



## NOTICE OF PUBLIC MEETING

**The Adel City Council will meet in regular session at Adel City Hall, 301 S. 10<sup>th</sup> St., Adel, Iowa, Tuesday, January 10, 2017, at 6:00 PM**

### AGENDA

#### PUBLIC HEARING

Amendment No. 6 to the Urban Revitalization Plan (Commercial Tax Abatement Program)  
Rezoning Request from Kendra Kasischke from R-1 to C-3 – Kasischke Event Venue

#### OATH OF OFFICE

Brittany Sandquist – Finance Director

#### COMMENTS FROM THE PUBLIC

Dave Massey – Ankeny Sanitation

#### CONSENT AGENDA

- a) Consider Approval of City Council Minutes Dated December 13, 2016
- b) Consider Approval of December Bills and December 31, 2016, Treasurer's Report
- c) Consider Approval of Class C Liquor License for Casa De Oro
- d) Consider Approval of Adel Fire Department Election Results: Fire Chief – Tim Morlan, Assistant Fire Chief – Braden Nemechek, Association President – Jamey Smyth, Association Vice President – Tim Smith, Association Secretary – Tim Knipper and Association Treasurer – Justin Kitzinger
- e) Consider Approval of Probationary Firefighter – Adam Doll (*pending drug screen*)

#### DEPARTMENT HEAD REPORT

1/23 Joint Budget Committee / Council Meeting

1/30 Special Council Work Session – PFM and McClure Engineering on Water, Sewer, and Storm Water Projects

#### NEW BUSINESS

- a) Consider Approval of Park Board Recommendation on the Parks and Trails Master Plan by Snyder & Associates - Diane Goering
- b) Consider Approval of Authorization to Initiate the Procedural Steps set out in Iowa Code Section 368.7 which Allows the City to Consider the Voluntary Annexation of Certain Property that lies South of Meadow Road and West of Highway 169 in Dallas County, Iowa
- c) Consider Approval of Ordinance No. 312, Amending the Zoning Code to Add Regulations for a P.U.D. District in Chapter 165 Section 53 – Third Reading
- d) Consider Approval of Ordinance No. 313, Amending the Zoning Classification of Certain Real Property Located at 29456 Old Portland Road – Bloomfield Acres from A-1 to P.U.D. – First Reading
- e) Consider Approval of Bloomfield Acres P.U.D. Developer's Agreement
- f) Consider Approval of Ordinance No. 315, Amending the Zoning Classification of Certain Real Property Located in City of Adel, Iowa – Kasischke Event Venue by Kendra Kasischke
- g) Consider Approval of McClure Engineering Contracts for Water and Storm Water
- h) Consider Approval of Resolution No. 17-01, Ratifying Change in Date for Public Hearing on Proposed Resolution of Necessity on the Adel Brick Streets 2017
- i) Consider Approval of Resolution No. 17-02, Adopting Amendment No. 6 to the Adel Urban Revitalization Plan – *Commercial Tax Abatement Program*
- j) Consider Approval of PFM Contract for Continuing Disclosure (EMMA) Reporting
- k) Consider Approval of Resolution No. 17-03, Accepting Public Improvements – Adel Historical Museum Kinnick Addition
- l) Consider Approval of Final Payment Application No. 8 for Adel Historic Museum Addition
- m) Consider Approval of Resolution No. 17-04, A Resolution Designating the Dallas County News as the Official Newspaper for the City of Adel, Iowa

- n) Consider Approval of Resolution No. 17-05, A Resolution Designating the Des Moines Register, Inc. as an Official Newspaper of the City of Adel, Iowa
- o) Consider Approval of Resolution No. 17-06, A Resolution Naming Depositories for the City of Adel
- p) Consider Approval of Resolution No. 17-07, A Resolution Approving Tax Abatement Applications for the New Construction Completed in 2016, in Adel, Iowa
- q) Consider Approval of Resolution No. 17-08, Selling of a Street Sweeper to the City of De Soto, Iowa Per the Recommendation of Public Works Director
- r) Consider Approval of Subdivision Ordinance Revision Quote from MSA Professional Services

OTHER BUSINESS

1/6/2017 3:57:48 PM



## NOTICE OF PUBLIC MEETING

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### AGENDA

#### PUBLIC HEARING

Amendment No. 6 to the Urban Revitalization Plan (Commercial Tax Abatement Program)

**This public hearing was set last month. As of Friday, January 6, no written or oral comments have been received.**

Rezoning Request from Kendra Kasischke from R-1 to C-3 – Kasischke Event Venue

**This public hearing was set last month. As of Friday, January 6, no written or oral comments have been received.**

#### OATH OF OFFICE

Brittany Sandquist – Finance Director

#### COMMENTS FROM THE PUBLIC

Dave Massey – Ankeny Sanitation

**Dave Massey with Ankeny Sanitation will be on hand to provide a brief update of the past six months and to present the City with a recycling rebate check for that time period.**

#### CONSENT AGENDA

- a) Consider Approval of City Council Minutes Dated December 13, 2016
- b) Consider Approval of December Bills and December 31, 2016, Treasurer's Report
- c) Consider Approval of Class C Liquor License for Casa De Oro
- d) Consider Approval of Adel Fire Department Election Results: Fire Chief – Tim Morlan, Assistant Fire Chief – Braden Nemechek, Association President – Jamey Smyth, Association Vice President – Tim Smith, Association Secretary – Tim Knipper and Association Treasurer – Justin Kitzinger
- e) Consider Approval of Probationary Firefighter – Adam Doll (*pending drug screen*)

#### DEPARTMENT HEAD REPORT

1/23 Joint Budget Committee / Council Meeting

1/30 Special Council Work Session – PFM and McClure Engineering on Water, Sewer, and Storm Water Projects

#### NEW BUSINESS

- a) Consider Approval of Park Board Recommendation on the Parks and Trails Master Plan by Snyder & Associates - Diane Goering

**The City's Parks & Recreation Board will be reviewing the final draft of the City's Parks & Trails Master Plan that was prepared by Snyder & Associates. The planning process involved input from City staff, an online survey completed by over 400 users, two public input meetings, and consultation with the Parks & Recreation Board. The plan will be used to focus and drive development of the City's parks, trails, and recreational amenities within the current and future City limits. The Parks & Recreation Board will be meeting on Monday, January 9 to review the plan and make a formal recommendation to the Adel City Council. Snyder & Associates representative Diane Goering will be on hand to answer any questions. City staff are recommending approval, pending the Parks & Recreation Board's review and recommendation.**

- b) Consider Approval of Authorization to Initiate the Procedural Steps set out in Iowa Code Section 368.7 which Allows the City to Consider the Voluntary Annexation of Certain Property that lies South of Meadow Road and West of Highway 169 in Dallas County, Iowa

Attorney Dan Manning, Sr. will be on hand to address the proposed annexation south of Meadow Road. The annexation process would include a consultation meeting, notices to public entities and property owners, and a public hearing in the coming months. If the council then votes to annex the territory, the annexation would go to the City Development Board in downtown Des Moines before final implementation.

- c) Consider Approval of Ordinance No. 312, Amending the Zoning Code to Add Regulations for a P.U.D. District in Chapter 165 Section 53 – Third Reading

The second reading of this ordinance was held last month. This is the third reading. This ordinance would amend the City's Zoning Code to add regulations for a planned unit development (P.U.D.) district. The ordinance would allow for P.U.D.s, like the proposed Twin Eagles Riverview P.U.D., to be created in the City after going through a rezoning process. That rezoning process would involve the approval of a specific P.U.D. agreement for each P.U.D. City staff and the City's Planning & Zoning Commission are recommending adoption of the P.U.D. ordinance.

- d) Consider Approval of Ordinance No. 313, Amending the Zoning Classification of Certain Real Property Located at 29456 Old Portland Road – Bloomfield Acres from A-1 to P.U.D. – First Reading

The public hearing for this rezoning was held last month, but no action was taken because the P.U.D. ordinance had not been adopted. This ordinance would rezone a section of the recently annexed land along Old Portland Road (across from the River Vista trailer court) from A-1 (Agriculture) to a P.U.D. The P.U.D. documents are included in the council packet and consist of a master plan, conditions that will be satisfied by the developer, and renderings of the duplexes that will be followed during construction. This rezoning is contingent on the PUD ordinance being approved. This is the first reading. The developer has requested that the second and third readings be waived and that the rezoning be adopted at this council meeting.

- e) Consider Approval of Bloomfield Acres P.U.D. Developer's Agreement

Kading Properties, the developer of the Twin Eagles Riverview P.U.D., has proposed a development agreement with specific obligations (financial and otherwise) requested from the City. The draft agreement will be included in the council packet or available at the meeting.

- f) Consider Approval of Ordinance No. 315, Amending the Zoning Classification of Certain Real Property Located in City of Adel, Iowa – Kasischke Event Venue by Kendra Kasischke

The public hearing for this rezoning was held earlier in the meeting. Kendra Kasischke has requested to rezone her property near Eagle Vista from R-1 (Single Family Residential – High Density) to C-3 (Highway Commercial) to accommodate an event venue. Kasischke will be at the meeting. City staff and the City's Planning & Zoning Commission are recommending approval. City staff is recommending that the second and third readings be waived.

- g) Consider Approval of McClure Engineering Contracts for Water and Storm Water

The council packet includes two contracts for McClure Engineering. One contract details work for improving portions of the City's water system, and the other is for the City's storm water system. These contracts will begin the process in parallel to the City's pursuit of USDA Rural Development funding. In addition, these contracts will help guide the City's rate setting process in the coming months. Representatives of McClure Engineering will be on hand to answer any questions. These contracts will be paid for with water, storm sewer, and/or general fund balances and then be reimbursed when the loans are executed. These contracts will begin the process for the water and storm water projects that have been discussed at previous meetings. City staff is recommending approval.

- h) Consider Approval of Resolution No. 17-01, Ratifying Change in Date for Public Hearing on Proposed Resolution of Necessity on the Adel Brick Streets 2017

This resolution is part of the Brick Streets 2017 project on Main Street. Due to publication requirements that were not met, the previously scheduled public hearing for this meeting will be rescheduled for Monday, January 23 at 6:00 p.m. This resolution sets that public hearing and causes mailings and publications to be completed. City staff is recommending approval.

- i) Consider Approval of Resolution No. 17-02, Adopting Amendment No. 6 to the Adel Urban Revitalization Plan – *Commercial Tax Abatement Program*

This resolution to implement a commercial tax abatement program was recommended by the City's Economic Development Commission. The program calls for a five year sliding scale tax abatement for new and improved commercial properties. The public hearing for this resolution was held earlier in this meeting. Ahlers & Cooney, the City's legal firm, noted that an ordinance was not necessary because the City's Urban Revitalization Area was not being amended. City staff is recommending approval.

- j) Consider Approval of PFM Contract for Continuing Disclosure (EMMA) Reporting

The City is required to submit a continuing disclosure report on an annual basis to the Electronic Municipal Market Access (EMMA) website. PFM, the City's current financial advisor, has prepared a contract to complete this reporting for \$2,000. Piper Jaffray, the City's former financial advisor, used to complete this reporting in previous years for a similar fee. PFM's fee for this work is separate from its annual retainer and is not normally included in a retainer. The continuing disclosure is necessary due to the City's bond requirements. City staff is recommending approval.

- k) Consider Approval of Resolution No. 17-03, Accepting Public Improvements – Adel Historical Museum Kinnick Addition

Design Alliance, the architect, has signed off on the Adel Historical Museum's Kinnick Addition project. This resolution will close out the project. City staff is recommending approval.

- l) Consider Approval of Final Payment Application No. 8 for Adel Historic Museum Addition

Design Alliance, the architect, and City staff are recommending approval of the eighth and final payment for the Adel Historical Museum's Kinnick Addition project. The project was deemed fully complete by the architect last month.

- m) Consider Approval of Resolution No. 17-04, A Resolution Designating the Dallas County News as the Official Newspaper for the City of Adel, Iowa

This annual resolution designates the Dallas County News as an official newspaper of the City of Adel. City staff is recommending approval.

- n) Consider Approval of Resolution No. 17-05, A Resolution Designating the Des Moines Register, Inc. as an Official Newspaper of the City of Adel, Iowa

This annual resolution designates The Des Moines Register as an official newspaper of the City of Adel. City staff is recommending approval.

- o) Consider Approval of Resolution No. 17-06, A Resolution Naming Depositories for the City of Adel

This annual resolution designates the depositories and amounts for the City of Adel. City staff is recommending approval.

- p) Consider Approval of Resolution No. 17-07, A Resolution Approving Tax Abatement Applications for the New Construction Completed in 2016, in Adel, Iowa

Per the terms of the City's Urban Revitalization Plan, formal council approval is required to grant residential tax abatement to all homes built and/or completed in 2016. Upon approval, the list of homes will be forwarded to the Dallas County Assessor. City staff is recommending approval.

- q) Consider Approval of Resolution No. 17-08, Selling of a Street Sweeper to the City of De Soto, Iowa Per the Recommendation of Public Works Director

Public Works Director Kip Overton has reached a tentative agreement with the City of De Soto for the purchase of the City of Adel's street sweeper. City staff have discussed this type of purchase (i.e., between cities) with City Attorney John Reich. This resolution would approve of the sale, which would not occur until the City of Adel receives the City of Waukee's street sweeper. City staff is recommending approval.

r) Consider Approval of Subdivision Ordinance Revision Quote from MSA Professional Services

City staff solicited three quotes and scopes of work for services that would revise the City's current subdivision ordinance and regulations. Region XII declined to provide a quote. MSA Professional's quote is \$5,500, and Confluence's quote is not to exceed \$10,000. The council packet includes the items identified for review by the City's subcommittee that was composed of City staff and several members from the City's Planning & Zoning Commission. City staff is recommending MSA's quote. The fee would be paid for out of the Zoning budget.

OTHER BUSINESS

1/6/2017 3:57:17 PM

NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF THE CITY OF ADEL,  
IOWA, ON THE MATTER OF THE ADOPTION OF A PROPOSED AMENDMENT  
NO. 6 TO THE ADEL URBAN REVITALIZATION PLAN

Public notice is hereby given that the City Council of the City of Adel, Iowa, will hold a public hearing on the 10th day of January, 2017, 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 action on the adoption of an Amendment No. 6 to the Adel Urban Revitalization Plan ("Amendment") described therein, under the authority of Chapter 404 of the Code of Iowa, as amended.

If adopted, the Amendment No. 6, among other things, updates the Plan Objectives to include the development of commercial and multi-residential properties; redefines qualified real estate to include commercial and multi-residential property; adds a seven year 100% exemption schedule for multi-residential property (the same schedule as is currently available for residential property), as well as a five year sliding scale exemption schedule for commercial property; clarifies the duration of the Area; and adopts a limitation to eligibility for property in an Urban Renewal Area. The Amendment makes no changes to the description of the Area, which currently includes the entire incorporated City of Adel, Iowa and all future property annexed by the City.

Any persons interested may appear at said meeting of the Council and present evidence for or against the adoption of the Amendment. The proposed Amendment is on file in the office of the City Clerk and available for public inspection or copying during ordinary business hours.

This notice is given by order of the City Council of the City of Adel, Iowa, pursuant to Section 404.2(6) of the Code of Iowa, 2015, as amended.

Dated this 31<sup>st</sup> day of December, 2016.

Jackie Steele  
City Clerk, Adel, Iowa

## NOTICE OF PUBLIC HEARING

PUBLIC NOTICE is hereby given that the Council of the City of Adel, Iowa, will hold a public hearing on the 10<sup>th</sup> day of January, 2017, at 6:00 P.M., in the Council Chambers, Adel City Hall, 301 S. 10<sup>th</sup> Street, Adel, Iowa. During the public hearing, the Council will consider the rezoning request by Kendra Kasischke for portions of Parcel #1134100008 and portions of Parcel #1134100014 (22.45 acres) from the current zoning R-1 (Single Family Residential District – High Density) to C-3 (Highway Commercial District).

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

This Notice is given by order of the Council of the City of Adel, Iowa, pursuant to Section 362.3 of the Code of Iowa.

Dated this 5<sup>th</sup> day of January, 2017.

Jackie Steele  
City Clerk, Adel, Iowa

# *Oath of Office*

*I,*

**Brittany Sandquist**

*Do solemnly swear that I will support*

*The Constitution of the United States*

*And*

*The Constitution of the State of Iowa,*

*And that I will faithfully and impartially*

*To the best of my ability*

*Discharge all of the duties of the office of*

**Finance Director**

*In the City of Adel, Iowa,*

*As now or hereafter required by law.*

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Brittany Sandquist

*Subscribed and sworn to before me this 10th day of January, 2017*

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James F. Peters, Mayor

**Adel City Council  
December 13, 2016 – Meeting Minutes**

The Adel City Council met in regular session at Adel City Hall, 301 S. 10<sup>th</sup> St., Adel, Iowa, on Tuesday, December 13, 2016 at 6:00 p.m. Mayor Peters called the meeting to order and the following answered roll: Ockerman, Hillmer, McAvoy, and McAdon. Council Member Haynes was absent.

Staff Present: City Attorney Reich, City Administrator Brown, Public Works Director Overton, Parks and Recreation Director Schenck, Code Compliance Officer Nichols, and Library Director James. City Clerk Steele arrived at 6:40 p.m.

**\*\*\*\* NOTE: Council Member Haynes was absent from all votes \*\*\*\***

**PUBLIC HEARING**

Rezoning Request by Bloomfield Acres LLC to Change Their Current Zoning of A-1 to P.U.D.

**Motion by McAvoy, seconded by McAdon, to open the public hearing**

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

*No written or oral comments were received.*

**Motion by McAvoy, seconded by Ockerman, to close the public hearing**

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

**COMMENTS FROM THE PUBLIC**

Annual Update on Greater Dallas County Development Alliance – Deb Calvert – **Deb thanked the City for being a member of their organization and reviewed the highlights of some beneficial programs.**

Update from Adel Partners, Chamber of Commerce – Deb Bengtson – **There has been some strong interest in a couple properties on the square. At the Holiday Open House, a pop-up business for a women's clothing store brought some samples of their products for local residents to see. Due to the phenomenal response they received, starting in the Spring 2017, they will come to Adel once a month (Friday & Saturday) and eventually work up to a store front once they have built up their cliental. There has been an offer to purchase on the 910 Court Building. The Straight Engineering building has been sold to Dreams to Realty and the new owners have received calls from individuals interested in the empty lot. The blue house on the corner of 9<sup>th</sup> Street and Greene Street is in the process of being renovated. The new owners are planning on making the 1<sup>st</sup> floor into a restaurant and the 2<sup>nd</sup> floor will be office space that individuals/businesses can rent by the day.**

**CONSENT AGENDA**

- a) Consider Approval of City Council Minutes Dated November 8, 2016
- b) Consider Approval of November Bills and November 30, 2016, Treasurer's Report
- c) Consider Approval of Class B Native Wine Permit (WBN) with Sunday Sales for Harvey's Greenhouse, Adel Flowers and Gifts
- d) Consider Approval of Anthony Brown as Policy Committee Representative to CIRTPA with Kip Overton as alternate; and Kip Overton as Technical Committee Representative to CIRTPA with Anthony Brown as alternate

**Motion by Hillmer, seconded by Ockerman, to approve the consent agenda**

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

**DEPARTMENT HEAD REPORT**

Library Annual Report – Director James

Request to Purchase Park Place Land – City Administrator Brown – **Brown informed Council the owner of Park Place Catering, Brenna Young, approached him regarding purchasing the land on which her building sits. The City currently owns the land and Young owns the building. Young is finding it difficult to obtain a loan for renovations without owning the land.**

Furthermore, if Young decides to sell the building in the future, it will be difficult to sell the building without the land. City Attorney Reich stated he was not 100% sure of who actually owns the land and there will have to be some research done. He suggested referring it to the Park Board to review if they even want to sell the land and possibly how much land before spending the time researching the history of the land. – Referred to the Park Board for review

#### NEW BUSINESS

- a) Consider Approval of Ordinance No. 312, Amending the Zoning Code to Add Regulations for a P.U.D. District in Chapter 165 Section 53 – Second Reading  
**Motion by Hillmer, seconded by McAvoy, to approve Ordinance No. 312 – Second Reading**  
**Roll: Ayes-Unanimous. Motion carried.**

**Motion by McAvoy, seconded by Hillmer, to waive the Third Reading and adopt Ordinance No. 312**  
**Roll: Ayes-Hillmer, McAvoy. Nays-McAdon, Ockerman. Motion failed.**

- b) Consider Approval of Ordinance No. 313, Amending the Zoning Classification of Certain Real Property Located at 29456 Old Portland Road – Bloomfield Acres from A-1 to P.U.D. – First Reading  
Mark Lee, 3117 115<sup>th</sup> Street, Van Meter, IA, noted there was no issues with council tabling items b and c until January 2017 meeting. They are still in discussion with a few details of the P.U.D. so it will be good to have those details worked out and have everyone on the same page. He asked if the City has a written policy requiring developers to put in infrastructure beyond what is necessary within the development. Lee was advised, that the City does not have a written policy since each development is different. Required infrastructure from developers is based on the City engineer's recommendations for each project.  
**Ordinance No. 313 is contingent upon Ordinance No. 312 being adopted.**  
**No action was taken.**

- c) Consider Approval of Bloomfield Acres P.U.D. Developer's Agreement  
**No action was taken.**

- d) Consider Approval of Resolution No. 16-30, Determining the Necessity and Fixing Date for a Public Hearing for Amendment No. 6 to the Urban Revitalization Plan (Commercial Tax Abatement Program)  
**Motion by Hillmer, seconded by McAdon, to approve Resolution No. 16-30**  
**Roll: Ayes-Hillmer, McAvoy, McAdon. Nays-Ockerman. Motion carried.**

- e) Consider Approval of Engagement Agreement with Ahlers & Cooney, P.C. – Adel Brick Streets 2017 Project  
**Motion by Hillmer, seconded by McAdon, to approve engagement agreement with Ahlers & Cooney**  
**Roll: Ayes-Unanimous. Motion carried.**

- f) Consider Approval of Resolution No. 16-31, Preliminary Resolution for the Construction of Street, Sanitary, Water Main, Storm Sewer, Driveway, and Sidewalk Improvements in the City – Adel Brick Streets 2017 Project  
**Motion by McAdon, seconded by McAvoy, to approve Resolution No. 16-31 with discussed changes (change PCC to PCC/HMA and correct addresses from N. 14<sup>th</sup> Street to S. 14<sup>th</sup> Street)**  
**Roll: Ayes-Unanimous. Motion carried.**

- g) Consider Approval of Resolution No. 16-32, Fixing Values of Lots – Adel Brick Streets 2017 Project  
**Jeff Schug, McClure Engineering, advised council the values did not change from the last time they were approved per the Council's instruction. He also clarified that Parcel #36 for Raccoon Valley State Bank is the only parcel with a deficiency.**  
**Motion by McAvoy, seconded by McAdon, to approve Resolution No. 16-32**  
**Roll: Ayes-Unanimous. Motion carried.**
- h) Consider Approval of Resolution No. 16-33, Adopting Preliminary Plat and Schedule, Estimate of Cost and Proposed Plans and Specifications for the Construction of the Adel Brick Streets 2017 Project  
**Motion by McAvoy, seconded by McAdon, to approve Resolution No. 16-33**  
**Roll: Ayes-Unanimous. Motion carried.**
- i) Consider Approval of Resolution No. 16-34, Resolution of Necessity (Proposed) – Adel Brick Streets 2017 Project  
**Motion by McAvoy, seconded by Hillmer, to approve Resolution No. 16-34**  
**Roll: Ayes-Unanimous. Motion carried.**
- j) Consider Approval of Preliminary Plat Amendment – Southbridge  
**Doug Mandernach, Civil Design Advantage, explained the changes on the amended plat per McClure Engineering's recommendations. Council Member Ockerman asked if the changes added more lots available and Mandernach responded yes. Council Member Hillmer asked if there were any pocket parks and was advised there is one pocket park and a timber/trail area at the north end of the plat.**  
**Motion by Hillmer, seconded by McAvoy, to approve preliminary plat amendment for Southbridge, subject to McClure Engineering's consultation with plat engineers**  
**Roll: Ayes-Unanimous. Motion carried.**
- k) Consider Approval of Final Plat – Timberview West Plat 2  
**Josh Trygstad, Civil Design Advantage, noted Lots 1 through 7 will be required to have a trail put in the Right-of-way, instead of a sidewalk, to coordinate with the Adel Parks and Trails Master Plan.**  
**Motion by Hillmer, seconded by McAvoy, to approve final plat for Timberview West Plat 2**  
**Roll: Ayes-Unanimous. Motion carried.**
- l) Consider Approval of Finance Director Appointment – Brittany Sandquist  
**Motion by McAvoy, seconded by McAdon, to approve finance director appointment**  
**Roll: Ayes-Unanimous. Motion carried.**
- m) Consider Approval of Resolution No. 16-35, Change in City Signatories  
**Motion by McAvoy, seconded by McAdon, to approve Resolution No. 16-35**  
**Roll: Ayes-Unanimous. Motion carried.**
- n) Consider Approval of Payment Application No. 7 for Adel Historic Museum Addition  
**Motion by McAvoy, seconded by Hillmer, to approve Payment Application No. 7 to Turnkey Construction, Inc. in the amount of \$4,285.45**  
**Roll: Ayes-Unanimous. Motion carried.**
- o) Consider Approval of Ordinance No. 314, Imposing a Local Hotel and Motel Tax at the Rate of Seven Percent (7%) Within the City of Adel – First Reading  
**Council Member Hillmer informed council she met with Adel Partners Chamber of Commerce Director, Deb Bengston, and she is officially not involved in the hotel project.**

**Motion by McAvoy, seconded by McAdon, to approve Ordinance No. 314 – First Reading**  
**Roll: Ayes-Unanimous. Motion carried.**

**Motion by McAvoy, seconded by McAdon, to waive the Second and Third Readings and adopt Ordinance No. 314**

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

- p) Set Public Hearing Date for Rezoning Request by Kendra Kasischke from R-1 to C-3 for January 10, 2017 at 6:00 p.m.

**Motion by McAvoy, seconded by McAdon, to approve setting public hearing for rezoning request by Kendra Kasischke on January 10, 2017 at 6:00 p.m.**

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

#### OTHER BUSINESS

1. Council Member McAvoy gave an update from the MAC meeting.
2. Meeting adjourned 7:03 p.m.

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James F. Peters, Mayor

Attest: \_\_\_\_\_

Jackie Steele, City Clerk

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
Adel Partners Chamber of Commerce	1/06/17	Ticket for Anthony & Rebec	GENERAL FUND	Finance	250.00
				TOTAL:	250.00
Ahlers & Cooney, P.C.	1/06/17	Hotel/Motel tax	GENERAL FUND	Finance	968.31
	1/06/17	Amend No.6 Urban Revite Pl	GENERAL FUND	Finance	1,602.81
				TOTAL:	2,571.12
Allender Butzke Engineer INC.	1/06/17	Soil boring for S14th St	ROAD USE TAX	Road Use Tax	2,625.00
				TOTAL:	2,625.00
Alley Auto Sales	1/06/17	Car #1 Flat repair	GENERAL FUND	Police Department	20.00
	1/06/17	Car #1 tire repair	GENERAL FUND	Police Department	20.00
	1/06/17	tire repair/mount&bal on c	GENERAL FUND	Police Department	120.00
	1/06/17	change tire on Water truck	WATER UTILITY	Water	50.00
	1/06/17	lef flat tire repair Sewer	SEWER UTILITY FUND	Sewer	20.00
				TOTAL:	230.00
American Family Life Assur Co	12/20/16	PY-AFLAC POST TAX DEDUCTIO	GENERAL FUND	NON-DEPARTMENTAL	18.43
	12/20/16	PY-AFLAC PRETAX	GENERAL FUND	NON-DEPARTMENTAL	187.86
	12/20/16	PY-AFLAC POST TAX DEDUCTIO	ROAD USE TAX	NON-DEPARTMENTAL	5.11
	12/20/16	PY-AFLAC PRETAX	ROAD USE TAX	NON-DEPARTMENTAL	16.14
	12/20/16	PY-AFLAC POST TAX DEDUCTIO	WATER UTILITY	NON-DEPARTMENTAL	12.88
	12/20/16	PY-AFLAC PRETAX	WATER UTILITY	NON-DEPARTMENTAL	18.80
	12/20/16	PY-AFLAC POST TAX DEDUCTIO	SEWER UTILITY FUND	NON-DEPARTMENTAL	12.89
	12/20/16	PY-AFLAC PRETAX	SEWER UTILITY FUND	NON-DEPARTMENTAL	22.57
	1/05/17	PY-AFLAC POST TAX DEDUCTIO	GENERAL FUND	NON-DEPARTMENTAL	18.43
	1/05/17	PY-AFLAC PRETAX	GENERAL FUND	NON-DEPARTMENTAL	187.86
	1/05/17	PY-AFLAC POST TAX DEDUCTIO	ROAD USE TAX	NON-DEPARTMENTAL	5.11
	1/05/17	PY-AFLAC PRETAX	ROAD USE TAX	NON-DEPARTMENTAL	16.14
	1/05/17	PY-AFLAC POST TAX DEDUCTIO	WATER UTILITY	NON-DEPARTMENTAL	12.88
	1/05/17	PY-AFLAC PRETAX	WATER UTILITY	NON-DEPARTMENTAL	18.80
	1/05/17	PY-AFLAC POST TAX DEDUCTIO	SEWER UTILITY FUND	NON-DEPARTMENTAL	12.89
	1/05/17	PY-AFLAC PRETAX	SEWER UTILITY FUND	NON-DEPARTMENTAL	22.57
				TOTAL:	589.36
Ankeny Sanitation	1/06/17	garbage services	GARBAGE/RECYCLING	Garbage	16,162.60
	1/06/17	recycling services	GARBAGE/RECYCLING	Garbage	5,193.48
				TOTAL:	21,356.08
Baldon Hardware	1/06/17	shovel light bulbs misc su	GENERAL FUND	Parks	225.44
	1/06/17	anti freeze and key	GENERAL FUND	Island Park	9.77
	1/06/17	Batteries	GENERAL FUND	Finance	10.79
	1/06/17	Hammer Light bulbs Misc Su	ROAD USE TAX	Road Use Tax	239.79
	1/06/17	batteries tool box door kn	WATER UTILITY	Water	294.97
	1/06/17	Thermometer, furnace filte	SEWER UTILITY FUND	Sewer	105.99
				TOTAL:	886.75
Bax Sales, Inc.	1/06/17	plow bolts, nuts, tp & pap	ROAD USE TAX	Road Use Tax	66.00
	1/06/17	plow bolts, nuts, tp & pap	ROAD USE TAX	Road Use Tax	18.59
	1/06/17	plow bolts, nuts, tp & pap	WATER UTILITY	Water	18.59
	1/06/17	plow bolts, nuts, tp & pap	SEWER UTILITY FUND	Sewer	18.59
	1/06/17	plow bolts, nuts, tp & pap	STORM WATER UTILIT	STORM WATER UTILITY	18.60
				TOTAL:	140.37
CITY OF ADEL (FLEX SPENDING ACCOUNTS)	12/20/16	PY-FLEX SPENDING W/H	GENERAL FUND	NON-DEPARTMENTAL	122.66
	12/20/16	PY-FLEX SPENDING W/H	ROAD USE TAX	NON-DEPARTMENTAL	19.00

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/20/16	PY-FLEX SPENDING W/H	WATER UTILITY	NON-DEPARTMENTAL	37.00
	12/20/16	PY-FLEX SPENDING W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	38.00
	1/05/17	PY-FLEX SPENDING W/H	GENERAL FUND	NON-DEPARTMENTAL	65.83
	1/05/17	PY-FLEX SPENDING W/H	ROAD USE TAX	NON-DEPARTMENTAL	13.00
	1/05/17	PY-FLEX SPENDING W/H	WATER UTILITY	NON-DEPARTMENTAL	31.00
	1/05/17	PY-FLEX SPENDING W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	26.00
				TOTAL:	352.49
Chief Law Enforcement Supply	1/06/17	4 Drug testing kits	GENERAL FUND	Police Department	96.00
	1/06/17	shipping on drug testing	GENERAL FUND	Police Department	14.49
				TOTAL:	110.49
Culligan	1/06/17	water for parks	GENERAL FUND	Parks	25.50
				TOTAL:	25.50
Dallas County News, Inc.	1/06/17	1 yr subscription: 6773431	GENERAL FUND	Finance	44.00
				TOTAL:	44.00
Dallas County Recorder	1/06/17	Timberview West	GENERAL FUND	Zoning/Compliance/Perm	160.00
				TOTAL:	160.00
Delta Dental Plan of Iowa	1/06/17	January 2017 Dental premiu	ROAD USE TAX	Road Use Tax	157.08
	1/06/17	January 2017 Dental premiu	TRUST AND AGENCY	General Government	1,548.34
	1/06/17	January 2017 Dental premiu	WATER UTILITY	Water	291.72
	1/06/17	January 2017 Dental premiu	SEWER UTILITY FUND	Sewer	246.84
				TOTAL:	2,243.98
Fuller Petroleum Service	1/06/17	230 gallon fuel	GENERAL FUND	Fire Department	49.36
	1/06/17	230 gallon fuel	ROAD USE TAX	Road Use Tax	472.50
				TOTAL:	521.86
Gale Cengage Learning	1/06/17	Large print books	GENERAL FUND	Library	88.21
	1/06/17	books	GENERAL FUND	Library	91.66
				TOTAL:	179.87
Gatehouse Media Iowa Holdings	1/06/17	Dec.2016 CC mins,bills,tre	GENERAL FUND	Finance	247.95
	1/06/17	PH Bloomfield Acres rezoni	GENERAL FUND	Zoning/Compliance/Perm	17.68
	1/06/17	Notice for WWtreatment Pla	SEWER UTILITY FUND	Sewer	24.75
				TOTAL:	290.38
Glock Professional, INC	1/06/17	Armorer's Course Ankeny, B	GENERAL FUND	Police Department	250.00
				TOTAL:	250.00
Graham Tire Des Moines, Inc.	1/06/17	4 tires for car #3	GENERAL FUND	Police Department	576.48
	1/06/17	2 tired for water truck	WATER UTILITY	Water	251.10
				TOTAL:	827.58
Greater Dallas County Development Alli	1/06/17	IA workforce Labor Analysi	GENERAL FUND	Finance	1,000.00
				TOTAL:	1,000.00
Horizon Printing Co.	1/06/17	bus. cards/letterhead	GENERAL FUND	Finance	175.50
				TOTAL:	175.50
Hotsy Cleaning Systems Inc.	1/06/17	Hotsy Cleaning Systems Inc	GENERAL FUND	Police Department	114.75
	1/06/17	Hotsy Cleaning Systems Inc	ROAD USE TAX	Road Use Tax	28.68
	1/06/17	Hotsy Cleaning Systems Inc	WATER UTILITY	Water	28.69

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	1/06/17	Hotsy Cleaning Systems Inc	SEWER UTILITY FUND	Sewer	28.69
	1/06/17	Hotsy Cleaning Systems Inc	STORM WATER UTILIT	STORM WATER UTILITY	28.69
				TOTAL:	229.50
IMFOA	1/06/17	MEMBERSHIP FOR BRITTANY	GENERAL FUND	Finance	50.00
				TOTAL:	50.00
IPERS	12/20/16	PY-IPERS REG	GENERAL FUND	NON-DEPARTMENTAL	830.83
	12/20/16	PY-POLICE IPERS	GENERAL FUND	NON-DEPARTMENTAL	1,189.66
	12/20/16	PY-IPERS REG	ROAD USE TAX	NON-DEPARTMENTAL	277.48
	12/20/16	PY-IPERS REG	ROAD USE TAX	Road Use Tax	416.44
	12/20/16	PY-IPERS REG	TRUST AND AGENCY	General Government	1,246.96
	12/20/16	PY-POLICE IPERS	TRUST AND AGENCY	General Government	1,784.51
	12/20/16	PY-IPERS REG	WATER UTILITY	NON-DEPARTMENTAL	386.69
	12/20/16	PY-IPERS REG	WATER UTILITY	Water	580.35
	12/20/16	PY-IPERS REG	SEWER UTILITY FUND	NON-DEPARTMENTAL	400.27
	12/20/16	PY-IPERS REG	SEWER UTILITY FUND	Sewer	600.74
	12/20/16	PY-IPERS REG	STORM WATER UTILIT	NON-DEPARTMENTAL	37.38
	12/20/16	PY-IPERS REG	STORM WATER UTILIT	STORM WATER UTILITY	56.11
	1/05/17	PY-IPERS REG	GENERAL FUND	NON-DEPARTMENTAL	822.97
	1/05/17	PY-POLICE IPERS	GENERAL FUND	NON-DEPARTMENTAL	1,301.22
	1/05/17	PY-IPERS REG	ROAD USE TAX	NON-DEPARTMENTAL	287.99
	1/05/17	PY-IPERS REG	ROAD USE TAX	Road Use Tax	432.22
	1/05/17	PY-IPERS REG	TRUST AND AGENCY	General Government	1,235.14
	1/05/17	PY-POLICE IPERS	TRUST AND AGENCY	General Government	1,951.83
	1/05/17	PY-IPERS REG	WATER UTILITY	NON-DEPARTMENTAL	404.74
	1/05/17	PY-IPERS REG	WATER UTILITY	Water	607.45
	1/05/17	PY-IPERS REG	SEWER UTILITY FUND	NON-DEPARTMENTAL	420.49
	1/05/17	PY-IPERS REG	SEWER UTILITY FUND	Sewer	631.10
	1/05/17	PY-IPERS REG	STORM WATER UTILIT	NON-DEPARTMENTAL	35.05
	1/05/17	PY-IPERS REG	STORM WATER UTILIT	STORM WATER UTILITY	52.61
				TOTAL:	15,990.23
ISCIA	1/06/17	ISCIA CONFERENCE FOR BOOK	GENERAL FUND	Police Department	150.00
				TOTAL:	150.00
Infomax Office Systems Inc	1/06/17	COPIER AGREEMENT	GENERAL FUND	Library	100.13
	1/06/17	Feb training Anthony	GENERAL FUND	Finance	175.00
				TOTAL:	275.13
International Union of Operating Engin	12/20/16	PY-PW UNION DUES	ROAD USE TAX	NON-DEPARTMENTAL	15.20
	12/20/16	PY-PW UNION DUES	WATER UTILITY	NON-DEPARTMENTAL	15.04
	12/20/16	PY-PW UNION DUES	SEWER UTILITY FUND	NON-DEPARTMENTAL	1.76
	1/05/17	PY-PW UNION DUES	ROAD USE TAX	NON-DEPARTMENTAL	15.20
	1/05/17	PY-PW UNION DUES	WATER UTILITY	NON-DEPARTMENTAL	15.04
	1/05/17	PY-PW UNION DUES	SEWER UTILITY FUND	NON-DEPARTMENTAL	1.76
				TOTAL:	64.00
Iowa D.A.R.E. Association	1/06/17	2017 DARE Memebership	GENERAL FUND	Police Department	50.00
				TOTAL:	50.00
Iowa Law Enforcement Academy	1/06/17	BLUE COURAGE CLASS YOUNG	GENERAL FUND	Police Department	50.00
				TOTAL:	50.00
Keystone Laboratories, Inc.	1/06/17	December Testing	WATER UTILITY	Water	60.50
	1/06/17	December Testing	SEWER UTILITY FUND	Sewer	1,027.20

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	1,087.70
Linda Johnson	1/06/17	Dec Cleaning 12 hr PSB	GENERAL FUND	Police Department	144.00
	1/06/17	Dec Cleaning 12 Hrs City H	GENERAL FUND	Finance	144.00
				TOTAL:	288.00
Mainstay Systems Inc.	1/06/17	qtrly maintenance - Police	GENERAL FUND	Police Department	1,473.00
	1/06/17	qtrly maintenance at CH	GENERAL FUND	Finance	570.00
	1/06/17	watchguard VPN license	GENERAL FUND	Finance	96.00
	1/06/17	qtrly maintenance at CH	WATER UTILITY	Water	270.00
	1/06/17	qtrly maintenance at CH	SEWER UTILITY FUND	Sewer	270.00
				TOTAL:	2,679.00
Methodist Occupational Health & Wellne	1/06/17	drug screen - d.schneider	GENERAL FUND	Fire Department	52.00
	1/06/17	drug screen - b. sandquist	GENERAL FUND	Finance	52.00
				TOTAL:	104.00
Nationwide Office Cleaners	1/06/17	Dec Janitorial Service Lib	GENERAL FUND	Library	627.85
	1/06/17	carpent cleaning	SPECIAL RESERVE TR	General Government	845.40
				TOTAL:	1,473.25
Nationwide Retirement Solutions	12/20/16	EE deferred comp w/h	GENERAL FUND	NON-DEPARTMENTAL	125.00
	12/20/16	EE deferred comp w/h	ROAD USE TAX	NON-DEPARTMENTAL	110.00
	12/20/16	EE deferred comp w/h	WATER UTILITY	NON-DEPARTMENTAL	85.50
	12/20/16	EE deferred comp w/h	SEWER UTILITY FUND	NON-DEPARTMENTAL	79.50
	1/05/17	EE deferred comp w/h	GENERAL FUND	NON-DEPARTMENTAL	125.00
	1/05/17	EE deferred comp w/h	ROAD USE TAX	NON-DEPARTMENTAL	110.00
	1/05/17	EE deferred comp w/h	WATER UTILITY	NON-DEPARTMENTAL	85.50
	1/05/17	EE deferred comp w/h	SEWER UTILITY FUND	NON-DEPARTMENTAL	79.50
				TOTAL:	800.00
On Ramp	1/06/17	Dec Web Hosting	GENERAL FUND	Finance	79.00
	1/06/17	Dec Web Hosting	WATER UTILITY	Water	79.00
	1/06/17	Dec Web Hosting	SEWER UTILITY FUND	Sewer	79.00
				TOTAL:	237.00
People's Bank	12/20/16	PY-STATE W/H	GENERAL FUND	NON-DEPARTMENTAL	1,199.12
	12/28/16	PY-STATE W/H	GENERAL FUND	NON-DEPARTMENTAL	2.80
	12/20/16	PY-STATE W/H	ROAD USE TAX	NON-DEPARTMENTAL	176.79
	12/28/16	PY-STATE W/H	ROAD USE TAX	NON-DEPARTMENTAL	2.80
	12/20/16	PY-STATE W/H	WATER UTILITY	NON-DEPARTMENTAL	256.87
	12/28/16	PY-STATE W/H	WATER UTILITY	NON-DEPARTMENTAL	4.20
	12/20/16	PY-STATE W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	262.95
	12/28/16	PY-STATE W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	4.20
	12/20/16	PY-STATE W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	22.27
	1/05/17	PY-STATE W/H	GENERAL FUND	NON-DEPARTMENTAL	1,295.23
	1/05/17	PY-STATE W/H	ROAD USE TAX	NON-DEPARTMENTAL	187.08
	1/05/17	PY-STATE W/H	WATER UTILITY	NON-DEPARTMENTAL	271.84
	1/05/17	PY-STATE W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	279.78
	1/05/17	PY-STATE W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	20.07
				TOTAL:	3,986.00
Peoples Trust & Savings	12/20/16	PY-W/H FED TAXES	GENERAL FUND	NON-DEPARTMENTAL	2,964.98
	12/28/16	PY-W/H FED TAXES	GENERAL FUND	NON-DEPARTMENTAL	14.80
	1/05/17	PY-W/H FED TAXES	GENERAL FUND	NON-DEPARTMENTAL	3,287.77
	12/20/16	PY-FICA W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	1,892.23

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/28/16	PY-FICA W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	7.40
	1/05/17	PY-FICA W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	1,989.07
	12/20/16	PY-MC W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	442.59
	12/28/16	PY-MC W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	1.74
	1/05/17	PY-MC W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	465.17
	12/20/16	PY-W/H FED TAXES	ROAD USE TAX	NON-DEPARTMENTAL	393.47
	12/28/16	PY-W/H FED TAXES	ROAD USE TAX	NON-DEPARTMENTAL	14.80
	1/05/17	PY-W/H FED TAXES	ROAD USE TAX	NON-DEPARTMENTAL	419.25
	12/20/16	PY-FICA W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	271.17
	12/28/16	PY-FICA W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	7.40
	1/05/17	PY-FICA W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	281.48
	12/20/16	PY-MC W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	63.41
	12/28/16	PY-MC W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	1.73
	1/05/17	PY-MC W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	65.82
	12/20/16	PY-FICA W/H & MATCH	ROAD USE TAX	Road Use Tax	271.17
	12/28/16	PY-FICA W/H & MATCH	ROAD USE TAX	Road Use Tax	7.40
	1/05/17	PY-FICA W/H & MATCH	ROAD USE TAX	Road Use Tax	281.49
	12/20/16	PY-MC W/H & MATCH	ROAD USE TAX	Road Use Tax	63.41
	12/28/16	PY-MC W/H & MATCH	ROAD USE TAX	Road Use Tax	1.73
	1/05/17	PY-MC W/H & MATCH	ROAD USE TAX	Road Use Tax	65.82
	12/20/16	PY-FICA W/H & MATCH	TRUST AND AGENCY	General Government	1,892.25
	12/28/16	PY-FICA W/H & MATCH	TRUST AND AGENCY	General Government	7.40
	1/05/17	PY-FICA W/H & MATCH	TRUST AND AGENCY	General Government	1,989.05
	12/20/16	PY-MC W/H & MATCH	TRUST AND AGENCY	General Government	442.55
	12/28/16	PY-MC W/H & MATCH	TRUST AND AGENCY	General Government	1.73
	1/05/17	PY-MC W/H & MATCH	TRUST AND AGENCY	General Government	465.16
	12/20/16	PY-W/H FED TAXES	WATER UTILITY	NON-DEPARTMENTAL	650.70
	12/28/16	PY-W/H FED TAXES	WATER UTILITY	NON-DEPARTMENTAL	22.21
	1/05/17	PY-W/H FED TAXES	WATER UTILITY	NON-DEPARTMENTAL	686.41
	12/20/16	PY-FICA W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	382.18
	12/28/16	PY-FICA W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	11.09
	1/05/17	PY-FICA W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	398.85
	12/20/16	PY-MC W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	89.36
	12/28/16	PY-MC W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	2.59
	1/05/17	PY-MC W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	93.29
	12/20/16	PY-FICA W/H & MATCH	WATER UTILITY	Water	382.19
	12/28/16	PY-FICA W/H & MATCH	WATER UTILITY	Water	11.09
	1/05/17	PY-FICA W/H & MATCH	WATER UTILITY	Water	398.87
	12/20/16	PY-MC W/H & MATCH	WATER UTILITY	Water	89.37
	12/28/16	PY-MC W/H & MATCH	WATER UTILITY	Water	2.59
	1/05/17	PY-MC W/H & MATCH	WATER UTILITY	Water	93.29
	12/20/16	PY-W/H FED TAXES	SEWER UTILITY FUND	NON-DEPARTMENTAL	650.96
	12/28/16	PY-W/H FED TAXES	SEWER UTILITY FUND	NON-DEPARTMENTAL	22.21
	1/05/17	PY-W/H FED TAXES	SEWER UTILITY FUND	NON-DEPARTMENTAL	693.97
	12/20/16	PY-FICA W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	394.56
	12/28/16	PY-FICA W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	11.09
	1/05/17	PY-FICA W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	413.34
	12/20/16	PY-MC W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	92.26
	12/28/16	PY-MC W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	2.59
	1/05/17	PY-MC W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	96.67
	12/20/16	PY-FICA W/H & MATCH	SEWER UTILITY FUND	Sewer	394.52
	12/28/16	PY-FICA W/H & MATCH	SEWER UTILITY FUND	Sewer	11.09
	1/05/17	PY-FICA W/H & MATCH	SEWER UTILITY FUND	Sewer	413.32
	12/20/16	PY-MC W/H & MATCH	SEWER UTILITY FUND	Sewer	92.28
	12/28/16	PY-MC W/H & MATCH	SEWER UTILITY FUND	Sewer	2.60
	1/05/17	PY-MC W/H & MATCH	SEWER UTILITY FUND	Sewer	96.67

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/20/16	PY-W/H FED TAXES	STORM WATER UTILIT	NON-DEPARTMENTAL	29.98
	1/05/17	PY-W/H FED TAXES	STORM WATER UTILIT	NON-DEPARTMENTAL	25.90
	12/20/16	PY-FICA W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	36.87
	1/05/17	PY-FICA W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	34.33
	12/20/16	PY-MC W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	8.62
	1/05/17	PY-MC W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	8.03
	12/20/16	PY-FICA W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	36.88
	1/05/17	PY-FICA W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	34.34
	12/20/16	PY-MC W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	8.63
	1/05/17	PY-MC W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	8.04
				TOTAL:	25,007.27
Postmaster -Adel Post Office	12/30/16	DEC 2016 - 1558 NEWSLETTER	WATER UTILITY	Water	242.50
	12/30/16	DEC 2016 - 1558 NEWSLETTER	SEWER UTILITY FUND	Sewer	198.41
				TOTAL:	440.91
Temporary Vendo 'Karl Chevrolt'	12/15/16	New Parks Truck	GENERAL FUND	Parks	27,295.75
DESTINY HOMES	12/19/16	03-17190-00	WATER UTILITY	Water	26.14
DESTINY HOMES	12/19/16	03-17200-00	WATER UTILITY	Water	33.12
DESTINY HOMES	12/19/16	06-00410-00	WATER UTILITY	Water	32.44
GENESIS HOMES	12/19/16	06-02430-00	WATER UTILITY	Water	405.43
GENESIS HOMES	12/19/16	06-04450-00	WATER UTILITY	Water	10.56
GILMAN, JEFFLYN	12/19/16	02-14880-01	WATER UTILITY	Water	78.95
GREENLAND HOMES	12/19/16	06-02360-00	WATER UTILITY	Water	7.25
GREENLAND HOMES	12/19/16	06-02490-00	WATER UTILITY	Water	5.44
HOME BUYERS INC	12/19/16	02-04640-01	WATER UTILITY	Water	32.88
HOWARD, CORI	12/28/16	02-06280-06	WATER UTILITY	Water	100.00
NORTHBRIDGE HOMES	12/19/16	06-02250-00	WATER UTILITY	Water	21.53
OPTIMAE LIVE SERVICE	12/19/16	03-09060-02	WATER UTILITY	Water	102.53
ORTON HOMES	12/19/16	03-16770-00	WATER UTILITY	Water	451.57
ORTON HOMES	12/19/16	03-16780-00	WATER UTILITY	Water	86.83
PAIGE, DIANE	12/19/16	02-02880-02	WATER UTILITY	Water	48.82
TANZANITE HOMES	12/19/16	06-02240-00	WATER UTILITY	Water	17.72
WHITE, PAUL	12/19/16	03-12140-02	WATER UTILITY	Water	48.14
				TOTAL:	28,805.10
Quinn Trucking	1/06/17	Gravel for ball fields	GENERAL FUND	Recreation	868.56
	1/06/17	s loads 1" road stone	ROAD USE TAX	Road Use Tax	577.89
	1/06/17	6 loads 1-1/2" road stone	ROAD USE TAX	Road Use Tax	1,783.51
				TOTAL:	3,229.96
Region XII Council of Governments	1/06/17	USDA environ assess-water	WATER UTILITY	Water	2,000.00
				TOTAL:	2,000.00
Register Media	1/06/17	2016 AFR	GENERAL FUND	Finance	182.26
				TOTAL:	182.26
Road Husky Trailer Co. LLC	1/06/17	Steel tube	GENERAL FUND	Parks	6.00
				TOTAL:	6.00
Sandry Fire Supply LLC	1/06/17	8 Seal & Bleeder Valves /f	GENERAL FUND	Fire Department	16.24
	1/06/17	freight on Valves	GENERAL FUND	Fire Department	17.55
				TOTAL:	33.79
Schumacher Elevator Company	1/06/17	qrtly maint. for elevator	GENERAL FUND	Library	313.27
	1/06/17	qrtly maint. for elevator	GENERAL FUND	Finance	313.28

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
				TOTAL:	626.55
Snyder & Associates, Inc.	1/06/17	Park Planning	GENERAL FUND	Pool	11,572.00
				TOTAL:	11,572.00
Staples Advantage	1/06/17	post it notes, labels, ribbo	GENERAL FUND	Police Department	79.31
	1/06/17	file fasteners, copy paper	GENERAL FUND	Police Department	61.46
	1/06/17	misc. office supplies	GENERAL FUND	Library	137.26
	1/06/17	notepads/batteries	GENERAL FUND	Parks	7.90
	1/06/17	red/green enve, x-mas lette	GENERAL FUND	Recreation	20.99
	1/06/17	notepads/batteries	GENERAL FUND	Recreation	7.90
	1/06/17	notepads/batteries	GENERAL FUND	Finance	7.91
	1/06/17	notepads/batteries	GENERAL FUND	Zoning/Compliance/Perm	7.90
	1/06/17	notepads/batteries	WATER UTILITY	Water	10.64
	1/06/17	notepads/batteries	SEWER UTILITY FUND	Sewer	10.65
				TOTAL:	351.92
Star Equipment	1/06/17	post driver	ROAD USE TAX	Road Use Tax	2,883.00
				TOTAL:	2,883.00
Stivers Ford Inc	1/06/17	oil chng/replce thermo-car	GENERAL FUND	Police Department	369.09
	1/06/17	oil change - car #3	GENERAL FUND	Police Department	39.95
	1/06/17	fix gas cap issue & ball j	SEWER UTILITY FUND	Sewer	852.06
				TOTAL:	1,261.10
Storey Kenworthy   Matt Parrott	1/06/17	tax forms - W2s and 1099s	GENERAL FUND	Finance	185.94
				TOTAL:	185.94
Strauss Security Solutions	1/06/17	unlock safe door	GENERAL FUND	Finance	57.00
				TOTAL:	57.00
THE PREDICAMENT PARTNERSHIP	1/06/17	November Parking Tickets	GENERAL FUND	Police Department	5.00
				TOTAL:	5.00
Teamsters Local 238	12/20/16	PD-UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	157.24
	1/05/17	PD-UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	149.74
				TOTAL:	306.98
Treasurer State of Iowa - Sales Tax	1/04/17	2ND QUARTER SALES TAX	GENERAL FUND	Pool	18.00
	1/04/17	2ND QUARTER SALES TAX	GENERAL FUND	Pool	3.00
	1/04/17	2ND QUARTER SALES TAX	WATER UTILITY	Water	7,213.00
	1/04/17	2ND QUARTER SALES TAX	WATER UTILITY	Water	1,552.00
	12/16/16	NOV 2016 SALES TAX DEPOSIT	WATER UTILITY	Water	2,100.00
	1/04/17	2ND QUARTER SALES TAX	SEWER UTILITY FUND	Sewer	530.00
	1/04/17	2ND QUARTER SALES TAX	SEWER UTILITY FUND	Sewer	135.00
	12/16/16	NOV 2016 SALES TAX DEPOSIT	SEWER UTILITY FUND	Sewer	280.00
				TOTAL:	11,831.00
USA Blue Book	1/06/17	Pump & Tubing / freight	WATER UTILITY	Water	526.90
	1/06/17	Freight	WATER UTILITY	Water	35.03
	1/06/17	Mesh screen & freight	WATER UTILITY	Water	32.00
	1/06/17	freight	WATER UTILITY	Water	9.61
	1/06/17	287.65	SEWER UTILITY FUND	Sewer	287.65
	1/06/17	26.06	SEWER UTILITY FUND	Sewer	26.06
				TOTAL:	917.25

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
Utility Equipment Co.	1/06/17	50 bank clamps for signs/f	ROAD USE TAX	Road Use Tax	168.50
	1/06/17	freight	ROAD USE TAX	Road Use Tax	6.06
	TOTAL:				174.56
Voya	12/20/16	PY-ING DEFERRED COMP	GENERAL FUND	NON-DEPARTMENTAL	81.50
	12/20/16	PY-ING DEFERRED COMP	ROAD USE TAX	NON-DEPARTMENTAL	4.55
	12/20/16	PY-ING DEFERRED COMP	WATER UTILITY	NON-DEPARTMENTAL	23.40
	12/20/16	PY-ING DEFERRED COMP	SEWER UTILITY FUND	NON-DEPARTMENTAL	30.55
	1/05/17	PY-ING DEFERRED COMP	GENERAL FUND	NON-DEPARTMENTAL	81.50
	1/05/17	PY-ING DEFERRED COMP	ROAD USE TAX	NON-DEPARTMENTAL	4.55
	1/05/17	PY-ING DEFERRED COMP	WATER UTILITY	NON-DEPARTMENTAL	23.40
	1/05/17	PY-ING DEFERRED COMP	SEWER UTILITY FUND	NON-DEPARTMENTAL	30.55
TOTAL:				280.00	
Webspec Design	1/06/17	content project for new we	GENERAL FUND	Finance	1,570.84
	1/06/17	content project for new we	ROAD USE TAX	Road Use Tax	523.39
	1/06/17	content project for new we	WATER UTILITY	Water	523.72
	1/06/17	content project for new we	SEWER UTILITY FUND	Sewer	523.72
TOTAL:				3,141.67	
Wellmark/BCBS of Iowa	12/20/16	PY-INSURANCE PREMIUM BCBS	GENERAL FUND	NON-DEPARTMENTAL	1,268.24
	12/20/16	PY-INSURANCE PREMIUM BCBS	ROAD USE TAX	NON-DEPARTMENTAL	254.66
	12/20/16	PY-INSURANCE PREMIUM BCBS	WATER UTILITY	NON-DEPARTMENTAL	279.13
	12/20/16	PY-INSURANCE PREMIUM BCBS	SEWER UTILITY FUND	NON-DEPARTMENTAL	302.87
	12/20/16	PY-INSURANCE PREMIUM BCBS	STORM WATER UTILIT	NON-DEPARTMENTAL	33.57
	1/05/17	PY-INSURANCE PREMIUM BCBS	GENERAL FUND	NON-DEPARTMENTAL	1,331.70
	1/05/17	PY-INSURANCE PREMIUM BCBS	ROAD USE TAX	NON-DEPARTMENTAL	270.90
	1/06/17	January 2017 Health Premiu	ROAD USE TAX	Road Use Tax	1,373.41
	1/06/17	January 2017 Health Premiu	TRUST AND AGENCY	General Government	10,376.87
	1/05/17	PY-INSURANCE PREMIUM BCBS	WATER UTILITY	NON-DEPARTMENTAL	319.26
	1/06/17	January 2017 Health Premiu	WATER UTILITY	Water	1,983.81
	1/05/17	PY-INSURANCE PREMIUM BCBS	SEWER UTILITY FUND	NON-DEPARTMENTAL	351.82
	1/06/17	January 2017 Health Premiu	SEWER UTILITY FUND	Sewer	1,526.01
	1/05/17	PY-INSURANCE PREMIUM BCBS	STORM WATER UTILIT	NON-DEPARTMENTAL	35.43
TOTAL:				19,707.68	
Ziegler Inc.	1/06/17	serv. generator & west lif	SEWER UTILITY FUND	Sewer	898.28
	TOTAL:				898.28
Temporary Vendo	1/06/17	Fortres Grand Corporation,	GENERAL FUND	Library	51.24
	TOTAL:				51.24
**PAYROLL EXPENSES	12/15/2016 - 1/06/2017		GENERAL FUND	Police Department	41,402.46
			GENERAL FUND	Library	11,435.22
			GENERAL FUND	Parks	1,194.22
			GENERAL FUND	Island Park	936.33
			GENERAL FUND	Cemetery	1,982.55
			GENERAL FUND	Pool	1,351.19
			GENERAL FUND	Recreation	2,180.89
			GENERAL FUND	Finance	2,763.40

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
**PAYROLL EXPENSES			GENERAL FUND	Zoning/Compliance/Perm	2,639.18
			ROAD USE TAX	Road Use Tax	9,622.97
			WATER UTILITY	Water	13,480.18
			SEWER UTILITY FUND	Sewer	13,972.86
			STORM WATER UTILIT	STORM WATER UTILITY	1,217.36
				TOTAL:	104,178.81

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

001	GENERAL FUND	140,721.29
002	SPECIAL RESERVE TRANSFER	845.40
110	ROAD USE TAX	25,396.28
112	TRUST AND AGENCY	22,941.79
600	WATER UTILITY	39,367.16
610	SEWER UTILITY FUND	28,062.65
615	STORM WATER UTILITY	1,788.76
670	GARBAGE/RECYCLING UTILITY	21,356.08
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	GRAND TOTAL:	280,479.41
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SELECTION CRITERIA

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SELECTION OPTIONS

VENDOR SET: 01-ADEL  
VENDOR: All  
CLASSIFICATION: All  
BANK CODE: All  
ITEM DATE: 12/15/2016 THRU 1/06/2017  
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

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PAYROLL SELECTION

PAYROLL EXPENSES: YES  
EXPENSE TYPE: GROSS  
CHECK DATE: 12/15/2016 THRU 1/06/2017

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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

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PACKET OPTIONS

INCLUDE REFUNDS: YES  
INCLUDE OPEN ITEM: YES  
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## MONTH TO DATE TREASURERS REPORT

AS OF: DECEMBER 31ST, 2016

FUND	BEGINNING CASH BALANCE	MTD REVENUES	MTD EXPENSES	ACCOUNTS PAYABLE	ENDING CASH BALANCE	TOTAL INVESTMENTS	TOTAL CASH & INVESTMENTS
GENERAL FUND	760,085.33	105,600.17	149,713.78	566.16	716,537.88	0.00	716,537.88
SPECIAL RESERVE TRANSFER	413,906.58	32.12	0.00	0.00	413,938.70	0.00	413,938.70
ROAD USE TAX	262,400.58	38,296.28	18,216.35	207.51	282,688.02	0.00	282,688.02
TRUST AND AGENCY	230,875.30	20,939.50	26,204.09	0.00	225,610.71	0.00	225,610.71
FIF	( 291,191.80)	43,344.81	0.00	0.00	( 247,846.99)	0.00	( 247,846.99)
1998 ASPHALT PAVING SPEC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2010 BRICK ST SPEC ASSES	18,199.73	0.00	0.00	0.00	18,199.73	0.00	18,199.73
2002 ST/UTIL-SPEC ASSESS	28,274.00	0.00	0.00	0.00	28,274.00	0.00	28,274.00
WATER SERVICE	838,502.52	15,612.60	115,765.00	0.00	738,350.12	0.00	738,350.12
CAPITAL IMPROVE - VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL IMPROV BLDG MAINT	41,840.51	0.00	0.00	0.00	41,840.51	0.00	41,840.51
WATER UPGRADE FUND	70,359.50	0.00	0.00	0.00	70,359.50	0.00	70,359.50
SEWER UPGRADE FUND	167,079.43	0.00	0.00	0.00	167,079.43	0.00	167,079.43
CAPITAL IMP OFFICE EQUIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2006 STREET IMP PROJECT	( 12,957.83)	1,132.00	0.00	0.00	( 11,825.83)	0.00	( 11,825.83)
PAVING JOBS ROAD PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BROWNFIELD PROJECT	2,359.33	0.00	0.00	0.00	2,359.33	0.00	2,359.33
DEMOLITION PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
STORM SEWER PROJECT	50,902.03	0.00	0.00	0.00	50,902.03	0.00	50,902.03
SEWER PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2008 FLOOD REPAIR PROJEC	2,949.18	0.00	0.00	0.00	2,949.18	0.00	2,949.18
LIBRARY BLDG PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2010 STREET PROJECT	2,691.86	0.00	0.00	0.00	2,691.86	0.00	2,691.86
SIDEWALK PROJECT	( 16,043.00)	0.00	0.00	0.00	( 16,043.00)	0.00	( 16,043.00)
SWANS VIEW PAVING	( 23,175.28)	0.00	0.00	0.00	( 23,175.28)	0.00	( 23,175.28)
SUBDRAIN PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INDUSTRIAL PARK PROJECT	( 40,898.69)	0.00	15,460.00	0.00	( 56,358.69)	0.00	( 56,358.69)
ANNEXATION	( 177,289.06)	0.00	0.00	0.00	( 177,289.06)	0.00	( 177,289.06)
PUBLIC SAFETY BLDG	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2TH STREET PAV PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TIRE EQUIP UPGRADE	6,159.37	0.00	0.00	0.00	6,159.37	0.00	6,159.37
CAPITAL IMPROV-PARKS	822.00	0.00	0.00	0.00	822.00	0.00	822.00
WALL DIAMOND PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
POST FUNDS - AQUATIC CEN	( 2,395.56)	43,334.63	0.00	0.00	40,939.07	0.00	40,939.07
MISC GOLF MAINT PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2013 WATER PROJECT	233,502.57	0.00	2,225.00	0.00	235,727.57	0.00	235,727.57
2013 SEWER PROJECT	197,544.03	0.00	0.00	0.00	197,544.03	0.00	197,544.03
2014 FIRE TRUCK	3,820.69	0.00	0.00	0.00	3,820.69	0.00	3,820.69
WATER UTILITY	646,941.86	63,617.08	48,908.82	202.59	661,852.71	0.00	661,852.71
SEWER UTILITY FUND	560,188.96	52,643.84	64,833.54	145.86	548,145.12	0.00	548,145.12
STORM WATER UTILITY	140,773.51	9,281.73	2,022.26	0.00	148,032.98	0.00	148,032.98
WASTE/RECYCLING UTILITY	86,767.09	23,699.51	22,676.92	0.00	87,789.68	0.00	87,789.68
AKDALE PRIDE	6,080.10	295.00	609.50	0.00	5,765.60	0.00	5,765.60
<b>TOTAL</b>	<b>4,209,074.84</b>	<b>417,829.27</b>	<b>462,185.26</b>	<b>1,122.12</b>	<b>4,165,840.97</b>	<b>0.00</b>	<b>4,165,840.97</b>

\*\*\* END OF REPORT \*\*\*

	Balance 12-1-16	RECEIPTS	TRANSFERS IN	DISBURSEMENTS	TRANSFERS OUT	Accounts Payable	BALANCE 11-30-16
<b>General Funds</b>							
General	759,931.64	105,560.17		145,428.33		566.16	720,629.64
Nite Kinnick Fund	324.87	40.00		4,285.45			(3,920.58)
SPEC RESERVE	413,906.58	32.12					413,938.70
Emergency Levy	(3,294.31)	1,418.16					(1,876.15)
Police Academy	8,625.17						8,625.17
Police cops fast	10.00						10.00
Island Park Improvements	1,394.45						1,394.45
Fire	2,098.03						2,098.03
Refunds	28,307.08						28,307.08
CP - Fire Equipment Upgrade	6,159.37						6,159.37
CP - Capital Improvement Park	822.00						822.00
CP - Industrial Park	(40,898.69)			15,460.00			(56,358.69)
Donations - Rec	2,708.00						2,708.00
Oakdale Pride	6,080.10	295.00		609.50			5,765.60
<b>Total</b>	<b>1,186,174.29</b>	<b>107,345.45</b>	<b>-</b>	<b>165,783.28</b>	<b>-</b>	<b>566.16</b>	<b>1,128,302.62</b>
<b>Special Revenue Funds</b>							
Road Use Tax	262,400.58	38,296.28		18,216.35		207.51	282,688.02
Urban Renewal Tax Increment	(291,191.80)	43,344.81					(247,846.99)
Employee Benefits/HRA	85,506.65	17,500.27		16,237.47			86,769.45
LOST FUNDS	(2,395.56)	43,334.63					40,939.07
Library Memorial	20,902.53	188.99		9,691.62			11,399.90
Police DARE	717.88						717.88
Historical Museum	16.00						16.00
POLICE FORFEITURE FUND	236.20						236.20
<b>Total</b>	<b>76,192.48</b>	<b>142,664.98</b>	<b>-</b>	<b>44,145.44</b>	<b>-</b>	<b>207.51</b>	<b>174,919.53</b>
<b>Capital Project Funds</b>							
CP - Brownfield Project	2,359.33						2,359.33
CP - 2008 Flood Repair	2,949.18						2,949.18
CP - 2010 St Project	1,219.86		1,472.00				2,691.86
CP - Sidewalk Project	(16,043.00)						(16,043.00)
CP - 2006 Street Improvement	(12,957.83)	1,132.00					(11,825.83)
CP - Evans View Paving	(23,175.28)						(23,175.28)
CP - Annexation	(177,289.06)						(177,289.06)
DS - 2002 Street	28,274.00						28,274.00
DS - Fire Truck	3,820.69						3,820.69
2010 Brick St Spec Assess	19,671.73				1,472.00		18,199.73
<b>Total</b>	<b>(171,170.38)</b>	<b>1,132.00</b>	<b>1,472.00</b>	<b>-</b>	<b>1,472.00</b>	<b>-</b>	<b>(170,038.38)</b>
<b>Debt Service Fund</b>							
Debt Service-Property Tax	838,502.52	15,612.60		115,765.00			738,350.12
	838,502.52	15,612.60	-	115,765.00	-	-	738,350.12
<b>Internal Service Funds</b>							
Flex Plan	(6,501.30)	433.32					(6,067.98)
CP - Building Maintenance	41,840.51						41,840.51
	35,339.21	433.32	-	-	-	-	35,772.53
<b>Enterprise Funds</b>							
Water	70,828.60	50,521.58		48,908.82		202.59	72,643.95
Sinking Bond & Interest	38,746.45	7,819.33					46,565.78
Improvement	441,410.55	5,276.17					446,686.72
Bond Reserve	96,231.26						96,231.26
Water Deposits	89,702.74	1,398.76		275.00			90,828.50
CP - Water Upgrades	70,359.50						70,359.50
CP - 2013 Water Project	233,502.57			(2,225.00)			235,727.57
Sewer	91,617.01	45,277.67		64,833.54		145.86	72,207.00
Sinking Bond & Interest	25,544.45	4,704.42					30,248.87
Improvement	344,133.00	2,661.75					346,794.75
Bond Reserve	98,894.50						98,894.50
CP - Sewer Upgrades	167,079.43						167,079.43
CP - 2013 Sewer Project	197,544.03						197,544.03
Storm Water	140,773.51	9,281.73		2,022.26			148,032.98
CP - Storm Water Upgrade	50,902.03						50,902.03
Garbage / Recycling	86,767.09	23,699.51		22,676.92			87,789.68
	2,244,036.72	150,640.92	-	136,491.54	-	348.45	2,258,534.55
<b>Total</b>	<b>4,209,074.84</b>	<b>417,829.27</b>	<b>1,472.00</b>	<b>462,185.26</b>	<b>1,472.00</b>	<b>1,122.12</b>	<b>4,165,840.97</b>
<b>CASH</b>							
Certificate of Deposit - RVB	100,000.00						
Peoples Bank Balance	3,379,420.14						
Wells Fargo Balance	332,236.03						
IPAIT	363,764.22						
<b>Total CIB</b>	<b>4,175,420.39</b>	<b>Outstanding (9,579.42)</b>		<b>Total 4,165,840.97</b>			

STATEMENT OF REVENUES - BUDGET VS. ACTUAL  
AS OF: DECEMBER 31ST, 2016

REVENUES	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY REVENUE	YEAR-TO-DATE REVENUE	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
001-GENERAL FUND	1,931,073	1,931,073	105,600.17	1,183,924.41	960,453.62	747,148.59	38.69
002-SPECIAL RESERVE TRANS	296,294	296,294	32.12	297,525.60	18.34	( 1,231.60)	0.42-
110-ROAD USE TAX	448,430	448,430	38,296.28	279,106.54	247,789.57	169,323.46	37.76
112-TRUST AND AGENCY	457,340	457,340	20,939.50	265,011.79	232,222.64	192,328.21	42.05
125-TIF	640,200	640,200	43,344.81	342,374.57	336,334.07	297,825.43	46.52
133-2010 BRICK SPEC ASSES	1,472	1,472	0.00	1,725.00	4,752.00	( 253.00)	17.19-
134-2002 ST/UTIL-SPEC ASS	2,745	2,745	0.00	3,352.00	3,351.00	( 607.00)	22.11-
200-DEBT SERVICE	1,010,012	1,010,012	15,612.60	858,344.16	200,688.37	151,667.84	15.02
300-CAPITAL IMPROVE - VEH	0	0	0.00	0.00	0.00	0.00	0.00
301-CAPITAL IMPRV BLDG MA	0	0	0.00	0.00	0.00	0.00	0.00
302-WATER UPGRADE FUND	0	0	0.00	0.00	0.00	0.00	0.00
303-SEWER UPGRADE FUND	0	0	0.00	0.00	0.00	0.00	0.00
305-2006 STREET IMP PROJE	10,585	10,585	1,132.00	11,017.00	11,866.00	( 432.00)	4.08-
306-1-JOBS ROAD PROJECT	0	0	0.00	0.00	0.00	0.00	0.00
307-BROWNFIELD PROJECT	0	0	0.00	0.00	0.00	0.00	0.00
315-EVANS VIEW PAVING	0	0	0.00	0.00	0.00	0.00	0.00
317-INDUSTRIAL PARK PROJE	104,385	104,385	0.00	129,710.78	252,762.00	( 25,325.78)	24.26-
320-12TH STREET PAVING PR	0	0	0.00	0.00	0.00	0.00	0.00
321-FIRE EQUIP UPGRADE	0	0	0.00	0.00	0.00	0.00	0.00
322-CAPITAL IMPROV-PARKS	5,000	5,000	0.00	2,446.00	8,994.00	2,554.00	51.08
324-LOST FUNDS - AQUATIC	452,129	452,129	43,334.63	270,502.38	254,101.94	181,626.62	40.17
326-2013 WATER PROJECT	0	0	0.00	0.00	0.00	0.00	0.00
327-2013 SEWER PROJECT	0	0	0.00	0.00	0.00	0.00	0.00
328-FIRE TRUCK 2014	0	0	0.00	0.00	0.00	0.00	0.00
600-WATER UTILITY	700,500	700,500	63,617.08	446,691.98	369,331.19	253,808.02	36.23
610-SEWER UTILITY FUND	600,000	600,000	52,643.84	353,948.90	320,258.03	246,051.10	41.01
615-STORM WATER UTILITY	105,000	105,000	9,281.73	54,807.88	52,737.85	50,192.12	47.80
670-GARBAGE/RECYCLING UTI	270,000	270,000	23,699.51	139,876.51	129,118.79	130,123.49	48.19
950-OAKDALE PRIDE	0	0	295.00	6,558.11	0.00	( 6,558.11)	0.00
999-POOLED CASH FUND	0	0	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUES</b>	<b>7,035,165</b>	<b>7,035,165</b>	<b>417,829.27</b>	<b>4,646,923.61</b>	<b>3,384,779.41</b>	<b>2,388,241.39</b>	<b>33.95</b>

STATEMENT OF EXPENDITURES - BUDGET vs ACTUAL  
AS OF: DECEMBER 31ST, 2016

EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXP.+ ENCUMB.	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
001-GENERAL FUND	1,873,767	1,873,767	149,713.78	1,100,106.11	831,968.00	773,660.89	41.29
002-SPECIAL RESERVE TRANS	0	0	0.00	0.00	0.00	0.00	0.00
110-ROAD USE TAX	448,173	448,173	18,216.35	180,012.58	154,010.82	268,160.42	59.83
112-TRUST AND AGENCY	435,134	435,134	26,204.09	192,587.69	164,127.49	242,546.31	55.74
125-TIF	640,200	640,200	0.00	640,200.00	0.00	0.00	0.00
132-1998 ASPHALT PAVING S	0	0	0.00	0.00	0.00	0.00	0.00
133-2010 BRICK SPEC ASSES	1,472	1,472	0.00	1,472.00	0.00	0.00	0.00
134-2002 ST/UTIL-SPEC ASS	2,745	2,745	0.00	2,745.00	0.00	0.00	0.00
200-DEBT SERVICE	986,530	986,530	115,765.00	115,765.00	130,278.75	870,765.00	88.27
300-CAPITAL IMPROVE - VEH	0	0	0.00	0.00	0.00	0.00	0.00
301-CAPITAL IMPRV BLDG MA	0	0	0.00	0.00	0.00	0.00	0.00
302-WATER UPGRADE FUND	0	0	0.00	0.00	14,000.00	0.00	0.00
303-SEWER UPGRADE FUND	0	0	0.00	0.00	21,000.00	0.00	0.00
304-CAPITAL IMP OFFICE EQ	0	0	0.00	0.00	0.00	0.00	0.00
305-2006 STREET IMP PROJE	10,238	10,238	0.00	10,238.00	0.00	0.00	0.00
307-BROWNFIELD PROJECT	0	0	0.00	0.00	0.00	0.00	0.00
308-DEMOLITION PROJECT	0	0	0.00	0.00	0.00	0.00	0.00
316-SUBDRAIN PROJECT	0	0	0.00	0.00	0.00	0.00	0.00
317-INDUSTRIAL PARK PROJE	104,385	104,385	15,460.00	54,189.50	352,488.46	50,195.50	48.09
319-PUBLIC SAFETY BLDG	0	0	0.00	0.00	0.00	0.00	0.00
321-FIRE EQUIP UPGRADE	0	0	0.00	0.00	0.00	0.00	0.00
322-CAPITAL IMPROV-PARKS	5,000	5,000	0.00	6,675.87	12,576.31 (	1,675.87)	33.52-
323-BALL DIAMOND PROJECT	0	0	0.00	0.00	0.00	0.00	0.00
324-LOST FUNDS - AQUATIC	449,780	449,780	0.00	449,972.92	296,538.00 (	192.92)	0.04-
326-2013 WATER PROJECT	0	0 (	2,225.00)	0.00	27,880.00	0.00	0.00
327-2013 SEWER PROJECT	0	0	0.00	0.00	0.00	0.00	0.00
328-FIRE TRUCK 2014	0	0	0.00	0.00	2,648.03	0.00	0.00
600-WATER UTILITY	700,091	700,091	48,908.82	377,013.45	270,429.56	323,077.55	46.15
610-SEWER UTILITY FUND	599,833	599,833	64,833.54	396,378.99	211,457.62	203,454.01	33.92
615-STORM WATER UTILITY	140,505	140,505	2,022.26	45,511.06	30,970.86	94,993.94	67.61
670-GARBAGE/RECYCLING UTI	291,000	291,000	22,676.92	154,451.82	128,266.45	136,548.18	46.92
950-ORKDALE PRIDE	0	0	609.50	792.51	0.00 (	792.51)	0.00
999-POOLED CASH FUND	0	0	0.00	0.00	0.00	0.00	0.00
<b>TOTAL EXPENDITURES</b>	<b>6,688,853</b>	<b>6,688,853</b>	<b>462,185.26</b>	<b>3,728,112.50</b>	<b>2,648,640.35</b>	<b>2,960,740.50</b>	<b>44.26</b>
<b>REVENUE OVER/(UNDER) EXPENDITURES</b>	<b>346,312</b>	<b>346,312 (</b>	<b>44,355.99)</b>	<b>918,811.11</b>	<b>736,139.06 (</b>	<b>572,499.11)</b>	<b>2,449.16-</b>

**Applicant License Application ( LC0040558 )**

<b>Name of Applicant:</b> <u>Casa Lepe, Inc</u>		
<b>Name of Business (DBA):</b> <u>Casa De Oro</u>		
<b>Address of Premises:</b> <u>815 Main Street</u>		
<b>City</b> <u>Adel</u>	<b>County:</b> <u>Dallas</u>	<b>Zip:</b> <u>50003</u>
<b>Business</b>	<u>(515) 360-3997</u>	
<b>Mailing</b>	<u>815 Main Street</u>	
<b>City</b> <u>Adel</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>50003</u>

**Contact Person**

<b>Name</b> <u>Ryan Soper</u>	
<b>Phone:</b> <u>(206) 878-0827</u>	<b>Email</b> <u>ryan.soper@rjstax.com</u>

**Classification** Class C Liquor License (LC) (Commercial)

**Term:** 12 months

**Effective Date:** 01/13/2017

**Expiration Date:** 01/12/2018

**Privileges:**

Class C Liquor License (LC) (Commercial)

Sunday Sales

**Status of Business**

<b>BusinessType:</b> <u>Privately Held Corporation</u>	
<b>Corporate ID Number:</b> <u>469885</u>	<b>Federal Employer ID</b> <u>46-4415924</u>

**Ownership**

**Salvador Lepe**

**First Name:** Salvador                      **Last Name:** Lepe  
**City:** Perry                                      **State:** Iowa                      **Zip:** 50220  
**Position:** Officer  
**% of Ownership:** 50.00%                      **U.S. Citizen:** Yes

**Mariela Torres**

**First Name:** Mariela                      **Last Name:** Torres  
**City:** Harlan                                      **State:** Iowa                      **Zip:** 51537  
**Position:** Officer  
**% of Ownership:** 50.00%                      **U.S. Citizen:** Yes

**Insurance Company Information**

<b>Insurance Company:</b> <u>Illinois Casualty Co</u>
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## Jackie Steele

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**From:** timmorlan@mchsi.com  
**Sent:** Tuesday, January 3, 2017 9:52 PM  
**To:** Jackie Steele  
**Subject:** ELECTIONS

Adel Volunteer Fire Department held its biannual elections Tuesday night Jan 3 2017. I recommend the city council accepts the following results.

Department Chief: Timothy Morlan

Department Assistant Chief: Braden Nemechek Association President: Jamey Smyth Association Vice President: Tim Smith Association Secretary: Tim Knipper Association Treasurer: Justin Kitzinger.

Adam Doll was voted as a probational member by a majority vote. I recommend the City Council accepts this vote.

Chief Morlan.

January 4, 2017

# COMPREHENSIVE PARK AND OPEN SPACE PLAN



**Adel Parks & Recreation Mission Statement:**

“To provide the community with high quality leisure facilities, recreational and cultural opportunities.”

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## CHAPTER 1: Introduction



**PLAN PURPOSE**

The Comprehensive Park and Open Space Plan is the planning document used to guide future Adel park system improvements and acquisitions recommended by the City Parks Board and City Staff. The plan will identify goals and recommendations for the future development of parks within the City of Adel and related policies.

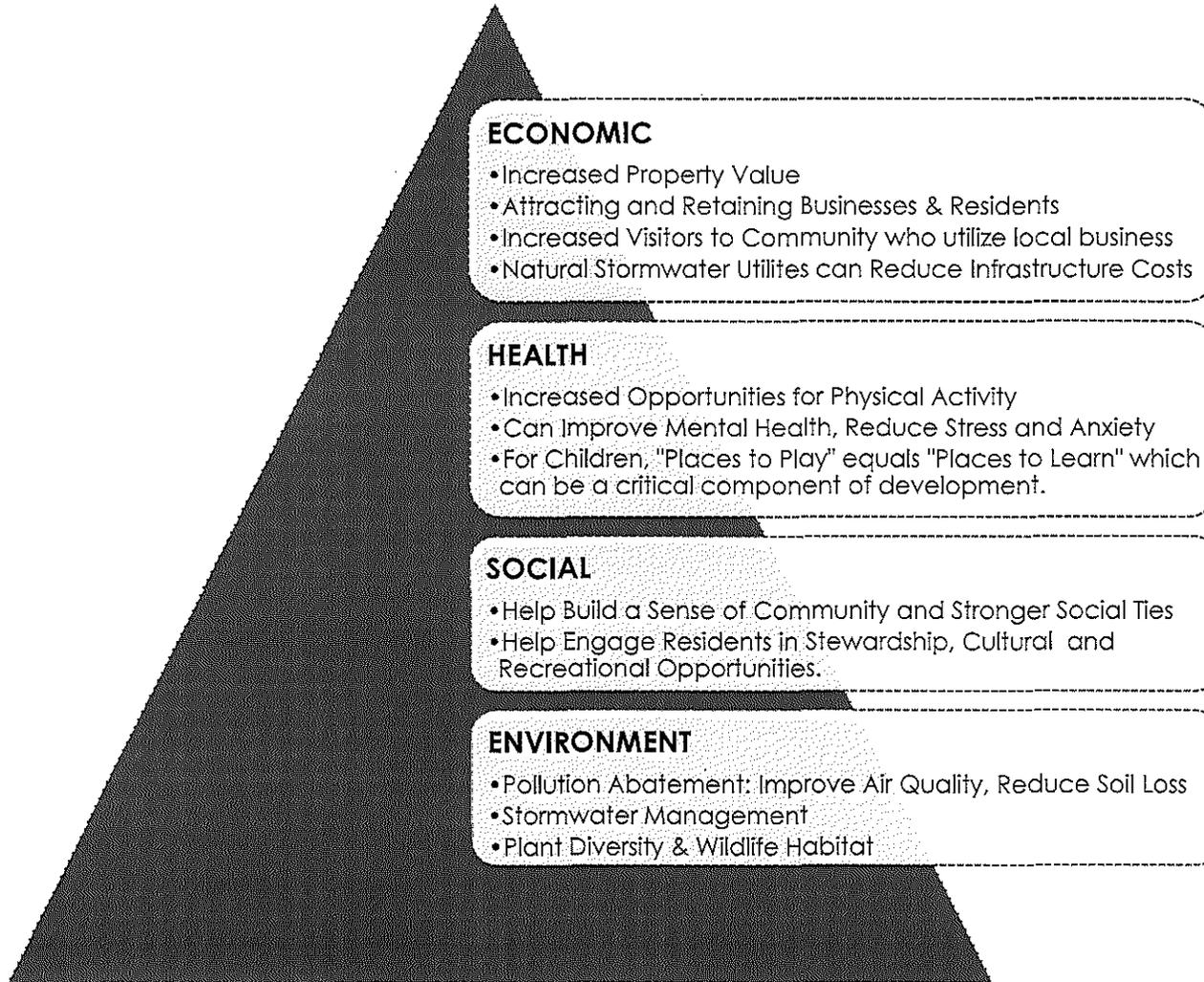
**PARKS BOARD**

The Park Board advises the City regarding policy and rules governing the City of Adel parks and cemeteries; as well as, maintenance, development, improvements and designated uses. They also oversee operations of the park system and also serve as the City's Tree Board. The Park Board advises the Park and Recreation Director and provides recommendations to City Council regarding improvements, the maintenance, development and designated uses of the city's various parks, recreational facilities and programs. The Tree Board duties include recommendations for the care, preservation, pruning, planting, replacement, removal, and disposition of trees and shrubs located within the right-of-way boundaries of all City streets or located on any other property owned by the City.



**PARKS BENEFITS FOR COMMUNITIES**

City parks and open space improve our physical and psychological health, strengthen our communities, and make our communities more desirable places to live and work.



**GOALS OF THE COMPREHENSIVE PARKS AND OPEN SPACE PLAN**

One of the steps in the planning process is to set goals to serve as a basis for future park planning. Goals are general in nature, relating to overall objectives and conditions that shall set the standard for the future improvements and growth. Based on these ideals, a set of goals for the park system have been established for the City as follows:

1. Establish a comprehensive plan to guide the acquisition and development of park and recreation facilities and amenities.
2. Determine a park classification system to evaluate park types and establish service area criteria.
3. Identify additional park land in areas that have been identified as deficient in the park system as future development occurs.
4. Provide a diversity of recreational facilities to allow for equal opportunities for all residents and visitors.
5. Establish accessible facilities which are compliant with current ADA regulations and guidelines.
6. Establish a trail system which enhances the community's walkability and provides safe access to community parks and features.
7. Establish a list of improvements to existing park sites and estimate of cost so priorities can be established by the City Staff and Parks Board.

**In order to project future needs for park and trail systems for Adel the following components were analyzed:**

- An inventory of existing parks, trails and amenities
- Review context: Community profile, natural resources and access
- Park classification identification and needs analysis
- Review "Land Use Plan Update", adopted December 2015
- Geographic distribution and potential gaps in service coverage
- Public open house and surveys



## CHAPTER 2: Needs Assessment



This chapter examines Adel's existing park and recreation system which is managed by the Parks and Recreation Department under the advice of the Parks Board. Parks are a vital part of life in Adel. Adel residents enjoy access to a variety of local and regional park facilities which offer an assortment of recreational activities and programs.

### COMMUNITY PROFILE

Demographic characteristics can influence recreational interests, participation levels and needs within the community. Age and income can play significant roles in an individual's ability to pursue and participate in specific recreational activities. Ethnicity, employment and education levels can also play a minor role.

#### Population & Demographic Trends

The City of Adel is currently growing with a current population of approximately 4,300 residents. This is an approximate 25-percent increase since 2000 and 17-percent increase since 2010. With Adel's proximity to the Des Moines Metro this type of growth is expected to continue. The median household income is on the rise since 2000 as well as the number of individuals between the ages of 18-64 years of age and 0-4 years of age.

This relates to the substantial growth in single family residential development occurring along the south and east edges of the City. In short, the City is seeing an increase in young families within its jurisdiction.

#### Effects on Recreational Needs

The City of Adel recently updated their land use plan in order to better plan for the substantial growth occurring. The land use plan was adopted on December 8, 2015. As part of this process, parks and trails were identified as a critical and desirable component of the community's infrastructure. An action item identified in the plan was to create parks and trail master plan to help coordinate acquisition and recreation service needs.

Young families, particularly the youth, tend to participate in recreation activities more frequently than any other age group. Youth often favor more competitive and active recreation activities, such as organized sports. As individuals age, participation in these types of activities tend to decrease and transition to activities such as walking, jogging and cycling. Young adults (18-34) often make up the core of adult competitive and active recreation activities. However, they also typically have less time to devote to organized recreational programs. Their time is often limited to weekends and occasional evenings.

The City of Adel has approximately 285 acres of land designated for park, general open space and community use. Adel has a series of community and special use style parks, which meet a variety of



community recreational needs. Not all park acres serve area residents in the same fashion. The parks vary in size and amenities provided. The existing parks total acreages fall into two key categories, developed and undeveloped.

- **DEVELOPED AREAS (231 Acres):** defined as improved and maintained park or community feature site. These areas provide recreational opportunities to the residents through a variety of designated improvements. Natural areas can be included in this category if they also provide designated public access; such as, trails.
- **UNDEVELOPED AREAS (55 Acres):** defined as unimproved park sites. These areas may remain undeveloped due to existing topography and drainage patterns or unique natural features. These types of sites fall into a general open space category and can be used to protect natural stormwater utility systems and wildlife corridors. A natural stormwater utility system can include features like grassed waterways, streams, rivers, wetlands and sedimentation basins that help facilitate the movement and collection of stormwater.

*“The measure of any great civilization is its cities and a measure of a city’s greatness is to be found in the quality of its public spaces, its parks and squares.”*  
– John Ruskin

Developed	Undeveloped*	Total Acres
205	64	270

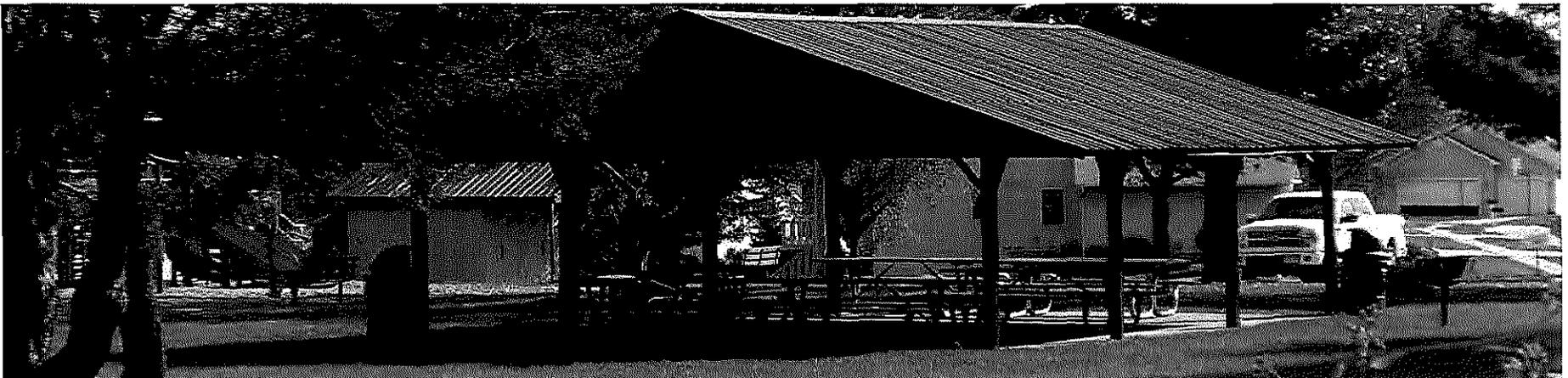
\* Not all undeveloped area is suitable for development. Some areas may be better suited as natural areas for stormwater management and natural resource protection.

**NOTE:** all of this land is not currently maintained or managed by the City. Partnerships have been developed with other public agencies; such as Dallas County Conservation Board and private organizations such as Raccoon Valley Bank. The City currently maintains approximately 150 acres of public space.

**PARK CLASSIFICATIONS:** used to facilitate future park planning, define appropriate service levels and reduce conflicts between users. Facilities are classified according to the size of the facility, amenities provided and the area they serve. A park's classification relates to the service area it provides and helps determine the geographic distribution necessary to eliminate service coverage gaps. Depending on the classification the park may meet multiple service needs within the community. The following are the classifications for Adel's park system and recreational amenities.

### Community Parks

- **PURPOSE:** Serves the broader community. Focus is on meeting community-based recreational needs, as well as preserving unique landscapes and open spaces.
- **GENERAL USE:** They often include areas for intense recreational use, such as athletic facilities for organized sports, large group picnicking, and community gatherings. Sometimes they contain unique types of recreational amenities, such as disc golf, splash pads or camping. They may also feature access to significant natural areas; such as wetlands, riparian areas and woodlands.
- **SERVICE AREA:** Community parks often attract users from a greater geographic area. Therefore, support facilities are required, such as off-street parking and restrooms. Ideally they should have access from an arterial or collector street. Depending on the services provided a community park can also meet the needs of a neighborhood park within the  $\frac{1}{4}$  to  $\frac{1}{2}$  mile area. Otherwise they typically serve a community up to a 3-mile radius.
- **DESIRED SIZE:** As needed to accommodate use, typically 30- 50 Acres.



### Neighborhood Parks

- **PURPOSE:** A backbone of the park system. Serves as the recreational and social focus for a residential area.
- **GENERAL USE:** Designed to accommodate unstructured recreation activities. They typically include amenities such as playground equipment, open picnic areas, turf multi-purpose open space and trails. Sometimes amenities such as basketball courts and tennis courts are also provided.
- **SERVICE AREA:** They are intended to serve the surrounding neighborhood by providing local access to basic recreation resources. They are located within walking or bicycling distance of most users. Typically this is considered ¼ to ½ mile radius.
- **DESIRED SIZE:** Typically range in size from 1-10 acres.
- **OTHER CHARACTERISTICS:** Ideally, they should be geographically centered within safe walking and bike access to its service area. This type of park typically does not include amenities that could be a significant draw to park users residing outside the park's service area, such as splash grounds and dog parks. These types of amenities can create parking constraints, excessive use and user conflict. Restrooms and parking are optional amenities at these types of parks.



### School Parks

- **PURPOSE:** These are considered a subset of neighborhood and community parks. They are generally parks that are located next to or on school property. They may have limited access or have restricted access during school hours. Depending on the circumstance combining parks with school sites can fulfill some recreational needs of the community. Adel Elementary School has a new playground and proposed trail loop that helps to fill a neighborhood park gap in the northwest corner of the City.
- **DESIRED SIZE:** Various depending on amenities provided.

### Linear Parks

- **PURPOSE:** These parks include natural and/or built corridors that provide connections between various parks, neighborhoods and community features. Local examples of linear parks in Adel would be the system along the Raccoon River Valley Trail that currently bi-sects the core of the Adel.
- **GENERAL USE:** They typically support trail-orientated activities, such as walking, jogging, biking and roller skating. They can play a major role in a community's ability to support a healthy lifestyle and regional networks can invite visitors from surrounding communities.
- **OTHER CHARACTERISTICS:** These parks may incorporate smaller-scale neighborhood park amenities, such as picnic areas, exercise stations and play equipment. They can play an essential role in providing safe bicycle commuter routes for residents and children. They may include abandoned railroad lines, designated wildlife corridors, or elongated natural areas such as riparian corridors.
- **DESIRED SIZE:** Various depending on amenities and natural system it's supporting.



### Special Use Park

- **PURPOSE:** These park system sites serve specific purposes. They serve a unique recreational need within the community; such as, an aquatic center, sports complex, golf course, dog park, archery range etc.
- **SERVICE AREA:** These parks often attract users from a regional area. Therefore, support facilities are required, such as off-street parking and restrooms. Ideally they should have access from an arterial or collector street. They are strategically located based on service provided.
- **DESIRED SIZE:** Various depending on amenities provided.



### Natural Areas

- **PURPOSE:** These sites are largely undeveloped and managed in a natural state for conservation. They may provide opportunities for passive recreation; however, their primary purpose is to protect unique or significant natural features, such as rivers, streams, wetlands, wildlife habitat, steeply sloping hillsides, areas and other environmentally sensitive areas. Types of passive recreation these sites can support are trail-related uses, bird and wildlife viewing, photography, environmental interpretation and education.
- **OTHER CHARACTERISTICS:** These areas provide a number of ecological benefits, including providing habitat, filtering stormwater and controlling erosion. Although they may not serve a larger recreational need, protecting these resources is critical to a community's quality of life, economic resiliency and access to clean water.
- **SERVICE AREA:** The service area for these types of parts is based on the natural features it is protecting and less on the services it provides.



### Community Feature

- **PURPOSE:** These sites serve multiple purposes. They contain features of cultural and/or historical significance. They may provide gathering spaces for community events; as well as, education and passive recreation opportunities.
- **OTHER CHARACTERISTICS:** These parks can also support Neighborhood and Community Park needs if space is available to support those types of recreation amenities. In Adel, many of these sites are owned or managed by others.



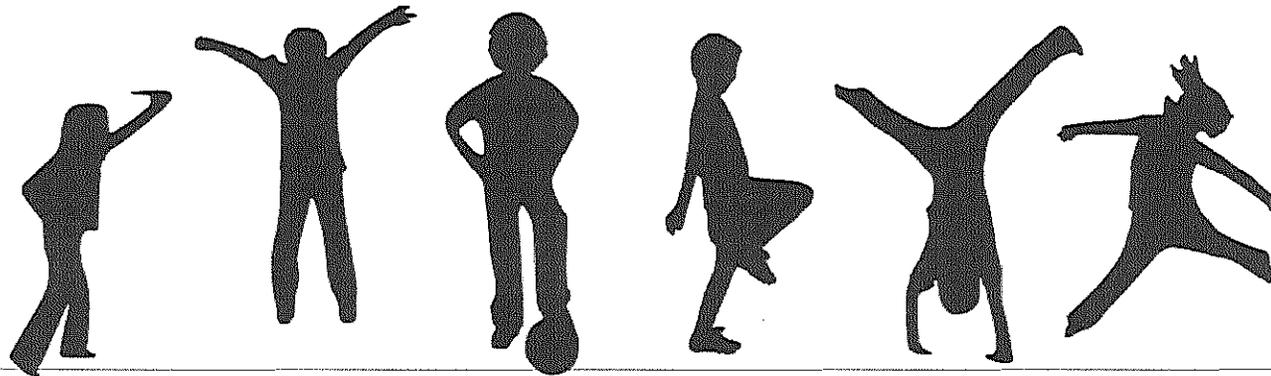
**SUMMARY OF PARK LAND NEEDS**

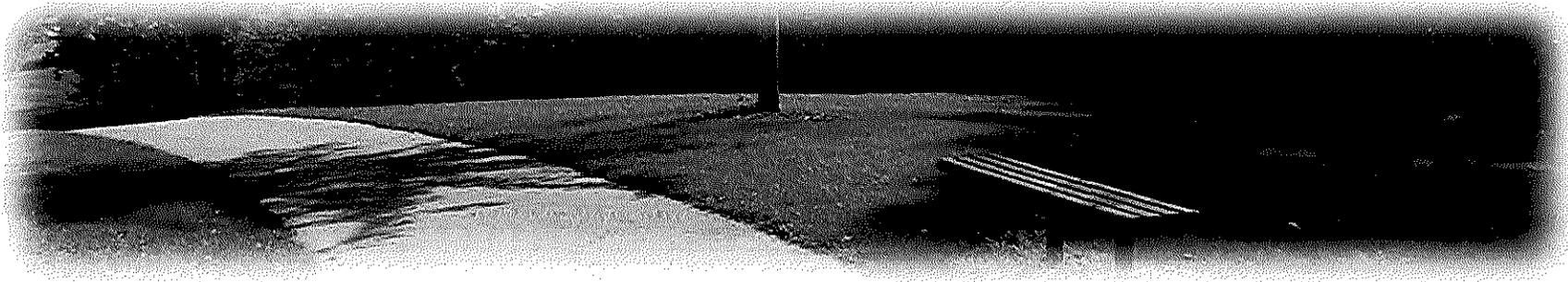
The national guideline on sufficient distribution of parkland ranges from 6 acres to 19 acres per 1,000 of the population according to the 2012 NRPA (National Recreation and Park Association) publication "Parks & Recreation in Underserved Areas: A Public Health Perspective". The 2016 NRPA Field Report states the typical agency provides 9.5 acres of park land per 1,000. This number increases to 10.6 per 1,000 for agencies servicing populations 20,000 or less. The Midwest Region average increases that number again to an average of 10.97 acres per 1,000.

A summary of park acres provided in Adel, based on community and neighborhood park classifications and services, is provided below.

Services Provided	Developed	Undeveloped*	Total Acres
Community Park	50	57	107
Neighborhood Park	0	7	7
Special Use Park	22	0	22
Community Feature Site, School Sites or Linear Park that fulfills Neighborhood Park Services	12	0	7
	83	64	142

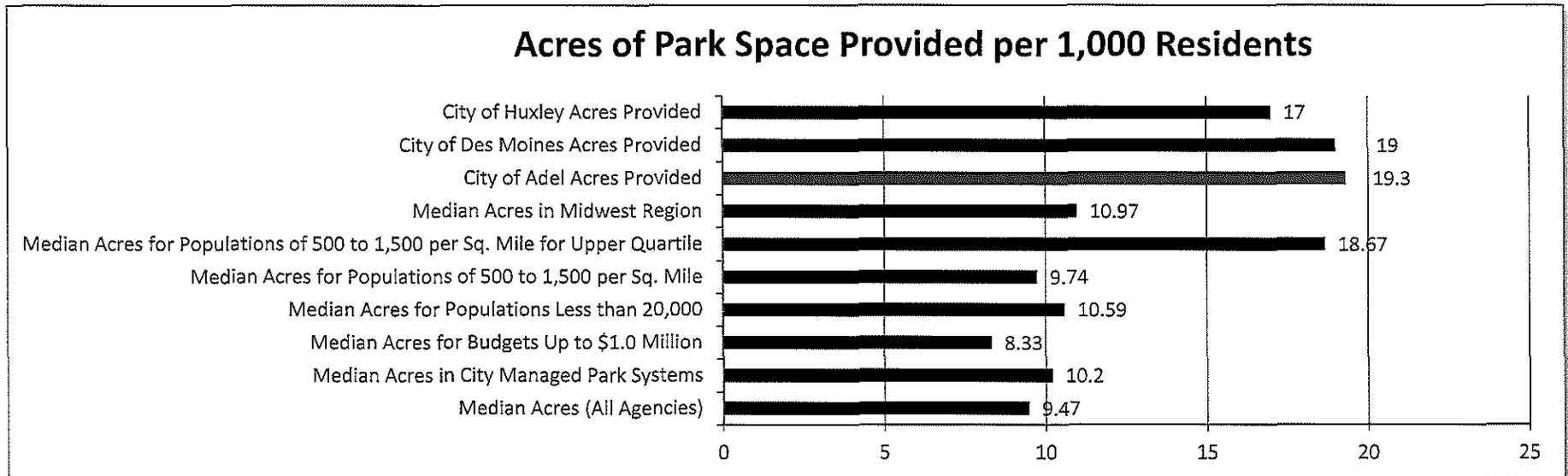
Currently, the City of Adel is above this recommendation with an average of 33 acres of park space per 1,000. However, if we only consider the developed park space the City of Adel only provides an average of 19.3 acres of park space per 1,000. It is also important to take into consideration local trends from a regional area. For example, the City of Des Moines averages approximately 19 acres per 1000; while the City of Huxley averages approximately 17 acres per 1000. The 2016 NRPA Field Report also states that jurisdictions with 500-1,500 residents per square mile show a median of 9.74 acres per 1000 with the upper quartile providing 18.69 acres per 1,000.





The chart below shows a summary of where the City of Adel exists in comparison with the information just provided on page 12. The City of Adel is well within the national recommendation and averages.

Currently undeveloped space exists within Kinnick-Feller Park (Old Pool Site), Island Park, a 9-acre parcel adjacent to the aquatic center, and within newly acquired parks nestled amongst the recent developments on the south side of Adel. These areas could still be developed to accommodate facility service needs within the community.



**SUMMARY OF EXISTING PARK, SCHOOL AND COMMUNITY FEATURE SITES**

Table 2.1 provides a breakdown of the City's park spaces, acres provided and their existing park classification based on the amenities provided.

TABLE 2.1

Parks, Open Space & Community Features	Developed	Undeveloped*	Leased	Total Acres	Classification
<b>Community Parks</b>					
Kinnick-Feller Park	21	2	0	23	Community Park
Evans Park	12	0	0	12	Community Park
Island Park	15	46	1	63	Community Park
Water Tower Park - Adel Sports Complex	0	9	0	9	Community Park
			<b>Subtotal</b>	<b>107</b>	
<b>Special Use Park</b>					
Adel Archery Range	5	0	0	5	Special Use Park
Adel Aquatic Center	7.5	0	0	8	Special Use Park
Adel Dog Park	1	0	0	1	Special Use Park
Adel Little League Baseball Fields	8	0	0	8	Special Use Park
			<b>Subtotal</b>	<b>22</b>	
<b>Linear Parks</b>					
Brickyard Park	3	0	0	3	Linear Park
Raccoon River Valley Trail (w/ Pedal Plaza & Trailhead)	41	0	0	41	Linear Park
			<b>Subtotal</b>	<b>44</b>	

<b>School Sites</b>					
Adel Elementary (Acres for Potential Park Use Only)	8	0	0	8	School Site
			<b>Subtotal</b>	<b>8</b>	
<b>Neighborhood Parks</b>					
Baileys Grove Neighborhood Park	0	5	0	5	Neighborhood Park
Clover Valley Neighborhood Park	0	2	0	2	Neighborhood Park
			<b>Subtotal</b>	<b>7</b>	
<b>Community Features</b>					
Raccoon Bank Pavilion & Community House	0.6	0	0	0.6	Community Feature
Dallas County Court House & Town Square	2	0	0	2	Community Feature
Dallas County Fairgrounds	61	0	0	61	Community Feature
Adel Cemetery	20	0	0	20	Community Feature
			<b>Subtotal</b>	<b>83</b>	
		<b>Total Developed</b>	<b>Total Undeveloped</b>	<b>Total Leased</b>	<b>Total Acres</b>
		<b>205</b>	<b>64</b>	<b>1</b>	<b>270</b>

**OPEN SPACE AND RECREATION SERVICE AREA ANALYSIS**

An analysis of park service areas was also conducted. The two critical park classifications and services affected by proper distribution are Neighborhood and Community Parks.

- Neighborhood Parks have a typical service area between a ¼ to ½-mile radius. The existing park system currently serves the community via a ½ mile radius.
- Community Parks typically serve a 3-mile radius.

Currently the City has a surplus of Community Parks. The existing parks provide community style programming and services but are undersized for this type of use. Community Parks are typically 30-50-acres in size. As one can see in the prior table the largest developed park area is only 21 acres at Kinnick-Feller Park. Island Park is the largest park; however, only 15 of the total 63 acres are developed to serve recreational needs. These two largest parks are also located within the 100-year floodplain and floodway, limiting the type's recreational facilities which should be permitted. Parks within the 100-year floodplain and floodway should limit the type of future improvements within these areas to only recreational uses that have minimal impacts from flooding; such as, amenities found in Natural Area classified parks (i.e. boat access, trails etc.) or certain sports facilities (i.e. soccer fields). Other compatible amenities, such as picnic shelters, playgrounds and concession/restroom facilities should be limited to areas within the park that are outside the floodway and minimize use within the 100-year floodplain. This reduces potential impacts downstream, undesirable flood damage costs and maintenance needs, expensive permitting and construction costs.

General Open Space

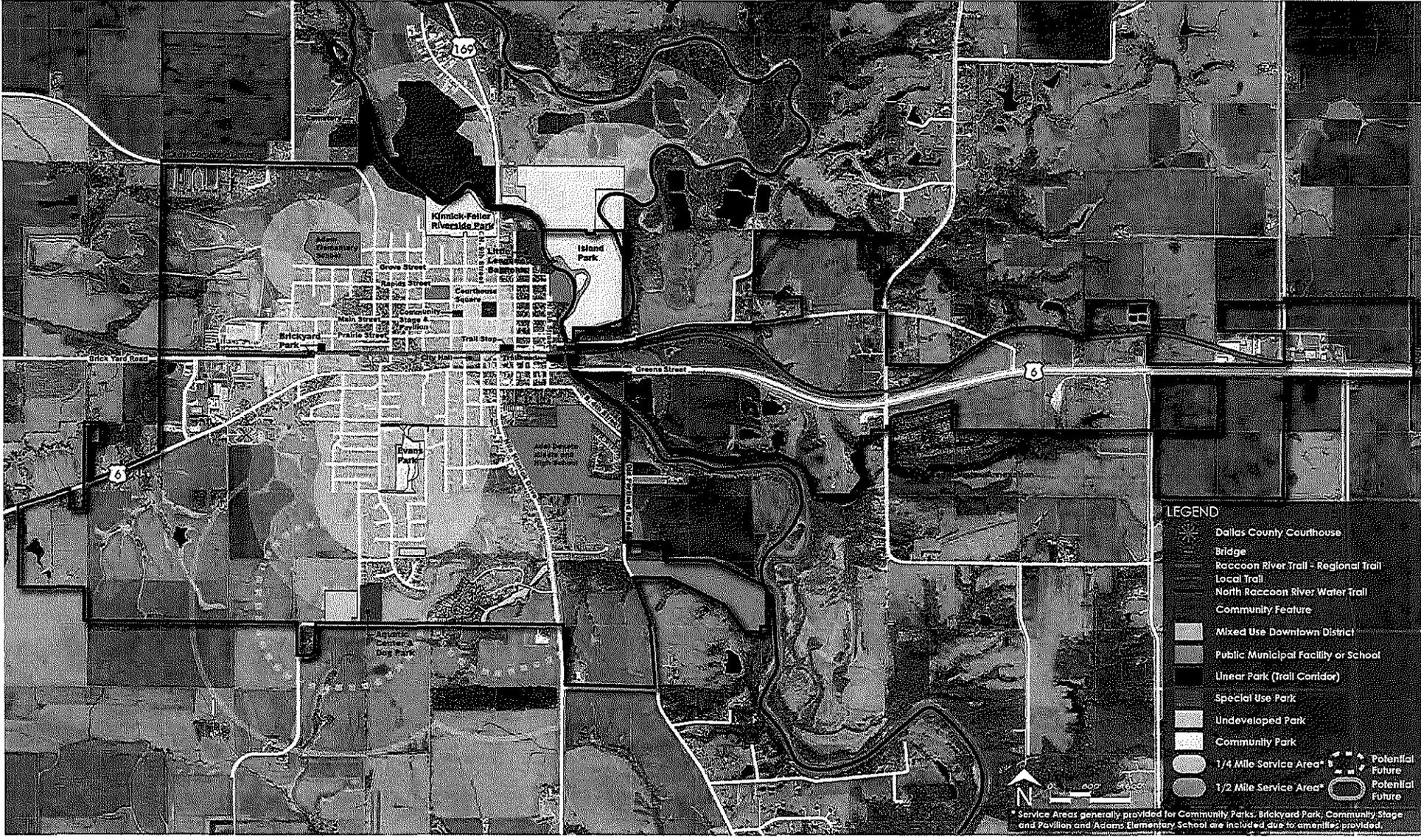
The recent updates to the City's Future Land Use Plan, prepared by others, provided areas designated for future open space. These areas may be located within the 100-year floodplain; may have steep slopes, wetlands or significant tree cover; or may consist of highly valued agricultural land. Areas given this designation may be privately or publically owned. Some typical uses found within this designation include general green space, undeveloped natural sites, conservation buffers, natural stormwater utility corridors, public and private parks/recreational facilities and agricultural production.

Future Park Development

The City currently does not have any parks designated as Neighborhood Parks. However, the existing park system does provide Neighborhood Park amenities which fulfill this need within the community. However, for future park development consideration should be given to providing smaller neighborhood style parks with appropriate neighborhood park amenities and larger community parks were appropriate.

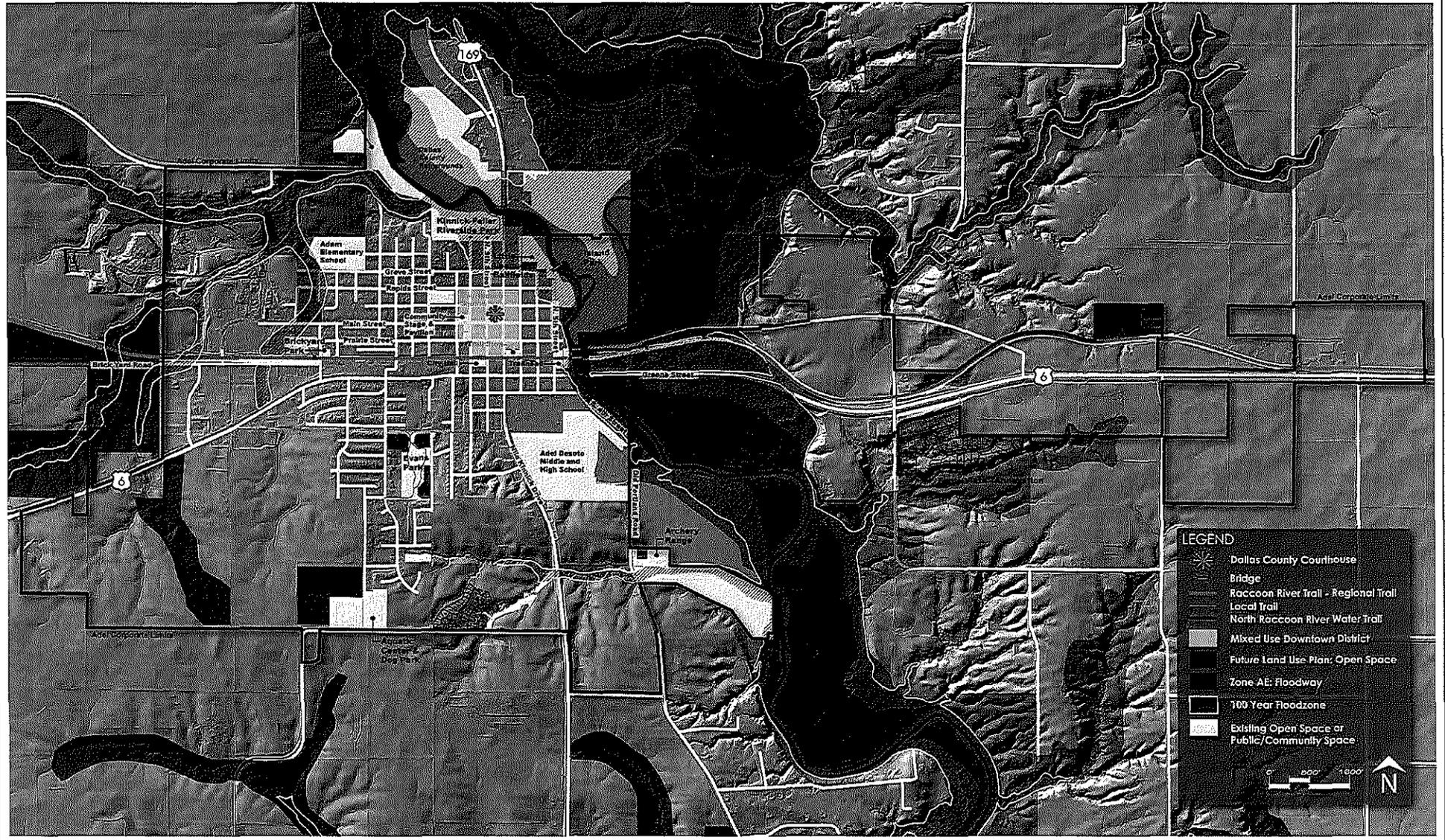
**SERVICE AREAS:**  
The following maps were used to help understand existing service areas, designated open space and flood concerns within the community.

**SERVICE AREA ANALYSIS MAP** The following map shows a distribution of service areas for parks providing neighborhood park services. The map shows residents served within a ¼ mile and ½ mile. The service area is based on access to the parks by pedestrians and bicyclists using streets, sidewalks and trails. Major arterials and higher capacity roads can be considered a barrier to park access if safe crossings and sidewalks are not provided. There is currently a gap in service along the eastern half of the community near the Little League Ballfields.



### OPEN SPACE AND FLOODPLAIN ANALYSIS MAP

The following map shows open space identified in the recent land use plan update, 100 Year Floodplain, the floodway (sometimes called the no-fill zone) and the existing designated park and community open spaces.



**PUBLIC INVOLVEMENT:**

Understanding the parks and recreation needs of residents is vital to creating a vision for the future of Adel and to the success of the Comprehensive Plan. A public input survey was conducted and two public meetings were held to collect feedback. A full summary of the survey results can be found under Appendix A. Comments received from the Public Meeting can be found under Appendix B.

**COMMUNITY INVOLVEMENT IN DESIGN PROCESS**

Although demographic characteristics can influence recreational interests, participation levels and needs within the community. The primary influence on recreational amenities is public input and local trends. The City of Adel currently has a strong and growing set of outdoor youth sports programs. The City works with local clubs and leagues to help support this need. The fasts growing programs are the little league baseball/softball and soccer. The current little league fields located at Kinnick-Feller Park and Little League Ballfields park are currently over capacity and try to accommodate 43 games a week as well as practice times.

Public Input Survey

A public input survey was conducted early on in the design process to gather more information about the local communities wants and needs for existing and future park improvements. Over 400 people responded to the survey. Some of the key takeaways are shown in the adjacent matrix.



Public Meetings

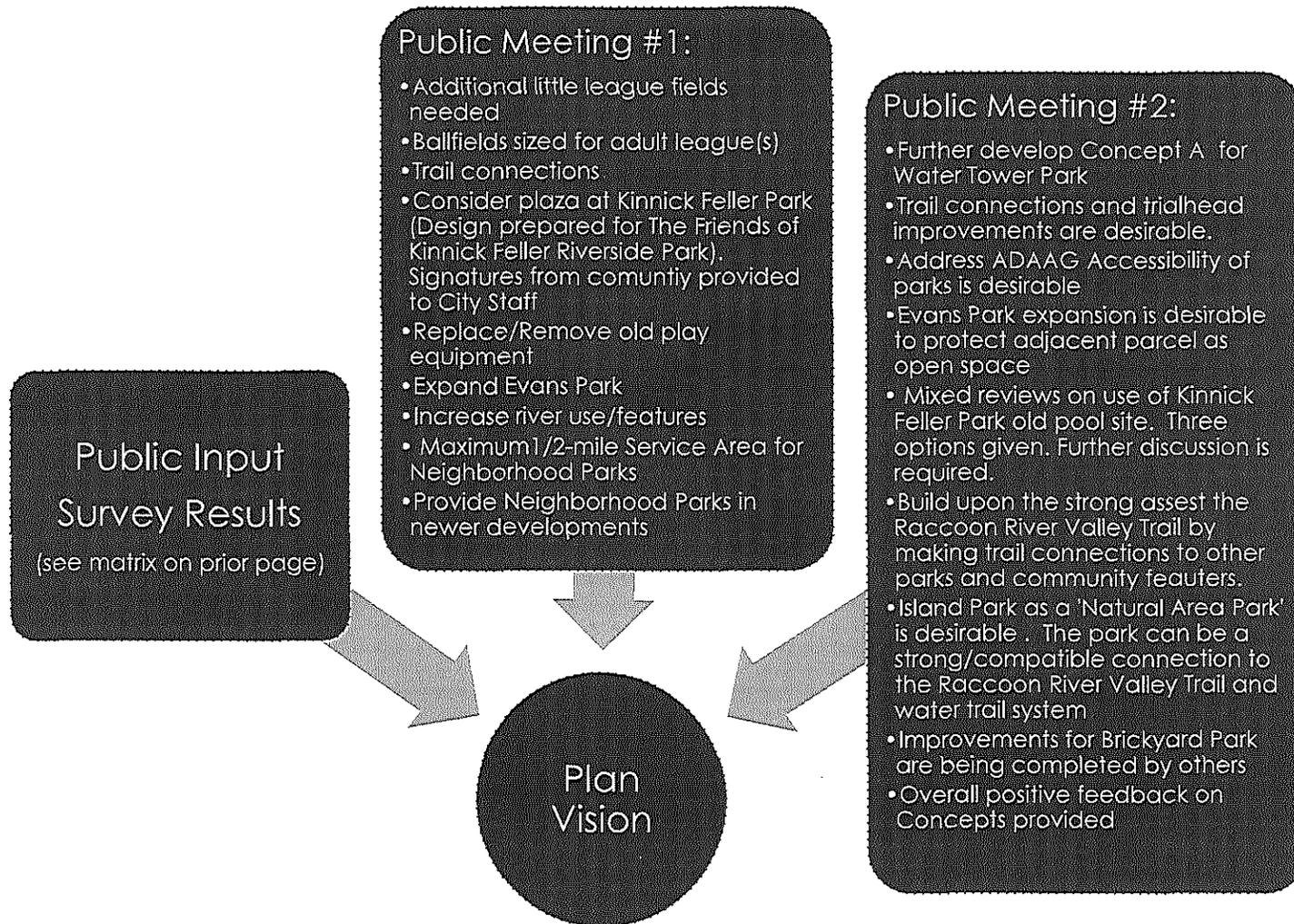
Two public meetings were held in order to generate discussion and gather feedback from the local residents.

*Public Meeting #1 | October 27, 2016*

The first public meeting was held to review existing park service areas, conditions and public input survey results. The first meeting was attended by 15-20 individuals. 8 individuals provided feedback via a designated comment form. The presentation, boards and comment form were posted online for one-week to seek additional feedback from those unable to attend. A summary of the comments received from the public can be found in Appendix B.

*Public Meeting #2 | December 12, 2016*

The first public meeting was held to review existing park service areas, conditions and public input survey results. The first meeting was attended by 15-20 individuals. 13 individuals provided feedback via a designated comment form. The presentation, boards and comment form were posted online for one-week to seek additional feedback from those unable to attend. A summary of the comments received from the public can be found in Appendix B.



### RECREATIONAL PROGRAMS AND RENTAL FACILITIES

#### ADULT PROGRAMS

Spring/Summer:

- Adult Coed Summer Sand Volleyball League
- Adult Coed Slow-Pitch Softball

Fall/Winter:

- Adult Coed Indoor Volleyball League

#### YOUTH PROGRAMS

Spring/Summer:

- ADM Falcon Tackle Football
- Spring Youth Soccer (ADM Soccer Club)
- Youth Baseball League
- Youth Softball League
- Little Sluggers League
- NFL Punt, Pass and Kick Competition
- Scott's Pitch, Hit and Run Baseball Competition

Fall/Winter:

- ADM Flag Football
- Boys Youth Basketball
- Girls Youth Basketball
- 1<sup>st</sup> and 2<sup>nd</sup> Grade Boy and Girls Instructional Basketball Clinic
- Fall Youth Soccer (ADM Soccer Club)
- ADM Youth Wrestling (ADM Tiger Youth Wrestling Club)

#### DAY TRIPS

- Iowa Cubs Baseball Game
- Older Iowans Day at the Iowa State Fair
- Iowa Park and Recreation Day at the Iowa State Fair

\*rental facility managed and/or owned by others but provides recreation amenity within or adjacent to existing park site(s).

#### AQUATIC PROGRAMS

- Private Swim Parties
- Public Swimming Lessons
- Private Swimming Lessons
- Parent-Tot Lessons

#### HOLIDAY HAPPENINGS

- Creative Carvers: A jack-o-lantern carving contest held in October.
- Thanksgiving Free-Throw Turkey Toss: A parent-child free throw shooting contest held in November.
- Notes from the North Pole: Gives residents a chance to have a letter sent to a child directly from Santa. Offered in December.
- Snowman Contest: A snowman making contest held Dec 1-March 10.

#### RENTAL FACILITIES

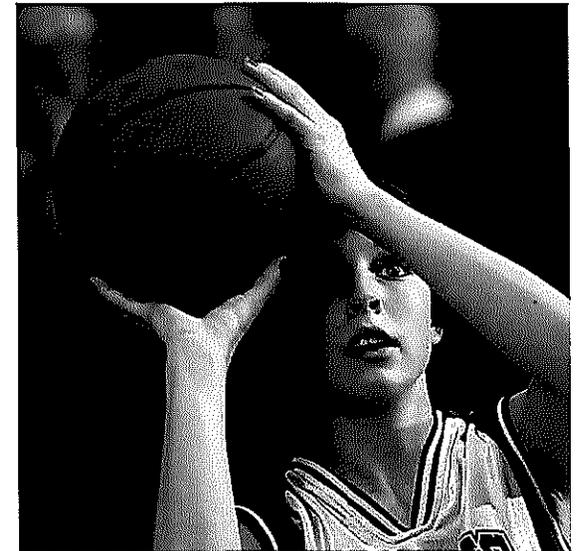
- Large Open Picnic Shelter: Evans Park
- Small Open Picnic Shelter: Brickyard Park
- Gazebo Picnic Shelter: Kinnick-Feller Park
- Large Open Picnic Shelter: Kinnick-Feller Park
- Raccoon Bank Pavilion & Stage
- Kinnick-Feller Ball Fields
- Tent and RV Camping Sites: Island Park
- Community House – Raccoon Valley Bank\*
- Park Place Kinnick-Feller Park\*
- Dallas County Fairgrounds Community Building, Entertainment Plaza, Center Stage, South Arena, Varied Industries Building and other facilities\*

#### FACILITIES WITH SPECIAL REQUIREMENTS OR PERMITS

- Archery Range: Permit Required
- Dog Park: Current Vaccination and Dog License from the City of Adel

#### **PARK PROGRAMS:**

The City of Adel currently offers several programs and rental facilities through the Parks and Recreation Department. The following is a comprehensive list.





**RECREATIONAL FACILITIES AND AMENITIES**

The NRPA, National Recreation and Parks Association, encourages communities to seek local input and provide levels of services which achieve locally designed standards. Previously communities often based their park facility planning on the NRPA Standards. In 1996 the NRPA recommended these no longer be the driving factor for communities since each community is unique. Since 2010, the NRPA has been collecting data through a web-based database tool called PRORAGIS. This data allows jurisdictions, like the City of Adel, to see where their community park facility needs compare to other similar communities. However, since each community is unique, it is important to only use these as a comparable and instead set standards based on local needs.

Also, consideration should be given to whether or not a recreational facility provides services and draws park users from a larger region; such as the existing aquatic center, sports complexes and Raccoon River Valley Trail. These types of facilities can bring people into the community and have positive economic benefits when those individuals support local businesses.

**PARK FACILITIES:**

The City of Adel currently offers several park facilities within their park system. Communities often provide fairly typical facilities; such as, playgrounds and sports fields. However, many parks departments serve other community needs such as the protection of historical, cultural and natural features. They also provide facilities that serve unique local recreational needs such as archery ranges.



In order to project future needs for park facilities for Adel the following components were analyzed:

- Anticipated growth over the next 5-years.
- Pre-1996 NRPA Standards for recreation facility service levels.
- Recent NRPA data collected in 2015 & 2016 on park supported facility service levels.
- Current facility service levels.
- Similar community facility service levels.
- Public open house and surveys.



The following table, Table 2.2, provides:

- A breakdown of current and potential future recreational facilities within the community based on population growth up to 5,000 residents.
- Average national facility to population ratios.
- Recommended Adel facility to population ratios based on national averages, community input and local comparables.

Also shown, is the City of Huxley, which was used as a local comparable for the following reasons.

- They updated their comprehensive park plan in 2013.
- They have a similar proximity to a larger city, Ames.
- They have a similar projection of growth up to 5,000 residents.

Support facilities; such as restrooms and parking, should be provided based on park classification and use.

FACILITY SERVICE LEVEL ANALYSIS

TABLE 2.2

Facility Type	Existing Quantity for Population of 4,300	N/A Standard	National Median Number of Residents per Facility	Proposed Quantity for Population of 4,300	Proposed Number of Residents per Facility	Quantity Deficient or Proposed	Existing Location Facility is Served	Potential Location Facility can be Added	Park Classification Facility is Served	City of Study COMPASSIVE (2014 Population of 4,300) Projected 2030 pop. 4,300-4,900	
										Existing	Proposed
<b>Turf Amenities</b>											
Amphitheater/Stage	1	20,000	45,817	1	40,000	0	Raccoon Bank Stage & Pavilion	N/A	Community Feature, Special Use Park or Community Park	1	0
Boat Access (Boat Portage Only; Not Included)	1	N/A	N/A	As Needed to Serve Water Trail System	As Needed to Serve Water Trail System	1	Kirnick-Fetter Park	Island Park	Community Park, Natural Area or Special Use Park	0	0
Camping Area	2	N/A	N/A	2	N/A	0	Island Park and Dallas County Fairgrounds	Expansion at Island Park	Natural Area or Special Use Park	0	0
Open Park Area	2	N/A	N/A	5	1000	3	Archery Range, Raccoon Bank Pavilion	Clover Valley Park, Bailey's Grove Park, Water Tower Park	All Park Sites	2	0
gazebo/Open Shelter (Group Park Area)	5	2,000	2,000 <sup>1</sup>	5	2000	1 New, 1 Replaced at New Location	Kirnick-Fetter Park (Element 1 of 3), Evans Park, Island Park	Water Tower Park	Community Park, School Park, Special Use Park	3	0
Playground (5-12 Year Age Group)	4	2,000	2,720 <sup>2</sup>	7	600	3	Evans Park, Island Park, Kirnick-Fetter Park, Add Elementary	Clover Valley Park, Bailey's Grove Park, Water Tower Park	All Park Sites	6	1
Tot Lot / Playground (2-5 Year Age Group)	0	N/A	32,112 <sup>2</sup>	1	5,000	1	N/A	Water Tower Park	Community Park, School Park, Special Use Park or Natural Area Park	0	1
Designated Fishing Access	0	N/A	N/A	As Needed	As Needed	2	Island Park	Kirnick-Fetter Park, Island Park, Little League Ballfields	All Park Sites	0	0
<b>Sports Fields**</b>											
(150'-300') Diamond Field: Youth	7	5,000	1583 (1167 divided by 2H shared use baseball/softball)	8-10	500-600	2-4	Kirnick-Fetter Park, Little League Park (Relocate 1 Field)	Water Tower Park	Community Park or Special Use Park	4	2
(250'-300') Diamond Field: Softball - Adult	Shared	5,000	513 <sup>3</sup>	2	2,500	2	N/A	Water Tower Park	Community Park or Special Use Park	1	0
(195x350') Rectangular Field: Multipurpose/Soccer**	4	10,000	325 <sup>3</sup>	5	1000	1 (New), 4 (Relocated)	Island Park (Relocate Existing Field)	Water Tower Park & Island Park (Additional property is required or leased)	Community Park or Special Use Park	3.5	0
Rectangular Field: Football	1	20,000	753 <sup>3</sup>	1	7,500	0	Kirnick-Fetter Park	N/A	Community Park or Special Use Park	0	0
<b>Other Athletic Facilities</b>											
Archery Range	1	50,000	60,000 <sup>2</sup>	1	50,000	0	Archery Range	N/A	Special Use Park or Community Park	0	0
Fitness Challenge Course/Set of Exercise Stations	0	-	-	1	20,000	1	N/A		Community Park	1	0
Baseball Court (Baseball)	4 (Full Features)	5,000	4,161 <sup>3</sup>	5	1,000	1 (New), 1 (Relocated)	Island Park, Evans Park, Kirnick-Fetter Park (Relocate)	Water Tower Park, Evans Park	Community or Neighborhood Park	7 (3-Add court 1-half court)	0
Disc Golf Course (Par 9 Holes)	1	N/A	10,000 <sup>2</sup>	1	10,000	0	Evans Park	Expansion at Island Park	Community Park	0	0
Golf Course (Par 9 Holes)	3	25,000	26,262 <sup>2</sup>	3	26,000	0	River Valley Golf Course & Hi-Score Country Club		Community Park	1	0
Horse Shoe Courts and Washer	1	N/A	8,000 <sup>2</sup>	1	8,000	0	Island Park		Community Park, Natural Area Park or Special Use Park	1	0
Ice Rink (Outdoor)	0	N/A	7,930 <sup>2</sup>	1	8,000	1	N/A	Kirnick-Fetter Park	Community Park	0	1
Sand Volleyball	3	5,000	5,000 <sup>2</sup>	3	5,000	0	Evans Park		Community Park	1	0
Skate park	0	N/A	50,000 <sup>2</sup>	0	50,000	0	N/A		Community Park	0	1
Tennis Court	2	2,000	4,295 <sup>3</sup>	2	2,500	0	Kirnick-Fetter Park (Relocate)		Community Park	2	0
Fitness Trail/Running Trail	2	20,000	20,000 <sup>2</sup>	2	20,000	0	Evans and Kirnick-Fetter Park		Community or Neighborhood Park	0	0
<b>Aquatic Facilities</b>											
Splash Pad	0	N/A	20,000 <sup>2</sup>	1	20,000	1	N/A	Kirnick-Fetter Park	Special Use Park or Community Park	0	1
Aquatic Center	1	20,000	34,560 <sup>2</sup>	1	15,000	0	Aquatic Center & Dog Park		Special Use Park or Community Park	Use Water Pool	0
<b>Other Facilities</b>											
Indoor Recreation Center	0	20,000	24,804 <sup>2</sup>	0	25,000	0	N/A	N/A	Community Feature, Special Use Park or Community Park	1	0
Gymnasium	1 (Shared with School)	20,000	10,000 <sup>2</sup>	1	10,000	0	Existing School Facilities for a Fee	N/A	School Site or Indoor Recreation Center	1	0
Indoor Practice Facility for Baseball & Softball (15,000 sq ft)	0	-	-	0	25,000	0	N/A	N/A	Special Use Park or Community Park	0	1
Nature Center/Interpretive Center	0	N/A	114,620 <sup>2</sup>	0	60,000	0	N/A	N/A	Community Park, Natural Area Park, Community Feature or Special Use Park	0	0
Dog Park	1	N/A	9,126 <sup>2</sup>	1	9,000	0	Aquatic Center & Dog Park	N/A	Community Park, Natural Area Park or Special Use Park	0	1
Community Hall/Enclosed Shelter	3	N/A	30,000 <sup>2</sup>	3	30,000	0	Raccoon Valley Community House, Dallas County Fairgrounds, Little Theatre Community Hall (Kirnick-Fetter Park)	N/A	Community Feature, Special Use Park or Community Park	1	0
Community Garden	0	N/A	8,500 <sup>2</sup>	0	8,500	0	N/A	N/A	Community or Neighborhood Park	0	0

\*\* National Median based on the following sources:  
 1. 2016 NAPA Field Report Figure 9: Outdoor Park and Recreation Facilities - Median Population Served  
 2. 2015 NAPA Field Report Figure 9: Outdoor Park and Recreation Facilities - Median Population Served  
 3. Standard based on analysis of other community standards

\*\* Multipurpose Fields/Soccer based on space available to form the sq. ft. required for a high school level soccer field. This space may not be in a consecutive area, but provides space for smaller rectangular fields that add up to the same sq. ft.

# FACILITY SERVICE ANALYSIS: TABLE 2.2

## CHAPTER 3: Recommendations



This chapter provides recommendations for existing park improvements and park acquisitions.

### ACCESSIBILITY GUIDELINES

Making parks and recreation facilities accessible for individuals with disabilities improves the quality of park experiences for everyone. Currently the City should meet current standards set by the Department of Justice and Department of Transportation in accordance with the American Disabilities Act (ADA). As a state or local government the City is considered a Title II entity. Standards are provided in the 2010 ADA Standards for Accessible Design (SAD) and 2006 Department of Transportation (DOT) ADA Standards. The current standards provide some requirements for curb ramps, detectable warnings, play areas and recreational facilities; however, they do not fully address all outdoor recreation amenities; such as, outdoor constructed features (i.e. benches, grills, picnic tables), camping areas, trails, viewing areas etc. The City of Adel is required to provide general non-discrimination prohibition and program accessibility for these entities even if they are not specifically discussed in the 2010 SAD or 2006 DOT Standards.

The Access Board has proposed additional guidelines for outdoor developed areas under the Architectural Barriers Act (ABA). These accessibility standards became required for Federal agencies and federally funded projects in 2013. It is anticipated some or all of these guidelines will be included in future SAD regulation updates. In the absence of regulations within the 2010 SAD it is recommended the City utilize the ABA guidelines for the development of future park improvements and facilities. It is also important to note the Architectural and Transportation Barriers Compliance Board have also issued accessibility guidelines for pedestrian facilities in the public right-of-way (PROWAG) which also apply to shared use paths such as trails in the public right-of-way. These too have not been officially adopted but should be utilized as best practice.

Additional information, standards and guidelines can be found on the following website [www.access-board.gov](http://www.access-board.gov).

### PARK AND RECREATION STAFFING

Park and recreation staffing is often includes full-time, part-time and seasonal staffing. According to the 2016 NRPA Field Report park and recreation agencies serving jurisdictions have the following medians for full-time employees (FTE):

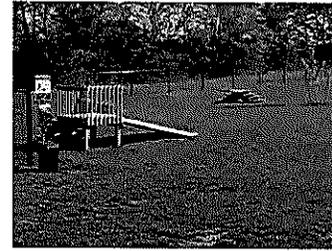
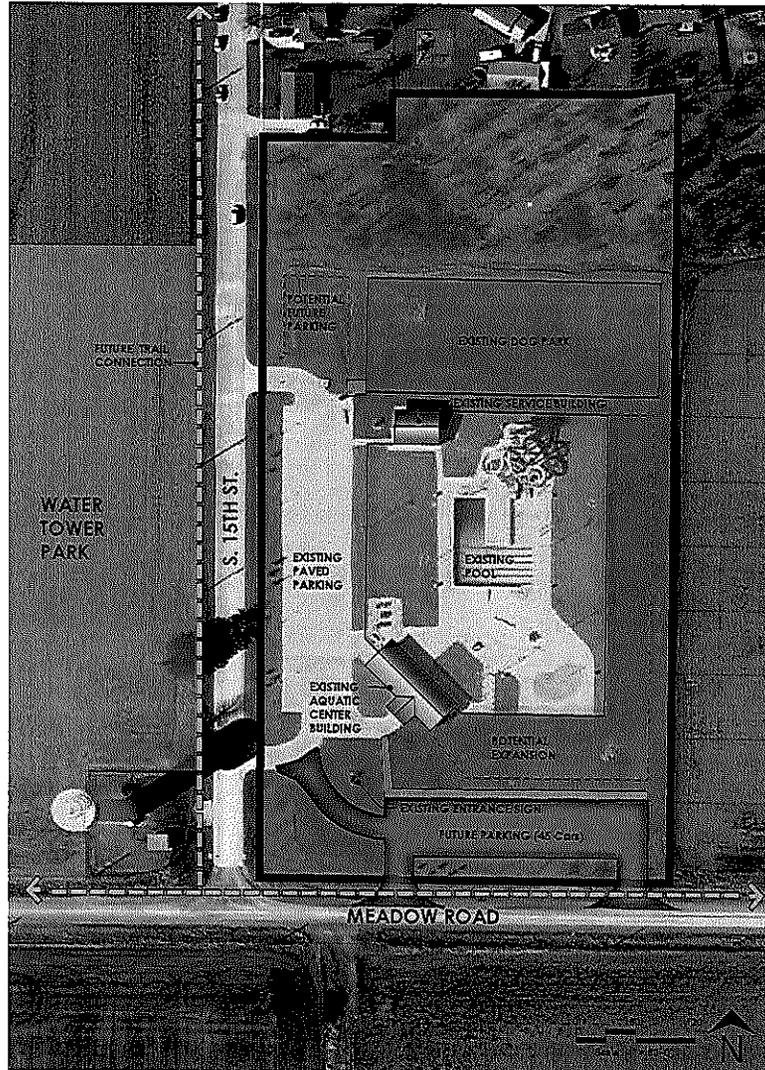
1. Range from 4.1-20.6 FTE, with a median 9.4 FTE, per 20,000 residents.
2. Median of 7.4 FTE per 10,000 residents.
3. Median of 13.9 FTE per 250 acres maintained. Currently the Adel staff maintains approximately 150 acres.
4. Less than 10 parks maintained average 11 FTEs.

In Summary, staffing will need to be taking into consideration to meet the needs of maintaining existing park and public facilities and as the City continues to grow.



**EXISTING PARK SITE  
RECOMMENDATIONS**

The following pages show information and site observations regarding the existing park sites. Included are the recommendations on how each park can be further improved to meet the comprehensive plan goals. Cost estimates are also provided for each existing park so the City of Adel can set phasing goals and budgets for existing park needs.



**OBSERVATIONS:**

A 7.5-acre park site. This site is designated as a Special Use Park and provides the following special park uses...

**Dog Park**

In 2016, approximately 1-acre of the park site was developed into a dog park. The facility provides separate fence-in areas for large and small dogs, including waste stations and obstacles for the dogs.

**Aquatic Center**

Constructed in 2013 the aquatic center replaces a pool since removed from Kinnick-Feller Park. The pool serves the local and regional community. Partnerships with two other communities, Indianola and Winterset, have been developed. This offers residents a chance to access multiple aquatic centers under one pass. The Center can be rented for private parties. Private and public swimming lessons are also offered.

**General Comments & Concerns:**

- Additional parking is desired
- Concerns with Aquatic Center heavy use and limited hours open to the public
- No sidewalk or trail access

**EXISTING PARK AMENITIES:**

- Signage
- Parking
- Aquatic Center & Building
- Service Building
- Dog Park

**RECOMMENDATIONS:**

- General Maintenance
- Parking Expansion
- Provide Trail Connections to Community

**AQUATIC CENTER & DOG PARK**

Adel, Iowa

# AQUATIC CENTER & DOG PARK

## CITY OF ADEL, IOWA

BUDGETARY OPINION OF PROBABLE CONSTRUCTION COST  
January 4, 2017

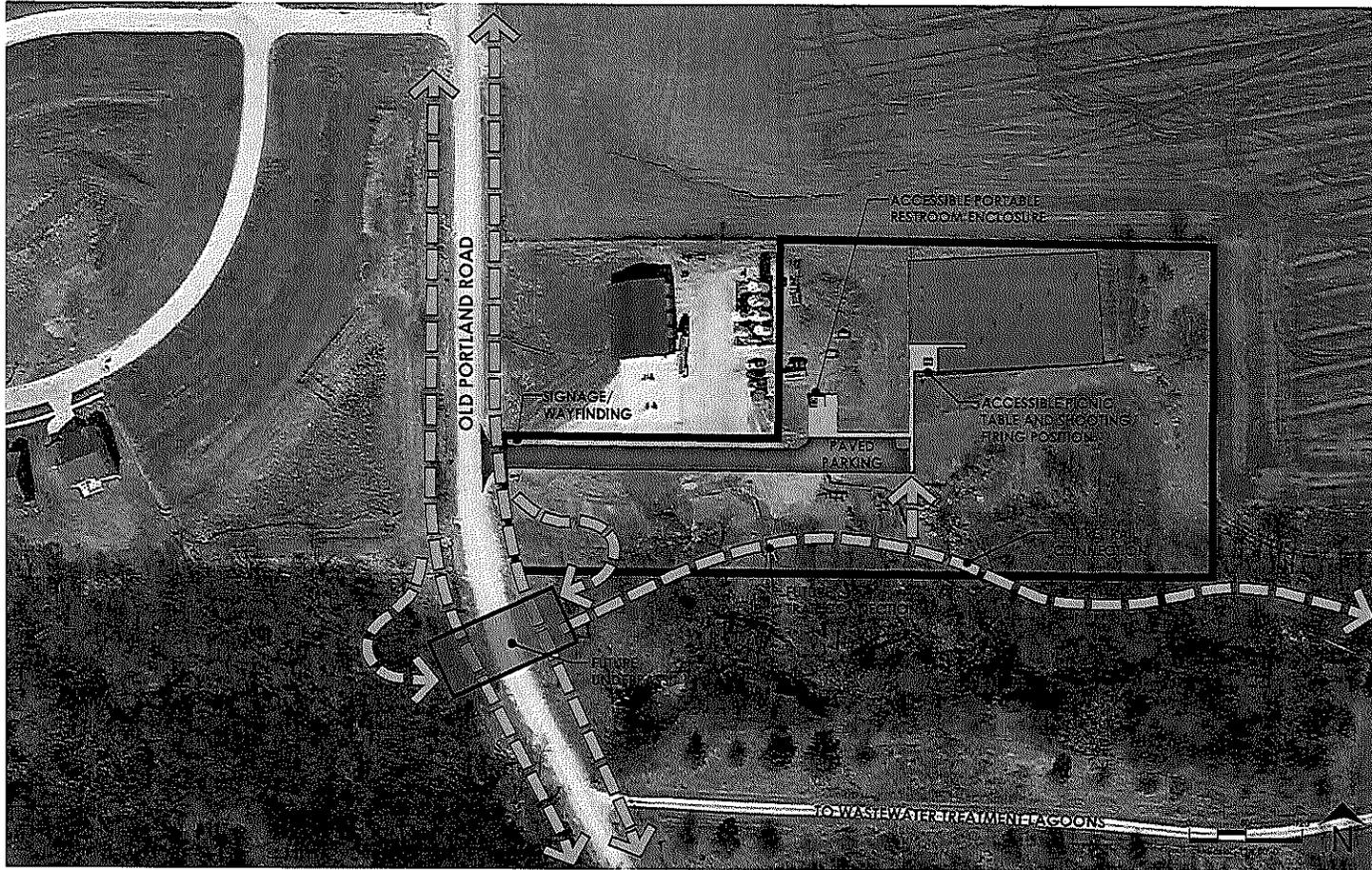
ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
1	Earthwork (1000 CY)	1 LS	\$10,000	\$10,000
2	6" Depth PCC Parking Expansion (2,800SY)	1 LS	\$140,000	\$140,000
3	Parking Lot Lighting (10 Lights)	1 LS	\$45,000	\$45,000
4	Site Restoration and Seeding (1/2 Acre)	1 LS	\$2,500	\$2,500
5	Landscape Allowance	1 LS	\$2,000	\$2,000
Sub Total				<b>\$199,500</b>
15% Contingencies				\$30,000
<b>TOTAL CONSTRUCTION COST</b>				<b>\$229,500</b>

**NOTE THE FOLLOWING:**

This Opinion of Cost is based on 2016 pricing.

Not included in this estimate:

- Regulatory, Permitting, Administration and Engineering Fees
- Arcitectoral & Structural Design
- Construction Documents / Technical Specifications
- Bidding Assistance
- Site Observation / Construction Assistance / Review



**OBSERVATIONS:**

A 5-acre park site. This site is designated as a Special Use Park and provides the first municipal archery range in Dallas County. The range currently includes five shooting lanes which accommodate up to 10 archers at once. Permits are required for use and can be acquired at Adel City Hall.

**General Comments & Concerns:**

- Clearly identified parking area
- ADA Accessibility requirements need addressed
- No sidewalk or trail access
- Identify from Old Portland Road
- New facility and lack of public awareness

**EXISTING PARK AMENITIES:**

- Bull Dog Targets
- Signage
- Parking
- Split Rail Fence
- Portable Restroom
- Picnic Tables

**RECOMMENDATIONS:**

- Promote Public Awareness of New Facility
- Parking Improvements
- Trail Connectivity
- Portable Restroom Enclosure
- No sidewalk or trail access
- Signage and Identity from Old Portland Road
- Address Accessibility (2010 ADA Standards for Accessible Design)

**ARCHERY RANGE**  
Adel, Iowa



# ARCHERY RANGE

## CITY OF ADEL, IOWA

BUDGETARY OPINION OF PROBABLE CONSTRUCTION COST  
January 4, 2017

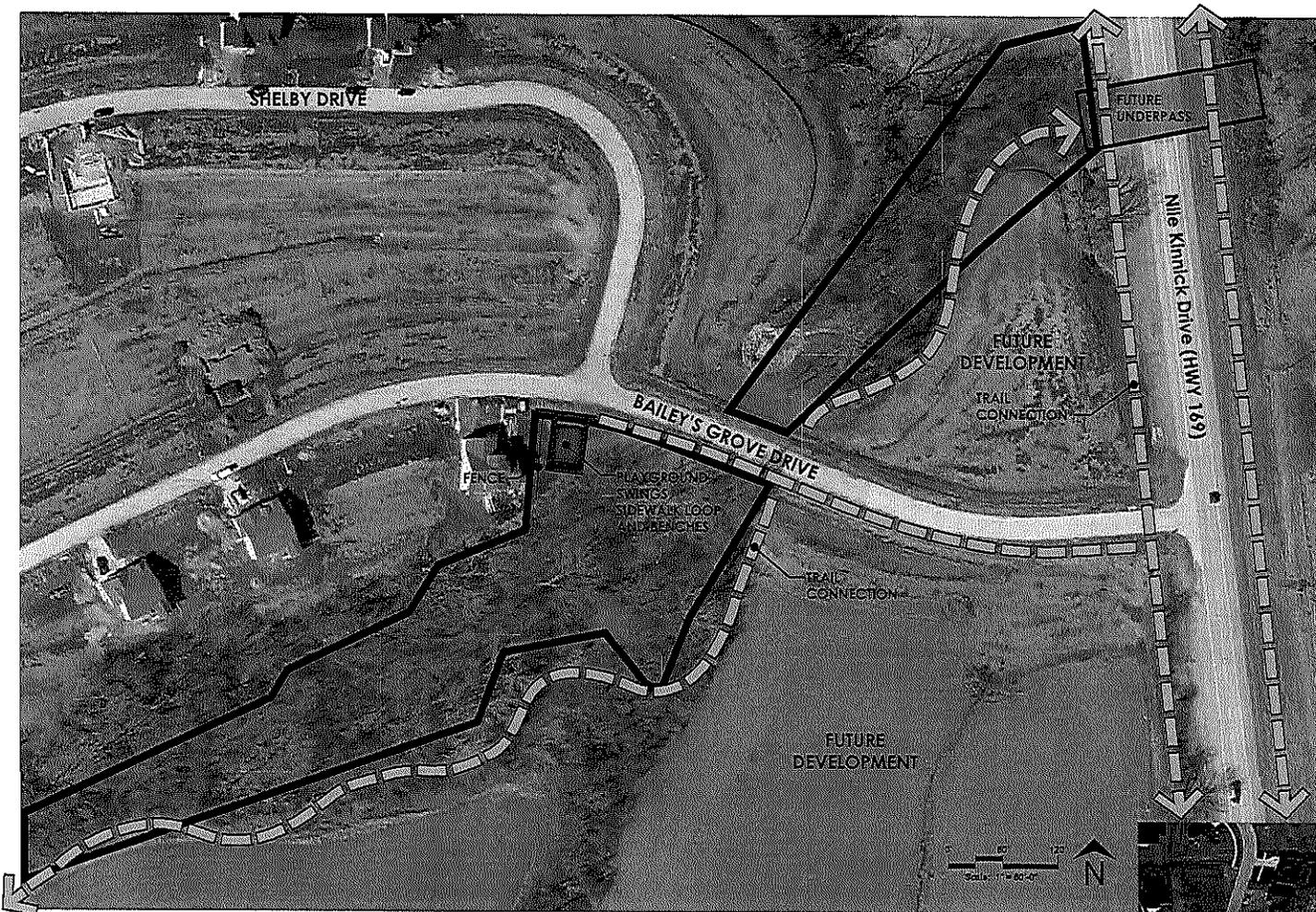
ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
1	Earthwork (500 CY)	1 LS	\$5,000	\$5,000
2	PCC Parking and Drive (1500 SY)	1 LS	\$75,000	\$75,000
3	PCC Pedestrian Trails and Walks (450 SY)	1 LS	\$20,000	\$20,000
4	Portable Restroom Enclosure	1 LS	\$5,000	\$5,000
5	Accessible Picnic Table	1 LS	\$2,000	\$2,000
6	Park Entrance Signage	1 LS	\$15,000	\$15,000
7	Site Restoration and Seeding	1 LS	\$3,500	\$3,500
8	Landscape Allowance	1 LS	\$3,000	\$3,000
Sub Total				<b>\$128,500</b>
15% Contingencies				\$19,300
<b>TOTAL CONSTRUCTION COST</b>				<b>\$147,800</b>

**NOTE THE FOLLOWING:**

This Opinion of Cost is based on 2016 pricing.

Not included in this estimate:

- Regulatory, Permitting, Administration and Engineering Fees
- Arcitectoral & Structural Design
- Construction Documents / Technical Specifications
- Bidding Assistance
- Site Observation / Construction Assistance / Review



**OBSERVATIONS:**

The existing park sites within the Bailey's Grove development make up just under 5-acres. The property is generally steep slopes of trees and brush along an existing drainage way. There is a small 1/10th of an acre clearing adjacent to an existing residential property. There is limited space to provide a proper buffer between park uses and the existing resident.

**EXISTING PARK AMENITIES:**

- Undeveloped

**RECOMMENDATIONS:**

- Trail Connections
- Neighborhood Park Amenities (Playground, Benches, Sidewalk Loop)
- Fence along adjacent property on the due to close proximity.



**BAILEY'S GROVE**  
Adel, Iowa

# BAILEY'S GROVE PARK

## CITY OF ADEL, IOWA

### BUDGETARY OPINION OF PROBABLE CONSTRUCTION COST January 4, 2017

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
1	Earthwork	1 LS	\$4,000	\$4,000
2	5" Depth PCC Sidewalk	1 LS	\$11,000	\$11,000
3	Playground Equipment w/ Engineered Wood Fiber Safety Surfacing, Benches, Litter Receptacles, 90 LF Chain Link Fence (Based on All Inclusive Rec Estimate)	1 LS	\$36,000	\$36,000
4	Site Restoration and Seeding	1 LS	\$2,500	\$2,500
Sub Total				<b>\$53,500</b>
10% Contingencies				\$5,500
<b>TOTAL CONSTRUCTION COST</b>				<b>\$59,000</b>

**NOTE THE FOLLOWING:**

This Opinion of Cost is based on 2016 pricing.

Not included in this estimate:

- Regulatory, Permitting, Administration and Engineering Fees
- Arcitectoral & Structural Design
- Construction Documents / Technical Specifications
- Bidding Assistance
- Site Observation / Construction Assistance / Review



**OBSERVATIONS:**

Approximately a 3-acre park site. This site is designated as a Linear Park and provides the following Neighborhood Park amenities and acts as a trailhead for the Raccoon River Valley Trail. The park was built through a collaborative effort between the City of Adel, United Brick and Tile Company, Dallas County Soil and Water Conservation District and the Dallas County Conservation Board.

**General Comments & Concerns:**

- Limited ADA access. Does not currently meet 2010 ADA Standards

**EXISTING PARK AMENITIES:**

- Bike Rack
- Benches
- Small Open Picnic Shelter
- Interpretive Signage
- Tree Exhibits
- Native Prairie Area
- Gravel Parking
- Portable Restrooms

**RECOMMENDATIONS:**

- Improve ADA Access to meet 2010 ADAAG Standards (i.e. Paved Parking and Trail Connection)
- Trail Connections to Community
- Portable Restroom Enclosures

**BRICKYARD PARK**

Adel, Iowa





**OBSERVATIONS:**

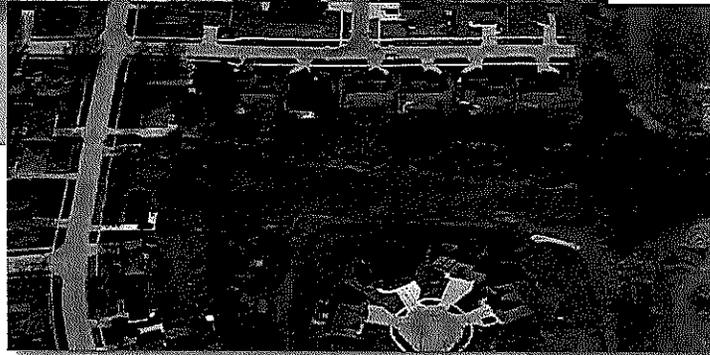
The existing 1.8-acre park site is located behind existing residential properties. The site is only accessible via a 10' wide parcel off S. 14th Street. The site includes an existing wooded drainage way and has fairly steep to rolling slopes.

**EXISTING PARK AMENITIES:**

- Undeveloped

**RECOMMENDATIONS:**

- Develop as a Neighborhood Park (Playground, Open Picnic, Tree Plantings)
- Trail Connections



**CLOVER VALLEY PARK**  
Adel, Iowa

# CLOVER VALLEY PARK CITY OF ADEL, IOWA

## BUDGETARY OPINION OF PROBABLE CONSTRUCTION COST January 4, 2017

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
<b>Trail and Earthwork Improvements</b>				
1	Earthwork & Clearing	1	LS \$15,000	\$15,000
2	5" Depth PCC Trail (750 SY)	1	LS \$34,000	\$34,000
3	Soft Trail (500 SY)	1	LS \$13,500	\$13,500
4	Site Restoration and Seeding (1 Acre)	1	LS \$5,500	\$5,500
5	Landscape Allowance	1	LS \$15,000	\$15,000
SUBTOTAL				\$83,000
<b>Playground Improvements</b>				
6	Playground Equipment	1	LS \$80,000	\$80,000
7	Playground Engineered Wood Fiber Safety Surfacing (3600SF)	1	LS \$23,000	\$23,000
8	5" Depth PCC Seating Area and Sidewalk for Playground (140 SY)	1	LS \$6,400	\$6,400
9	18" Hieght Concrete Seat Wall (150 SF Exposed)	1	LS \$12,000	\$12,000
10	Accessible Picninc Table	1	EA \$2,000	\$2,000
SUBTOTAL				\$123,400
Sub Total				<b>\$206,400</b>
15% Contingencies				\$31,000
<b>TOTAL CONSTRUCTION COST</b>				<b>\$237,400</b>

**NOTE THE FOLLOWING:**

This Opinion of Cost is based on 2016 pricing.

Not included in this estimate:

- Regulatory, Permitting, Administration and Engineering Fees
- Arcitectoral & Structural Design
- Construction Documents / Technical Specifications
- Bidding Assistance
- Site Observation / Construction Assistance / Review



**OBSERVATIONS:**

A 12-acre park site. This site is designated as a Community Park and provides ample open space with rolling terrain made up of open lawn dotted with trees. A paved 1/2-mile trail loop and neighborhood trail connections provide some pedestrian access. Also provided are 3 sand volleyball courts, an open picnic shelter, half-size basketball court, 9-hole disk golf course and playground. Parking and restroom facilities are also available to accommodate users.

**General Comments & Concerns:**

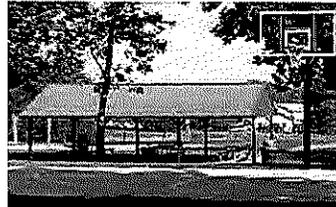
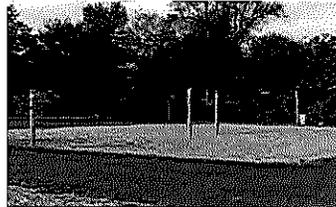
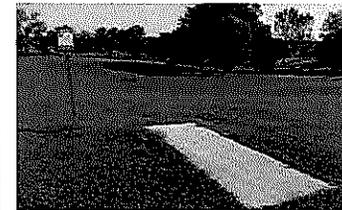
- Additional parking is desired
- Shelter and playground should be updated in the next 5-years
- ADA accessibility improvements needed.

**EXISTING PARK AMENITIES:**

Park Signage	Sand Volleyball
Parking	Basketball Court (Half)
Restrooms	Large Open Space
Drinking Fountain	Benches
Play Structure	Picnic Tables
Swings	Grills
Large Picnic Shelter	Waste Receptacles
1/2 Mile Walking Trail	Wood Bridge
Disc Golf Course	

**RECOMMENDATIONS:**

- Bridge and Crossings replacement
- Trail Connections to Existing Amenities
- Replace Shelter
- Parking Expansion
- Expansion Opportunities/Needs
- Drainageway Maintenance
- Accessibility (2010 ADA Standards for Accessible Design)



**EVANS PARK**  
Adel, Iowa

**EVANS PARK  
CITY OF ADEL, IOWA**

BUDGETARY OPINION OF PROBABLE CONSTRUCTION COST  
January 4, 2017

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
1	Earthwork (750 CY)	1 LS	\$7,500.00	\$7,500
2	6" Depth PCC Parking Expansion (21 Stalls)	1 LS	\$40,000	\$40,000
6	5" Depth PCC Trail Additions and Improvements (820 SY)	1 LS	\$36,900	\$36,900
3	Modify Ex. Half Court to Full Court (50' x 54' addition)	1 LS	\$15,000	\$15,000
4	Disc Golfcourse Hole Relocation and Tee Replacements	2 EA	\$2,500	\$5,000
5	Boardwalk Crossing Replacement (4' width with railings)	1 LS	\$15,000	\$15,000
7	Trail Bridge Replacement & PCC Abutments (8' wide w/ railings)	1 LS	\$40,000	\$40,000
SUBTOTAL				\$159,400
<b>Playground Improvements*</b>				
3	Remove Existing Play Structure	1 LS	\$6,000	\$6,000
4	New Playground Equipment	1 LS	\$80,000	\$80,000
5	Playground Engineered Wood Fiber Safety Surfacing (6300SF)	1 LS	\$36,000	\$36,000
6	Benches	2 EA	\$1,500	\$3,000
SUBTOTAL				\$125,000
<b>Shelter Improvements</b>				
7	Remove Existing Shelter	1 LS	\$6,000	\$6,000
8	New Open Picnic Shelter Structure (25'x35')	1 LS	\$60,000	\$60,000
9	Site Restoration and Seeding	1 LS	\$5,000	\$5,000
10	Landscape Allowance	1 LS	\$10,000	\$10,000
SUBTOTAL				\$81,000
Sub Total				\$365,400
15% Contingencies				\$54,875
<b>TOTAL CONSTRUCTION COST</b>				<b>\$420,275</b>

**\*PLAYGROUND NOTES:**

Playground Surfacing costs can vary drastically based on the material used. Engineered Wood Fiber is the City's current standard and is the most reasonably cost upfront. However, engineered wood fiber requires additional maintenance hours in order to maintain proper safety levels and accessibility.

Playground Equipment lifespans vary based on materials used and maintenance provided. A Certified Playground Safety Inspector can provide an inspection of the existing equipment and determine if minimal repairs or replacements can bring the play equipment up to current ASTM and CPSC safety standards. A typical metal play structure averages a lifespan of 15-20 years.

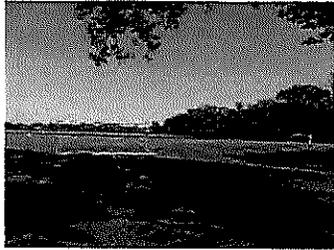
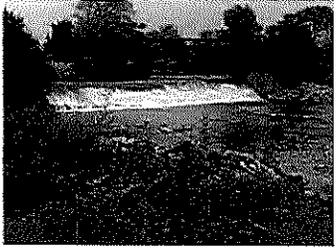
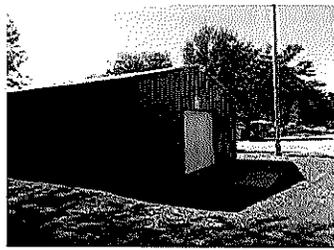
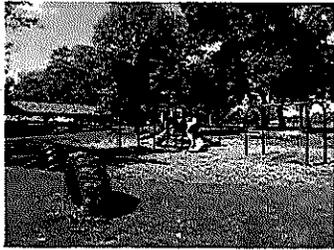
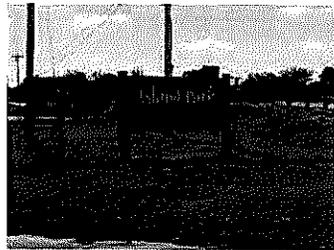
**NOTE THE FOLLOWING:**

This Opinion of Cost is based on 2016 pricing.

Not included in this estimate:

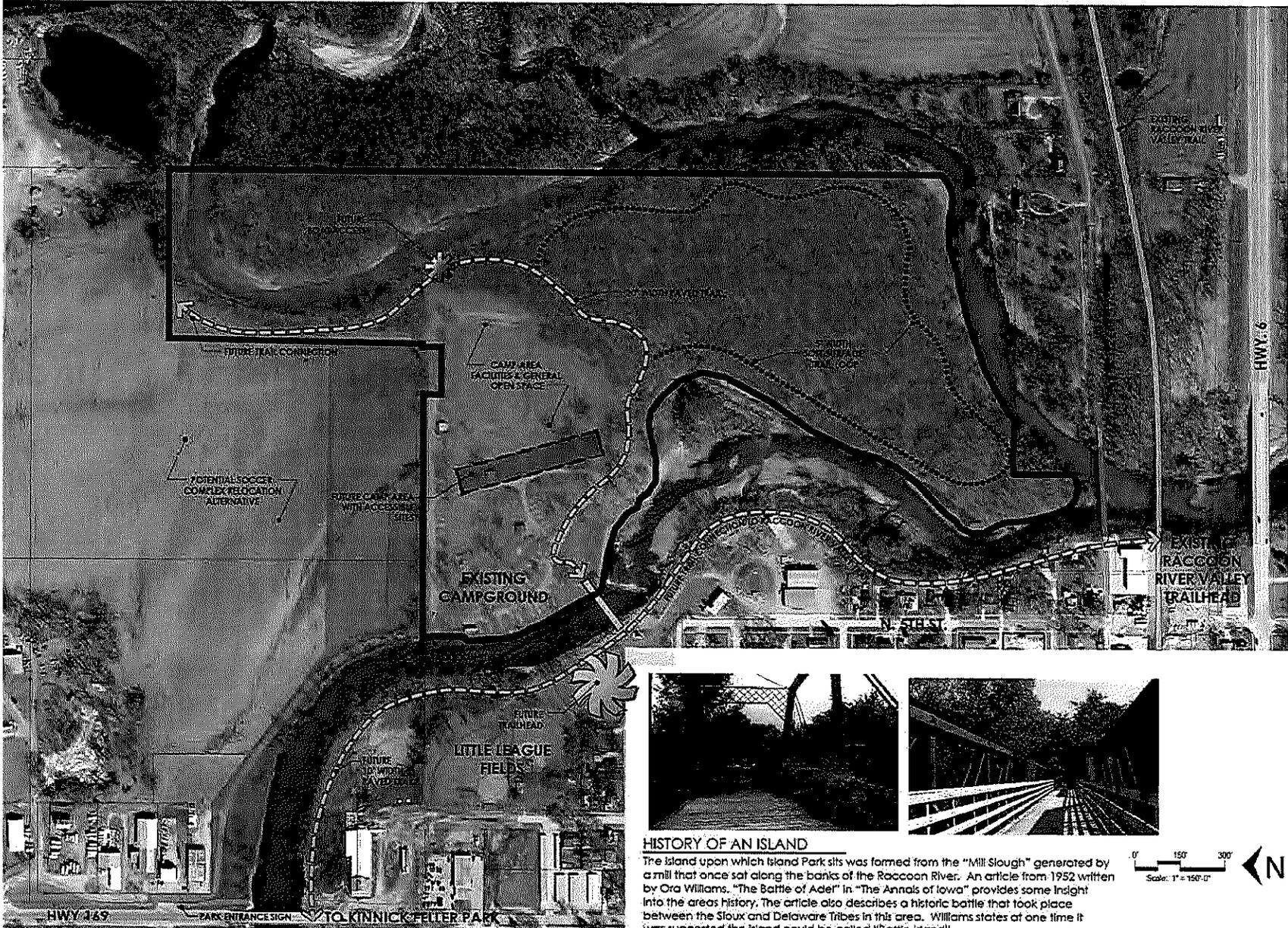
- Property Acquisitions
- Regulatory, Permitting, Administration and Engineering Fees
- Architectural & Structural Design
- Construction Documents / Technical Specifications
- Bidding Assistance
- Site Observation / Construction Assistance / Review





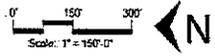
# ISLAND PARK - SITE PHOTOS

Adel, Iowa



**HISTORY OF AN ISLAND**

The island upon which Island Park sits was formed from the "Mill Slough" generated by a mill that once sat along the banks of the Raccoon River. An article from 1952 written by Ora Williams, "The Battle of Adel" in "The Annals of Iowa" provides some insight into the area's history. The article also describes a historic battle that took place between the Sioux and Delaware Tribes in this area. Williams states at one time it was suggested the island could be called "Battle Island".



**ISLAND PARK - OVERALL PLAN**

Adel, Iowa

# ISLAND PARK

## CITY OF ADEL, IOWA

BUDGETARY OPINION OF PROBABLE CONSTRUCTION COST  
January 4, 2017

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
<b>Campground Improvements</b>				
1	Remove Existing Picnic Shelter (1,500 SF)	1 LS	\$7,500	\$7,500
2	Remove Existing Shower House (1,000 SF) & Pavment (800 SF)	1 LS	\$18,000	\$18,000
3	Remove Existing Basketball Pad (400 SF)	1 LS	\$500	\$500
4	Remove Existing Pavement (560 SY)	1 LS	\$6,000	\$6,000
5	Remove and Salvage Existing Soccer Lights	1 LS	\$4,000	\$4,000
6	Remove Existing Play Structure & Tire Climbers	1 LS	\$750	\$750
7	Camping Area Expansion (14 new sites)	1 LS	\$56,000	\$56,000
8	Accessible Campsite Conversion	1 LS	\$15,000	\$15,000
9	Enclosed Shelter with Shower House & Restrooms (40'x80')	1 LS	\$500,000	\$500,000
10	Building Service Connections (W,SS,G,E)	1 LS	\$5,000	\$5,000
11	5" Depth PCC Sidewalks (2,200 SY)	1 LS	\$99,000.00	\$99,000
12	New Playground Equipment	1 LS	\$100,000	\$100,000
13	Playground Engineered Wood Fiber Safety Surfacing (5,700 SF)	1 LS	\$25,000	\$25,000
14	5" Depth PCC Basketball Court (850 SY)	1 LS	\$90,000	\$90,000
15	Mill & Overlay Existing Roads (6,500 SY)	1 LS	\$97,500	\$97,500
16	6" Depth PCC Parking Improvements - 46 paved stalls (1,050 SY)	1 LS	\$52,500	\$52,500
17	Campground Wayfinding Signage Improvements	1 LS	\$12,000	\$12,000
18	Bench	3 EA	\$1,500	\$4,500
19	Site Restoration and Seeding	1 LS	\$25,000	\$25,000
20	Landscape Allowance	1 LS	\$20,000	\$20,000
			<b>SUBTOTAL</b>	<b>\$1,138,250</b>

**Trail Improvements**

21	5" Depth PCC Trail - 10' Wide (1,350 SY)	1	LS	\$67,500	\$67,500
22	Soft Surface Trail (includes tree removal, grading & surfacing)	1	LS	\$75,000	\$75,000
23	Wayfinding & Interpretive Signage	1	LS	\$8,000	\$8,000
24	Site Restoration and Seeding	1	LS	\$3,000	\$3,000
				<b>SUBTOTAL</b>	<b>\$153,500</b>

**River Access Improvements**

24	West 6" Depth PCC Boat Portage (100 SY)	1	LS	\$5,000	\$5,000
25	South 6" Depth PCC Boat Portage (550 SY)	1	LS	\$27,500	\$27,500
26	East 6" Depth PCC Boat Access (250 SY)	1	LS	\$12,500	\$12,500
27	Shoreline Restoration (500 LF)	1	LS	\$50,000	\$50,000
28	Site Restoration and Seeding	1	LS	\$6,000	\$6,000
				<b>SUBTOTAL</b>	<b>\$101,000</b>

Sub Total **\$1,392,750**

15% Contingencies **\$208,950**

**TOTAL CONSTRUCTION COST \$1,601,700**

**\*PLAYGROUND NOTES:**

Playground Surfacing costs can vary drastically based on the material used. Engineered Wood Fiber is the City's current standard and is the most reasonably cost upfront. However, engineered wood fiber requires additional maintenance hours in order to maintain proper safety levels and accessibility.

Playground Equipment lifespans vary based on materials used and maintenance provided. A Certified Playground Safety Inspector can provide an inspection of the existing equipment and determine if minimal repairs or replacements can bring the play equipment up to current ASTM and CPSC safety standards. A typical metal play structure averages a lifespan of 15-20 years.

**NOTE THE FOLLOWING:**

This Opinion of Cost is based on 2016 pricing.

Not included in this estimate:

- Property Acquisitions
- Regulatory, Permitting, Administration and Engineering Fees
- Arcitctural & Structural Design
- Construction Documents / Technical Specifications
- Bidding Assistance
- Site Observation / Construction Assistance / Review



**OBSERVATIONS:**

The Kinnick Feller Riverside Park is Adel's oldest park and is home to the original football field Nile Kinnick played as a youth. The park at 23-acres is also currently one of the largest parks within the community. The park provides amenities for ball fields, football, trail loop and group picnicking. The Little Theatre Community Hall is available for renting through a private business. The park was also once home to the City's community pools which has now been removed with the new Aquatic Center opening.

**General Comments & Concerns:**

- Flooding & drainage concerns
- Limited ADA access. Does not currently meet 2010 ADA Standards for Accessible Design
- Historic field gateway conditions and Memorial Boulder location
- Parking is limited
- North shelter structural condition
- County storage building condition
- Tennis/Basketball court condition
- Trail conditions from flooding
- Boat launch condition from flooding
- Potential use of old pool site
- Lack of trail connectivity
- Only access to cemetery
- Poor condition of slide and swing

**EXISTING PARK AMENITIES:**

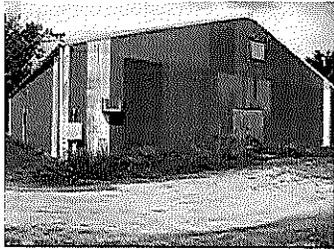
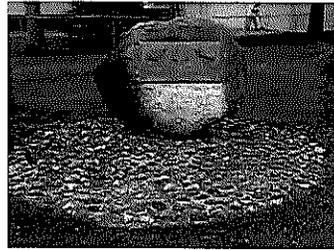
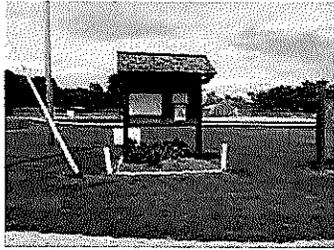
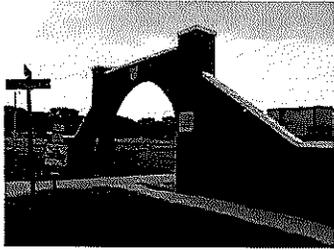
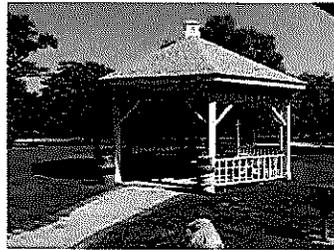
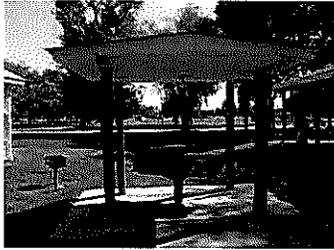
- Parking
- Restrooms
- Portable Restrooms
- Drinking Fountain
- Little Theatre Community Hall
- 2 Shelters
- Walter Finn Gazebo
- Covered Grill Station
- 2 Grills
- 1/2 Mile Fitness Trail
- Four Ball Fields
- Football Field
- Tennis/Basketball Courts
- Boat Ramp
- Bridge
- Open Space
- Play Equipment
- Historic Field Gateway
- Cemetery

**RECOMMENDATIONS:**

- ADA Accessibility Improvements
- Parking Improvements
- Splash Ground
- Playground Replacement
- Kinnick-Feller Plaza
- 1-3 Alternatives for Prior Pool Site
- Removal of Flood Prone Amenities and Undesirable Play Equipment

**KINNICK FELLER RIVERSIDE PARK**

Adel, Iowa



KINNICK FELLER RIVERSIDE PARK - site photos  
Adel, Iowa

# KINNICK FELLER RIVERSIDE PARK

## CITY OF ADEL, IOWA

BUDGETARY OPINION OF PROBABLE CONSTRUCTION COST  
January 4, 2017

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
<b>General Site Demolition and Associated Site Restoration</b>				
1	Remove Existing Dallas County Shed (4,200 SF)	1	LS \$21,000	\$21,000
2	Remove Existing Basketball/Tennis Courts & Fencing (350 SY)	1	LS \$4,500	\$4,500
3	Remove Existing Shelter (20'x20')	1	LS \$2,000	\$2,000
4	Remove Existing Swing & Slide	1	LS \$1,500	\$1,500
5	Overlay Existing Road to Cemetery Bridge(1,200 SY)	1	LS \$18,000	\$18,000
6	Site Restoration	1	LS \$1,200	\$1,200
			SUBTOTAL	\$48,200
<b>Parking &amp; Kinnick Feller Plaza Improvements</b>				
7	Earthwork (16,000 CY)	1	LS \$96,000	\$96,000
8	Remove Existing Pavement- use millings for new base (5,500 SY)	1	LS \$55,000	\$55,000
9	Remove Existing Gravel and Brick Chips (2,700 SY)	1	LS \$13,500	\$13,500
10	6" Depth PCC Parking - 180 Stalls (9,500 SY)	1	LS \$475,000	\$475,000
11	Storm Sewer	1	LS \$400,000	\$400,000
12	5" Depth PCC Sidewalks to Ballfields & Kinnick Feller Plaza (5,500 SY)	1	LS \$250,000	\$250,000
13	Historic Gateway & Structures Masonry Repair	1	LS \$30,000	\$30,000
14	Relocate Kinnick Feller Monument Stone	1	LS \$5,000	\$5,000
15	Parking Lot Lighting	1	LS \$60,000	\$60,000
16	Site Restoration and Seeding	1	LS \$5,500	\$5,500
			SUBTOTAL	\$1,390,000
<b>Playground Improvements*</b>				
17	Remove Existing Play Structure	1	LS \$6,000	\$6,000
18	New Playground Equipment	1	LS \$80,000	\$80,000
19	Playground Engineered Wood Fiber Safety Surfacing (5600SF)	1	LS \$25,000	\$25,000
20	Benches	2	EA \$1,500	\$3,000
21	Site Restoration and Seeding	1	LS \$2,500	\$2,500
			SUBTOTAL	\$116,500

**Splash Ground and Ice Rink Improvements**

22	Earthwork (200 CY)	1	LS	\$1,200	\$1,200
23	5" Depth PCC Sidewalks - South of Drive (1,500 SY)	1	LS	\$67,500	\$67,500
24	Splash Ground & Ice Rink Feature	1	LS	\$100,000	\$100,000
25	Benches	3	EA	\$1,500	\$4,500
26	Site Restoration and Seeding	1	LS	\$2,500	\$2,500
				<b>SUBTOTAL</b>	<b>\$175,700</b>

**Old Pool Site (OPTIONS)**

Three options were discussed for the old pool site. It will important to consider the existing subgrade conditions and the associated affects on costs prior to proceeding with a selected option.

27	Open Space Option	1	LS	\$12,000	\$12,000
28	Full Basketball Court and Two (2) Tennis Courts	1	LS	\$160,000	\$160,000
29	Plaza with Fountain & Shelter (per Reynolds Urban Design Estimate)	1	LS	\$425,000	\$425,000

Sub Total (Not Including Old Pool Site) **\$1,730,400**

15% Contingencies **\$259,600**

**TOTAL CONSTRUCTION COST \$1,990,000**

**\*PLAYGROUND NOTES:**

Playground Surfacing costs can vary drastically based on the material used. Engineered Wood Fiber is the City's current standard and is the most reasonably cost upfront. However, engineered wood fiber requires additional maintenance hours in order to maintain proper safety levels and accessibility.

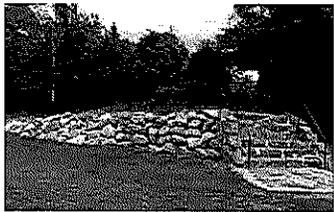
Playground Equipment lifespans vary based on materials used and maintenance provided. A Certified Playground Safety Inspector can provide an inspection of the existing equipment and determine if minimal repairs or replacements can bring the play equipment up to current ASTM and CPSC safety standards. A typical metal play structure averages a lifespan of 15-20 years.

**NOTE THE FOLLOWING:**

This Opinion of Cost is based on 2016 pricing.

Not included in this estimate:

- Regulatory, Permitting, Administration and Engineering Fees
- Arcitectoral & Structural Design
- Construction Documents / Technical Specifications
- Bidding Assistance
- Site Observation / Construction Assistance / Review



#### OBSERVATIONS:

The Little League Ballfields is a 7.76-acre park site located in the Northeastern half of the community across the North Raccoon River from Island Park and in close proximity to Kinnick-Feller Park. Currently, the park is designated as a Special Use Park and is used for recreational little league softball and baseball programs.

#### General Comments & Concerns:

- Flooding & drainage concerns
- Existing restroom and concession building is in poor condition
- Play Structure in poor condition
- South field disconnected from others
- Limited ADA access. Does not currently meet 2010 ADA Standards for Accessible Design.
- Limited parking. Access to South parking lot is through the public works facility.
- No trail connection to Kinnick-Feller Park and bridge access to Island Park has limited accessibility and is not overly inviting.

#### EXISTING PARK AMENITIES:

Gravel and Grass Parking Areas  
 Concession and Restroom Building  
 Portable Restroom (South)  
 3-Ball Fields  
 Batting Cages  
 Equipment Storage Building  
 Residential Style Play Structure (Wood)  
 Bridge Across N. Raccoon River

#### RECOMMENDATIONS:

- Trailhead Improvements (i.e. Paved Parking, Trail Improvements)
- River Overlook Plaza
- Relocate (1) Little League Field

# LITTLE LEAGUE BALLFIELDS

Adel, Iowa

# LITTLE LEAGUE BALLFIELDS ADEL, IOWA

BUDGETARY OPINION OF PROBABLE CONSTRUCTION COST  
January 4, 2017

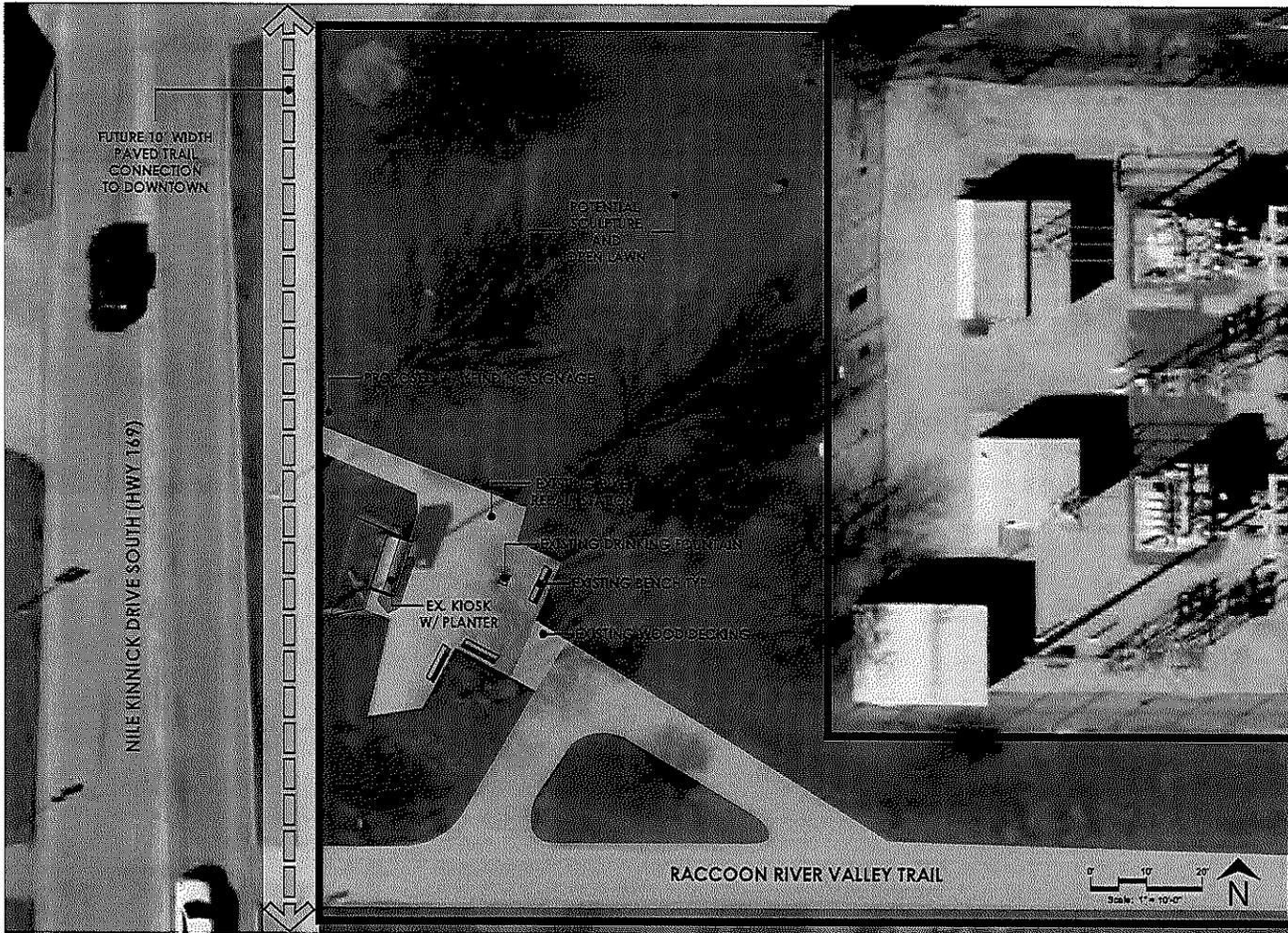
ITEM	DESCRIPTION	QUANTITY		UNIT PRICE	TOTAL
<b>Baseball Area</b>					
1	Remove Existing Play Structure & Wood Bollards	1	LS	\$6,000	\$6,000
2	Earthwork and Drainage Improvements	1	LS	\$20,000	\$20,000
3	6" Depth PCC Parking Lot -18 Stalls (1,275 SY)	1	LS	\$64,000	\$64,000
4	5" Depth PCC Pedestrian Area (575 SY)	1	LS	\$26,000	\$26,000
5	Site Restoration and Seeding	1	LS	\$3,000	\$3,000
6	Landscape Allowance	1	LS	\$1,000	\$1,000
				SUBTOTAL	\$120,000
<b>Trailhead Plaza</b>					
7	South Ballfield Demolition	1	LS	\$15,000	\$15,000
8	Earthwork	1	LS	\$5,000	\$5,000
9	6" Depth PCC Parking Lot - 16 Stalls (760 SY)	1	LS	\$38,000	\$38,000
10	5" Depth PCC Trail (425 SY)	1	LS	\$19,200	\$19,200
11	Overlook Trailhead Plaza	1	LS	\$300,000	\$300,000
12	Replace Ramp and Stairs to Bridge Crossing	1	LS	\$30,000	\$30,000
13	Site Restoration and Seeding	1	LS	\$4,000	\$4,000
14	Landscape Allowance	1	LS	\$8,000	\$8,000
				SUBTOTAL	\$419,200
Sub Total					<b>\$539,200</b>
15% Contingencies					\$80,950
<b>TOTAL CONSTRUCTION COST</b>					<b>\$620,150</b>

**NOTE THE FOLLOWING:**

This Opinion of Cost is based on 2016 pricing.

Not included in this estimate:

- Regulatory, Permitting, Administration and Engineering Fees
- Arcitectoral & Structural Design
- Construction Documents / Technical Specifications
- Bidding Assistance
- Site Observation / Construction Assistance / Review



**OBSERVATIONS:**

Pedal Plaza is a trail stop and part of a Linear Park system along the Raccoon River Valley Trail. The location is at the intersection of Nile Kinnick Drive South (Hwy 169) which runs north into the community's town square. The small park provides a small plaza space with an information kiosk, benches, drinking fountain and bike repair station.

**General Comments & Concerns:**

- General maintenance needs
- Improve connection to town square and local businesses

**EXISTING PARK AMENITIES:**

- Benches
- Bike Repair Station
- Drinking Fountain
- Informational Kiosk and Planter

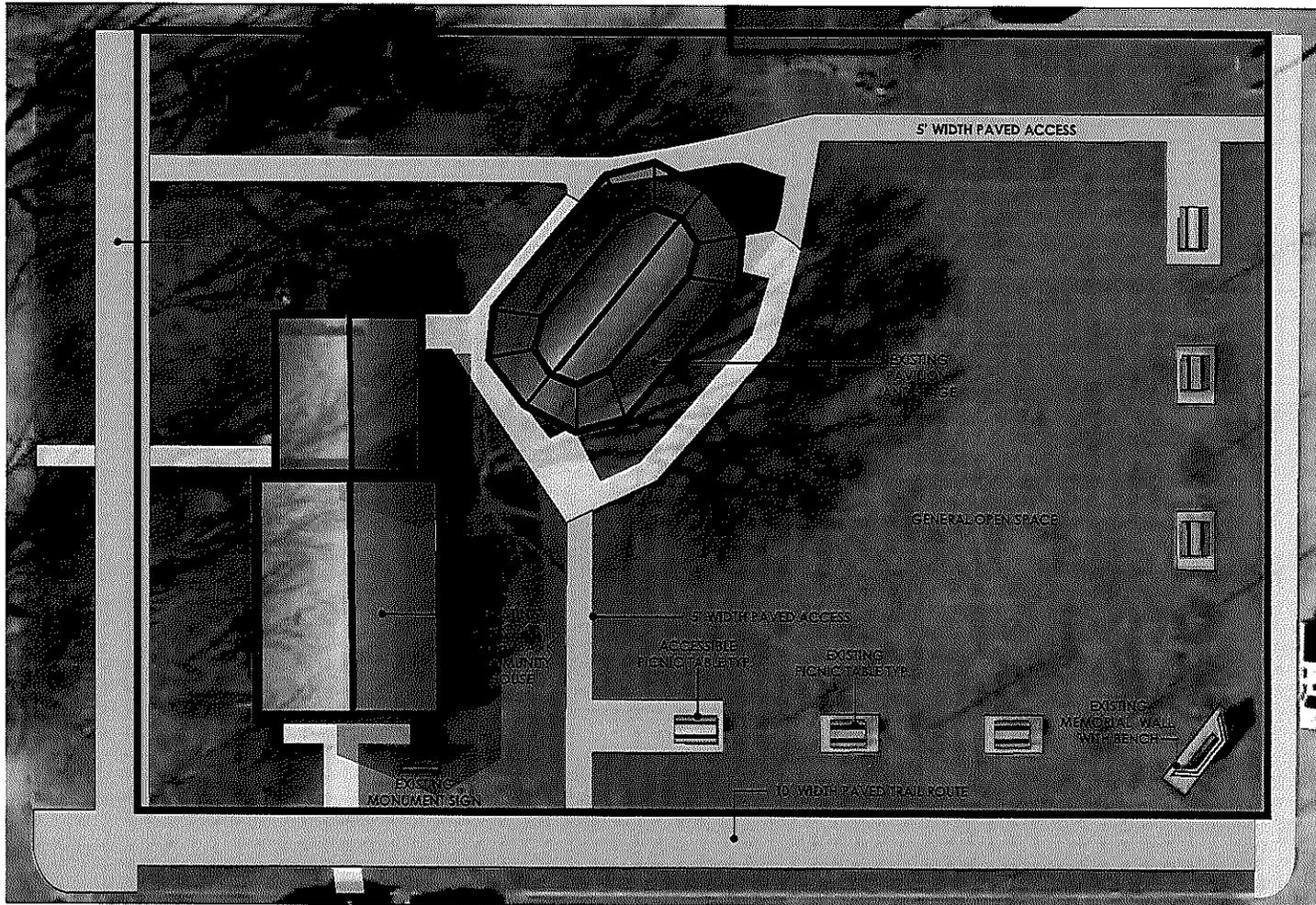
**RECOMMENDATIONS:**

- Provide off-street trail access to town square
- Provide a sculptural element to draw attention toward town square
- Add additional wayfinding signage

**PEDAL PLAZA**

Adel, Iowa





**OBSERVATIONS:**

The stage and pavilion is just west of the town square and provides a gathering space for community events. The pavilion and community house can be rented.

**General Comments & Concerns:**

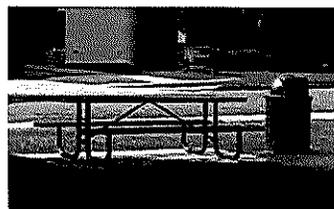
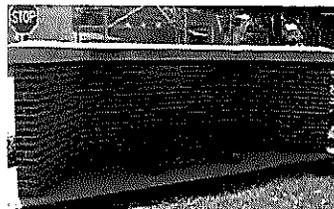
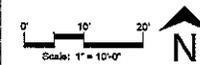
- Limited ADA access. Does not currently meet 2010 ADA Standards for Accessible Design.
- Although sidewalks are provided the park space is currently not connected to a larger trail network.

**EXISTING PARK AMENITIES:**

- Pavilion and Stage
- Community House
- Picnic tables
- Memorial wall and bench
- Open lawn space

**RECOMMENDATIONS:**

- Improve ADA Accessibility
- Provide Trail Connections



# RACCOON PAVILION

Adel, Iowa

# RACCOON PAVILION CITY OF ADEL, IOWA

## BUDGETARY OPINION OF PROBABLE CONSTRUCTION COST January 4, 2017

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
1	Earthwork (150 CY)	1 LS	\$1,500	\$1,500
1	Remove Existing Sidewalk	1 LS	\$3,000	\$3,000
2	5" Depth, 5' Width PCC Sidewalks and Picnic Pad Expansion (200 SY)	1 LS	\$9,000	\$9,000
3	Accessible Picnic Table	2 EA	\$2,000	\$4,000
4	5" Depth, 10' Width PCC Sidewalks (300 SY)	1 LS	\$13,500	\$13,500
5	Site Restoration and Seeding	1 LS	\$2,200	\$2,200
Sub Total				<b>\$33,200</b>
15% Contingencies				\$4,975
<b>TOTAL CONSTRUCTION COST</b>				<b>\$38,175</b>

**NOTE THE FOLLOWING:**

This Opinion of Cost is based on 2016 pricing.

Not included in this estimate:

- Regulatory, Permitting, Administration and Engineering Fees
- Arcitectoral & Structural Design
- Construction Documents / Technical Specifications
- Bidding Assistance
- Site Observation / Construction Assistance / Review



**OBSERVATIONS:**

A trailhead along the Linear Park that is home to the Raccoon River Valley Trail. This park site sits adjacent to the North Raccoon River. The small park provides a small gravel parking lot and interpretive signage.

**General Comments & Concerns:**

- Improve connection to the river
- Limited ADA access. Does not currently meet 2010 ADA Standards for Accessible Design.

**EXISTING PARK AMENITIES:**

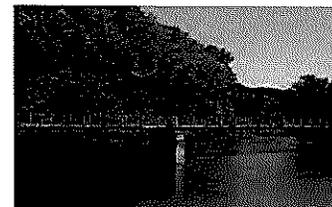
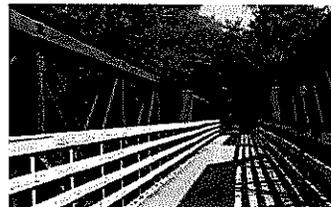
Interpretive sign  
Gravel parking area

**RECOMMENDATIONS:**

- Improve ADA accessibility
- Provide views and access to river
- Provide plaza and sitting or open picnic area

**RACCOON RIVER VALLEY TRAILHEAD**

Adel, Iowa



# RACCOON RIVER VALLEY TRAILHEAD

## CITY OF ADEL, IOWA

BUDGETARY OPINION OF PROBABLE CONSTRUCTION COST  
January 4, 2017

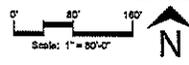
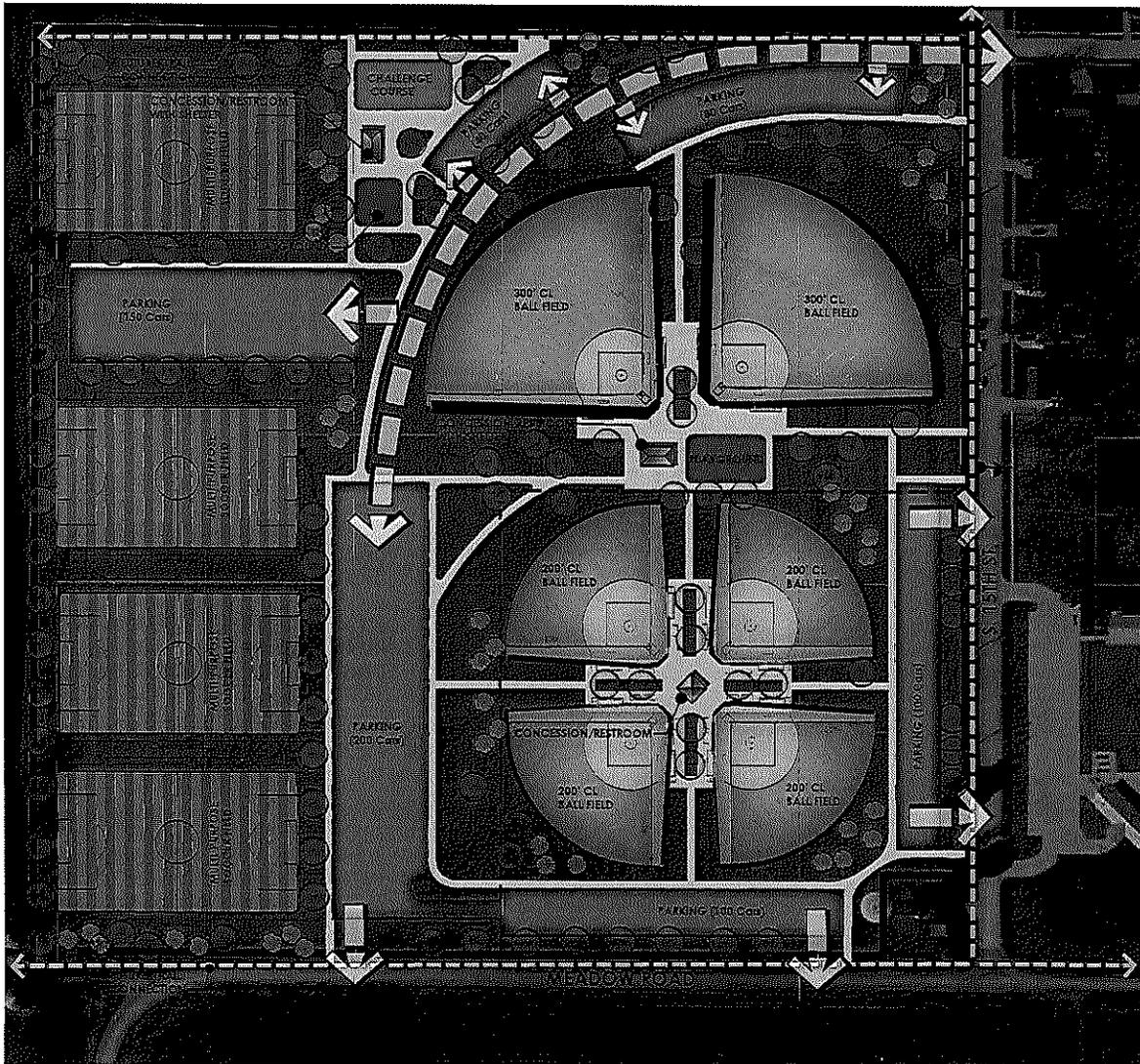
ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
1	Earthwork (200 CY)	1 LS	\$2,000	\$2,000
2	6" Depth PCC Parking - 10 stalls (600 SY)	1 LS	\$30,000	\$30,000
3	5" Depth PCC Sidewalk (85 SY)	1 LS	\$4,000	\$4,000
4	5" Depth Stamped Concrete Overlook Plaza (200 SY)	1 LS	\$27,000	\$27,000
5	Accessible Picnic Table	1 EA	\$2,000	\$2,000
6	Stone Riverbank Revetment and Access Improvements	1 LS	\$300,000	\$300,000
7	Site Restoration and Seeding	1 LS	\$5,000	\$5,000
8	Landscape Allowance	1 LS	\$7,500	\$7,500
Sub Total				<b>\$377,500</b>
15% Contingencies				\$57,000
<b>TOTAL CONSTRUCTION COST</b>				<b>\$434,500</b>

**NOTE THE FOLLOWING:**

This Opinion of Cost is based on 2016 pricing.

Not included in this estimate:

- Regulatory, Permitting, Administration and Engineering Fees
- Arcitectoral & Structural Design
- Construction Documents / Technical Specifications
- Bidding Assistance
- Site Observation / Construction Assistance / Review



**OBSERVATIONS:**

Existing conditions are agricultural fields used for row crop production. The site is generally flat in nature with few trees and other vegetation.

Existing City property is 9-acres. An additional 28.5-acres could potentially be added to the existing 9-acres to provide the opportunity to further develop the park in to a sports complex and Community Park.

**EXISTING PARK AMENITIES:**

Undeveloped.

**RECOMMENDATIONS:**

- Acquire the additional 28.5-acres.
- The existing site is well suited for community park development and for facilities that support organized recreational sports; such as ball fields and soccer fields.
- Potential location for playground, tot lot and outdoor exercise equipment or challenge course.
- Support facilities such as restrooms, parking and open picnic shelters should be considered if developed into a Community Park.

Water Tower Park - Selected Concept

Adel, Iowa

**WATER TOWER PARK - CONCEPT A**  
**CITY OF ADEL, IOWA**

BUDGETARY OPINION OF PROBABLE CONSTRUCTION COST  
 January 4, 2017

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
<b>(4 Plex) Little League Ballfield Facilities</b>				
1	Earthwork (55,000 CY)	1 LS	\$330,000	\$330,000
2	6" Depth PCC Parking & Drives - 200 Stalls (7000 SY)	1 LS	\$350,000	\$350,000
3	5" Depth PCC Sidewalk (7600 SY)	1 LS	\$342,000	\$342,000
4	Restroom/Concession Building (25'x25')	1 LS	\$375,000	\$375,000
5	200' Baseline Ballfield	4 EA	\$225,000	\$900,000
6	Field Lighting per Field	4 EA	\$230,000	\$920,000
7	Field Irrigation per Field	4 EA	\$30,000	\$120,000
8	Sanitary Service	500 LF	\$65	\$32,500
9	Water Service	500 LF	\$45	\$22,500
10	Electrical Service	1 LS	\$15,000	\$15,000
11	Storm Sewer	1,200 LF	\$100	\$120,000
12	Site Restoration and Seeding	1 LS	\$25,000	\$25,000
13	Park Entrance Signage	1 LS	\$20,000	\$20,000
14	Landscape Allowance	1 LS	\$30,000	\$30,000
			SUBTOTAL	\$3,602,000
<b>Adult Softball Facilities</b>				
15	Earthwork (25,000 CY)	1 LS	\$150,000	\$150,000
16	6" Depth PCC Parking & Drives - 80 Stalls (4100 SY)	1 LS	\$205,000	\$205,000
17	5" Depth PCC Sidewalk (2850 SY)	1 LS	\$128,250	\$128,250
18	Restroom/Concession Building with Open Shelter (50'x25')	1 LS	\$400,000	\$400,000
19	300' Baseline Ballfield	2 EA	\$300,000	\$600,000
20	Field Lighting per Field	2 EA	\$230,000	\$460,000
21	Field Irrigation per Field	2 EA	\$30,000	\$60,000
22	Sanitary Service	500 LF	\$65	\$32,500
23	Water Service	500 LF	\$45	\$22,500
24	Electrical Service	1 LS	\$15,000	\$15,000
25	Storm Sewer	2,000 LF	\$100	\$200,000
26	Site Restoration and Seeding	1 LS	\$25,000	\$25,000
27	Playground and Safety Surfacing (2 Structures and Swings)	1 LS	\$75,000	\$75,000
28	Landscape Allowance	1 LS	\$20,000	\$20,000
			SUBTOTAL	\$2,393,250

**Soccer Facilities**

29	Earthwork (35,000 CY)	1	LS	\$210,000	\$210,000
30	6" Depth PCC Parking & Drives - 350 Stalls (7500 SY)	1	LS	\$375,000	\$375,000
31	5" Depth PCC Sidewalk (3250 SY)	1	LS	\$146,250	\$146,250
32	Soccer Field Laser Grade/Construction/Seeding	4	EA	\$50,000	\$200,000
33	Soccer Field Subdrain	4	EA	\$40,000	\$160,000
34	Field Lighting (1 Field)	1	LS	\$200,000	\$200,000
35	Field Irrigation per Field	4	EA	\$30,000	\$120,000
36	Storm Sewer	3,500	LF	\$100	\$350,000
37	Site Restoration and Seeding	1	LS	\$25,000	\$25,000
38	Landscape Allowance	1	LS	\$30,000	\$30,000
				<b>SUBTOTAL</b>	<b>\$1,816,250</b>

**Neighborhood/Community Park Features**

39	Earthwork (4,500 CY)	1	LS	\$27,000	\$27,000
40	6" Depth PCC Parking & Drives - 40 Stalls (1500 SY)	1	LS	\$75,000	\$75,000
41	5" Depth PCC Sidewalk (2500 SY)	1	LS	\$112,500	\$112,500
42	Restroom/Concession Building with Open Shelter (50'x25')	1	LS	\$400,000	\$400,000
43	Gametime Challenge Course Pro 5000 Teenage/Adult Course*	1	LS	\$250,000	\$250,000
44	Sanitary Service	1,000	LF	\$65	\$65,000
45	Water Service	1,000	LF	\$45	\$45,000
46	Electrical Service	1	LS	\$10,000	\$10,000
47	Storm Sewer	650	LF	\$100	\$65,000
48	Site Restoration and Seeding	1	LS	\$8,000	\$8,000
49	Playground and Safety Surfacing (1 Structure and Swings)	1	LS	\$100,000	\$100,000
50	Landscape Allowance	1	LS	\$20,000	\$20,000
				<b>SUBTOTAL</b>	<b>\$1,177,500</b>

Sub Total	<b>\$8,989,000</b>
15% Contingencies	<b>\$1,349,000</b>
<b>TOTAL CONSTRUCTION COST</b>	<b>\$10,338,000</b>

**\*GAMETIME CHALLENGE COURSE NOTES:**

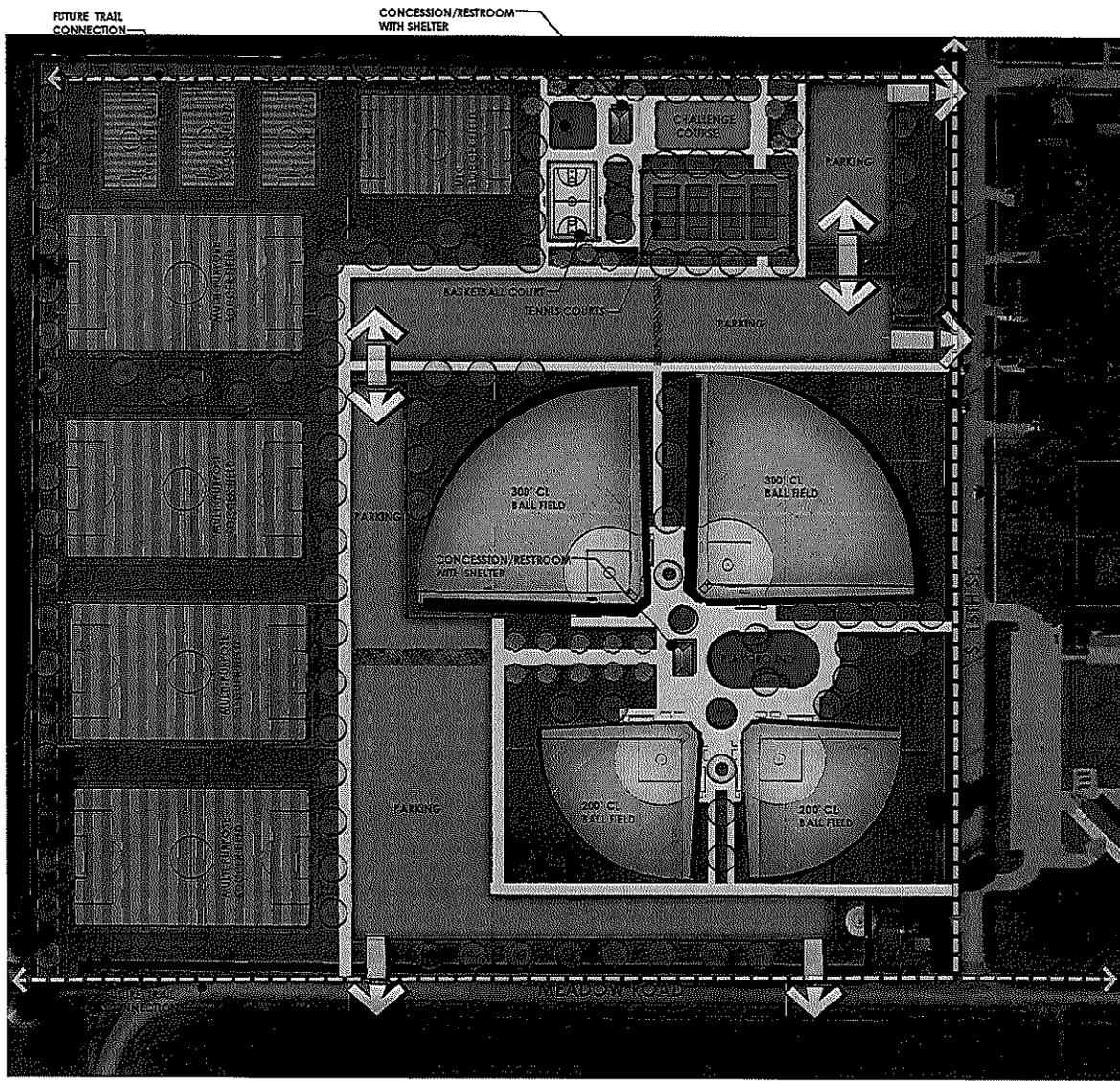
The current pricing is shown for the largest course option (Pro 5000). This type of equipment can be phased in or paired down to a small set of challenges. For example the Pro 3000 is a smaller setup for \$165,000.

**NOTE THE FOLLOWING:**

This Opinion of Cost is based on 2016 pricing.

Not included in this estimate:

- Property Acquisitions
- Regulatory, Permitting, Administration and Engineering Fees
- Architectural & Structural Design
- Construction Documents / Technical Specifications
- Bidding Assistance
- Site Observation / Construction Assistance / Review



**OBSERVATIONS:**

Existing conditions are agricultural fields used for row crop production. The site is generally flat in nature with few trees and other vegetation.

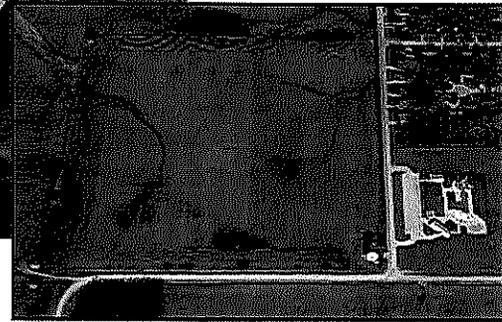
Existing City property is 9-acres. An additional 28.5-acres could potentially be added to the existing 9-acres to provide the opportunity to further develop the park in to a sports complex and Community Park.

**EXISTING PARK AMENITIES:**

Undeveloped.

**RECOMMENDATIONS:**

- Acquire the additional 28.5-acres.
- The existing site is well suited for community park development and for facilities that support organized recreational sports; such as ball fields and soccer fields.
- Potential location for playground, tot lot and outdoor exercise equipment or challenge course.
- Support facilities such as restrooms, parking and open picnic shelters should be considered if developed into a Community Park.



**Water Tower Park - Alternate Concept**

Adel, Iowa

**FUTURE PARK AND TRAIL OPPORTUNITIES**

As the City continues to grow additional park land will need to be set aside and developed in order to accommodate the growing population. In review of some of the existing park sites set aside for neighborhood park development, it is recommended the park site dedication requirements described in the City Code be updated. Consideration should be given to modifying the requirements so they provide more direction and guidance on the community's expectations as parks are developed in the future. See below for a list of policy items to consider:

Park Policy Needs

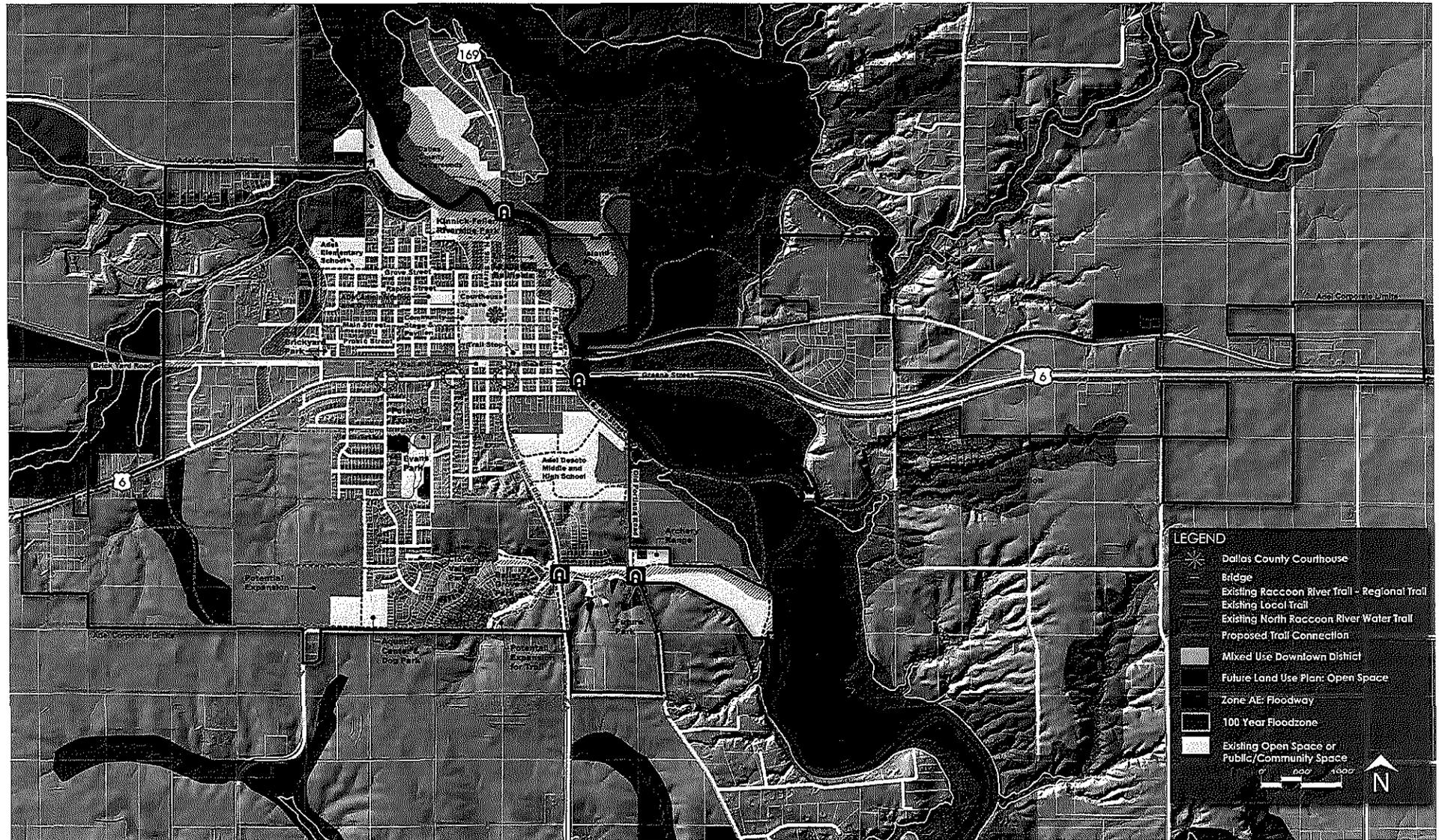
1. Distribute neighborhood parks throughout the community so the majority of households are within ½ mile or less.
2. Distribute community parks throughout the community so the majority of households are within 3 miles or less.
3. Encourage parks to be a central or defining feature of a neighborhood. This helps create community identity.
4. Provide adequate access to parks by locating them with at least one side fronting a public street.
5. Encourage multiple trail access points to each park where feasible.
6. Encourage interior trail systems within the parks that help encourage a healthy lifestyle and provide more universal accessibility to park amenities.
7. Encourage the protection of existing riparian areas and drainage ways for stormwater management. However, the protection of these areas should not be the primary purpose of dedicated parks sites; unless the park is dedicated as a Natural Area Park. Ample room should be made available to develop the park site in a way that meets the community's expectations of a park as described within this plan.

**FUTURE PARK SITE &  
TRAIL RECOMMENDATIONS**

The following maps provide potential locations for future parks and trails based on 1/2 – mile service areas and the communities desire to have improved walkability and trail connectivity.

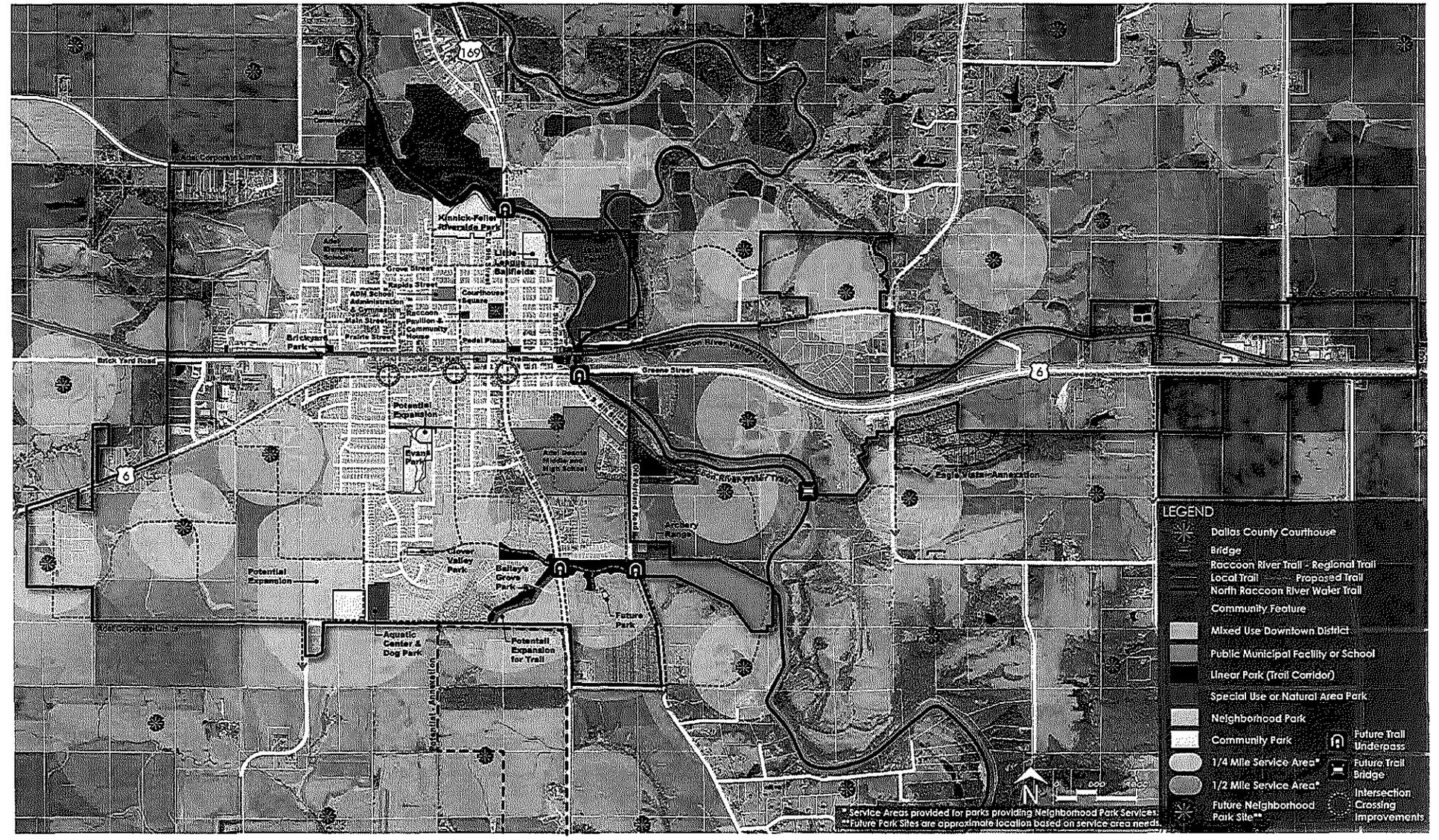
**OPEN SPACE AND FLOODPLAIN ANALYSIS MAP WITH POTENTIAL TRAIL ROUTES**

The following map shows open space identified in the recent land use plan update, 100 Year Floodplain, the floodway (sometimes called the no-fill zone) and the existing designated park and community open spaces. The potential trail routes are shown as an orange dashed line.



### PROPOSED PARK SITES AND POTENTIAL TRAIL ROUTES

The following shows the distribution of future park sites for a service area of 1/2-mile for neighborhood classified parks. Potential trail routes are also shown.

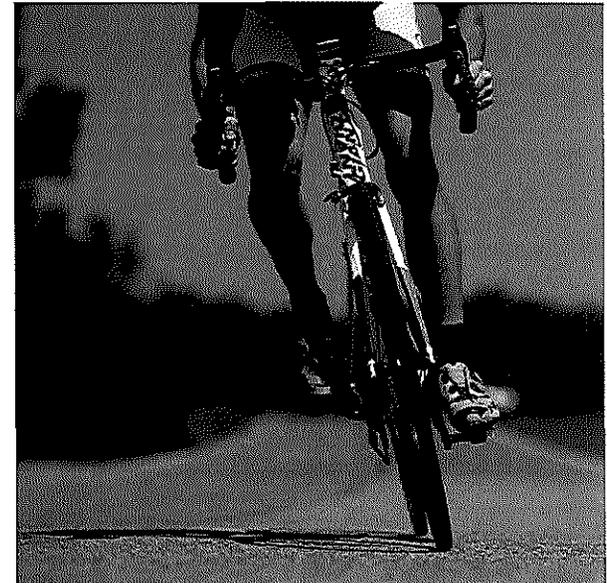


Future Trail Development

A trail system helps tie the community together and helps ensure safer pedestrian access to parks and other community destinations. Trails are one of the critical elements in helping engage the community in an active lifestyle and help provide access to the community's natural amenities. Trails are also an essential part of creating a multimodal transportation system. A healthy economy provides a diversity of transportation options.

Trail Policy Needs

1. Connect trails to destination areas (schools, parks, public facilities, regional trails and economic centers/downtown square)
2. Multiple trail entrances to a park are encouraged
3. New major collector and arterial roads are built with associated off street trails.
4. Minor collectors should provide off-street trails were feasible or at least on-street bike lanes.
5. All developments should include provisions for a minimum 5' width sidewalk along public streets.
6. New developments should accommodate proposed connections to the greater trail network.
7. Multi-Use Trails should be a minimum 10'width. 12' Width is often the preferred width for heavily used multi-user trails.
8. Grade separated crossings or intersections with designated crossings should be included whenever a trail must cross a major collector or arterial road.



**MAINTENANCE AND OPERATION**

An important aspect of park planning is the realization that every project, once constructed will have future operations and maintenance costs. Identifying these costs for each project should be discussed during project design.

Maintenance costs are often affected by the selection of materials and construction methods for the proposed improvements. This is important to understand during park planning. While a materials initial cost may be lower the long term maintenance cost may be higher.

Operational costs are affected by decisions made during the design of the project. This includes hours of operation, operation methods and facility controls. Typical operational costs include full-time, part-time staffing, utilities and outside needs.

It is recommended that as projects are selected and move forward that operations and maintenance costs are identified so proper budgeting, funding and expectations can be met by the City of Adel and the community.

**IMPLEMENTATION**

The City of Adel is committed to building and maintaining a park system that coincides with its goal to be a community where residents have a high quality of life and ability to thrive. In order to achieve this, community leaders and the Parks Board members, realize the importance of outlining an organized strategy for funding and implementing this plan. The goals set forth in this booklet are long term goals and are all not anticipated to be completed within the next 5-10years. The intent of the plan is to provide guidance as future development and community growth occurs and identify needs within the existing park sites. Funding assistance for park and trail improvements is available from a variety of different sources. The plan provides a resource for seeking funding through grant and private donations.

Some of the following are potential sources of funding outside the City's general fund and capital improvements funds:

- Advertising (Sale Ads within Programs or on Scoreboards etc.)
- Corporate sponsorships and partnerships (i.e. Raccoon Pavilion)
- Fees/Charges (i.e. aquatic center, league fees)
- Friends Associations (Non-profit groups committed to helping raise funds for projects to better their community)
- Grants (i.e. Iowa Economic Development Funding Assistance, Iowa Department of Natural Resources, Iowa Department of Transportation, Iowa Department of Agriculture and Land Stewardship offer various grant opportunities)
- Continue to build on relationships/partnerships with other local governments (i.e. Dallas County Conservation)
- Special Use Permits (i.e. Dog Park, Archery Range)
- Sales Tax
- Volunteer/In-Kind Donations
- Project Specific Fundraisers
- Private Donations

A survey was conducted between September 19 – September 30<sup>th</sup>. The survey was sent out to community members through email, City website and City’s Facebook page. Overall 403 community members participated in the survey.

- 1. **Demographics:** The City of Adel’s overall population is approximately 4,300. This is an increase of 8.6% since 2010 Census and a 16.5% increase since 2000 Census. The male to female population is split even with a median resident age of approximately 39.6 years. According to the 2010 Census 60.5% of the population was between the ages of 18-64. The same Census showed approximately 27% of the population was under the age of 18 with only approximately 13% Persons 65 years and over.

**1 out 10**



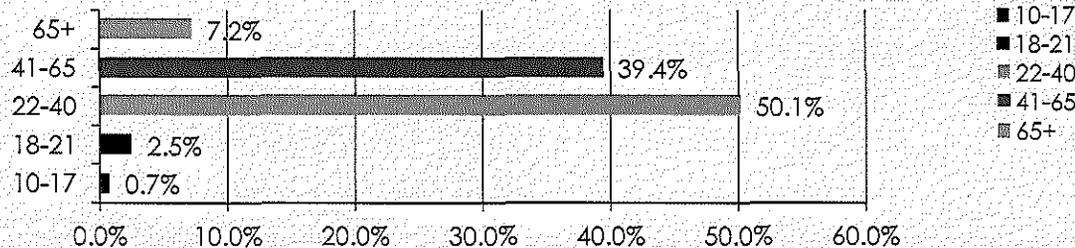
**62% Female**



**64%**  
Children under 18  
within the household

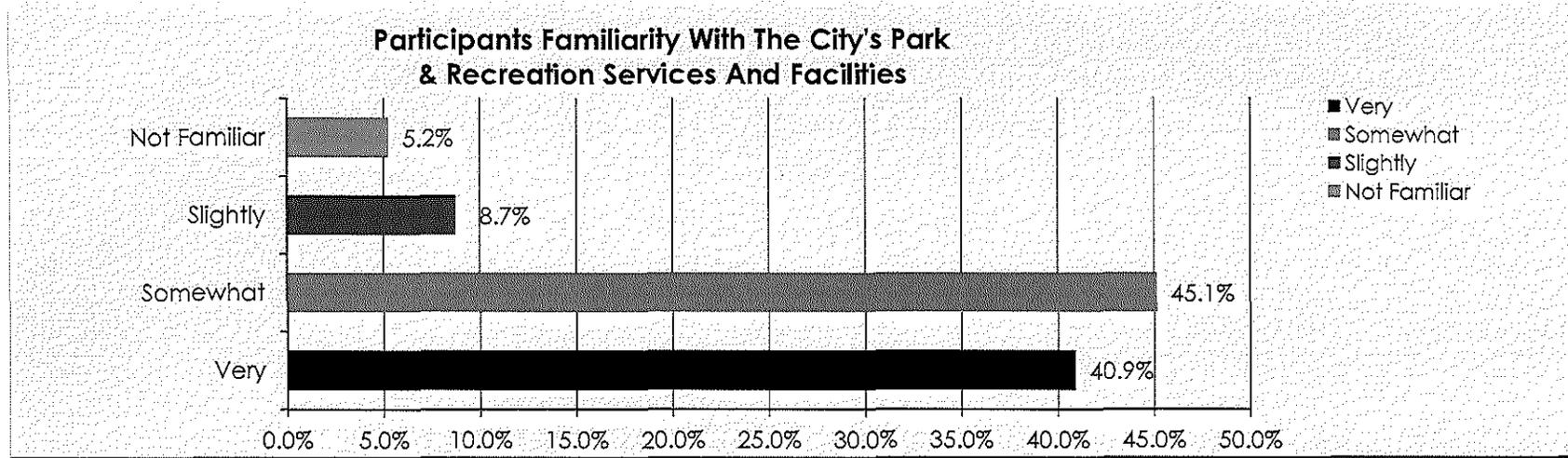


**Age of Survey Participants**

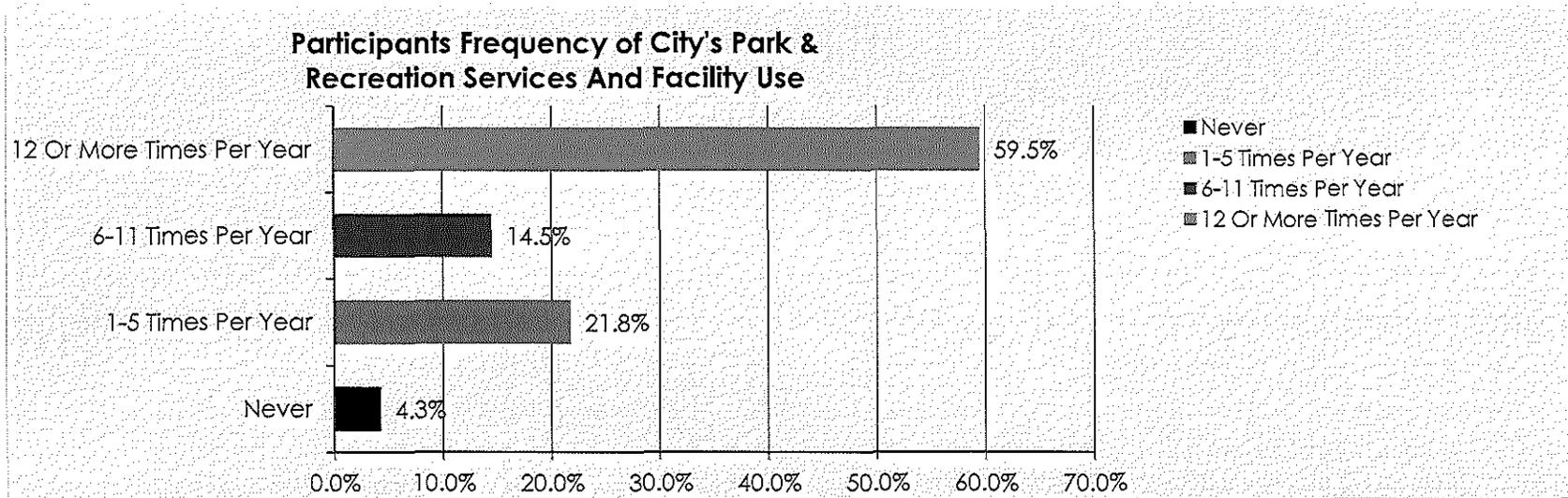


**2. Participants Familiarity and Use Analysis:**

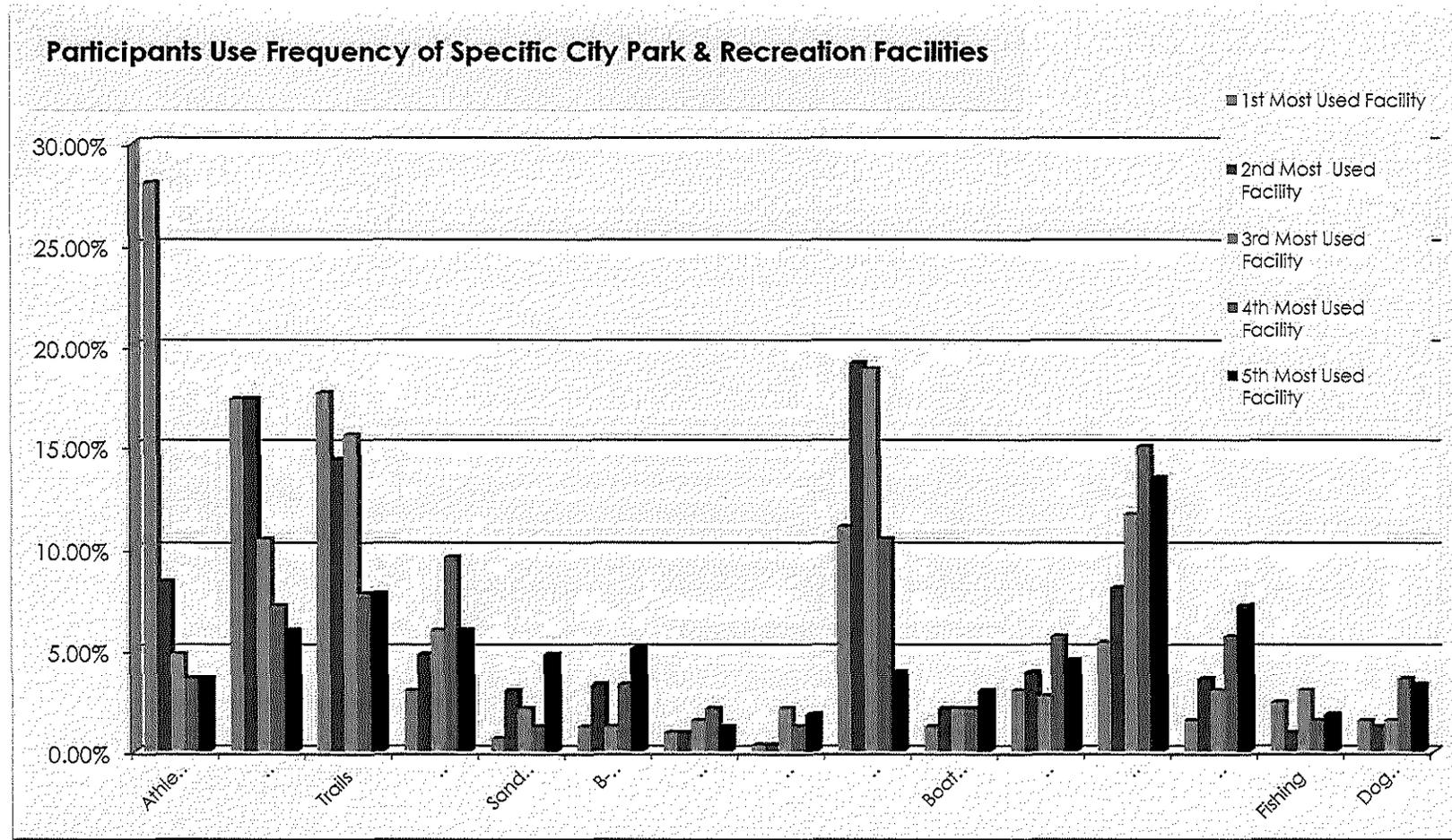
Overall 86% of the participants who took the survey felt they were somewhat or very familiar with the City's park and recreation service and facilities.



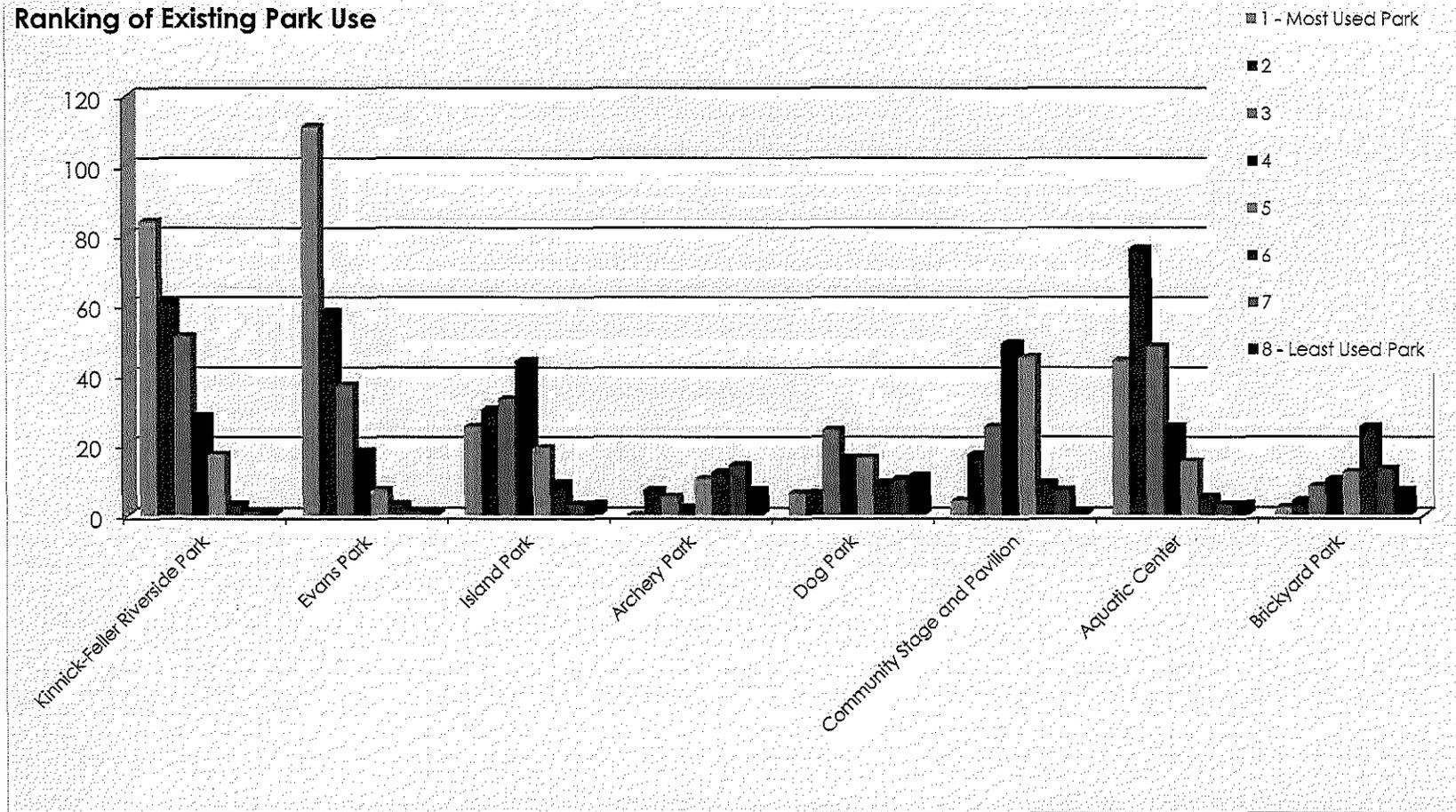
Almost 60% of the participants used the parks 12 or more times per year.



The chart below provides a breakdown of amenities and facilities provided within the park system and their use level by participants. You'll note the athletic fields, playgrounds, trails and aquatic facility receive the most use. It is also important to note that campgrounds were not included in the options provided to participants. A few individuals wrote this down as one of their top most used facilities.



The chart below shows the top used parks by the respondents. Kinnick-Feller Riverside Park and Evans Park received the highest rankings, while the Aquatic Center was the second most used.



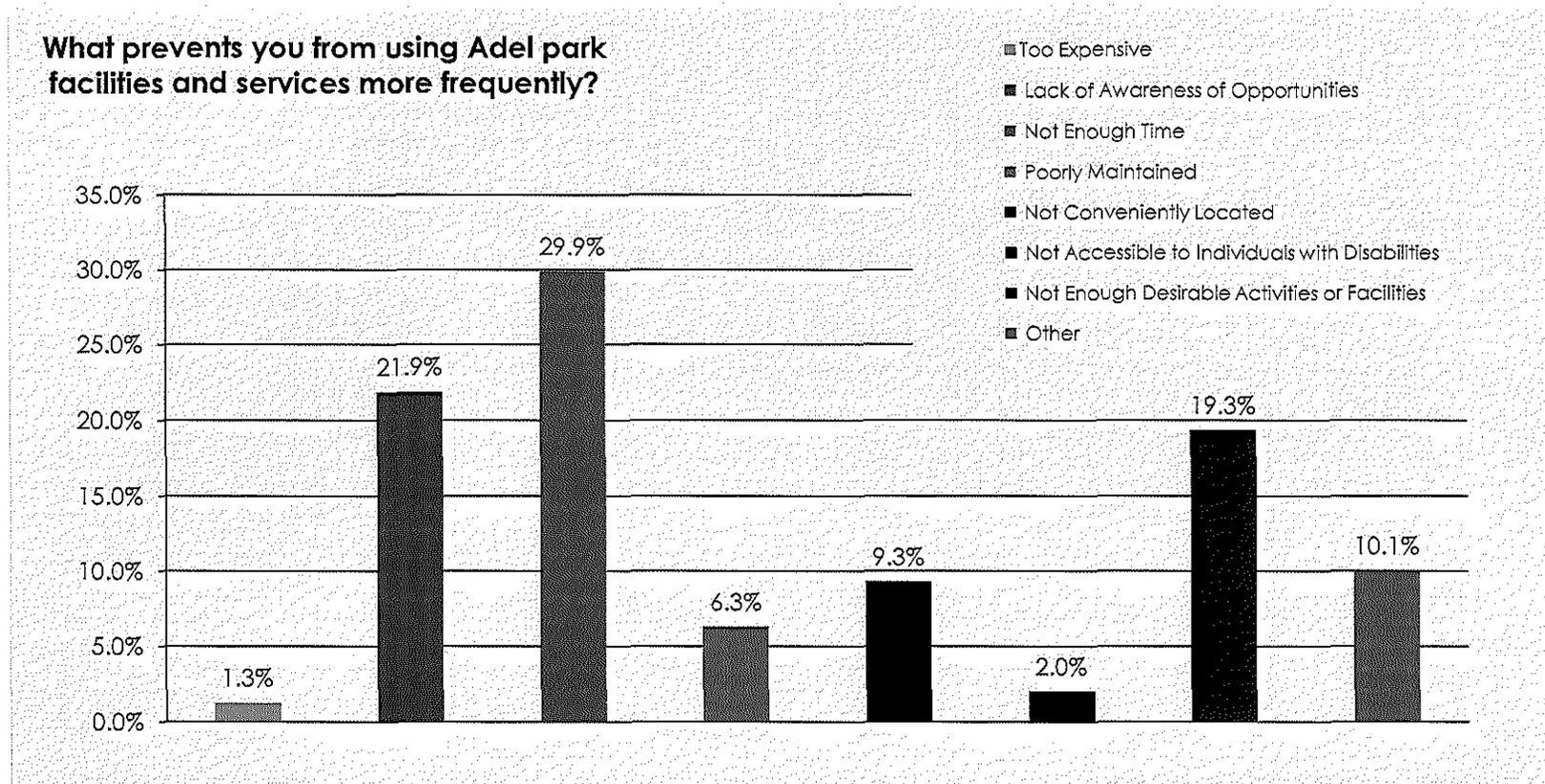
# COMPREHENSIVE PARK AND OPEN SPACE PLAN

## APPENDIX A

Written Comments:

Number	Response Text
1	I am a supporter of "Friends of Kinnick-Feller Park"
2	It may be out of range, but an indoor facility that has options for playing/ exercising in the winter would be wonderful.
3	Lik to continue to see improvements to Island Park Campgrounds
4	I would use Island park more if it didn't suck so bad!
5	What is brickyard park?
6	Just like the shade at the kinnick park wish there were another section for little toddlers
7	Need new soccer and baseball fields away from river flooding
8	Having to deal with smoke from the campgrounds next to the soccer fields really bothers me. Athletes should not have to deal with that.
9	Where is the archery park? I would love to do that
10	Kinnick-Feller needs something since the removal of the pool. Use Island Park because of Soccer.. Do not camp or use playground. Love Evans park. Its a gem.
11	I wasn't aware there was a "Brickyard Park". Assume that refers to the small shelter & picnic table by the brickyard.
12	There is a brickyard park?
13	New to Adel, not familiar with these yet!
14	I pay taxes. Not feeling the need to satisfy the desires of non taxpayers.
15	I like the trail system at Evans Park and wish that more trails were available in Adel.
16	I use the Raccoon River Valley Trail the most.
17	Accessing the aquatic center is difficult and potentially dangerous for small children. a park survey is a good first step in making sure trails and even wide sidewalks are considered as our community grows. Walk-ability (and not just on sidewalks) is an important factor in attracting and retaining residents.

The following chart provides an analysis of the reasons respondents do not utilize the park system more frequently. The top reasons given were "Not Enough Time", "Lack of Awareness of Opportunities and "Not Enough Desirable Activities and Facilities".



# COMPREHENSIVE PARK AND OPEN SPACE PLAN

## APPENDIX A

Written Comments:

Number	Other (please explain below):
1	I use them
2	The aquatic center is not open very often when I am able to go. I would like to go after I get off work at 5:30 or 6:00 and cannot because of swimming lessons, private parties early closings etc.
3	I use the park facilities all the time. I do think the Parks really need more funding so they can take better care of the grounds currently available. The budget for parks in general - staff and costs - really needs to be increased. An end to tax abatement would really help with that!
4	Evans is often overused and full.
5	We use a lot. Softball fields walking trails, need maintained and kept up.
6	Not enough trails/paths connecting neighborhoods to parks/facilities
7	Quality of bathrooms and equipment (softball dragger, rakes, etc.) There is not enough capacity for the need (softball, soccer, baseball)
8	My age
9	too many people who don't pay for what is provided as they don't pay any property tax- take up all the opportunity there is.
10	Island park sucks. Why on earth cant you get a decent person to manage that place? Why do you put up with the way he treats people? And why, WHY do you allow him to keep his camp site looking like something of a mix of flea market and landfill trash? Does he not have to follow his own precious rules???
11	Adult lap swimming or just lap swimming in general could be extended to more convenient times.
12	We have a playground at home
13	Tennis courts are not well maintained at all.
14	My child is younger than many of the available youth activities' minimum ages. We will utilize these sports options more as she gets older.
15	More senior activities
16	We use them frequently.
17	We use them for our kids activities
18	We use them a lot
19	Basketball court at park is always being used. Need another
20	I feel that there is a lack of organization
21	Canoe/ kayak access to the east side of island park
22	The Adel Parks and Rec newsletter was great until I was told there were too many people on the news letter and I stopped receiving it as it couldn't be sent to that many people....???
23	We do use it and help out to maintain for events.
24	Pool too busy to get in. Seems like some families always get to pick certain players
25	Not easily accessed from our development by foot.

# COMPREHENSIVE PARK AND OPEN SPACE PLAN

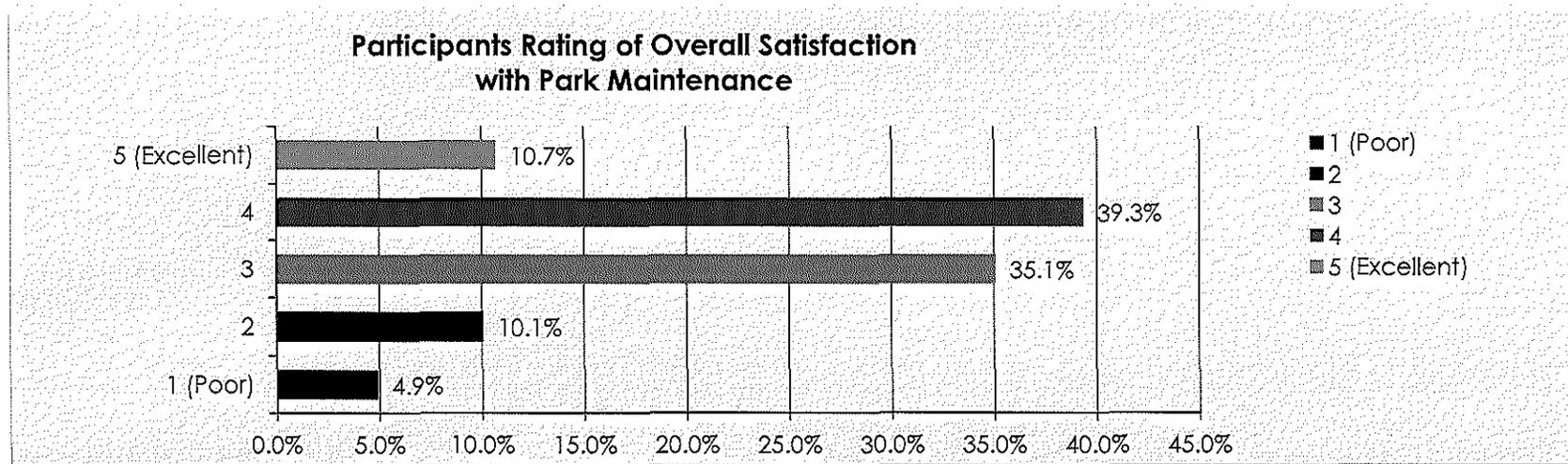
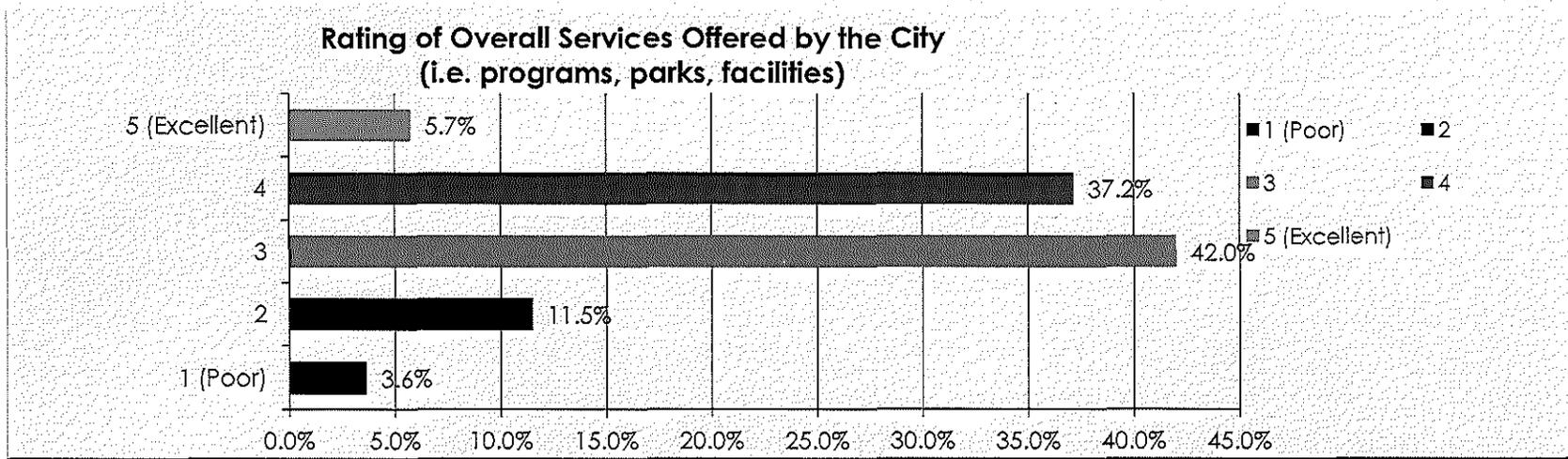
## APPENDIX A

26	There seems to be a lack of green space in the new developments in Adel.
27	Crowded. difficult to get valuable time for practices.
28	Need more swimming lesson sessions. Need more programming for younger youth 2-5 years. Need more indoor play during winter months- IE open gym etc.
29	We are empty nesters with no children, so don't have as much need for such services.
30	We live in the Bailey's Grove addition (Bailey's Grove Dr. and Shelby Dr.). There is not a safe and easy way to access the parks and trails offered without driving. HWY 169 and Meadow Dr. are not safe due to the high amount of traffic.
31	Do not use other than what grand children activities
32	Connections fro residential to bike trail
33	N/A
34	mosquitos
35	Tried going to aquatic center a couple times and it was always closed even during regular business hours.
36	need something indoors for the winter months. Tennis facilities need to be updated, not in band condition, but if continue to let go they will get more expensive to fix.
37	Earlier access needed for the aquatic center. Every day. Water aerobics would be fun early in the morning.
38	Aquatic center is overcrowded and only open for a very short window. They also play the music way too loud. Don't trust many of the lifeguards either.
39	Rec sports are VERY poliffical, I don't pay for my son to play little league baseball to not have practices during the week because half the team is busy playing usssa ball. This needs to be addressed.
40	If I could select more than one item above, I would also select "Lack of Awareness," "Not Conveniently Located," and "Not Enough Desirable Activities or Facilities."
41	Island Park is getting better but it continues to need improvement. So many people don't know that you can drop canoes and kayaks in past the dam. It is hidden from the public. This gem is hidden. It could be made so much better for very little money and effort. Island Park could be as nice as Raccoon River Park in West Des Moines. We also need to have a working water fountain at the pedal plaza. It is broken.'
42	Some just don't interest me personally but others value so they are important
43	And lack of awareness of park facilities and services offered.
44	Not enough time and lack of awareness.
45	The only thing that I can think of that keeps us from using a facility is the open hours of the pool.

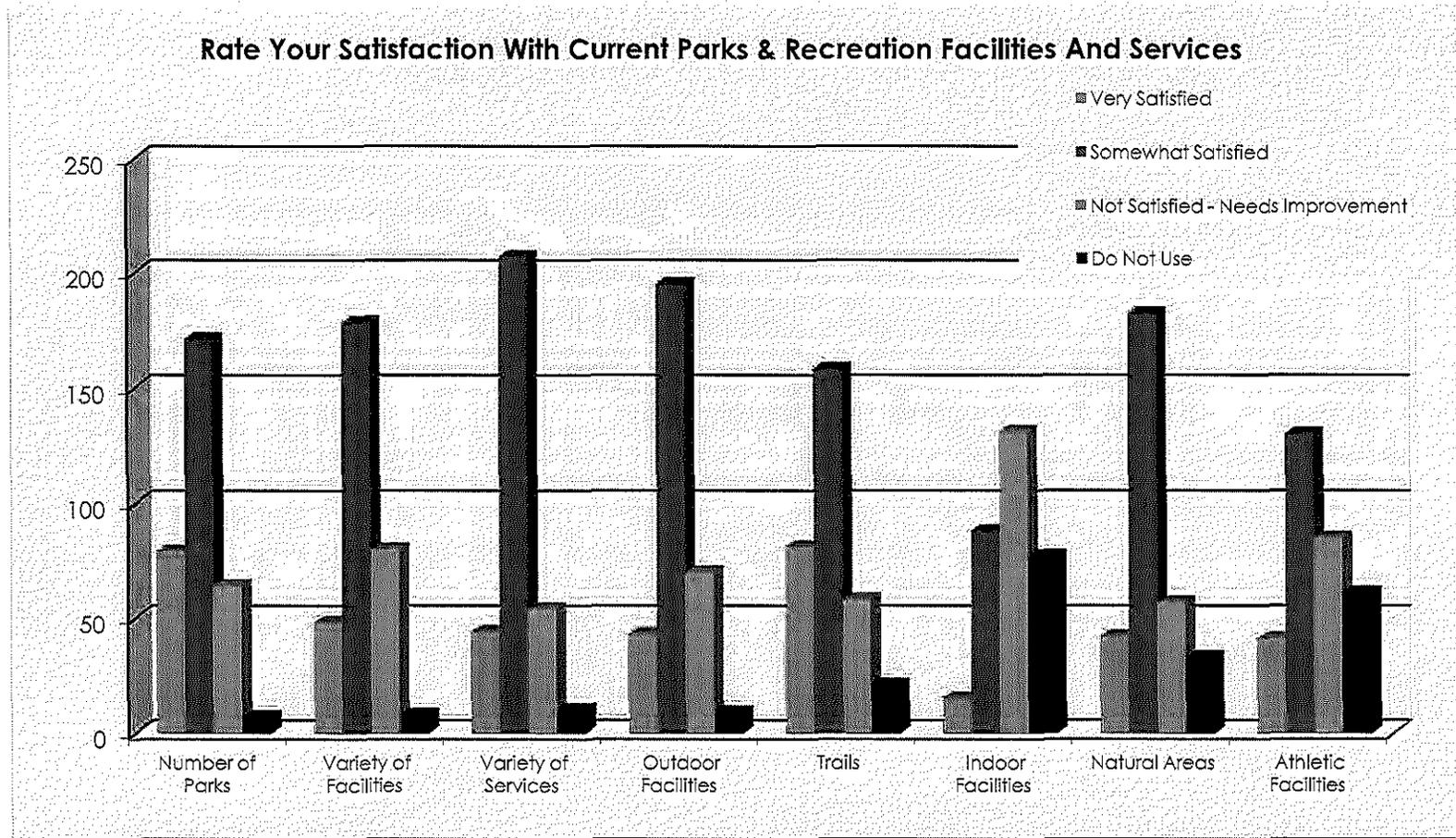
**3. Analysis of Participants Satisfaction with Existing Facilities and Services:**

Overall the services offered by the City received a good to average rating for services and facilities provided.

Participants also rated their overall satisfaction with park maintenance. This too received a majority rating of good to average opinion of maintenance levels provided at the existing parks.



The chart below breaks down participants' satisfaction with specific park facilities and services. The majority were only somewhat satisfied with the facilities provided. Note improvements for the indoor facilities, athletic facilities and variety of facilities received a rating of "Not Satisfied – Needs Improvement" from 25% or greater respondents.



# COMPREHENSIVE PARK AND OPEN SPACE PLAN

## APPENDIX A

### Written Comments:

Number	Comments on specific existing parks and recreation facilities:
1	Need improvement at Island Park & mow along the river better for fishing
2	The maintenance needs huge improvements
3	Baseball fields and concessions need improvements.
4	Need more softball & baseball fields. Additional pocket parks in new housing areas. More parking at aquatic center
5	With growth of city more is needed in terms of number of fields, especially baseball/softball fields with maintaining and updating existing equipment. Camp and soccer fields needs resolved as well. A master plan for bike routes or paths to further connect old with new areas desired
6	We would love to see a park out by the Aquatic Center! Although we walk daily to Evans Park, 14th St is not stroller friendly (there are not smoothed curbs so it's a hassle to lift the stroller over them each time, but too unsafe with fast traveling cars to walk in the street). With all the development near the aquatic center, it seems like a park should be included! It would be nice to have a toddler section, a regular playground (5+), and more equipment for those with disabilities.
7	Kinnick Feller Park where pool used to be needs to be utilized. We will need more parks to accommodate the growth of Adel due to tax abatement housing.
8	Definitely in need of a second set of softball fields. It's WAY too hard for young teams (both rec and tournament teams) to reserve field times for practice. Also, the concession stand at the current complex is in desperate need of repair. Adel's aquatic center is awesome but there's nothing more frustrating than buying a season pass and being turned away because a bus from out of town has maxed out capacity for the day. I hope this problem is addressed seriously, as there were so many upset people this past summer. Adel residents should always have priority over out of town daycare centers and youth camps who have access to their own pool.
9	More ballfields are needed. More pocket parks in new residential areas are needed,
10	We have spent a lot of our resources over the past 5 years on facilities mostly directed at children and youth, and need to improve facilities for adults, older adults and those with disabilities. The fountain/plaza/shelter idea at Kinnick-Feller needs to be passed as it is intended for all ages and for so important for that park. Also we need to link up new neighborhoods, Evans Park and any new parks, to the bike trail, with more walking/bicycle trails. A network of walking trails through town would be incredible. We don't immediately need more athletic fields, but sometime in the next ten years we will need to develop that. For now we need to focus on the 2 items above, and properly maintaining our existing parks and landscape features, which we aren't able to do. Let's take better care of what we do have before spending a fortune on new balls fields and the like.
11	What indoor facilities? Besides borrowing space from the school, does Adel have any?
12	Baseball fields need some serious attention.
13	Perhaps a little more light along the trail in Evans Park. When it gets dark but the park is still open I can't see to walk my dog.

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14	The athletic complexes all need improvements and expansions. Very hard to have practice times bc of so many teams and so little space. Also the bathrooms and concession stands need to be improved. Would be nice to be able to host baseball tournaments, but the area now is barely suitable for little league
15	An increase in size, playground equipment, and use of green space is needed for the most used park, Evans, It is a priority. Parking is pathetic and the shelter needs updating. The sign is poorly maintained.
16	nile Kinnick park is falling apart not taken care of but the minimum.
17	What groups SHOULD benefit from additional facilities???. Adults and Seniors!!
18	We have a beautiful bike trail but the trailhead is pretty awful. On the survey - what? There's an archery range and dog park? Where? I've live here 18 years and never heard of either of these?
19	The restrooms need to be improved. There is not enough capacity for indoor and outdoor athletic sports. More trails need to be added in and around Adel.
20	The current fields (softball & baseball) are in dire need of improvement. The upkeep is not present- weeds in the dirt, wasp spraying, etc. is not acceptable. Holes in the outfield have caused injuries. We utilize the Nile Kinnick Feller fields 3 times a week Bases are sinking in, dugouts need upgrading. The softball indoor facilities (bathrooms & concessions) are not appropriate for our community. The concession stand does not seem acceptable for serving food. Parking is not sufficient for the softball fields.
21	Dog park needs lots of improvement.
22	Baseball/softball fields need improved.
23	Where would money come for this? We have that crazy tax abatement . the citizens who pay property taxes did not need to pay even more for those who pay nothing and take all. STOP the tax abatement before you spend any more . Let everyone pay for things we use jointly. Public education included.
24	Island Park campground is a lousy excuse for city park. Its embarrassing to us normal citizens, it should be even more of an embarrassment to the city! terrible management, terrible oversight, just plain bad all the way around.
25	The ONLY 2 Tennis Courts need major improvement.
26	We need little league fields please!
27	I didn't even know we had an archery range...
28	The dog park is a nuisance in the community. It is not managed, monitored, or checked. How do you know if dogs are up to date on shots or free of pests? The area is not treated for pest management. I am extremely unhappy with this facility. We did not move to adel to have a dog park in our neighborhood where there should have been a playground park next to the aquatic center or else nothing at all. I have gad my pets for 10 years, regularly take them to the vet, get required shots and preventative treatment, and never had a pest issue until this nuisance dog park was installed. We did not have this problem last year in the area and now that this ridiculous dog park was installed we are now battling a flea problem. I know other neighbors are experiencing the same problems and we are extremely unhappy.
29	There is a baby swing that's been cracked and broken for two months it pinches the kids haven't been there this month maybe it got fixed.
30	Could use another park/playground area

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31	Need a sports complex
32	Parks are a reflection on how a town views their youth. The parks here say they don't care. The play equipment is a disgrace. Boring. Parks need color! Very sad.
33	Why not include Island Park campgrounds?
34	Great need for improved athletic fields. Soccer, baseball, basketball courts, tennis courts.
35	Improvements to the soccer fields and baseball complex
36	I think Island Park is unsafe for children, and there are so many soccer children impacted. The traffic, visibility from large RVs, types of people who stay there...I always worry a child will get hurt there.
37	The little league baseball fields need help or someone who can better maintain them.
38	We need a trail implemented in the development plans. I think trailer should be added when developments go up. These trails should connect the parks and Aquatic center all together. They should also be connected to the existing bike trail.
39	Our little league baseball complex is borderline embarrassing for a town committed to growth. Maintenance is terrible and if not for fathers would be almost unplayable. Time for Adel to commit to improved facilities like Grimes and Waukee have or find a third party willing to build a complex.
40	I didn't know some of these were available so some more promotions may help. The soccer and softball fields are fabulous. A playground in our development at Bailey's Grove is desperately needed. Seems like there's one planned for the next development over but there's a waterway in between.
41	I love what we have, but would LOVE more natural areas with longer trails. As far as trails go, I feel we have two options - Evans park which is short, or straight to waukee/redfield... It'd be awesome to develop one of the fields into a large open/natural space with a trail winding through.
42	The park grounds are not maintained well, both parks feel dirty and not kept up. The bathrooms are absolutely disgusting and if they are cleaned I would be shocked. The pool is great but you close it way to early, I get you depend on high school kids to keep it open but I think you should find a way to keep it open longer into August, at least until Labor Day.... And it opened a week after Memorial Day, find a way to not solely use high school kids!
43	Youth baseball complex needs much improvement
44	splash pad would be fun, better bathrooms at the baseball field would be nice
45	We need new youth baseball/softball fields
46	Need a park next to the pool. And another park and maybe trail to connect a few of the parks.
47	I didn't know about some of these, so better promotions would be good. The softball and soccer fields are fabulous. Love the Raccoon Valley Trail but wish there was better access from other parts of town. Our neighborhood in Bailey's Grove desperately needs a playground.
48	Evans Park needs sidewalks from Evans View Subdivision! There is no reason we don't have sidewalks on the park side do street! Lucky no one has been hit by a car!
49	My first priority would be a new baseball fields complex! Our current youth baseball complex is not good.
50	Facilities need to be updated and enlarged to meet current needs.
51	Tennis courts need to be improved. The nets are in bad shape and there are a lot of weeds and cracks in the court.
52	We need more parks and walking trails to connect neighborhoods with parks and the aquatic center. Also, Adel needs to update youth sports facilities.
53	Needs and indoor basketball court and a dirt track for bikes.

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54	Bike trail is so bad many cyclists are riding elsewhere
55	More restaurants/bars along bike/walking trails. Trails could be expanded to allow both runners & bikers to safely use paths.
56	Hiking trails would be nice. The bike trail is great for bikers but not walkers.
57	Need to improve/relocate boys baseball fields Provide a rec center/ community center for rental and youth
58	The sports facilities, soccer, basketball and softball/baseball need updated and expanded.
59	Adding a canoe/kayak access to the east side of island park would be nice
60	The soccer and baseball fields are in a flood plan and the fields and the grass is never in good shape. Too many floods have occurred to allow these facilities be be nice no matter how much work is done to them. Also, there is not enough space to utilize for soccer/baseball or softball
61	Given the tax abatement and the 'want' for growing young families to move to Adel, I would expect plans/efforts to be placed in this arena. It's a struggle to promote recreational sports in our community when we don't have facilities. We are competing with other groups to use what we have. It is also embarrassing. I.e. Concession stand at the ball field should not be serving food in its condition. Grass growing in the infield. It takes money to have such facilities. I get that. So I would like to see some efforts put forth to at least keep up/maintain what we have.
62	Nile kinnick park is old and outdated. The swings are bad and some of the equipment doesn't work correctly. To buggy as well so my kids get bitten up when we go there. States taking them to the school playground instead.
63	Would be nice to have sidewalks connecting new developments on the south side into town, or a way to walk or ride bikes to main part of town without having to ride/walk on 169
64	Would like to see more trail promotion and upkeep along with accessibility to the trails to connect parts of town
65	We are in desperate need of gym space and youth facilities that do not compete with school activity space. I was recently at a complex in Monroe, IA with a beautiful softball, soccer, 3 mi walking trail complex. The shared community of Prairie City also had one. This would be comparable to DeSoto and Adel having large rec spaces.
66	Would benefit from more softball/baseball fields as well as soccer fields
67	Additional parks in some of the newer neighborhoods would be appreciated and used a lot.
68	Better concessions would be nice
69	Soccer complex needs to be relocated and improved. We need more gym spaces, something like the sportsplex in Waukee. Our baseball and softball complexes also need upgrades or complete relocation. (Away from river for all complexes)
70	Would be nice to see a sports complex for all the outdoor sporting teams.
71	I really like the trails the most since I bike. I do think Adel misses out on not have signs to direct out town people using the trail to restaurants and other things in the town. That could be a revenue generator for the park and recs by putting up some nice sign and charge the area businesses a small fee if they would like to advertise where they are located.
72	It would be beneficial if the dog park had a source of water for the dogs.
73	Not enough parks available for the number of people moving into Adel. Additional trails (biking/walking) around the river and taking advantage of the great landscape around the city would be ideal
74	Trails are NEEDED south of town in new developments
75	Baseball fields need serious upgrade. Limited access to indoor facilities

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	Trails are awesome, both bike and Evans Park (always could go for more trails) As we continue to grow will need to add more parks (connect with trails) Continue to look for ways to add natural areas (both open and tree'd)
76	While the parks are satisfactory, there is nothing special about them and they tend to be just space with little intended organized purpose. There is no "reason" to visit them per se. There are none of them that are bad, just not special either.
77	Kinnick-Feller Park needs updating--playground equipment and restrooms especially. It also appears to be poorly maintained and feels unsafe in terms of possible crime. There is also a lot of "wasted space" in both parks that could be utilized.
78	New to the community. Would like a way to connect some of the new neighborhoods to the existing trail(s) that does not require walking on or near HWY 169 or on a gravel road.
79	Concessions at Kinnick Feller needs lots of work in regards to its offerings and facilitation.
80	I think there needs to be more neighborhood parks within walking distance for families.
81	Island Park is great! The only thing I wish we could change is to put a canoe and kayak access on the opposite side from the dam. A lot of people would like to float thr north side of the island, but don't want to go all the way to Puckerbrush!
82	The little league softball and baseball fields are in desperate need of improvement and expansion to support the growing number of players/teams.
83	Make bike trail a focus for healthy community and draw to promote Adel
84	Softball and soccer complex poorly maintained. Improved concession/restroom facilities needed. You bring in all these people with kids but do nothing to provide for those kids. Cannot have it both ways.
85	Need additional fields to accomdate increased children in baseball, softball, & soccer.
86	Do we have access to the new track for walking/running?
87	Would love a splash park for younger kids

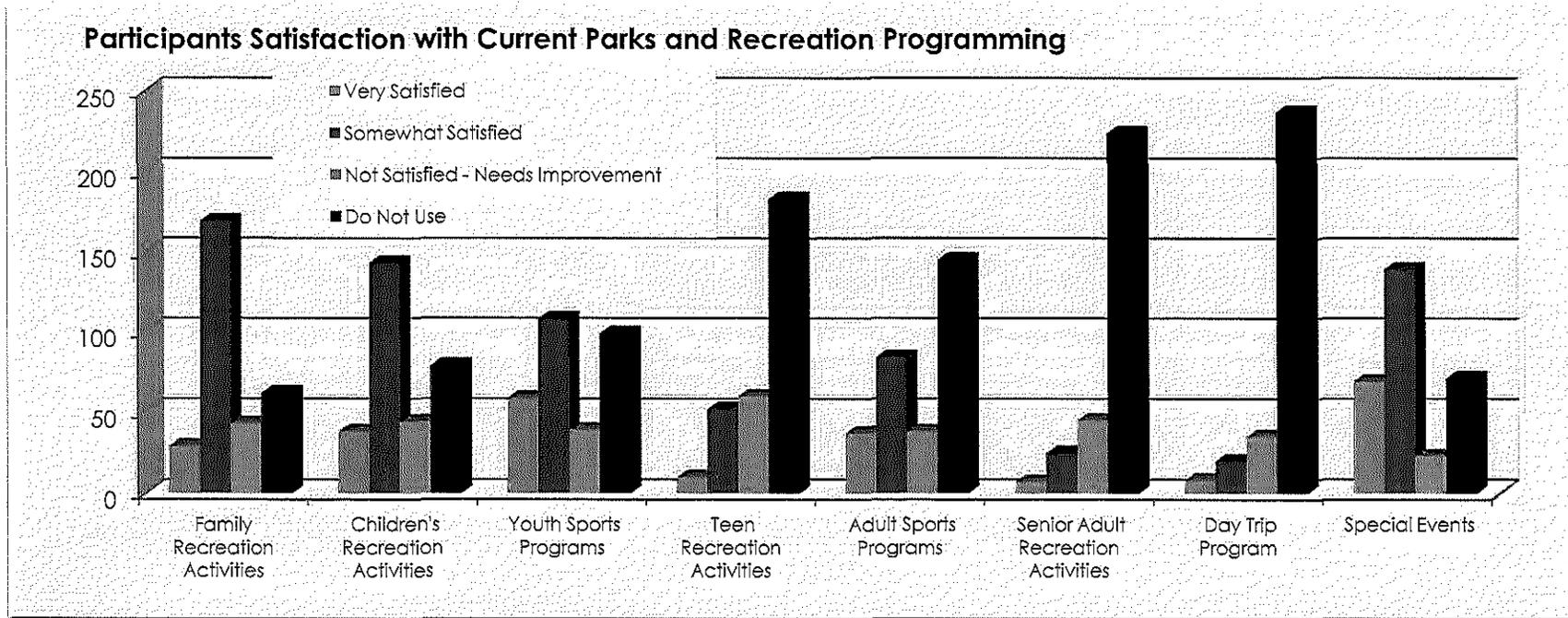
# COMPREHENSIVE PARK AND OPEN SPACE PLAN

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88	The aquatic center needs to keep their event calendar up to date daily. Social media is helpful however could City of Adel or Chamber share some of your pertinent posts particularly revolving around times available and closed so in case you don't follow the aquatic center site you might have a chance of getting it on one of the other sites.
89	I think Adel has pretty nice athletic facilities, but parking is often stressful at the Island Park and Kinnick fields, as well as the pool and Evans park sometimes.
90	The upkeep of some of the baseball fields is bad. The number of dandelions at the fields and parks is awful. Please spray!!!
91	Need to expand trail. Earlham & Winterset for sure.
92	Need indoor facilities for fall/winter/spring - indoor pool.
93	It's hard to use the park near the river when mosquitoes are so thick. It would be nice to have a park that's more outskirts/rural that could be reached by sidewalk and bike trail.
94	The tennis courts are poorly maintained.
95	Would like to see bike trails connecting new housing south of high school to the main part of town and playgrounds within walking distance of these developments.
96	The athletic facilities are sub par. They are need of expansion and updating. The areas around the facilities are not well maintained, huge potholes surrounded the baseball fields almost all summer. The restroom facilities are inadequate. The number of fields needs to be expanded. There were a large number of kids in little league with very little practice times available.
97	There needs to be a trail coming in to town from the Timberview and Bailey's Grove developments off 169 to the high school. There is no way to safely walk or ride bike in to town.
98	need better drainage at Island park campground
99	It's great to have so many options. Didn't know about archery...don't know where it is. But if the facilities & equipment aren't kept up, it doesn't really matter how many facilities are available. Lighting, nets, running water/flush toilets, surfaces maintained, etc
100	It would be nice to have lights at the ballfields. It would be nice to have more trails that connects different areas of town. It would be nice to have an indoor track to be able to run/walk in the winter months.
101	It'd be great to have parks in the newer parts of town to the south and east of the river. I would also love a few indoor park shelters and a large indoor recreation facility.
102	The bike trail needs a bathroom and a decent parking lot. It would be nice to have more connector trails to the neighborhoods and pool. The sidewalks in town need improvement. My child runs cross country and I am worried that the kids are going to get hit by cars because the sidewalks are so bad!!!!
103	Keep our campgrounds! They provide all types of recreation - nature, fresh air, exercise, social, fishing, fun for families and all ages.
104	Campground problems too many drunks and homeless using facilities. Campground needs better maintenance and family area camping or group camping area. Campground needs mowed and trimmed more often.

105	Campground needs to be mowed and weed eaten more often. Soccer problems parking in R.V. spots. Walked out of my camper door to have cars parked in a space I paid \$20/night to have a relaxing time made me mad. So inconsiderate to campers.
106	The city seems to struggle to maintain what we have. If it was not for the service groups helping out, we would have significantly fewer amenities and more disrepair. This has been going on for some time now. If the city can't make the budget work, then it's time to raise taxes. You have to maintain things or we will loose them.

The chart below provides a breakdown of respondents' satisfaction with general park and recreation programming provided per age group. Please note the majority were only somewhat satisfied with current programs offered. The Senior Adult Rec. Activities, Teen Rec. Activities and Day Trip Program all received high "Not Satisfied – Needs Improvement" ratings of those who currently use the service. They also received the highest number of respondents stating they "Do Not Use" these services. This may indicate a need to increase the amount of programming opportunities for these user groups.



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Written Comments:

Number	Comments on specific parks and recreation programs:
1	Need improvement for fishing and camping
2	It's not the programs offered that needs improved.... If the facility improvement
3	The Seniors are not offered much except walking. Would like to see more for Sr. Ages both outside in summer and inside in winter .
4	Move softball/baseball to a summer rev sport
5	Some special events type programs would be nice: 4th of July fireworks, movies in the park, Easter egg hunt, Halloween celebration. In the town I lived previously, we had a family barbecue before trick or treating with goodwill donation.
6	Would like to see a splash pad.
7	Something needs to be put in the park where the old swimming pool was like a splash pad or fountain and a nice seating area and picnic tables.
8	Evans Park used often. We DO NOT wish to contribute to the families South of this Park for another park until THEY PAY THEIR FAIR SHARE OF PROPERTY TAXES. Mary and Charlie Beech
9	For a town of this size, Adel does a very good job at provided recreational activities and events, especially for kids. The adult sports rec available is also pretty good. I think people expect a lot more because we are close to West Des Moines and Waukee, but we don't have that kind of money so a lot of the ideas people seem to have are ridiculous. It would be helpful to have the Plaza at Kinnick-Feller completed because that offers a beautiful venue for a lot of public events, in a beautiful setting. I think we need to add some senior activities to our programs and we can use that venue for some outdoor or sheltered events once its completed. The fountain would be a great attraction for all ages, for lunch time workers to weddings, to evening events, etc. and for kids to play around the water feature there. It would be a cool place for teens to gather and we can plan activities for that specific area. Bike events and new Raccoon River (boating) events can use the new Plaza as their destination. An outdoor ice rink at Kinnick-Feller could also be done at a reasonable price and would be a great way to get teens outside in the winter, and for families in general. We do need to focus on getting quality land dedicated to the Parks Dept. in future neighborhood development so there is not a crowding issue like we currently have in Evans Park. Also, we should try and link new neighborhoods and parks to the bike trail. But I do oppose more money being dedicated to ball fields since we have spent to much money in recent years solely on facilities for children only, and that does not seem fair.
10	I have 2 teens in my household. I realize that Parks & Rec competes with school activities, but I haven't seen any teen activities that I can recall.
11	Sweet Corn Fest is fabulous. Need more free fridays. Invite food trucks. Need better farmers market.
12	Better trained coaches would increase the numbers especially in softball.
13	Nothing is offered for the Senior Adult Sports Program.
14	I don't really see many of these things you are talking about. If they exist, you need better PR.
15	What senior adult rec?
16	Would love to see more summer programs offered
17	Need to publicize events/leagues, we never find out about them. Also need more fun short sports leagues for kids like non league soccer

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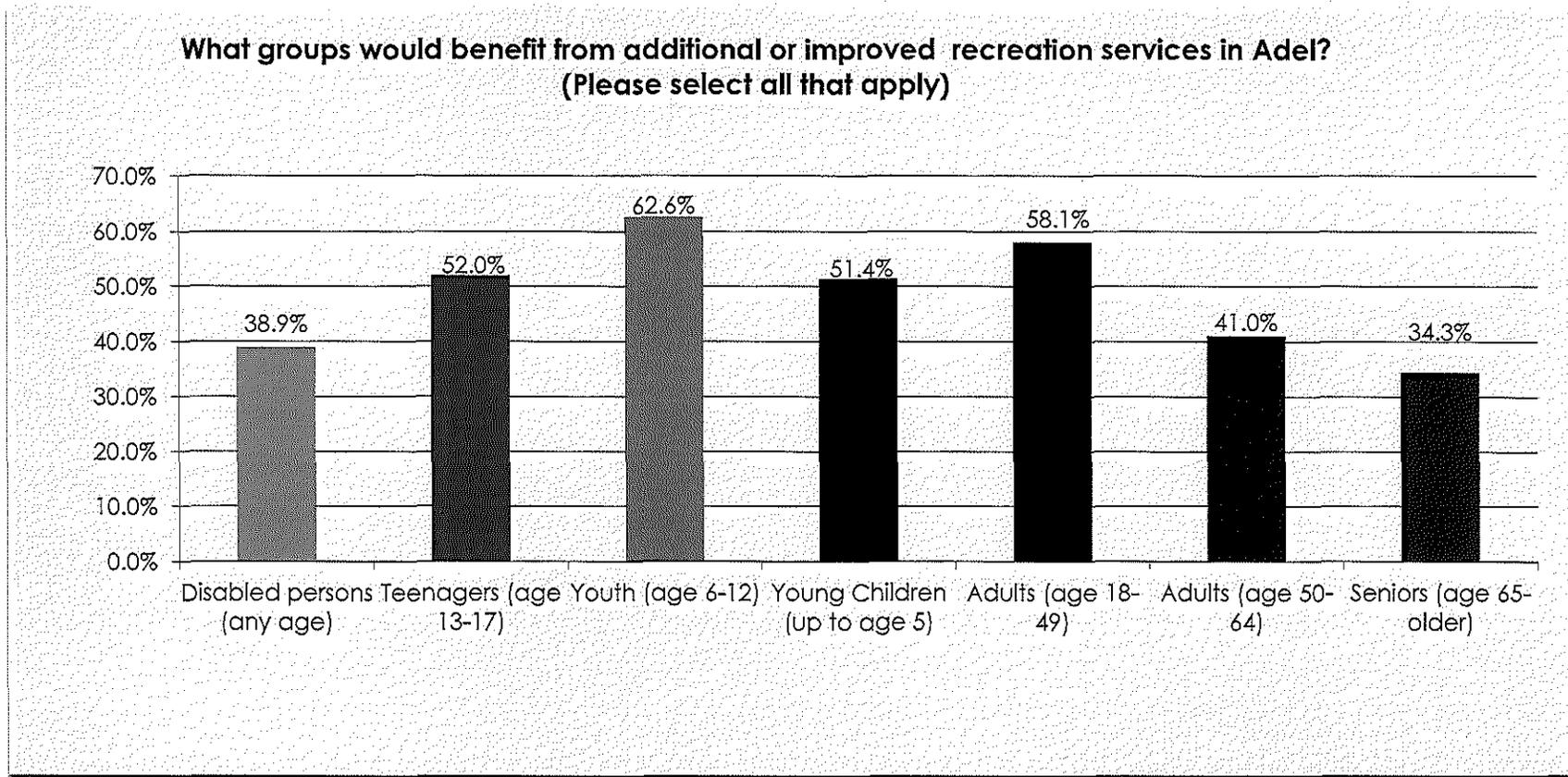
	or fun short seasons of sports
18	You need a better way to communicate with the people that live and USE the facilities.
19	The youth sports for girls needs vast improvements. It's unorganized and the equipment is outdated and
20	High need for improvement to youth programs and activities.
21	Would like to see a wider variety of programs offered to pre-teens, and not just athletic. Or perhaps I'm not as aware of the programs as I should be.
22	We need more Adult sports programs. More Senior Recreation programs available.
23	change orientation of south v-ball court so sun is not a factor. move baseball fields to land over by new pool. Adel needs better baseball facilities.
24	Like to see if gym time was available would anyone sign up for an over basketball league?
25	Maybe think about a canoe/kayak access on the east side of island park
26	I think the city offers all the options for youth sports and also for adult sports, however the fields for outdoor sports are in poor condition and there is no city indoor facility to utilize in the winter.
27	Would like to see a youth volleyball program that would encompass down to 2nd graders.
28	I would love to see a youth swim team in Adel.
29	I've never even heard of these program activities?!?!?
30	Better organization is needed for lining up and getting info out before the start of the season. A list of games arriving the night before is not acceptable. Receieving team jerseys at the last game is not acceptable (little sluggers) The soccer fields need better access/parking/rain maintenance. I don't want to complain or be negative as the children have a great time and these things don't bother them, but as a parent it is annoying. The pool is wonderful but needs upkeep terribly!! The splash area barely worked all season, maybe the first two weeks, chair are falling apart, cracked and broken. Bathroom doors sometimes lock sometimes don't. And lack of consistency with hours and posted times caused alot of unhappy patrons.
31	Again. With some signage on the trails. It would direct folks to events such as the concerts and even the Sweet Corn Festival. This year I saw lots of bikes coming into town from the trail. Also maybe put signs on the road for the motorbikers as well.
32	Need to separate rec and competitive indoor volleyball. Not fun for rec to play with competitive or vice versa. Would rather play same team 4 times than a variety of unbalanced games!
33	Our families organized activities tend to revolve around school organized activities. We have not participated in adult activities, but open to change if we knew what existed.
34	Adel Sweet Corn Festival- more local businesses rather than so many outside of the community represented.
35	Again, focus on the kids. The majority of users of these services.
36	need to offer more options for summer youth programs, more variety and also adult recreation/fitness programs.
37	I gave low scores to several mostly due to being unaware of what is available and wanting to see more and publicized more.
38	I love the concert series on Friday nights. Outdoor movies would be really fun. Family scavenger hunts, winter outdoor activities...

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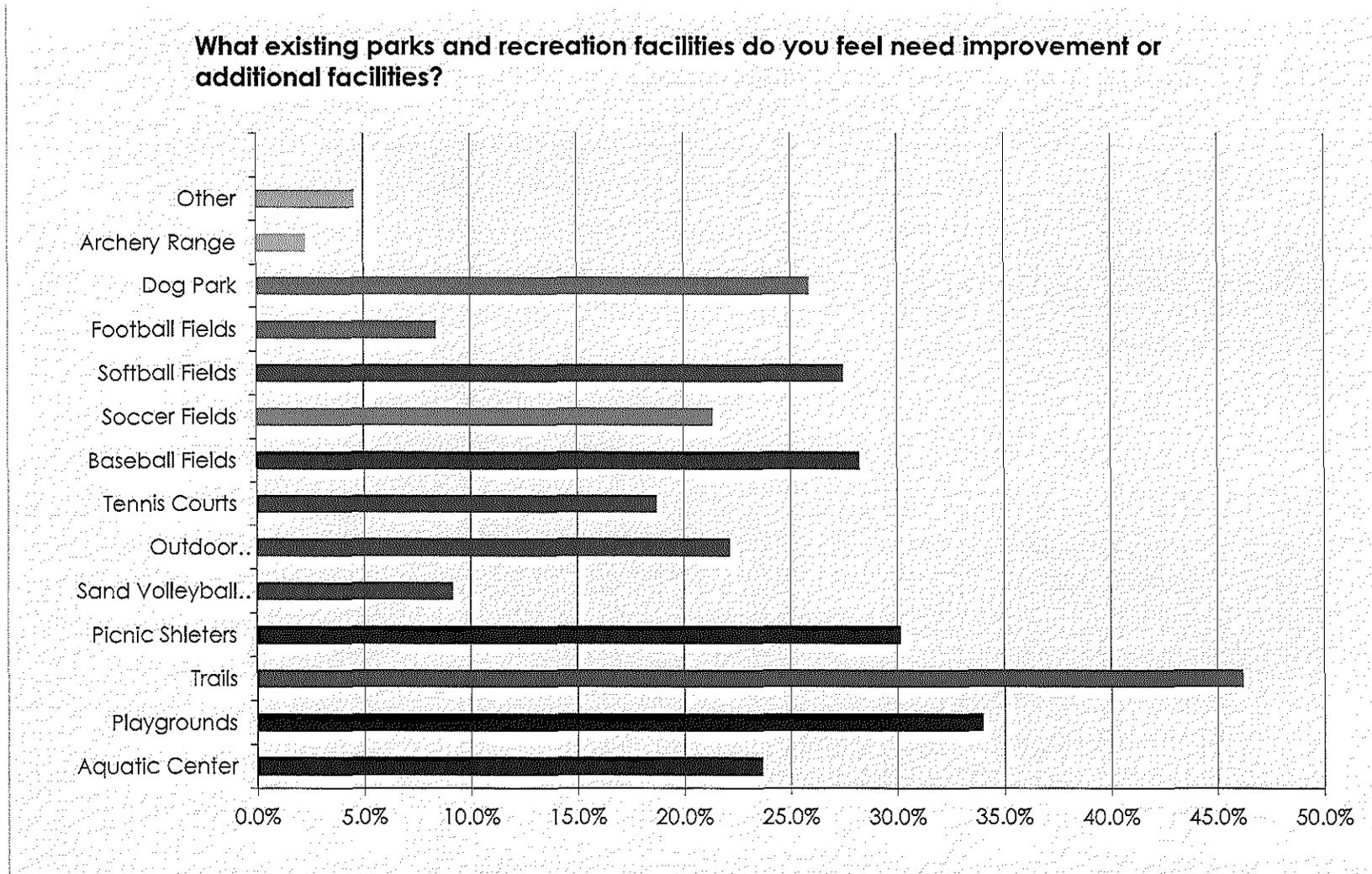
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39	The programming is too static, nothing new is offered.
40	Better organization and support for the youth coaches. Coaches were told many times this season to take care of problems with the fields, scheduling, etc. that should have been handled by city staff.
41	I'm not sure what is available for adult recreation programs. It's either not advertised well or there isn't much available.
42	We could use a public shooting range similar to Bays Branch
43	Need to stagger softball/baseball/iball start dates. If they were spread out throughout the summer, there wouldn't be the crazy demand on field space and parents could see more of kids games instead of having to chose which child game to attend.
44	It would be nice if parks and rec offered all sports. Right now there is no offering for volleyball for youth/children.
45	I think it'd be helpful to find more ways to advertise these programs so that everyone knows about them.
46	Youth Soccer club is great.
47	No children or teens at my house; day trips interest me so will try to take part in them.
48	Need a family/group camping area in island park. Need to kick out the drunks and inconsiderate people/groups.
49	I can't think of any family recreation activities or day trip program offerings. Youth Sports is very good. This town has some great events - all of which are organized by the Chamber of Commerce. The city's support of the Chamber should continue.

The chart below shows respondents thoughts on of which user group would benefit most from improved services. Although fairly even across the options, the chart shows that 50% or greater felt the youth, teenagers and adults between the ages of 18 and 49 would receive the most benefit.

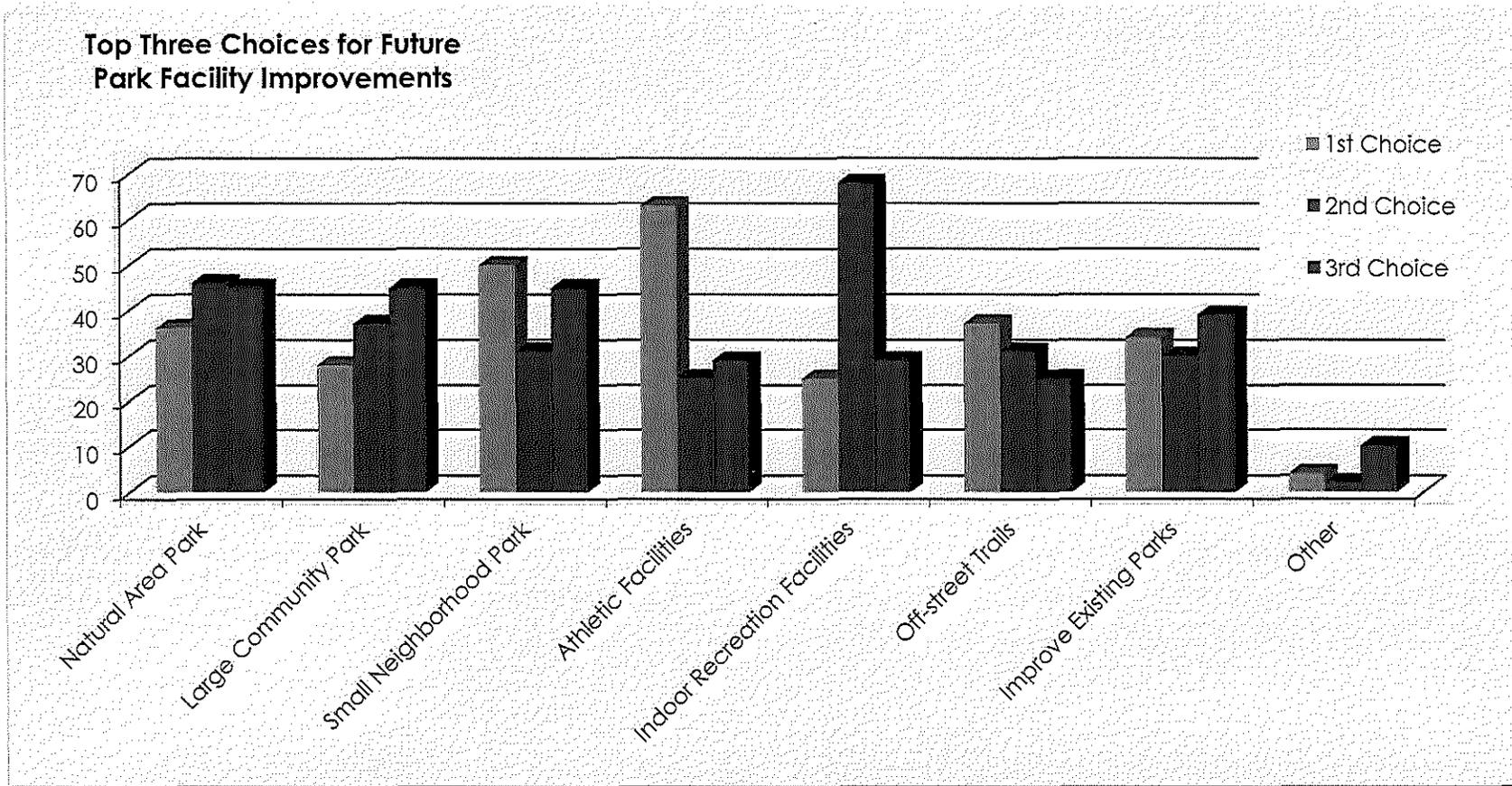


The chart below shows respondents thoughts on of which existing facilities need improvements or additional facilities. Trails received the largest vote with playgrounds in second.



**4. Analysis of Participants Views on Future Improvements, Needs and Priorities:**

The first question looked at priorities for future facility/ park types, including simply improving existing park facilities. Additional athletic facilities received the greatest 1<sup>st</sup> priority rating; while small neighborhood parks received the second greatest. It is also important to note that an indoor recreation facility was rated the top 2<sup>nd</sup> priority by 25% of those who responded.



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Written Comments:

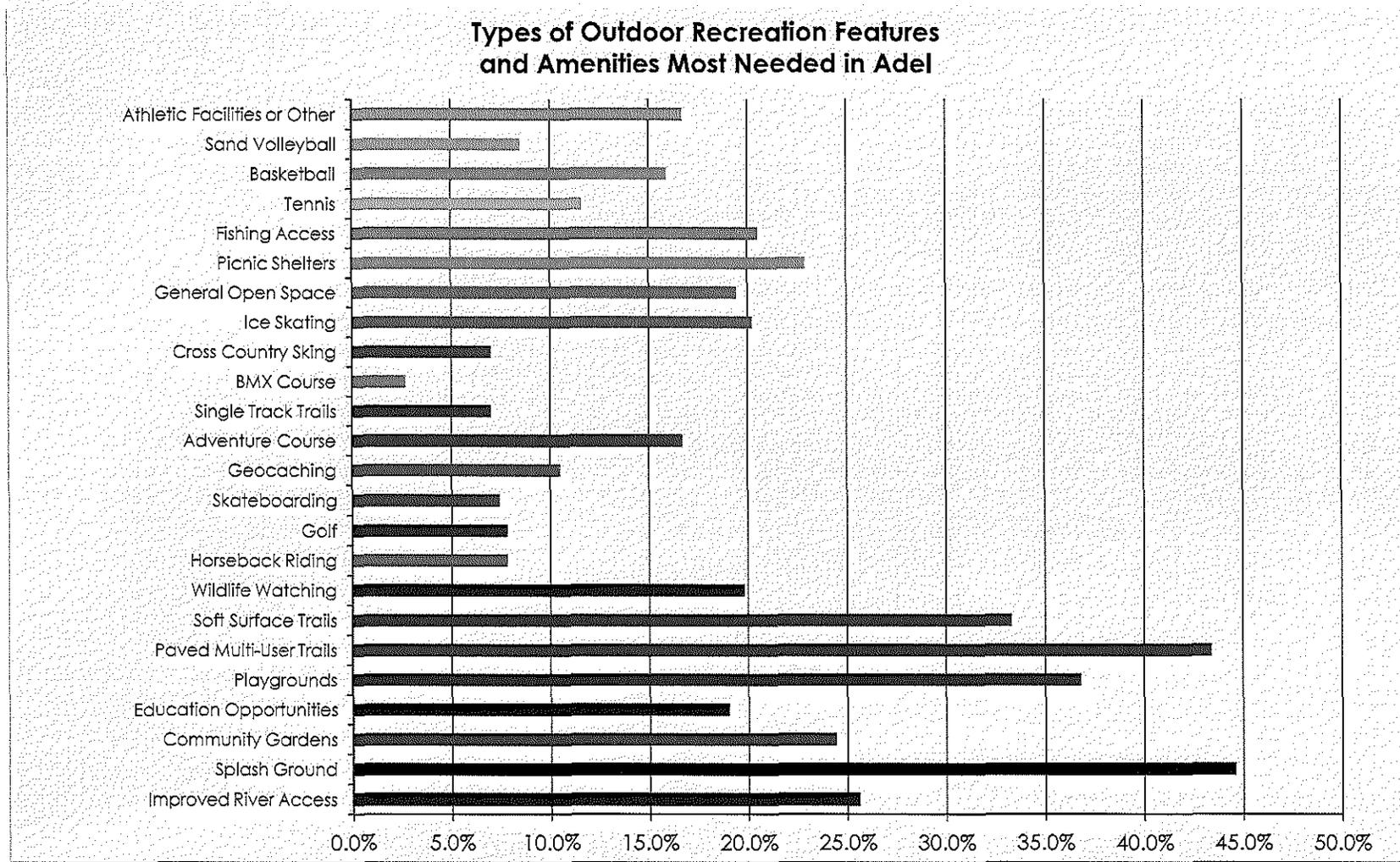
Number	Written comments about specific facilities needed:
1	Camping
2	Better access along river and campground
3	Camping / RVing
4	Would love to see a park within a sports complex as well!
5	As mentioned before - second set of softball fields is needed. Please upgrade the tennis courts or build some new ones. Tennis is a great family activity. Adel used to have an indoor racquetball court. Would love to see that available again for opportunities during winter months!
6	We need to develop the old pool site at Kinnick-Feller Park and have the large memorial fountain, splash-pad/water feature, shelter and pretty gathering area - a great venue for ALL ages and abilities. Splashpad there would be a super feature for kids at that end of town who can't afford pool memberships. Fountain and plaza would be a gorgeous addition to Adel and would feature events there throughout the year for all types of gatherings (concerts, picnics, weddings, teen games and club activities, etc. etc.)
7	More at the Fairgrounds. The fair is pretty pathetic and indoor space is limited. Restrooms at the Racoon River pavilion area for Friday concerts and Sweet Corn fest.
8	Shelter and Fountain at old pool site
9	Space that could be used for sport practices year round.. Not enough gym space for teams to practice.
10	Better communication about programs available
11	Splash park similar to Ashby park
12	Trails and more trails, BIKE AND WALKING trails.
13	I'd love to see a splash pad or some other community gathering zone in the downtown park.
14	would be nice to have a rec center. gym space is also at a premium, another indoor gym(s) would be nice and alleviate the demand, need more gym supply
15	Create access trails to Adel from the north and south sides of town
16	Free splash pad would be great!
17	Splash pad or spray ground outside of aquatic center. Free like Dsm parks.
18	Something teens and teens can do. Skating rink, etc.
19	I would like to see a splash pad for little children in place of the demolished old pool at Kinnick Feller Park.
20	utilize the river

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21	It would be nice if there was a park with a splash pad.
22	It would also be great to connect our parks and facilities (e.g., the aquatic center) with more trails through neighborhoods or other means.
23	A baseball/softball park similar to one in Norwalk with ample parking and ability to host tournaments
24	Instead of adding new parks, I think we need to make the ones we currently have better.
25	More camping
26	I can't think of any indoor offerings except for the schools - and they are becoming harder and harder to work with. Recreation offerings slow during the winter months. I would be great if the city could offer more family friendly activities during the winter months.
27	Newer neighborhoods need more parks and green space.

The second question asked for participants thoughts on specific features or amenities within the parks they'd felt were most needed in Adel. The most requested needed amenities were a splash ground followed by paved multi-user trails.



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### Written Comments:

Number	Written comments about specific amenities and features most needed in Adel
1	Better campground facilities
2	Camping Improvements
3	General improvement of all - ie.... tennis courts, ball fields, concession stands, restrooms, shelters, playground equipment
4	new baseball complex
5	Would love a splash pad separated from the aquatic center for the little ones!
6	The old park needs a fountain and/or splash pad with shelter, benches, plants, trails etc.
7	Please see my comments in the prior question concerning Kinnick-Feller Fountain and Splashpad/water feature area. Great public entertainment area and wonderful place to relax by the river - our most overlooked feature! Keep in mind that our river is very underused by canoe and kayak groups. Paddlers would really enjoy making Adel a destination - if we had the shelter and fountain area to relax it would be much more attractive to them. Also, bike trails linking the parks and neighborhoods would be tremendous for our town.
8	Indoor space? Adel doesn't really have one, except the schools and I don't get the impression that they like to share.
9	Better softball and baseball facilities. -and a dedicated soccer complex not part of a somewhat run down campgrounds
10	Indoor facilities
11	Not enough baseball and softball fields.
12	Completely redone soccer, softball and baseball complexes
13	New baseball/softball complex
14	Indoor sports complex
15	A campground that does not suck!
16	More gym spaces
17	New Baseball/softball and soccer complexes
18	make the basketball hoops lowerable by crank. Would allow little kids to use them to. v-ball court desperately needs to be re-oriented, south court is awful to play on.
19	Improved grounds for youth sports.
20	Need more softball and baseball fields and also more indoor basketball courts. This town is in desperate need of these items.
21	Indoor basketball facilities Indoor walking track
22	New youth baseball/softball complex
23	Updated restrooms and more restrooms! A community center!

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24	Baseball complex
25	Ultimate frisbee/panick ball it's a thing
26	youth athletics and indoor community center
27	Softball and baseball complex
28	Would love to see a splash pad in Adel!!!
29	Additional softball and soccer spaces out of a flood plane and with improved bathrooms and concessions.
30	Softball/baseball complex
31	Additional/improved athletic fields are needed along with indoor rec center
32	sports complex (soccer, baseball/softball fields, all in one location).
33	Softball baseball fields
34	TRAILS ARE NEEDED
35	Improved Baseball Fields
36	Dedicated spaces and activities for handicapped individuals.
37	N/a
38	In past communities my family has lived in, we have really enjoyed many small neighborhood parks that were a short walk from anywhere in town. My kids and I would be thrilled with a splash pad that didn't require paying pool price admission to use. We would still go to the pool for long afternoons of swimming, but splash pad for a quick play time. This might not be parks dept, but our past communities have had sidewalks/paths that went between a couple of lots in one development that led to another development. It was so nice to connect these neighborhoods for walkers and kids, so you didn't have to drive somewhere that really wasn't far away, but had no easy way to walk to, especially since the roads in the new developments don't always make sense and you can't walk to another neighborhood without using a busy road.
39	For sure xc skiing
40	Indoor swimming
41	the softball and baseball complexes must be expanded and improved. the rec programs are not adequately served by the space available and competitive tournaments cannot be held at the facilities because of the condition of the fields and the quality of the bathrooms, especially the baseball area. When there is a softball tournament at the softball complex the bathrooms and field conditions are not on the same level of many other neighboring facilities.
42	shooting range similar to Bays Branch
43	New Softball fields / complex

# COMPREHENSIVE PARK AND OPEN SPACE PLAN

## APPENDIX A

Participants were asked to rank their "Top Three Priorities". The following is the list of comments received.

Number	Priority #1:	Priority #2:	Priority #3:
Respondent 1	1 Island Park - Speeding and parking problems	2	3
Respondent 2	1 Island Park - river access, campground	2 Limit Soccer - to much traffic and rudeness from them. They disrespect the campground and its campers	3 Vehicles for soccer park in camping sites so campers can't get a site until they leave
Respondent 3	1 Island Park parking problems - when soccer is going on, they park wherever they want	2 Island Park - Soccer trash left behind when they leave	3 Island Park - Soccer guest driving too fast (10 mph) - Police should patrol this park
Respondent 4	1 Trails	2 Natural areas with education	3 Play ground like at Big Creek
Respondent 5	1 Clean up Tennis Courts or move locations	2 Clean up baseball fields	3 Clean up concession stands
Respondent 6	1 Nice field surface so you don't roll an ankle	2 Keep pool open longer it ended way to soon	3 Place to play roller hockey
Respondent 7	1 trails	2 baseball fields	3 aquatic center
Respondent 8	1 More walking / biking trails	2 Dog waste stations so people will clean up after themselves	3
Respondent 9	1 More softball fields	2 Walking trails	3 Neighborhood parks
Respondent 10	1 Addition to Aquatic Center	2 More Play Equipment	3 More Biking Trails
Respondent 11	1 Soccer	2 Baseball	3 Softball
Respondent 12	1 Improvement to softball/ baseball fields	2 Improvement to tennis basketball courts	3 Additional trails and connectedness
Respondent 13	1 Build another community park	2	3
Respondent 14	1 Additional park by aquatic center	2 More toddler equipment	3 Splash pad
Respondent 15	1 Development of Kinnick-Feller Park	2 Park managers with people skills	3 Payground/Splash Pad for Kids
Respondent 16	1 Splash pad or fountain and Kinnick Feller	2 Aquatic center - splash pad things don't work, water is cold and the hours are not good	3 Island park. There is nothing to do there
Respondent 17	1 additional softball fields	2 tennis courts	3 indoor space for racquetball and other winter activities

# COMPREHENSIVE PARK AND OPEN SPACE PLAN

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Respondent	18	1	Softball Fields	2	Baseball Fields	3	Trails
Respondent	19	1	Kinnick-Feller Plaza (Fountain, shelter, splashpad at the old pool site)	2	Spray for weeds in general and make lawns in all 3 parks more attractive	3	More parking at Evans Park and they need a merry-go-round
Respondent	20	1	Indoor walking/ exercising space for use in the winter	2	Grading & leveling soccer fields at Island Park	3	A splash pad/ destination at Kinnick Feller Park
Respondent	21	1	More and better equipment.	2	Improved and more shelters	3	A park closer to the elementary school.
Respondent	22	1	Lighting on paths	2		3	
Respondent	23	1	Better playground equipment for both toddlers and handicapped children.	2	NO FOUNTAIN IN KINNICK FELLER PARK	3	Expand aquatic center
Respondent	24	1	Softball/baseball fields	2	Soccer complex	3	Increased parking at aquaticcenter
Respondent	25	1	Buy land to expand and improve Evans park with better shelter(s), more equipment, and parking.	2	Increase basketball courts in Evans park and other parks	3	Improve the look of Kinnick Feller Park and use the water/river access to emphasize that resource.
Respondent	26	1	more baseball/softball fields	2	more playgrounds	3	
Respondent	27	1	Enlarge Aquatic Center	2	Make Path going north and south	3	Create a sports complex
Respondent	28	1	additional softball/baseball fields	2	indoor sports facility	3	general upkeep of existing facilities
Respondent	29	1	Softball/ baseball	2	Indoor facilities	3	More paths
Respondent	30	1	Group camping area at Island Park	2	A shop at Island Park that supplies camping needs, refreshments, wood, etc	3	I'm a supporter of Friends of Kinnick Feller Park Improvement
Respondent	31	1	Ease of getting to available parks - hard to get to parks in new housing areas	2	Indoor facility to for kids when outdoor is not feasible (ie. indoor playground with soccer, basketball, etc inside)	3	New smaller parks for new developments
Respondent	32	1	More parks with nicer playground equipment	2	Trails connecting neighborhoods to parks and facilities	3	A big park for the town with splash pad, nicer equipment, and large shelter
Respondent	33	1	Baseball fields	2	Softball fields	3	indoor facility

# COMPREHENSIVE PARK AND OPEN SPACE PLAN

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Respondent	34	1	Fix the tennis courts	2	Keep trailers in better condition	3	Improve quality of soccer fields
Respondent	35	1	Memorial Shelter and Fountain at Old Pool Site	2	Weeds in Kinnick Feller	3	
Respondent	36	1	Trail along river	2	Nature area by river	3	Use old bridge over the river
Respondent	37	1	Softball/Baseball - Better infield maintenance	2	Softball/Baseball - Better restrooms	3	Softball/Baseball - Additional fields
Respondent	38	1	Concessions	2	Bathrooms	3	Baseball/softball overall conditions (outfield, parking, fencing, etc.)
Respondent	39	1	restrooms	2	restrooms	3	restrooms
Respondent	40	1	Fix the gap in the gates.	2	More landscpae.	3	Add more attractions.
Respondent	41	1	Baseball	2		3	
Respondent	42	1	Splash area	2	update	3	
Respondent	43	1	Indoor sports complex	2	gym	3	outdoor gym
Respondent	44	1	Island park	2	Kinnick Feller	3	Island park
Respondent	45	1	Tennis Court Improvements	2	Trail System to the Jr/High School	3	More river frontage access
Respondent	46	1	More natural prairie	2	Little league fields	3	Educational opportunities
Respondent	47	1	Splash pad	2	More for younger children	3	N
Respondent	48	1	Dog park	2		3	
Respondent	49	1	More basketball court access	2	Better football facilities	3	
Respondent	50	1	Better playground equipment	2		3	
Respondent	51	1	Baseball fields	2	Indoor facility	3	Nature area
Respondent	52	1	Splash pads	2		3	
Respondent	53	1	Playground equipment for toddlers/ splashpad	2	More picnic tables and covers	3	Something for all ages at every park. Let's bring everybody together again!
Respondent	54	1	Island park	2		3	
Respondent	55	1	Expand walking trails	2	Expand soccer fields	3	Expand educational opportunities

# COMPREHENSIVE PARK AND OPEN SPACE PLAN

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Respondent	56	1	Soccer fields	2	Basketball gym	3	Basketball outdoor courts
Respondent	57	1	Trails	2	Playgrounds	3	Adventure Course
Respondent	58	1	Clean up and update existing facilities - shelters, bathrooms	2	Renovate tennis court and other sports areas	3	Maintain a higher standard for daily park facilities maintenance
Respondent	59	1	Improved soccer fields	2	Rental facility in park setting	3	
Respondent	60	1	Soccer complex	2	Baseball fields	3	Softball fields
Respondent	61	1	more trails for biking and running	2	more pools and splashpad	3	better playground equipment
Respondent	62	1	Better little league baseball fields or someone to better maintain them	2	Splash pad at Kinnick Feller Park	3	Better Soccer fields
Respondent	63	1	Trails	2	Baseball fields	3	Aquatic center
Respondent	64	1	Trails	2	Playground equipment	3	Aquatic center
Respondent	65	1	Splash pad outside of the aquatic center	2	Accessible playground equipment for children with disabilities.	3	
Respondent	66	1	Make Kinnick-Feller attractive to a wider range of users	2		3	
Respondent	67	1	new baseball fields	2	south vball court redesigned/ bball hoops lowerable	3	rec center
Respondent	68	1	New baseball/softball complex.	2	Additional hoops	3	New playground equipment, adventure course
Respondent	69	1	Pool	2	Baseball	3	Soccer
Respondent	70	1	Baseball and softball fields	2	Soccer fields	3	water park
Respondent	71	1	Baseball fields need some work the concession stand is in rough shape	2	Need to work on the parking for soccer at island park	3	The organization for kids sports needs work. A lot of parents were upset about how soccer turned out this year. I know it is a soccer club but it was still very unorganized.
Respondent	72	1	Bike path access from other areas of town	2		3	
Respondent	73	1	Shade around play equipment in Evans park	2	Toddler playground separate	3	
Respondent	74	1	Youth baseball	2	More play equipment	3	indoor walking

# COMPREHENSIVE PARK AND OPEN SPACE PLAN

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Respondent	75	1	Parking at pool, we don't go cause of it.	2	More range for the dog park	3	Cleaner bathrooms at parks
Respondent	76	1	Additional playground equipment	2	Improved Youth Athletic Fields/Facilities	3	Improved community athletic/gathering space
Respondent	77	1	Splash pad at the old pool	2		3	
Respondent	78	1	New baseball/softball complex	2	New baseball/softball fields	3	Repair/re-surface tennis/basketball courts
Respondent	79	1	Playground	2	Basketball	3	
Respondent	80	1	Sidewalks to Evans park on the east side street!	2	Updated restrooms Kinnick Feller	3	More Restrooms at Evans
Respondent	81	1	New youth baseball complex	2	Indoor Rec Center space- basketball courts, adult fitness area	3	Additions to aquatic center
Respondent	82	1	Walking distance	2	Younger age group activities	3	
Respondent	83	1	Additional softball/baseball fields with lights	2	Tennis courts	3	Soccer facility with more room
Respondent	84	1	Dogs	2	Dogs	3	Dogs
Respondent	85	1	Softball fields	2	Baseball fields	3	Dog park
Respondent	86	1	Family picnic shelters	2		3	
Respondent	87	1	Park in closer proximity	2	Accessible playground	3	More options
Respondent	88	1	More basketball hoops	2		3	
Respondent	89	1	Splash pad	2	Shade at existing parks	3	Equipment
Respondent	90	1	Tennis courts	2	More outdoor paved trails for biking	3	Lazy river in pool
Respondent	91	1	Free splash pad	2	Improve kinnick feller park	3	.
Respondent	92	1	Aquatic Center (expand and easier access from close neighborhoods	2	Youth Sports Facilities	3	More parks/playground equipment
Respondent	93	1	More trails	2	Fishing access	3	Basketball courts
Respondent	94	1	Indoor Sports complex	2	Community center	3	Teen activities such as teen rec leagues for 4x4 / 2x2 sand volleyball
Respondent	95	1	Bike trail	2	Tennis courts	3	Softball fields

# COMPREHENSIVE PARK AND OPEN SPACE PLAN

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Respondent	96	1	Indoor basketball	2	Inorove soccer fields	3	Dirf bike track
Respondent	97	1	Canoe/kayak access to the east side of island park	2	Canoe kayak access to the east side of island park	3	Canoe kayak access to the east side of island park
Respondent	98	1	Basketball	2	Soccer	3	Tennis courts
Respondent	99	1	Concession stands	2	Parking	3	
Respondent	100	1	Indoor athletic facility/community center	2	soccer complex	3	baseball complex
Respondent	101	1	Soccer Fields	2	Baseball Fields	3	Football Fields
Respondent	102	1	Softball/ baseball complex	2	Concession stands	3	
Respondent	103	1	camping and fishing	2	lights at basketball and sand volleyball	3	more trails off road
Respondent	104	1	Soft, rubber ground covering for toddlers	2	Spray ground	3	
Respondent	105	1	Larger pool - swimming area not play area	2		3	
Respondent	106	1	Updated equipment at Nile kinnick park	2	Clean up bike trail	3	More activities for children 2-5
Respondent	107	1	Better baseball and softball facilities	2	Non school gym space	3	Expanded pool
Respondent	108	1	Bike trail improvements	2	Indoor recreation facilities	3	Children's playgrounds
Respondent	109	1	Clean up and utilize Kinnick Feller Park and old pool location	2	Keep the trail through town clean and accessible	3	Improve sand volleyball courts and access to other parks in town
Respondent	110	1	higher capacity at aquatic center	2	More softball fields	3	Better parking at Island Park for soccer fields
Respondent	111	1	Softball fields	2	Soccer fields	3	Picnic shelters
Respondent	112	1	baseball/softball/soccer sports complex	2	Recreation/Community Center with basketball courts etc.	3	Updates to concessions and bathrooms at Kinnick Feller
Respondent	113	1	Softball/baseball fields	2	Soccer fields	3	Aquatic center
Respondent	114	1	Indoor facility for ages 40-5 (skating rink)	2	Improved football/baseball fields	3	Outdoor facility for ages 40-5 (mini golf)
Respondent	115	1	More parks by new development	2	Splash pad- open earlier and later than aquatic center (dates)	3	Trials by new developments

# COMPREHENSIVE PARK AND OPEN SPACE PLAN

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Respondent	116	1	trails connecting all areas of Adel	2	improvements in existing parks	3	baseball field improvements
Respondent	117	1	Picnic shelters	2	softball/baseball fields	3	trails
Respondent	118	1	Soccer	2	Softball	3	Baseball
Respondent	119	1	New softball complex	2	Trails	3	Indoor facility
Respondent	120	1	Softball/Baseball Fields	2	Additional Basketball Courts	3	Improved Tennis Courts
Respondent	121	1	Get the gravel road next to the pool paved for better access and cleaner facility.	2	More trails through neighborhoods to parks.	3	Splash pad at Kinnock Feller.
Respondent	122	1	Sport complex	2	lazy river or addition to aquatic center	3	indoor rec area including indoor pool
Respondent	123	1	More softball baseball fields	2	Indoor rec facilities	3	No fountain!
Respondent	124	1	Parking	2	Fix the Splash Zone	3	Consistent hours
Respondent	125	1	Trail Decorations	2		3	
Respondent	126	1	Available water source at dog park.	2	Splash pads or other water features at parks other than at aquatic center.	3	
Respondent	127	1	Upgrade restroom facilities in Kinnick Feller Park	2	Additional picnic shelters	3	Additional playground facilities for kids.
Respondent	128	1	Indoor facility allowing open gym for youth during winter months	2	Parks	3	More swimming lesson sessions and younger youth programming.
Respondent	129	1	Additional parks	2	More equipment	3	Variety of equipment
Respondent	130	1	More trails	2	More playgrounds	3	More shelters
Respondent	131	1	Playground equipment	2	Trails	3	Open spaces
Respondent	132	1	Trails to parks	2	Crossing Hwy to access parks	3	Free to use
Respondent	133	1	More playgrounds in new developments and neighborhoods	2	Additional activity areas at aquatic center	3	Move dog park it's taking up beautiful open areas
Respondent	134	1	Baseball Fields	2	More accessible indoor facilities (Basketball, group parties & events, etc.)	3	Tie: Walking Trails (no bike) & Community Parks for new development areas (again don't live in one, but realize they are needed)

# COMPREHENSIVE PARK AND OPEN SPACE PLAN

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Respondent	135	1	Splash pad	2		3	
Respondent	136	1	Nature trails	2	Park themes and signage	3	Promotional information
Respondent	137	1	Updates to existing Kinnick-Feller & Evans Parks	2	Utilize more space in those parks—picnic areas, sports courts	3	More walking/running trails
Respondent	138	1	Trails connecting areas throughout town	2		3	
Respondent	139	1	Splash pad in Kinnick Feller Park	2	Butterfly garden near splash pad	3	Gazebo makeovers
Respondent	140	1	more trails	2		3	
Respondent	141	1	Bike Trail	2		3	
Respondent	142	1	Sidewalks/access to trails from all neighborhoods	2	Neighborhood parks	3	Aquatic Center upkeep and maintenance
Respondent	143	1	Baseball	2	Soccer	3	Tennis
Respondent	144	1	Indoor Rec Center	2	Splash pad at Kinnick-Feller	3	Expanded in town trail system
Respondent	145	1	Baseball/Softball Fields	2	Dog Park	3	Picnic Shelters
Respondent	146	1	Bike Trail	2	Connectivity to trails and parks	3	Upkeep of parks and parks in new housing developments
Respondent	147	1	Aquatic	2	Dog	3	Court House Renovation
Respondent	148	1	Walking trail at Kinneck Feller Park	2	Community Building for residents of Adel for an indoor facility	3	
Respondent	149	1	Softball	2	Soccer	3	Baseball
Respondent	150	1	trails	2	park cleanliness	3	upgrade playground equipment
Respondent	151	1	IMPROVED MAINTANCE	2	ADDL PLAYGROUND EQUIP	3	ADDL NEIGHBERHOOD PARKS
Respondent	152	1	Baseball Fields	2	Soccer Fields	3	
Respondent	153	1	Tennis Courts	2		3	
Respondent	154	1	Lazy river	2	Additional park/playground on south end of town	3	More picnic shelters at kinnick park
Respondent	155	1	Splash park	2	Tennis courts	3	Smaller playground for little kids

# COMPREHENSIVE PARK AND OPEN SPACE PLAN

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Respondent	156	1	Improved playground equipment	2	Walking trails	3	Basketball courts
Respondent	157	1	Splash pad	2	Shelter house with amenities	3	Playground equipment
Respondent	158	1	More fields for softball and football nice bathroom and concession stand	2	Aquatic center needs more flexibility open on weekends after kids go to school etc.	3	I was unaware we had an archery range.
Respondent	159	1	More small neighborhood parks	2	Nice restrooms	3	Connected trails
Respondent	160	1	Less weeds	2	Splash pad	3	New equipment
Respondent	161	1	Equipment for little kids	2		3	
Respondent	162	1	tennis	2	more trails	3	indoor facilities or winter activities like cross country skiing
Respondent	163	1	More trails, including soft surface	2	Improved sand in sand call courts	3	Women's indoor vball
Respondent	164	1	Splash pad	2	Dog park water feature	3	Dog park obstacle
Respondent	165	1	Expanded trails	2	More playground equipment	3	Unique outdoors activity such as natural playscape
Respondent	166	1	Expand trails both road and off road	2	Cross country ski course	3	More playground options
Respondent	167	1	More paved trails	2	Tennis courts	3	Bike Trails
Respondent	168	1	Adventure park	2	Trails	3	River access
Respondent	169	1	New tennis courts	2	Splash pad	3	New shelters
Respondent	170	1	Aquatic center additional hours in the am for adults	2		3	
Respondent	171	1	Playground equipment	2	Picnic shelters	3	
Respondent	172	1	Replace pool city removed at THE OLD RIVER PARK!	2	Clean up River Park, reseed and kill over weed that destroying the grass.	3	Better trail lighting
Respondent	173	1	Trails	2	Camping	3	Gardens
Respondent	174	1	improved sports complexes for soccer, baseball and softball	2	additional parking at the aquatic center	3	more walking trails
Respondent	175	1	Additional trails	2	Baseball fields	3	Neighborhood parks

# COMPREHENSIVE PARK AND OPEN SPACE PLAN

## APPENDIX A

Respondent	176	1	Would like more trails for walking/biking	2	Splash pad separate from the pool	3	More green space
Respondent	177	1	Clean up, fix make current facilities top-notch	2	Nice CLEAN facilities: Running water, drinking fountains, rest rooms at all facilities	3	Make current facilities top-notch, nice roofing, painted surfaces, grills, nets, sand, padding under playground equipment, paved trails, paved courts, and maintain them so they stay nice!
Respondent	178	1	Softball Complex	2	Pool expansion/more parking	3	New playground equipment for Kinnick Feller park
Respondent	179	1	More green space in new developments.	2	Wider sidewalks in new developments.	3	More activities for arts and crafts at the parks.
Respondent	180	1	Do something nice with old pool area (like proposed plan)	2	more trails	3	enlarge pool
Respondent	181	1	Indoor facility	2	More trails	3	Lights at the ballfields
Respondent	182	1	Develop an indoor recreation facility with a basketball court, community rooms, and other amenities that could be used year-round.	2	Develop a large park(s) with a variety of amenities in the new parts of town OR develop trails to reach the existing parks.	3	Develop a splash pad at Kinnick-Feller Park.
Respondent	183	1	Island Park is getting better but it is no where close to what it could be. The water sports and boat drop in could be so much nicer. People don't know where to put their boats in because it is hidden by trees. People also don't know how nice the sand beach we have in Adel below the dam. The dam just needs to be removed. What purpose is it currently serving?	2	The bike trail needs to have a bathroom and a decent parking lot.	3	Overall the city needs to improve the sidewalks. They are dangerous.
Respondent	184	1	splash pad	2		3	
Respondent	185	1	Island Park Campgrounds - Keep supporting our camping - it's unique and beautiful, enforce rules to protect all.	2	Protect river banks and boat ramps from deteriorating.	3	More Seating at Raccoon Bank Pavilion for events - benches.
Respondent	186	1	Family or Group Camping Island Park	2	Better access to fish along river	3	Better parking at Island Park. To many soccer parking problems.

# COMPREHENSIVE PARK AND OPEN SPACE PLAN

## APPENDIX A

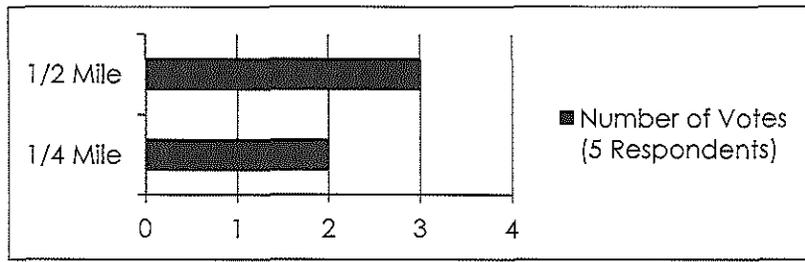
<b>Respondent</b>	<b>187</b>	<b>1</b>	More family/group camping	<b>2</b>	Trees planted at Island Park	<b>3</b>	Better parking (keep soccer out of RV Camp sites. Soccer people pickup the trash they leave behind 9-24-16 thru 9-25-16 Trash and water bottles left around site 30 by soccer kids.
<b>Respondent</b>	<b>188</b>	<b>1</b>	Island Park - Have soccer traffic stay on the soccer side. They speed through the campground side. Just have them go out as they came in.	<b>2</b>	Island park - concrete pads even with the ground/grass level.	<b>3</b>	Dust parks for mosquitos.
<b>Respondent</b>	<b>189</b>	<b>1</b>	Multi use trails, biking and walking.	<b>2</b>		<b>3</b>	
<b>Respondent</b>	<b>190</b>	<b>1</b>	Improvements and additions to trail system	<b>2</b>	Upkeep of existing facilities - painting, replacing rotten wood, basic mowing and trimming	<b>3</b>	Additional parking near the swimming pool.
<b>Respondent</b>	<b>191</b>	<b>1</b>	We need more trails.	<b>2</b>	More neighborhood parks.	<b>3</b>	More events/activities geared to middle aged persons who work full time but would like to engage in weekend activities.
<b>Respondent</b>	<b>192</b>	<b>1</b>	more walking trails, no bicycles, in nature settings (country)	<b>2</b>	good basketball courts	<b>3</b>	good tennis courts
<b>Respondent</b>	<b>193</b>	<b>1</b>	A baseball/softball complex with ample parking/concessions/restrooms and ability to host multi-day tournaments. Could boost the economy of Adel. I know when my family travels to tournamants (almost every weekend in the summer), we spend money on gas, food, etc. in the towns we visit.	<b>2</b>	More parking space available at the Aquatic Center.	<b>3</b>	
<b>Respondent</b>	<b>194</b>	<b>1</b>	Improved bike trail with artwork/or some type unique attraction to bring riders to town.	<b>2</b>	Need a restroom built for bike trail use	<b>3</b>	Wider trails in town to get to bike trail like the metro area city's have done.
<b>Respondent</b>	<b>195</b>	<b>1</b>	It would maybe nice to have another playground type park in the newer subdivisions being built.	<b>2</b>		<b>3</b>	

COMMUNITY PUBLIC MEETING COMMENTS RECEIVED

**OCTOBER 27, 2016** | Ex. Parks and Survey Results Review | **KEY QUESTION: What improvements are most important to you?**

(7 Individuals Provided Comments)

**Desired Service Area for Neighborhood Parks:**



**Desired Park Improvements for Existing Features:**

Add practice field for softball/baseball at Kinnick-Feller.

Buy land adjacent to Evans Park owned by private individual.

Improvements of Kinnick-Feller open spaces.

Walking bridges over major roadways.

Wider sidewalks throughout town.

Acquire and develop the NE corner of Evans Park.

Trails.

**Desired New Potential Park Features:**

Shelter/fountain plaza at Kinnick Feller.

New softball/baseball fields on land by water tower near aquatic center.

Plaza at Kinnick Feller, replace old playground equipment.

Better use of waterway features through Kinnick-Feller and Island Park.

Plaza shelter at Kinnick Feller Park.

Replace old playground equipment.

Ball Fields.

Trail.

**Trail Improvements:**

Add connector from RRV Trail to Island Park Campgrounds.

Connectivity between north and south town and between parks (existing) (The crossing highway 6 (Greene Street)).

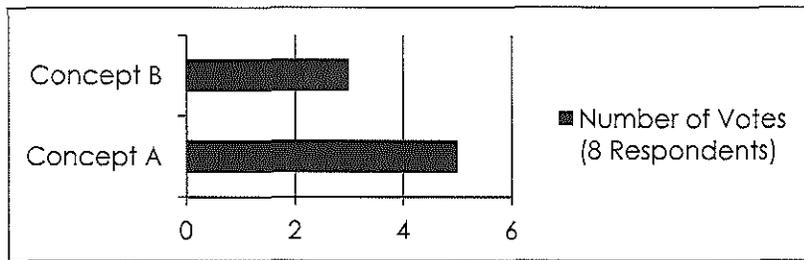
**Additional Comments:**

None

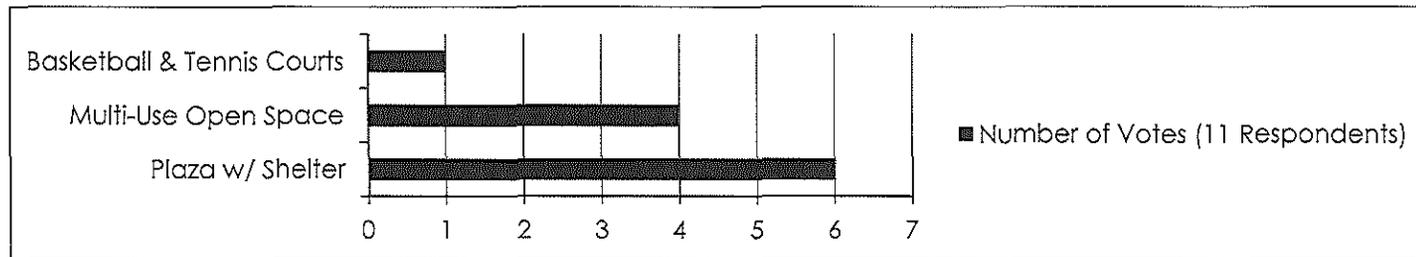
**December 12, 2016 | Concept Review | KEY QUESTION: What improvements are most important to you?**

(13 Individuals Provided Comments)

**Preferred Water Tower Park Concept:**



**Preferred New Facility at Kinnick-Feller Park (old pool site):**



**Proposed Park Improvements Comments:**

Kinnick Feller: Keep the plaza project and the "splash ground" and ice rink area. The water tower park and ball fields should be part of a 10-20 year plan, because just the 30 acres will cost \$600K!

Focus on accessibility, improve maintenance.

Upgrade parking.

Expand Evans Park land.

A splash pad I think is very important outside the aquatic center.

Improve parking, Improve ADA accessibility.

Start with ball fields/soccer and pocket parks.

The aging generation needs places to enjoy the outdoors. Many people use Kinnick Feller during their lunch hours. They tend to sit in their cars due to lack of benches and plazas.

I like the idea of a shelter or something built at Kinnick rather than more ball fields or sports. Move additional sports to water tower park. No park on east side of 169/south of Hwy 6?

**Proposed Trail Improvements Comments:**

Develop trailhead at Racoon River and Pedal Park looks good. Main thing is to link all the trails together and get future developments linked in. Good plan! Island Park trail ideas are excellent as well as connecting KFPark to the NE ballpark/Island Park area.

Trailheads needed.

Use existing wooded areas.

Would like to see Kinnick Feller improvements first. Specifically, the fountain/plaza project.

Connect the town's parks with 10 foot wide bike trails!!!

Love the soft trail idea in Island Park.

Water trail – improve access – let us be the start of the Central Iowa Water trail system instead of Van Meter.

Soft trail by Island Park for running.

Trail access to parks is very important. There are many young families looking to bike/walk/stroller ride. More trails, more trails, more trails.

Accessibility to trails and trailheads. Connections to existing trails and connecting new areas of town.

Clear connection to each quadrant of town. Connection to Island Park and trailhead by bridge.

Love the idea of any trails.

I like the new trail ideas. Looking forward to using the soft trail around Island Park.

**Priorities of Improvements:**

**Number 1 Priority:**

Kinnick-Feller Plaza has been in the works the longest – lots of people want this and a splash pad!

Soccer fields.

KF Park – shelter house is my vote.

Buying additional 30 acres for ballfields.

10 foot wide bike trails that connect our parks – love the one that is along the river.

Evans Park – future park expansion.

Trails, connecting trails.

Island Park improvements.

Connection to Island Park.

Evans Park – acquire Steve McCalley property. It is already used by citizens who I think doesn't even know the property is private.

Improvements to Kinnick Feller.

Water Tower Park.

**Number 2 Priority:**

Develop trailhead and linking bike trails.

Neighborhood parks.

No new playground equipment at KF Park (less than 10 years old).

Improving current parks.

The 10 foot wide bike trail that connects Pedal Plaza to downtown.

Natural development of Island Park and water access.

Kinnick Feller Park.

Kinnick Feller improvement of parking and keeping tennis and basketball.

Trailhead by bridge (RRVT).

Plaza at Kinnick Feller

Kinnick Feller

**Number 3 Priority:**

Purchase land by water tower (adjacent 30 acres).

Trail improvements.

Updating subdivision ordinance to include neighborhood parks.

Raccoon River Valley Trailhead and overlook/fishing by the river.

Development of Kinnick Feller.

Trailheads.

Trailhead at RVT big river.

Pocket park(s) on southside (Clover and Baileys).

Soft trails at Island Park.

**Additional Comments:**

Please respect the opinion of all Adel citizens, not just folks who just moved here and are demanding all the elements and amenities of Waukee and West Des Moines.

Very few comments in original survey on need for splash pad/park shelter/fountain – just because petition received with 160 signatures should not become big emphasis. After all, proponents of soccer field could get over that! Neighborhood parks are non-existent/lacking because we let them give money instead? Natural habitat parking.

Improve sidewalk and trails. We could use the parks if we could access the parks. No point improving/creating parks if no one can get there.

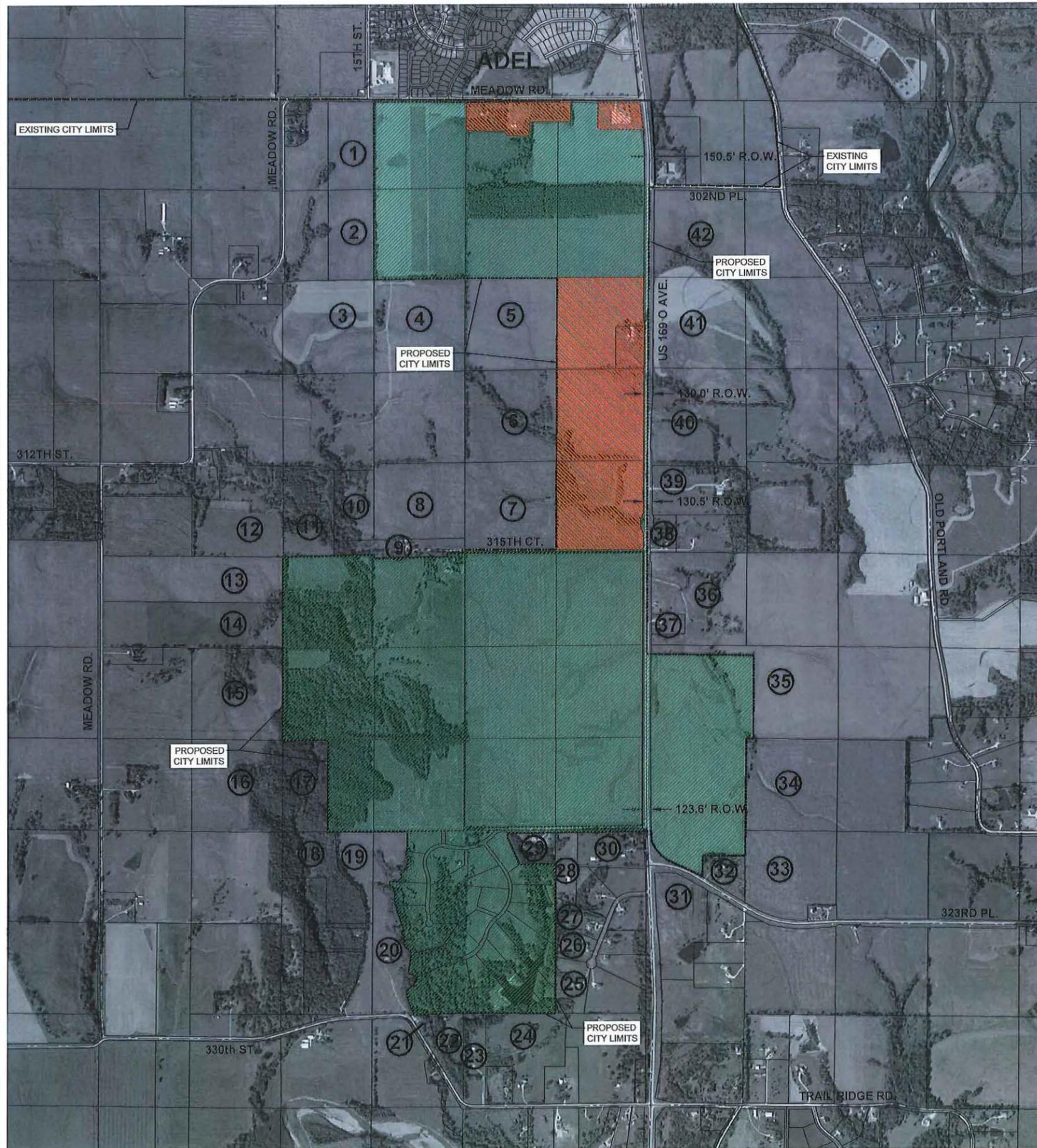
Keep green space and soft trails in and around Island Park. Underpass safety connecting east side to Bailey's Grove.

Stop sign at So. 12<sup>th</sup> and Cassidy curve (northbound). Fast traffic down the hill. Needed for pedestrian crossing.

Water Tower Park concept C – remove one of the larger fields and replace with tennis and basketball courts.



FILE: \\V:\1507\150706\DWG\150706-ADJACENT OWNERSHIP.DWG  
 FILE DATE: 7/27/17  
 PLOTTED BY: DOUG MANSERNAUGH  
 CADD: ENG  
 TECH



**ADJACENT OWNERS:**

1. 14-01-100-002, RYAN FAMILY TRUST
2. 14-01-100-020, WAYNE H. GEADELMANN, TRUSTEE
3. 14-01-100-005, PHILLIP EUGENE LAUTNER
4. 14-01-100-011, PHILLIP LAUTNER
5. 14-01-200-003, RANDOLPH E. REV LIVIN SCHAEFER, KRISTINE SCHAEFER
6. 14-01-200-004, ADEL ACRES INC
7. 14-01-200-005, ADEL ACRES INC
8. 14-01-100-013, ADEL ACRES INC
9. 14-01-100-015, SHIRLEY CLARK REVOCABLE TRUST
10. 14-01-100-008, ADEL ACRES INC
11. 14-01-100-007, WAYNE GEADELMANN TRUSTEE
12. 14-02-200-023, WAYNE GEADELMANN TRUSTEE
13. 14-02-400-007, JOG LLC ATTN: JEFF GROVE
14. 14-02-400-008, DAVID WADLE TRUST & PATRICIA WADLE TRUSTEE
15. 14-02-400-004, FRANCES A PETERSON REVOCABLE & FRANCES A PETERSON TRUSTEE
16. 14-11-200-002, FRANCES A PETERSON REVOCABLE & FRANCES A PETERSON TRUSTEE
17. 14-12-100-001, FRANCES A PETERSON REVOCABLE & FRANCES A PETERSON TRUSTEE
18. 14-12-100-006, DENNIS PIERCE & MEREDITH MCHONE-PIERCE
19. 14-12-100-004, TIMOTHY J & SARAH J ANDERSEN
20. 14-12-300-012, TIMOTHY J & SARAH J ANDERSEN
21. 14-12-300-009, JAMES R R AND ANDREA BOOK
22. 14-12-300-010, JANETTE T & KENNETH R NIELSEN
23. 14-12-400-003, LINDA J CHRISTENSEN, TRUSTEE
24. 14-12-400-009, STEPHANIE D GOODRICH
25. 14-12-400-014, TORK D J & JAN J HOOK
26. 14-12-400-013, BRADLEY & NICOLEE K RASMUSSEN
27. 14-12-200-012, KIM E & KATHLEEN M CHAPMAN
28. 14-12-200-009, SCOTT R. AND KIMBERLY J. MATTES
29. 14-12-200-009, SCOTT R. AND KIMBERLY J. MATTES
30. 14-12-200-010, JAMES DAVID & TERRY ANN HOOK
31. 15-07-300-016, GLORIA JEAN JANSSEN-JENSEN
32. 15-07-100-003, TERRY W. AND SALLY A. ODAM
33. 15-07-100-014, DOIDGE REVOCABLE LIVING TRUST
34. 15-07-100-005, DOIDGE REVOCABLE LIVING TRUST
35. 15-06-300-005, RANDOLPH SCHAEFER, RANDOLPH AND KRISTINE SCHAEFER
36. 15-06-300-001, RANDOLPH SCHAEFER, RANDOLPH AND KRISTINE SCHAEFER
37. 15-06-300-002, RANDOLPH SCHAEFER, RANDOLPH AND KRISTINE SCHAEFER
38. 15-06-101-002, JUAN ARISMENDEZ AND JONNELL ACKELSON
39. 15-06-101-001, KRISTINE M & FRANK J FASANO
40. 15-06-100-005, RED BANDANA LLC
41. 15-06-100-004, RED BANDANA LLC
42. 15-06-100-003, RED BANDANA LLC



ANNEXATION  
 PETITION  
 RECEIVED  
 880.23 ACRES



ANNEXATION  
 PETITION NOT  
 YET RECEIVED  
 131.80 ACRES

DATE	
REVISIONS	
PREPARED	08/23/14
TECH:	
ENGINEER:	

3405 S.E. CROSSROADS DRIVE, SUITE G  
 GRIMES, IOWA 50111  
 PHONE: (515) 369-4400 FAX: (515) 369-4410

**ESA**  
 CIVIL DESIGN ADVANTAGE

DALLAS COUNTY, IOWA

**ADJACENT OWNERSHIP  
 MAP**

1/1  
 1407.356



**ORDINANCE NO. 312**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF ADEL, IOWA, 2007, BY AMENDING ZONING CODE TO ADD REGULATIONS FOR A P.U.D. DISTRICT IN CHAPTER 165 SECTION 53.**

**BE IT ENACTED BY THE CITY COUNCIL, THE CITY OF ADEL, IOWA;**

Section 1. The Zoning Code of Ordinances of the City of Adel, Iowa, 2007, to amend and adopt the following regulations for P.U.D. District; in Chapter 165 Section 53 (Exhibit A);

Section 2. **WHEN EFFECTIVE:** This ordinance shall be effective from and after the date duly adopted and published as authorized by the Adel City Council.

Passed and approved by the Adel City Council this \_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
James F. Peters, Mayor

Attest: \_\_\_\_\_  
Jackie Steele, City Clerk

1<sup>st</sup> Reading \_\_\_\_\_

2<sup>nd</sup> Reading \_\_\_\_\_

3<sup>rd</sup> Reading \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. 312 in the Dallas County News on the \_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Jackie Steele, City Clerk

**165.53 PUD PLANNED UNIT DEVELOPMENT DISTRICT.**

The purpose of this district is to promote and encourage development or redevelopment of tracts of land on a planned, unified basis by allowing greater flexibility and diversification than is normally permitted by conventional single lot development in other zoning districts because of the substantial public advantages of planned development. Although Planned Unit Developments (PUDs) may appear to deviate in certain respects from a literal interpretation of the comprehensive plan, regulations adapted to such unified planning and development are intended both to accomplish the purposes of zoning and other applicable regulations to an equivalent or higher degree than where such regulations are designed to control unscheduled development on individual lots, and to promote economical and efficient land use through an improved level of amenities, appropriate and harmonious variety, creative design, and a better living environment.

1. Where Permitted. Planned Unit Developments shall be permitted on any two-acre or larger tract of land that has been zoned or rezoned for PUD purposes by the Council. Said PUDs may consist of residential, commercial, industrial, public, semi-public and/or conservancy land uses.

2. Procedure.

A. Pre-application Conference. In order to eliminate unnecessary expenditures of time and money, the developer shall first schedule a pre-application conference with the Code Compliance Officer, who shall involve representatives of other departments as deemed appropriate. The Code Compliance Officer may require submittal of a generalized sketch plan providing such information as follows:

- (1) Location and size of the overall site, and of the individual types of development or uses proposed within the site.
- (2) Existing topography, indicating major earthwork areas, storm water runoff and detention considerations, flood plains, and any problem areas.
- (3) Existing tree masses, geological and environmentally important characteristics.
- (4) Generalized vehicular and pedestrian systems and parking areas.
- (5) Generalized building locations.
- (6) Approximate gross density, and number and types of dwelling units in accordance with the comprehensive plan; approximate gross floor areas of commercial and industrial land use.
- (7) Generalized utility line considerations with sanitary sewer capacity limitations so noted.
- (8) Generalized public and private ownership boundaries, including common ownership areas, if any.

The Code Compliance Officer shall have fifteen days in which to review and comment on the pre-application sketch plan. Following the department's review, the developer may request an informal consideration of the proposal by the Plan and Zoning Commission. Said consideration shall be non-binding on either party.

B. Application for Rezoning. Following the pre-application conference the applicant shall submit a petition for rezoning in accordance with standard City procedures for rezoning, accompanied by a master plan and related documents containing the information required by other paragraphs of this section, and required fees. The petition and master plan shall be referred to the Plan and Zoning Commission for study and report, and for public hearing as required by this Zoning Ordinance for rezoning. The Commission shall review the master plan for conformity to the standards of this section, and may approve the plan as submitted; require the petitioner to modify, alter, adjust, or amend the plan as deemed necessary to preserve the intent and purpose of this section to promote public health, safety, morals and general welfare; or recommend that it be denied. The action of the Commission shall be reported to the City Council, whereupon the Council may approve or disapprove the petition and master plan as reported or may require such changes thereto as deemed necessary to effectuate the intent and

purpose of this section. All public hearings shall be scheduled as soon as possible after all required information has been submitted. The Commission shall report their findings to the Council in a timely manner. In the event they fail to take action within sixty days after the date of public hearing, the petitioner or anyone located within the notification area as defined for rezoning may request in writing that the Commission complete their considerations. The Commission shall then take action within the next thirty days and report their findings to the Council for consideration by the Council, unless the Council expressly grants the Commission additional time to complete negotiations, studies, or other items necessary.

C. Final Plans. Final plans for the Planned Unit Development shall be comprised of site plans and/or preliminary and final subdivision plats as appropriate to the situation due to requirements of the site planning and subdivision ordinances or specific provisions of the master plan. Such site plans and plats shall contain all information and be processed in the manner set forth in said ordinances, in addition to complying with any specific provisions of the master plan, and shall generally comply with the development concepts outlined in the master plan. No public notice or hearing shall be required for final plans unless required by the master plan or caused to be required by the Commission or Council as deemed appropriate, provided that deviation from the master plan may be permitted as refinements to the design and planning if not defined by this Zoning Ordinance as a substantial modification requiring amendment to the master plan. Such deviations shall be expressly set out and shall be approved by the Commission and Council. Final plans may cover all or part of the Planned Unit Development, provided that a final plan covering only a part of a PUD is hereby defined as a phase irrespective of contrary provisions by the master plan and shall demonstrate the ability to be self-sustaining in terms of access, services, utilities, open space, economic viability, and other major considerations. If it is the desire of the petitioner, preliminary plat and/or final site plan approval may be obtained at the time of master plan approval by expressly declaring such intent and filing all information required by the subdivision and site planning ordinances. Final site plan approval shall not be granted for an unplatted parcel. Upon approval of final plans, building permits shall be issued in the same manner as for building permits generally. In any event where platting is required, no building permits shall be issued until the final plat is approved and recorded and all other requirements complied with. Final plans shall be binding on the petitioner and any and all successors in title so long as PUD zoning applies to the land, unless amended in accordance with the procedures set forth.

D. Amendments or Modifications. Substantial modification to the master plan shall be processed in the same manner as a rezoning and additionally shall comply with the provisions of paragraph B above. Notice and public hearing requirements and the effect of a denial shall be the same as for a rezoning, provided that the notification area shall be those property owners legally required to be notified as opposed to the entire PUD. Further provided, in the event a requested amendment for a portion of the entire PUD is denied, such action shall not create any limitations under rezoning procedure on the filing of an amendment to another portion of the PUD having a substantially different notification area. Any ambiguities or disputes between this section and procedures for rezoning shall be resolved in favor of the more restrictive requirements. Substantial modifications are hereby defined to include, but are not limited to, the following: increased density; intensification of use by changing to a lower classification, with conventional single family being the highest classification and progressing to attached single family, multiple family, commercial offices, retail, warehousing, and light industry, to heavy industry; addition of uses, or elimination of conditions or restrictions on a use or uses; increased floor area ratios, or other modifications considered probable to generate increased traffic, sewage, water consumption, or other detrimental conditions; significant modifications to peripheral buffering or screening, setbacks, height, locations of buildings, drives, or other improvements, which were intended for protection of proximate properties, provided that substitution of equivalent screening materials shall not be considered a substantial modification;

modifications to the street pattern, such as that of major streets or continuations of existing streets, which will have a demonstrable impact on traffic flow such as to effectively change the functional classification of the street; modifications to access which may lead to increased congestion, or to additional commercial or industrial traffic on a local residential street; or other changes deemed substantial by the Code Compliance Officer. Modifications to final plans shall follow the procedures of the site planning or subdivision ordinances, as appropriate, except in the case of a substantial modification as defined above.

3. Information Required on Master Plan. The following information, plans and maps shall be submitted as part of the application for a Planned Unit Development:

A. Names, addresses, and telephone numbers of owners, developer, and designer; name of development, date, north point, and scale.

B. Legal description of the PUD, and map of the boundary of the proposed PUD as well as interior boundaries of proposed development phases, and of any existing separate ownerships.

C. Sufficient information on adjacent properties to indicate relationships to the proposed development, including such information as land divisions, land use, pedestrian and vehicular circulation, significant natural features or physical improvements, and drainage pattern.

D. Existing site conditions including contours at intervals sufficient to indicate topographic conditions (generally two feet), drainage ways and one hundred year flood plains, floodways, heavy woods or other significant natural areas, and existing structures; multiple family, commercial, and industrial structures, and recreation facilities; further delineating areas with different uses or building types, and gross density per acre.

E. General location and size of areas to be dedicated or reserved for common open space, park, schools, recreation area, and similar uses, and how any private facilities are proposed to be maintained.

F. Existing and proposed general circulation systems, including streets, pedestrian ways, and major points of access with estimated traffic generation.

G. Existing and proposed general sanitary and storm sewer systems, water mains, and drainage ways.

H. Proposed development standards, including but not limited to, uses, density, floor area ratios, or bulk regulations including open space, lot areas and widths, setbacks, and exceptions or variances from general requirements of zoning and other ordinances.

I. Estimated sewer and water usage computations in accordance with the criteria of the regulating agency.

J. Treatment of transitional zones around the perimeter of the project for protection of adjoining properties, including setbacks and landscaping areas, fences or other screening, height limitations or other provisions.

K. A narrative or graphic explanation of the planning and design concepts and objectives the owner intends to follow in implementing the proposed development, including a description of the character of the proposed development; the rationale behind the assumptions and choices made; the compatibility with the surrounding area; and design considerations for architecture, engineering, landscaping, open space and so forth.

L. A statement of intent with regard to selling or leasing all or portions of the proposed development.

M. Proposed energy conservation methods, such as siting or design or structures.

N. Proposed phasing timetable.

The above information should be shown in a clear and logical manner at a legible scale. Sheet size should not exceed 24" x 36" for paper copies and Mylar reproducible sheets. The final document is required to be a PDF file that contains all pages of the PUD. Generally, existing conditions should be illustrated on a separate sheet for sake of clarity,

although existing topography, access, utility and sewer lines and other items that are appropriate for understanding the proposal should also appear on the proposed development plan. It is strongly recommended that an architect, landscape architect, and civil engineer be employed to prepare the plans. The Commission or Council may require any additional information which may be needed to evaluate the proposed PUD on the basis of special or unforeseen circumstances, or may waive any of the above requirements if it is found that such information is unnecessary to properly evaluate the proposed PUD

4. Development Controls. Although PUDs are intended to promote and permit flexibility of design and thereby may involve modifications of conventional regulations or standards, certain requirements which are set forth below shall be applied to ensure that the development is compatible with the intent of this Zoning Ordinance.

A. Any use that is approved and made a part of the master plan, subject to any conditions attached thereto, shall be permitted.

B. Height, setback, bulk, and other requirements set out in the master plan shall constitute the basis for and become the zoning requirement for that particular PUD, provided that refinements may be made through final plan approval if not defined as a substantial modification; in lack of any special provisions set out in the master plan, the requirements of the most proximate zoning district, as defined by use, shall be applied.

C. Project phases shall be substantially and functionally self-contained and self-sustaining with regard to access, parking, utilities, open space, screening and transitional elements and other support features, and be capable of supporting required operation and maintenance activities; temporary provisions, such as turnarounds or access easements, may be required for this purpose; the initial phases generally should not be comprised of the most intensive portions of the PUD, unless the City concurs this is the most feasible means of developing the property in terms of access, sewer service, or similar physical constraints, or will permit earlier development of common amenities.

D. Attention shall be given to mitigation of existing or potential land use conflicts through proper orientation, open space setbacks, landscaping and screening, grading, traffic circulation and architectural compatibility. It is the intent of this section to recognize that appropriate use of design techniques will provide the required mitigation, and thereby eliminate the need for certain conventional regulations or standards. Examples of design techniques, not requirements, are: orienting views, access, and principal activities away from the land use needing protection by placing those least compatible activities farthest from the common boundary and those compatible nearest to create an effective buffer; using setbacks in conjunction with landscaping can mitigate conflicts by providing a visual buffer, controlling pedestrian access, softening visual contrast by subduing differences in architecture and bulk, and reducing heat generated by development, and the use of dense landscaping can reduce the width of physical separations needed for such purposes; the use of proper grading will control drainage, can alter views, subdue sound, and channel access; fences, walls and berms can be used to channel access and control visual, sound and light pollution; proper architectural use of color, bulk, materials and shape will enhance compatibility and reduce contrast, although details added to the building for esthetic purpose without consideration to form and surroundings may be detrimental rather than helpful; and proper design of pedestrian ways, streets and points of access and proper location of parking areas, will reduce congestion and safety hazards and help prevent introduction of noise, pollutants and other conflicts into areas with less intensive land use. Other techniques may also be used.

E. Permanent care and maintenance of common elements such as open space, recreation amenities, and others shall be provided in a legally binding form. If the common elements are to be maintained by a home owners' association, the applicant shall file the proposed documents governing the association for review by legal counsel for compliance with the following requirements at the time the final plat or site plan is filed:

- (1) Membership shall be mandatory for each buyer and any successive buyer.
- (2) The open space restrictions shall be in perpetuity, or automatically renewable, and shall not terminate except by approval of both the owners' association and the City;
- (3) The owners' association shall be responsible for liability insurance, local taxes, and the maintenance of recreational and other facilities not dedicated to the City;
- (4) Owners shall pay their pro rata share of the cost or the assessment levied by the association shall become a lien on the property;
- (5) The association shall be able to adjust the assessment to meet changes needed;
- (6) No change in open space use or dissolution of the owners' association shall occur without approval by the City.

F. Performance bonds or other security acceptable to the City may be required to ensure completion of recreational amenities provided in lieu of public facilities, or for mitigating elements such as screening or public improvements.

G. Except where the City agrees to other arrangements, a PUD shall be comprised of a single owner, or a group of owners acting as a partnership or corporation with each agreeing in advance to be bound by the conditions which will be effective in the PUD.

5. Validity. In the event the first development phase has not commenced within two years after the date of rezoning, or if subsequent phases are delayed more than two years beyond the indicated development schedule, the developer shall file appropriate information detailing the reasons for the delay with the City. The Code Compliance Officer shall review the circumstances and prepare a report recommending appropriate action to be taken concerning the PUD. The Plan and Zoning Commission and Council shall review the matter, and may continue the PUD zoning with revised time limits; require that appropriate amendments be made or action taken, such amendments to comply with the procedures of this section if deemed substantial; continue with PUD zoning for part of the area, with or without revised time limits, and initiate rezoning of the remainder to an appropriate district; or initiate rezoning of the entire parcel to an appropriate district, provided that the rezoning shall not be to a zone more restrictive than the one applied immediately prior to the rezoning to PUD except after comprehensive planning analysis. The Commission and Council may schedule such public hearings as deemed appropriate. Approval of a final site plan or preliminary plat shall be deemed to commence development, provided that the permanent placement of construction materials shall have started and be proceeding without delay within two years after the date of site plan approval, and a final plat approved and filed with the Dallas County Clerk and Recorder within one year after the date of preliminary plat approval in the event a site plan is not required. Failure to comply with this provision shall void the site plan and preliminary plat approvals, and make the PUD subject to review as provided above. It shall be the responsibility of the developer to comply with all prescribed time limits without notice from the City.

6. Application to Existing PUD Districts. Existing PUD districts shall comply with the requirements and provisions of this section, provided that no additional filings shall be required to maintain current valid status, and no currently expired approvals shall be deemed to have been reapproved by passage of this section. Validity of existing PUDs shall be computed according to the time limits set forth herein from the effective date of the ordinance codified in this section.

7. Fees.

A. Before any action shall be taken as provided in this section, the party or parties proposing the change shall pay the fee as established by City Council Resolution.

B. Under no condition shall said sum or any part thereof be refunded for failure of such rezoning or substantial modification to be enacted into law.

C. Site plans and subdivisions in a PUD shall be subject to the normal fees for such filings.

## Ordinance No. 313

### AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF ADEL, IOWA, 2013, BY AMENDING THE ZONING CLASSIFICATION OF CERTAIN REAL PROPERTY LOCATED WITHIN THE CITY LIMITS OF ADEL, IOWA, FROM ITS CURRENT CLASSIFICATION OF A-1 (Agricultural District) TO P.U.D. (Planned Urban Development District), AS RECOMMENDED BY THE ADEL PLANNING AND ZONING COMMISSION, AND PROVIDING FOR THE AMENDMENT OF THE OFFICIAL ZONING MAP OF THE CITY OF ADEL, IOWA, TO REFLECT SAID CHANGE BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF ADEL, IOWA:

Section 1. **PURPOSE.** The Code of Ordinances of the City of Adel, Iowa (2013) is amended by changing the zoning classification of the following described real property, from Bloomfield Acres for Parcel #1133100013, 29456 Old Portland Road (approximately 14.35 acres) from the current zoning A-1 (Agricultural District) to P.U.D. (Planned Urban Development District) to be named Twin Eagles Riverview.

#### *Legal Description:*

*Parcel DD, a part of parcel "A" of the plat of survey recorded in book 1999, page 3508 in the office of the Dallas County Recorder's, being a part of the Southwest ¼ of the Northwest ¼ of Section 33, Township 79 North, Range 27 West of the 5<sup>th</sup> P.M., now included in and forming a part of Dallas County, Iowa and described as follows:*

*Commencing at the Northwest corner of the Southwest ¼ of the Northwest ¼ of said Section 33 also being the Northwest corner of said parcel "BB"; thence South 0° 08' 30" West along the West line of said Southwest ¼ of the Northwest ¼ and also the West line of said parcel "BB", 175.46 feet to the Southwest corner of said parcel "BB" and the point of beginning; thence South 67° 14' 07" East along the South line of said parcel "BB", 241.78 feet; thence South 47° 16' 49" East continuing along said South line, 203.88 feet; thence South 43° 18' 07" East continuing along said South line, 201.09 feet to the Southerly corner of said parcel "BB"; thence South 55° 41' 41" East, 320.00 feet; thence South 01° 10' 27" West, 140.00 feet; thence South 79° 22' 57" East, 30.00 feet; thence North 33° 44' 32" East, 90.00 feet; thence North 72° 04' 22" East, 97.91 feet; thence South 34° 36' 17" East, 64.99 feet; thence South 76° 11' 29" East, 363.05 feet to the East line of said parcel "A"; thence South 00° 08' 35" West along said East line, 210.00 feet to the Southeast corner of said parcel "A"; thence North 88° 12' 45" West along the South line of said parcel "A", 1336.58 feet to the Southwest corner of said parcel "A"; thence North 00° 08' 30" East along the East line of said parcel "A", 907.54 feet; to the point of beginning and containing 15.18 acres (661,144 s.f.) and subject to 0.83 acres (36,156 s.f.) of roadway easement.*

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

Section 2. **REPEALER.** All ordinances or parts of ordinances that are in conflict with this ordinance are hereby repealed.

Section 3. **SEVERABILITY.** If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 4. **WHEN EFFECTIVE.** This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law, whichever shall later occur.

Passed and approved by the Adel City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
James F. Peters, Mayor

Attest: \_\_\_\_\_  
Jackie Steele, City Clerk

1<sup>st</sup> Reading \_\_\_\_\_

2<sup>nd</sup> Reading \_\_\_\_\_

3<sup>rd</sup> Reading \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. 311 in the Dallas County News on the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Jackie Steele, City Clerk

November 8, 2016

Anthony Brown  
City Administrator  
City of Adel City  
301 10th Street  
Adel, IA 50003

Re: Twin Eagles Riverview Condominiums Planned Unit Development Re-zoning Request

Dear Mr. Brown:

We, Kading Properties LLC, are interested in working with your community to develop a market-rate multi-family project in Adel. Please allow this letter and attached PUD documents to serve as our formal request for the re-zoning of property within the City of Adel known as Parcel "CC" and "DD" in the Southwest Quarter of the Northwest Quarter of Section 33, T79N, R27W, from the current zoning of A-1 to the proposed zoning of Planned Unit Development, Twin Eagle's Riverview Condominiums. The proposed development area is located east of Old Portland Road on a parcel formerly owned by the Hutchins family, 29456 Old Portland Road.

The condominium development, Twin Eagles Riverview, will be a market-rate leased community containing bi-attached condominium buildings developed, owned and professionally managed by Kading Properties, LLC. Kading Properties, LLC, a privately held development and property management company. The project will represent a \$15,000,000 private investment in the community and will fill a need of well built, affordable, professionally managed housing that will benefit the City of Adel. Twin Eagles Riverview will contain three bedroom units, each with a laundry room with full washer and dryer hookups and a full bath as well as an open concept kitchen-dining-living room; each unit also has a one or two car attached garage. The proposed development includes different building configurations to vary the appearance of the community to avoid a monotonous presence within the growing surrounding neighborhood. Every living space boasts a private patio and yard area and has access to open spaces to enjoy time outdoors. The common areas and elements will be held and managed by an association as will the interior and exterior maintenance of the buildings. The community will be served by a private road, private sanitary, and storm sewer system (all constructed to SUDAS Specifications) eliminating the responsibility of road and sewer maintenance from the City.

The P.U.D. conditions set forth below, along with the Master Plan and associated documents now on file with the City will serve as the P.U.D. zoning for the property.

**P.U.D. CONDITIONS:**

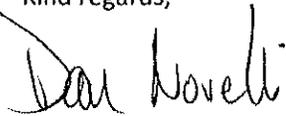
1. ANY P.U.D. DEVELOPMENT (SITE) PLAN OR MAJOR REVISION SHALL BE SUBMITTED TO THE PLANNING AND ZONING COMMISSION FOR REVIEW AND APPROVAL.
2. PARCEL ONE SHALL ALLOW MULTI-FAMILY DWELLINGS WITH A MAXIMUM DENSITY OF 10 UNITS PER ACRE. AN ASSOCIATION SHALL OWN THE ENTIRE PROPERTY COVERED UNDER THE RECORDED CONDOMINIUM HORIZONTAL REGIME DOCUMENTS.
3. PARCEL TWO SHALL BE HELD IN A CONSERVATION STATUS WITH THE LIMITED IMPROVEMENTS SUCH AS PUBLIC TRAILS AND RIVER BANK MAINTENANCE.
4. THE MINIMUM BUILDING STRUCTURE SETBACKS FOR PARCEL ONE SHALL BE AS FOLLOWS:

FRONT YARD = 30 FEET (Old Portland Road)  
SIDE YARD 1= 20 FEET (South Side of the property)  
SIDE YARD 2= 30 FEET (North Side of the property)  
REAR YARD = 30 FEET (East Side of the property)  
BUILDING SEPARATION DISTANCE-SIDE=12 FEET, REAR=20 FEET.  
PRIVATE STREET SETBACK TO THE BUILDING LINE = 22 FEET.

5. A MINIMUM OF TWO PARKING SPACES PER UNIT SHALL BE REQUIRED WITH AN ADDITIONAL TEN PERCENT OF THE TOTAL PARKING REQUIREMENT RESERVED FOR OVERFLOW OR VISTOR PARKING.
6. SIGNS ARE TO BE MONUMENT SIGNS. NO POLE SIGNS ARE ALLOWED.
7. THE ATTACHED BUILDING ELEVATIONS ARE INTENDED TO PORTRAY THE ARCHITECTUAL CHARACTER AND USE OF THE COMPLIMENTARY BUILDING MATERIALS. ACTUAL BUILDING PLANS WILL BE SIMILAR IN DESIGN AND CONSTRUCTION MATERIALS.
8. ALL LAP SIDING SHALL BE CEMENT BOARD, WOOD, OR ENGINEERED WOOD WITH A MINIMUM OF A 50 YEAR WARRANTY.
9. ALL DWELLING UNITS SHALL HAVE ARCHITECTURAL-TYPE ASPHALT SHINGLES.
10. ALL WINDOWS WITHIN PORTIONS OF THE FACADE SIDED WITH LAP SIDING SHALL INCLUDE A MINIMUM 4-INCH WIDE TRIM BOARD.
10. FOUNDATION PLANTINGS SHALL BE PROVIDED AROUND EACH DWELLING UNIT.
11. THE PROPERTY SHALL PROVIDE ON-SITE MANAGEMENT. ONE ACCESSORY STRUCTURE SHALL BE ALLOWED ON SITE NOT TO EXCEED 3000 SQUARE FEET AND SHALL BE SETBACK AT LEAST 5 FEET FROM ANY PROPERTY LINE.
13. A 15' WIDE BIKE TRAIL EASEMENT SHALL BE PROVIDED ALONG THE NORTH SIDE OF THE DEVELOPMENT AND THE CONSTRUCTION OF A 10' WIDE TRAIL SHALL BE CONTAINED WITHIN THE EASEMENT, BOTH OF WHICH WILL SERVE AS THE FULL OBLIGATION TO MEET THE CITY'S PARK LAND DEDICATION ORDINANCE.
14. AN 8" DIAMETER WATER MAIN SHALL BE CONSTRUCTED ALONG OLD PORTLAND ROAD THE FULL FRONTAGE OF THE PROPERTY.
15. OLD PORTLAND ROAD SHALL BE IMPROVED FROM THE SOUTH PROPERTY LINE OF THE DEVELOPMENT NORTH APPROXIMATELY 380 FEET, WITH A 24 WIDE RURAL CROSS-SECTION, 7-INCH THICK PCC PAVEMENT.

Additionally, the draft parameters of a development agreement has been included with this letter for your review and is an integral part of this re-zoning request. There are many challenges and opportunities with any project and we hope that we can finalize a rewarding project with both of our interests in mind.

Kind regards,



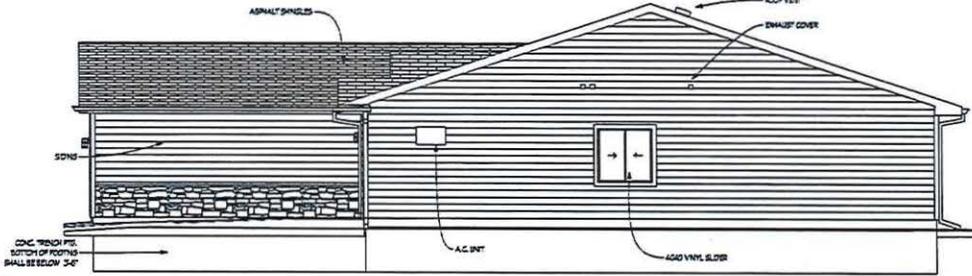
Dan Novelli  
Operations Manager

Kading Properties, LLC  
7008 Madison Ave  
Urbandale, IA 50322

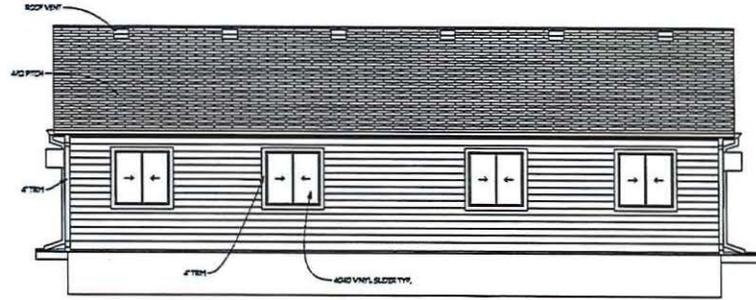


1022 4th St. Oak Mills, IL 60451  
312-462-8282

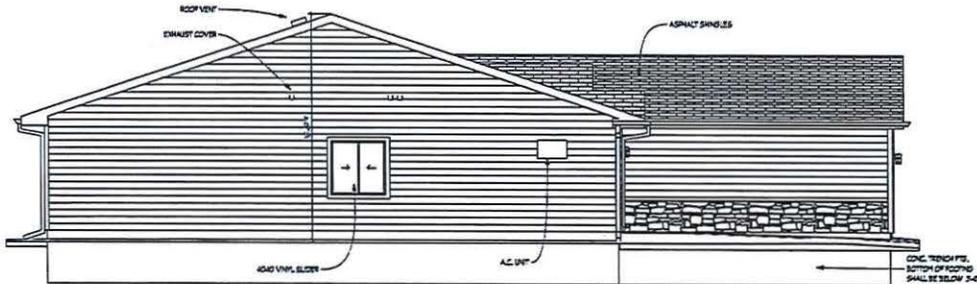
Condominium Project by Kating Properties



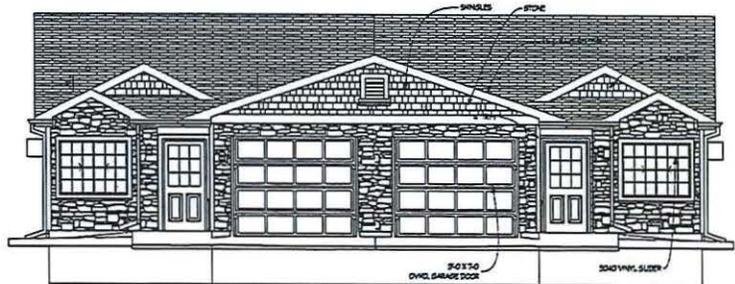
4 Right Side Elevation  
SCALE: 1/4" = 1'-0"



3 Rear Elevation  
SCALE: 1/4" = 1'-0"



2 Left Side Elevation  
SCALE: 1/4" = 1'-0"



1 Front Elevation  
SCALE: 1/4" = 1'-0"

Note:  
Siding to be engineered wood siding with a 50 year warranty.  
Asphalt shingles to be architectural grade.  
All windows within portions of the facade shall include a minimum 4-inch wide 3/4 inch board that is painted a different color than the lap siding.

Date:	10/17
Revised:	
Drawn:	
Checked:	
Unit Type A	
Elevation:	
Sheet no.	

Note:  
 Siding to be engineered wood siding with a 50 year warranty.  
 Asphalt shingles to be architectural grade.  
 All windows within portions of the facade sided with lap siding shall include a minimum 4-inch wide trim board that is painted a different color than the lap siding.



**MONARCH**  
 RENOVATIONS

1072 44th St., Des Moines IA 50311  
 274-5104



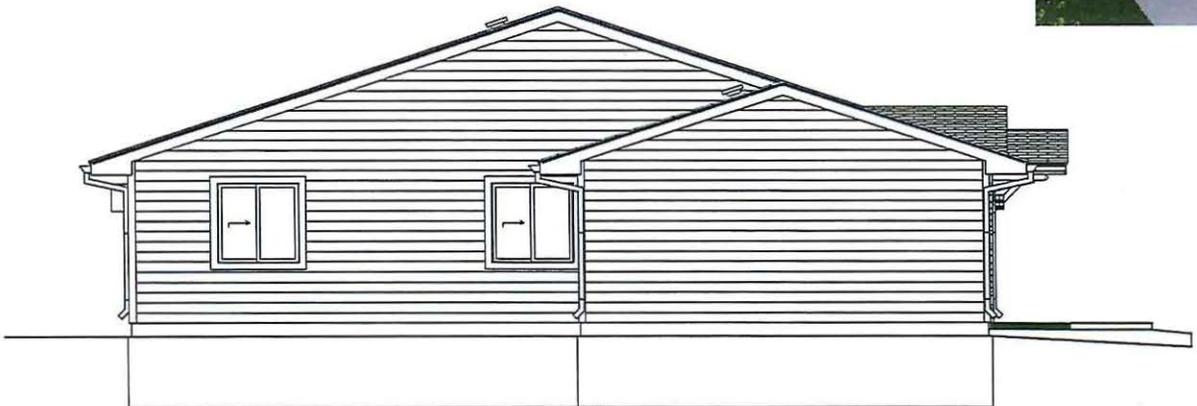
THE DESIGN PROFESSIONAL WIVES ANY AND ALL RESPONSIBILITY AND LIABILITY FOR PROBLEMS WHICH ARISE FROM FAILURE TO FOLLOW THESE PLANS, SPECIFICATIONS AND BUSINESS PRACTICES FROM OTHERS' FAILURE TO OBTAIN AND/OR FOLLOW THE DESIGN PROFESSIONAL'S GUIDANCE AND/OR INSTRUCTIONS, AND/OR OMISSIONS OR CONFLICTS WHICH ARE ALLEGED.

Hutton Condominiums

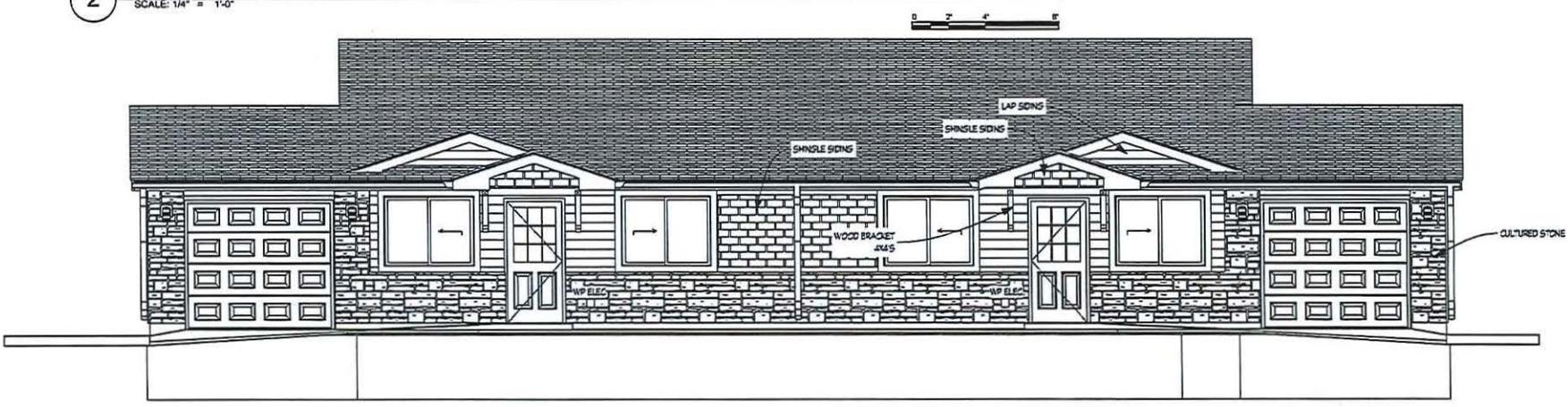
Date: 12/14  
 Revisions:  
 ▲  
 ▲  
 ▲

Contents:  
 ELEV Fr-Lf

Sheet no.  
 A-4  
 H-2



2 Left Side Elev  
 SCALE: 1/4" = 1'-0"



1 Front Elev  
 SCALE: 1/4" = 1'-0"



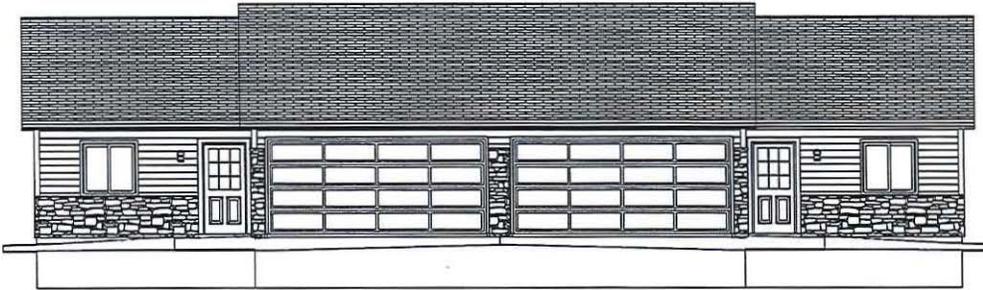
For illustrative purposes only. Materials, measurements and details might differ from the actual property.



**MONARCH**  
RENOVATIONS  
1521 King St., Dallas, TX 75211  
972-455-5232



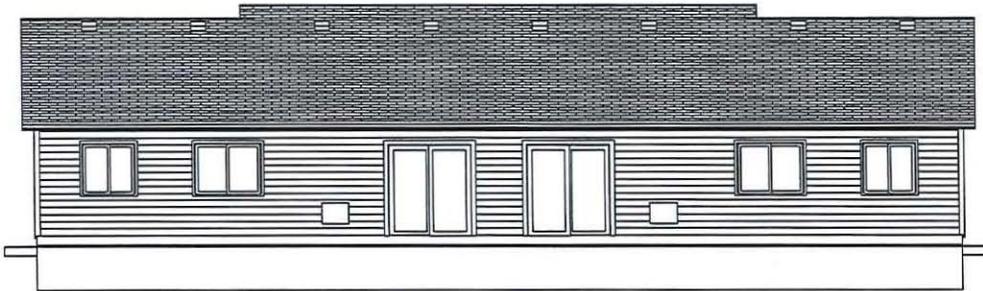
THIS DOCUMENT IS THE PROPERTY OF MONARCH RENOVATIONS. IT IS TO BE USED ONLY FOR THE PROJECT AND LOCATION SPECIFICALLY IDENTIFIED HEREIN. ANY REUSE, REPRODUCTION, OR DISTRIBUTION OF THIS DOCUMENT WITHOUT THE WRITTEN PERMISSION OF MONARCH RENOVATIONS IS STRICTLY PROHIBITED. MONARCH RENOVATIONS SHALL NOT BE LIABLE FOR ANY DAMAGES, INCLUDING CONSEQUENTIAL DAMAGES, ARISING FROM THE USE OF THIS DOCUMENT.



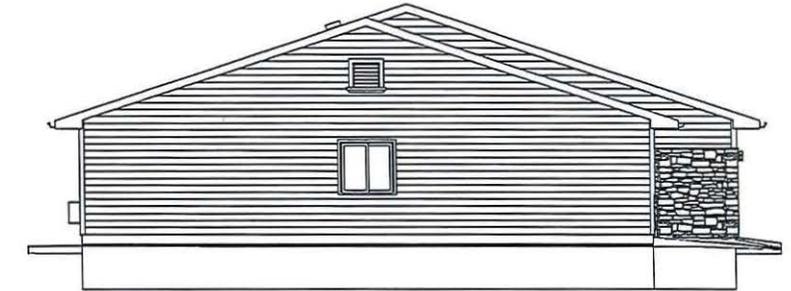
1 Front Elevation  
SCALE: 1/8" = 1'-0"



2 Right Side Elevation  
SCALE: 1/8" = 1'-0"



3 Rear Elevation  
SCALE: 1/8" = 1'-0"



4 Left Side Elevation  
SCALE: 1/8" = 1'-0"

Bradford

Date: 12/24  
 Drawn by:  
 Checked by:  
 Approved by:

Comments:  
 Complete

Sheet No.  
 of 2



DESIGN START DATE:  
06-01-16  
DATE PLOTTED:  
07-08-16  
PRELIMINARY FIELD  
WORK COMPLETED:  
06-17-16  
FIELD BOOK NO.  
2016-02

TWIN EAGLE'S RIVERVIEW CONDOMINIUMS  
ADEL, DALLAS COUNTY, IOWA



CHAMBERLIN CONSULTANT  
ENGINEERS

3117 115TH STREET  
VAN METEER, IOWA 50261  
TELE: (515) 669-4188  
EMAIL ADDRESS:  
mark.lee@cee-engineers.net

DRAWING TITLE:  
**MASTER PLAN**

DRAWN BY:  
M.L.L.  
CHECKED BY:  
M.L.L.  
DATE:  
12-12-16  
JOB NO.  
16012  
SHEET  
**C-2**

# P.U.D. MASTER PLAN TWIN EAGLE'S RIVERVIEW CONDOMINIUMS

LEGAL DESCRIPTION: PARCEL "CC" & "DD", SW 1/4 NW 1/4 SEC 33-79-27, DALLAS COUNTY, IOWA.

GENERAL NOTES:

1. PROPERTY ADDRESS:  
29456 OLD PORTLAND ROAD  
CURRENT ZONING: AGRICULTURAL  
PROPOSED ZONING: PUD  
OWNER/DEVELOPER  
BLOOMFIELD ACRES LLC  
C/O KARIE RAMSEY  
7008 MADISON AVENUE  
URBANDALE, IOWA 50322

DEVELOPMENT SCHEDULE:

2017 - 58 UNITS  
2019 - 60 UNITS

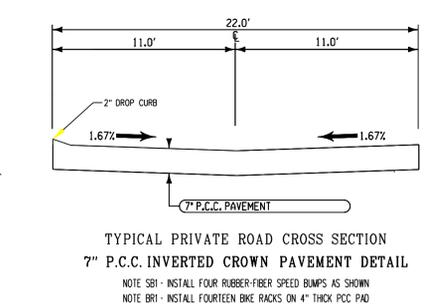
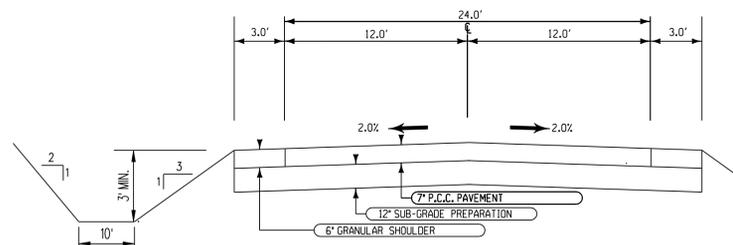
TREES

SYMBOL	COMMON NAME	BOTANICAL NAME	GROWTH	SIZE	HT. & SPRD.	QUAN.
A	BLACK MAPLE	ACER NEGUNDO	MEDIUM	2" CAL.	75'X60'	3
B	RIVER BIRCH	BETULA NEGRA	FAST	2" CAL.	60'X40'	9
G	"SPRING SNOW" CRAB	MALUS SP. "SPRING SNOW"	MEDIUM	4" HT.	20'X20'	35
J	SCOTS/SCOTCH PINE	PINUS SYLVESTRIS	FAST	2" CAL.	60'X50'	49

SHRUBS

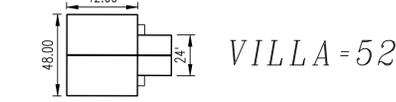
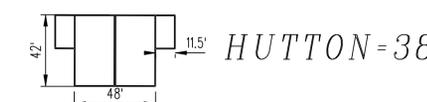
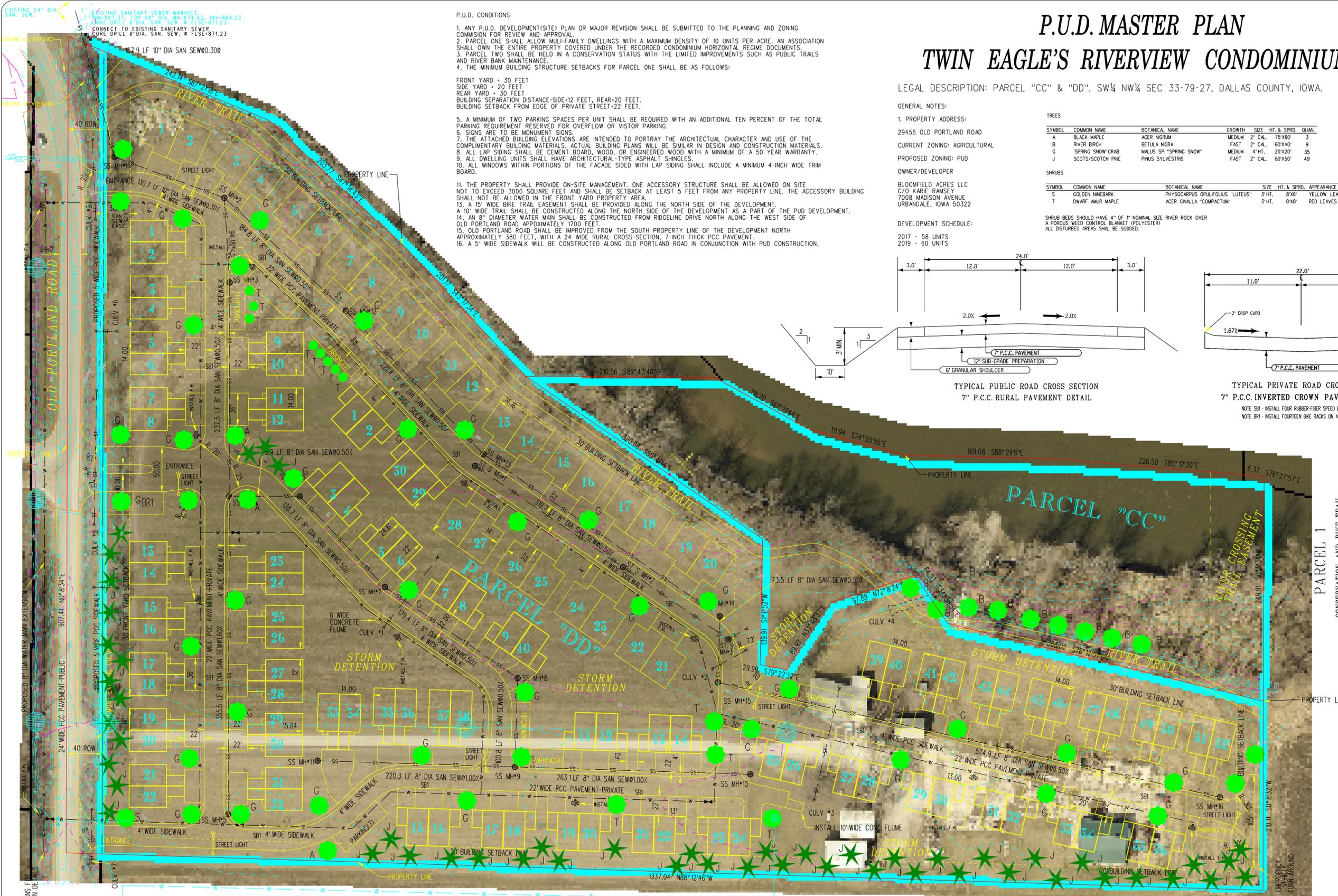
SYMBOL	COMMON NAME	BOTANICAL NAME	SIZE	HT. & SPRD.	APPEARANCE	QUAN.
S	GOLDEN NINEBARK	PHYSCOCARPUS OPIULIFOLIUS "LUTEUS"	3" HT.	8'X6'	YELLOW LEAVES	3
T	DWARF AMUR MAPLE	ACER GINALLA "COMPACTUM"	3" HT.	8'X8'	RED LEAVES	15

SHRUB BEDS SHOULD HAVE 4" OF 1" NOMINAL SIZE RIVER ROCK OVER  
A POROUS WEED CONTROL BLANKET (POLYESTER)  
ALL DISTURBED AREAS SHAL BE SOODED.



P.U.D. CONDITIONS:

- ANY P.U.D. DEVELOPMENT(SITE) PLAN OR MAJOR REVISION SHALL BE SUBMITTED TO THE PLANNING AND ZONING COMMISSION FOR REVIEW AND APPROVAL.
- PARCEL ONE SHALL ALLOW MULTI-FAMILY DWELLINGS WITH A MAXIMUM DENSITY OF 10 UNITS PER ACRE. AN ASSOCIATION SHALL OWN THE ENTIRE PROPERTY COVERED UNDER THE RECORDED CONDOMINIUM HORIZONTAL REGIME DOCUMENTS.
- PARCEL TWO SHALL BE HELD IN A CONSERVATION STATUS WITH THE LIMITED IMPROVEMENTS SUCH AS PUBLIC TRAILS AND RIVER BANK MAINTENANCE.
- THE MINIMUM BUILDING SETBACKS FOR PARCEL ONE SHALL BE AS FOLLOWS:  
FRONT YARD - 30 FEET  
SIDE YARD - 20 FEET  
REAR YARD - 30 FEET  
BUILDING SEPARATION DISTANCE-SIDE-12 FEET, REAR-20 FEET.  
BUILDING SETBACK FROM EDGE OF PRIVATE STREET-22 FEET.
- A MINIMUM OF TWO PARKING SPACES PER UNIT SHALL BE REQUIRED WITH AN ADDITIONAL TEN PERCENT OF THE TOTAL PARKING REQUIREMENT RESERVED FOR OVERFLOW OR VISITOR PARKING.
- SIGNS ARE TO BE MONUMENT SIGNS.
- THE ATTACHED BUILDING ELEVATIONS ARE INTENDED TO PORTRAY THE ARCHITECTURAL CHARACTER AND USE OF THE COMPLIMENTARY BUILDING MATERIALS. ACTUAL BUILDING PLANS WILL BE SIMILAR IN DESIGN AND CONSTRUCTION MATERIALS.
- ALL LAP SIDING SHALL BE CEMENT BOARD, WOOD, OR ENGINEERED WOOD WITH A MINIMUM OF A 50-YEAR WARRANTY.
- ALL DWELLING UNITS SHALL HAVE ARCHITECTURAL-TYPE ASPHALT SHINGLES.
- ALL WINDOWS WITHIN PORTIONS OF THE FACADE SIDED WITH LAP SIDING SHALL INCLUDE A MINIMUM 4-INCH WIDE TRIM BOARD.
- THE PROPERTY SHALL PROVIDE ON-SITE MANAGEMENT. ONE ACCESSORY STRUCTURE SHALL BE ALLOWED ON SITE NOT TO EXCEED 3000 SQUARE FEET AND SHALL BE SETBACK AT LEAST 5 FEET FROM ANY PROPERTY LINE. THE ACCESSORY BUILDING SHALL NOT BE ALLOWED IN THE FRONT YARD PROPERTY AREA.
- A 15' WIDE BIKE TRAIL EASEMENT SHALL BE PROVIDED ALONG THE NORTH SIDE OF THE DEVELOPMENT.
- A 10' WIDE TRAIL SHALL BE CONSTRUCTED ALONG THE NORTH SIDE OF THE DEVELOPMENT AS A PART OF THE PUD DEVELOPMENT.
- AN 8" DIAMETER WATER MAIN SHALL BE CONSTRUCTED FROM RIDGELINE DRIVE NORTH ALONG THE WEST SIDE OF OLD PORTLAND ROAD APPROXIMATELY 1700 FEET.
- OLD PORTLAND ROAD SHALL BE IMPROVED FROM THE SOUTH PROPERTY LINE OF THE DEVELOPMENT NORTH APPROXIMATELY 380 FEET, WITH A 24' WIDE RURAL CROSS-SECTION, 7-INCH THICK PCC PAVEMENT.
- A 5' WIDE SIDEWALK WILL BE CONSTRUCTED ALONG OLD PORTLAND ROAD IN CONJUNCTION WITH PUD CONSTRUCTION.



PARCEL 2  
BI-ATTACHED CONDOMINIUMS  
SINGLE STORY  
15.18 ACRES  
118 D.U.  
MAXIMUM DENSITY 10 DU/AC  
TOTAL UNITS=118



**TWIN EAGLES RIVERVIEW - BLOOMFIELD ACRES, L.L.C.**

**DEVELOPMENT AGREEMENT**

This Development Agreement ("Agreement") is made as of this day of 2017, by and between the CITY OF ADEL, IOWA ("City") a municipal corporation with its general offices at 301 South Tenth Street, Adel, Iowa 50003, and BLOOMFIELD ACRES, L.L.C. , an Iowa limited liability company, ("Developer") with its office at 7008 Madison Avenue, Urbandale, Iowa 50322.

**RECITALS:**

The City desires to have the ability to provide services and public safety to areas annexed in the City located in southeastern Dallas County and Madison County south of the Raccoon River.

- A. The City desires to have the ability to provide services and public safety to areas annexed in the City located in Dallas County, Iowa.
- B. The City desires to construct certain infrastructure in accordance with a comprehensive plan.
- C. Developer is the owner of certain real property locally known as 29456 Old Portland Road, Adel, Iowa, and legally described as:

Parcel "DD" and Parcel "CC" being a part of Parcel "A" of the Southwest Quarter (SW 1/4) of the Northwest Quarter (NW 1/4) of Section Thirty-three (33), Township Seventy-nine (79) North, Range Twenty-seven (27) West of the 5th P.M., Dallas County, Iowa, as shown on Plat of Survey recorded in Book 2015 Page 19888.

("Developer's Property") to be known as "TWIN EAGLES RIVERVIEW".

- D. The City and Developer desire to enter into this Agreement for the purpose of detailing the responsibilities of each party to construct certain improvements associated with Developer's Property.

NOW, THEREFORE, in consideration of the above stated recitals, undertakings and conditions it is agreed as follows:

1. THE PROJECT: The Project shall consist of the Developer constructing a housing project currently designed as consisting of 118 market-rate leased condominiums constructed in bi-attached structures to a density of 8.22 units per acre. Developer agrees that in the event of any changes to the current design, the density shall not exceed 10 units per acre.
  
2. CONTRIBUTIONS, OBLIGATIONS AND UNDERTAKINGS OF DEVELOPER:
  - a) Developer agrees to utilize standard construction practices, including architectural shingles, engineered wood siding (or comparable) with 50-year warranty stone veneer, and neutral earth tone colors.
  - b) The Development will be served by a private drive with private storm sewer lines and private sanitary sewer lines connected to City's infrastructure.
  - c) Developer agrees to provide on-site management of the Project and provide contact information for such property management to City Hall.
  - d) Developer agrees to pave the unimproved section of Old Portland Road immediately adjacent to Development, with rural cross-section PCC pavement.
  - e) Developer agrees to provide a 15-foot wide Trail Easement containing a 10-foot wide public bike trail along the river and a 5-foot wide public sidewalk along Old Portland Road.
  - f) Developer agrees to dedicate to City park land having an agreed upon fair market value of \$87,504.00.
  - g) Developer agrees to install trees and other landscaping and to replace any trees or other landscaping features that die within one-year of final occupancy.
  - h) Developer agrees to prohibit parking on the private streets and to enforce such rule by management company.

- i) Developer agrees to install required City water main.
- j) Developer agrees to construct improvements with an aggregate minimum assessed value of \$120,000.00 per unit for a period of seven (7) years.

3. CITY OBLIGATIONS AND UNDERTAKINGS:

The City agrees to provide Developer and to Developer's Property the following:

- a) 7-year 100% tax abatement.
- b) Waive water and sewer tap fees for connection of water main, water services, and private sanitary sewer.
- c) Allow 15-foot wide Trail Easement and 10-foot wide bike trail along river and 5-foot wide public sidewalk along Old Portland Road to satisfy park land dedication requirement, having an agreed fair market value of \$87,504.00.
- d) Place garbage services to Developer's Project on water bill to be served by City contract.

4. REPRESENTATIONS AND WARRANTIES OF THE CITY:

- a) The City is a municipal corporation and municipality organized under the provisions of the constitution and the laws of the State of Iowa and has power to enter into this Agreement and carry out its obligations and undertakings hereunder.
- b) The execution and delivery of this Agreement, the consummation of the transactions contemplated hereby and the fulfillment of or compliance with the terms and conditions of the Agreement are not prevented by, limited by, in conflict with, or result in a breach of, the terms, conditions or provisions of any contractual restriction, evidence of indebtedness, agreement or instrument of whatever nature to which the City of now a

party by which it is bound, nor do they constitute a default under any of the foregoing.

- c) All covenants, stipulations, promises and agreements and obligations of the City contained herein shall be deemed to be the covenants, stipulations, promises, agreements and obligations of the City and not of any governing body member, officer, agent, servant or employee of the City in the individual capacity hereof.

5) REPRESENTATIONS AND WARRANTIES OF DEVELOPER:

- a) Bloomfield Acres, L.L.C., is an Iowa limited liability company, duly organized and validly existing under the laws of the State of Iowa and it has all requisite power and authority to own and operate its properties, to carry on its businesses now conducted and as presently proposed to be conducted, and to enter into to perform its obligations under this Agreement.
- b) This Agreement has been duly and validly authorized, executed, and delivered by Developer and, assuming due authorization execution and delivery by the City, is in full force and effect and is a validly legally binding instrument of Developer enforceable in accordance with its terms, except as may be limited by bankruptcy, insolvency, reorganization or other laws relating to or effecting creditors' rights generally.
- c) The execution and delivery of this Agreement, the consummation of the transactions contemplated hereby, and the fulfillment of or compliance with the terms and conditions of this Agreement are not prevented by, limited by, in conflict with or result in a violation or breach of the terms conditions or provisions of the governing documents of Developer or of any contractual restriction, evidence of indebtedness, agreement of instrument of whatever nature to which Developer is now a party or by which it or its property is bound, nor do they constitute a default under any of the foregoing.
- d) There are no actions, lawsuits or proceedings pending or threatened against or affecting Developer in any court or before any arbitrator or

before or by any governmental body for which there is a reasonable possibility of an adverse decision which could materially adversely affect the business (present or prospective), financial position or results of operations of Developer or which in manner raises any questions affecting the validity of the Agreement or Developers ability to perform its obligations under this Agreement.

- e) Developer has not received any notice from any local, state or federal official that the activities of Developer with respect to the right-of-way property may or will be in violation of any environmental law or regulation (other than those notices, if any, of which the City has been previously notified in writing). Developer is not aware of any state or federal claim filed or planned to be filed by any party relating to any violation of any local, state or federal environmental law, regulation or review procedure applicable to the Project and Developer is not currently aware of any violation of any local, state or environmental law, regulation or review procedure which would give any person a valid claim under any state or environmental statute with respect thereto.
- f) Developer has good and marketable title to the Developer Right-of-Way for the Project and shall work with the City and other adjacent land owners to deliver good and marketable title to the right-of-way for the Project which is not a part of the Developer Right-of-Way.

6. EVENTS OF DEFAULT DEFINED: The following shall be Events of Default under this Agreement and the term Event of Default shall mean, whenever it is used in this Agreement, any one or more of the following events:

- a) Failure by the Developer to substantially observe or perform any covenant, condition, obligation or agreement on its part to be observed or performed under this Agreement;
- b) The Developer shall:
  - (i) file any petition in bankruptcy or for any reorganization, arrangement, composition, readjustment, liquidation, dissolution, or similar relief under the United States Bankruptcy Act of 1978, as amended, or under any similar federal or state law; or

- (ii) make an assignment for the benefit of its creditors; or
  - (iii) admit in writing its inability to pay its debts generally as they become due; or
  - (iv) be adjudicated a bankrupt or insolvent; or if a petition or answer proposing the adjudication of the Developer as a bankrupt or its reorganization under any present or future federal bankruptcy act or any similar federal or state law shall be filed in any court and such petition or answer shall not be discharged or denied within ninety (90) days after the filing thereof; or a receiver, trustee or liquidator of the Developer or part thereof, shall be appointed in any proceedings brought against the Developer and shall not be discharged within ninety (90) days after such appointment, or if the Developer shall consent to or acquiesce in such appointment;
- c) Any representation or warranty made by the Developer in this Agreement, or made by the Developer in any written statement or certificate furnished by the Developer pursuant to this Agreement, shall prove to have been incorrect, incomplete or misleading in any material respect on or as of the date of the issuance or making thereof; or
- d) Any representation or warranty made by the City in this Agreement shall prove to have been incorrect, incomplete or misleading in any material respect on or as of the date of the issuance.

City's Remedies on Default. Whenever any Event of Default referred to in Section 6 of this Agreement occurs and is continuing, the City, as specified below, may take any one or more of the following actions after (except in the case of an Event of Default under subsections (b) of said Section VI) the giving of thirty (30) days written notice by the City to the Developer of the Event of Default, but only if the Event of Default has not been cured within said thirty (30) days, or if the Event of Default cannot reasonably be cured within thirty (30) days and the Developer does not provide assurances reasonably satisfactory to the City that the Event of Default will be cured as soon as reasonably possible:

- a) The City may suspend its performance under this Agreement until it receives assurances from the Developer, deemed adequate by the City,

that the Developer will cure its default and continue its performance under this Agreement;

- b) The City may terminate this Agreement;
  - c) The City may take any other action, including legal, equitable or administrative action, which may appear necessary or desirable to recover damages or enforce performance and observance of any obligation, agreement, or covenant of the Developer under this Agreement.
7. NO REMEDY EXCLUSIVE. No remedy herein conferred upon or reserved to the City is intended to be exclusive of any other available remedy or remedies, but each and every remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient.
8. DEVELOPER'S REMEDIES ON DEFAULT. Whenever any Event of Default occurs by the City, the Developer may terminate this Agreement, and the Developer may take any legal action it considers necessary to recover damages from the City or to enforce this Agreement, subject to a 120 day written notice to the City with an opportunity for the City to cure the Event of Default during the 120 day notice period.
9. NO IMPLIED WAIVER. In the event any agreement contained in this Agreement should be breached by the Developer and thereafter waived by the City, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent, previous or subsequent breach hereunder.
10. AGREEMENT TO PAY ATTORNEYS' FEES AND EXPENSES. Whenever any Event of Default occurs and either party employs attorneys or incurs other expenses for the collection of payments due or to become due or for the enforcement or performance or observance of any obligation or agreement on

the part of the other party, the non-prevailing party shall pay to the prevailing party its reasonable attorneys fees and costs.

11. THIRD PARTY COMPLIANCE. Fulfillment of this Agreement is contingent upon compliance with the obligations of third parties referenced herein, and upon the failure of a third party or parties to fulfill its obligations, this Agreement may be terminated by either the Developer, the City, or both.
12. NO THIRD PARTY BENEFICIARIES. No rights or privileges of either party hereto shall inure to the benefit of any landowner, contractor, subcontractor, material supplier, or any other person or entity and no such contactor, landowner, subcontractor, material supplier, or any other person or entity shall be deemed to be a third-party beneficiary of any of the provisions contained in this Agreement.
13. MISCELLANEOUS.
  - a) Notices and Demands. A notice, demand or other communication wider this Agreement by any party to the other shall be sufficiently given or delivered if it is dispatched by a registered or certified mail, postage prepaid, return receipt requested or delivered personally and
    - i) in the case the Developer is addressed or delivered personally to Bloomfield Acres, L.L.C. at 7008 Madison Avenue, Urbandale, IA 50322; and
    - ii) in the case of the City it is addressed to or delivered personally to the City at 301 South Tenth Street, Adel, IA 50003, Attn: City Manager.
  - b) Counterparts. This agreement may be executed in any number of counterparts each of which will constitute one in the same instrument.
  - c) Governing Office. This agreement shall be governed and construed in accordance with the laws of the state of Iowa.
  - d) Entire Agreement. This Agreement and the exhibits hereto reflect the entire agreement among the parties regarding the subject matter hereof

and supersedes all prior agreements, negotiations or discussions weather oral or written. This agreement may not be amended except by subsequent writing signed by all parties hereto.

e) Successors and Assigns. This Agreement is intended to and shall inure to the benefit of and be binding upon the parties hereto and their respective permitted accessors and assigns.

14. TERMINATION. Unless otherwise terminated as provided in Section 6 above, this Agreement shall terminate upon fulfillment by each party of the obligations set forth herein.

IN WITNESS WHEREOF, the City has caused this Agreement to be duly executed in name and its behalf by its Mayor and its sealed to be duly affixed and attested by its City Clerk, and Developer has caused this Agreement to be duly executed in its name and behalf by its authorized representatives all on as of the day first above written.

CITY OF ADEL, IOWA

By: \_\_\_\_\_

Mayor

ATTEST:

By: \_\_\_\_\_

Jackie Steele / City Clerk

STATE OF IOWA

COUNTY OF DALLAS

On this day of , 2017, before me a Notary Public in and for said State, personally appeared and to me personally known, who being duly sworn, did say that they are the Mayor and City Clerk, respectively, or the City of Adel, Iowa, a municipality created and existing under the laws of the State of Iowa, and that the seal affixed to

the foregoing instrument is the seal of said municipality, and that said instrument was signed and sealed on behalf of said municipality by authority and resolution of its City Council, and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said Municipality by it voluntarily executed.

\_\_\_\_\_  
Notary Public - State of Iowa

BLOOMFIELD ACRES, L.L.C.

By: \_\_\_\_\_  
Karie Ramsey, Manager

STATE OF IOWA    )

COUNTY OF POLK    )

This record was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2017, by Karie Kading Ramsey, to me personally known, who being by me duly sworn, did say that she is the Manager of the Limited Liability Company executing the within and foregoing instrument, that no seal has been procured by said Limited Liability Company; that said instrument was signed on behalf of the Limited Liability Company by authority of the Limited Liability Company; and that Karie Kading Ramsey, as Manager, acknowledged the execution of the foregoing instrument to be the voluntary act and deed of the Limited Liability Company, by it and by her voluntarily executed.

\_\_\_\_\_  
NOTARY PUBLIC - STATE OF IOWA



## ORDINANCE NO. 315

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF ADEL, IOWA, 2013, BY AMENDING THE ZONING CLASSIFICATION OF CERTAIN REAL PROPERTY LOCATED WITHIN THE CITY LIMITS OF ADEL, IOWA, FROM ITS CURRENT CLASSIFICATION OF R-1 (Single Family Residential) TO C-3 (Highway Commercial District), AS RECOMMENDED BY THE ADEL PLANNING AND ZONING COMMISSION, AND PROVIDING FOR THE AMENDMENT OF THE OFFICIAL ZONING MAP OF THE CITY OF ADEL, IOWA, TO REFLECT SAID CHANGE BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF ADEL, IOWA:**

Section 1. **PURPOSE.** The Code of Ordinances of the City of Adel, Iowa (2013) is amended by changing the zoning classification of the following described real property, from its current classification of R-1 (Single Family Residential) to C-3 (Highway Commercial District) to wit:

Kasischke Event Venue by Kendra Kasischke for portions of Parcel #1134100008 and portions of Parcel #1134100014 (22.45 acres)

**Legal Description:**

A PART OF LOT 1, KOOPMAN SUBDIVISION, AN OFFICIAL PLAT, AND A PART OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER, ALL IN SECTION 34, TOWNSHIP 79 NORTH, RANGE 27 WEST OF THE FIFTH PRINCIPAL MERIDIAN, IN THE CITY OF ADEL, DALLAS COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 1; THENCE NORTH 0°38'23" WEST ALONG THE WEST LINE OF SAID LOT 1, A DISTANCE OF 246.68 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTH 0°38'23" WEST ALONG SAID WEST LINE, 303.52 FEET TO THE SOUTHWEST CORNER OF EAGLE VISTA, AN OFFICIAL PLAT IN SAID CITY OF ADEL; THENCE NORTH 89°20'29" EAST ALONG THE SOUTHERLY LINE OF SAID EAGLE VISTA, 360.00 FEET; THENCE SOUTH 58°52'31" EAST CONTINUING ALONG SAID SOUTHERLY LINE, 293.61 FEET; THENCE NORTH 45°18'35" EAST CONTINUING ALONG SAID SOUTHERLY LINE, 290.57 FEET; THENCE SOUTH 89°50'1 0" EAST CONTINUING ALONG SAID SOUTHERLY LINE, 639.95 FEET; THENCE NORTH 78°50'59" EAST CONTINUING ALONG SAID SOUTHERLY LINE, 421.85 FEET; THENCE NORTH 60°42'21" EAST CONTINUING ALONG SAID SOUTHERLY LINE, 425.08 FEET; THENCE NORTH 70°39'35" EAST CONTINUING ALONG SAID SOUTHERLY LINE, 415.12 FEET TO THE SOUTHEAST CORNER OF SAID EAGLE VISTA; THENCE SOUTH 0°54'43" EAST ALONG THE EAST LINE OF SAID SOUTHEAST QUARTER OF THE NORTHWEST QUARTER, 561.17 FEET; THENCE SOUTH 89°05'17" WEST, 106.94 FEET; THENCE SOUTH 0°54'43" EAST, 191.41 FEET; THENCE SOUTH 66°25'08" WEST, 501.86 FEET; THENCE NORTH 0°54'43" WEST, 284.90 FEET; THENCE NORTH 89°50'1 0" WEST, 1173.25 FEET; THENCE SOUTH 62°35'57" WEST, 245.21 FEET; THENCE SOUTH 89°17'04" WEST, 186.28 FEET; THENCE SOUTH 73°45'01" WEST, 291.02 FEET; THENCE NORTH 70°03'35" WEST, 228.42 FEET TO THE POINT OF BEGINNING AND CONTAINING 22.46 ACRES (978,521 SQUARE FEET).

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

Section 2. **REPEALER.** All ordinances or parts of ordinances that are in conflict with this ordinance are hereby repealed.

Section 3. **SEVERABILITY.** If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 4. **WHEN EFFECTIVE.** This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law, whichever shall later occur.

Passed and approved by the Adel City Council this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
James F. Peters, Mayor

Attest: \_\_\_\_\_  
Jackie Steele, City Clerk

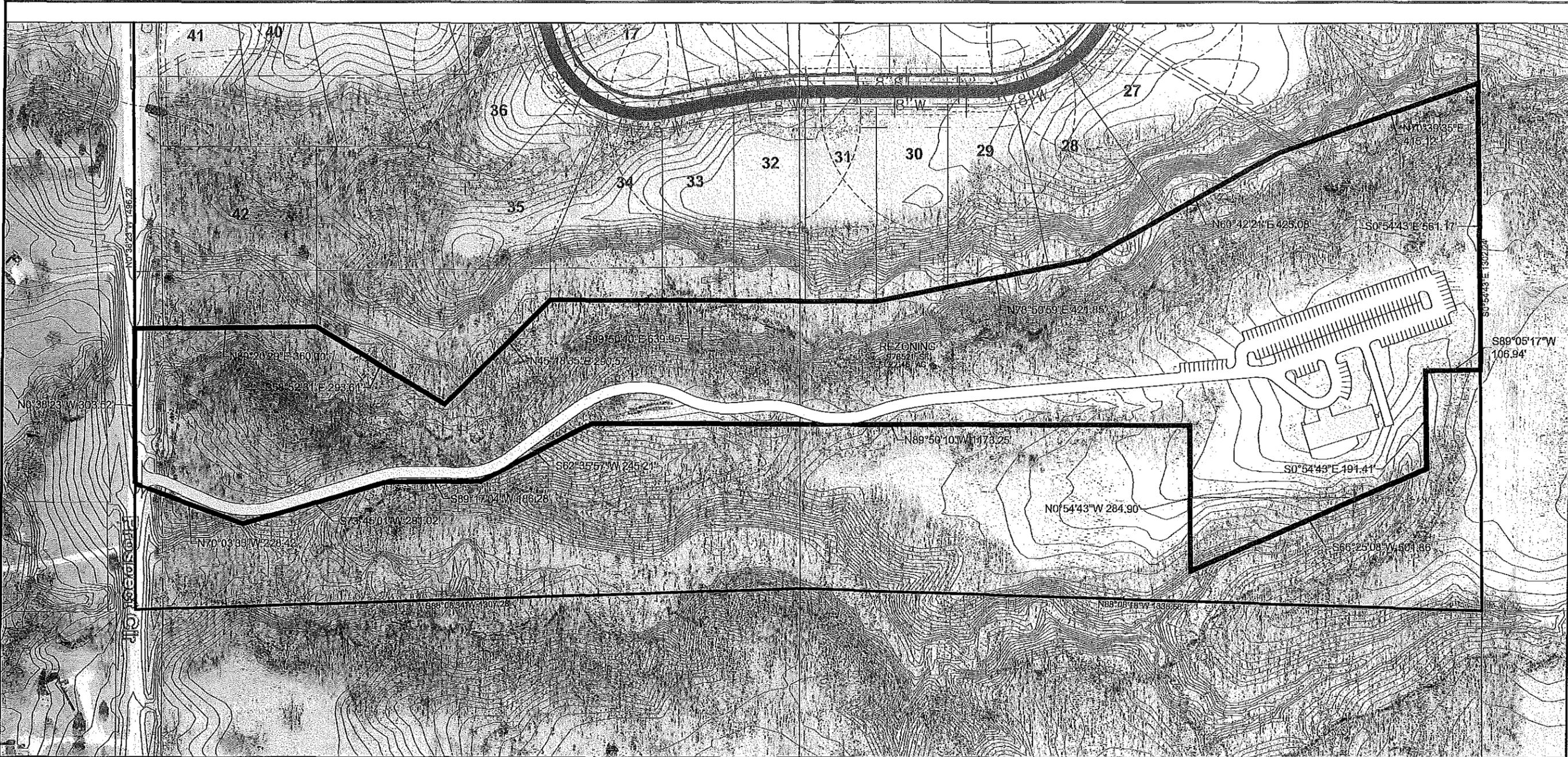
1<sup>st</sup> Reading \_\_\_\_\_

2<sup>nd</sup> Reading \_\_\_\_\_

3<sup>rd</sup> Reading \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. 310 in the Dallas County News on the  
\_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Jackie Steele, City Clerk



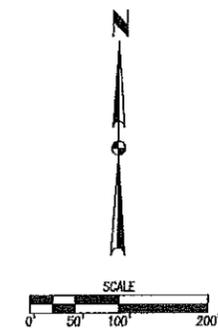
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**ZONING**

CURRENT ZONING: R-1 SINGLE FAMILY RESIDENTIAL DISTRICT  
 PROPOSED ZONING: C-3 HIGHWAY COMMERCIAL DISTRICT  
 AREA TO BE REZONED: 22.46 ACRES



DRAWN BY: J. W. KASISCHKE  
 FILE NAME: 1772016 11.15.14  
 PLOTTED BY: J. W. KASISCHKE  
 DATE: 11/27/14

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## AGREEMENT FOR ENGINEERING SERVICES WATER SYSTEM IMPROVEMENTS ADEL WATER UTILITY IMPROVEMENTS – PHASE 1 ADEL, IOWA

This Agreement is made on the \_\_\_\_\_ day of \_\_\_\_\_, 2017, by and between *McClure Engineering Company, of Clive, Iowa* (herein referred to as "Engineer") and *City of Adel, Iowa* (hereinafter referred to as "Owner"). Services shall be performed per the fees, terms and conditions outlined in this Agreement and/or the Hourly Rate established on Exhibit 'A'. The Engineer shall provide services for the Project which consists of the services listed on Exhibit 'B'. The Project shall be described as:

**PROJECT DESCRIPTION:**

### ADEL WATER UTILITY IMPROVEMENTS – PHASE 1 ADEL, IOWA

1. The **Owner** shall provide information, which shall set forth the **Owner's** objectives, schedule, constraints, budget with reasonable contingencies and other applicable criteria. (See Exhibit 'C' for **Owner's** Responsibilities).
2. The **Engineer** shall conduct the following services marked "Included", for approval by the **Owner**:

Item	Included	Not Included
<b>A. Iowa DNR Water Supply Permitting</b> <ol style="list-style-type: none"> <li>1. Coordinate Viability Self-Assessment (by Owner).</li> <li>2. Complete Exhibit 2 - Preliminary Engineering Report Checklist.</li> <li>3. Prepare Exhibit 4 - SRF Environmental Review Checklist, if applicable.</li> <li>4. Preliminary Engineering Report Submittal:                             <ul style="list-style-type: none"> <li>• Cover letter.</li> <li>• Preliminary Engineering Report (3-copies).</li> <li>• Viability Self-Assessment.</li> <li>• Exhibit 4. SRF Environmental Review Checklist, if using SRF Funding.</li> </ul> </li> <li>5. Coordinate DNR Site Survey:                             <ul style="list-style-type: none"> <li>• Prepare and submit Schedule 4 - Site Approval.</li> <li>• Prepare and submit Schedule 1a - General Information.</li> </ul> </li> <li>6. Anti-Degradation Alternatives Analysis (new or increased waste discharge to surface water).</li> </ol>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>
<b>B. Preliminary Engineering Report</b> <ol style="list-style-type: none"> <li>1. Summarize analysis, findings, and recommendations into Preliminary Engineering Report.                             <ul style="list-style-type: none"> <li>• Executive Summary.</li> <li>• Scope and Purpose of Study.</li> <li>• Existing Conditions.</li> <li>• Regulatory Requirements.</li> <li>• Selected Improvements.</li> <li>• Recommendations.</li> <li>• Implementation Plan and Financing.                                     <ul style="list-style-type: none"> <li>✓ Capital cost.</li> <li>✓ Operational cost.</li> <li>✓ Financing methods and impact to rates.</li> </ul> </li> <li>• Appendices (technical information and design criteria).</li> </ul> </li> <li>2. Submit Draft Report to Owner for review and comment.</li> <li>3. Submit Final Report to Owner.                             <ul style="list-style-type: none"> <li>• Three (3) hard copies.</li> <li>• One (1) electronic copy (pdf).</li> </ul> </li> <li>4. Submit Final report to IDNR.                             <ul style="list-style-type: none"> <li>• Three (3) hard copies</li> </ul> </li> </ol>	<input type="checkbox"/>  <input type="checkbox"/> <input type="checkbox"/>  <input type="checkbox"/>	<input checked="" type="checkbox"/>  <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>

Item	Included	Not Included
<b>C. Preliminary Design</b> 1. Conduct Project Kickoff Meeting with Owner 2. Confirm scope, extent and character of the project. <ul style="list-style-type: none"> <li>▪ Final design criteria</li> <li>▪ Preliminary hydraulic profiles</li> <li>▪ Major equipment list</li> <li>▪ Control concepts</li> <li>▪ Process layouts</li> <li>▪ Building interior layouts</li> <li>▪ Operation &amp; maintenance concepts</li> <li>▪ Process piping alignments</li> <li>▪ Utility requirements</li> <li>▪ Site plans</li> </ul> 3. Topographic Survey 4. Prepare revised "Opinion of Probable Costs" 5. Attend meetings necessary to complete Preliminary Design (2-Meetings)	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>        <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>        <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>D. Final Design</b> 1. Prepare final project drawings. 2. Prepare final project specifications. 3. Prepare written applications for permits for construction from IDNR and other agencies. 4. Prepare revised Opinion of Probable Cost based on final drawing and specifications. 5. Prepare Contract Agreement Form, General Conditions, Supplementary Conditions, Bid Forms, Invitation to Bidders, and Instructions to Bidders. 6. Review 70% and 100% Final Design with Owner (2 Meetings) 7. Furnish the following number of copies of the Plans & Specifications: <ul style="list-style-type: none"> <li>▪ Three (3) Copies to Owner</li> <li>▪ Three (3) Copies to IDNR</li> </ul>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>E. Advertising, Bidding, Contract Award</b> 1. Assist OWNER in advertising for and obtaining bids. 2. Conduct Prebid Conference at OWNER'S location (1-meeting). 3. Provide drawings, specifications, contract documents and bid documents to prospective bidders. 4. Issue addenda to interpret or clarify bid documents. 5. Review prebid submittals from bidders. 6. Attend Bid opening (at OWNER location), prepare bid tabulation (1-meeting). 7. Review bidder's qualifications, bids, and other documents and make recommendation for award of contract. 8. Attend one (1) meeting to present Bids to Owner.	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>  <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>F. Paper Copies of Final Project Documents</b> 1. Print sufficient number of paper copies of final project documents, per Iowa Code 26.3, and distribute to prospective bidders: <ul style="list-style-type: none"> <li>• 24 x 36 Drawings (up to 10 included)</li> <li>• 11 x 17 Drawings (up to 10 included)</li> <li>• Contract Documents and Specifications</li> <li>• Engineer's Opinion of Probable Cost</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>G. Construction Administration</b> 1. Provide general administration of construction contract as OWNER'S representative. 2. Visit site of construction at appropriate stages of construction to observe the Contractors work. 3. Issue interpretations and clarifications of contract documents. 4. Review shop drawings. 5. Act as initial interpreter of the requirements of the contract documents. 6. Review and process Contractor's application for payment. 7. Attend Construction Progress Meetings.	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>  <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Item	Included	Not Included
<b>H. Construction Staking</b> 1. Establish Field Controls 2. Stake Construction Control Points	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<b>I. Resident Project Representative</b> 1. Provide a Resident Project Representative to be on site during construction (see Exhibit "D", A Listing of Duties, Responsibilities and Limitations of Authority of the Resident Project Representative).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>J. Land &amp; Easement Acquisition</b> 1. Courthouse Research. 2. Field Work/Surveys. 3. Coordinate Notices to Landowners. 4. Prepare Requests for Proposals to Appraisers. 5. Review Appraisals with Owner. 6. Develop Negotiation Strategy. 7. Meet with Landowners. 8. Coordinate Negotiations with Landowners. 9. Prepare Offers. 10. Coordinate Purchase Agreements. 11. Preparation of Easement Exhibits and Legal Descriptions 12. Preparation of Acquisition Plats and Legal Descriptions	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<b>K. Geotechnical Coordination</b> 1. Request for Proposal to Geotechnical Firms 2. Review Proposals/Recommendation for Award 3. Review Geotechnical Results with the Owner (1-meeting)	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>L. Record Drawings</b> 1. As-Built Record Drawings (2 Hard Copies & 1 Electronic Copy Included) 2. Additional Hard Copies - 1 EA @ \$100.00 3. Additional Electronic Copies - 1 EA @ \$25.00	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>M. Operator Training / Startup Services</b> 1. Operator Training/Workshops 2. Equipment Startup Services	<input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
<b>N. Operation/Maintenance Manuals</b> 1. O&M Manual Preparation 2. Hard Copies _____ EA @ \$ _____ 3. Electronic Copies _____ EA @ \$ _____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
<b>O. Loan Application and Administrative Services:</b> 1. Prepare Loan Applications 2. Environmental Review Checklist and Coordination. 3. Attend Public Hearing on Finding of No Significant Impact (FONSI). 4. Environmental Assessment. 5. Prepare Outlay Requests. 6. Review of Payroll records. 7. Wage Interviews. 8. Submit Loan Closeout to IDNR. 9. Administration of other funding sources.	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
<b>P. Distribution System Model</b> 1. Development of Water Model Utilizing Available GIS Information 2. Develop Hydrant Flow & Pressure Test Strategy 3. Conduct Hydrant Flow & Pressure Tests 4. Water Model Calibration to Field Data 5. Conduct Flow & Pressure Analysis 6. Complete Water Age Analysis 7. Develop Hydrant Flushing Program 8. Utilize Water Model for Size & Location of Improvements 9. Summarize Findings in Technical Memorandum	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>Q. Other Meetings</b> 10. Special meetings with Council/Staff 11. Public Informational Meetings 12. Regulatory Agencies	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

3. Fee Schedule:

	PART A Rapids Street & Hwy 169 Water Main Replacement	PART B Alluvial Well 6 & Raw Water Transmission Main	PART C South High Pressure Zone Booster Station Improvements
<input checked="" type="checkbox"/> A. Iowa DNR Water Supply Permitting (LS)	\$ NIC	\$ 2,000.00	\$ NIC
<input type="checkbox"/> B. Preliminary Engineering Report (LS)	\$ NIC	\$ NIC	\$ NIC
<input checked="" type="checkbox"/> C. Preliminary Design (LS)	\$ 34,800.00	\$ 50,700.00	\$ 42,800.00
<input checked="" type="checkbox"/> D. Final Design (LS)	\$ 38,100.00	\$ 57,100.00	\$ 45,300.00
<input checked="" type="checkbox"/> E. Advertising, Bidding, Contract Award (LS)	\$ 5,500.00	\$ 6,400.00	\$ 5,200.00
<input checked="" type="checkbox"/> F. Paper Copies of Final Contract Documents (LS)	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
<input checked="" type="checkbox"/> G. Construction Administration (LS)	\$ TBD	\$ TBD	\$ TBD
<input checked="" type="checkbox"/> H. Construction Staking (LS)	\$ TBD	\$ TBD	\$ TBD
<input checked="" type="checkbox"/> I. Resident Project Representative (T&M)	\$ TBD	\$ TBD	\$ TBD
<input checked="" type="checkbox"/> J. Land & Easement Acquisition (T&M)	\$ NIC	\$ 7,800.00	\$ 6,900.00
<input checked="" type="checkbox"/> K. Geotechnical Coordination (LS)	\$ 1,300.00	\$ 2,000.00	\$ 1,000.00
<input checked="" type="checkbox"/> L. Record Drawings (LS)	\$ TBD	\$ TBD	\$ TBD
<input type="checkbox"/> M. Operator Training / Startup Services (NIC)	\$ NIC	\$ NIC	\$ NIC
<input type="checkbox"/> N. Operation / Maintenance Manuals (NIC)	\$ NIC	\$ NIC	\$ NIC
<input checked="" type="checkbox"/> O. Loan Application and Admin. Services (LS)	\$ TBD	\$ TBD	\$ TBD
<input checked="" type="checkbox"/> P. Distribution System Model (LS)	\$ NIC	\$ NIC	\$ 36,700.00
<input checked="" type="checkbox"/> Q. Other Meetings (T&M)	\$ TBD	\$ TBD	\$ TBD

LS Lump Sum  
 NTE Not To Exceed  
 N/A Not Applicable  
 NIC Not Included  
 TBD To Be Determined  
 T&M Time & Materials

The Hourly Rate Schedule is included in Exhibit 'A' and attached to this Agreement to be used for work performed on a *Time and Material* basis.

4. Past due amounts owed shall accrue interest at 1.5% per month from the 30<sup>th</sup> day. If the **Owner** fails to make monthly payments due the **Engineer**, the **Engineer** may, after giving (7) days written notice to the **Owner**, suspend services under this Agreement.
5. This Agreement represents the entire and integrated agreement between the Owner and the Engineer and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and the Engineer.
6. This Agreement is subject to all the Terms and Conditions listed on the following page.

Exhibits		Included	Not Included
Exhibit 'A'	Hourly Rate Schedule	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Exhibit 'B'	Preliminary Project Scope	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Exhibit 'C'	Owner's Responsibilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Exhibit 'D'	Duties, Responsibilities and Limitations of Authority of the Resident Project Representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**SPECIAL INSTRUCTIONS:**

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**OWNER:** CITY OF ADEL, IA

**ENGINEER:** MCCLURE ENGINEERING COMPANY  
CLIVE, IA

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_  
Derick Anderson, P.E.

Title: \_\_\_\_\_

Title: \_\_\_\_\_  
Water Team Leader

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_  
515-964-1229

Email: \_\_\_\_\_

Email: \_\_\_\_\_  
danderson@mecresults.com



## McCLURE ENGINEERING COMPANY STANDARD TERMS AND CONDITIONS

**ACCESS TO SITE:** The Engineer shall at all times have access to the site to complete his Work.

**INFORMATION PROVIDED BY OTHERS:** The Engineer shall be entitled to rely upon the accuracy and completeness of data provided by the Owner and shall not assume liability for such data. The Engineer does not practice law, insurance or financing, therefore, the Owner shall furnish all legal, accounting and insurance counseling services as may be necessary to protect themselves at any time during the Project. Owner shall hold Engineer harmless from damages that may arise as a result of inaccuracies of information or data supplied by Owner or others to Engineer.

**ADDITIONAL SERVICES:** As an Additional Service in connection with changes in the scope of the Engineer's work by the Owner, the Engineer shall prepare Drawings, Specifications and other documentation and data, evaluate Contractor's proposal and provide any other services made necessary by such Change Orders and Construction Change Directives. The Engineer will be entitled to additional compensation to coordinate such changes and schedules shall be adjusted accordingly.

**OWNERSHIP AND REUSE OF DOCUMENTS:** All reports, plans, specifications, field data and other documents written and/or electronic, prepared by Engineer in doing work on the project, shall remain the property of the Engineer. The documents prepared by the Engineer for this Project are for use solely with respect to this Project. The Engineer's Drawings, Specifications or other documents shall not be used by the Owner on other projects or for additions to this Project, except by agreement in writing and with appropriate compensation to the Engineer.

**OPINIONS OF PROBABLE COSTS:** It is recognized that neither the Engineer nor the Owner has control over the cost of labor, materials or equipment, over the Contractor's methods of determining bid prices, or over competitive bidding, market or negotiating conditions. Accordingly, the Engineer cannot and does not warrant or represent that bids or negotiated prices will not vary from any estimate of costs or evaluation prepared or agreed to by the Engineer.

**DISPUTE RESOLUTION:** Claims, disputes or other matters, involving a value less than \$200,000.00, in question between the parties to this Agreement arising out of or relating to this Agreement or breach thereof shall be subject to mediation unless each of the parties mutually agrees otherwise. No mediation arising out of or relating to this Agreement shall include, by consolidation, joinder or in any other manner, an additional person or entity not a party to this Agreement, except by written consent containing a specific reference to this Agreement signed by the Owner, Engineer, and any other person or entity sought to be joined. In no event shall the demand for mediation be made after the date when the institution of legal or equitable proceedings based upon such claim would be barred by the applicable statute of limitations. The award rendered in the mediation shall be non-binding.

**TERMINATION:** This Agreement may be terminated by either party upon not less than seven days written notice should the other party fail substantially to perform in accordance with the terms of the Agreement through no fault of the party initiating the termination. This Agreement may be terminated by the Owner upon not less than seven days' written notice to the Engineer in the event the Project is permanently abandoned.

Failure of the Owner to make payments to the Engineer in accordance with the Agreement shall be considered substantial non-performance and cause for termination. If the Owner fails to make payment when due the Engineer for services, the Engineer may, upon seven days' written notice to the Owner, suspend performance of services under this Agreement. Unless payment in full is received by the Engineer within seven days of the date of the notice, the suspension shall take effect without further notice. In the event of a suspension of services, the Engineer shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services.

In the event of termination not the fault of the Engineer, the Engineer shall be compensated for services performed prior to termination and all termination expenses. Termination expenses are in addition to compensation for *Basic and Additional Services*, and include expenses which are directly attributable to termination.

**CONTRACTOR MATTERS:** The Engineer has no control over the Contractor's means, methods, schedule, costs, quality control, workmanship, on-site storm water runoff/erosion control, or project safety measures. For this reason, the Engineer shall not be responsible for or assume liability for the same.

**UNDERGROUND UTILITIES:** Information for location of underground utilities may come from the Owner, third parties, and/or research performed by the Engineer or its subcontractors. Unfortunately, the information the Engineer must rely on from various utilities and other records may be inaccurate or incomplete. Therefore, the Owner agrees to indemnify and hold harmless the Engineer for all claims, losses, costs and damages arising out of the location of underground utilities provided by the Engineer under this Agreement.

**SHOP DRAWING REVIEW:** If, as part of this Agreement Engineer reviews Contractor submittals, such as shop drawings, product data, samples and other data, as required by Engineer, these reviews and approvals shall be only for the limited purpose of checking for conformance with the design concept and the information expressed in the contract documents. This review shall not include review of the accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, construction means or methods, coordination of the work with other trades or construction safety precautions, all of which are the sole responsibility of the Contractor. Engineer shall not be responsible for any deviations from the contract documents not brought to the attention of Engineer in writing by the contractor. Engineer shall not be required to review partial submissions or those for which submissions of correlated items have not been received.

**CONSTRUCTION OBSERVATION:** If, as part of this Agreement, Engineer is providing construction observation services, Engineer shall visit the project at appropriate intervals during construction to become generally familiar with the progress and quality of the Contractor's work and to determine if the work is preceding in general accordance with the Contract Documents. Unless otherwise specified in this Agreement, the Owner has not retained the Engineer to make detailed inspections or to provide exhaustive or continuous project review and observation services. Engineer does not guarantee the performance of, and shall have no responsibility for, the acts or omissions of any contractor, subcontractor, supplier or any other entity furnishing materials or performing any work on the project.

**HAZARDOUS MATERIALS -- INDEMNIFICATION:** The Engineer is not in the business of making environmental site assessments for purposes of determining the presence of any toxic, hazardous or other environmental damaging substances. The purpose of this provision is to be certain that the Owner is aware of the potential liability if toxic, hazardous or environmental damaging substances are found on or under the property. Engineer makes no representations regarding an environmental site assessment, relies upon Owner to have fully investigated the need and/or scope of such assessment and assumes no responsibility for the determination to make an environmental site assessment on the subject property.

**PAYMENT:** Amounts unpaid 30 days after invoice date shall bear interest from the date payment is due at a rate of 1.5% per month compounded and shall include costs for attorney fees and other collection fees related to collecting fees for service.

**LIMITATION OF LIABILITY:** The Engineer's liability shall be limited to \$1,000,000.00 as indicated on the certificate of insurance, or as specifically agreed to by separate agreement.

**WAIVERS:** The Owner and the Engineer waive all rights against each other and against the contractors, consultants, agents and employees of the other for damages, but only to the extent covered by property insurance during construction. The Owner and Engineer each shall require similar waivers from their contractors, consultants and agents.

**ASSIGNMENT:** The Owner and Engineer, respectively, bind themselves, their partners, successors, assigns and legal representatives to the other party to this Agreement and to the partners, successors, assigns and legal representatives of such other party with respect to all covenants of this Agreement. Neither Owner nor Engineer shall assign this Agreement without the written consent of the other.

**GOVERNING LAW:** Unless otherwise provided, the Agreement shall be governed by the law of the principal place of business of the Engineer.

**COMPLETE AGREEMENT:** This Agreement represents the entire and integrated agreement between the Owner and Engineer and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Engineer. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Owner or Engineer.

Effective 6/11/13  
(Supersedes 11/01/08)

EXHIBIT 'A'  
 McCLURE ENGINEERING COMPANY  
 HOURLY RATE SCHEDULE  
 (Effective through December 31, 2017)

<u>PERSONNEL</u>	<u>HOURLY RATE</u>
Administrative.....	\$70.00
Staff Engineer.....	\$110.00
Project Engineer.....	\$140.00
Senior Project Engineer.....	\$190.00
Project Manager.....	\$170.00
Principal.....	\$200.00
Senior Principal.....	\$225.00
Senior Engineering Technician.....	\$130.00
Engineering Technician (ET).....	\$100.00
Registered Land Surveyor.....	\$170.00
Landscape Architect.....	\$130.00
On-Site Representative (OSR).....	\$95.00
Senior On-Site Representative (OSR).....	\$130.00
Crew Chief (CC).....	\$100.00
Crew Member (CM).....	\$85.00
Survey Crew.....	\$220.00
Survey Crew with Scanner.....	\$285.00
Intern Crew Member.....	\$65.00

MISCELLANEOUS EXPENSES

Survey Vehicle Mileage.....	\$0.70/Mile
Automobile Mileage.....	\$0.540/Mile
Plans.....	\$0.15/Sq. Ft.
Vellums.....	\$0.55/Sq. Ft.
Out-of-Pocket Expenses (Meals, Hotels, etc.).....	At Cost + 10%
Large Format Color Prints.....	\$5.25/Sq. Ft

## EXHIBIT 'B'

### PRELIMINARY PROJECT SCOPE

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#### *Exhibit B – Scope of Work*

The City of Adel has been actively involved in planning the necessary improvements to replace aging infrastructure while also planning for future growth. The *Scope of Work* in Phase 1 of the Water Utility Improvements will include, but not necessarily be limited to:

- Water Supply Permitting
- Preliminary Design
- Final Design
- Advertising, Bidding & Contract Award
- Construction Administration
- Construction Staking
- Land & Easement Acquisition
- Geotechnical Coordination
- Resident Project Representative Services
- Record Drawings
- Loan Application & Administration Services

MEC shall prepare the plans and specifications necessary to acquire construction permits and receive bids on the projects. After award of a construction contract, MEC shall provide Construction Administration, Construction Staking and Resident Project Representative Services.

MEC anticipates working closely with City staff as project plans and specifications are developed. MEC shall report to the City Public Works Department at periodic intervals during design and construction. At critical milestones, MEC shall meet with the City Council and/or City Water, Sewer, and Sanitation Utility Subcommittee to keep them informed of the overall progress.

Once the design and cost estimating work is nearing 90% complete on each individual project, MEC shall review the findings with the City Council.

Phase 1 includes the following projects:

#### **Part A – Rapids Street & Highway 169 Water Main Replacement**

##### *Rapids Street Water Main Replacement*

In response to frequent water main breaks along Rapids Street, the City intends to replace the degraded section of water main. The segment proposed for replacement extends from North 15<sup>th</sup> Street to North 19<sup>th</sup> Street. This is expected to be a “back of curb” replacement and is intended to require minimal street surface replacement with the exception of the North 19<sup>th</sup> Street and Rapids Street intersections, as well as the crossings at North 16<sup>th</sup> Street and North 17<sup>th</sup> Street. This project will increase the water main diameter from 4 to 6 inches to better serve consumers and also meet regulatory requirements for minimum hydrant service. The engineer’s opinion of probable project cost for 1,660 feet of 6-inch water main in 2017 is \$630,000.

##### *Highway 169 Water Main Replacement*

In response to frequent water main breaks along Highway 169, the City intends to replace the troubled section of water main. The segment proposed for replacement extends from Cottage Street to Bryan Street, and is anticipated to include partial replacement of the Cottage & Bryan Street intersections west of Highway 169. This project will increase the water main diameter from 4 to 6 inches to better serve consumers and also meet regulatory requirements for minimum hydrant service. The engineer’s opinion of probable project cost for 425 feet of 6-inch water main in 2017 is \$405,000.

## Part B – Alluvial Well No. 6 & Raw Water Transmission Main Improvements

### Alluvial Well 6 Improvements

Given the age of the existing alluvial wells and to prepare for future maximum day demand, the City intends to construct a new municipal well in the same alluvial aquifer as the existing wells. The location of the new well will need to comply with separation distance requirements in the Iowa Administrative Code, as well as maintaining an adequate distance from existing wells to minimize hydraulic interference. To determine the preferred location of the new wells, the City should conduct a geotechnical investigation into the grain size distribution of the soils at the proposed sites, as well as the water pumping capacity and water quality of the new sites. Once each site is selected, new construction would include the new production well, casing, screen, well pump and motor, well house, and new water line to the existing raw water transmission main. Water quality is anticipated to be similar to the existing wells in the primary well field. Additionally, the new well should be connected to the standby power being provided at the soon to be constructed Well #5. The engineer's opinion of probable project cost for a new replacement alluvial well in 2017 is \$570,000.

### Raw Water Transmission Main Improvements

In order to utilize the full capacity of the primary well field and prepare for future maximum day demands, an additional raw water transmission main needs to be constructed from the existing well field to the water treatment plant. Based on discussions with City staff, the existing 47-year old 8-inch transmission main has developed several leaks in the past few years. In addition, the existing transmission main also represents a significant risk to the utility given the five river crossings and the potential difficulty of repair. A single 12-inch replacement transmission main along an alternate land route is the recommended alternative. The engineer's opinion of probable project cost for 5,470 feet of 12-inch water main in 2017 is \$995,000.

## Part C – South High Pressure Zone Booster Station Improvements

### South High Pressure Zone Booster Station (New)

The City's current booster pump station for the high pressure zone is rated at 0.490 MGD (340 gpm). In order to prepare for the future day demand of the high pressure zone as well as fire flows, it is recommended that the City ultimately increase booster pumping capacity to the high pressure zone to approximately 2.590 MGD (1,800 gpm) based on Iowa Water Supply Facility Design Standards. Rather than replacing the existing booster pump station, which only feeds into a single 8-inch transmission main, the capacity upgrade is recommended to be accomplished through the installation of a second booster pump station along the eastern side of the South High Pressure Zone. This new booster pump station will feed into the opposite side of the high pressure zone's primary water main loop. The engineer's opinion of probable project cost for the new booster pump station in 2017 is \$1,100,000.

### South 14<sup>th</sup> Street Booster Station Upgrades

The City's existing booster pump station at South 14<sup>th</sup> Street does not currently have back-up standby power. To meet current design standards and increase reliability, the installation of standby electrical capacity at the South 14<sup>th</sup> Booster Pump Station is recommended. The engineer's opinion of probable project cost for standby power at the City's existing booster pump station in 2017 is \$170,000.

## EXHIBIT 'C'

### OWNER'S RESPONSIBILITIES

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**OWNER** shall do the following in a timely manner so as not to delay the services of the **ENGINEER**:

1. Designate in writing a person to act, as **OWNER'S** representative with respect to the services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define **OWNER'S** policies and decisions with respect to **ENGINEER'S** services for the Project.
2. Provide all criteria and full information as to **OWNER'S** requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expendability, and any budgetary limitations; and furnish copies of all design and construction standards, which **OWNER** will require to be included in the drawings and specifications.
3. Assist **ENGINEER** by placing at **ENGINEER'S** disposal all available information pertinent to the Project including previous reports and any other data relative to design or construction of the Project.
4. Arrange for access to make all provisions for **ENGINEER** to enter upon public and private property as required for **ENGINEER** to perform services under this Agreement.
5. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by **ENGINEER**, obtain advice of an attorney, insurance counselor and other consultants as **OWNER** deems appropriate for such examination and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of **ENGINEER**.
6. Furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.
7. Attend the prebid conference, bid opening, preconstruction conferences, construction progress and other job related meetings and substantial completion inspection and final payment inspection.
8. Give prompt written notice to **ENGINEER** whenever **OWNER** observes or otherwise becomes aware of any development that affects the scope or timing of **ENGINEER'S** services, or any defect or non-conformance in the work of any Contractor.
9. Arrange for financing and pay for services as agreed to in this Agreement.

**AGREEMENT FOR ENGINEERING SERVICES  
 STORM WATER SYSTEM IMPROVEMENTS  
 ADEL STORM WATER UTILITY IMPROVEMENTS – PHASE 1  
 ADEL, IOWA**

This Agreement is made on the \_\_\_\_\_ day of \_\_\_\_\_, 2017, by and between *McClure Engineering Company, of Clive, Iowa* (herein referred to as "Engineer") and *City of Adel, Iowa* (hereinafter referred to as "Owner"). Services shall be performed per the fees, terms and conditions outlined in this Agreement and/or the Hourly Rate established on Exhibit 'A'. The Engineer shall provide services for the Project which consists of the services listed on Exhibit 'B'. The Project shall be described as:

**PROJECT DESCRIPTION:**

**ADEL WATER UTILITY IMPROVEMENTS – PHASE 1  
 ADEL, IOWA**

1. The **Owner** shall provide information, which shall set forth the **Owner's** objectives, schedule, constraints, budget with reasonable contingencies and other applicable criteria. (See Exhibit 'C' for **Owner's** Responsibilities).
2. The **Engineer** shall conduct the following services marked "Included", for approval by the **Owner**:

Item	Included	Not Included
<b>A. Storm Water Permitting</b>		
1. National Pollutant Discharge Elimination System (NPDES) General Permit 2 for Construction storm water discharge	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. United States Army Corps of Engineers (USACE) Section 404 Permit	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. Iowa Department of Natural Resources (IDNR) Floodplain Construction Permit	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Iowa Department of Natural Resources (IDNR) Dam Permit	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Local Jurisdiction Floodplain Construction Permit	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Other local permit	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>B. Preliminary Engineering Report</b>		
1. Summarize analysis, findings, and recommendations into Preliminary Engineering Report. <ul style="list-style-type: none"> <li>• Executive Summary.</li> <li>• Scope and Purpose of Study.</li> <li>• Existing Conditions.</li> <li>• Regulatory Requirements.</li> <li>• Selected Improvements.</li> <li>• Recommendations.</li> <li>• Implementation Plan and Financing.                             <ul style="list-style-type: none"> <li>✓ Capital cost.</li> <li>✓ Operational cost.</li> <li>✓ Financing methods and impact to rates.</li> </ul> </li> <li>• Appendices (technical information and design criteria).</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Submit Draft Report to <b>OWNER</b> for review and comment.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. Submit Final Report to <b>OWNER</b> . <ul style="list-style-type: none"> <li>• Three (3) hard copies.</li> <li>• One (1) electronic copy (pdf).</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Submit Final report to appropriate jurisdictional governing entities. <ul style="list-style-type: none"> <li>• Three (3) hard copies</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Item	Included	Not Included
<b>C. Preliminary Design</b> 1. Conduct Project Kickoff Meeting with OWNER 2. Confirm scope, extent and character of the project. ▪ Final design criteria ▪ Utility requirements ▪ Site plans 3. Topographic Survey 4. Prepare revised "Opinion of Probable Costs" 5. Attend meetings necessary to complete Preliminary Design (2-Meetings)	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>  <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>D. Final Design</b> 1. Prepare final project drawings. 2. Prepare final project specifications. 3. Prepare written applications for permits for construction from IDNR and other agencies. 4. Prepare revised Opinion of Probable Cost based on final drawing and specifications. 5. Prepare Contract Agreement Form, General Conditions, Supplementary Conditions, Bid Forms, Invitation to Bidders, and Instructions to Bidders. 6. Review 70% and 100% Final Design with Owner (2 Meetings) 7. Furnish the following number of copies of the Plans & Specifications: ▪ Three (3) Copies to OWNER ▪ Three (3) Copies to applicable jurisdictional governing entities	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>  <input type="checkbox"/> <input type="checkbox"/>  <input type="checkbox"/> <input type="checkbox"/>
<b>E. Advertising, Bidding, Contract Award</b> 1. Assist OWNER in advertising for and obtaining bids. 2. Conduct Prebid Conference at OWNER'S location (1-meeting). 3. Provide drawings, specifications, contract documents and bid documents to prospective bidders. 4. Issue addenda to interpret or clarify bid documents. 5. Review prebid submittals from bidders. 6. Attend Bid opening (at OWNER location), prepare bid tabulation (1-meeting). 7. Review bidder's qualifications, bids, and other documents and make recommendation for award of contract. 8. Attend one (1) meeting to present Bids to Owner.	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>  <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>F. Paper Copies of Final Project Documents</b> 1. Print sufficient number of paper copies of final project documents, per Iowa Code 26.3, and distribute to prospective bidders: • 11 x 17 Drawings (8 estimated) • Contract Documents and Specifications • Engineer's Opinion of Probable Cost	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>G. Construction Administration</b> 1. Provide general administration of construction contract as OWNER'S representative. 2. Visit site of construction at appropriate stages of construction to observe the Contractors work. 3. Issue interpretations and clarifications of contract documents. 4. Review shop drawings. 5. Act as initial interpreter of the requirements of the contract documents. 6. Review and process Contractor's application for payment. 7. Attend Construction Progress Meetings.	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>  <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Item	Included	Not Included
<b>H. Construction Staking</b> 1. Establish Field Controls 2. Stake Construction Control Points	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<b>I. Resident Project Representative</b> 1. Provide a Resident Project Representative to be on site during construction (see Exhibit 'D', A Listing of Duties, Responsibilities and Limitations of Authority of the Resident Project Representative).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>J. Land &amp; Easement Acquisition</b> 1. Courthouse Research. 2. Field Work/Surveys. 3. Coordinate Notices to Landowners. 4. Prepare Requests for Proposals to Appraisers. 5. Review Appraisals with Owner. 6. Develop Negotiation Strategy. 7. Meet with Landowners. 8. Coordinate Negotiations with Landowners. 9. Prepare Offers. 10. Coordinate Purchase Agreements. 11. Preparation of Easement Exhibits and Legal Descriptions 12. Preparation of Acquisition Plats and Legal Descriptions	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<b>K. Geotechnical Coordination</b> 1. Request for Proposal to Geotechnical Firms 2. Review Proposals/Recommendation for Award 3. Review Geotechnical Results with the Owner (1-meeting)	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>L. Record Drawings</b> 1. As-Built Record Drawings (2 Hard Copies & 1 Electronic Copy Included) 2. Additional Hard Copies - 1 EA @ \$100.00 3. Additional Electronic Copies - 1 EA @ \$25.00	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<b>M. Hydrologic Analysis</b> 1. Utilize GIS and other sources to determine watershed and watershed land uses 2. Develop a hydrologic analysis strategy 3. Evaluate Streamstats and FEMA FIS data for comparison 4. Develop hydrologic model 5. Compare hydraulic results to model and calibrate as necessary 6. Provide Summary of Hydrologic conditions in H&H report	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
<b>N. Hydraulic Analysis</b> 1. Develop Hydraulic Strategy 2. Collect field data for model input 3. Develop natural condition hydraulic model 4. Develop existing conditions hydraulic model 5. Develop proposed conditions model 6. Summarize findings in H&H report	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
<b>O. Loan Application and Administrative Services:</b> 1. Prepare Loan Applications 2. Environmental Review Checklist and Coordination. 3. Attend Public Hearing on Finding of No Significant Impact (FONSI). 4. Environmental Assessment. 5. Prepare Outlay Requests. 6. Review of Payroll records. 7. Wage Interviews. 8. Submit Loan Closeout to IDNR. 9. Administration of other funding sources.	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
<b>P. Storm Sewer System Model</b> 1. Development of Storm Water Model Utilizing Available GIS Information 2. Calibrate model to known benchmarks 3. Conduct Sewer Hydraulic Analysis 4. Prepare alternatives analysis 5. Utilize Model for Size & Location of Improvements 6. Summarize Findings in Technical Memorandum	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>

Item	Included	Not Included
<b>Q. Other Meetings</b> 7. Special meetings with Council/Staff 8. Public Informational Meetings 9. Regulatory Agencies	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

3. Fee Schedule:

	PART A Lynne Drive & S. 14 <sup>th</sup> Street Storm Sewer Improvements	PART B S. 11th Street Storm Sewer Improvements	PART C Secondary System Improvements
<input checked="" type="checkbox"/> A. Storm Water Permitting (LS)	\$ NIC	\$ 1,500.00	\$ NIC
<input type="checkbox"/> B. Preliminary Engineering Report (NIC)	\$ NIC	\$ NIC	\$ NIC
<input checked="" type="checkbox"/> C. Preliminary Design (LS)	\$ 15,200.00	\$ 14,700.00	\$ 14,800.00
<input checked="" type="checkbox"/> D. Final Design (LS)	\$ 15,900.00	\$ 16,300.00	\$ 16,200.00
<input checked="" type="checkbox"/> E. Advertising, Bidding, Contract Award (LS)	\$ 4,900.00	\$ 4,900.00	\$ 4,800.00
<input checked="" type="checkbox"/> F. Paper Copies of Final Contract Documents (LS)	\$ 500.00	\$ 500.00	\$ 500.00
<input checked="" type="checkbox"/> G. Construction Administration (LS)	\$ TBD	\$ TBD	\$ TBD
<input checked="" type="checkbox"/> H. Construction Staking (LS)	\$ TBD	\$ TBD	\$ TBD
<input checked="" type="checkbox"/> I. Resident Project Representative (T&M)	\$ TBD	\$ TBD	\$ TBD
<input checked="" type="checkbox"/> J. Land & Easement Acquisition (T&M)	\$ 5,300.00	\$ TBD	\$ TBD
<input checked="" type="checkbox"/> K. Geotechnical Coordination (LS)	\$ 1,200.00	\$ 1,200.00	\$ 1,000.00
<input checked="" type="checkbox"/> L. Record Drawings (LS)	\$ TBD	\$ TBD	\$ TBD
<input type="checkbox"/> M. Hydrologic Analysis (NIC)	\$ NIC	\$ NIC	\$ NIC
<input type="checkbox"/> N. Hydraulic Analysis (NIC)	\$ NIC	\$ NIC	\$ NIC
<input checked="" type="checkbox"/> O. Loan Application and Admin. Services (LS)	\$ TBD	\$ TBD	\$ TBD
<input type="checkbox"/> P. Storm Sewer System Model (LS)	\$ NIC	\$ NIC	\$ NIC
<input checked="" type="checkbox"/> Q. Other Meetings (T&M)	\$ TBD	\$ TBD	\$ TBD

LS Lump Sum  
 NTE Not To Exceed  
 N/A Not Applicable  
 NIC Not Included  
 TBD To Be Determined  
 T&M Time & Materials

The Hourly Rate Schedule is included in Exhibit 'A' and attached to this Agreement to be used for work performed on a *Time and Material* basis.

- Past due amounts owed shall accrue interest at 1.5% per month from the 30<sup>th</sup> day. If the **Owner** fails to make monthly payments due the **Engineer**, the **Engineer** may, after giving (7) days written notice to the **Owner**, suspend services under this Agreement.
- This Agreement represents the entire and integrated agreement between the Owner and the Engineer and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and the Engineer.

6. This Agreement is subject to all the Terms and Conditions listed on the following page.

Exhibits		Included	Not Included
Exhibit 'A'	Hourly Rate Schedule	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Exhibit 'B'	Preliminary Project Scope	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Exhibit 'C'	Owner's Responsibilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Exhibit 'D'	Duties, Responsibilities and Limitations of Authority of the Resident Project Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**SPECIAL INSTRUCTIONS:**

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OWNER: CITY OF ADEL, IA

ENGINEER: MCCLURE ENGINEERING COMPANY  
CLIVE, IA

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_  
Derick Anderson, P.E.

Title: \_\_\_\_\_

Title: \_\_\_\_\_  
Water Team Leader

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_  
515-964-1229

Email: \_\_\_\_\_

Email: \_\_\_\_\_  
danderson@mecresults.com

## McCLURE ENGINEERING COMPANY STANDARD TERMS AND CONDITIONS

**ACCESS TO SITE:** The Engineer shall at all times have access to the site to complete his Work.

**INFORMATION PROVIDED BY OTHERS:** The Engineer shall be entitled to rely upon the accuracy and completeness of data provided by the Owner and shall not assume liability for such data. The Engineer does not practice law, insurance or financing, therefore, the Owner shall furnish all legal, accounting and insurance counseling services as may be necessary to protect themselves at any time during the Project. Owner shall hold Engineer harmless from damages that may arise as a result of inaccuracies of information or data supplied by Owner or others to Engineer.

**ADDITIONAL SERVICES:** As an Additional Service in connection with changes in the scope of the Engineer's work by the Owner, the Engineer shall prepare Drawings, Specifications and other documentation and data, evaluate Contractor's proposal and provide any other services made necessary by such Change Orders and Construction Change Directives. The Engineer will be entitled to additional compensation to coordinate such changes and schedules shall be adjusted accordingly.

**OWNERSHIP AND REUSE OF DOCUMENTS:** All reports, plans, specifications, field data and other documents written and/or electronic, prepared by Engineer in doing work on the project, shall remain the property of the Engineer. The documents prepared by the Engineer for this Project are for use solely with respect to this Project. The Engineer's Drawings, Specifications or other documents shall not be used by the Owner on other projects or for additions to this Project, except by agreement in writing and with appropriate compensation to the Engineer.

**OPINIONS OF PROBABLE COSTS:** It is recognized that neither the Engineer nor the Owner has control over the cost of labor, materials or equipment, over the Contractor's methods of determining bid prices, or over competitive bidding, market or negotiating conditions. Accordingly, the Engineer cannot and does not warrant or represent that bids or negotiated prices will not vary from any estimate of costs or evaluation prepared or agreed to by the Engineer.

**DISPUTE RESOLUTION:** Claims, disputes or other matters, involving a value less than \$200,000.00, in question between the parties to this Agreement arising out of or relating to this Agreement or breach thereof shall be subject to mediation unless each of the parties mutually agrees otherwise. No mediation arising out of or relating to this Agreement shall include, by consolidation, joinder or in any other manner, an additional person or entity not a party to this Agreement, except by written consent containing a specific reference to this Agreement signed by the Owner, Engineer, and any other person or entity sought to be joined. In no event shall the demand for mediation be made after the date when the institution of legal or equitable proceedings based upon such claim would be barred by the applicable statute of limitations. The award rendered in the mediation shall be non-binding.

**TERMINATION:** This Agreement may be terminated by either party upon not less than seven days written notice should the other party fail substantially to perform in accordance with the terms of the Agreement through no fault of the party initiating the termination. This Agreement may be terminated by the Owner upon not less than seven days' written notice to the Engineer in the event the Project is permanently abandoned.

Failure of the Owner to make payments to the Engineer in accordance with the Agreement shall be considered substantial non-performance and cause for termination. If the Owner fails to make payment when due the Engineer for services, the Engineer may, upon seven days' written notice to the Owner, suspend performance of services under this Agreement. Unless payment in full is received by the Engineer within seven days of the date of the notice, the suspension shall take effect without further notice. In the event of a suspension of services, the Engineer shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services.

In the event of termination not the fault of the Engineer, the Engineer shall be compensated for services performed prior to termination and all termination expenses. Termination expenses are in addition to compensation for *Basic and Additional Services*, and include expenses which are directly attributable to termination.

**CONTRACTOR MATTERS:** The Engineer has no control over the Contractor's means, methods, schedule, costs, quality control, workmanship, on-site storm water runoff/erosion control, or project safety measures. For this reason, the Engineer shall not be responsible for or assume liability for the same.

**UNDERGROUND UTILITIES:** Information for location of underground utilities may come from the Owner, third parties, and/or research performed by the Engineer or its subcontractors. Unfortunately, the information the Engineer must rely on from various utilities and other records may be inaccurate or incomplete. Therefore, the Owner agrees to indemnify and hold harmless the Engineer for all claims, losses, costs and damages arising out of the location of underground utilities provided by the Engineer under this Agreement.

**SHOP DRAWING REVIEW:** If, as part of this Agreement Engineer reviews Contractor submittals, such as shop drawings, product data, samples and other data, as required by Engineer, these reviews and approvals shall be only for the limited purpose of checking for conformance with the design concept and the information expressed in the contract documents. This review shall not include review of the accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, construction means or methods, coordination of the work with other trades or construction safety precautions, all of which are the sole responsibility of the Contractor. Engineer shall not be responsible for any deviations from the contract documents not brought to the attention of Engineer in writing by the contractor. Engineer shall not be required to review partial submissions or those for which submissions of correlated items have not been received.

**CONSTRUCTION OBSERVATION:** If, as part of this Agreement, Engineer is providing construction observation services, Engineer shall visit the project at appropriate intervals during construction to become generally familiar with the progress and quality of the Contractor's work and to determine if the work is preceding in general accordance with the Contract Documents. Unless otherwise specified in this Agreement, the Owner has not retained the Engineer to make detailed inspections or to provide exhaustive or continuous project review and observation services. Engineer does not guarantee the performance of, and shall have no responsibility for, the acts or omissions of any contractor, subcontractor, supplier or any other entity furnishing materials or performing any work on the project.

**HAZARDOUS MATERIALS -- INDEMNIFICATION:** The Engineer is not in the business of making environmental site assessments for purposes of determining the presence of any toxic, hazardous or other environmental damaging substances. The purpose of this provision is to be certain that the Owner is aware of the potential liability if toxic, hazardous or environmental damaging substances are found on or under the property. Engineer makes no representations regarding an environmental site assessment, relies upon Owner to have fully investigated the need and/or scope of such assessment and assumes no responsibility for the determination to make an environmental site assessment on the subject property.

**PAYMENT:** Amounts unpaid 30 days after invoice date shall bear interest from the date payment is due at a rate of 1.5% per month compounded and shall include costs for attorney fees and other collection fees related to collecting fees for service.

**LIMITATION OF LIABILITY:** The Engineer's liability shall be limited to \$1,000,000.00 as indicated on the certificate of insurance, or as specifically agreed to by separate agreement.

**WAIVERS:** The Owner and the Engineer waive all rights against each other and against the contractors, consultants, agents and employees of the other for damages, but only to the extent covered by property insurance during construction. The Owner and Engineer each shall require similar waivers from their contractors, consultants and agents.

**ASSIGNMENT:** The Owner and Engineer, respectively, bind themselves, their partners, successors, assigns and legal representatives to the other party to this Agreement and to the partners, successors, assigns and legal representatives of such other party with respect to all covenants of this Agreement. Neither Owner nor Engineer shall assign this Agreement without the written consent of the other.

**GOVERNING LAW:** Unless otherwise provided, the Agreement shall be governed by the law of the principal place of business of the Engineer.

**COMPLETE AGREEMENT:** This Agreement represents the entire and integrated agreement between the Owner and Engineer and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Engineer. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Owner or Engineer.

Effective 6/11/13  
(Supersedes 11/01/08)

EXHIBIT 'A'  
 McCLURE ENGINEERING COMPANY  
 HOURLY RATE SCHEDULE  
 (Effective through December 31, 2017)

<u>PERSONNEL</u>	<u>HOURLY RATE</u>
Administrative.....	\$70.00
Staff Engineer .....	\$110.00
Project Engineer.....	\$140.00
Senior Project Engineer .....	\$190.00
Project Manager .....	\$170.00
Principal .....	\$200.00
Senior Principal .....	\$225.00
Senior Engineering Technician .....	\$130.00
Engineering Technician (ET) .....	\$100.00
Registered Land Surveyor .....	\$170.00
Landscape Architect .....	\$130.00
On-Site Representative (OSR) .....	\$95.00
Senior On-Site Representative (OSR) .....	\$130.00
Crew Chief (CC) .....	\$100.00
Crew Member (CM) .....	\$85.00
Survey Crew .....	\$220.00
Survey Crew with Scanner .....	\$285.00
Intern Crew Member .....	\$65.00

MISCELLANEOUS EXPENSES

Survey Vehicle Mileage .....	\$0.70/Mile
Automobile Mileage.....	\$0.540/Mile
Plans .....	\$0.15/Sq. Ft.
Vellums .....	\$0.55/Sq. Ft.
Out-of-Pocket Expenses (Meals, Hotels, etc.).....	At Cost + 10%
Large Format Color Prints .....	\$5.25/Sq. Ft

## EXHIBIT 'B'

### PRELIMINARY PROJECT SCOPE

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#### *Scope of Work*

The City of Adel has been actively involved in planning the necessary improvements to addressing storm water conveyance deficiencies within the city while also planning for future growth. The deficiencies include both inadequate existing storm water facilities and also locations which do not have storm water facilities. The *Scope of Work* in Phase 1 of the Storm Water Utility Improvements will include, but not necessarily be limited to:

- Storm Water Permitting
- Preliminary Design
- Final Design
- Advertising, Bidding & Contract Award
- Construction Administration
- Construction Staking
- Land & Easement Acquisition
- Resident Project Representative Services
- Record Drawings
- Loan Application & Administration Services

MEC shall prepare the plans and specifications necessary to acquire construction permits and receive bids on the projects. After award of a construction contract, MEC shall provide Construction Administration, Construction Staking and Resident Project Representative Services.

MEC anticipates working closely with City staff as project plans and specifications are developed. MEC shall report to the City Public Works Department at periodic intervals during design and construction. At critical milestones, MEC shall meet with the City Council and/or City Water, Sewer and Sanitation Subcommittee to keep them informed of the overall progress.

Once the design and cost estimating work is nearing 90% complete on each individual project, MEC shall review the findings with the City Council.

Phase 1 includes the following projects:

#### **Part A – Lynne Drive & South 14<sup>th</sup> Street Storm Sewer Improvements**

In response to frequent localized flooding at the intersection of Lynne Drive and 13<sup>th</sup> Street, the City intends to install a relief storm sewer in the vicinity of Lynne Drive and 14<sup>th</sup> Street. The storm sewer relief line is expected to extend from the drainage way located in the rear yards of the houses located along the south side of Lynne Drive north and west to the intersection of Sandra Circle and 14<sup>th</sup> Street. This work is expected to require easements in order to install the relief line through private property to reach an adequate outlet. The remaining work is expected to be a "back of curb" replacement and is intended to require minimal street surface replacement with the exception of the 14<sup>th</sup> Street and Sandra Circle and 14<sup>th</sup> Street and Lynne Drive intersections and also one crossing of Lynne Drive. This project will decrease the rate and volume of water which is drained to the low area at 13<sup>th</sup> Street and Lynne Drive. The engineer's opinion of probable project cost for 820 feet of various sizes of storm sewer in 2017 is \$520,000.

#### **Part B – South 11<sup>th</sup> Street Storm Sewer Improvements**

The City storm sewer system includes a location where a significant hydraulic bottleneck exists along Highway 6 and South 11<sup>th</sup> Street northeast of the Midtown Greene development. The bottleneck exists in the form of a 42-inch storm sewer discharging into two 30-inch storm sewers. In order to eliminate the bottleneck, the City will install a 48-inch diameter storm sewer to replace the existing twin 30-inch storm sewers. It is expected that the work will be carried out within public right-of-way. Some coordination

with Dallas County Secondary Roads will be required for work within the County right-of-way. Work within the street pavement will be kept to a minimum but will be required for crossing of 11<sup>th</sup> Street twice. The project will create a new outlet into the Raccoon River Trail drainage channel. The engineer's opinion of probable project cost for 505 feet of 48-inch of storm sewer and other related items in 2017 is \$530,000.

**Part C –Secondary Storm Sewer Improvements**

***Horse 'n Buggy Drive Secondary Storm Sewer Improvements***

The City plans to install a secondary storm sewer to alleviate issues caused by sump pump discharges such as ice buildup on sidewalks, streets, and lawns and to reduce the amount of water that may infiltrate back into the ground and recirculate to the sump. The secondary storm sewer will be designed such that landowners may connect the sump pump discharges to the secondary storm sewer so that it has an adequate outlet. The proposed storm sewer will include a 1,030 feet segment along the south side of Horse 'n Buggy Drive that directs the water to the storm sewer along 16<sup>th</sup> street and a 670 feet segment along the south side of Horse 'n Buggy Drive which conveys the water to the storm sewer along 14<sup>th</sup> Street. The storm sewer is expected to be located within the city right-of-way however the connections with the private sump pump discharges are not anticipated to be part of the project at this time. The engineer's opinion of probable cost of these improvements in 2017 is \$370,000.

***Pleasant Street Secondary Storm Sewer Improvements***

The City plans to install a secondary storm sewer to alleviate issues caused by sump pump discharges such as ice buildup on sidewalks, streets, and lawns and to reduce the amount of water that may infiltrate back into the ground and recirculate to the sump. The secondary storm sewer will be designed such that landowners may connect the sump pump discharges to the secondary storm sewer so that it has an adequate outlet. The proposed storm sewer will include a 540 feet segment along the south side of Pleasant Street that directs the water to the storm sewer along 16<sup>th</sup> street. The storm sewer is expected to be located within the city right-of-way however the connections with the private sump pump discharges are not anticipated to be part of the project at this time. The engineer's opinion of probable cost of these improvements in 2017 is \$170,000.

## EXHIBIT 'C'

### OWNER'S RESPONSIBILITIES

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**OWNER** shall do the following in a timely manner so as not to delay the services of the **ENGINEER**:

1. Designate in writing a person to act, as **OWNER'S** representative with respect to the services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define **OWNER'S** policies and decisions with respect to **ENGINEER'S** services for the Project.
2. Provide all criteria and full information as to **OWNER'S** requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expendability, and any budgetary limitations; and furnish copies of all design and construction standards, which **OWNER** will require to be included in the drawings and specifications.
3. Assist **ENGINEER** by placing at **ENGINEER'S** disposal all available information pertinent to the Project including previous reports and any other data relative to design or construction of the Project.
4. Arrange for access to make all provisions for **ENGINEER** to enter upon public and private property as required for **ENGINEER** to perform services under this Agreement.
5. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by **ENGINEER**, obtain advice of an attorney, insurance counselor and other consultants as **OWNER** deems appropriate for such examination and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of **ENGINEER**.
6. Furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.
7. Attend the prebid conference, bid opening, preconstruction conferences, construction progress and other job related meetings and substantial completion inspection and final payment inspection.
8. Give prompt written notice to **ENGINEER** whenever **OWNER** observes or otherwise becomes aware of any development that affects the scope or timing of **ENGINEER'S** services, or any defect or non-conformance in the work of any Contractor.
9. Arrange for financing and pay for services as agreed to in this Agreement.

## EXHIBIT 'D'

### RESIDENT PROJECT REPRESENTATIVE SERVICES

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#### A LISTING OF THE DUTIES, RESPONSIBILITIES AND LIMITATIONS OF AUTHORITY OF THE RESIDENT PROJECT REPRESENTATIVE

**ENGINEER** shall furnish a **Resident Project Representative (RPR)**, assistants and other field staff to assist **ENGINEER** in observing performance of the Work of the Contractor.

Through more extensive on-site observations of the Work in progress and field checks of materials and equipment by the RPR and assistants, **ENGINEER** shall endeavor to provide further protection for **OWNER** against defects and deficiencies in the Work; but, the furnishing of such services will not make **ENGINEER** responsible for or give **ENGINEER** control over construction means, methods, techniques, sequences, procedures, storm water runoff, erosion control, or for safety precautions or programs, or responsibility for **CONTRACTOR**'s failure to perform the Work in accordance with the Contract Documents.

The duties and responsibilities of the RPR are limited to those of **ENGINEER** in **ENGINEER**'S agreement with the **OWNER** and in the construction Contract Documents, and are further limited and described as follows:

#### A. General

RPR is **ENGINEER**'S agent at the site, will act as directed by and under the supervision of **ENGINEER**, and will confer with **ENGINEER** regarding RPR's actions. RPR's dealings in matters pertaining to the on-site work shall in general be with **ENGINEER** and **CONTRACTOR** keeping **OWNER** advised as necessary. RPR's dealings with sub-contractors shall only be through or with the full knowledge and approval of **CONTRACTOR**. RPR shall generally communicate with **OWNER** with the knowledge of and under the direction of **ENGINEER**.

#### B. Duties and Responsibilities of RPR

1. Schedules: Review the progress schedule, schedule of Shop Drawing submittals and schedule of values prepared by **CONTRACTOR** and consult with **ENGINEER** concerning acceptability.
2. *Conferences and Meetings:* Attend meetings with **CONTRACTOR**, such as pre-construction conferences, progress meetings, job conferences and other project-related meetings, and prepare and circulate copies of minutes thereof.
3. *Liaison:*
  - a. Serve as **ENGINEER**'S liaison with **CONTRACTOR**, working principally through **CONTRACTOR**'s superintendent and assist in understanding the intent of the Contract Documents; and assist **ENGINEER** in serving as **OWNER**'S liaison with **CONTRACTOR** when **CONTRACTOR**'s operations affect **OWNER**'S on-site operations.
  - b. Assist in obtaining from **OWNER** additional details or information, when required for proper execution of the Work.
4. *Shop Drawings and Samples:*
  - a. Record date of receipt of Shop Drawings and samples.
  - b. Receive samples that are furnished at the site by **CONTRACTOR**, and notify **ENGINEER** of availability of samples for examination.
  - c. Advise **ENGINEER** and **CONTRACTOR** of the commencement of any Work requiring a Shop Drawing or sample if the submittal has not been approved by **ENGINEER**.

5. *Review of Work, Rejection of Defective Work, Inspections and Tests:*
  - a. Conduct on-site observations of the Work in progress to assist **ENGINEER** in determining if the work is in general proceeding in accordance with the Contract Documents.
  - b. Report to **ENGINEER** whenever RPR believes that any Work is unsatisfactory, faulty or defective or does not conform to the Contract Documents, or has been damaged, or does not meet the requirements of any inspection, test or approval required to be made; and advise **ENGINEER** of Work that RPR believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval.
  - c. Verify that tests, equipment and systems startups and operating and maintenance training are conducted in the presence of appropriate personnel, and that **CONTRACTOR** maintains adequate records thereof; and observe, record and report to **ENGINEER** appropriate details relative to the test procedures and startups.
  - d. Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the results of these inspections and report to **ENGINEER**.
6. *Interpretation of Contract Documents:* Report to **ENGINEER** when clarifications and interpretations of the Contract Documents are needed and transmit to **CONTRACTOR** clarifications and interpretations as issued by **ENGINEER**.
7. *Modifications:* Consider and evaluate **CONTRACTOR**'s suggestions for modifications in Drawing or Specifications and report with RPR's recommendations to **ENGINEER**. Transmit to **CONTRACTOR** decisions as issued by **ENGINEER**.
8. *Records:*
  - a. Maintain at the job site orderly files for correspondence, reports of job conferences. Shop Drawings and samples, reproductions of original Contract Documents including all Work Directive Changes, Addenda, Change Orders, Field Orders, and additional Drawings issued subsequent to the execution of the Contract. **ENGINEER'S** clarifications and interpretations of the Contract Documents, progress reports, and other Project related documents.
  - b. Keep a diary or log book, recording **CONTRACTOR** hours on the job site, weather conditions, data relative to questions of Work Directive Changes, Change Orders or changed conditions, list of job site visitors, daily activities, decisions, observations in general and specific observations in more detail as in the case of observing test procedures; and send copies to **ENGINEER**.
  - c. Record names, addresses and telephone numbers of all **CONTRACTORS**, subcontractors and major suppliers of materials and equipment.
9. *Reports:*
  - a. Furnish **ENGINEER** periodic reports as required of progress of the Work and of **CONTRACTOR**'s compliance with the progress schedule and schedule of Shop Drawing and sample submittals.
  - b. Consult with **ENGINEER** in advance of schedule major tests, inspections or start of important phases of the Work.
  - c. Draft proposed Change Orders and Work Directive Changes, obtaining backup material from **CONTRACTOR** and recommend to **ENGINEER** Change Orders, Work Directive Changes and Field Orders.
  - d. Report immediately to **ENGINEER** and **OWNER** upon occurrence of any accident.
10. *Payment Requests:* Review applications for payment with **CONTRACTOR** for compliance with the established procedure for their submission and forward with recommendations to **ENGINEER**, noting particularly the relationship of the payment requested to the schedule of values. Work completed and materials and equipment delivered at the site but not incorporated in the Work.
11. *Certificates, Maintenance and Operation Manuals:* During the course of the Work, verify that certificates, maintenance and operation manuals and other data required to be assembled and furnished by **CONTRACTOR** are applicable to the items actually installed and in accordance with the Contract Documents, and have this material delivered to **ENGINEER** for review and forwarding to **OWNER** prior to final payment for the Work.

12. *Completion:*

- a. Before **ENGINEER** issues a Certificate of Substantial Completion, submit to **CONTRACTOR** a list of observed items requiring completion or correction.
- b. Conduct final inspection in the company of **ENGINEER, OWNER** and **CONTRACTOR** and prepare a final list of items to be completed or corrected.
- c. Observe that all items on final list have been completed or corrected and make recommendations to **ENGINEER** concerning acceptance.

C. **Limitations of Authority**

Resident Project Representative:

- 1. Shall not authorize any deviation from the Contract Documents or substitution of materials or equipment, unless authorized by **ENGINEER**.
- 2. Shall not exceed limitations of **ENGINEER'S** authority as set forth in the Contract Documents.
- 3. Shall not undertake any of the responsibilities of **CONTRACTOR**, subcontractors or **CONTRACTOR's** superintendent.
- 4. Shall not advise on, issue directions relative to or assume control over any aspect of the means, methods, techniques, sequences, storm water management, erosion control or other procedures of construction.
- 5. Shall not advise on, issue directions regarding or assume control over safety precautions and programs in connection with the Work.
- 6. Shall not accept Shop Drawings or sample submittals from anyone other than **CONTRACTOR**.
- 7. Shall not authorize **OWNER** to occupy the Project in whole or in part.
- 8. Shall not participate in specialized field or laboratory tests or inspections conducted by other except as specifically authorized by **ENGINEER**.

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION RATIFYING CHANGE IN DATE FOR PUBLIC HEARING ON PROPOSED RESOLUTION OF NECESSITY ON THE ADEL BRICK STREETS 2017," and moved that the same be adopted. Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called and the vote was,

AYES: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

Whereupon, the Mayor declared the following Resolution duly adopted:

*Resolution 17-01*  
RESOLUTION RATIFYING CHANGE IN DATE FOR PUBLIC HEARING ON PROPOSED RESOLUTION OF NECESSITY ON THE ADEL BRICK STREETS 2017

WHEREAS, on December 13, 2016 the City Council adopted a Resolution of Necessity (proposed) for the Adel Brick Streets 2017 (the "Project"); and

WHEREAS, pursuant to said Resolution, the City Council set January 10, 2017 as the date for the public hearing on the proposed resolution of necessity; and

WHEREAS, a notice to property owners of the hearing on the Resolution of Necessity must be published once each week on the same day of two consecutive weeks, the first of which must be at least ten days prior to the date fixed for the hearing and the second of which must be not less than four clear days and not more than twenty clear days before the date of the hearing on the Resolution of Necessity; and

WHEREAS, publication of the second notice was determined to be untimely and City staff, upon consultation with bond counsel, has therefore recommended postponing the hearing until January 23, 2017 in order for timely notice to be provided to the property owners; and

WHEREAS, accordingly, the Council now wishes to hold the public hearing on the proposed resolution of necessity on January 23, 2017.

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

Section 1. That the change in the date of the public hearing on the proposed resolution of necessity to 6:00 p.m. on January 23, 2017 is hereby ratified, confirmed, and approved.

Section 2. That the action of the Clerk in causing the following Notice to Property Owners to be published and mailed as required by law with a new date for the public hearing on the proposed resolution of necessity is hereby ratified, confirmed, and approved.

## NOTICE TO PROPERTY OWNERS

***PLEASE NOTE: This public hearing has been rescheduled for Monday, January 23.***

Notice is hereby given that there is now on file for public inspection in the office of the Council of the City of Adel, State of Iowa, a proposed Resolution of Necessity, an estimate of costs and plat and schedule showing the amounts proposed to be assessed against each lot and the valuation thereof within District as approved by the Council of the City of Adel, State of Iowa, for a street, sanitary, water main, storm sewer, driveway and sidewalk improvement, designated as the Adel Brick Streets 2017, of the types and in the location as follows:

### **Reconstruction of Main Street from North 10<sup>th</sup> Street to North 15<sup>th</sup> Street including;**

1. Replacement of 7 inch PCC/HMA pavement and modified subbase and subgrade preparation.
2. Pavement removal and removal and storm sewer, water main and sanitary sewer including manholes, intake, hydrants and valves.
3. Replacement of sanitary sewer, sanitary sewer manholes and sanitary sewer services.
4. Replacement of storm sewer, storm manholes, storm sewer intakes.
5. Installation of subdrains and sump pump services.
6. Replacement of water main, hydrants, valves and water services.
7. Replacement of sidewalk and driveways.
8. Erosion control, field testing, traffic control, mobilization and other miscellaneous construction.

### **Reconstruction of South 14<sup>th</sup> Street from Main Street to Prairie Street including;**

1. Replacement of 7 inch PCC/HMA pavement and modified subbase and subgrade preparation.
2. Pavement removal and removal and storm sewer, water main and sanitary sewer including manholes, intake, hydrants and valves.
3. Replacement of sanitary sewer, sanitary sewer manholes and sanitary sewer services.

4. Replacement of storm sewer, storm manholes, storm sewer intakes.
5. Installation of subdrains and sump pump services.
6. Replacement of water main, hydrants, valves and water services.
7. Replacement of sidewalk and driveways.
8. Erosion control, field testing, traffic control, mobilization and other miscellaneous construction.

**Reconstruction of South 11<sup>th</sup> Street from Main Street to 180 feet south of Prairie Street including;**

1. Replacement of 7 inch PCC/HMA pavement and modified subbase and subgrade preparation.
2. Pavement removal and removal and storm sewer, water main and sanitary sewer including manholes, intake, hydrants and valves.
3. Replacement of sanitary sewer, sanitary sewer manholes and sanitary sewer services.
4. Replacement of storm sewer, storm manholes, storm sewer intakes.
5. Installation of subdrains and sump pump services.
6. Replacement of water main, hydrants, valves and water services.
7. Replacement of sidewalk and driveways.
8. Erosion control, field testing, traffic control, mobilization and other miscellaneous construction.

That the proposed District to be benefited and subject to assessment for the cost of such improvements is described as follows:

Parcel No.	Street Address	Property Legal Description
1	1416 Main Street	RICES ADD S1/2 W66' BLK 19
2	1410 Main Street	RICES ADD E1/2 SW & S8' E1/2 NW1/4 BLK 19
3	1406 Main Street	RICES ADD W66' E132' S1/2 BLK 19
4	1402 Main Street	RICES ADD E66' S1/2 BLK 19
5	1415 Main Street	RICES ADD N1/2 W1/2 BLK 20
6	1409 Main Street	RICES ADD W55' NE1/4 BLK 20
7	1405 Main Street	RICES ADD E77' NE1/4 BLK 20
8	1316 Main Street	RICES ADD S1/2 W1/2 BLK 10
9	1306 Main Street	RICES ADD E1/2 BLK 10 /EX N66'/
10	1319 Main Street	RICES ADD W1/2 NW BLK 9
11	1315 Main Street	RICES ADD E1/2 NW BLK 9
12	1309 Main Street	RICES ADD W1/2 NE1/4 BLK 9
13	1303 Main Street	RICES ADD E1/2 NE1/4 BLK 9
14	1218 Main Street	RICES ADD S148.5' W1/4 BLK 5
15	1212 Main Street	RICES ADD S148.5' E1/2 W1/2 BLK 5
16	1204 Main Street	RICES ADD S148' E1/2 BLK 5
17	1219 Main Street	RICES ADD W118' NW 1/4 BLK 6 /EX E30'/
18	1211 Main Street	RICES ADD W110'E176' N1/2 BLK 6
19	1203 Main Street	RICES ADD E1/2 NE1/4 BLK 6
20	1136 Main Street	W1/2 SW OUTLOT 7
21	1130 Main Street	E1/2 SW OUTLOT 7
22	1126 Main Street	W1/2 SE OUTLOT 7
23	1122 Main Street	E1/2 SE OL 7
24	1118 Main Street	W66' S1/2 OL 8
25	1112 Main Street	SW1/4 /EX W66'/ OL 8
26	1108 Main Street	W1/2 SE1/4 OL 8
27	1102 Main Street	E1/2 SE1/4 OL 8
28	1135 Main Street	N95.5' W1/3 OL 6
29	1129 Main Street	MIDDLE 1/3 N1/2 OL 6
30	1125 Main Street	W65' E1/3 N1/2 OL 6
31	1117 Main Street	W1/2 NW1/4 OL 5 & E1/3 N1/2 OL 6 /EX W65'/
32	1115 Main Street	E1/2 NW1/4 OL 5
33	1109 Main Street	NE1/4 /EX E72'/ OL 5
34	1101 Main Street	E72' NE 1/4 OL 5
35	1016 Main Street	LOT 6 BLK 14
36	(No Street Address)	LOTS 7 & 8 BLK 14
37	109 S 11 <sup>th</sup> Street	W54' LOT 3 BLK 15
38	1009 Main Street	W44' LOT 2 & E12 1/2' LOT 3 BLK 15
39	102 N 10 <sup>th</sup> Street	W44' LOT 1 & E22' LOT 2 & INT IN W WALL OF BLDG ON

		E 1/3 LOT 1 BLK 15
40	102 N 10 <sup>th</sup> Street	E1/3 LOT 1 BLK 15
41	118 S 14 <sup>th</sup> Street	RICES ADD E60' S1/2 BLK 20
42	1405 Main Street	RICES ADD E77' NE1/4 BLK 20
43	1318 Prairie Street	RICES ADD W1/2 SW BLK 9
44	1319 Main Street	RICES ADD W1/2 NW BLK 9

**The Council will meet at 6:00 p.m., on the 23rd day of January, 2017,** at the Council Chambers, City Hall, 301 S. 10th Street, Adel, Iowa, at which time the owners of property subject to assessment for the proposed improvements, or any other person having an interest in the matter may appear and be heard for or against the making of the improvement, the boundaries of the District, the cost, the assessment against any lot, tract or parcel of land, or the final adoption of a Resolution of Necessity. A property owner will be deemed to have waived all objections unless at the time of Hearing he has filed objections with the Clerk.

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

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City Clerk, City of Adel, State of Iowa

(End of Notice)

PASSED AND APPROVED this 10th day of January, 2017.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk



## **Resolution No. 17-02**

### **RESOLUTION ADOPTING AMENDMENT NO. 6 TO THE ADEL URBAN REVITALIZATION PLAN**

**WHEREAS**, pursuant to the provisions of Chapter 404 of the Code of Iowa, by Resolution No. 10-55, adopted December 14, 2010 (Original Plan), and amended by Resolution No. 12-13, adopted March 13, 2012 (Amendment No. 1), by Resolution No. 12-59, adopted October 9, 2012 (Amendment No. 2), by Resolution No. 12-66, adopted December 11, 2012 (Amendment No. 3), by Resolution No. 13-63, adopted November 12, 2013 (Amendment No. 4), and further amended by Resolution No. 14-36, adopted August 12, 2014 (Amendment No. 5), the City of Adel, Iowa, designated certain areas of the City as a revitalization area, by the adoption of the Adel Urban Revitalization Plan (the "Plan") and related ordinances; and

**WHEREAS**, by the foregoing action, the Council has determined that the Adel Urban Revitalization Area within the City of Adel can be revitalized as authorized by Chapter 404, Code of Iowa (the "Act"); and

**WHEREAS**, a proposed Amendment No. 6 ("Amendment") to the Adel Urban Revitalization Plan (the "Plan") has been prepared, the purpose of which is to, among other things, update the Plan Objectives to include the development of commercial and multi-residential properties; redefine qualified real estate to include commercial and multi-residential property; add a seven year 100% exemption schedule for multi-residential property (the same as is currently available for residential property), as well as a five year sliding scale exemption schedule for commercial property; clarify the duration of the Area; and adopt a limitation to eligibility for property in an Urban Renewal Area; and

**WHEREAS**, the property within the Area currently includes the entire incorporated City of Adel, Iowa, and all future property annexed by the City (no change is being made to the Area by this Amendment); and

**WHEREAS**, after published notice was given, as required by the Act, the City Council held a public hearing on January 10, 2017, at 6:00 p.m., on the Amendment No. 6 to the Adel Urban Revitalization Plan and considered all objections, comments, and evidence presented.

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

Section 1. That all objections received, if any, at the public hearing referred to in the preamble above are found to be without sufficient merit to warrant amending the proposed Amendment No. 6 to the Adel Urban Revitalization Plan.

Section 2. That the proposed Amendment No. 6 is adopted in the form attached as Exhibit 1 to this Resolution.

Section 3. That all resolutions or parts of resolutions in conflict herewith be and the same are hereby repealed, to the extent of such conflict.

Passed and approved this 10<sup>th</sup> day of January, 2017.

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James F. Peters Mayor

Attest:

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Jackie Steele, City Clerk

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**AMENDMENT NO. 6 TO ADEL URBAN**

**REVITALIZATION PLAN**

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**CITY OF ADEL, IOWA**

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**Original Plan - 2010**

**Amendment No. 1 - 2012**

**Amendment No. 2 - 2012**

**Amendment No. 3 - 2012**

**Amendment No. 4 - 2013**

**Amendment No. 5 - 2014**

**Amendment No. 6 - 2017**

## Amendment No. 6 (2017)

The Urban Revitalization Plan (“Plan”) for the City of Adel adopted by Resolution 10-55 on December 14, 2010 (Original Plan) set forth an Exemption Schedule for Improvements on Qualified Real Estate completed during the 2011, 2012, and 2013 calendar years in the Urban Revitalization Area (“Area”). Amendment No. 1 to the Plan, adopted by Resolution No. 12-13 on March 13, 2012, modified the Exemption Schedule. Amendment No. 2, adopted by Resolution No. 12-59 on October 9, 2012, added annexed land not previously included in the Area. Amendment No. 3, adopted by Resolution No. 12-66 on December 11, 2012, modified the Exemption Schedule for 2013 and added calendar years 2014, 2015, and 2016. Amendment No. 4, adopted by Resolution No. 13-63 on November 12, 2013, added previously annexed land to the Area as well as automatically incorporating all land annexed into the City in the future into the Area as of the annexation date. Amendment No. 5, adopted by Resolution No. 14-36 on August 12, 2014, extended the Exemption Schedule for an additional nine years, thereby covering Improvements completed through December 31, 2025. The Plan is being further amended by this Amendment No. 6, the purpose of which is to:

- (1) Update the Plan Objectives to include the development of commercial and multiresidential properties
- (2) Redefine Qualified Real Estate to include commercial property and multiresidential property
- (3) Add an Exemption Schedule for Improvements to Qualified Real Estate assessed as commercial property or multiresidential property
- (4) Clarify the duration of the Plan/Area
- (5) Adopt a LIMITATION to eligibility for property in an Urban Renewal Area

Upon adoption of this Amendment No. 6, the following objective is added to the list of PLAN OBJECTIVES for the Plan:

- Encourage new construction of, and remodeling and additions to, commercial and multiresidential properties through abatement of taxes on the value of the improvements.

Upon adoption of this Amendment No. 6, the ELIGIBILITY REQUIREMENTS in the Plan are modified as specifically noted below:

The definition of Qualified Real Estate is replaced with the following:

Qualified Real Estate shall include real property, other than land, which is located within the Urban Revitalization Area and to which Improvements have been added during the time the area was designated as a revitalization area, and the property is assessed as:

- (a) residential property;
- (b) commercial property; or
- (c) commercial or multiresidential property if the commercial or multiresidential property consists of three or more separate living quarters with at least seventy-five percent of the space used for residential purposes.

No change is being made to the definition of Improvements.

No change is being made to the Green Buildings Standards. Improvements to residential property or commercial or multiresidential property, if the commercial or multiresidential property consists of three or more separate living quarters with at least seventy-five percent of the space used for residential purposes, must satisfy the Green Building Standards as set out in the Eligibility Requirements section of the Original Plan to qualify for abatement under the Plan. However, non-residential commercial property need not satisfy the Green Building Standards requirement to qualify for abatement.

No change is being made to the Value Increase requirement.

No change is being made to the definition of Actual Value Added by the Improvements.

The expiration date for the Area is amended as follows: The Urban Revitalization Area defined in the Plan shall remain a designated urban revitalization area through December 31, 2025. If, in the opinion of the City Council, the desired level of revitalization has been attained or economic conditions are such that the continuation of the exemption granted would cease to be of benefit to the City, the City Council may repeal the ordinance establishing the revitalization Area, pursuant to Section 404.7 of the Code of Iowa. In the event the ordinance is repealed, all existing exemptions shall continue until their expiration. The City

reserves the right to extend, amend, terminate or repeal the Plan and/or the ordinance to the extent allowed by law.

Upon adoption of this Amendment No. 6, the EXEMPTION SCHEDULES available under the Plan are as follows:

Residential and Multiresidential Property

All Qualified Real Estate assessed as residential property, or assessed as commercial property or multiresidential property if the commercial or multiresidential property consists of three or more separate living quarters with at least seventy-five percent of the space used for residential purposes, is eligible to receive a 100 percent exemption from taxation on the Actual Value Added by the Improvements. The exemption is for a period of **seven (7) years**.

Commercial Property

All Qualified Real Estate assessed as commercial property is eligible to receive exemption from taxation on Actual Value Added by the Improvements according to the following schedule:

1st Year	Seventy-Five percent (75%) of actual value added
2nd Year	Sixty percent (60%) of actual value added
3rd Year	Forty-Five percent (45%) of actual value added
4th Year	Thirty percent (30%) of actual value added
5th year	Fifteen percent (15%) of actual value added

Upon adoption of this Amendment No. 6, the following LIMITATION shall be added to the Plan:

LIMITATION

The City also has or may adopt a tax increment financing program which is designed to provide incentives for development. Accordingly, a property that, in the determination of the City Council, is within an urban renewal area and is receiving either direct or indirect benefits that were financed through a City-sponsored tax increment financing program, shall not be eligible for tax abatement under the Plan absent specific approval from the City Council.

This Amendment No. 6 shall become effective upon the approval of a resolution by the City Council adopting the same ("Effective Date"). The new exemptions contained in this Amendment No. 6 shall only be available for qualifying Improvements initiated (construction permits issued) and completed after the Effective Date, subject to the terms of the Plan, as amended.

Except as modified by this Amendment No. 6, the provisions of the Original Plan and Amendments No. 1, No. 2, No. 3, No. 4, and No. 5 are hereby ratified, confirmed and approved and shall remain in full force and effect as provided therein.

01303960-1\10113-067

**Resolution No. 17-03**

**RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS**

**WHEREAS**, on 4/12/2016, the Mayor and Clerk of the City of Adel, Iowa, entered into a construction contract with Turnkey Construction, Inc. for the construction of certain public improvements generally described as Adel Historical Museum Kinnick Addition; and

**WHEREAS**, the contractor has fully completed the construction of the public improvements in accordance with the terms and conditions of the contract and plans and specifications, as shown by the Architect's certificates of substantial completion filed with the Clerk on 11/23/2016 and final completion filed with the Clerk on 12/22/2016.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ADEL, IOWA**, that the report of the Architect be and the same is hereby approved and adopted, and the public improvements are hereby approved and accepted as having been fully completed in accordance with the plans, specifications and form of contract and the total final construction cost thereof is hereby determined to be \$131,178.20, as shown in the report of the Architect.

Passed and approved this 10<sup>th</sup> day of January, 2017.

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James F. Peters, Mayor

Attest: \_\_\_\_\_  
Jackie Steele, City Clerk



December 22, 2016

City of Adel  
301 S. 10<sup>th</sup> Street  
Adel, IA 50003

Attn: Anthony Brown

Re: Pay Application No. 8 - Retainage  
Adel Historic Museum Addition  
Adel, Iowa

Dear Mr. Brown,

We are enclosing Turnkey Construction, Inc.'s Pay Application No. 8, dated December 6, 2016, requesting release of retainage in the amount of \$6,558.91 for the above referenced project.

This is the final payment for the project. The City should satisfy themselves regarding any outstanding claims. Payment should not be made sooner than 30 days following formal final acceptance of the project.

Please make check payable to Turnkey Construction, Inc. and send payment directly to the contractor.

Sincerely,

DESIGN ALLIANCE, INC.

A handwritten signature in cursive script, appearing to read "Sarah A. Huston".

Sarah Huston, Associate AIA

Cc: Steve Telford – Turnkey Construction, Inc.  
Job Book

**APPLICATION AND CERTIFICATION FOR PAYMENT**

AIA DOCUMENT G702

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

PROJECT:  
 Adel Historic  
 Museum Addition

FROM CONTRACTOR:  
 Turnkey Construction, Inc.  
 33376 Timber Hills Dr.  
 Adel, IA 50003

VIA ARCHITECT:  
 Design Alliance  
 14225 University  
 Suite 110  
 Waukee, IA 50263

CONTRACT FOR:

APPLICATION NO: 8

PERIOD TO:

PROJECT NOS: 215025

CONTRACT DATE 04/12/16

Distribution to:  
 OWNER  
 ARCHITECT  
 CONTRACTOR

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	<u>127,106.00</u>
2. Net change by Change Orders	\$	<u>4,072.20</u>
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	<u>131,178.20</u>
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	<u>131,178.20</u>
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	\$	<u>0.00</u>
b. % of Stored Material (Column F on G703)	\$	<u>          </u>
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	<u>0.00</u>
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	<u>124,619.29</u>
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	<u>124,619.29</u>
8. CURRENT PAYMENT DUE	\$	<u>6,558.91</u>
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	<u>0.00</u>

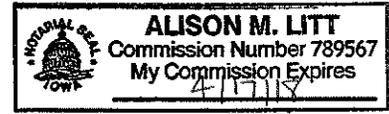
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$2,180.20	
Total approved this Month	\$1,892.00	
<b>TOTALS</b>	<b>\$4,072.20</b>	<b>\$0.00</b>
NET CHANGES by Change Order	\$4,072.20	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Trunkey Construction, Inc.

By: [Signature] Date: 12/16/16

State of: Iowa County of: Dallas  
 Subscribed and sworn to before me this 08 day of Dec  
 Notary Public: ALISON M. LITT  
 My Commission expires: 4/17/18 ALISON M. LITT



**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 6,558.91

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: DESIGN ALLIANCE, INC.  
 By: [Signature] Date: 12/22/16

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 2 OF 2 PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

APPLICATION NO: 8  
APPLICATION DATE: 12/6/16

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO:

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO: 215,025

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)		
	<b>Adel</b>								
	General Conditions	\$7,550.00	\$7,350.00	\$200.00		\$7,550.00	100.00%		
	Bid Bond	\$2,950.00	\$2,950.00	\$0.00		\$2,950.00	100.00%		
	Demo	\$1,600.00	\$1,600.00	\$0.00		\$1,600.00	100.00%		
	Site Work	\$3,340.00	\$3,340.00	\$0.00		\$3,340.00	100.00%		
	Concrete	\$19,559.00	\$19,559.00	\$0.00		\$19,559.00	100.00%		
	Framing Material	\$7,570.00	\$7,570.00	\$0.00		\$7,570.00	100.00%		
	Framing Labor	\$17,395.00	\$17,395.00	\$0.00		\$17,395.00	100.00%		
	Insulation	\$3,730.00	\$3,730.00	\$0.00		\$3,730.00	100.00%		
	Roofing	\$3,600.00	\$3,600.00	\$0.00		\$3,600.00	100.00%		
	Siding and Gutters	\$8,845.00	\$8,845.00	\$0.00		\$8,845.00	100.00%		
	HM Doors and Frames	\$4,385.00	\$4,385.00	\$0.00		\$4,385.00	100.00%		
	Drywall	\$9,871.00	\$9,871.00	\$0.00		\$9,871.00	100.00%		
	Vinyl Base	\$500.00		\$500.00		\$500.00	100.00%		
	Painting	\$2,330.00	\$2,330.00	\$0.00		\$2,330.00	100.00%		
	Toilet and Bath Access.	\$351.00		\$351.00		\$351.00	100.00%		
	Plumbing	\$5,170.00	\$4,076.00	\$1,094.00		\$5,170.00	100.00%		
	HVAC	\$2,999.00	\$2,999.00	\$0.00		\$2,999.00	100.00%		
	Electrical	\$13,000.00	\$11,500.00	\$1,500.00		\$13,000.00	100.00%		
	OH&P	\$12,361.00	\$11,495.00	\$866.00		\$12,361.00	100.00%		
	C.O. #1 Widen ftg fro brick ledge	\$1,100.00	\$1,100.00	\$0.00		\$1,100.00	100.00%		
	C.O. #2 Stump Removal	\$1,080.20	\$1,080.20	\$0.00		\$1,080.20	100.00%		
	C.O. #3 Furr out bathroom wall and install siding of west wall	\$1,892.00	\$1,892.00	\$0.00		\$1,892.00	100.00%		
	<b>GRAND TOTALS</b>	\$131,178.20	\$126,667.20	\$4,511.00	\$0.00	\$131,178.20		\$0.00	

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

**Resolution No. 17-04**

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

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

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

Passed and approved this 10<sup>th</sup> day of January, 2017.

\_\_\_\_\_  
James F. Peters, Mayor

Attest: \_\_\_\_\_  
Jackie Steele, City Clerk

**Resolution No. 17-05**

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

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

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

Passed and approved this 10th day of January, 2017.

\_\_\_\_\_  
James F. Peters, Mayor

Attest: \_\_\_\_\_  
Jackie Steele, City Clerk

## Resolution No. 17-06

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

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

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

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Adel, Iowa, on this 10<sup>th</sup> day of January, 2017, that the following list of financial institutions is approved to be depositories of the City of Adel funds in conformance with all applicable provisions of Iowa Code, Chapter 12C, and that City finance staff named as signatories are authorized to deposit City of Adel funds in the amounts not to exceed the maximum approved for each respective financial institution as set forth below:

Depository Name	Maximum Balance In Effect Under Prior Resolution	Maximum Balance In Effect Under This Resolution
People's Trust and Savings Bank 804 Greenwood Hills Drive Adel, IA 50003	\$5,000,000	\$5,000,000
Iowa Public Agency Investment Trust (IPAIT) 1415 28 <sup>th</sup> Street, Suite 200 West Des Moines, IA 50266	\$5,000,000	\$5,000,000
Raccoon Valley Bank 1009 Court Street Adel, IA 50003	\$500,000	\$500,000
Wells Fargo 100 Nile Kinnick Dr. N. Adel, IA 50003	\$500,000	\$500,000

Passed and approved this 10<sup>th</sup> day of January, 2017.

\_\_\_\_\_  
James F. Peters, Mayor

Attest: \_\_\_\_\_  
Jackie Steele, City Clerk

## Resolution No. 17-07

### A RESOLUTION APPROVING TAX ABATEMENT APPLICATIONS FOR THE NEW CONSTRUCTION COMPLETED IN 2016, IN ADEL, IOWA

**WHEREAS**, the Iowa Urban Revitalization Act, Chapter 404, Code of Iowa (the "Act"), provides for exemption from property taxes for the actual value added by improvements to property located in a designated urban revitalization area which are consistent with the urban revitalization plan for such Area; and

**WHEREAS**, the Act provides that persons making improvements must apply to the City Council for tax abatement, and the City Council shall approve the application by resolution, subject to review by the County Assessor, if it finds (a) the project is located in a designated urban revitalization area; (b) the project is in conformance with the urban revitalization plan for such area; and (c) the improvements were made during the time the area was so designated; and

**WHEREAS**, pursuant to the Act, the Adel City Council passed Ordinance No. 268 designating the entire area within the corporate boundaries of the City of Adel on January 24, 2011, as a revitalization area, and amended on October 9, 2012, to include area annexed by the City subsequent to January 24, 2011; and

**WHEREAS**, on December 14, 2010, the Adel City Council approved the Urban Revitalization Plan, which plan, among other things, specifies the types of improvements eligible for tax abatement, which was amended on March 13, 2012, (Amendment #1) and further amended on October 9, 2012, (Amendment #2), December 11, 2012, (Amendment #3), November 12, 2013, (Amendment #4), and August 12, 2014 (Amendment #5), which provided certain modifications to the exemption schedule for qualified improvements, and / or added land; and

**WHEREAS**, the applications on the attached list have been received, reviewed and recommended for approval by City staff.

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

- 1) The applications on the attached list for tax abatement on new construction have been received;
- 2) The applications on the attached list is are located in the Urban Revitalization Area; the project is in conformance with the Urban Revitalization Plan for the Area;
- 3) The applications listed are approved subject to review by the Dallas County Assessor under Sections 404.4 and 404.5 of the Act, for exemption according to the schedule noted in the Plan.
- 4) The City Clerk shall forward a certified copy of this resolution and the above mentioned applications to the County Assessor.

Passed and approved this 10th day of January, 2017.

\_\_\_\_\_  
James F. Peters, Mayor

Attest: \_\_\_\_\_  
Jackie Steele, City Clerk

**Tax Abatement 2016**

The following have met the guidelines for the tax abatement program during the calendar year 2016  
 This list will be sent to Steve Helm, the County Assessor, upon Council approval (1-10-2017)

No.	Address	Parcel Number	Name	Type of Construction
1)	1056 Shelby Drive	1132380010	Frampton Homes	New Construction - Complete
2)	1009 Shelby Drive	1132453004	Corey Lee	New Construction - Complete
3)	913 Shelby Drive	1132453007	Christopher Schmitz	New Construction - Complete
4)	820 Shelby Drive	1132452014	David Murphy	New Construction - Complete
5)	916 Shelby Drive	1132452008	Marcus Marple	New Construction - Complete
6)	808 Shelby Drive	1132452017	Happe Homes	New Construction - Complete
7)	24711 Quail Avenue	1128401005	Ridgewood Homes	New Construction - Complete
8)	24692 Quail Avenue	1128402005	Welch	New Construction - Complete
9)	24643 Quail Avenue	1128401001	Alexander	New Construction - Complete
10)	24768 Quail Avenue	1128402010	Stamps	New Construction - Complete
11)	24716 Quail Avenue	1128402007	Allen	New Construction - Complete
12)	24752 Quail Avenue	1128402009	Behr Construction	New Construction - Complete
13)	24728 Quail Avenue	1128402008	McCartney Trim Corp.	New Construction - Complete
14)	28815 Frost Lane	1128401010	KRM Development	New Construction - Complete
15)	28816 Frost Lane	1128402019	Drake	New Construction - Complete
16)	28828 Frost Lane	1128402020	Kilgore	New Construction - Complete
17)	1045 Jaycee Lane	1132383005	Freund	New Construction - Complete
18)	1049 Jaycee Lane	1132383006	Destiny Homes	New Construction - Complete
19)	1725 Rapids Street	1130432019	Wellbuilt Homes	New Construction - Complete
20)	106 North 17th Street	1130476040	Gillett	New Construction - Complete
21)	3020 Tassel Lane	1036427002	Northwater Development	New Construction - Complete
22)	820 Bailey Grove Drive	1132453021	Becker	New Construction - Complete
23)	1725 Court Street	1130432017	Nicholson	New Construction - Complete
24)	424 North 12th Street	1129326004	Pettit	New Construction - Complete
25)	1643 Sadie Lane	1132358013	Hook	New Construction - Complete
26)	1645 Sadie Lane	1132358014	Whipps	New Construction - Complete
27)	1025 South 9th Street	1132254005	Peterson	New Construction - Complete
28)	1016 South 9th Street	1132254003	Jackson	New Construction - Complete
29)	1072 Aaron Court	1132379007	Andrews	New Construction - Complete
30)	1068 Aaron Court	1132379008	Pattee	New Construction - Complete
31)	1814 South 14th Street	1132379023	Martin	New Construction - Complete
32)	1804 South 14th Street	1132379020	Ray	New Construction - Complete
33)	1812 South 14th Street	1132379022	Ellis	New Construction - Complete
34)	1819 South 14th Street	1132379018	Hansen	New Construction - Complete
35)	1808 South 14th Street	1132379021	Postal	New Construction - Complete
36)	1809 South 14th Street	1132379015	Ostwinkle	New Construction - Complete
37)	1755 Madison Street	1132358033	Pitkin	New Construction - Complete
38)	611 Ridgeline Drive	1132431001	Lensch	New Construction - Complete
39)	1402 South 5th Street	1132435004	Mohrhauser	New Construction - Complete
40)	1343 South 5th Street	1132435011	Hamilton	New Construction - Complete
41)	1419 South 5th Street	1132435017	Grantham	New Construction - Complete
42)	1415 South 5th Street	1132435016	McIntyre	New Construction - Complete
43)	505 South 13th Street	1132112006	Bik	New Construction - Complete
44)	601 South 13th Street	1132112008	Pontious	New Construction - Complete
45)	502 South 13th Street	1132111001	Schneider	New Construction - Complete
46)	509 South 13th Street	1132112007	Miller	New Construction - Complete
47)	501 South 13th Street	1132112005	Jungman	New Construction - Complete
48)	610 South 13th Street	1132111006	Zook	New Construction - Complete
49)	606 South 13th Street	1132111005	Rollings	New Construction - Complete
50)	602 South 13th Street	1132111004	Wilder	New Construction - Complete
51)	617 South 13th Street	1132112012	Maraveuas	New Construction - Complete
52)	1221 HyVue Street	1132112014	Halsey	New Construction - Complete
53)	1220 Orchard Street	1132112003	Weleneth	New Construction - Complete
54)	1747 South 11th Street	1132379029	Keller	New Construction - Complete
55)	1656 South 11th Street	1132377008	Carter	New Construction - Complete
56)	1737 South 11th Street	1132379027	Hunziker	New Construction - Complete
57)	1650 South 11th Street	1132377006	KRM Development	New Construction - Complete
58)	1652 South 11th Street	1132377007	Duff	New Construction - Complete
59)	1721 South 11th Street	1132379019	Poole	New Construction - Complete
60)	1638 South 11th Street	1132377003	Rayhon	New Construction - Complete

61)	1743 South 11th Street	1132379028	Noe	New Construction - Complete
62)	1725 South 11th Street	1132379024	Broesder	New Construction - Complete
63)	1728 South 11th Street	1132378002	Clark	New Construction - Complete
64)	412 Timberview Drive	1132433007	Ogden	New Construction - Complete
65)	507 Timberview Drive	1132434005	Smith	New Construction - Complete
66)	411 Timberview Drive	1132434001	Weil	New Construction - Complete
67)	609 Timberview Drive	1132429007	Chaplin	New Construction - Complete
68)	415 Timberview Drive	1132434002	Whittlesey	New Construction - Complete
69)	709 Timberview Drive	1132429002	McCormick	New Construction - Complete
70)	419 Timberview Drive	1132434003	Behr Construction	New Construction - Complete
71)	516 Timberview Drive	1132428007	Orton Homes	New Construction - Complete
72)	512 Timberview Drive	1132433010	Orton Homes	New Construction - Complete
73)	508 Timberview Drive	1132433009	BR Enterprise	New Construction - Complete
74)	416 Timberview Drive	1132433008	Contrails Homes	New Construction - Complete
75)	503 Timberview Drive	1132434004	Premier Home Network	New Construction - Complete
76)	1406 South 6th Street	1132432008	Losee	New Construction - Complete
77)	1329 South 6th Street	1132432012	Burkhardt	New Construction - Complete
78)	1402 South 6th Street	1132432007	Palcic	New Construction - Complete
79)	1337 South 6th Street	1132432014	Johnson	New Construction - Complete
80)	1333 South 6th Street	1132432013	Greenland Homes	New Construction - Complete
81)	1325 South 6th Street	1132432011	Henry	New Construction - Complete
82)	1414 South 6th Street	1132432010	Greenland Homes	New Construction - Complete
83)	1410 South 6th Street	1132432009	Greenland Homes	New Construction - Complete
84)	1337 South 7th Street	1132430014	Cosgriff	New Construction - Complete
85)	1342 South 7th Street	1132430003	Seagren	New Construction - Complete
86)	1338 South 7th Street	1132426005	Gerst	New Construction - Complete
87)	1426 South 7th Street	1132430011	Waters	New Construction - Complete
88)	1330 South 7th Street	1132430012	Seviers	New Construction - Complete
89)	1418 South 7th Street	1132430009	Jerry's Homes	New Construction - Complete
90)	1411 South 7th Street	1132430019	Cundiff	New Construction - Complete
91)	1800 South 11th Street	1132378009	Smith	New Construction - Complete
92)	28899 Frost Lane	1128402013	Destination Homes	New Construction - Complete
93)	1738 South 11th Street	1132378004	Happe Homes	New Construction - Complete
94)	1734 South 11th Street	1132378003	Happe Homes	New Construction - Complete
95)	708 Timberview Drive	1132427002	Greenland Homes	Partial - Started in 2016 and not finished
96)	1346 South 5th Street	1132435003	Premier Home Network	Partial - Started in 2016 and not finished
97)	1342 South 5th Street	1132435002	Behr Construction	Partial - Started in 2016 and not finished
98)	1338 South 5th Street	1132435001	Nelsen	Partial - Started in 2016 and not finished
99)	1339 South 5th Street	1132435010	Ryan	Partial - Started in 2016 and not finished
100)	504 Ridgeline Drive	1132435009	Happe Homes	Partial - Started in 2016 and not finished
101)	512 Ridgeline Drive	1132435007	Greyhawk Homes	Partial - Started in 2016 and not finished
102)	525 Ridgeline Drive	1132433003	Homes by Fleetwood	Partial - Started in 2016 and not finished
103)	1343 South 6th Street	1132432015	Greenland Homes	Partial - Started in 2016 and not finished
104)	1415 South 6th Street	1132432020	Jerry's Homes	Partial - Started in 2016 and not finished
105)	1411 South 6th Street	1132432019	Jerry's Homes	Partial - Started in 2016 and not finished
106)	1407 South 6th Street	1132432018	Jerry's Homes	Partial - Started in 2016 and not finished
107)	1346 South 6th Street	1132432006	Greenland Homes	Partial - Started in 2016 and not finished
108)	1342 South 6th Street	1132432005	Jerry's Homes	Partial - Started in 2016 and not finished
109)	1347 South 6th Street	1132432016	Jerry's Homes	Partial - Started in 2016 and not finished
110)	1338 South 6th Street	1132432004	Jerry's Homes	Partial - Started in 2016 and not finished
111)	1334 South 6th Street	1132432003	Jerry's Homes	Partial - Started in 2016 and not finished
112)	812 Shelby Drive	1132452016	Happe Homes	Partial - Started in 2016 and not finished
113)	1032 Shelby Drive	1132380016	Behr Construction	Partial - Started in 2016 and not finished
114)	1052 Shelby Drive	1132380011	DMH Investments	Partial - Started in 2016 and not finished
115)	1100 Hunter Court	1132380009	Greenland Homes	Partial - Started in 2016 and not finished
116)	1104 Hunter Court	1132380008	Highland Development	Partial - Started in 2016 and not finished
117)	1108 Hunter Court	1132380007	Winterboer	Partial - Started in 2016 and not finished
118)	1116 Hunter Court	1132380001	Trinity Homes	Partial - Started in 2016 and not finished
119)	1102 Jaycee Lane	1132381013	Greenland Homes	Partial - Started in 2016 and not finished
120)	1036 Jaycee Lane	1132381009	Greenland Homes	Partial - Started in 2016 and not finished
121)	1041 Jaycee Lane	1132383003	Genesis Homes	Partial - Started in 2016 and not finished
122)	1013 Bailey Grove Drive	1132383001	Behr Construction	Partial - Started in 2016 and not finished
123)	1004 Bailey Grove Drive	1132453015	KRM Development	Partial - Started in 2016 and not finished
124)	611 Court Street	1129452008	Behr Construction	Partial - Started in 2016 and not finished
125)	1213 South 12th Street	1132327004	Herrick	Partial - Started in 2016 and not finished

126)	1113 South 12th Street	1132327001	Happe Homes	Partial - Started in 2016 and not finished
127)	1205 South 12th Street	1132327002	Happe Homes	Partial - Started in 2016 and not finished
128)	1121 Evans View Drive	1132326004	Happe Homes	Partial - Started in 2016 and not finished
129)	1213 Greene Street	1132113004	Solid Ground	Partial - Started in 2016 and not finished
130)	1215 Greene Street	1132113003	Solid Ground	Partial - Started in 2016 and not finished
131)	1217 Greene Street	1132113002	Solid Ground	Partial - Started in 2016 and not finished
132)	1219 Greene Street	1132113001	Solid Ground	Partial - Started in 2016 and not finished
133)	1060 Aaron Court	1132379010	Destiny Homes	Partial - Started in 2016 and not finished
134)	1021 South 9th Street	1132254009	Truview Enterprises	Partial - Started in 2016 and not finished
135)	3014 Tassel Lane	1036427003	McCartney Trim Corp.	Partial - Started in 2016 and not finished
136)	28840 Frost Lane	1128402021	Behr Construction	Partial - Started in 2016 and not finished
137)	24704 Quail Avenue	1128402006	Behr Construction	Partial - Started in 2016 and not finished
138)	28804 Frost Lane	1128402018	Behr Construction	Partial - Started in 2016 and not finished
139)	1347 South 7th Street	1132430016	J Holker Construction	Started in 2015 and finished in 2016
140)	1333 South 7th Street	1132430013	Frampton Homes	Started in 2015 and finished in 2016
141)	604 Timberview Drive	1132428003	Northridge Homes	Started in 2015 and finished in 2016
142)	525 Timberview Drive	1132429010	Greenland Homes	Started in 2015 and finished in 2016
143)	1738 Sadie Lane	1132358006	Greenland Homes	Started in 2015 and finished in 2016
144)	1729 Sadie Lane	1132358016	Greenland Homes	Started in 2015 and finished in 2016
145)	1742 Sadie Lane	1132358007	Greenland Homes	Started in 2015 and finished in 2016
146)	1646 Sadie Lane	1132358002	Greenland Homes	Started in 2015 and finished in 2016
147)	1649 Sadie Lane	1132358015	Greenland Homes	Started in 2015 and finished in 2016
148)	30262 Meadow Road	1401100024	Exline	Started in 2015 and finished in 2016
149)	912 Shelby Drive	1132452009	Happe Homes	Started in 2015 and finished in 2016
150)	800 Shelby Drive	1132452019	Happe Homes	Started in 2015 and finished in 2016
151)	901 Shelby Drive	1132453010	Happe Homes	Started in 2015 and finished in 2016
152)	1013 Shelby Drive	1132453003	Genesis Homes	Started in 2015 and finished in 2016
153)	1005 South 12th Street	1132182001	Brott Construction	Started in 2015 and finished in 2016
154)	1009 South 12th Street	1132182002	Scrooggins	Started in 2015 and finished in 2016
155)	1742 South 11th Street	1132378005	Orton Homes	Started in 2015 and finished in 2016
156)	1733 South 11th Street	1132379026	Destiny Homes	Started in 2015 and finished in 2016
157)	1729 South 11th Street	1132379025	KRM Development	Started in 2015 and finished in 2016
158)	1600 south 11th Street	1132377001	Classic Builders	Started in 2015 and finished in 2016
159)	1750 South 11th Street	1132378007	Orton Homes	Started in 2015 and finished in 2016
160)	1754 South 11th Street	1132378008	Orton Homes	Started in 2015 and finished in 2016
161)	1813 South 14th Street	1132379016	Classic Builders	Started in 2015 and finished in 2016
162)	1061 Aaron Court	1132379002	Heefner Construction	Started in 2015 and finished in 2016
163)	28900 Frost Lane	1128402026	Behr Construction	Started in 2015 and finished in 2016
164)	24668 Quail Avenue	1128402003	Behr Construction	Started in 2015 and finished in 2016
165)	28888 Frost Lane	1128402025	Behr Construction	Started in 2015 and finished in 2016
166)	28929 Frost Lane	1128402015	Behr Construction	Started in 2015 and finished in 2016
167)	28876 Frost Lane	1128402024	Homes by DePhillips	Started in 2015 and finished in 2016
168)	28864 Frost Lane	1128402023	McCartney Trim Corp.	Started in 2015 and finished in 2016
169)	24656 Quail Avenue	1128402002	Behr Construction	Started in 2015 and finished in 2016
170)	24644 Quail Avenue	1128402001	Behr Construction	Started in 2015 and finished in 2016
171)	102 North 17th Street	1130476038	Wellbuilt Homes	Started in 2015 and finished in 2016
172)	1217 Hyvue Street	1132112013	Greenland Homes	Started in 2015 and finished in 2016
173)	609 South 13th Street	1132112010	Greenland Homes	Started in 2015 and finished in 2016
174)	605 South 13th Street	1132112009	Greenland Homes	Started in 2015 and finished in 2016
175)	510 South 13th Street	1132111003	Greenland Homes	Started in 2015 and finished in 2016
176)	506 South 13th Street	1132111002	Greenland Homes	Started in 2015 and finished in 2016
177)	413 South 13th Street	1132112004	Greenland Homes	Started in 2015 and finished in 2016
178)	613 South 13th Street	1132112011	Greenland Homes	Started in 2015 and finished in 2016
179)	1224 Orchard Street	1132112002	Greenland Homes	Started in 2015 and finished in 2016
180)	1053 Aaron Court	1132379004	Trinity Homes	Started in 2015 and finished in 2016
181)	1317 Nile Kinnick South	1132402007	Homes by Brill	Started in 2015 and finished in 2016
182)	1064 Aaron Court	1132379009	Destiny Homes	Started in 2015 and finished in 2016
183)	510 South 4th Street	1132227006	Mickael	Home Improvements for 2016
184)	1306 South 14th	1132301033	Hokel	Home Improvements for 2016
185)	1612 Aspen Drive	1131234011	Harsh	Home Improvements for 2016
186)	509 Prairie Street	1129461003	Brittain	Home Improvements for 2016
187)	1121 South 16th Street	1131281001	Holtorf	Home Improvements for 2016
188)	1800 Grove Street	1130277005	Chapman	Home Improvements for 2016

189) 1410 Janet Circle 1132301026 Otis Home Improvements for 2016

Respectfully  
Steve Nichols

**Resolution No. 17-08**

**A RESOLUTION APPROVING THE SALE OF A STREET SWEEPER TO THE CITY OF DE SOTO, IOWA PER THE RECOMMENDATION OF PUBLIC WORKS DIRECTOR**

**WHEREAS**, Public Works Director Kip Overton has negotiated with the City of De Soto, Iowa for the sale of a 2001 Freightliner/Tymco 600 Street Sweeper (the "Street Sweeper") which is scheduled for replacement by the City of Adel; and,

**WHEREAS**, the Public Works Director recommends the sale of the Street Sweeper to the City of De Soto, Iowa, for a sale price of \$5,000.00 with the following terms:

- The sale of the Street Sweeper shall be "as is" with no warranty.
- The City of De Soto shall receive the Street Sweeper after the City of Adel receives a replacement vehicle.
- After delivery of the Street Sweeper by the City of Adel to the City of De Soto, the City of Adel shall invoice the City of De Soto for the \$5,000.00 purchase price.
- Prior to delivery to the City of De Soto, the City of Adel shall continue to use the Street Sweeper as necessary and as determined by the City of Adel Public Works Director, and will continue to make necessary repairs and required maintenance.
- The City of De Soto will provide the City of Adel with a council resolution confirming the intent to purchase by February 28, 2017.

**NOW THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ADEL, IOWA**, approves the sale of a 2001 Freightliner/Tymco 600 Street Sweeper to the City of De Soto, Iowa, in the amount of \$5,000.00.

Passed and approved this 10th day of January, 2017.

\_\_\_\_\_  
James F. Peters, Mayor

Attest: \_\_\_\_\_  
Jackie Steele, City Clerk



1555 Southeast Delaware  
Avenue, Suite F  
Ankeny, IA 50021  
Tel: (515) 964-1920  
Fax: (515) 964-4003  
www.msa-ps.com

January 5, 2017

Anthony Brown, City Administrator  
City of Adel  
301 S. 10<sup>th</sup> Street  
PO Box 248  
Adel, Iowa 50003

Re: Subdivision Regulations Revisions

Dear Anthony:

The process of updating the City's subdivision regulations is an important step to ensuring the backbone of your planning program is helping you build the community toward your vision. We understand that you want to make sure that your land development requirements are on par with other metro communities while continuing to be competitive at attracting quality growth and new families to Adel. We also understand that you are looking into the process, scope and related costs for such an endeavor to begin soon and we are available at your convenience.

MSA is a qualified multi-disciplinary consulting firm that provides land use planning, landscape architecture and civil engineering assistance to communities across the metro and the US. We assist many communities with updates to their subdivisions regulations to ensure they are getting great quality and lasting value from new development and redevelopment. Quality and compatibility are important concepts to consider when reviewing new developments because the short of it is, the City will ultimately own most of the infrastructure being installed with subdivision development and you want to make sure it is good quality and compatible with the City's current and future needs. MSA does not service any private land developers in the Des Moines metro and so we can ensure we will have the City of Adel's best interests in mind throughout the project.

On the following pages you will find a proposed scope of services and associated costs for revisions to your subdivision regulations. We are happy to provide this information and we welcome the opportunity to further discuss your requirements and our approach. Please do not hesitate to contact me directly via phone – (515) 635-3401 – or email – [cjanson@msa-ps.com](mailto:cjanson@msa-ps.com) – with your questions or comments. Thank you for contacting us and reviewing our proposed scope, cost and other qualifications.

Sincerely,  
MSA Professional Services, Inc.

A handwritten signature in black ink, appearing to read "Christopher Janson". The signature is written in a cursive style and is positioned above the printed name and title.

Christopher Janson, AICP  
Project Manager | Team Leader  
[cjanson@msa-ps.com](mailto:cjanson@msa-ps.com) | (515) 635-3401



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## PROPOSED SCOPE OF WORK AND ESTIMATED FEE

### **TASK 1 | FACTFINDING**

Though we are familiar with Adel, your comprehensive plan and recent update to the future land use plan, a fresh look is warranted to identify inconsistencies between the plan and the current subdivision regulations. It is also important to assess current practices with regard to your existing procedures, especially frustrations with current practices or concerns with how the current regulations compare with others across the Des Moines metro. We will meet with the City Administrator and the City Clerk (and/or other key staff, Planning and Zoning Commission members and Council) to discuss our initial observations and the City's wishes for the revised ordinances. We will also provide a memo summarizing our initial findings and the reasons for updating the ordinances at this time. We find that this is helpful to have on hand when responding to questions about the process.

### **TASK 2 | SUBDIVISION REGULATIONS PREPARATION**

Our approach to developing an update to your subdivision regulations will depend upon the extent of dissatisfaction with the current document. If that dissatisfaction is low, then it is most appropriate to preserve as much of the regulations as possible while making revisions for consistency and current best practices. If that dissatisfaction is high, then it may be appropriate to discard large portions in favor of alternative approaches from other communities that have similar development experiences. In either case we will conduct a page-by-page and line-by-line revision to create a new document that satisfies the City of Adel's needs.

### **TASK 3 | MEETINGS AND PUBLIC INVOLVEMENT**

We recommend three review meetings with the Planning and Zoning (P&Z) Commission, a day of stakeholder interviews with local developers, a Public Information Meeting and a City Council Public Hearing.

#### **P&Z Meeting #1**

In the first draft review meeting, we will discuss the subdivision regulations and known issues or expectations for an update.

#### **Key Stakeholder Interviews**

Our team proposes to facilitate a day of interviews with key stakeholders and staff early in the process. We are primarily interested in speaking with local developers, significant landowners, the City Engineer, business leaders and other key stakeholders interested in or potentially affected by subdivision regulation updates. MSA will consult with City Staff to identify and schedule interviewees for 20-25min each at a convenient location in Adel. Advancing our understanding of stakeholder's issues will allow us to adequately present and discuss different viewpoints regarding subdivision regulation updates.

#### **P&Z Meeting #2**

In the second draft review meeting, we will continue the discussion of the draft, including reviewing comments from the Public Information Meeting.



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### **Public Information Meeting**

This meeting will be scheduled prior to P&Z meeting #2 and will provide an opportunity for residents and stakeholders to learn about the proposed ordinance revisions and offer comments on those changes. We will conduct this meeting as a PowerPoint presentation followed by a question and answer session. All comments will be recorded.

### **P&Z Meeting #3**

Following the Public Information Meeting and P&Z meeting #2, MSA will revisions based on recommendations and response to comments received. We will then meet with P&Z to discuss and make any final revisions. At the conclusion of this final meeting, the P&Z will consider recommending approval of the revised subdivision regulations by City Council.

### **City Council Public Hearing and Adoption**

MSA will provide the final recommended subdivision regulations for consideration by the public and City Council. Council will hold a public hearing and MSA will attend the public hearing to respond to questions from Council.

### **PROPOSED SCHEDULE**

A typical project schedule is 4-6 months depending on the final Scope of Services.

### **ESTIMATED LUMP SUM FEE**

MSA's estimated lump sum fee for the described Scope of Services is **\$5,500**. This cost is inclusive of all direct costs, such as travel cost and printing. We are open to discussing any modifications to this proposed scope for estimating purposes and any associated cost changes.

### **CITY SERVICES**

The following services are proposed to be provided by the City of Adel

- Noticing and scheduling of P&Z Meetings.
- Identifying and scheduling key stakeholders for interviews and securing a location for interviews in Adel.
- Noticing and scheduling of Public Information Meeting.
- Noticing and scheduling of City Council Public Hearing.
- Maintaining official meeting minutes for all project meetings if required.

# MSA PROFESSIONAL SERVICES

## PLANNING SERVICES



MSA Professional Services (MSA) is a multidisciplinary consulting firm dedicated to serving clients throughout the Midwest, providing creative technical services to help communities realize their full potential.

At MSA, we know that every project starts with a plan – a strong, realistic vision for the future. We specialize in all areas of community planning, urban design and economic development. Our award-winning planners work alongside clients to understand the challenges they face and develop sustainable, implementable plans to guide them in overcoming those challenges. MSA's plans have helped hundreds of communities and private organizations obtain funding and implement the recommendations made in our plans.

### CORE SKILLS

#### PROJECT MANAGEMENT

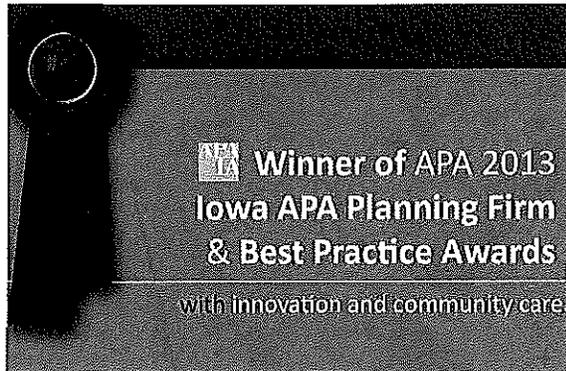
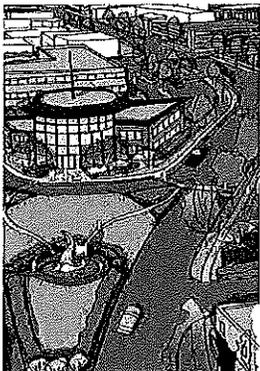
Whether completing small-community projects or facilitating multi-year, multi-jurisdictional planning processes, our team knows that strong communication is the foundation to every project's success. We take pride in our ability to manage projects effectively through clear and constant communication.

#### ILLUSTRATION & GRAPHICS

Effectively depicting the goals of a plan through graphics and illustrations is essential to the success of any planning project. MSA's planning team includes members with the creativity and technical knowledge to produce eye-catching planning documents that *show* the story, rather than *tell* it.

#### PUBLIC ENGAGEMENT

Planning is all about making sound decisions today that result in positive, impactful future actions. MSA's planners enable better decision-making by getting all necessary stakeholders engaged and involved in the planning process from the very beginning.



### CORE VALUES

#### CLIENT FOCUS

A lot of consultants say it, but at MSA we live and breathe it – our clients truly are our top priority. Our goal is first and foremost to listen to and understand you and your needs, and then create processes and end products tailored to suit those unique requirements.

#### CONTINUOUS IMPROVEMENT

MSA's planners know how important it is to keep up with our ever-changing world. We are committed to staying at the forefront of our profession. While we're always looking for new techniques or trends, we also remain committed to the continued viability of tried-and-true planning practices.

#### SUSTAINABILITY

We are dedicated to balancing economic, social and environmental issues to meet the needs of current and future generations. MSA is a leader in sustainability planning, and we actively seek out ways to integrate sustainable development considerations into each planning project we complete.

# MSA PROFESSIONAL SERVICES

## PLANNING SERVICES



### COMPREHENSIVE PLANNING

A community's comprehensive plan serves as its official guide for growth and improvement. MSA's planners help communities establish broad goals and specific, feasible actions to help reach those goals.

### NEIGHBORHOOD AND CORRIDOR PLANNING

People want to live and invest in great places. We can help you fine-tune the mix of uses, building design, street design, landscaping, signage, etc. to create memorable, sustainable places.

### PARK AND RECREATION PLANNING

Recreational amenities enhance health and quality of life in a community. MSA can help you with the planning, funding, design, bidding, and construction assistance needed to successfully complete your park/recreation project.

### DOWNTOWN REVITALIZATION

Downtown, be it Main Street, a public square, or an entire district, is the heart of the community. At MSA, we work alongside our communities to make an honest assessment of current strengths and weaknesses, identify a common vision, and develop revitalization strategies tied to realistic funding options.

### HOUSING

Housing is a complex and vital component of every community. We can help you identify gaps in your housing market and recommend actions to better meet the needs of all residents. We can also help you apply for, retain and manage Community Development Block Grant housing assistance funds.

### ECONOMIC DEVELOPMENT

Successful economic development requires an understanding of the global economy, but it really depends upon the strength of local relationships and resources. We help our clients find their "value proposition" and compete favorably in a changing economy.

### PROJECT FUNDING

Project success depends on more than just enthusiasm and good design -- funding is critical. MSA helps reduce the funding burden by tailoring plans for grant eligibility and by helping to write applications and manage grants. We are also experts in the creation and management of Tax Incremental Finance (TIF) districts.

### CAPITAL IMPROVEMENT AND STRATEGIC PLANNING

Short-term plans are an essential part of good governance. Our planners can help your board or council establish strategic focus on a few key objectives over the next one to three years. We can also help you manage your public infrastructure. Our engineers can evaluate the maintenance and capacity needs of your physical systems and then help you prioritize spending on those needs over the next five years.

### PUBLIC ADMINISTRATION

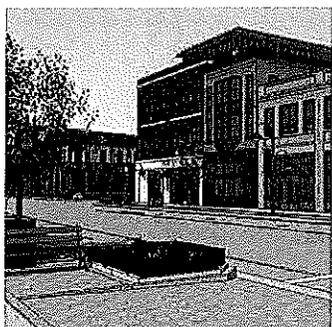
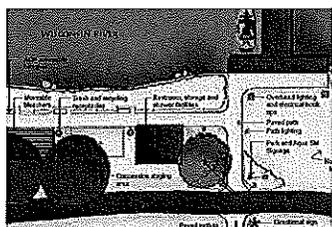
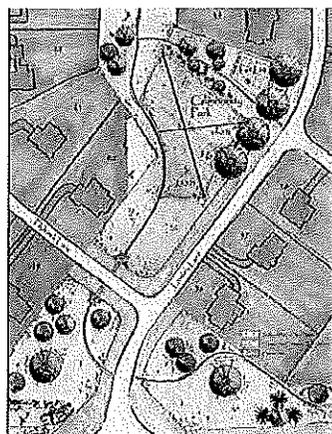
MSA planners and administrators can provide help with day-to-day operations. We routinely manage zoning ordinances and TIF districts as part of the community staff team. When key staff leave, we can step in to fill the gap on an interim basis. We can also help you recruit and select new staff.

### URBAN DESIGN

Our urban design team can create streetscape visions, redevelopment concepts and regulatory standards for public and private development. We use illustrations that allow the community to envision future changes, and then craft policies and ordinances that will enable you to reach that outcome.

### TRANSPORTATION PLANNING

MSA planners can help you figure out how to optimize your parking network, enhance bike and pedestrian resources, or protect the long-term viability of your airport.



## Anthony Brown

---

**From:** Christopher Shires <CShires@thinkconfluence.com>  
**Sent:** Wednesday, February 3, 2016 1:44 PM  
**To:** Anthony Brown  
**Cc:** Shannon Gapp  
**Subject:** RE: Subdivision Ordinance Update

Hi Anthony,

Shannon and I reviewed your subdivision regulations. They are pretty decent but I think they need some updates/expansions in a few areas such as the platting jurisdiction statement, ag exemption rules, review and approval process, private street rules, and standards for bonding for public improvements including sidewalks.

The submittal requirements and design standards should also be updated to include storm water erosion control, street improvement requirements for streets along the edge of the development (who paves what street and when), allowance for dry sanitary sewers and standards for rural subdivisions.

This would be a good opportunity to update the standard street cross-sections to make sure we are requiring the appropriate amount of public street right-of-way. We can also clarify sidewalk and trail installation and connectivity requirements and add a requirement for GIS mapping for improvements (maybe as part of the as-built submittal). We will need Jeff/McClure's help with the street cross-sections.

For the process, I am thinking:

1. Kick off meeting with city staff plus maybe the Mayor and/or chair of the Planning Commission to review your concerns and ideas – 1 meeting.
2. Consultant drafts updates to subdivision regulations and submits them to City staff for review.
3. Draft review with city staff – 1 meeting.
4. Draft review with a local developer (such as Bill Spencer) – 1 meeting.
5. Consultant updates draft – creates final draft
6. P&Z presentation and public hearing – 1 meeting
7. Council presentation and public hearing – 1 meeting

I am estimating this at around \$8,000 plus whatever Jeff needs to update the street cross sections. I would propose we run this project on an hourly basis not to exceed \$10,000 to give us a little room if we run into something we want to review in greater detail.

Please let me know if you have any questions and if this works for you and your budget.

Thanks,

CHRISTOPHER SHIRES AICP  
PRINCIPAL

## Subdivision Ordinance Review Notes

Relevant Code(s)	Recommended Changes or Review	Notes
166.09; 166.28; 166.32	Consider requiring the paving of gravel roads adjacent to the subdivision.	See Waukeee or Ankeny. Would this requirement negatively affect growth and deter developers? Make developers responsible for storm sewer or have them provide adequate spacing for future storm sewer?
166.18	Increase fees to capture our engineering expenses (i.e., we currently only charge \$250, but we pass through inspection charges later on). Developers should be responsible for all engineering and legal fees throughout the subdivision and platting process.	Review other cities' fees. Determine how much McClure charges per subdivision and their past charges.
166.18	Change the fee structure by charging a set cost per lot in the plats	See other cities. Determine McClure's methodology for charging us for subdivisions (i.e., per lot, acreage, etc.).
166.18	Update signage fees (i.e., we currently charge \$1.00 per linear foot).	See other cities. Review our costs for signage.
166.09; 166.25	When we accept a final plat, everything must be done OR require a bond guaranteeing that the work will be completed. Should we hold money/check and release it upon completion? Does the bank ultimately need to be on the hook for the improvements if the company goes bankrupt? Could we create a legal form that the developer needs to complete to keep the bank on the hook?	166.25 states that we can accept a one-year performance bond if the final improvements haven't been completed. Review the policies of other cities (see separate spreadsheet). Determine if a letter of credit would work.

## Subdivision Ordinance Review Notes

Relevant Code(s)	Recommended Changes or Review	Notes
166.18	Implement a GIS fee so that we can bring in our own GIS firm to perform this work for our GIS utility map.	See other cities. Determine how they charge for this work. Could this be a pass through (i.e., developers pay our GIS firm upon completion)?
166.32.12	Increase sidewalk width to five feet for ADA compliance	Consider developing a timeline implementation for subdivisions that are not yet approved but are currently working through the platting process.
166.18	Implement an outdoor warning storm siren fee	See Waukee's fee of \$40 per acre. This fee would be placed in a capital account and only be used for the development of storm sirens.
166.35	Strengthen the Park Land Dedication section to ensure that subdivisions are providing quality and usable park land.	The upcoming Parks & Trails Master Plan will help us, as we will be able to rely upon it for section 166.335.6. Would there be any legal advice for how to better implement this code until the Master Plan has been fully developed?
166.32.3	Require that any area with a slope that will be used for retention must have plastic mesh with seeding.	This requirement would greatly reduce the mess that is caused from these areas.

## Subdivision Ordinance Review Notes

Relevant Code(s)	Recommended Changes or Review	Notes
166.28; 166.32	Develop our own specifications for streets and other improvements.	See the design standards developed by Waukee and Des Moines. These standards go beyond SUDAS, which we currently use.
166.32.7	Consider increasing the required width of our residential streets	See Waukee's requirement of 29 feet. Would this cause increase maintenance work or affect traffic flows?
Other	Consider banning street trees (i.e., trees that are planted in the City's right-of-way between the street and the sidewalk).	See other cities. There are a number of utilities in the ROW, and street trees (and their roots) interfere with these utilities. The City doesn't have the funds to maintain these street trees. Would there be other code sections that would need to be changed if implemented?
Other	Consider requiring the developers to perform weed maintenance on unsold lots or plant specific types of low maintenance grass.	Check with other cities. Developers currently have to seed their unsold lots for erosion control.
Other	Consider extending the review process timeline to allow the City, P&Z, and the City's engineers more time to perform due diligence.	Check with other cities. The timeline should be reasonable for both the City and developers.

### Other Cities' Requirements Before Approving Final Plats

City	2010 Population	Frequency of Council Meetings	Requirements	Notes
Bondurant	3,860	Twice a month	All public improvements are 100% complete and approved by staff AND the developer provides a 4 year performance bond AND the developer provides documentation that the street light costs have been paid to MidAmerican.	Will occasionally approve when 95% complete due to the calendar.
Carlisle	3,876	Twice a month	EITHER Completed infrastructure; OR Receive a bond for the improvements.	N/A
Clive	15,447	Twice a month	Public improvements must be principally complete (i.e., fairly minor punch list items remain) before P&Z makes a final plat recommendation. At that time, all legal documents have been reviewed. If punch list items are still remaining as it goes to council, they will determine the amount and require a performance bond or cashier's check. An agreement will also be executed between the City and the developer/property owner to complete the items.	Occupancy certificates will not be issued until the public improvements have been accepted by the City and the agreement for completing the punch list items has been satisfied.
Decorah	8,127	Twice a month	Usually require the public improvements to be completed, though generally have a "loose" inspection program.	Would likely require a letter of credit if they ran into any situation where a final plat needed to be approved before the public improvements were finished.
Ely	1,776	Once a month	All municipal improvements to be installed and generally acceptable; Council occasionally approves if there are a few minor punch list items to address.	N/A
Independence	6,014	Twice a month	EITHER Completed improvements OR Receive a performance bond equal to the estimated value of the uncompleted improvements	N/A
Johnston	17,278	Twice a month	EITHER all public improvements must be constructed; OR Receive a bond or letter of credit in the amount equal to the cost of the completion of the remaining public improvements plus 10%.	N/A
Norwalk	8,945	Twice a month	Public infrastructure has been accepted and approved via resolution AND the developer provides a performance bond on the cost of the infrastructure.	N/A

## CHAPTER 166

### SUBDIVISION REGULATIONS

166.01 Purpose	166.18 Fees
166.02 Definitions	166.19 Approval of Improvement Plans
166.03 Application of Subdivision Regulations; Area	166.20 Inspection During Construction
166.04 Application of Subdivision Regulations; Land Divisions	166.21 Final Plat Filing
166.05 Agricultural Land Exemption	166.22 Form of Final Plat
166.06 Division of Platted Lots	166.23 Action by the Planning Commission
166.07 Approvals Necessary	166.24 Council Action
166.08 Building Permits and Utility Connections Prohibited	166.25 Bonding Incomplete Improvements
166.09 Improvements to Be Completed	166.26 Maintenance Bond
166.10 Planning Conference	166.27 Filing of Record
166.11 Findings of the Planning Conference	166.28 Streets
166.12 Preliminary Plat	166.29 Blocks
166.13 Form of the Preliminary Plat	166.30 Lots
166.14 Review and Approval of Preliminary Plat	166.31 Easements
166.15 Council Approval of the Preliminary Plat	166.32 Improvements
166.16 Effect of Approval of the Preliminary Plat	166.33 Modification of Requirements
166.17 Large Development Staging Procedure	166.34 Enforcement
	166.35 Development Application Park Land Dedication

### GENERAL PROVISIONS AND DEFINITIONS

**166.01 PURPOSE.** The purpose of this chapter is to provide rules, regulations and standards to guide land subdivision in the City and in the area within two (2) miles of the City limits in order to promote the public health, safety, convenience and general welfare of the City. This chapter shall be administered to ensure the orderly growth and development, the conservation, protection and proper use of land and adequate provision for circulation, utilities and services. To ensure the fulfillment of the purposes of this chapter the City, pursuant to Section 354.9 of the Code of Iowa, does hereby exercise its right of review and approval of all land subdivisions within an area of two (2) miles of the City's corporate limits.

**166.02 DEFINITIONS.** For purposes of these regulations, certain terms or words used herein shall be interpreted as follows:

1. "Alley" means a minor way, dedicated to the public use, which is used primarily for vehicular access to the back or the side of properties otherwise abutting on a street.
2. "Block" means a piece or parcel of land entirely surrounded by public highways, streets, streams, railroad right-of-way, parks, etc., or a combination thereof.
3. "Building line" means a line on a plat generally parallel to the street right-of-way, indicating the limit beyond which buildings or structures may not be erected.
4. "City Engineer" means the City official responsible for the design, supervision and maintenance of all public works of the City or a duly authorized consulting engineer retained by the City.
5. "Cul-de-sac" means a minor street having one end open to traffic and being permanently terminated by a vehicular turn-around.
6. "Days" refers to calendar days.

7. "Developer" means the owner, or agent under legal authority of the owner, or owners who undertake to cause a parcel of land to be designed, constructed, and recorded as a subdivision. This term may be used interchangeably with the term "subdivider."
8. "Easement" means a grant by the property owner to the public, a corporation, or persons, of the use of a parcel of land for a specific purpose.
9. "Final plat" means a drawing to engineering accuracy and containing the items specified by these regulations indicating the layout of lots, blocks and public ways in a completed and improved subdivision along with legal papers required for recording.
10. "General plan" means the plan or series of plans for the future development of the City and approved, as may be required, as the guide for future development. Such plan may alternatively be called by such descriptive terms as a master plan, a comprehensive plan, or a development plan.
11. "Improvements" means changes and additions to land necessary to prepare it for building sites, and including street paving and curbing, grading, monuments, drainage ways, sewers, fire hydrants, water mains, sidewalks, pedestrian ways, and other public works and appurtenances.
12. "Lot" means a portion of a subdivision, or other parcel of land, intended as a unit for transfer or for development.
13. "Pedestrian way" means a right-of-way dedicated to public use, which cuts across a block to facilitate pedestrian access to adjoining streets or properties.
14. "Planning Commission" means the Planning and Zoning Commission of Adel.
15. "Plat" means a map drawn to scale from an accurate survey and including items set forth herein along with all certificates and statements required herein and by statute, for the purpose of recording as a subdivision of land. Without modifying adjectives it refers to land subdivision documents which have been officially recorded. In appropriate context a plat may refer to the land represented by a recorded plat and may be synonymous with the word "subdivision." It may also be used as a verb referring to the act of preparing a plat.
16. "Preliminary plat" means a drawing with supporting documents which represents a proposal upon which a final plat is to be based. A preliminary plat is not intended as a document to be filed of record.
17. "Replat" or "resubdivision" means a plat representing land which has previously been included in a recorded plat.
18. "Street" means a right-of-way, dedicated to public use, which affords a primary means of access to the abutting property.
19. "Street, arterial" means a street of considerable continuity connecting various sections of the City, or a street primarily designated for heavy traffic.
20. "Street, collector" means a street which carries traffic from a local or residential street to an arterial street.
21. "Street, local or residential" means a street which is used primarily for access to the abutting properties.

22. "Street, service" means a local or residential street or frontage road which is approximately parallel to and adjacent to or part of an arterial street and provides access to the abutting properties and protection from through traffic.
23. "Subdivider" means the person or firm causing a plat to be prepared.
24. "Subdivision" means a parcel of land which has been platted; the act of preparing a plat.

All other terms used in these regulations shall have their normal meaning, except that terms common to engineering and surveying shall be used in their professional sense.

**166.03 APPLICATION OF SUBDIVISION REGULATIONS; AREA.** Any plat hereafter made or any subdivision or any part thereof lying within the limits of the City or in unincorporated territory within an area extending two (2) miles beyond the City limits shall be prepared, presented for approval, approved and presented for recording as herein prescribed. These regulations are enacted under the authority of Section 354.9 of the Code of Iowa and provide authorized additions to the provisions of Chapter 354 of the Code of Iowa.

**166.04 APPLICATION OF SUBDIVISION REGULATIONS; LAND DIVISIONS.** The regulations contained herein apply to the subdivision of a lot, tract or parcel of land into three (3) or more lots, tracts or other division of land for the purpose of sale, transfer or of building development, whether immediate or in the future, including the resubdivision or replatting of land or lots. These regulations shall apply to each situation where there is a dedication of a street, alley, easement or land for other public uses. The above provisions shall not be construed to limit the acceptance of deeds to right-of-way or land for other purposes by the Council or other agency of government when such acceptance is in the public interest and not for the purpose of circumventing these regulations.

**166.05 AGRICULTURAL LAND EXEMPTION.** The division of land for agricultural use into parcels, all of which are ten (10) acres or more in area and have four hundred (400) feet or more of street or road frontage and which do not involve the creation of any new street or road, easement or other dedication, shall be exempt from the requirements of these regulations, provided however, that the provisions of applicable statutes and regulations are complied with.

**166.06 DIVISION OF PLATTED LOTS.** The division or consolidation of existing platted lots or parts of existing platted lots by description for the purpose of sale or development shall not be considered a subdivision within the scope of these regulations. However, any existing platted lot containing in excess of fifteen thousand (15,000) square feet which is to be divided into three (3) or more parcels intended as primary building sites or when such division involves a dedication to public use, such division shall fall within the jurisdiction of these regulations. The division and sale of a minor portion of any parcel of land for the purpose of adding land to an adjoining building site, when said adjoining parcel of land constitutes more than fifty percent (50%) of the newly created building site, shall not be counted as a division in determining the jurisdiction of these regulations.

**166.07 APPROVALS NECESSARY.** No plat or subdivision falling within the jurisdiction of these regulations shall be recorded or presented for recording under the provisions of Chapter 354 of the Code of Iowa until all provisions and approvals set forth herein have been met or obtained.

**166.08 BUILDING PERMITS AND UTILITY CONNECTIONS PROHIBITED.** No officer, employee, or agent of the City shall issue any building permit, make any water or sewer connection, or issue any permit for any water or sewer connection for any building or buildings constructed or proposed to be constructed on land divided contrary to the provisions of these regulations. No officer, agent or employee of the City shall perform or cause to be performed any construction or maintenance upon any street or public way purported to be dedicated as a public street or public way by virtue of being shown on a plat, unless such plat shall have been approved as provided by these regulations. The previously noted prohibitions shall not apply to any plat or dedication legally filed of record before the enactment of these regulations by the City.

**166.09 IMPROVEMENTS TO BE COMPLETED.** No final plat shall be approved for recording unless street and utility improvements necessary to serve the intended occupants of the subdivision have been completed in a satisfactory manner, as set forth herein, or other assurances are executed, as provided herein, that such improvements will be completed.

## PLATTING PROCEDURES

**166.10 PLANNING CONFERENCE.** Any owner, developer or agent wishing to subdivide a parcel of land shall contact the City and arrange for a planning conference with the City Administrator and Public Works Director. This conference shall be for the purpose of determining the general requirements to be met in developing the subdivision. If the subdivision does not involve new streets or utilities, the planning conference may be waived.

**166.11 FINDINGS OF THE PLANNING CONFERENCE.** The proceedings of the planning conference shall be informal and no records need to be kept. It shall be the responsibility of the subdivider to determine the areas of agreement among the conferees and the problems which must be explored further through individual conferences with departments charged with administering the provision of utilities, streets, drainage and other public facilities. During the conference the general features to be required in the subdivision will be determined. All agreements arrived at by the conferees shall be subject to ratification by the Planning Commission as a whole.

**166.12 PRELIMINARY PLAT.** After the subdivider has determined the general features to be required in the subdivision, the subdivider may proceed to cause a preliminary plat to be prepared. An application in writing for tentative approval of the preliminary plat, together with six (6) 24 x 36-inch prints and two (2) 11 x 17-inch prints thereof, shall be filed with the Planning Commission at least two (2) weeks before the meeting of the Planning Commission at which the preliminary plat is to be acted upon, along with the subdivision fee in accordance with the fee chart most recently approved by the Council.

**166.13 FORM OF THE PRELIMINARY PLAT.** The preliminary plat shall be drawn to a scale of one hundred (100) feet to an inch, or larger scale as may be approved by the Planning Commission, and shall show the following information:

1. The proposed name of the subdivision.
2. North point, scale and date.
3. The names and addresses of the subdivider and of the engineer or surveyor.
4. The tract designation and other description according to the real estate records of the City or County Auditor and Recorder, also the designation of the proposed uses of land within the subdivision.
5. The boundary lines (accurate in scale) of the tract to be subdivided.
6. Contours with intervals of five (5) feet or less, referred to official City datum.
7. The names of adjacent subdivisions or the names of record owners of adjoining parcels of unsubdivided land.
8. The location, widths, and names of all existing or platted streets or other public ways within or adjacent to the tract, existing permanent buildings, railroad rights-of-way, and other important features, such as section lines, political subdivision or corporation lines, and school district boundaries.
9. Existing sewers, water mains, culverts, or other underground structures, within the tract and immediately adjacent thereto with pipe sizes, grades, and locations indicated.

10. All parcels of land intended to be dedicated for public use or reserved in the deeds for the use of all property owners in the proposed subdivision, together with the purpose of conditions or limitations of such reservation, if any.
11. The layout, names, and widths of proposed streets, alleys and easements.
12. A plan of proposed water distribution system, sanitary sewers and storm sewers showing pipe sizes and the location of valves, fire hydrants, and fittings.
13. The layout, numbers, and scaled dimensions of proposed lots.
14. Indication of any portion of the subdivision for which a final plat is to be proposed when the subdivision is to be developed in stages.
15. The layout of proposed sidewalks.
16. The proposed zoning classification(s) for the subdivision as well as the existing zoning classifications of surrounding properties.

**166.14 REVIEW AND APPROVAL OF PRELIMINARY PLAT.** Upon receipt of the preliminary plat, the City shall cause copies thereof to be distributed to the representatives of any utility entities not under control of the Public Works Director. The recommendations of the utility companies shall be reported to the Planning Commission. The Planning Commission shall approve or disapprove a preliminary plat within sixty (60) calendar days of receipt unless a longer time is agreed upon with the subdivider. Upon approval or disapproval by the Planning Commission, the preliminary plat and the Planning Commission's recommendation shall be transmitted to the Council.

**166.15 COUNCIL APPROVAL OF THE PRELIMINARY PLAT.** The Council shall approve or disapprove the preliminary plat not later than the fourth regular meeting following the receipt of the report from the Planning Commission. The Council may give notice and hold public hearings.

**166.16 EFFECT OF APPROVAL OF THE PRELIMINARY PLAT.** Approval of the preliminary plat as set forth herein shall constitute authority to proceed with construction of the subdivision and preparation of the final plat subject to approval of detailed plans and specifications for improvements as set forth herein. The subdivision shall be constructed and the final plat prepared in conformity with the approved preliminary plat. Material deviation from such approved preliminary plat shall require resubmission for approval. Approval of a preliminary plat shall not constitute authority to sell lots, record the plat, advertise the future or conditional sale of lots based on the preliminary plat, or authority to construct permanent buildings in reliance upon the preliminary plat layout.

**166.17 LARGE DEVELOPMENT STAGING PROCEDURE.** In order to discourage premature subdivision and uneconomic improvements, the following procedure is provided for large development schemes:

1. When a developer or group of developers has in its control an area of land which such developer or group wishes to plat, the size of which is so large that the majority of the lots would take more than a year to sell, the developer may cause to be prepared a preliminary plat for the entire area.
2. On such preliminary plat, successive development divisions may be designated.

3. Upon approval of the preliminary plat, the developer may cause a final plat to be prepared for one or more development divisions, provided the order of development allows for logical provision of streets and utilities.

4. Each development division shall be considered as a final plat, and provisions of these regulations shall apply individually to each development division presented as a separate filing for record.

**166.18 FEES.** Before delivering the preliminary plat to the office of the Planning Commission for approval, the subdivider shall pay to the Clerk a plat processing fee which shall not be refundable. The amount of the fee shall be set from time to time by resolution of the Council. The Clerk shall receipt stamp proof of the payment of said fee upon the face of each copy of the preliminary plat. Said fee shall not be considered payment for supervision of construction.

**166.19 APPROVAL OF IMPROVEMENT PLANS.** After approval by the Council of the preliminary plat, the subdivider may proceed to prepare and submit plans, profiles and specifications for improvements to the Public Works Director for approval. Such plans, profiles and specifications shall conform to design standards and standard specifications of the City and shall be in essential conformity with the approved preliminary plat. The Public Works Director shall give his or her approval in writing and no field changes shall be made without the approval of the Council.

**166.20 INSPECTION DURING CONSTRUCTION.** The City shall cause inspections to occur during construction, the cost of which will be borne by the subdivider. The subdivider will coordinate inspections with the City Engineer. A complete set of as-built plans indicating locations of water, sewer and storm sewer hookups will be provided to the City.

**166.21 FINAL PLAT FILING.** Within two (2) years of the approval by the Council of the preliminary plat, the subdivider shall file a final plat of the area covered by said preliminary plat in the office of the Planning Commission. Sufficient copies shall be submitted to facilitate review and approvals. If a final plat is not filed within two (2) years of the aforesaid approval of the preliminary plat, the latter shall be subject to review, revision or cancellation of approval by the Council.

**166.22 FORM OF FINAL PLAT.** The scale shall be one (1) inch equals one hundred (100) feet or larger. In the event that the entire plat cannot be drawn on one sheet, it shall be submitted in two or more sheets of the specified dimensions along with an index sheet of the same dimensions showing the entire development in simplified form at a smaller scale. The original shall be submitted for checking and signature and shall become a permanent public record upon recording. Duplicate originals may be submitted for signatures and may become the property of the subdivider. The final plat shall portray the following information:

1. Name of subdivision, points of the compass, scale of the plat, name of subdivider, date and name, address and seal of the surveyor. Location of boundary lines, in relation to section, quarter section, all of which comprise a legal description of the property. All locations shall be tied to a Land Survey corner which has the approval of the County Engineer.
2. The lines of all streets and alleys and other lands to be dedicated with their widths and names shall conform to existing street name patterns and shall also portray the lines of the sidewalks on said streets.

3. All lot lines and dimensions and numbering of lots and blocks according to a uniform system. Statutory systems shall be complied with if applicable.
4. Indication of building lines with dimensions if such lines are desired.
5. Easements for any right-of-way provided for public use, drainage, services or utilities, showing dimensions and purpose.
6. All dimensions, both linear and angular, necessary for locating the lines of lots, tracts, or parcels of land, streets, alleys, easements and the boundaries of the subdivision. The linear dimensions are to be expressed in feet and decimals of feet. The plat shall show all curve data necessary to reconstruct on the ground all curvilinear boundaries and lines and radii of all rounded corners.
7. Closure. The perimeter and blocks of the plat shall close to an allowable unadjusted error of one in five thousand. Latitudes and departure computations shall be submitted. All lines in the plat shall meet this standard of accuracy.
8. The description, location and elevation of all bench marks.
9. The description and location of all permanent monuments set in the subdivision.
10. Names in dotted lettering of adjacent plats with location of adjoining streets shown by dashed lines.
11. Legal description of the lands being subdivided.
12. Certificate of dedication signed and acknowledged by all parties having any title interest in the land subdivided and consenting to the preparation and recordation of the plat as submitted.
13. Engineer's certificate and seal.
14. Certificates of approval in legally correct form and places for the signatures of the following: notary public acknowledging dedication, the Chairperson of the Planning Commission, the Mayor and City Clerk. Other certificates as may be required by law may be recorded as separate instruments accompanying the plat.

Fees for signage are due upon filing of the final plat in accordance with the fee chart most recently approved by the Council.

**166.23 ACTION BY THE PLANNING COMMISSION.** The Planning Commission shall consider the final plat at the regular meeting during the month following the month of filing and shall either approve or disapprove the plat. If the Planning Commission finds that the final plat has been prepared in compliance with these regulations and in substantial compliance with the preliminary plat, such plat shall be approved. In the event of disapproval, specific points of variance with the aforesaid requirements shall be spread upon the record of this Planning Commission and a copy shall be transmitted to the subdivider. The Planning Commission may approve final plats at a special meeting called in accordance with the rules and regulations of the Planning Commission. Upon approval or disapproval, the Planning Commission shall within ten (10) days transmit to the Council the final plat along with the report of the Planning Commission.

**166.24 COUNCIL ACTION.** The Council shall consider the final plat along with the report of the Planning Commission not later than the second regular meeting following the date of filing with the Clerk. If the Council finds that the plat has been prepared in

compliance with the preliminary plat, such final plat shall be approved. In the event of disapproval, the record shall show the specific points on which the final plat varies from these regulations or the preliminary plat. The Council may give notice of and hold any public hearings.

**166.25 BONDING INCOMPLETE IMPROVEMENTS.** In lieu of final completion of the improvements required herein before approval of the final plat, the subdivider shall post a performance bond approved by the City Attorney. Such bond shall insure to the City that improvements will be completed by the subdivider within one (1) year after approval by the Council. The bond amount shall be not less than the estimated cost of completing the improvements and inspections as specified by these regulations, other ordinances, resolutions or regulations of the City, and by the plans and specifications as approved for the preliminary plat. If the improvements are not completed within the specified time, the Council may use the bond or any necessary portion thereof to complete said improvements. Failure of the Council to take action on the bond immediately shall not bar the Council from taking appropriate action within a reasonable time.

**166.26 MAINTENANCE BOND.** Before approval of the final plat, the subdivider shall post a maintenance bond for an amount to be approved by the Public Works Director and the Council. Said maintenance bond shall cover a period of four (4) years from the project completion date as determined by the Public Works Director. The maintenance bond shall be conditioned on the subdivider's maintaining all improvements in good repair.

*(Ord. 239 – Jan. 08 Supp.)*

**166.27 FILING OF RECORD.** After the final plat has been approved and all signatures required herein have been affixed, the subdivider will deliver the plat and all necessary papers to the County Recorder as provided in Chapter 354 of the Code of Iowa, and the subdivider shall file satisfactory evidence of such recording in the office of the Clerk before the City shall recognize the plat as being in full force and effect. All filing fees shall be paid by the subdivider.

## DESIGN STANDARDS

### 166.28 STREETS.

1. Streets Must Conform with General Plan. The arrangement, character, extent, width, grade and location of all streets shall conform to the General Plan of the City and to any plans which may be adopted by the Planning Commission or the Council.
2. Continuation of Existing Streets. New streets shall normally continue as an extension of existing streets unless good planning indicates a different solution. Street patterns shall take into consideration access needed to develop adjoining properties and shall conform to topography so as to provide the best building sites. Sketches of a proposed street system for adjoining property may be required if it is owned or under the control of the subdivider. Street names shall take the name of existing streets on the same general alignment. New street names shall be approved by the Planning Commission and not be so similar to existing names as to cause confusion.
3. Traffic Circulation. When possible, local or residential streets shall be planned so as to discourage through traffic and to conveniently channel traffic onto the collector and arterial streets.
4. Dead-end Streets Prohibited. Dead-end streets are prohibited, except that where the General Plan indicates a street is to continue past the subdivider's property, a temporary dead end may be allowed until such time as the street is continued.
5. Cul-de-sacs. Cul-de-sacs will be permitted where topography and other conditions justify their use. They may be up to 600 feet in length, as approved by the Planning Commission and Council. If necessary, a landscape plan shall be submitted for cul-de-sac islands, the maintenance of which shall be the responsibility of the adjacent owners.
6. Half Streets. Half streets are prohibited.
7. Angle of Intersection. Streets shall be laid out so as to intersect as nearly as possible at right angles, except where topography and other conditions justify variations. The minimum angle of intersection of streets shall be seventy-five (75) degrees.
8. Street Jogs. Street jogs with centerline off-sets of less than one hundred fifty (150) feet shall be avoided.
9. Street Grades. Street grades shall conform with the overall drainage pattern of the locality of the subdivision and shall fall within the minima and maxima as follows: arterial street – 6%; local or residential and collector streets – 10%. No street grade shall be less than 0.5%.
10. Vertical Sight Distances. Change of grade shall conform to current standards of the City for the type of street in question, provided that in no case shall there be constructed a sight distance of less than one hundred (100) feet, measured four (4) feet above pavement surface at the ends of the tangent.
11. Horizontal Sight Distances. A tangent at least one hundred (100) feet long shall be introduced between reverse horizontal curves on collector and arterial streets. When connecting street lines deflect from each other at any one point by more than ten (10) degrees, they shall be connected by a curve with a radius adequate to insure a sight distance of not less than one hundred (100) feet for collector streets and of such

greater radii as the Planning Commission shall determine for arterial streets and in other special cases.

12. Pedestrian Ways. Pedestrian ways may be required by the Planning Commission so as to allow cross access for pedestrians in very long blocks. In general, blocks of eight hundred (800) feet or more in length should have a pedestrian way near the center of the block.

13. Standard Right-of-way Widths. For all streets, alleys and other thoroughfares hereafter dedicated and accepted, the minimum right-of-way widths shall not be less than the minimum dimensions for each classification of public way as follows:

- A. Arterial Streets – Seventy (70) feet or as set forth in the General Plan or other plan adopted by the Planning Commission or the Council.
- B. Collector Streets – Sixty (60) feet.
- C. Local or Residential Streets – Sixty (60) feet, except when adjacent to a railroad or arterial street with limitation of access, then the width may, if appropriate to the circumstances, be fifty (50) feet.
- D. Cul-de-sac – sixty (60) feet with a 110-foot diameter turn-around at the closed end.
- E. Alleys – twenty (20) feet.
- F. Pedestrian Ways – ten (10) feet.

For details of grades and pavement widths, see provisions under the heading of Improvements. Reserve strips controlling access to streets shall be allowed under conditions adequate to protect future public interests.

#### **166.29 BLOCKS.**

1. Block Length. Intersecting streets determining block lengths shall be provided at such intervals as to serve cross traffic adequately and to meet existing streets and customary subdivision practice in the immediate area. Blocks shorter than four hundred fifty (450) feet and longer than one thousand two hundred (1,200) feet in residential districts should be avoided. Blocks longer than six hundred (600) feet should be avoided in business districts.

2. Block Width. The width of a block shall be sufficient to allow for two (2) tiers of lots with alley or utility easement if required. Blocks intended for business or industrial use shall be of such width as may be best suited for the contemplated use of the property, taking into consideration the probable arrangement of parking and truck loading and maneuvering upon the property.

3. Very Large Lots and Blocks. When a tract is subdivided into larger than normal lots or parcels, such lots or parcels shall be so arranged as to permit the logical location and opening of future streets and appropriate resubdivision with provision for adequate utility connections for such resubdivision. Easements for the future openings and extension of such streets may, at the direction of the Planning Commission, be made a requirement of the plat.

#### **166.30 LOTS.**

1. Minimum Lot Dimensions. Lot sizes shall meet or exceed the requirement of the Zoning Regulations as to lot size and shall as near as practical meet or exceed the

typical lot size for existing building sites in the immediate vicinity. Each lot shall be a buildable site after taking into account all yard spaces required by the Zoning Regulations. Excessive lot depth in relation to width shall be avoided. In general, the ratio of width to depth should be one to one and one-half (1:1.5).

2. Corner Lots Wider. Corner lots in residential areas shall be enough wider than inside lots so as to allow an appropriate setback from both streets.
3. Side Lines Perpendicular. Side lines of lots shall be approximately at right angles to straight street lines and radial to curved street lines.
4. Double Frontage. Lots with street frontage at both front and rear shall be avoided except when backing on an arterial street.
5. Street Frontage. Each lot shall have frontage on a street. An alley shall not suffice as a sole means of access.
6. Reversed Frontages and Key Lots. Reversed frontages at cross street intersections shall be avoided except where it will match existing development. Key lots, being those inside lots fronting on side streets, shall be avoided except where they are matching existing development and other lots are excessively deep. Key lots shall be prohibited where they disrupt utility or drainage easements. Reverse frontage and normal corner lots when adjacent to a key lot shall have additional width to allow full front yard setbacks on both streets. Homes on streets with several reversed frontage lots shall be required to face the same direction.
7. Outlots shall be prohibited.

#### **166.31 EASEMENTS.**

1. Utility Easements. Utility easements shall be twenty (20) feet wide, falling half on adjoining lots along rear lot lines. They shall be planned for easy and continuous access for maintenance, shall be continuous through the block and shall connect as nearly in line as possible with adjoining easements. To facilitate the use of easements, rear lot lines in curvilinear platting shall form straight lines for as long a distance as feasible. Side lot easements may be ten (10) feet wide. Where topography dictates, the full width of an easement may fall on one lot.
2. Drainage Easements. Drainage easements for storm sewers or open channels may be required where storm drainage cannot be practically carried under streets or on other rights-of-way. Open channel drainage easements may be required where there is evidence that the natural drainage for a large area traverses the subdivision. Drainage easements shall be sufficient in width so that motorized equipment may be used in their maintenance.

**166.32 IMPROVEMENTS.** Every subdivision shall contain normal improvements before acceptance or have such improvements assured by the posting of a bond or other device as set forth herein. Improvements shall include:

1. Monuments. Permanent monuments shall be set at each corner at the perimeter of the subdivision and at the corner of each block within the subdivision and at the corner of each lot. All monuments shall be metallic, at least thirty (30) inches long, and installed with an inert cap indicating the Iowa registration number of the land surveyor.

2.     **Compaction.** When any building site is filled to a depth in excess of five (5) feet, said fill shall be laid down in six (6) inch layers and each layer shall be given six (6) passes with a sheepsfoot roller with optimum moisture present. As an alternative, compaction equal to the bearing strength of the natural ground shall be met by Proctor test or other test which may be approved by the Public Works Director or duly authorized representative.
3.     **Storm Drainage.** Storm drainage shall be provided with sufficient capacity to handle all surface water traversing the subdivision. The design of waterways, pipes, culverts and catch basins shall conform with standard practice, specific plans and standard specifications of the City.
4.     **Sanitary Sewers.** Sanitary sewers shall be installed for service to each lot according to standard specifications of the City. The City may require over-sizing of the system to allow greater capacity for future use, and in said event, there shall be an arrangement or an agreement whereby the developer will be reimbursed in a satisfactory manner.
5.     **Water Supply.** Water supply shall be completed to each lot in accordance with the design standards and standard specifications of the City. Fire hydrants shall be installed in a pattern approved by the City. All public water supply plans and specifications shall meet the Iowa Department of Natural Resources and City regulations. The City may require over-sizing of the system to allow greater capacity for future use, and in said event, there shall be an arrangement or an agreement whereby the developer will be reimbursed in a satisfactory manner.
6.     **Grading.** Grading shall be completed to official grade on all streets for the full width of the right-of-way, and fills shall be compacted sufficiently to assure adequate support for permanent paving, as set forth by City specifications.
7.     **Paving.** Paving of a permanent type shall be completed on all streets in accordance with the standard specifications of the City and in conformity with any official street plans which may be adopted by the Planning Commission or by the Council.
  - A.     Minimum pavement thickness shall be six (6) inches reinforced or seven (7) inches of non-reinforced Portland cement concrete.
  - B.     Six (6) inches of granular material to be approved by the Public Works Director shall be placed under all new roads.
  - C.     An appropriate amount of ballast shall also be used when deemed necessary by the Public Works Director.
  - D.     A minimum of five-inch (5") subdrains on both sides of the street to drain water from the street and provide an outlet for sump pumps shall be installed and connected to proper storm sewer drains. In some cases, a separate "mini" storm sewer system may be required.
  - E.     Five-inch (5") concrete driveways.
  - F.     Curb and gutter – 6" x 30" (standard vertical) or roll back 6" radius.

Typical cross sections of streets will be provided by the Public Works Director. Standard installations for sanitary sewer, storm drainage and water supply shall be installed before paving, even though such facilities cannot be connected with the City system at the time of approval of the plat.

8. Minimum Paving Widths. For all streets and other thoroughfares, the minimum paving widths shall not be less than the minimum dimensions for each classification of public way as follows:

- A. Arterial Streets – Thirty-one (31) foot paving back to back of curb.
- B. Collector Streets – Twenty-eight (28) foot paving back to back of curb.
- C. Local or Residential Street – Twenty-six (26) foot paving back to back of curb.
- D. Cul-de-sac Turn-around – Eighty (80) foot paving back to back of curb.

9. Utilities. All utility services shall be made available to each lot in such a manner as will eliminate the necessity for disturbing the street paving, curbs, gutter, and drainage structures when connections are made. All utilities shall be placed underground and in accordance with standard specifications of the City.

10. Inspections and Testing. An appropriate number of inspections and tests determined by the City Engineer shall be provided for by the subdivider so as to meet the requirements of the engineer. All test results shall be submitted to the City and a letter certifying that all improvements have been completed according to the City will be provided by the City Engineer. All inspection and testing costs will be borne by the subdivider.

11. Final Plans. Upon completion of construction of any such utilities or improvements, one (1) set of reproducible tracings of complete as-built final plans, dated, signed and certified by the engineer in charge, shall be filed with the Clerk showing all features as actually installed, including materials, size, location depth or elevation, numbers, ends of lines, connections, wyes, valves, storm sewer drains, inlets and all other pertinent information. There shall be no connections made to such utilities serving the subdivision until the foregoing has been complied with.

12. Sidewalks. Construction of a sidewalk in accordance with standard specifications of the City adopted by the Council is required. The sidewalks shall be installed when the lot is developed.

13. Driveway Approaches. Driveways shall be hard surface (asphalt or concrete) from the traveled portion of the street to the property line and shall be installed when the lot is developed.

## MODIFICATIONS AND ENFORCEMENT

**166.33 MODIFICATION OF REQUIREMENTS.** The strict application of the terms of these regulations may be modified by three-fourths ( $\frac{3}{4}$ ) vote of the Council upon the recommendation of the Planning Commission in the event that it is found that any specific provision is impractical in its application to a specific parcel of land because of characteristics peculiar to said parcel and the intent of these regulations will not be compromised.

**166.34 ENFORCEMENT.** The Public Works Director shall be responsible for the enforcement of these regulations. All employees and officials of the City shall report in writing to the Public Works Director any violation or suspected violation of these regulations.

### **166.35 DEVELOPMENT APPLICATION PARK LAND DEDICATION.**

1. This Park Land Dedication section is effective for any plat that has not received final approval prior to adoption.

2. For purposes of this section the term "development application" shall mean any presentation or filing with the City for residential development purposes of any subdivision of land over which the City has subdivision review and approval authority, or the filing or presentation of any site plan, PUD, PUD specific plan, permitted conditional use plan or development, subdivision master plan or area development plan, over which the City has approval authority or a declaration of horizontal property (condominium) regime pursuant to Iowa Code Chapter 499B.

3. All persons making a development application shall dedicate to the City, within the land covered by the development application, land for park and recreational purposes sufficient to meet the requirements of this section.

4. In each tract of land covered by a development application, there shall be reserved and dedicated to public use ten (10) acres of land for park purposes for each one thousand (1,000) people, based upon the projected population of the completed development application as calculated in accordance with this section. Such dedication shall be prorated to the amount indicated by the projected population to the nearest one thousand (1,000) square feet of land to be dedicated, but in any event, no dedication of land for park use shall contain a total for park usage of less than ten thousand (10,000) square feet of land so dedicated. For purposes of this section, property subject to a horizontal property condominium regime under Iowa Code Chapter 499B shall be treated as single-family detached.

5. For purposes of this section, population in the completed area covered by the development application will be determined by multiplying the number of housing units projected in the area covered by the development application for each use category times the anticipated average per unit as given below. The quantity calculated for each residential type shall be added together and the sum shall be the projected population for purposes of the development application. For the purposes of this section, the following population estimates per residential type will be used:

- A. Single-family detached: 2.90 people.
- B. Single-family attached: 2.59 people.
- C. Multi-family unit: 1.82 people.

6. The City may require that all land dedicated under this section be configured or located to optimize aggregations of land and thus may require that the dedicated land be adjacent to the land affected by other development applications or to otherwise maximize usefulness of the land in accordance with the City's Comprehensive Plan.

7. This section shall not apply to any development application which does not include residential development, provided, however, to the extent any development application includes residential uses then dedication of park land shall be required to the extent determined in accordance with this section.

8. For purposes of this section the water area of ponds, streams, retention basins, detention basins and other bodies of water, or the land area of buffer park easements and site plan open space requirements, shall not be included in determining any area dedicated for park purposes.

9. The dedication of land for park purposes shall include dedication of a corridor or point of connection for public pedestrian access, the areas of which shall be included in determining compliance with this section.

10. The required land dedication under this section shall be reduced when the person making the development application provides public access by easement to recreational facilities, playgrounds, unobstructed open spaces, ball fields, soccer fields, tennis courts, basketball courts, volleyball courts, picnic shelters, recreational trails and other similar non-duplicated recreational facilities which have been (or will be) constructed and maintained by the applicant. There shall not be any credit for swimming pools, clubhouses, and other similar facilities. In order to determine the credit the City shall ascertain the fair market value of the land required to be dedicated under this section and from such value subtract the cost of the recreational facilities constructed by the applicant and provided under this section. The person making the development application shall then only be required to dedicate land equal in value to the remainder.

11. As an alternative to dedication under this section, any person filing a development application may provide jointly with other persons for the dedication of land in an amount at least equal to the amount required under this section, at a location which is not part of the land for which approval is sought, provided such alternative is within the same neighborhood park area as the land for which a development application has been made, that the alternative jointly provided will provide for a park with a total land area of at least five (5) acres, consistent with the Comprehensive Plan and that such alternative dedication of land is or has actually been dedicated to the City and has been accepted by the City for use in accordance with the Comprehensive Plan.

12. Where application of the formula set forth in subsection 4 of this section results in a dedication requirement of less than ten thousand (10,000) square feet the person making or filing the development application may elect to dedicate ten thousand (10,000) square feet of land or fulfill their obligation by participating in an option provided by subsection 10 of this section, but such alternative participation shall be based upon the actual calculation under subsection 4 of this section and not upon the equivalent of ten thousand (10,000) square feet of land.

13. Subsections 10 and 11 of this section notwithstanding, any entity required to comply with this section may present an alternate plan which meets the purposes of

this section as a means of complying herewith. It will be the burden of the entity presenting such plan to establish that such plan meets the purposes of this section. Any such plan shall be first reviewed by the Plan and Zoning Commission. Any alternate proposal must directly and proportionately benefit the development. A plan may include a payment in lieu of land dedication equal to the fair market value of the land to be dedicated. Such payment may be used only for park and recreation facility purposes consistent with the Comprehensive Plan.

14. This section shall not apply to any development application containing three (3) or fewer single-family residential units. A person making or filing a development application shall not divide land into separate plats in order to seek a waiver under this provision. Where a development application is made for multiple contiguous tracts within any two (2) years the City may treat all the development applications as one for purposes of this section.

15. No declaration of a condominium regime and under Iowa Code Chapter 499B, nor any conversion of an apartment to a condominium under Iowa Code Section 499B.3 shall be completed before the person or entity filing the declaration shall have complied with the land dedication requirements of this chapter.

16. If any subsection or provision of this section is held invalid by a court of competent jurisdiction, such holding shall not affect the validity of any other provisions of this section which can be given effect without the invalid portion or portions and to this end each subsection and provision of this section is severable.

17. Any person making or filing a development application or any person, entity, or developer affected by any decision made by any department acting under this chapter, may appeal to the City Council by filing notice of appeal with the City Clerk and a filing fee of one hundred dollars (\$100.00) payable to the City of Adel to be credited to the general fund of the City. Such appeal shall be taken within ten (10) days from the decision of the department acting under this chapter and shall set out in detail the reasons and grounds for the appeal. The City Clerk shall forthwith transmit to the City Council all papers constituting the record upon which the action appeal is taken. An appeal stays all proceedings in furtherance of the appeal.

18. The City Council shall upon the filing of an appeal fix a reasonable time for a hearing, giving public notice thereof as well as due notice to the parties in interest. All interested persons may offer oral or written testimony at the public hearing on the appeal. A vote of three (3) members of the City Council may affirm, modify, or reverse any decision of any department acting under this chapter.

19. Any person, entity, or developer aggrieved by any appeal decision of the City Council may within thirty (30) days from the date of the City Council rendering a decision, appeal therefrom to the district court of Dallas County, Iowa, in accordance with the rules of civil procedure, division XIV, entitled "certiorari."

*(Sec. 166.35 – Ord. 297 – Jan. 14 Supp.)*