREMIUM VISIO	GENERAL FUND	NON-DEPARTMENTAL	22.23
	2/20/26	PY-INSURANCE PREMIUM VISIO	ROAD USE TAX	NON-DEPARTMENTAL	5.40
	3/05/26	PY-INSURANCE PREMIUM VISIO	ROAD USE TAX	NON-DEPARTMENTAL	5.58
	2/20/26	PY-INSURANCE PREMIUM VISIO	WATER UTILITY	NON-DEPARTMENTAL	4.68
	3/05/26	PY-INSURANCE PREMIUM VISIO	WATER UTILITY	NON-DEPARTMENTAL	4.64
	2/20/26	PY-INSURANCE PREMIUM VISIO	SEWER UTILITY FUND	NON-DEPARTMENTAL	4.62
	3/05/26	PY-INSURANCE PREMIUM VISIO	SEWER UTILITY FUND	NON-DEPARTMENTAL	4.53
	2/20/26	PY-INSURANCE PREMIUM VISIO	STORM WATER UTILIT	NON-DEPARTMENTAL	0.60
	3/05/26	PY-INSURANCE PREMIUM VISIO	STORM WATER UTILIT	NON-DEPARTMENTAL	<u>0.55</u>
				TOTAL:	75.06
Department of Administrative Services	2/24/26	RIC 2026 ANNUAL FEE	GENERAL FUND	Finance	<u>50.00</u>
				TOTAL:	50.00
Dept of Inspections, Appeal, & Licensi	2/24/26	ANNUAL INSPECTIONS & LICEN	GENERAL FUND	Library	175.00
	2/24/26	OPERATING PERMIT	GENERAL FUND	Finance	<u>175.00</u>
				TOTAL:	350.00
Des Moines Public Library	3/06/26	LOST ILL	GENERAL FUND	Library	<u>9.00</u>
				TOTAL:	9.00
Des Moines Stamp Mfg Co	2/24/26	DATE STAMP	GENERAL FUND	Police Department	<u>76.00</u>
				TOTAL:	76.00
Des Moines Steel Fence Co., Inc.	2/26/26	FENCE @EAGLE LANDING	GENERAL FUND	Parks	<u>5,030.00</u>
				TOTAL:	5,030.00
EBSCO Information Services	2/26/26	LIBRARY AWARE- ANNUAL	GENERAL FUND	Library	<u>1,155.00</u>
				TOTAL:	1,155.00
Earlham Building Center	2/26/26	INSTALATION @WWTP	SEWER UTILITY FUND	Sewer	<u>948.86</u>
				TOTAL:	948.86
Electric Pump & Tool Inc	2/24/26	O RINGS @ LIFT STATION	SEWER UTILITY FUND	Sewer	<u>212.95</u>
				TOTAL:	212.95
Freedom Tire & Auto Center South Duff	2/24/26	RELACEMENT TIRE	GENERAL FUND	Police Department	<u>217.17</u>
				TOTAL:	217.17
Gannett Iowa LocaliQ	3/05/26	FEB 2026 PUBLICATION	GENERAL FUND	Finance	511.34
	3/05/26	FEB 2026 PUBLICATION	GENERAL FUND	Zoning/Compliance/Perm	<u>16.64</u>
				TOTAL:	527.98

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
Grant Goeden	2/24/26	PARKING @ CONF	WATER UTILITY	Water	31.00
				TOTAL:	31.00
Hawkins Inc.	2/24/26	LIME	SEWER UTILITY FUND	Sewer	526.60
				TOTAL:	526.60
Hoopla	3/06/26	DIGITAL MATERIALS	GENERAL FUND	Library	716.30
				TOTAL:	716.30
House Works	2/26/26	JANITORIAL	GENERAL FUND	Library	1,080.00
	3/06/26	JANITORIAL	GENERAL FUND	Library	1,080.00
				TOTAL:	2,160.00
Humanities Iowa	2/24/26	SPEAKER FEE	GENERAL FUND	Library	50.00
	3/06/26	SPEAKER FEE	GENERAL FUND	Library	50.00
				TOTAL:	100.00
IMFOA- Barb Barrick Cert Admin	2/12/26	Certification Renewal - B.	GENERAL FUND	Finance	75.00
				TOTAL:	75.00
IOWA RETIREMENT INVESTORS' CLUB (RIC)	2/20/26	RIC PRETAX CONTRIBUTION	GENERAL FUND	NON-DEPARTMENTAL	131.50
	3/05/26	RIC PRETAX CONTRIBUTION	GENERAL FUND	NON-DEPARTMENTAL	131.50
	2/20/26	RIC ROTH CONTRIBUTION	GENERAL FUND	NON-DEPARTMENTAL	240.00
	3/05/26	RIC ROTH CONTRIBUTION	GENERAL FUND	NON-DEPARTMENTAL	240.00
	2/20/26	RIC PRETAX CONTRIBUTION	ROAD USE TAX	NON-DEPARTMENTAL	70.00
	3/05/26	RIC PRETAX CONTRIBUTION	ROAD USE TAX	NON-DEPARTMENTAL	70.00
	2/20/26	RIC PRETAX CONTRIBUTION	WATER UTILITY	NON-DEPARTMENTAL	105.00
	3/05/26	RIC PRETAX CONTRIBUTION	WATER UTILITY	NON-DEPARTMENTAL	105.00
	2/20/26	RIC PRETAX CONTRIBUTION	SEWER UTILITY FUND	NON-DEPARTMENTAL	105.00
	3/05/26	RIC PRETAX CONTRIBUTION	SEWER UTILITY FUND	NON-DEPARTMENTAL	105.00
	2/20/26	RIC ROTH % CONTRIBUTION	SEWER UTILITY FUND	NON-DEPARTMENTAL	386.72
	3/05/26	RIC ROTH % CONTRIBUTION	SEWER UTILITY FUND	NON-DEPARTMENTAL	386.72
	2/20/26	RIC PRETAX CONTRIBUTION	STORM WATER UTILIT	NON-DEPARTMENTAL	3.50
	3/05/26	RIC PRETAX CONTRIBUTION	STORM WATER UTILIT	NON-DEPARTMENTAL	3.50
				TOTAL:	2,083.44
IPERS	2/20/26	PY-IPERS REG	GENERAL FUND	NON-DEPARTMENTAL	2,375.57
	3/05/26	PY-IPERS REG	GENERAL FUND	NON-DEPARTMENTAL	2,291.55
	2/20/26	PY-POLICE IPERS	GENERAL FUND	NON-DEPARTMENTAL	2,653.86
	3/05/26	PY-POLICE IPERS	GENERAL FUND	NON-DEPARTMENTAL	2,752.47
	2/20/26	PY-IPERS REG	ROAD USE TAX	NON-DEPARTMENTAL	769.56
	3/05/26	PY-IPERS REG	ROAD USE TAX	NON-DEPARTMENTAL	828.80
	2/20/26	PY-IPERS REG	ROAD USE TAX	Road Use Tax	1,154.99
	3/05/26	PY-IPERS REG	ROAD USE TAX	Road Use Tax	1,243.90
	2/20/26	PY-IPERS REG	TRUST AND AGENCY	General Government	3,565.26
	3/05/26	PY-IPERS REG	TRUST AND AGENCY	General Government	3,439.15
	2/20/26	PY-POLICE IPERS	TRUST AND AGENCY	General Government	3,847.75
	3/05/26	PY-POLICE IPERS	TRUST AND AGENCY	General Government	3,990.77
	2/20/26	PY-IPERS REG	WATER UTILITY	NON-DEPARTMENTAL	859.70
	3/05/26	PY-IPERS REG	WATER UTILITY	NON-DEPARTMENTAL	862.52
	2/20/26	PY-IPERS REG	WATER UTILITY	Water	1,290.22
	3/05/26	PY-IPERS REG	WATER UTILITY	Water	1,294.44
	2/20/26	PY-IPERS REG	SEWER UTILITY FUND	NON-DEPARTMENTAL	1,100.52
	3/05/26	PY-IPERS REG	SEWER UTILITY FUND	NON-DEPARTMENTAL	1,081.64
	2/20/26	PY-IPERS REG	SEWER UTILITY FUND	Sewer	1,651.67
	3/05/26	PY-IPERS REG	SEWER UTILITY FUND	Sewer	1,623.31

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/20/26	PY-IPERS REG	STORM WATER UTILIT	NON-DEPARTMENTAL	83.39
	3/05/26	PY-IPERS REG	STORM WATER UTILIT	NON-DEPARTMENTAL	80.99
	2/20/26	PY-IPERS REG	STORM WATER UTILIT	STORM WATER UTILITY	125.13
	3/05/26	PY-IPERS REG	STORM WATER UTILIT	STORM WATER UTILITY	<u>121.55</u>
				TOTAL:	39,088.71
Indianola Wellness Campus	2/24/26	LIFEGUARD RECERTIFICATION	GENERAL FUND	Pool	<u>400.00</u>
				TOTAL:	400.00
Ingram Library Services	3/06/26	BOOKA	GENERAL FUND	Library	<u>2,469.80</u>
				TOTAL:	2,469.80
Iowa Base	2/24/26	GROUND HEATER	GENERAL FUND	Cemetery	400.00
	2/24/26	GROUND HEATER	GENERAL FUND	Cemetery	500.00
	2/24/26	GROUND HEATER	GENERAL FUND	Cemetery	<u>650.00</u>
				TOTAL:	1,550.00
Iowa Law Enforcement Academy	2/24/26	TRAINING B.SHAY	GENERAL FUND	Police Department	<u>5,125.00</u>
				TOTAL:	5,125.00
JP Party Rentals, LLC	2/24/26	BOUNCEHOUSE SUMMER READING TRUST AND AGENCY	TRUST AND AGENCY	Library	<u>1,195.00</u>
				TOTAL:	1,195.00
Jonny Reel	2/24/26	PARKING @ CONF	WATER UTILITY	Water	<u>30.50</u>
				TOTAL:	30.50
Kelly Crull LLC	3/06/26	PERFORMER FEE	GENERAL FUND	Library	<u>300.00</u>
				TOTAL:	300.00
Linda Johnson	3/05/26	FEB 2026 CLEANING	GENERAL FUND	Police Department	360.00
	3/05/26	FEB 2026 CLEANING	GENERAL FUND	Finance	<u>360.00</u>
				TOTAL:	720.00
Mainstay Systems Inc.	2/24/26	QUARTERLY SERVICE	GENERAL FUND	Police Department	2,088.45
	2/24/26	QUARTERLY SERVICE	GENERAL FUND	Fire Department	<u>368.55</u>
				TOTAL:	2,457.00
Martin Marietta Materials	2/26/26	ROCK	ROAD USE TAX	Road Use Tax	1,587.43
	2/26/26	ROCK	WATER UTILITY	Water	<u>662.34</u>
				TOTAL:	2,249.77
Maverik	3/05/26	FEB 2026 FUEL	ROAD USE TAX	Road Use Tax	<u>89.87</u>
				TOTAL:	89.87
Med Compass	2/26/26	PHYSICALS	GENERAL FUND	Fire Department	<u>1,000.00</u>
				TOTAL:	1,000.00
Mediacom	3/05/26	MARCH 2026 SRVC	GENERAL FUND	Library	81.29
	3/05/26	MARCH 2026 SRVC	GENERAL FUND	Pool	46.31
	3/05/26	MARCH 2026 SRVC	ROAD USE TAX	Road Use Tax	74.99
	2/26/26	INTERNET @ WTP	WATER UTILITY	Water	205.71
	3/05/26	MARCH 2026 SRVC	STORM WATER UTILIT	STORM WATER UTILITY	<u>74.99</u>
				TOTAL:	483.29
MidAmerican Energy	2/24/26	FEB 26 SRVC	GENERAL FUND	Police Department	905.86
	2/24/26	FEB 26 SRVC	GENERAL FUND	Police Department	4,680.89

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/24/26	FEB 26 SRVC	GENERAL FUND	Fire Department	323.98
	2/24/26	FEB 26 SRVC	GENERAL FUND	Street Lighting	5,006.47
	2/24/26	FEB 26 SRVC	GENERAL FUND	Traffic Control & Safe	32.07
	2/24/26	FEB 26 SRVC	GENERAL FUND	Museum	228.77
	2/24/26	FEB 26 SRVC	GENERAL FUND	Parks	597.79
	3/05/26	EAGLE VISTA PARK SRVC	GENERAL FUND	Parks	10.00
	2/24/26	FEB 26 SRVC	GENERAL FUND	Pool	165.16
	2/24/26	FEB 26 SRVC	GENERAL FUND	Finance	903.77
	2/24/26	FEB 26 SRVC	GENERAL FUND	Finance	19.35
	2/24/26	FEB 26 SRVC	ROAD USE TAX	Road Use Tax	1,520.18
	2/24/26	FEB 26 SRVC	WATER UTILITY	Water	7,526.77
	2/24/26	FEB 26 SRVC	SEWER UTILITY FUND	Sewer	<u>5,268.78</u>
				TOTAL:	27,189.84
Midwest Alarm Services	2/24/26	REPLACE SMOKE DETECTOR ELE	GENERAL FUND	Finance	<u>631.15</u>
				TOTAL:	631.15
Mike Lansing	2/24/26	PARKING @ CONF	SEWER UTILITY FUND	Sewer	<u>39.00</u>
				TOTAL:	39.00
Mission Square	2/20/26	PY-ICMA-RC	GENERAL FUND	NON-DEPARTMENTAL	84.65
	3/05/26	PY-ICMA-RC	GENERAL FUND	NON-DEPARTMENTAL	84.65
	2/20/26	PY-ICMA-RC	ROAD USE TAX	NON-DEPARTMENTAL	89.11
	3/05/26	PY-ICMA-RC	ROAD USE TAX	NON-DEPARTMENTAL	89.11
	2/20/26	PY-ICMA-RC	ROAD USE TAX	Road Use Tax	133.73
	3/05/26	PY-ICMA-RC	ROAD USE TAX	Road Use Tax	133.73
	2/20/26	PY-ICMA-RC	TRUST AND AGENCY	General Government	127.05
	3/05/26	PY-ICMA-RC	TRUST AND AGENCY	General Government	127.05
	2/20/26	PY-ICMA-RC	WATER UTILITY	NON-DEPARTMENTAL	133.66
	3/05/26	PY-ICMA-RC	WATER UTILITY	NON-DEPARTMENTAL	133.66
	2/20/26	PY-ICMA-RC	WATER UTILITY	Water	200.60
	3/05/26	PY-ICMA-RC	WATER UTILITY	Water	200.60
	2/20/26	PY-ICMA-RC	SEWER UTILITY FUND	NON-DEPARTMENTAL	133.66
	3/05/26	PY-ICMA-RC	SEWER UTILITY FUND	NON-DEPARTMENTAL	133.66
	2/20/26	PY-ICMA-RC	SEWER UTILITY FUND	Sewer	200.60
	3/05/26	PY-ICMA-RC	SEWER UTILITY FUND	Sewer	200.60
	2/20/26	PY-ICMA-RC	STORM WATER UTILIT	NON-DEPARTMENTAL	4.46
	3/05/26	PY-ICMA-RC	STORM WATER UTILIT	NON-DEPARTMENTAL	4.46
	2/20/26	PY-ICMA-RC	STORM WATER UTILIT	STORM WATER UTILITY	6.69
	3/05/26	PY-ICMA-RC	STORM WATER UTILIT	STORM WATER UTILITY	<u>6.69</u>
				TOTAL:	2,228.42
Motor Parts Warehouse	2/24/26	HOSE FOR BACK HOE	GENERAL FUND	Parks	33.70
	2/24/26	HOSE FOR BACK HOE	ROAD USE TAX	Road Use Tax	33.71
	2/24/26	HOSE FOR BACK HOE	WATER UTILITY	Water	33.71
	2/24/26	HOSE FOR BACK HOE	SEWER UTILITY FUND	Sewer	33.71
	2/24/26	HOSE FOR BACK HOE	STORM WATER UTILIT	STORM WATER UTILITY	<u>33.71</u>
				TOTAL:	168.54
New World Trailer	2/24/26	GREASE SEALS TRAILER JACK	GENERAL FUND	Parks	<u>215.00</u>
				TOTAL:	215.00
PRINCIPAL LIFE INSURANCE CO - SBD GRAN	2/20/26	PY - PRINCIPAL VOLUNTARY L	GENERAL FUND	NON-DEPARTMENTAL	326.13
	3/05/26	PY - PRINCIPAL VOLUNTARY L	GENERAL FUND	NON-DEPARTMENTAL	326.13
	2/20/26	PY-PRINCIPAL ACCIDENT	GENERAL FUND	NON-DEPARTMENTAL	14.53
	3/05/26	PY-PRINCIPAL ACCIDENT	GENERAL FUND	NON-DEPARTMENTAL	14.53

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2/20/26	PY-PRINCIPAL CRITICAL ILLN	GENERAL FUND	NON-DEPARTMENTAL	11.74
	3/05/26	PY-PRINCIPAL CRITICAL ILLN	GENERAL FUND	NON-DEPARTMENTAL	11.74
	2/20/26	PY-INS PREM PRINCIPAL DENT	GENERAL FUND	NON-DEPARTMENTAL	165.92
	3/05/26	PY-INS PREM PRINCIPAL DENT	GENERAL FUND	NON-DEPARTMENTAL	165.92
	2/20/26	PY - PRINCIPAL VOLUNTARY L	ROAD USE TAX	NON-DEPARTMENTAL	13.54
	3/05/26	PY - PRINCIPAL VOLUNTARY L	ROAD USE TAX	NON-DEPARTMENTAL	14.09
	2/20/26	PY-PRINCIPAL ACCIDENT	ROAD USE TAX	NON-DEPARTMENTAL	23.61
	3/05/26	PY-PRINCIPAL ACCIDENT	ROAD USE TAX	NON-DEPARTMENTAL	23.89
	2/20/26	PY-INS PREM PRINCIPAL DENT	ROAD USE TAX	NON-DEPARTMENTAL	34.41
	3/05/26	PY-INS PREM PRINCIPAL DENT	ROAD USE TAX	NON-DEPARTMENTAL	35.71
	2/24/26	MARCH 26 LIFE & DISABILITY	TRUST AND AGENCY	General Government	1,336.62
	2/24/26	MARCH 26 DENTAL	TRUST AND AGENCY	General Government	1,615.78
	2/20/26	PY - PRINCIPAL VOLUNTARY L	WATER UTILITY	NON-DEPARTMENTAL	16.41
	3/05/26	PY - PRINCIPAL VOLUNTARY L	WATER UTILITY	NON-DEPARTMENTAL	16.41
	2/20/26	PY-PRINCIPAL ACCIDENT	WATER UTILITY	NON-DEPARTMENTAL	2.87
	3/05/26	PY-PRINCIPAL ACCIDENT	WATER UTILITY	NON-DEPARTMENTAL	2.87
	2/20/26	PY-INS PREM PRINCIPAL DENT	WATER UTILITY	NON-DEPARTMENTAL	27.08
	3/05/26	PY-INS PREM PRINCIPAL DENT	WATER UTILITY	NON-DEPARTMENTAL	26.67
	2/24/26	MARCH 26 LIFE & DISABILITY	WATER UTILITY	Water	201.41
	2/24/26	MARCH 26 DENTAL	WATER UTILITY	Water	240.19
	2/20/26	PY - PRINCIPAL VOLUNTARY L	SEWER UTILITY FUND	NON-DEPARTMENTAL	29.61
	3/05/26	PY - PRINCIPAL VOLUNTARY L	SEWER UTILITY FUND	NON-DEPARTMENTAL	29.14
	2/20/26	PY-PRINCIPAL ACCIDENT	SEWER UTILITY FUND	NON-DEPARTMENTAL	2.95
	3/05/26	PY-PRINCIPAL ACCIDENT	SEWER UTILITY FUND	NON-DEPARTMENTAL	2.95
	2/20/26	PY-INS PREM PRINCIPAL DENT	SEWER UTILITY FUND	NON-DEPARTMENTAL	25.58
	3/05/26	PY-INS PREM PRINCIPAL DENT	SEWER UTILITY FUND	NON-DEPARTMENTAL	24.97
	2/24/26	MARCH 26 LIFE & DISABILITY	SEWER UTILITY FUND	Sewer	274.65
	2/24/26	MARCH 26 DENTAL	SEWER UTILITY FUND	Sewer	305.69
	2/20/26	PY - PRINCIPAL VOLUNTARY L	STORM WATER UTILIT	NON-DEPARTMENTAL	1.20
	3/05/26	PY - PRINCIPAL VOLUNTARY L	STORM WATER UTILIT	NON-DEPARTMENTAL	1.12
	2/20/26	PY-PRINCIPAL ACCIDENT	STORM WATER UTILIT	NON-DEPARTMENTAL	2.66
	3/05/26	PY-PRINCIPAL ACCIDENT	STORM WATER UTILIT	NON-DEPARTMENTAL	2.38
	2/20/26	PY-INS PREM PRINCIPAL DENT	STORM WATER UTILIT	NON-DEPARTMENTAL	3.74
	3/05/26	PY-INS PREM PRINCIPAL DENT	STORM WATER UTILIT	NON-DEPARTMENTAL	3.46
	2/24/26	MARCH 26 LIFE & DISABILITY	STORM WATER UTILIT	STORM WATER UTILITY	18.31
	2/24/26	MARCH 26 DENTAL	STORM WATER UTILIT	STORM WATER UTILITY	<u>21.84</u>
				TOTAL:	5,418.45
Paul's Pest Control	3/05/26	QUARTERLY SRVC @PD	GENERAL FUND	Police Department	<u>100.00</u>
				TOTAL:	100.00
Paula James	3/06/26	PROGRAM FEE	GENERAL FUND	Library	<u>75.00</u>
				TOTAL:	75.00
People's Bank	2/20/26	PY-STATE W/H	GENERAL FUND	NON-DEPARTMENTAL	1,855.49
	3/05/26	PY-STATE W/H	GENERAL FUND	NON-DEPARTMENTAL	1,891.45
	2/20/26	PY-STATE W/H	ROAD USE TAX	NON-DEPARTMENTAL	327.93
	3/05/26	PY-STATE W/H	ROAD USE TAX	NON-DEPARTMENTAL	356.82
	2/20/26	PY-STATE W/H	WATER UTILITY	NON-DEPARTMENTAL	387.50
	3/05/26	PY-STATE W/H	WATER UTILITY	NON-DEPARTMENTAL	391.04
	2/20/26	PY-STATE W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	569.81
	3/05/26	PY-STATE W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	560.71
	2/20/26	PY-STATE W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	32.71
	3/05/26	PY-STATE W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	<u>32.46</u>
				TOTAL:	6,405.92

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
Peoples Trust & Savings	2/20/26	PY-W/H FED TAXES	GENERAL FUND	NON-DEPARTMENTAL	5,619.15
	3/05/26	PY-W/H FED TAXES	GENERAL FUND	NON-DEPARTMENTAL	5,913.53
	2/20/26	PY-FICA W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	4,939.60
	3/05/26	PY-FICA W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	4,822.43
	2/20/26	PY-MC W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	1,155.24
	3/05/26	PY-MC W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	1,127.84
	2/20/26	PY-W/H FED TAXES	ROAD USE TAX	NON-DEPARTMENTAL	1,122.38
	3/05/26	PY-W/H FED TAXES	ROAD USE TAX	NON-DEPARTMENTAL	1,247.46
	2/20/26	PY-FICA W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	785.99
	3/05/26	PY-FICA W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	842.40
	2/20/26	PY-MC W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	183.82
	3/05/26	PY-MC W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	197.00
	2/20/26	PY-FICA W/H & MATCH	ROAD USE TAX	Road Use Tax	786.00
	3/05/26	PY-FICA W/H & MATCH	ROAD USE TAX	Road Use Tax	842.40
	2/20/26	PY-MC W/H & MATCH	ROAD USE TAX	Road Use Tax	183.81
	3/05/26	PY-MC W/H & MATCH	ROAD USE TAX	Road Use Tax	197.01
	2/20/26	PY-FICA W/H & MATCH	TRUST AND AGENCY	General Government	4,939.63
	3/05/26	PY-FICA W/H & MATCH	TRUST AND AGENCY	General Government	4,822.44
	2/20/26	PY-MC W/H & MATCH	TRUST AND AGENCY	General Government	1,155.24
	3/05/26	PY-MC W/H & MATCH	TRUST AND AGENCY	General Government	1,127.82
	2/20/26	PY-W/H FED TAXES	WATER UTILITY	NON-DEPARTMENTAL	1,467.90
	3/05/26	PY-W/H FED TAXES	WATER UTILITY	NON-DEPARTMENTAL	1,496.36
	2/20/26	PY-FICA W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	924.12
	3/05/26	PY-FICA W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	927.51
	2/20/26	PY-MC W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	216.14
	3/05/26	PY-MC W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	216.93
	2/20/26	PY-FICA W/H & MATCH	WATER UTILITY	Water	924.11
	3/05/26	PY-FICA W/H & MATCH	WATER UTILITY	Water	927.51
	2/20/26	PY-MC W/H & MATCH	WATER UTILITY	Water	216.14
	3/05/26	PY-MC W/H & MATCH	WATER UTILITY	Water	216.93
	2/20/26	PY-W/H FED TAXES	SEWER UTILITY FUND	NON-DEPARTMENTAL	1,824.68
	3/05/26	PY-W/H FED TAXES	SEWER UTILITY FUND	NON-DEPARTMENTAL	1,810.63
	2/20/26	PY-FICA W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	1,147.96
	3/05/26	PY-FICA W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	1,130.28
	2/20/26	PY-MC W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	268.48
	3/05/26	PY-MC W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	264.33
	2/20/26	PY-FICA W/H & MATCH	SEWER UTILITY FUND	Sewer	1,147.96
	3/05/26	PY-FICA W/H & MATCH	SEWER UTILITY FUND	Sewer	1,130.28
	2/20/26	PY-MC W/H & MATCH	SEWER UTILITY FUND	Sewer	268.48
	3/05/26	PY-MC W/H & MATCH	SEWER UTILITY FUND	Sewer	264.33
	2/20/26	PY-W/H FED TAXES	STORM WATER UTILIT	NON-DEPARTMENTAL	108.57
	3/05/26	PY-W/H FED TAXES	STORM WATER UTILIT	NON-DEPARTMENTAL	112.18
	2/20/26	PY-FICA W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	80.39
	3/05/26	PY-FICA W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	78.45
	2/20/26	PY-MC W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	18.80
	3/05/26	PY-MC W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	18.35
2/20/26	PY-FICA W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	80.36	
3/05/26	PY-FICA W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	78.44	
2/20/26	PY-MC W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	18.81	
3/05/26	PY-MC W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	<u>18.36</u>	
			TOTAL:		59,414.96
Pink Stew Entertainment	3/06/26	PERFORMER FEE	GENERAL FUND	Library	<u>170.00</u>
				TOTAL:	170.00
RD McKinney	2/26/26	EMERGENCY WATER MAIN REPAI	WATER UTILITY	Water	4,900.00

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	<u>4,900.00</u>
SAM	2/24/26	SIGN LAYER FOR GIS	ROAD USE TAX	Road Use Tax	<u>450.00</u>
				TOTAL:	450.00
South Dallas Co. Landfill	2/24/26	TREE/BRUSH DISPOSAL	GENERAL FUND	Parks	<u>16.00</u>
				TOTAL:	16.00
Staples Advantage	3/05/26	FEB 2026 PURCHASES	GENERAL FUND	Parks	23.91
	3/05/26	FEB 2026 PURCHASES	GENERAL FUND	Recreation	23.91
	3/05/26	FEB 2026 PURCHASES	GENERAL FUND	Finance	23.91
	3/05/26	FEB 2026 PURCHASES	GENERAL FUND	Zoning/Compliance/Perm	23.90
	3/05/26	FEB 2026 PURCHASES	ROAD USE TAX	Road Use Tax	23.91
	3/05/26	FEB 2026 PURCHASES	WATER UTILITY	Water	23.91
	3/05/26	FEB 2026 PURCHASES	SEWER UTILITY FUND	Sewer	<u>23.91</u>
				TOTAL:	167.36
Stericycle	2/24/26	SHRED IT SERVCE JAN & FEB	GENERAL FUND	Finance	<u>196.47</u>
				TOTAL:	196.47
Stivers Ford Inc	2/26/26	REPAIRS #9, #2, AND #7	GENERAL FUND	Police Department	<u>2,837.59</u>
				TOTAL:	2,837.59
Temporary Vendo ANNA PHELPS	2/26/26	REIMBURESEMENT WEBSITE	GENERAL FUND	Finance	47.00
JORGENSEN, KARTER	2/27/26	01-02070-12	WATER UTILITY	Water	108.56
GIPSON, MARIE	2/27/26	01-02280-04	WATER UTILITY	Water	111.70
BAGBY, NICHOLAS	2/27/26	01-03350-01	WATER UTILITY	Water	16.27
ELFVIN, PATRICIA	2/27/26	01-06460-03	WATER UTILITY	Water	95.97
MCBURNEY, HUNTER	2/27/26	02-02780-03	WATER UTILITY	Water	48.85
PETERS, SHELLIE/JERE	2/27/26	03-11060-01	WATER UTILITY	Water	108.56
HEENAN, KEITH	2/27/26	06-08130-03	WATER UTILITY	Water	87.41
TWIN EAGLE LLC	2/27/26	06-08260-00	WATER UTILITY	Water	3.72
DEHAVEN, DARREN	2/27/26	06-08260-03	WATER UTILITY	Water	41.84
KENDALL, JARYN	2/27/26	06-08480-02	WATER UTILITY	Water	125.38
GAHN, RICHARD	2/27/26	06-08510-01	WATER UTILITY	Water	125.38
STEFFES, KENT	2/27/26	06-08950-01	WATER UTILITY	Water	12.91
IRONWOOD HOMES, JON	2/27/26	06-09930-00	WATER UTILITY	Water	74.24
NADINE LAW	2/24/26	NADINE LAW:	NILE KINNICK ADDIT	INVALID DEPARTMENT	<u>200.00</u>
				TOTAL:	1,207.79
Treasurer State of Iowa - Sales Tax	2/19/26	WET TAX	WATER UTILITY	Water	8,543.00
	2/19/26	SALES TAX	SEWER UTILITY FUND	Sewer	<u>1,151.90</u>
				TOTAL:	9,694.90
Tyler Sullivan	3/06/26	SPEAKER FEE	GENERAL FUND	Library	<u>200.00</u>
				TOTAL:	200.00
Tyler Technologies, Inc.	2/28/26	Feb '26 Bank and CC Fees	GENERAL FUND	Finance	<u>3,317.46</u>
				TOTAL:	3,317.46
US Cellular	2/24/26	HOTSPOT DATA	GENERAL FUND	Library	<u>220.74</u>
				TOTAL:	220.74
USA Blue Book	2/26/26	SUPPLIES	WATER UTILITY	Water	388.48
	2/26/26	SUPPLIES	WATER UTILITY	Water	<u>190.76</u>
				TOTAL:	579.24

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
USDA Rural Development	2/28/26	USDA #3 Pmt (\$9,603,000)	WATER UTILITY	Water	16,457.57	
	2/28/26	USDA #3 Pmt (\$9,603,000)	WATER UTILITY	Water	8,990.43	
	2/28/26	USDA #3 Pmt (\$7,000,000)	WATER UTILITY	Water	12,305.49	
	2/28/26	USDA #3 Pmt (\$7,000,000)	WATER UTILITY	Water	5,824.51	
	2/28/26	USDA #6 Pmt (\$4,713,000)	WATER UTILITY	Water	7,753.70	
	2/28/26	USDA #6 Pmt (\$4,713,000)	WATER UTILITY	Water	5,019.30	
	2/28/26	USDA #4 Pmt	SEWER UTILITY FUND	Sewer	9,686.78	
	2/28/26	USDA #4 Pmt	SEWER UTILITY FUND	Sewer	7,832.22	
	2/28/26	USDA #5 Pmt (\$9,880,000)	SEWER UTILITY FUND	Sewer	15,971.18	
	2/28/26	USDA #5 Pmt (\$9,880,000)	SEWER UTILITY FUND	Sewer	11,495.82	
	2/28/26	USDA #5 Pmt (\$1,000,000)	SEWER UTILITY FUND	Sewer	1,616.45	
	2/28/26	USDA #5 Pmt (\$1,000,000)	SEWER UTILITY FUND	Sewer	1,163.55	
	2/28/26	USDA #5 Pmt (\$785,000)	SEWER UTILITY FUND	Sewer	1,352.70	
	2/28/26	USDA #5 Pmt (\$785,000)	SEWER UTILITY FUND	Sewer	681.30	
	2/28/26	USDA #2 Pmt	STORM WATER UTILIT	STORM WATER UTILITY	2,569.09	
	2/28/26	USDA #2 Pmt	STORM WATER UTILIT	STORM WATER UTILITY	<u>2,385.91</u>	
				TOTAL:	111,106.00	
	Uline	2/24/26	TRASH CANS @CLOVER VALLEY	GENERAL FUND	Parks	<u>1,273.22</u>
					TOTAL:	1,273.22
	Vestis	2/24/26	JAN 26 RENTAL	GENERAL FUND	Parks	55.77
2/24/26		JAN 26 RENTAL	GENERAL FUND	Finance	45.30	
2/24/26		JAN 26 RENTAL	ROAD USE TAX	Road Use Tax	55.77	
2/24/26		JAN 26 RENTAL	WATER UTILITY	Water	55.77	
2/24/26		JAN 26 RENTAL	SEWER UTILITY FUND	Sewer	<u>55.77</u>	
				TOTAL:	268.38	
Visa	3/06/26	MICROSOFT SERVICES	GENERAL FUND	Police Department	371.00	
	3/06/26	BATTLEHAWK ARMORY	GENERAL FUND	Police Department	690.00	
	3/06/26	VERIZON	GENERAL FUND	Police Department	388.51	
	3/06/26	PALMETTO STATE- SIGHT	GENERAL FUND	Police Department	87.88	
	3/06/26	WIRETAP	GENERAL FUND	Police Department	66.79	
	3/06/26	BROWNELL- MAGAZIN	GENERAL FUND	Police Department	226.47	
	3/06/26	AMAZON- SCANNER	GENERAL FUND	Police Department	220.99	
	3/06/26	USPS- PD POBOX RENEWAL	GENERAL FUND	Police Department	162.00	
	3/06/26	MICROSOFT SERVICES	GENERAL FUND	Fire Department	6.00	
	3/06/26	ALDEN- GAUL SPRINGS ATV	GENERAL FUND	Fire Department	598.00	
	3/06/26	IOWA FIREFIGHTERS ASSOC	GENERAL FUND	Fire Department	462.00	
	3/06/26	MICROSOFT SERVICES	GENERAL FUND	Library	130.00	
	3/06/26	ILA ANNUAL MEMBERSHIP	GENERAL FUND	Library	413.00	
	3/06/26	SCHEDULEBASE	GENERAL FUND	Library	10.00	
	3/06/26	USPS- STAMPS	GENERAL FUND	Library	83.67	
	3/06/26	LHS PRODUCTION PROGRAM	GENERAL FUND	Library	550.00	
	3/06/26	AMAZON- BOOKS	GENERAL FUND	Library	41.78	
	3/06/26	MICROSOFT SERVICES	GENERAL FUND	Parks	18.00	
	3/06/26	ISU EVENT- SHADE TREE WORK	GENERAL FUND	Parks	855.00	
	3/06/26	TRACTOR SUPPLIES- MAT	GENERAL FUND	Parks	204.20	
	3/06/26	SCHEELS- ICE SKATE	GENERAL FUND	Parks	67.41	
	3/06/26	DALLAS CO DATA	GENERAL FUND	Parks	200.00	
	3/06/26	IPRA- CONF	GENERAL FUND	Pool	175.00	
	3/06/26	MICROSOFT SERVICES	GENERAL FUND	Recreation	33.80	
	3/06/26	IPRA- SPRING CONF	GENERAL FUND	Recreation	650.00	
	3/06/26	AMAZON- SUPPLIES	GENERAL FUND	Recreation	29.47	
	3/06/26	MICROSOFT SERVICES	GENERAL FUND	Finance	215.66	
3/06/26	ILOC 2026 LEADER DAY	GENERAL FUND	Finance	100.00		

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	3/06/26	IMMI- TRAINING	GENERAL FUND	Finance	400.00
	3/06/26	CANVA- SUBSCRIPTION	GENERAL FUND	Finance	8.03
	3/06/26	IMFOA- MEMBERSHIP	GENERAL FUND	Finance	110.00
	3/06/26	ISU- MPI CLASS REFUND	GENERAL FUND	Finance	20.00-
	3/06/26	USPS- POSTAGE	GENERAL FUND	Finance	52.93
	3/06/26	USPS- POSTAGE	GENERAL FUND	Finance	109.20
	3/06/26	SUPPLIES FOR BUDGET MTG	GENERAL FUND	Finance	178.91
	3/06/26	EMPLOYMENT CONF	GENERAL FUND	Finance	1,069.66
	3/06/26	PRESENT A PLAQUE- FRAMES	GENERAL FUND	Finance	170.17
	3/06/26	JOE COFFEE- COFFEE FOR MTG	GENERAL FUND	Finance	21.62
	3/06/26	IMFOA - MEMBERSHIP	GENERAL FUND	Finance	50.00
	3/06/26	SUNCO- OUTDOOR LIGHT	GENERAL FUND	Finance	224.67
	3/06/26	TAX 1099	GENERAL FUND	Finance	54.01
	3/06/26	WIRETAP	GENERAL FUND	Finance	121.56
	3/06/26	MICROSOFT SERVICES	GENERAL FUND	Zoning/Compliance/Perm	23.00
	3/06/26	SMARTSIGN- NAME PLATE	GENERAL FUND	Zoning/Compliance/Perm	19.42
	3/06/26	AMAZON- CELLPHONE CASE	GENERAL FUND	Zoning/Compliance/Perm	21.39
	3/06/26	MICROSOFT SERVICES	ROAD USE TAX	Road Use Tax	92.57
	3/06/26	MACHINE SHED- LUNCH @ MEET	ROAD USE TAX	Road Use Tax	13.15
	3/06/26	MICROSOFT SERVICES	WATER UTILITY	Water	52.00
	3/06/26	YOURBOOKSTOP- SAFETY BOOK	WATER UTILITY	Water	47.80
	3/06/26	IRWA- ANNUAL CONF	WATER UTILITY	Water	940.00
	3/06/26	MICROSOFT SERVICES	SEWER UTILITY FUND	Sewer	130.40
	3/06/26	SIP- ALARM	SEWER UTILITY FUND	Sewer	33.96
	3/06/26	ZORA- U JOINT	SEWER UTILITY FUND	Sewer	55.24
	3/06/26	YOURBOOKSTOP- SAFETY BOOK	SEWER UTILITY FUND	Sewer	47.80
	3/06/26	OFFICE OF WATER PROGRAM- T	SEWER UTILITY FUND	Sewer	223.00
	3/06/26	DALLAS CO DATA	SEWER UTILITY FUND	Sewer	109.99
	3/06/26	AMAZON- CELLPHONE SUPPLIES	FRIENDS/FOUNDATION	Library	26.97
	3/06/26	PROGRAM MATERIALS	FRIENDS/FOUNDATION	Library	<u>16.32</u>
				TOTAL:	11,460.40
Waldinger Corp	2/24/26	THERMOSTAT REPLACED 3RD FL	GENERAL FUND	Finance	<u>494.76</u>
				TOTAL:	494.76
Waukee Power Equipment	2/24/26	CHAIN SAW SIDE BAR & CHAIN	GENERAL FUND	Parks	<u>168.43</u>
				TOTAL:	168.43
Wellmark/BCBS of Iowa	2/20/26	PY-INSURANCE PREMIUM BCBS	GENERAL FUND	NON-DEPARTMENTAL	3,679.21
	3/05/26	PY-INSURANCE PREMIUM BCBS	GENERAL FUND	NON-DEPARTMENTAL	3,679.21
	2/20/26	PY-INSURANCE PREMIUM BCBS	ROAD USE TAX	NON-DEPARTMENTAL	806.38
	3/05/26	PY-INSURANCE PREMIUM BCBS	ROAD USE TAX	NON-DEPARTMENTAL	836.64
	2/24/26	MARCH 2026 PREMIUMS	TRUST AND AGENCY	General Government	40,938.34
	2/20/26	PY-INSURANCE PREMIUM BCBS	WATER UTILITY	NON-DEPARTMENTAL	665.00
	3/05/26	PY-INSURANCE PREMIUM BCBS	WATER UTILITY	NON-DEPARTMENTAL	655.67
	2/24/26	MARCH 2026 PREMIUMS	WATER UTILITY	Water	6,085.43
	2/20/26	PY-INSURANCE PREMIUM BCBS	SEWER UTILITY FUND	NON-DEPARTMENTAL	852.97
	3/05/26	PY-INSURANCE PREMIUM BCBS	SEWER UTILITY FUND	NON-DEPARTMENTAL	838.62
	2/24/26	MARCH 2026 PREMIUMS	SEWER UTILITY FUND	Sewer	7,745.09
	2/20/26	PY-INSURANCE PREMIUM BCBS	STORM WATER UTILIT	NON-DEPARTMENTAL	87.80
	3/05/26	PY-INSURANCE PREMIUM BCBS	STORM WATER UTILIT	NON-DEPARTMENTAL	81.22
	2/24/26	MARCH 2026 PREMIUMS	STORM WATER UTILIT	STORM WATER UTILITY	<u>553.22</u>
				TOTAL:	67,504.80
White Cap L.P.	2/24/26	DRILL, BATTERY & GRINDER K	SEWER UTILITY FUND	Sewer	<u>790.28</u>
				TOTAL:	790.28

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
Ziegler Inc.	2/26/26	GENERATOR COOLANT PUMP	WATER UTILITY	Water	<u>1,565.13</u>
				TOTAL:	1,565.13

**PAYROLL EXPENSES	2/12/2026 - 3/06/2026	GENERAL FUND	Police Department	92,167.33
		GENERAL FUND	Library	29,379.59
		GENERAL FUND	Parks	11,196.00
		GENERAL FUND	Cemetery	3,208.11
		GENERAL FUND	Pool	6,494.29
		GENERAL FUND	Recreation	11,593.25
		GENERAL FUND	Finance	7,482.40
		GENERAL FUND	Zoning/Compliance/Perm	4,684.00
		ROAD USE TAX	Road Use Tax	28,245.04
		WATER UTILITY	Water	31,629.98
		SEWER UTILITY FUND	Sewer	38,942.40
		STORM WATER UTILIT	STORM WATER UTILITY	<u>2,755.01</u>
			TOTAL:	267,777.40

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

001	GENERAL FUND	284,597.77
110	ROAD USE TAX	47,944.70
112	TRUST AND AGENCY	95,900.12
345	RAPIDS ST RECONSTRUCTION	27,839.00
600	WATER UTILITY	141,488.22
610	SEWER UTILITY FUND	132,732.78
615	STORM WATER UTILITY	10,181.55
951	FRIENDS/FOUNDATION	43.29
956	NILE KINNICK ADDITION	200.00

	GRAND TOTAL:	740,927.43

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-ADEL
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 2/12/2026 THRU 3/06/2026
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: 2/12/2026 THRU 3/06/2026

PRINT OPTIONS

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

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM: YES



AGENDA ITEM NO. 6.d
AGENDA SECTION: CONSENT
AGENDA

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: March 10, 2026

TO: Mayor & City Council

FROM: Carrie Erickson, City Clerk

AGENDA HEADING: Consider Approval of Special Event - Team RunFree 5K - Saturday, June 13, 2026

STAFF/COMMITTEE RECOMMENDATION:

Team Run Free is working on a new race route that will possibly be moving the race start and stop location to the Evans Park shelter. The race route would utilize the new trail connections through the Timberview west neighborhood and through Evans Park. The new route will be presented to the Council at the March 23rd City Council meeting.

Approving this special event will help Team Run Free lock in the date and start advertising "Save the Date".

ATTACHMENTS:

[Team Run Free Special Event App.pdf](#)

Special Event Permit Application

Print

Del

Submitted by: Laci Williams

Submitted On: 2026-02-13 09:23:02

Submission IP: 209.234.89.162 (172.31.64.125)

proxy-IP (raw-IP)

Status: Open

Priority: Normal

Assigned To: Carrie Erickson

Due Date: Open

Attachments

- [TRF Race Map 2026.jpg](#) - 2026-02-13 09:23:03 am

SPECIAL EVENT PERMIT APPLICATION

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

*** Event Name**

Team RunFree 5k run / 2k walk Race

*** Date(s) of Event**

Saturday, June 13th

*** Sponsor / Contact Person First Name**

Laci

*** Sponsor / Contact Person Last Name**

Williams

*** Address**

215 S 12th St Adel, IA 50003

Please include Street Address, City, State, Zip

*** Phone**

5157077279

*** Email**

williams.laci@gmail.com

*** Type of Event (Check all that apply)**

- Parade
 Athletic Event
 Walk/Run
 Fair/Festival
 Outdoor Concert

If your event type is not listed, please type in here:

*** Time of Event: setup time, start time, end time, and cleanup time.**

The timing system will begin setup around 5am; registration at 7am; race at 8am; breakfast and awards at 9am; clean up by 11am

*** Event Description**

This will be our 4th annual Team RunFree Miles of Smiles fun run/walk in Adel. We will have the timing system setup just south of the bank drive-thru and will have it cleaned up by 9am when the bank opens. Registration, breakfast, and awards will be on the Pavillion lawn. The attached map indicates where street closures will occur. Some will be closed longer than others throughout the 8:00 hour and our volunteers at each intersection do their best to safely allow cross traffic when there aren't any racers in sight. We have breakfast and awards in the lawn area following the race and will be cleaned up no later than 11:00.

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

Choose File No file chosen

The Upload a Map of the Event Layout field is required

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

*** Estimated Attendance**

300

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

Yes
 No

If answered "yes", how much?

Range based on timing of reg. ~\$20

*** Will alcohol be served?**

Yes No

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

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

No

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

No

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

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

Yes

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

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

No

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

Additional charges may apply.

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

Yes

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

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

Yes

If yes, please explain:

We would need minimal power available on the Pavillion if possible for a microphone speaker.

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

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

No

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

* Will you need temporary street closures?

Yes



Additional \$25 fee will apply.

If yes, please list the requested street closures (i.e., Main St between 9th St and 10th St):

Please see attached map. Longer event closure is on 10th between Main St and Court St for the timing system setup. This is where the inflatable start/finish line arch will be located.

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

We will send postcards via Vista Print to every residence on the route to advise them of the race. We will also post a notification on Adel FB Rant and Rave page the week of the race to let people know there.

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

Choose File No file chosen

Please provide the number of portable toilets / kybos provided:

2

Please provide the garbage collection plans:

Carry away on our own

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

Yes



If yes, please explain in detail:

Barricades will need placed and picked up at each intersection that will be closed. In the past, Kevin Hircock has met with Kip the day prior to go over the map and ensure barricades are placed in the proper place.

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

. . .

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

Request for Fee Waiver

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

Criteria:

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

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

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

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

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

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

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

*** Electronic Signature of Applicant**

Laci Williams

RESOLUTION NO. 26-34

RESOLUTION TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS IN CONNECTION WITH A SPECIAL EVENT KNOWN AS FOAM PARTY WITH ABSOLUTE SCIENCE PRESENTED BY THE ADEL LIBRARY

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, the Adel Library has requested closure of the following streets and parking spaces from 8:00 a.m. to 12:00 p.m. on the date listed below, in conjunction with the special event foam party.

City Hall Parking Lot – 8:00 a.m. Friday, July 17, 2026 – 12:00 p.m.

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 10th day of March, 2026.

Timothy E. Crannell, Mayor

ATTEST:

Carrie Erickson, City Clerk

RESOLUTION NO. 26-35

RESOLUTION TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS IN CONNECTION WITH A SPECIAL EVENT KNOWN AS SUMMER READING KICK-OFF PRESENTED BY THE ADEL LIBRARY

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, the Adel Library has requested closure of the following streets and parking spaces from 7:30 a.m. to 1:00 p.m. on Saturday, May 30th, 2026, in conjunction with the special event Summer Reading Kick-Off:

Library Parking Lot
S. 10th Street from the Library alleyway to the Raccoon River Valley Bike Trail

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 10th day of March, 2026.

Timothy E. Crannell, Mayor

ATTEST:

Carrie Erickson, City Clerk



AGENDA ITEM NO. 6.g
AGENDA SECTION: CONSENT
AGENDA

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: March 10, 2026

TO: Mayor & City Council

FROM: Carrie Erickson, City Clerk

AGENDA HEADING: Consider Approval of the Lease Agreement Between the City of Adel and Don McKean for the Island Park Campground Lease and Operation Agreement

PREVIOUS COUNCIL ACTION: The City of Adel entered into a one-year Campground Lease and Operating Agreement with Don McKean on April 14th, 2025. The current lease will expire on April 1st, 2026.

STAFF/COMMITTEE RECOMMENDATION:
The lease is relatively the same as the one-year lease approved in April of 2025, except for the term length has been extended to two years and the rent has increased to \$325 due to rising utility costs.

City staff is recommending approval.

ATTACHMENTS:
[Island Park Campground Lease 2026.pdf](#)

CAMPGROUND LEASE AND
OPERATING AGREEMENT

ISLAND PARK

ADEL, IOWA

WHEREAS, the City of Adel, Iowa owns a park known as Island Park, which is generally located at 2400 Nantucket Road, Adel, IA 50003; and

WHEREAS, Island Park contains a campground that has been operated and managed privately since 2021; and

WHEREAS, the City of Adel entered into a Campground Lease and Operating Agreement with Don McKean on the 14th day of April, 2025 to operate the campground and provide overnight seasonal camping opportunities within Island Park.

NOW, THEREFORE, THIS LEASE, made and entered into this 10th day of March, 2026, by and between the City of Adel ("Landlord"), whose address, for the purpose of this lease, is 301 S. 10th Street, Adel, Iowa, 50003 and Don McKean, ("Tenant"), whose address for the purpose of this lease is 43 River Vista Drive, Adel, Iowa 50003.

The parties agree as follows:

1. **PREMISES AND TERM.** Landlord leases to Tenant the following real estate, situated in Dallas County, Iowa:

See attached Exhibit A.

together with all improvements thereon, and all rights, easements and appurtenances thereto belonging (the "Leased Premises"), for a term beginning on April 1, 2026, and ending on March 31, 2028, upon the condition that Tenant performs as provided in this lease.

The following facilities within the Leased Premises shall remain open and available to the general public, and Tenant agrees not to restrict access to such facilities:

- A. Playground set
- B. Boat portage near the pedestrian bridge
- C. The pedestrian bridge
- D. The dam and sand beach area
- E. Bathhouse and restrooms
- F. Access to the adjacent soccer complex shall be provided at all times

Throughout the term of the lease, the City shall be allowed access to the Leased Premises for the purpose of planting trees, adding playground mulch, to energize/winterize water sources as needed with changing seasons and to maintain, repair and replace the City's electric and water facilities within the Leased Premises.

2. **USE OF LEASED PREMISES.** Tenant shall not use the Leased Premises for any unlawful purpose. Tenant shall operate a seasonal overnight camping facility on the Leased Premises which shall be open to the public. The seasonal opening and closing dates for the campground shall at minimum be April 15 through October 31 and are subject to special circumstances inclusive of but not limited to negative weather conditions. Tenant further agrees to operate the campground consistent with the terms provided in its RFP proposal, which by this reference are incorporated herein.

In operating the campground, Tenant shall act as a reasonable and prudent operator of the campground. Tenant shall operate the campground with a goal of delivering exceptional customer service

and in accordance with industry standards. Tenant shall provide the City with the name and contact information of an individual who is available 24 hours a day throughout the camping season to address questions or concerns regarding the campground. Tenant shall have an attendant on site at the Leased Premises during the following hours of the camping season:

An on-site campground attendant shall be present at the following times, each day, throughout the camping season: 8:00 am to 10:00 am; 2:00 pm to 4:00 pm; and 6:00 pm to 8:00 pm

3. **RENT.** Tenant agrees to pay Landlord as rent \$325 per month. The monthly rental payment includes water, sewer and garbage service for the Leased Premises. However, utility rates are generally adjusted in July, and the City of Adel reserves the right to increase the utility rates throughout the term of the lease. The total rental amount shall be paid monthly in advance, and on the fifteenth day of each month thereafter, during the term of this lease.

Annually, on each anniversary date of this Agreement, the parties shall meet and review the utility charges for the Leased Premises over the prior year. If the utility charges have exceeded the rental income for the year, the parties agree that the rental rate shall be adjusted upwards in such amount as will cover the anticipated utility expenses for the Leased Premises for the forthcoming year. It is intended that the rental rate shall cover the City's utility costs for the Leased Premises.

All sums shall be paid at the address of Landlord, or at such other place as Landlord may designate in writing. Delinquent payments shall draw interest at three percent (3%) per month.

4. **POSSESSION.** Tenant shall be entitled to possession on the first day of the lease term and shall yield possession to Landlord at the termination of this lease. SHOULD LANDLORD BE UNABLE TO GIVE POSSESSION ON SAID DATE, TENANT'S ONLY DAMAGES SHALL BE A PRO RATA ABATEMENT OF RENT.

5. **CONDITION OF PREMISES.** It shall be the duty of the Tenant to maintain the campground facilities in a neat and clean condition at all times and shall permit no unnecessary waste therein. This shall include, but is not limited to the following:

- A. Maintaining the bathhouse facilities in a neat & sanitary manner
- B. Maintaining the overall Leased Premises by mowing, grass trimming, etc., for the area included in Exhibit A.
- C. Keeping the campground area free of garbage/debris/etc.
- D. Maintaining the firewood pile in an orderly condition
- E. Keeping the fire rings clean

6. **TENANT IMPROVEMENTS.**

A. Tenant may only make permanent improvements to the Leased Premises with the prior written approval of Landlord. The design and specifications shall be provided and given to Landlord for approval before construction in order that the design may conform to Landlord's overall plans for the park. Tenant shall comply with and be responsible for compliance with all applicable rules, regulations and ordinances of all agencies governing such facilities. Tenant, by execution of this Agreement, shall indemnify Landlord of all public and private liability associated with the installation, operation, and maintenance of such improvements as Tenant may make under this lease, except that which is solely caused by the sole negligence of the Landlord.

- B. Tenant shall not make any other structural alterations or permanent improvements in the

Leased Premises without first obtaining Landlord's written consent, such consent shall not be unreasonably withheld.

C. Upon completion of any Tenant Improvements, Tenant shall, within a reasonable time thereafter, furnish Landlord, at no charge: (1) a certificate certifying that the Tenant Improvements have been constructed in accordance with the approved plans and specifications and in strict compliance with all laws, rules, ordinance and governmental rules, regulations and orders; (2) one electronic set of as-built drawings covering the Tenant Improvements installed by Tenant in the Leased Premises plus the location and details of installation of all equipment, utility lines, heating, ventilating, air-condition ducts and related matters that make up the Tenant Improvements. Tenant shall keep said drawings current by updating the same in order to reflect thereon any changes or modifications which may be made in or to the Leased Premises.

D. All of the Tenant Improvements shall be furnished, supplied, installed, and constructed by Tenant at its sole cost and expense.

E. Ownership of Tenant Improvements paid for by Tenant shall remain with Tenant over the full term of this Agreement (subject to early termination).

F. Title to all Tenant Improvements and fixtures and equipment which cannot be removed without causing structural damage shall at the option of the Landlord vest in Landlord upon termination or expiration of this Agreement. Landlord may require Tenant to remove any or all of its removable furniture, fixtures, equipment, or other non-fixed improvements.

G. All construction work done, equipment supplied and installed, and interior design and decor furnished by Tenant pursuant to this Section shall be at its sole cost and expense, free and clear of liens for labor and material and Tenant shall hold Landlord harmless from any liability in respect thereto. Tenant shall ensure that if any liens are placed on the Leased Premises as a result of actions taken or not taken by Tenant, Tenant shall (i) immediately remove any such liens to the full satisfaction of Landlord or (ii) if any such lien is being contested in good faith by Tenant, post a bond satisfactory to Landlord in the amount of such lien

7. CARE AND MAINTENANCE.

A. Tenant takes the premises as is, except as herein provided.

B. Landlord shall keep the following in good repair: playground, trees, bridge/dam, parking area, driveways, and sidewalks. Landlord shall not be liable for failure to make any repairs or replacements unless Landlord fails to do so within a reasonable time after written notice from Tenant. Landlord shall be responsible for maintaining the dump station system.

C. Tenant shall maintain the premises in a reasonable safe, serviceable, clean and presentable condition, and except for the repairs and replacements provided to be made by Landlord in subparagraph (B) above, shall make all repairs, replacements and improvements to the premises, INCLUDING ALL CHANGES, ALTERATIONS OR ADDITIONS ORDERED BY ANY LAWFULLY CONSTITUTED GOVERNMENT AUTHORITY DIRECTLY RELATED TO TENANT'S USE OF THE PREMISES. Tenant shall make no structural changes or alterations without the prior written consent of Landlord.

8. UTILITIES AND SERVICES. Tenant shall pay for all utilities at the Leased Premises. Tenant's monthly rental payment includes water, sewer and garbage service. Tenant shall transfer MidAmerican utilities to his name and shall pay the costs of such utility usage directly to MidAmerican.

The Lessor specifically reserves the right to restrict water usage under this Agreement if water restrictions are placed on other water users within the City of Adel.

Landlord shall be responsible for garbage collection from the Leased Premises. Landlord shall not be liable for damages for failure to perform as herein provided, or for any stoppage for needed repairs or for improvements or arising from causes beyond the control of Landlord, provided Landlord uses reasonable diligence to resume such services.

9. **SURRENDER.** Upon the termination of this lease, Tenant will surrender the premises to Landlord in good and clean condition, except for ordinary wear and tear or damage without fault or liability of Tenant. Continued possession, beyond the term of this Lease and the acceptance of rent by Landlord shall constitute a month-to-month extension of this lease.

10. **ASSIGNMENT AND SUBLETTING.** No assignment or subletting, either voluntary or by operation of law, shall be effective without the prior written consent of Landlord, which consent shall not unreasonably be withheld.

11. **INSURANCE.**

A. **PROPERTY INSURANCE.** Landlord and Tenant agree to insure their respective real and personal property for the full insurable value. Such insurance shall cover losses included in the special form causes of loss (formerly all risks coverage). To the extent permitted by their policies the Landlord and Tenant waive all rights of recovery against each other. The Landlord shall maintain insurance coverage over the permanent buildings located within the premises (bathhouse, restrooms, shelter house, etc.)

B. **LIABILITY INSURANCE.** Tenant shall obtain commercial general liability insurance in the amounts of \$1,000,000 each occurrence and \$2,000,000 annual aggregate per location. This policy shall be endorsed to include the Landlord as an additional insured on a primary and noncontributory basis. Waiver of subrogation in favor of the Landlord is required. In addition to primary policy limits, the Tenant shall procure and maintain Umbrella or Excess Insurance limits of no less than \$1,000,000. This policy shall be endorsed to include the Landlord as an additional insured on a primary and noncontributory basis. Waiver of subrogation in favor of the Landlord is required

12. **LIABILITY FOR DAMAGE.** Each party shall be liable to the other for all damage to the property of the other negligently, recklessly, or intentionally caused by that party (or their agents, employees, or invitees), except to the extent the loss is insured, and subrogation is waived under the owner's policy.

13. **INDEMNITY.** To the fullest extent permitted by law, Tenant shall defend, pay on behalf of, indemnify, and hold harmless Landlord, its officers, employees, agents, elected officials, volunteers and others working on behalf of Landlord (the "Indemnified Parties") from and against any and all claims, demands, suits, and losses, including any and all outlay and expense connected therewith, and for any damages that may be asserted, claimed or recovered (collectively, "Claims") against or from any of the Indemnified Parties, by reason of personal injury, including bodily injury or death, and property damage, including loss of use, that arises out of or is connected or associated with Tenant's operations or use of the Leased Premises (or any other portion of Island Park actually used by Tenant). Tenant's obligation contained in this section will not apply if the Claims arise solely by the negligence or the willful misconduct of any of the Indemnified Parties, and Tenant's obligations contained in this section shall be limited to the extent any Claims arise in part due to the negligence or willful misconduct of any of the Indemnified Parties.

Tenant expressly assumes full responsibility for any and all damage caused to the Leased Premises resulting from the activities of Tenant, its officers, employees, contractors, subcontractors, those it brings

onto the Leased Premises, and others affiliated with Tenant, unless the damage is caused solely by the negligence or the willful misconduct of any of the Indemnified Parties, provided, that Tenant's responsibility shall be limited to the extent such damage is caused by the negligence or the willful misconduct of the Indemnified Parties.

No officer, elected official, agent, or employee of Landlord will be liable for any acts or omissions of Tenant, its officers, employees, contractors, subcontractors, those it brings onto the Leased Premises, and others affiliated with Tenant, or for any conditions resulting from the operations or activities of Tenant, its officers, employees, contractors, subcontractors, those it brings onto the Leased Premises, and others affiliated with Tenant either to Tenant or to any other person, nor shall Landlord be liable for any loss of or damage to any personal property, fixtures, or equipment of Tenant installed or stored in the Leased Premises or elsewhere on Island Park (collectively, "Lessee's Personal Property"). The risk of loss or damage to Tenant's Personal Property rests solely with Tenant, and Landlord will not be liable for damage to or loss of Tenant's Personal Property. Landlord shall not be liable for the failure of Tenant to perform any of its obligations under this Lease or for any delay in the performance of any of its obligations under this Lease.

14. DAMAGE. In the event of damage to the premises, so that Tenant is unable to conduct business on the premises, this lease may be terminated at the option of either party. Such termination shall be effected by notice of one party to the other within 20 days after such notice; and both parties shall thereafter be released from all future obligations hereunder.

15. MECHANICS' LIENS. Neither Tenant, nor anyone claiming by, through, or under Tenant, shall have the right to file any mechanic's lien against the premises. Tenant shall give notice in advance to all contractors and subcontractors who may furnish, or agree to furnish, any material, service or labor for any improvement on the premises.

16. DEFAULT, NOTICE OF DEFAULT AND REMEDIES.

EVENTS OF DEFAULT

A. Each of the following shall constitute an event of default by Tenant: (1) Failure to pay rent when due; (2) failure to observe or perform any duties, obligations, agreements, or conditions imposed on Tenant pursuant to the terms of the lease; (3) abandonment of the premises. "Abandonment" means the Tenant has failed to engage in its usual and customary business activities on the premises for more than ten (10) consecutive days; (4) institution of voluntary bankruptcy proceedings by Tenant; institution of involuntary bankruptcy proceedings in which the Tenant thereafter is adjudged a bankruptcy; assignment for the benefit of creditors of the interest of Tenant under this lease agreement; appointment of a receiver for the property or affairs of Tenant, where the receivership is not vacated within ten (10) days after the appointment of the receiver.

NOTICE OF DEFAULT

B. Landlord shall give Tenant a written notice specifying the default and giving the Tenant ten (10) days in which to correct the default. If there is a default (other than for nonpayment of a monetary obligation of Tenant, including rent) that cannot be remedied in ten (10) days by diligent efforts of the Tenant, Tenant shall propose an additional period of time in which to remedy the default. Consent to additional time shall not be unreasonably withheld by Landlord. Landlord shall not be required to give Tenant any more than three notices for the same default within any 365-day period.

REMEDIES

C. In the event Tenant has not remedied a default in a timely manner following a Notice of Default, Landlord may proceed with all available remedies at law or in equity, including but not limited to the following: (1) Termination. Landlord may declare this lease to be terminated and shall give Tenant a written notice of such termination. In the event of termination of this lease, Landlord shall be entitled to prove claim for and obtain judgment against Tenant for the balance of the rent agreed to be paid for the term herein provided, plus all expenses of Landlord in regaining possession of the premises and the reletting thereof, including attorney's fees and court costs, crediting against such claim, however, any amount obtained by reason of such reletting; (2) Forfeiture. If a default is not remedied in a timely manner, Landlord may then declare this lease to be forfeited and shall give Tenant a written notice of such forfeiture, and may, at the time, give Tenant the notice to quit provided for in Chapter 648 of the Code of Iowa.

17. **EARLY TERMINATION BY LANDLORD.** Landlord has the right to terminate this lease, for any reason, upon thirty (30) days' advance written notice to Tenant.

18. **NOTICES AND DEMANDS.** All notices shall be given to the parties hereto at the addresses designated unless either party notifies the other, in writing, of a different address. Without prejudice to any other method of notifying a party in writing or making a demand or other communication, such notice shall be considered given under the terms of this lease when it is deposited in the U.S. Mail, registered or certified, properly addressed, return receipt requested, and postage prepaid.

19. **PROVISIONS BINDING.** Each and every covenant and agreement herein contained shall extend to and be binding upon the respective successors, heirs, administrators, executors and assigns of the parties hereto.

20. **APPLICABLE LAW.** This Agreement shall be construed under and shall be governed by the laws of the State of Iowa.

21. **BOOKS OF ACCOUNT.** Tenant shall keep and maintain accurate books and records of accounts to show receipts of said campground. Such books and records shall at all times, be available for examination by the City of Adel or its agents. A written report will be submitted to the Parks & Recreation Department on an annual basis including total number of campsites used and total receipts.

22. **EMERGENCY CLOSURES.** The City reserves the right to make all decisions on camper evacuations in the event of weather-related emergencies, including flooding. Tenant shall cooperate and comply with any such determinations by the City.

23. **PARKING.** Public parking is available within the city-owned areas of Island Park with the exception of designated camping sites. Public parking is available on a first-come first-serve basis.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed under seal as of the day and year first written above.

LANDLORD:

CITY OF ADEL, IOWA, an Iowa municipality

Timothy E. Crannell, Mayor

ATTEST:

City Clerk

TENANT:

By: _____

4913-3820-4731-1\10113-1000

RESOLUTION NO. 26-36

RESOLUTION ESTABLISHING THE TIME FOR CITY COUNCIL MEETING

WHEREAS, Iowa Code Section 372.13(5) states "The council shall determine its own rules and maintain records of its proceedings;" and

WHEREAS, the Council desires to amend the regular City Council meeting dates and times from the second Tuesday and fourth Monday of the month at 6:00 p.m. to the second Tuesday and fourth Tuesday of the month at 6:00 p.m.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ADEL, IOWA, that the monthly meetings of the City Council shall be at 6:00 p.m. on the second and fourth Tuesdays of each month beginning the 1st day of April, 2026.

Dated this date: _____

Timothy E. Crannell, Mayor

ATTEST:

Carrie Erickson, City Clerk



McClure Engineering Co.

Detailed Payment

City of Adel - Rapids St Reconstruction

Description In the City of Adel, on Rapids St from just west of N 15th St east to just east of N 9th St. Includes reconstruction of intersections with side streets
8in PCC Pavement with curb and gutter
MEC #: 2024000794-000
Directory:
T:\2024000794\06-Construction\Transportation\

Payment Number 1

Pay Period 02/13/2026 to 03/05/2026

Prime Contractor ABSOLUTE GROUP
505 1st Ave
SLATER, IA 50244

Payment Status Pending

Awarded Project Amount \$3,455,814.00

Authorized Amount \$3,455,814.00

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
Section: 1 - Description										
0001	2010-A	UNIT	\$40.000	696.900	330.000	0.000	330.000	330.000	\$13,200.00	\$13,200.00
CLEARING AND GRUBBING										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0002	2010-D-1	CY	\$35.000	2,100.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
TOPSOIL, ON-SITE										
0003	2010-E	CY	\$21.000	1,925.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
EXCAVATION, CLASS 10										
0004	2010-G	SY	\$3.000	10,417.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
SUBGRADE PREPARATION										
0005	2010-H	TON	\$47.000	330.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
GRANULAR STABILIZATION										
0006	2010-J	SY	\$11.000	10,417.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
SUBBASE, MODIFIED, 6-IN.										
0007	3010-F	LS	\$18,580.000	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
TRENCH COMPACTION TESTING										
0008	4040-A-1	LF	\$112.000	89.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
SANITARY SEWER GRAVITY MAIN, TRENCHED, C900, 8-IN.										
0009	4010-A-1	LF	\$125.000	2,282.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
SANITARY SEWER GRAVITY MAIN, TRENCHED, PVC, 15-IN.										
0010	4010-E	LF	\$91.000	1,920.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
SANITARY SEWER SERVICE STUB, PVC, 4-IN.										
0011	4010-H	LF	\$7.000	2,243.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
REMOVAL OF SANITARY SEWER, VCP, 8-IN.										

Detailed Payment:

City of Adel - Rapids St Reconstruction

03/05/2026

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Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0012	4020-A-1	LF	\$100.000	20.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
STORM SEWER, TRENCHED, HDPE, 8-IN.										
0013	4020-A-1	LF	\$64.000	957.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
STORM SEWER, TRENCHED, RCP, 15-IN.										
0014	4020-A-1	LF	\$70.000	1,419.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
STORM SEWER, TRENCHED, RCP, 18-IN.										
0015	4020-A-1	LF	\$92.000	456.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
STORM SEWER, TRENCHED, RCP, 24-IN.										
0016	4020-D	LF	\$19.000	415.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
REMOVAL OF STORM SEWER, RCP, LESS THAN OR EQUAL TO 24-IN. DIA.										
0017	4040-B	LF	\$34.000	3,908.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
FOOTING DRAIN COLLECTOR, PVC, 8-IN.										
0018	4040-D-2	EA	\$300.000	32.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
FOOTING DRAIN OUTLETS AND CONNECTIONS, PVC, 8-IN.										
0019	4040-E	LF	\$55.000	525.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
STORM SEWER SERVICE STUB, PVC, 1.5-IN.										
0020	4040-999	EA	\$779.000	4.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
CONNECTION TO DOWNSPOUT										
0021	5010-A-1	LF	\$111.000	50.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
WATER MAIN, TRENCHED, PVC, 4-IN.										

Detailed Payment:

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0022	5010-A-1	LF	\$54.000	1,881.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
WATER MAIN, TRENCHED, PVC, 8-IN.										
0023	5010-A-1	LF	\$143.000	108.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
WATER MAIN, TRENCHED, PVC, 10-IN.										
0024	5010-C-2	LB	\$22.000	2,153.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
FITTING										
0025	5010-D	EA	\$2,800.000	31.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
WATER SERVICE STUB, PVC, 1-IN.										
0026	5010-E-1	LF	\$13.000	960.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
WATER SERVICE PIPE, PVC, 1-IN.										
0027	5010-H	LF	\$11.000	2,152.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
WATER MAIN REMOVAL										
0028	5010-999	LF	\$17.000	3,700.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
TEMPORARY WATER SERVICE DURING CONSTRUCTION, 2 INCH										
0029	5020-A	EA	\$1,900.000	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
VALVE, GATE, 6-IN.										
0030	5020-A	EA	\$2,600.000	10.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
VALVE, GATE, 8-IN.										
0031	5020-A	EA	\$3,900.000	3.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
VALVE, GATE, 10-IN										

Detailed Payment:

City of Adel - Rapids St Reconstruction

03/05/2026

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Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0032	5020-C	EA	\$7,400.000	5.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
FIRE HYDRANT ASSEMBLY										
0033	5020-J	EA	\$1,100.000	4.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
FIRE HYDRANT ASSEMBLY REMOVAL										
0034	5020-999	EA	\$3,200.000	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
REMOVE, SALVAGE, AND REINSTALL FIRE HYDRANT ASSEMBLY										
0035	5020-K	EA	\$208.000	10.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
VALVE REMOVAL										
0036	6010-A	EA	\$6,000.000	11.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
MANHOLE, SW-301										
0037	6010-A	EA	\$7,200.000	5.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
MANHOLE, SW-401 (48")										
0038	6010-1	EA	\$11,200.000	3.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
MANHOLE, SW-402, MODIFIED										
0039	6010-A	EA	\$6,500.000	2.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
MANHOLE, SW-406										
0040	6010-B	EA	\$10,000.000	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
INTAKE, SW-504										
0041	6010-B	EA	\$5,800.000	24.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
INTAKE, SW-505										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0042	6010-B	EA	\$8,400.000	10.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
INTAKE, SW-505, MODIFIED										
0043	6010-B	EA	\$9,200.000	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
INTAKE, SW-506										
0044	6010-B	EA	\$8,300.000	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
INTAKE, SW-506, MODIFIED										
0045	6010-H-1	EA	\$1,300.000	7.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
REMOVE MANHOLE, SANITARY										
0046	6010-H-1	EA	\$1,200.000	2.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
REMOVE MANHOLE, STORM										
0047	6010-H-2	EA	\$800.000	6.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
REMOVE INTAKE										
0048	7010-A	SY	\$71.000	8,765.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
PAVEMENT, PCC, 8-IN., C-MIX										
0049	7030-A-1	SY	\$8.000	2,800.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
REMOVAL OF SIDEWALK										
0050	7030-A-3	SY	\$11.000	640.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
REMOVAL OF DRIVEWAY										
0051	7030-E	SY	\$47.000	2,213.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
SIDEWALK, PCC, 4-IN.										

Detailed Payment:

City of Adel - Rapids St Reconstruction

03/05/2026

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Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0052	7030-E	SY	\$60.000	606.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
SIDEWALK, PCC, 6-IN.										
0053	7030-G	SF	\$53.500	542.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
DETECTABLE WARNINGS										
0054	7030-H-1	SY	\$62.000	785.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
DRIVEWAY, PAVED, PCC, 6-IN.										
0055	7040-A	SY	\$92.000	115.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
FULL DEPTH PATCHES, PCC, 8 INCHES										
0056	7040-H	SY	\$13.000	14,010.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
PAVEMENT REMOVAL										
0057	8020-C	STA	\$1,300.000	3.500	0.000	0.000	0.000	0.000	\$0.00	\$0.00
PAINTED PAVEMENT MARKINGS, DURABLE										
0058	8030-A	LS	\$30,000.000	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
TEMPORARY TRAFFIC CONTROL										
0059	8040-B	SF	\$25.000	163.900	0.000	0.000	0.000	0.000	\$0.00	\$0.00
TRAFFIC SIGNS										
0060	8040-D	LF	\$25.000	333.500	0.000	0.000	0.000	0.000	\$0.00	\$0.00
PERFORATED SQUARE STEEL TUBE POSTS										
0061	8040-I	EA	\$250.000	3.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
REMOVE AND REINSTALL TRAFFIC SIGNS										

Detailed Payment:

City of Adel - Rapids St Reconstruction

03/05/2026

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Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0062	8040-J	EA	\$50.000	53.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
REMOVE AND SALVAGE TRAFFIC SIGN ASSEMBLY										
0063	9010-B	ACRE	\$1,500.000	2.700	0.000	0.000	0.000	0.000	\$0.00	\$0.00
HYDRAULIC SEEDING, FERTILIZING, AND MULCHING, TYPE 1										
0064	9010-B	ACRE	\$500.000	2.700	0.000	0.000	0.000	0.000	\$0.00	\$0.00
HYDRAULIC SEEDING, FERTILIZING, AND MULCHING, TYPE 4										
0065	9040-A-2	LS	\$3,600.000	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
SWPPP MANAGEMENT										
0066	9040-D-1	LF	\$1.650	4,806.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
FILTER SOCK, 9-IN.										
0067	9040-D-2	LF	\$0.350	4,806.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
FILTER SOCK, REMOVAL										
0068	9040-Q-2	ACRE	\$3,500.000	2.700	0.000	0.000	0.000	0.000	\$0.00	\$0.00
EROSION CONTROL MULCHING, HYDROMULCHING, BFM										
0069	9040-T-1	EA	\$130.000	73.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
INLET PROTECTION DEVICE, INLET										
0070	9040-T-1	EA	\$100.000	56.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
INLET PROTECTION DEVICE, SURFACE APPLIED										
0071	9040-T-2	EA	\$5.000	129.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
INLET PROTECTION DEVICE, MAINTENANCE										

Detailed Payment:

City of Adel - Rapids St Reconstruction

03/05/2026

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Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0072	9060-D	LF	\$65.000	65.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
REMOVAL AND REINSTALLATION OF EXISTING FENCE, CHAIN LINK										
0073	9072-999	CY	\$1,850.000	3.200	0.000	0.000	0.000	0.000	\$0.00	\$0.00
CAST-IN-PLACE RETAINING WALL, PCC										
0074	10,010-999	LS	\$2,000.000	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
LANDSCAPING REMOVAL										
0075	11,020-A	LS	\$155,000.000	1.000	0.100	0.000	0.100	0.100	\$15,500.00	\$15,500.00
MOBILIZATION										
0076	11,030-A	LS	\$5,000.000	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
MAINTENANCE OF POSTAL SERVICE										
0077	11,030-B	LS	\$5,200.000	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
MAINTENANCE OF SOLID WASTE COLLECTION										
0078	11,040-B	SY	\$12.000	450.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
TEMPORARY GRANULAR SIDEWALK										
0079	11,050-A	LS	\$5,850.000	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
CONCRETE WASHOUT										
0080	2010-A	UNIT	\$40.000	160.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
CLEARING AND GRUBBING										
0081	2010-D-1	CY	\$48.000	96.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
TOPSOIL, ON-SITE										

Detailed Payment:

City of Adel - Rapids St Reconstruction

03/05/2026

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Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0082	4020-A-1	LF	\$117.000	285.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
STORM SEWER, TRENCHED, RCP, 30-IN.										
0083	4020-D	LF	\$19.000	285.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
REMOVAL OF STORM SEWER, RCP, GREATER THAN OR EQUAL TO 30 IN.										
0084	6010-G-2	EA	\$3,000.000	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
CONNECTION TO EXISTING INTAKE										
0085	7030-A-1	SY	\$21.000	7.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
REMOVAL OF SIDEWALK										
0086	7030-A-3	SY	\$17.000	42.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
REMOVAL OF DRIVEWAY										
0087	7030-E	SY	\$60.000	7.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
SIDEWALK, PCC, 6-IN.										
0088	7030-G	SF	\$53.500	10.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
DETECTABLE WARNINGS										
0089	7030-H-1	SY	\$62.000	49.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
DRIVEWAY, PAVED, PCC, 6-IN.										
0090	9010-B	ACRE	\$1,500.000	0.200	0.000	0.000	0.000	0.000	\$0.00	\$0.00
HYDRAULIC SEEDING, FERTILIZING, AND MULCHING, TYPE 1										
0091	9040-Q-2	ACRE	\$3,500.000	0.200	0.000	0.000	0.000	0.000	\$0.00	\$0.00
EROSION CONTROL MULCHING, HYDROMULCHING, BFM										
Section Totals:									\$28,700.00	\$28,700.00

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
Total Payments:									\$28,700.00	\$28,700.00

Time Charges

Time Limit	Original Deadline	Authorized Deadline	Charges This Period	Damages This Period	Days Completed To Date	Days Remaining To Date	Damages To Date
160 Working Days to substantially complete the project. Liquidated damages of \$1,500/Day	160.0 Days	160.0 Days	0.0 Days	\$0.00	0.0 Days	160.0 Days	\$0.00
Total Damages:							\$0.00

Summary

Current Approved Work:	\$28,700.00	Approved Work To Date:	\$28,700.00
Current Stockpile Advancement:	\$0.00	Stockpile Advancement To Date:	\$0.00
Current Stockpile Recovery:	\$0.00	Stockpile Recovery To Date:	\$0.00
Current Retainage:	\$861.00	Retainage To Date:	\$861.00
Current Retainage Released:	\$0.00	Retainage Released To Date:	\$0.00
Current Liquidated Damages:	\$0.00	Liquidated Damages To Date:	\$0.00
Current Adjustment:	\$0.00	Adjustments To Date:	\$0.00
Current Payment:	\$27,839.00	Payments To Date:	\$27,839.00
Previous Payment:	\$0.00	Previous Payments To Date:	\$0.00

The undersigned Contractor certifies that the work covered by this Partial Payment Estimate has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for work for which previous Partial Payment Estimates were issued and payments received from the Owner, and that current payment shown herein is now due.

Brian Meyer

McClure Engineering Company

3/5/26

Date

[Signature]

Absolute Group

3/5/2026

Date

City of Adel

Date



AGENDA ITEM NO. 7.a
AGENDA SECTION: REGULAR
AGENDA ITEMS

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: March 10, 2026

TO: Mayor Crannell and City Council

FROM: Timothy J. Vick, City Administrator

AGENDA HEADING: Consider Approval of Resolution No. 26-37, Instituting Proceedings to Take Additional Action for the Issuance of Not to Exceed \$5,100,000 General Obligation Capital Loan Notes

STAFF/COMMITTEE RECOMMENDATION:

If the City Council wishes to proceed, adoption of Resolution 26-37 will approve instituting the proceedings to take additional action on the issuance of not to exceed \$5,100,000 in General Obligation Capital Loan Notes. The funds will be used, in part, to pay for the costs of the Rapids Street Reconstruction Project, as well as future street reconstruction and improvement projects.

ATTACHMENTS:

[Resolution No. 26-37, Instituting Proceedings for GO CLN.pdf](#)

**ITEMS TO INCLUDE ON AGENDA
FOR THE COUNCIL MEETING ON MARCH 10, 2026**

CITY OF ADEL, IOWA

Not to Exceed \$5,100,000 General Obligation Capital Loan Notes

- Public hearing on the authorization of a Loan Agreement and the issuance of Notes to evidence the obligation of the City thereunder.
- Resolution instituting proceedings to take additional action.

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

March 10, 2026

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 _____ .M., on the above date. There were present Mayor _____, in the chair, and the following named Council Members:

Absent: _____

Vacant: _____

* * * * *

The Mayor announced that this was the time and place for the public hearing and meeting on the matter of the authorization of a Loan Agreement and the issuance of not to exceed \$5,100,000 General Obligation Capital Loan Notes, in order to provide funds to pay the costs of opening, widening, extending, grading, and draining of the right-of-way of streets, highways, avenues, alleys and public grounds, and market places, and the removal and replacement of dead or diseased trees thereon; the construction, reconstruction, and repairing of any street improvements, bridges, grade crossing separations and approaches; the acquisition, installation, and repair of sidewalks, culverts, retaining walls, storm sewers, sanitary sewers, water service lines, street lighting, and traffic control devices; and the acquisition of any real estate needed for any of the foregoing purposes; including for the Rapids Street Reconstruction Project, for essential corporate purposes, and that notice of the proposed action by the Council to institute proceedings for the authorization of the Loan Agreement and the issuance of the Notes had been published as provided by Sections 384.24A and 384.25 of the Code of Iowa.

The Mayor then asked the Clerk whether any written objections had been filed by any resident or property owner of the City to the issuance of the Notes. The Clerk advised the Mayor and the Council that _____ written objections had been filed. The Mayor then called for oral objections to the issuance of the Notes and _____ were made. Whereupon, the Mayor declared the time for receiving oral and written objections to be closed.

(Attach here a summary of objections received or made, if any)

Whereupon, the Mayor declared the hearing on the authorization of entering into a Loan Agreement and the issuance of the Notes to be closed.

The Council then considered the proposed action and the extent of objections thereto.

Whereupon, Council Member _____ introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED \$5,100,000 GENERAL OBLIGATION CAPITAL LOAN NOTES", and moved:

- that the Resolution be adopted.
- to ADJOURN and defer action on the Resolution and the proposal to institute proceedings for the issuance of notes to the meeting to be held at _____ .M. on the _____ day of _____, 2026, at this place.

Council Member _____ seconded the motion. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the measure duly adopted.

RESOLUTION NO. 26-37

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$5,100,000 GENERAL OBLIGATION CAPITAL
LOAN NOTES

WHEREAS, pursuant to notice published as required by law, the City Council has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$5,100,000 General Obligation Capital Loan Notes, for essential corporate purposes, in order to provide funds to pay the costs of opening, widening, extending, grading, and draining of the right-of-way of streets, highways, avenues, alleys and public grounds, and market places, and the removal and replacement of dead or diseased trees thereon; the construction, reconstruction, and repairing of any street improvements, bridges, grade crossing separations and approaches; the acquisition, installation, and repair of sidewalks, culverts, retaining walls, storm sewers, sanitary sewers, water service lines, street lighting, and traffic control devices; and the acquisition of any real estate needed for any of the foregoing purposes; including for the Rapids Street Reconstruction Project, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and following action is now considered to be in the best interests of the City and residents thereof.

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

Section 1. That this Council does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$5,100,000 General Obligation Capital Loan Notes, for the foregoing essential corporate purposes.

Section 2. This Resolution shall serve as a declaration of official intent under Treasury Regulation 1.150-2 and shall be maintained on file as a public record of such intent. It is reasonably expected that the general fund moneys may be advanced from time to time for capital

expenditures which are to be paid from the proceeds of the above Notes. The amounts so advanced shall be reimbursed from the proceeds of the Notes not later than eighteen months after the initial payment of the capital expenditures or eighteen months after the property is placed in service. Such advancements shall not exceed the amount authorized in this Resolution unless the same are for preliminary expenditures or unless another declaration of intention is adopted.

PASSED AND APPROVED this 10th day of March, 2026.

Mayor

ATTEST:

City Clerk

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF DALLAS)

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

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

City Clerk, City of Adel, State of Iowa

(SEAL)



AGENDA ITEM NO. 7.b
AGENDA SECTION: REGULAR
AGENDA ITEMS

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: March 10, 2026

TO: Mayor Crannell and City Council

FROM: Timothy J. Vick, City Administrator

AGENDA HEADING: Consider Approval of Resolution No. 26-38, Authorizing the Issuance of General Obligation Capital Loan Notes, Series 2026, and Levying a Tax for the Payment Thereof

STAFF/COMMITTEE RECOMMENDATION:

Adoption of Resolution No. 26-38 will approve entering into a General Obligation Capital Loan Note and provide for the levy of taxes to pay the loan.

ATTACHMENTS:

[Resolution No. 26-38, Authorizing Issuance GO CLN, Series 2026, and Levying Tax.pdf](#)

**ITEMS TO INCLUDE ON AGENDA
FOR THE COUNCIL MEETING ON MARCH 10, 2026**

CITY OF ADEL, IOWA

General Obligation Capital Loan Notes, Series 2026

- Resolution authorizing the issuance and levying a tax for the payment thereof.

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

March 10, 2026

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 _____ .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 AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2026, AND LEVYING A TAX FOR THE PAYMENT THEREOF", and moved that the same be adopted. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

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

RESOLUTION NO. 26-38

RESOLUTION AUTHORIZING THE ISSUANCE OF
GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES
2026, AND LEVYING A TAX FOR THE PAYMENT THEREOF

WHEREAS, the City of Adel, State of Iowa ("Issuer"), is a municipal corporation, organized and existing under the Constitution and laws of the State of Iowa, and is not affected by any special legislation; and

WHEREAS, the Issuer is in need of funds to pay costs of opening, widening, extending, grading, and draining of the right-of-way of streets, highways, avenues, alleys and public grounds, and market places, and the removal and replacement of dead or diseased trees thereon; the construction, reconstruction, and repairing of any street improvements, bridges, grade crossing separations and approaches; the acquisition, installation, and repair of sidewalks, culverts, retaining walls, storm sewers, sanitary sewers, water service lines, street lighting, and traffic control devices; and the acquisition of any real estate needed for any of the foregoing purposes; including for the Rapids Street Reconstruction Project (the "Project"), and it is deemed necessary and advisable that General Obligation Capital Loan Notes, Series 2026 in the amount of not to exceed \$5,100,000 be issued; and

WHEREAS, the City Council has taken such acts as are necessary to authorize issuance of the Notes.

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

Section 1. Authorization of the Issuance. General Obligation Capital Loan Notes, Series 2026 in the amount of not to exceed \$5,100,000 shall be issued pursuant to the provisions of Iowa Code Sections 384.24A and 384.25 for the purposes covered by the hearing.

Section 2. Levy of Annual Tax. For the purpose of providing funds to pay the principal and interest as required under Chapter 76.2, there is levied for each future year the following direct annual tax upon all the taxable property in the City of Adel, State of Iowa, to wit:

AMOUNT	FISCAL YEAR (JULY 1 TO JUNE 30) YEAR OF COLLECTION
\$627,131.11	2026/2027
\$633,400.00	2027/2028
\$632,150.00	2028/2029
\$594,900.00	2029/2030
\$593,400.00	2030/2031
\$595,900.00	2031/2032
\$632,150.00	2032/2033
\$635,400.00	2033/2034
\$632,800.00	2034/2035
\$634,400.00	2035/2036

Principal and interest coming due at any time when the proceeds of the tax on hand are insufficient to pay the amount due shall be promptly paid when due from current funds available for that purpose and reimbursement must be made.

Section 3. Amendment of Levy of Annual Tax. Based upon the terms of the future sale of the Notes to be issued, this Council will file an amendment to this Resolution ("Amended Resolution") with the County Auditor.

Section 4. Filing. A certified copy of this Resolution shall be filed with the County Auditor of County of Dallas, State of Iowa, who shall, pursuant to Iowa Code Section 76.2, levy, assess and collect the tax in the same manner as other taxes and, when collected, these taxes shall be used only for the purpose of paying principal and interest on the Notes.

PASSED AND APPROVED this 10th day of March, 2026.

Mayor

ATTEST:

City Clerk

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF DALLAS)

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

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

City Clerk, City of Adel, State of Iowa

(SEAL)

COUNTY AUDITOR'S CERTIFICATE

I, _____, County Auditor of Dallas County, State of Iowa, hereby certify that on the _____ day of _____, 2026 there was filed in my office the Resolution of the City Council of the City of Adel, State of Iowa, adopted on the 10th day of March, 2026, the Resolution authorizing execution of a Loan Agreement and authorizing the issuance of General Obligation Capital Loan Notes, Series 2026, and levying a tax therefor.

(COUNTY SEAL)

County Auditor of Dallas County, State of Iowa



AGENDA ITEM NO. 7.c
AGENDA SECTION: REGULAR
AGENDA ITEMS

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: March 10, 2026

TO: Mayor Crannell and City Council

FROM: Timothy J. Vick, City Administrator

AGENDA HEADING: Consider Approval of Resolution No. 26-39, Authorizing Staff to Proceed with Transition of Landfill Property and Operations to the City of Adel

ATTACHMENTS:

[Resolution No. 26-39, Approving Asset Purchase Agreement - SDCL.pdf](#)
[Asset Purchase Agreement - City of Adel South Dallas County Sanitary Landfill.pdf](#)
[Access easement description.pdf](#)
[South Dallas County Landfill Real Estate Survey.pdf](#)

RESOLUTION NO. 26-39

RESOLUTION AUTHORIZING STAFF TO PROCEED WITH
TRANSITION OF LANDFILL PROPERTY AND OPERATIONS
TO THE CITY OF ADEL

WHEREAS, on April 20, 1970, the City of Adel entered into a 28E Agreement creating the South Dallas County Sanitary Landfill Agency; and

WHEREAS, the South Dallas County Sanitary Landfill Agency was created for the purpose of collecting and disposing of solid waste within its member communities; and

WHEREAS, since 1992, the City of Adel has been the sole member of the South Dallas County Sanitary Landfill Agency; and

WHEREAS, currently all real and personal property, employees, permits, agreements and insurance related to the landfill's operations are held in the name of the South Dallas County Sanitary Landfill Agency; and

WHEREAS, the Adel City Council has authorized proceeding with the transfer of the assets, liabilities and operations of the South Dallas County Sanitary Landfill Agency to the City of Adel to be operated as a City enterprise, to be effective on July 1, 2026; and

WHEREAS, a Real Estate and Asset Purchase Agreement has been prepared formally transferring all real estate and assets of the South Dallas County Sanitary Landfill Agency to the City of Adel.

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

Section 1. That the terms and conditions of the Real Estate and Asset Transfer Agreement are hereby approved, and the Mayor is authorized and directed to sign the Real Estate and Asset Transfer Agreement on behalf of the City of Adel.

Section 2. That City staff, in consultation with legal counsel, is authorized and directed to prepare all documents and take all action which may be necessary or appropriate to carry out the terms of the Real Estate and Asset Transfer Agreement.

PASSED AND APPROVED this _____ day of _____, 2026.

Mayor

ATTEST:

City Clerk

4927-7021-1476-1\10113-1014

REAL ESTATE AND ASSET PURCHASE AGREEMENT

This Asset Transfer Agreement (the “Agreement”), dated _____, 2026, is entered into between the South Dallas County Sanitary Landfill Agency (the “Agency”), and the City of Adel, Iowa (the “City”). The Agency and the City are occasionally referred herein singularly as a “Party” or collectively as the “Parties.”

RECITALS

WHEREAS, the Agency is an Iowa Code Chapter 28E entity organized to provide for the economic collection and disposal of solid waste produced and generated by its member municipalities.

WHEREAS, the Agency owns and operates certain real property, facilities, equipment, and other assets used in connection with the operation of a sanitary landfill and related solid waste management and disposal activities (collectively, the “Landfill Operations”).

WHEREAS, being that the City is currently the sole member of the Agency, it is the intent of the Parties to transfer the operation and management of the Landfill Operations from the Agency to the City.

WHEREAS, in furtherance of this mutual intent, the Agency wishes to sell to the City, and the City wishes to purchase from the Agency, all of the assets of the Agency subject to the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. Purchase and Sale of Assets. At closing, the Agency shall sell, convey, transfer and deliver to the City, and the City shall purchase from the Agency, all of the Agency’s rights, title, and interest in all of the tangible and intangible assets, properties, and rights of every kind and nature and wherever located, which relate to, or are used or held for use in connection with the Landfill Operations (collectively, the “Purchased Assets”), including, without limitation, the assets listed below:

A. Real Property. The Agency shall convey the real property situated in Dallas County, Iowa, locally known as the South Dallas County Landfill and legally described and depicted on **Exhibit A** (the “Real Estate”) to the City by General Warranty Deed, free and clear of all liens, restrictions, and encumbrances except as acceptable to City in its sole discretion.

B. Fixtures. Included with the Real Estate shall be all fixtures that integrally belong to, are specifically adapted to, or are a part of the Real Estate, whether attached or detached.

C. Personal Property and Equipment. Agency shall convey all personal property and equipment physically present on the Real Estate or used in the

operation of the Landfill Operations that is personally owned by Agency as of the date of this Agreement, including but not limited to the property described on **Exhibit B** (the “Personal Property”), to City by a bill of sale.

D. Cash. All cash, including all restricted and unrestricted cash balances, and all other cash equivalents.

E. Accounts Receivable. All accounts receivable held by the Agency in connection with the Landfill Operations.

F. Contracts. All contracts, leases, licenses, orders, agreements, promises or similar legally binding arrangements, whether written or oral, used in and necessary to the Landfill Operations and to which the Agency is a party.

G. Rights. All of the Agency’s rights under warranties, indemnities, and all similar rights against third parties to the extent related to any of the Purchased Assets.

H. Insurance Benefits. All insurance benefits, including rights and proceeds, arising from or relating to the Landfill Operations or the Purchased Assets.

I. Books and Records. Originals or, where not available, copies, of all books and records necessary and incidental to the Landfill Operations, including, but not limited to, books of account, ledgers, and general, financial, and accounting records; minute books; employee personnel records; machinery and equipment maintenance files; research and development files, records, and data; marketing materials; and quality control records and procedures.

The Agency and City shall execute any and all documents necessary or appropriate to evidence the transfers, including bills of sale, transfers of title, or other documents sufficient to evidence the transfer of free and clear ownership of the Purchased Assets from the Agency to the City. The Agency’s chair and the City’s city administrator are hereby authorized to execute such documents.

2. Assignment. At closing, the Agency hereby assigns to the City:

A. any and all warranties, express and implied, including warranties of merchantability and fitness for a particular purpose, that Agency may have in the Purchased Assets;

B. any and all claims or causes of action Agency may have arising out of the purchase, use or ownership of the Purchased Assets.

3. Financial Obligations. The City shall assume all executory obligations that the Agency has, to the closing date, incurred or promised to incur for the payment of money, for property acquisition and for the construction, maintenance and operation of the Landfill Operations. Agency assigns all of its right, title and interest to the City in all contracts and agreements that the Agency entered into in the business of operating the Landfill Operations, and

the City shall hold harmless and defend the Agency from all obligations under such contracts and agreements.

4. Employee Transfers. As of the closing date, all Agency employees will be employed by the City with the same compensation and benefits that each employee held with the Agency at the time of their transfer.

5. Closing and Possession.

A. Pre-Closing Access. The City may access the Real Estate prior to the closing date for due diligence purposes and to perform any long lead-time activities that may be necessary for City to assume operations of the Landfill Operations upon Closing, as mutually agreed by the Parties in writing.

B. Closing. Closing shall occur on a date mutually agreed to between the parties on or before July 1, 2026 (the “Closing Date”). This transaction shall be considered closed upon:

i. The delivery and filing of all title transfer documents, including the warranty deed, bill of sale, and any ancillary documents, and

ii. Agency’s receipt of all funds due from City under this Agreement (“Closing”).

All actions to be taken at the closing pursuant to this Agreement shall be deemed to have occurred simultaneously on the closing date, and no act, document or transaction shall be deemed to have been taken, delivered or effected until all such acts, documents and transactions have been taken, delivered or effected. The Parties agree that they may change the closing arrangement by mutual written agreement.

C. Possession. Possession of the Purchased Assets (“Possession”) shall be delivered to City on the closing date, subject to Section 5(b) of this Agreement.

6. Purchase Price. At closing, the City shall pay the Agency a total purchase price of one dollar (\$1.00).

7. Effect of Closing. Upon Closing, the City shall assume all legal, contractual and regulatory obligations associated with the Acquired Assets and arising or accruing from the management of the Landfill Operations on or after the closing date (collectively “Assumed Liabilities”).

8. Pre-Closing Cooperation. The Agency and the City shall cooperate and promptly take all actions reasonably necessary to consummate the transactions contemplated by this Agreement, including cooperating in obtaining all necessary third-party, governmental, or regulatory approvals or consents.

9. Exclusivity. Between the date of this Agreement and the closing, the Agency shall not solicit, entertain or enter into any discussions, negotiations or similar activities relating to the sale or disposition of any direct or indirect interest in the Acquired Assets.

10. Transaction Expenses. The Agency and the City shall each pay their own expenses (including legal and accounting fees and disbursement and required filing fees) in connection with the transactions contemplated by this Agreement.

11. Risk of Loss and Insurance.

A. Risk of Loss. Agency shall bear the risk of loss or damage to the Purchased Assets prior to closing.

B. Insurance against Loss. Agency shall maintain its current insurance with respect to all Purchased Assets up to and including the closing date. The City may purchase additional insurance against the Purchased Assets prior to the closing date.

C. Event of Loss. If any of the Purchased Assets are substantially damaged or destroyed prior to closing, the City may elect to take any of the following actions:

i. Terminate this Agreement by providing written notice of termination to Agency.

ii. Proceed to closing and receive all insurance proceeds payable under policies carried under Section 11(b).

12. The Agency's Representations and Warranties. The Agency represents to the City, as of the date of this Agreement and as of the closing date, as follows:

A. The Agency has the power and the authority to execute and deliver this Agreement, legally transfer the assets contemplated by this Agreement, and perform its obligations under this Agreement.

B. This Agreement has been duly authorized, executed, and delivered by the Agency.

C. The Agency is legally qualified to own, use, and sell the Purchased Assets in accordance with the applicable state and federal laws, rules and regulations.

D. There is no pending or threatened claim, legal action or other legal, administrative or tax proceeding pending, to the knowledge of the Agency, threatened against the Agency, which, if adversely determined would reasonably be expected to have a material adverse effect on the Landfill Operations, the Purchased Assets or the ability of the Agency to perform its obligations under this Agreement.

E. The Agency has good and marketable and valid record and equitable title to, and is the lawful owner of, the Purchased Assets, free and clear of any lien. The Agency has the full right to sell, convey, transfer, assign and deliver the Purchased Assets to the City.

F. The Purchased Assets are, and the Agency's Landfill Operations are, to the Agency's knowledge, in material compliance with all applicable federal, state, and local environmental laws and requirements, and the Agency has, to its knowledge, conducted all hazardous material activities involving the Purchased Assets and the Landfill Operations in material compliance with all environmental laws and requirements. The Agency has not received any written notice from any governmental or regulatory authority that alleges it is in violation of any environmental law or requirement or has any liability arising under any environmental law or requirement, including any investigatory, remedial or corrective obligation, relating to the Purchased Assets.

G. To the Agency's knowledge, no representation by the Agency contained in this Agreement nor any other agreement, document, or certificate delivered herewith, or furnished or to be furnished by or on behalf of the Agency to the City in connection with this Agreement contains any untrue statement of a material fact, or omits to state any material fact required to make the statements contained therein not misleading. There is no fact known to the Agency that has specific application to the Agency, the Landfill Operations, or the Purchased Assets that materially adversely affects or, as far as the Agency can reasonably foresee, materially threatens, the Purchased Assets or the Landfill Operations that has not been set forth in this Agreement or otherwise disclosed to the City in writing.

13. The City's Representations and Warranties. The City represents to the Agency, as of the date of this Agreement and as of the closing date, as follows:

A. The City has the power and authority to execute and deliver this Agreement and to perform its obligations under this Agreement.

B. This Agreement has been duly authorized, executed and delivered by the authorized representative of the City.

C. The City is legally qualified to acquire, own, and use the Purchased Assets in accordance with applicable state and federal laws, rules and regulations.

14. Governing Law; Venue. This Agreement shall be governed by the laws of the State of Iowa. The parties agree that the sole and exclusive venue for any and all actions in connection with this Agreement must be brought in Dallas County, Iowa. Each party hereby waives any right it may have to demand that a jury hear and decide any matter in dispute.

15. Entire Agreement. This Agreement constitutes all the terms, conditions, and understandings agreed upon by the parties relating to the subject matter of this Agreement and no

other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind either of the parties.

16. Binding Effect. All terms, covenants, and agreements contained in this Agreement will be binding upon and will insure to the benefit of the successors, assigns, and legal representatives of the respective parties.

17. Further Assurances. After the closing, each party shall at the request of, and without further cost or expense to the other, execute and deliver such further instruments and perform such further acts as may be reasonably required to carry out the intent and purposes of this Agreement.

18. No Third-Party Beneficiaries. This Agreement shall not confer any rights or remedies upon any person other than the parties and their respective successors and permitted assigns.

19. Notices. All notices, requests, demands, claims, and other communications hereunder will be in writing. Any notice, request, demand, claim, or other communication hereunder shall be deemed duly given (a) the same day if delivered personally or via email prior to 5:00 p.m. at the place of delivery; (b) the next business day if sent by overnight delivery via a reliable express delivery service or if delivered personally or via email after 5:00 p.m. at the place of delivery; or (c) five (5) business days after it is sent by registered or certified mail, return receipt requested, postage prepaid, and addressed to the intended recipient as set forth below:

If to the City:
Tim Vick
City Administrator
City of Adel
301 S. 10th Street
PO Box 248
Adel, IA 50003

If to the Agency:
Shirley McAdon
Agency Chair
1305 South 15th Street
Adel, IA 50003

Any party may change the address to which notices, requests, demand, claims, and other communications hereunder are to be delivered by giving the other party notice in the manner herein set forth.

20. Headings. Paragraph headings are for convenience in reference and are not intended to define or limit the scope of any provisions of this Agreement.

21. Force Majeure. Neither the City nor the Agency will be liable for delays in performance caused by acts of God or government regulatory authority, war, riot, sabotage, storm, flood, inclement weather, strike, or work stoppage, or other cause beyond the reasonable control of the City or the Agency.

22. Counterpart Signatures. This Agreement may be executed in one or more counterparts, each of which shall be an original. Any such counterpart, to the extent delivered by means of a facsimile machine or by .pdf, .tif, .gif, .jpeg or similar attachment to an electronic mail

message, shall be treated in all manner and respects as an original executed counterpart and shall be considered to have the same binding legal effect as if it were the original signed version thereof delivered in person.

23. Severability. If any provision of this Agreement is held to be unenforceable, the remainder of this Agreement and the application of its remaining provisions will not be affected, unless the Agreement without the unenforceable provisions fails in an essential purpose. If any provision is held to be unenforceable, the parties will work together to amend this Agreement to reflect the parties' original intention.

24. Amendments. Any and all changes or amendments to this Agreement must be in writing and duly executed by both parties.

25. Agreement Construction. The Recitals are by this reference incorporated in this Agreement. Words and phrases used in this Agreement are intended to be construed as in the singular or plural number, and as masculine, feminine, or neuter gender, and as disjunctive or conjunctive, according to the context.

26. Consultation with Independent Counsel. The parties have each consulted with and been counseled by their own legal counsel and are entering into this Agreement voluntarily and with a full understanding of the meaning and legal effects of each provision contained in this Agreement. The parties and their respective legal counsel have been involved in the negotiation and drafting of this Agreement. In the event of any dispute regarding the interpretation of any provision of this Agreement, the parties agree that this Agreement and the provisions hereof shall not be construed against any one party as the drafter of this Agreement.

[end of text; next page is signature page]

IN WITNESS WHEREOF, the parties have executed this Agreement, as of the date above first written.

City of Adel, Iowa

By: _____

Name: Timothy Crannell

Title: Mayor

South Dallas County Sanitary Landfill Agency

By: _____

Name: Shirley McAdon

Title: Chair

Exhibit A
Real Estate

1. Dallas Co. Parcel No. 1130300011, legally described in the attached survey
2. The Access Road Easement, legally described in the attached Exhibit G

Exhibit B
Personal Property

2010 Doppstadt SM 720 Trommel
Ecoverse Doppstadt Inventhor Type 6 Slow Speed Shredder
2024 Caterpillar 963 Track Loader
2018 John Deere 350G Excavator
H260 Compacter
Toolcat
Property Scheduled
2019 Komatsu D61N Dozer
1997 John Deere 770CH Road Grader
1997 Terex 3066C
1998 Komatsu PC150LC-6
2014 Freightliner FM 2 Water Truck

4906-4008-8973-1\10113-1014

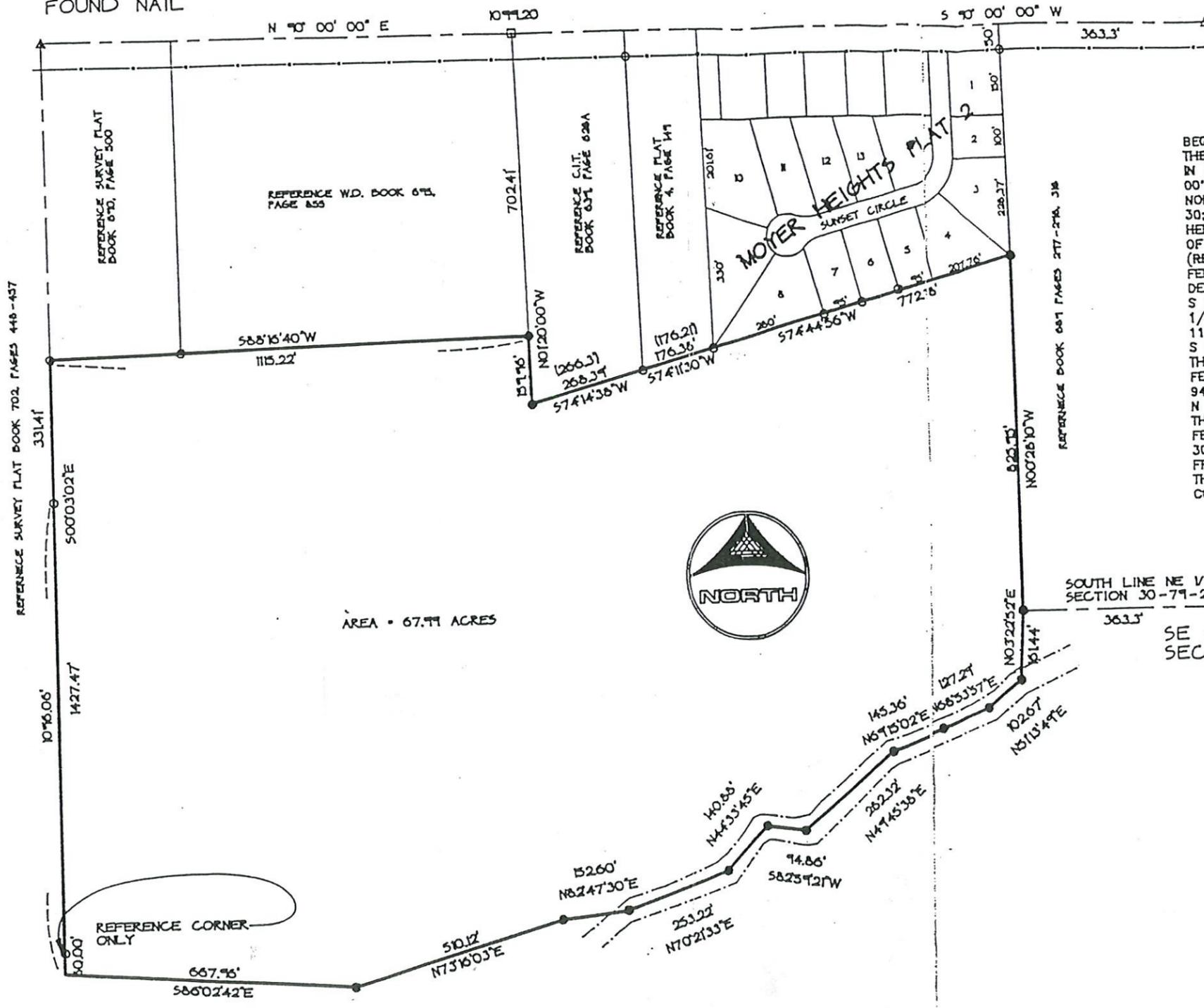
LEGAL DESCRIPTION OF EASEMENT FOR ACCESS ROAD TO LANDFILL

Commencing at the SE corner of Lot 3 of Moyer Heights, Plat 2 in the NE 1/4, Section 30, T79N, R 27W of the 5th P.M. in Dallas County, Iowa, thence S 00 28' 10" E. 825.95 feet, thence S 03 22' 52" W 161.44 feet, thence S 51 13' 49" W 102.67 feet, thence S 68 53' 57" W 127.29 feet, thence S 69 15' 02" W 27.05 feet to the point of Beginning of said easement, thence S 00 00' 08" E 316.15 feet with an easement width of 60 feet on the westerly side of said line and an easement width of 25 feet on the easterly side of said line, thence S 06 14' 12" W 1038.2 feet with an easement width of 25 feet on each side of said line, which terminates at the North right of line of Main Street.

SOUTH DALLAS COUNTY LANDFILL COMMISSION SURVEY

NW COR. SE 1/4, NW 1/4
SEC. 30-79-27
FOUND NAIL

NE COR. SW1/4, NE 1/4
SEC. 30-79-27
FOUND NAIL



BEGIN AT THE SOUTHEAST CORNER OF LOT 3 OF MOYER HEIGHTS PLAT 2 IN THE NORTHEAST 1/4 OF SECTION 30, T 79 N, R 27 W OF THE 5TH. P.M. IN DALLAS COUNTY, IOWA; SAID POINT OF BEGINNING BEING S 90°-00'-00" W 363.3 FEET AND S 00°-01'-20" E 538.37 FEET FROM THE NORTHEAST CORNER OF THE SW 1/4 OF THE NE 1/4 OF THE SAID SECTION 30; THENCE S 74°-44'-56" W ALONG THE SOUTHERLY LINE OF MOYER HEIGHTS PLAT 2 A DISTANCE OF 772.78 FEET TO THE SOUTHWEST CORNER OF LOT 8 OF MOYER HEIGHTS; THENCE S 74°-11'-30" W 178.38 FEET (REC 178.21 FEET); THENCE S 74°-14'-38" W 268.39 FEET (REC 268.3 FEET); THENCE N 01°-20'-00" W 159.96 FEET TO A POINT PREVIOUSLY DESCRIBED AS BEING N 90°-00'-00" E 1099.20 FEET AND S 01°-20'-00" E 702.41 FEET FROM THE NORTHWEST CORNER OF THE SE 1/4 OF THE NW 1/4 OF SAID SECTION 30; THENCE S 88°-16'-40" W 1115.22 FEET; THENCE S 00°-03'-02" E 1427.47 FEET; THENCE S 86°-02'-42" E 667.96 FEET; THENCE N 73°-16'-03" E 510.12 FEET; THENCE N 82°-47'-30" E 152.60 FEET; THENCE N 70°-21'-33" E 253.22 FEET; THENCE N 44°-33'-45" E 140.88 FEET; THENCE S 82°-59'-21" E 94.86 FEET; THENCE N 49°-45'-38" E 282.32 FEET; THENCE N 69°-15'-02" E 145.36 FEET; THENCE N 68°-53'-57" E 127.29 FEET; THENCE N 51°-13'-49" E 102.67 FEET; THENCE N 03°-22'-52" E 161.44 FEET TO A POINT ON THE SOUTH LINE OF THE NE 1/4 OF SAID SECTION 30, SAID POINT BEING PREVIOUSLY DESCRIBED AS BEING 363.0 FEET FROM THE SOUTHEAST CORNER OF THE SW 1/4 OF THE SAID NE 1/4; THENCE N 00°-28'-10" W 825.95 FEET TO THE POINT OF BEGINNING, CONTAINING 67.99 ACRES.

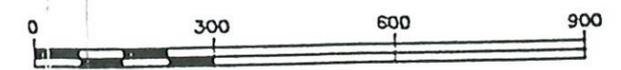
AREA = 67.99 ACRES



SOUTH LINE NE 1/4
SECTION 30-79-27
363.3'

SE COR. SW1/4, NE 1/4
SEC. 30-79-27

- #5 X 30" REDBAR SET
- IRON PIPE/PIN FOUND



CERTIFICATION:
I HEREBY CERTIFY THAT THIS MAP, PLAT OR SURVEY WAS MADE BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA

Thomas V. Craft
THOMAS V. CRAFT
REG. L.S. NO. 7549
DATE: 20 OCTOBER 1992
MY REGISTRATION EXPIRES DECEMBER 31, 1993

EXHIBIT "D"

BOOK - 740 PAGE 0086



AGENDA ITEM NO. 7.d
AGENDA SECTION: REGULAR
AGENDA ITEMS

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: March 10, 2026

TO: Mayor Crannell and City Council

FROM: Brittany Sandquist, Deputy City Administrator/Finance Director

AGENDA HEADING: Consider Approval of Resolution No. 26-40, Approving the Final Agreement for FY26-27 Wages Between the City of Adel, Iowa, Police Department and Teamsters Local Union 238 Affiliated With The International Brotherhood of Teamsters

STAFF/COMMITTEE RECOMMENDATION:

Adoption of Resolution No. 26-40 will approve an agreement reached with the Police Department bargaining unit related to wages for Fiscal Year 2026-2027. The City and the police union reached a tentative agreement providing for a 5% across-the-board wage increase effective July 1, 2026. The bargaining unit has voted to ratify the agreement.

City staff has incorporated the associated salary costs into the proposed FY2026–2027 budget, which is scheduled for Council approval in April.

City staff is recommending adoption of Resolution 26-40.

ATTACHMENTS:

[Resolution No. 26-40, Approving Final Agreement for FY26-27 Wages Between City & Police Union.pdf](#)
[04-09-2024 Final Agreement.pdf](#)
[FY26-27 Police Union Wages.pdf](#)

Resolution No. 26-40

**RESOLUTION APPROVING THE FINAL AGREEMENT FOR FY26-27
WAGES BETWEEN THE CITY OF ADEL, IOWA, POLICE
DEPARTMENT AND TEAMSTERS LOCAL UNION 238 AFFILIATED
WITH THE INTERNATIONAL BROTHERHOOD OF TEAMSTERS**

WHEREAS, the City of Adel Police Department has negotiated an agreement for FY26-27 wages with the Teamsters Local Union 238, effective from July 1, 2026 through June 30, 2027.

NOW, THEREFORE, be it resolved by the City Council of the City of Adel, Iowa as follows:

The City Council hereby approves the attached Final Agreement for FY26-27 Wages.

Passed and approved this 10th day of March, 2026.

Timothy E. Crannell, Mayor

ATTEST:

Carrie Erickson, City Clerk

Final Agreement for FY26-27 Wages
 City of Adel and Teamsters Local 238 – Adel Police
 March 10, 2026

1. Article 19 Wages:

July 1, 2026: 5% across-the-board increase

By:		By:	
	Mayor Timothy E. Crannell		Bargaining Team Member Cory Herrmann
By:		By:	
	Chief of Police Wade Book		Business Representative Andre Johnson
By:			
	City of Adel City Administrator Timothy J. Vick		

FY26-27 Wages
Adel Police Department - Teamsters Local Union 238

Officer	Current Hourly	Current Annual	FY26-27 Hourly July 1, 2026	FY26-27 Annual
Uncertified Rate	\$31.77	\$63,689.95	\$33.36	\$66,874.45
Certified Rate	\$32.82	\$65,794.91	\$34.46	\$69,084.66
Brandon Biere**	\$32.82	\$68,268.23	\$34.46	\$71,681.64
Jay Carstens***	\$32.82	\$65,794.91	\$34.46	\$69,084.66
Joel Delaney	\$32.92	\$68,476.23	\$34.57	\$71,900.05
Tayte DeVoll	\$32.82	\$65,794.91	\$34.46	\$69,084.66
Joel Gummert	\$32.82	\$65,794.91	\$34.46	\$69,084.66
Cory Herrmann	\$32.82	\$65,794.91	\$34.46	\$69,084.66
Monte Keller	\$36.95	\$76,858.96	\$38.80	\$80,701.90
Caleb Nelson	\$32.82	\$65,794.91	\$34.46	\$69,084.66
Brandon Pickett*	\$32.82	\$65,794.91	\$34.46	\$69,084.66
Hayley Pickett	\$32.82	\$65,794.91	\$34.46	\$69,084.66
Brady Shay	\$32.82	\$65,794.91	\$34.46	\$69,084.66

Per the tentative agreement reached between the City of Adel and the Police Union, wages for FY26-27 will increase 5% across-the-board beginning July 1, 2026.

Per the CBA, the entire contract will be open for negotiation starting with FY28-29.

The annual figures above reflect the different hours scheduled per the CBA.

*Receives additional \$7,500 annually in Sergeant pay

**Receives additional \$5,000 annually in Detective pay

***Receives additional \$3,500 annually in Corporal pay



AGENDA ITEM NO. 7.e
AGENDA SECTION: REGULAR
AGENDA ITEMS

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: March 10, 2026

TO: Mayor Crannell and City Council

FROM: Timothy J. Vick, City Administrator

AGENDA HEADING: Consider Approval of Authorizing the City Administrator to Proceed with Executing Purchase Agreement for Property at 1700 Greene Street

PREVIOUS COUNCIL ACTION: On January 13, 2026 the City Council was presented with the results of the Comprehensive Operational Staffing & Future Facility Assessment prepared by the McGrath Consulting Group.

STAFF/COMMITTEE RECOMMENDATION:

1700 Greene Street was identified as one of three potential locations for locating a new Public Safety facility in McGrath Consulting's City of Adel Facility Needs Assessment for Police and Fire Station and Operational Analysis for Fire Services. City Administrator Vick and Deputy City Administrator/Finance Officer Sandquist met with the property owner and their broker to negotiate a potential purchase agreement. City staff and the seller have reached a tentative agreement, subject to City Council approval and completion of due diligence review.

City Staff is recommending the City Council authorize City Administrator Vick to proceed with executing the purchase agreement and due diligence review.

ATTACHMENTS:

[1700 Greene St Purchase Agreement.pdf](#)
[Adel_Final_Report_1-2-26_Revised.pdf](#)

NAI IOWA REALTY COMMERCIAL
3521 Beaver Avenue, Des Moines, Iowa 50310
(515) 222-0000

PURCHASE AGREEMENT: COMMERCIAL PROPERTY

Date of Purchase Agreement:

TO: Dreams to Reality Construction LLC (Seller). THE UNDERSIGNED Buyer, the City of Adel, Iowa, hereby offers to buy the real property situated in Dallas County, Iowa, locally known as: 1700 Greene St, totaling approximately 5.47 acres and legally described as:

That part of SE 1/4 of SE 1/4 of Section 30 and of NE 1/4 NE 1/4 of Section 31, Township 79 North, Range 27 West of the 5th P.M., Dallas County, Iowa, which is bounded as follows:

Beginning on South Right of Way line of C.M. & St. P. R.R. Co., at a point 116.6 feet North and 190 feet West of SE corner of said Section 30; thence West 645 feet on said South Right of Way line to East line of 18th Street in Adel, Iowa; thence South approximately 347.6 feet on said East line of 18th Street to North line of U.S. Highway No. 6; thence NEerly on said North Highway line to a point 190 feet West of East side of NE 1/4 of said Section 31; thence North approximately 297.6 feet to Point of Beginning of this description.

AND

Begin at the point where the south boundary line of the Railroad Company's right of way intersects the east line of the Public Highway extending across said right of way at approximately Engineers Survey Station 1202+80 in the Town of Adel, Dallas County, Iowa, said south boundary line being parallel to and 50 feet south of the center line of the Railroad Company's main track as now there laid and operated; thence east along said boundary line 645 feet; thence north 26 feet to a point 24 feet south of, as measured at right angles to, the center line of said main track; thence west parallel to said main track 645 feet; thence south 26 feet to the point of beginning; being a part of the SE 1/4 SE 1/4 of Section 30, Township 79 North of Range 27, Dallas County, Iowa.

(Locally known as 1700 Greene Street, Adel, Iowa 50003.)

and identified by parcel # **1131227001** (exact legal description subject to review by Buyer's attorney upon review of the abstract of title) (the "Property") subject to and together with any reasonable easements of record, zoning restrictions, restrictive covenants of record and leases, if any, unless otherwise provided herein, and agree as follows:

1. **PURCHASE PRICE:** The Purchase Price shall be \$950,000.00 and the method of payment shall be as follows:

\$10,000.00 cash earnest money upon acceptance of this Offer.

Upon acceptance of this offer, said earnest money shall be deposited in the Iowa Realty Real Estate Trust Account for distribution to Seller at closing, unless otherwise provided herein. This initial earnest money deposit shall be refundable to Buyer only during the Inspection Period. After expiration of the Inspection Period, all earnest money shall be non-refundable to Buyer except in the event of Seller default. The Buyer shall pay the balance of the Purchase Price in cash on the Closing Date with adjustments as provided in this agreement.

2. **POSSESSION AND CLOSING:** Closing shall be on or about Ninety (90) days after Buyer's receipt of written notice that Seller has completed demolition of the building on the Property ("Closing Date") unless changed by mutual written agreement of the Buyer and Seller via an amendment to this Purchase Agreement. Adjustment of interest, rents or any other charges attributable to Buyer's possession are to be made as of the Closing Date (see contingencies in Paragraph 7). Possession to be given at the time of closing, unless otherwise agreed to in writing by the parties. This transaction shall be considered closed upon the delivery for recording of all documents required to convey marketable title to the Buyer and receipt of all funds by the settlement agent.
3. **CONDITION OF PROPERTY:** The current building on the Property shall be demolished by Seller, at its sole expense. Demolition of the building will begin on approximately 2/9/26 with a 3-6 week completion date, with a commitment to be complete no later than 3/31/26. Seller shall notify Buyer, in writing, once demolition is complete. Seller shall preserve the remainder of the Property in its present condition until the Buyer takes possession, ordinary wear and tear excepted. Buyer shall be permitted to inspect the property prior to possession or Closing Date, whichever is sooner, in order to verify the building has been demolished and to determine there has been no change in the condition of the remainder of the Property.
4. **INCLUDED WITH PROPERTY:** Excluding the building, which shall be demolished by Seller before closing, included with the Property shall be all fixtures or personal property that integrally belong to, are specifically adapted to or are a part of the real estate, whether attached or detached, such as: attached carpeting, light fixtures (including light bulbs), awnings, storm windows, storm doors, screens, air conditioning equipment, plumbing equipment, electrical wiring and other mechanical fixtures and equipment, if any.

Also included with the Property shall be all Seller's right, title, and interest in: (i) the licenses, permits, and other governmental approvals held by Seller for the Property which may be lawfully assigned and which may be necessary or desirable, in Buyer's opinion, to operate Property; (ii) all warranties and guarantees from manufacturers, suppliers, and installers pertaining to the land or improvements; (iii) copies of architectural drawings, plans, and specifications and other documents in Seller's possession relating to the development of any improvements; and (iv) all business, maintenance records, reports, notices, and other information concerning the Property.

The following are expressly excluded from the sale: NA

5. **NOTICE:** Any notice required under this Agreement may be delivered by hand delivery, email, or certified mail, return receipt requested. Notices sent by hand shall be deemed to have been given when received. Notices by certified mail shall be deemed to have been given on the post marked date. Notices sent to an e-mail address shall be deemed received upon the sender's receipt of an acknowledgement from the intended recipient (such as by the "return receipt requested" function, as available, return e-mail or other written acknowledgement).

Copies of such notices shall be also sent to the Seller and Buyer as designated in this Agreement, and/or their Brokers. Persons designated for receipt of any notice for the purpose of this Agreement shall be as follows:

For Seller:
Dreams 2 Reality LLC
17615 Meredith Dr
Waukee, IA 50263

Seller's Attorney:

For Buyer:
City of Adel, IA
Attn: City Administrator
301 S. 10th Street
Adel, Iowa 50003

Buyer's Attorney:
Kristine Stone
Ahlers & Cooney PC
100 Court Ave. Suite 600
Des Moines, Iowa 50309

6. **CONDITIONS AND DUE DILIGENCE:** The parties acknowledge that Buyer's obligation to consummate this transaction is conditioned upon (i) Seller's demolition of the existing building, at Seller's sole expense; (ii) Buyer's satisfaction, in Buyer's commercially reasonable discretion, with the overall feasibility of Buyer's proposed use and with all aspects of the Property, including, without limitation, the results of any inspections, investigations, studies, reviews, tests, surveys, reports, zoning, title matters, environmental conditions, and overall suitability for Buyer's use by 4:00 PM on the day which is ninety (90) days after the date of Buyer's receipt of notice of completion of demolition of the building ("Inspection Period").

During the Inspection Period, Buyer, their agents, shall have reasonable access to the Property for the purpose of making inspections, surveys, soil and drainage tests, and generally collecting information deemed necessary by Buyer to make their determination as to the suitability of the Property for the Buyer, all at Buyer's sole cost and expense.

Buyer shall proceed in good faith and exercise due diligence in their efforts to satisfy and release the above contingencies. Buyer may satisfy or release the contingencies at any time on or prior to 4:00 p.m. CST on the last day of the Inspection Period by giving Seller written notice.

7. **RIGHTS OF INSPECTION, TESTING AND REVIEW OF PREMISES:** Seller shall deliver to Buyer within fifteen (15) days of this Purchase Agreement complete and accurate copies of all leases, appraisals, plats, surveys, engineering studies, soil test borings, environmental studies and other documentation pertaining to the physical condition, of the Premises and any other information reasonably requested by Buyer, to the extent that Seller has the same in its possession (collectively the "Property Data"). Buyer shall maintain and shall cause its employees and agents to maintain the confidentiality of all Property Data furnished or disclosed to Buyer hereunder unless such information has been or is subsequently made public by Seller. Buyer agrees that all Property Data is the sole property of Seller, and when in tangible form, shall be returned to Seller upon cancellation of this Agreement.

Upon reasonable notice to Seller, Buyer shall have full and continuing access to the Property during the Inspection Period. Buyer shall also have the right to enter upon the Property at any time after the execution and delivery hereof, including inspecting, surveying, engineering, test boring, performance of environmental tests and such other work as Buyer shall consider appropriate and Buyer shall have the further right to make such inquiries of governmental agencies and utility companies, etc., and to make such feasibility studies and analyses as it considers appropriate (collectively the "Inspections"); provided, however, Buyer shall, at Buyer's sole cost and expense, restore and/or repair the Property to the condition the same was in prior to Buyer's Inspection. If Buyer discovers a material condition that materially impairs Buyer's intended use of the Property Buyer must provide written notice specifying the basis of termination to Seller prior to termination of the Inspection Period.

8. **TAXES:** Seller shall pay all real estate taxes that are liens for prior years and all those that

are due and payable in the fiscal year in which possession is given. Seller shall pay their pro-rated share, based upon the Closing Date, of the real estate taxes for the fiscal year in which possession is given due and payable in the subsequent fiscal year. Buyer shall be given a credit for such pro-ration at closing based upon the last known actual real estate taxes payable according to public record. However, if such taxes are not based upon the full assessment of the present property improvements or the tax classification as of the date of Closing Date, such pro-ration shall be based on the current millage and the assessed value as shown by the Assessor's records on the date of possession. In the event of such partial assessment, it shall be the duty of Seller to so notify Buyer and Broker.

9. **SPECIAL ASSESSMENTS:** Seller shall pay in full all special assessments that are certified as liens on the public record at the time of closing. Any preliminary or deficiency assessment which cannot be discharged by payment shall be paid through an escrow account with sufficient funds to pay such liens when payable with any unused funds returned to Seller. All charges for solid waste removal, sewage, water, utilities, and assessments for maintenance that are attributable to Sellers' possession shall be paid by Sellers. All other special assessments shall be paid by Buyer.
10. **HAZARDOUS WASTES:** As of the Closing Date, and if required by statute and/or regulation, a Groundwater Hazard Statement shall be filed by Seller regarding the following items:
- a) There are no known wells situated on this property;
 - b) There is no solid waste disposal site on this property;
 - c) There is no hazardous waste on this property; and
 - d) There are no underground storage tanks on this property.

Even if a Groundwater Hazard Statement is not required by statute and/or regulation, Seller warrants that the Property is not subject to any local, state or federal judicial or administrative action, investigation, or order, as the case may be, regarding wells, solid waste disposal sites, hazardous wastes or substances, or underground storage tanks, and that the Property does not contain levels of gas, asbestos, or urea-formaldehyde foam insulation which require remediation under current governmental standards, and that Seller has done nothing to contaminate the Property with hazardous wastes or substances.

Buyer may at its expense within the Inspection Period after acceptance of this Purchase Agreement, have the Property inspected for the presence or suspected presence of any substances coming within the definition of hazard wastes or substances, pollutants or contaminants under any state or federal law, rule or regulation, including without limitation asbestos and polychlorinated biphenyls, or the presence of any underground storage tanks.

If any such substances, pollutants, contaminants or underground storage tanks are found on the property prior to Closing, then this Agreement may be terminated upon written notice of termination and the earnest money shall be returned to Buyer and neither party shall have any further rights or obligations with respect to this Agreement.

11. **DUTIES OF PARTIES:**
- a) The Broker, its agents, employees, and associates make no representations or warranties as to the physical or mechanical condition of the Property, its size, value, future value, or income potential.
 - b) Seller and Buyer acknowledge that the Seller of real property has a legal duty to disclose Material Defects (as defined in Iowa Code Section 543B.5.15.a) of which Seller has actual knowledge in which a reasonable inspection by Buyer would not reveal.
12. **SURVEY:** (choose one if applicable):

- Buyer
 Seller

may within the Inspection Period after mutual acceptance of this Purchase Agreement, have the property surveyed at their own expense unless otherwise agreed to. If the survey, certified by a Registered Land Surveyor, shows any encroachments on said Property or if any improvements located on the subject Property encroach on lands of others, such encroachments shall be treated as a title defect only if material and not disclosed by existing recorded easements or plats.

13. **INSURANCE:** Seller shall bear the risk of loss or damage to the Property prior to closing or possession, whichever first occurs. Seller agrees to maintain existing insurance and shall forthwith secure endorsements on the policies making loss payable to the parties as their interests may appear. Buyer may purchase additional insurance
14. **DEED:** Upon payment of Purchase Price, Seller shall convey title by warranty deed, with terms and provisions as per form approved by the Iowa State Bar Association, free and clear of liens and encumbrances, reservations, exceptions or modifications, except as in this instrument otherwise expressly provided. All warranties shall extend to time of acceptance of this offer, with special warranties as to acts of Sellers up to time of delivery of said warranty deed.
15. **ABSTRACT AND TITLE:** At its cost, Seller shall promptly provide an Abstract of Title continued to and including the date of acceptance of this Offer. Such abstract shall be delivered to an attorney for a title opinion for Buyer, such attorney to be selected by Buyer. Seller agrees to make every effort to promptly perfect the title in accordance with such opinion so that upon conveyance, Warranty Deed can be issued and title shall be deemed marketable in compliance with this Agreement, the land title laws of the State of Iowa and the Iowa Title Standards of the Iowa Bar Association. If closing is delayed due to Seller's inability to provide marketable title, this Agreement shall continue in force and effect until either party rescinds the Agreement after giving ten (10) days' written notice to the other party and the Broker. Seller shall not be entitled to rescind unless they have made a reasonable effort to produce marketable title. The abstract shall become the property of Buyer when the Purchase Price is paid in full. Seller shall pay costs of additional abstracting and/or title work due to act or omission of Seller, including transfers of death of Seller or assigns.
16. **Seller's Closing Costs.** Seller shall pay the following costs associated with this transaction: (i) Seller's attorney's fees or other professional fees incurred by Seller in connection with this transaction; (ii) transfer taxes; (iii) the cost to update the abstract under section 17 of this agreement; (iv) one-half of the closing or settlement fee charged by a closing or title agent; (v) recording fees necessary to cure any title defects; (vi) all other costs customarily paid by sellers of real estate in Dallas County, Iowa.
17. **Buyer's Closing Costs.** Buyer shall pay the following costs associated with this transaction: (i) the Purchase Price; (ii) Buyer's attorney's fees; (iii) the cost to prepare the survey under section 13 of this agreement; (iv) one-half of the closing or settlement fee charged by a closing or title agent; (v) Buyer's expenses incurred during Buyer's Inspection Period; (vi) the recording fee to record the deed transferring title to Buyer; (vii) all other costs customarily paid by buyers of real estate in Dallas County, Iowa.
18. **REMEDIES OF THE PARTIES:** If Seller is in default according to the terms and conditions of this Agreement, Buyer shall have the right to have all payments returned and to proceed by any action at law or in equity.

If Buyer is in default according to the terms and conditions of this Agreement, Seller may forfeit this Agreement, as provided in Chapter 656 of the Code of Iowa, or Seller may proceed by any action at law or in equity.

19. **ATTORNEY FEES:** In the event either party incurs attorney fees in the process of enforcing the provisions of this Agreement, the prevailing party shall be entitled to receive the payment of their reasonable attorney fees from the other party.
20. **COURT APPROVAL:** If this property is an asset of any estate, trust or conservatorship, this contract is contingent upon Court approval pursuant to the applicable statutes, laws and regulations. If necessary, the appropriate fiduciary shall promptly obtain Court approval and conveyance shall be made by Court Officer's Deed.
21. **FUNDS:** It is agreed that at time of settlement, funds of the Purchase Price, received from Buyer, may be used to apply to the Purchase Price to pay taxes and other liens to comply with the above requirements, same to be handled under supervision of the Broker and subject to approval of Buyer's attorney on title questions involved and needed to produce marketable title. Seller hereby appoints the Broker to receive such funds and make such payments and disbursements.
22. **BROKER AND LEGAL COUNSEL:** The parties agree that they have been afforded the opportunity to obtain the assistance of a licensed real estate broker and/or legal counsel for the negotiation of this transaction.
23. **SURVIVAL:** Only those representations expressly stated to survive shall do so, and all others shall merge into the deed at closing.
24. **ASSIGNMENT:** Neither party shall assign this agreement without the prior written consent of the other party.
25. **GENERAL PROVISIONS:** In the performance of each part of this Agreement, time shall be of the essence. This Contract shall be binding on and inure to the benefit of the heirs, executors, administrators, assigns and successors in interest of the respective Parties. The provisions of this Agreement shall survive the closing. Paragraph headings are for the convenience of reference and shall not limit nor affect the meaning of this Contract. Words and phrases herein, including any acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender, according to the context.
26. **1031 TAX DEFERRED EXCHANGE:** Buyer or Seller may choose to transfer the subject property pursuant to Internal Revenue Code Section 1031, which sets forth the requirements for tax-deferred real estate exchanges. Either party's rights and/or obligations under this and future agreements may be assigned to a qualified intermediary or exchange accommodation titleholder for the purpose of completing an exchange. The parties agree to cooperate with each other in a manner necessary to enable completion of an exchange. Such cooperation shall be at no additional costs or liability to a non-exchanging party.
27. **ACCEPTANCE:** When executed by both parties, this Purchase Agreement shall become a binding contract for the sale and purchase of the subject property.

Seller agrees to pay NAI Iowa Realty Commercial a commission as provided in the Listing Contract. If this property is not listed, the commission shall be three percent (3%) of the final Purchase Price, payable to NAI Iowa Realty Commercial in full upon closing.

THIS IS A LEGALLY BINDING CONTRACT. NAI IOWA REALTY COMMERCIAL RECOMMENDS THAT THE PARTIES SEEK LEGAL ADVICE REGARDING THE EFFECT AND SPECIFICS OF THIS DOCUMENT PRIOR TO SIGNING.

SELLER'S SIGNATURE

Dreams 2 Realty LLC

Robert Rubsam, President
17615 Meredith Dr
Waukee, IA 50263

Date

X _____
Listing Broker

BUYER'S SIGNATURE

City of Adel, IA

Timothy J. Vick, City Administrator
301 S. 10th Street
Adel, IA 50003

Date

X _____
Salesperson

4914-6114-5232-1\10113-1000

Comprehensive Operational Staffing & Future Facility Assessment



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

January 2026



Offices
Tennessee, Illinois, Wisconsin, Ohio, Texas,

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EXECUTIVE SUMMARY

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

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

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

Police and Fire Department Overview/Operations

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

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

Adel Public Safety Building

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

New Facility Options

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

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

New Facility Location(s)

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

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

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

INTRODUCTION

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

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

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

Project Consulting Team

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

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

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

Recommendation Priority Hierarchy

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

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

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

Table 1: Recommendation Priority Hierarchy

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

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

City of Adel

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

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

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

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

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

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

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

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

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

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

Table 2: Projected School District Enrollment 2018 - 2028

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

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

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

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

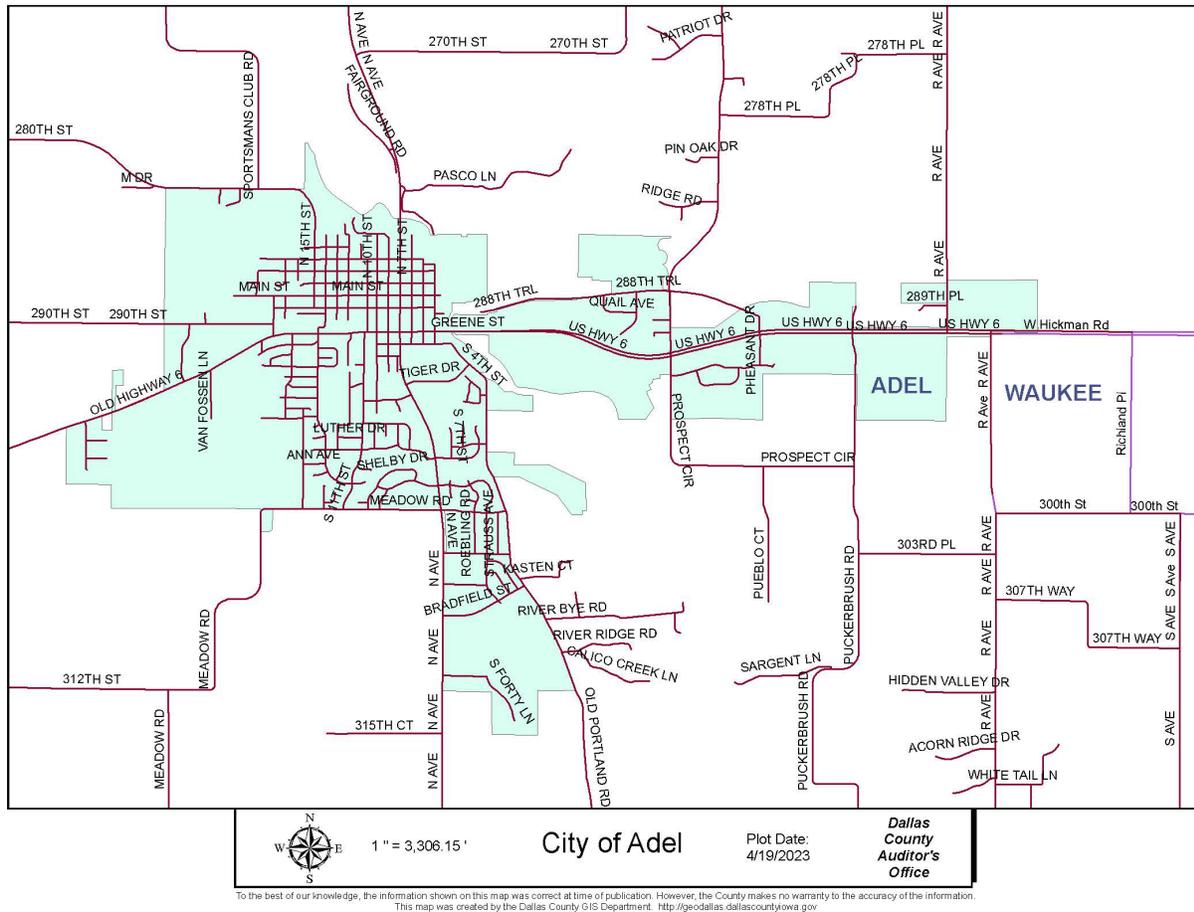
The five models of projections were used to find an overall average to project future population growth as shown in the following table:

Table 3: Population Projections City of Adel 2025 – 2040

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

For the purpose of this study the above population projections will be used to anticipate future staffing and building needs for both the City of Adel Police and Fire Departments. The following figure is a recent map of the City of Adel. It should be noted the map does not reflect the current boundaries of the City, as a number of parcels associated with the new high school have been annexed into the City.

Figure 1: City of Adel Map

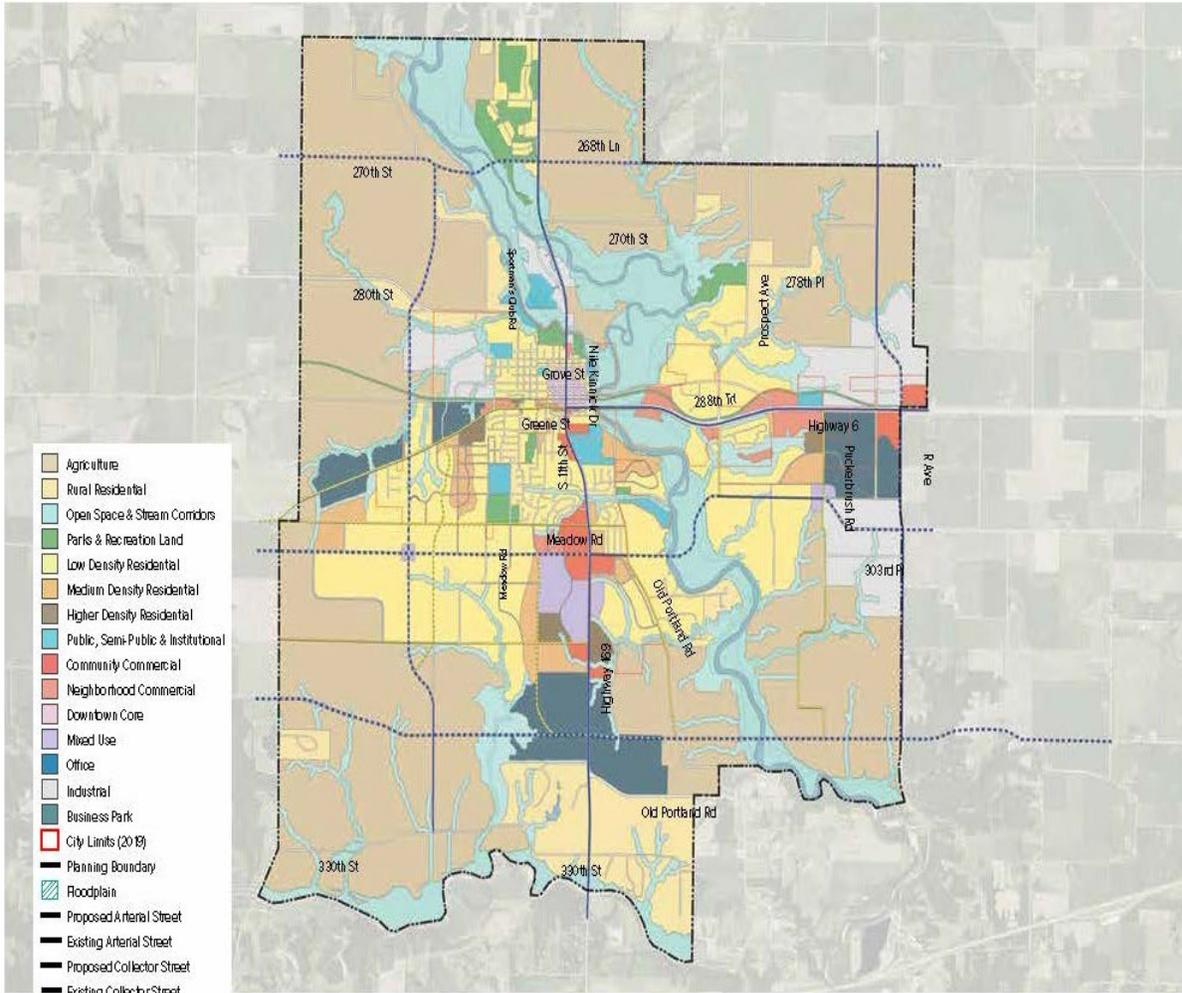


In 2020, the City of Adel completed the Envision Adel 2040 Comprehensive Plan and updated the City's 2009 Comprehensive Plan. The planning boundaries used in this document included the following:

- North to 270th Street/NW 46th Avenue
- South to the South Raccoon River north of Interstate 80
- East to R16.
- West to L Avenue.

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

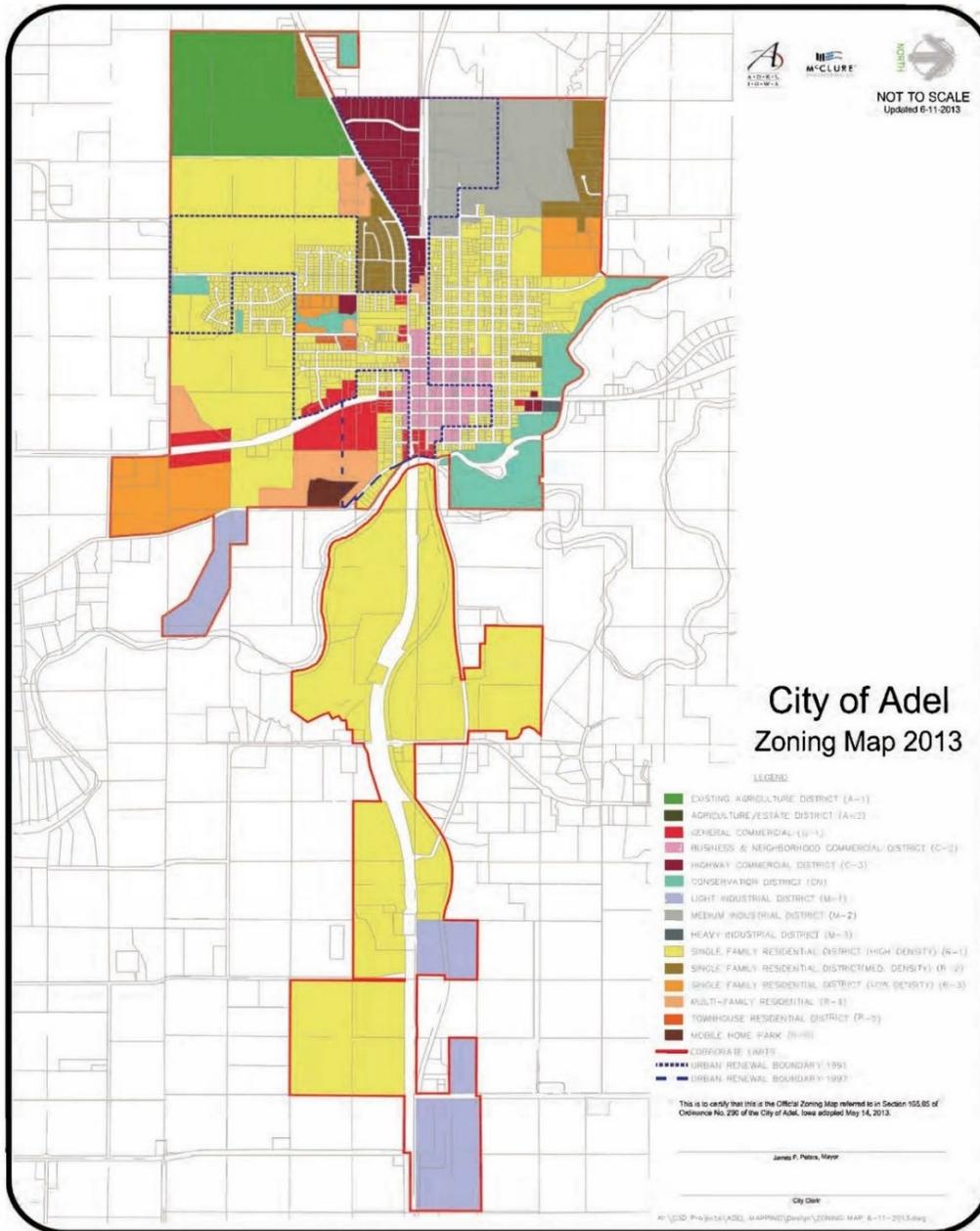
Figure 2: Adel Future Land Use Map



The above map indicates the plan for growth in the City of Adel will be primarily to the south along the Highway 169 corridor. Some land south of the City of Adel has already been annexed and subdivisions have been constructed. Plans are currently in the process of annexing additional acreage of land south of the City of Adel near the new high school location.

The figure below presents the City of Adel Zoning Map from 2013, highlighting opportunities for future expansion as additional developments and residents become part of the community.

Figure 3: City of Adel Zoning Map



Fire Department Overview

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

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

Adel Fire Department Governance

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

Adel Fire Association

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

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

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

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

Duties of the Officers and Members –

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

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

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

Recommendations – Adel Fire Association

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

City of Adel Fire Department Operations

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

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

Table 4: Population and Square Miles of Townships Protected

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

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

Contracted City of Adel Fire Department Services

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

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

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

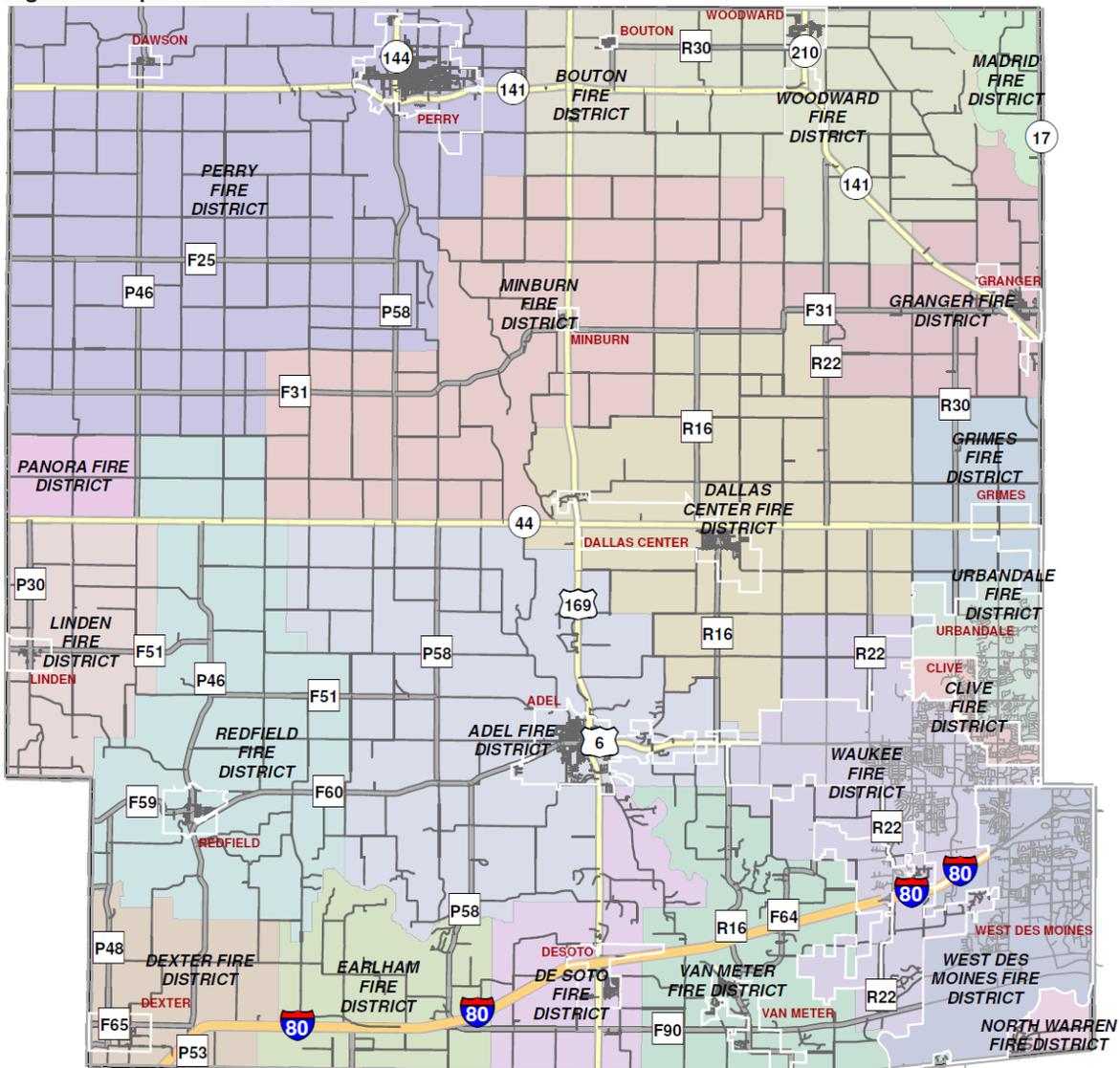
In fiscal year 25-26, the three townships made the following annual payments:

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

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

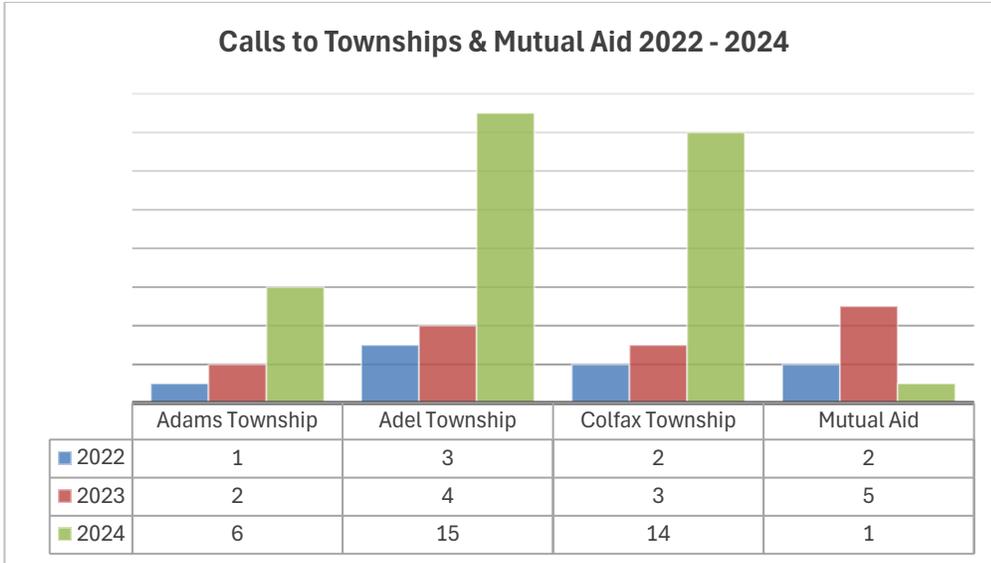
The following figure is a map of the City of Adel Fire District, which indicates the services provided go beyond the City borders.

Figure 4: Map of Adel Fire District



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

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

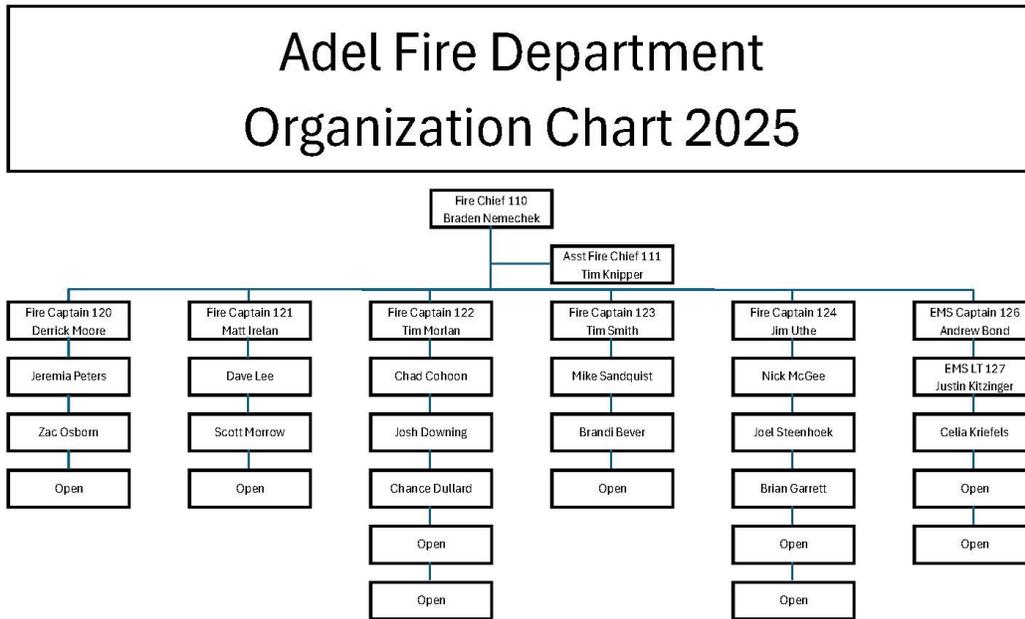


Current Staffing

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

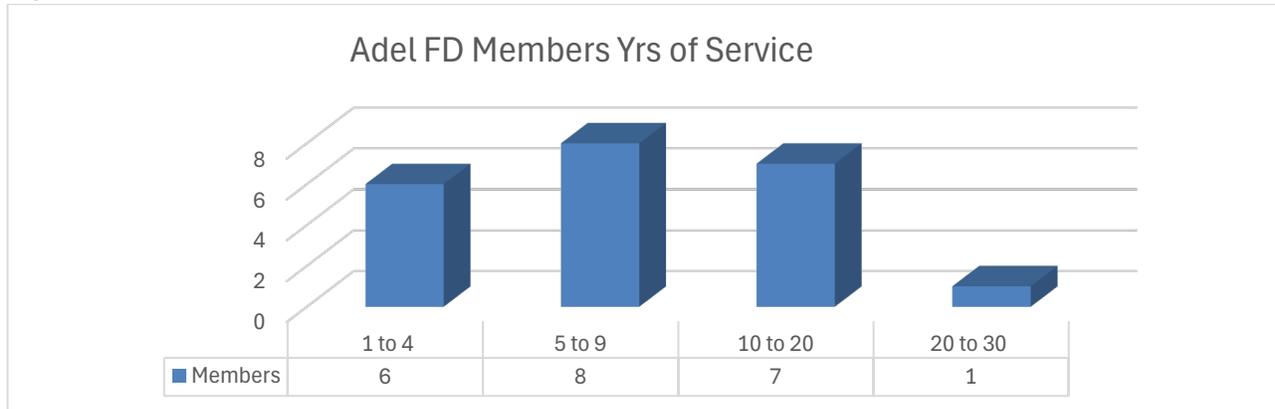
The following figure (next page) reflects the organizational chart for the City of Adel Fire Department at the present time.

Figure 6: Adel FD Organizational Chart



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

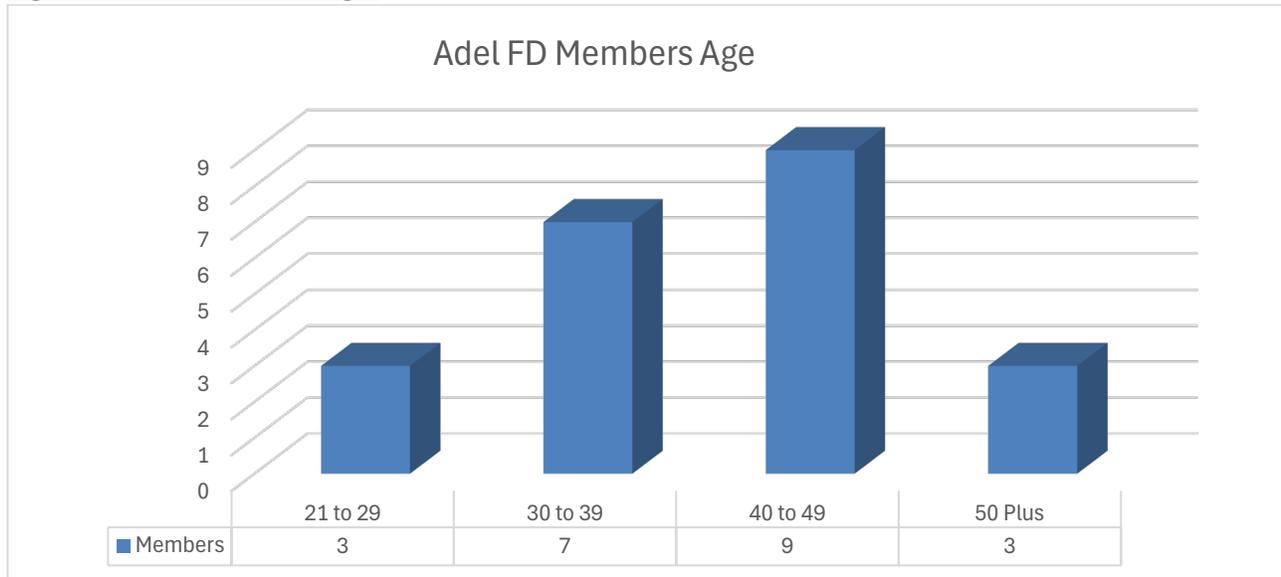
Figure 7: Adel FD Members Years of Service



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

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

Figure 8: Adel FD Members Ages



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

Future Staffing

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

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

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

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

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

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

Table 5: NFPA FD Career Staffing Survey 2020

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

SOURCE: NFPA FD SURVEY 2020

Table 6: NFPA FD Volunteer Staffing Survey 2020

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

SOURCE: NFPA FD SURVEY 2020

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

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

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

Table 7: Iowa Cities with FD Staffing Levels

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

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

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

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

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

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

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

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

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

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

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

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

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

Recommendations – Staffing

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

Department Leadership

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

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

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

Recommendations – Department Leadership

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

Fiscal Management

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

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

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

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

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

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

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

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

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

Recommendations – Fiscal Management

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

Emergency Response Data – NFIRS

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

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

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

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

National Emergency Response Information System (NERIS)

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

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

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

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

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

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

Recommendations – NERIS

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

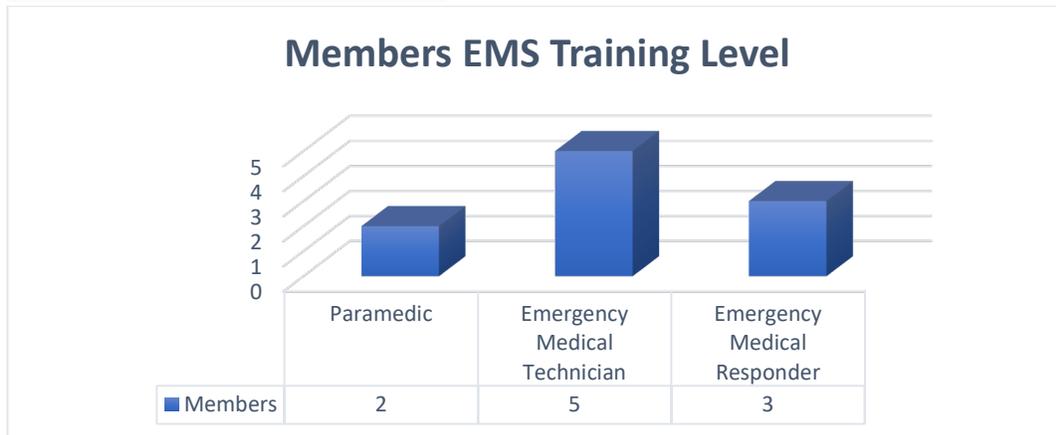
Incidents by Major Category

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

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

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

Table 8: Adel FD Members EMS Levels



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

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

Table 9: Type of Calls By Percent 2022 – 2024

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

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

Incidents by Nature

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

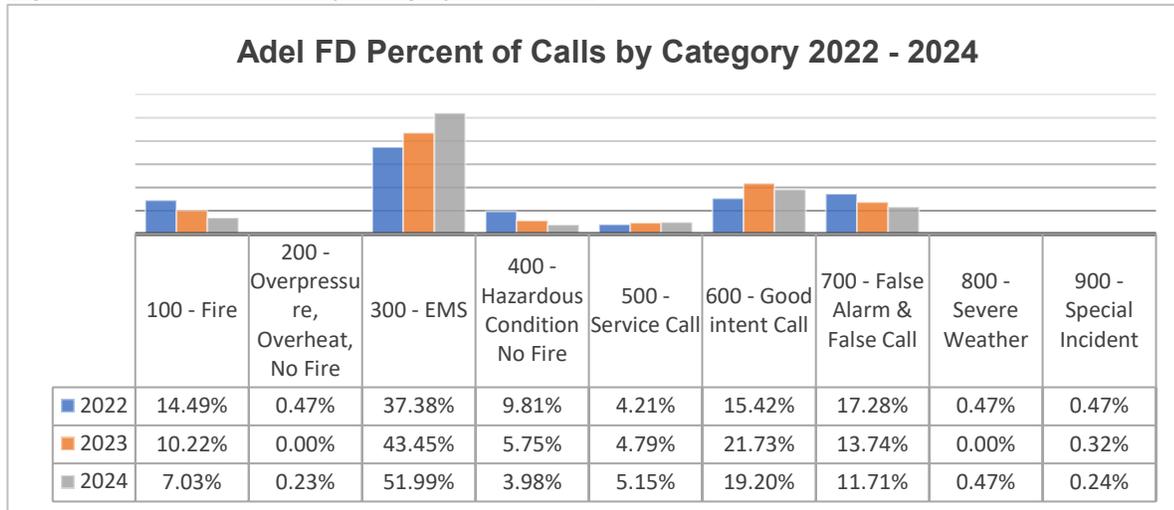
Table 10: Adel FD Annual Calls 2022 – 2024

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

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

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

Figure 10: Percent of Calls By Category 2022 – 2024



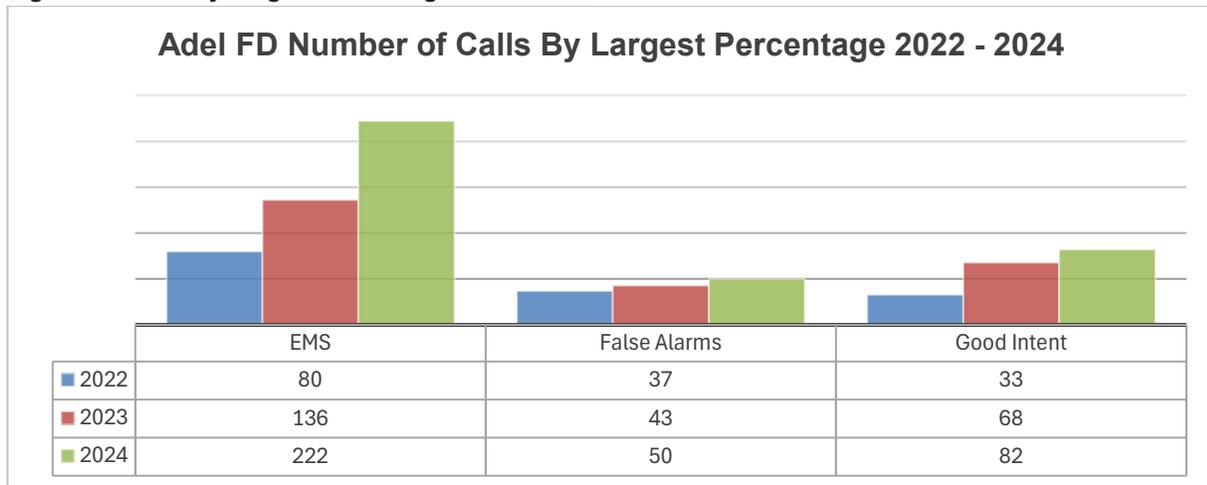
The above figure reflects the highest percentage of calls responded to during the past three-year period for EMS related calls. False Alarm and False Calls contribute to a significant percentage of calls, but the percentage decreased during the three-year period. Good Intent calls also reflect a significant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

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

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

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

Figure 11: Calls By Largest Percentage 2022 – 2024



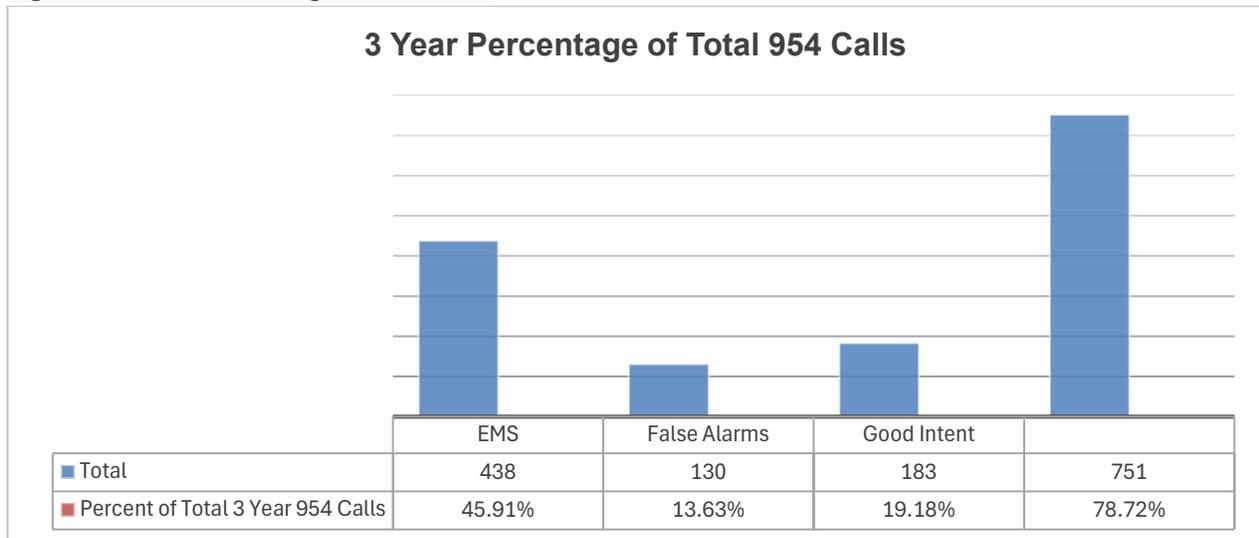
During the three-year period of 2022 – 2024, calls in the three categories of EMS, False Alarms, and Good Intent accounted for 751 of the total calls for the period of 954 calls, or 78.72 % of the total calls, which is significant.

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

Table 11: Type of Calls 2022 – 2024

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

Figure 12: 3 Year Percentage of Total Calls



Privately Owned Vehicle (POV) Responses

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

EMS

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

Fire

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

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

Identifying Emergency Service Trends

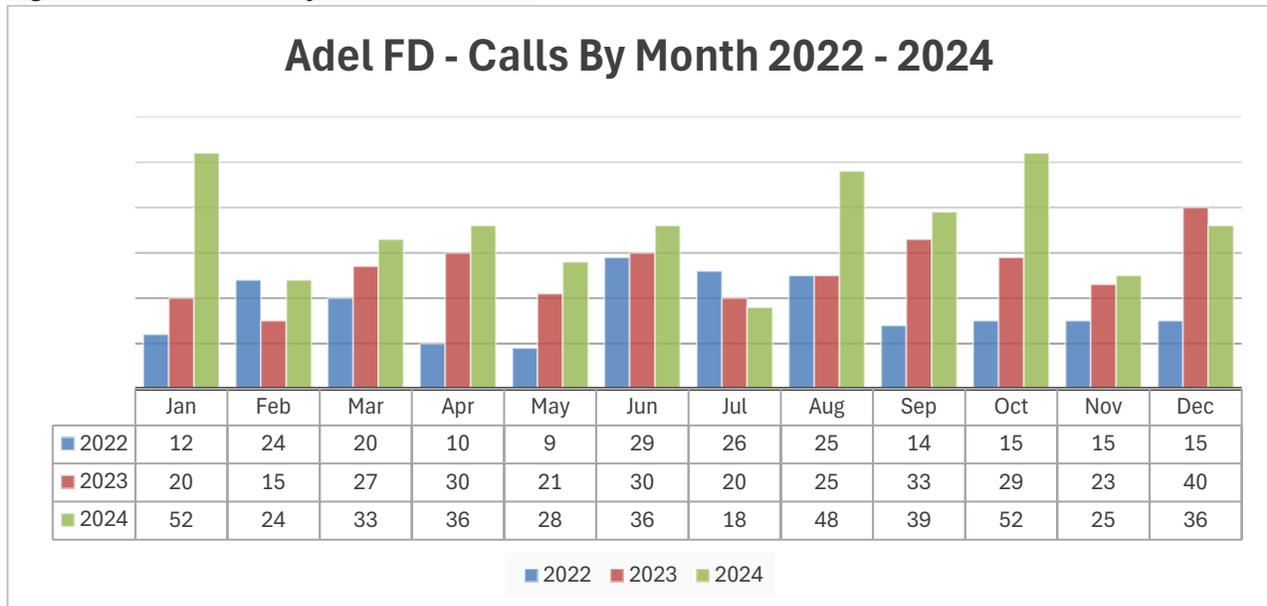
Evaluating how well a fire department operates requires looking at several elements and using data analysis. Departments assess call frequency, types of incidents, response times, and results to identify where resources are most needed. The Adel Fire Department has the capabilities to track emergency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

Incidents by Month

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

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

Figure 13: Adel FD Calls By Month 2022 – 2024



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

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

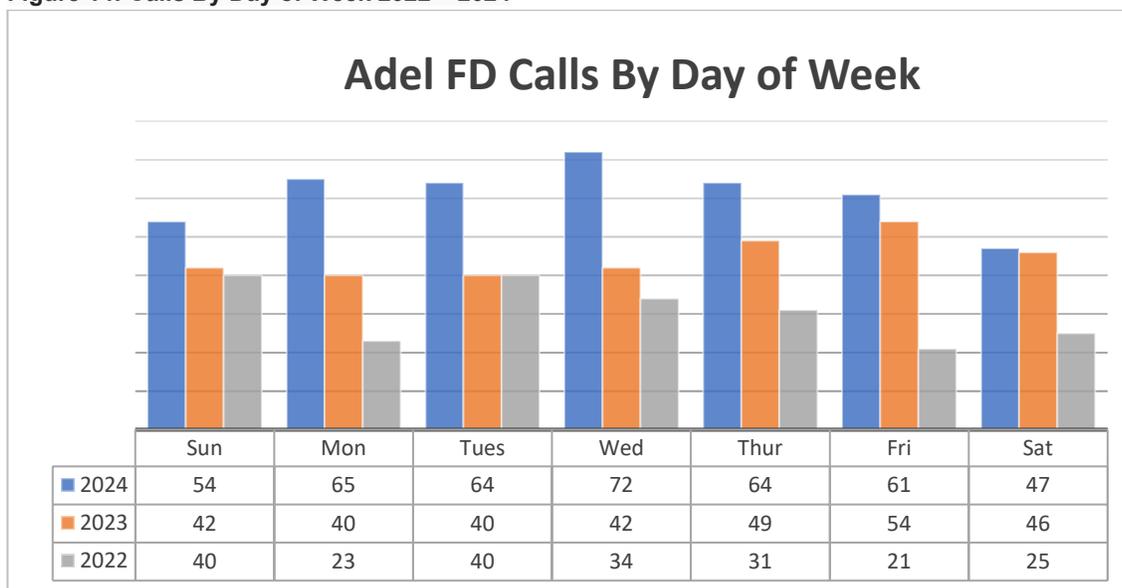
The Department utilizes a mobile application known as I am Responding, which is specifically designed to alert first responders to emergency calls and monitor members as they respond. This system enhances the management of emergency response resources by enabling Department leadership to assess the number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

Incidents by Day of Week

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

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

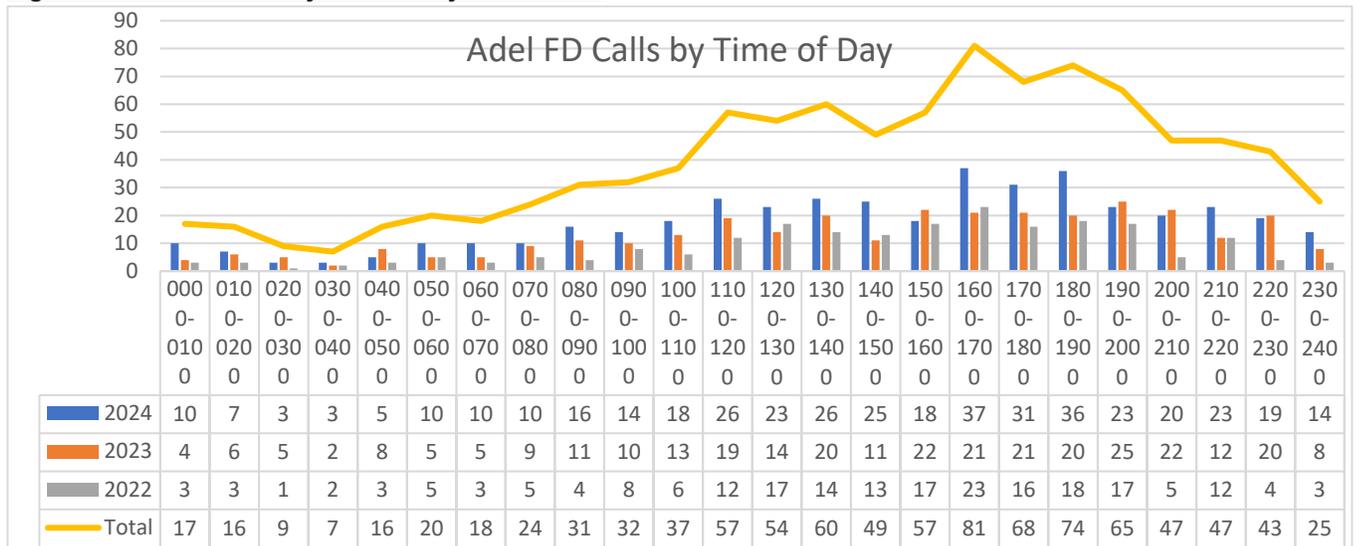
Figure 14: Calls By Day of Week 2022 – 2024



Incidents by Time of Day

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

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



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

Recommendations – Emergency Response Data

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

Public Safety Department Dispatch

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

Mutual/Automatic Aid

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

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

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

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

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

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

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

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

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

Recommendations – Mutual/Automatic Aid

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

Fire Department Apparatus

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

The following table reflects the Department vehicle inventory:

Table 12: Adel FD Vehicle Inventory

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

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

Table 13: Pumpers in US Fire Departments

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

SOURCE: NFPA SURVEY 2020

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

Table 14: Aerial Apparatus in US Fire Departments

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

SOURCE: NFPA SURVEY 2020

The above table indicates that about 26% of US Fire Departments with a population between 5,000 and 9,999 have at one aerial apparatus in their fleet and 47% of US Fire Departments with a population between 10,000 and 24,999 have at least two aerial apparatus in their fleet. The above tables reflect the results of surveys conducted of US Fire Departments, but they do not reflect the average number of apparatuses. The needs for every community can be different based on the number of multiple story buildings within a municipality, the availability of staffing to respond with an aerial apparatus, and other factors. At present, the estimated cost for purchasing an aerial ladder apparatus range from \$1.0 to \$1.3 million, with delivery likely requiring a minimum period of four years.

Recommendations – Fire Apparatus

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

Training

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

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

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

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

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

Recommendations – Training

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

Fire Prevention and Public Education

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

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

Recommendations – Fire Prevention and Public Education

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

National/Industry Standards

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

National Fire Protection Association (NFPA)

Non-Mandatory

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

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

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

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

NFPA 1710 or NFPA 1720

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

Suppression Staffing and Response NFPA 1720 Standard

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

Table 15: NFPA 1720 Response Recommendations

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

DETERMINED BY AUTHORITY HAVING JURISDICTION (AHJ)

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

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

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

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

Recommendations – National Standards

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

Insurance Service Offices, Inc. (ISO)

Non-Mandatory

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

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

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

Public Protection Classification Number

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

Table 16: Source ISO - Public Protection Classification Numbering

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

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

Table 17: Source ISO - Point Values

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

City of Adel Fire Department – PPC Classification

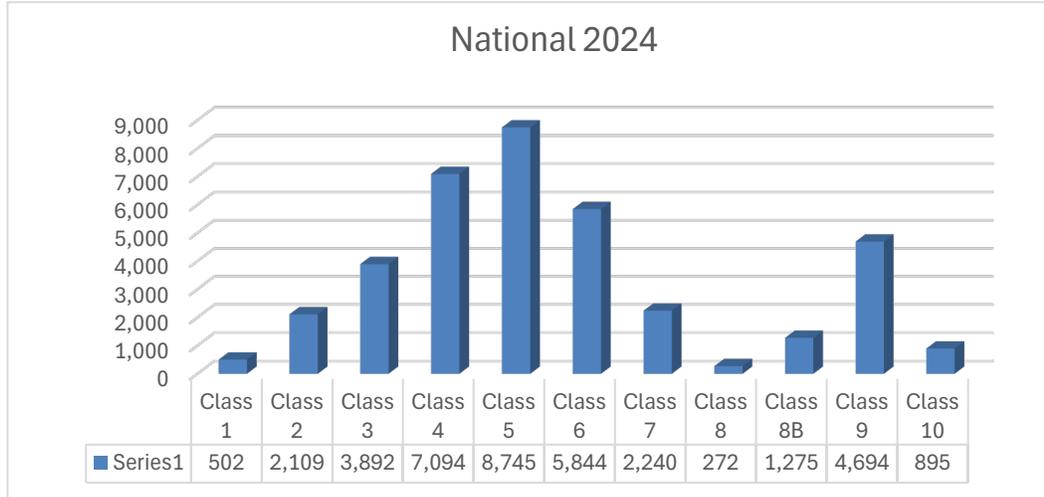
ISO classified the Adel Fire Department as a 04/4X effective April 1, 2022; the first number is the class that applies to properties within five (5) road miles of the recognized and within 1,000 feet of

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

National ISO Classifications – 2024

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

Figure 16: ISO National PPC Scores – 2024

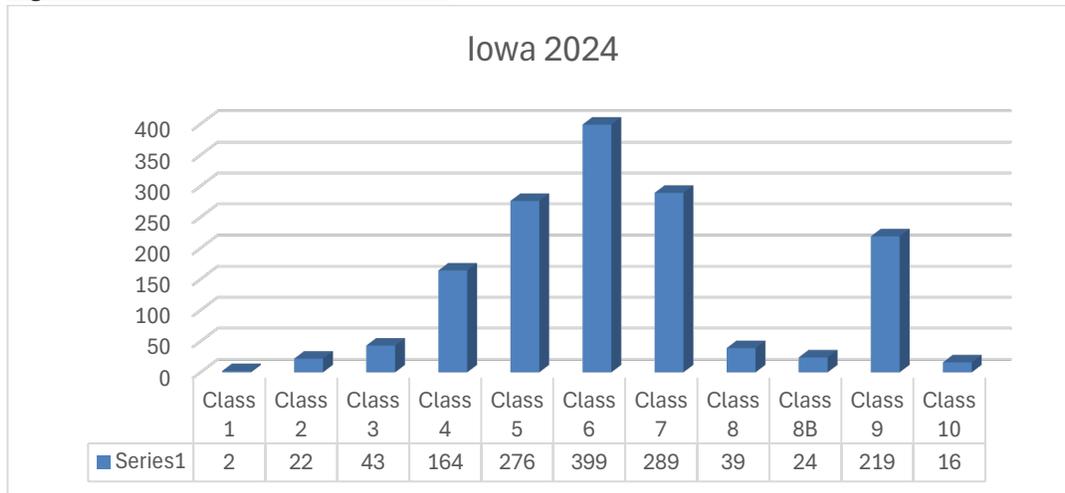


In 2024, there were a total of 7,094 departments with an ISO PPC classification of 4, just as the City of Adel Fire Department.

Iowa ISO Classifications – 2024

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

Figure 17: ISO Iowa PPC Scores – 2024



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

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

City of Adel Fire Department ISO – PPC Score

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

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

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

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

Figure 18: City of Adel FD PPC Scores

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

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

Recommendations – Insurance Service Offices, Inc. (ISO)

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

Dallas County EMS

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

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

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

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

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

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

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

Police Department Overview/Operations

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

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

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

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

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

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

Calls for Service

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

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

Table 18: Adel PD Annual Calls for Service

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

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

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

Table 19: Adel PD Type of Calls

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

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

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

Table 20: Adel PD Response Times to Priority Calls

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

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

Recommendations - Calls for Service

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

Staffing

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

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

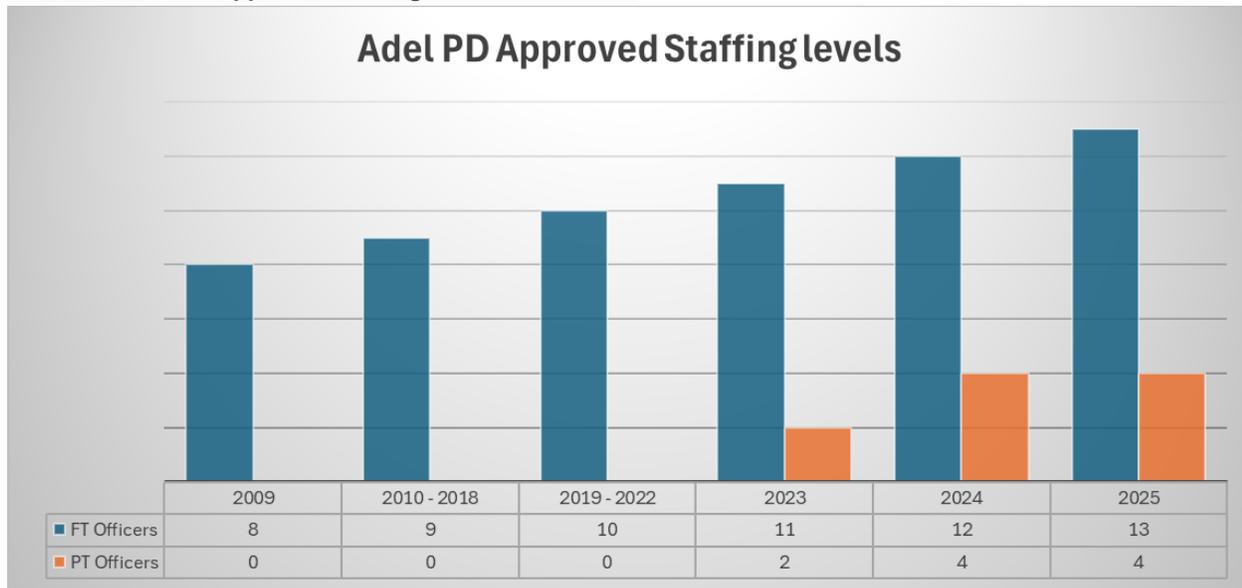
The Detective and School Resource Officers follow a standard schedule consisting of five days on duty followed by two days off. Patrol Officers operate on a rotation of six consecutive days on duty with three consecutive days off duty. The two sworn part-time officers are assigned shifts to cover on-duty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

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

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

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

Table 21: Adel PD Approved Staffing Levels 2009 - 2025



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

Future Staffing Projections

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

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

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

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

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

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

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

Table 22: PD Staffing Comparable Cities

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

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

Recommendations – Staffing

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

Fiscal Management

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

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

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

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

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

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

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

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

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

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

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

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

Recommendations – Fiscal Management

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

Training

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

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

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

Other training required of all officers includes the following:

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

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

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

Recommendation:

- The Adel PD should continue to subscribe to the Lexipol and Police Legal Training Sciences as they both provide quality products and services for law enforcement agencies. **Priority 3**

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

Fleet

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

Table 26: Adel PD Fleet Inventory

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

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

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

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

Recommendations – Fleet

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

Current Public Safety Building

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

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

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

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

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



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

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

Current Public Safety Building Limitations

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

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

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

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

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

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

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

Figure 20: Photos of Adel Public Safety Building #1

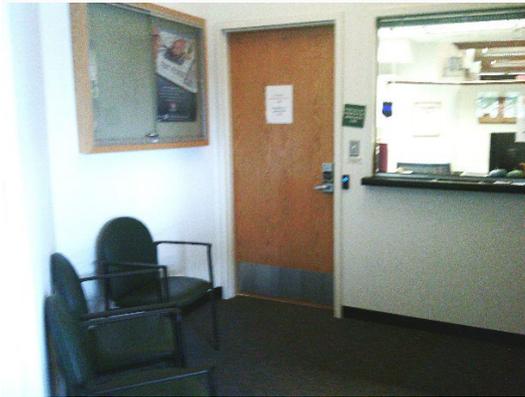


Figure 21: Photos of Adel Public Safety Building #2

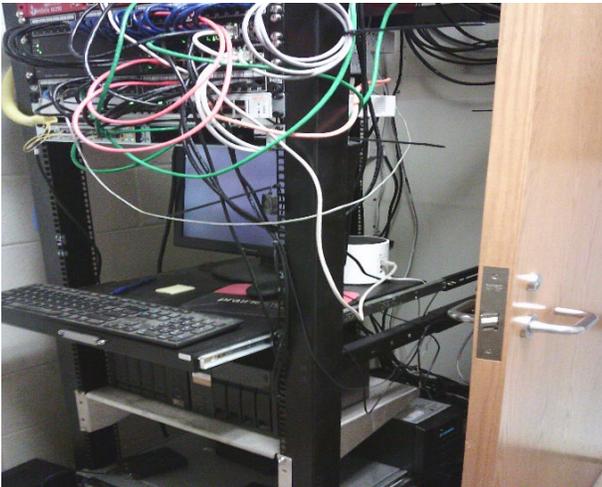


Figure 22: Photos of Adel Public Safety Building #3

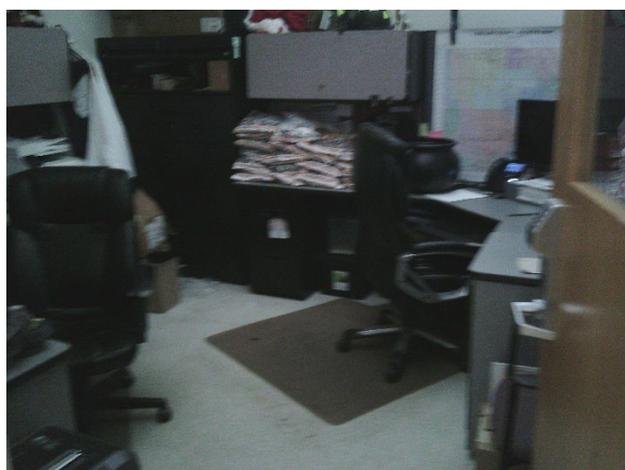
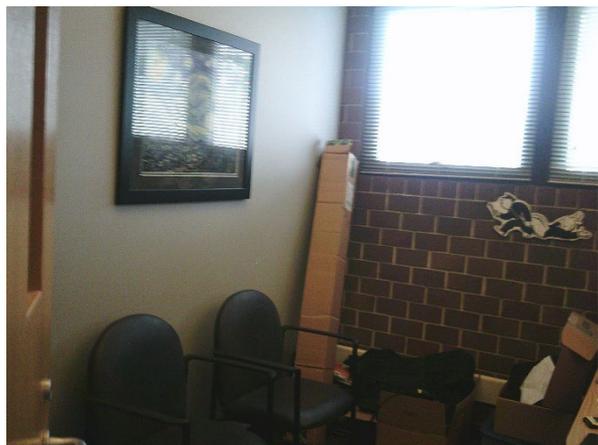


Figure 23: Photos of Adel Public Safety Building #4

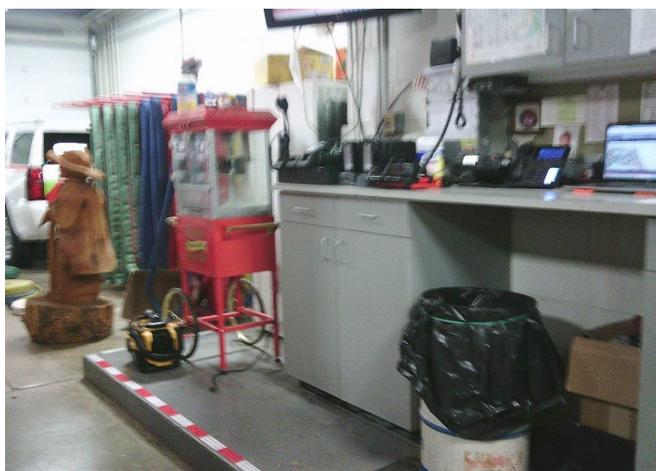


Figure 24: Photos of Adel Public Safety Building #5

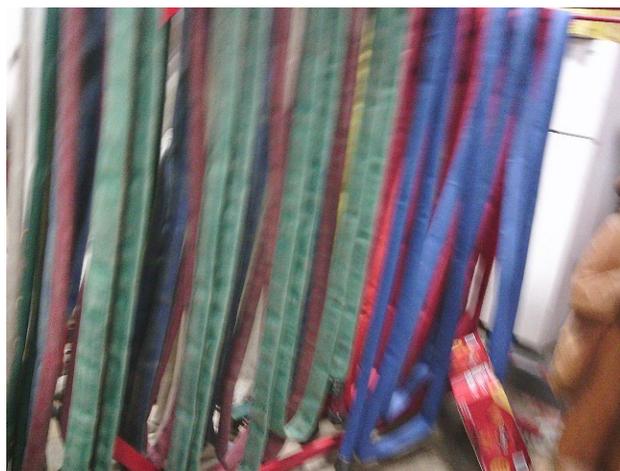
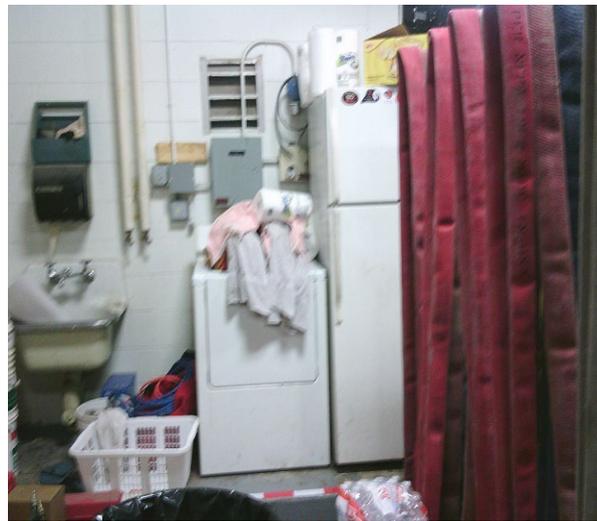
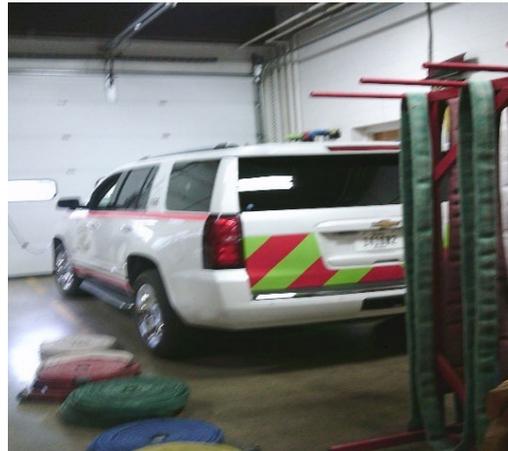
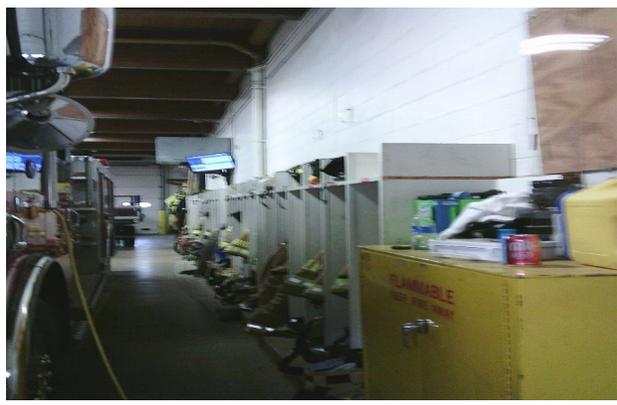


Figure 25: Photos of Adel Public Safety Building #6



Future Facility Needs

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

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

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

New Facility Police Department Needs

Office Space:

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

Storage Space:

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

Locker Room Facilities:

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

Interview Room(s):

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

Evidence Room:

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

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

Armor Room:

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

Exercise Room:

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

Vehicle Storage:

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

Security:

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

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

Employee Breakroom Space:

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

Training Room:

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

New Facility Fire Department Needs

Apparatus Bay:

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

Office Space:

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

Storage Space:

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

Locker Room Facilities:

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

Exercise Room:

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

Training Room:

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

Vehicle Exhaust System:

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

Specific Fire Department Operational and Safety Needs

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

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

Sleeping Quarters:

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

Living Quarters:

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

Kitchen Facilities:

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

Community Center Facility:

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

Future Public Safety Building Options

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Recommendations – Future Public Safety Building(s)

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

Future Facility Location(s)

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

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

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

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

New Facility Location #1 Option – 1700 Greene Street

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

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

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

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



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

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

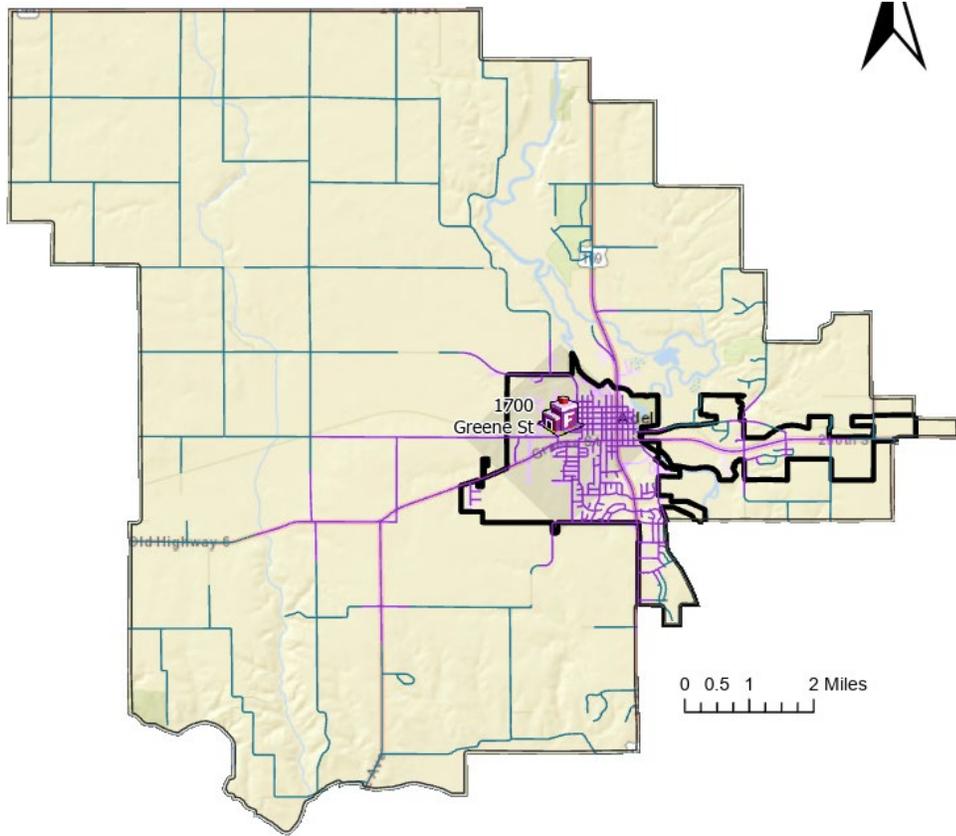
The building situated on the property is currently vacant and the demolition of the existing structure would be currently in the process of being completed by the current owner. Before any purchase decision is finalized, the City must conduct assessments for potential soil contamination.

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

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

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

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



Dallas County, Iowa, Iowa DNR, Esri, HERE, Garmin, INCREMENT P, NGA, USGS

Legend

- AdelFireDistrict_ExportFe...
- 5.0 Minutes
- 1700 Green St
- ISO 1.5 mile coverage
- Roads
- CityBoundary Adel IA

New Facility Location #2 Option – 200 Block of S. 10th and 11th Street – Prairie Street

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

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

The proposed location would not affect fire department response times, would allow great access to the city road network and the site allows for great access by both departments and the general public. The proposed site encompasses nine (9) properties that would need to be acquired by the City, but at least three (3) of the properties are vacant land with no structures located on the property.

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

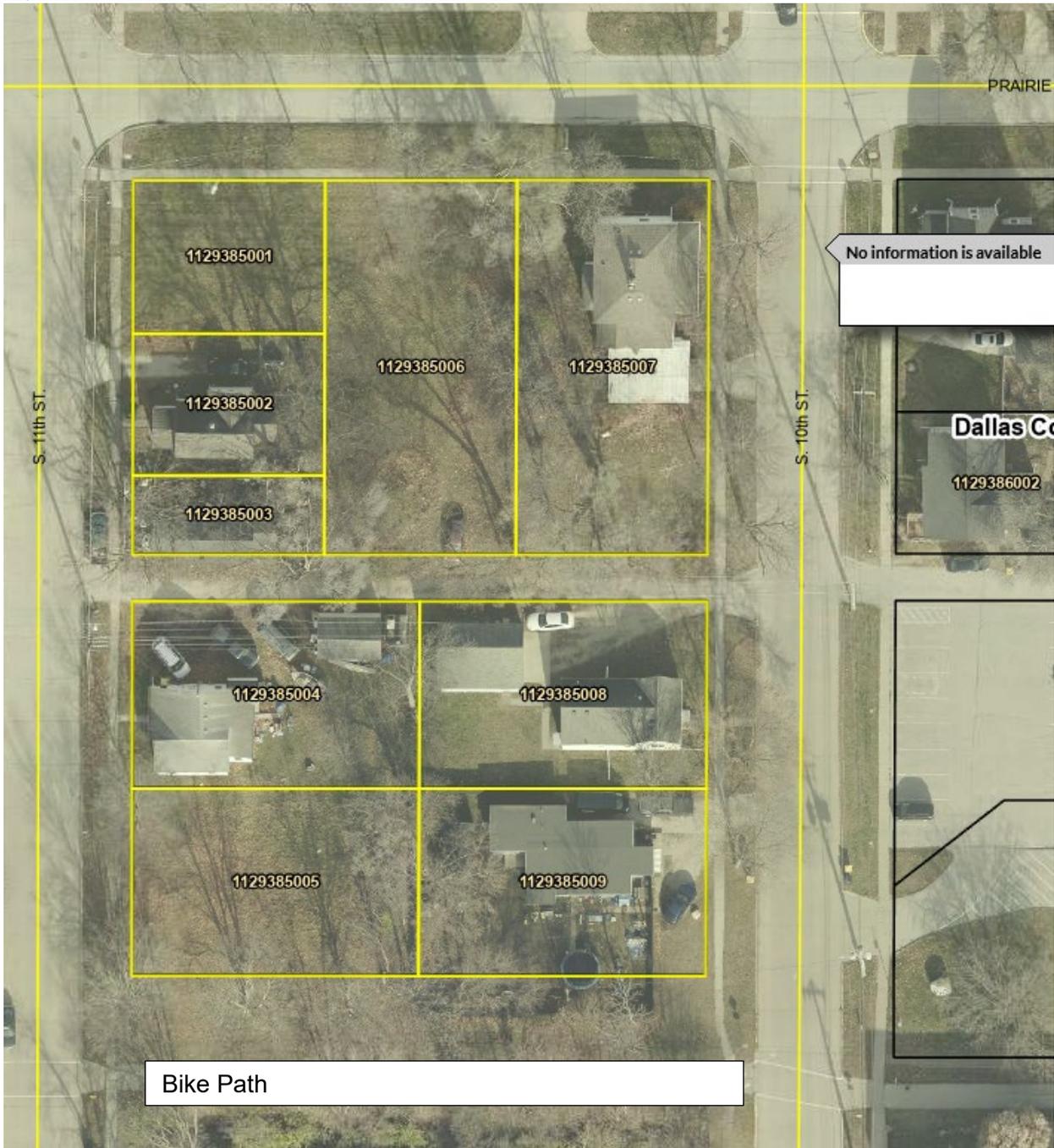
Table 27: Assessed Values of Properties - Option #2

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

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

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

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



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

Figure 28: GIS Map 200 Blk S. 10th Street - Option #2 With City Hall Location

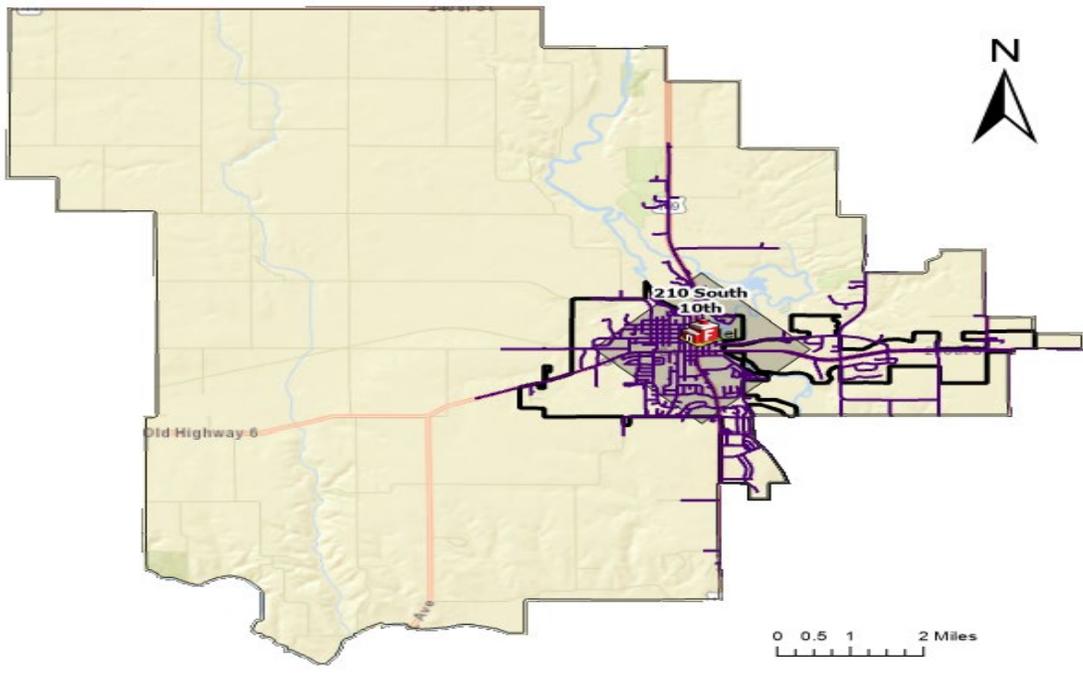


The consultants recognize that choosing this course of action and trying to acquire nine properties may pose certain difficulties. However, this location offers numerous advantages for both the Police and Fire Departments, as well as for the City of Adel.

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

The purple lines in the figure indicate the response times that are within the 5.0 minute drive time and the shaded gray area indicate the ISO 1.5 mile coverage area for the location at 200 Block of South 10th and 11th Street – Prairie Street.

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



Dallas County, Iowa, Iowa DNR, Esri, HERE, Garmin, INCREMENT P, NGA, USGS

Legend

-  210 South 10th
-  5.0 Minutes
-  CityBoundary Adel IA
-  ISO 1.5 mile coverage

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

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

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

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

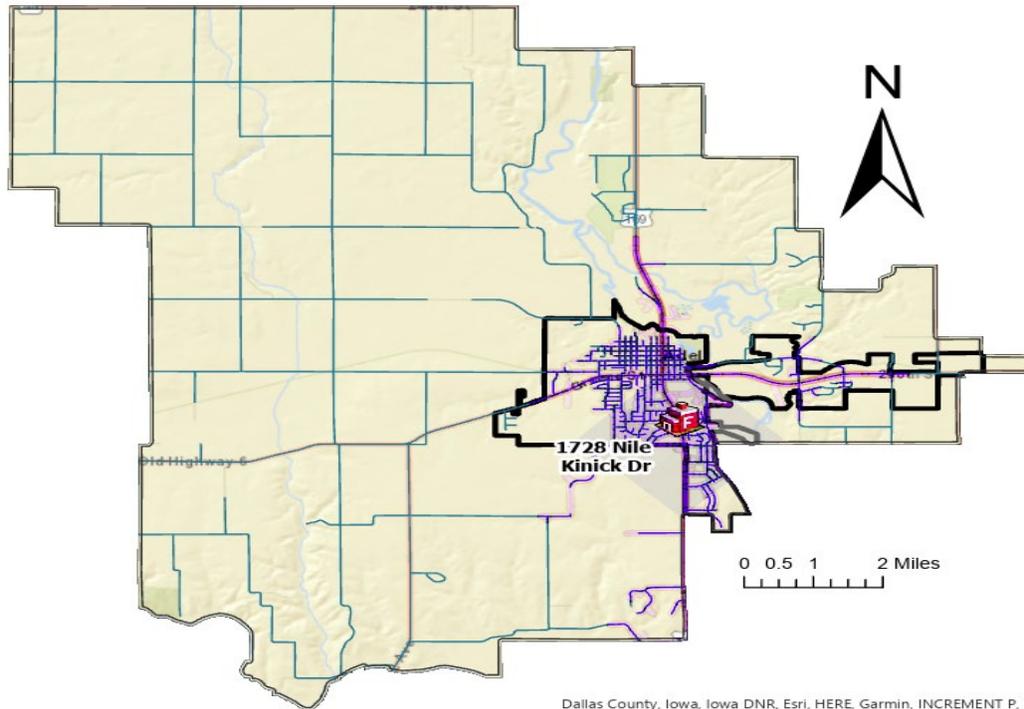


This property value may be more expensive than the first two options as it is prime property for development. The consultants did observe other potential station locations in the immediate area that could be considered if necessary.

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

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

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



Dallas County, Iowa, Iowa DNR, Esri, HERE, Garmin, INCREMENT P, NGA, USGS

Legend

- Adel Fire District Boundary
- 5.0 Minute travel time
- 1738 Nile Kinnick
- Roads
- ISO 1.5 mile coverage
- CityBoundary Adel IA

Recommendations – New Facility Location(s)

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

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

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

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

Summary of Recommendations

City of Adel Fire Department Recommendations

Table 28: Adel FD Recommendations

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

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

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

City of Adel Police Department Recommendations

Table 29: Adel PD Recommendations

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

City of Adel Public Safety Building Recommendations

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

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

City of Adel New Facility Location Recommendations

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

Appendix A – Data Requests

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

Directions:

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

McGrath Consulting Group, Inc.

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- Square Miles of Hydrant Area
- Square Miles of Non-Hydrant Area

- Personnel Management/Human Resources
- Current Roster of Members
- Personnel (information needed for all employees)
- List of members (sworn and non-sworn)
- Hire date.
- Age or date of birth
- Organizational Chart
- # of Career (If applicable)
- # of Paid on Call
- # of Part-time (Paid on Premise)
- # of Volunteers
- # of Other Employees (civilian)
- Department's By-Laws (if corporation)
- Police & Fire Commission or Civil Service Regulations (if applicable)
- Employee Policy & Procedure Manual (electronic version)
- History of Turnover (All Employees Last 3 Years)
- Recruiting/Retention Programs
- Hiring Process (all forms)
- Application
- Hiring packet
- Reference questions
- Interview questions
- Department Employee's Handbook

- The Department
- Department SOG's
- Department Rules & Regulations
- Annual Reports – Last 3 Years
- Current ISO Rating
- Provide complete ISO document.
- Last ISO On-Site Evaluation (copy of point distribution sheet)
- Last On-Site Evaluation
- Accreditations
- Others

- Emergency Activities –
- Total calls last ten years (no breakdown just total calls per year for total calls)

In Addition

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

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

- # Of Emergency Responses
- For each of the 3-year study period – (each year separate)
- Incidents by Time of Day
- Incidents by Day of the Week
- Incidents by Month
- Calls Breakdown by Area (City, District, Town, Etc.)
- Response Times: (if possible, include documentation from dispatch)
- Notification time
- Turnout time
- Drive time
- Mitigation time
- Mutual Aid – Auto Responses (Given & Received) – With Whom?
- Simultaneous (Overlapping) Call Data

- Dispatch (PSAP)
- Who provides dispatch?
- Location (address) of dispatch center

- Fire Station(s) – include mailing address for each station – include City & Zip
- Current Facilities
- # Of Stations – Street Address
- Age
- Future Facility Plans/Needs Documents

- Apparatus & Equipment –
- Type of Apparatus (I.E. Engine, Ambulance, Utility, Truck – Include Manufacturer)

- Apparatus department ID number
- Pump & Tank sizes
- Mileage
- Engine Hour Reading (if appropriate)
- Identify Vehicle Ownership – FD or Municipal
- Vehicle VIN Number
- Age of Apparatus
- Manufacturer
- Replacement Schedule
- Apparatus maintenance records

- Training
- Training Records (Last 3 years) for each member
- Training schedule
- Training hours per month and subject / per employee
- Certifications of each member

- Fire Prevention
 - Review the current general fire prevention and fire inspection programs.
 - Number of inspectable buildings
 - New construction and involvement in the last 3 years
 - Review pre-incident planning program.
 - Number of pre-plans completed.
 - List fire investigation programs and activities last 3 years

- Safety Education
- Public Safety Education Data (Last 3 Years)

- Fiscal
- Past three years of audited year financial statement
- Current year audited financials
- Past three years' budget
- Operating – include all revenue and expenses.
- Capital - including all revenue and expenses.
- Ambulance information – (if applicable)
- Ambulance revenue current year and two previous years
- Identification of all accounts for the department

- Revenue

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

Any Additional Information Deemed Important

Revised: May 2025

Prepared by/Return to: Adam C. Van Dike, 666 Grand Ave., Suite 2000, Des Moines, Iowa 50309: (515) 242-2400

PUBLIC UTILITIES EASEMENT

KNOW ALL PERSONS BY THESE PRESENTS:

THAT CRAMER AND ASSOCIATES, INC. (“Grantor”), for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, does hereby grant, convey, establish, and declare unto the City of Adel, an Iowa municipal corporation (“Grantee”) a perpetual, non-exclusive easement and right-of-way over, across, under, through and upon real estate more particularly described on attached Exhibit “A” (as described, the “Easement Area”) for the purpose of the City or any public utilities constructing, reconstructing, repairing, replacing, enlarging, inspecting and maintaining public utilities, including, without limitation, water mains, sanitary sewer lines, storm sewers and other public utility lines, together with all necessary structures and appurtenances thereto.

This Easement shall be subject to the following terms and conditions:

1. **OBSTRUCTIONS PROHIBITED.** Grantor shall not obstruct, nor allow obstructions, including, without limitation, any structure, building or other improvement, or other material, device, thing, matter, plant or vegetation, to be placed on, over or in the Easement Area that could impede or otherwise interfere with Grantee’s use of the Easement Area for public utility purposes, except as otherwise required by any state, federal or local regulatory agency, or that which is necessary to construct, maintain, repair, replace and/or remove utility infrastructure in conformity with applicable law. Notwithstanding the foregoing, nothing herein will be construed to prohibit Grantor from using or improving the Easement Area in a manner that does not impede Grantee’s use of the same.
2. **MAINTENANCE.** Grantee shall construct or cause the construction of the public utilities contemplated by this Easement, and Grantee shall maintain and keep in good repair and condition, any such public utility installed within the Easement Area. Upon the completion of any construction, reconstruction, repair, enlargement, or maintenance of any public utility within the Easement Area, Grantee shall, at Grantee’s sole expense, promptly restore the Easement Area in a good and workmanlike manner to a condition comparable to its condition existing before such work was performed. Except as above required, Grantee shall not be responsible for any

maintenance of the land located within the Easement Area, such responsibility to remain with Grantor.

3. CHANGE OF GRADE PROHIBITED. Neither Grantor nor Grantee shall change the grade, elevation or contour of any part of the Easement Area without obtaining the prior written consent of the other, which consent will not be unreasonably withheld.

4. RIGHT OF ACCESS. Grantee, its agents, contractors, employees and assigns shall have the right of access to the Easement Area and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Easement Area as herein described, including, but not limited to, the right to remove, after thirty (30) days' written notice to Grantor and Grantor's failure to act in accordance with Section 1 within said thirty (30) days, any unauthorized obstructions placed or erected on the Easement Area in violation of Section 1.

5. LIABILITY. No agent, contractor, employee, tenant, visitor, licensee or guest of Grantor or Grantee (each a "Party") is an agent, contractor, employee, tenant, visitor, licensee or guest of the other Party, and any liability arising from the actions or negligence of an agent, contractor, employee, tenant, visitor, licensee or guest of one Party shall be such Party's sole responsibility, and any Party so responsible shall indemnify and hold the other Party, and the other Party's agents, contractors, employees, tenants, visitors, licensees, guests, successors and assigns, harmless from and against any claim, damage or expense (including, without limitation, reasonable attorneys' fees and court costs) arising from or related to any accident, injury or death of any person, or damage or destruction of property, arising from or in connection with the responsible Party's, or such Party's agent's, contractor's, employee's, tenant's, visitor's, licensee's or guest's use of the Easement Area, excluding normal wear and tear. Normal wear and tear shall not include damage occasioned by construction activities on any part of the Easement Area. Such indemnification shall survive any termination of this Easement.

6. EASEMENT RUNS WITH LAND. This Easement shall be deemed to run with the land, is perpetual and shall be binding on Grantor and the Easement Area and beneficial to Grantee, and the terms hereof shall extend to and be binding on the respective heirs, administrators, executors, tenants, visitors, licensees, guests, successors and assigns of Grantor and Grantee.

7. WARRANTIES OF GRANTOR. Grantor covenants that Grantor holds fee title to the Easement Area; that Grantor has good and lawful authority to sell and convey this Easement; that this Easement is free and clear of all liens and encumbrances, and that Grantor will warrant and defend this Easement against the lawful claims of all persons.

8. WAIVER. The failure of Grantor or Grantee to insist in any one or more instances upon performance of any term or condition of this Easement shall not be construed as a waiver of future performance of any such term, covenant or condition, but the obligation of such party with respect thereto will continue in full force and effect.

9. AMENDMENT. This Easement and any provision herein contained may not be terminated, extended, modified or amended without the express written consent of Grantor and Grantee, or their successors in interest, as applicable.

ACCEPTANCE BY THE CITY

STATE OF IOWA)
)ss:
COUNTY OF DALLAS)

I, _____, _____ of the City of Adel, Iowa, do hereby certify that the foregoing Easement is duly approved and accepted by the City of Adel.

DATED this _____ day of _____, 2026.

City of Adel

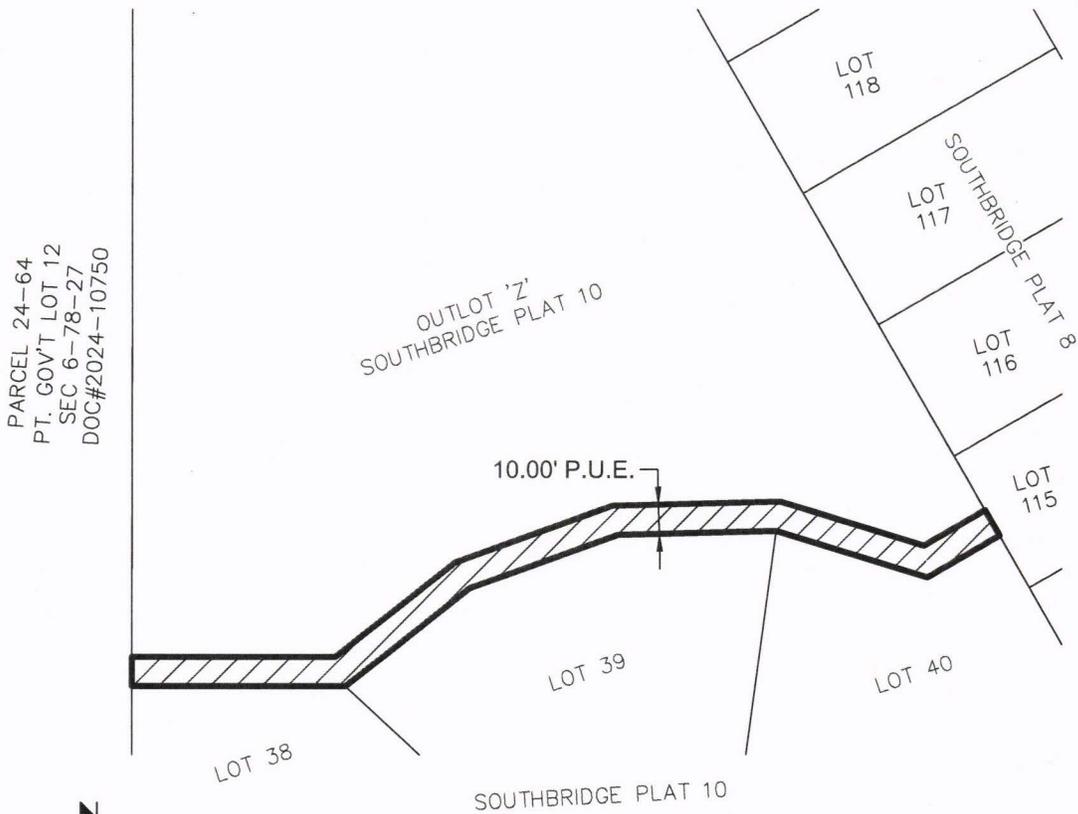
By: _____

Its: _____

EXHIBIT 'A' - EASEMENT PLAT

PUBLIC UTILITY EASEMENT DESCRIPTION

THE SOUTH 10.00 FEET OF OUTLOT 'Z', SOUTHBRIDGE PLAT 10, AN OFFICIAL PLAT IN THE CITY OF ADEL, DALLAS COUNTY, IOWA.



FILE: H:\2024\2401020\DWG\2401020-PUBLIC UTILITY EASEMENT.DWG
FILE DATE: 1/30/26 DATE PLOTTED: 1/30/2026 9:07 AM
PLOTTED BY: JON ERDAHL:

1
1/1
2401.020

PT. OUTLOT 'Z',
SOUTHBRIDGE PLAT 10
EASEMENT PLAT ADEL, IOWA



4121 NW URBANDALE DRIVE
URBANDALE, IA 50322
PH: (515) 369-4400

Prepared by/Return to: Adam C. Van Dike, 666 Grand Ave., Suite 2000, Des Moines, Iowa 50309: (515) 242-2400

PUBLIC UTILITIES EASEMENT

KNOW ALL PERSONS BY THESE PRESENTS:

THAT TITAN STORAGE-ADEL 1, LLC (“Grantor”), for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, does hereby grant, convey, establish, and declare unto the City of Adel, an Iowa municipal corporation (“Grantee”) a perpetual, non-exclusive easement and right-of-way over, across, under, through and upon real estate more particularly described on attached Exhibit “A” (as described, the “Easement Area”) for the purpose of the City or any public utilities constructing, reconstructing, repairing, replacing, enlarging, inspecting and maintaining public utilities, including, without limitation, water mains, sanitary sewer lines, storm sewers and other public utility lines, together with all necessary structures and appurtenances thereto.

This Easement shall be subject to the following terms and conditions:

1. **OBSTRUCTIONS PROHIBITED.** Grantor shall not obstruct, nor allow obstructions, including, without limitation, any structure, building or other improvement, or other material, device, thing, matter, plant or vegetation, to be placed on, over or in the Easement Area that could impede or otherwise interfere with Grantee’s use of the Easement Area for public utility purposes, except as otherwise required by any state, federal or local regulatory agency, or that which is necessary to construct, maintain, repair, replace and/or remove utility infrastructure in conformity with applicable law. Notwithstanding the foregoing, nothing herein will be construed to prohibit Grantor from using or improving the Easement Area in a manner that does not impede Grantee’s use of the same.
2. **MAINTENANCE.** Grantee shall construct or cause the construction of the public utilities contemplated by this Easement, and Grantee shall maintain and keep in good repair and condition, any such public utility installed within the Easement Area. Upon the completion of any construction, reconstruction, repair, enlargement, or maintenance of any public utility within the Easement Area, Grantee shall, at Grantee’s sole expense, promptly restore the Easement Area in a good and workmanlike manner to a condition comparable to its condition existing before such work was performed. Except as above required, Grantee shall not be responsible for any

maintenance of the land located within the Easement Area, such responsibility to remain with Grantor.

3. CHANGE OF GRADE PROHIBITED. Neither Grantor nor Grantee shall change the grade, elevation or contour of any part of the Easement Area without obtaining the prior written consent of the other, which consent will not be unreasonably withheld.

4. RIGHT OF ACCESS. Grantee, its agents, contractors, employees and assigns shall have the right of access to the Easement Area and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Easement Area as herein described, including, but not limited to, the right to remove, after thirty (30) days' written notice to Grantor and Grantor's failure to act in accordance with Section 1 within said thirty (30) days, any unauthorized obstructions placed or erected on the Easement Area in violation of Section 1.

5. LIABILITY. No agent, contractor, employee, tenant, visitor, licensee or guest of Grantor or Grantee (each a "Party") is an agent, contractor, employee, tenant, visitor, licensee or guest of the other Party, and any liability arising from the actions or negligence of an agent, contractor, employee, tenant, visitor, licensee or guest of one Party shall be such Party's sole responsibility, and any Party so responsible shall indemnify and hold the other Party, and the other Party's agents, contractors, employees, tenants, visitors, licensees, guests, successors and assigns, harmless from and against any claim, damage or expense (including, without limitation, reasonable attorneys' fees and court costs) arising from or related to any accident, injury or death of any person, or damage or destruction of property, arising from or in connection with the responsible Party's, or such Party's agent's, contractor's, employee's, tenant's, visitor's, licensee's or guest's use of the Easement Area, excluding normal wear and tear. Normal wear and tear shall not include damage occasioned by construction activities on any part of the Easement Area. Such indemnification shall survive any termination of this Easement.

6. EASEMENT RUNS WITH LAND. This Easement shall be deemed to run with the land, is perpetual and shall be binding on Grantor and the Easement Area and beneficial to Grantee, and the terms hereof shall extend to and be binding on the respective heirs, administrators, executors, tenants, visitors, licensees, guests, successors and assigns of Grantor and Grantee.

7. WARRANTIES OF GRANTOR. Grantor covenants that Grantor holds fee title to the Easement Area; that Grantor has good and lawful authority to sell and convey this Easement; that this Easement is free and clear of all liens and encumbrances, and that Grantor will warrant and defend this Easement against the lawful claims of all persons.

8. WAIVER. The failure of Grantor or Grantee to insist in any one or more instances upon performance of any term or condition of this Easement shall not be construed as a waiver of future performance of any such term, covenant or condition, but the obligation of such party with respect thereto will continue in full force and effect.

9. AMENDMENT. This Easement and any provision herein contained may not be terminated, extended, modified or amended without the express written consent of Grantor and Grantee, or their successors in interest, as applicable.

10. GOVERNING LAW. This Easement shall be construed and governed in accordance with the laws of the State of Iowa.

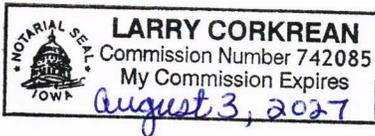
11. RELEASE OF DOWER. Grantor and, upon acceptance hereof, Grantee relinquish all rights of dower, homestead and distributive share, if any, in and to the interests contemplated in this Easement.

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

Signed this 5th day of March, 2026.

GRANTOR:
TITAN STORAGE-ADEL 1, LLC

By: *[Signature]*
Peter Corkrean, Co-Owner



STATE OF IOWA)
) ss.
COUNTY OF Madison)

On this 5 day of March, 2026, before me, the undersigned, a Notary Public in and for said State, personally appeared Peter Corkrean, to me personally known, who being by me duly sworn, did say that he is a Co-Owner of Titan Storage-Adel 1, LLC, executing the foregoing instrument; that the foregoing instrument was signed on behalf of and with the authority of the company; and acknowledged the execution of the foregoing instrument to be the voluntary act and deed of the company, by it and by him voluntarily executed.

Larry Corkrean
NOTARY PUBLIC IN AND FOR SAID STATE

ACCEPTANCE BY THE CITY

STATE OF IOWA)
)ss:
COUNTY OF DALLAS)

I, _____, _____ of the City of Adel, Iowa, do hereby certify that the foregoing Easement is duly approved and accepted by the City of Adel.

DATED this _____ day of _____, 2026.

City of Adel

By: _____

Its: _____

EXHIBIT 'A' - EASEMENT PLAT

PUBLIC UTILITY EASEMENT 'A' DESCRIPTION

A PART OF PARCEL 24-64 AS SHOWN ON THE PLAT OF SURVEY RECORDED IN DOCUMENT NUMBER 2024-10750 BEING A PART OF GOVERNMENT LOT 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 A 10.00-FOOT-WIDE EASEMENT BEING 5.00 FEET ON EACH SIDE OF THE FOLLOWING CENTERLINE:

COMMENCING AT THE SOUTHEAST CORNER OF SAID PARCEL 24-64; THENCE NORTH 00°05'28" EAST ALONG THE EAST LINE OF SAID PARCEL 24-64, A DISTANCE OF 441.05 FEET TO THE POINT OF BEGINNING; THENCE NORTH 89°54'32" WEST, 260.00 FEET TO THE WEST LINE OF SAID PARCEL 24-64 AND THE POINT OF TERMINUS. SAID EASEMENT CONTAINS 0.06 ACRES (2,600 SQUARE FEET).

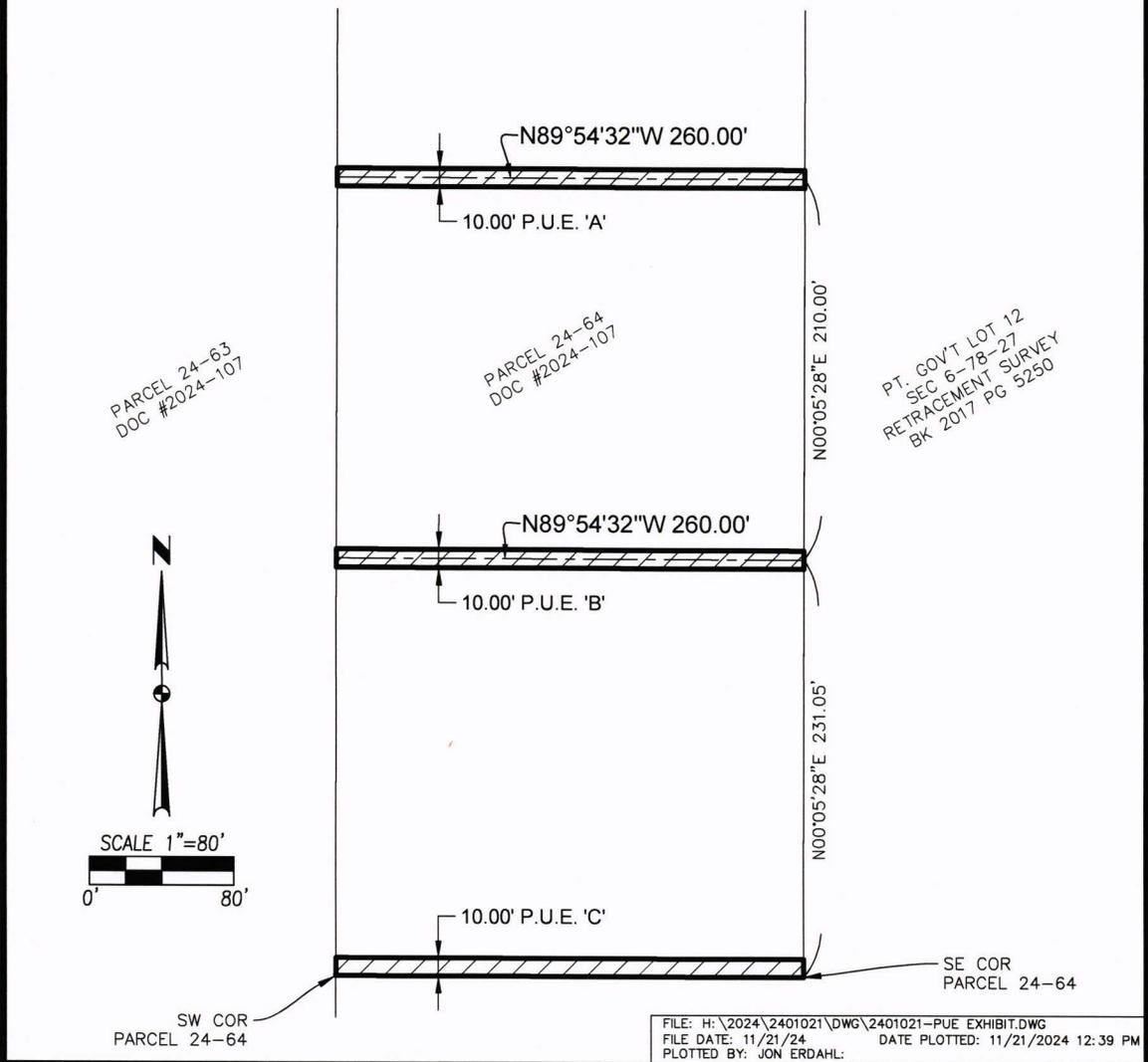
PUBLIC UTILITY EASEMENT 'B' DESCRIPTION

A PART OF PARCEL 24-64 AS SHOWN ON THE PLAT OF SURVEY RECORDED IN DOCUMENT NUMBER 2024-10750 BEING A PART OF GOVERNMENT LOT 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 A 10.00-FOOT-WIDE EASEMENT BEING 5.00 FEET ON EACH SIDE OF THE FOLLOWING CENTERLINE:

COMMENCING AT THE SOUTHEAST CORNER OF SAID PARCEL 24-64; THENCE NORTH 00°05'28" EAST ALONG THE EAST LINE OF SAID PARCEL 24-64, A DISTANCE OF 231.05 FEET TO THE POINT OF BEGINNING; THENCE NORTH 89°54'32" WEST, 260.00 FEET TO THE WEST LINE OF SAID PARCEL 24-64 AND THE POINT OF TERMINUS. SAID EASEMENT CONTAINS 0.06 ACRES (2,600 SQUARE FEET).

PUBLIC UTILITY EASEMENT 'C' DESCRIPTION

THE SOUTH 10.00 FEET OF PARCEL 24-64 AS SHOWN ON THE PLAT OF SURVEY RECORDED IN DOCUMENT NUMBER 2024-10750 BEING A PART OF GOVERNMENT LOT 12 IN SECTION 6, TOWNSHIP 78 NORTH, RANGE 27 WEST OF THE FIFTH PRINCIPAL MERIDIAN IN THE CITY OF ADEL, DALLAS COUNTY, IOWA. SAID EASEMENT CONTAINS 0.06 ACRES (2,600 SQUARE FEET).



FILE: H:\2024\2401021\DWG\2401021-PUE EXHIBIT.DWG
 FILE DATE: 11/21/24 DATE PLOTTED: 11/21/2024 12:39 PM
 PLOTTED BY: JON ERDAHL

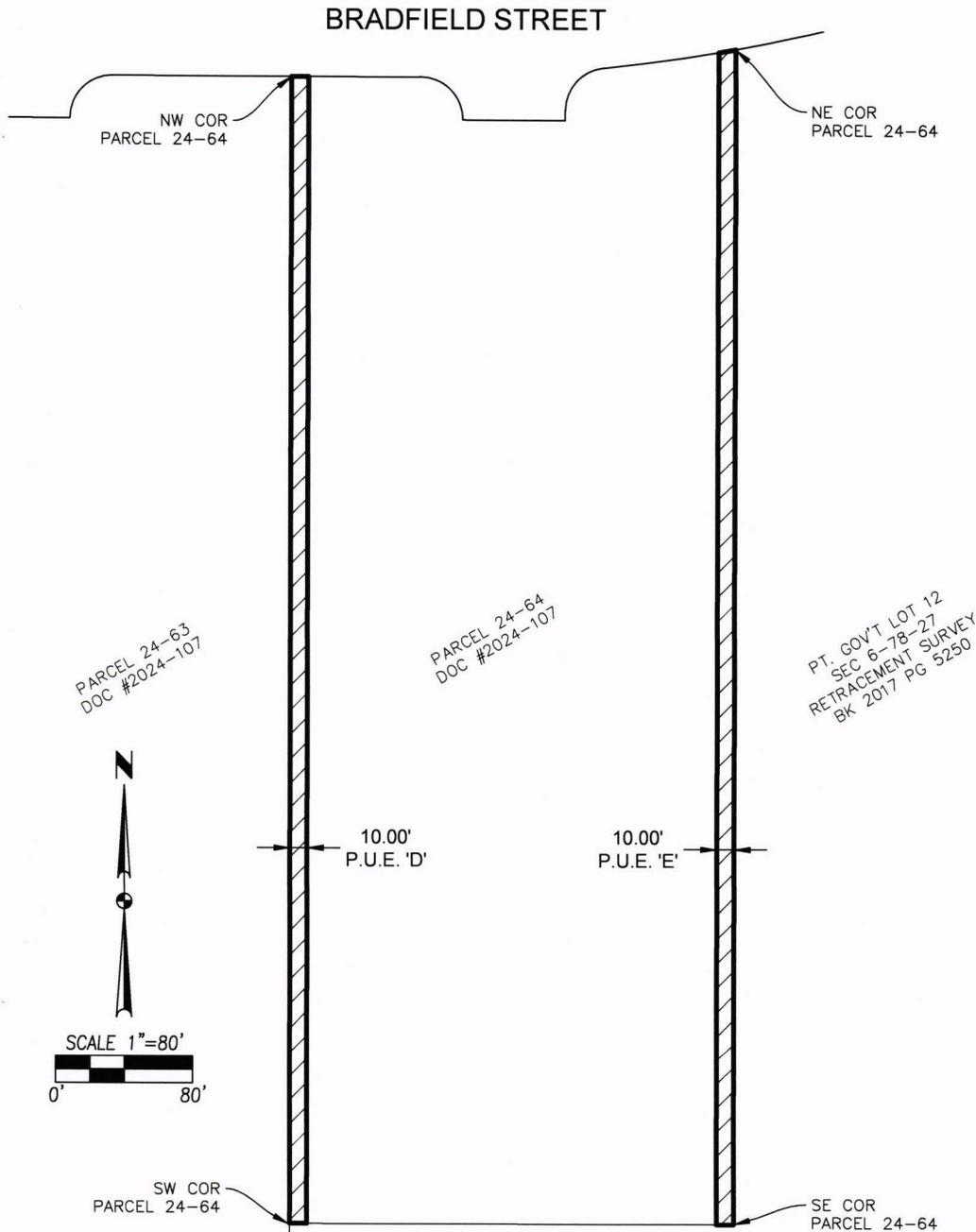
EXHIBIT 'A' - EASEMENT PLAT

PUBLIC UTILITY EASEMENT 'D' DESCRIPTION

THE WEST 10.00 FEET OF PARCEL 24-64 AS SHOWN ON THE PLAT OF SURVEY RECORDED IN DOCUMENT NUMBER 2024-10750 BEING A PART OF GOVERNMENT LOT 12 IN SECTION 6, TOWNSHIP 78 NORTH, RANGE 27 WEST OF THE FIFTH PRINCIPAL MERIDIAN IN THE CITY OF ADEL, DALLAS COUNTY, IOWA.

PUBLIC UTILITY EASEMENT 'E' DESCRIPTION

THE EAST 10.00 FEET OF PARCEL 24-64 AS SHOWN ON THE PLAT OF SURVEY RECORDED IN DOCUMENT NUMBER 2024-10750 BEING A PART OF GOVERNMENT LOT 12 IN SECTION 6, TOWNSHIP 78 NORTH, RANGE 27 WEST OF THE FIFTH PRINCIPAL MERIDIAN IN THE CITY OF ADEL, DALLAS COUNTY, IOWA.





A • D • E • L
I • O • W • A

Number: _____

APPLICATION FOR AMENDMENT TO THE
ZONING CODE OF ORDINANCES

Date: ⁷20/09/2026

Name of applicant: Cody Steffes

Home Number: _____

Address: 24768 HWY 6
Adel Iowa 50003

Work Number: 712-210-6061 cell

Name of Attorney (if applicable): _____

Address: _____

If applicant is other than the owner, please explain: _____

The property is currently zoned: R-Residential

The type of zoning requested: C3-Commerical

Legal Description of the property (attached on a separate sheet if necessary):

Parcel ID:1133200015

SEC/TWP/RNG: 33-79-27

Parcel B NE 1/4

Existing use of the land and/or buildings: _____

Following the Annexation Agreement for this property

Proposed use of land and /or buildings: The property will be used for a land management and service

business including office operations, company fleet parking, equipment storage, and organized outdoor storage areas

supporting off-site projects



1133200016

Dallas County

Resolution No. 26-41

**RESOLUTION APPROVING PRELIMINARY PLAT FOR
FIVE OAKS**

WHEREAS, a subdivision plat for a parcel of land was submitted by JNB Adel; hereinafter referred to as the Developer; and

WHEREAS, the Developer submitted a preliminary plat, known as Five Oaks; and

WHEREAS, on March 4, 2026, the Planning and Zoning Commission reviewed and recommended Five Oaks subject to review by City staff and McClure; and

WHEREAS, the preliminary plat's approximately 21.36 acres will be zoned R-2 (Single-Family Residential); and

WHEREAS, the intent of the proposed subdivision is to separate the existing parcel into multiple individual lots, in accordance with applicable zoning and land use regulations; and

WHEREAS, City staff, McClure Engineering, and the members of the City Council of the City of Adel, Iowa, have reviewed and approved the preliminary plat of Five Oaks.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Adel, Iowa, that the preliminary plat of Five Oaks be formally approved.

Passed and approved this 10th day of March, 2026.

Timothy E. Crannell, Mayor

Attest: _____
Carrie Erickson, City Clerk

FIVE OAKS SUBDIVISION PRELIMINARY PLAT

SHEET INDEX:

- C0.1 COVER SHEET
- C1.1 EXISTING CONDITIONS
- C2.1 LAYOUT PLAN
- C3.1 GRADING & EROSION CONTROL PLAN
- C4.1 UTILITY PLAN

PROPERTY DESCRIPTION:

LOT 3 IN MONDO SUBDIVISION, AN OFFICIAL PLAT, DALLAS COUNTY, IOWA (PARCEL ID: 1506101001)

AND

ADJACENT RIGHT-OF-WAY OF HWY 169 TO THE CENTERLINE.

OWNER:

JNB ADEL
7152 ELDORADO POINTE
WEST DES MOINES, IA 50266
CONTACT: JIM BERGMAN

ENGINEER:

BISHOP ENGINEERING
3501 104TH STREET
URBANDALE, IA 50322
CONTACT: TYLER TUTTLE
EMAIL: TTUTTLE@BISHOPENGR.COM
PH: 515-276-0467

SURVEYOR:

BISHOP ENGINEERING
3501 104TH STREET
URBANDALE, IA 50322
CONTACT: LARRY HYLER
EMAIL: LHYLER@BISHOPENGR.COM
PH: 515-276-0467

ZONING:

EXISTING = AGRICULTURAL (A-1)
PROPOSED = MEDIUM DENSITY SINGLE-FAMILY (R-2)

BULK REGULATIONS (R-2):

MINIMUM LOT AREA = 10,000 SF
FRONT YARD SETBACK = 30 FT
SIDE YARD SETBACK = 10 FT
REAR YARD SETBACK = 30 FT
MINIMUM LOT WIDTH = 90 FT

BENCHMARK:

BASIS OF BEARING OBTAINED FROM GPS OBSERVATIONS
DATUM = NAD 83, IOWA SOUTH
BENCHMARK DATUM = NAVD88, GEOID 18

POINT #9000

NORTHING = 577,995.78
EASTING = 1,501,190.31
ELEVATION = 947.56
DESCRIPTION: APPROX. MID RADIUS OF EXISTING DRIVEWAY NW OF CIRCULAR SECTION OF DRIVE ROUNDABOUT.

GENERAL NOTES:

- ALL WORK SHALL BE DONE IN ACCORDANCE WITH SUDAS STANDARD SPECIFICATIONS AND ALL CITY OF ADEL SUPPLEMENTAL SPECIFICATIONS. THE CITY OF ADEL MUST BE NOTIFIED BY ALL CONTRACTORS 48 HOURS PRIOR TO COMMENCING WORK.
- IN EVENT OF A DISCREPANCY BETWEEN THE QUANTITY ESTIMATES AND THE DETAILED PLANS, THE DETAILED PLANS SHALL GOVERN.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE LOCATION OF ALL UTILITIES. ANY DAMAGE TO SAID UTILITIES SHALL BE REPAIRED AT THE CONTRACTORS EXPENSE.
- ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE CURRENT O.S.H.A. CODES AND STANDARDS. NOTHING INDICATED ON THESE PLANS SHALL RELIEVE THE CONTRACTOR FROM COMPLYING WITH THE APPROPRIATE SAFETY REGULATIONS.
- ALL NECESSARY CONSTRUCTION SIGNS, BARRICADES AND OTHER TRAFFIC CONTROL DEVICES REQUIRED DURING CONSTRUCTION WILL BE FURNISHED BY THE CONTRACTOR. SIGNS, BARRICADES AND OTHER TRAFFIC CONTROL DEVICES MUST BE IN CONFORMANCE WITH THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS."
- BISHOP ENGINEERING SHALL NOT BE LIABLE FOR ANY INJURIES THAT HAPPEN ON SITE. THIS SHALL INCLUDE BUT NOT BE LIMITED TO TRENCH COLLAPSES FROM VARYING SOIL CONDITIONS OR INJURIES CAUSED BY UNDERGROUND UTILITIES INCLUDING UTILITIES THAT ARE NOT SHOWN ON PLAN.
- THE CONTRACTOR IS LIABLE FOR ALL DAMAGES TO PUBLIC OR PRIVATE PROPERTY CAUSED BY THEIR ACTION OR INACTION IN PROVIDING FOR STORM WATER FLOW DURING CONSTRUCTION. DO NOT RESTRICT FLOWS IN EXISTING DRAINAGE CHANNELS, STORM SEWER, OR FACILITIES.
- THE CONTRACTOR SHALL SUBMIT TO THE ENGINEER A SCHEDULE FOR PERFORMANCE OF WORK ITEMS. THIS SCHEDULE SHALL BE PROVIDED BY THE CONTRACTOR AT THE PROJECT PRECONSTRUCTION CONFERENCE. NO WORK SHALL BEGIN UNTIL A SCHEDULE HAS BEEN SUBMITTED AND ACCEPTED. THE CONTRACTOR SHALL THEN PERFORM WORK TO CONFORM TO THE ACCEPTED SCHEDULE.
- LABORATORY TESTS SHALL BE PERFORMED BY THE OWNER UNLESS OTHERWISE NOTED. THE CONTRACTOR SHALL PROVIDE SAMPLES OF MATERIAL REQUIRED FOR LABORATORY TESTS AND TESTING IN ACCORDANCE WITH THE URBAN STANDARD SPECIFICATIONS FOR PUBLIC IMPROVEMENTS.
- SOIL IMPORT OR EXPORT ON THIS PROJECT SHALL BE CONSIDERED INCIDENTAL AND WILL NOT BE MEASURED OR PAID FOR SEPARATELY.
- THE CONTRACTOR SHALL PROTECT ALL STRUCTURES NOT SHOWN AS REMOVALS ON THE PLANS.
- THE CONTRACTOR SHALL OBTAIN ANY AND ALL NECESSARY PERMITS PRIOR TO ANY CONSTRUCTION. CONTRACTOR SHALL WORK WITH OWNER OR OWNERS REPRESENTATIVE ON ALL REQUIRED STORM WATER DISCHARGE PERMITS FROM THE IOWA DEPARTMENT OF NATURAL RESOURCES AND THE CITY OF ADEL.
- GRADING AND EROSION CONTROL SHALL BE DONE IN ACCORDANCE WITH THE APPROVED GRADING PLAN, SWPPP, NPDES DOCUMENTS, AND IOWA DEPARTMENT OF NATURAL RESOURCES REQUIREMENTS.
- THE CONTRACTOR SHALL PICK UP ANY DEBRIS SPILLED ONTO THE ADJACENT RIGHT OF WAY OR ABUTTING PROPERTIES AS THE RESULT OF CONSTRUCTION, AT THE END OF EACH WORK DAY.
- THE CONTRACTOR IS RESPONSIBLE FOR THE PROMPT REMOVAL OF ALL MUD THAT HAS BEEN TRACKED OR WASHED UNTO ADJACENT PROPERTY OR RIGHT OF WAY UNTIL SUCH TIME THAT PERMANENT VEGETATION HAS BEEN ESTABLISHED.
- DISPOSE OF ALL EXCESS MATERIALS AND TRASH IN ACCORDANCE WITH FEDERAL, STATE, AND LOCAL REQUIREMENTS. PROVIDE WASTE AREAS OR DISPOSAL SITES FOR EXCESS MATERIALS NOT DESIRABLE FOR INCORPORATION INTO THE PROJECT.

PAVING NOTES:

- THE PAVING/ GRADING CONTRACTOR SHALL BACKFILL THE PAVING SLAB AND FINE GRADE THE RIGHT OF WAY AS SOON AFTER THE PAVING AS POSSIBLE. ALL AREAS SHALL BE SEEDED IN ACCORDANCE WITH CITY OF ADEL STANDARD SPECIFICATIONS AND THE CURRENT VERSION OF SUDAS.
- SUBGRADE PREPARATION AND PAVEMENTS WILL BE CONSTRUCTED FOLLOWING RECOMMENDATIONS IN THE SOILS REPORT. APPROVED SOILS ENGINEER MUST SIGN OFF ON SUB BASE PRIOR TO ANY PAVEMENT BEING PLACED.
- SEE DETAILS FOR ALL PAVEMENT THICKNESS ON SHEET C2.1.
- ALL PEDESTRIAN WALKWAYS THAT UNLOAD INTO A VEHICLES TRAVELED PATH MUST HAVE A D.A. DETECTABLE WARNING PANEL(S) AS PER A.D.A. REGULATIONS. PANEL TYPE & COLOR SHALL BE PER CITY STANDARD.
- ALL WALKS, PARKING LOTS, HANDICAP PARKING, RAMPS, ETC. SHALL COMPLY WITH ALL A.D.A. AND CITY CODES. HANDICAP PARKING SIGNAGE IS REQUIRED FOR ALL HANDICAP STALLS AND SHALL BE CONSIDERED INCIDENTAL. IN EVENT OF A DISCREPANCY BETWEEN THE PLANS AND THE A.D.A./CITY CODES THE A.D.A./CITY CODES SHALL GOVERN. CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING A.D.A. CODES ARE MET.

UTILITY NOTES:

- QUANTITY CALLOUTS ON PIPE LENGTHS ARE APPROXIMATE AND SHOULD BE USED FOR REFERENCE ONLY.
- THE CONTRACTOR SHALL PROVIDE AS-BUILTS OF ALL UTILITIES, INCLUDING DEPTH AND LOCATION OF ALL SERVICES.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION AND ALL COSTS ASSOCIATED WITH AS-BUILT TOPO OF DETENTION POND & DETENTION POND STORM SEWER. CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING BISHOP ENGINEERING (DAVID BENTZ AT 515-276-0467) TO PERFORM SAID AS-BUILT SURVEY. IF DETENTION PONDS HAVE BEEN GRADED INCORRECTLY, CONTRACTOR SHALL BE RESPONSIBLE FOR ALL SUBSEQUENT AS-BUILT TOPO SURVEYS UNTIL ISSUES HAVE BEEN RECTIFIED.
- THE CONTRACTOR SHALL COORDINATE THE ADJUSTMENT OF ANY AND ALL EXISTING AND PROPOSED UTILITIES TO PROPOSED GRADES. EXISTING UTILITIES SHALL BE RAISED OR LOWERED IN ACCORDANCE WITH THE UTILITY OWNER REQUIREMENTS. ANY NECESSARY ADJUSTMENTS SHALL BE CONSIDERED INCIDENTAL TO CONSTRUCTION.
- ACTIVE EXISTING FIELD TILES ENCOUNTERED DURING CONSTRUCTION SHALL BE REPAIRED, REROUTED, OR CONNECTED TO PUBLIC OR PRIVATE STORM SEWER TO REMAIN IN SERVICE.
- ALL PROPOSED RCP STORM SEWER PIPE JOINTS SHALL BE FABRIC WRAPPED AND THE LAST 3 PIPE SECTIONS ON THE APRON SHALL BE TIED WITH RF-14 TYPE II CONNECTORS. ALL APRONS SHALL HAVE A STANDARD FOOTING AND TRASH GUARD.
- ALL RIP RAP CALLED OUT ON PLANS SHALL BE UNDERLAIN WITH ENGINEER FABRIC AND INSTALLED PER SUDAS DETAIL 9040.110 OR 9040.111 DEPENDING ON CONDITION. TOP OF RIP-RAP SHALL BE INSTALL FLUSH OR LOWER THAN ADJACENT SURFACES. DEPTH OF RIP-RAP SHALL BE 1.5 TIMES MAX STONE DIAMETER.
- SANITARY SEWER SERVICE CONNECTIONS SHALL BE PLACED AT A SLOPE OF NO LESS THAN 2%. SERVICES SHALL MAINTAIN 18" OF VERTICAL SEPARATION FROM THE WATERMAIN WITH 18" OF COMPACTED LOW PERMEABILITY SOIL BETWEEN THE UTILITIES WITHIN 10' OF THE CROSSING.
- MANDREL AND PRESSURE TESTS SHALL BE REQUIRED FOR ALL PROPOSED SANITARY LINES. TELEVISION OF THE SANITARY SEWER SYSTEM SHALL BE COMPLETED PRIOR TO PAVING, AND SUBMITTED TO THE CITY OF ADEL FOR REVIEW.
- WATERMANS SHALL BE C-900. SIZE OF WATERMAIN AS SHOWN ON PLANS.
- THRUST BLOCKS SHALL BE INSTALLED AS REQUIRED AND SHALL BE CONSIDERED INCIDENTAL TO WATERMAIN CONSTRUCTION.
- PROPOSED WATERMAIN SHALL BE PRESSURE TESTED, BACTERIA TESTED AND CHLORINATED.
- TRACER WIRE SHALL BE ADDED TO ALL WATER MAIN, AND BROUGHT TO THE SURFACE AT EVERY HYDRANT.
- ALL HYDRANTS WILL IMMEDIATELY BE COVERED WITH A BLACK PLASTIC BAG (OR EQUIVALENT) ONCE THE HYDRANT IS INSTALLED. THE CITY OF ADEL WILL NOTIFY THE CONTRACTOR WHEN THE BAGS CAN BE REMOVED.
- THE MINIMUM HYDRANT LEAD SHALL BE 3.5 FEET.
- SANITARY SEWER SHALL REQUIRE INSPECTION AND ACCEPTANCE FROM THE CITY OF ADEL FOLLOWING SUDAS.
- SANITARY SEWER MANHOLE CASTINGS SHALL BE BOLTED TO STRUCTURES
- SANITARY SEWER MANHOLES THAT ARE NOT LOCATED IN MOWED AREAS SHALL BE MARKED WITH A GREEN PAINTED T-POST.
- MOLDED SHIELDS SHALL BE USED FOR INFILTRATION BARRIERS ON TWO-PIECE CASTINGS FOR ALL SANITARY SEWER MANHOLES.
- ADJUSTMENT RINGS ON SANITARY SEWER MANHOLES SHALL BE HDPE. NO CONCRETE ADJUSTMENT RINGS SHALL BE PERMITTED.
- SEWER MAIN CONSTRUCTION SHALL BE DONE IN ACCORDANCE WITH SUDAS AND THE CITY OF ADEL'S SUPPLEMENTAL SPECIFICATIONS.
- ALL SANITARY SEWERS IN PAVEMENT SHALL UTILIZE EAST JORDAN IRON WORKS SELF-LEVEL CASTINGS FOR ALL MANHOLES IN PAVEMENT. ANY MANHOLES OUTSIDE OF PAVEMENT SHALL USE TYPE A CASTINGS. ALL MANHOLES SHALL USE CRETEX PRO-RINGS FOR ADJUSTMENT. M1 ADHESIVE MUST BE VISIBLE AT JOINTS. INFILTRATION TAPE SHALL BE USED ON MANHOLE BARREL JOINTS.
- SWEEPING INVERT WILL NEED TO BE POURED FOR ANY INVERTS THAT HAVE A CHANGE IN DIRECTION.
- BOXOUTS ARE NOT ALLOWED TO BE PLACED AROUND SANITARY MANHOLES.
- A MANUFACTURED WYE SHALL BE USED FOR ANY SANITARY SEWER SERVICE CONNECTIONS.
- AS-BUILTS SHALL BE COMPLETED ON SANITARY SEWER PIPES BEING INSTALLED AT LESS THAN 0.6% SLOPE FOLLOWING CONSTRUCTION PRIOR TO PAVING TO ENSURE THAT THE SEWER IS CONSTRUCTED AT NO LESS THAN A SLOPE OF 0.4%.



UTILITY NOTE:

THE LOCATION OF THE UTILITIES INDICATED ON THE PLANS HAVE BEEN TAKEN FROM THE FIELD SURVEY, EXISTING PUBLIC RECORDS, AND PLANS PROVIDED BY OTHERS. SURFACE UTILITY LOCATIONS HAVE BEEN FIELD LOCATED BY BISHOP ENGINEERING. UNLESS OTHERWISE NOTED, ALL UNDERGROUND UTILITY LOCATIONS ARE APPROXIMATE LOCATIONS ONLY. BISHOP ENGINEERING DOES NOT GUARANTEE THE UNDERGROUND LOCATION OF ANY UTILITIES SHOWN. IT SHALL BE THE DUTY OF THE CONTRACTOR TO DETERMINE THE LOCATION AND DEPTH OF ANY UNDERGROUND UTILITIES SHOWN AND IF ANY ADDITIONAL UTILITIES, OTHER THAN THOSE SHOWN ON THE PLANS, MAY BE PRESENT. A REQUEST WAS MADE TO IOWA ONE CALL FOR UTILITY PROVIDERS TO VERIFY, LOCATE, AND MARK THEIR UTILITIES IN THE FIELD.

UTILITY MAPS PROVIDED BY:

- CITY OF ADEL (KIP OVERTON / 515-490-7430 / KOVERTON@ADEL.IOWA.ORG)
- ADM SCHOOL DISTRICT (JENNIFER HOLLIDAY / 515-262-7686 / LOCATES@MINTURNCOMM.COM)
- MINBURN TELEPHONE CLEC (KENDALL ABBEY / 515-438-2200 / TECHS@MINBURNCOMM.COM)
- CENTRYLINK (SADIE HULL / 515-547-0147 / SADIE.HULL@LUMEN.COM)
- MEDIACOM (DAVE MEYERS / 515-991-7388 / DMEYERS2@MEDIACOMCC.COM)
- IOWA COMMUNICATIONS NETWORK (DAVE AUGSPURGER / 515-725-4604 / IONOUTSIDEPLANTIOWAONECALL@IOWA.GOV)
- MIDAMERICAN - ELECTRIC (BRIAN SEWELL / 515-574-5042 / MECDSMDESIGNLOCATES@MIDAMERICAN.COM)
- PANORA COOPERATIVE TELEPHONE (ANDREW RANDOL / 641-755-2424 / ANDREW.RANDOL@PANORATELCO.COM)
- PRECISION UNDERGROUND UTILITY (DOUG ROSE / 515-782-6733 / DOUG.R@PRECISIONUNDERGROUNDIA.COM)
- XENIA RURAL WATER DISTRICT (LAIRD VAN DEE / 515-676-2117 / LVANDEE@XENIAWATER.ORG)

UTILITY CONFLICT NOTES:

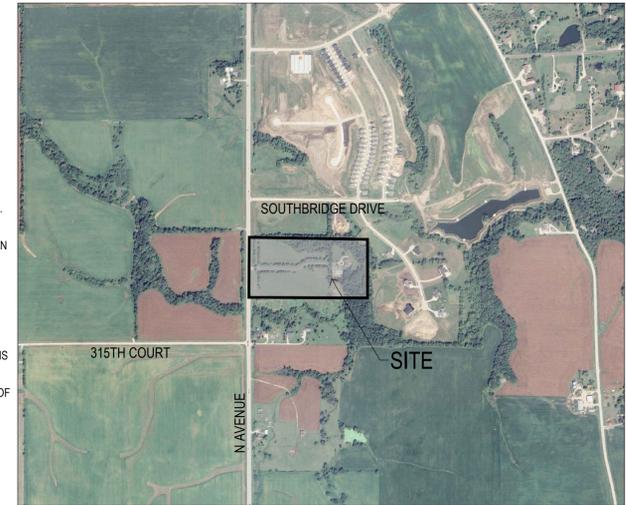
- UTILITY CONFLICTS MAY EXIST ACROSS THE SITE WITH NEW UTILITIES, GRADING, PAVING ETC. MOST UTILITY CONFLICTS HAVE BEEN CALLED OUT FOR CONTRACTOR CONVENIENCE.
- CONTRACTOR IS RESPONSIBLE FOR ALL UTILITY CONFLICTS THAT ARE EITHER CALLED OUT ON THE PLANS OR THAT CAN BE SEEN ON THE PLANS BETWEEN AN EXISTING UTILITY AND PROPOSED CONSTRUCTION

WETLAND NOTES:

- BISHOP ENGINEERING DOES NOT PERFORM WETLAND STUDIES OR WETLAND MITIGATION. IT IS THE OWNER'S RESPONSIBILITY TO DETERMINE IF ANY WETLANDS ARE LOCATED ON THE PROJECT SITE AND PERFORM ANY NECESSARY MITIGATION PRIOR TO THE COMMENCEMENT OF CONSTRUCTION ACTIVITIES.

SURVEY NOTES:

SURVEY WORK WAS COMPLETED BY BISHOP ENGINEERING ON 12-18-2025.



VICINITY MAP
SCALE: 1" = 1,000'

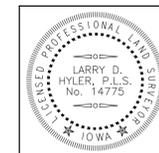
LEGEND

— SAN —	SANITARY SEWER	⊠	ELECTRIC VAULT
— ST —	STORM SEWER	⊠	TRANSFORMER POLE
— W —	WATER LINE	⊠	TRANSFORMER POLE
— G —	GAS LINE	⊠	LIGHT POLE
— UE —	UNDERGROUND ELECTRIC	⊠	ELECTRIC JUNCTION BOX
— OE —	OVERHEAD ELECTRIC	⊠	ELECTRIC PANEL
— TELE —	TELEPHONE LINE	⊠	TRANSFORMER
— FO —	FIBER OPTIC	⊠	GROUND LIGHT
— CATV —	CABLE TV	⊠	GUY WIRE
— SF —	SILT FENCE, TYP.	⊠	INLET PROTECTION, TYP.
⊠	STORM MANHOLE	⊠	ELECTRIC HANDHOLE
⊠	CURB INTAKE	⊠	GAS METER
⊠	SURFACE INTAKE	⊠	GAS VALVE
⊠	FLARED END SECTION	⊠	AIR CONDITIONING UNIT
⊠	ROOF DRAIN	⊠	TELEPHONE RISER
⊠	DOWNSPOUT	⊠	TELEPHONE VAULT
⊠	SANITARY MANHOLE	⊠	TELEPHONE MANHOLE
⊠	CLEANOUT	⊠	TRAFFIC SIGNAL MANHOLE
⊠	FIRE HYDRANT	⊠	FIBER OPTIC MANHOLE
⊠	SPRINKLER	⊠	FIBER OPTIC RISER
⊠	IRRIGATION CONTROL VALVE	⊠	FIBER OPTIC VAULT
⊠	WATER MANHOLE	⊠	CABLE TV RISER
⊠	WELL	⊠	SIGN
⊠	WATER VALVE	⊠	BOLLARDS
⊠	WATER SHUT OFF	⊠	⊠ DENOTES NUMBER OF PARKING STALLS
⊠	YARD HYDRANT	⊠	● PROPERTY CORNER - FOUND AS NOTED
⊠	FLAGPOLE	⊠	○ PROPERTY CORNER - PLACED 5/8" IRON ROD WITH YELLOW PLASTIC CAP ID # OR AS NOTED
⊠	ELECTRIC MANHOLE	⊠	⊠ SECTION CORNER - FOUND AS NOTED
⊠	ELECTRIC METER	⊠	▲ SITE CONTROL POINT - MONUMENT AS NOTED
⊠	ELECTRIC RISER		

ABBREVIATIONS:

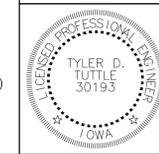
AC	ACRES	POB	POINT OF BEGINNING
ASPH	ASPHALT	POC	POINT OF COMMENCEMENT
BK	BOOK	PRA	PREVIOUSLY RECORDED AS
CONC	CONCRETE	PUE	PUBLIC UTILITY EASEMENT
D	DEEDED DISTANCE	ROW	RIGHT OF WAY
EX	EXISTING	RPC	RED PLASTIC CAP
ENCL	ENCLOSURE	SF	SQUARE FEET
FF	FINISHED FLOOR	SAN	SANITARY
FL	FLOW LINE	TYP	TYPICAL
FRAC	FRACTIONAL	YPC	YELLOW PLASTIC CAP
M	MEASURED DISTANCE	N	NORTH
MH	MANHOLE	S	SOUTH
OPC	ORANGE PLASTIC CAP	E	EAST
P	PLATTED DISTANCE	W	WEST
PG	PAGE		

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I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

SIGNED: _____ DATE: _____
LARRY D. HYLER, P.L.S. 14775
LICENSE RENEWAL DATE: DEC. 31, 2026
PAGES OR SHEETS COVERED BY THIS SEAL: _____



I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

SIGNED: _____ DATE: _____
TYLER D. TUTTLE, P.E. 30193
LICENSE RENEWAL DATE: DEC. 31, 2026
PAGES OR SHEETS COVERED BY THIS SEAL: _____



FIVE OAKS SUBDIVISION PRELIMINARY PLAT ADEL, IA

REFERENCE NUMBER:

DRAWN BY:
TDT

REVISION DATE:
2026-01-20

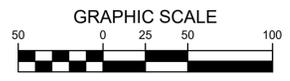
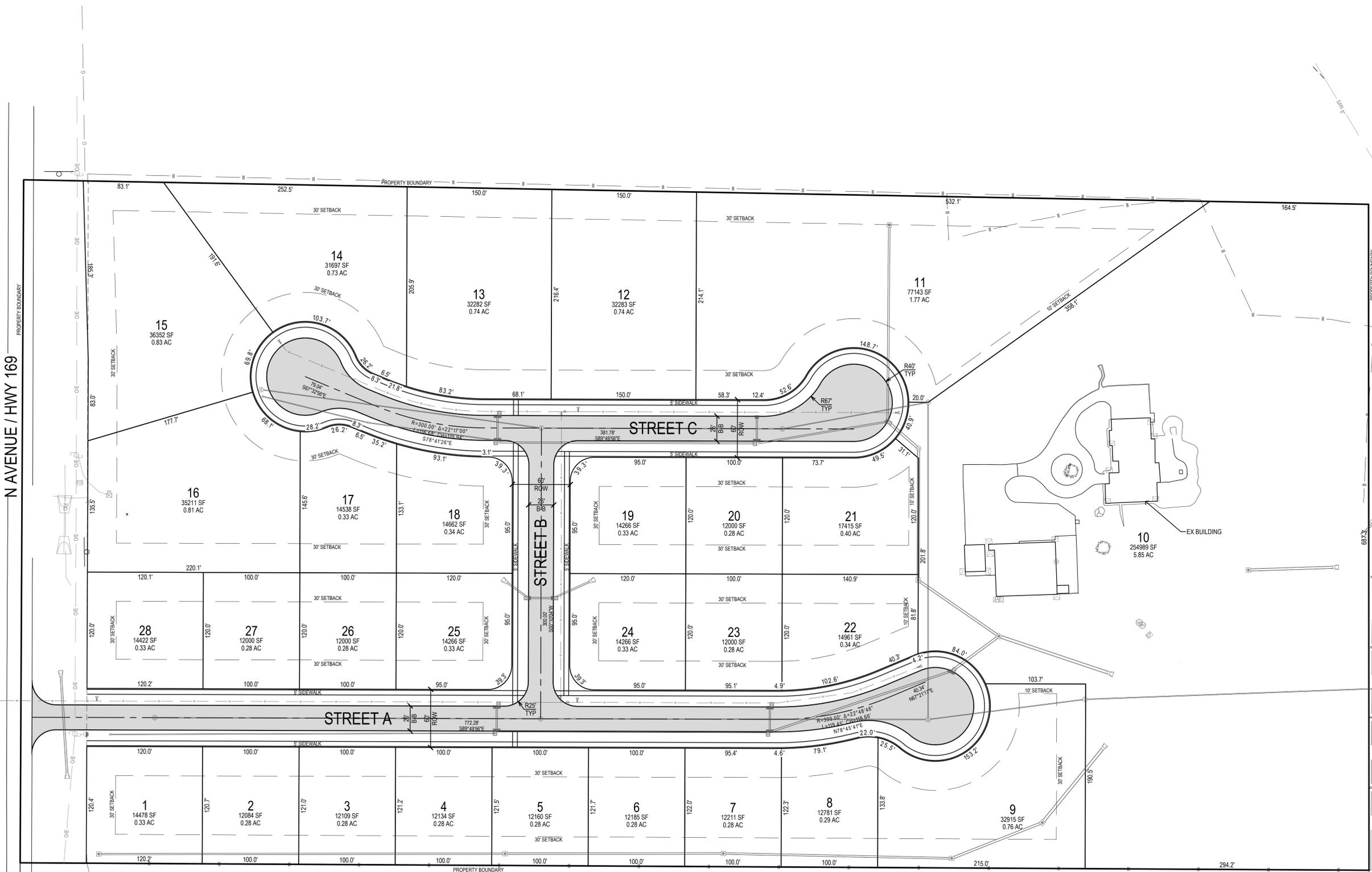
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250396

SHEET NAME:
COVER SHEET

SHEET NUMBER:
C0.1

PRELIMINARY - NOT FOR CONSTRUCTION

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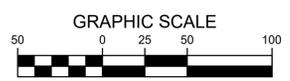
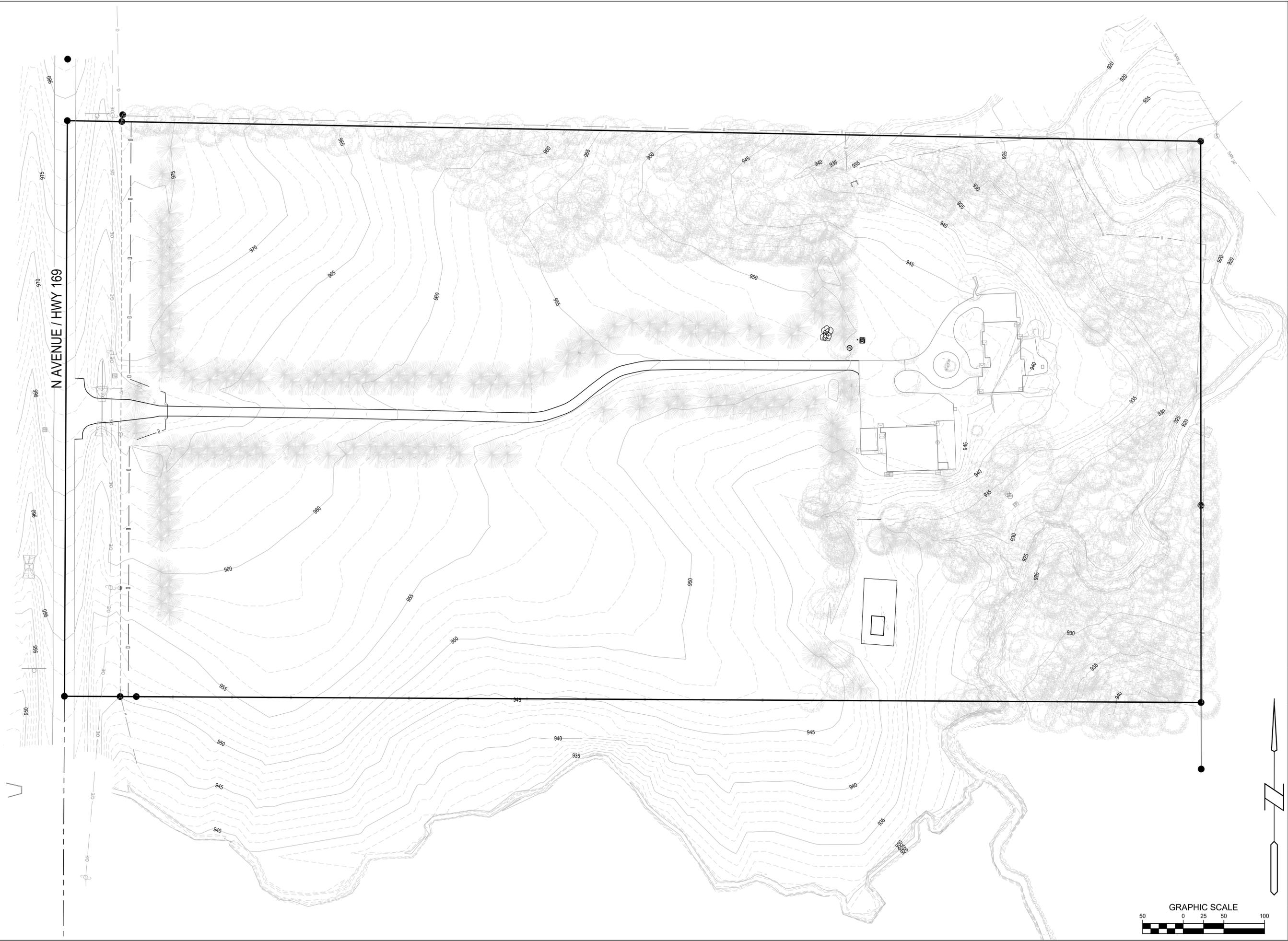


**FIVE OAKS SUBDIVISION
PRELIMINARY PLAT**
ADEL, IA

REFERENCE NUMBER:	
DRAWN BY:	TDT
REVISION DATE:	2026-01-20
PROJECT NUMBER:	250396
SHEET NAME:	OVERALL LAYOUT PLAN
SHEET NUMBER:	C2.1

PRELIMINARY- NOT FOR CONSTRUCTION

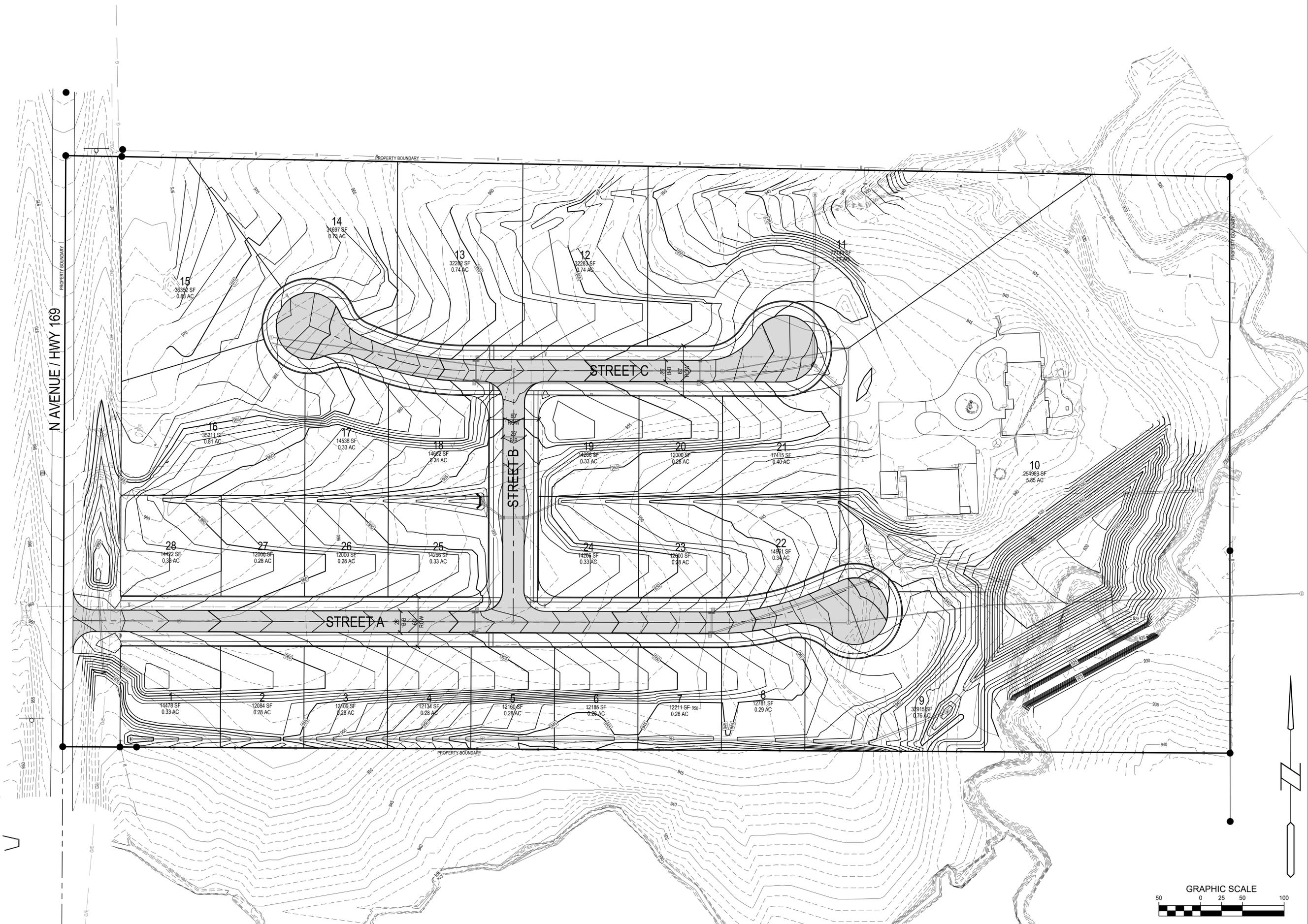
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 BISHOP ENGINEERING + 3501 104th Street, Urbandale, IA 50322 Ph: 515-276-0467	
FIVE OAKS SUBDIVISION PRELIMINARY PLAT ADEL, IA	
REFERENCE NUMBER:	
DRAWN BY:	TDT
REVISION DATE:	2026-01-20
PROJECT NUMBER:	250396
SHEET NAME:	EXISTING CONDITIONS
SHEET NUMBER:	C1.1

PRELIMINARY - NOT FOR CONSTRUCTION

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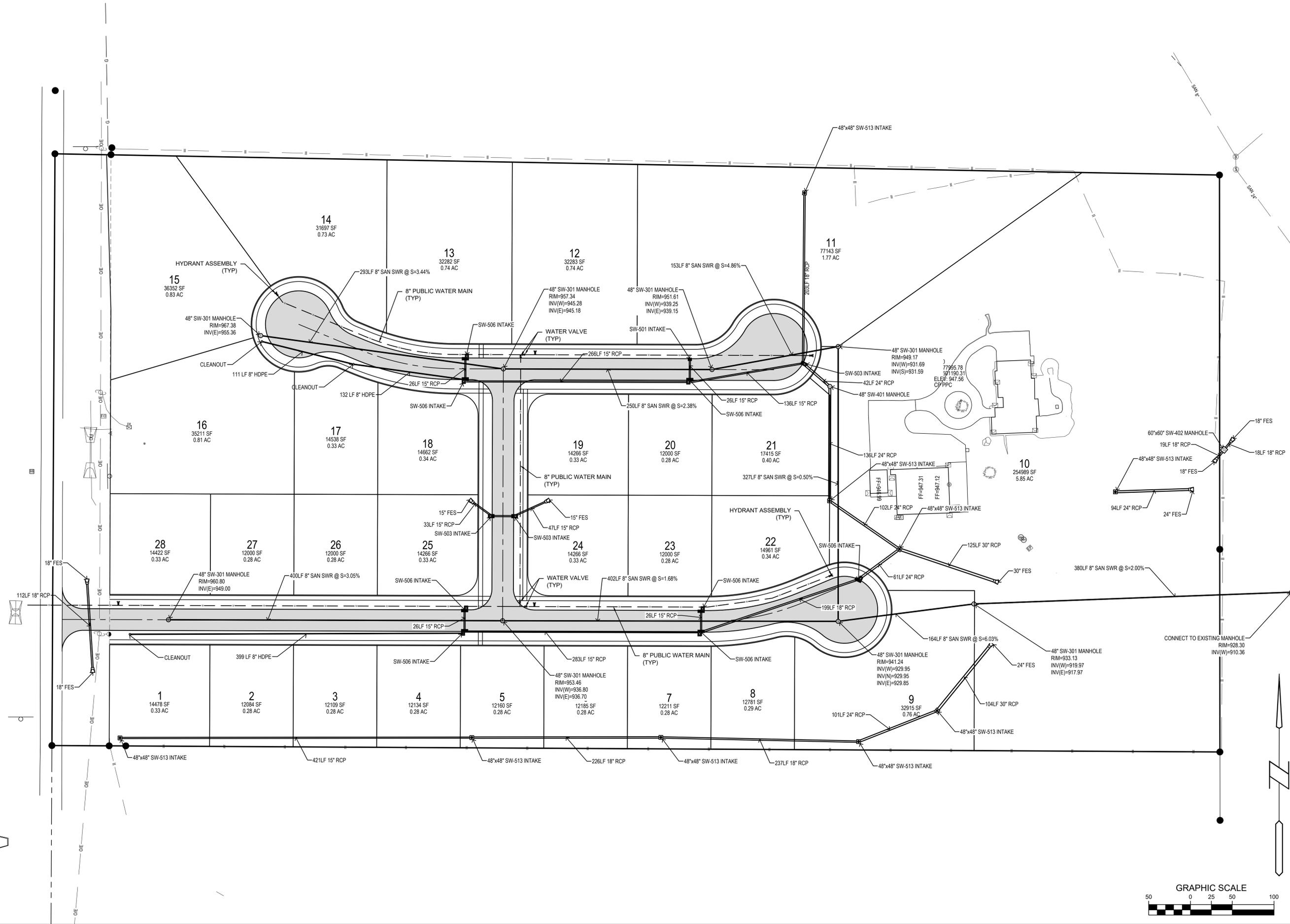
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PRELIMINARY PLAT
ADEL, IA

REFERENCE NUMBER:	
DRAWN BY:	TDT
REVISION DATE:	2026-01-20
PROJECT NUMBER:	250396
SHEET NAME:	GRADING AND EROSION CONTROL PLAN
SHEET NUMBER:	C3.1



PRELIMINARY - NOT FOR CONSTRUCTION

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**FIVE OAKS SUBDIVISION
PRELIMINARY PLAT
ADEL, IA**

REFERENCE NUMBER:	
DRAWN BY:	TDT
REVISION DATE:	2026-01-20
PROJECT NUMBER:	250396
SHEET NAME:	UTILITY PLAN
SHEET NUMBER:	C4.1



AGENDA ITEM NO. 7.j
AGENDA SECTION: REGULAR
AGENDA ITEMS

ADEL CITY COUNCIL AGENDA ITEM REPORT

MEETING DATE: March 10, 2026

TO: Mayor Crannell & City Council

FROM: Brittany Sandquist, Deputy City Administrator/Finance Director

AGENDA HEADING: Consider Approval of Resolution No. 26-42, Support for an Application to the Iowa Economic Development Authority Business Incentives for Growth (BIG) Program for a Proposed Manufacturing Project

STAFF/COMMITTEE RECOMMENDATION:

This project relates to incentives previously discussed for a development within the City's Urban Renewal Area, specifically a proposed 10-year, 100% tax rebate. The Council reached consensus to move forward with this incentive structure during its November 3rd Council meeting, which assisted in the company's decision to locate in Adel.

The resolution of support before the Council represents the next step in the process. Approval of this resolution will allow the company to proceed with its application to the Iowa Economic Development Authority's (IEDA) Business Incentives for Growth (BIG) Program. The IEDA Board is expected to consider the application later in March.

If the application is approved, the City will then begin the formal process of preparing a development agreement and amending the Urban Renewal Plan, along with any other necessary steps required to implement the incentive.

ATTACHMENTS:

[Resolution No. 26-42, Support for IEDA BIG Program Applicant.pdf](#)

Resolution No. 26-42

A RESOLUTION OF SUPPORT FOR AN APPLICATION TO THE IOWA ECONOMIC DEVELOPMENT AUTHORITY BUSINESS INCENTIVES FOR GROWTH (BIG) PROGRAM FOR A PROPOSED MANUFACTURING PROJECT

WHEREAS, the City of Adel, Iowa (“City”), is committed to supporting quality economic development projects that expand the local tax base, create new employment opportunities, and enhance the vitality of the community; and

WHEREAS, [REDACTED] (the “Company”) has submitted or intends to submit an application to the Iowa Economic Development Authority under the Business Incentives for Growth (BIG) Program for financial assistance in support of a new manufacturing project to be located within the City of Adel; and

WHEREAS, the proposed project represents a capital investment of approximately Four Million Dollars (\$4,000,000) in land, building, and equipment; and

WHEREAS, the proposed project is expected to create eight (8) new full-time positions upon commencement of operations; and

WHEREAS, the City has been made aware of the Company’s application and believes the proposed project will provide significant economic benefits to the community, including job creation, increased property valuation, and long-term economic growth; and

WHEREAS, the City is supportive of the Company’s efforts to secure assistance through the BIG Program and recognizes that state assistance is an important component in the Company’s decision to invest and grow in Adel; and

WHEREAS, the City intends to support the proposed project with local incentives in the form of a Tax Increment Financing (TIF) rebate, the amount and terms of which shall be determined based upon the new taxable valuation of the property following completion of the project and subject to separate Council approval in accordance with Iowa law.

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

1. The City Council hereby confirms its awareness of the Company’s application to the Iowa Economic Development Authority Business Incentives for Growth (BIG) Program.
2. The City Council expresses its support for the proposed manufacturing project and the associated economic benefits it will bring to the City of Adel.

3. The City Council affirms its intent to consider and approve a TIF rebate agreement, with the specific terms and rebate amount to be determined based on the project's new taxable valuation upon completion and subject to applicable statutory procedures and future Council action.

PASSED AND APPROVED this 10th day of March, 2026.

Timothy E. Crannell, Mayor

Attest: _____

Carrie Erickson, City Clerk

**South Dallas County Landfill Agency
2025 Annual Report to Adel City Council
January 19, 2026**

The South Dallas County Landfill Agency is located on the northwest side of the City of Adel and spans about 68 acres of abandoned clay pits. The Planning Area under the auspices of the Iowa Department of Natural Resources (IDNR) includes the City of Adel service area and the Metro Waste Authority (MWA) service area (all cities and the unincorporated areas in Polk County, the cities of Dawson, Linden, Minburn, Perry, Redfield, and Waukee, and the unincorporated area of Dallas County; the cities of Mingo and Prairie City in Jasper County and the city of Jefferson in Greene County). The SDCLA receives municipal solid waste from the City of Adel service area. The SDCLA received construction and demolition waste from the entire planning area through a reciprocal agreement with MWA until March 2025, when negotiations did not result in a new agreement. After March 2025, the SDCLA accepted waste (MSW and C&D) only from within the City limits of Adel. However, the SDCLA is permitted by IDNR regulations to accept recyclable materials (yard waste, bulky yard waste, cover material, metal, electronics, appliances, tires, and cardboard) from the entire planning area as well as other planning areas.

The portion of the site that has been or will be used for waste disposition occupies approximately 42.5 acres. The southwestern fill area was capped and closed in 1992 (11.34 acres). The northeastern vertical expansion fill area was reopened in 1992 (12.36 acres) and is also now closed. Phase 1 of the horizontal expansion to the West began operation in Fall 1998 and is now filled and has intermediate cover. Phase 2 construction was completed Spring 2005 and also is now filled and has intermediate cover. Phase 3 was constructed in 2011 and Phase 4 was constructed in Fall 2017; both are partially filled, have intermediate cover, and are part of a redesign to direct water away from both Phase 3 and Phase 4. Phase 5 (that includes a portion of the old southwestern fill area) was constructed during Fall of 2021, has received “choice” waste to protect the liner and leachate collection system, and is now the current working face.

The Landfill’s permit was renewed for another five years on January 11, 2021. The Landfill will renew the permit again in 2026 for an additional five years.

The Annual Report provides an update on environmental issues and on operations for calendar year 2025 and recognizes the contributions of staff to the successes of the Landfill.

Operations include a disposal area for garbage, an area for brush, and an area for recyclable materials. GPS installed on both the compactor and the dozer continue to be valuable to make sure space is used to the fullest extent. Major equipment is budgeted and upgraded on a schedule to maximize the efficiency of operations; replacement occurs approximately every five years, depending on hours of usage, to minimize repair costs as equipment ages. During 2025, a new shredder was purchased. Long-range budgeting for expansion and equipment is practiced to provide for the future disposal of waste.

Revenues decreased for fiscal year 2025 by 12.7% due to fewer gate receipts over the prior year, reflecting less revenue from the MWA reciprocal agreement gate fees. Expenses decreased by 5.5% because of decreased operational expenditures. Even with less tonnage, the Landfill expects to retain a positive operations balance while extending the life of the Landfill by many

years at current fill rates. The Landfill continues to aim for efficiency, while funding current operations; planning for the construction of future cells and equipment purchases; and reserving funds for the eventual closure and post-closure requirement for landfills.

IDNR approved a revised treatment agreement with the City of Adel on August 24, 2021, that allowed the Landfill to discharge additional leachate to the City's wastewater treatment facility, updating the previous treatment agreement from December 2002. To reduce disposal fees and to further stabilize the cells, the Landfill has employed a leachate recirculating system in Phases 3, 4, and 5 since 2023. Over the years, the Landfill has expanded with additional waste cells, each with a Flexible Membrane Liner lined-base and leachate collection system to better collect and reduce remaining leachate in the cells.

SDCLA's Comprehensive Solid Waste Plan that was approved by IDNR on September 19, 2020, continues to be implemented to try to meet diversion goals. The Action Plan included educational components like developing stickers for the Ankeny Sanitation totes to encourage proper recycling; the informational stickers were placed on the City's residential totes Summer 2021, and continue to be placed on the recycling totes of new residents and replace damaged stickers on current totes.

Periodic social media posts promote the proper disposal of waste oil and batteries.

Each year, brush and yard waste are diverted from the Landfill by shredding and using the chips to help control erosion on the closed areas. 3,618.62 tons were shredded in 2025 compared to 3,593.34 tons in 2024, an increase of 25.28 tons.

The Landfill's website was updated to make it easier to navigate and to provide timely information.

The Landfill continues to sponsor the Spring Household Hazardous Materials (HHM) event, held annually with Metro Waste Authority support and the assistance of the Adel Lions Club members. In April 2025, 116 residents dropped off 4,411 pounds of various household wastes that would otherwise have been landfilled, including batteries, oil, paint, pesticides and other items, compared with the 2024 HHM Event, which brought in 3,431.6 pounds from 95 residents.

The Landfill meets all of the requirements of the Iowa Department of Natural Resources, complying with all State and Federal regulations. A testing schedule for contaminants and methane gas is maintained. The reclamation of the old southwestern fill area continues under the permission of the IDNR, recovering soil for daily and intermediate cover, removing the old waste to a FML lined cell in compliance with IDNR rules, and providing more area for future Adel waste. While the excavation of the old southwestern fill area is only partially complete, the Landfill was able to add the completed western portion of the excavation into the development of Phase 5 during Fall 2021 and Phase 5 is currently receiving waste.

Patrons are encouraged to read much more about the Landfill on the Landfill's website: sdclandfill.com

Prepared by Shirley McAdon, SDCLA Board Chair