



NOTICE OF PUBLIC MEETING

The Adel City Council will meet in regular session in the council chambers at Adel City Hall, 301 S. 10th Street, Adel, Iowa, on Monday, September 25, 2017, at 6:00 PM

AGENDA

COMMENTS FROM THE PUBLIC

CONSENT AGENDA

- a) Consider Approval of September Bills

DEPARTMENT HEAD REPORT

Tentative FY18-19 Budget Timeline & Process

NEW BUSINESS

- a) Consider Approval of Resolution No. 17-47, Determining the Necessity and Fixing Date for a Public Hearing on the Matter of the Adoption of a Proposed Amendment No. 7 to the Adel Urban Revitalization Plan (Modifications to the Residential Tax Abatement Program)
- b) Discussion / Possible Action regarding Water & Sewer Committee's Recommendation to Continue Planning and Developing the East Annex Sewer Extension, including moving forward with SRF Financing Application Process for Water and Sanitary Sewer Projects
- c) Discussion / Possible Action regarding Water & Sewer Committee's Recommendation to Pursue a Rebate or Development Agreement with EW Nutrition for Storm Water Infrastructure
- d) Discussion / Possible Action regarding Condemnation of Real Property for Adel Storm Water Utility Improvements – Phase 1 Projects
- e) Discussion / Possible Action regarding Sale of 425 River Street Lot and Adjacent ROW
- f) Consider Approval of Ordinance No. 322, Revisions to Subdivision Regulations – Third Reading
- g) Discussion / Possible Action regarding Council Agenda and Packet Material Deadlines
- h) Consider Approval of Resolution No. 17-48, Annual Street RUT Report
- i) Annual Review of City Administrator – Possible Closed Session. The Council May Enter into Closed Session in Accord with Section 21.5(1)(i) of the Iowa Code, *To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.*

OTHER BUSINESS

9/22/2017 4:56:27 PM



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AGENDA

COMMENTS FROM THE PUBLIC

CONSENT AGENDA

- a) Consider Approval of September Bills

DEPARTMENT HEAD REPORT

Tentative FY18-19 Budget Timeline & Process

City staff, in consultation with Budget Chair Shirley McAdon, have prepared a tentative timeline for the FY18-19 Budget process. City staff will also be working with PFM to prepare a valuation model that will help with budget preparations. City staff will use any comments or suggestions to finalize the timeline before beginning the process in October.

NEW BUSINESS

- a) Consider Approval of Resolution No. 17-47, Determining the Necessity and Fixing Date for a Public Hearing on the Matter of the Adoption of a Proposed Amendment No. 7 to the Adel Urban Revitalization Plan (Modifications to the Residential Tax Abatement Program)

This resolution sets a public hearing for Tuesday, October 10 regarding a proposed amendment to the City's Urban Revitalization Plan. The amendment would modify the Residential Tax Abatement Program as recommended unanimously by the Adel City Council last month.

The modifications for residential and multi-residential construction are as follows:

- The current program (i.e., seven years of 100% abatement) would be maintained for 2017 and 2018.
- In 2019 and 2020, a new program (i.e., a three-year sliding scale of 75%, 50%, and 25%) would be implemented.
- After 2020, the Residential Tax Abatement Program would end.
- If new construction of a property occurs across two years with different abatement schedules, a partial abatement (using the abatement schedule in place each year) will be available for each year of the construction.

After the public hearing has been held on October 10, council could take action at that meeting or at a future meeting. The action will be done by resolution and would be effective upon the mayor's signature. The draft included in the packet has been recommended by Attorney Nathan Overberg with Ahlers & Cooney, City Attorney John Reich, and City staff.

- b) Discussion / Possible Action regarding Water & Sewer Committee's Recommendation to Continue Planning and Developing the East Annex Sewer Extension, including moving forward with SRF Financing Application Process for Water and Sanitary Sewer Projects

The City's Water & Sewer Committee has unanimously recommended that the City continue planning and developing a sewer extension project east of the Raccoon River. The proposed project would reach Dallas County's planned Public Safety Facility and open up development for the Ortonville business park. Representatives from McClure Engineering will be on hand to provide further information, including financing options for USDA-RD and the SRF program.

City staff is in agreement with the committee's recommendation and recommends pursuing SRF financing for the sanitary sewer and water projects. McClure will be presenting information to the Dallas County Board of Supervisors on Tuesday, September 26.

- c) Discussion / Possible Action regarding Water & Sewer Committee's Recommendation to Pursue a Rebate or Development Agreement with EW Nutrition for Storm Water Infrastructure

The City's Water & Sewer Committee met last week to recommend that the City pursue a rebate or development agreement with EW Nutrition for storm water infrastructure. The committee directed City staff to gather more information and provide options for consideration. In addition, EW will be providing additional information on potential costs.

- d) Discussion / Possible Action regarding Condemnation of Real Property for Adel Storm Water Utility Improvements – Phase 1 Projects

On behalf of the City, McClure Engineering has been meeting with property owners since August to obtain easements for the City's upcoming storm water projects. As of Friday, September 22, four of the five property owners have signed easement documents. McClure and City Attorney John Reich have had a number of conversations with the fifth property owner and their legal counsel.

After consultation with Reich, this item has been placed on the agenda to discuss the possibility of condemnation to obtain the easement. The easements are required to proceed with the projects, as bidding and letting cannot occur without the signed documents. Reich noted that he was expecting to hear from the property owner's legal counsel prior to the meeting. Representatives from McClure will be on hand.

- e) Discussion / Possible Action regarding Sale of 425 River Street Lot and Adjacent ROW

Notice for the sale of 425 River Street, a City-owned lot along the Raccoon River Valley trail, was published on September 20 in the Des Moines Register and September 21 in the Dallas County News. The notice was also emailed to several interested parties. City staff has received the question of whether the adjacent street right-of-way (ROW) could be purchased and used as a parking lot for a future building on the City-owned lot. As long as an easement was maintained for a City utility line underneath the ROW, City staff would support this idea. If council agrees, the notice can be amended on subsequent publications, and interested parties can be notified accordingly.

f) Consider Approval of Ordinance No. 322, Revisions to Subdivision Regulations – Third Reading

The public hearing for this item was held last month. The first reading of Ordinance No. 322, which included several changes, was approved on August 28. The second reading was approved on September 12. City staff is recommending approval of the third and final reading. The revisions to the ordinance will go into effect upon publication.

g) Discussion / Possible Action regarding Council Agenda and Packet Material Deadlines

Mayor Peters, City Attorney Reich, and City staff have discussed the idea of setting a deadline policy for when items and materials can be added to the council agenda. Several metro cities, such as Perry and Van Meter, have informal policies with clear cut-off dates.

City staff proposes a deadline of 4:30 p.m. on the Wednesday before a council meeting for agenda items and materials. The policy would need to determine whether and how exceptions are granted (including emergency items) and how legal/engineering items or materials are handled. City staff will use any comments or suggestions to draft an official policy that could be considered next month.

h) Consider Approval of Resolution No. 17-48, Annual Street RUT Report

This resolution is the required annual report for the City's Road Use Tax (RUT) funding. City staff is recommending approval.

i) Annual Review of City Administrator – Possible Closed Session. The Council May Enter into Closed Session in Accord with Section 21.5(1)(i) of the Iowa Code, *To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.*

OTHER BUSINESS

9/22/2017 4:58:33 PM

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
American Family Life Assur Co	9/20/17	PY-AFLAC POST TAX DEDUCTIO	GENERAL FUND	NON-DEPARTMENTAL	19.13
	9/20/17	PY-AFLAC PRETAX	GENERAL FUND	NON-DEPARTMENTAL	197.74
	9/20/17	PY-AFLAC POST TAX DEDUCTIO	ROAD USE TAX	NON-DEPARTMENTAL	12.49
	9/20/17	PY-AFLAC PRETAX	ROAD USE TAX	NON-DEPARTMENTAL	35.45
	9/20/17	PY-AFLAC POST TAX DEDUCTIO	WATER UTILITY	NON-DEPARTMENTAL	14.28
	9/20/17	PY-AFLAC PRETAX	WATER UTILITY	NON-DEPARTMENTAL	22.39
	9/20/17	PY-AFLAC POST TAX DEDUCTIO	SEWER UTILITY FUND	NON-DEPARTMENTAL	13.94
	9/20/17	PY-AFLAC PRETAX	SEWER UTILITY FUND	NON-DEPARTMENTAL	21.39
				TOTAL:	336.81
Bound Tree Medical	9/22/17	Tyvek suits and gloves	GENERAL FUND	Fire Department	285.97
				TOTAL:	285.97
Brittany Sandquist	9/22/17	May 2017 GCMOA	GENERAL FUND	Finance	27.41
	9/22/17	IA Util. Billing Training	GENERAL FUND	Finance	44.87
	9/22/17	Municipal Prof. Institute	GENERAL FUND	Finance	218.78
	9/22/17	USDA meeting at McClure	GENERAL FUND	Finance	14.34
				TOTAL:	305.40
CITY OF ADEL (FLEX SPENDING ACCOUNTS)	9/20/17	PY-FLEX SPENDING W/H	GENERAL FUND	NON-DEPARTMENTAL	214.49
	9/20/17	PY-DCAP W/H	GENERAL FUND	NON-DEPARTMENTAL	20.80
	9/20/17	PY-FLEX SPENDING W/H	ROAD USE TAX	NON-DEPARTMENTAL	21.00
	9/20/17	PY-DCAP W/H	ROAD USE TAX	NON-DEPARTMENTAL	20.80
	9/20/17	PY-FLEX SPENDING W/H	WATER UTILITY	NON-DEPARTMENTAL	39.00
	9/20/17	PY-DCAP W/H	WATER UTILITY	NON-DEPARTMENTAL	31.20
	9/20/17	PY-FLEX SPENDING W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	42.00
	9/20/17	PY-DCAP W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	31.20
			TOTAL:	420.49	
Cintas Corporation	9/22/17	med. kit service	ROAD USE TAX	Road Use Tax	36.71
	9/22/17	med. kit service	WATER UTILITY	Water	30.21
				TOTAL:	66.92
Dan's Towing & Service	9/22/17	Tow for Car #3	GENERAL FUND	Police Department	110.00
				TOTAL:	110.00
Doug Cook	9/22/17	CAT work at old sewer plan	ROAD USE TAX	Road Use Tax	1,440.00
				TOTAL:	1,440.00
Feld Fire Equip. Co.	9/22/17	bunker pants, coats, & boo	GENERAL FUND	Fire Department	9,789.00
				TOTAL:	9,789.00
Ferguson Waterworks #2516	9/22/17	(18) meters w/ E-code	WATER UTILITY	Water	2,143.55
	9/22/17	(30) 3/4" couplings	WATER UTILITY	Water	437.39
	9/22/17	(18) meters w/ E-code	SEWER UTILITY FUND	Sewer	2,101.05
				TOTAL:	4,681.99
Hawkins Inc.	9/22/17	CL2 deposit	SEWER UTILITY FUND	Sewer	15.00
				TOTAL:	15.00
Hotsy Cleaning Systems Inc.	9/22/17	29 gal of car wash soap	GENERAL FUND	Police Department	49.30
	9/22/17	29 gal of car wash soap	ROAD USE TAX	Road Use Tax	49.30
	9/22/17	29 gal of car wash soap	WATER UTILITY	Water	49.30
	9/22/17	29 gal of car wash soap	SEWER UTILITY FUND	Sewer	49.30
	9/22/17	29 gal of car wash soap	STORM WATER UTILIT	STORM WATER UTILITY	49.30
				TOTAL:	246.50

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
Roy Concrete Inc.	9/22/17	concrete for H2O leak @ EM	WATER UTILITY	Water	924.00
				TOTAL:	924.00
IPERS	9/20/17	PY-IPERS REG	GENERAL FUND	NON-DEPARTMENTAL	804.49
	9/20/17	PY-POLICE IPERS	GENERAL FUND	NON-DEPARTMENTAL	1,379.09
	9/20/17	PY-IPERS REG	ROAD USE TAX	NON-DEPARTMENTAL	390.86
	9/20/17	PY-IPERS REG	ROAD USE TAX	Road Use Tax	586.59
	9/20/17	PY-IPERS REG	TRUST AND AGENCY	General Government	1,207.46
	9/20/17	PY-POLICE IPERS	TRUST AND AGENCY	General Government	2,068.63
	9/20/17	PY-IPERS REG	WATER UTILITY	NON-DEPARTMENTAL	431.99
	9/20/17	PY-IPERS REG	WATER UTILITY	Water	648.31
	9/20/17	PY-IPERS REG	SEWER UTILITY FUND	NON-DEPARTMENTAL	445.76
	9/20/17	PY-IPERS REG	SEWER UTILITY FUND	Sewer	669.02
	9/20/17	PY-IPERS REG	STORM WATER UTILIT	NON-DEPARTMENTAL	36.00
	9/20/17	PY-IPERS REG	STORM WATER UTILIT	STORM WATER UTILITY	54.04
				TOTAL:	8,722.24
International Union of Operating Engin	9/20/17	PY-PW UNION DUES	ROAD USE TAX	NON-DEPARTMENTAL	15.20
	9/20/17	PY-PW UNION DUES	WATER UTILITY	NON-DEPARTMENTAL	15.04
	9/20/17	PY-PW UNION DUES	SEWER UTILITY FUND	NON-DEPARTMENTAL	1.76
			TOTAL:	32.00	
Iowa One Call	9/22/17	Aug. 2017 Services	WATER UTILITY	Water	70.00
	9/22/17	Aug. 2017 Services	SEWER UTILITY FUND	Sewer	70.00
			TOTAL:	140.00	
Jackie Steele	9/22/17	Reimbursement-Sept.2017 GC	GENERAL FUND	Finance	22.17
				TOTAL:	22.17
Jordon Altenhofen	9/22/17	Reimb.for boots - FY2017/1	WATER UTILITY	Water	150.00
				TOTAL:	150.00
Keystone Laboratories, Inc.	9/22/17	Aug. 2017 testing	GENERAL FUND	Pool	12.50
	9/22/17	Aug. 2017 testing	WATER UTILITY	Water	3,212.80
	9/22/17	Aug. 2017 testing	SEWER UTILITY FUND	Sewer	1,628.80
			TOTAL:	4,854.10	
Mainstay Systems Inc.	9/22/17	dell tablet, hardware & in	WATER UTILITY	Water	4,909.00
				TOTAL:	4,909.00
Martin Marietta Materials	9/22/17	pea gravel for park at BG	GENERAL FUND	Parks	3,874.57
				TOTAL:	3,874.57
Menards	9/22/17	subdrain for park in BG	GENERAL FUND	Parks	38.17
				TOTAL:	38.17
Miner Dust Control	9/22/17	dust control - 288th trail	ROAD USE TAX	Road Use Tax	840.00
				TOTAL:	840.00
Mulchmart LLC	9/22/17	play mat mulch for park @	GENERAL FUND	Parks	1,860.00
				TOTAL:	1,860.00
Municipal Supply Inc.	9/22/17	fire hydrant	WATER UTILITY	Water	469.00
				TOTAL:	469.00
Nationwide Retirement Solutions	9/20/17	EE deferred comp w/h	GENERAL FUND	NON-DEPARTMENTAL	165.00

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	9/20/17	EE deferred comp w/h	ROAD USE TAX	NON-DEPARTMENTAL	100.00
	9/20/17	EE deferred comp w/h	WATER UTILITY	NON-DEPARTMENTAL	70.50
	9/20/17	EE deferred comp w/h	SEWER UTILITY FUND	NON-DEPARTMENTAL	64.50
				TOTAL:	400.00
Paul's Pest Control	9/22/17	qtrly service for PD	GENERAL FUND	Police Department	80.00
				TOTAL:	80.00
People's Bank	9/20/17	PY-STATE W/H	GENERAL FUND	NON-DEPARTMENTAL	1,394.89
	9/20/17	PY-STATE W/H	GENERAL FUND	NON-DEPARTMENTAL	4.00
	9/20/17	PY-STATE W/H	ROAD USE TAX	NON-DEPARTMENTAL	256.29
	9/20/17	PY-STATE W/H	WATER UTILITY	NON-DEPARTMENTAL	300.56
	9/20/17	PY-STATE W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	305.93
	9/20/17	PY-STATE W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	21.33
				TOTAL:	2,283.00
Quality Striping, Inc	9/22/17	stripe 4-way lights	ROAD USE TAX	Road Use Tax	2,592.00
				TOTAL:	2,592.00
RD McKinney	9/22/17	fix H2O leak @ EMS	WATER UTILITY	Water	2,527.50
	9/22/17	replaced fire hydr @ 9th/G	WATER UTILITY	Water	1,000.00
				TOTAL:	3,527.50
Short's Concrete Cutting	9/22/17	street cut on Cottage St	ROAD USE TAX	Road Use Tax	450.00
				TOTAL:	450.00
South Dallas C. Landfill	9/22/17	Jul/Aug2017 per capita	GARBAGE/RECYCLING	Garbage	2,652.00
	9/22/17	Jul/Aug2017 appliance tags	GARBAGE/RECYCLING	Garbage	100.00
				TOTAL:	2,752.00
Stivers Ford Inc	9/22/17	work on '98 Ford Explorer	GENERAL FUND	Island Park	321.31
				TOTAL:	321.31
Teamsters Local 238	9/20/17	PD-UNION DUES	GENERAL FUND	NON-DEPARTMENTAL	177.74
				TOTAL:	177.74
Turnkey Construction, Inc.	9/22/17	75% of FD bathroom remodel	GENERAL FUND	Fire Department	2,845.00
				TOTAL:	2,845.00
Voya	9/20/17	PY-ING DEFERRED COMP	GENERAL FUND	NON-DEPARTMENTAL	75.00
				TOTAL:	75.00
Wellmark/BCBS of Iowa	9/20/17	PY-INSURANCE PREMIUM BCBS	GENERAL FUND	NON-DEPARTMENTAL	1,036.68
	9/20/17	PY-INSURANCE PREMIUM BCBS	ROAD USE TAX	NON-DEPARTMENTAL	273.40
	9/20/17	PY-INSURANCE PREMIUM BCBS	WATER UTILITY	NON-DEPARTMENTAL	315.90
	9/20/17	PY-INSURANCE PREMIUM BCBS	SEWER UTILITY FUND	NON-DEPARTMENTAL	354.87
	9/20/17	PY-INSURANCE PREMIUM BCBS	STORM WATER UTILIT	NON-DEPARTMENTAL	31.50
				TOTAL:	2,012.35
Temporary Vendo	9/22/17	Eric Grubb, :,refund dedct	SEWER UTILITY FUND	Sewer	202.86
				TOTAL:	202.86

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
**PAYROLL EXPENSES	9/14/2017 - 9/22/2017		GENERAL FUND	Police Department	23,320.00
			GENERAL FUND	Library	5,746.51
			GENERAL FUND	Parks	1,007.77
			GENERAL FUND	Island Park	1,119.73
			GENERAL FUND	Cemetery	159.91
			GENERAL FUND	Pool	701.81
			GENERAL FUND	Recreation	1,135.33
			GENERAL FUND	Finance	1,501.15
			GENERAL FUND	Zoning/Compliance/Perm	1,378.97
			ROAD USE TAX	Road Use Tax	6,568.72
			WATER UTILITY	Water	7,260.06
			SEWER UTILITY FUND	Sewer	7,491.75
			STORM WATER UTILIT	STORM WATER UTILITY	605.12
				TOTAL:	57,996.83

----- FUND TOTALS -----

001	GENERAL FUND	61,153.62
110	ROAD USE TAX	13,688.81
112	TRUST AND AGENCY	3,276.09
600	WATER UTILITY	25,071.98
610	SEWER UTILITY FUND	13,509.13
615	STORM WATER UTILITY	797.29
670	GARBAGE/RECYCLING UTILITY	2,752.00
GRAND TOTAL:		120,248.92

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-ADEL
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 9/14/2017 THRU 9/22/2017
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 0/00/0000

PAYROLL SELECTION

PAYROLL EXPENSES: YES
EXPENSE TYPE: GROSS
CHECK DATE: 9/14/2017 THRU 9/22/2017

PRINT OPTIONS

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

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM: YES

Budget Timeline – Fiscal Year 2018-2019

October 11	Budget worksheets, detail information, and CIP to department heads
October 12	Work begins on all worksheets, including wages and insurance
November 15	Dept. heads submit budget worksheets, updated CIP, & new programs/personnel
November 16	Review begins for submitted budget worksheets, CIP, & new programs/personnel
December 13	Discussion with department heads
December 15	Department heads submit revisions, if necessary
January 9	Finish inputting valuation data from County for general levy amount and completing rough draft of line item budget and State budget forms
January 10	Discussion with department heads about draft and County valuation data
January 11	Department heads submit revisions, if necessary
January 15-16	Provide first draft budget (balanced) at Budget Committee meeting
January 23	Joint Budget Committee / Council / Department Head meeting (food provided)
February 2	Submit revisions to Budget Committee for approval
February 5-6	Budget Committee meeting, if necessary
February 13	Set date for budget public hearing (March 13, 2018)
February 16	Send public hearing notice to DCN / Register for publication date of February 22
February 22	Public hearing notice published in DCN / Register
February 23	Send backup notice to DCN / Register for March 1 publication, if necessary
March 1	Backup public hearing notice published in DCN / Register, if necessary
March 13	Public hearing and adoption of FY19 Budget
March 14	Budget certified to County Auditor and filed with the Department of Management

Budget Amendment Timeline – Fiscal Year 2017-2018

April 10	Set date for public hearing for FY18 Budget Amendment (May 8, 2018)
April 13	Send public hearing notice to DCN / Register for publication date of April 19
April 19	Public hearing notice published in DCN / Register
April 20	Send backup notice to DCN / Register for publication date of April 26, if necessary
April 26	Backup notice published in DCN / Register, if necessary
May 8	Public hearing and adoption of FY18 Budget Amendment
May 11	Budget amendment certified to County Auditor

***Send Excel file for publication*



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September 21, 2017

Letter and enclosures sent via electronic and overnight mail

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

Re: City of Adel – Amendment No. 7 to the Adel Urban Revitalization Plan –
Adoption of Resolution of Necessity and Setting Date (September 25, 2017)

Dear Anthony:

We have prepared and enclosed suggested proceedings to be acted upon by the Council in adopting the proposed Amendment No. 7 (“Amendment”) to the Adel Urban Revitalization Plan (“Plan”), fixing the date of a public hearing on the matter of the adoption of the Amendment, and ordering the publication and mailing of the notice of hearing.

Amendment No. 7

This Amendment, among other things, modifies the exemption schedule for improvements to qualified real estate assessed as residential or multi-residential and terminates the exemption schedule for improvements to qualified real estate assessed as residential or multi-residential completed after January 1, 2021. See enclosed Amendment. Make sure to attach Amendment No. 7 to the enclosed resolution, marked as Exhibit 1.

Notice of Public Hearing

From the schedule discussed, we understand the public hearing will be held on October 10, 2017. The proceedings have been prepared on this assumption.

Notice of this public hearing on the Amendment must be published at least once in a legal newspaper printed wholly in the English language, published at least once weekly, and having general circulation in the City. The date of publication is to be not less than seven (7) days prior to the date of public hearing, as provided in Section 404.2(6) of the Code of Iowa, and the public hearing must be the next regular meeting after notice is published. In computing time, the date of publication should be excluded. A Notice of Public Hearing is enclosed.

At the time of hearing, the Council shall receive oral or written objections from any resident or property owner to the proposed action to adopt said Amendment.

If you have not already, we strongly suggest that you go over the Amendment with the assessor prior to September 25, 2017 and confirm with the assessor that he/she agrees the Amendment is workable and the assessor has no questions or concerns with those documents.

Also enclosed is an extra copy of the proceedings to be filled in as the original and returned to this office, together with the publisher's affidavit of publication of notice of hearing. We have also enclosed an extra copy of the notice of hearing to be delivered to the newspaper for publication purposes.

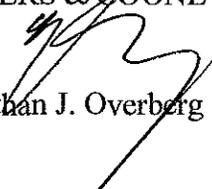
Please return the following to us:

1. Executed copy of Resolution proceedings (with Amendment No. 7 attached as Exhibit 1)
2. Certificate of Publisher's Affidavit of Publication

We will prepare and forward to you in the near future suggested proceedings to be acted upon on the date of the hearing (October 10, 2017). This will include proceedings for the public hearing and a resolution to adopt the Amendment. If you have any questions regarding the enclosed proceedings or instructions, please do not hesitate to write or call me.

Very truly yours,

AHLERS & COONEY, P.C.



Nathan J. Overberg

NJO: mp

cc: John Reich – City Attorney

Enclosures: Agenda item (with a half-page of Important Instructions); Resolution (*attach Amendment to Resolution labeled Exhibit 1*); Notice of Public Hearing; Certificate of Publisher's Affidavit; Amendment No. 7

ITEM TO INCLUDE ON AGENDA

CITY OF ADEL, IOWA

September 25, 2017

6:00 P.M.

Amendment No. 7 to the Adel Urban Revitalization Plan

- Resolution determining the necessity and fixing date for a public hearing on the matter of the adoption of a proposed Amendment No. 7 to the Adel Urban Revitalization Plan

IMPORTANT INFORMATION

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

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

September 25, 2017

The City Council of Adel, Iowa, met in _____ session, in the Council Chambers, City Hall, 301 S. 10th Street, Adel, Iowa, at 6:00 P.M., on the above date. There were present the Mayor _____, in the chair, and the following named Council Members:

Absent: _____

* * * * *

Council Member _____ introduced the following Resolution entitled "RESOLUTION DETERMINING THE NECESSITY AND FIXING DATE FOR A PUBLIC HEARING ON THE MATTER OF THE ADOPTION OF A PROPOSED AMENDMENT NO. 7 TO THE ADEL URBAN REVITALIZATION PLAN", and moved its adoption. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

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

RESOLUTION NO. _____

RESOLUTION DETERMINING THE NECESSITY AND FIXING DATE FOR
A PUBLIC HEARING ON THE MATTER OF THE ADOPTION OF A
PROPOSED AMENDMENT NO. 7 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), by Resolution No. 14-36, adopted August 12, 2014 (Amendment No. 5), and further amended by Resolution No. 17-02, adopted January 10, 2017 (Amendment No. 6), 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 ("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. 7 ("Amendment") to the Adel Urban Revitalization Plan (the "Plan") has been prepared, the purpose of which is to, among other things, modify the exemption schedule for improvements to qualified real estate assessed as residential or multi-residential property; and terminate the exemption schedule for improvements to qualified real estate assessed as residential or multi-residential property for improvements completed after January 1, 2021; 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, before such Amendment can be adopted, it is necessary that a public hearing be held thereon and that due notice be given in accordance with the requirements of the Act.

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

Section 1. It is determined that the rehabilitation, conservation, redevelopment, economic development or a combination thereof of the Adel Urban Revitalization Area is necessary in the interest of the public health, safety, or welfare of the residents of the city, and the Area substantially meets the criteria of Section 404.1, and the proposed Amendment No. 7 to the Adel Urban Revitalization Plan, attached to this Resolution as Exhibit 1, is declared to substantially meet the criteria of Iowa Code Section 404.2.

Section 2. It is determined that it is in the best interests of the citizens of the City of Adel, Iowa to hold a public hearing on the matter of the adoption of the Amendment No. 7 to the Adel Urban Revitalization Plan, on the 10th day of October, 2017 at 6:00 P.M., in the Council Chambers, City Hall, 301 S. 10th Street, Adel, Iowa.

Section 3. That the City Clerk be and is hereby directed to publish a notice of a public hearing on the Amendment No. 7 to the Adel Urban Revitalization Plan, at least once not less than seven days prior to the date of said public hearing, as provided in Section 404.2(6) of the Code of Iowa. October 10, 2017 is the next regularly scheduled City Council meeting after the publication of notice.

Section 4. Be it further resolved that copies of the Amendment No. 7 to the Adel Urban Revitalization Plan be made available to the public through the office of the City Clerk.

Section 5. The notice of the proposed hearing shall be in substantially the following form:

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. 7 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 October, 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. 7 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. 7, among other things, modifies the exemption schedule for improvements to qualified real estate assessed as residential or multi-residential property; and terminates the exemption schedule for improvements to qualified real estate assessed as residential or multi-residential property for improvements completed after January 1, 2021. 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, 2017, as amended.

Dated this _____ day of _____, 2017

City Clerk of Adel, Iowa

(End of Notice)

PASSED AND APPROVED this 25th day of September, 2017.

Mayor

ATTEST:

City Clerk

ATTACH AMENDMENT NO. 7 LABELED
AS EXHIBIT 1 HERE

AMENDMENT NO. 7 TO ADEL URBAN

REVITALIZATION PLAN

CITY OF ADEL, IOWA

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. 7 - 2017

Amendment No. 7 (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. Amendment No. 6, adopted by Resolution No. 17-02 on January 10, 2017, clarified the duration of the Plan/Area, incorporated a limitation to eligibility for property in an Urban Renewal Area, redefined Qualified Real Estate to include commercial property and multiresidential property, and added an Exemption Schedule for Improvements to Qualified Real Estate assessed as commercial or multiresidential property. The Plan is being further amended by this Amendment No. 7, the purpose of which is to:

- (1) Modify the Exemption Schedule for Improvements to Qualified Real Estate assessed as residential or multiresidential property
- (2) Terminate the Exemption Schedule for Improvements to Qualified Real Estate assessed as residential or multiresidential property for Improvements completed after January 1, 2021

Upon adoption of this Amendment No. 7, the EXEMPTION SCHEDULE available under the terms of the Plan for Improvements to Qualified Real Estate assessed as residential or multiresidential property is as follows:

Residential or 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 Improvements Completed on or before January 1, 2019.
The exemption is for a period of seven (7) years.

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 exemption from taxation on the Actual Value Added by Improvements Completed after January 1, 2019 but on or before January 1, 2021 according to the following schedule:

1st Year	Seventy-Five percent (75%) of actual value added
2nd Year	Fifty percent (50%) of actual value added
3rd Year	Twenty-Five percent (25%) of actual value added

No exemption shall be available for Improvements Completed after January 1, 2021 on 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. All exemptions previously awarded under the terms of the Plan, as amended, for Improvements Completed prior to January 2, 2021 shall continue until their expiration.

For purposes of this exemption only, if the Improvement is a new residential or multi-residential building, the Improvement is deemed "Completed" when the building is framed, sided, roofed, and rough-ins are completed, as determined by the City building inspector in his/her sole discretion.

If the property owner applies for and receives an exemption for a new building that satisfies the above definition of Completed but before the building is fully assessed, the exemption schedule applicable to the increased value from the partially completed project is the schedule effective as of January 1 of the year in which the application for the partial exemption is made.

For example, assume a new residential building is framed, sided, roofed, and roughed-in by January 1, 2019 and receives a partial assessment of \$200,000 as of January 1, 2019. Assume further that the building is fully completed in calendar year 2019 and fully assessed at \$300,000 as of January 1, 2020. If the property owner applies for the exemption by February 1, 2019 and an exemption is granted, the seven-year 100% exemption would be applied to the

\$200,000 partial assessment beginning with the 2019 assessment and ending with the 2025 assessment (i.e., the 7 year 100% schedule would apply to that partial exemption). If an application is filed between January 1, 2020 and February 1, 2020, inclusive, and an exemption is granted, the three year sliding scale exemption (75%/50%/25%) would be applied to the additional \$100,000 in assessed value added for the 2020 assessment year beginning with the 2020 assessment and ending with the 2022 assessment. The partial exemption allowable for the years 2020 through 2022 would be against the value added for 2020 as a result of improvements completed during calendar year 2019.

In the example above, the taxpayer may elect not to file an application for the partial exemption in 2019. In this situation, if an application is filed by February 1, 2020, an exemption could be allowed for the total value added as of January 1, 2020 and the three year sliding scale exemption would apply.

This Amendment No. 7 does not alter the Exemption Schedule for Commercial Property, which exemption remains as follows:

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

This Amendment No. 7 shall become effective upon the approval of a resolution by the City Council adopting the same ("Effective Date").

Except as modified by this Amendment No. 7, the provisions of the Original Plan and Amendments 1-6 are hereby ratified, confirmed and approved and shall remain in full force and effect as provided therein.



PROJECT: East Annex Sewer Extension – City of Adel, Iowa
DOCUMENT DESCRIPTION: Dallas County Board of Supervisors Meeting Handout
DATE: Tuesday, September 26, 2017
TIME: 9:00 AM

PROPOSED EAST ANNEX SEWER EXTENSION – DALLAS COUNTY PARTICIPATION

In furthering the discussion of the mutual benefit of extending City of Adel sanitary sewer service to the East Annex Area, eliminating the need for the County owned lagoon facility and providing expanded sewer service to the County Public Safety Facility.

The proposed Adel East Annex Sewer Extension project estimated total project cost is \$6,620,000. The City of Adel has submitted an application for USDA-Rural Development funding. To date the project has not been funded by USDA-RD.

The City of Adel will submit an SRF Application to the Iowa DNR and Iowa Finance Authority for inclusion on the Q4 SRF Intended Use Plan (IUP) by the December 2, 2017 deadline. The City has completed and submitted a Facility Plan to the Iowa DNR Wastewater Engineering Section for the proposed East Annex Sewer Extension project.

The City is willing to proceed with the project and proposes the following from the County.

Proposed Share of Dallas County Project Cost

- Service to Public Safety Facility - \$600,000
- Transfer of Existing Collection System - \$359,170
- Demolition of Existing Pump Station & Lagoon Facility - Actual Cost as Bid
 - City will create a separate section within the East Annex Sewer Extension project plans and specifications to determine the actual costs of the existing system demolition

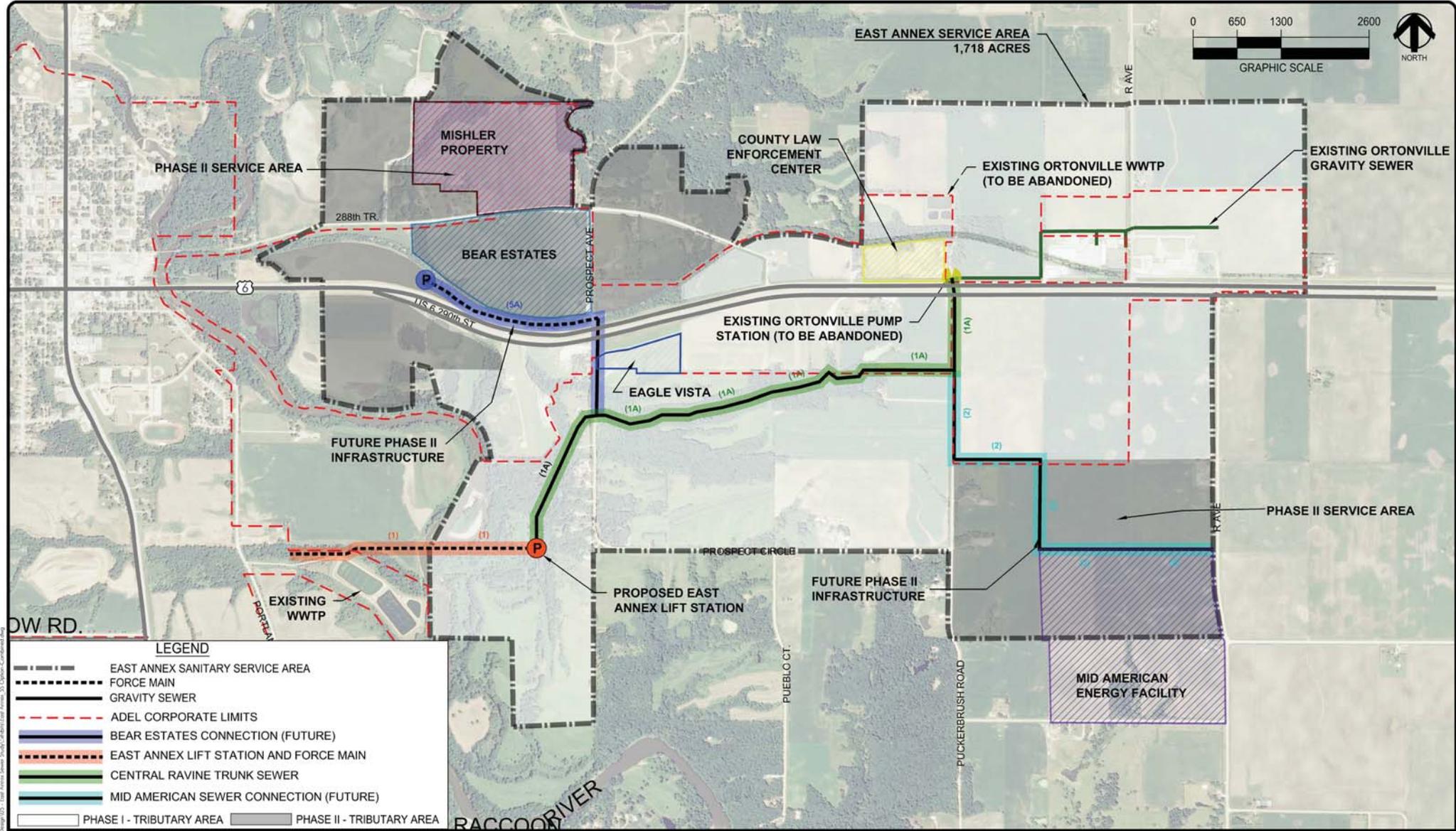
Options for Payment of Shared Project Cost

- Up Front Lump Sum Payment (due 30 days after project bids are received)
- 5-Year Equal Installment (payments due before June 15th of each year beginning in June of 2018)
 - Payments will include interest equal to the terms of City of Adel project financing



East Annex Sanitary Sewer and Pump Station
 Estimated Schedule
 9/19/2017

	2017				2018												2019		
	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
1 SRF Applications																			
Planning and Design Loan App	█																		
Intended Use Plan (IUP)	█	█	█																
2 Council Authorizes Project Design		█																	
3 Preliminary Design																			
Client Kick Off Meeting		█																	
Topo Survey		█	█																
Client Review - 30% plans				█															
Coordinate SRF/IDNR Review		█	█	█															
4 Land/Easement Acquisition																			
Survey/Plats/ROW Files		█	█																
Title Search			█																
ROW Appraisals				█	█														
Negotiations				█	█														
Council Approvals/Closings						█													
5 Final Design																			
Construction Drawings/Specifications					█	█	█	█											
Cost Estimates							█	█											
Bidding Docs								█	█										
IDNR/SRF Approvals and Permits								█	█	█									
6 Advertising/Bidding/Awards								█	█										
7 Construction																			
Pump Station											█	█	█	█	█	█	█	█	█
Force Main											█	█	█	█	█	█	█	█	█
Gravity Sewer											█	█	█	█	█	█	█	█	█
8 Operational																			
																	█		
9 Project Closeout																			
																	█	█	█



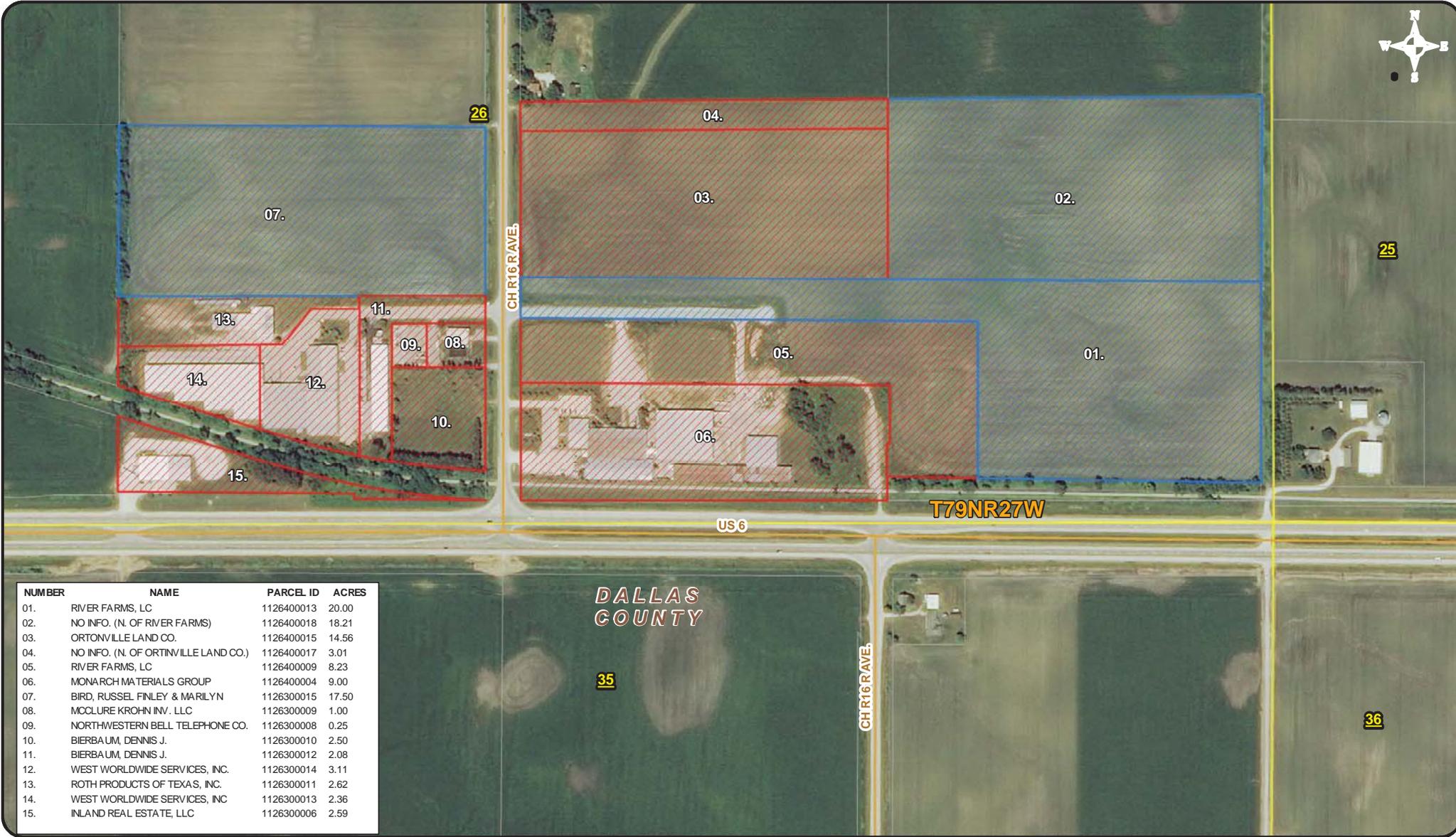
LEGEND

	EAST ANNEX SANITARY SERVICE AREA
	FORCE MAIN
	GRAVITY SEWER
	ADEL CORPORATE LIMITS
	BEAR ESTATES CONNECTION (FUTURE)
	EAST ANNEX LIFT STATION AND FORCE MAIN
	CENTRAL RAVINE TRUNK SEWER
	MID AMERICAN SEWER CONNECTION (FUTURE)
	PHASE I - TRIBUTARY AREA
	PHASE II - TRIBUTARY AREA

East Annex Sanitary Sewer Extension
City of Adel, IA



N:\Projects\14021\14021.dwg - East Annex Sewer Study\Adel\East Annex_SS_Design_Consolidated.dwg



NUMBER	NAME	PARCEL ID	ACRES
01.	RIVER FARMS, LC	1126400013	20.00
02.	NO INFO. (N. OF RIVER FARMS)	1126400018	18.21
03.	ORTONVILLE LAND CO.	1126400015	14.56
04.	NO INFO. (N. OF ORTINVILLE LAND CO.)	1126400017	3.01
05.	RIVER FARMS, LC	1126400009	8.23
06.	MONARCH MATERIALS GROUP	1126400004	9.00
07.	BIRD, RUSSEL FINLEY & MARILYN	1126300015	17.50
08.	MCCLURE KROHN INV. LLC	1126300009	1.00
09.	NORTHWESTERN BELL TELEPHONE CO.	1126300008	0.25
10.	BIERBAUM, DENNIS J.	1126300010	2.50
11.	BIERBAUM, DENNIS J.	1126300012	2.08
12.	WEST WORLDWIDE SERVICES, INC.	1126300014	3.11
13.	ROTH PRODUCTS OF TEXAS, INC.	1126300011	2.62
14.	WEST WORLDWIDE SERVICES, INC	1126300013	2.36
15.	INLAND REAL ESTATE, LLC	1126300006	2.59

DALLAS COUNTY

EXHIBIT B
East Annex Sanitary Service Evaluation - New East Annex Gravity Sewer to City WWTP
City of Adel, IA

Legend

- BLUE
- RED
- ParcelShape
- ROAD





East Annex Sewer Extension Financing Considerations

Scenario #1 - Debt Service Defeasance

Proposed Dallas County Financial Participation	
Service to Public Safety Facility	\$ 600,000
Transfer of Existing Collection System	\$ 359,170
Demolition of Existing Ortonville Facilities	Actual Cost as Bid
Total	\$ 959,170
Total Project Cost	\$ 6,620,000
Less County Used Participation	\$ -
Financed Project Costs	\$ 6,620,000
Term (years)	30
Rate	3.000%
Annual Debt Service	\$337,746
Coverage (10%)	\$33,775
Total	\$372,000
Annual Debt Obligation	\$372,000
Mid-AM	\$ -
City Modeled Cash Flow	\$ 140,000
Estimated Ortonville Customer Revenues	\$ 50,000
Remaining Annual Debt Obligation	\$182,000
Estimated Number of Connections	1800
Increase/user/month	\$ 8.43

If County Participation Used to Service Debt

\$959,170	
\$182,000	= 5.27 years

Scenario #2 -Capital Reduction

Proposed Dallas County Financial Participation	
Service to Public Safety Facility	\$ 600,000
Transfer of Existing Collection System	\$ 359,170
Demolition of Existing Ortonville Facilities	Actual Cost as Bid
Total	\$ 959,170
Project Cost	\$ 6,620,000
Less County Used Participation	\$ 959,170
Financed Project Costs	\$ 5,660,830
Term (years)	30
Rate	3.000%
Annual Debt Service	\$288,810
Coverage (10%)	\$28,881
Total	\$318,000
Annual Debt Obligation	\$318,000
Mid-AM	\$ -
City Modeled Cash Flow	\$ 140,000
Estimated Ortonville Customer Revenues	\$ 50,000
Remaining Annual Debt Obligation	\$128,000
Estimated Number of Connections	1800
Increase/user/month	\$ 5.93



9325 Bishop Drive, Suite 105
West Des Moines, IA 50266

Phone: 515.987.2020

www.dallascounty-ia.org

Gary Brons
Client Representative
McClure Engineering
Sent via e-mail

RE: IFA funding for the City of Adel Waste Water infrastructure to serve the Ortonville Business Park

Dear Gary:

This letter is to provide information that will demonstrate the need to size the infrastructure in the Ortonville Business Park appropriately for the current users and the business attraction of future users.

Our comments are drawn from the daily course of business our agency encounters. The Greater Dallas County Development Alliance (GDCDA) is the countywide Economic Development organization, and, as a result, it is responsible for all inquiries and leads received in Dallas County Iowa. Over the past year, there were four projects that we were able to represent the Ortonville Business Park to our clients. There were, however, an additional eleven projects that, had the sewer infrastructure been in place, Ortonville would have fit the search criteria. This means that Ortonville was eliminated from the opportunity of consideration for a new business on nearly three times as many projects as they could respond to because the lagoon system is not optimal and did not have capacity. Though there is no guarantee any of these eleven projects would have ultimately landed in Ortonville, the fact that Adel was eliminated so early in the process speaks to the need for sewer upgrades sized to meet future growth.

The Greater Dallas County Development Alliance sees the potential of the Ortonville Business Park and adjacent land. This financial partnership between IFA and Adel will be the first important step in creating the infrastructure that will help realize this business park's potential. Please feel free to reach out to me for additional information in support of the infrastructure needs for Ortonville Business Park.

Sincerely,

A handwritten signature in blue ink that reads "Linda Wunsch".

Linda Wunsch, CEcD, EDFP. LEED ® AP
Executive Director

Steve Nichols
Code Compliance Officer
City of Adel

Mr. Nichols,

As you know we have been working on a design for the new EW Nutrition site that is proposed to be located at the Northeast corner of R Avenue and 289th Place, in the City of Adel. After conversations with the property owners and the engineering firm representing the City of Adel (McClure), it seems clear that the County, when creating the roadways, has created an undue hardship on this site. The city has subsequently inherited the problem created by the County. We are asking the City to participate in with the cost of re-routing the storm-water for the following reasons:

1. Three public culvert pipes currently discharge onto the subject site causing the property to flood. The current outlet is at the same elevation as the culvert from the West and just slightly below the other 2 outlet pipes. The contours of the property direct the flow of all three pipes to the West side of the site, where it ponds until it reaches an overflow elevation of approximately 1028.
2. Crossing the property with a large culvert pipe diagonally reduces the amount of buildable space drastically. We are proposing a pipe in the public Right-of-Way and then turn to the East to discharge into the ditch North of the subject site.
3. The construction of the proposed storm sewer will benefit the surrounding area by eliminating on-site ponding. This will create more attractive properties to be developed.

Given the information above, we would request a meeting with the City staff and their engineer to discuss possible options to resolve the current storm-water issues.

Sincerely,

Ed Pelds



Site Civil Engineering Options (9/8/2017):

- A. Run a storm sewer pipe along the west edge of the property in the right of way (ditch) then west along the north edge of the property to the drainage ditch to the north.
 - a. All incoming water from other properties would tie into this pipe
 - b. All of our water would tie into this pipe
 - c. Eliminates all standing water on the site except for small retention between drives, and possible drain grate in SW low spot.
 - d. 800 ft. (244m) of 54" (137cm) pipe plus tie-ins

- B. Run a storm sewer pipe along the west edge of the property in the right of way (ditch) to the north. Then have an open ditch/retention pond along the north edge of the property draining to the north drainage ditch.
 - a. All incoming water from the other properties would tie into this pipe.
 - b. All of our water would tie into this pipe.
 - c. Eliminates all standing water on the west edge of the property. Small retention between drives, and possible drain grate in SW low spot. Leaves standing water in the north ditch/pond. No clay liner so it could dry out or stay wet due to water table. Weeds would grow in this section.
 - d. 406 ft. (124m) of 54" (137cm) pipe plus tie-ins, city would want it to be concrete.

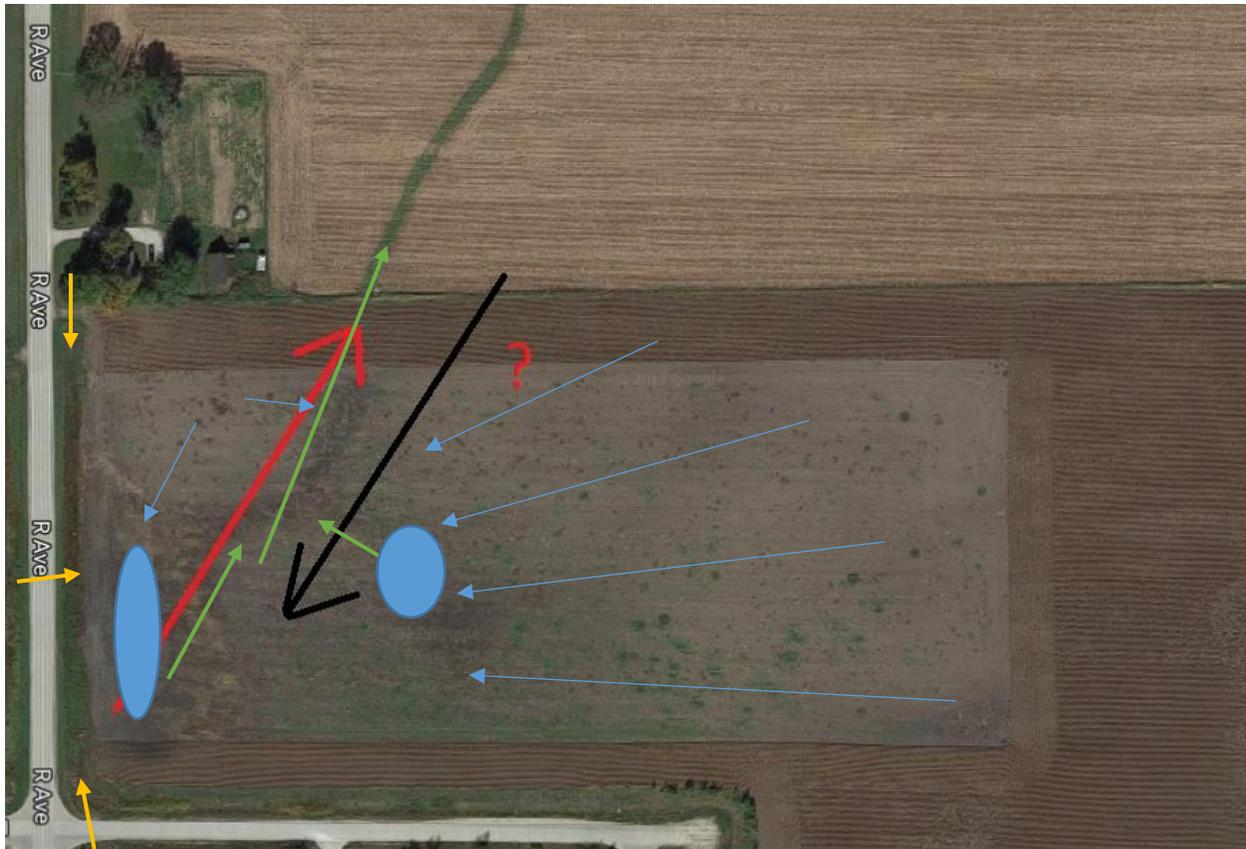
- C. Keep the original Pelds Engineering design with a pipe running diagonal from the SW Corner low spot under the parking lot and then ending just past the parking lot. There it would terminate into a drainage ditch running along the same diagonal line to the north drainage ditch. This ditch would be open, we could not build over it. It would contain weeds.
 - a. All incoming water would pool in the SW corner/roadside ditch prior to running down the pipe.
 - b. All of our water would tie into the pipe or the diagonal ditch.
 - c. 232' (71m) of 48" (122cm) pipe.
 - d. Future buildings to the north would need to address water routed through this ditch. Building over it, or routing a ditch around a new building would be possible options.

- D. Improve the roadside ditch to gain elevation difference between ditch and rest of property. Deepend the roadside ditch so water flows to the north and into the same ditch/retention pond along the north edge of the property.
 - a. All water discharges to the roadside ditch.
 - b. The roadside ditch and ditch/retention pond to the north would remain wet for long periods of time.
 - c. No pipes.

NOTE: All options a have a drain in the truck lot approved to allow building site elevation to be lowered 2 feet.

Pelds Engineering is working up preliminary info on options A and B to provide to Jeff Goodman for cost estimates. Jeff has enough info already to do cost estimate for option C. They each have one week for this, then we must decide on which option. Pelds needs two weeks to finish drawings after this decision.

Thanks,



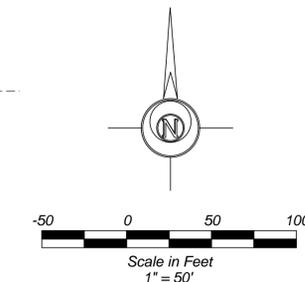
Water Flow on EW Nutrition Site

We have a total of 61 cuft/sec water that has to be drained from our land. Of this, 50 cuft/sec is coming from the 3 short YELLOW arrows on the western edge of the property. These arrows all show that flow coming from other properties to the northwest, due west and southwest.

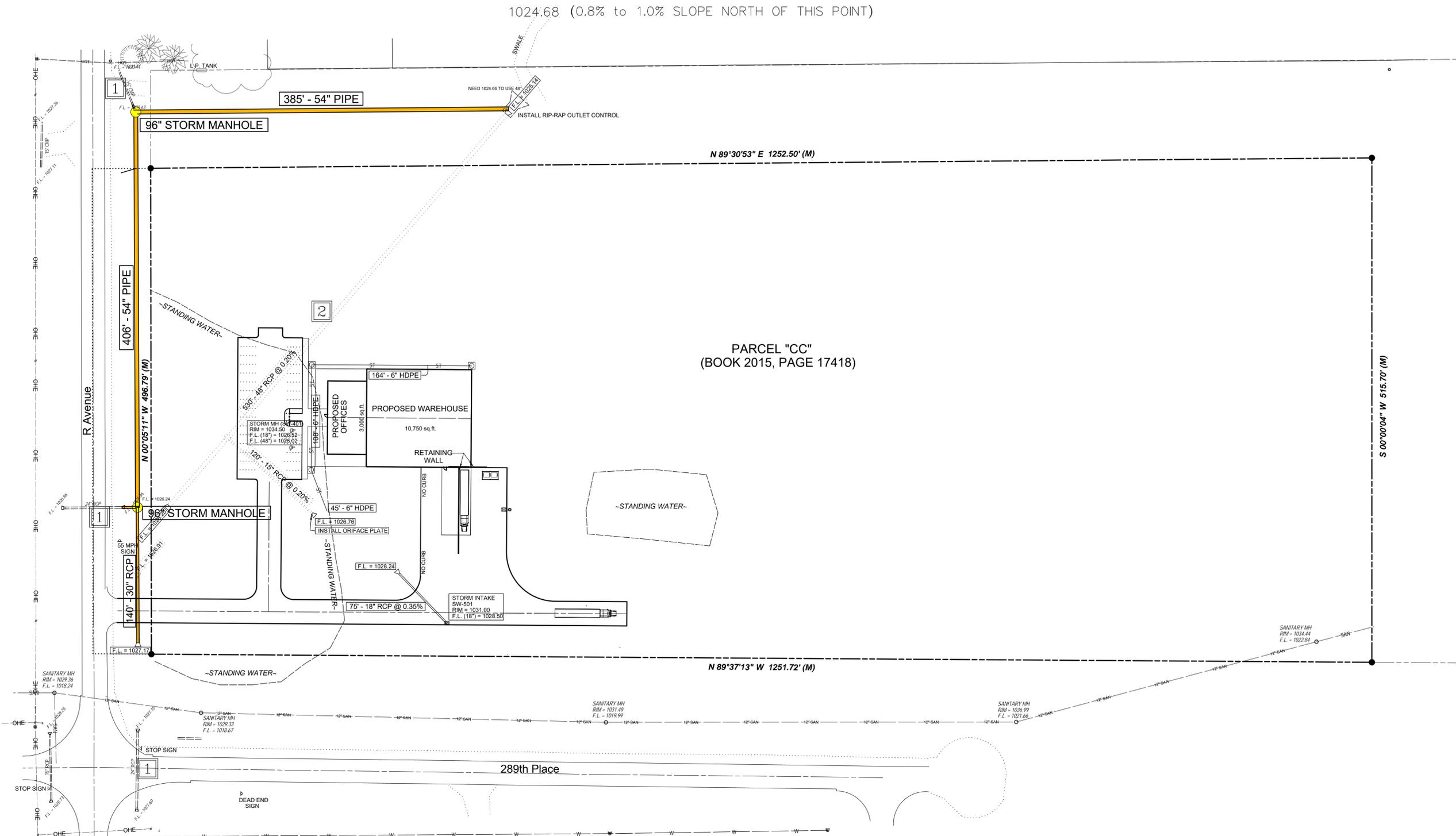
The four long blue arrows on the east side of the property and the two medium blue arrows in the northwest corner show the water flow from our property.

All of the water from the yellow arrows and the blue arrows flows into the two blue ellipses. Here it is retained until it raises about 3 ft. at which point it is deep enough to flow via the green arrows to the ditch seen to the north.

1024.68 (0.8% to 1.0% SLOPE NORTH OF THIS POINT)



PARCEL "CC"
(BOOK 2015, PAGE 17418)



UTILITY NOTES:

1. THE CONTRACTOR SHALL PROTECT ALL UTILITIES AND STRUCTURES. ANY DAMAGE SHALL BE REPAIRED BY THE CONTRACTOR TO THE SATISFACTION OF THE OWNER OF THE UTILITIES.
2. IT IS THE CONTRACTORS RESPONSIBILITY TO CONTACT UTILITY COMPANIES PRIOR TO CONNECTION OR DISCONNECTION OF A SERVICE LINE.
3. THE LOCATION(S) OF THE UTILITIES SHOWN IN THE PLANS ARE BASED ON LIMITED INVESTIGATION TECHNIQUES AND SHOULD BE CONSIDERED APPROXIMATE ONLY. THE VERIFIED LOCATIONS/ELEVATIONS APPLY ONLY AT THE SURFACE FEATURES SHOWN. INTERPOLATIONS BETWEEN THESE POINTS HAVE NOT BEEN VERIFIED.
4. CONTRACTOR TO COMPLY WITH SUDAS 2016 SPECIFICATIONS FOR MAINTENANCE, INSTALLATION AND TESTING FOR CONSTRUCTION.
5. 6" SANITARY SEWER: MINIMUM SLOPE = 1.00%
4" SANITARY SEWER: MINIMUM SLOPE = 2.00%

LEGEND:

STANDARD SYMBOLS:					
●	IRON ROD OR PIPE FOUND	-x-x-x-	⊗	FENCE LINE	---xxx---
○	CALCULATED CORNER	⊗	⊗	FIRE HYDRANT	W
P.C.C.	PORTLAND CEMENT CONCRETE	○	⊗	SANITARY SEWER MANHOLE	GAS
+/-	MORE OR LESS	⊗	⊗	STORM SEWER MANHOLE	SAN
⊗	POWER POLE	125x34	⊗	CLEANOUT	ST
⊗	LIGHT POLE	N.T.S.	⊗	SPOT ELEVATION (@ x)	UGE/T
F.F.	FINISHED FLOOR	SF	⊗	NOT TO SCALE	OHE/T
			⊗	SILT FENCE	

A. LEO FELDS ENGINEERING COMPANY
Engineering | Planning | Surveying
2223 Dixon Street, Des Moines, IA 50316 - P.O. Box 4626, Des Moines, IA 50305 - P: (515) 265-8196 F: (515) 266-2259

EXISTING UTILITIES NOTE:
THE LOCATIONS OF THE EXISTING UTILITIES SHOWN HEREON ARE APPROXIMATE. THEY HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND/OR RECORDS. THE CONTRACTOR IS RESPONSIBLE TO ENSURE THAT ANY EXISTING UTILITIES (SHOWN OR NOT SHOWN) ARE NOT DAMAGED DURING CONSTRUCTION. IOWA ONE-CALL (1-800-292-6989).

DISCLAIMER:
THIS DRAWING IS BEING MADE AVAILABLE BY A LEO FELDS ENGINEERING COMPANY (A.L.P.E.C.) FOR USE ON THIS PROJECT IN ACCORDANCE WITH A.L.P.E.C.'S AGREEMENT FOR PROFESSIONAL SERVICES. A.L.P.E.C. ASSUMES NO RESPONSIBILITY OR LIABILITY (CONSEQUENTIAL OR OTHERWISE) FOR ANY USE OF THESE DRAWINGS (OR ANY PART THEREOF) EXCEPT IN ACCORDANCE WITH THE TERMS OF SAID AGREEMENT.

**E-W NUTRITION
GRADING & UTILITY PLAN
ADEL, IOWA**

DATE: 08-07-2017	DRAWN BY: E. Pelds	SCALE: 1" = 50'	DATE: 08-07-2017	PROJECT NO: 17-046
GRADING & STORM SEWER				

Anthony Brown

From: Gary Brons <gBrons@mecresults.com>
Sent: Wednesday, August 16, 2017 1:06 PM
To: jeff.royal@kitchensolvers.com; jamiebergkamp@adellaw.com
Cc: Anthony Brown; John Reich
Subject: City of Adel Storm Sewer Easements
Attachments: Permanent Storm Sewer Easement - Grey Horse Homes, LLC.pdf; Temporary Construction Easement - Grey Horse Homes, LLC.pdf

Good Afternoon,

In follow up to the phone conversation that I had today with Mr. Royal, I have attached the proposed temporary construction and permanent storm sewer easements for your review and consideration. As I was in Adel during our conversation, I also stopped by the office of Mr. Bergkamp and dropped off hard copies of the attachments as well. During our conversation, you had discussed that you would be available next Wednesday, August 23 to meet concerning the proposed easements at the Bergkamp, Hemphill and McClure law office in Adel. I would be available that afternoon from 1:30 PM on. I would also mention that the City Attorney, Mr. John Reich, mentioned that he is available if you would have questions or would like to speak with him in regards to the proposed easements.

If I can be of assistance, please do not hesitate to contact me.

Best Regards,

GARY BRONS



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Anthony Brown

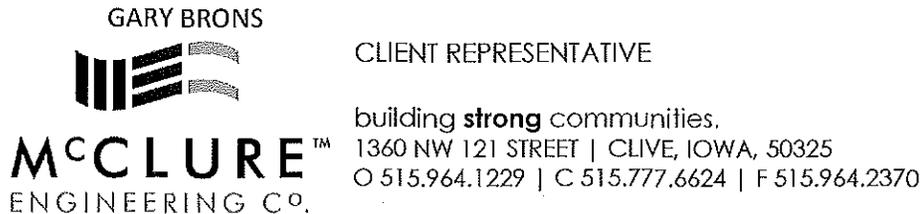
From: Gary Brons <gBrons@mecresults.com>
Sent: Tuesday, August 29, 2017 9:55 AM
To: Jeff Royal; jamiebergkamp@adellaw.com
Cc: Justin Miller; Kip Overton; Anthony Brown
Subject: RE: Grey Horse Homes, LLC - Permanent & Temporary Construction Easements

Good Morning,

I am writing to follow up on the e-mail I sent last Thursday (see below) and the easement staking/flagging which was requested by Mr. Royal. Our survey crew staked/flagged the proposed easement locations last Friday as requested. In follow up, I am contacting you to further the conversation on the proposed easements.

Please let me know if you have any questions or would like to discuss the proposed easements further.

Best Regards,



From: Gary Brons
Sent: Thursday, August 24, 2017 2:50 PM
To: 'Jeff Royal' <jeff.royal@kitchensolvers.com>; 'jamiebergkamp@adellaw.com' <jamiebergkamp@adellaw.com>
Cc: Justin Miller <jmiller@mecresults.com>; 'Kip Overton' <koverton@adeliowa.org>; 'Anthony Brown' <abrown@adeliowa.org>
Subject: Grey Horse Homes, LLC - Permanent & Temporary Construction Easements

Dear Mr. Royal and Mr. Bergkamp,

I wanted to thank you both again for your time yesterday in meeting with me to discuss the acquisition of easements for the proposed Storm Water Utility Improvements near your property on Greene Street in the City of Adel. As discussed, our survey team is planning to be on-site to stake/flag the proposed temporary construction and permanent easement areas on your property to provide you with a visual of the location of the proposed easement area. In discussing with our survey team today, they are planning to either be on-site late this afternoon, or more likely tomorrow afternoon to complete this work. Following this action, I would appreciate it if you would contact me at your earliest to convenience so that we can discuss the next steps in the acquisition of easement for the proposed work. Additionally, I have attached a couple of copies of the proposed easements on aerial photography. Unfortunately, the photography is grainy, so it is a bit hard to see, but it does provide some additional detail as to the location of the proposed easements in relation to the existing structure as was requested by Mr. Royal. I believe that the flaged/staked easement locations will provide you with the most definitive information, however.

If you have any questions or concerns, do not hesitate to contact me.

Thanks again for your time.

Best Regards,

GARY BRONS



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Anthony Brown

From: Gary Brons <gBrons@mecresults.com>
Sent: Monday, September 11, 2017 8:50 AM
To: jamiebergkamp@adellaw.com
Cc: John Reich
Subject: Grey Horse Homes, LLC - Temporary / Permanent Easements
Attachments: ADEL TCE EXH AREA 1&2 REV.09.08.2017.pdf

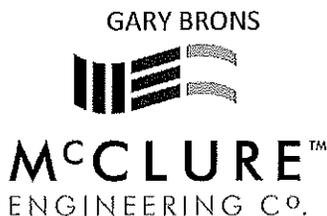
Good Morning,

In follow up to some communication that I have had with John Reich, we have prepared the following information requested by Grey Horse Homes, LLC regarding the proposed temporary and permanent construction easements at the property.

1. Requested estimated completion time for the proposed work on the Grey Horse Homes, LLC property.
 - a. It is estimated that the number of working days to complete the construction of the proposed Storm Water Utility Improvements on the Grey Horse Homes, LLC property are as follows:
 - i. Removal of Existing Storm Sewer – Estimated 2-3 Working Days
 - ii. Installation of Sewer and Manholes – Estimated 3-4 Working Days
 - iii. Removal and Replacement of Driveway – Estimated 5-8 Working Days
 1. Note that this assumes time for allowance of proper cure for the **new** driveway.
 - b. Please note that working days does not account for weather related barriers to completion of work, nor do they include weekends or holidays.
2. Grey Horse Homes, LLC is concerned about the loss of parking access due to construction and removal of the existing parking.
 - a. I have attached a drawing showing a temporary driveway location for use during the interim loss of driveway/parking during construction. Parking on the lawn in front of the property for the duration of the construction may be an appropriate alternative. The contractor would be required to restore and reseed any permanent damage to the grassed area following completion of curing/construction of the new driveway. In this alternative, it would be necessary to expand the temporary construction easement area to include the additional potential work area. Please see the attached exhibit identifying the Temporary Drive Way and the expanded Temporary Construction Easement.

Please let me know if you have any questions.

Regards,



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Anthony Brown

From: Gary Brons <gBrons@mecresults.com>
Sent: Friday, September 15, 2017 11:32 AM
To: jamiebergkamp@adellaw.com
Cc: johnreichlaw@qwestoffice.net; Jeff Royal
Subject: Grey Horse Homes, LLC

Dear Mr. Bergkamp,

I am following up on my recent e-mail regarding the proposed temporary construction and permanent easements sought by the City of Adel.

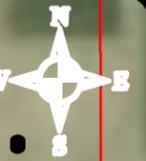
Please contact either myself or the City Attorney, Mr. John Reich, at your earliest convenience with any feedback or response that you or your client would have in its regard.

Thanks and have a great weekend.



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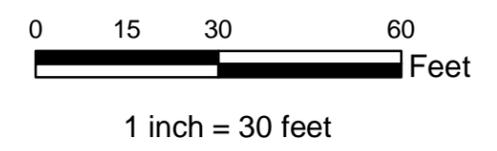


Document Path: C:\Users\pmclaughlin\Documents\08242017\EXHIBIT 1 & 2.mxd



TEMPORARY CONSTRUCTION EASEMENT, PERMANENT STORM SEWER EASEMENT ADEL, IOWA,

Legend	
	AREA 1
	AREA 2
	TEMP DRWY
	PERM STE
	PROPERTY LINES
	Road Centerline



PERMANENT STORM SEWER EASEMENT

KNOW ALL PERSONS BY THESE PRESENTS:

That _____,

(Hereinafter called "Grantor") in consideration of the sum of _____

and other valuable consideration, to be paid by the City of Adel, Iowa upon final approval and acceptance of this easement by the City of Adel City Council, do hereby CONVEY UNTO THE City of Adel, Iowa, a municipal corporation, (hereinafter called "Jurisdiction") a PERMANENT STORM SEWER EASEMENT (hereinafter called "Easement") under, over, through and across the following described real estate:

See legal description attached hereto in Exhibit "_____" (hereinafter called "Easement Area").

for the purpose of the Jurisdiction constructing, reconstructing, repairing, enlarging and maintaining a storm sewer, together with necessary appurtenances thereto, under, over, through and across said Easement Area.

This Easement shall be subject to the following terms and conditions:

1. ERECTION OF STRUCTURES PROHIBITED. Grantor shall not erect any structures within the Easement Area without obtaining the prior written approval of the Jurisdiction's engineer, which consent shall not be unreasonably withheld.
2. CHANGE OF GRADE PROHIBITED. Grantor shall not change the grade elevation or contour of any part of the Easement Area without obtaining the prior written consent of the Jurisdiction's engineer.
3. RIGHT OF ACCESS. The Jurisdiction shall have the right of access to the Easement Area and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Easement Area as herein described, including but not limited to, the right to remove any unauthorized obstructions or structures placed or erected on the Easement Area.
4. EASEMENT RUNS WITH LAND. This Easement shall be deemed to run with the land and shall be binding on Grantor and on Grantor's successor and assigns.
5. APPROVAL BY THE JURISDICTION. This Easement shall not be binding until it has received the final approval and acceptance by the Jurisdiction.

Grantor does HEREBY COVENANT with the Jurisdiction that Grantor holds said real estate described in this Easement by title in fee simple; that grantor has good and lawful authority to convey the same; and said Grantor covenant to WARRANT AND DEFEND the said premises against the lawful claims of all persons whomsoever.

Each of the undersigned hereby relinquishes all rights of dower, homestead and distributive share, if any, in and to the interests conveyed by this Easement.

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

SIGNED THIS _____ day of _____, 2017.

Printed Name

Signature

Printed Name

Signature

STATE OF IOWA)
) ss
COUNTY OF _____)

On this _____ day of _____, 2017 before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared

to me known to be the identical persons named in and who executed the foregoing instrument, and acknowledged that they executed the same as their voluntary act and deed.

NOTARY PUBLIC IN AND FOR _____ COUNTY

ACCEPTANCE BY CITY

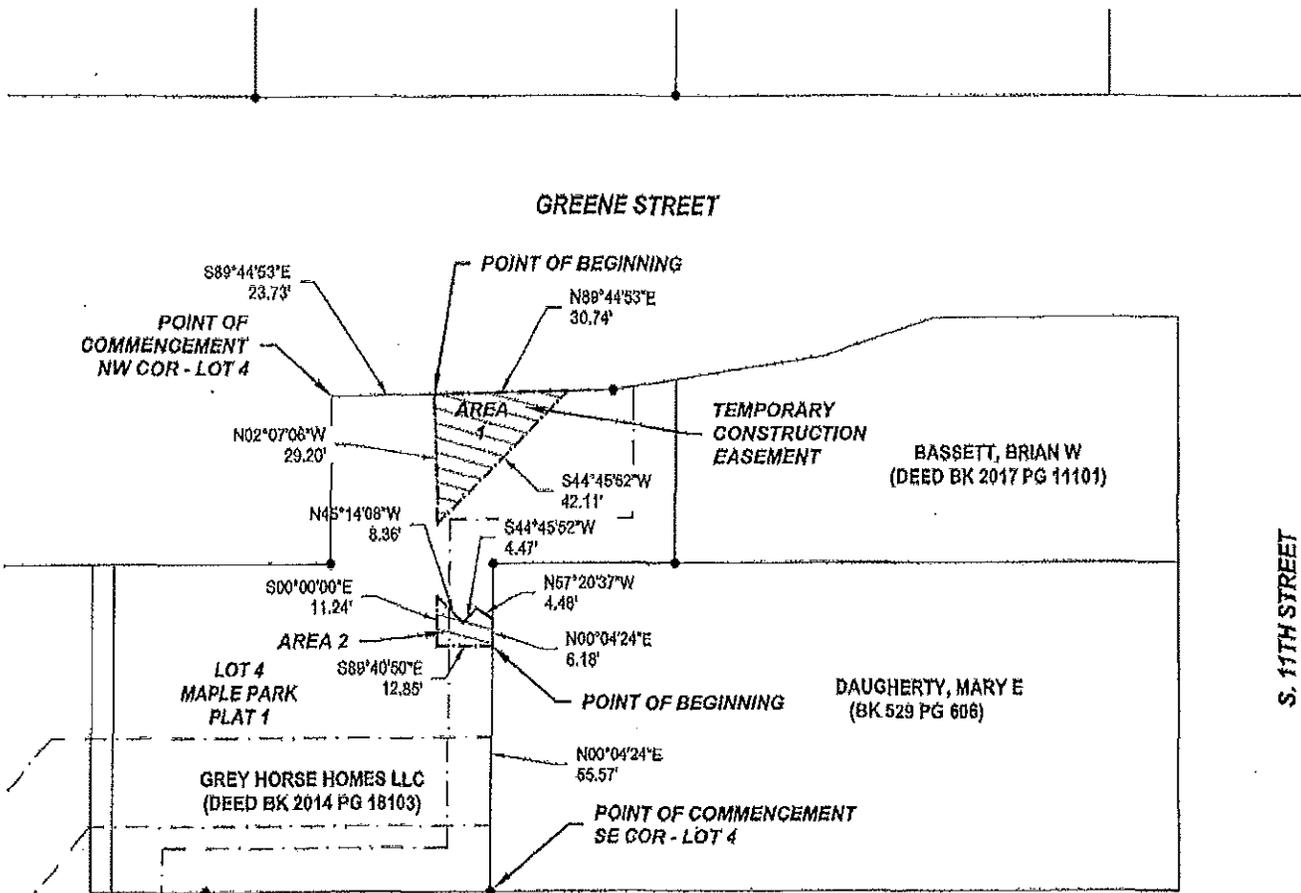
STATE OF IOWA)
) ss
COUNTY OF _____)

I, _____, do hereby certify that the within and foregoing Easement was duly approved and accepted by the Adel City Council by Resolution and Roll Call No. _____, passed on the ____ day of _____, 2017, and this certificate is made pursuant to authority contained in the Resolution.

Signed this ____ day of _____, 2017.

Authorized Signature of _____

EASEMENT EXHIBIT



LEGAL DESCRIPTION

A TEMPORARY CONSTRUCTION EASEMENT, BEING A PART OF LOT 4, MAPLE PARK, PLAT 1, CITY OF ADEL, DALLAS COUNTY, IOWA RECORDED IN DEED BK 2014 PG 18103 BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

AREA 1
COMMENCING AT THE NORTH WESTERLY CORNER OF SAID LOT 4, THENCE N89°44'53"E ALONG THE NORTH LINE OF LOT 4, 23.73 FEET TO THE POINT OF BEGINNING, THENCE CONTINUING N89°44'53"E ALONG THE NORTH LINE OF LOT 4, 30.74 FEET; THENCE S44°45'52"W, 42.11 FEET, THENCE N°07'06"W, 29.20 FEET, TO THE POINT OF BEGINNING.

DESCRIBED AREA 1 CONTAINS 449 SQUARE FEET AND IS SUBJECT TO OTHER EASEMENTS AND RESTRICTIONS OF RECORD.

AREA 2
COMMENCING AT THE SOUTHEAST CORNER OF SAID LOT 4, THENCE N00°04'24"E 55.57 FEET ALONG THE EAST LINE OF LOT 4 TO THE POINT OF BEGINNING, THENCE CONTINUING ALONG THE EAST LINE OF LOT 4, N00°04'24"E, 6.18 FEET, THENCE N57°20'37"W, 4.48 FEET, THENCE S44°45'52"W, 4.47 FEET, THENCE N45°14'08"W, 8.36 FEET, THENCE S00°00'00"E, 11.24 FEET, THENCE S89°40'50"E, 12.85 FEET TO THE POINT OF BEGINNING.

DESCRIBED AREA 2 CONTAINS 99 SQUARE FEET AND IS SUBJECT TO OTHER EASEMENTS AND RESTRICTIONS OF RECORD.



(IN FEET)
1 inch = 40 ft.

LEGEND	
	PROPERTY LINE
	EXIST. EASEMENT
	ROW LINE
	EASEMENT AREA

DRAWING PATH: Y:\Projects\ADL 20417001\Drawings\Exhibits



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Clive, Iowa 50325
515-964-1219
fax 515-964-9370

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TEMPORARY CONSTRUCTION EASEMENT

ADEL, IOWA
ADL 20417001
07/28/2017

REVISIONS

ENGINEER	DRAWN BY
J. MILLER	R. STULTS
CHECKED BY	FIELD BOOK NO.
M. TROTTER

SKETCH NO.

EXH-05

TEMPORARY CONSTRUCTION EASEMENT

KNOW ALL PERSONS BY THESE PRESENTS:

That _____

(hereinafter called "Grantor") in consideration of the sum of _____

and other valuable consideration, to be paid by the City of Adel, Iowa upon final approval and acceptance of this easement by the City of Adel City Council, do hereby CONVEY UNTO THE City of Adel, Iowa, a municipal corporation, (hereinafter called "Jurisdiction") a TEMPORARY CONSTRUCTION EASEMENT in connection with the construction of a storm sewer, which easement shall be over, through and across the following described real estate:

See legal description attached hereto in Exhibit "_____" (hereinafter called "Easement Area").

This Easement shall be subject to the following terms and conditions:

1. PURPOSE OF EASEMENT. A storm sewer shall not be installed over or under the Easement Area. This easement is granted only for the purpose of allowing the Jurisdiction, its agents, employees, and contractors a right of temporary entry over the Easement Area to facilitate the hauling, transporting and storage of material and equipment during construction of a storm sewer on other property which is the subject of a separate permanent storm sewer easement.
2. PROPERTY TO BE RESTORED. The Jurisdiction upon completion of the project shall restore the easement area in good and workmanlike manner to its original condition as nearly as possible, including but not limited to the restoration of lawns by sodding or seeding, complete restoration of any driveways, fences or other structures damaged by the Jurisdiction during the course of construction, except those items listed in paragraph 3 below for which the Jurisdiction shall instead compensate Grantor.
3. COMPENSATION TO GRANTOR. Grantor and Jurisdiction agree that the following items shall not be restored by Jurisdiction but are instead compensated for as indicated by the consideration set forth in this easement:

It is understood and agreed that the consideration set forth in this Easement constitutes full and adequate compensation for damages to the items listed in this paragraph.

4. TERM OF EASEMENT. The rights granted to the Jurisdiction under this Easement shall terminate 90 days after the above described storm sewer project has been completed or 18 months from the date of acceptance of this Easement by the Jurisdiction, whichever occurs first.

SIGNED this _____ day of _____, 2017.

Printed Name

Signature

Printed Name

Signature

STATE OF IOWA)
) ss
COUNTY OF _____)

On this _____ day of _____, 2017 before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared

to me known to be the identical persons named in and who executed the foregoing instrument, and acknowledged that they executed the same as their voluntary act and deed.

NOTARY PUBLIC IN AND FOR _____ COUNTY

ACCEPTANCE BY CITY

STATE OF IOWA)
) ss
COUNTY OF _____)

I, _____, do hereby certify that the within and foregoing Easement was duly approved and accepted by the City of Adel City Council by Resolution and Roll Call No. _____, passed on the ____ day of _____, 2017, and this certificate is made pursuant to authority contained in the Resolution.

Signed this ____ day of _____, 2017.

Authorized Signature of _____

COMMERCIAL PROPERTY FOR SALE BY THE CITY OF ADEL, IOWA

425 RIVER STREET

Parcel Number: 11-29-462-004

Size of Lot: 7,656 square feet (i.e., 116' x 66')

Brief Legal: Lot 3 / Ex N16' / Blk 37

Current Zoning: C-1 General Commercial

The lot is located on (or near) the Raccoon River Valley Trail in the commercial part of the City of Adel.

Bids will be taken through Friday, November 3, 2017. Bids may be subject to an in-house bid off where appropriate. The offer will include a \$1,000.00 earnest money check to be held in escrow. Bids should be submitted to Adel City Hall.

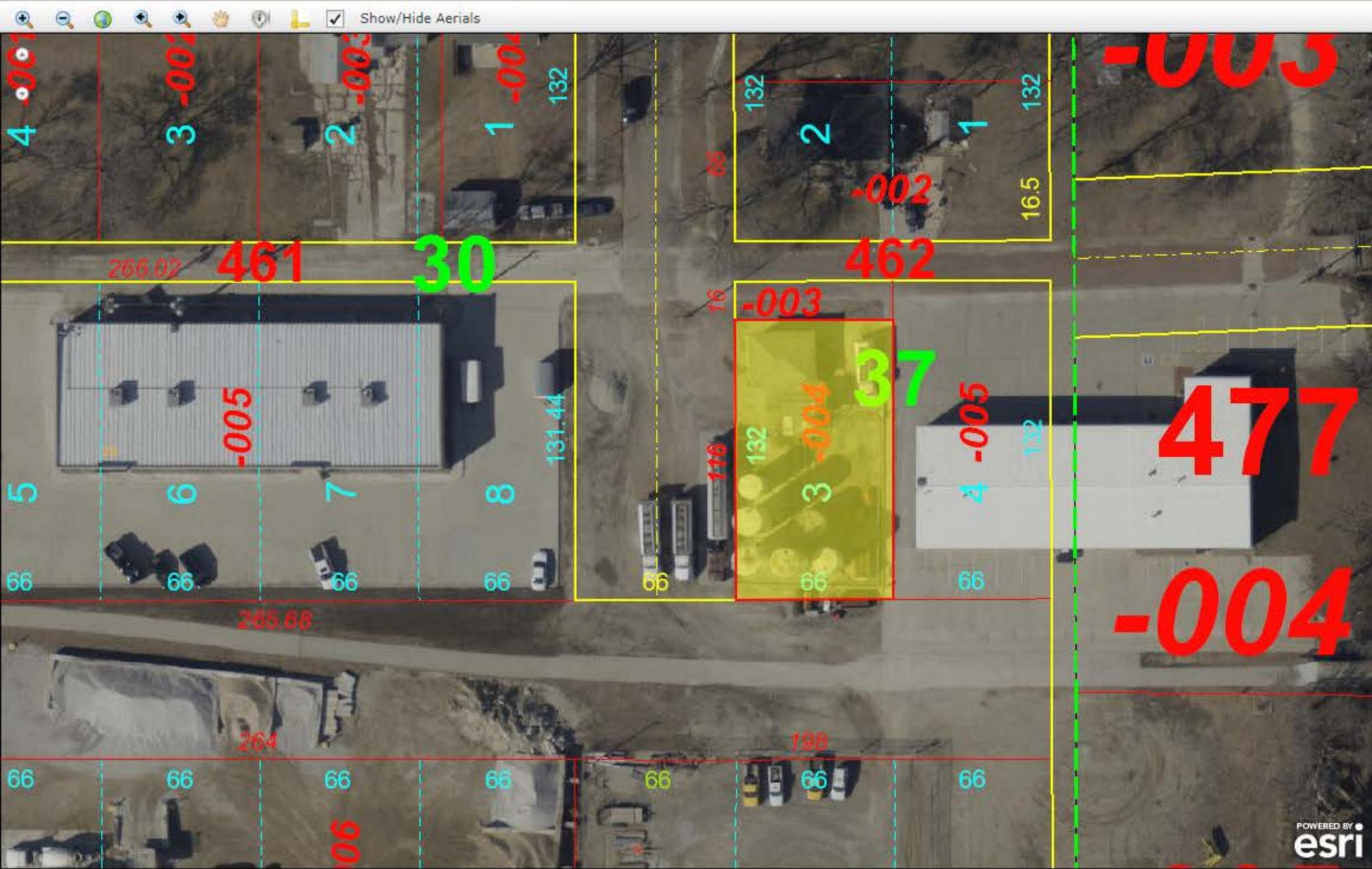
The City may reject any and all bids. Closing and possession contemplated to occur within 60 (sixty) days.

For more details, please contact Anthony Brown at Adel City Hall, 301 S. 10th Street, Adel, Iowa 50003 or at (515) 993-4525.



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- Parcel Search
- Survey Points
- Contact Us
- Print



Parcel Info

Parcel ID:	1129462004
Primary Name:	City of Adel, Iowa
Address:	425 RIVER ST ADEL
Legal Desc:	LOT 3 /EX N16'/ BLK 37
Net Acres:	0
Links:	Assessor Info Tax Info (Solutions)

Parcel Search Options

Deedholder:

Parcel #:

Property Address:

Legal Desc:

Ordinance No. 322

AN ORDINANCE AMENDING CHAPTER 166 OF THE ZONING CODE OF THE CITY OF ADEL, IOWA

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

SECTION 1. Section 166 of the Zoning Code of the City of Adel, Iowa, is hereby amended and adopted;

AMENDMENTS, MODIFICATIONS, ADDITIONS, REPEAL AND DELETIONS.

Section 166.9 Improvements To Be Completed.

Amended section: 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. **The standards and details of design contained in sections 166.28 through 166.30 are intended only as minimum requirements and the Subdivider should use standards consistent with the site conditions to assure an economical, pleasant, and durable neighborhood. All subdivisions shall conform to the comprehensive plan approved by the Commission and adopted by the Council.**

Section 166.18 Fees.

Deleted. 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.

Added Subsection 1. Before a preliminary plat, final plat or plat of survey shall be considered by the Commission, the applicant or agent shall deposit with the Clerk a fee according to a schedule adopted from time to time by resolution of the Council. The appropriate fees shall be deposited following Council action on the preliminary plat, final plat or plat of survey. In the event that said fees are insufficient to reimburse the City for engineering charges incurred by the City in the examination and review of the preliminary plat, final plat or plat of survey, the Subdivider shall be responsible for any additional fees incurred by the City for such engineering charges.

Added Subsection 2. In addition to the plat filing fees, the Subdivider shall be responsible for just and reasonable costs incurred by the City during the course of construction of the improvements for inspection, testing, or other work deemed necessary by the City to assure proper construction in accordance with the approved construction drawings and applicable standards and ordinances.

Added Subsection 3. The City shall annually, by resolution, determine the hourly rate which it shall pay for professional engineering services which shall be deemed to be the maximum rate which may be imposed upon any Subdivider during such annual period.

Section 166.25 Bonding Incomplete Improvements

Added Subsection 1. Letters of Credit. The owner or developer may submit a letter of credit in lieu of a performance bond for sidewalk and erosion control improvements. Said letter of credit shall be from any approved bank or savings and loan in a form approved by the City Attorney, which letter, among other things, shall comply with the following requirements:

Added Item 1(A). Shall run in favor, of the City;

Added Item 1(B). Be in an amount determined by the City Administrator and approved by the Mayor and City Council to be sufficient to complete the improvements and installations in compliance with the regulations set forth in this chapter;

Added Item 1(C). Be issued by any approved bank or savings and loan association within the County;

Added Item 1(D). Specify that, in the event the owner or developer fails to complete the required improvements and installations within one year of the date of the approval of the plat, the bank or other assuring institution, shall pay to the City, upon demand, a sum sufficient to complete said improvements, or the face amount thereof, whichever amount shall be the lesser.

Section 166.28 Streets.

Inserted Subsection 9. Granular Paving Adjacent to Subdivision.

Added Item 9(A). A developer may be required to extend or expand existing off-site public infrastructure as necessary to fully improve a proposed subdivision, or the City Council may, at its sole discretion, require a proposed subdivision to be delayed until such extension or expansion can be funded and construction by the city or other governmental entity.

Added Item 9(B). Costs; Responsibilities. Developers may be fully responsible for the entire costs of improving all collector and local streets within a subdivision, and for the costs of paving a width of not less than 15.5 feet of roadway along all street frontages by providing a 10-year cash escrow to be held in a city account or by posting surety therefore, and turn lanes that serve or will serve the subdivision whether located within the subdivision or on a street.

Amended Subsection 13. Standard Right-of-way Widths. To Subsection 14.

Modified Item 14(C). Sixty (60) feet.

Modified Item 14(D). Cul-de-sac – sixty (60) feet with a 130' diameter turn-around at the closed end. Cul-de-sacs are subject to approval by City on project-by-project basis; provide areas designated for snow removal storage from cul-de-sac.

Section 166.32 Improvements.

Deleted Subsection 2. Compaction.

Modified Subsection 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 may conform with standard practice, specific plans and standard specifications of the City. All storm drainage piping shall be cleaned, inspected, and tested per standard specifications of the City prior to acceptance.

Modified Subsection 4. Sanitary Sewers. Sanitary sewers shall be installed for service to each lot according to standard specifications of the City and shall meet the Iowa Department of Natural Resources regulations. The City may require over-sizing of the system to allow greater capacity for future use, and in said event, there may be an arrangement or an agreement whereby the developer will be reimbursed in a satisfactory manner. Where public water supply and sanitary sewers are reasonably available, the Subdivider shall connect to these systems. Where the public systems are not available, the Subdivider shall indicate the type of water supply and sewage treatment proposed to be provided. The Subdivider shall include dry sewers where public sewer system is not available unless this requirement is waived by the City Council. All sewer piping shall be cleaned, inspected, and tested per standard specifications of the City prior to acceptance.

Amended Subsection 7. Paving.

Modified Item 7(B). Six (6) inches of granular material to be placed under all new roads may be required unless a geotechnical analysis has been provided.

Modified Item 7(D). A minimum of six-inch (6") 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.

Modified Item 7(E). Six-inch (6") concrete driveways.

Amended Subsection 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 and consistent with the Major Streets Plan:

Modified Item 8(A). Arterial Streets* – Thirty-one (31) foot paving back to back of curb.

Modified Item 8(B). Collector Streets – Thirty-one (31) foot paving back to back of curb.

Modified Item 8(C). Local or Residential Street – Twenty-nine (29) foot paving back to back of curb.

Modified Item 8(D). Cul-de-sac Turn-around – Ninety (90) foot paving back to back of curb.

*Greater widths may be required. Each situation will be reviewed on a case by case basis.

Amended Subsection 12. Sidewalks. The Subdivider shall provide for the installation of sidewalks along all newly created lots, including sidewalks on adjacent existing streets. Sidewalks shall be built according to the standards and specifications of the City. The Subdivider shall indicate in the application for approval of a preliminary or final plat those sidewalks that will be constructed at the time of installation of public improvements, and those that the Subdivider would like the Council to defer until a later date. If the Council agrees to defer construction of the sidewalks, sidewalks shall be constructed at the time a principal structure is built upon the adjacent lot or lots or within five (5) years of plat approval, whichever is earlier. Notwithstanding the above, the Council may require the sidewalk's construction at the time adjacent roadway construction takes place or at any other time as noted in the final plat approval. At the time sidewalk construction is required as provided above, such construction shall be completed at the sole cost and expense of the person or entity that owns the property or lot at the time of construction.

Added Item 12(A). Sidewalks shall be five (5) feet wide and located within the right-of-way with the outer edge one (1) foot from the right-of-way line.

Added Item 12(B). Sidewalks will be installed by developer on streets adjoining the subdivision and having double frontage lots prior to final plat approval. The sidewalks will be installed on street side that adjoins the subdivision unless waived by the City Council.

Added Subsection 14. Developers shall provide for the perpetual maintenance of any and all subdivision improvements that are not dedicated to the city or other governmental entity, by establishing an owner's association or other person, whether an individual or individuals, in a manner and form that is acceptable to the city. Such improvements may include but are not limited to storm water detention and infiltration basins; buffer yards, landscaping, fencing or walls, and other screening; subdivision signs, directional signs, traffic signs and pavement markings; and on-site lighting.

Section 166.35 Development Application Park Land Dedication.

Amended Subsection 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 and Parks & Trails Master Plan.

Amended Subsection 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 and Parks & Trails Master Plan.

SECTION 2. 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 25th day of September, 2017.

James F. Peters, Mayor

Attest: _____
Jackie Steele, City Clerk

1st Reading 8-28-2017

2nd Reading 9-12-2017

3rd Reading 9-25-2017

I certify that the foregoing was published as Ordinance No. 322 in the Dallas County News on the 5th day of October, 2017.

Jackie Steele, City Clerk

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

166.1 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.

166.2 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.

166.3 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.

166.4 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.

166.5 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.

166.6 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.

166.7 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.

166.8 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.

166.9 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. The standards and details of design contained in sections 166.28 through 166.30 are intended only as minimum requirements and the subdivider should use standards consistent with the site conditions to assure an economical, pleasant, and durable neighborhood. All subdivisions shall conform to the comprehensive plan approved by the Commission and adopted by the Council.

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.~~

1. Before a preliminary plat, final plat or plat of survey shall be considered by the Commission, the applicant or agent shall deposit with the Clerk a fee according to a schedule adopted from time to time by resolution of the Council. The appropriate fees shall be deposited following Council action on the preliminary plat, final plat or plat of survey. In the event that said fees are insufficient to reimburse the City for engineering charges incurred by the City in the examination and review of the preliminary plat, final plat or plat of survey, the subdivider shall be responsible for any additional fees incurred by the City for such engineering charges.

2. In addition to the plat filing fees, the subdivider shall be responsible for just and reasonable costs incurred by the City during the course of construction of the improvements for inspection, testing, or other work deemed necessary by the City to assure proper construction in accordance with the approved construction drawings and applicable standards and ordinances.

3. The City shall annually, by resolution, determine the hourly rate which it shall pay for professional engineering services which shall be deemed to be the maximum rate which may be imposed upon any subdivider during such annual period.

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.

2. Letters of Credit. The owner or developer may submit a letter of credit in lieu of a performance bond for sidewalk and erosion control improvements. Said letter of credit shall be from any approved bank or savings and loan in a form approved by the City Attorney, which letter, among other things, shall comply with the following requirements:

A. Shall run in favor, of the City;

B. Be in an amount determined by the City Administrator and approved by the Mayor and City Council to be sufficient to complete the improvements and installations in compliance with the regulations set forth in this chapter;

C. Be issued by any approved bank or savings and loan association within the County;

D. Specify that, in the event the owner or developer fails to complete the required improvements and installations within one year of the date of the approval of the plat, the bank or other assuring institution, shall pay to the City, upon demand, a sum sufficient to complete said improvements, or the face amount thereof, whichever amount shall be the lesser.

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 the 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. Granular Paving Adjacent to Subdivision.
 - A. A developer may be required to extend or expand existing off-site public infrastructure as necessary to fully improve a proposed subdivision, or the City Council may, at its sole discretion, require a proposed subdivision to be delayed until such extension or expansion can be funded and construction by the city or other governmental entity.
 - B. Costs; responsibilities. Developers shall may be fully responsible for the entire costs of improving all collector and local streets within a subdivision, and for the costs of paving a width of not less than 15.5 feet of roadway along all arterial street frontages by providing a 10-year cash escrow to be held in a city account or by posting surety therefore, and turn lanes that serve or will serve the subdivision whether located within the subdivision or on an arterial street.

10. 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%.

11. 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.

12. 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.

13. 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.

14. 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~~ 130' diameter turn-around at the closed end. Cul-de-sacs are subject to approval by City on project-by-project basis; provide areas designated for snow removal storage from cul-de-sac.

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 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 ~~shall~~ ~~may~~ conform with standard practice, specific plans and standard specifications of the City. All storm drainage piping shall be cleaned, inspected, and tested per standard specifications of the City prior to acceptance.

4. Sanitary Sewers. Sanitary sewers shall be installed for service to each lot according to standard specifications of the City ~~and shall meet the Iowa Department of Natural Resources regulations.~~ The City may require over-sizing of the system to allow greater capacity for future use, and in said event, there shall ~~shall~~ ~~may~~ be an arrangement or an agreement whereby the developer will be reimbursed in a satisfactory manner. ~~Where public water supply and sanitary sewers are reasonably available, the Subdivider shall connect to these systems. Where the public systems are not available, the Subdivider shall indicate the type of water supply and sewage treatment proposed to be provided. The subdivider shall include dry sewers where public sewer system is not available unless this requirement is waived by the City Council. All sewer piping shall be cleaned, inspected, and tested per standard specifications of the City prior to acceptance.~~

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 placed under all new roads may be required unless a geotechnical analysis has been provided to be approved by the Public Works Director shall.~~

C. An appropriate amount of ballast shall also be used when deemed necessary by the Public Works Director.

D. A minimum of ~~six-inch (6")~~ ~~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. **Six-inch (6") concrete driveways.** ~~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 and consistent with the Major Streets Plan:

- A. Arterial Streets* – Thirty-one (31) foot paving back to back of curb.
- B. Collector Streets – Thirty-one (31) ~~Twenty-eight (28)~~ foot paving back to back of curb.
- C. Local or Residential Street – Twenty-nine (29) ~~Twenty-six (26)~~ foot paving back to back of curb.
- D. Cul-de-sac Turn-around – Ninety (90) ~~Eighty (80)~~ foot paving back to back of curb.

*Greater widths may be required. Each situation will be reviewed on a case by case basis.

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 with 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. The subdivider shall provide for the installation of sidewalks along all newly created lots, including sidewalks on adjacent existing streets. Sidewalks shall be built according to the standards and specifications of the City. The subdivider shall indicate in the application for approval of a preliminary or final plat those sidewalks that will be constructed at the time of installation of public improvements, and those that the subdivider would like the Council to defer until a later date. If the Council agrees to defer construction of the sidewalks, sidewalks shall be constructed at the time a principal structure is built upon the adjacent lot or lots or within five (5) years of plat approval, whichever is earlier. Notwithstanding the above, the Council may require the sidewalk's construction at the time adjacent roadway construction takes place or at any other time as noted in the final plat approval. At the time sidewalk construction is required as provided above, such construction shall be completed at the sole cost and expense of the person or entity that owns the property or lot at the time of construction. ~~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.~~

- a) Sidewalks shall be five (5) feet wide and located within the right-of-way with the outer edge one (1) foot from the right-of-way line.
- b) Sidewalks will be installed by developer on streets adjoining the subdivision and having double frontage lots prior to final plat approval. The sidewalks will

be installed on street side that adjoins the subdivision unless waived by the City Council.

~~e) Sidewalks will be indicated on the final plat.~~

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.

14. Developers shall provide for the perpetual maintenance of any and all subdivision improvements that are not dedicated to the city or other governmental entity, by establishing an owner's association or other person, whether an individual or individuals, in a manner and form that is acceptable to the city. Such improvements may include but are not limited to storm water detention and infiltration basins; buffer yards, landscaping, fencing or walls, and other screening; subdivision signs, directional signs, traffic signs and pavement markings; and on-site lighting.

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 **and Parks & Trails Master 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 **and Parks & Trails Master 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.)

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City Street Financial Report

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Cover Sheet

Now therefore let it be resolved that the city council _____ ADEL _____, Iowa
 (City Name)

On _____ 09/25/2017 _____ did hereby approve and adopt the annual
 (month/day/year)

City Street Financial Report from July 1, _____ 2016 _____ to June 30, _____ 2017 _____
 (Year) (Year)

Contact Information

Name	E-mail Address	Street Address	City	ZIP Code
Brittany Sandquist	bsandquist@adeliowa.org	301 S 10th St	Adel	50003
Hours	Phone	Extension	Phone(Alternative)	
8:30 AM to 4:30 PM	515-993-4525		515-993-4525	

Preparer Information

Name	E-mail Address	Phone	Extension
Brittany Sandquist	bsandquist@adeliowa.org	515-993-4525	

Mayor Information

Name	E-mail Address	Street Address	City	ZIP Code
James F. Peters	petersadel@aol.com	301 S 10th St	Adel	50003
Phone	Extension			
515-993-4525				

Resolution Number _____ 17-48 _____

 Signature Mayor

 Signature City Clerk

City Street Financial Report

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Summary Statement Sheet

Column 1 Column 2 Column 3 Column 4
 Road use Other Steeet Street Debt Totals
 Tax Fund Monies

Round Figures to Nearest Dollars

A. BEGINNING BALANCE	Column 1	Column 2	Column 3	Column 4
1. July 1 Balance	\$75,759	\$11,089	\$610,120	\$696,968
2. Adjustments (Note on Explanation Sheet)	\$0	\$0	\$0	\$0
3. Adjusted Balance	\$75,759	\$11,089	\$610,120	\$696,968
B. REVENUES	Column 1	Column 2	Column 3	Column 4
1. Road Use Tax	\$457,097			\$457,097
2. Property Taxes		\$47,428	\$268,080	\$315,508
3. Special Assessments		\$11,687	\$5,247	\$16,934
4. Miscellaneous		\$23,251	\$330,145	\$353,396
5. Proceeds from Bonds, Notes, and Loans		\$0	\$3,935,000	\$3,935,000
6. Interest Earned		\$0	\$0	\$0
7. Total Revenues (Lines B1 thru B6)	\$457,097	\$82,366	\$4,538,472	\$5,077,935
C. Total Funds Available (Line A3 + Line B7)	\$532,856	\$93,455	\$5,148,592	\$5,774,903

Column 1 Column 2 Column 3 Column 4
 Road use Other Steeet Street Debt Totals
 Tax Fund Monies

Round Figures to Nearest Dollars

EXPENSES	Column 1	Column 2	Column 3	Column 4
D. Maintenance	Column 1	Column 2	Column 3	Column 4
1. RoadWay Maintenance	\$237,232	\$67,946	\$0	\$305,178
2. Snow and Ice Removal	\$39,262	\$0	\$0	\$39,262
E. Construction, Reconstruction and Improvements	Column 1	Column 2	Column 3	Column 4
1. Engineering	\$0	\$0	\$35,591	\$35,591
2. Right of Way Purchased	\$0	\$0	\$0	\$0
3. Street/Bridge Construction	\$0	\$0	\$0	\$0
4. Traffic Services	\$10,351	\$509	\$0	\$10,860
F. Administration	Column 1	Column 2	Column 3	Column 4
F. Administration	\$59,698	\$0	\$0	\$59,698
G. Equipment	Column 1	Column 2	Column 3	Column 4
G. Equipment	\$79,476	\$25,000	\$0	\$104,476
H. Miscellaneous	Column 1	Column 2	Column 3	Column 4
H. Miscellaneous		\$0	\$42	\$42
J. street Debt	Column 1	Column 2	Column 3	Column 4
1. Bonds, Notes and Loans -Principal Paid	\$0	\$0	\$2,555,000	\$2,555,000
2. Bonds, Notes and Loans - Interest Paid	\$0	\$0	\$106,649	\$106,649
TOTALS	Column 1	Column 2	Column 3	Column 4
K. Total Expenses (Lines D thru J)	\$426,019	\$93,455	\$2,697,282	\$3,216,756
L. Ending Balance (Line C-K)	\$106,837	\$0	\$2,451,310	\$2,558,147
M. Total Funds Accounted For (K + L = C)	\$532,856	\$93,455	\$5,148,592	\$5,774,903

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Miscellaneous Revenues and Expenses Sheet

Code Number and Itemization of Miscellaneous Revenues (Line B4 on the Summary Statement Sheet)(See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt
195---Tax Increment Financing (TIF)	\$0.00	\$330,145.00
115---Other Governments (misc.)	\$735.00	\$0.00
193---Fines & Fees	\$6,540.00	\$0.00
116---Other Cities	\$6,240.00	\$0.00
180---Receipts From Sales	\$5,000.00	\$0.00
170---Reimbursements (misc.)	\$2,836.00	\$0.00
112---Utility Revenue	\$1,900.00	\$0.00
Line B4 Totals	\$23,251.00	\$330,145.00

Code Number and Itemization of Miscellaneous Expenses (Line H on the Summary Statement Sheet) "On street" parking expenses, street maintenance, buildings, insurance, administrative costs for printing, legal fees, bond fees etc. (See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt
240---Administrative Costs (Printing, Legal Fees, etc.)	\$0.00	\$42.00
Line H Totals	\$0.00	\$42.00

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Bonds, Notes and Loans Sheet

New Bond ?	Debt Type	Debt Purpose	DOT Use Only	Issue Date	Issue Amount	% Related to Street	Year Due	Principal Balance as of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance as of 6/30
<input type="checkbox"/>	General Obligation	Paving & Construction	307	09/27/2011	\$2,325,000	100	2031	\$2,160,000	\$2,160,000	\$72,224	\$2,160,000	\$72,224	\$0
<input type="checkbox"/>	General Obligation	Paving & Construction	309	09/27/2011	\$1,740,000	100	2018	\$450,000	\$275,000	\$7,725	\$275,000	\$7,725	\$175,000
<input type="checkbox"/>	General Obligation	Paving & Construction	310	08/08/2012	\$1,130,000	100	2021	\$890,000	\$120,000	\$26,700	\$120,000	\$26,700	\$770,000
<input checked="" type="checkbox"/>	General Obligation	Paving & Construction	311	06/28/2017	\$3,935,000	100	2032	\$3,935,000	\$0	\$0	\$0	\$0	\$3,935,000
New Bond Totals					\$3,935,000	\$3,935,000	Totals	\$7,435,000	\$2,555,000	\$106,649	\$2,555,000	\$106,649	\$4,880,000

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Project Final Costs Sheet

For construction, reconstruction, and improvement projects with costs equal to or greater than 90% of the bid threshold in effect as the beginning of the fiscal year.

Check here if there are no entities for this year

Project Final Costs Sheet (Section A)

1. Project Number	2. Estimated Cost	3. Project Type	4. Public Letting?	5. Location/Project Description (limits, length, size of structure)
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Project Final Costs Sheet (Section B)

1. Project Number	6. Contractor Name	7. Contract Price	8. Additions/Deductions	9. Labor	10. Equipment	11. Materials	12. Overhead	13. Total
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Road/Street Equipment Inventory Sheet

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost	/Unit	6. Rental Cost	/Unit	7. Used On Project (this FY?)	8. Status
	2007	Tractor-MF 1552-4WD	\$21,000	\$0		\$0		No	NOCH
	2015	International Dump Truck	\$166,087	\$0		\$0		No	NOCH
	2016	Chevy Silverado 2500 HD	\$30,939	\$0		\$0		No	NOCH
	2009	International Dump Truck	\$35,729	\$0		\$0		No	NOCH
	2004	Ford truck	\$19,871	\$0		\$0		No	NOCH
	2001	Freightliner Street Sweeper	\$70,000	\$0		\$0		No	SOLD
	2004	Bobcat Skidloader	\$30,394	\$0		\$0		No	NOCH
	2005	International Dump Truck	\$64,557	\$0		\$0		No	NOCH
	1999	International Dump Truck-4700	\$39,696	\$0		\$0		No	NOCH
	1977	John Deere Grader 770A	\$29,000	\$0		\$0		No	NOCH
	1996	Dodge 1 Ton Truck	\$22,771	\$0		\$0		No	NOCH
	2008	Case Backhoe 580 SM	\$34,907	\$0		\$0		No	NOCH
	2010	John Deere 444K Loader	\$91,000	\$0		\$0		No	NOCH
	2013	Gravely PT 472 Mower 72"	\$6,107	\$0		\$0		No	NOCH
	2013	Gravely PT 472 Mower 72"	\$6,107	\$0		\$0		No	NOCH
	2013	Gravely PT 460 Mower 60"	\$6,107	\$0		\$0		No	NOCH
	2006	JLG Lift	\$29,153	\$0		\$0		No	NOCH
	2014	Ford F150	\$19,989	\$0		\$0		No	NOCH
	2016	Kubota Mower/Snowblower	\$33,013	\$0		\$0		No	NEW

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Road/Street Equipment Inventory Sheet

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost	/Unit	6. Rental Cost	/Unit	7. Used On Project this FY?	8. Status
	2017	Ford Escape SE	\$22,098	\$0		\$0		No	NEW
	2010	Freightliner Street Sweeper	\$100,000	\$0		\$0		No	NEW



Form 517007 (5-2017)
Office of Local Systems
Ames, IA 50010

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Explanation Sheet

Comments

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Monthly Payment Sheet

Month	Road Use tax Payments
July	\$34,266.87
August	\$50,353.90
September	\$47,484.82
October	\$36,603.97
November	\$41,075.70
December	\$34,046.28
January	\$41,088.03
February	\$42,985.13
March	\$36,289.08
April	\$25,789.64
May	\$28,952.39
June	\$38,161.21
Totals	\$457,097.02



City of Adel

P.O. Box 248
301 S. 10th Street
Adel, Iowa 50003

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F: (515) 993-4527
www.adeliowa.org

September 19, 2017

Elaine L. Chao
Secretary of Transportation
U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington D.C. 20590

RE: Letter of Support – Des Moines Area Metropolitan Planning Organization Infrastructure for Rebuilding America Grant Application

Dear Secretary Chao,

The Des Moines Area Transload Facility project is vital to the transportation and economy of the Greater Des Moines region with global reaching impacts. The project includes the construction of a transloading facility on the east side of the City of Des Moines. This facility, which will have access to three Class I railroads and one Class II railroad, will provide a vital connection between Central Iowa and our coastal ports. As transloading opportunities are currently lacking in Central Iowa, major businesses within the region have indicated that they would utilize such a facility. The facility would spur additional development from businesses that desire to export and import goods via rail.

The development of the Des Moines Transload Facility aligns closely with the goals and performance measures of Mobilizing Tomorrow, the region's long-range transportation plan. Specifically, those goals relate to reducing congestion on roadways and providing alternative freight transportation options to shippers in the region. The Des Moines Transload Facility supports these goals by improving the safety of our roads and strengthening the regional economy.

Based on the factors listed above, the City of Adel offers this letter of support for the Des Moines Area Metropolitan Planning Organization application for funding and encourages your favorable consideration of this application.

Sincerely,

James F. Peters
Mayor



City of Adel

P.O. Box 248
301 S. 10th Street
Adel, Iowa 50003

P: (515) 993-4525
F: (515) 993-4527
www.adeliowa.org

September 19, 2017

Elaine L. Chao
Secretary of Transportation
U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington D.C. 20590

RE: Letter of Support – Des Moines Area Metropolitan Planning Organization TIGER Grant Application

Dear Secretary Chao,

The Des Moines Area Transload Facility project is vital to the transportation and economy of the Greater Des Moines region with global reaching impacts. The project includes the construction of a transloading facility on the east side of the City of Des Moines. This facility, which will have access to three Class I railroads and one Class II railroad, will provide a vital connection between Central Iowa and our coastal ports. Transloading opportunities are currently lacking in Central Iowa and major businesses within the region have indicated that they would utilize such a facility. The facility would spur additional development from businesses that desire to export and import goods via rail.

The development of the Des Moines Transload Facility aligns closely with the goals and performance measures of Mobilizing Tomorrow, the region's long-range transportation plan. Specifically, these goals relate to reducing congestion on roadways and providing alternative freight transportation options to shippers in the region. The Des Moines Transload Facility supports these goals by improving the safety of our roads and strengthening the regional economy.

Based on the factors listed above, the City of Adel offers this letter of support for the Des Moines Area Metropolitan Planning Organization application for funding and encourages your favorable consideration of this application.

Sincerely,

James F. Peters
Mayor