



**STREET COMMITTEE AGENDA**  
**Adel City Hall, 301 S. 10<sup>th</sup> Street, Adel, IA 50003**  
*Tuesday, March 3, 2020 at 6:45 p.m.*

**NEW BUSINESS**

- a) February 4, 2020 Minutes
- b) Draft Resolution on Parks, Trails, and Island Park
- c) Proposed HWY 169 Growth & Safety Projects
- d) Street Prioritization
- e) Parking Issues on S. 6<sup>th</sup> Street between Main and Prairie
- f) ADA Compliance Transition Plan

**OTHER BUSINESS**

**ADJOURNMENT**

**Street Committee**  
**February 4, 2020 – Meeting Minutes**

The City of Adel's Street Committee met in the council chambers at Adel City Hall. Christensen called the meeting to order at 6:04 p.m. Members Present: Christensen, Miller, and Selby. Others Present: Council Members McAdon and Ockerman, City Administrator Brown, Public Works Director Overton, and McClure Engineering rep. Schug.

**NEW BUSINESS**

**a) December 3, 2019 Minutes**

Miller moved, seconded by Selby, to approve the minutes. Motion carried unanimously.

**b) Proposed HWY 169 Growth & Safety Projects**

Overton briefed the committee on the City's conference call last month with the DOT. The DOT provided some information that will need to be reviewed further. The committee agreed that more details will be needed before any decisions can be made.

**c) Street Prioritization**

Brown provided an overview of all discussed projects and how they relate to PFM's debt service model for the City. After the HWY 169 project, which still has a tentative start date, the model shows four major debt service projects between now and 2030.

Brown stated that there are approximately \$14 million in street projects (i.e., reconstruction, paving, and overlays) excluding than the HWY 169 Project. In addition, the City is considering several projects unrelated to streets. Therefore, unless the City's debt capacity grows significantly, the City will have room for only a few street projects to 2030.

Brown stated his tentative prioritization list: HWY 169, Rapids Street, Court Street, Meadow Road, Old Portland Road, 288<sup>th</sup> Trail, and 289<sup>th</sup> Place. Other overlay projects could be done each year with RUT funds.

Ockerman stated that a place for 289<sup>th</sup> Place should be included in the new comprehensive plan. Christensen stated that we should maintain the streets we already have and focus on economic growth. Selby stated that overlays are quick wins.

Christensen asked Brown and Overton to develop an updated Streets CIP list to reflect the discussion.

**d) ADA Compliance Transition Plan and Coordinator**

Brown provided an overview and will review further in the coming months.

**ADJOURNMENT – 7:32 p.m.**

Respectfully submitted: Anthony Brown, City Administrator

Whereas the residents and City Council of the City of Adel support a strong trails and parks system as an integral part of quality of life, and that Island Park is part of this trails and parks system.

Whereas Island Park has experienced severe damage due to flooding in the past several seasons, and as a result the City Council has acted to indefinitely close the camping facilities at this park.

Whereas due to the damage, a significant investment will be required to rehabilitate much of Island Park to a properly usable state, and that little funding is currently available through FEMA or within the existing city budget.

Therefore the City Council of the City of Adel hereby directs city staff and the Parks and Recreation Board, in cooperation with interested residents and community organizations, to create a redevelopment plan and timeline for Island Park, including potential private and/or public funding sources, by December 31, 2020 for consideration.

DRAFT

# City of Adel 2020-2030 Streets Capital Improvement Plan

## Top Reconstruction & Paving Priorities

Street	Type/Area/Length	Estimated Cost
1. Nile Kinnick Drive South	Urbanization	\$6,232,500
2. Rapids Street	See below	\$2,198,984
3. Meadow Road	Paving	\$4,117,476
4. Court Street	See below	\$1,525,417
5. Miscellaneous Brick Streets	See below	
6. Old Portland Road	Paving	
7. 288th Trail	Paving	\$2,310,203
8. 289th Place	Extension	\$2,739,921
<b>TOTAL ESTIMATED COST:</b>		<b>\$19,124,501</b>

## Phase One

Street	Type/Area/Length	Estimated Cost
Cottage St.	HMA Overlay / S. 4th to 5th	
N. 6th	HMA Overlay / Main to Rapids	\$115,862
N. 16th	HMA Overlay / Grove to Rapids	
N. 17th	HMA Overlay / Grove to Rapids	
Rapids	HMA Overlay / N. 16th to 19th	
Grove	HMA Overlay / N. 16th to 19th	
Aspen	HMA Overlay / S. 14th to 16th	\$109,940

## Phase Two

Street	Type/Area/Length	Estimated Cost
Cedar	HMA Overlay / S. 14th to 16th	
Maple	HMA Overlay / S. 14th to 16th	
S. 14th	HMA Overlay / Penoch past Beverly Cir.	<b>\$187,329</b>
Sandra	HMA Overlay / Cul-de-sac	
Lynne	HMA Overlay & Subdrain / Cul-de-sac	
Janet	HMA Overlay / Cul-de-sac	
S. 16th	HMA Overlay / Greene to Horse N Buggy	\$41,773
S. 16th	HMA Overlay / Hy Vue to Cedar	\$131,238

*This document is for planning purposes only and is subject to change.  
For top projects, use PFM's debt service model to fit them in. For overlays, use extra RUT funding every year.*

# City of Adel 2020-2030 Streets Capital Improvement Plan

## Phase Three

Street	Type/Area/Length	Estimated Cost
Greenwood Hills Dr.	HMA Overlay / 169 to bank	
Bryan	HMA Overlay / 169 to S. 10th	
S. 9th	HMA Overlay / Greene to trail	
S. 8th	HMA Overlay / Bryan to trail	
Cottage	HMA Overlay / 169 to S. 10th	
S. 10th	HMA Overlay / Greenwood Hills Dr. to trail	

## Phase Four

Street	Type/Area/Length	Estimated Cost
N. 14th	HMA Overlay / Locust to north	
S. 14th	HMA Overlay Concrete C&G / Prairie to Greene	
Prairie	HMA Overlay / S. 11th to 18th	
290th	Concrete or Asphalt / Brickyard to Visions	\$57,413
Horse N Buggy	HMA Overlay / S. 14th to 16th	
Pleasant	HMA Overlay / S. 16th to Hy Vue	
N. 9th	Court to Park	

## CIRTPA Projects

Street	Type/Area/Length	Estimated Cost
Grove	Mill or HMA Overlay / 169 to N. 15th	
N. 15th	HMA Overlay / Locust to bridge	
Greene	HMA Overlay / 169 to western City limits	

## Brick Streets

Street	Type/Area/Length	Estimated Cost
Rapids	Reconstruction / N. 9th to 15th / water, sewer, and storm	
Court	Reconstruction / N. 10th to 15th / sewer and storm	
Main	Reconstruction / 169 to 5th	
Court	Reconstruction / 169 to N. 7th	
6th	Reconstruction / Main to trail	
5th	Reconstruction / Main to trail	

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# City of Adel 2020-2030 Streets Capital Improvement Plan

**Total Estimated Cost Of All Projects: \$19,768,056**

## Completed Projects (as of FY19-20)

Street	Type/Area/Length	Former Phase
Cottage (Nile Kinnick Drive to S. 5th)	HMA Overlay 944 lf.	Phase Two
Hy Vue (S. 14th to one block east)	HMA Overlay 370 lf.	Phase One
S. 11th (Greene to Sundance)	HMA Overlay 1,016 lf.	Phase Five
S. 19th (Greene to Horse N Buggy)	HMA Overlay 297 lf.	Phase Five
S. 14th (Greene to Penoch)	HMA Overlay 2,398 lf.	Phase One
Intersection at Greene and Visions	Patching	Phase Three



# REGION XII

## COUNCIL OF GOVERNMENTS

**Address:**

1009 East Anthony Street  
P.O. Box 768  
Carroll, IA 51401

**Phone:** 712-792-9914**Fax:** 712-792-1751**Website:** [www.region12cog.org](http://www.region12cog.org)**Staff Contact Information:**

Richard Hunsaker, Executive Director – [rhunsaker@region12cog.org](mailto:rhunsaker@region12cog.org)

Chris Whitaker, Local Assistance Director – [cwhitaker@region12cog.org](mailto:cwhitaker@region12cog.org)

Lauren Subler, Economic Development Planner II – [lsubler@region12cog.org](mailto:lsubler@region12cog.org)

Freddy Vasquez, Regional Planner – [fvasquez@region12cog.org](mailto:fvasquez@region12cog.org)

Alex Foley, Regional Planner – [afoley@region12cog.org](mailto:afoley@region12cog.org)

Region XII Council of Governments was established in 1973 and serves primarily six counties in west central Iowa including Audubon, Carroll, Crawford, Greene, Guthrie, and Sac as well as the Cities of Adel, Perry and Redfield in Dallas County and Ogden in Boone County. Region XII provides a variety of community development services and also provides transit services through Western Iowa Transit (WIT). The staff of 60+ full and part-time employees includes three planners. A list of Region XII's services within local assistance is given below.

- Comprehensive Planning
- Geographic Information Systems/Mapping
- Zoning Ordinances
- Subdivision Ordinances
- Housing Planning & Assessment
- Housing Rehabilitation & Development
- Environmental Planning & Assessment
- Public Participation
- Economic Development
- Transportation Planning
- Community Development Planning
- Survey Implementation & Analysis
- Grant Writing and Administration
- Urban Renewal Planning and Tax Increment Financing
- Annexation Studies
- Historical Preservation
- Parks and Recreation Planning
- Hazard Mitigation Planning

Region XII COG is pleased to provide the City of Adel with a proposal to complete an ADA Transition Plan. With 45 years of experience in this field and having completed numerous transportation plans and studies, we feel that we are qualified to provide the services you are requesting.

## SCOPE OF WORK

Overall, we believe that the development of the Adel ADA Transition Plan will require approximately 3-6 months. The length of this schedule is such that it will allow for adequate time to collect inventory data and solicit the requisite public input. Region XII would propose an approximate project start date of May 2020 depending upon contract approval.

Below is an approximate schedule that Region XII has proposed for the planning process.

### *Contract Approval with the City (1 meeting)*

This meeting will consist of Region XII meeting with the City to secure the project contract and discuss the expectations of the project.

### *Project Kick-off Meeting (1 meeting)*

The project kick-off meeting will introduce key staff and identify issues with ADA compliance with sidewalks and trails in the city. Region XII staff will explain the responsibilities of those involved with the process as well as the project timeline.

### *Sidewalk and Trail Curb Ramp Inventory*

COG staff will inventory the sidewalks and any trails in the city and document their condition and compliance with ADA standards. This information will serve as the main data for developing a strategy for ADA compliance for sidewalk and curb ramps within the city.

### *Summary of Findings (1 meeting)*

This assessment will provide the city staff staff and elected officials with a summary of findings of the sidewalk inventory including the number of non-compliance curb ramps on city sidewalks and trails.

### *Draft ADA Transition Plan Review (1 meeting)*

Region XII will present a draft of the plan for review.

### *Plan Adoption (1 meeting)*

Region XII will present the final plan for review and adoption by the City Council.

Region XII will utilize its mapping software to provide visual aid throughout the document. We currently use ArcGIS 10.3 geographic information systems software. The GIS software would be utilized to depict existing inventories of sidewalks and curb crossings, as well as for other mapping purposes during the data gathering phase.



## **PROJECT MANAGEMENT**

Local Assistance Director, Chris Whitaker will be the lead person assigned to work with Adel to prepare the ADA Transition Plan. Mr. Whitaker has been with Region XII COG since 1998 and has worked on numerous transportation plans and studies since joining the COG. Additionally, Freddy Vasquez, Regional Planner will assist with the planning process. Mr. Vasquez recently started with the COG and has experience working on various comprehensive plans, GIS projects, and housing needs assessments. A planning intern will be utilized to complete the sidewalk assessment and inventory data collection.

Richard Hunsaker, Executive Director, will assist and manage the overall project as necessary.

## **REFERENCES**

Dawn Meyer, City Administrator  
City of Manning  
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Manning, IA 51455  
(712) 263-3143  
[dawn@mmctsui.com](mailto:dawn@mmctsui.com)

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## **PROPOSED FEE**

Region XII proposes the following lump sum fee and would provide 10 copies of the plan and an electronic (pdf) version of the document.

- Lump sum fee of \$3,000.