



**ADEL CITY COUNCIL AGENDA**  
*Tuesday, August 11, 2020 at 6:00 p.m.*

**Due to public health concerns related to COVID-19, and as authorized by emergency proclamation of the Governor of the State of Iowa, this meeting of the City Council will be conducted electronically, pursuant to Iowa Code Section 21.8, as holding the meeting in person is impossible or impractical. Interested persons may attend or participate in the meeting by the following methods:**

**1. Join by videoconference: <https://bit.ly/2WH3StM>**

**2. Join by phone: (515) 478-3549  
Conference ID: 618 124 794#**

**PUBLIC HEARING**

1. Proposal to Convey Real Property to Elmwood Real Estate, LLC (i.e., sale of City land in Kinnick Feller Park to Restoration Harmony)
2. Proposal to Lease Real Property to Satellite Center, LLC (i.e., for south water tower wireless internet)

**COMMENTS FROM THE PUBLIC**

**CONSENT AGENDA**

- a) Consider Approval of City Council Minutes Dated July 27, 2020
- b) Consider Approval of July Bills and July 31, 2020 Treasurer's Report
- c) Consider Approval of Ahlers & Cooney, P.C. July 2020 Invoice to be Applied to Retainer
- d) Consider Approval of Pay Application #12 – Phase 1 Improvements – Water Treatment Plant
- e) Consider Approval of Class E Liquor License (LE), Class B Wine Permit, Class C Beer Permit (Carryout Beer) with Sunday Sales for Casey's General Store #3826
- f) Consider Approval of Class E Liquor License (LE), Class B Wine Permit, Class C Beer Permit (Carryout Beer) with Sunday Sales for Casey's General Store #1680
- g) Consider Approval of Engagement Agreement with Ahlers & Cooney, P.C. for Voluntary Annexation within an Urbanized Area
- h) Consider Approval of Resolution No. 20-77, Street Closures for Timberview West Block Party

**DEPARTMENT HEAD REPORT**

1. COVID-19 Pandemic – City's Operational Changes and Efforts
2. 2020 Census Update

**OLD BUSINESS**

- a) Consider Project Bids and Approval of Resolution No. 20-69, Designating Low Bidder on The Public Improvement Project Designated Wastewater System Improvements, Wastewater Treatment Plant Improvements 2019

- b) Consider Approval of Resolution No. 20-70, Resolution Making Award of Construction Contract – Wastewater Systems Improvements, Wastewater Treatment Plant Improvements 2019

## **NEW BUSINESS**

- a) Consider Approval of Resolution No. 20-71, Approving and Authorizing the Conveyance of Real Property to Elmwood Real Estate, LLC
- b) Consider Approval of Resolution No. 20-72, Approving and Authorizing the Lease of Real Property to Satellite Center, LLC
- c) Discussion / Possible Action regarding HIRTA's FY20-21 Funding Request of \$7,364
- d) Discussion / Possible Action regarding Dallas Center Annexation Moratorium Agreement, including Setting a Public Hearing for Tuesday, October 13, 2020 at 6:00 p.m.
- e) Consider Approval of Pay Application #8 Final - Raw Water Transmission Main
- f) Consider Approval of Resolution No. 20-73, Accepting Phase 1 – Part B Section 1 Raw Water Transmission Main
- g) Consider Approval of Pay Application #4 Final - Well 5 & 6 Drilling
- h) Consider Approval of Resolution No. 20-74, Accepting Phase 1 – Part B Sections 2 & 3 - Wells 5 & 6 Drilling and Site Work
- i) Consider Approval of Resolution No. 20-75, Directing the Sale and Delivery Of \$4,713,000 Water Revenue Capital Loan Notes Anticipation Project Note, Series 2020c, For Payment of Project Costs of the Water System Project
- j) Consider Approval of and Filing the Form of Tax Exemption Certificate for the Water System Project
- k) Consider Approval of Resolution No. 20-76, Authorizing the Issuance of \$4,713,000 Water Revenue Capital Loan Notes Anticipation Project Note, Series 2020c
- l) Consider Approval of Ordinance No. 357, Amending the Code of Ordinances of the City of Adel, Iowa, By Amending Provisions Pertaining to Tobacco Use – First Reading
- m) Consider Approval of Ordinance No. 358, Amending the Code of Ordinances of the City of Adel, Iowa, By Amending Provisions Pertaining to Animal Control – First Reading
- n) Discussion / Possible Action on Resolution No. 20-61, Appointing A Representative to The Central Iowa Regional Housing Authority Board of Directors for A Three-Year Term

## **OTHER BUSINESS**

## **ADJOURNMENT**



## **ADEL CITY COUNCIL AGENDA**

*Tuesday, August 11, 2020 at 6:00 p.m.*

**Due to public health concerns related to COVID-19, and as authorized by emergency proclamation of the Governor of the State of Iowa, this meeting of the City Council will be conducted electronically, pursuant to Iowa Code Section 21.8, as holding the meeting in person is impossible or impractical. Interested persons may attend or participate in the meeting by the following methods:**

- 1. Join by videoconference: <https://bit.ly/2WH3StM>**
- 2. Join by phone: (515) 478-3549  
Conference ID: 618 124 794#**

### **PUBLIC HEARING**

- 1. Proposal to Convey Real Property to Elmwood Real Estate, LLC (i.e., sale of City land in Kinnick Feller Park to Restoration Harmony)**

This public hearing considers a purchase agreement for the proposed sale of City land in Kinnick Feller Park to Elmwood Real Estate, LLC (i.e., Dave and Angela Schrad of Restoration Harmony). The land is located under and around their building at 1015 Riverside Drive. The purchase price is \$22,000 based on a City-obtained appraisal. The purchase agreement, which considers several protections and easements to preserve the park atmosphere, is included under the relevant New Business item in the packet. As of Thursday, August 6 at 2:00 p.m., no written or oral comments have been received.

- 2. Proposal to Lease Real Property to Satellite Center, LLC (i.e., for south water tower wireless internet)**

This public hearing considers the proposed lease of the City's south water tower for a wireless internet service for Satellite Center, LLC (i.e., Todd Chapman). The lease agreement is included under the relevant New Business item in the packet. As of Thursday, August 6 at 2:00 p.m., no written or oral comments have been received.

### **COMMENTS FROM THE PUBLIC**

### **CONSENT AGENDA**

If a council member would like to discuss a consent agenda item, it may be pulled from the consent agenda upon request. City staff is recommending approval of the entire consent agenda.

- a) Consider Approval of City Council Minutes Dated July 27, 2020**
- b) Consider Approval of July Bills and July 31, 2020 Treasurer's Report**
- c) Consider Approval of Ahlers & Cooney, P.C. July 2020 Invoice to be Applied to Retainer**

8/6/2020 2:29:09 PM

- d) Consider Approval of Pay Application #12 – Phase 1 Improvements – Water Treatment Plant
- e) Consider Approval of Class E Liquor License (LE), Class B Wine Permit, Class C Beer Permit (Carryout Beer) with Sunday Sales for Casey’s General Store #3826
- f) Consider Approval of Class E Liquor License (LE), Class B Wine Permit, Class C Beer Permit (Carryout Beer) with Sunday Sales for Casey’s General Store #1680
- g) Consider Approval of Engagement Agreement with Ahlers & Cooney, P.C. for Voluntary Annexation within an Urbanized Area

**DEPARTMENT HEAD REPORT**

1. COVID-19 Pandemic – City’s Operational Changes and Efforts

The latest information and updates on the City’s response to COVID-19 can be found online at <https://adeliowa.org/2020/03/coronavirus-information/>

2. 2020 Census Update

Since March, the U.S. Census Bureau has been conducting the 2020 Census. As of August 4, the City’s self-response rate was 75.2%. While this rate is encouraging, the City’s 2010 rate was 77.1%. The 2020 Census is an incredibly important tool that will directly benefit citizens at the local and state levels for the next ten years. It is critical for Adel to have an accurate count, especially given the significant growth since 2011. For example, if the City reaches a population of 5,000, the City’s Road Use Tax Funding could increase by \$164,750 per year (i.e., an approximately 36% increase). The council packet includes details on the 2020 Census. More information is available online at <https://adeliowa.org/2020/02/2020-census/>

**OLD BUSINESS**

- a) Consider Project Bids and Approval of Resolution No. 20-69, Designating Low Bidder on The Public Improvement Project Designated Wastewater System Improvements, Wastewater Treatment Plant Improvements 2019

This resolution considers designating the low bidder for the Wastewater Treatment Plant project. The bid opening was conducted on July 21. This item was deferred from the July 27 council meeting so that McClure, Ahlers & Cooney, and USDA-RD could complete their review. McClure’s letter of recommendation and award designates Woodruff Construction, LLC as the lowest responsive, responsible bidder for \$13,993,250. More details will be available at the meeting.

- b) Consider Approval of Resolution No. 20-70, Resolution Making Award of Construction Contract – Wastewater Systems Improvements, Wastewater Treatment Plant Improvements 2019

This resolution considers making the award of the Wastewater Treatment Plant project. Based on McClure’s letter of recommendation and award and based upon the action taken in the preceding item, Woodruff Construction, LLC would be considered for the award of the project. More details will be available at the meeting.

**NEW BUSINESS**

- a) Consider Approval of Resolution No. 20-71, Approving and Authorizing the Conveyance of Real Property to Elmwood Real Estate, LLC

This resolution considers a purchase agreement for the proposed sale of City land in Kinnick Feller park to Elmwood Real Estate, LLC (i.e., Dave and Angela Schrad of Restoration Harmony). The public hearing for this item was held earlier in the meeting. The land is located under and around their building at 1015 Riverside Drive. The purchase price is \$22,000, which is based on a City-obtained appraisal.

The purchase agreement has several protections for the City, including a right of first refusal, provisions about fences and trees, and several easements. The protections attempt to preserve the atmosphere of the park. If approved, the closing would occur on or before September 15.

After this process has been completed, the City would work to rezone the property as C-2 (Business & Neighborhood Commercial) to reflect the current and proposed uses. Action by the Board of Adjustment may be necessary for some uses. City staff is recommending approval.

b) Consider Approval of Resolution No. 20-72, Approving and Authorizing the Lease of Real Property to Satellite Center, LLC

This resolution considers a lease agreement with Satellite Center, LLC (i.e., Todd Chapman) for a wireless interest lease on the City's south water tower. The public hearing for this item was held earlier in the meeting. The City's existing wireless leases were reviewed before developing this proposed lease. The starting lease rate is \$595 per month. The term is three years, with an additional four three-year renewals. Along with City staff, McClure will provide oversight of the installation process. City staff is recommending approval.

c) Discussion / Possible Action regarding HIRTA's FY20-21 Funding Request of \$7,364

This item considers appropriating HIRTA's FY20-21 funding request of \$7,364, which is \$2.00 per capita based on the City's 2010 Census. The council included this amount in its FY20-21 Budget but asked for additional financial details before finalizing the payment. The council packet includes the request and HIRTA's 2021 And Beyond business plan.

d) Discussion / Possible Action regarding Dallas Center Annexation Moratorium Agreement, including Setting a Public Hearing for Tuesday, October 13, 2020 at 6:00 p.m.

This item considers discussion of the proposed annexation moratorium agreement with the City of Dallas Center and possibly setting a public hearing for the October 13 council meeting. The cities were a part of the same agreement from 2009 – 2019. The proposed terms would be effectively the same except for a revised 28E provision required by the State. The City of Dallas Center is meeting on August 11 to consider similar action. City staff is recommending approval of setting the public hearing for Tuesday, October 13 at 6:00 p.m.

e) Consider Approval of Pay Application #8 Final - Raw Water Transmission Main

This item considers approval of the final pay application for the Raw Water Transmission Main. McClure and City staff have confirmed that all punch list items have been completed. City staff is recommending approval.

f) Consider Approval of Resolution No. 20-73, Accepting Phase 1 – Part B Section 1 Raw Water Transmission Main

This resolution considers accepting the Raw Water Transmission Main project. Action on this resolution is based on the preceding item. City staff is recommending approval.

g) Consider Approval of Pay Application #4 Final - Well 5 & 6 Drilling

This item considers approval of the final pay application for the Wells 5 & 6 Drilling work. McClure and City staff have confirmed that all punch list items have been completed. City staff is recommending approval.

h) Consider Approval of Resolution No. 20-74, Accepting Phase 1 – Part B Sections 2 & 3 - Wells 5 & 6 Drilling and Site Work

This resolution considers accepting the Wells 5 & 6 Drilling work. Action on this resolution is based on the preceding item. City staff is recommending approval.

i) Consider Approval of Resolution No. 20-75, Directing the Sale and Delivery Of \$4,713,000 Water Revenue Capital Loan Notes Anticipation Project Note, Series 2020c, For Payment of Project Costs of the Water System Project

This resolution considers directing the sale and delivery of the \$4,713,000 loan for the Phase 2 Water Projects (i.e., Ground Storage Reservoir, High Service Pump, and High Zone Water Main). The interim financing for this loan will be provided by CoBank. Several related actions will be considered following this item. City staff is recommending approval.

j) Consider Approval of and Filing the Form of Tax Exemption Certificate for the Water System Project

This item considers approval of and filing the tax exemption certificate for the Phase 2 Water Projects. Related actions will be considered before and after this item. City staff is recommending approval.

k) Consider Approval of Resolution No. 20-76, Authorizing the Issuance of \$4,713,000 Water Revenue Capital Loan Notes Anticipation Project Note, Series 2020c

This resolution considers the issuance of the \$4,713,000 loan for the Phase 2 Water Projects. Several related actions will be considered before this item. City staff is recommending approval.

l) Consider Approval of Ordinance No. 357, Amending the Code of Ordinances of the City of Adel, Iowa, By Amending Provisions Pertaining to Tobacco Use – First Reading

This ordinance considers modifications pertaining to tobacco use to comply with recent State Code changes. City Attorney Kristine Stone has reviewed the changes. City staff is recommending approval of the first reading and is supportive of waiving the second and third readings.

m) Consider Approval of Ordinance No. 358, Amending the Code of Ordinances of the City of Adel, Iowa, By Amending Provisions Pertaining to Animal Control – First Reading

This ordinance considers modifications pertaining to animal control to comply with recent State Code changes. City Attorney Kristine Stone has reviewed the changes. City staff is recommending approval of the first reading and is supportive of waiving the second and third readings.

n) Discussion / Possible Action on Resolution No. 20-61, Appointing A Representative to The Central Iowa Regional Housing Authority Board of Directors for A Three-Year Term

As of August 6 at 2:00 p.m., no applications have been received.

**OTHER BUSINESS / ADJOURNMENT**

NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF  
THE CITY OF ADEL IN THE STATE OF IOWA, ON THE  
MATTER OF THE PROPOSAL TO CONVEY REAL  
PROPERTY TO ELMWOOD REAL ESTATE, LLC, AND THE  
HEARING THEREON

PUBLIC NOTICE is hereby given that the Council of the City of Adel in the State of Iowa, will hold a public hearing at its meeting on August 11, 2020, at 6:00 P.M., at which meeting the Council proposes to take action on the proposal to convey certain real property to Elmwood Real Estate, LLC (the "Buyer") under the terms of a proposed purchase agreement (the "Agreement"), which property is legally described as follows:

BEING A PART OF OUTLOTS 16 AND 17 OF THE ORIGINAL TOWN PLAT OF ADEL, AND PART OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 29, TOWNSHIP 79 NORTH, RANGE 27 WEST OF THE FIFTH PRINCIPAL MERIDIAN, ALL FORMING A PART OF THE CITY OF ADEL, COUNTY OF DALLAS, STATE OF IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF LOT 7 OF PARKVIEW PLACE, AN OFFICIAL PLAT AS RECORDED IN DALLAS COUNTY RECORDS BOOK 2 PAGE 129; THENCE N89°43'50"E, 18.92 FEET; THENCE N03°01'38"E, 8.64 FEET; THENCE N88°48'48"E, 8.54 FEET; THENCE N00°11'10"W, 81.35 FEET; THENCE N79°31'16"W, 66.52 FEET; THENCE 86°11'20"W, 227.13 FEET; THENCE S00°11'10"E, 118.68 FEET TO THE NORTHWEST CORNER OF LOT 9 OF SAID PARKVIEW PLACE; THENCE ALONG THE NORTH LINE OF SAID PARKVIEW PLACE N89°43'50"E, 264.00 FEET TO THE POINT OF BEGINNING; DESCRIBED PARCEL CONTAINING 31,278 SQUARE FEET AND BEING SUBJECT TO EASEMENT AND RESTRICTIONS OF RECORD.

Due to public health concerns related to COVID-19, this meeting of the City Council may have an in-person attendance option, or may only be conducted electronically, pursuant to Iowa Code Section 21.8, if holding the meeting in person is impossible or impractical. The public may access the meeting electronically in the manners specified below:

Videoconference: <https://bit.ly/2WH3StM>

Phone: (515) 478-3549

Conference ID: 618 124 794#

Pursuant to the terms of the Agreement, the City would sell the above-described Property to the Buyer for \$22,000, subject to terms and conditions set forth in the Agreement, including but not limited to: (i) a right of first refusal held by the City, (ii) use restrictions prohibiting Buyer from using the Property in a manner that alters the feel of the Kinnick Feller Riverside Park, including that Buyer shall not erect any fence on the Property or remove trees from the

Property without the City's consent, and (iii) certain easements for a sanitary sewer line, an encroaching fence, and the access of adjacent property owners to Kinnick Feller Riverside Park.

At the time and place set for the public hearing, interested individuals will be given the opportunity to express their views, both orally and in writing, on the proposed Agreement. After the public hearing, the Council may make a final determination to accept or reject the Agreement as submitted, or upon condition that certain terms be changed, or the Council may defer action on the Agreement until a subsequent meeting.

Please check the posted agenda in advance of the August 11, 2020 meeting for any updates to the manner in which the public may access the hearing. Please contact the City Clerk's office at (515) 993-4525 or [aleopard@adeliowa.org](mailto:aleopard@adeliowa.org) if you have questions about the format of the meeting or to request a copy of the Agreement.

This notice is given by order of the City Council of the City of Adel in the State of Iowa, as provided by Section 364.7 of the City Code of Iowa.

Dated this 31<sup>st</sup> day of July, 2020.

Angela Leopard  
City Clerk, City of Adel in the State of Iowa

(End of Notice)

NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF  
THE CITY OF ADEL IN THE STATE OF IOWA, ON THE  
MATTER OF THE PROPOSAL TO LEASE REAL PROPERTY TO  
SATELLITE CENTER, LLC, AND THE HEARING THEREON

PUBLIC NOTICE is hereby given that the Council of the City of Adel in the State of Iowa, will hold a public hearing at its meeting on August 11, 2020, at 6:00 P.M., at which meeting the Council proposes to take action on the proposal to lease certain real property to Satellite Center, LLC (the "Lessee") under the terms of a lease agreement (the "Lease"), which property is legally described as follows:

1920 S. 15th Street Water Tower Property

The South 140 feet of the East 140 feet of the Southeast ¼ of  
Section 31, Township 79 North, Range 27 West of the 5th P.M.,  
Dallas County, Iowa.

Due to public health concerns related to COVID-19, this meeting of the City Council will be conducted electronically, pursuant to Iowa Code Section 21.8, as holding the meeting in person is impossible or impractical. The public may access the meeting electronically in the manners specified below:

Videoconference: <https://bit.ly/2WH3StM>

Phone: (515) 478-3549

Conference ID: 618 124 794#

Pursuant to the terms of the Lease, the City would lease communications equipment space and ground space associated with the above-described property to Lessee for a 3-year term, to automatically renew for up to four additional 3-year terms, and the Lessee would pay to the City a monthly rent of \$595. The Lease may be subject to conditions as may be stated either in the Lease, the resolution of the City Council, or other documents entered into between the parties.

At the time and place set for the public hearing, interested individuals will be given the opportunity to express their views, both orally and in writing, on the proposed Lease. After the public hearing, the Council may make a final determination to accept or reject the Lease as submitted, or upon condition that certain terms be changed, or the Council may defer action on the Lease until a subsequent meeting.

Please check the posted agenda in advance of the August 11, 2020 meeting for any updates to the manner in which the public may access the hearing. Please contact the City Clerk's office at (515) 993-4525 or [aleopard@adeliowa.org](mailto:aleopard@adeliowa.org) if you have questions about the format of the meeting or to request copies of the Lease.

This notice is given by order of the City Council of the City of Adel in the State of Iowa, as provided by Section 364.7 of the City Code of Iowa.

Dated this 6th day of August, 2020.

Angela Leopard  
City Clerk, City of Adel in the State of Iowa

(End of Notice)

**Adel City Council**  
**July 27, 2020 – Meeting Minutes**

The Adel City Council met in regular session on Monday, July 27, 2020. Due to public health concerns related to COVID-19, and as authorized by emergency proclamation of the Governor of the State of Iowa, this meeting of the City Council was conducted electronically, pursuant to Iowa Code Section 21.8, as holding the meeting in person was impossible or impractical. Interested persons were invited to attend the meeting via phone or videoconference. At 5:30 p.m., Mayor Peters called the meeting to order. The following answered roll: Ockerman, Christensen, McAdon, Miller, and Selby.

Staff Present: City Attorney Brownell, City Administrator Brown, Finance Director Sandquist, and Library Director James.

**COMMENTS FROM THE PUBLIC**

**CONSENT AGENDA**

- a) Consider Approval of City Council Minutes Dated July 14, 2020
- b) Consider Approval of Special Event Permit Application for Lincoln Savings Bank and Team Run Free 5K on Saturday, September 19, 2020
- c) Consider Approval of Resolution No. 20-62, Temporarily Closing Public Ways or Grounds in Connection with a Special Event Known as Lincoln Savings Bank Event and Team Run Free 5K on Saturday, September 19, 2020
- d) Consider Approval of Class C Beer Permit (BC) and Class B Wine Permit with Sunday Sales for Family Dollar Store #25428

**Motion by Ockerman, seconded by Christensen, to approve the consent agenda.**

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

**OLD BUSINESS**

- a) Consider Approval of Ordinance No. 349, Amending Chapter 75, All-Terrain Vehicles and Snowmobiles – Third Reading  
**Motion by Selby, seconded by Miller, to approve the third reading of Ordinance No. 349 and adopt.**  
**Roll: Ayes – Christensen, Miller, and Selby. Nays – McAdon and Ockerman. Motion carried.**
- b) Consider Approval of Ordinance No. 354, Amending the Code of Ordinances of the City of Adel by Amending Chapter 99 – Sewer Use Charge – Third Reading  
**Motion by Christensen, seconded by Selby, to approve the third reading of Ordinance No. 354 and adopt.**  
**Roll: Ayes – Miller, Selby, and Christensen. Nays – McAdon and Ockerman. Motion carried.**
- c) Consider Approval of Ordinance No. 355, Amending the Code of Ordinances of the City of Adel by Amending Chapter 92 – Water Rates – Third Reading  
**Motion by Christensen, seconded by Selby, to approve the third reading of Ordinance No. 355 and adopt.**  
**Roll: Ayes – Miller, Selby, and Christensen. Nays – Ockerman and McAdon. Motion carried.**

## NEW BUSINESS

- a) Consider Approval of Resolution No. 20-63, Fixing Date for a Public Hearing on the Proposal to Lease Real Property to Satellite Center, LLC, and Providing for Publication of Notice Thereof  
**Motion by Christensen, seconded by Miller, to approve Resolution No. 20-63 setting a public hearing for Tuesday, August 11, 2020 at 6:00 p.m.**  
**Roll: Ayes – Unanimous. Motion carried.**
- b) Consider Approval of Resolution No. 20-64, Approving an Amendment to the Engineering Services Contract between the City of Adel and McClure Engineering for the Adel Storm Water Utility Improvements – Phase 1  
**Motion by Ockerman, seconded by Christensen, to approve Resolution No. 20-64.**  
**Roll: Ayes – Unanimous. Motion carried.**

## OTHER BUSINESS

1. Gary Brons, McClure Engineering, provided an update on the City's infrastructure projects.
2. City Administrator Brown commented on vandalism at the aquatic center.

## NEW BUSINESS (6:00 p.m. or later)

- c) Consider Project Bids and Approval of Resolution No. 20-65, Designating Low Bidder on The Public Improvement Project Designated Wastewater System Improvements, Wastewater Treatment Plant Improvements 2019  
**Motion by Ockerman, seconded by Miller, to approve Resolution No. 20-65 with deferment of action until the council meeting at 6:00 p.m. on Tuesday, August 11, 2020.**  
**Roll: Ayes – Unanimous. Motion carried.**
- d) Consider Approval of Resolution No. 20-66, Resolution Making Award of Construction Contract – Wastewater Systems Improvements, Wastewater Treatment Plant Improvements 2019  
**Motion by Ockerman, seconded by Christensen, to approve Resolution No. 20-66 with deferment of action until the council meeting at 6:00 p.m. on Tuesday, August 11, 2020.**  
**Roll: Ayes – Unanimous. Motion carried.**
- e) Consider Approval of Resolution No. 20-67, Making Award of Construction Contract – Water System Improvements 2020 – Ground Storage Reservoir  
**Motion by Ockerman, seconded by Miller, to approve Resolution No. 20-67 making award of construction contract to Preload, LLC.**  
**Roll: Ayes – Unanimous. Motion carried.**
- f) Consider Approval of Resolution No. 20-68, Approving Construction Contract and Bond – Water System Improvements 2020 – Ground Storage Reservoir  
**Motion by Ockerman, seconded by Miller, to approve Resolution No. 20-68.**  
**Roll: Ayes – Unanimous. Motion carried.**

## OTHER BUSINESS

1. Council Member Christensen suggested installing a security system at the aquatic center to address concerns surrounding incidents of vandalism in the future.
2. Council Member Christensen stated that the State is offering rental and foreclosure assistance at IowaHousingRecovery.com and small business assistance at IowaBusinessRecovery.com. He also stated the Iowa Economic Development Authority has funded ShopIowa.com to help Iowans shop local.
3. Library Director James provided an update on the reopening plan for the library, the book sale/other fundraising opportunities, and the hiring process for the new Library Director.

**ADJOURNMENT**

1. Meeting adjourned at 6:16 p.m.

---

James F. Peters, Mayor

Attest: \_\_\_\_\_  
Brittany Sandquist, Deputy City Clerk

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ACCO	7/29/20	CHLORINE & ACID FOR POOL	GENERAL FUND	Pool	2,095.90
				TOTAL:	2,095.90
ADT Security Services	8/06/20	Museum Monitoring 8/11-11/	GENERAL FUND	Museum	176.07
				TOTAL:	176.07
ASSURITY LIFE INSURANCE COMPANY	7/20/20	PY - ASSURITY PRE TAX	GENERAL FUND	NON-DEPARTMENTAL	20.22
	8/05/20	PY - ASSURITY PRE TAX	GENERAL FUND	NON-DEPARTMENTAL	20.22
	7/20/20	PY - ASSURITY AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	89.66
	8/05/20	PY - ASSURITY AFTER TAX	GENERAL FUND	NON-DEPARTMENTAL	89.66
	7/20/20	PY - ASSURITY AFTER TAX	SEWER UTILITY FUND	NON-DEPARTMENTAL	7.07
	8/05/20	PY - ASSURITY AFTER TAX	SEWER UTILITY FUND	NON-DEPARTMENTAL	7.07
				TOTAL:	233.90
Adel Tire & Service	8/06/20	New Battery/Install	WATER UTILITY	Water	175.00
				TOTAL:	175.00
Adel TV & Appliance	8/06/20	Replace A/C Unit #2	GENERAL FUND	Parks	978.57
	8/06/20	Replace A/C Unit #2	GENERAL FUND	Recreation	978.57
	8/06/20	Replace A/C Unit #2	GENERAL FUND	Finance	978.58
	8/06/20	Replace A/C Unit #2	GENERAL FUND	Zoning/Compliance/Perm	978.57
	8/06/20	Replace A/C Unit #2	ROAD USE TAX	Road Use Tax	978.57
	8/06/20	Replace A/C Unit #2	WATER UTILITY	Water	978.57
	8/06/20	Replace A/C Unit #2	SEWER UTILITY FUND	Sewer	978.57
				TOTAL:	6,850.00
Air Cooled Engines	7/29/20	PARTS FOR WEEDEATER	GENERAL FUND	Island Park	32.18
				TOTAL:	32.18
Ardick Equipment Co, Inc	7/29/20	NO PARKING SIGN FOR ALLEY	ROAD USE TAX	Road Use Tax	95.00
				TOTAL:	95.00
Arnold Motor Supply	7/29/20	BATTERIES FOR 106	GENERAL FUND	Fire Department	252.60
				TOTAL:	252.60
BSN Sports	7/29/20	SLOW PITCH SOFTBALL & PITC	GENERAL FUND	Recreation	148.00
				TOTAL:	148.00
Boot Barn	7/29/20	HI VI WORK SHIRTS	GENERAL FUND	Parks	159.50
	7/29/20	SHIRTS FOR PARK STAFF	GENERAL FUND	Parks	85.00
	7/29/20	HI VI WORK SHIRTS	ROAD USE TAX	Road Use Tax	347.00
	7/29/20	HI VI WORK SHIRTS	WATER UTILITY	Water	255.50
	7/29/20	HI VI WORK SHIRTS	SEWER UTILITY FUND	Sewer	233.00
				TOTAL:	1,080.00
CITY OF ADEL (FLEX SPENDING ACCOUNTS)	7/20/20	PY-FLEX SPENDING W/H	GENERAL FUND	NON-DEPARTMENTAL	84.28
	8/05/20	PY-FLEX SPENDING W/H	GENERAL FUND	NON-DEPARTMENTAL	84.28
	7/20/20	PY-DCAP W/H	GENERAL FUND	NON-DEPARTMENTAL	19.76
	8/05/20	PY-DCAP W/H	GENERAL FUND	NON-DEPARTMENTAL	19.76
	7/20/20	PY-FLEX SPENDING W/H	ROAD USE TAX	NON-DEPARTMENTAL	20.65
	8/05/20	PY-FLEX SPENDING W/H	ROAD USE TAX	NON-DEPARTMENTAL	20.65
	7/20/20	PY-DCAP W/H	ROAD USE TAX	NON-DEPARTMENTAL	20.80
	8/05/20	PY-DCAP W/H	ROAD USE TAX	NON-DEPARTMENTAL	20.80
	7/20/20	PY-FLEX SPENDING W/H	WATER UTILITY	NON-DEPARTMENTAL	32.90
	8/05/20	PY-FLEX SPENDING W/H	WATER UTILITY	NON-DEPARTMENTAL	32.90
	7/20/20	PY-DCAP W/H	WATER UTILITY	NON-DEPARTMENTAL	31.20

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	8/05/20	PY-DCAP W/H	WATER UTILITY	NON-DEPARTMENTAL	31.20
	7/20/20	PY-FLEX SPENDING W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	55.59
	8/05/20	PY-FLEX SPENDING W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	55.59
	7/20/20	PY-DCAP W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	31.20
	8/05/20	PY-DCAP W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	31.20
	7/20/20	PY-FLEX SPENDING W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	2.25
	8/05/20	PY-FLEX SPENDING W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	2.25
	7/20/20	PY-DCAP W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	1.04
	8/05/20	PY-DCAP W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	1.04
				TOTAL:	599.34
Cengage Learning	8/05/20	Large Print Books	GENERAL FUND	Library	24.79
				TOTAL:	24.79
Central Salt	8/06/20	283.27 Tons Pre Season Sal	ROAD USE TAX	Road Use Tax	18,936.61
				TOTAL:	18,936.61
Christian Printers	7/29/20	CITY OF ADEL LETTERHEAD	GENERAL FUND	Finance	170.00
				TOTAL:	170.00
Cintas Corporation	7/29/20	MED KIT SUPPLIES	ROAD USE TAX	Road Use Tax	34.37
	7/29/20	MED KIT SUPPLIES	WATER UTILITY	Water	34.37
	7/29/20	MED KIT SUPPLIES	SEWER UTILITY FUND	Sewer	34.37
				TOTAL:	103.11
Collections Services Center	7/20/20	CHILD SUPPORT W/H	ROAD USE TAX	NON-DEPARTMENTAL	206.10
	8/05/20	CHILD SUPPORT W/H	ROAD USE TAX	NON-DEPARTMENTAL	206.10
	7/20/20	CHILD SUPPORT W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	22.90
	8/05/20	CHILD SUPPORT W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	22.90
				TOTAL:	458.00
Computer Project of IL	7/29/20	OPENFOX LICENSE & MAINTENE	GENERAL FUND	Police Department	180.00
				TOTAL:	180.00
Core & Main LP	7/29/20	SHAFT W/ SCREWS & CURB STO	WATER UTILITY	Water	334.28
				TOTAL:	334.28
Core-Mark Midcontinent, Inc.	7/29/20	CONCESSIONS	GENERAL FUND	Pool	799.00
	7/29/20	CONCESSION SUPPLIES	GENERAL FUND	Pool	717.78
				TOTAL:	1,516.78
DH Pace Company	7/29/20	DOOR REPAIR	GENERAL FUND	Fire Department	752.21
				TOTAL:	752.21
Delta Dental Plan of Iowa	7/20/20	PY-INSURANCE PREMIUM DELTA	GENERAL FUND	NON-DEPARTMENTAL	152.73
	8/05/20	PY-INSURANCE PREMIUM DELTA	GENERAL FUND	NON-DEPARTMENTAL	14.16
	7/20/20	PY-INSURANCE PREMIUM DELTA	ROAD USE TAX	NON-DEPARTMENTAL	13.53
	7/29/20	AUG 20 DENTAL PREMIUM	ROAD USE TAX	Road Use Tax	230.59
	7/29/20	AUG 20 DENTAL PREMIUM	TRUST AND AGENCY	General Government	1,383.53
	7/20/20	PY-INSURANCE PREMIUM DELTA	WATER UTILITY	NON-DEPARTMENTAL	34.02
	7/29/20	AUG 20 DENTAL PREMIUM	WATER UTILITY	Water	251.55
	7/20/20	PY-INSURANCE PREMIUM DELTA	SEWER UTILITY FUND	NON-DEPARTMENTAL	22.71
	7/29/20	AUG 20 DENTAL PREMIUM	SEWER UTILITY FUND	Sewer	209.63
	7/20/20	PY-INSURANCE PREMIUM DELTA	STORM WATER UTILIT	NON-DEPARTMENTAL	1.56
	7/29/20	AUG 20 DENTAL PREMIUM	STORM WATER UTILIT	STORM WATER UTILITY	20.96
				TOTAL:	2,334.97

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
Doug Cook	8/05/20	Library Sidewalks - Concre	GENERAL FUND	Library	<u>2,016.00</u>
				TOTAL:	2,016.00
Electric Pump & Tool Inc	8/06/20	Submersible Pump & Pump Va	SEWER UTILITY FUND	Sewer	<u>102,496.00</u>
				TOTAL:	102,496.00
Electrical Engineering & Equipment Com	7/29/20	ANNUAL SRVC ON EMERGENCY G	GENERAL FUND	Police Department	<u>412.82</u>
				TOTAL:	412.82
Elite Electric & Utility Contractors	8/06/20	Repair Electric Line	ROAD USE TAX	Road Use Tax	<u>214.03</u>
				TOTAL:	214.03
Embree Ag Repair	7/29/20	102 OIL PRESSURE REPAIR	GENERAL FUND	Fire Department	<u>199.56</u>
				TOTAL:	199.56
Ferguson Waterworks #2516	7/29/20	1 IN METERS & REG	WATER UTILITY	Water	<u>1,592.72</u>
	7/29/20	1 IN METERS & REG	SEWER UTILITY FUND	Sewer	<u>1,592.71</u>
				TOTAL:	3,185.43
Freedom Fire & Safety LLC	7/29/20	ABC DRY CHEMICAL, 6 YR MAI	GENERAL FUND	Police Department	<u>75.50</u>
				TOTAL:	75.50
G. Rafics Design	8/05/20	Renewal of Domain & Hostin	GENERAL FUND	Library	<u>200.00</u>
				TOTAL:	200.00
Graham Tire Ft Dodge	7/29/20	12 TIRES FOR FORD EXPLORER	GENERAL FUND	Police Department	<u>1,752.00</u>
				TOTAL:	1,752.00
Greater Des Moines Partnership	7/29/20	2022 INVESTOR COMMITMENT 3	GENERAL FUND	Finance	<u>750.00</u>
				TOTAL:	750.00
Hawkins Inc.	8/06/20	Sulfer Dioxide	SEWER UTILITY FUND	Sewer	<u>5.00</u>
				TOTAL:	5.00
House Works	8/05/20	Library Janitorial	GENERAL FUND	Library	<u>660.00</u>
				TOTAL:	660.00
IOWA RETIREMENT INVESTORS' CLUB (RIC)	7/20/20	RIC PRETAX CONTRIBUTION	GENERAL FUND	NON-DEPARTMENTAL	100.00
	8/05/20	RIC PRETAX CONTRIBUTION	GENERAL FUND	NON-DEPARTMENTAL	100.00
	7/20/20	RIC ROTH CONTRIBUTION	GENERAL FUND	NON-DEPARTMENTAL	251.75
	8/05/20	RIC ROTH CONTRIBUTION	GENERAL FUND	NON-DEPARTMENTAL	251.75
	7/20/20	RIC ROTH CONTRIBUTION	ROAD USE TAX	NON-DEPARTMENTAL	147.25
	8/05/20	RIC ROTH CONTRIBUTION	ROAD USE TAX	NON-DEPARTMENTAL	147.25
	7/20/20	RIC ROTH CONTRIBUTION	WATER UTILITY	NON-DEPARTMENTAL	238.75
	8/05/20	RIC ROTH CONTRIBUTION	WATER UTILITY	NON-DEPARTMENTAL	238.75
	7/20/20	RIC ROTH CONTRIBUTION	SEWER UTILITY FUND	NON-DEPARTMENTAL	239.40
	8/05/20	RIC ROTH CONTRIBUTION	SEWER UTILITY FUND	NON-DEPARTMENTAL	239.40
	7/20/20	RIC ROTH CONTRIBUTION	STORM WATER UTILIT	NON-DEPARTMENTAL	7.85
	8/05/20	RIC ROTH CONTRIBUTION	STORM WATER UTILIT	NON-DEPARTMENTAL	7.85
				TOTAL:	1,970.00
IPERS	7/20/20	PY-IPERS REG	GENERAL FUND	NON-DEPARTMENTAL	1,311.36
	8/05/20	PY-IPERS REG	GENERAL FUND	NON-DEPARTMENTAL	1,448.51
	7/20/20	PY-POLICE IPERS	GENERAL FUND	NON-DEPARTMENTAL	1,633.42
	8/05/20	PY-POLICE IPERS	GENERAL FUND	NON-DEPARTMENTAL	1,534.79
	7/20/20	PY-IPERS REG	ROAD USE TAX	NON-DEPARTMENTAL	384.66

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	8/05/20	PY-IPERS REG	ROAD USE TAX	NON-DEPARTMENTAL	404.13
	7/20/20	PY-IPERS REG	ROAD USE TAX	Road Use Tax	577.28
	8/05/20	PY-IPERS REG	ROAD USE TAX	Road Use Tax	606.52
	7/20/20	PY-IPERS REG	TRUST AND AGENCY	General Government	1,968.08
	8/05/20	PY-IPERS REG	TRUST AND AGENCY	General Government	2,173.91
	7/20/20	PY-POLICE IPERS	TRUST AND AGENCY	General Government	2,448.84
	8/05/20	PY-POLICE IPERS	TRUST AND AGENCY	General Government	2,300.99
	7/20/20	PY-IPERS REG	WATER UTILITY	NON-DEPARTMENTAL	511.11
	8/05/20	PY-IPERS REG	WATER UTILITY	NON-DEPARTMENTAL	524.28
	7/20/20	PY-IPERS REG	WATER UTILITY	Water	767.06
	8/05/20	PY-IPERS REG	WATER UTILITY	Water	786.83
	7/20/20	PY-IPERS REG	SEWER UTILITY FUND	NON-DEPARTMENTAL	601.79
	8/05/20	PY-IPERS REG	SEWER UTILITY FUND	NON-DEPARTMENTAL	588.71
	7/20/20	PY-IPERS REG	SEWER UTILITY FUND	Sewer	903.16
	8/05/20	PY-IPERS REG	SEWER UTILITY FUND	Sewer	883.53
	7/20/20	PY-IPERS REG	STORM WATER UTILIT	NON-DEPARTMENTAL	47.25
	8/05/20	PY-IPERS REG	STORM WATER UTILIT	NON-DEPARTMENTAL	48.08
	7/20/20	PY-IPERS REG	STORM WATER UTILIT	STORM WATER UTILITY	70.95
	8/05/20	PY-IPERS REG	STORM WATER UTILIT	STORM WATER UTILITY	72.20
				TOTAL:	22,597.44
Infomax Office Systems Inc	7/29/20	COPIER AGREEMENT	GENERAL FUND	Library	113.07
				TOTAL:	113.07
Iowa Codification Inc.	8/06/20	Code Update Anml Cont/Toba	GENERAL FUND	Finance	911.00
				TOTAL:	911.00
Iowa Dept of Natural Resources	7/29/20	NPDES ANNUAL FEE	SEWER UTILITY FUND	Sewer	1,275.00
				TOTAL:	1,275.00
Iowa Dept. of Transportation	7/29/20	SIGN TUBING & TIBING ANCHO	ROAD USE TAX	Road Use Tax	748.40
				TOTAL:	748.40
Iowa One Call	7/29/20	JUNE LOCATES	WATER UTILITY	Water	163.80
				TOTAL:	163.80
Ironton Global	8/06/20	July Trunk Subscription	GENERAL FUND	Finance	51.73
				TOTAL:	51.73
JMT TRUCKING CO	7/29/20	PEA GRAVEL FOR SB PARK	GENERAL FUND	Parks	872.22
				TOTAL:	872.22
John T. Jones Construction Co.	7/23/20	WATER TREATMENT PLANT	NEW WATER TREATMEN	CAPITAL PROJECTS	1,056,547.46
				TOTAL:	1,056,547.46
Keystone Laboratories, Inc.	7/29/20	DW MONTHLY SAMPLING	WATER UTILITY	Water	62.50
				TOTAL:	62.50
Mainstay Systems Inc.	7/29/20	QUARTERLY NETWORK MAINTENE	GENERAL FUND	Police Department	1,238.40
	7/29/20	QUARTERLY NETWORK MAINTENE	GENERAL FUND	Fire Department	309.60
				TOTAL:	1,548.00
Martin Marietta Materials	7/29/20	RIP RAP FOR CH DITCH	STORM WATER UTILIT	STORM WATER UTILITY	1,338.20
				TOTAL:	1,338.20
Menards	7/29/20	PIPE CLAMPS & TUBING SB PA	GENERAL FUND	Parks	164.96

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	7/29/20	SAFETY GOGGLES, EAR PLUGS	GENERAL FUND	Parks	105.81
	7/29/20	1/8 HARDBOARD FOR SIGNS	ROAD USE TAX	Road Use Tax	42.72
				TOTAL:	313.49
MicroMarketing LLC	8/05/20	Books on CD & Books	GENERAL FUND	Library	304.16
				TOTAL:	304.16
MidAmerican Energy	7/29/20	5/23-6/22 SRVC	GENERAL FUND	Police Department	956.01
	7/29/20	5/23-6/22 SRVC	GENERAL FUND	Police Department	47.79
	7/29/20	5/23-6/22 SRVC	GENERAL FUND	Fire Department	14.10
	7/29/20	5/23-6/22 SRVC	GENERAL FUND	Street Lighting	3,983.73
	7/29/20	5/23-6/22 SRVC	GENERAL FUND	Traffic Control & Safe	41.52
	7/29/20	5/23-6/22 SRVC	GENERAL FUND	Library	2,115.32
	7/29/20	5/23-6/22 SRVC	GENERAL FUND	Museum	65.94
	7/29/20	5/23-6/22 SRVC	GENERAL FUND	Parks	266.86
	7/29/20	5/23-6/22 SRVC	GENERAL FUND	Island Park	80.65
	7/29/20	5/23-6/22 SRVC	GENERAL FUND	Pool	923.36
	7/29/20	5/23-6/22 SRVC	GENERAL FUND	Finance	538.82
	7/29/20	5/23-6/22 SRVC	GENERAL FUND	Finance	11.74
	7/29/20	5/23-6/22 SRVC	ROAD USE TAX	Road Use Tax	182.06
	7/29/20	5/23-6/22 SRVC	WATER UTILITY	Water	4,052.09
	7/29/20	5/23-6/22 SRVC	SEWER UTILITY FUND	Sewer	4,405.70
				TOTAL:	17,685.69
Miner Dust Control	8/05/20	Dust Control	ROAD USE TAX	Road Use Tax	4,101.76
				TOTAL:	4,101.76
Miracle Recreation Equipment Co.	7/29/20	BOLTS, BEARINGS FOR SB PAR	GENERAL FUND	Parks	52.03
				TOTAL:	52.03
Modern Motors Inc	7/29/20	REPAIR/REPLACE RIGHT READ	GENERAL FUND	Police Department	487.00
				TOTAL:	487.00
Motion Picture Licensing Corporation	8/05/20	Annual Movie License	GENERAL FUND	Library	129.64
				TOTAL:	129.64
Murray's Auto Pit Stop	7/29/20	105 REPAIR	GENERAL FUND	Fire Department	216.85
				TOTAL:	216.85
OmniSite	7/29/20	EMERGENCY WATER WIRELESS S	WATER UTILITY	Water	63.91
				TOTAL:	63.91
OverDrive, Inc	8/05/20	E-Books	GENERAL FUND	Library	250.00
				TOTAL:	250.00
PRINCIPAL LIFE INSURANCE CO - SBD GRAN	7/20/20	PY - PRINCIPAL VOLUNTARY L	GENERAL FUND	NON-DEPARTMENTAL	182.55
	8/05/20	PY - PRINCIPAL VOLUNTARY L	GENERAL FUND	NON-DEPARTMENTAL	229.22
	7/20/20	PY - PRINCIPAL VOLUNTARY L	ROAD USE TAX	NON-DEPARTMENTAL	7.16
	8/05/20	PY - PRINCIPAL VOLUNTARY L	ROAD USE TAX	NON-DEPARTMENTAL	9.50
	7/29/20	AUG 20 LIFE & DISABILITY P	TRUST AND AGENCY	General Government	730.56
	7/20/20	PY - PRINCIPAL VOLUNTARY L	WATER UTILITY	NON-DEPARTMENTAL	23.64
	8/05/20	PY - PRINCIPAL VOLUNTARY L	WATER UTILITY	NON-DEPARTMENTAL	27.15
	7/29/20	AUG 20 LIFE & DISABILITY P	WATER UTILITY	Water	118.47
	7/20/20	PY - PRINCIPAL VOLUNTARY L	SEWER UTILITY FUND	NON-DEPARTMENTAL	34.49
	8/05/20	PY - PRINCIPAL VOLUNTARY L	SEWER UTILITY FUND	NON-DEPARTMENTAL	41.12
	7/29/20	AUG 20 LIFE & DISABILITY P	SEWER UTILITY FUND	Sewer	128.34

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	7/20/20	PY - PRINCIPAL VOLUNTARY L	STORM WATER UTILIT	NON-DEPARTMENTAL	0.77
	8/05/20	PY - PRINCIPAL VOLUNTARY L	STORM WATER UTILIT	NON-DEPARTMENTAL	0.88
	7/29/20	AUG 20 LIFE & DISABILITY P	STORM WATER UTILIT	STORM WATER UTILITY	9.87
				TOTAL:	1,543.72
Peak Software Systems, Inc.	7/29/20	SPORTMAN ONLINE REG MEMBER	GENERAL FUND	Recreation	291.00
				TOTAL:	291.00
People's Bank	7/20/20	PY-STATE W/H	GENERAL FUND	NON-DEPARTMENTAL	1,931.73
	8/05/20	PY-STATE W/H	GENERAL FUND	NON-DEPARTMENTAL	1,933.97
	7/20/20	PY-STATE W/H	ROAD USE TAX	NON-DEPARTMENTAL	232.76
	8/05/20	PY-STATE W/H	ROAD USE TAX	NON-DEPARTMENTAL	248.15
	7/20/20	PY-STATE W/H	WATER UTILITY	NON-DEPARTMENTAL	324.71
	8/05/20	PY-STATE W/H	WATER UTILITY	NON-DEPARTMENTAL	336.46
	7/20/20	PY-STATE W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	373.26
	8/05/20	PY-STATE W/H	SEWER UTILITY FUND	NON-DEPARTMENTAL	377.18
	7/20/20	PY-STATE W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	26.54
	8/05/20	PY-STATE W/H	STORM WATER UTILIT	NON-DEPARTMENTAL	27.24
				TOTAL:	5,812.00
Peoples Trust & Savings	7/20/20	PY-W/H FED TAXES	GENERAL FUND	NON-DEPARTMENTAL	4,053.93
	8/05/20	PY-W/H FED TAXES	GENERAL FUND	NON-DEPARTMENTAL	4,002.86
	7/20/20	PY-FICA W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	4,569.23
	8/05/20	PY-FICA W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	3,522.72
	7/20/20	PY-MC W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	1,068.62
	8/05/20	PY-MC W/H & MATCH	GENERAL FUND	NON-DEPARTMENTAL	823.89
	7/20/20	PY-W/H FED TAXES	ROAD USE TAX	NON-DEPARTMENTAL	541.82
	8/05/20	PY-W/H FED TAXES	ROAD USE TAX	NON-DEPARTMENTAL	599.12
	7/20/20	PY-FICA W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	364.19
	8/05/20	PY-FICA W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	384.24
	7/20/20	PY-MC W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	85.18
	8/05/20	PY-MC W/H & MATCH	ROAD USE TAX	NON-DEPARTMENTAL	89.87
	7/20/20	PY-FICA W/H & MATCH	ROAD USE TAX	Road Use Tax	364.19
	8/05/20	PY-FICA W/H & MATCH	ROAD USE TAX	Road Use Tax	384.25
	7/20/20	PY-MC W/H & MATCH	ROAD USE TAX	Road Use Tax	85.18
	8/05/20	PY-MC W/H & MATCH	ROAD USE TAX	Road Use Tax	89.88
	7/20/20	PY-FICA W/H & MATCH	TRUST AND AGENCY	General Government	4,569.22
	8/05/20	PY-FICA W/H & MATCH	TRUST AND AGENCY	General Government	3,522.77
	7/20/20	PY-MC W/H & MATCH	TRUST AND AGENCY	General Government	1,068.60
	8/05/20	PY-MC W/H & MATCH	TRUST AND AGENCY	General Government	823.87
	7/20/20	PY-W/H FED TAXES	WATER UTILITY	NON-DEPARTMENTAL	740.67
	8/05/20	PY-W/H FED TAXES	WATER UTILITY	NON-DEPARTMENTAL	768.84
	7/20/20	PY-FICA W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	474.78
	8/05/20	PY-FICA W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	489.88
	7/20/20	PY-MC W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	111.02
	8/05/20	PY-MC W/H & MATCH	WATER UTILITY	NON-DEPARTMENTAL	114.56
	7/20/20	PY-FICA W/H & MATCH	WATER UTILITY	Water	474.78
	8/05/20	PY-FICA W/H & MATCH	WATER UTILITY	Water	489.88
	7/20/20	PY-MC W/H & MATCH	WATER UTILITY	Water	111.03
	8/05/20	PY-MC W/H & MATCH	WATER UTILITY	Water	114.56
	7/20/20	PY-W/H FED TAXES	SEWER UTILITY FUND	NON-DEPARTMENTAL	948.40
	8/05/20	PY-W/H FED TAXES	SEWER UTILITY FUND	NON-DEPARTMENTAL	950.48
	7/20/20	PY-FICA W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	569.22
	8/05/20	PY-FICA W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	557.76
	7/20/20	PY-MC W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	133.13
	8/05/20	PY-MC W/H & MATCH	SEWER UTILITY FUND	NON-DEPARTMENTAL	130.43

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	7/20/20	PY-FICA W/H & MATCH	SEWER UTILITY FUND	Sewer	569.22
	8/05/20	PY-FICA W/H & MATCH	SEWER UTILITY FUND	Sewer	557.76
	7/20/20	PY-MC W/H & MATCH	SEWER UTILITY FUND	Sewer	133.12
	8/05/20	PY-MC W/H & MATCH	SEWER UTILITY FUND	Sewer	130.43
	7/20/20	PY-W/H FED TAXES	STORM WATER UTILIT	NON-DEPARTMENTAL	54.06
	8/05/20	PY-W/H FED TAXES	STORM WATER UTILIT	NON-DEPARTMENTAL	58.45
	7/20/20	PY-FICA W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	44.97
	8/05/20	PY-FICA W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	45.90
	7/20/20	PY-MC W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	10.50
	8/05/20	PY-MC W/H & MATCH	STORM WATER UTILIT	NON-DEPARTMENTAL	10.73
	7/20/20	PY-FICA W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	44.98
	8/05/20	PY-FICA W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	45.84
	7/20/20	PY-MC W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	10.52
	8/05/20	PY-MC W/H & MATCH	STORM WATER UTILIT	STORM WATER UTILITY	10.74
				TOTAL:	39,920.27
Peoples Trust & Savings Bank	7/29/20	POST OFFICE- ROLL OF STAMP	GENERAL FUND	Police Department	55.00
	7/29/20	ACHER HOME CENTER:TV	GENERAL FUND	Police Department	200.00
	7/29/20	UTV WATER PUMP	GENERAL FUND	Fire Department	78.31
	7/29/20	REIMBURSE FROM BRANDEN.	GENERAL FUND	Fire Department	107.96
	7/29/20	MONTHLY ONLINE FEE	GENERAL FUND	Library	10.00
	7/29/20	CLEANING SUPPLIES	GENERAL FUND	Library	26.75
	7/29/20	PROGRAM SUPPLIES	GENERAL FUND	Library	101.10
	7/29/20	BOOKS	GENERAL FUND	Library	430.88
	7/29/20	POSTAGE	GENERAL FUND	Library	4.99
	7/29/20	HAND SANDITIZER	GENERAL FUND	Parks	4.58
	7/29/20	ALCOHOL FOR HAND SANITIZER	GENERAL FUND	Parks	6.27
	7/29/20	REOPENING SUPPLIES	GENERAL FUND	Parks	49.53
	7/29/20	CLEARING HOUSE	GENERAL FUND	Parks	1.25
	7/29/20	MCDONALDS: MEAL @ MEETING	GENERAL FUND	Pool	6.62
	7/29/20	FAMILY DOLLAR: POOL SUPPLI	GENERAL FUND	Pool	3.21
	7/29/20	MENARDS: POOL SUPPLIES	GENERAL FUND	Pool	29.51
	7/29/20	WALMART: POOL SUPPLIES	GENERAL FUND	Pool	94.99
	7/29/20	IDMS-SUPPLIES	GENERAL FUND	Pool	158.57
	7/29/20	RED CROSS: LIFE GUARD REVI	GENERAL FUND	Pool	190.00
	7/29/20	IDMS PUMP W/ RESTRICTOR	GENERAL FUND	Pool	17.90
	7/29/20	HAND SANDITIZER	GENERAL FUND	Recreation	4.58
	7/29/20	ALCOHOL FOR HAND SANITIZER	GENERAL FUND	Recreation	6.27
	7/29/20	REOPENING SUPPLIES	GENERAL FUND	Recreation	49.54
	7/29/20	HAND SANDITIZER	GENERAL FUND	Finance	4.58
	7/29/20	ALCOHOL FOR HAND SANITIZER	GENERAL FUND	Finance	6.26
	7/29/20	BACKGROUND CHECK	GENERAL FUND	Finance	15.00
	7/29/20	POSTAGE	GENERAL FUND	Finance	63.25
	7/29/20	REOPENING SUPPLIES	GENERAL FUND	Finance	49.54
	7/29/20	POSTAGE	GENERAL FUND	Finance	6.40
	7/29/20	BACKGROUND CHECK	GENERAL FUND	Finance	15.00
	7/29/20	ICMA MEMBERSHIP RENEWAL	GENERAL FUND	Finance	208.25
	7/29/20	MICROSOFT SRVCS	GENERAL FUND	Finance	348.00
	7/29/20	IACMA MEMBERSHIP	GENERAL FUND	Finance	150.00
	7/29/20	HAND SANDITIZER	GENERAL FUND	Zoning/Compliance/Perm	4.59
	7/29/20	NAME PLATES FOR COMMITTEE	GENERAL FUND	Zoning/Compliance/Perm	35.15
	7/29/20	ALCOHOL FOR HAND SANITIZER	GENERAL FUND	Zoning/Compliance/Perm	6.26
	7/29/20	REOPENING SUPPLIES	GENERAL FUND	Zoning/Compliance/Perm	49.53
	7/29/20	HAND SANDITIZER	ROAD USE TAX	Road Use Tax	4.58
	7/29/20	ALCOHOL FOR HAND SANITIZER	ROAD USE TAX	Road Use Tax	6.27
	7/29/20	BEST BUY LPRF FIRE ASPHALT	ROAD USE TAX	Road Use Tax	96.29

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	7/29/20	REOPENING SUPPLIES	ROAD USE TAX	Road Use Tax	49.53
	7/29/20	ICMA MEMBERSHIP RENEWAL	ROAD USE TAX	Road Use Tax	208.25
	7/29/20	HAND SANDITIZER	WATER UTILITY	Water	4.58
	7/29/20	ALCOHOL FOR HAND SANITIZER	WATER UTILITY	Water	6.27
	7/29/20	REOPENING SUPPLIES	WATER UTILITY	Water	49.53
	7/29/20	ICMA MEMBERSHIP RENEWAL	WATER UTILITY	Water	208.25
	7/29/20	HAND SANDITIZER	SEWER UTILITY FUND	Sewer	4.58
	7/29/20	ALCOHOL FOR HAND SANITIZER	SEWER UTILITY FUND	Sewer	6.27
	7/29/20	REOPENING SUPPLIES	SEWER UTILITY FUND	Sewer	49.53
	7/29/20	ICMA MEMBERSHIP RENEWAL	SEWER UTILITY FUND	Sewer	208.25
				TOTAL:	3,501.80
Postmaster -Adel Post Office	8/06/20	Util Bill Postage Aug/Sept	WATER UTILITY	Water	1,150.00
	8/06/20	Util Bill Postage Aug/Sept	SEWER UTILITY FUND	Sewer	1,150.00
				TOTAL:	2,300.00
RICOH USA, Inc.	7/29/20	PD COPIER RENT 5/29-8/28	GENERAL FUND	Police Department	363.78
				TOTAL:	363.78
Raccoon River Rental	7/29/20	TRENCHER RENTAL	GENERAL FUND	Parks	195.00
				TOTAL:	195.00
Randy's All-Right Painting	7/29/20	EXTERIOR PAINT JOB	FRIENDS/FOUNDATION	Library	1,800.00
				TOTAL:	1,800.00
Register Media	7/29/20	FY 19/20 BUDGET PUBLICATIO	GENERAL FUND	Finance	75.33
				TOTAL:	75.33
Ricoh USA, Inc.	7/29/20	CH COPIER RENT	GENERAL FUND	Recreation	17.46
	7/29/20	CH COPIER RENT	GENERAL FUND	Finance	17.46
	7/29/20	CH COPIER RENT	GENERAL FUND	Zoning/Compliance/Perm	17.46
	7/29/20	CH COPIER RENT	ROAD USE TAX	Road Use Tax	17.45
	7/29/20	CH COPIER RENT	WATER UTILITY	Water	17.46
	7/29/20	CH COPIER RENT	SEWER UTILITY FUND	Sewer	17.45
				TOTAL:	104.74
SC Stump Grinding	7/29/20	REMOVE STUMP @ 15TH & RAPI	ROAD USE TAX	Road Use Tax	200.00
				TOTAL:	200.00
SSi Specialties, Inc	7/29/20	LITTLE SLUGGERS SESSION 2	GENERAL FUND	Recreation	132.21
	7/29/20	LITTLE SLUGGERS SESSION 2	GENERAL FUND	Recreation	132.21
				TOTAL:	264.42
Shottenkirk Chevrolet	7/29/20	OIL CHANGE & SERVICE ON #5	GENERAL FUND	Police Department	66.95
				TOTAL:	66.95
Siteone Landscape Supply LLC	7/29/20	FERTILIZER FOR TREES	GENERAL FUND	Parks	121.06
				TOTAL:	121.06
Star Equipment	8/06/20	Laser Transmitter	GENERAL FUND	Parks	397.50
	8/06/20	Laser Transmitter	ROAD USE TAX	Road Use Tax	100.00
	8/06/20	Laser Transmitter	WATER UTILITY	Water	100.00
	8/06/20	Laser Transmitter	SEWER UTILITY FUND	Sewer	100.00
	8/06/20	Laser Transmitter	STORM WATER UTILIT	STORM WATER UTILITY	97.50
				TOTAL:	795.00

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
Stivers Ford Inc	7/29/20	OIL CHG & SRV #6 ,#3 & #1	GENERAL FUND	Police Department	137.44
	7/29/20	WORK ON STREET TRUCK	ROAD USE TAX	Road Use Tax	64.47
	TOTAL:				201.91
Swank Movie Licensing USA	7/29/20	DVD USE & RIGHTS FOR MOVIE	GENERAL FUND	Recreation	480.00
	TOTAL:				480.00
Temporary Vendo	7/29/20	GAZEBO RENTAL REFUND	GENERAL FUND	Parks	40.00
	7/29/20	SWIM LESSON REFUND	GENERAL FUND	Pool	45.00
	7/29/20	SWIM LESSON REFUND	GENERAL FUND	Pool	45.00
	7/30/20	REIMBURSE FOR POSTAGE	GENERAL FUND	Finance	14.80
	7/29/20	01-00820-04	WATER UTILITY	Water	117.87
	7/29/20	01-04670-02	WATER UTILITY	Water	1.50
	7/29/20	01-05420-04	WATER UTILITY	Water	143.13
	7/29/20	01-06910-01	WATER UTILITY	Water	33.14
	7/29/20	02-02480-00	WATER UTILITY	Water	2.01
	7/29/20	02-02510-04	WATER UTILITY	Water	3.08
	7/29/20	02-04920-02	WATER UTILITY	Water	58.44
	7/29/20	02-06530-05	WATER UTILITY	Water	64.76
	7/29/20	02-07420-03	WATER UTILITY	Water	62.72
	7/29/20	02-08580-03	WATER UTILITY	Water	64.76
	7/29/20	02-16570-05	WATER UTILITY	Water	111.62
	7/29/20	03-09100-01	WATER UTILITY	Water	1.68
	7/29/20	03-09910-01	WATER UTILITY	Water	5.59
	7/29/20	03-11300-03	WATER UTILITY	Water	61.61
	7/29/20	03-13700-02	WATER UTILITY	Water	10.99
	7/29/20	03-17090-01	WATER UTILITY	Water	59.66
	7/29/20	03-17190-01	WATER UTILITY	Water	51.54
	7/29/20	03-17250-01	WATER UTILITY	Water	5.46
	7/29/20	06-02010-01	WATER UTILITY	Water	67.94
	7/29/20	06-04110-01	WATER UTILITY	Water	4.56
	7/29/20	06-06020-01	WATER UTILITY	Water	53.68
	7/29/20	06-06420-01	WATER UTILITY	Water	4.57
	7/29/20	06-06690-01	WATER UTILITY	Water	87.12
	7/29/20	06-06780-01	WATER UTILITY	Water	122.83
	7/29/20	06-07320-01	WATER UTILITY	Water	71.93
	7/29/20	06-07730-02	WATER UTILITY	Water	129.00
	7/29/20	06-07820-01	WATER UTILITY	Water	127.88
	7/29/20	06-08060-01	WATER UTILITY	Water	14.59
	7/29/20	06-08210-01	WATER UTILITY	Water	73.20
	7/29/20	06-08340-01	WATER UTILITY	Water	0.78
	7/29/20	06-08360-01	WATER UTILITY	Water	129.00
	7/29/20	06-08430-01	WATER UTILITY	Water	67.70
7/29/20	06-08670-01	WATER UTILITY	Water	129.00	
TOTAL:				2,088.14	
The Sherwin Williams Company	8/06/20	Street Paint	ROAD USE TAX	Road Use Tax	394.25
	TOTAL:				394.25
Tiger Tire	7/29/20	TIRE REPAR PLUG	GENERAL FUND	Parks	15.50
	TOTAL:				15.50
Treasurer State of Iowa - Sales Tax	7/21/20	JUN '20 SALES TAX	GENERAL FUND	Pool	53.00-
	7/21/20	JUN '20 WET TAX	WATER UTILITY	Water	6,726.00
	7/21/20	JUN '20 SALES TAX	SEWER UTILITY FUND	Sewer	289.00
	TOTAL:				6,962.00

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
Tyler Technologies, Inc.	7/29/20	2ND QUARTER TRANSACTION FEE	WATER UTILITY	Water	667.91
	7/29/20	2ND QUARTER TRANSACTION FEE	SEWER UTILITY FUND	Sewer	667.92
	7/29/20	2ND QUARTER TRANSACTION FEE	STORM WATER UTILIT	STORM WATER UTILITY	667.92
				TOTAL:	2,003.75
US Postal Service	8/06/20	CH PO Box 248 - 12m Rental	GENERAL FUND	Finance	120.00
				TOTAL:	120.00
USA Blue Book	7/29/20	CHEMICALS & MINOR EQUIP	WATER UTILITY	Water	728.04
	7/29/20	CHEMICALS & MINOR EQUIP	WATER UTILITY	Water	768.42
				TOTAL:	1,496.46
United States Treasury	7/28/20	FORM 720 - PCORI FEES 07/3	TRUST AND AGENCY	General Government	63.50
				TOTAL:	63.50
Van Maanen Electric Inc	7/29/20	CHK BATTERIES IN STORM SIR	GENERAL FUND	Police Department	898.40
				TOTAL:	898.40
Verizon Wireless	7/29/20	PD CELL SRVC 6/12-7/11	GENERAL FUND	Police Department	421.34
	7/29/20	IPAD DATA FOR 104 & 106	GENERAL FUND	Fire Department	160.04
	7/29/20	SRVC 6/16-7/15	GENERAL FUND	Parks	391.14
	7/29/20	SRVC 6/16-7/15	GENERAL FUND	Pool	63.42
	7/29/20	SRVC 6/16-7/15	GENERAL FUND	Recreation	40.26
	7/29/20	SRVC 6/16-7/15	GENERAL FUND	Finance	31.83
	7/29/20	SRVC 6/16-7/15	GENERAL FUND	Zoning/Compliance/Perm	31.83
	7/29/20	SRVC 6/16-7/15	ROAD USE TAX	Road Use Tax	133.57
	7/29/20	SRVC 6/16-7/15	WATER UTILITY	Water	110.94
	7/29/20	SRVC 6/16-7/15	SEWER UTILITY FUND	Sewer	52.48
	7/29/20	SRVC 6/16-7/15	STORM WATER UTILIT	STORM WATER UTILITY	25.00
				TOTAL:	1,461.85
	Waldinger Corp	8/05/20	Library Preventative Maint	GENERAL FUND	Library
7/29/20		MAINTENANCE CONTRACT	GENERAL FUND	Parks	75.43
7/29/20		REPLACE OF A/C UNIT	GENERAL FUND	Parks	1,468.37
7/29/20		MAINTENANCE CONTRACT	GENERAL FUND	Recreation	75.43
7/29/20		REPLACE OF A/C UNIT	GENERAL FUND	Recreation	1,468.37
7/29/20		MAINTENANCE CONTRACT	GENERAL FUND	Finance	75.43
7/29/20		REPLACE OF A/C UNIT	GENERAL FUND	Finance	1,468.37
8/06/20		Repairs - Compressor/Fan M	GENERAL FUND	Finance	204.14
7/29/20		MAINTENANCE CONTRACT	GENERAL FUND	Zoning/Compliance/Perm	75.42
7/29/20		REPLACE OF A/C UNIT	GENERAL FUND	Zoning/Compliance/Perm	1,468.37
7/29/20		MAINTENANCE CONTRACT	ROAD USE TAX	Road Use Tax	75.43
7/29/20		REPLACE OF A/C UNIT	ROAD USE TAX	Road Use Tax	1,468.37
7/29/20		MAINTENANCE CONTRACT	WATER UTILITY	Water	75.43
7/29/20		REPLACE OF A/C UNIT	WATER UTILITY	Water	1,468.37
7/29/20		MAINTENANCE CONTRACT	SEWER UTILITY FUND	Sewer	75.43
7/29/20		REPLACE OF A/C UNIT	SEWER UTILITY FUND	Sewer	1,468.37
			TOTAL:	11,832.73	
Waste Solutions of IA	7/29/20	PORT A POT RENTAL & PARK S	GENERAL FUND	Parks	80.00
				TOTAL:	80.00
Waukee Power Equipment	7/29/20	FLANGE & GASKET	GENERAL FUND	Island Park	81.90
				TOTAL:	81.90
WebSpec Design	8/06/20	Aug. 2020 Web Hosting	GENERAL FUND	Finance	33.34

VENDOR NAME	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	8/06/20	Aug. 2020 Web Hosting	WATER UTILITY	Water	33.33
	8/06/20	Aug. 2020 Web Hosting	SEWER UTILITY FUND	Sewer	33.33
				TOTAL:	100.00
Wellmark/BCBS of Iowa	7/20/20	PY-INSURANCE PREMIUM BCBS	GENERAL FUND	NON-DEPARTMENTAL	1,751.29
	8/05/20	PY-INSURANCE PREMIUM BCBS	GENERAL FUND	NON-DEPARTMENTAL	1,751.29
	7/20/20	PY-INSURANCE PREMIUM BCBS	ROAD USE TAX	NON-DEPARTMENTAL	186.22
	8/05/20	PY-INSURANCE PREMIUM BCBS	ROAD USE TAX	NON-DEPARTMENTAL	186.22
	7/29/20	AUG 20 PREMIUMS	ROAD USE TAX	Road Use Tax	2,763.86
	7/29/20	AUG 20 PREMIUMS	TRUST AND AGENCY	General Government	16,583.17
	7/20/20	PY-INSURANCE PREMIUM BCBS	WATER UTILITY	NON-DEPARTMENTAL	369.88
	8/05/20	PY-INSURANCE PREMIUM BCBS	WATER UTILITY	NON-DEPARTMENTAL	369.88
	7/29/20	AUG 20 PREMIUMS	WATER UTILITY	Water	3,015.12
	7/20/20	PY-INSURANCE PREMIUM BCBS	SEWER UTILITY FUND	NON-DEPARTMENTAL	276.94
	8/05/20	PY-INSURANCE PREMIUM BCBS	SEWER UTILITY FUND	NON-DEPARTMENTAL	276.94
	7/29/20	AUG 20 PREMIUMS	SEWER UTILITY FUND	Sewer	2,512.60
	7/20/20	PY-INSURANCE PREMIUM BCBS	STORM WATER UTILIT	NON-DEPARTMENTAL	21.07
	8/05/20	PY-INSURANCE PREMIUM BCBS	STORM WATER UTILIT	NON-DEPARTMENTAL	21.07
	7/29/20	AUG 20 PREMIUMS	STORM WATER UTILIT	STORM WATER UTILITY	251.26
				TOTAL:	30,336.81
Wilcox Printing and Publishing, Inc.	7/29/20	PO BOOKS	GENERAL FUND	Police Department	27.64
	7/29/20	PO BOOKS	GENERAL FUND	Fire Department	27.64
	7/29/20	PO BOOKS	GENERAL FUND	Parks	27.64
	7/29/20	PO BOOKS	GENERAL FUND	Pool	27.64
	7/29/20	PO BOOKS	GENERAL FUND	Recreation	27.64
	7/29/20	PO BOOKS	ROAD USE TAX	Road Use Tax	27.64
	7/29/20	PO BOOKS	WATER UTILITY	Water	27.63
	7/29/20	PO BOOKS	SEWER UTILITY FUND	Sewer	27.63
	7/29/20	PO BOOKS	STORM WATER UTILIT	STORM WATER UTILITY	27.63
				TOTAL:	248.73
Wilson Bro Pest Control	7/29/20	MOSQUITO SPRAYING	STORM WATER UTILIT	STORM WATER UTILITY	1,000.00
				TOTAL:	1,000.00
**PAYROLL EXPENSES	7/16/2020 - 8/06/2020		GENERAL FUND	Police Department	53,320.45
			GENERAL FUND	Fire Department	12,580.00
			GENERAL FUND	Library	15,539.81
			GENERAL FUND	Parks	7,143.27
			GENERAL FUND	Island Park	4,195.76
			GENERAL FUND	Cemetery	3,437.32
			GENERAL FUND	Pool	23,143.76
			GENERAL FUND	Recreation	8,268.06
			GENERAL FUND	Finance	3,741.87
			GENERAL FUND	Zoning/Compliance/Perm	3,262.42
			ROAD USE TAX	Road Use Tax	12,540.54
			WATER UTILITY	Water	16,460.88
			SEWER UTILITY FUND	Sewer	18,926.83
			STORM WATER UTILIT	STORM WATER UTILITY	1,515.89
				TOTAL:	184,076.86



SELECTION CRITERIA

-----  
SELECTION OPTIONS

VENDOR SET: 01-ADEL  
VENDOR: All  
CLASSIFICATION: All  
BANK CODE: All  
ITEM DATE: 7/16/2020 THRU 8/06/2020  
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00  
GL POST DATE: 0/00/0000 THRU 99/99/9999  
CHECK DATE: 0/00/0000 THRU 99/99/9999

-----  
PAYROLL SELECTION

PAYROLL EXPENSES: YES  
EXPENSE TYPE: GROSS  
CHECK DATE: 7/16/2020 THRU 8/06/2020

-----  
PRINT OPTIONS

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

-----  
PACKET OPTIONS

INCLUDE REFUNDS: YES  
INCLUDE OPEN ITEM: YES  
-----

	BALANCE 7-1-20	RECEIPTS	TRANSFERS IN	DISBURSEMENTS	TRANSFERS OUT	ACCOUNTS PAYABLE	BALANCE 7-31-20
<b>General Funds</b>							
General	1,124,009.53	131,211.96	267.84	1,008,104.15			247,385.18
SPEC RESERVE	432,777.29	0.06					432,777.35
Emergency Levv	15,066.54	479.72					16,546.26
Police Academy	8,625.17						8,625.17
Police coos fast	10.00						10.00
Fire	6,818.61						6,818.61
Refunds	28,307.08						28,307.08
CP - Fire Equipment Upgrade	0.00						0.00
CP - Industrial Park	98,605.31						98,605.31
Hotel-Motel Tax	3,745.52						3,745.52
Oakdale Pride	113.45						113.45
Friends/Foundation	14,119.53	10,000.00		3,120.00			20,999.53
Historic Pres Pladues	120.05	180.00					300.05
Holiday Lights	4,682.48						4,682.48
Nile Kinnick Addition	16,475.50						16,475.50
<b>Total</b>	<b>1,756,476.06</b>	<b>141,871.74</b>	<b>267.84</b>	<b>1,011,224.15</b>			<b>887,391.49</b>
<b>Special Revenue Funds</b>							
Road Use Tax	389,990.84	61,904.92		25,533.70			426,362.06
Urban Renewal Tax Increment	51,344.74	2,612.58					53,957.32
Employee Benefits/HRA	195,052.27	6,307.91		40,702.40			160,657.78
LOST FUNDS	1,059,706.12	69,477.40					1,129,183.52
Library Memorial	10,713.20	1,550.00		100.00			12,163.20
Police DARE	597.33	330.00					927.33
POLICE FORFEITURE FUND	4,782.20						4,782.20
<b>Total</b>	<b>1,712,187.70</b>	<b>142,182.81</b>		<b>66,336.10</b>			<b>1,768,034.41</b>
<b>Capital Project Funds</b>							
CP - Brownfield Project	2,359.33						2,359.33
CP - 2008 Flood Repair	2,949.18						2,949.18
CP - 2010 SI Project	2,691.86						2,691.86
CP - Sidewalk Project	(16,043.00)						(16,043.00)
CP - 2006 Street Improvement	(10,483.83)						(10,483.83)
DS - 2002 Street	28,424.00						28,424.00
2010 Brick St Spec Assess	19,468.73						19,468.73
2017 Brick St Spec Assess	138,505.69	3,713.00					142,218.69
Adel Hwy 169 Improv	(44,812.67)						(44,812.67)
2019 Flood	(58,905.78)						(58,905.78)
<b>Total</b>	<b>64,153.51</b>	<b>3,713.00</b>					<b>67,866.51</b>
<b>Debt Service Fund</b>							
Debt Service-Property Tax	103,508.40	3,742.69					107,251.09
	103,508.40	3,742.69					107,251.09
<b>Internal Service Funds</b>							
Flex Plan	185.52	599.34		942.57			(157.71)
	185.52	599.34		942.57			(157.71)
<b>Enterprise Funds</b>							
Water	238,096.49	71,381.25		42,848.80	64.28		266,554.66
Sinking Bond & Interest	(348.68)	635,388.57		635,039.89			19,468.73
Improvement	883,338.28	22,998.88					906,337.14
Bond Reserve	87,237.50			87,237.50			
CWI	925,318.59	6,394,732.76		6,347,937.50			972,113.85
Water Deposits	173,897.05	5,085.61		2,400.00			176,582.66
CP - New Water Treatment Plant		1,096,604.96		1,096,604.96			
CP - Water Utility Improvements - Phase 1	(166,692.25)	41,653.62		36,269.15			(161,327.78)
CP - Water Utility Improvements - Phase 2	(23,132.86)			192.00			(23,324.86)
Sewer	587,690.61	59,598.25		39,508.98	139.28		607,640.60
USDA #1 Bond Reserve	10,237.00	353.00					10,590.00
USDA #1 Short Lived Asset Reserve (\$10,000 P	30,000.16	833.34					30,833.50
USDA #4 Bond Reserve	10,512.00	1,752.00					12,264.00
USDA #4 Short Lived Asset Reserve (Add'l \$8.00	6,000.00	500.00					6,500.00
Improvement	989,431.53	14,170.66					1,003,602.19
CSI	474,719.65	31,592.14		21,043.00			485,268.79
E Annex Sewer Connection Fees	7,833.12	14,071.24					21,904.36
CP - East Annex Sanitary Utility Extension	421,297.51			1,000.00			420,297.51
CP - New Wastewater Treatment Plant		6,184.00		6,184.00			
Storm Water	348,431.66	12,825.73		14,876.21	64.28		348,316.90
USDA #2 Bond Reserve	9,424.00	496.00					9,920.00
USDA #2 Short Lived Asset Reserve	3,000.00	125.00					3,125.00
CSWI	251,589.29	13,697.09		4,955.00			280,331.38
Garbage / Recycling	85,599.40	32,667.37		33,075.72			85,191.05
	5,353,470.05	8,458,711.45		8,369,192.71	267.84		5,440,720.95
<b>Total</b>	<b>8,989,981.24</b>	<b>8,748,821.03</b>	<b>287.84</b>	<b>9,447,695.53</b>	<b>267.84</b>		<b>8,291,106.74</b>
<b>CASH</b>							
Certificate of Deposit - RVB	100,000.00						
Peoples Bank Balance	6,387,955.73						
Peoples Bank - Merchant Account	-						
Peoples Bank - Storm Water Project	-						
Peoples Bank - Water Util Improv	1,118,953.58						
Peoples Bank - East Sewer Ext	-						
Peoples Bank - WWTP	-						
Wells Fargo Balance	-						
IPAIT	784,255.95						
<b>Total CIB</b>	<b>8,391,165.26</b>	<b>Outstanding (100,058.52)</b>		<b>Total 8,291,106.74</b>			

CITY OF ADEL  
 MONTH TO DATE TREASURERS REPORT  
 AS OF: JULY 31ST, 2020

FUND	BEGINNING CASH BALANCE	MTD REVENUES	MTD EXPENSES	ACCOUNTS PAYABLE	ENDING CASH BALANCE	TOTAL INVESTMENTS	TOTAL CASH & INVESTMENTS
GENERAL FUND	1,123,838.35	131,479.80	1,008,104.15	0.00	247,214.00	0.00	247,214.00
SPECIAL RESERVE TRANSFER	432,777.29	0.06	0.00	0.00	432,777.35	0.00	432,777.35
ROAD USE TAX	389,990.84	61,904.92	25,533.70	0.00	426,362.06	0.00	426,362.06
TRUST AND AGENCY	445,502.15	14,352.58	44,144.97	0.00	415,709.76	0.00	415,709.76
HOTEL-MOTEL TAX	3,745.52	0.00	0.00	0.00	3,745.52	0.00	3,745.52
TIF	51,344.74	2,612.58	0.00	0.00	53,957.32	0.00	53,957.32
2010 BRICK ST SPEC ASSES	19,468.73	0.00	0.00	0.00	19,468.73	0.00	19,468.73
2002 ST/UTIL-SPEC ASSESS	28,424.00	0.00	0.00	0.00	28,424.00	0.00	28,424.00
2017 BRICK ST SPEC ASSESS	138,505.69	3,713.00	0.00	0.00	142,218.69	0.00	142,218.69
DEBT SERVICE	103,508.40	3,742.69	0.00	0.00	107,251.09	0.00	107,251.09
2006 STREET IMP PROJECT	( 10,483.83)	0.00	0.00	0.00	( 10,483.83)	0.00	( 10,483.83)
BROWNFIELD PROJECT	2,359.33	0.00	0.00	0.00	2,359.33	0.00	2,359.33
2008 FLOOD REPAIR PROJEC	2,949.18	0.00	0.00	0.00	2,949.18	0.00	2,949.18
2010 STREET PROJECT	2,691.86	0.00	0.00	0.00	2,691.86	0.00	2,691.86
SIDEWALK PROJECT	( 16,043.00)	0.00	0.00	0.00	( 16,043.00)	0.00	( 16,043.00)
INDUSTRIAL PARK PROJECT	98,605.31	0.00	0.00	0.00	98,605.31	0.00	98,605.31
LOST FUNDS - AQUATIC CEN	1,059,706.12	69,477.40	0.00	0.00	1,129,183.52	0.00	1,129,183.52
WATER UTIL IMPROV P1	( 166,692.25)	41,653.62	36,289.15	0.00	( 161,327.78)	0.00	( 161,327.78)
NEW WATER TREATMENT PLANT	0.00	1,096,604.96	1,096,604.96	0.00	0.00	0.00	0.00
NEW WASTEWTR TRTMNT PLNT	0.00	6,184.00	6,184.00	0.00	0.00	0.00	0.00
EAST ANNEX SAN UTIL EXT	421,297.51	0.00	1,000.00	0.00	420,297.51	0.00	420,297.51
ADEL HWY 169 IMPROV	( 44,812.67)	0.00	0.00	0.00	( 44,812.67)	0.00	( 44,812.67)
2019 FLOOD	( 58,905.78)	0.00	0.00	0.00	( 58,905.78)	0.00	( 58,905.78)
WATER UTIL IMPROV P2	( 23,132.86)	0.00	192.00	0.00	( 23,324.86)	0.00	( 23,324.86)
WATER UTILITY	2,133,087.56	7,124,501.44	7,113,127.97	0.00	2,144,461.03	0.00	2,144,461.03
SEWER UTILITY FUND	2,116,691.29	122,870.63	60,691.26	0.00	2,178,870.66	0.00	2,178,870.66
STORM WATER UTILITY	612,441.27	27,143.82	19,895.49	0.00	619,689.60	0.00	619,689.60
GARBAGE/RECYCLING UTILITY	85,605.48	32,667.37	33,075.72	0.00	85,197.13	0.00	85,197.13
OAKDALE PRIDE	113.45	0.00	0.00	0.00	113.45	0.00	113.45
FRIENDS/FOUNDATION	14,119.53	10,000.00	3,120.00	0.00	20,999.53	0.00	20,999.53
HISTORIC PRES PLAQUES	120.05	160.00	0.00	0.00	300.05	0.00	300.05
HOLIDAY LIGHTS	4,682.48	0.00	0.00	0.00	4,682.48	0.00	4,682.48
HILE KINNICK ADDITION	18,475.50	0.00	0.00	0.00	18,475.50	0.00	18,475.50
GRAND TOTAL	8,989,981.24	8,749,088.87	9,447,963.37	0.00	8,291,106.74	0.00	8,291,106.74

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



CITY OF ADEL  
 STATEMENT OF EXPENDITURES - BUDGET vs ACTUAL  
 AS OF: JULY 31ST, 2020

EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXP.+ ENCUMB.	PRIOR YEAR YEAR-TO-DATE	BUDGET REMAINING	% BUDGET REMAINING
001-GENERAL FUND	2,311,533	3,405,749	1,008,104.15	1,008,104.15	262,530.16	2,397,644.85	70.40
002-SPECIAL RESERVE TRANS	10,000	45,000	0.00	0.00	0.00	45,000.00	100.00
110-ROAD USE TAX	437,435	592,076	25,533.70	25,533.70	65,697.63	566,542.30	95.69
112-TRUST AND AGENCY	606,426	660,350	44,144.97	44,144.97	37,929.50	616,205.03	93.31
125-TIF	565,455	499,686	0.00	0.00	0.00	499,686.00	100.00
133-2010 BRICK SPEC ASSES	1,666	1,601	0.00	0.00	0.00	1,601.00	100.00
135-2017 BRICK ST SPEC AS	17,460	17,102	0.00	0.00	0.00	17,102.00	100.00
200-DEBT SERVICE	974,093	1,054,955	0.00	0.00	0.00	1,054,955.00	100.00
317-INDUSTRIAL PARK PROJE	36,000	0	0.00	0.00	0.00	0.00	0.00
322-CAPITAL IMPROV-PARKS	100,000	0	0.00	0.00	0.00	0.00	0.00
324-LOST FUNDS - AQUATIC	507,574	1,502,627	0.00	0.00	0.00	1,502,627.00	100.00
330-STORMWATER UTIL IMPRO	300,000	200,000	0.00	0.00	200,068.30	200,000.00	100.00
331-WATER UTIL IMPROV P1	1,045,000	6,130,000	36,289.15	36,289.15	5,282.90	6,093,710.85	99.41
332-NEW WATER TREATMENT P	11,965,000	3,000,000	1,096,604.96	1,096,604.96	0.00	1,903,395.04	63.45
333-NEW WASTEWTR TRTMNT P	3,915,000	9,620,000	6,184.00	6,184.00	86,463.67	9,613,816.00	99.94
334-EAST ANNEX SAN UTIL E	2,225,000	0	1,000.00	1,000.00	791,438.25 (	1,000.00)	0.00
335-ADEL HWY 169 IMPROV	416,000	2,142,000	0.00	0.00	0.00	2,142,000.00	100.00
336-2018 ADEL STREET RESU	0	0	0.00	0.00	34,094.71	0.00	0.00
338-WATER UTIL IMPROV P2	0	0	192.00	192.00	0.00 (	192.00)	0.00
600-WATER UTILITY	832,253	1,586,749	7,113,127.97	7,113,127.97	58,774.37 (	5,526,378.97)	348.28-
610-SEWER UTILITY FUND	891,481	1,276,414	60,691.26	60,691.26	64,038.40	1,215,722.74	95.25
615-STORM WATER UTILITY	248,003	264,247	19,895.49	19,895.49	10,719.31	244,351.51	92.47
670-GARBAGE/RECYCLING UTI	392,000	409,000	33,075.72	33,075.72	30,539.04	375,924.28	91.91
951-FRIENDS/FOUNDATION	0	0	3,120.00	3,120.00	0.00 (	3,120.00)	0.00
<b>TOTAL EXPENDITURES</b>	<b>27,797,379</b>	<b>32,407,556</b>	<b>9,447,963.37</b>	<b>9,447,963.37</b>	<b>1,647,576.24</b>	<b>22,959,592.63</b>	<b>70.85</b>
REVENUE OVER/(UNDER) EXPENDITURES	616,365 (	246,738) (	698,874.50) (	698,874.50) (	99,298.87)	452,136.63	9,958.05-

CITY OF ADEL  
 EXPENDITURES REPORT (UNAUDITED)  
 AS OF: JULY 31ST, 2020

001-GENERAL FUND

08.33% OF YEAR COMP.

Non Departmental

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
<u>TRANSFERS</u>					
001-5-000-5-6910 TRANSFER OUT	20,123.00	0.00	0.00	0.00	20,123.00
TOTAL TRANSFERS	20,123.00	0.00	0.00	0.00	20,123.00
<hr/>					
TOTAL Non Departmental	20,123.00	0.00	0.00	0.00	20,123.00

CITY OF ADEL  
 EXPENDITURES REPORT (UNAUDITED)  
 AS OF: JULY 31ST, 2020

001-GENERAL FUND

08.33% OF YEAR COMP.

Police Department

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
001-5-110-1-6010 FULL TIME WAGES	637,218.00	51,597.86	51,597.86	8.10	585,620.14
001-5-110-1-6020 PART TIME WAGES	1,200.00	0.00	0.00	0.00	1,200.00
001-5-110-1-6040 OVERTIME WAGES	8,000.00	378.83	378.83	4.74	7,621.17
001-5-110-1-6062 HOLIDAY WAGES	11,300.00	1,231.06	1,231.06	10.89	10,068.94
001-5-110-1-6069 COURT TIME WAGES	800.00	0.00	0.00	0.00	800.00
001-5-110-1-6181 UNIFORM ALLOWANCE	7,500.00	3,000.00	3,000.00	40.00	4,500.00
001-5-110-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	205.00	0.00	0.00	0.00	205.00
001-5-110-1-6230 EDUCATION & TRAINING	4,000.00	0.00	0.00	0.00	4,000.00
001-5-110-1-6240 MEETINGS AND TRAVEL	350.00	0.00	0.00	0.00	350.00
TOTAL PERSONAL SERVICES	670,573.00	56,207.75	56,207.75	8.38	614,365.25
<u>SERVICES AND COMMODITIES</u>					
001-5-110-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	18,000.00	1,430.21	1,430.21	7.95	16,569.79
001-5-110-2-6332 VEHICLE, EQUIP & RADIO MAINT.	14,000.00	2,518.89	2,518.89	17.99	11,481.11
001-5-110-2-6371 UTILITIES-ELEC,GAS-SANITATION	10,000.00	956.01	956.01	9.56	9,043.99
001-5-110-2-6372 DISASTER SERVICES	5,000.00	946.19	946.19	18.92	4,053.81
001-5-110-2-6373 TELEPHONE/RADIO	7,500.00	552.14	552.14	7.36	6,947.86
001-5-110-2-6402 ADVERTISING & LEGAL PUBLICATIO	2,000.00	0.00	0.00	0.00	2,000.00
001-5-110-2-6407 PROFESS FEES-DRS, LAWYERS, ENG	6,000.00	0.00	0.00	0.00	6,000.00
001-5-110-2-6408 INSURANCE-FIRE & AUTO-GENERAL	7,570.00	0.00	0.00	0.00	7,570.00
001-5-110-2-6411 COURT COSTS	450.00	0.00	0.00	0.00	450.00
001-5-110-2-6419 DATA PROCESSING EXPENSES	12,800.00	1,418.40	1,418.40	11.08	11,381.60
001-5-110-2-6426 BUILDING & GROUNDS MAINTENANCE	6,000.00	862.82	862.82	14.38	5,137.18
001-5-110-2-6432 SERVICE/MAINT AGREEMENTS	3,100.00	397.71	397.71	12.83	2,702.29
001-5-110-2-6506 OFFICE SUPPLIES	3,100.00	572.81	572.81	18.48	2,527.19
001-5-110-2-6516 FILM & PROCESSING	500.00	0.00	0.00	0.00	500.00
001-5-110-2-6598 PETTY CASH & MISCELLANEOUS	150.00	0.00	0.00	0.00	150.00
001-5-110-2-6599 MISC SUPPLIES	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL SERVICES AND COMMODITIES	97,670.00	9,655.18	9,655.18	9.89	88,014.82
<u>CAPITAL OUTLAY</u>					
001-5-110-3-6711 CAPITAL OUTLAY-VEHICLE	48,000.00	0.00	0.00	0.00	48,000.00
001-5-110-3-6726 EQUIPMENT UPGRADE	4,500.00	0.00	0.00	0.00	4,500.00
TOTAL CAPITAL OUTLAY	52,500.00	0.00	0.00	0.00	52,500.00
<u>TRANSFERS</u>					
TOTAL Police Department	820,743.00	65,862.93	65,862.93	8.02	754,880.07

CITY OF ADEL  
EXPENDITURES REPORT (UNAUDITED)  
AS OF: JULY 31ST, 2020

001-GENERAL FUND

06.33% OF YEAR COMP.

Fire Department

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
001-5-150-1-6050 FIRE CALL STIPEND	25,000.00	12,580.00	12,580.00	50.32	12,420.00
001-5-150-1-6052 FIRST RESPONDERS	3,000.00	0.00	0.00	0.00	3,000.00
001-5-150-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	400.00	0.00	0.00	0.00	400.00
001-5-150-1-6230 EDUCATION & TRAINING	3,500.00	50.00	50.00	1.43	3,450.00
001-5-150-1-6260 AWARDS	<u>300.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>300.00</u>
TOTAL PERSONAL SERVICES	32,200.00	12,630.00	12,630.00	39.22	19,570.00
<u>SERVICES AND COMMODITIES</u>					
001-5-150-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	3,000.00	162.82	162.82	5.43	2,837.18
001-5-150-2-6332 VEHICLE, EQUIP & RADIO MAINT.	10,000.00	669.01	669.01	6.69	9,330.99
001-5-150-2-6371 UTILITIES-ELEC,GAS-SANITATION	1,500.00	14.10	14.10	0.94	1,485.90
001-5-150-2-6373 TELEPHONE/RADIO	1,000.00	240.06	240.06	24.01	759.94
001-5-150-2-6407 PROFESS FEES-DRS, LAWYERS, ENG	1,000.00	0.00	0.00	0.00	1,000.00
001-5-150-2-6408 INSURANCE-FIRE & AUTO-GENERAL	8,890.00	0.00	0.00	0.00	8,890.00
001-5-150-2-6419 DATA PROCESSING EXPENSES	3,500.00	309.60	309.60	8.85	3,190.40
001-5-150-2-6426 BUILDING & GROUNDS MAINTENANCE	1,500.00	752.21	752.21	50.15	747.79
001-5-150-2-6432 SERVICE/MAINT AGREEMENTS	700.00	0.00	0.00	0.00	700.00
001-5-150-2-6504 MINOR EQUIPMENT	10,000.00	78.31	78.31	0.78	9,921.69
001-5-150-2-6506 OFFICE SUPPLIES	500.00	27.64	27.64	5.53	472.36
001-5-150-2-6514 BUNKER GEAR/EQUIP	10,000.00	0.00	0.00	0.00	10,000.00
001-5-150-2-6517 HEPATITUS B-VACINATIONS	500.00	0.00	0.00	0.00	500.00
001-5-150-2-6518 UNIFORMS	1,000.00	0.00	0.00	0.00	1,000.00
001-5-150-2-6519 FIRE GROUND EXPENSE	500.00	0.00	0.00	0.00	500.00
001-5-150-2-6520 FIRE PREVENTION EXPENSES	1,000.00	0.00	0.00	0.00	1,000.00
001-5-150-2-6521 AIR COMPRESSOR	1,000.00	0.00	0.00	0.00	1,000.00
001-5-150-2-6599 MISC SUPPLIES	<u>1,000.00</u>	<u>107.96</u>	<u>107.96</u>	<u>10.80</u>	<u>892.04</u>
TOTAL SERVICES AND COMMODITIES	56,590.00	2,361.71	2,361.71	4.17	54,228.29
<u>CAPITAL OUTLAY</u>					
001-5-150-3-6714 BUNKER GEAR/EQUIP UPGRAD	<u>10,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>
TOTAL CAPITAL OUTLAY	10,000.00	0.00	0.00	0.00	10,000.00
TOTAL Fire Department	98,790.00	14,991.71	14,991.71	15.18	83,798.29

CITY OF ADEL  
EXPENDITURES REPORT (UNAUDITED)  
AS OF: JULY 31ST, 2020

001-GENERAL FUND

08.33% OF YEAR COMP.

Animal Control

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
<u>SERVICES AND COMMODITIES</u>					
001-5-190-2-6421 ANIMAL CONTROL	2,000.00	0.00	0.00	0.00	2,000.00
TOTAL SERVICES AND COMMODITIES	2,000.00	0.00	0.00	0.00	2,000.00
<hr/>					
TOTAL Animal Control	2,000.00	0.00	0.00	0.00	2,000.00

CITY OF ADEL  
 EXPENDITURES REPORT (UNAUDITED)  
 AS OF: JULY 31ST, 2020

001-GENERAL FUND

08.33% OF YEAR COMP.

Roads, Bridges, Sidewalks

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
<u>SERVICES AND COMMODITIES</u>					
001-5-210-2-6408 INSURANCE	8,368.00	0.00	0.00	0.00	8,368.00
TOTAL SERVICES AND COMMODITIES	8,368.00	0.00	0.00	0.00	8,368.00
<hr/>					
<u>CAPITAL OUTLAY</u>					
<hr/>					
TOTAL Roads, Bridges, Sidewalks	8,368.00	0.00	0.00	0.00	8,368.00

CITY OF ADEL  
 EXPENDITURES REPORT (UNAUDITED)  
 AS OF: JULY 31ST, 2020

001-GENERAL FUND

08.33% OF YEAR COMP.

Street Lighting

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
SERVICES AND COMMODITIES					
001-5-230-2-6375 STREET LIGHTING	60,500.00	3,983.73	3,983.73	6.58	56,516.27
TOTAL SERVICES AND COMMODITIES	60,500.00	3,983.73	3,983.73	6.58	56,516.27
<hr/>					
TOTAL Street Lighting	60,500.00	3,983.73	3,983.73	6.58	56,516.27

CITY OF ADEL  
 EXPENDITURES REPORT (UNAUDITED)  
 AS OF: JULY 31ST, 2020

001-GENERAL FUND

08.33% OF YEAR COMP.

Traffic Control & Safety

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
<u>SERVICES AND COMMODITIES</u>					
001-5-240-2-6374 TRAFFIC CONTROL	750.00	41.52	41.52	5.54	708.48
TOTAL SERVICES AND COMMODITIES	750.00	41.52	41.52	5.54	708.48
<hr/>					
TOTAL Traffic Control & Safety	750.00	41.52	41.52	5.54	708.48

CITY OF ADEL  
EXPENDITURES REPORT (UNAUDITED)  
AS OF: JULY 31ST, 2020

001-GENERAL FUND

08.33% OF YEAR COMP.

Library

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
001-5-410-1-6010 FULL TIME WAGES	116,545.00	9,020.62	9,020.62	7.74	107,524.38
001-5-410-1-6020 PART TIME WAGES	64,782.00	4,285.44	4,285.44	6.62	60,496.56
001-5-410-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	3,807.00	0.00	0.00	0.00	3,807.00
001-5-410-1-6230 EDUCATION & TRAINING	800.00	0.00	0.00	0.00	800.00
TOTAL PERSONAL SERVICES	185,934.00	13,306.06	13,306.06	7.16	172,627.94
<u>SERVICES AND COMMODITIES</u>					
001-5-410-2-6371 UTILITIES-ELEC,GAS-SANITATION	22,000.00	2,115.32	2,115.32	9.62	19,884.68
001-5-410-2-6373 TELEPHONE/RADIO	2,500.00	130.80	130.80	5.23	2,369.20
001-5-410-2-6408 INSURANCE-FIRE & AUTO-GENERAL	2,086.00	0.00	0.00	0.00	2,086.00
001-5-410-2-6419 DATA PROCESSING EXPENSES	7,000.00	725.00	725.00	10.36	6,275.00
001-5-410-2-6423 SERVICE AGREEMENTS	13,600.00	938.07	938.07	6.90	12,661.93
001-5-410-2-6426 BUILDING & GROUNDS MAINTENANCE	12,000.00	85.00	85.00	0.71	11,915.00
001-5-410-2-6508 POSTAGE AND SHIPPING	2,000.00	4.99	4.99	0.25	1,995.01
001-5-410-2-6523 PROGRAM EXPENSE	1,500.00	101.10	101.10	6.74	1,398.90
001-5-410-2-6598 PETTY CASH & MISCELLANEOUS	100.00	0.00	0.00	0.00	100.00
001-5-410-2-6599 MISC SUPPLIES	7,500.00	56.20	56.20	0.75	7,443.80
TOTAL SERVICES AND COMMODITIES	70,286.00	4,156.48	4,156.48	5.91	66,129.52
<u>CAPITAL OUTLAY</u>					
001-5-410-3-6770 CAPITAL OUTLAY-BOOKS, FILMS, R	26,000.00	3,746.38	3,746.38	14.41	22,253.62
TOTAL CAPITAL OUTLAY	26,000.00	3,746.38	3,746.38	14.41	22,253.62
TOTAL Library	282,220.00	21,208.92	21,208.92	7.52	261,011.08

CITY OF ADEL  
 EXPENDITURES REPORT (UNAUDITED)  
 AS OF: JULY 31ST, 2020

001-GENERAL FUND

08.33% OF YEAR COMP.

Museum

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SERVICES AND COMMODITIES</u>					
001-5-420-2-6534 HISTORICAL MUSEUM EXPENSE	10,000.00	110.94	110.94	1.11	9,889.06
TOTAL SERVICES AND COMMODITIES	10,000.00	110.94	110.94	1.11	9,889.06
TOTAL Museum	10,000.00	110.94	110.94	1.11	9,889.06

CITY OF ADEL  
 EXPENDITURES REPORT (UNAUDITED)  
 AS OF: JULY 31ST, 2020

001-GENERAL FUND

08.33% OF YEAR COMP.

Parks

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
001-5-430-1-6010 FULL TIME WAGES	40,259.00	3,359.38	3,359.38	8.34	36,899.62
001-5-430-1-6020 PART TIME WAGES	20,800.00	3,988.99	3,988.99	19.18	16,811.01
001-5-430-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	1,226.00	0.00	0.00	0.00	1,226.00
001-5-430-1-6230 EDUCATION & TRAINING	950.00	0.00	0.00	0.00	950.00
001-5-430-1-6240 MEETING & TRAVEL	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>
TOTAL PERSONAL SERVICES	64,235.00	7,348.37	7,348.37	11.44	56,886.63
<u>SERVICES AND COMMODITIES</u>					
001-5-430-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	5,300.00	356.55	356.55	6.73	4,943.45
001-5-430-2-6332 VEHICLE, EQUIP & RADIO MAINT.	6,000.00	698.44	698.44	11.64	5,301.56
001-5-430-2-6371 UTILITIES-ELEC,GAS-SANITATION	4,700.00	266.86	266.86	5.68	4,433.14
001-5-430-2-6373 TELEPHONE/RADIO	850.00	391.14	391.14	46.02	458.86
001-5-430-2-6402 ADVERTISING & LEGAL PUBLICATIO	1,250.00	0.00	0.00	0.00	1,250.00
001-5-430-2-6407 PROFESS FEES-DRS, LAWYERS, ENG	53,780.00	265.75	265.75	0.49	53,514.25
001-5-430-2-6408 INSURANCE-FIRE & AUTO-GENERAL	7,733.00	0.00	0.00	0.00	7,733.00
001-5-430-2-6416 RENTALS	3,500.00	102.90	102.90	2.94	3,397.10
001-5-430-2-6418 PROPERTY TAXES	400.00	0.00	0.00	0.00	400.00
001-5-430-2-6424 TREE CARE	2,200.00	2,595.00	2,595.00	117.95 (	395.00)
001-5-430-2-6426 BUILDING & GROUNDS MAINTENANCE	28,367.00	1,805.86	1,805.86	6.37	26,561.14
001-5-430-2-6432 SERVICE & MAINT AGREEMENTS	1,500.00	166.72	166.72	11.11	1,333.28
001-5-430-2-6440 REFUNDS-PARK	0.00	60.00	60.00	0.00 (	60.00)
001-5-430-2-6501 CHEMICALS	400.00	121.06	121.06	30.27	278.94
001-5-430-2-6506 OFFICE SUPPLIES	1,000.00	98.77	98.77	9.88	901.23
001-5-430-2-6598 PTTY CASH & MISCELLANEOUS	50.00	0.00	0.00	0.00	50.00
001-5-430-2-6599 MISC SUPPLIES	<u>2,000.00</u>	<u>865.82</u>	<u>865.82</u>	<u>43.29</u>	<u>1,134.18</u>
TOTAL SERVICES AND COMMODITIES	119,030.00	7,794.87	7,794.87	6.55	111,235.13
<u>CAPITAL OUTLAY</u>					
001-5-430-3-6711 CAPITAL OUTLAY-VEHICLE	17,500.00	0.00	0.00	0.00	17,500.00
001-5-430-3-6713 CAPITAL OUTLAY-BUILDING	35,000.00	7,779.68	7,779.68	22.23	27,220.32
001-5-430-3-6730 CAPITAL OUTLAY-LAND	<u>800,000.00</u>	<u>762,241.06</u>	<u>762,241.06</u>	<u>95.28</u>	<u>37,758.94</u>
TOTAL CAPITAL OUTLAY	852,500.00	770,020.74	770,020.74	90.33	82,479.26
TOTAL Parks	1,035,765.00	785,163.98	785,163.98	75.81	250,601.02

CITY OF ADEL  
EXPENDITURES REPORT (UNAUDITED)  
AS OF: JULY 31ST, 2020

001-GENERAL FUND

08.33% OF YEAR COMP.

Island Park

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
001-5-440-1-6010 FULL TIME WAGES	27,642.00	2,316.50	2,316.50	8.38	25,325.50
001-5-440-1-6030 PARTTIME WAGES	<u>10,400.00</u>	<u>2,003.28</u>	<u>2,003.28</u>	<u>19.26</u>	<u>8,396.72</u>
TOTAL PERSONAL SERVICES	38,042.00	4,319.78	4,319.78	11.36	33,722.22
<u>SERVICES AND COMMODITIES</u>					
001-5-440-2-6332 VEHICLE, EQUIP & RADIO MAINT.	1,000.00	114.08	114.08	11.41	885.92
001-5-440-2-6371 UTILITIES-ELEC,GAS-SANITATION	2,000.00	80.65	80.65	4.03	1,919.35
001-5-440-2-6408 INSURANCE-FIRE & AUTO-GENERAL	3,683.00	0.00	0.00	0.00	3,683.00
001-5-440-2-6424 TREE CARE	600.00	0.00	0.00	0.00	600.00
001-5-440-2-6426 BUILDING & GROUNDS MAINTENANCE	4,800.00	0.00	0.00	0.00	4,800.00
001-5-440-2-6599 MISC SUPPLIES	<u>500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>
TOTAL SERVICES AND COMMODITIES	12,583.00	194.73	194.73	1.55	12,388.27
TOTAL Island Park:	50,625.00	4,514.51	4,514.51	8.92	46,110.49

CITY OF ADEL  
EXPENDITURES REPORT (UNAUDITED)  
AS OF: JULY 31ST, 2020

001-GENERAL FUND

08.33% OF YEAR COMP.

Cemetery	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>DEPARTMENTAL EXPENDITURES</u>					
<u>PERSONAL SERVICES</u>					
001-5-450-1-6010 FULL TIME WAGES	18,338.00	1,558.06	1,558.06	8.50	16,779.94
001-5-450-1-6030 PART TIME WAGES	<u>10,400.00</u>	<u>2,003.28</u>	<u>2,003.28</u>	<u>19.26</u>	<u>8,396.72</u>
TOTAL PERSONAL SERVICES	28,738.00	3,561.34	3,561.34	12.39	25,176.66
<u>SERVICES AND COMMODITIES</u>					
001-5-450-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	700.00	0.00	0.00	0.00	700.00
001-5-450-2-6332 VEHICLE, EQUIP & RADIO MAINT.	2,000.00	0.00	0.00	0.00	2,000.00
001-5-450-2-6424 TREE CARE	1,100.00	0.00	0.00	0.00	1,100.00
001-5-450-2-6426 BUILDING & GROUNDS MAINTENANCE	6,500.00	0.00	0.00	0.00	6,500.00
001-5-450-2-6432 SERVICE & MAINT AGREEMENTS	550.00	0.00	0.00	0.00	550.00
001-5-450-2-6440 REFUNDS	200.00	0.00	0.00	0.00	200.00
001-5-450-2-6504 MINOR EQUIPMENT	400.00	0.00	0.00	0.00	400.00
001-5-450-2-6599 MISC SUPPLIES	<u>400.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>400.00</u>
TOTAL SERVICES AND COMMODITIES	11,850.00	0.00	0.00	0.00	11,850.00
TOTAL Cemetery	40,588.00	3,561.34	3,561.34	8.77	37,026.66

CITY OF ADEL  
EXPENDITURES REPORT (UNAUDITED)  
AS OF: JULY 31ST, 2020

001-GENERAL FUND

08.33% OF YEAR COMP.

Pool

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
001-5-460-1-6010 FULL TIME WAGES	47,428.00	3,957.95	3,957.95	8.35	43,470.05
001-5-460-1-6011 PART TIME WAGES	120,000.00	14,995.79	14,995.79	12.50	105,004.21
001-5-460-1-6030 SEASONAL WAGES - CONCESSIONS	0.00	3,029.14	3,029.14	0.00	( 3,029.14)
001-5-460-1-6230 EDUCATION & TRAINING	4,000.00	196.62	196.62	4.92	3,803.38
TOTAL PERSONAL SERVICES	171,428.00	22,179.50	22,179.50	12.94	149,248.50
<u>SERVICES AND COMMODITIES</u>					
001-5-460-2-6371 UTILITIES-ELEC,GAS-SANITATION	18,000.00	923.36	923.36	5.13	17,076.64
001-5-460-2-6373 TELEPHONE/RADIO	1,400.00	103.37	103.37	7.38	1,296.63
001-5-460-2-6402 ADVERTISING & LEGAL PUBLICATIO	1,250.00	0.00	0.00	0.00	1,250.00
001-5-460-2-6407 PROFESS FEES-DRS, LAWYERS, ENG	4,000.00	1,196.00	1,196.00	29.90	2,804.00
001-5-460-2-6408 INSURANCE-FIRE & AUTO-GENERAL	6,494.00	0.00	0.00	0.00	6,494.00
001-5-460-2-6418 SALES TAX	8,750.00	( 53.00)	( 53.00)	0.61-	8,803.00
001-5-460-2-6426 BUILDING & GROUNDS MAINTENANCE	10,500.00	1,170.25	1,170.25	11.15	9,329.75
001-5-460-2-6432 SERVICE MAINT & AGREEMENTS	1,500.00	0.00	0.00	0.00	1,500.00
001-5-460-2-6433 TESTING	50.00	14.00	14.00	28.00	36.00
001-5-460-2-6435 INSPECTIONS	568.00	646.00	646.00	113.73	( 78.00)
001-5-460-2-6440 REFUNDS-POOL	0.00	4,810.00	4,810.00	0.00	( 4,810.00)
001-5-460-2-6501 CHEMICALS	10,000.00	3,501.60	3,501.60	35.02	6,498.40
001-5-460-2-6504 MINOR EQUIPMENT	2,000.00	466.57	466.57	23.33	1,533.43
001-5-460-2-6505 CONCESSION SUPPLIES	22,000.00	3,189.37	3,189.37	14.50	18,810.63
001-5-460-2-6599 MISC SUPPLIES	2,500.00	587.89	587.89	23.52	1,912.11
TOTAL SERVICES AND COMMODITIES	89,012.00	16,555.41	16,555.41	18.60	72,456.59
<u>CAPITAL OUTLAY</u>					
001-5-460-3-6712 CAPITAL OUTLAY-BUILDING	35,000.00	0.00	0.00	0.00	35,000.00
TOTAL CAPITAL OUTLAY	35,000.00	0.00	0.00	0.00	35,000.00
TOTAL Pool	295,440.00	38,734.91	38,734.91	13.11	256,705.09

CITY OF ADEL  
 EXPENDITURES REPORT (UNAUDITED)  
 AS OF: JULY 31ST, 2020

001-GENERAL FUND

08.33% OF YEAR COMP.

Recreation

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
001-5-470-1-6010 FULL TIME WAGES	68,447.00	5,678.60	5,678.60	8.30	62,768.40
001-5-470-1-6020 PART TIME WAGES	15,900.00	2,513.85	2,513.85	15.81	13,386.15
001-5-470-1-6021 OFFICIALS/SCOREKEEPERS WAGES	11,400.00	0.00	0.00	0.00	11,400.00
001-5-470-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	451.00	291.00	291.00	64.52	160.00
001-5-470-1-6230 EDUCATION & TRAINING	1,950.00	0.00	0.00	0.00	1,950.00
001-5-470-1-6240 MEETING & TRAVEL	1,550.00	0.00	0.00	0.00	1,550.00
TOTAL PERSONAL SERVICES	99,698.00	8,483.45	8,483.45	8.51	91,214.55
<u>SERVICES AND COMMODITIES</u>					
001-5-470-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	1,850.00	103.45	103.45	5.59	1,746.55
001-5-470-2-6332 VEHICLE, EQUIP & RADIO MAINT.	1,000.00	0.00	0.00	0.00	1,000.00
001-5-470-2-6373 TELEPHONE/RADIO	1,200.00	40.26	40.26	3.36	1,159.74
001-5-470-2-6402 ADVERTISING & LEGAL PUBLICATIO	8,700.00	0.00	0.00	0.00	8,700.00
001-5-470-2-6403 INSURANCE-LIABILITY	611.00	0.00	0.00	0.00	611.00
001-5-470-2-6416 RENTALS	3,500.00	0.00	0.00	0.00	3,500.00
001-5-470-2-6426 BUILDING & GROUNDS MAINTENANCE	9,000.00	1,623.80	1,623.80	18.04	7,376.20
001-5-470-2-6432 SERVICE & MAINT AGREEMENTS	1,800.00	184.17	184.17	10.23	1,615.83
001-5-470-2-6436 CONCESSION EXPENSES	4,700.00	0.00	0.00	0.00	4,700.00
001-5-470-2-6440 REFUNDS-RECREATION	0.00	700.00	700.00	0.00	(700.00)
001-5-470-2-6506 OFFICE SUPPLIES	750.00	98.78	98.78	13.17	651.22
001-5-470-2-6508 POSTAGE AND SHIPPING	50.00	0.00	0.00	0.00	50.00
001-5-470-2-6509 YOUTH BASKETBALL	4,000.00	0.00	0.00	0.00	4,000.00
001-5-470-2-6510 SPECIAL EVENTS	1,300.00	480.00	480.00	36.92	820.00
001-5-470-2-6512 ADULT LEAGUE EXPENSE	2,900.00	148.00	148.00	5.10	2,752.00
001-5-470-2-6535 FIRST AID SUPPLIES	100.00	0.00	0.00	0.00	100.00
001-5-470-2-6536 BASEBALL EXPENSE	13,500.00	132.21	132.21	0.98	13,367.79
001-5-470-2-6537 SOFTBALL EXPENSE	9,000.00	132.21	132.21	1.47	8,867.79
001-5-470-2-6541 TENNIS EXPENSE	360.00	411.76	411.76	114.38	(51.76)
001-5-470-2-6599 MISC SUPPLIES	4,000.00	424.54	424.54	10.61	3,575.46
TOTAL SERVICES AND COMMODITIES	68,321.00	4,479.18	4,479.18	6.56	63,841.82
<u>CAPITAL OUTLAY</u>					
TOTAL Recreation	168,019.00	12,962.63	12,962.63	7.71	155,056.37

CITY OF ADEL  
EXPENDITURES REPORT (UNAUDITED)  
AS OF: JULY 31ST, 2020

001-GENERAL FUND

08.33% OF YEAR COMP.

## Finance

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
001-5-620-1-6010 FULL TIME WAGES	45,428.00	3,880.19	3,880.19	8.54	41,547.81
001-5-620-1-6011 MAYOR AND COUNCIL WAGES	3,135.00	0.00	0.00	0.00	3,135.00
001-5-620-1-6040 OVERTIME WAGES	1,000.00	0.00	0.00	0.00	1,000.00
001-5-620-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	8,500.00	5,968.49	5,968.49	70.22	2,531.51
001-5-620-1-6230 EDUCATION & TRAINING	3,000.00	0.00	0.00	0.00	3,000.00
001-5-620-1-6240 MEETINGS AND TRAVEL	3,000.00	0.00	0.00	0.00	3,000.00
001-5-620-2-6241 CONTRIBUTIONS	<u>11,419.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>11,419.00</u>
TOTAL PERSONAL SERVICES	75,482.00	9,848.68	9,848.68	13.05	65,633.32
<u>SERVICES AND COMMODITIES</u>					
001-5-620-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	100.00	0.00	0.00	0.00	100.00
001-5-620-2-6332 VEHICLE & EQUIP MAINTENANCE	100.00	0.00	0.00	0.00	100.00
001-5-620-2-6371 UTILITIES-ELEC,GAS-SANITATION	7,875.00	538.82	538.82	6.84	7,336.18
001-5-620-2-6373 TELEPHONE/RADIO	2,500.00	180.31	180.31	7.21	2,319.69
001-5-620-2-6402 ADVERTISING & LEGAL PUBLICATIO	8,250.00	917.86	917.86	11.13	7,332.14
001-5-620-2-6405 COURT & RECORDING FEES	150.00	0.00	0.00	0.00	150.00
001-5-620-2-6407 PROFESS FEES-DRS, LAWYERS, ENG	86,760.00	21,052.50	21,052.50	24.26	65,727.50
001-5-620-2-6409 INSURANCE - PROPERTY	6,127.00	0.00	0.00	0.00	6,127.00
001-5-620-2-6419 DATA PROCESSING EXPENSES	5,250.00	381.34	381.34	7.26	4,868.66
001-5-620-2-6426 BUILDING & GROUNDS MAINTENANCE	7,500.00	3,234.78	3,234.78	43.13	4,265.22
001-5-620-2-6432 SERVICE/MAINT AGREEMENTS	9,500.00	184.18	184.18	1.94	9,315.82
001-5-620-2-6437 CODIFICATION/MAPS/ZONING UPDAT	2,000.00	0.00	0.00	0.00	2,000.00
001-5-620-2-6438 SPECIAL PROGRAMS (MAIN STREET)	8,000.00	11.74	11.74	0.15	7,988.26
001-5-620-2-6439 ECONOMIC DEVELOPMENT	10,000.00	0.00	0.00	0.00	10,000.00
001-5-620-2-6440 REFUNDS	50.00	0.00	0.00	0.00	50.00
001-5-620-2-6490 OTHER PROF SERVICES (TIF)	33,446.00	9,205.00	9,205.00	27.52	24,241.00
001-5-620-2-6506 OFFICE SUPPLIES	4,000.00	241.13	241.13	6.03	3,758.87
001-5-620-2-6508 POSTAGE AND SHIPPING	2,250.00	84.45	84.45	3.75	2,165.55
001-5-620-2-6598 PETTY CASH & MISCELLANEOUS	<u>7,000.00</u>	<u>1,330.64</u>	<u>1,330.64</u>	<u>19.01</u>	<u>5,669.36</u>
TOTAL SERVICES AND COMMODITIES	200,878.00	37,362.75	37,362.75	18.60	163,515.25
<u>CAPITAL OUTLAY</u>					
TOTAL Finance	276,360.00	47,211.43	47,211.43	17.08	229,148.57

CITY OF ADEL  
 EXPENDITURES REPORT (UNAUDITED)  
 AS OF: JULY 31ST, 2020

001-GENERAL FUND

08.33% OF YEAR COMP.

Zoning/Compliance/Permits

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
001-5-630-1-6010 FULL TIME WAGES	39,944.00	3,262.42	3,262.42	8.17	36,681.58
001-5-630-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	200.00	0.00	0.00	0.00	200.00
001-5-630-1-6230 EDUCATION & TRAINING	600.00	0.00	0.00	0.00	600.00
001-5-630-1-6240 MEETING AND TRAVEL	150.00	0.00	0.00	0.00	150.00
TOTAL PERSONAL SERVICES	40,894.00	3,262.42	3,262.42	7.98	37,631.58
<u>SERVICES AND COMMODITIES</u>					
001-5-630-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	1,500.00	38.55	38.55	2.57	1,461.45
001-5-630-2-6332 VEHICLE, EQUIP & RADIO MAINT.	1,000.00	0.00	0.00	0.00	1,000.00
001-5-630-2-6373 TELEPHONE/RADIO	1,000.00	31.83	31.83	3.18	968.17
001-5-630-2-6402 ADVERTISING & LEGAL PUBLICATIO	1,000.00	23.64	23.64	2.36	976.36
001-5-630-2-6407 PROFESS FEES-DRS, LAWYERS, ENG	175,000.00	3,889.91	3,889.91	2.22	171,110.09
001-5-630-2-6408 INSURANCE-FIRE & AUTO-GENERAL	864.00	0.00	0.00	0.00	864.00
001-5-630-2-6419 DATA PROCESSING	1,200.00	0.00	0.00	0.00	1,200.00
001-5-630-2-6432 SERVICE & MAINT AGREEMENTS	3,000.00	1,727.97	1,727.97	57.60	1,272.03
001-5-630-2-6506 OFFICE SUPPLIES	1,500.00	106.28	106.28	7.09	1,393.72
TOTAL SERVICES AND COMMODITIES	186,064.00	5,818.18	5,818.18	3.13	180,245.82
<u>CAPITAL OUTLAY</u>					
TOTAL Zoning/Compliance/Permits	226,958.00	9,080.60	9,080.60	4.00	217,877.40

CITY OF ADEL  
 EXPENDITURES REPORT (UNAUDITED)  
 AS OF: JULY 31ST, 2020

001-GENERAL FUND

08.33% OF YEAR COMP.

Internet	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
<u>SERVICES AND COMMODITIES</u>					
001-5-855-2-6379 INTERNET	8,500.00	675.00	675.00	7.94	7,825.00
TOTAL SERVICES AND COMMODITIES	8,500.00	675.00	675.00	7.94	7,825.00
<hr/>					
TOTAL Internet	8,500.00	675.00	675.00	7.94	7,825.00
<hr/>					
TOTAL EXPENDITURES	3,405,749.00	1,008,104.15	1,008,104.15	29.60	2,397,644.85
	=====	=====	=====	=====	=====

CITY OF ADEL  
EXPENDITURES REPORT (UNAUDITED)  
AS OF: JULY 31ST, 2020

110-ROAD USE TAX

08.33% OF YEAR COMP.

Road Use Tax

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
110-5-210-1-6010 FULL TIME WAGES	186,250.00	12,244.55	12,244.55	6.57	174,005.45
110-5-210-1-6020 PART TIME WAGES	0.00	333.66	333.66	0.00	333.66
110-5-210-1-6040 OVERTIME WAGES	500.00	0.00	0.00	0.00	500.00
110-5-210-1-6110 CITY'S CONTRIBUTION FICA	14,155.00	925.08	925.08	6.54	13,229.92
110-5-210-1-6120 CITIES CONTRIBUTION-IPERS	17,412.00	1,187.35	1,187.35	6.82	16,224.65
110-5-210-1-6146 HRA PLAN TPA	0.00	9.61	9.61	0.00	9.61
110-5-210-1-6147 FLEX PLAN TPA	100.00	3.90	3.90	3.90	96.10
110-5-210-1-6150 MEDICAL INSURANCE	41,954.00	2,994.45	2,994.45	7.14	38,959.55
110-5-210-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	1,500.00	687.25	687.25	45.82	812.75
110-5-210-1-6230 EDUCATION & TRAINING	2,000.00	0.00	0.00	0.00	2,000.00
110-5-210-1-6240 MEETINGS AND TRAVEL	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL PERSONAL SERVICES	264,871.00	18,385.85	18,385.85	6.94	246,485.15
<u>SERVICES AND COMMODITIES</u>					
110-5-210-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	7,500.00	369.83	369.83	4.93	7,130.17
110-5-210-2-6332 VEHICLE, EQUIP & RADIO MAINT.	12,000.00	547.26	547.26	4.56	11,452.74
110-5-210-2-6371 UTILITIES-ELEC,GAS-SANITATION	8,500.00	182.06	182.06	2.14	8,317.94
110-5-210-2-6373 TELEPHONE/RADIO	3,000.00	133.57	133.57	4.45	2,866.43
110-5-210-2-6402 ADVERTISING & LEGAL PUBLICATIO	300.00	0.00	0.00	0.00	300.00
110-5-210-2-6407 PROFESS FEES-DRS, LAWYERS, ENG	6,780.00	65.00	65.00	0.96	6,715.00
110-5-210-2-6415 UNIFORM RENTAL	3,500.00	624.12	624.12	17.83	2,875.88
110-5-210-2-6417 STREET MAINT	70,000.00	1,667.18	1,667.18	2.38	68,332.82
110-5-210-2-6418 SIGNS	17,000.00	886.12	886.12	5.21	16,113.88
110-5-210-2-6425 TREE REMOVAL	4,000.00	322.75	322.75	8.07	3,677.25
110-5-210-2-6426 BUILDING & GROUNDS MAINTENANCE	7,500.00	1,543.80	1,543.80	20.58	5,956.20
110-5-210-2-6431 SNOW REMOVAL	60,000.00	0.00	0.00	0.00	60,000.00
110-5-210-2-6432 SERVICE & MAINT AGREEMENTS	8,000.00	184.16	184.16	2.30	7,815.84
110-5-210-2-6501 CHEMICALS	1,000.00	0.00	0.00	0.00	1,000.00
110-5-210-2-6504 MINOR EQUIPMENT	2,500.00	0.00	0.00	0.00	2,500.00
110-5-210-2-6506 OFFICE SUPPLIES	500.00	98.77	98.77	19.75	401.23
110-5-210-2-6598 PETTY CASH & MISCELLANEOUS	100.00	0.00	0.00	0.00	100.00
110-5-210-2-6599 MISC SUPPLIES	3,000.00	523.23	523.23	17.44	2,476.77
TOTAL SERVICES AND COMMODITIES	215,180.00	7,147.85	7,147.85	3.32	208,032.15
<u>CAPITAL OUTLAY</u>					
110-5-210-3-6711 CAPITAL OUTLAY-VEHICLE	92,625.00	0.00	0.00	0.00	92,625.00
TOTAL CAPITAL OUTLAY	92,625.00	0.00	0.00	0.00	92,625.00
<u>TRANSFERS</u>					
110-5-210-5-6911 TRANSFERS OUT	19,400.00	0.00	0.00	0.00	19,400.00
TOTAL TRANSFERS	19,400.00	0.00	0.00	0.00	19,400.00
TOTAL Road Use Tax	592,076.00	25,533.70	25,533.70	4.31	566,542.30
TOTAL EXPENDITURES	592,076.00	25,533.70	25,533.70	4.31	566,542.30

CITY OF ADEL  
EXPENDITURES REPORT (UNAUDITED)  
AS OF: JULY 31ST, 2020

## 600-WATER UTILITY

08.33% OF YEAR COMP.

## Water

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>PERSONAL SERVICES</b>					
600-5-810-1-6010 FULL TIME WAGES	202,213.00	16,469.94	16,469.94	8.14	185,743.06
600-5-810-1-6040 OVERTIME WAGES	2,500.00	0.00	0.00	0.00	2,500.00
600-5-810-1-6110 CITY'S CONTRIBUTION FICA	15,329.00	1,188.33	1,188.33	7.75	14,140.67
600-5-810-1-6120 CITY'S CONTRIBUTION-IPERS	18,834.00	1,554.74	1,554.74	8.25	17,279.26
600-5-810-1-6146 FLEX PLAN TPA	150.00	5.40	5.40	3.60	144.60
600-5-810-1-6148 HRA REIMBURSEMENT	13,606.00	145.71	145.71	1.07	13,504.29
600-5-810-1-6149 HRA PLAN TPA	250.00	13.88	13.88	5.55	236.12
600-5-810-1-6150 MEDICAL INSURANCE	43,541.00	3,385.14	3,385.14	7.77	40,155.86
600-5-810-1-6151 LIFE & DISABILITY INS.	1,532.00	0.00	0.00	0.00	1,532.00
600-5-810-1-6160 WORKMEN'S COMP	2,606.00	0.00	0.00	0.00	2,606.00
600-5-810-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	3,500.00	208.25	208.25	5.95	3,291.75
600-5-810-1-6230 EDUCATION & TRAINING	3,500.00	0.00	0.00	0.00	3,500.00
600-5-810-1-6240 MEETING & TRAVEL	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL PERSONAL SERVICES	308,605.00	22,971.39	22,971.39	7.44	285,633.61
<b>SERVICES AND COMMODITIES</b>					
600-5-810-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	5,250.00	293.07	293.07	5.58	4,956.93
600-5-810-2-6332 VEHICLE, EQUIP & RADIO MAINT.	3,675.00	440.00	440.00	11.97	3,235.00
600-5-810-2-6371 UTILITIES-ELEC,GAS-SANITATION	42,000.00	4,052.09	4,052.09	9.65	37,947.91
600-5-810-2-6373 TELEPHONE/RADIO	2,793.00	172.88	172.88	6.19	2,620.12
600-5-810-2-6402 ADVERTISING & LEGAL PUBLICATIO	1,575.00	256.35	256.35	16.28	1,318.65
600-5-810-2-6407 PROFESS FEES-DRS, LAWYERS, ENG	12,280.00	648.81	648.81	5.28	11,631.19
600-5-810-2-6408 INSURANCE-FIRE & AUTO-GENERAL	19,018.00	0.00	0.00	0.00	19,018.00
600-5-810-2-6415 UNIFORM RENTAL	2,100.00	502.91	502.91	23.95	1,597.09
600-5-810-2-6419 DATA PROCESSING EXPENSES	525.00	701.24	701.24	133.57	176.24
600-5-810-2-6420 WET TAX	57,762.00	6,726.00	6,726.00	11.64	51,036.00
600-5-810-2-6426 BUILDING & GROUNDS MAINTENANCE	8,111.00	1,543.80	1,543.80	19.03	6,567.20
600-5-810-2-6427 WELLS MAINT	54,600.00	0.00	0.00	0.00	54,600.00
600-5-810-2-6428 PLANT MAINTENANCE	27,038.00	0.00	0.00	0.00	27,038.00
600-5-810-2-6429 DISTRIBUTION/ LINE MAINT	36,750.00	399.90	399.90	1.09	36,350.10
600-5-810-2-6432 SERVICE/MAINT AGREEMENTS	10,500.00	248.08	248.08	2.36	10,251.92
600-5-810-2-6433 TESTING	4,200.00	62.50	62.50	1.49	4,137.50
600-5-810-2-6440 REFUNDS	105.00	0.00	0.00	0.00	105.00
600-5-810-2-6501 CHEMICALS	15,000.00	728.04	728.04	4.85	14,271.96
600-5-810-2-6504 MINOR EQUIPMENT	10,500.00	768.42	768.42	7.32	9,731.58
600-5-810-2-6506 OFFICE SUPPLIES	7,928.00	98.76	98.76	1.25	7,829.24
600-5-810-2-6511 PLANT SUPPLIES - METERS	40,000.00	2,095.70	2,095.70	5.24	37,904.30
600-5-810-2-6513 SALT FOR PLANT	70,875.00	0.00	0.00	0.00	70,875.00
600-5-810-2-6599 MISC SUPPLIES	3,885.00	203.14	203.14	5.23	3,681.86
TOTAL SERVICES AND COMMODITIES	436,470.00	19,941.69	19,941.69	4.57	416,528.31
<b>CAPITAL OUTLAY</b>					
600-5-810-3-6711 CAPITAL OUTLAY-VEHICLE	51,500.00	0.00	0.00	0.00	51,500.00
600-5-810-3-6781 CAPITAL IMP-WATER UPGRADE	60,000.00	0.00	0.00	0.00	60,000.00
TOTAL CAPITAL OUTLAY	111,500.00	0.00	0.00	0.00	111,500.00

CITY OF ADEL  
 EXPENDITURES REPORT (UNAUDITED)  
 AS OF: JULY 31ST, 2020

600-WATER UTILITY

08.33% OF YEAR COMP.

Water

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>DEBT SERVICE</b>					
600-5-810-4-6860 2013 WATER REV BOND-PRINCIPAL	65,000.00	720,000.00	720,000.00	1,107.69 (	655,000.00)
600-5-810-4-6861 2013 WATER REV BOND INTEREST	20,638.00	2,235.72	2,235.72	10.83	18,402.28
600-5-810-4-6863 SRF - INTEREST	643,536.00	0.00	0.00	0.00	643,536.00
600-5-810-4-6864 USDA #3 - PRINCIPAL	0.00	6,347,937.50	6,347,937.50	0.00 (	6,347,937.50)
600-5-810-4-6899 SERVICE FEES	1,000.00	41.67	41.67	4.17	958.33
TOTAL DEBT SERVICE	730,174.00	7,070,214.89	7,070,214.89	968.29 (	6,340,040.89)

TRANSFERS

TOTAL Water	1,586,749.00	7,113,127.97	7,113,127.97	448.28 (	5,526,378.97)
-------------	--------------	--------------	--------------	----------	---------------

TOTAL EXPENDITURES	1,586,749.00	7,113,127.97	7,113,127.97	448.28 (	5,526,378.97)
--------------------	--------------	--------------	--------------	----------	---------------

CITY OF ADEL  
EXPENDITURES REPORT (UNAUDITED)  
AS OF: JULY 31ST, 2020

## 610-SEWER UTILITY FUND

08.33% OF YEAR COMP.

Sewer

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
610-5-815-1-6010 FULL TIME WAGES	225,528.00	18,707.54	18,707.54	8.29	206,820.46
610-5-815-1-6020 PART TIME WAGES	0.00	333.68	333.68	0.00	( 333.68)
610-5-815-1-6040 OVERTIME WAGES	326.00	0.00	0.00	0.00	326.00
610-5-815-1-6110 CITY'S CONTRIBUTION FICA	17,113.00	1,397.53	1,397.53	8.17	15,715.47
610-5-815-1-6120 CITIES CONTRIBUTION-IPERS	21,035.00	1,797.49	1,797.49	8.55	19,237.51
610-5-815-1-6146 FLEX PLAN TPA	150.00	7.50	7.50	5.00	142.50
610-5-815-1-6148 HRA REIMBURSEMENT	12,975.00	97.28	97.28	0.75	12,877.72
610-5-815-1-6149 HRA PLAN TPA	250.00	12.82	12.82	5.13	237.18
610-5-815-1-6150 MEDICAL INSURANCE	37,153.00	2,722.23	2,722.23	7.33	34,430.77
610-5-815-1-6151 LIFE & DISABILITY INS.	1,700.00	128.34	128.34	7.55	1,571.66
610-5-815-1-6160 WORKMEN'S COMP	2,431.00	0.00	0.00	0.00	2,431.00
610-5-815-1-6210 DUES, MEMBERSHIPS, SUBSCRIPTIO	3,000.00	1,483.25	1,483.25	49.44	1,516.75
610-5-815-1-6230 EDUCATION & TRAINING	2,625.00	0.00	0.00	0.00	2,625.00
610-5-815-1-6240 MEETING & TRAVEL	1,575.00	0.00	0.00	0.00	1,575.00
TOTAL PERSONAL SERVICES	325,861.00	26,687.66	26,687.66	8.19	299,173.34
<u>SERVICES AND COMMODITIES</u>					
610-5-815-2-6331 VEHICLE FUEL-OIL-LUBRICANTS	3,150.00	287.97	287.97	9.14	2,862.03
610-5-815-2-6332 VEHICLE, EQUIP & RADIO MAINT.	4,200.00	440.00	440.00	10.48	3,760.00
610-5-815-2-6371 UTILITIES-ELEC,GAS-SANITATION	42,000.00	4,474.81	4,474.81	10.65	37,525.19
610-5-815-2-6373 TELEPHONE/RADIO	2,100.00	52.48	52.48	2.50	2,047.52
610-5-815-2-6377 L.P. GAS	525.00	150.00	150.00	28.57	375.00
610-5-815-2-6402 ADVERTISING & LEGAL PUBLICATIO	0.00	234.66	234.66	0.00	( 234.66)
610-5-815-2-6407 PROFESS FEES-DRS, LAWYERS, ENG	12,280.00	139.28	139.28	1.13	12,140.72
610-5-815-2-6408 INSURANCE-FIRE & AUTO-GENERAL	8,148.00	0.00	0.00	0.00	8,148.00
610-5-815-2-6415 UNIFORM RENTAL	2,100.00	340.59	340.59	16.22	1,759.41
610-5-815-2-6418 SALES TAX	5,250.00	289.00	289.00	5.50	4,961.00
610-5-815-2-6419 DATA PROCESSING EXPENSES	210.00	701.25	701.25	333.93	( 491.25)
610-5-815-2-6426 BUILDING & GROUNDS MAINTENANCE	6,825.00	1,543.80	1,543.80	22.62	5,281.20
610-5-815-2-6428 PLANT MAINTENANCE	12,600.00	0.00	0.00	0.00	12,600.00
610-5-815-2-6429 DISTRIBUTION/ LINE MAINT	26,250.00	0.00	0.00	0.00	26,250.00
610-5-815-2-6432 SERVICE/MAINT AGREEMENTS	42,000.00	184.16	184.16	0.44	41,815.84
610-5-815-2-6433 TESTING	26,250.00	1,027.20	1,027.20	3.91	25,222.80
610-5-815-2-6501 CHEMICALS	7,875.00	669.05	669.05	8.50	7,205.95
610-5-815-2-6504 MINOR EQUIPMENT	4,200.00	21.69	21.69	0.52	4,178.31
610-5-815-2-6506 OFFICE SUPPLIES	6,300.00	98.76	98.76	1.57	6,201.24
610-5-815-2-6511 PLANT SUPPLIES - METERS	26,250.00	2,095.69	2,095.69	7.98	24,154.31
610-5-815-2-6599 MISC SUPPLIES	1,365.00	210.21	210.21	15.40	1,154.79
TOTAL SERVICES AND COMMODITIES	239,878.00	12,960.60	12,960.60	5.40	226,917.40
<u>CAPITAL OUTLAY</u>					
610-5-815-3-6711 CAPITAL OUTLAY-VEHICLE	104,750.00	0.00	0.00	0.00	104,750.00
610-5-815-3-6713 CAPITAL OUTLAY-BUILDING	10,790.00	0.00	0.00	0.00	10,790.00
610-5-815-3-6780 CAPITAL IMP-SEWER UPGRADE	33,900.00	0.00	0.00	0.00	33,900.00
TOTAL CAPITAL OUTLAY	149,440.00	0.00	0.00	0.00	149,440.00

CITY OF ADEL  
 EXPENDITURES REPORT (UNAUDITED)  
 AS OF: JULY 31ST, 2020

610-SEWER UTILITY FUND

08.33% OF YEAR COMP.

Sewer

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>DEBT SERVICE</u>					
610-5-815-4-6862 USDA #1 - PRINCIPAL	19,722.00	1,661.35	1,661.35	8.42	18,060.65
610-5-815-4-6863 USDA #1 - INTEREST	22,566.00	1,862.65	1,862.65	8.25	20,703.35
610-5-815-4-6866 USDA #4 - PRINCIPAL	234,156.00	8,785.69	8,785.69	3.75	225,370.31
610-5-815-4-6867 USDA #4 - INTEREST	<u>284,791.00</u>	<u>8,733.31</u>	<u>8,733.31</u>	<u>3.07</u>	<u>276,057.69</u>
TOTAL DEBT SERVICE	561,235.00	21,043.00	21,043.00	3.75	540,192.00
<u>TRANSFERS</u>					
TOTAL Sewer	1,276,414.00	60,691.26	60,691.26	4.75	1,215,722.74
TOTAL EXPENDITURES	<u>1,276,414.00</u>	<u>60,691.26</u>	<u>60,691.26</u>	<u>4.75</u>	<u>1,215,722.74</u>

CITY OF ADEL  
EXPENDITURES REPORT (UNAUDITED)  
AS OF: JULY 31ST, 2020

615-STORM WATER UTILITY

08.33% OF YEAR COMP.

STORM WATER UTILITY

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONAL SERVICES</u>					
615-5-820-1-6010 FULL TIME WAGES	18,647.00	974.50	974.50	5.23	17,672.50
615-5-820-1-6020 PART TIME WAGES	0.00	333.68	333.68	0.00	333.68
615-5-820-1-6110 CITY'S CONTRIBUTION FICA	1,422.00	96.35	96.35	6.78	1,325.65
615-5-820-1-6120 CITY'S CONTRIBUTION IPERS	1,752.00	123.53	123.53	7.05	1,628.47
615-5-820-1-6146 FLEX PLAN TPA	10.00	0.30	0.30	3.00	9.70
615-5-820-1-6148 HRA REIMBURSEMENT	1,525.00	1.45	1.45	0.10	1,523.55
615-5-820-1-6149 HRA PLAN TPA	20.00	1.07	1.07	5.35	18.93
615-5-820-1-6150 MEDICAL AND DENTAL INSURANCE	4,672.00	272.22	272.22	5.83	4,399.78
615-5-820-1-6151 LIFE & DISABILITY INS	149.00	9.87	9.87	6.62	139.13
615-5-820-1-6160 WORK COMP INSURANCE	764.00	0.00	0.00	0.00	764.00
615-5-820-1-6210 DUES, MEMBERSHIPS & SUBSCRIPTI	1,444.00	0.00	0.00	0.00	1,444.00
615-5-820-1-6230 EDUCATION & TRAINING	500.00	0.00	0.00	0.00	500.00
TOTAL PERSONAL SERVICES	30,905.00	1,812.97	1,812.97	5.87	29,092.03
<u>SERVICES AND COMMODITIES</u>					
615-5-820-2-6331 VEHICLE FUEL, OIL & LUBRICANTS	1,890.00	0.00	0.00	0.00	1,890.00
615-5-820-2-6332 VEHICLE EQUIP & RADIO MAINT	3,150.00	482.80	482.80	15.33	2,667.20
615-5-820-2-6373 TELEPHONE / RADIO	378.00	25.00	25.00	6.61	353.00
615-5-820-2-6407 PROFESSIONAL FEES	10,049.00	85.97	85.97	0.86	9,963.03
615-5-820-2-6417 STREET SWEEPING	4,410.00	0.00	0.00	0.00	4,410.00
615-5-820-2-6419 DATA PROCESSING EXPENSES	0.00	667.92	667.92	0.00	667.92
615-5-820-2-6429 LINE MAINTENANCE	7,875.00	9,838.20	9,838.20	124.93	1,963.20
615-5-820-2-6432 SERVICE & MAINT AGREEMENTS	17,640.00	2,000.00	2,000.00	11.34	15,640.00
615-5-820-2-6433 TESTING	105.00	0.00	0.00	0.00	105.00
615-5-820-2-6501 CHEMICALS	525.00	0.00	0.00	0.00	525.00
615-5-820-2-6504 MINOR EQUIPMENT	2,625.00	0.00	0.00	0.00	2,625.00
615-5-820-2-6506 OFFICE SUPPLIES	1,050.00	27.63	27.63	2.63	1,022.37
615-5-820-2-6511 SWU INTAKE REPAIRS	21,000.00	0.00	0.00	0.00	21,000.00
615-5-820-2-6599 MISCELLANEOUS	1,575.00	0.00	0.00	0.00	1,575.00
TOTAL SERVICES AND COMMODITIES	72,272.00	13,127.52	13,127.52	18.16	59,144.48
<u>CAPITAL OUTLAY</u>					
615-5-820-3-6711 CAPITAL OUTLAY-VEHICLE/EQUIP	20,625.00	0.00	0.00	0.00	20,625.00
615-5-820-3-6780 CAP IMP SWU UPGRADE	21,525.00	0.00	0.00	0.00	21,525.00
TOTAL CAPITAL OUTLAY	42,150.00	0.00	0.00	0.00	42,150.00
<u>DEBT SERVICE</u>					
615-5-820-4-6803 USDA #2 - PRINCIPAL	54,558.00	2,297.86	2,297.86	4.21	52,260.14
615-5-820-4-6858 USDA #2 - INTEREST	64,362.00	2,657.14	2,657.14	4.13	61,704.86
TOTAL DEBT SERVICE	118,920.00	4,955.00	4,955.00	4.17	113,965.00
<u>TRANSFERS</u>					
TOTAL STORM WATER UTILITY	264,247.00	19,895.49	19,895.49	7.53	244,351.51
TOTAL EXPENDITURES	264,247.00	19,895.49	19,895.49	7.53	244,351.51



AHLERS & COONEY, P.C.  
100 COURT AVENUE, SUITE 600  
DES MOINES, IOWA 50309-2231  
515-243-7611

FEDERAL ID 42-1323559

July 22, 2020

CITY OF ADEL, IOWA  
CITY ADMINISTRATOR  
P.O. BOX 248  
301 S. TENTH STREET  
ADEL, IA 50003

Invoice #: 786586  
Client #: 10113  
Billing Attorney: KRS

**INVOICE SUMMARY**

RE: ADEL, IOWA; CITY OF

For professional services rendered and costs advanced through July 19, 2020:

MATTER #	MATTER DESCRIPTION	FEES	COSTS	TOTAL
1000	GENERAL CITY ATTORNEY SERVICES	5,596.20	9.56	5,605.76
1002	MEETING ATTENDANCE AND TRAVEL	647.50	.00	647.50
1005	KINNICK FELLER PARK PROPERTY	1,724.40	.00	1,724.40
<b>TOTAL</b>		<b>7,968.10</b>	<b>9.56</b>	<b>7,977.66</b>

**TOTAL THIS INVOICE \$ 7,977.66**

Trust Funds Held on Account \$ 17,664.75

# Contractor's Application for Payment No.

# 12 (Twelve)

Application Period: 6/26/2020 to 7/24/2020 Application Date: 7/24/2020

To (Owner):	City of Adel, IA 301 S. 10th St - PO Box 248 - Adel, IA 50003	From (Contractor):	John T. Jones Construction Co. 2213 7th Avenue North - PO Box 2424 - Fargo, ND 58108	Via (Engineer):	McClure Engineering Co. 1360 NW 121st St, Clive, IA 50325
Owner's USDA-RD Number:	-	Contractor's Contract Number:	1903	Engineer's Project Number:	20718097-00
Project:	Adel Water System Improvements 2017		Contract:	Water Treatment Plant	

Application For Payment - Change Order Summary			
Approved Change Orders			
Number	Additions	Deductions	
001	\$ -	\$ -	
002	\$ -	\$ -	
003	\$ -	\$ -	
004	\$ -	\$ -	
005	\$ -	\$ -	
Totals:	\$ -	\$ -	
Net Change by Change Order:	\$ -		

1. Original Contract Price.....	\$	11,650,000.00
2. Net change by Change Orders.....	\$	-
3. Current Contract Price (Line 1 ± 2).....	\$	11,650,000.00
4. Total Completed and Stored to Date (Column F on Progress Estimate).....	\$	9,131,358.10
5. Retainage		
a. 5.0% X \$ 9,080,858.10 Work Completed.....	\$	454,042.90
b. 5.0% X \$ 50,500.00 Stored Material.....	\$	2,525.00
c. Early Release of Retainage.....	\$	-
d. Total Retainage (Line 5a + Line 5b - Line 5c).....	\$	456,567.90
6. Amount Eligible to Date (Line 4 - Line 5d).....	\$	8,674,790.20
7. Less Previous Payments (Line 6 from prior Application).....	\$	8,073,657.90
8. Amount Due This Application.....	\$	601,132.30
9. Balance to Finish, Plus Retainage (Column G on Progress Estimate + Line 5 above).....	\$	2,975,209.80

Payment of: \$601,132.30  
(Line 8 or other - attach explanation of the other amount)

is recommended by: Matt Wohl 8-3-20  
(Engineer) (Date)

Payment of: \_\_\_\_\_  
(Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_  
(Owner) (Date)

Approved by: \_\_\_\_\_  
Funding Agency (if applicable) (Date)

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:  
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;  
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and  
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: [Signature] Date: 7/28/20

# Progress Estimate - Lump Sum Work

# Contractor's Application

For (Contract):			Water Treatment Plant		Application Number:		12 (Twelve)		
Application Period:		6/26/2020	to	7/24/2020	Application Date:		7/24/2020		
		A	B	Work Completed		E	F		G
Specification Section Number		Description	Scheduled Value (\$)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F/B)	Balance to Finish (B - F)
<b>Division 01 - General Requirements</b>									
01.01	Bonds / Insurance	\$ 102,763.00	\$ 102,763.00				\$ 102,763.00	100.00%	\$ -
01.02	Mobilization	\$ 763,224.00	\$ 763,224.00				\$ 763,224.00	100.00%	\$ -
01.03	Testing / Quality Requirements	\$ 23,900.00	\$ 20,315.00				\$ 20,315.00	85.00%	\$ 3,585.00
01.04	Contingency Allowance	\$ 125,000.00	\$ 94,737.00	\$ 3,262.00			\$ 97,999.00	78.40%	\$ 27,001.00
<b>Contingency Usage Breakdown</b>									
01.04.1	CO-001: 1A DNR Changes to Detention Basin	\$ 28,685.00	\$ 28,685.00				\$ 28,685.00	100.00%	\$ -
01.04.2	CO-002: Removal of 10" DIP Water Main	\$ (26,272.00)	\$ (26,272.00)				\$ (26,272.00)	100.00%	\$ -
01.04.3	CO-003: Post Aeration Piping/ Addition of Bypass & Change V-Port Ball Valve Sizing	\$ 44,319.00	\$ 41,057.00	\$ 3,262.00			\$ 44,319.00	100.00%	\$ -
01.04.4	CO-004: DB Roof Deck Sloping, Unsuitable Soil, Overhead Door Sizing, Hardware Change	\$ 14,362.00	\$ 8,452.00				\$ 8,452.00	58.85%	\$ 5,910.00
01.04.5	CO-005: Door Sizing Changes, Roof Curb Modification, Connection Changes to Existing Clearwell, Embankment Re-Construction of Storm	\$ 48,045.00	\$ 42,815.00				\$ 42,815.00	89.11%	\$ 5,230.00
<b>Division 02 - Demolition</b>									
02.01	Demolition	\$ 102,000.00	\$ 53,040.00				\$ 53,040.00	52.00%	\$ 48,960.00
<b>Division 03 - Concrete</b>									
03.01	Concrete Reinforcement (Material)	\$ 55,131.00	\$ 55,131.00				\$ 55,131.00	100.00%	\$ -
03.02	Concrete Reinforcement (Erection)	\$ 65,000.00	\$ 65,000.00				\$ 65,000.00	100.00%	\$ -
03.03	Concrete (Cast-in-Place)	\$ 811,577.00	\$ 795,345.46	\$ 16,231.54			\$ 811,577.00	100.00%	\$ -
03.04	Precast Concrete / Hollow Core	\$ 763,880.00	\$ 763,880.00				\$ 763,880.00	100.00%	\$ -
<b>Division 04 - Masonry</b>									
04.01	Masonry Wall Replacement (Ex. WTP)	\$ 2,000.00	\$ -				\$ -	0.00%	\$ 2,000.00
<b>Division 05 - Metals</b>									
05.01	Misc. Metals (Materials)	\$ 186,390.00	\$ 186,390.00				\$ 186,390.00	100.00%	\$ -
05.02	Steel Joist Framing / Decking (Labor)	\$ 60,300.00	\$ 60,300.00				\$ 60,300.00	100.00%	\$ -
05.03	Cold Formed Metal Framing	\$ 20,900.00	\$ 20,900.00				\$ 20,900.00	100.00%	\$ -
<b>Division 06 - Wood &amp; Plastic</b>									
06.01	Rough Carpentry	\$ 6,736.00	\$ 6,736.00				\$ 6,736.00	100.00%	\$ -
06.02	FRP Grating / Handrail	\$ 29,000.00	\$ -				\$ -	0.00%	\$ 29,000.00
<b>Division 07 - Thermal &amp; Moisture Protection</b>									
07.01	Dampproofing	\$ 2,950.00	\$ 2,950.00				\$ 2,950.00	100.00%	\$ -

Specification Section Number	A Description	B Scheduled Value (\$)	Work Completed		E Materials Presently Stored (not in C or D)	F		G Balance to Finish (B - F)
			C From Previous Application (C+D)	D This Period		Total Completed and Stored to Date (C + D + E)	% (F/B)	
07.02	Batt Insulation	\$ 2,800.00	\$ 2,800.00			\$ 2,800.00	100.00%	\$ -
07.03	Board Insulation	\$ 22,170.00	\$ 22,170.00			\$ 22,170.00	100.00%	\$ -
07.04	Membrane Roofing / Specialty Metals	\$ 137,452.00	\$ 137,452.00			\$ 137,452.00	100.00%	\$ -
07.05	Access / Roof Hatches	\$ 6,495.00	\$ 6,495.00			\$ 6,495.00	100.00%	\$ -
07.06	Joint Sealants	\$ 32,000.00	\$ 28,800.00			\$ 28,800.00	90.00%	\$ 3,200.00
<b>Division 8: Doors and Windows</b>								
08.01	Doors & Windows							
08.01.1	Steel, Wood, FRP Doors & Frames and Door Hardware	\$ 133,646.00	\$ 1,125.00		\$ 23,800.00	\$ 24,925.00	18.65%	\$ 108,721.00
08.01.2	Alum Doors & Frames, Entrances, Storefront and Glazing	\$ 116,400.00	\$ 81,480.00			\$ 81,480.00	70.00%	\$ 34,920.00
08.02	Overhead Doors	\$ 42,000.00	\$ -	\$ 37,800.00		\$ 37,800.00	90.00%	\$ 4,200.00
<b>Division 09: Painting and Coating</b>								
09.01	Drywall	\$ 17,600.00	\$ 17,600.00			\$ 17,600.00	100.00%	\$ -
09.02	Acoustical Ceiling	\$ 4,950.00	\$ -	\$ 3,800.00		\$ 3,800.00	76.77%	\$ 1,150.00
09.03	Carpet / Tile	\$ 15,400.00	\$ -		\$ 5,700.00	\$ 5,700.00	37.01%	\$ 9,700.00
09.04	Fluid Applied Flooring	\$ 14,320.00	\$ -			\$ -	0.00%	\$ 14,320.00
09.05	Painting	\$ 118,851.00	\$ 35,984.00	\$ 25,490.00		\$ 61,474.00	51.72%	\$ 57,377.00
<b>Division 10: Specialties</b>								
10.01	Signage	\$ 8,320.00	\$ -			\$ -	0.00%	\$ 8,320.00
10.02	Lockers	\$ 2,019.00	\$ -			\$ -	0.00%	\$ 2,019.00
10.03	Bath & Toilet Accessories	\$ 2,061.00	\$ -	\$ 2,061.00		\$ 2,061.00	100.00%	\$ -
10.04	Fire Extinguishers	\$ 653.00	\$ -	\$ 653.00		\$ 653.00	100.00%	\$ -
<b>Division 11: Equipment</b>								
11.01	Lab Equipment Allowance	\$ 35,000.00	\$ -			\$ -	0.00%	\$ 35,000.00
<b>Division 12: Furnishings</b>								
12.01	Residential Casework	\$ 6,200.00	\$ -			\$ -	0.00%	\$ 6,200.00
12.02	Laboratory Casework	\$ 13,055.00	\$ -			\$ -	0.00%	\$ 13,055.00
12.03	Furnishings Allowance	\$ 60,000.00	\$ -			\$ -	0.00%	\$ 60,000.00
<b>Division 22: Plumbing</b>								
22.01	Slot Drain	\$ 32,044.00	\$ 28,839.60			\$ 28,839.60	90.00%	\$ 3,204.40
22.02	Plumbing Piping (Material)	\$ 34,000.00	\$ 33,000.40			\$ 33,000.40	97.06%	\$ 999.60
22.03	Plumbing Piping (Labor)	\$ 90,000.00	\$ 87,498.00			\$ 87,498.00	97.22%	\$ 2,502.00
22.04	Fixtures (Material)	\$ 83,962.00	\$ 49,000.23			\$ 49,000.23	58.36%	\$ 34,961.77
22.05	Fixtures (Labor)	\$ 10,000.00	\$ -			\$ -	0.00%	\$ 10,000.00
22.06	Piping Insulation	\$ 28,400.00	\$ 7,401.04	\$ 9,999.64		\$ 17,400.68	61.27%	\$ 10,999.32
<b>Division 23: HVAC</b>								
23.01	Mobilization	\$ 45,000.00	\$ 45,000.00			\$ 45,000.00	100.00%	\$ -
23.02	Submittals / CAD / Project Manager	\$ 74,619.00	\$ 72,619.21	\$ 1,999.79		\$ 74,619.00	100.00%	\$ -

Specification Section Number	A Description	B Scheduled Value (\$)	Work Completed		E Materials Presently Stored (not in C or D)	F		G Balance to Finish (B - F)
			C From Previous Application (C+D)	D This Period		Total Completed and Stored to Date (C + D + E)	% (F/B)	
23.03	Radiant Heat Equip / Boilers (Material)	\$ 88,562.00	\$ 62,496.56		\$ 21,000.00	\$ 83,496.56	94.28%	\$ 5,065.44
23.04	Radiant Heat Equip / Boilers (Labor)	\$ 56,116.00	\$ 51,500.00			\$ 51,500.00	91.77%	\$ 4,616.00
23.05	ACU-1, 2, & 3 (Material)	\$ 97,880.00	\$ 97,880.00			\$ 97,880.00	100.00%	\$ -
23.06	ACU-1, 2, & 3 (Labor)	\$ 3,420.00	\$ 2,140.00	\$ 1,000.00		\$ 3,140.00	91.81%	\$ 280.00
23.07	Exhaust / Supply Fans (Material)	\$ 42,470.00	\$ 42,470.00			\$ 42,470.00	100.00%	\$ -
23.08	Exhaust / Supply Fans (Labor)	\$ 8,860.00	\$ 4,886.29			\$ 4,886.29	55.15%	\$ 3,973.71
23.09	Dehumidifying Units (Material)	\$ 28,000.00	\$ -			\$ -	0.00%	\$ 28,000.00
23.10	Dehumidifying Units (Labor)	\$ 2,280.00	\$ -			\$ -	0.00%	\$ 2,280.00
23.11	Outside Air Louvers (Material)	\$ 6,200.00	\$ 6,200.00			\$ 6,200.00	100.00%	\$ -
23.12	Outside Air Louvers (Labor)	\$ 1,300.00	\$ 1,300.00			\$ 1,300.00	100.00%	\$ -
23.13	Control / Backdraft Dampers (Material)	\$ 4,420.00	\$ 4,420.00			\$ 4,420.00	100.00%	\$ -
23.14	Control / Backdraft Dampers (Labor)	\$ 870.00	\$ 870.00			\$ 870.00	100.00%	\$ -
23.15	Ventilators (Material)	\$ 28,006.00	\$ 28,006.00			\$ 28,006.00	100.00%	\$ -
23.16	Ventilators (Labor)	\$ 8,580.00	\$ 8,580.00			\$ 8,580.00	100.00%	\$ -
23.17	Ductwork / Plenums (Material)	\$ 82,500.00	\$ 80,850.00			\$ 80,850.00	98.00%	\$ 1,650.00
23.18	Ductwork / Plenums (Labor)	\$ 100,820.00	\$ 90,738.00			\$ 90,738.00	90.00%	\$ 10,082.00
23.19	Testing & Balancing	\$ 4,000.00	\$ -			\$ -	0.00%	\$ 4,000.00
<b>Division 26 - Electrical</b>								
26.01	Electrical							
26.01.1	Interior / Above Grade Conduit	\$ 155,840.00	\$ 146,197.17			\$ 146,197.17	93.81%	\$ 9,642.83
26.01.2	Exterior / Below Grade Conduit	\$ 131,050.00	\$ 113,361.65			\$ 113,361.65	86.50%	\$ 17,688.35
26.01.3	Interior Wiring	\$ 80,473.50	\$ 64,000.00			\$ 64,000.00	79.53%	\$ 16,473.50
26.01.4	Exterior Wiring	\$ 60,145.00	\$ 1,800.00	\$ 18,524.00		\$ 20,324.00	33.79%	\$ 39,821.00
26.01.5	Wire Termination / Testing	\$ 28,790.00	\$ -			\$ -	0.00%	\$ 28,790.00
26.01.6	Trim Out	\$ 24,041.00	\$ -	\$ 1,214.00		\$ 1,214.00	5.05%	\$ 22,827.00
26.01.7	Lighting	\$ 89,650.00	\$ 29,027.02	\$ 10,325.00		\$ 39,352.02	43.90%	\$ 50,297.98
26.01.8	Misc. Labels	\$ 134,197.50	\$ 16,629.51	\$ 13,031.51		\$ 29,661.02	22.10%	\$ 104,536.48
26.01.9	Standby Power	\$ 363,454.00	\$ 280,415.00			\$ 280,415.00	77.15%	\$ 83,039.00
26.01.10	Controls Integrator	\$ 636,297.00	\$ 130,765.00	\$ 8,236.75		\$ 139,001.75	21.85%	\$ 497,295.25
26.01.11	Sound	\$ 12,520.00	\$ -	\$ 2,500.00		\$ 2,500.00	19.97%	\$ 10,020.00
26.01.12	Switch Gear	\$ 58,347.50	\$ 3,854.00	\$ 14,325.00		\$ 18,179.00	31.16%	\$ 40,168.50
26.01.13	Transformer	\$ 90,142.50	\$ -	\$ 17,584.01		\$ 17,584.01	19.51%	\$ 72,558.49
26.01.14	Mobilization / Handling, Etc.	\$ 4,001.00	\$ 3,385.27			\$ 3,385.27	84.61%	\$ 615.73

Specification Section Number	A Description	B Scheduled Value (\$)	Work Completed		E Materials Presently Stored (not in C or D)	F		G Balance to Finish (B - F)
			C From Previous Application (C+D)	D This Period		Total Completed and Stored to Date (C + D + E)	% (F/B)	
<b>Division 28 - Electronic Safety and Security</b>								
28.01	Access Control & Surveillance	\$ 9,200.00	\$ -	\$ 1,750.00		\$ 1,750.00	19.02%	\$ 7,450.00
<b>Division 31 - Earthwork</b>								
31.01	Excavation / Backfill Earthwork	\$ 693,286.00	\$ 679,420.28	\$ 13,865.72		\$ 693,286.00	100.00%	\$ -
31.02	Dewatering	\$ 7,500.00	\$ 7,500.00			\$ 7,500.00	100.00%	\$ -
31.03	SWPPP Preparation / Management of Erosion & Sediment Controls	\$ 25,000.00	\$ 20,000.00	\$ 2,500.00		\$ 22,500.00	90.00%	\$ 2,500.00
31.04	Rip-rap	\$ 11,800.00	\$ 11,800.00			\$ 11,800.00	100.00%	\$ -
31.05	Final Grading	\$ 5,200.00	\$ -	\$ 2,600.00		\$ 2,600.00	50.00%	\$ 2,600.00
<b>Division 32 - Exterior Improvements</b>								
32.01	Subgrade Prep for Paving	\$ 9,600.00	\$ 8,640.00	\$ 960.00		\$ 9,600.00	100.00%	\$ -
32.02	Aggregate Subgrade for Paving	\$ 15,520.00	\$ 14,744.00	\$ 776.00		\$ 15,520.00	100.00%	\$ -
32.03	Concrete Paving / Sidewalks	\$ 202,950.00	\$ 48,486.75	\$ 144,315.75		\$ 192,802.50	95.00%	\$ 10,147.50
32.04	Aggregate Paving	\$ 38,250.00	\$ -	\$ 38,250.00		\$ 38,250.00	100.00%	\$ -
32.05	Pavement Repair Work	\$ 18,520.00	\$ -	\$ 18,520.00		\$ 18,520.00	100.00%	\$ -
32.06	Guard Rails	\$ 8,377.00	\$ -			\$ -	0.00%	\$ 8,377.00
32.07	Seeding & Plants	\$ 7,500.00	\$ -			\$ -	0.00%	\$ 7,500.00
<b>Division 33 - Utilities</b>								
33.01	Live Water Main Tap Connections	\$ 6,000.00	\$ 6,000.00			\$ 6,000.00	100.00%	\$ -
33.02	Site Water Distribution Piping	\$ 427,680.00	\$ 427,680.00			\$ 427,680.00	100.00%	\$ -
33.03	Site Sanitary Sewer Piping	\$ 65,322.00	\$ 65,322.00			\$ 65,322.00	100.00%	\$ -
33.04	Site Storm Water Piping	\$ 41,288.00	\$ 41,288.00			\$ 41,288.00	100.00%	\$ -
33.05	Precast Concrete Site Utility Structures	\$ 30,800.00	\$ 30,800.00			\$ 30,800.00	100.00%	\$ -
33.06	Exterior Piping (Materials)	\$ 157,998.00	\$ 157,998.00			\$ 157,998.00	100.00%	\$ -
<b>Division 40 - Process Interconnections</b>								
40.01	Ductile Iron Process Piping (Materials)	\$ 290,747.00	\$ 217,095.68	\$ 67,836.38		\$ 284,932.06	98.00%	\$ 5,814.94
40.02	Ductile Iron Process Piping (Labor)	\$ 106,384.00	\$ 90,426.40	\$ 10,638.40		\$ 101,064.80	95.00%	\$ 5,319.20
40.03	PVC/CPVC Process Piping (Materials & Labor)	\$ 114,265.00	\$ 39,992.75	\$ 22,852.00		\$ 62,844.75	55.00%	\$ 51,420.25
40.04	Stainless Steel Piping (Materials & Labor)	\$ 98,200.00	\$ -			\$ -	0.00%	\$ 98,200.00
40.05	Pipe Supports	\$ 86,000.00	\$ 17,200.00	\$ 25,800.00		\$ 43,000.00	50.00%	\$ 43,000.00
40.06	Process Valves / Gates	\$ 197,026.00	\$ 103,649.00	\$ 40,650.00		\$ 144,299.00	73.24%	\$ 52,727.00
40.07	Liquid Chemical Auxiliary Equipment & Accessories	\$ 133,140.00	\$ 40,979.81	\$ 85,503.13		\$ 126,482.94	95.00%	\$ 6,657.06
40.08	Process Piping Insulation	\$ 9,500.00	\$ -			\$ -	0.00%	\$ 9,500.00

A		B	Work Completed		E	F		G
			C	D				
Specification Section Number	Description	Scheduled Value (\$)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F/B)	Balance to Finish (B - F)
<b>Division 43 - Process Gas and Liquid Handling, Purification and Storage Equipment</b>								
43.01	Vertical Split Case Pumps	\$ 56,200.00	\$ -			\$ -	0.00%	\$ 56,200.00
43.02	Vertical Turbine Pumps Open Lineshaft Type	\$ 159,400.00	\$ 157,806.00			\$ 157,806.00	99.00%	\$ 1,594.00
43.03	High Density Cross-Linked Polyethylene Storage Tanks	\$ 311,713.00	\$ -	\$ 300,473.00		\$ 300,473.00	96.39%	\$ 11,240.00
<b>Division 46 - Water and Wastewater Equipment</b>								
46.01	Induced Draft Aerators & Vertical Pressure Filter Equipment	\$ 904,955.00	\$ 801,820.00	\$ 51,180.00		\$ 853,000.00	94.26%	\$ 51,955.00
46.02	Reverse Osmosis Membrane Equipment	\$ 657,278.00	\$ 155,954.40			\$ 155,954.40	23.73%	\$ 501,323.60
<b>Total</b>		<b>\$ 11,650,000.00</b>	<b>\$ 8,064,350.48</b>	<b>\$ 1,016,507.62</b>	<b>\$ 50,500.00</b>	<b>\$ 9,131,358.10</b>	<b>78.38%</b>	<b>\$ 2,518,641.90</b>



# Partial Pay Estimates Paid-to-Date

# Contractor's Application

<b>For (Contract):</b>	Adel Water System Improvements 2017 Water Treatment Plant				<b>Application Number:</b>	12 (Twelve)
					<b>Application Date:</b>	7/24/2020
<b>Application Period:</b>	<b>From:</b>	6/26/2020	<b>To:</b>	7/24/2020	<b>Contractor:</b>	John T. Jones Construction Co. 2213 7th Avenue North - PO Box 2424 - Fargo, ND 58108

Original Contract Amount: \$ 11,650,000.00

**Approved Change Orders:**

Number	Date	Amount
001	10/8/2019	\$ -
002	10/8/2019	\$ -
003	11/12/2019	\$ -
004	3/10/2020	\$ -
005	6/9/2020	\$ -

Revised Contract Amount: \$ 11,650,000.00

**Pay Estimates Paid-to-Date**

Pay Estimate Number	Date	Amount
001	9/18/2019	\$ 686,579.73
002	10/17/2019	\$ 662,608.04
003	11/21/2019	\$ 934,599.02
004	12/16/2019	\$ 720,329.25
005	1/29/2020	\$ 964,359.68
006	3/2/2020	\$ 464,745.30
007	3/23/2020	\$ 534,740.56
008	4/20/2020	\$ 471,312.79
009	5/22/2020	\$ 582,999.80
010	6/19/2020	\$ 994,836.26
011	7/28/2020	\$ 1,056,547.46

Total Estimates Paid to Date: \$ 8,073,657.89

--	--	--

Total Construction Cost: \$ 8,073,657.89



# APPLICATION FOR PAYMENT

CAP702

Page: 1 of 2

✓12

To:  
 JOHN T. JONES CONSTRUCTION  
 PO BOX 2424  
 FARGO, ND 58102

PROJECT:  
 1-19248  
 WATER SYSTEM IMPROVEMENTS  
 308 N 5TH ST  
 ADEL, IA 50003

Application No.: 2 Application Date: JUN 23, 2020 Period To: JUN 23, 2020 Contract Date: AUG 20, 2019  
 Project Nos: 1903-30

RECEIVED

JUN 26 2020

From Contractor:  
 Walsh Door & Security  
 tojibson@walshdoor.com  
 2600 Delaware Ave  
 Des Moines, IA 50317

08.01.1

VIA ARCHITECT:

Distribution List:  Owner  Construction Mgr  
 Architect  Field  
 Contractor  Other

CONTRACT FOR:

JOHN T. JONES  
 CONSTRUCTION

## Contractor's Application for Payment

Application is made for payment as shown below, with attached Continuation Sheet.

1. Original Contract Amount: \$ 51,756.00
2. Net of Change Orders: \$ 5,555.00
3. Net Amount of Contract: \$ 57,311.00
4. Total Completed & Stored to Date: \$ 24,925.00
5. Retainage Summary:
  - a. 0.00 % of Completed Work \$ 0.00
  - b. 0.00 % of Stored Material \$ 0.00
  - Total Retainage: \$ 0.00
6. Total Completed Less Retainage: \$ 24,925.00
7. Less Previous Applications: \$ 1,125.00

8. Current Payment Due, This Application: \$ 23,800.00

9. Contract Balance (including Retainage): \$ 32,386.00

CHANGE ORDER Activity	Additions	Subtractions
Total previously approved:	5,555.00	0.00
Total approved this Month:	0.00	0.00
Sub Totals:	5,555.00	0.00
NET of Change Orders:	5,555.00	

## CONTRACTOR'S CERTIFICATION:

The Contractor's signature here certifies that, to the best of their knowledge, this document accurately reflects the work completed in this Application for Payment. The Contractor also certifies that all payments have been made for work on previous Applications for Payment and also that the Current Payment is Due.

(Authorizing Signature)

*Tommy Brown*

Walsh Door & Security

Date: JUN 23, 2020

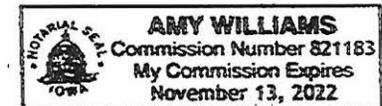
State Authorized: Iowa

County of: Polk

Subscribed and sworn to before me this 23<sup>rd</sup> day of June, 2020

Notary Public: Amy Williams

My Commission expires: 11-13-22



From Contractor(Signature)

**APPLICATION FOR PAYMENT - CONTINUATION SHEET**

CAP703

Page 2 of 2 Pages

<p><b>From:</b> Walsh Door &amp; Security tgibson@walshdoor.com 2600 Delaware Ave Des Moines, IA 50317</p>	<p><b>To:</b> JOHN T. JONES CONSTRUCTION PO BOX 2424 FARGO, ND 58102</p>	<p><b>Project:</b> 1-19248 WATER SYSTEM IMPROVEMENTS 308 N 5TH ST ADEL, IA 50003</p>	<p>Application No: 2 Application Date: 6/23/2020 Period To: 6/23/2020 Contract Date: 8/20/2019 Architects Project#: 1903-30</p>
--	--	--	---

A Item No	B Description of Work	C Contract Value	D Work Completed		F Materials Presently Stored (Not In D or E)	G Total Completed and Stored To Date (D+E+F)	% (G / C)	H Balance To Finish (C - G)	I Retainage (If Variable Rate)
			From Previous Application (D + E)	This Period					
1	Hardware	22,070.03	0.00	0.00	22,070.03	22,070.03	100	0.00	0.00
2	Metal Frames	1,533.14	1,125.00	0.00	0.00	1,125.00	73	408.14	0.00
3	Wood Doors	6,068.81	0.00	0.00	0.00	0.00	0	6,068.81	0.00
4	FRP	22,084.02	0.00	0.00	0.00	0.00	0	22,084.02	0.00
5	Change Order #1	3,461.00	0.00	0.00	1,729.97	1,729.97	50	1,731.03	0.00
6	Change Order #2	2,094.00	0.00	0.00	0.00	0.00	0	2,094.00	0.00
		57,311.00	1,125.00	0.00	23,800.00	24,925.00	43	32,386.00	0.00



DOOR & SECURITY

Walsh Door & Security  
2600 Delaware Ave  
Des Moines, IA 50317  
Tel: 515-262-9822 Fax: 515-262-8315

# Invoice

Invoice # : 753469  
Order # : 1-19248  
Date : Jun 22, 2020

Customer:  
John T. Jones Construction  
P.O. Box 2424  
Fargo, ND 58102

Ship To:  
1-19248 Water System Improvements  
308 n 5th st  
Adel, IA 50003

Account Code	: 2686	Quote #	:
Terms	: Net30	Purchase Order #	:
Customer Job #	:	Shipped Via	: Our Truck Prepaid
Salesperson	: Michelle Smith	Contact	: Michelle Smith
Order Name	: Water System Improvements (P-I)		

<u>Invoiced</u>	<u>Product Description</u>
1	Electric Hinge T4A3386 4 1/2 X 4 1/2 QC12 NRP 32D
1	Electric Hinge T4A3386 5 X 4 1/2 QC12 32D
30	Hinges T4A3386 4 1/2 X 4 1/2 32D
3	Hinges T4A3386 4 1/2 X 4 1/2 32D
33	Hinges T4A3386 4 1/2 X 4 1/2 NRP 32D
15	Hinges T4A3386 5 X 4 1/2 32D
6	Hinges T4A3386 5 X 4 1/2 NRP 32D
44	Hinges T4A3386 5 X 4 1/2 NRP 32D
3	Hinges T4A3386 5 X 4 1/2 NRP 32D
17	Flush Bolts 555 12" US26D
3	Privacy Set 28 10U65 LL 2 3/4" BS 26D
1	Exit Device 31 LC 8804 F ETL LHR 32D
2	Exit Device 31 LC 8804 F ETL RHR 32D
1	Exit Device 56 LC 8904 J ETL LHR 32D
3	Exit Device LC 8504 J ETL LHR 32D
2	Exit Device LC 8804 F ETL RHR 32D
6	Exit Device LC 8904 F ETL RHR 32D
3	Exit Device LC 8904 J ETL LHR 32D
1	Exit Device LC 8904 J ETL RHR 32D
6	Electric Strike 7170 24VDC FSE 626
2	Electric Strike 74R1 130
3	Door Pull BF157C17 2" Doors US32D
1	Door Pull BF157C17 US32D
4	Push Plate 70C-RKW 4 X 16 US32D
16	Closer 1431 H TB EN
3	Closer 1431 P3 TB EN
5	Closer 1431 P9 TB EN
11	Closer 1431 PH9 TB EN
1	Overhead Holder 9-426 630
2	Overhead Stop 9-336 630



DOOR & SECURITY

Walsh Door & Security  
2600 Delaware Ave  
Des Moines, IA 50317  
Tel: 515-262-9822 Fax: 515-262-8315

# Invoice

Invoice # : 753469  
Order # : 1-19248  
Date : Jun 22, 2020

Customer:  
John T. Jones Construction  
P.O. Box 2424  
Fargo, ND 58102

Ship To:  
1-19248 Water System Improvements  
308 n 5th st  
Adel, IA 50003

Account Code	: 2686	Quote #	:
Terms	: Net30	Purchase Order #	:
Customer Job #	:	Shipped Via	: Our Truck Prepaid
Salesperson	: Michelle Smith	Contact	: Michelle Smith
Order Name	: Water System Improvements (P-I)		

<u>Invoiced</u>	<u>Product Description</u>
2	Overhead Stop 9-436 630
10	Protection Plate K1050 10" x 34" CSK(4) US32D
1	Protection Plate K1050 10" x 34" CSK(4) US32D
14	Protection Plate K1050 10" x 40" CSK(4) US32D
4	Dome Stop 441 US26D
10	Wall Bumper 409 US32D
3	Raindrip 346 C 40" TKSP8
2	Raindrip 346 C 76" TKSP8
5	Raindrip 346 C 88" TKSP8
6	Weatherstrip 303 APK 1 x 36" 2 x 84" TKSP8
1	Weatherstrip 303 APK 1 x 42" 2 x 84" TKSP8
1	Weatherstrip 303 APK 1 x 72" 2 x 84" TKSP8
4	Weatherstrip 303 APK 1 x 84" 2 x 84" TKSP8
11	Door Bottom 315 CN 36"
11	Door Bottom 315 CN 36" TKSP8
4	Door Bottom 315 CN 42" TKSP8
1	Door Bottom 3151 CN 36" TKSP8
8	Threshold 1710 A 36"
1	Threshold 1710 A 72"
2	Threshold 1710 A 84"

*Send material*

<u>Shipment Number</u>	<u>Shipment Date</u>
65612	Jun 22, 2020

Pre-Tax Total	:	23,800.00
IA-DALLAS - 7%	:	0.00
<b>Amount Due</b>	:	<b>23,800.00</b>

Metal Doors & Frame Co. merged with Walsh Door & Security effective 12.31.2018.  
Please remit to: Walsh Door & Security, 2600 Delaware Avenue, Des Moines, IA 50317.  
Walsh Door & Security is a DBA name of Walsh.

Printed Jun 22, 2020 3:41 PM



Applicant License Application ( LE0003333 )

Name of Applicant: <u>CASEY'S MARKETING</u>		
Name of Business (DBA): <u>CASEY'S GENERAL STORE #3826</u>		
Address of Premises: <u>1738 NILE KINNICK S</u>		
City <u>Adel</u>	County: <u>Dallas</u>	Zip: <u>50003</u>
Business	<u>(515) 993-2062</u>	
Mailing	<u>PO BOX 3001</u>	
City <u>ANKENY</u>	State <u>IA</u>	Zip: <u>50021</u>

Contact Person

Name <u>JESSICA FISHER-COMSTOCK, STORE OPERATIONS</u>		
Phone: <u>(515) 446-6404</u>	Email	<u>JESSICA.FISHER@CASEYS.COM</u>

Classification Class E Liquor License (LE)

Term: 12 months

Effective Date: 09/09/2020

Expiration Date: 09/08/2021

Privileges:

- Class B Wine Permit
- Class C Beer Permit (Carryout Beer)
- Class E Liquor License (LE)
- Sunday Sales

Status of Business

BusinessType: <u>Publicly Traded Corporation</u>
Corporate ID Number: <u>XXXXXXXXXX</u> Federal Employer ID <u>XXXXXXXXXX</u>

Ownership

42-0935283 CASEY'S GENERAL STORES INC

First Name: <u>42-0935283</u>	Last Name: <u>CASEY'S GENERAL STORES, INC.</u>
City: <u>ANKENY</u>	State: <u>Iowa</u> Zip: <u>50021</u>
Position: <u>OWNER</u>	
% of Ownership: <u>100.00%</u>	U.S. Citizen: <u>Yes</u>

JOHN SOUPENE

First Name: <u>JOHN</u>	Last Name: <u>SOUPENE</u>
City: <u>ANKENY</u>	State: <u>Iowa</u> Zip: <u>50023</u>
Position: <u>VICE PRESIDENT</u>	
% of Ownership: <u>0.00%</u>	U.S. Citizen: <u>Yes</u>

JULIA JACKOWSKI

First Name: <u>JULIA</u>	Last Name: <u>JACKOWSKI</u>
--------------------------	-----------------------------

City: URBANDALE

State: Iowa

Zip: 50322

Position: SECRETARY

% of Ownership: 0.00%

U.S. Citizen: Yes

**JAMES PISTILLO**

First Name: JAMES

Last Name: PISTILLO

City: URBANDALE

State: Iowa

Zip: 50323

Position: TREASURER

% of Ownership: 0.00%

U.S. Citizen: Yes

**MEGAN ELFERS**

First Name: MEGAN

Last Name: ELFERS

City: CLIVE

State: Iowa

Zip: 50325

Position: PRESIDENT

% of Ownership: 0.00%

U.S. Citizen: Yes

**Insurance Company Information**

Insurance Company: Merchants Bonding Company

Policy Effective Date: 09/09/2020

Policy Expiration 01/01/1900

Bond Effective 2

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

**Applicant**

<b>Name of Applicant:</b> <u>Casey's Marketing Company</u>		
<b>Name of Business (DBA):</b> <u>Casey's General Store #1680</u>		
<b>Address of Premises:</b> <u>816 Greene St</u>		
<b>City Adel</b>	<b>County:</b> <u>Dallas</u>	<b>Zip:</b> <u>50003</u>
<b>Business</b>	<u>(515) 993-2061</u>	
<b>Mailing</b>	<u>PO Box 3001</u>	
<b>City Ankeny</b>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>500218045</u>

**Contact Person**

<b>Name</b> <u>JESSICA FISHER-COMSTOCK, Store Operations</u>		
<b>Phone:</b> <u>(515) 446-6404</u>	<b>Email</b>	<u>JESSICA.FISHER@caseys.com</u>

**Classification** Class E Liquor License (LE)

**Term:** 12 months

**Effective Date:** 09/26/2020

**Expiration Date:** 09/25/2021

**Privileges:**

- Class B Wine Permit
- Class C Beer Permit (Carryout Beer)
- Class E Liquor License (LE)
- Sunday Sales

**Status of Business**

<b>BusinessType:</b> <u>Publicly Traded Corporation</u>
<b>Corporate ID Number:</b> <u>XXXXXXXXXX</u> <b>Federal Employer ID</b> <u>XXXXXXXXXX</u>

**Ownership**

**42-0935283 Casey's General Stores, Inc**

<b>First Name:</b> <u>42-0935283</u>	<b>Last Name:</b> <u>Casey's General Stores, Inc.</u>
<b>City:</b> <u>Ankeny</u>	<b>State:</b> <u>Iowa</u> <b>Zip:</b> <u>50021-804</u>
<b>Position:</b> <u>Owner</u>	
<b>% of Ownership:</b> <u>100.00%</u>	<b>U.S. Citizen:</b> <u>Yes</u>

**JOHN SOUPENE**

<b>First Name:</b> <u>JOHN</u>	<b>Last Name:</b> <u>SOUPENE</u>
<b>City:</b> <u>ANKENY</u>	<b>State:</b> <u>Iowa</u> <b>Zip:</b> <u>50023</u>
<b>Position:</b> <u>Vice President</u>	
<b>% of Ownership:</b> <u>0.00%</u>	<b>U.S. Citizen:</b> <u>Yes</u>

**Julia L. Jackowski**

<b>First Name:</b> <u>Julia L.</u>	<b>Last Name:</b> <u>Jackowski</u>
------------------------------------	------------------------------------

City: Urbandale State: Iowa Zip: 50322

Position: Secretary

% of Ownership: 0.00% U.S. Citizen: Yes

James Pistillo

First Name: James Last Name: Pistillo

City: Urbandale State: Iowa Zip: 50323

Position: Treasurer

% of Ownership: 0.00% U.S. Citizen: Yes

Megan Elfers

First Name: Megan Last Name: Elfers

City: Clive State: Iowa Zip: 50325

Position: President

% of Ownership: 0.00% U.S. Citizen: Yes

#### Insurance Company Information

Insurance Company: Merchants Bonding Company

Policy Effective Date: 09/26/2020

Policy Expiration 01/01/1900

Bond Effective 2

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective Date:

Temp Transfer Expiration Date:



Ahlers & Cooney, P.C.  
Attorneys at Law  
100 Court Avenue, Suite 600  
Des Moines, Iowa 50309-2231  
Phone: 515-243-7611  
Fax: 515-243-2149  
www.ahlerslaw.com  
Kristine Stone  
515.246.0314  
kstone@ahlerslaw.com

August 3, 2020

*VIA EMAIL [abrown@adeliowa.org](mailto:abrown@adeliowa.org)*

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

RE: Engagement Agreement – Voluntary Annexation within Urbanized Area

Dear Anthony:

The purpose of this engagement letter is to confirm the terms of our Firm's engagement and to explain our billing practices. Upon the City's acceptance, this letter will serve as a memorandum of the terms of the engagement of this Firm to serve as counsel for the City of Adel in the above referenced matter. The legal services to be provided include advising the City and preparing the necessary proceedings to approve a 100% voluntary annexation within an urbanized area. This requires approval by the City Council, as well as the City Development Board.

We are pleased to undertake this representation. The fees charged by the Firm for this representation will be based on the current hourly rate of the person performing the service at the time services are performed. The Firm's billing rates are reviewed, and sometimes revised, annually in January. I will be primarily responsible for this matter, and Jenna Bishop will assist as needed. My current rate is \$240 per hour and Ms. Bishop's rate is \$200 per hour. Out-of-pocket expenses including, but not limited to, photocopying expenses, would be in addition to the hourly charges and will also be billed separately on our statements. We will forward itemized statements of services rendered on a monthly basis to your attention. If payment is not rendered in a timely fashion, the Firm reserves the right to immediately terminate its representation.

Please indicate your approval and acceptance of the above referenced terms and conditions of our engagement by signing, dating, and returning a copy of this letter to me. Should you have any questions or concerns about our proposed terms and conditions, please do not hesitate to contact me.

#### APPROVAL

Please carefully review the terms and conditions of this Agreement. **If this Agreement**

August 3, 2020  
Page 2

**accurately reflects the terms of this particular engagement, please obtain approval by the City of Adel, and execute, date and return to me the enclosed copy of this Agreement. Please retain the original for your file.**

If you have questions regarding any aspect of the above or our representation, please do not hesitate to contact me. As always, we appreciate the opportunity to represent the City of Adel and we look forward to working with you.

Sincerely,

AHLERS & COONEY, P.C.

By *Kristine Stone*

Kristine Stone

Accepted and approved on behalf of the City Council\*

By: \_\_\_\_\_ Dated: \_\_\_\_\_  
Title: Mayor

\*Authorized by Resolution \ Motion \_\_\_\_\_ approved on \_\_\_\_\_,  
2020.

01751405-1\10113-117

**RESOLUTION NO. 20-77**

**RESOLUTION TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS IN  
CONNECTION WITH A SPECIAL EVENT KNOWN AS  
TIMBERVIEW WEST NEIGHBORHOOD BLOCK PARTY**

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

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

WHEREAS, Peter Makens representing Timberview West Neighborhood Block Party has requested closure of the following streets and parking spaces from 2:00 p.m. to 10:00 p.m. on the date(s) listed below, in conjunction with the special event known as Timberview West Neighborhood Block Party.

Saturday September 5, 2020 – 2:00 p.m. - 10:00 p.m.  
Saturday September 12, 2020 – 2:00 p.m. – 10:00 p.m.(Weather Reschedule Day)  
Lynn Drive – between 11<sup>th</sup> Street & Timberview/S 8<sup>th</sup> Street.  
Lynn Drive – at 10<sup>th</sup> Street

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

Dated this date: August 11, 2020

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

ATTEST:

\_\_\_\_\_  
Angela Leopard, City Clerk

# Angela Leopard

---

**From:** aleopard=adeliowa.org@adel.webspecmail.com on behalf of aleopard@adeliowa.org  
**Sent:** Thursday, August 6, 2020 6:59 PM  
**To:** Angela Leopard  
**Subject:** New submission from Block Party and Street Closure Permit Application

## Event Name

Timberview West anual Block Party

## Date(s) of the Event

- 9-5-2020 with a back up date of 9-12-2020 for weather

## Sponsor / Contact

Peter Makens

## Address

1011 Lynne Dr  
Adel, Iowa 50003  
United States  
[Map It](#)

## Day Phone Number

(651) 269-4766

## Cell Phone Number

(651) 269-4766

## Email

[prmks@yahoo.com](mailto:prmks@yahoo.com)

## Event Set-up Time

02:00 pm

## Event Start Time

04:00 pm

## Event End Time

10:00 pm

## Event Cleanup Time

02:00 am

## Event Description

A covid friendly gathering of neighbors who all voted to hold the block party. We will have food trucks to meet the state requirements about no Buffets or potluck.

*L informed about City  
license requirements. amel*

## Attach a Map

- [IMG\\_0002.jpg](#)

## Estimated attendance?

60-100

**Will alcohol be served?**

No

**Will you be using amplified sound?**

No

**Consent from residents?**

Yes

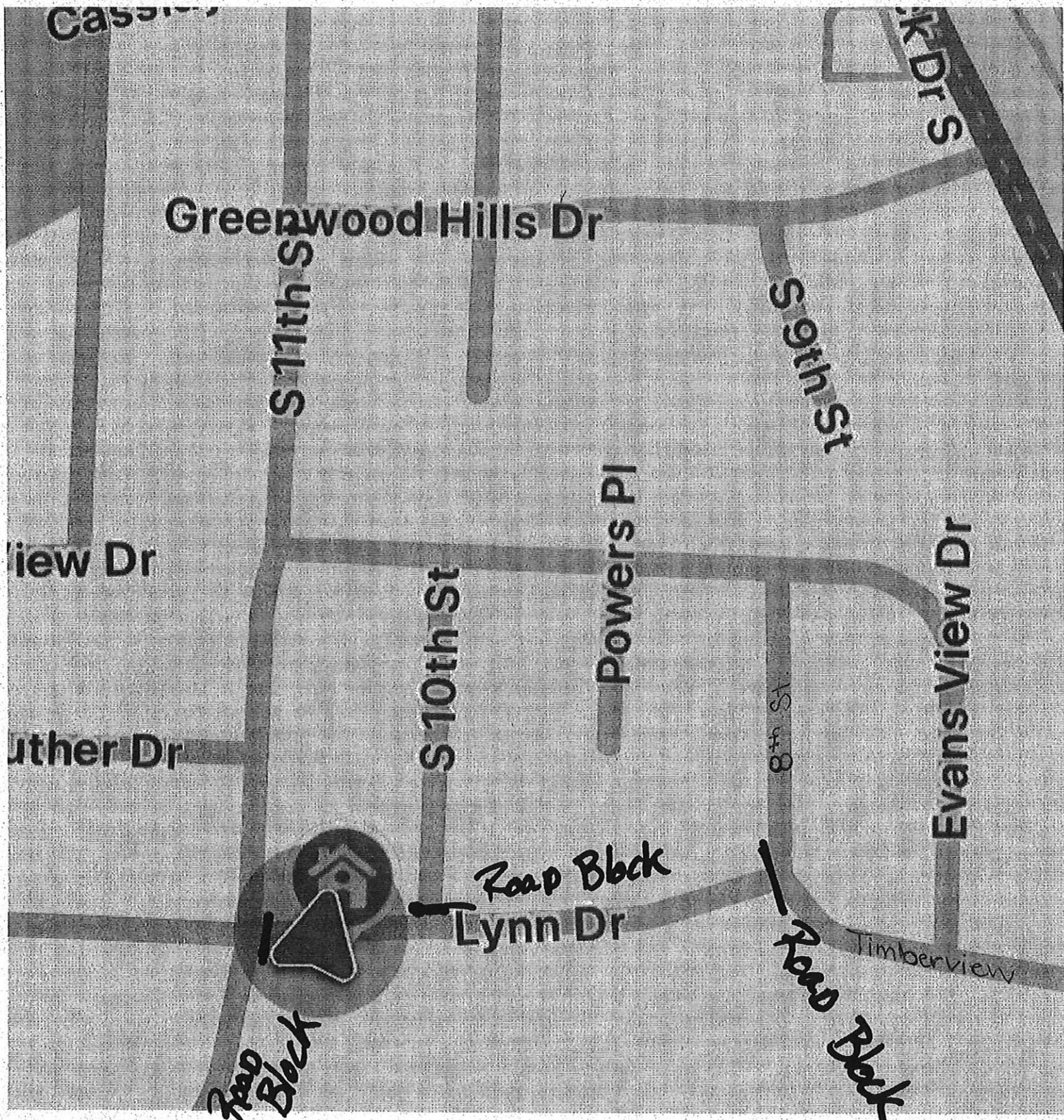
**Consent from Residents**

- [signatures-1.pdf](#)

**Acknowledgement of Terms**

I have read and agree to the terms above.





Cassidy

Dr S

Greenwood Hills Dr

S 11th St

S 9th St

View Dr

Powers Pl

S 10th St

uther Dr

8th St

Evans View Dr

Road Block

Road Block  
Lynn Dr

Road Block

Timberview

**CONSENT FROM RESIDENTS**

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

NAME	ADDRESS	APPROVE / DISAPPROVE
Josh Cotten	1417 S. 11th St	<input checked="" type="checkbox"/> APPROVE / DISAPPROVE
[Signature]	1013 Lynne	<input checked="" type="checkbox"/> APPROVE / DISAPPROVE
[Signature]	1007 Lynne	<input checked="" type="checkbox"/> APPROVE / DISAPPROVE
Jaysen Anderson	1003 Lynne Dr	<input checked="" type="checkbox"/> APPROVE / DISAPPROVE
[Signature]	1413 S 10th	<input checked="" type="checkbox"/> APPROVE / DISAPPROVE
Joe Straub	1412 S 10th	<input checked="" type="checkbox"/> APPROVE / DISAPPROVE
Michael Pittok	1103 Lynne	<input checked="" type="checkbox"/> APPROVE / DISAPPROVE
Sean Davison	927 Lynne	<input checked="" type="checkbox"/> APPROVE / DISAPPROVE
Valerie Sutton	931 Lynne	<input checked="" type="checkbox"/> APPROVE / DISAPPROVE
		APPROVE / DISAPPROVE
		APPROVE / DISAPPROVE
		APPROVE / DISAPPROVE
		APPROVE / DISAPPROVE
		APPROVE / DISAPPROVE
		APPROVE / DISAPPROVE
		APPROVE / DISAPPROVE
		APPROVE / DISAPPROVE

**RETURN PERMIT APPLICATION:**  
 City of Adel  
 301 S. 10th Street  
 Adel, IA 50003



## City of Adel Hold Harmless Agreement

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

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

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

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

1. The City hereby grants to the Organization the right to use and occupy the facilities and grounds identified above for a period commencing the fifth day of September, 2020, and ending on the fifth day of September, 2020 for the purpose of the Organization activities.
2. To the extent permitted by law, the Organization shall defend, indemnify, and hold harmless the City from any and all claims, lawsuits, demands, causes of action, liability, loss, damage and/or injury, of any kind whatsoever (including without limitation all claims for monetary loss, property damage, equitable relief, personal injury and/or wrongful death), whether brought by an individual or other entity, or imposed by court of law or by administrative action of any federal, state, or local governmental body or agency, arising out of, in any way whatsoever, any acts, omission, negligence, or willful misconduct on the part of the Organization, its officers, owners, personnel, employees, agents, contractors, invitees, or volunteers. This indemnification applies to and includes, without limitation, the payment of all penalties, fines, judgments, awards, decrees, attorney fees, and related costs or expenses, and any reimbursements to the City for all legal fees, expenses, and cost incurred by it.
3. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited. The intent of the Parties is to provide as broad an indemnification as possible under Iowa law. In the event that any aspect of this Agreement is deemed unenforceable, the court is empowered to modify this Agreement to give the broadest possible interpretation permitted under Iowa law.
4. This Agreement shall be governed exclusively by the laws of Iowa, without regard to conflict of law provisions.
5. Any lawsuit or legal proceedings arising out of or relating to this Agreement in any way whatsoever shall be exclusively brought and litigated in federal and state courts of Iowa. Each Party expressly consents and submits to this exclusive jurisdiction and exclusive venue. Each Party expressly waives that right to challenge this jurisdiction and/or venue as improper

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

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

Dated this Seventh day of August, 2020.

By Angela Shepard  
City Clerk

By [Signature]  
Organization Representative



## City of Adel Hold Harmless Agreement

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

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

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

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

1. The City hereby grants to the Organization the right to use and occupy the facilities and grounds identified above for a period commencing the twelfth day of September, 2020, and ending on the twelfth day of September, 2020, for the purpose of the Organization activities.
2. To the extent permitted by law, the Organization shall defend, indemnify, and hold harmless the City from any and all claims, lawsuits, demands, causes of action, liability, loss, damage and/or injury, of any kind whatsoever (including without limitation all claims for monetary loss, property damage, equitable relief, personal injury and/or wrongful death), whether brought by an individual or other entity, or imposed by court of law or by administrative action of any federal, state, or local governmental body or agency, arising out of, in any way whatsoever, any acts, omission, negligence, or willful misconduct on the part of the Organization, its officers, owners, personnel, employees, agents, contractors, invitees, or volunteers. This indemnification applies to and includes, without limitation, the payment of all penalties, fines, judgments, awards, decrees, attorney fees, and related costs or expenses, and any reimbursements to the City for all legal fees, expenses, and cost incurred by it.
3. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited. The intent of the Parties is to provide as broad an indemnification as possible under Iowa law. In the event that any aspect of this Agreement is deemed unenforceable, the court is empowered to modify this Agreement to give the broadest possible interpretation permitted under Iowa law.
4. This Agreement shall be governed exclusively by the laws of Iowa, without regard to conflict of law provisions.
5. Any lawsuit or legal proceedings arising out of or relating to this Agreement in any way whatsoever shall be exclusively brought and litigated in federal and state courts of Iowa. Each Party expressly consents and submits to this exclusive jurisdiction and exclusive venue. Each Party expressly waives that right to challenge this jurisdiction and/or venue as improper

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

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

Dated this Seventh day of August, 2020.

By Angela Leonard  
City Clerk

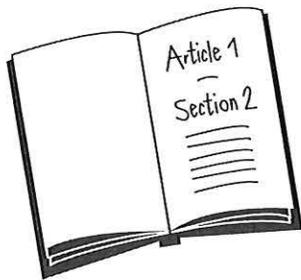
By [Signature]  
Organization Representative

# CENSUS 101: WHAT YOU NEED TO KNOW

The 2020 Census is closer than you think!  
Here's a quick refresher of what it is and why it's essential that everyone is counted.

## Everyone counts.

The census counts every person living in the United States once, only once, and in the right place.

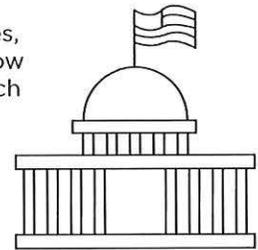


## It's in the Constitution.

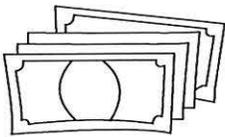
The U.S. Constitution mandates that everyone in the country be counted every 10 years. The first census was in 1790.

## It's about fair representation.

Every 10 years, the results of the census are used to reapportion the House of Representatives, determining how many seats each state gets.

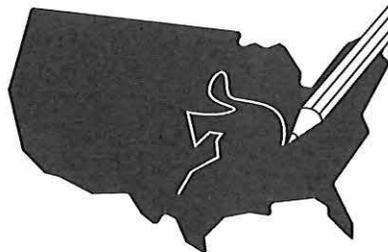


## It's about \$675 billion.



The distribution of more than \$675 billion in federal funds, grants, and support to states, counties, and communities are based on census data.

That money is spent on schools, hospitals, roads, public works, and other vital programs.

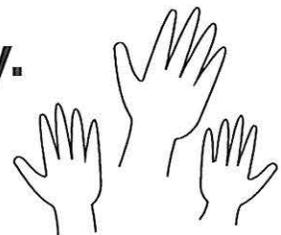


## It's about redistricting.

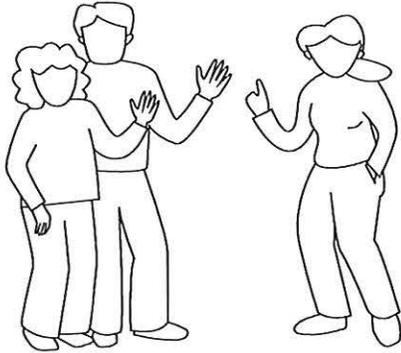
After each decade's census, state officials redraw the boundaries of the congressional and state legislative districts in their states to account for population shifts.

## Taking part is your civic duty.

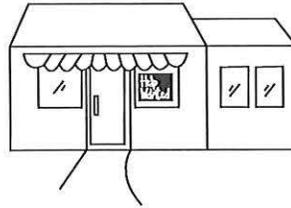
Completing the census is mandatory: it's a way to participate in our democracy and say "I COUNT!"



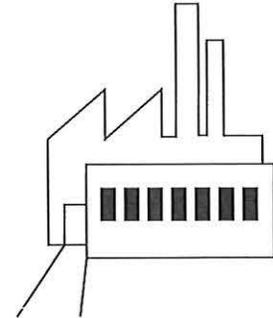
# Census data are being used all around you.



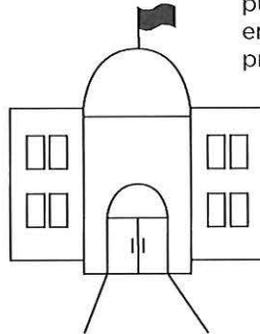
Residents use the census to support community initiatives involving legislation, quality-of-life, and consumer advocacy.



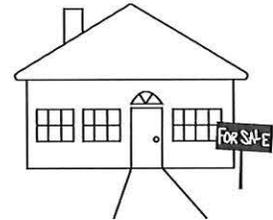
Businesses use census data to decide where to build factories, offices, and stores, which create jobs.



Local governments use the census for public safety and emergency preparedness.



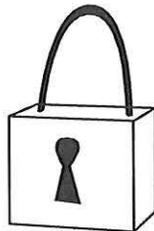
Real estate developers use the census to build new homes and revitalize old neighborhoods.



# Your privacy is protected.

It's against the law for the Census Bureau to publicly release your responses in any way that could identify you or your household.

By law, your responses cannot be used against you and can only be used to produce statistics.



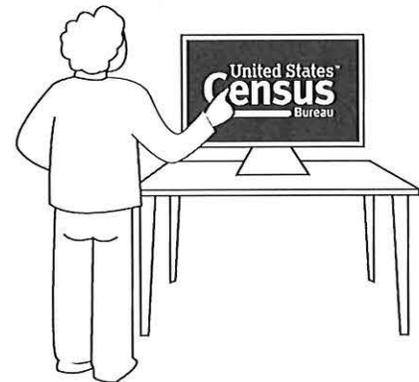
# 2020 will be easier than ever.

In 2020, you will be able to respond to the census online.



# You can help.

You are the expert—we need your ideas on the best way to make sure everyone in your community gets counted.



# The 2020 Census and Confidentiality

*Your responses to the 2020 Census are safe, secure, and protected by federal law. Your answers can only be used to produce statistics—they cannot be used against you in any way. By law, all responses to U.S. Census Bureau household and business surveys are kept completely confidential.*

## Respond to the 2020 Census to shape the future.

Responding to the census helps communities get the funding they need and helps businesses make data-driven decisions that grow the economy. Census data impact our daily lives, informing important decisions about funding for services and infrastructure in your community, including health care, senior centers, jobs, political representation, roads, schools, and businesses. More than \$675 billion in federal funding flows back to states and local communities each year based on census data.



## Your census responses are safe and secure.

The Census Bureau is required by law to protect any personal information we collect and keep it strictly confidential. The Census Bureau can only use your answers to produce statistics. In fact, every Census Bureau employee takes an oath to protect your personal information for life. Your answers cannot be used for law enforcement purposes or to determine your personal eligibility for government benefits.

## By law, your responses cannot be used against you.

By law, your census responses cannot be used against you by any government agency or court in any way—not by the Federal Bureau of Investigation (FBI), not by the Central Intelligence Agency (CIA), not by the Department of Homeland Security (DHS), and not by U.S. Immigration and Customs Enforcement (ICE). The law requires the Census Bureau to keep your information confidential and use your responses only to produce statistics.



## The law is clear—no personal information can be shared.

Under Title 13 of the U.S. Code, the Census Bureau cannot release any identifiable information about individuals, households, or businesses, even to law enforcement agencies.

The law states that the information collected may only be used for statistical purposes and no other purpose.

To support historical research, Title 44 of the U.S. Code allows the National Archives and Records Administration to release census records only after 72 years.

All Census Bureau staff take a lifetime oath to protect your personal information, and any violation comes with a penalty of up to \$250,000 and/or up to 5 years in prison.

2020CENSUS.GOV

D-1254

Shape  
your future  
START HERE >

United States<sup>®</sup>  
Census  
2020

### **There are no exceptions.**

The law requires the Census Bureau to keep everyone's information confidential. By law, your responses cannot be used against you by any government agency or court in any way. The Census Bureau will not share an individual's responses with immigration enforcement agencies, law enforcement agencies, or allow that information to be used to determine eligibility for government benefits. Title 13 makes it very clear that the data we collect can only be used for statistical purposes—we cannot allow it to be used for anything else, including law enforcement.

### **It's your choice: you can respond securely online, by mail, or by phone.**

You will have the option of responding online, by mail, or by phone. Households that don't respond in one of these ways will be visited by a census taker to collect the information in person. Regardless of how you respond, your personal information is protected by law.

### **Your online responses are safe from hacking and other cyberthreats.**

The Census Bureau takes strong precautions to keep online responses secure. All data submitted online are encrypted to protect personal privacy, and our cybersecurity program meets the highest and most recent standards for protecting personal information. Once the data are received, they are no longer online. From the moment the Census Bureau collects responses, our focus and legal obligation is to keep them safe.

### **We are committed to confidentiality.**

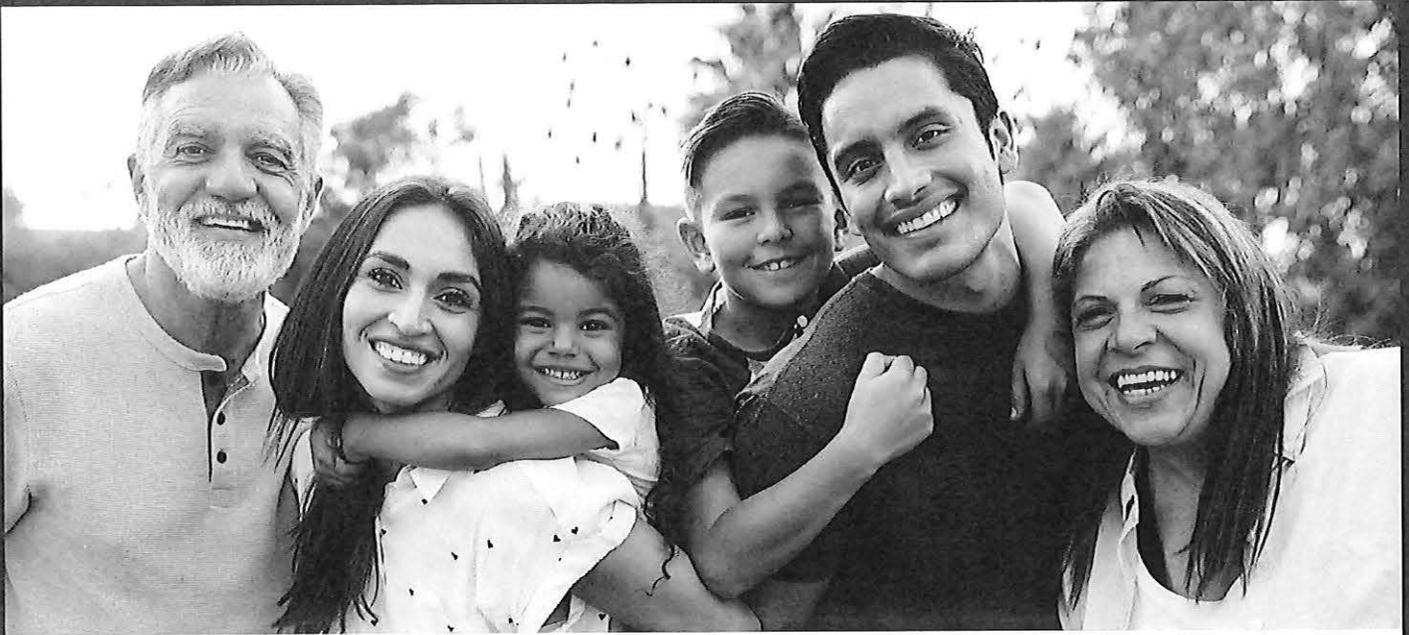
At the U.S. Census Bureau, we are absolutely committed to keeping your responses confidential. This commitment means it is safe to provide your answers and know that they will only be used to paint a statistical portrait of our nation and communities.

Learn more about the Census Bureau's data protection and privacy program at [www.census.gov/privacy](http://www.census.gov/privacy).



### **Laws protecting personal census information have withstood challenges.**

In 1982, the U.S. Supreme Court confirmed that even addresses are confidential and cannot be disclosed through legal discovery or the Freedom of Information Act (FOIA). In 2010, the U.S. Justice Department determined that the Patriot Act does not override the law that protects the confidentiality of individual census responses. No court of law can subpoena census responses.



# How the 2020 Census will invite everyone to respond

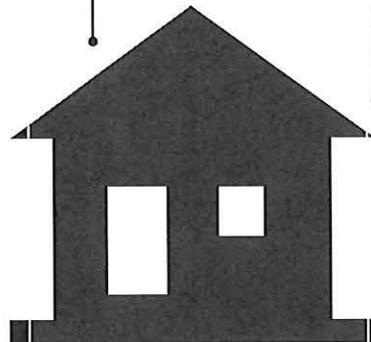
Nearly every household will receive an invitation to participate in the 2020 Census either in the mail or from a census taker.

## 95% of households

will receive their census invitation in the mail.

## Almost 5% of households

will receive their census invitation when a census taker drops it off. In these areas, the majority of households may not receive mail at their home's physical location (like households that use PO boxes or areas recently affected by natural disasters).



## Less than 1% of households

will be counted in person by a census taker, instead of being invited to respond on their own. We do this in very remote areas like parts of northern Maine, remote Alaska, and in select American Indian areas that ask to be counted in person.

Note: We have special procedures to count people who don't live in households, such as students living in dorms, people living in nursing homes, or people experiencing homelessness.

**2020CENSUS.GOV**

D-FS-GP-EN-135

Shape  
your future  
START HERE >

United States<sup>®</sup>  
**Census**  
**2020**

# What to expect in the mail

**When it's time to respond, most households will receive an invitation in the mail. Every household will have the option of responding online, by phone, or by mail.**

Depending on how likely your area is to respond online, you'll receive either an invitation encouraging you to respond online or an invitation along with a paper questionnaire.

## Letter invitation

- Most areas of the country are likely to respond online, so most households will receive a letter asking them to go online to complete the census questionnaire.
- We are working with the U.S. Postal Service to stagger the delivery of these invitations over several days. This way we can spread out the number of users responding online, and we'll be able to serve you better if you need help over the phone.

## Letter invitation and paper questionnaire

- Areas that are less likely to respond online will receive a paper questionnaire along with their package. The package will also include information about how to respond online or by phone.

## We understand that you might miss our initial letter in the mail.

- Every household that hasn't responded will receive reminders and will eventually receive a paper questionnaire.
- If you don't respond online, by phone, or by mail, we will follow up in person.

## What we will send you in the mail:



### March 12-20

An invitation to respond online to the 2020 Census.

(Some households will also receive paper questionnaires.)



### March 16-24

A reminder letter.



### March 26-April 3

A reminder postcard.



### April 8-16

A reminder letter and paper questionnaire.



### April 20-27

A final reminder postcard before we follow up in person.

For more information, visit:

**2020CENSUS.GOV**

D-FS-GP-EN-135

**Shape  
your future  
START HERE >**

**United States<sup>®</sup>  
Census  
2020**



United States®  
**Census  
2020**

**U.S. Census Bureau**

Washington, DC 20233-0001

Office of the Director

March 12, 2020

Dear Resident:

This is your invitation to respond to the **2020 Census**. We need your help to count everyone in the United States by providing basic information about all adults, children, and babies living or staying at this address.

Results from the 2020 Census will be used to:

- Direct billions of dollars in federal funds to local communities for schools, roads, and other public services.
- Help your community prepare to meet transportation and emergency readiness needs.
- Determine the number of seats each state has in the U.S. House of Representatives and your political representation at all levels of government.

Respond by April 1 at <b>my2020census.gov</b>	Your Census ID is:
--	--------------------

The Census Bureau is using the internet to securely collect your information. Responding online helps us conserve natural resources, save taxpayer money, and process data more efficiently. If you are unable to complete your 2020 Census questionnaire online, we will send you a paper questionnaire in a few weeks for you to complete and mail back.

The census is so important that your response is required by law, and your answers are kept completely confidential. If you do not respond, we will need to send a Census Bureau interviewer to your home to collect your answers in person. If you need help completing your 2020 Census questionnaire, please call toll-free 1-844-330-2020.

Thank you for your prompt response.

Sincerely,

Steven D. Dillingham  
Director

Enclosures

census.gov



United States®  
**Census  
2020**

**U.S. Census Bureau**

Washington, DC 20233-0001

Office of the Director

12 de marzo de 2020

Estimado residente de esta vivienda:

Esta es su invitación para responder al **Censo del 2020**. Necesitamos su ayuda para contar a todas las personas en los Estados Unidos al proveer información básica sobre todos los adultos, niños y bebés que viven o se quedan en esta dirección.

Los resultados del Censo del 2020 se usarán para:

- Destinar miles de millones de dólares de fondos federales a las comunidades locales para escuelas, carreteras y otros servicios públicos.
- Ayudar a su comunidad a prepararse para satisfacer necesidades relacionadas con el transporte y la preparación para emergencias.
- Determinar el número de escaños que tiene cada estado en la Cámara de Representantes de los EE. UU., así como su representación política a todos los niveles del gobierno.

Responda antes del 1 de abril en <b>my2020census.gov</b>	Su Identificación del Censo es:
---	---------------------------------

La Oficina del Censo está usando internet para recopilar su información de manera segura. Responder por internet nos ayuda a conservar recursos naturales, a ahorrar dinero de los contribuyentes y a procesar los datos de manera más eficiente. Si usted no puede completar el cuestionario del Censo del 2020 por internet, dentro de unas semanas le enviaremos un cuestionario impreso para que lo complete y lo envíe de vuelta por correo.

El censo es tan importante que la ley requiere que usted responda, y sus respuestas se mantienen completamente confidenciales. Si usted no responde, tendremos que enviar a un entrevistador de la Oficina del Censo para que recopile sus respuestas en persona. Si necesita ayuda para completar el cuestionario del Censo del 2020, llame gratis al 1-844-468-2020.

Gracias de antemano por su rápida respuesta.

Atentamente,

Steven D. Dillingham  
Director

Documentos adjuntos

census.gov

NOTICE AND CALL OF PUBLIC MEETING

Governmental Body: The City Council of the City of Adel, State of Iowa

Date of Meeting: August 11, 2020

Time of Meeting: 6:00 o'clock P.M.

Place of Meeting: Council Chambers, City Hall, 301 S. 10th Street, Adel, Iowa.

PUBLIC NOTICE IS HEREBY GIVEN that the above mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for the meeting is as follows:

Wastewater System Improvements, Wastewater Treatment Plant Improvements 2019

- ◆ Consideration of construction bids.
- ◆ Resolution Designating Low Bidder.

Such additional matters as are set forth on the additional \_\_\_\_\_ page(s) attached hereto. (number)

This notice is given at the direction of the Mayor pursuant to Chapter 21, Code of Iowa, and the local rules of the governmental body.

\_\_\_\_\_  
City Clerk, Adel, Iowa

August 11, 2020

The City Council of the City of Adel, State of Iowa, met in \_\_\_\_\_ Session, at \_\_\_\_\_ .M., on the above date.

- The Council met in person in the Council Chambers, City Hall, 301 S. 10th Street, Adel, Iowa.
- The Council determined that it is impossible and impractical for all members of the Council, other City personnel, and members of the public to be physically present at this meeting due to the COVID-19 pandemic, and that it is necessary to conduct the meeting by electronic means. The Council has provided public access to the electronic meeting.

There were present Mayor \_\_\_\_\_, in the chair, and the following named Council Members:

\_\_\_\_\_

Absent: \_\_\_\_\_

Vacant: \_\_\_\_\_

\* \* \* \* \*

Whereupon, there was received and filed the report of the bids received on July 21, 2020, at 2:00 P.M., and publicly opened pursuant to the resolution of the City Council and notice duly posted for construction of certain public improvements described in general as Wastewater System Improvements, Wastewater Treatment Plant Improvements 2019, in accordance with the plans and specifications now adopted, as attached:

(Attached copy of report of bids received)

McCLURE ENGINEERING COMPANY

1360 NW 121st STREET  
CLIVE, IA 50325  
515-964-1229 PHONE



WASTEWATER SYSTEM IMPROVEMENTS  
WASTEWATER TREATMENT PLANT IMPROVEMENTS 2019  
ADEL, IA  
MEC 20718101-000

LETTING DATE: July 21, 2020 TIME: 2:00 P.M.		ENGINEER ESTIMATE	BIDDERS NAMES AND ADDRESSES																
			WOODRUFF CONSTRUCTION, LLC FORT DODGE, IA	STORY CONSTRUCTION CO. AMES, IA	JOHN T JONES CONSTRUCTION CO. FARGO, ND	KOESTER CONSTRUCTION COMPANY, INC. GRIMES, IA	WILLIAMS BROTHERS CONSTRUCTION INC. PEORIA, IL	WEISS CONSTRUCTION CO, LLC dba PWC Novi, MI	SYNERGY CONTRACTING, LLC BONDURANT, IA										
CERTIFIED CHECK OR BID BOND			BID BOND	BID BOND	BID BOND	BID BOND	BID BOND	BID BOND	BID BOND	BID BOND	BID BOND	BID BOND	BID BOND	BID BOND	BID BOND	BID BOND	BID BOND	BID BOND	BID BOND
ACKNOWLEDGED ADDENDUM 1, 2, 3, 4 & 5			YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
ARTICLE 5 - BASIS OF BID																			
5.01. Bidder will complete the Work in accordance with the Contract Documents for the following price:																			
A. TOTAL LUMP SUM BID		\$13,539,300.00	\$13,993,250.00	\$14,595,000.00	\$15,085,800.00	\$15,400,000.00	\$15,550,000.00	\$17,077,000.00	\$19,500,000.00										
B. Allowances. The price set forth above in 5.01 A shall include the following allowances. Bidder shall include the following allowances in the Total Lump Sum Bid Price:																			
1. Contingency Allowance: Bidder shall include the Lump Sum Bid Price an amount of \$100,000.00 to fund a Contingency allowance. The contingency fund will be used as outlined in these Specifications for Change Order Items resulting from the construction of this project. specification Section 01 20 00, Price and Payment Procedures, further explains this Contingency Allowance.																			
C. SBR Manufacturer: Indicate the SBR Manufacturer used in the TOTAL LUMP SUM BID price in 5.01A:																			
Parkeon Corporation																			
Santaire-Xylem			X		X		X		X		X		X		X		X		X
Fluidyne Corporation																			
Other																			
D. Unit prices. The bidder shall include the following unit prices within their lump sum bid. The quantities below shall be utilized for the basis of bid and adjusted for actual quantities installed as part of this project.																			
Item No.	Description	Unit	Estimated Qty	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price
1	Auger Cast Piers (for Headworks)	YF	1,660			\$41.20	\$68,392.00	\$47.47	\$78,800.20	\$30.00	\$49,800.00	\$72.00	\$119,520.00	\$50.00	\$83,000.00	\$64.55	\$107,153.00	\$30.00	\$49,800.00
1A	DUCT for Less ACP Installed	YF	0			\$8.00	N/A	\$8.00	N/A	\$8.00	N/A	\$8.00	N/A	\$8.00	N/A	\$8.57	N/A	\$8.00	N/A
1B	ADD for more ACP Installed	YF	0			\$16.00	N/A	\$35.00	N/A	\$30.00	N/A	\$35.00	N/A	\$30.00	N/A	\$26.79	N/A	\$30.00	N/A
2	Granular Paving	SY	2,600			\$13.00	\$33,800.00	\$22.00	\$57,200.00	\$27.60	\$71,760.00	\$25.00	\$65,000.00	\$33.00	\$85,800.00	\$27.61	\$71,786.00	\$14.00	\$36,400.00
3	8" PCC Paving*	SY	1,100			\$65.00	\$71,500.00	\$53.45	\$58,795.00	\$42.75	\$47,025.00	\$45.00	\$49,500.00	\$50.00	\$55,000.00	\$69.65	\$76,615.00	\$80.00	\$88,000.00
4	Seed Sludge for System Startup**	GAL	30,000			\$0.33	\$9,900.00	\$0.33	\$9,900.00	\$0.15	\$4,500.00	\$0.35	\$10,500.00	\$0.40	\$12,000.00	\$0.38	\$11,400.00	\$0.25	\$7,500.00
5	Erosion Control Netting	SY	3,630			\$1.44	\$5,227.20	\$1.44	\$5,227.20	\$2.50	\$9,075.00	\$1.75	\$6,352.50	\$2.00	\$7,260.00	\$2.68	\$9,728.40	\$1.50	\$5,445.00
*PCC paving-This does NOT include paving for building approaches and sidewalks (these are incidental items).																			
** Location of seed sludge shall be secured by contractor and approved by Engineer.																			



I HEREBY CERTIFY THAT THIS IS A TRUE TABULATION OF THE BIDS RECEIVED ON JULY 21, 2020 FOR THE CONSTRUCTION OF WASTEWATER SYSTEM IMP., WASTEWATER TREATMENT PLANT IMP, 2019, ADEL, IOWA, MEC PROJECT NO. 20718101, AND WAS PREPARED UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

Michael Melvin Hall, P.E., M.ASCE  
13 Digitally signed by Michael Melvin Hall, P.E., M.ASCE  
 DN: c=US, e=mmh@mcclure.com, o=McClure Engineering Co., ou=Senior Project Manager, cn=Michael Melvin Hall, P.E., M.ASCE  
 Date: 2020.07.24 13:52:58 -0500

MICHAEL H. HALL, P.E. No. 17687

UNIT PRICES AND EXTENSIONS HAVE BEEN CHECKED ON ALL BIDDERS  
REFLECTS ERROR

DATE



1360 NW 121st Street  
Clive, IA 50325  
P 515.964.1229

www.mecresults.com

NORTHWEST IOWA | DES MOINES METRO | EASTERN IOWA | SIOUXLAND | SOUTHWEST IOWA | CENTRAL MISSOURI | ST. LOUIS METRO | KANSAS CITY METRO

August 4, 2020

Mr. Jim Peters, Mayor  
City of Adel  
301 S. 10<sup>th</sup> Street  
PO Box 248  
Adel, IA 50003

RE: Wastewater System Improvements, Wastewater Treatment Plant  
Improvements 2019 (MEC No. 20718097)

LETTER OF RECOMMENDATION AND AWARD

Dear Mayor and Council,

McClure Engineering Company has reviewed the bids received at 2:00 PM on Tuesday, July 21, 2020 for the above referenced project. The lowest responsive, responsible bidder on this project is Woodruff Construction, LLC of Fort Dodge, Iowa.

We, therefore, recommend the City of Adel, Iowa, award the contract for the Wastewater Treatment Plant Improvements 2019 project to the lowest responsive, responsible Bidder, Woodruff Construction, LLC for \$13,993,250.00.

Please find attached the prepared Notice of Award for consideration and approval by the City of Adel. Upon approval please execute three (3) original copies of the document. Following execution, retain one (1) original copy of the Notice of Award and return the remaining original copies to McClure for distribution to appropriate parties.

Respectfully submitted,

McClure Engineering Company

A handwritten signature in black ink, appearing to read 'Michael M. Hall'.

Michael M. Hall, P.E., M.ASCE  
Project Manager

cc: Owner (original)  
Engineer  
Contractor  
USDA

Enclosure: Notice of Award



Report of Opening of Construction Bids

Bids were received until 2:00 o'clock P.M., on July 21, 2020, in the office of the City Clerk, City Hall, 301 S. 10th Street, Adel, Iowa, presided over by the City Clerk.

Present were:

\_\_\_\_\_  
\_\_\_\_\_

At said time it was announced that it was time to receive, open and tabulate bids for the Wastewater System Improvements, Wastewater Treatment Plant Improvements 2019, in accordance with the plans and specifications heretofore filed with the Clerk. The following bids were thereupon received, opened, inspected and tabulated, to-wit:

Name and Address of Bidder

Amount of Bid

Whereupon it was declared that all bids have been received and that the City Council will consider and act on the bids at its meeting as provided in the notice of bids heretofore published.

---

City Clerk

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION DESIGNATING LOW BIDDER ON THE PUBLIC IMPROVEMENT PROJECT DESIGNATED WASTEWATER SYSTEM IMPROVEMENTS, WASTEWATER TREATMENT PLANT IMPROVEMENTS 2019", and moved;

that the Resolution be adopted.

ADJOURN to permit the Engineer to review and make recommendation on said bids, therefore defer action on the Resolution to the meeting to be held at \_\_\_\_\_ o'clock \_\_.M. on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, at this place.

Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called and the vote was,

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

\_\_\_\_\_

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

Whereupon, the Mayor declared the following Resolution duly adopted:

RESOLUTION DESIGNATING LOW BIDDER ON THE PUBLIC IMPROVEMENT PROJECT DESIGNATED WASTEWATER SYSTEM IMPROVEMENTS, WASTEWATER TREATMENT PLANT IMPROVEMENTS 2019

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

That the following bid:

Contractor: \_\_\_\_\_ of \_\_\_\_\_

Amount of bid: \$ \_\_\_\_\_

Portion of project: \_\_\_\_\_

for the construction of certain public improvements described in general as the Wastewater System Improvements, Wastewater Treatment Plant Improvements 2019, is in the opinion of this Council the lowest responsible bid received for such work, and the bidder is hereby designated as the contractor submitting the best bid on the project.

BE IT FURTHER RESOLVED that the City Clerk and/or Consulting Engineer are hereby directed to notify the United States Department of Agriculture - Rural Development of this matter by forwarding a copy of this resolution to their respective offices.

BE IT FURTHER RESOLVED that upon receiving written approval of bid from the United States Department of Agriculture - Rural Development, additional action will be taken by the Council to formally make award of the construction contract.

PASSED AND APPROVED, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor

ATTEST:

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



NOTICE AND CALL OF PUBLIC MEETING

Governmental Body: The City Council of the City of Adel, State of Iowa

Date of Meeting: August 11, 2020

Time of Meeting: 6:00 o'clock P.M.

Place of Meeting: Council Chambers, City Hall, 301 S. 10th Street, Adel, Iowa.

PUBLIC NOTICE IS HEREBY GIVEN that the above mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for the meeting is as follows:

Wastewater System Improvements, Wastewater Treatment Plant Improvements 2019

- ◆ Resolution making award of construction contract.

Such additional matters as are set forth on the additional \_\_\_\_\_ page(s) attached hereto. (number)

This notice is given at the direction of the Mayor pursuant to Chapter 21, Code of Iowa, and the local rules of the governmental body.

\_\_\_\_\_  
City Clerk, Adel, Iowa

August 11, 2020

The City Council of the City of Adel, State of Iowa, met in \_\_\_\_\_ Session, at \_\_\_\_\_ .M., on the above date.

- The Council met in person in the Council Chambers, City Hall, 301 S. 10th Street, Adel, Iowa.
- The Council determined that it is impossible and impractical for all members of the Council, other City personnel, and members of the public to be physically present at this meeting due to the COVID-19 pandemic, and that it is necessary to conduct the meeting by electronic means. The Council has provided public access to the electronic meeting.

There were present Mayor \_\_\_\_\_, in the chair, and the following named Council Members:

\_\_\_\_\_

Absent: \_\_\_\_\_

Vacant: \_\_\_\_\_

\* \* \* \* \*

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT", and moved:

that the Resolution be adopted.

ADJOURN to permit the Engineer to review and make recommendation on said bids, therefore defer action on the Resolution to the meeting to be held at \_\_\_\_\_ o'clock \_\_.M. on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_, at this place.

Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called and the vote was,

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

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

Whereupon, the Mayor declared the following Resolution duly adopted:

RESOLUTION MAKING AWARD OF CONSTRUCTION  
CONTRACT

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

Section 1. That the following bid for the construction of certain public improvements described in general as Wastewater System Improvements, Wastewater Treatment Plant Improvements 2019, described in the plans and specifications heretofore adopted by this City Council on August 11, 2020, be and is hereby accepted, the same being the lowest responsible bid received for such work, as follows:

Contractor: \_\_\_\_\_ of \_\_\_\_\_

Amount of bid: \$ \_\_\_\_\_

Portion of project: \_\_\_\_\_

Section 2. That the Mayor and Clerk are hereby directed to execute a contract with each of the contractors for the construction of the public improvements, such contracts not to be binding on the City until approved by this City Council.

PASSED AND APPROVED, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor

ATTEST:

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



**ITEMS TO INCLUDE ON AGENDA**

**CITY OF ADEL, IOWA**

August 11, 2020

6:00 P.M.

- Public hearing on the proposal to convey real property to Elmwood Real Estate, LLC
- Resolution approving and authorizing the conveyance of real property to Elmwood Real Estate, LLC

**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.**

August 11, 2020

The City Council of the City of Adel in the State of Iowa, met in \_\_\_\_\_ session, by electronic meeting pursuant to Iowa Code Section 21.8, at 6:00 P.M., on the above date. There were present Mayor \_\_\_\_\_, in the chair, and the following named Council Members:

\_\_\_\_\_

Absent: \_\_\_\_\_

Vacant: \_\_\_\_\_

\* \* \* \* \*

The Mayor announced that this was the time and place for the public hearing and meeting on the matter of the proposed conveyance to Elmwood Real Estate, LLC, and that notice of the proposed action had been published pursuant to the provisions of Section 362.3 of the Code of Iowa.

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

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

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

Whereupon, Council Member \_\_\_\_\_ introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION APPROVING AND AUTHORIZING THE CONVEYANCE OF REAL PROPERTY TO ELMWOOD REAL ESTATE, LLC", and moved:

- that the Resolution be adopted.
- to defer action on the Resolution and the proposal to the meeting to be held at \_\_\_\_\_ .M. on the \_\_\_\_\_ day of \_\_\_\_\_, 2020, at this place.

Council Member \_\_\_\_\_ seconded the motion. The roll was called, and the vote was:

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

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

Whereupon, the Mayor declared the measure duly adopted.

RESOLUTION NO. 20-71

RESOLUTION APPROVING AND AUTHORIZING THE  
CONVEYANCE OF REAL PROPERTY TO ELMWOOD REAL  
ESTATE, LLC

WHEREAS, the City Council of the City of Adel (the "City") has received a proposal from Elmwood Real Estate, LLC (the "Buyer") in the form of a purchase agreement (the "Agreement"), which proposes that the City would convey certain City-owned property to the Buyer for \$22,000 and other valuable consideration, which property is legally described as follows:

BEING A PART OF OUTLOTS 16 AND 17 OF THE ORIGINAL TOWN PLAT OF ADEL, AND PART OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 29, TOWNSHIP 79 NORTH, RANGE 27 WEST OF THE FIFTH PRINCIPAL MERIDIAN, ALL FORMING A PART OF THE CITY OF ADEL, COUNTY OF DALLAS, STATE OF IOWA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF LOT 7 OF PARKVIEW PLACE, AN OFFICIAL PLAT AS RECORDED IN DALLAS COUNTY RECORDS BOOK 2 PAGE 129; THENCE N89°43'50"E, 18.92 FEET; THENCE N03°01'38"E, 8.64 FEET; THENCE N88°48'48"E, 8.54 FEET; THENCE N00°11'10"W, 81.35 FEET; THENCE N79°31'16"W, 66.52 FEET; THENCE 86°11'20"W, 227.13 FEET; THENCE S00°11'10"E, 118.68 FEET TO THE NORTHWEST CORNER OF LOT 9 OF SAID PARKVIEW PLACE; THENCE ALONG THE NORTH LINE OF SAID PARKVIEW PLACE N89°43'50"E, 264.00 FEET TO THE POINT OF BEGINNING; DESCRIBED PARCEL CONTAINING 31,278 SQUARE FEET AND BEING SUBJECT TO EASEMENT AND RESTRICTIONS OF RECORD.

WHEREAS, pursuant to the terms of the Agreement, the Buyer would receive the Property subject to certain terms and conditions set forth in the Agreement, including but not limited to: (i) a right of first refusal held by the City, (ii) use restrictions prohibiting Buyer from using the Property in a manner that alters the feel of the Kinnick Feller Riverside Park, including that Buyer shall not erect any fence on the Property or remove trees from the Property without the City's consent, and (iii) certain easements for a sanitary sewer line, an encroaching fence, and the access of adjacent property owners to Kinnick Feller Riverside Park; and

WHEREAS, pursuant to notice published as required by law, the City Council of the City of Adel on the 11<sup>th</sup> day of August, 2020, held a hearing on the proposal to convey the above-described real property pursuant to the terms of the Agreement, and the extent of objections received from residents or property owners as to said proposed transaction has been fully considered; and, accordingly the following action is now considered to be in the best interests of the City and residents thereof.

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

Section 1. That the real property described in the preambles hereof shall be convey by the City to Elmwood Real Estate, LLC under the terms of the Agreement.

Section 2. The Mayor and City Clerk are authorized to sign the Agreement and all related documents for the conveyance of the Property described herein.

Section 3. The Mayor, City Clerk, and administrative officers of the City are authorized to take all actions necessary to complete the above-described transaction, including execution of ancillary documents.

PASSED AND APPROVED this 11th day of August, 2020.

\_\_\_\_\_  
Mayor

ATTEST:

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

CERTIFICATE

STATE OF IOWA )  
 ) SS  
COUNTY OF DALLAS )

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

WITNESS my hand and the seal of the Council hereto affixed this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
City Clerk, City of Adel, State of Iowa

(SEAL)

**ITEMS TO INCLUDE ON AGENDA**

**CITY OF ADEL, IOWA**

August 11, 2020

6:00 P.M.

- Public hearing on the proposal to lease real property to Satellite Center, LLC
- Resolution approving and authorizing the lease of real property to Satellite Center, LLC

**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.

August 11, 2020

The City Council of the City of Adel in the State of Iowa, met in \_\_\_\_\_ session, by electronic meeting pursuant to Iowa Code Section 21.8, at 6:00 P.M., on the above date. There were present Mayor \_\_\_\_\_, in the chair, and the following named Council Members:

\_\_\_\_\_

Absent: \_\_\_\_\_

Vacant: \_\_\_\_\_

\* \* \* \* \*

The Mayor announced that this was the time and place for the public hearing and meeting on the matter of the proposed Lease to Satellite Center, LLC, and that notice of the proposed action had been published pursuant to the provisions of Section 362.3 of the Code of Iowa.

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

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

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

Whereupon, Council Member \_\_\_\_\_ introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION APPROVING AND AUTHORIZING THE LEASE OF REAL PROPERTY TO SATELLITE CENTER, LLC", and moved:

- that the Resolution be adopted.
- to defer action on the Resolution and the proposal to the meeting to be held at \_\_\_\_\_ .M. on the \_\_\_\_\_ day of \_\_\_\_\_, 2020, at this place.

Council Member \_\_\_\_\_ seconded the motion. The roll was called, and the vote was:

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

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

Whereupon, the Mayor declared the measure duly adopted.

RESOLUTION NO. 20-72

RESOLUTION APPROVING AND AUTHORIZING THE LEASE  
OF REAL PROPERTY TO SATELLITE CENTER, LLC

WHEREAS, the City Council of the City of Adel (the "City") has received a proposal from Satellite Center, LLC in the form of a lease agreement (the "Lease"), which Lease proposes that the City would lease communications equipment space and ground space associated with a City-owned water tower property to the Lessee, which property is legally described as follows:

1920 S. 15th Street Water Tower Property

The South 140 feet of the East 140 feet of the Southeast ¼ of  
Section 31, Township 79 North, Range 27 West of the 5th P.M.,  
Dallas County, Iowa.

WHEREAS, pursuant to the terms of the Lease, the City would lease the above-described property to Lessee for a 3-year term, with the Lease to automatically renew for up to four additional 3-year terms, and the Lessee would pay to the City a monthly rent of \$595; and

WHEREAS, pursuant to notice published as required by law, the City Council of the City of Adel on the 11<sup>th</sup> day of August, 2020, held a hearing on the proposal to lease the above-described real property pursuant to the terms of the Lease, and the extent of objections received from residents or property owners as to said proposed transaction has been fully considered; and, accordingly the following action is now considered to be in the best interests of the City and residents thereof.

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

Section 1. That the real property described in the preambles hereof shall be leased by the City to Satellite Center, LLC under the terms of the Lease.

Section 2. The Mayor and City Clerk are authorized to sign the Lease and all related documents for the lease of the real property described herein.

Section 3. The Mayor, City Clerk, and administrative officers of the City are authorized to take all actions necessary to complete the above-described transactions, including execution of ancillary documents.

PASSED AND APPROVED this 11th day of August, 2020.

---

Mayor

ATTEST:

---

City Clerk

CERTIFICATE

STATE OF IOWA )  
 ) SS  
COUNTY OF DALLAS )

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

WITNESS my hand and the seal of the Council hereto affixed this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
City Clerk, City of Adel, State of Iowa

(SEAL)



## Heart of Iowa Regional Transit Agency HIRTA Public Transit

Boone, Dallas, Jasper, Madison, Marion, Story, and Warren Counties

City of Adel  
Anthony Brown, City Administrator  
P.O. Box 248  
Adel, IA 50003

January 6, 2020

Dear: Anthony Brown

### HIRTA Public Transit Request for FY2021 Funding

HIRTA Public Transit has been providing affordable transit services to your residents for over 35 years, and we have never requested any funding from the City for this service. However, in FY2018, Iowa Medicaid Enterprise (IME) made a decision to no longer directly fund public transit agencies, which cut our revenue source by \$900,000. We tried to maintain service levels without requesting additional funds or increasing fares to the vulnerable populations we serve, and in doing so we exhausted our \$1.5 million reserve. We already receive Federal, State and County funding, however it is not enough, especially as we see transit needs increase.

We are striving to keep our current service levels, which is why we are requesting communities in our region contribute \$2.00 per capita to HIRTA to provide transit services within the city. If this amount is not available from your general fund, there is the option of a tax levy, which would generate funding for our public transit services. For example, a .0025 levy (two and one-quarter percent of a penny per \$1,000) on \$150,000 of taxable valuation would produce \$3.75 in revenue to help HIRTA deliver services to your residents. More information on this option is attached.

HIRTA serves the most vulnerable populations within your city, being the elderly, those with disabilities, financially insecure, limited English speaking and children. Without additional funding we will be forced to reduce services in your city, which will affect the freedom, independence and security of the people who don't have other means to move around. Lack of transportation creates barriers to medical appointments, work, school/head-start, shopping or other services to keep people active, healthy and vital to the community.

Your support, will help keep us operating within your city, providing this important and necessary service to your residents.

If you want more details or would like to have a HIRTA representative attend a City Council meeting to discuss this need in more detail, please don't hesitate to get in touch.

Thank you for your consideration.

Sincerely,  
*Julia Castillo*

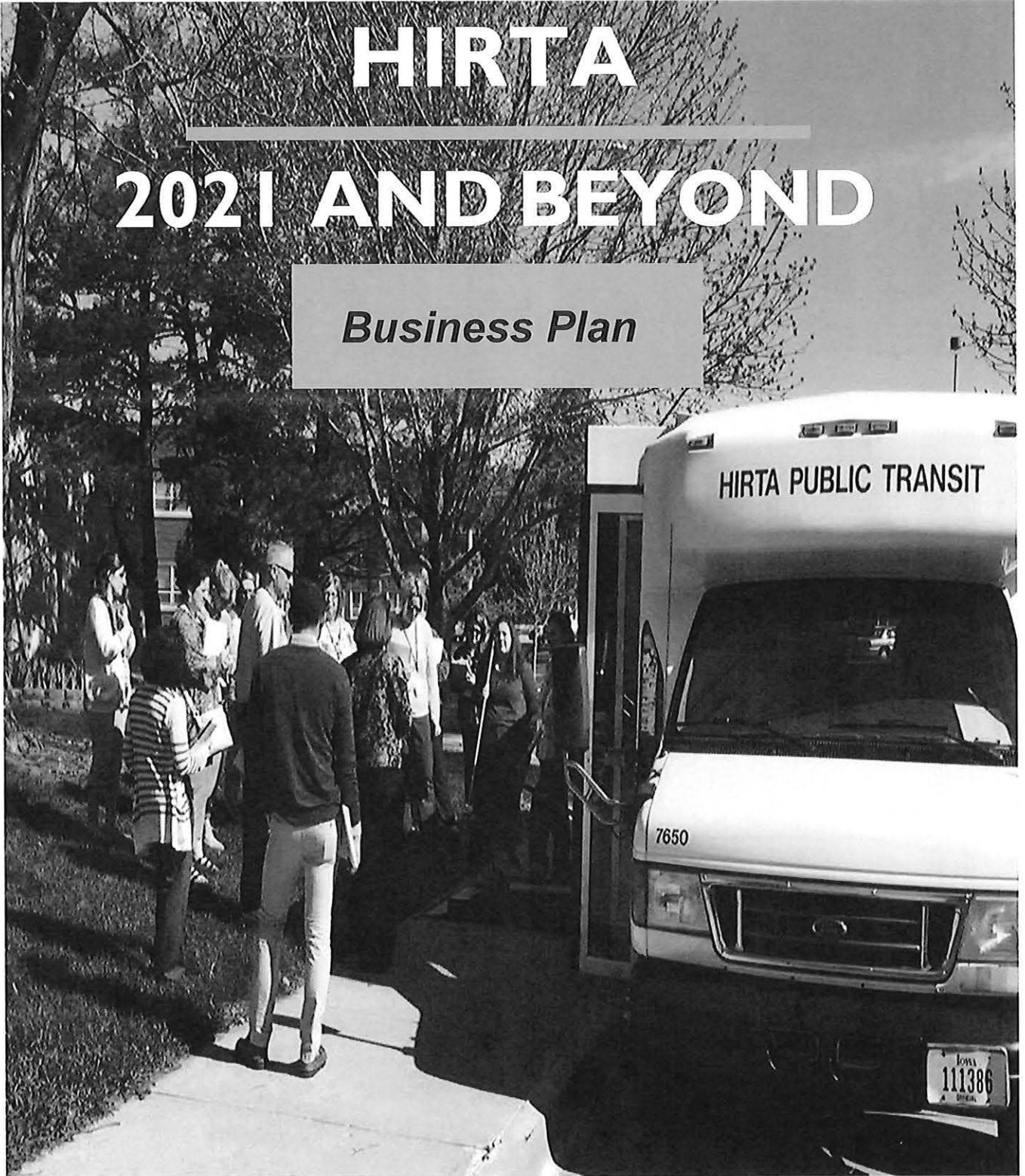
Julia Castillo, Executive Director HIRTA Public Transit

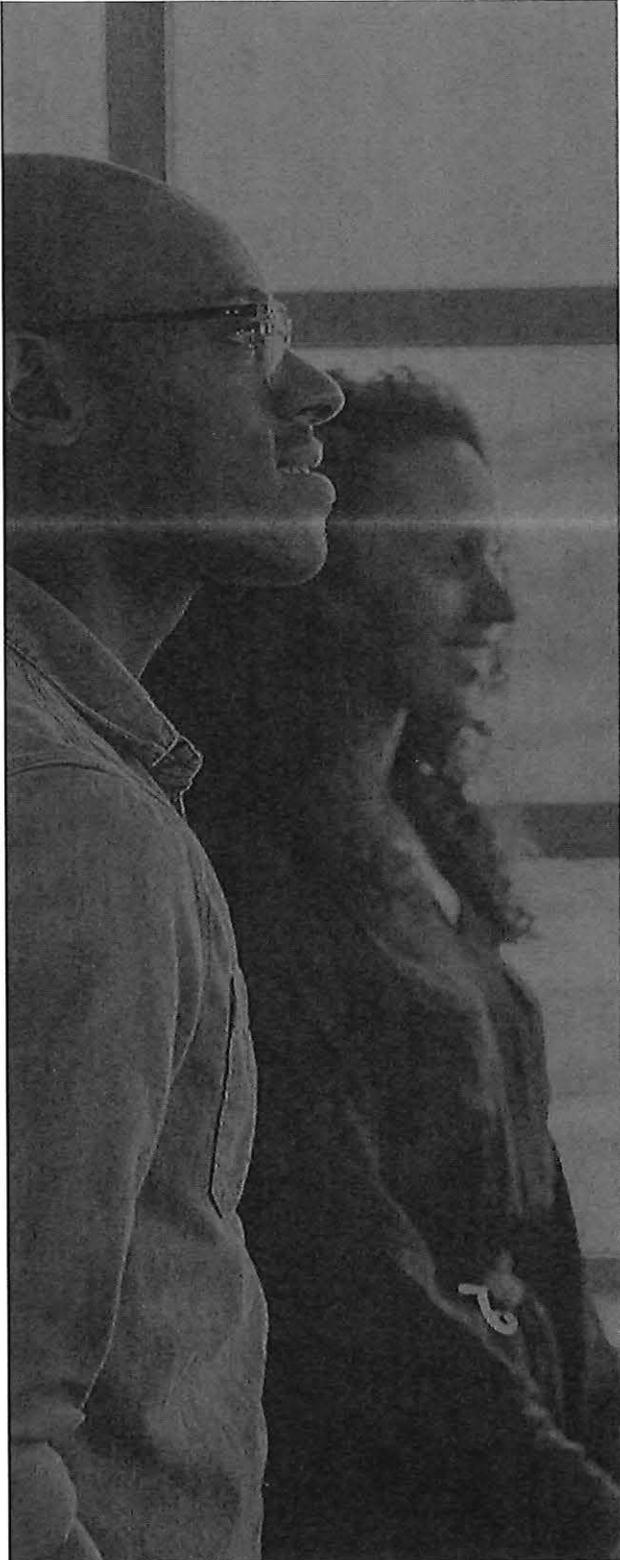
cc: County Supervisor

# HIRTA

# 2021 AND BEYOND

*Business Plan*





## TABLE OF CONTENTS

---

Introduction .....	3
1. Executive summary .....	4
2. Company Overview .....	6
3. Business Description .....	7
4. Market analysis.....	9
5. Operating Plan.....	11
6. Marketing and Sales Plan.....	13
7. Financial Plan .....	16

# HIRTA

2021 and Beyond

## INTRODUCTION

---

- The Heart of Iowa Regional Transit Agency (HIRTA) experienced significant reductions in revenues in FY2017 through FY2020. Due to circumstances beyond HIRTA's control, it is necessary to restructure the organization. Restructuring the organization will allow HIRTA to create a sustainable model in how to provide services in 2021 and Beyond. This plan will serve as a guide for staff, inform stakeholders and give consistency to the region. Having a sustainable business model is crucial for any organization, especially during these unprecedented times.
- Financial Sustainability is a top priority. Financial assistance can be broken down to operating assistance and capital funds.
  - Operating assistance is derived from a variety of sources including Federal Transit Assistance (FTA), State Transit Assistance (STA), Local Tax (County and / or City), Contract Revenues, Passenger Fare, Donations and Other. FTA is limited and can only be used to supplement up to 50% of operating expenses. STA is also limited, however can be used in conjunction with FTA. Because these funding streams are limited, and fluctuate, it is crucial that HIRTA secures additional local support.
  - Capital funds are most commonly used to replace HIRTA's fleet and generally federal dollars and require a local match. Each grant may vary in the percentage of local assistance; however federal participation averages 85% of the cost of a replacement vehicle. Capital funds can be used for the purchase of land, building facilities and other large items and HIRTA staff will research current viable options as part of this plan.
- Service delivery, service expansion and community engagement will be imperative to reaching our sustainability goals.

The plan will be separated into seven sections:

1. Executive Summary
2. Company Overview
3. Business Description
4. Market Analysis
5. Operating Plan
6. Marketing and Sales Plan
7. Financial Plan

# 1. EXECUTIVE SUMMARY

---

Public transportation is a vital component of quality of life to those in the counties and cities within HIRTA's seven-county region. In addition to providing access to employment, education and other essentials, HIRTA provides mobility for the seniors, people with disabilities and offers an alternative to the single occupant vehicle. We also contribute to economic vitality and community cohesion.

This business plan represents HIRTA's commitment in improving and providing a safe, reliable and affordable service that is financially sustainable today and in the years to come.

- **Provide sustainable service:** Provide and redesign service throughout the region in an equitable way. Though it wouldn't be effective to serve the whole region exactly the same, how to serve each county equitably should be the major focus, including how to do that within the funding HIRTA receives for transit in each area. This will include designing a service with fewer vehicles on the road, using more of a micro-transit model, while maintaining door to door services for those who need it. CyRide operates services within the City of Ames. Due to the unique needs and other community resources, some sections of this plan may not apply to Story County.
- **Preserve capacity:** To keep pace with population growth and remain viable as a transportation option, HIRTA must keep pace with growth in the communities. **Increase revenue:** HIRTA must increase and diversify revenue streams while simultaneously contain costs and allow for future service expansion. HIRTA leadership has secured and will continue to explore more ways to increase revenue and contain costs. HIRTA's ability to increase revenue and contain costs will have a major impact on its ability to preserve and expand service in the coming years.
- **Prepare for growth through improvements in capital, technology, and business processes:** HIRTA's ability to keep pace with community expectations and demand will depend on its ability to maintain and improve vehicles, technology and business processes which improve the customer experience. HIRTA will continue to work with community partners to enhance transit effectiveness, ridership and revenue. While continuing to nurture existing relationships, HIRTA will work to expand its network of partners. This includes the business community, social and health service providers, employers, and others. HIRTA leadership will continue to advocate for transit at the local, state and national level. HIRTA cannot take current funding levels for granted and must work with local, state and national government to seek funding for projects in which there is shared interest, and to advance policies that allow transit to thrive.
- **Marketing, Education and Outreach:** It is imperative that HIRTA do more marketing, education and outreach throughout our service area. We need to identify specific markets which are either underserved or not being served, as well as

## **HIRTA**

### *2021 and Beyond*

additional partnerships and funding resources. We also need educate those in the communities we serve about what HIRTA can do, the cost of providing service and how it will affect those dependent on transit services if we remain underfunded. We will involve our partners to help advocate for public transit, and use piggyback marketing efforts. We will promote and market how essential HIRTA was during the pandemic, spotlighting the importance of being an essential service. In restructuring positions, and what would be most beneficial to HIRTA, we will look at hiring a Community Outreach Coordinator to achieve these goals.

## **2. COMPANY OVERVIEW**

---

HIRTA was developed in 1981, to provide public transportation in Iowa Department of Transportation (DOT) region 11, serving Boone, Dallas, Jasper, Madison, Marion, Story and Warren Counties.

Public transportation eliminates barriers to necessary services and is an essential asset to the communities we serve. When people cannot access a service, the service doesn't exist for them. We strive to be the transportation provider of choice in our communities.

HIRTA has an impact on local communities. Our employees live, eat, shop, and seek healthcare in the areas they work. HIRTA drivers are the heartbeat of who we are; they assist the public, many of which are the most vulnerable in our rural communities.

- **Mission statement:** Provide customer-focused community transportation with a commitment to excellence in safety and service promoting independent lifestyles for central Iowa residents.
- **Vision Statement:** To become the transit provider of choice making a positive difference by enhancing community livability through safe, innovative, sustainable regional transportation options and promoting independent lifestyles for central Iowa residents.
- **Company history:** Between 2017 and 2019, HIRTA experienced revenue reductions however attempted to continue to put people first. In our desire to provide service to everyone, HIRTA exhausted a reserve of \$1.5 Million. HIRTA will take this opportunity to reinvest in HIRTA, ensuring a sustainable operating budget, streamlining services and making sure communities are not left behind.
- **Markets and services:** HIRTA is designated to serve the general public, placing an emphasis on those who are elderly or disabled. Providing services in a diverse and innovative way will ensure public transportation continues to be an essential asset and keeps the community moving forward.
- **Operational structure:** Drivers report to the Operations Manager. Dispatch and Customer service reports to the communications supervisor. Accounting functions are overseen by the business manager. The Executive Director reports directly to the HIRTA Board of Directors.
- **Financial goals:** HIRTA's funding fluxes from year to year, largely determined by outside factors. In order to become financially sustainable, HIRTA will need a consistent funding model where local stakeholders have an established mechanism determining the level of service received. HIRTA's goal is to operate services within the financial support received, allowing for some reserve funds to be established.

### **3. BUSINESS DESCRIPTION**

---

HIRTA forms part of the larger structured public transportation industry in the State of Iowa. We are a regional rural system operating in a seven county region surrounding the Des Moines metro. Our services are open to the general public, however, in the past we are have specifically focused on serving the needs of the elderly and those with disabilities. Older Americans make up a larger portion of rural populations (17%) than urban populations (13%) and rural residents with disabilities rely on public transit and take about 50% more public transit trips than people who are not-impaired. HIRTA will continue to focus serving our most vulnerable populations, however, to stay sustainable we must look at diversifying our services, reaching other demographics, such as services for commuters and educational institutes.

The overriding objective for HIRTA is to provide public transportation services to a wide variety of populations, including both residents of and visitors to the region.

The keys to success are operating as a cohesive region, including:

- All drivers trained and evaluated to the same safety standards
- Dependable, convenient, consistent and diverse service
- Region-wide fare structure
- Standard scheduling and dispatching procedures through one central call-center, which to ensure easily accessible and accurate information, as well as increased options, including online payment, scheduling app, and email. These options are not currently offered by contracted providers
- Efficient routes servicing mixed land use, including residential, commercial, and institutional to provide a larger diverse passenger base, including both rural and small city populations who need or desire transit services
- Services targeting specific market segments
- Connecting our region to the Des Moines metro and/or other service areas
- Experienced staff who understand logistics, technology and creating successful partnerships within the community, such as businesses, service providers and elected officials

## **HIRTA**

### *2021 and Beyond*

**Opportunity:** The future of the public transportation industry faces numerous challenges. The challenges are mainly attributed to low financial margins. We need to continue to promote rural public transportation is an important component in supporting local economies by connecting residents (especially non-drivers) with local businesses and job opportunities. We will request and encourage local government and community agencies and businesses to invest in the services HIRTA provides.

We must continue to think outside of our transit box, which includes:

- creating more local partnerships
- find ways to share the cost of services
- continue to find the most economical and efficient methods of operating services
- utilize the strengths and talents of our staff to best benefit HIRTA
- market and promote public transit as the vital and essential serve from how we serve people daily to how we serve them during a pandemic

## **4. MARKET ANALYSIS**

---

HIRTA's market is the general public in Boone, Dallas, Jasper, Madison, Marion, Story and Warren Counties. HIRTA has the experience and expertise to provide the service across the region. Challenges include changing the way staff, stakeholders and community members think of HIRTA.

Historically, HIRTA has been very generous in the way services are delivered. When a need was expressed the HIRTA staff would make operational adjustments in order to meet the requests of the community. A new approach will be adopted, allowing HIRTA to deliver sustainable services and work through community outreach to communicate the new platform. Critical to the approach will be HIRTA staff, community partners, customers and stakeholders embracing the alterations.

- **Industry type:** Public Transportation has many Federal and State regulations. In providing rural transportation, there has been an opportunity to blend funding sources allowing for cost sharing and growth of HIRTA reserves. Public transportation has a variety of service modes for example fixed route, high speed rail, trolley, demand response, van pools, deviated route and more. HIRTA has primarily provided door to door services on a demand response basis although there is a known higher cost and risk. Through market analysis, HIRTA will pilot new service modes, including but not limited to volunteer drivers, van pools and micro transit services.
- **Market segmentation:** In the fall of 2019, HIRTA worked with Community Transportation Association of America (CTAA) to conduct a research and training project undertaking a service redesign development. Demographics, psychographics and socioeconomics are key factors in determining market segmentation, service delivery types and service frequency. The service redesign tools derived from the project created a guide for HIRTA to use over the next three years. Research has shown identifying stable market segments can help increase ridership by marketing to specific segments. Increases may include frequency of riding and attraction of new riders, increase use of new modes in our market, efficiency in allocated resources and enhanced image, reputation and public support for funding.
- **Competition:** HIRTA has a unique position as the Iowa DOT designates state transit systems, ensuring there is no duplication of services. While all businesses compete in some way, HIRTA strives to partner with adjoining transit systems as well as, ensures we are good stewards of tax payer dollars. These partnerships can include connectivity with our boundary transit systems, extension of van pool services, contracting for paratransit programs or other progressive approaches. HIRTA will build upon existing services while piloting service modes and then implement services throughout the region in a diligent and meaningful way. Another focus will

# HIRTA

## 2021 and Beyond

be integrating economic development, housing, education, employment and tourism sectors ensuring our communities flourish with new transit modes.

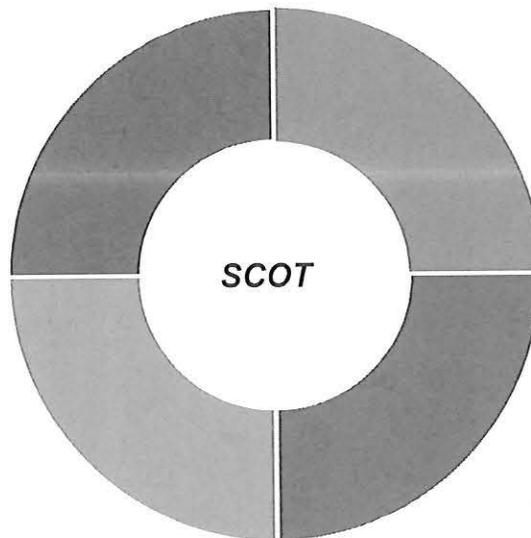
- **SCOT Analysis:** Used to determine internal and external factors directly influencing HIRTA, the results are summarized below:

### STRENGTHS

- Affordable and Accessible Service
- Customer Loyalty
- Convenient
- Diverse employee knowledge base
- Leadership Strength

### OPPORTUNITIES

- Use of technology
- Advertising on vehicles
- New customers
- New service modes
- Educating stakeholders



### Challenges

- Employee Retention
- Limited financial resources
- Connectivity between locations
- Misperception of public transportation

### THREATS

- Few management level staff
- Uncertainty of funding streams
- Employee pay
- Strenuous hiring process

## **5. OPERATING PLAN**

---

Previous funding streams and community requests determined the feel of HIRTA's service mode, frequency, hours of operation and staffing levels. Understanding the changes in funding levels experienced in the last three years, operational levels must be lower to ensure financial viability.

A service mode allowing for fewer vehicles to be in service will greatly reduce operating expenses. The maximum number of vehicles in service will be determined by the overall funding HIRTA receives each fiscal year. In areas where higher funding levels exist, more vehicles may be in service on a daily basis. HIRTA must only operate vehicles within the funding parameters available.

Due to COVID19, social distancing in the office will continue until a vaccine is created. Beginning June 1, 2020, the Executive Director will begin bringing office staff back into the building. A calendar will be created where specific employees work from home some days and are in the office on others. The calendar will be published on a monthly basis so staff expectations can be shared to all pertinent parties.

- **Service:** HIRTA will implement a hybrid service where micro transit and demand response transportation co-exist in the communities. Some communities have expressed the desire for commuter and/or van pool transportation, indicating the need for service varies within the region and transit modes will need to be adaptable to meet these needs. HIRTA has identified each communities service mode and included details in exhibit 1.
- **Funding:** A variety of funding streams have been identified, including Federal, State, Local (City and County), Fare box, Contract and Other. Funding is limited and restricted for services, so HIRTA will continue to grant seek, create partnerships and diversify revenue streams.
- **Technology:** As a regional system, our geographical service area is quite large, having employees in multiple locations. Technology is an integral part of operations and has many elements. Radio equipment, computers, tablets and software are regularly in need of support and replacement. Additionally, technology plays a key role in our emergency plan and pandemic procedures, allowing the ability to work for any of our various locations and many office employees to work from home. It is imperative to budget for ongoing technology updates and equipment replacement, while regularly evaluating the software and equipment needs. Specifically, with scheduling software, a multitude of new products have become available in the market which are more economical than the current product used at HIRTA. Staff will research options with similar features to the current software and determine if a change in vendors would be cost effective while maintaining current features such as pre and post trip inspections, online payment options and smart phone applications.

## **HIRTA**

### *2021 and Beyond*

Due to the COVID19 pandemic, technology infrastructure will be reviewed and suggested updates with estimates will be available in the future.

- **Key customers:** Because HIRTA is an essential service within our region, we understand the need to provide service to those who are low income, persons with disabilities and older adults. With contracted service comprising 33% of overall revenues, HIRTA has determined riders for these programs are key customers as well. However, the 2021 and Beyond model accounts for some contract service riders utilizing the new hybrid service mode. While making these assumptions, we have adjusted anticipated revenues accordingly and will be approved with the FY2021 budget.
- **Key employees and organization:** The Executive Director is tenured in the region, and brings expertise and established relationships with the staff and stakeholders. The Executive Director has developed a team of four leaders, overseeing the daily operations, communication, business and financial development of HIRTA. The leadership team understands the distinctive characteristics of our region and customers, coupled with corresponding challenges and opportunities for growth. The new organizational chart can be found on exhibit 2.
- **Facilities:** All facilities are leased or owned by another party. In some areas HIRTA has indoor bus parking, however in most communities' buses are stored outside and office space is limited or non-existent. In 2021 and Beyond, HIRTA will begin researching opportunities to fund covered shelters (similar to car port parking) and potentials for construction of physical locations. While HIRTA's current facilities are adequate for business needs, they are very costly monthly expenses. The Ames and Urbandale leases are set to expire in 2021, staff is working to negotiate reduced lease rate and seeking alternate spaces. Investing in HIRTA's facilities would provide long lasting cost savings therefore strengthening long term financial stability. A facility listing can be found on exhibit 3.

## **6. MARKETING AND SALES PLAN**

---

One key factor to successful marketing is getting specific messages to targeted segments, instead of a one-size-fits-all approach. Markets will include, but not be limited to:

- **Seniors.** We will continue to market to our senior population, working with Aging Resources in identifying seniors who need transportation, especially to other services they fund, such as Congregate Meals. We will target those who don't currently use HIRTA, and will work with locations, such as Senior Centers, Hair Salons, Churches, Veterinary clinic, etc. to assist in having our information available to their customers.
- **Those with disabilities.** HIRTA provides a variety of services to those with disabilities, and we will continue to do, targeting those who don't currently use HIRTA services. We will work with agencies that serve those with disabilities to ensure they have brochures and other information about how to ride HIRTA.
- **Employers** (and their employees). Over the past few years we have seen an increase in employment ridership, and we expect this trend to continue. We will develop a targeted marketing place for our Vanpool program through DART and Enterprise, and continue to work with Economic Development and employers on how HIRTA can help fulfill their need in getting people to work.
- **Youth** traveling to places of employment or recreation/entertainment. This is an increasingly important market segment for transit that see young people as potential passengers now and as they get older. Youth-oriented, internet-focused promotions, are needed to reach them.
- **Education** (school age, college, pre-school). HIRTA has been working with DMAACC on the needs of those in our smaller communities, how we can assist and how those rides can be funded. We will extend these conversations to our local school systems, and elected officials, since we fill in the gap in getting children to school, where the school bus system does not provide those trips. This is different in each location due to varying programs offered by each campus.
- **Medical, Clinic and Hospital** riders. We will be stepping our marketing, by developing a method of educating the clinics and hospitals about HIRTA, and ensuring they have information they can give out to their patients. We are working with the American Cancer Society on a program to get people to their cancer treatments, and trips are paid at 100% from a grant secured by the Cancer Society. We will be looking at additional funding sources and partnerships we can develop for getting people to their medical needs.

## **HIRTA**

### *2021 and Beyond*

- New residents within the region
- We will more closely use HIRTA's Limited English Proficiency (LEP) plan, and work with our Transportation Advisory Group (TAG) on what populations we need to target, and how to best reach them. This may include translation of materials or partnering with those who work most closely with these populations.
- Marketing materials for specific trips types may include:
  - Medical Centers
  - Nutrition – Congregate Meals
  - Work, such as Vanpool
  - Education
  - Tourist / Special Events
  - Services to Veterinary Clinics for pets

We will continue promoting use of online payment methods to create convenience and reduce instances of people not having their fare when boarding. Reducing cash on vehicles is a safety enhancement, increases driver satisfaction and streamlines the financial side of operations.

- **Marketing activities:** This broader view of marketing can be linked to every aspect of our operation, from the maintenance practices and cleanliness of the vehicles, to driver training, appearance, and attitudes, to how the system responds to complaints. HIRTA's approach to marketing follows a "whole organization" philosophy, and are centered around the basics of the operation, communicating with potential customers about HIRTA's services and how to use them.

Our Marketing Campaign will include the following:

- Website
- Social Media
  - Facebook
  - Twitter
  - Instagram
  - YouTube
- Brochures
- Press Releases
- Newspaper interviews

## **HIRTA**

### *2021 and Beyond*

- Flyers
- Newsletters

It is beneficial to have a one-click one-call operation where anyone can call or click on our website and get the information they need. Information regarding services, operations and fares across the region will be consistent and easy to understand.

HIRTA's fleet is its best advertisement. With 70 or more vehicles in motion around our seven-county region and Des Moines, every day, potential customers can become aware of the existence of our transit service. All of our buses are "branded" with name HIRTA Public Transit prominently displayed on both sides along with our toll-free phone number.

We have a brochure explaining our services and fares, which are stored in various locations, such as senior centers, city halls, and other human service agencies. Materials are mailed or emailed to all new customers and anyone who inquiries about more information. The brochure can also be found out our website. HIRTA staff seek opportunities to speak to service groups, and utilize advertisements on our own vehicles to publicize our services.

HIRTA posts regularly on Facebook and Twitter, and has recently developed an Instagram account to share various pictures of the transit experience or special events, etc., within our communities. In FY2021 we will have a YouTube account where we can share video of our staff and customers. We are compiling short video's which educate people how to ride HIRTA, from the first phone call to the destination drop-off and allows us to provide Travel Training via the internet for those who are hesitant to take the first step into using Public Transit.

Word of mouth is y the second most common beneficial marketing approach as existing customers and caregivers share positive feedback about HIRTA service.

## **7. FINANCIAL PLAN**

---

Given HIRTA's specific financial challenges, it is necessary to create a financial plan which is sustainable, and gives stakeholders confidence in the long term future of the transit system. A full budget will be added to the plan following approval and adoption by the HIRTA Board of Directors.

- **Projected start-up costs:** Initial expenses are anticipated to be very low to deploy the new service delivery mode. HIRTA owns the vehicles needed and the operational staff is trained. HIRTA has worked with RouteMatch and will be moving our smart phone application from the original Amble platform to the new Mobility product, which was negotiated at no cost.

Bus benches and shelters are also being researched as part of the new service deployment, understanding installation will vary by community as some City Public Works may donate the installation. DMAACC in Perry offers a welding program, the Provost expressed interest in taking on the benches as a class project.

- **Ongoing operating expenses:** Efficiencies attained through diversified service delivery will decrease operating expenses.
  - **New Service Mode:** Less vehicles providing door to door service will allow for a reduction in vehicles in service during peak service hours, reducing operating expenses. Increased automatization within our scheduling software application will decrease staff time spent on the scheduling process. Less staff will be required, therefore a potential to downsize the Urbandale office creating a monthly savings. The service mode was presented to ICAP, underwriters confirmed a reduction in exposure would decrease our membership fee and they encourage the new mode.
  - **Volunteer Drivers:** HIRTA is working to deploy a new volunteer driver program. This program will be piloted in Boone County, where a grant was secured to begin mileage reimbursements to drivers and a volunteer coordinator. Providing service through volunteers will reduce the number of HIRTA vehicles needed in service, allowing for reduced operating expenses.
- **Local funds:** Funding from local governments has and will continue to be tracked separately. Local funds consist of City and County funding.
  - **City Funds:** Cities are encouraged to provide funds at the rate of \$2.00 per capita. Unless specific services are being funded by the City, all City funds will be used to provide transportation within the City limits. Data and statistics of ridership and services will be provided upon request or where ongoing reporting arrangements have been established.

## **HIRTA**

### *2021 and Beyond*

- **County Funds:** Community services, healthcare, employment opportunities and resources vary between counties in the region. Consideration of population, past funding levels, community needs and other unique factors guide HIRTA's request for County funding assistance. Instances where county funds are limited to unincorporated areas, services may be reduced as the operating assistance is exhausted.
- **Capital Replacement / Local Match:** HIRTA's fleet is replaced primarily with federal funds. Federal funding can fluctuate and the percentage of local funds needed to match the federal dollars fluctuates accordingly. To simply budgetary needs, for local stakeholders and HIRTA, staff will work to develop a capital replacement program. The capital replacement program will be in place for the FY2022 budget requests.

**Heart of Transit:** The 501c3 will continue fund raising on HIRTA's behalf. Grant seeking efforts, utilization of the Amazon Smile program, programs similar to Giving Tuesday are examples of fund-raising efforts to be expanded.

## Exhibit 1 - Services

<u>County</u>	<u>Micro-transit</u>	<u>Mobility on Demand</u>	<u>Door to Door</u>	<u>Notes</u>
Boone	X	X	X	The City of Boone will have micro-transit with established pick up locations. Other, smaller communities, will have door to door service. Mobility on demand will be used as available
Dallas	X	X	X	Perry will have micro-transit with established pick up locations. Adel and Waukee will have demand response, however Waukee will be transitioned to micro-transit service once ridership increases. Other, smaller communities, will have door to door service. Mobility on demand will be used as available.
Jasper	X	X	X	The City of Newton will have micro-transit with established pick up locations. Other, smaller communities, will have door to door service. Mobility on demand will be used as available.
Madison	X	X	X	The City of Winterset will have micro-transit with established pick up locations. Other, smaller communities, will have door to door service. Mobility on demand will be used as available.
Marion	X	X	X	The Cities of Pella and Knoxville will have micro-transit with established pick up locations. Other, smaller communities, will have door to door service. Mobility on demand will be used as available.
Story		X	X	No microtransit will be available as CyRide serves the City of Ames. Smaller communities will have door to door service. Mobility on demand will be used as available.
Warren	X	X	X	The City of Indianola will have micro-transit with established pick up locations. Other, smaller communities, will have door to door service. Mobility on demand will be used as available. Norwalk will continue the JobLink pilot through FY21. Norwalk will pilot a micro-transit service after marketing and community awareness of HIRTA service is increased.

\* With limited funding, small communities and/or unincorporated areas may have service limited to specific days of the week. Service will vary depending on funding availability in the particular area.

# HIRTA PUBLIC TRANSIT ORGANIZATION CHART



### Exhibit 3 - Facilities

County	Location	Notes
		The building is owned by the Boone Airport. FAA requires the airport to charge fair market value rates for the lease and must approve all lease agreements. This facility has indoor bus parking, a wash bay, maintenance bay and office space.
Boone	Boone	
Dallas	None	There is no office in Dallas County. Vehicles are parked at the Perry City Park, the Adel Library and Waukee Public Works has approved a vehicle to be relocated and stored in their parking lot.
Jasper	Newton	Jasper County board of Supervisors leases office space and bus parking at the community center. This building is shared with the county senior nutrition program. The BOS has waived the lease payments for FY19 and FY20, however we anticipate the lease payments to resume for FY21.
Madison	Winterset	The Madison County board of Supervisors owns the building primarily used for the senior nutrition program. Office space and bus parking are provided in this building. No lease or fee's are currently in place.
Marion	Knoxville	The Marion County board of Supervisors owns the building primarily used for public health offices. Office space and bus parking are provided in this building. No lease or fee's are currently in place.
	Pella	Buses are parked at Central Campus, with no lease or fee's in place. Meeting space and use of restrooms are allowed.
Story	Ames	A private party owns the building used to park buses and small office space. We are working to negotiate a lower lease rate and extend the agreement for a short period of time (1-2 years) which would allow staff to find an alternate location.
Warren	Indianola	A private party owns the building which is shared with other companies, including the USDA. Office space and parking are included in the lease.
Central	Urbandale	A private party owns the building and the lease is set to expire July 2021. Staff is working to negotiate a lower lease rate, and possibly extend the agreement on a month to month basis. Staff will continue to look for alternate office space with a smaller square footage and monthly cost savings.

*HIRTA Public Transit*

Invoice

2824 104th Street  
 Urbandale, IA 50322

Date	Invoice #
2020-07-01	7889

Phone # (515) 309-9286 cmichaelides@ridehirta.com  
 Fax # (515) 777-2745 www.ridehirta.com

Bill To
City Of Adel

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			2020-07-01			
Quantity	Description	Description			Unit Price	Amount
1	City Of Adel	FY 2021 TRANSIT OPERATION ASSISTANCE			7,364.00	7,364.00
					<b>Total</b>	<b>\$7,364.00</b>

**AGREEMENT FOR ANNEXATION AND JOINT  
EXERCISE OF GOVERNMENTAL POWERS  
PURSUANT TO IOWA CODE CHAPTERS 28E AND 368**

**WHEREAS**, the City of Adel, Iowa (hereinafter referred to as Adel), and the City of Dallas Center, (hereinafter referred to as Dallas Center), are interested in the annexation of certain territories that are within the planning areas of or are contiguous to each city; and

**WHEREAS**, it is in the public interest to provide for the orderly annexation of certain territory to Adel, certain territory to Dallas Center, and to thereafter establish compatible uses and encourage similar development, and coordinate public infrastructure, along any common boundary to the maximum extent possible.

**NOW, THEREFORE, IT IS AGREED AS FOLLOWS:**

**SECTION 1. PURPOSE.** It is in the public interest for Adel and Dallas Center to establish an Agreement for annexation, to provide for orderly planning, development, and provision of municipal services. It is also in the public interest to establish similar and compatible uses and development, and to coordinate open spaces, access and continuity of street systems, and public improvements along the Annexation Boundary established in Section 2 of this Agreement.

**SECTION 2. ANNEXATION BOUNDARY.** The aforementioned cities hereby agree upon the establishment of an Annexation Boundary, to be known as the "Annexation Boundary", and legally described as follows and shown in Exhibit A:

Beginning at a point at the intersection of S Avenue and 280th Place; thence North to a point at the intersection of S Avenue and 270th Street; thence West along 270th Street extended to a point at the South Quarter corner of Section 16 of Adel Township, Dallas County; thence North to a point at the Northeast corner of the Northwest Quarter of the Northwest Quarter (NW 1/4 NW 1/4) of Section 16 of Adel Township, Dallas County; then West to the Raccoon River.

**SECTION 3. ANNEXING MORATORIUM.** In accordance with Iowa Code Chapter 368 and defined therein, Adel and Dallas Center agree not to annex or otherwise incorporate within its boundaries all or any part of the territory not located on its side of the Annexation Boundary.

**SECTION 4. APPLICABILITY.** This Agreement is applicable to all annexation proceedings, both voluntary and involuntary, and pending annexations as well as any that may be commenced in the future, to the fullest extent allowed and as provided by Iowa Code Chapter 368. All such proceedings which have been initiated but not completed are hereby amended to conform to this agreement, and any portion of any petition for annexation, whether voluntary or involuntary, in conflict herewith is hereby terminated and withdrawn. Completion is hereby defined as being approved by the City Development Board and duly recorded prior to the date of the first City's approval and signature on this Agreement.

Each of the cities agrees not to annex territory in violation of this Agreement. Each City, and their officials, agents and representatives, agree not to aid or support in any way, any person, party, agency, or government body who may oppose, enjoin, or obstruct the other in the pursuit of any annexation that conforms with this Agreement. Terminology used in this Agreement shall be defined in the same manner as it is defined and used in Iowa Code Chapter 368, unless specifically defined herein.

If any territory adjoining the Annexation Boundary is annexed, then the joint planning and other provisions for inter-city cooperation set forth in this Agreement shall become applicable to the extent defined by Sections 5 and 6.

**SECTION 5. JOINT PLANNING AND ZONING.** The cities agree to coordinate long range planning and zoning of development along the Annexation Boundary. Zoning and rezonings, site plans, and subdivisions located within 660 feet of the Boundary shall be submitted for review and comment by the staff of each City to the other City, and the other City shall respond within 20 days. Any objections shall reference the section of this Agreement which has been violated, and such violations shall be corrected prior to the City Council's action unless a variance from such provision is granted by the City Council of the objecting City.

Permitted uses not subject to approval by the other City shall include any single family residential use, except Mobile Home or Manufactured Housing Parks or Subdivisions, having a minimum lot size of 70 feet in width and lot area of 8500 square feet if served by public water and sanitary sewer; public open space and parks; elementary, junior, middle, or high schools; churches; or office parks or business parks.

All developments, including said permitted uses, within 660 feet of the Annexation Boundary shall be subject to review for conformance to sound principles of urban planning, including but not limited to:

The continuation of streets and pedestrian ways in a manner which will allow and promote interaction by residents of the area; proper location of streets and configuration of lots with respect to ownership patterns of adjoining parcels, to permit efficient development of said parcels without creating half-streets, and to permit clear definition of service boundaries of the two cities to the extent practical.

Other uses within 660 feet of the Boundary may be permitted subject to use of sound planning practices to buffer transitions between differing land uses, said transitions to occur along rear or side lot lines as opposed to along a street. Such practices shall include, but are not limited to:

Provision of buffer yards; restrictions on location of windows, doors, and circulation areas in nonresidential development to limit activity adjacent to residential areas; and providing a land use of intermediate intensity to act as a transition between nonresidential and single family residential areas or other uses of varying intensity, in accordance with customary planning practices.

Protection afforded to an adjoining property in the other City shall be at least equal to that customarily provided in a similar situation for the residents of the City in which the development will be located.

**SECTION 6. PUBLIC IMPROVEMENTS.** Within one-eighth mile (660 feet) of the Annexation Boundary, the design and location of collector streets and other major thoroughfares, and major pedestrian and bicycle systems, which are or should be constructed in a size larger than customary for local service to adjoining property owners, or which should be continuous among the two cities for the convenience of the public and the welfare of their citizens, shall be coordinated and agreed to by both Cities.

Wherever practical, new streets and other public improvements shall not be located on or along any common boundary. Where such situations cannot be avoided or already exist, construction, reconstruction, or expansion of such public improvements shall be subject to the approval of each City and shall be jointly planned, designed, and constructed, and the cost of that public improvement shall be shared equally by each City, unless otherwise agreed to by the two Cities.

**SECTION 7. ARBITRATION.** In the event that the parties to this Agreement are unable to agree to some portion of the contract during the duration of the contract the dispute shall be settled as the result of binding arbitration. The binding arbitration shall be conducted pursuant to the provisions of Iowa Code Chapter 679A, unless this agreement provides to the contrary, in which case the terms of the agreement shall take precedence. The binding arbitration process can be commenced at the option of any party when a dispute arises by written request from the Mayor of one City to the Mayor of the other City.

The arbitration process shall occur as follows:

- A. **Panel Nomination.** The arbitration panel shall consist of three members. Each Participating City shall be entitled to select one member, and one member of the arbitration panel shall be selected by the mutual agreement of the Cities. Within twenty days of the date of the letter requesting arbitration, the Cities shall notify each other with regard to their own selection for the arbitration panel, and the two Cities shall exchange the names of at least three individuals that could serve as the third member and chairperson of the arbitration panel. The nominees for chairperson proposed by each of the Cities shall not own property in either of the Cities nor shall they reside in either of the Cities.
- B. **Panel Chairperson Selection.** The Mayors of the Cities shall confer to determine whether a mutually agreeable third member of the arbitration panel may be selected from the list of nominees. During this conference, the Mayors may agree to propose a chairperson who is not included in the list of nominees exchanged by each City. The Mayors shall complete this process within ten days after the exchange of arbitration member lists. If the Mayors have been able to agree on a mutually acceptable chairperson, this individual shall be confirmed by the respective City Councils.

- C. **Chairperson Selection Disputes.** In the event that the Mayors are unable to agree on a mutually acceptable member of the arbitration panel, or if one or both of the City Councils refuse to confirm a chairperson for the arbitration panel found mutually acceptable to the Mayors, the City Councils shall nominate one candidate from the proposed list of the three submitted by the other City, and the names of these two candidates shall be placed in a hat and drawn from the hat by the City Clerk of either of the Cities. The candidate drawn from the hat shall be the chairperson of the arbitration panel.
- D. **Arbitration Hearing and Decision.** Within twenty days after the selection of the arbitration panel, a hearing shall be held in which both Cities shall be allowed to present arguments with regard to the contract dispute. Within fifteen days after the hearing, the arbitration panel shall deliver its decision to both of the Cities in accordance with Iowa Code Section 679A.8(l).
- E. **Additional Powers of Arbitrators.**
1. The powers of the arbitrators shall be exercised only by a majority of the arbitrators. All three arbitrators must be present when any votes are taken.
  2. The arbitrators may adjourn as necessary and, upon the written request of either party and for good cause shown, the arbitrators may, upon majority vote, postpone the hearing to a time and date not more than fifteen days later than the original date set for a hearing.  
  
Notification of a request for postponement must be served upon both the Chairperson of the arbitration panel and the opposing parties by either personal service or by certified mail.
  3. All hearings will be electronically recorded by the chairperson of the arbitration panel or the chairperson's designee, who will have transcripts prepared upon a party's written request and solely at the requesting party's own expense.
  4. No arbitrator may reveal to either party the contents of the award prior to service of the award upon both parties. Revelation of the award, prior to service upon both parties, makes the award voidable upon the non-offending party or parties written request, if the award is not in the non-offending party's or parties' favor.
- F. **Application for Change of Award.** Pursuant to Iowa Code Section 679A.9, each party has the right to apply for a change of the award to the chairperson of the arbitration panel. Written notice shall be made by the applicant party in accordance with Iowa Code Section 679A.9.

The party requesting change of the award must do so within twenty days from the receipt of the award. Simultaneous with the service of the application, the party requesting change of award shall also serve a concise memorandum of fact and law in support of the request upon both the chairperson and the opposing party.

The opposing party shall have ten days from its receipt of the application and memorandum in support of award change to serve a resistance on the chairperson of the arbitration panel and the other party in accordance with Iowa Code Section 679A.9.

The arbitrators shall have ten days from the receipt of the resistance to make the ruling on the application for change of award. Once made, the ruling shall be served in the same manner as the original award as set out in Iowa Code Section 679A.8. If the application is denied, the ruling becomes final except as allowed by Iowa Code Chapter 679A.

- G. No arbitrator may be held liable for civil damages for any statement or decision made in the process of the arbitration unless the arbitrator acted in bad faith, with a malicious purpose, or in a manner exhibiting willful and wanton disregard for human rights, safety, or property.

**SECTION 8. RIGHTS AND OBLIGATIONS.** This Agreement creates rights and obligations only among these two parties as governmental entities, and is to be interpreted, applied, and enforced by these entities only. It is not intended and shall not be interpreted to create any rights, title, or interest in any other person, firm, corporation, or entity, whether or not a resident or taxpayer of any City, and whether directly or as a third party beneficiary.

**SECTION 9. STATUTORY AUTHORITY.** This Agreement is entered in to pursuant to Iowa Code Section 368.4, and is a joint exercise of governmental powers, pursuant to Iowa Code Chapter 28E by the City of Adel and the City of Dallas Center. It does not create a separate legal entity; grants no power to purchase, own, or mortgage real or personal property; creates no governing board; and does not have an operating budget.

**SECTION 10. EFFECTIVE DATE AND DURATION.** Pursuant to Iowa Code Section 28E.8, this Agreement shall become effective upon its electronic filing with the Secretary of State. Prior to approval, each City is required to publish notice and to hold hearings as required by Iowa Code Section 368.4. This Agreement shall be in full force and effect for a period of ten years after the aforementioned effective date. Either party to this agreement may petition for an amendment, extension, or termination of this agreement by providing written notice to the other party with at least thirty (30) days advance notice to amend, extend, or terminate the terms of this agreement. Any amendment, extension, or termination of this Agreement requires the approval of both City Councils before any amendment, extension, or termination becomes effective.

**SECTION 11. SEPARABILITY.** If any section, provision, or part of this Agreement shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the Agreement as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

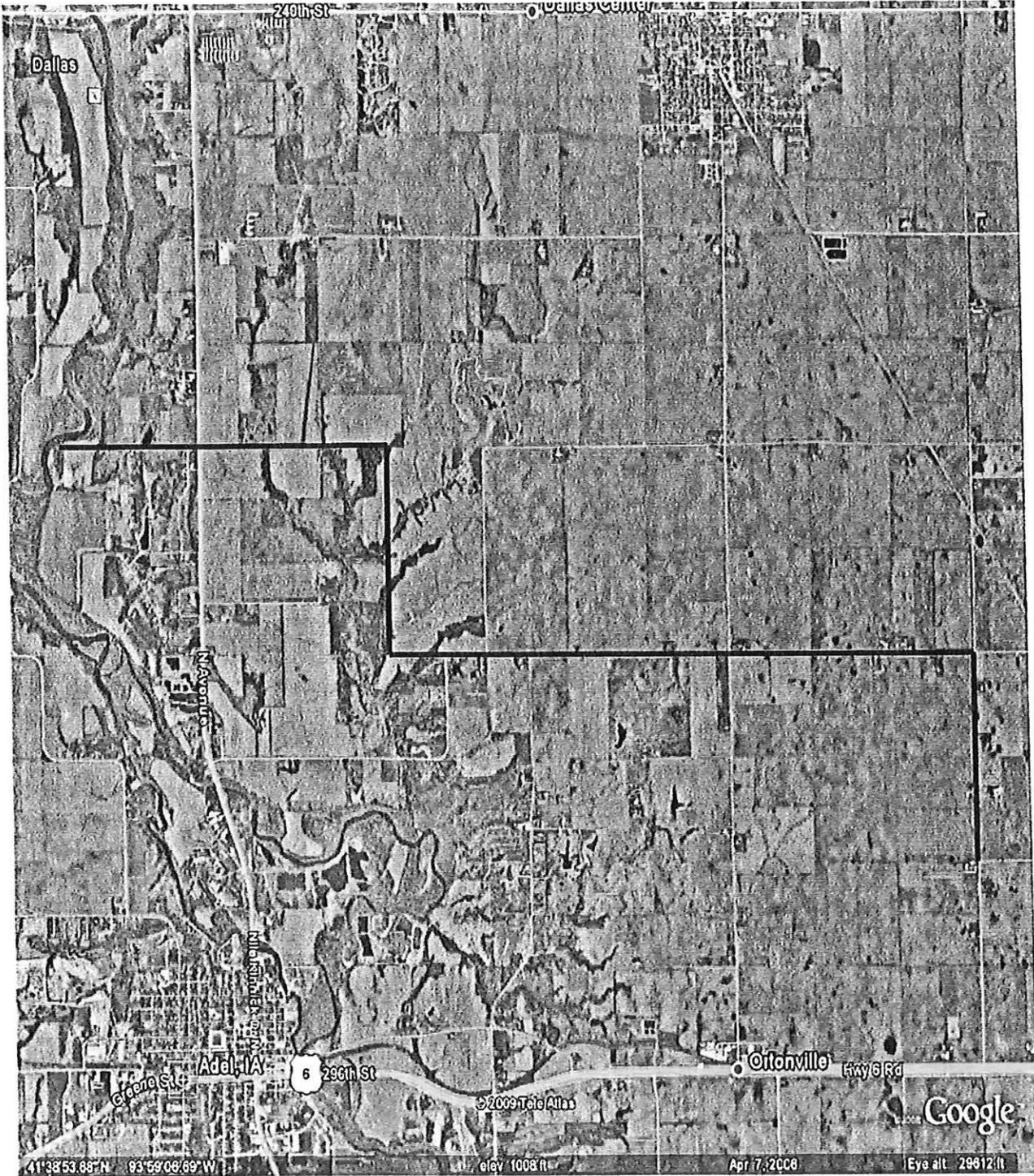
CITY OF ADEL, IOWA

\_\_\_\_\_  
Mayor

ATTEST:

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

Exhibit A





# Progress Estimate - Unit Price Work

# Contractor's Application

For (Contract):		Part B, Section 1 - Raw Water Transmission Main					Application Number:		8 (Eight) FINAL		
Application Period:		5/15/2020		to	7/10/2020		Application Date:		7/10/2020		
A				B		C	D	E	F		G
Item		Bid Item Quantity		Unit Price	Bid Item Value (\$)	Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
Bid Item Number	Description										
1	MOBILIZATION AND BONDING	1.00	LS	\$ 45,000.00	\$ 45,000.00	1.00	\$ 45,000.00		\$ 45,000.00	100.00%	\$ -
2	TRAFFIC CONTROL	1.00	LS	\$ 5,000.00	\$ 5,000.00	1.00	\$ 5,000.00		\$ 5,000.00	100.00%	\$ -
3	SWPPP PREPARATION	1.00	LS	\$ 2,500.00	\$ 2,500.00	1.00	\$ 2,500.00		\$ 2,500.00	100.00%	\$ -
4	SWPPP MANAGEMENT	1.00	LS	\$ 2,500.00	\$ 2,500.00	1.00	\$ 2,500.00		\$ 2,500.00	100.00%	\$ -
5	SILT FENCE OR SILT FENCE DITCH CHECK, INSTALLATION	4,709.00	LF	\$ 2.00	\$ 9,418.00	4709.00	\$ 9,418.00		\$ 9,418.00	100.00%	\$ -
6	SILT FENCE OR SILT FENCE DITCH CHECK, REMOVAL OF SEDIMENT	-	LF	\$ 0.50	\$ -	0.00	\$ -		\$ -	100.00%	\$ -
7	SILT FENCE OR SILT FENCE DITCH CHECK, REMOVAL OF DEVICE	4,709.00	LF	\$ 0.25	\$ 1,177.25	4709.00	\$ 1,177.25		\$ 1,177.25	100.00%	\$ -
8	STABILIZED CONSTRUCTION ENTRANCE	-	TON	\$ 30.00	\$ -	0.00	\$ -		\$ -	100.00%	\$ -
9	CLEARING AND GRUBBING	0.50	AC	\$ 48,000.00	\$ 24,000.00	0.50	\$ 24,000.00		\$ 24,000.00	100.00%	\$ -
10	TOPSOIL, ON-SITE	3,124.00	CY	\$ 5.00	\$ 15,620.00	3124.00	\$ 15,620.00		\$ 15,620.00	100.00%	\$ -
11	SUBBASE, GRANULAR SUBBASE	123.00	TON	\$ 104.00	\$ 12,792.00	123.00	\$ 12,792.00		\$ 12,792.00	100.00%	\$ -
12	COMPACTION TESTING	1.00	LS	\$ 5,000.00	\$ 5,000.00	1.00	\$ 5,000.00		\$ 5,000.00	100.00%	\$ -
13	TRENCH FOUNDATION	454.00	TON	\$ 28.00	\$ 12,712.00	454.00	\$ 12,712.00		\$ 12,712.00	100.00%	\$ -
14	REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL	10.00	CY	\$ 10.00	\$ 100.00	10.00	\$ 100.00		\$ 100.00	100.00%	\$ -
15	SPOT REPAIRS BY PIPE REPLACEMENT	-	EA	\$ 500.00	\$ -	0.00	\$ -		\$ -	100.00%	\$ -
16	WATER MAIN, TRENCHED, 12 IN, PVC	5,368.00	LF	\$ 50.00	\$ 268,400.00	5368.00	\$ 268,400.00	\$ -	\$ 268,400.00	100.00%	\$ -
17	WATER MAIN, TRENCHED, 8 IN, PVC	20.00	LF	\$ 40.00	\$ 800.00	20.00	\$ 800.00	\$ -	\$ 800.00	100.00%	\$ -
18	WATER MAIN, TRENCHED, 6 IN, PVC	824.00	LF	\$ 30.00	\$ 24,720.00	824.00	\$ 24,720.00	\$ -	\$ 24,720.00	100.00%	\$ -
19	WATER MAIN, TRENCHLESS, 12 IN, PVC	420.00	LF	\$ 110.00	\$ 46,200.00	420.00	\$ 46,200.00	\$ -	\$ 46,200.00	100.00%	\$ -
20	FITTING, TEE, 12x12 INCH, DUCTILE IRON	2.00	EA	\$ 1,250.00	\$ 2,500.00	2.00	\$ 2,500.00	\$ -	\$ 2,500.00	100.00%	\$ -
21	FITTING, WYE, 12X8 INCH, DUCTILE IRON	1.00	EA	\$ 2,050.00	\$ 2,050.00	1.00	\$ 2,050.00	\$ -	\$ 2,050.00	100.00%	\$ -
22	FITTING, WYE, 8 INCH, DUCTILE IRON	1.00	EA	\$ 850.00	\$ 850.00	1.00	\$ 850.00	\$ -	\$ 850.00	100.00%	\$ -

A				B	C	D	E	F		G
Item		Bid Item Quantity	Unit Price	Bid Item Value (\$)	Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
Bid Item Number	Description									
23	FITTING, CROSS, 12 INCH, DUCTILE IRON	2.00 EA	\$ 2,100.00	\$ 4,200.00	2.00	\$ 4,200.00	\$ -	\$ 4,200.00	100.00%	\$ -
24	FITTING, 45 DEGREE BEND, 12 INCH, DUCTILE IRON	9.00 EA	\$ 750.00	\$ 6,750.00	9.00	\$ 6,750.00	\$ -	\$ 6,750.00	100.00%	\$ -
25	FITTING, 45 DEGREE BEND, 6 INCH, DUCTILE IRON	7.00 EA	\$ 250.00	\$ 1,750.00	7.00	\$ 1,750.00	\$ -	\$ 1,750.00	100.00%	\$ -
26	FITTING, 22.5 DEGREE BEND, 12 INCH, DUCTILE IRON	2.00 EA	\$ 850.00	\$ 1,700.00	2.00	\$ 1,700.00	\$ -	\$ 1,700.00	100.00%	\$ -
27	FITTING, 11.25 DEGREE BEND, 12 INCH, DUCTILE IRON	3.00 EA	\$ 650.00	\$ 1,950.00	3.00	\$ 1,950.00	\$ -	\$ 1,950.00	100.00%	\$ -
28	FITTING, REDUCER, 8 IN X 6 IN, DUCTILE IRON	2.00 EA	\$ 250.00	\$ 500.00	2.00	\$ 500.00	\$ -	\$ 500.00	100.00%	\$ -
29	FITTING, REDUCER, 12 IN X 8 IN, DUCTILE IRON	2.00 EA	\$ 550.00	\$ 1,100.00	2.00	\$ 1,100.00	\$ -	\$ 1,100.00	100.00%	\$ -
30	FITTING, REDUCER, 12 IN X 6 IN, DUCTILE IRON	5.00 EA	\$ 550.00	\$ 2,750.00	5.00	\$ 2,750.00	\$ -	\$ 2,750.00	100.00%	\$ -
31	FITTING, CAP, 6 INCH, DUCTILE IRON	3.00 EA	\$ 250.00	\$ 750.00	3.00	\$ 750.00	\$ -	\$ 750.00	100.00%	\$ -
32	FITTING, CAP, 12 INCH, DUCTILE IRON	1.00 EA	\$ 450.00	\$ 450.00	1.00	\$ 450.00	\$ -	\$ 450.00	100.00%	\$ -
33	VALVE, GATE, 12 INCH, DUCTILE IRON	3.00 EA	\$ 3,000.00	\$ 9,000.00	3.00	\$ 9,000.00	\$ -	\$ 9,000.00	100.00%	\$ -
34	VALVE, GATE, 8 INCH, DUCTILE IRON	1.00 EA	\$ 2,000.00	\$ 2,000.00	1.00	\$ 2,000.00	\$ -	\$ 2,000.00	100.00%	\$ -
35	VALVE, GATE, 6 INCH, DUCTILE IRON	5.00 EA	\$ 1,200.00	\$ 6,000.00	5.00	\$ 6,000.00	\$ -	\$ 6,000.00	100.00%	\$ -
36	PIGGING STATION ASSEMBLY, DUCTILE IRON	2.00 EA	\$ 24,000.00	\$ 48,000.00	2.00	\$ 48,000.00	\$ -	\$ 48,000.00	100.00%	\$ -
37	PIG INTERCEPTOR, DUCTILE IRON	1.00 EA	\$ 22,000.00	\$ 22,000.00	1.00	\$ 22,000.00		\$ 22,000.00	100.00%	\$ -
38	DRIVEWAY, GRANULAR	556.00 TON	\$ 32.00	\$ 17,792.00	556.00	\$ 17,792.00		\$ 17,792.00	100.00%	\$ -
39	PAVEMENT OR OVERLAY, HMA, 6 IN	189.50 SY	\$ 175.00	\$ 33,162.50	189.50	\$ 33,162.50		\$ 33,162.50	100.00%	\$ -
40	PAVEMENT REMOVAL	189.50 SY	\$ 50.00	\$ 9,475.00	189.50	\$ 9,475.00		\$ 9,475.00	100.00%	\$ -
41	UNCHARTED UTILITIES - PARALLEL (EST)	- LF	\$ 1.00	\$ -	0.00	\$ -		\$ -	100.00%	\$ -
42	UNCHARTED UTILITIES - CROSSING (EST)	3.00 EA	\$ 500.00	\$ 1,500.00	3.00	\$ 1,500.00		\$ 1,500.00	100.00%	\$ -
43	SEEDING, FERTILIZING, AND MULCHING FOR HYDRAULIC SEEDING (URBAN)	1.40 AC	\$ 5,400.00	\$ 7,560.00	1.40	\$ 7,560.00		\$ 7,560.00	100.00%	\$ -
44	SEEDING, FERTILIZING, AND MULCHING FOR HYDRAULIC SEEDING (RURAL)	1.10 AC	\$ 5,400.00	\$ 5,940.00	1.10	\$ 5,940.00		\$ 5,940.00	100.00%	\$ -

A				B	C	D	E	F		G
Item		Bid Item Quantity	Unit Price	Bid Item Value (\$)	Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
Bid Item Number	Description									
45	SEEDING, FERTILIZING, AND MULCHING FOR HYDRAULIC SEEDING (WETLAND)	1.00	AC \$ 7,800.00	\$ 7,800.00	1.00	\$ 7,800.00		\$ 7,800.00	100.00%	\$ -
APPROVED CHANGE ORDERS										
CO-001	Adjustment of As-Built Quantities <i>(Adjustment made in above line items)</i>	1.00	LS \$ -	\$ -	1.00	\$ -		\$ -	100.00%	\$ -
CO-001-32	FITTING, CAP, 12 INCH, DUCTILE IRON	(1.00)	EA \$ 450.00	\$ (450.00)	-1.00	\$ (450.00)		\$ (450.00)	100.00%	\$ -
CO-001-46	VALVE, GATE, 10 INCH, DUCTILE IRON	2.00	EA \$ 1,770.00	\$ 3,540.00	2.00	\$ 3,540.00		\$ 3,540.00	100.00%	\$ -
CO-001-47	FITTING, SLEEVE, 10 INCH, DUCTILE IRON	2.00	EA \$ 300.00	\$ 600.00	2.00	\$ 600.00		\$ 600.00	100.00%	\$ -
CO-001-48	WATER MAIN, TRENCHED, 10 IN, DI	20.00	LF \$ 34.50	\$ 690.00	20.00	\$ 690.00		\$ 690.00	100.00%	\$ -
<b>Totals</b>				\$ 677,848.75		\$ 677,848.75	\$ -	\$ 677,848.75	100.00%	\$ -

(This Notice to be posted)

NOTICE AND CALL OF PUBLIC MEETING

Governmental Body: The City Council of the City of Adel, State of Iowa.

Date of Meeting: \_\_\_\_\_, 20\_\_

Time of Meeting: \_\_\_\_\_ o'clock \_\_.M.

Place of Meeting: Council Chambers, City Hall, 301 S. 10th Street, Adel, Iowa.

PUBLIC NOTICE IS HEREBY GIVEN that the above mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for the meeting is as follows:

- Resolution accepting Phase 1 - Part B Section 1 (Raw Water Transmission Main)

Such additional matters as are set forth on the additional \_\_\_\_\_ page(s) attached hereto.  
(number)

This notice is given at the direction of the Mayor pursuant to Chapter 21, Code of Iowa, and the local rules of the governmental body.

\_\_\_\_\_  
City Clerk, Adel, Iowa

\_\_\_\_\_, 20\_\_

The City Council of the City of Adel, State of Iowa, met in \_\_\_\_\_ session, in the Council Chambers, City Hall, 118 S. Main, Adel, Iowa, at \_\_\_\_\_ o'clock \_\_\_\_\_.M., on the above date. There were present Mayor \_\_\_\_\_, in the chair, and the following named Council Members:

\_\_\_\_\_  
\_\_\_\_\_

Absent: \_\_\_\_\_

\*\*\*\*\*

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS", and moved that the same be adopted. Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called and the vote was,

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

\_\_\_\_\_

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

Whereupon, the Mayor declared the following Resolution duly adopted:

RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS

WHEREAS, on the \_\_\_\_ day of \_\_\_\_\_, 2018, the Mayor and Clerk of Adel, Iowa, entered into a construction contract with \_\_\_\_\_ of \_\_\_\_\_, for the construction of certain public improvements generally described as Phase 1 - Part B Section 1 (Raw Water Transmission Main); and

WHEREAS, the contractor has fully completed the construction of the public improvements in accordance with the terms and conditions of the contract and plans and specifications, as shown by the certificate of the Engineer filed with the Clerk on \_\_\_\_\_, 20\_\_:

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

Section 1. That the report of the Engineer be and the same is hereby approved and adopted, and the public improvements are hereby approved and accepted as having been fully completed in accordance with the plans, specifications and form of contract and the total final construction cost thereof is hereby determined to be \$\_\_\_\_\_, as shown in the report of the Engineer.

PASSED AND APPROVED, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Mayor

ATTEST:

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







# Progress Estimate - Unit Price Work

# Contractor's Application

For (Contract):		Part B, Section 2 - Well No.5 and No.6 Drilling					Application Number:		4 (Four) FINAL		
Application Period:		1/1/2020	to	-		Application Date:		7/9/2020			
A			B		C	D	E	F		G	
Item			Bid Item Quantity	Unit Price	Bid Item Value (\$)	Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
Bid Item Number	Description										
<b>BASE BID - WELL NO. 5</b>											
1	MOBILIZATION AND BONDING		1.00	LS	\$ 17,750.00	\$ 17,750.00	1.00	\$ 17,750.00	\$ 17,750.00	100.00%	\$ -
2	BONDS AND INSURANCE		1.00	LS	\$ 2,500.00	\$ 2,500.00	1.00	\$ 2,500.00	\$ 2,500.00	100.00%	\$ -
3	42-INCH DRILL HOLE		38.00	VF	\$ 225.00	\$ 8,550.00	38.00	\$ 8,550.00	\$ 8,550.00	100.00%	\$ -
4	16-INCH CASING PIPE		39.00	VF	\$ 285.00	\$ 11,115.00	39.00	\$ 11,115.00	\$ 11,115.00	100.00%	\$ -
5	16-INCH WELL SCREEN		10.00	VF	\$ 220.00	\$ 2,200.00	10.00	\$ 2,200.00	\$ 2,200.00	100.00%	\$ -
6	GRAVEL PACK		25.00	VF	\$ 80.00	\$ 2,000.00	25.00	\$ 2,000.00	\$ 2,000.00	100.00%	\$ -
7	GROUT SETUP		1.00	LS	\$ 1,500.00	\$ 1,500.00	1.00	\$ 1,500.00	\$ 1,500.00	100.00%	\$ -
8	CEMENT GROUT		34.00	VF	\$ 105.00	\$ 3,570.00	34.00	\$ 3,570.00	\$ 3,570.00	100.00%	\$ -
9	WELL DEVELOPMENT		1.00	LS	\$ 1,500.00	\$ 1,500.00	1.00	\$ 1,500.00	\$ 1,500.00	100.00%	\$ -
10	TEST PUMP SETUP AND REMOVAL		1.00	LS	\$ 2,750.00	\$ 2,750.00	1.00	\$ 2,750.00	\$ 2,750.00	100.00%	\$ -
11	TEST PUMPING <i>24 HR @ \$250.00 / HR (Base Bid)</i> <i>9 HR @ \$250.00 / HR (CO-001)</i>		9.00	HR	\$ 250.00	\$ 2,250.00	9.00	\$ 2,250.00	\$ 2,250.00	100.00%	\$ -
12	WATER SAMPLES		1.00	LS	\$ 3,750.00	\$ 3,750.00	1.00	\$ 3,750.00	\$ 3,750.00	100.00%	\$ -
13	WELL DISINFECTION		1.00	LS	\$ 1,000.00	\$ 1,000.00	1.00	\$ 1,000.00	\$ 1,000.00	100.00%	\$ -
14	WELL PUMP AND MOTOR		1.00	LS	\$ 17,500.00	\$ 17,500.00	1.00	\$ 17,500.00	\$ 17,500.00	100.00%	\$ -
15	DISCHARGE COLUMN AND LINE SHAFT		1.00	LS	\$ 12,250.00	\$ 12,250.00	1.00	\$ 12,250.00	\$ 12,250.00	100.00%	\$ -
16	WWPPP MANEGEMENT (NPDES GENERAL PERMIT NO. 2)		1.00	LS	\$ 8,000.00	\$ 8,000.00	1.00	\$ 8,000.00	\$ 8,000.00	100.00%	\$ -
17	IMPLEMENT WWPPP		1.00	LS	\$ 2,750.00	\$ 2,750.00	1.00	\$ 2,750.00	\$ 2,750.00	100.00%	\$ -
18	EXCAVATION FOR WELL DEVELOPMENT LAGOON		1.00	LS	\$ 9,350.00	\$ 9,350.00	1.00	\$ 9,350.00	\$ 9,350.00	100.00%	\$ -
19	DEVELOPMENT - REMOVAL OF DRILLING MATERIALS		1.00	LS	\$ 1,500.00	\$ 1,500.00	1.00	\$ 1,500.00	\$ 1,500.00	100.00%	\$ -
20	DEVELOPMENT - SURGING AND BAILING <i>100 HR @ \$100.00 / HR (Base Bid)</i> <i>16 HR @ \$100.00 / HR (CO-001)</i>		16.00	HR	\$ 100.00	\$ 1,600.00	16.00	\$ 1,600.00	\$ 1,600.00	100.00%	\$ -
21	CHLORIND SHOCK TREATMENT		1.00	LS	\$ 2,500.00	\$ 2,500.00	1.00	\$ 2,500.00	\$ 2,500.00	100.00%	\$ -
22	VIDEO TAPING		1.00	LS	\$ 1,000.00	\$ 1,000.00	1.00	\$ 1,000.00	\$ 1,000.00	100.00%	\$ -

A				B	C	D	E	F		G
Item		Bid Item Quantity	Unit Price	Bid Item Value (\$)	Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
Bid Item Number	Description									
<b>BASE BID - WELL NO. 6</b>										
1	MOBILIZATION AND BONDING	1.00	LS \$ 17,750.00	\$ 17,750.00	1.00	\$ 17,750.00		\$ 17,750.00	100.00%	\$ -
2	BONDS AND INSURANCE	1.00	LS \$ -	\$ -	0.00	\$ -		\$ -	100.00%	\$ -
3	42-INCH DRILL HOLE	39.00	VF \$ 225.00	\$ 8,775.00	39.00	\$ 8,775.00		\$ 8,775.00	100.00%	\$ -
4	16-INCH CASING PIPE	41.00	VF \$ 285.00	\$ 11,685.00	41.00	\$ 11,685.00		\$ 11,685.00	100.00%	\$ -
5	16-INCH WELL SCREEN	10.00	VF \$ 220.00	\$ 2,200.00	10.00	\$ 2,200.00		\$ 2,200.00	100.00%	\$ -
6	GRAVEL PACK	25.00	VF \$ 80.00	\$ 2,000.00	25.00	\$ 2,000.00		\$ 2,000.00	100.00%	\$ -
7	GROUT SETUP	1.00	LS \$ 1,500.00	\$ 1,500.00	1.00	\$ 1,500.00		\$ 1,500.00	100.00%	\$ -
8	CEMENT GROUT	35.00	VF \$ 105.00	\$ 3,675.00	35.00	\$ 3,675.00		\$ 3,675.00	100.00%	\$ -
9	WELL DEVELOPMENT	1.00	LS \$ 1,500.00	\$ 1,500.00	1.00	\$ 1,500.00		\$ 1,500.00	100.00%	\$ -
10	TEST PUMP SETUP AND REMOVAL	1.00	LS \$ 2,750.00	\$ 2,750.00	1.00	\$ 2,750.00		\$ 2,750.00	100.00%	\$ -
11	TEST PUMPING	24.00	HR \$ 250.00	\$ 6,000.00	24.00	\$ 6,000.00		\$ 6,000.00	100.00%	\$ -
12	WATER SAMPLES	1.00	LS \$ 3,750.00	\$ 3,750.00	1.00	\$ 3,750.00		\$ 3,750.00	100.00%	\$ -
13	WELL DISINFECTION	1.00	LS \$ 1,000.00	\$ 1,000.00	1.00	\$ 1,000.00		\$ 1,000.00	100.00%	\$ -
14	WELL PUMP AND MOTOR	1.00	LS \$ 17,500.00	\$ 17,500.00	1.00	\$ 17,500.00		\$ 17,500.00	100.00%	\$ -
15	DISCHARGE COLUMN AND LINE SHAFT	1.00	LS \$ 12,250.00	\$ 12,250.00	1.00	\$ 12,250.00		\$ 12,250.00	100.00%	\$ -
16	WWPPP MANAGEMENT (NPDES GENERAL PERMIT NO. 2)	1.00	LS \$ -	\$ -	0.00	\$ -		\$ -	100.00%	\$ -
17	IMPLEMENT WWPPP	1.00	LS \$ 2,000.00	\$ 2,000.00	1.00	\$ 2,000.00		\$ 2,000.00	100.00%	\$ -
18	EXCAVATION FOR WELL DEVELOPMENT LAGOON	1.00	LS \$ 9,350.00	\$ 9,350.00	1.00	\$ 9,350.00		\$ 9,350.00	100.00%	\$ -
19	DEVELOPMENT - REMOVAL OF DRILLING MATERIALS	1.00	LS \$ 1,500.00	\$ 1,500.00	1.00	\$ 1,500.00		\$ 1,500.00	100.00%	\$ -
20	DEVELOPMENT - SURGING AND BAILING <i>100 HR @ \$100.00 / HR (Base Bid) 16 HR @ \$100.00 / HR (CO-001)</i>	16.00	HR \$ 100.00	\$ 1,600.00	16.00	\$ 1,600.00		\$ 1,600.00	100.00%	\$ -
21	CHLORIND SHOCK TREATMENT	1.00	LS \$ 2,500.00	\$ 2,500.00	1.00	\$ 2,500.00		\$ 2,500.00	100.00%	\$ -
22	VIDEO TAPING	1.00	LS \$ 1,000.00	\$ 1,000.00	1.00	\$ 1,000.00		\$ 1,000.00	100.00%	\$ -
<b>APPROVED CHANGE ORDERS</b>										
CO-001	Adjustment of As-built Quantities (listed above)	-	-	\$ -	\$ -	-	\$ -	\$ -	100.00%	\$ -
<b>Totals</b>				\$ 227,170.00	\$ 227,170.00		\$ -	\$ 227,170.00	100.00%	\$ -





(This Notice to be posted)

NOTICE AND CALL OF PUBLIC MEETING

Governmental Body: The City Council of the City of Adel, State of Iowa.

Date of Meeting: \_\_\_\_\_, 20\_\_

Time of Meeting: \_\_\_\_\_ o'clock \_\_.M.

Place of Meeting: Council Chambers, City Hall, 301 S. 10th Street, Adel, Iowa.

PUBLIC NOTICE IS HEREBY GIVEN that the above mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for the meeting is as follows:

- Resolution accepting Phase 1 - Part B Sections 2 & 3 (Wells 5 & 6 Drilling & Site Work)

Such additional matters as are set forth on the additional \_\_\_\_\_ page(s) attached hereto.  
(number)

This notice is given at the direction of the Mayor pursuant to Chapter 21, Code of Iowa, and the local rules of the governmental body.

\_\_\_\_\_  
City Clerk, Adel, Iowa

Council Member \_\_\_\_\_ introduced the following Resolution entitled "RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS", and moved that the same be adopted. Council Member \_\_\_\_\_ seconded the motion to adopt. The roll was called and the vote was,

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

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

Whereupon, the Mayor declared the following Resolution duly adopted:

RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS

WHEREAS, on the \_\_\_\_ day of \_\_\_\_\_, 2018, the Mayor and Clerk of Adel, Iowa, entered into a construction contract with \_\_\_\_\_ of \_\_\_\_\_, for the construction of certain public improvements generally described as Phase 1 - Part B Sections 2 & 3 (Wells 5 & 6 Drilling & Site Work); and

WHEREAS, the contractor has fully completed the construction of the public improvements in accordance with the terms and conditions of the contract and plans and specifications, as shown by the certificate of the Engineer filed with the Clerk on \_\_\_\_\_, 20\_\_:

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

Section 1. That the report of the Engineer be and the same is hereby approved and adopted, and the public improvements are hereby approved and accepted as having been fully completed in accordance with the plans, specifications and form of contract and the total final construction cost thereof is hereby determined to be \$ \_\_\_\_\_, as shown in the report of the Engineer.



**STATEMENT OF FINAL COMPLETION  
AND  
OWNER'S ACCEPTANCE OF THE WORK**

<b>PROJECT:</b> Adel Water Utility Improvements, Phase 1 Part B, Section 2 - Well No.5 and No.6 Drilling	<b>ENGINEER:</b> McClure Engineering Company 1360 NW 121st Street, Clive, IA 50325
<b>OWNER:</b> City of Adel, IA 301 South 10th Street, Adel, IA 50003	<b>CONTRACTOR:</b> Northway Well and Pump Company 4895 8th Avenue, Marion, IA 52302

I, the undersigned Engineer of the above designated project, do hereby state that:

1. The construction provided for pursuant to CONTRACT DOCUMENTS including all approved amendments and Change Orders, hereafter called the WORK between the OWNER and CONTRACTOR has been completed and to the best of my knowledge and belief, is in substantial compliance with the provisions of the CONTRACT DOCUMENTS.
2. The final payment authorized hereto and made a part hereof is a complete and accurate summary of the WORK performed in accordance with the CONTRACT DOCUMENTS.
3. The total cost of the WORK as completed is:           \$227,170.00

I recommend, under the provisions of the CONTRACT DOCUMENTS, that the WORK be accepted and that the final payment be made.

Engineer

By: Michael F. Patton Date: 8/5/2020

The CONTRACTOR shall guarantee materials and equipment furnished and construction performed by providing a PERFORMANCE BOND which shall remain in full force and effect for a period denoted below from date of acceptance by OWNER.

PERFORMANCE BOND which shall remain in full force and effect for a period of:           2 YEARS          

Accepted By CONTRACTOR By: <u>Gale McInotsh</u> Title: <u>Branch Manager</u> Date: <u>July 23, 2020</u>	Accepted BY OWNER By: _____ Title: _____ Date: _____
--	---

ITEMS TO INCLUDE ON AGENDA FOR AUGUST 11, 2020

ADEL, IOWA

\$4,713,000 Water Revenue Capital Loan Notes Anticipation Project Note, Series 2020C (USDA #6 - Water).

- Resolution directing sale and delivery. - Resolution No. 20-75
- Approval of Tax Exemption Certificate.
- Resolution authorizing the issuance of a Water Revenue Capital Loan Notes Anticipation Project Note. - Resolution No. 20-76

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

August 11, 2020

The City Council of the City of Adel, State of Iowa, met in \_\_\_\_\_ session at \_\_\_\_\_ .M., on the above date.

The Council met in person in the Council Chambers, City Hall, 301 S. 10th Street, Adel, Iowa.

The Council determined that it is impossible and impractical for all members of the Council, staff and members of the public to be physically present at this meeting due to the COVID-19 pandemic, and that it is necessary to conduct the meeting by electronic means. The Council has provided public access to the electronic meeting.

There were present Mayor \_\_\_\_\_, in the chair, and the following named Council Members:

\_\_\_\_\_  
\_\_\_\_\_

Absent: \_\_\_\_\_

\* \* \* \* \*

Council Member \_\_\_\_\_ introduced the following Resolution 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 following Resolution duly adopted:

RESOLUTION DIRECTING THE SALE AND DELIVERY OF \$4,713,000 WATER REVENUE CAPITAL LOAN NOTES ANTICIPATION PROJECT NOTE, SERIES 2020C, FOR PAYMENT OF PROJECT COSTS OF THE WATER SYSTEM PROJECT.

WHEREAS, the Council of the City of Adel, State of Iowa has held a public hearing on the issuance of not to exceed \$4,713,000 Water Revenue Capital Loan Notes, and has appropriated the anticipated proceeds of the sale of said Notes to pay the Issuer's cost of improvements and extensions to the Municipal Water Utility, including construction of a new ground storage reservoir at the water treatment plant to replace the existing ground storage reservoir, new finished water pumping station, new finished water main, other improvements for the benefit of the Water Utility, and related site improvements, and refunding any outstanding Project Notes with accrued interest thereon issued in payment for such project; and

WHEREAS, the Council has arranged for the sale of the Project Note to CoBank, ACB, Greenwood Village, Colorado, which Note will be paid at a later date from proceeds to be received from the sale of Water Revenue Capital Loan Notes of said Issuer, and/or such other funds of said Issuer as may be available at that time.

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

Section 1. That, pursuant to the provisions of Section 76.13 of the Code of Iowa, as amended, the sale of Water Revenue Capital Loan Notes Anticipation Project Note, Series 2020C, in the total amount of \$4,713,000, at a price of \$4,713,000 bearing interest at a variable rate per annum upon the principal amount of each disbursement and maturing on August 28, 2023, or such later date as Lender and the City Council may authorize in writing\*, or voluntary or mandatory redemption prior thereto, for the public improvement project hereinabove referred to, to CoBank, ACB, Greenwood Village, Colorado, is hereby approved and confirmed.

\* subject to prior approval of Ahlers & Cooney, P.C. as Bond Counsel, and compliance with all actions deemed necessary by Bond Counsel due to reissuance of the Notes

Section 2. That the Mayor and Clerk are now hereby authorized and directed to issue and deliver to CoBank, ACB, Greenwood Village, Colorado, certain Project Notes, Series 2020C, dated date of delivery as follows:

<u>PROJECT NOTE NUMBER</u>	<u>INTEREST RATE</u>	<u>AMOUNT</u>	<u>MATURITY</u>
R-1	Variable	\$4,713,000*	August 28, 2023

\* Aggregate amount, subject to disbursement installments.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor

ATTEST:

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

---

TAX EXEMPTION CERTIFICATE

of

CITY OF ADEL, COUNTY OF DALLAS, STATE OF IOWA, ISSUER

\$4,713,000 Water Revenue Capital Loan Notes Anticipation Project Note, Series 2020C

---

This instrument was prepared by:

Ahlers & Cooney, P.C.  
100 Court Avenue, Suite 600  
Des Moines, Iowa 50309  
(515) 243-7611

## TABLE OF CONTENTS

This Table of Contents is not a part of this Tax Exemption Certificate and is provided only for convenience of reference.

<b>INTRODUCTION.....</b>	<b>1</b>
<b>ARTICLE I DEFINITIONS .....</b>	<b>1</b>
<b>ARTICLE II SPECIFIC CERTIFICATIONS, REPRESENTATIONS AND</b>	
<b>AGREEMENTS .....</b>	<b>4</b>
Section 2.1 Authority to Certify and Expectations .....	4
Section 2.2 Receipts and Expenditures of Sale Proceeds .....	6
Section 2.3 Purpose of Bonds .....	7
Section 2.4 Facts Supporting Tax-Exemption Classification .....	7
Section 2.5 Facts Supporting Temporary Periods for Proceeds .....	8
Section 2.6 Resolution Funds at Restricted or Unrestricted Yield .....	8
Section 2.7 Pertaining to Yields.....	9
<b>ARTICLE III REBATE .....</b>	<b>10</b>
Section 3.1 Records .....	10
Section 3.2 Rebate Fund .....	11
Section 3.3 Exceptions to Rebate.....	11
Section 3.4 Calculation of Rebate Amount.....	12
Section 3.5 Rebate Requirements and the Bond Fund.....	13
Section 3.6 Investment of the Rebate Fund .....	13
Section 3.7 Payment to the United States .....	13
Section 3.8 Records .....	13
Section 3.9 Additional Payments.....	14
<b>ARTICLE IV INVESTMENT RESTRICTIONS.....</b>	<b>14</b>
Section 4.1 Avoidance of Prohibited Payments.....	14
Section 4.2 Market Price Requirement .....	14
Section 4.3 Investment in Certificates of Deposit .....	15
Section 4.4 Investment Pursuant to Investment Contracts and Agreements .....	15
Section 4.5 Records .....	17
Section 4.6 Investments to be Legal .....	17
<b>ARTICLE V GENERAL COVENANTS .....</b>	<b>18</b>
<b>ARTICLE VI AMENDMENTS AND ADDITIONAL AGREEMENTS .....</b>	<b>18</b>
Section 6.1 Opinion of Bond Counsel; Amendments.....	18
Section 6.2 Additional Covenants, Agreements .....	18
Section 6.3 Internal Revenue Service Audits .....	18
Section 6.4 Amendments .....	18

## TAX EXEMPTION CERTIFICATE

### CITY OF ADEL, STATE OF IOWA

THIS TAX EXEMPTION CERTIFICATE made and entered into on August 28, 2020, by the City of Adel, County of Dallas, State of Iowa (the "Issuer").

#### INTRODUCTION

This Certificate is executed and delivered in connection with the issuance by the Issuer of its \$4,713,000 Water Revenue Capital Loan Notes Anticipation Project Note, Series 2020C (the "Bonds"). The Bonds are issued pursuant to the provisions of the Resolution of the Issuer authorizing the issuance of the Bonds. Such Resolution provides that the covenants contained in this Certificate constitute a part of the Issuer's contract with the owners of the Bonds.

The Issuer recognizes that under the Code (as defined below) the tax-exempt status of the interest received by the owners of the Bonds is dependent upon, among other things, the facts, circumstances, and reasonable expectations of the Issuer as to future facts not in existence at this time, as well as the observance of certain covenants in the future. The Issuer covenants that it will take such action with respect to the Bonds as may be required by the Code, and pertinent legal regulations issued thereunder in order to establish and maintain the tax-exempt status of the Bonds, including the observance of all specific covenants contained in the Resolution and this Certificate.

#### ARTICLE I

##### DEFINITIONS

The following terms as used in this Certificate shall have the meanings set forth below. The terms defined in the Resolution shall retain the meanings set forth therein when used in this Certificate. Other terms used in this Certificate shall have the meanings set forth in the Code or in the Regulations.

- "Annual Debt Service" means the principal of and interest on the Bonds scheduled to be paid during a given Bond Year.
- "Bonds" means the \$4,713,000 aggregate principal amount of Water Revenue Capital Loan Notes Anticipation Project Note, Series 2020C, of the Issuer issued in registered form pursuant to the Resolution.
- "Bond Counsel" means Ahlers & Cooney, P.C., Des Moines, Iowa, or an attorney at law or a firm of attorneys of nationally recognized standing in matters pertaining to the tax-exempt status of interest on obligations issued by states and their political subdivisions, duly admitted to the practice of law before the highest court of any State of the United States of America.
- "Bond Fund" means the Sinking Fund described in the Resolution.

- "Bond Purchase Agreement" means the binding contract in writing for the sale of the Bonds.
- "Bond Year" as defined in Regulation 1.148-1(b), means a one-year period beginning on the day after expiration of the preceding Bond Year. The first Bond Year shall be the one-year or shorter period beginning on the Closing Date and ending on a principal or interest payment date, unless Issuer selects another date.
- "Bond Yield" means the yield on the Bonds computed under Section 1.148-4(c) of the Regulations, which will be computed as a variable rate issue.
- "Certificate" means this Tax Exemption Certificate.
- "Closing" means the delivery of the Bonds in exchange for the agreed upon purchase price.
- "Closing Date" means the date of Closing.
- "Code" means the Internal Revenue Code of 1986, as amended, and any statutes which replace or supplement the Internal Revenue Code of 1986.
- "Computation Date" means each five-year period from the Closing Date through the last day of the fifth and each succeeding fifth Bond Year.
- "Excess Earnings" means the amount earned on all Nonpurpose Investments minus the amount which would have been earned if such Nonpurpose Investments were invested at a rate equal to the Bond Yield, plus any income attributable to such excess.
- "Final Bond Retirement Date" means the date on which the Bonds are actually paid in full.
- "Financial Advisor" means PFM Financial Advisors LLC.
- "Governmental Obligations" means direct general obligations of, or obligations the timely payment of the principal of and interest on which is unconditionally guaranteed by the United States.
- "Gross Proceeds" as defined in Regulation 1.148-1(b), means any Proceeds of the Bonds and any replacement proceeds (as defined in Regulation 1.148-1(c)) of the Bonds.
- "Gross Proceeds Funds" means the Project Fund, Proceeds held to pay cost of issuance, and any other fund or account held for the benefit of the owners of the Bonds or containing Gross Proceeds of the Bonds except the Bond Fund and the Rebate Fund.

- "Issue Price" as defined in Regulation 1.148-1(b) and (f)(2), means the price paid by the Purchaser of the Bonds. The Issue Price is \$4,713,000, as set forth in Exhibit A.
- "Issuer" means the City of Adel, a municipal corporation in the County of Dallas, State of Iowa.
- "Minor Portion of the Bonds", as defined in Regulation 1.148-2(g), means the lesser of five (5) percent of Proceeds or \$100,000. The Minor Portion of the Bonds is computed to be \$100,000.
- "Nonpurpose Investments" means any investment property which is acquired with Gross Proceeds and is not acquired to carry out the governmental purpose of the Bonds, and may include but is not limited to U.S. Treasury bonds, corporate bonds, or certificates of deposit.
- "Proceeds" as defined in Regulation 1.148-1(b), means Sale Proceeds, investment proceeds and transferred proceeds of the Bonds.
- "Project" means the improvements and extensions to the Municipal Water Utility, including construction of a new ground storage reservoir at the water treatment plant to replace the existing ground storage reservoir, new finished water pumping station, new finished water main, other improvements for the benefit of the Water Utility, and related site improvements, and refunding any outstanding Project Notes with accrued interest thereon issued in payment for such project, as more fully described in the Resolution.
- "Project Fund" shall mean the fund required to be established by the Resolution for the deposit of the Proceeds of the Notes.
- "Purchaser" means CoBank, ACB of Greenwood Village, Colorado, constituting the initial purchaser of the Bonds from the Issuer.
- "Rebate Amount" means the amount computed as described in this Certificate.
- "Rebate Fund" means the fund to be created, if necessary, pursuant to this Certificate.
- "Rebate Payment Date" means a date chosen by the Issuer which is not more than 60 days following each Computation Date or the Final Bond Retirement Date.
- "Regulations" means the Income Tax Regulations, amendments and successor provisions promulgated by the Department of the Treasury under Sections 103, 148 and 149 of the Code, or other Sections of the Code relating to "arbitrage bonds", including without limitation Regulations 1.148-1 through 1.148-11, 1.149(b)-1, 1.149-d(1), 1.150-1 and 1.150-2.

- "Replacement Proceeds" include, but are not limited to, sinking funds, amounts that are pledged as security for an issue, and amounts that are replaced because of a sufficiently direct nexus to a governmental purpose of an issue.
- "Resolution" means the resolution of the Issuer adopted on August 11, 2020, authorizing the issuance of the Bonds.
- "Sale Proceeds" as defined in Regulation 1.148-1(b), means any amounts actually or constructively received from the sale of the Bonds, including amounts used to pay underwriter's discount or compensation and accrued interest other than pre-issuance accrued interest.
- "Sinking Fund" means the Bond Fund.
- "SLGS" means demand deposit Treasury securities of the State and Local Government Series.
- "Tax Exempt Obligations" means bonds or other obligations the interest on which is excludable from the gross income of the owners thereof under Section 103 of the Code and include certain regulated investment companies, stock in tax-exempt mutual funds and demand deposit SLGS.
- "Taxable Obligations" means all investment property, obligations or securities other than Tax Exempt Obligations.
- "Verification Certificate" means the Bond Purchase Agreement.

## ARTICLE II

### SPECIFIC CERTIFICATIONS, REPRESENTATIONS AND AGREEMENTS

The Issuer hereby certifies, represents and agrees as follows:

#### Section 2.1 Authority to Certify and Expectations

- (a) The undersigned officer of the Issuer along with other officers of the Issuer, are charged with the responsibility of issuing the Bonds.
- (b) This Certificate is being executed and delivered in part for the purposes specified in Section 1.148-2(b)(2) of the Regulations and is intended (among other purposes) to establish reasonable expectations of the Issuer at this time.
- (c) The Issuer has not been notified of any disqualification or proposed disqualification of it by the Commissioner of the Internal Revenue Service as a bond issuer which may certify bond issues under Section 1.148-2(b)(2) of the Regulations.

(d) The certifications, representations and agreements set forth in this Article II are made on the basis of the facts, estimates and circumstances in existence on the date hereof, including the following: (1) with respect to amounts expected to be received from delivery of the Bonds, amounts actually received, (2) with respect to payments of amounts into various funds or accounts, review of the authorizations or directions for such payments made by the Issuer pursuant to the Resolution and this Certificate, (3) with respect to the Issue Price, the certifications of the Purchaser as set forth in the Verification Certificate, (4) with respect to expenditure of the Proceeds of the Bonds, actual expenditures and reasonable expectations of the Issuer as to when the Proceeds will be spent for purposes of the Project, (5) with respect to Bond Yield, review of the Verification Certificate, and (6) with respect to the amount of governmental and qualified 501(c)(3) bonds to be issued during the calendar year, the budgeting and present planning of Issuer. The Issuer has no reason to believe such facts, estimates or circumstances are untrue or incomplete in any material way.

(e) To the best of the knowledge and belief of the undersigned officer of the Issuer, there are no facts, estimates or circumstances that would materially change the representations, certifications or agreements set forth in this Certificate, and the expectations herein set out are reasonable.

(f) No arrangement exists under which the payment of principal or interest on the Bonds would be directly or indirectly guaranteed by the United States or any agency or instrumentality thereof.

(g) After the expiration of any applicable temporary periods, and excluding investments in a bona fide debt service fund or reserve fund, not more than five percent (5%) of the Proceeds of the Bonds will be (a) used to make loans which are guaranteed by the United States or any agency or instrumentality thereof, or (b) invested in federally insured deposits or accounts.

(h) The Issuer will file with the Internal Revenue Service in a timely fashion Form 8038-G, Information Return for Tax-Exempt Governmental Obligations with respect to the Bonds and such other reports required to comply with the Code and applicable Regulations.

(i) The Issuer will take no action which would cause the Bonds to become "private activity bonds" as defined in Section 141 (a) of the Code, including any use of the Project by any person other than a governmental unit if such use will be by other than a member of the general public. None of the Proceeds of the Bonds will be used directly or indirectly to make or finance loans to any person other than a governmental unit.

(j) The Issuer will make no change in the nature or purpose of the Project except as provided in Section 6.1 hereof.

(k) Except as provided in the Resolution, the Issuer will not establish any sinking fund, bond fund, reserve fund, debt service fund or other fund reasonably expected to be used to pay debt service on the Bonds (other than the Bond Fund and any

Reserve Fund), exercise its option to redeem Bonds prior to maturity or effect a refunding of the Bonds.

(l) No bonds or other obligations of the Issuer (1) were sold in the 15 days preceding the date of sale of the Bonds, (2) were sold or will be sold within the 15 days after the date of sale of the Bonds, (3) have been delivered in the past 15 days or (4) will be delivered in the next 15 days pursuant to a common plan of financing for the issuance of the Bonds and payable out of substantially the same source of revenues.

(m) None of the Proceeds of the Bonds will be used directly or indirectly to replace funds of the Issuer used directly or indirectly to acquire obligations having a yield higher than the Bond Yield.

(n) No portion of the Bonds is issued for the purpose of investing such portion at a higher yield than the Bond Yield.

(o) The Issuer does not expect that the Proceeds of the Bonds will be used in a manner that would cause them to be "arbitrage bonds" as defined in Section 148(a) of the Code. The Issuer does not expect that the Proceeds of the Bonds will be used in a manner that would cause the interest on the Bonds to be includible in the gross income of the owners of the Bonds under the Code. The Issuer will not intentionally use any portion of the Proceeds to acquire higher yielding investments.

(p) The Issuer will not use the Proceeds of the Bonds to exploit the difference between tax-exempt and taxable interest rates to obtain a material financial advantage.

(q) The Issuer has not issued more Bonds, issued the Bonds earlier, or allowed the Bonds to remain outstanding longer than is reasonably necessary to accomplish the governmental purposes of the Bonds and in fact, the Bonds will not remain outstanding longer than 120% of the economic useful life of the assets financed with the Proceeds of the Bonds.

(r) The Bonds will not be Hedge Bonds as described in Section 149(g)(3) of the Code because the Issuer reasonably expects that it will meet the Expenditure test set forth in Section 2.5(b) hereof and that 50% or more of the Proceeds will not be invested in Nonpurpose Investments having a substantially guaranteed yield for four or more years.

Except for costs of issuance, all Sale Proceeds and investment earnings thereon will be expended for costs of the type that would be chargeable to capital accounts under the Code pursuant to federal income tax principles if the Issuer were treated as a corporation subject to federal income taxation.

## Section 2.2 Receipts and Expenditures of Sale Proceeds

Sale Proceeds (par) received at Closing are expected to be deposited and expended as follows:

(a) \$ - 0 - representing pre-issuance accrued interest will be deposited into the Bond Fund and will be used to pay a portion of the interest accruing on the Bonds on the first interest payment date; and

(b) \$20,300 representing costs of issuing the Bonds will be used within six months of the Closing Date to pay the costs of issuance of the Bonds (with any excess remaining on deposit in the Project Fund); and

(c) \$4,692,700 will be deposited into the Project Fund and will be used together with earnings thereon to pay the costs of the Project and will not exceed the amount necessary to accomplish the governmental purposes of the Bonds.

### Section 2.3 Purpose of Bonds

The Issuer is issuing the Bonds to pay the costs of improvements and extensions to the Municipal Water Utility, including construction of a new ground storage reservoir at the water treatment plant to replace the existing ground storage reservoir, new finished water pumping station, new finished water main, other improvements for the benefit of the Water Utility, and related site improvements, and refunding any outstanding Project Notes with accrued interest thereon issued in payment for such project.

### Section 2.4 Facts Supporting Tax-Exemption Classification

#### Governmental Bonds

##### Private Business Use/Private Security or Payment Tests

The Bonds are considered to be governmental bonds, not subject to the provisions of the alternate minimum tax. The Proceeds will be used for the purposes described in Section 2.3 hereof. These bonds are not private activity bonds because no amount of Proceeds of the Bonds is to be used in a trade or business carried on by a non-governmental unit. Rather, the Proceeds will be used to finance the general government operations and facilities of the Issuer described in Section 2.3 hereof. None of the payment of principal or interest on the Bonds will be derived from, or secured by, money or property used in a trade or business of a non-governmental unit. In addition, none of the governmental operations or facilities of the Issuer being financed with the Proceeds of the Bonds are subject to any lease, management contract or other similar arrangement or to any arrangement for use other than as by the general public.

##### Private Loan Financing Test

No amount of Proceeds of the Bonds is to be used directly or indirectly to make or finance loans to persons other than governmental units.

Section 2.5 Facts Supporting Temporary Periods for Proceeds

(a) Time Test. Not later than six months after the Closing Date, the Issuer will incur a substantial binding obligation to a third party to expend at least 5% of the net Sale Proceeds of the Bonds.

(b) Expenditure Test. Not less than 85% of the net Sale Proceeds will be expended for Project costs, including the reimbursement of other funds expended to date, within a three-year temporary period from the Closing Date.

(c) Due Diligence Test. Not later than six months after Closing, work on the Project will have commenced and will proceed with due diligence to completion.

(d) Proceeds of the Bonds representing less than six months accrued interest on the Bonds will be spent within six months of this date to pay interest on the Bonds, and will be invested without restriction as to yield for a temporary period not in excess of six months.

Section 2.6 Resolution Funds at Restricted or Unrestricted Yield

(a) Proceeds of the Bonds will be held and accounted for in the manner provided in the Resolution. The Issuer has not and does not expect to create or establish any other bond fund, reserve fund, or similar fund or account for the Bonds. The Issuer has not and will not pledge any moneys or Taxable Obligations in order to pay debt service on the Bonds or restrict the use of such moneys or Taxable Obligations so as to give reasonable assurances of their availability for such purposes.

(b) Any monies which are invested beyond a temporary period are expected to constitute less than a major portion of the Bonds or to be restricted for investment at a yield not greater than one-eighth of one percent above the Bond Yield.

(c) The Issuer has established and will use the Bond Fund primarily to achieve a proper matching of revenues and debt service within each Bond Year and the Issuer will apply moneys deposited into the Bond Fund to pay the principal of and interest on the Bonds. Such Fund will be depleted at least once each Bond Year except for a reasonable carryover amount. The carryover amount will not exceed the greater of (1) one year's earnings on the Bond Fund or (2) one-twelfth of Annual Debt Service. The Issuer will spend moneys deposited from time to time into such fund within 13 months after the date of deposit. Revenues, intended to be used to pay debt service on the Bonds, will be deposited into the Bond Fund as set forth in the Resolution. The Issuer will spend interest earned on moneys in such fund not more than 12 months after receipt. Accordingly, the Issuer will treat the Bond Fund as a bona fide debt service fund as defined in Regulation 1.148-1(b).

Investment of amounts on deposit in the Bond Fund will not be subject to arbitrage rebate requirements as the Issuer reasonably anticipates that gross earnings on the Bond Fund will not exceed \$100,000 per year, and because the Bonds are expected to

meet one or more of the spending exemptions from rebate as provided in Section 3.3 hereof.

- (d) The Minor Portion of the Bonds will be invested without regard to yield.

#### Section 2.7 Pertaining to Yields

(a) The purchase price of all Taxable Obligations to which restrictions apply under this Certificate as to investment yield or rebate of Excess Earnings, if any, has been and shall be calculated using (i) the price taking into account discount, premium and accrued interest, as applicable, actually paid or (ii) the fair market value if less than the price actually paid and if such Taxable Obligations were not purchased directly from the United States Treasury. The Issuer will acquire all such Taxable Obligations directly from the United States Treasury or in an arm's length transaction without regard to any amounts paid to reduce the yield on such Taxable Obligations. The Issuer will not pay or permit the payment of any amounts (other than to the United States) to reduce the yield on any Taxable Obligations. Obligations pledged to the payment of debt service on the Bonds, or deposited into any reserve fund after they have been acquired by the Issuer will be treated as though they were acquired for their fair market value on the date of such pledge or deposit. Obligations on deposit in any reserve fund on the Closing Date shall be treated as if acquired for their fair market value on the Closing Date.

- (b) Qualified guarantees have not been used in computing yield.

(c) The Bond Yield the yield on the Bonds computed under Section 1.148-4(c) of the Regulations, which will be computed as a variable rate issue.

#### Section 2.8 Reimbursement Bonds

(a) Not later than 60 days after payment of Original Expenditures, the Issuer has adopted an Official Intent and has declared its intention to make a Reimbursement Allocation of Original Expenditures incurred in connection with Project Segment(s) from proceeds of the Reimbursement Bonds.

(b) The Reimbursement Allocation will occur on or before the later of (i) eighteen months after the Original Expenditures are paid or (ii) eighteen months after the first Project Segment is placed in service, but in no event more than three years after the Original Expenditures are paid.

(c) No other Reimbursement Allocation will be made except for Preliminary Expenditures.

(d) The Reimbursement Allocation has not been undertaken to avoid, in whole or in part, arbitrage yield restrictions or arbitrage rebate requirements and will not employ an abusive arbitrage device under Regulation 1.148-10.

(e) Within one year of the Closing Date, the Reimbursement Allocation will not be used in a manner that results in the creation of replacement proceeds, as defined in Regulation 1.148-1.

(f) For purposes of Section 2.8, the following terms shall have the meanings set forth below:

(1) "Official Intent" means a declaration of intent described under Regulation 1.150-2 to reimburse Original Expenditures with the proceeds of the Bonds.

(2) "Original Expenditure" means an expenditure for a governmental purpose that is originally paid from a source other than the Reimbursement Bonds.

(3) "Preliminary Expenditures", as defined in Regulation 1.150-2(f)(2), means architectural, engineering, surveying, soil tests, Reimbursement Bond issuance costs, and similar costs incurred prior to commencement of construction, rehabilitation or acquisition of a Project Segment which do not exceed 20% of the Issue Price of the portion of the Bonds that finances the Project Segment for which they were incurred.

(4) "Project Segment" means the costs, described in an Official Intent of the Issuer, incurred prior to the Closing Date to acquire, construct, or improve land, buildings or equipment excluding current operating expenses but including costs of issuing the Reimbursement Bonds.

(5) "Reimbursement Allocation" means written evidence of the use of Reimbursement Bond proceeds to reimburse a fund of the Issuer for Original Expenditures paid or advanced prior to the Closing Date and incurred in connection with a Project Segment.

(6) "Reimbursement Bonds" means the portion of the Bonds which are allocated to reimburse the Original Expenditures paid prior to the Closing Date and incurred in connection with a Project Segment.]

### ARTICLE III

#### REBATE

##### Section 3.1 Records

Sale Proceeds of the Bonds will be held and accounted for in the manner provided in the Resolution. The Issuer will maintain adequate records for funds created by the Resolution and this Certificate including all deposits, withdrawals, transfers from, transfers to, investments, reinvestments, sales, purchases, redemptions, liquidations and use of money or obligations until six years after the Final Bond Retirement Date.

### Section 3.2 Rebate Fund

(a) In the Resolution, the Issuer has covenanted to pay to the United States the Rebate Amount, an amount equal to the Excess Earnings on the Gross Proceeds Funds, if any, at the times and in the manner required or permitted and subject to stated special rules and allowable exceptions.

(b) The Issuer may establish a fund pursuant to the Resolution and this Certificate which is herein referred to as the Rebate Fund. The Issuer will invest and expend amounts on deposit in the Rebate Fund in accordance with this Certificate.

(c) Moneys in the Rebate Fund shall be held by the Issuer or its designee and, subject to Sections 3.4, 3.5 and 6.1 hereof, shall be held for future payment to the United States as contemplated under the provisions of this Certificate and shall not constitute part of the trust estate held for the benefit of the owners of the Bonds or the Issuer.

(d) The Issuer will pay to the United States from legally available money of the Issuer (whether or not such available money is on deposit in any fund or account related to the Bonds) any amount which is required to be paid to the United States.

### Section 3.3 Exceptions to Rebate

The Issuer reasonably expects that the Bonds are eligible for one or more exceptions from the arbitrage rebate rules set forth in the Regulations. If any Proceeds are ineligible, or become ineligible, for an exception to the arbitrage rebate rules, the Issuer will comply with the provisions of this Article III. A description of the applicable rebate exception(s) is as follows:

- Eighteen-Month Exception

The Gross Proceeds of the Bonds are expected to be expended for the governmental purposes for which the Bonds were issued in accordance with the following schedule:

- 1) 15 percent spent within six months of the Closing Date;
- 2) 60 percent spent within one year of the Closing Date;
- 3) 100 percent spent within eighteen months of the Closing Date (subject to 5 percent retainage for not more than one year).

In any event, the Issuer expects that the 5% reasonable retainage will be spent within 30 months of the Closing Date. For purposes of determining compliance with the six-month and twelve-month spending periods, the amount of investment earnings included shall be based on the Issuer's reasonable expectations that the average annual interest rate on investments will be not more than 3%. For purposes of determining compliance with the eighteen-month spending period, the amount of investment earnings included shall be based on actual earnings. If the Issuer fails to meet the foregoing expenditure schedule, the Issuer shall comply with the arbitrage rebate requirements of the Code.

- Election to Treat as Construction Bonds.

The Issuer reasonably expects that more than 75 percent of the "available construction proceeds" ("ACP") of the Bonds, as defined in Section 148(f)(4)(C)(vi) of the Code, will be used for construction expenditures. ACP includes the issue price of the issue plus the earnings on such issue. Not less than the following percentages of the ACP will be spent within the following periods:

- 1) 10 percent spent within six months of the Closing Date;
- 2) 45 percent spent within one year of the Closing Date;
- 3) 75 percent spent within eighteen months of the Closing Date;
- 4) 100 percent spent within two years of the Closing Date (subject to 5 percent retainage for not more than one year).

In any event, the Issuer expects that the 5% reasonable retainage will be spent within a three-year period beginning on the Closing Date. A failure to spend an amount that does not exceed the lesser of (i) 3% of the issue price or (ii) \$250,000, is disregarded if the Issuer exercises due diligence to complete the Project.

- Election with respect to future earnings

Pursuant to Section 1.148-7(h)(i)(3) of the Regulations, the Issuer shall calculate the amount of future earnings to be used in determining compliance with the first three spending periods based on its reasonable expectations that the average annual interest rate on investments of the ACP will be not more than 3%. Compliance with the final spending period shall be calculated using actual earnings.

If the Issuer fails to meet the foregoing expenditure schedule, the Issuer shall comply with the arbitrage rebate requirements of the Code.

#### Section 3.4 Calculation of Rebate Amount

(a) As soon after each Computation Date as practicable, the Issuer shall, if necessary, calculate and determine the Excess Earnings on the Gross Proceeds Funds (the "Rebate Amount"). All calculations and determinations with respect to the Rebate Amount will be made on the basis of actual facts as of the Computation Date and reasonable expectations as to future events.

(b) If the Rebate Amount exceeds the amount currently on deposit in the Rebate Fund, the Issuer may deposit an amount in the Rebate Fund such that the balance in the Rebate Fund after such deposit equals the Rebate Amount. If the amount in the Rebate Fund exceeds the Rebate Amount, the Issuer may withdraw such excess amount provided that such withdrawal can be made from amounts originally transferred to the Rebate Fund and not from earnings thereon, which may not be transferred, and only if such withdrawal may be made without liquidating investments at a loss.

### Section 3.5 Rebate Requirements and the Bond Fund

It is expected that the Bond Fund described in the Resolution and Section 2.6(c) of this Certificate will be treated as a bona fide debt service fund as defined in Regulation 1.148-1(b). As such, any amount earned during a Bond Year on the Bond Fund and amounts earned on such amounts, if allocated to the Bond Fund, will not be taken into account in calculating the Rebate Amount for the reasons outlined in Section 2.6(c) hereof. However, should annual gross earnings exceed \$100,000 or should the Bond Fund cease to be treated as a bona fide debt service fund, the Bond Fund will become subject to the rebate requirements set forth in Section 3.4 hereof.

### Section 3.6 Investment of the Rebate Fund

(a) Immediately upon a transfer to the Rebate Fund, the Issuer may invest all amounts in the Rebate Fund not already invested and held in the Rebate Fund, to the extent possible, in (1) SLGS, such investments to be made at a yield of not more than one-eighth of one percent above the Bond Yield, (2) Tax Exempt Obligations, (3) direct obligations of the United States or (4) certificates of deposit of any bank or savings and loan association. All investments in the Rebate Fund shall be made to mature not later than the next Rebate Payment Date.

(b) If the Issuer invests in SLGS, the Issuer shall file timely subscription forms for such securities (if required). To the extent possible, amounts received from maturing SLGS shall be reinvested immediately in zero yield SLGS maturing on or before the next Rebate Payment Date.

### Section 3.7 Payment to the United States

(a) On each Rebate Payment Date, the Issuer will pay to the United States at least ninety percent (90%) of the Rebate Amount less a computation credit of \$1,000 per Bond Year for which the payment is made.

(b) The Issuer will pay to the United States not later than sixty (60) days after the Final Bond Retirement Date all the rebatable arbitrage as of such date and any income attributable to such rebatable arbitrage as described in Regulation 1.148-3(f)(2).

(c) If necessary, on each Rebate Payment Date, the Issuer will mail a check to the Internal Revenue Service Center, Ogden, UT 84201. Each payment shall be accompanied by a copy of Form 8038-T, Arbitrage Rebate, filed with respect to the Bonds or other information reporting form as is required to comply with the Code and applicable Regulations.

### Section 3.8 Records

(a) The Issuer will keep and retain adequate records with respect to the Bonds, the Gross Proceeds Funds, the Bond Fund, and the Rebate Fund until six years after the Final Bond Retirement Date. Such records shall include descriptions of all calculations of amounts transferred to the Rebate Fund, if any, and descriptions of all

calculations of amounts paid to the United States as required by this Certificate. Such records will also show all amounts earned on moneys invested in such funds, and the actual dates and amounts of all principal, interest and redemption premiums (if any) paid on the Bonds.

(b) Records relating to the investments in such Funds shall completely describe all transfers, deposits, disbursements and earnings including:

(1) a complete list of all investments and reinvestments of amounts in each such Fund including, if applicable, purchase price, purchase date, type of security, accrued interest paid, interest rate, dated date, principal amount, date of maturity, interest payment dates, date of liquidation, receipt upon liquidation, market value of such investment on the Final Bond Retirement Date if held by the Issuer on the Final Bond Retirement Date, and market value of the investment on the date pledged to the payment of the Bonds or the Closing Date if different from the purchase date.

(2) the amount and source of each payment to, and the amount, purpose and payee of each payment from, each such Fund.

#### Section 3.9 Additional Payments

The Issuer hereby agrees to pay to the United States from legally available money of the Issuer (whether or not such available money is on deposit in any fund or account related to the Bonds) any amount which is required to be paid to the United States, but which is not available in a fund related to the Bonds for transfer to the Rebate Fund or payment to the United States.

### ARTICLE IV

#### INVESTMENT RESTRICTIONS

##### Section 4.1 Avoidance of Prohibited Payments

The Issuer will not enter into any transaction that reduces the amount required to be deposited into the Rebate Fund or paid to the United States because such transaction results in a smaller profit or a larger loss than would have resulted if the transaction had been at arm's length and had the Bond Yield not been relevant to either party. The Issuer will not invest or direct the investment of any funds in a manner which reduces an amount required to be paid to the United States because such transaction results in a small profit or larger loss than would have resulted if the transaction had been at arm's length and had the Bond Yield not been relevant to the Issuer. In particular, notwithstanding anything to the contrary contained herein or in the Resolution, the Issuer will not invest or direct the investment of any funds in a manner which would violate any provision of this Article IV.

##### Section 4.2 Market Price Requirement

(a) The Issuer will not purchase or direct the purchase of Taxable Obligations for more than the then available market price for such Taxable Obligations. The Issuer

will not sell, liquidate or direct the sale or liquidation of Taxable Obligations for less than the then available market price.

(b) For purposes of this Certificate, United States Treasury obligations purchased directly from the United States Treasury will be deemed to be purchased at the market price.

#### Section 4.3 Investment in Certificates of Deposit

(a) Notwithstanding anything to the contrary contained herein or in the Resolution, the Issuer will invest or direct the investment of funds on deposit in the Reserve Fund, any other Gross Proceeds Fund, the Bond Fund, and the Rebate Fund, in a certificate of deposit of a bank or savings bank which is permitted by law and by the Resolution only if the purchase price of such a certificate of deposit is treated as its fair market value on the purchase date and if the yield on the certificate of deposit is not less than (1) the yield on reasonably comparable direct obligations of the United States; and (2) the highest yield that is published or posted by the provider to be currently available from the provider on reasonably comparable certificates of deposit offered to the public.

(b) The certificate of deposit described in paragraph 4.3(a) above must be executed by a dealer who maintains an active secondary market in comparable certificates of deposit and must be based on actual trades adjusted to reflect the size and term of that certificate of deposit and the stability and reputation of the bank or savings bank issuing the certificate of deposit.

#### Section 4.4 Investment Pursuant to Investment Contracts and Agreements

The Issuer will invest or direct the investment of funds on deposit in the Gross Proceeds Funds, the Bond Fund, and the Rebate Fund pursuant to an investment contract (including a repurchase agreement) only if all of the following requirements are satisfied:

(a) The Issuer makes a bona fide solicitation for the purchase of the investment. A bona fide solicitation is a solicitation that satisfies all of the following requirements:

(1) The bid specifications are in writing and are timely forwarded to potential providers.

(2) The bid specifications include all material terms of the bid. A term is material if it may directly or indirectly affect the yield or the cost of the investment.

(3) The bid specifications include a statement notifying potential providers that submission of a bid is a representation that the potential provider did not consult with any other potential provider about its bid, that the bid was determined without regard to any other formal or informal agreement that the potential provider has with the issuer or any other person (whether or not in connection with the Bonds), and that the bid is not being submitted solely as a

courtesy to the issuer or any other person for purposes of satisfying the requirements of paragraph (d)(6)(iii)(B)(1) or (2) of Section 1.148-5 of the Regulations.

(4) The terms of the bid specifications are commercially reasonable. A term is commercially reasonable if there is a legitimate business purpose for the term other than to increase the purchase price or reduce the yield of the investment.

(5) For purchases of guaranteed investment contracts only, the terms of the solicitation take into account the Issuer's reasonably expected deposit and drawdown schedule for the amounts to be invested.

(6) All potential providers have an equal opportunity to bid and no potential provider is given the opportunity to review other bids (i.e., a last look) before providing a bid.

(7) At least three reasonably competitive providers are solicited for bids. A reasonably competitive provider is a provider that has an established industry reputation as a competitive provider of the type of investments being purchased.

(b) The bids received by the Issuer meet all of the following requirements:

(1) The Issuer receives at least three bids from providers that the Issuer solicited under a bona fide solicitation meeting the requirements of paragraph (d)(6)(iii)(A) of Section 1.148-5 of the Regulations and that do not have a material financial interest in the issue. A lead underwriter in a negotiated underwriting transaction is deemed to have a material financial interest in the issue until 15 days after the issue date of the issue. In addition, any entity acting as a financial advisor with respect to the purchase of the investment at the time the bid specifications are forwarded to potential providers has a material financial interest in the issue. A provider that is a related party to a provider that has a material financial interest in the issue is deemed to have a material financial interest in the issue.

(2) At least one of the three bids described in paragraph (d)(6)(iii)(B)(1) of Section 1.148-5 of the Regulations is from a reasonably competitive provider, within the meaning of paragraph (d)(6)(iii)(A)(7) of Section 1.148-5 of the Regulations.

(3) If the Issuer uses an agent to conduct the bidding process, the agent did not bid to provide the investment.

(c) The winning bid meets the following requirements:

(1) Guaranteed investment contracts. If the investment is a guaranteed investment contract, the winning bid is the highest yielding bona fide bid (determined net of any broker's fees).

(2) Other investments. If the investment is not a guaranteed investment contract, the winning bid is the lowest cost bona fide bid (including any broker's fees).

(d) The provider of the investments or the obligor on the guaranteed investment contract certifies the administrative costs that it pays (or expects to pay, if any) to third parties in connection with supplying the investment.

(e) The Issuer will retain the following records with the bond documents until three years after the last outstanding bond is redeemed:

(1) For purchases of guaranteed investment contracts, a copy of the contract, and for purchases of investments other than guaranteed investment contracts, the purchase agreement or confirmation.

(2) The receipt or other record of the amount actually paid by the Issuer for the investments, including a record of any administrative costs paid by the Issuer, and the certification under paragraph (d)(6)(iii)(D) of Section 1.148-5 of the Regulations.

(3) For each bid that is submitted, the name of the person and entity submitting the bid, the time and date of the bid, and the bid results.

(4) The bid solicitation form and, if the terms of the purchase agreement or the guaranteed investment contract deviated from the bid solicitation form or a submitted bid is modified, a brief statement explaining the deviation and stating the purpose for the deviation.

(5) For purchases of investments other than guaranteed investment contracts, the cost of the most efficient portfolio of State and Local Government Series Securities, determined at the time that the bids were required to be submitted pursuant to the terms of the bid specifications.

#### Section 4.5 Records

The Issuer will maintain records of all purchases, sales, liquidations, investments, reinvestments, redemptions, disbursements, deposits, and transfers of amounts on deposit.

#### Section 4.6 Investments to be Legal

All investments required to be made pursuant to this Certificate shall be made to the extent permitted by law. In the event that any such investment is determined to be ultra vires, it shall be liquidated and the proceeds thereof shall be invested in a legal investment, provided that prior to reinvesting such proceeds, the Issuer shall obtain an opinion of Bond Counsel to the

effect that such reinvestment will not cause the Bonds to become arbitrage bonds under Sections 103, 148, 149, or any other applicable provision of the Code.

## ARTICLE V

### GENERAL COVENANTS

The Issuer hereby covenants to perform all acts within its power necessary to ensure that the reasonable expectations set forth in Article II hereof will be realized. The Issuer reasonably expects to comply with all covenants contained in this Certificate.

## ARTICLE VI

### AMENDMENTS AND ADDITIONAL AGREEMENTS

#### Section 6.1 Opinion of Bond Counsel; Amendments

The various provisions of this Certificate need not be observed and this Certificate may be amended or supplemented at any time by the Issuer if the Issuer receives an opinion or opinions of Bond Counsel that the failure to comply with such provisions will not cause any of the Bonds to become "arbitrage bonds" under the Code and that the terms of such amendment or supplement will not cause any of the Bonds to become "arbitrage bonds" under the Code, or otherwise cause interest on any of the Bonds to become includable in gross income for federal income tax purposes.

#### Section 6.2 Additional Covenants, Agreements

The Issuer hereby covenants to make, execute and enter into (and to take such actions, if any, as may be necessary to enable it to do so) such agreements as may be necessary to comply with any changes in law or regulations in order to preserve the tax-exempt status of the Bonds to the extent that it may lawfully do so. The Issuer further covenants (1) to impose such limitations on the investment or use of moneys or investments related to the Bonds, (2) to make such payments to the United States Treasury, (3) to maintain such records, (4) to perform such calculations, and (5) to perform such other lawful acts as may be necessary to preserve the tax-exempt status of the Bonds.

#### Section 6.3 Internal Revenue Service Audits

The Internal Revenue Service has not audited the Issuer regarding any obligations issued by or on behalf of the Issuer. To the best knowledge of the Issuer, no such obligations of the Issuer are currently under examination by the Internal Revenue Service.

#### Section 6.4 Amendments

Except as otherwise provided in Section 6.1 hereof, all the rights, powers, duties and obligations of the Issuer shall be irrevocable and binding upon the Issuer and shall not be subject to amendment or modification by the Issuer.

IN WITNESS WHEREOF, the Issuer has caused this Certificate to be executed by its duly authorized officer, all as of the day first above written.

\_\_\_\_\_  
City Treasurer, City of Adel, State of Iowa

(SEAL)

EXHIBIT "A"

**\$4,713,000 WATER REVENUE CAPITAL LOAN NOTES ANTICIPATION PROJECT NOTE,  
SERIES 2020C**

**CERTIFICATE OF THE PURCHASER**

The undersigned, on behalf of CoBank, ACB (the "Purchaser"), hereby certifies as set forth below with respect to the purchase of the above-captioned obligations (the "Bonds").

1. *Purchase of the Bonds.* On the date of this certificate, the Purchaser is purchasing the Bonds for the amount of \$4,713,000. The Purchaser is not acting as an Underwriter with respect to the Bonds. The Purchaser has no present intention to sell, reoffer, or otherwise dispose of the Bonds (or any portion of the Bonds or any interest in the Bonds). The Purchaser has not contracted with any person pursuant to a written agreement to have such person participate in the initial sale of the Bonds and the Purchaser has not agreed with the Issuer pursuant to a written agreement to sell the Bonds to persons other than the Purchaser or a related party to the Purchaser.

2. *Defined Terms.*

a) *Public* means any person (including an individual, trust, estate, partnership, association, company, or corporation) other than an Underwriter or a related party. The term "related party" for purposes of this certificate generally means any two or more persons who have greater than 50 percent common ownership, directly or indirectly.

b) *Underwriter* means (i) any person that agrees pursuant to a written contract with the Issuer (or with the lead underwriter to form an underwriting syndicate) to participate in the initial sale of the Bonds to the Public, and (ii) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (i) of this paragraph to participate in the initial sale of the Bonds to the Public (including a member of a selling group or a party to a retail distribution agreement participating in the initial sale of the Bonds to the Public).

The representations set forth in this certificate are limited to factual matters only. Nothing in this certificate represents the Purchaser's interpretation of any laws, including specifically Sections 103 and 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations thereunder. The undersigned understands that the foregoing information will be relied upon by the Issuer with respect to certain of the representations set forth in the Tax Certificate and with respect to compliance with the federal income tax rules affecting the Bonds, and by Ahlers & Cooney, P.C. in connection with rendering its opinion that the interest on the Bonds is excluded from gross income for federal income tax purposes, the preparation of the Internal Revenue Service Form 8038-G, and other federal income tax advice that it may give to the Issuer from time to time relating to the Bonds.

COBANK, ACB, as Purchaser

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

Name: \_\_\_\_\_

Dated: August 28, 2020

Council Member \_\_\_\_\_ moved that the form of Tax Exemption Certificate be placed on file and approved. Council Member \_\_\_\_\_ seconded the motion. The roll was called and the vote was,

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

\_\_\_\_\_

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

Council Member \_\_\_\_\_ introduced the following Resolution 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 following Resolution duly adopted:

Resolution No.: 20-76

RESOLUTION AUTHORIZING THE ISSUANCE OF  
\$4,713,000 WATER REVENUE CAPITAL LOAN NOTES  
ANTICIPATION PROJECT NOTE, SERIES 2020C

WHEREAS, the Issuer is a political subdivision duly organized and existing under and by virtue of the laws and Constitution of the State of Iowa; and

WHEREAS, the Issuer is in need of funds to pay costs of improvements and extensions to the Municipal Water Utility, including construction of a new ground storage reservoir at the water treatment plant to replace the existing ground storage reservoir, new finished water pumping station, new finished water main, other improvements for the benefit of the Water Utility, and related site improvements, and refunding any outstanding Project Notes with accrued interest thereon issued in payment for such project, and it is deemed necessary and advisable that a form of Project Note Loan and Disbursement Agreement be approved and authorized and

Water Revenue Capital Loan Notes Anticipation Project Note, Series 2020C, in the amount of \$4,713,000 be issued for said purpose; and

WHEREAS, the Notes will be payable from the Project Fund established herein into which the Issuer pledges proceeds of the not to exceed \$4,713,000 Water Revenue Capital Loan Notes, which Council authorized additional action upon by resolution dated July 14, 2020, said Notes to be issued upon completion of the Project; and

WHEREAS, pursuant to notice published as required by Sections 384.24A and 384.83 of the Code of Iowa, as amended, this Council has held a public meeting and hearing upon the proposal to institute proceedings for the issuance of the Notes, and the Council is therefore now authorized to proceed with the issuance of the Notes in anticipation of said future financing per Section 76.13:

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

Section 1. Definitions. As used in this Resolution:

- ◆ "Acquired" means acquisition by purchase, construction or by any other method.
- ◆ "Additional Project Notes" means additional Project Notes issued as provided in Section 18 of this Resolution.
- ◆ "City" or "Issuer" means the City of Adel, State of Iowa.
- ◆ "Governing Body" means the City Council.
- ◆ "Issuer" shall mean the City of Adel, State of Iowa.
- ◆ "Lender" shall mean CoBank, ACB, Greenwood Village, Colorado.
- ◆ "Loan and Disbursement Agreement" shall mean the Project Note Loan and Disbursement Agreement between Issuer and Lender, dated the date of delivery.
- ◆ "Investment Securities" means United States Governmental obligations, and also, obligations the principal and interest on which are fully guaranteed by the United States.
- ◆ "Notes" means the Project Note authorized to be issued by Section 3 of this Resolution.
- ◆ "Paying Agent" means the City Treasurer or such successor as may be approved by Issuer as provided herein and who shall carry out the duties prescribed herein as Issuers agent to provide for the payment of principal of and interest on the Notes as the same shall become due.

- ◆ "Permitted Investments" shall mean any investments permitted in Iowa Code chapter 12B or section 12C.9. All interim investments must mature before the date on which the moneys are required for payment of principal and interest on the Note or project costs.
- ◆ "Project" means the improvements and extensions to the Municipal Water Utility, including construction of a new ground storage reservoir at the water treatment plant to replace the existing ground storage reservoir, new finished water pumping station, new finished water main, other improvements for the benefit of the Water Utility, and related site improvements, and refunding any outstanding Project Notes with accrued interest thereon issued in payment for such project.
- ◆ "Project Cost" or "Costs" means all costs of acquiring the Project, including engineering, legal, accounting, financial, interest during construction and other expenses incidental thereto, and also including the costs of issuance of Project Notes.
- ◆ "Project Fund" means the Project Fund established by Section 11 of this Resolution.
- ◆ "Rebate Fund" means the fund so defined and established pursuant to the Tax Exemption Certificate.
- ◆ "Registrar" means City Treasurer of Adel, Iowa or such successor as may be approved by Issuer as provided herein and who shall carry out the duties prescribed herein with respect to maintaining a register of the owners of the Notes. Unless otherwise specified, the Registrar shall also act as Transfer Agent for the Notes.
- ◆ "Resolution" means this Resolution of the City.
- ◆ "Tax Exemption Certificate" means the Tax Exemption Certificate executed by the Treasurer and delivered at the time of issuance and delivery of the Notes.
- ◆ "Treasurer" means the Finance Director of the City or such other officers as the governing body may from time to time designate.
- ◆ "USDA RD/RUS" means the United States Department of Agriculture, acting through Rural Development or the Rural Utilities Service.

Section 2. Payment of Cost. To pay the Project Costs it is hereby determined that the Issuer borrow the sum of \$4,713,000, and that Project Notes be issued therefor pursuant to the provisions of Section 76.13 of the Code of Iowa, as amended, pledging for the payment thereof the Project Fund of the City.

### Section 3. Note Details, Execution, Redemption and Registration.

(a) Note Details. The Notes shall be designated Water Revenue Capital Loan Notes Anticipation Project Note, Series 2020C, may be issued and delivered in one or more installments, shall consist of a single Note, in the par amount of the loan, bearing interest from the date of each advance under the Notes, at a variable rate per annum, said interest payable monthly until maturity or payment prior thereto. The Issuer will prepay the loans immediately upon the receipt of loan proceeds from the Water Revenue Capital Loan Notes, which loan funds may be provided from the Water Revenue Capital Loan Notes in phases during the construction period. As partial prepayments are made from phased loan proceeds received from the Water Revenue Capital Loan Notes, if any, the commitment amount under the Note will be reduced by the full amount of the principal prepaid. Full and final prepayment under this provision from the last of the phased loan proceeds received from the Water Revenue Capital Loan Notes or other lawful sources will evidence the Issuer's request for cancellation of the Note and commitment related thereto.

If the proceeds of the loan are disbursed in installments, the principal amount and date of disbursement shall be recorded in Lender's records, and interest shall accrue on the principal of each installment from the date of delivery of the installment to maturity or payment prior thereto. Lender will maintain a record of all advances under the loan, the interest accrued thereon, and all payments made with respect thereto, and such record will, absent proof of manifest error, be conclusive evidence of the outstanding principal and interest on the loans. The Notes shall mature on August 28, 2023, or such later date as Lender and the Issuer may authorize in writing.

Variable Rate: The outstanding principal of the Notes shall bear interest at the variable rate (rounded upward to the nearest 1/100th and adjusted for reserves required on Eurocurrency Liabilities (as hereinafter defined) for banks subject to FRB Regulation D (as hereinafter defined) or required by any other federal law or regulation) per annum equal at all times to 1.100% above the higher of: (1) zero percent (0.000%); or (2) the rate reported at 11:00 a.m. London time for the offering of one (1)-month U.S. dollars deposits, by Bloomberg Information Services (or any successor or substitute service providing rate quotations comparable to those currently provided by such service, as determined by Lender from time to time, for the purpose of providing quotations of interest rates applicable to dollar deposits in the London interbank market) on the first U.S. Banking Day (as hereinafter defined) in each week, with such rate to change weekly on such day. The rate will be reset automatically, without the necessity of notice being provided to Lender, the Issuer, or any other party, on the first U.S. Banking Day of each succeeding week, and each change in the rate will be applicable to all balances subject to this option. Information about the then-current rate will be made available by Lender upon telephonic request from the Issuer. For purposes hereof: (a) "U.S. Banking Day" means a day on which Lender is open for business and banks are open for business in New York, New York; (b) "Eurocurrency Liabilities" will have the meaning as set forth in "FRB Regulation D"; and (c) "FRB Regulation D" means Regulation D as

promulgated by the Board of Governors of the Federal Reserve System, 12 CFR Part 204, as amended.

If at any time the generally recognized administrator of interest rates offered for U.S. dollars on the London interbank market (a "LIBOR Rate") ceases to provide quotations for LIBOR Rates, or if such administrator or any person having authority over such administrator or with respect to LIBOR Rates generally announces that LIBOR Rates will cease to be provided within a period not exceeding 90 days, or if Lender otherwise determines that LIBOR Rates have been, or are likely within a period not exceeding 90 days to be, discontinued, or that LIBOR Rates do not, or are likely within a period not exceeding 90 days not to, adequately and fairly reflect the cost to the Lender of making or maintaining loans hereunder, then the Lender may, after consultation with but without the consent of the Issuer, amend this Note and any other Loan Document to (1) replace any interest rate in this Note based upon the LIBOR Rate with a replacement benchmark rate deemed appropriate by the Lender in good faith and in its sole discretion, (2) adjust the margins applicable to the determination of interest rates under this Note (whether up or down) as deemed appropriate by Lender in good faith and in its sole discretion to compensate for differences between the LIBOR Rate and such replacement benchmark rate, and (3) after consultation with but without the consent of the Issuer, effect such other technical, administrative and operational changes to the Note as Lender in good faith and in its sole discretion deems appropriate to reflect the adoption and implementation of such replacement rate. Lender shall give the Issuer not less than five days' notice of any such amendment prior to the effective date thereof.

Notwithstanding the foregoing paragraph, if prior to the commencement of any interest period proposed to be subject to a LIBOR Rate, Lender determines (which determination shall be conclusive and binding absent manifest error) that (i) either dollar deposits are not being offered to banks in the London interbank market or that adequate and reasonable means do not exist for ascertaining a LIBOR Rate for such interest period; or (ii) a LIBOR Rate for such interest period will not adequately and fairly reflect the cost to Lender of making or maintaining the loans for such interest period; then Lender shall give notice thereof to the Issuer as promptly as practicable thereafter and, until Lender notifies the Issuer that the circumstances giving rise to such notice no longer exist, (a) any request to convert any loan to, or continue any LIBOR Rate loan at, a LIBOR Rate shall be ineffective, and (b) the Lender shall, after consultation but without the consent of the Issuer, select an alternate rate of interest to apply to any and all balances upon the expiration of the interest period applicable thereto, which rate of interest shall be commercially reasonable and generally consistent with the then-prevailing market convention, if any, for replacement of a LIBOR Rate in bilateral loan transactions.

Interest will be calculated on the actual number of days each advance is outstanding on the basis of a year consisting of 360 days and will be payable monthly in arrears by the 20th day of the following month or on such other day as Lender will require in a 10-day written notice to the Issuer. Each interest payment shall be calculated for the period from the first day of the month through the last day of the month, subject to the day of the advance(s) and the day of maturity or redemption, said interest payments to

be invoiced by Lender each month showing the calculation of the interest payments. Interest payments will be made by ACH or may be capitalized through disbursements under the Notes at the request of the Issuer.

(b) Execution. The Notes shall be executed by the manual signature of the Mayor and countersigned by the manual signature of the City Clerk and shall have the seal of the Issuer impressed or printed thereon and shall be fully registered as to both principal and interest as provided in this Resolution; principal; interest and premium, if any, shall be payable at the office of the Paying Agent by mailing of a check to the registered owner of the Note or otherwise in accordance with the Note. In the absence of the Mayor, the Mayor Pro Tem is authorized to act in the capacity of the Mayor to carry out the provisions of this Resolution. In the absence of the City Clerk, the Deputy City Clerk is authorized to act in the capacity of the City Clerk to carry out the provisions of this Resolution. After execution, the Notes shall be held by the City Clerk for delivery.

(c) Redemption. All Notes may be called for redemption by the Issuer and paid before maturity on any date, from any funds regardless of source, in whole or from time to time in part, in any order of maturity and within an annual maturity by lot. The terms of redemption shall be par, plus accrued interest to date of call.

Ten days' written notice of redemption shall be given by ordinary mail to the registered owner of the Note. Failure to give such notice by mail to any registered owner of the Notes or any defect therein shall not affect the validity of any proceedings for the redemption of the Notes. All notes or portions thereof called for redemption will cease to bear interest after the specified redemption date, provided funds for their redemption are on deposit at the place of payment.

(d) Loan and Disbursement Agreement; Closing Documents. There is hereby authorized to be executed on behalf of the Issuer, the Loan and Disbursement Agreement with the Lender, substantially in the form attached hereto as Exhibit A, providing for a loan to the Issuer of up to \$4,713,000, to be evidenced by one or more Notes, as authorized herein. The principal amount of the loan will be advanced in installments and shall bear interest per annum on the principal amount of each installment from the date of delivery for each installment to maturity.

The Loan and Disbursement Agreement shall be executed by the Mayor of the City and attested by the City Clerk of said City on behalf of the Council, and when so executed and also executed by the Lender, shall be binding on the parties thereto.

The Mayor, City Clerk, Deputy City Clerk and Finance Director are authorized and directed to execute, attest, seal and deliver for and on behalf of the City any other additional certificates, documents, or other papers and perform all other acts, including without limitation the execution of all closing documents, as they may deem necessary or appropriate in order to implement and carry out the intent and purposes of this Resolution.

Section 3.1. Authorized Project Costs and Advances; Conditions Precedent to Closing and Advances.

(a) Authorized Project Costs and Advances. Subject to the conditions precedent set forth in Section 3.1 hereof, advances under the Notes shall be deposited in the Project Fund from time to time by the Lender upon the written request of the Issuer and expended in order to pay or as reimbursement to the Issuer for payments made by it for the costs of the Project, including the payment or reimbursement to the Issuer of such amounts as shall be necessary to pay for or reimburse the Issuer for expenditures in connection with (i) the preparation of plans and specifications for the Project (including any preliminary study or planning of the Project or any aspect thereof), and payment of any architectural, engineering or surveying fees and expenses, (ii) costs of demolition of any existing structure, (iii) the acquisition of the land (if any) for and the construction of the Project, including but not limited to labor, services, materials and supplies used in construction, and all construction, acquisition and installation expenses required to provide utility services or other facilities, and all real or personal properties deemed necessary in connection with the Project (including architectural, engineering and surveying services with respect to any of the foregoing), (iv) the acquisition of equipment, (v) costs of issuance of the Notes including but not limited to the origination fee (if any), and attorney fees and expenses of the Issuer, and (vi) any other costs and expenses relating to the Project and approved by Lender.

(b) Conditions Precedent to Closing. The Lender's obligation to close the Notes is subject to Lender's receipt of copies of the (i) USDA RD/RUS letter of conditions to be met by the Issuer; (ii) Issuer's letter of intent to meet the conditions contained in the USDA RD/RUS letter of conditions; and (iii) USDA RD/RUS obligation of funds for the full loan amount of \$4,713,000.

(c) Conditions Precedent to Initial Advance. The Lender's obligation to make the initial advance contemplated by Section 3 hereof, is subject to the Lender's receipt of the USDA RD/RUS Commitment to Lend.

(d) Conditions Precedent to Any Advances. The Lender's obligation to make any advances under the Notes (including the initial advance) is subject to the Lender's receipt of evidence satisfactory to Lender that USDA RD/RUS has approved the expenditures and amount requested to be drawn.

Section 4. Form of Note. Notes shall be printed in substantial compliance with standards proposed by the American Standards Institute substantially in the form as follows:

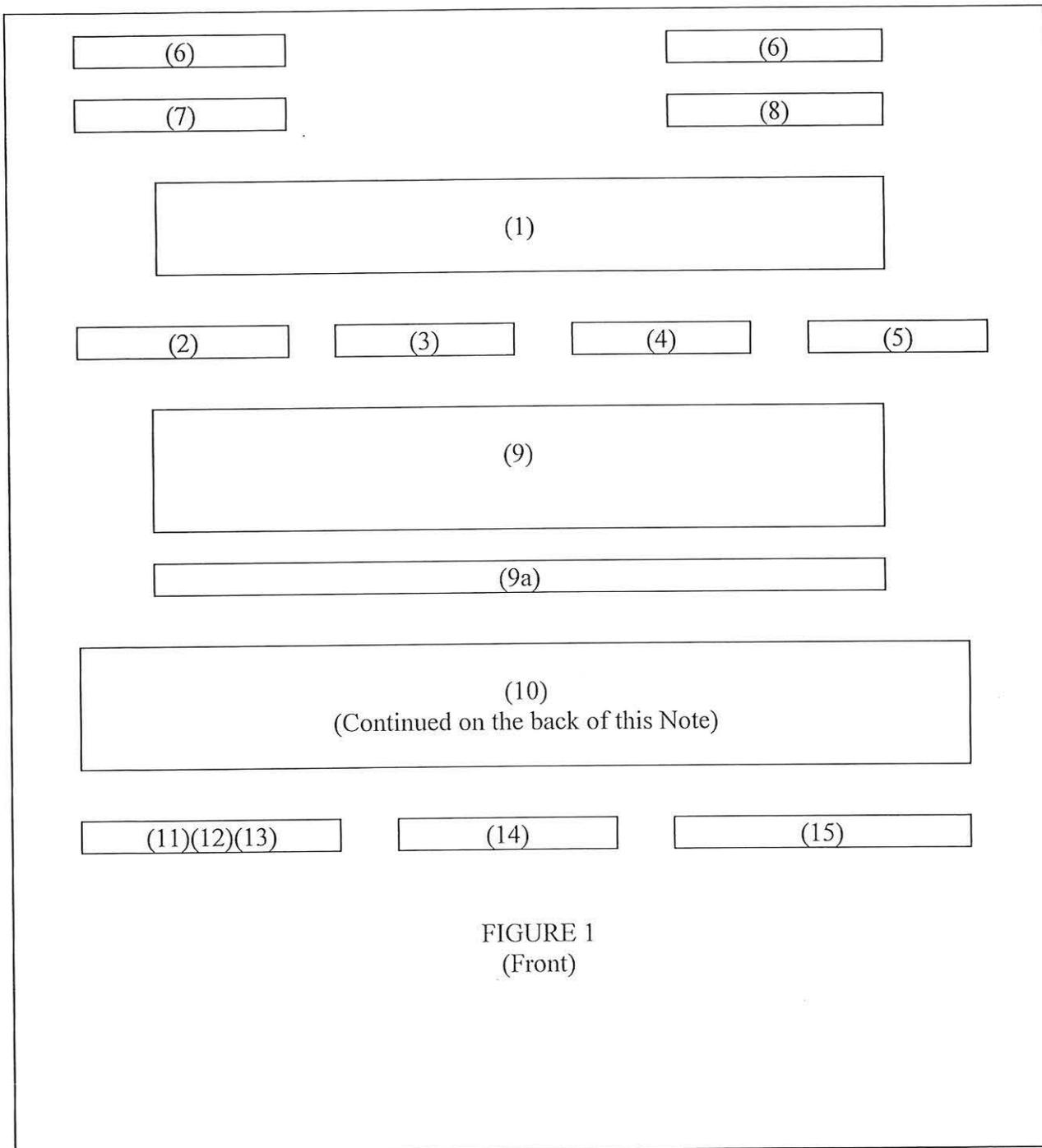
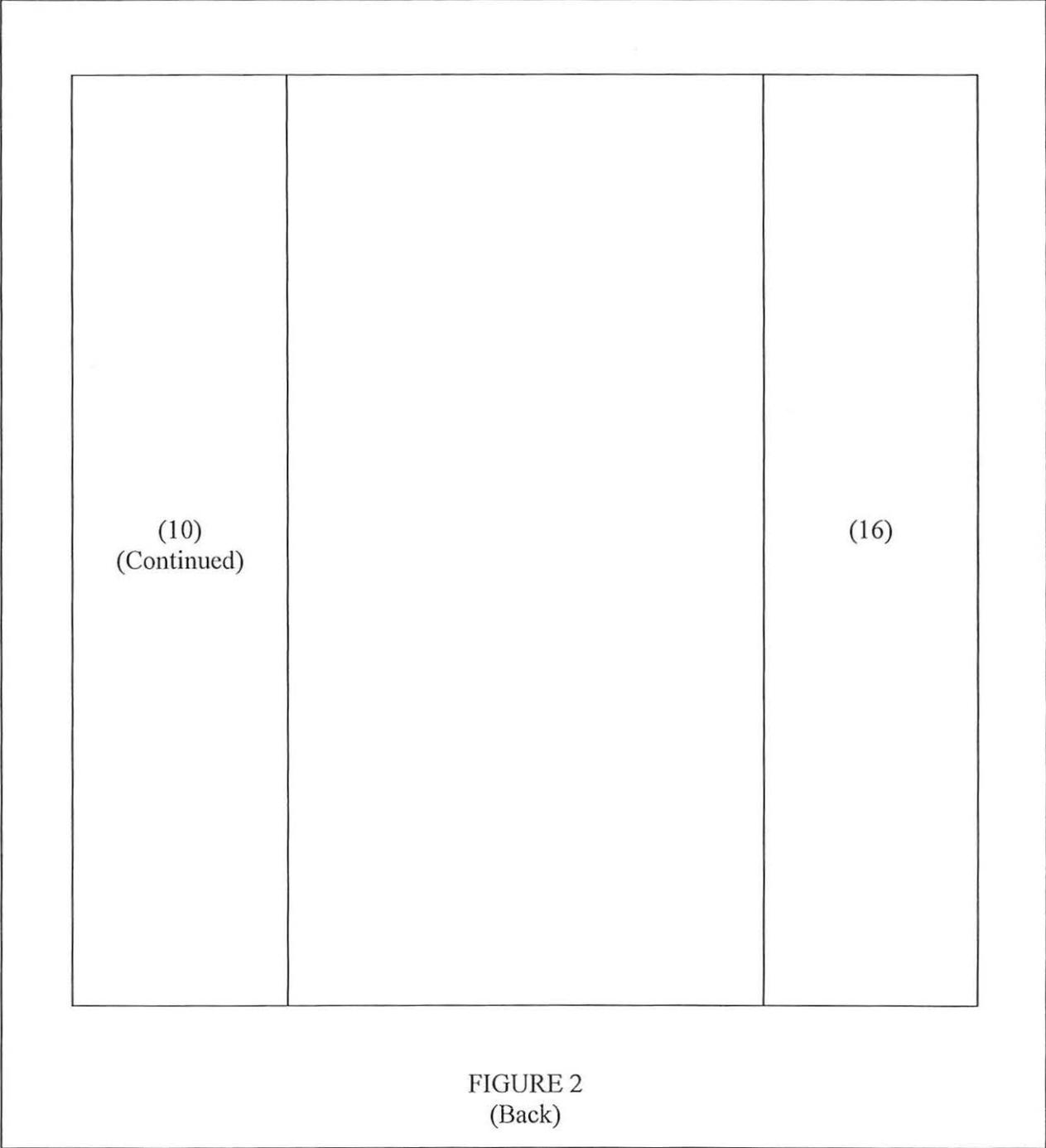


FIGURE 1  
(Front)



The text of the Notes to be located thereon at the item numbers shown shall be as follows:

Item 1, figure 1= "STATE OF IOWA"  
"COUNTY OF DALLAS"  
"CITY OF ADEL"  
"WATER REVENUE CAPITAL LOAN NOTES  
ANTICIPATION PROJECT NOTE"  
"SERIES 2020C"

Item 2, figure 1= Rate: Variable  
Item 3, figure 1= Maturity: August 28, 2023\*  
Item 4, figure 1= Note Date: August 28, 2020  
Item 5, figure 1= CUSIP No.: N/A  
Item 6, figure 1= "Registered"  
Item 7, figure 1= Note No. R-1  
Item 8, figure 1= Principal Amount: \$4,713,000

\* or such later date as Lender and the Issuer may authorize in writing, subject to prior approval of Ahlers & Cooney, P.C. as Bond Counsel, and compliance with all actions deemed necessary by Bond Counsel due to reissuance of the Notes

Item 9, figure 1= The City of Adel, State of Iowa, a public body organized and existing under and by virtue of the constitution and laws of the State of Iowa (the "Issuer"), for value received, promises to pay from the source and as hereinafter provided, on the maturity date indicated above, to

Item 9A, figure 1 = (Registration panel to be completed by Registrar or Printer with name of Registered Owner).

Item 10, figure 1 = or registered assigns, the principal sum of FOUR MILLION SEVEN HUNDRED THIRTEEN THOUSAND DOLLARS in lawful money of the United States of America, on the maturity date shown above, only upon presentation and surrender hereof at the office of the City Treasurer, Paying Agent of this issue, or its successor. If the total principal amount is not advanced at the time of closing, principal shall be advanced as requested by the Issuer and approved by the Lender and interest shall accrue on the principal amount of each advance from its actual date of the advance until paid, at the variable rate per annum as specified below. Interest shall be payable on the 20th day of each month until maturity or payment prior thereto. The Issuer will prepay the loans immediately upon the receipt of loan proceeds from the Water Revenue Capital Loan Notes, which loan funds may be provided from the Water Revenue Capital Loan Notes in phases during the construction period. As partial prepayments are made from phased loan proceeds received from the Water Revenue Capital Loan Notes, if any, the commitment amount under the Note will be reduced by the full amount of the principal prepaid. Full and final prepayment under this provision from the last of the phased loan proceeds received from the Water Revenue Capital Loan Notes or other lawful sources will evidence the Issuer's request for cancellation of the Note and commitment related

thereto. Lender will maintain a record of all advances under the loan, the interest accrued thereon, and all payments made with respect thereto, and such record will, absent proof of manifest error, be conclusive evidence of the outstanding principal and interest on the loans.

Variable Rate: The outstanding principal of the Notes shall bear interest at the variable rate (rounded upward to the nearest 1/100th and adjusted for reserves required on Eurocurrency Liabilities (as hereinafter defined) for banks subject to FRB Regulation D (as hereinafter defined) or required by any other federal law or regulation) per annum equal at all times to 1.100% above the higher of: (1) zero percent (0.000%); or (2) the rate reported at 11:00 a.m. London time for the offering of one (1)-month U.S. dollars deposits, by Bloomberg Information Services (or any successor or substitute service providing rate quotations comparable to those currently provided by such service, as determined by Lender from time to time, for the purpose of providing quotations of interest rates applicable to dollar deposits in the London interbank market) on the first U.S. Banking Day (as hereinafter defined) in each week, with such rate to change weekly on such day. The rate will be reset automatically, without the necessity of notice being provided to Lender, the Issuer, or any other party, on the first U.S. Banking Day of each succeeding week, and each change in the rate will be applicable to all balances subject to this option. Information about the then-current rate will be made available by Lender upon telephonic request from the Issuer. For purposes hereof: (a) "U.S. Banking Day" means a day on which Lender is open for business and banks are open for business in New York, New York; (b) "Eurocurrency Liabilities" will have the meaning as set forth in "FRB Regulation D"; and (c) "FRB Regulation D" means Regulation D as promulgated by the Board of Governors of the Federal Reserve System, 12 CFR Part 204, as amended.

If at any time the generally recognized administrator of interest rates offered for U.S. dollars on the London interbank market (a "LIBOR Rate") ceases to provide quotations for LIBOR Rates, or if such administrator or any person having authority over such administrator or with respect to LIBOR Rates generally announces that LIBOR Rates will cease to be provided within a period not exceeding 90 days, or if Lender otherwise determines that LIBOR Rates have been, or are likely within a period not exceeding 90 days to be, discontinued, or that LIBOR Rates do not, or are likely within a period not exceeding 90 days not to, adequately and fairly reflect the cost to the Lender of making or maintaining loans hereunder, then the Lender may, after consultation with but without the consent of the Issuer, amend this Note and any other Loan Document to (1) replace any interest rate in this Note based upon the LIBOR Rate with a replacement benchmark rate deemed appropriate by the Lender in good faith and in its sole discretion, (2) adjust the margins applicable to the determination of interest rates under this Note (whether up or down) as deemed appropriate by Lender in good faith and in its sole discretion to compensate for differences between the LIBOR Rate and such replacement benchmark rate, and (3) after consultation with but without the consent of the Issuer, effect such other technical, administrative and operational changes to the Note as Lender in good faith and in its sole discretion deems appropriate to reflect the adoption and implementation of such replacement rate. Lender shall give the Issuer not less than five days' notice of any such amendment prior to the effective date thereof.

Notwithstanding the foregoing paragraph, if prior to the commencement of any interest period proposed to be subject to a LIBOR Rate, Lender determines (which determination shall be

conclusive and binding absent manifest error) that (i) either dollar deposits are not being offered to banks in the London interbank market or that adequate and reasonable means do not exist for ascertaining a LIBOR Rate for such interest period; or (ii) a LIBOR Rate for such interest period will not adequately and fairly reflect the cost to Lender of making or maintaining the loans for such interest period; then Lender shall give notice thereof to the Issuer as promptly as practicable thereafter and, until Lender notifies the Issuer that the circumstances giving rise to such notice no longer exist, (a) any request to convert any loan to, or continue any LIBOR Rate loan at, a LIBOR Rate shall be ineffective, and (b) the Lender shall, after consultation but without the consent of the Issuer, select an alternate rate of interest to apply to any and all balances upon the expiration of the interest period applicable thereto, which rate of interest shall be commercially reasonable and generally consistent with the then-prevailing market convention, if any, for replacement of a LIBOR Rate in bilateral loan transactions.

Interest will be calculated on the actual number of days each loan is outstanding on the basis of a year consisting of 360 days and will be payable monthly in arrears by the 20th day of the following month or on such other day as Lender will require in a written notice to the Issuer. Interest payments will be made by ACH.

This Note is issued pursuant to the provisions of Section 76.13 of the City Code of Iowa, for the purpose of paying costs of improvements and extensions to the Municipal Water Utility, including construction of a new ground storage reservoir at the water treatment plant to replace the existing ground storage reservoir, new finished water pumping station, new finished water main, other improvements for the benefit of the Water Utility, and related site improvements, and refunding any outstanding Project Notes with accrued interest thereon issued in payment for such project, in conformity to a Resolution of the Council of the City duly passed and approved, for the purpose of defraying part of the cost of acquiring the Project. For a complete statement of the revenues and funds from which, and the conditions under which this Note is payable, a statement of the conditions under which the additional Notes of equal standing may hereafter be issued, and the general covenants and provisions pursuant to which this Note is issued, reference is made to the above described Resolution. Lender's obligation to make advances under this Note (including the initial advance) is subject to the Lender's receipt of evidence satisfactory to Lender that USDA RD/RUS has approved the expenditures and amount requested to be drawn.

All Notes may be called for redemption by the Issuer and paid before maturity on any date, from any funds regardless of source, in whole or from time to time in part, in any order of maturity and within an annual maturity by lot. The terms of redemption shall be par, plus accrued interest to date of call.

Ten days' written notice of redemption shall be given by ordinary mail to the registered owner of the Note. Failure to give such notice by mail to any registered owner of the Notes or any defect therein shall not affect the validity of any proceedings for the redemption of the Notes. All notes or portions thereof called for redemption will cease to bear interest after the specified redemption date, provided funds for their redemption are on deposit at the place of payment.

Ownership of this Note may be transferred only by transfer upon the books kept for such purpose by the City Treasurer, the Registrar. Such transfer on the books shall occur only upon presentation and surrender of this Note at the office of the Registrar, together with an assignment duly executed by the owner hereof or his duly authorized attorney in the form as shall be satisfactory to the Registrar. Issuer reserves the right to substitute the Registrar and Paying Agent but shall, however, promptly give notice to registered noteholders of such change. All Notes shall be negotiable as provided in Article 8 of the Uniform Commercial Code and subject to the provisions for registration and transfer contained in the Note Resolution.

This Note and the series of which it forms a part, other Notes ranking on a parity therewith, and any additional Notes which may be hereafter issued and outstanding from time to time on a parity with the Notes, as provided in the Note Resolution of which notice is hereby given and is hereby made a part hereof, are payable both as to principal and interest solely from the Project Fund as provided in the Note Resolution.

And it is hereby represented and certified that all acts, conditions and things requisite, according to the laws and constitution of the State of Iowa, to exist, to be had, to be done, or to be performed precedent to the lawful issue of this Note, have been existent, had, done and performed as required by law.

IN TESTIMONY WHEREOF, the City by its City Council has caused this Note to be signed by the manual signature of its Mayor and attested by the manual signature of its City Clerk, with the seal of the City printed or impressed hereon, and authenticated by the manual signature of an officer of the Registrar, the City Treasurer, Adel, Iowa.

- Item 11, figure 1 = Date of authentication:
- Item 12, figure 1 = This is one of the Notes described in the within mentioned Resolution, as registered by the City Treasurer.

CITY TREASURER, Registrar

By: \_\_\_\_\_  
Authorized Signature

- Item 13, figure 1 = Registrar and Transfer Agent: City Treasurer
- Paying Agent: City Treasurer

SEE REVERSE FOR CERTAIN DEFINITIONS

- Item 14, figure 1 = (Seal)
- Item 15, figure 1 = [Signature Block]

CITY OF ADEL, STATE OF IOWA

By: \_\_\_\_\_ (manual signature)  
Mayor

ATTEST:

By: \_\_\_\_\_ (manual signature)  
City Clerk

Item 16, figure 2 = [Assignment Block]  
[Information Required for Registration]

### ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_ (Social Security or Tax Identification No. \_\_\_\_\_) the within Note and does hereby irrevocably constitute and appoint \_\_\_\_\_ attorney in fact to transfer the Note on the books kept for registration of the within Note, with full power of substitution in the premises.

Dated: \_\_\_\_\_

\_\_\_\_\_  
(Person(s) executing this Assignment sign(s) here)

SIGNATURE )  
GUARANTEED) \_\_\_\_\_

### IMPORTANT - READ CAREFULLY

The signature(s) to this Power must correspond with the name(s) as written upon the face of the certificate(s) or Note(s) in every particular without alteration or enlargement or any change whatever. Signature guarantee must be provided in accordance with the prevailing standards and procedures of the Registrar and Transfer Agent. Such standards and procedures may require signature to be guaranteed by certain eligible guarantor institutions that participate in a recognized signature guarantee program.



broker or dealer in question) is that of a broker or dealer, there must be disclosed on the Registration Books the information pertaining to the registered owner required above. Upon the transfer of any such Note, a new fully registered Note, of any denomination or denominations permitted by this Resolution in aggregate principal amount equal to the unmatured and unredeemed principal amount of such transferred fully registered Note, and bearing interest at the same rate and maturing on the same date or dates shall be delivered by the Registrar.

(c) Registration of Transferred Notes. In all cases of the transfer of the Notes, the Registrar shall register, at the earliest practicable time, on the Registration Books, the Notes, in accordance with the provisions of this Resolution.

(d) Ownership. As to any Note, the person in whose name the ownership of the same shall be registered on the Registration Books of the Registrar shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of or on account of the principal of any such Notes and the premium, if any, and interest thereon shall be made only to or upon the order of the registered owner thereof or his legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note, including the interest thereon, to the extent of the sum or sums so paid.

(e) Cancellation. All Notes which have been redeemed shall not be reissued but shall be canceled by the Registrar. All Notes which are canceled by the Registrar shall be destroyed and a certificate of the destruction thereof shall be furnished promptly to the Issuer; provided that if the Issuer shall so direct, the Registrar shall forward the canceled Notes to the Issuer.

(f) Non-Presentation of Notes. In the event any payment check representing payment of principal of or interest on the Notes is returned to the Paying Agent or if any Note is not presented for payment of principal at the maturity or redemption date, if funds sufficient to pay such principal of or interest on Notes shall have been made available to the Paying Agent for the benefit of the owner thereof, all liability of the Issuer to the owner thereof for such interest or payment of such Notes shall forthwith cease, terminate and be completely discharged, and thereupon it shall be the duty of the Paying Agent to hold such funds, without liability for interest thereon, for the benefit of the owner of such Notes who shall thereafter be restricted exclusively to such funds for any claim of whatever nature on his part under this Resolution or on, or with respect to, such interest or Notes. The Paying Agent's obligation to hold such funds shall continue for a period equal to two years and six months following the date on which such interest or principal became due, whether at maturity, or at the date fixed for redemption thereof, or otherwise, at which time the Paying Agent, shall surrender any remaining funds so held to the Issuer, whereupon any claim under this Resolution by the Owners of such interest or Notes of whatever nature shall be made upon the Issuer.

Section 6. Reissuance of Mutilated, Destroyed, Stolen or Lost Notes. In case any outstanding Note shall become mutilated or be destroyed, stolen or lost, the Issuer shall at the request of Registrar authenticate and deliver a new Note of like tenor and amount as the Note so

mutilated, destroyed, stolen or lost, in exchange and substitution for such mutilated Note to Registrar, upon surrender of such mutilated Note, or in lieu of and substitution for the Note destroyed, stolen or lost, upon filing with the Registrar evidence satisfactory to the Registrar and Issuer that such Note has been destroyed, stolen or lost and proof of ownership thereof, and upon furnishing the Registrar and Issuer with satisfactory indemnity and complying with such other reason-able regulations as the Issuer or its agent may prescribe and paying such expenses as the Issuer may incur in connection therewith.

Section 7. Record Date. Payments of principal and interest, otherwise than upon full redemption, made in respect of any Note, shall be made to the registered holder thereof or to their designated agent as the same appear on the books of the Registrar on the 15th day of the month preceding the payment date. All such payments shall fully discharge the obligations of the Issuer in respect of such Notes to the extent of the payments so made. Payment of principal shall only be made upon surrender of the Note to the Paying Agent.

Section 8. Execution, Authentication and Delivery of the Notes. Upon the adoption of this Resolution, the Mayor and City Clerk shall execute and deliver the Notes to the City Treasurer who shall authenticate the Notes and deliver the same to or upon order of the Purchaser. No Note shall be valid or obligatory for any purpose or shall be entitled to any right or benefit hereunder unless the Registrar shall duly endorse and execute on such Note a certificate of authentication substantially in the form of the Certificate herein set forth. Such Certificate upon any Note executed on behalf of the Issuer shall be conclusive evidence that the Note so authenticated has been duly issued under this resolution and that the holder thereof is entitled to the benefits of this Resolution.

Section 9. Right to Name Substitute Paying Agent or Registrar. Issuer reserves the right to name a substitute, successor Registrar or Paying Agent upon giving prompt written notice to each registered noteholder.

Section 10. Security for Notes. The Notes, together with interest thereon, shall be payable solely from the Project Fund. To pay the principal and interest on the Notes when it becomes due, there is hereby created a pledge of the receipts anticipated in such Fund to continue until the payment in full of the principal and interest on the Notes.

Section 11. Establishment of Project Fund. The Issuer hereby creates and establishes a USDA Water System Project Fund, into which Fund are hereby appropriated the following:

Proceeds of the Notes and also proceeds from the sale of not to exceed \$4,713,000 Water Revenue Capital Loan Notes heretofore authorized to be issued by Council action July 14, 2020

The funds so appropriated shall include in addition thereto all funds of the Issuer, including proceeds realized on the reinvestment of proceeds of the Notes, from which the Issuer is or may become obligated to pay under contracts for the construction of the project to the extent that proceeds of the Notes are applied to the payment thereof.

Section 12. Application of Project Fund. The proceeds of the sale of the Notes shall be deposited in the Project Fund for application to payment of Project Costs and the costs of issuance of the Notes to pay the principal of or interest on these Notes when due.

Disbursements for the payment of Project Costs shall be made by the City Treasurer upon receipt of vouchers approved by the Governing Body.

After completion of the Project, any moneys remaining in the Project Fund shall be held for the retirement of Notes. When all Notes are paid or payment is provided for, remaining moneys in the Project Fund may be withdrawn and used for any lawful purpose.

Section 13. Investments. Moneys in the Project Fund shall at all times be invested, to the extent practicable in Investment Securities maturing at such times and in such amounts as will make cash available for the purposes of such Fund as needed.

Section 14. Covenants with Noteholders. Issuer covenants and agrees, so long as any Notes herein authorized remain unpaid, that it:

- a. Will proceed to complete with all practicable dispatch the construction and acquisition of the Project;
- b. Will not make or cause or permit to be made any application of the proceeds of the Notes or of any moneys held in the Project Fund, except in accordance with the provisions of this Resolution;
- c. Will from time to time increase the amount of the appropriations to the Project Fund, to the extent necessary to assure that the expected receipts thereafter forthcoming, together with the Funds appropriated and held in trust for the purpose will be sufficient to pay when due the Notes as to both principal and interest.
- d. Will obtain the collection of funds and the proceeds of the sale of bonds anticipated to be received in the Project Fund and, if not paid from other sources, apply the same to the payment of the Notes and interest thereon; and
- e. For the prompt and full performance of the terms and provisions of this Resolution and contract with the noteholders, the Issuer pledges its full diligence and the exercise of its lawful powers.
- f. Furnish to Lender, within one hundred eighty (180) days after the close of each fiscal year of Issuer, a copy of the Issuer's Financial Report on Form F-66 (IA-2) for such fiscal year as filed with the Office of the Auditor of the State of Iowa.

Section 15. Contract Between Issuer and Purchaser. This Resolution constitutes a contract between the Issuer and the purchaser of the Notes.

Section 16. Non-Arbitrage Covenants. The Issuer reasonably expects and covenants that no use will be made of the proceeds from the issuance and sale of the Notes issued hereunder

which will cause any of the Notes to be classified as arbitrage bonds within the meaning of Section 148(a) and (b) of the Internal Revenue Code of the United States, and that throughout the term of the Notes it will comply with the requirements of the statute and regulations issued thereunder.

To the best knowledge and belief of the Issuer, there are not facts or circumstances that would materially change the foregoing statements or the conclusion that it is not expected that the proceeds of the Notes will be used in a manner that would cause the Notes to be arbitrage bonds. Without limiting the generality of the foregoing, the Issuer hereby agrees to comply with the provisions of the Tax Exemption Certificate and the provisions of the Tax Exemption Certificate are hereby incorporated by reference as part of this Resolution. The Treasurer is hereby directed to make and insert all calculations and determinations necessary to complete the Tax Exemption Certificate in all respects and to execute and deliver the Tax Exemption Certificate at issuance of the Notes to certify as to the reasonable expectations and covenants of the Issuer at that date.

Section 17. Additional Covenants, Representations and Warranties of the Issuer. The Issuer certifies and covenants with the purchasers and holders of the Notes from time to time outstanding that the Issuer through its officers, (a) will make such further specific covenants, representations and assurances as may be necessary or advisable; (b) comply with all representations, covenants and assurances contained in the Tax Exemption Certificate, which Tax Exemption Certificate shall constitute a part of the contract between the Issuer and the owners of the Notes; (c) consult with bond counsel (as defined in the Tax Exemption Certificate); (d) pay to the United States, as necessary, such sums of money representing required rebates of excess arbitrage profits relating to the Notes; (e) file such forms, statements and supporting documents as may be required and in a timely manner; and (f) if deemed necessary or advisable by its officers, to employ and pay fiscal agents, financial advisors, attorneys and other persons to assist the Issuer in such compliance.

Section 18. Additional Notes. Upon USDA RD/RUS approval of an increase in loan size above \$4,713,000, the Issuer may issue additional Project Notes of equal standing and parity of lien with these Notes for the purpose of paying Project Costs to the extent that funds appropriated to the Project Fund are adequate to pay all Notes so issued and interest thereon. Lender shall first have the option to agree to amend the Notes to increase the principal amount thereof\*, on the same terms as the Notes. If Lender declines to amend the Notes under said circumstances, the Issuer may issue Notes to another lender or purchaser up to the additional amount approved by USDA RD/RUS.

\* subject to prior approval of Ahlers & Cooney, P.C. as Bond Counsel, and compliance with all actions deemed necessary by Bond Counsel due to reissuance of the Notes.

The holder or holders of the Notes shall have all other rights and remedies given by law for the payment and enforcement of the Notes and the security therefor.

Section 19. Not Qualified Tax-Exempt Obligations. The Notes shall **not** be designated as qualified tax-exempt obligations as defined by Section 265(b) of the Internal Revenue Code of the United States, as amended.

Section 20. Severability Clause. If any section, paragraph, clause or provision of this Resolution be held invalid, such invalidity shall not affect any of the remaining provisions hereof, and this Resolution shall become effective immediately upon its passage and approval.

Section 21. Amendment of Resolution to Maintain Tax Exemption. This Resolution may be amended without the consent of any owner of the Notes if, in the opinion of bond counsel, such amendment is necessary to maintain tax exemption with respect to the Notes under applicable Federal law or regulations.

Section 22. Repeal of Conflicting Resolutions or Ordinances. That all ordinances and resolutions and parts of ordinances and resolutions in conflict herewith are hereby repealed.

Section 23. Paragraph Headings. The paragraph headings in this Resolution are furnished for convenience of reference only and shall not be considered to be a part of this Resolution.

[Signature Page to Follow]

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor

ATTEST:

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



ORDINANCE NO. 357

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF ADEL, IOWA, BY AMENDING PROVISIONS PERTAINING TO TOBACCO USE**

Be It Enacted by the City Council of the City of Adel, Iowa:

**SECTION 1. SECTION MODIFIED.** Section 46.01 of the Code of Ordinances of the City of Adel, Iowa, is repealed and the following adopted in lieu thereof:

**46.01 CIGARETTES AND TOBACCO.** It is unlawful for any person under 21 years of age to smoke, use, possess, purchase, or attempt to purchase any tobacco, tobacco products, alternative nicotine products, vapor products, or cigarettes. Possession of tobacco, tobacco products, alternative nicotine products, vapor products, or cigarettes by an individual under 21 years of age shall not constitute a violation of this section if the individual under 21 years of age possesses the tobacco, tobacco products, alternative nicotine products, vapor products, or cigarettes as part of the person's employment and said person is employed by a person who holds a valid permit under Chapter 453A of the *Code of Iowa* or who lawfully offers for sale or sells cigarettes or tobacco products.

*(Code of Iowa, Sec. 453A.2)*

**SECTION 2. SECTION MODIFIED.** Section 121.07 of the Code of Ordinances of the City of Adel, Iowa, is repealed and the following adopted in lieu thereof:

**121.07 PERSONS UNDER LEGAL AGE.** A person shall not sell, give, or otherwise supply any tobacco, tobacco products, alternative nicotine products, vapor products, or cigarettes to any person under 21 years of age. The provision of this section includes prohibiting person under 21 years of age from purchasing tobacco, tobacco products, alternative nicotine products, vapor products, and cigarettes from a vending machine. If a retailer or employee of a retailer violates the provisions of this section, the Council shall, after written notice and hearing, and in addition to the other penalties fixed for such violation, assess the following:

1. For a first violation, the retailer shall be assessed a civil penalty in the amount of \$300.00. Failure to pay the civil penalty as ordered under this subsection shall result in automatic suspension of the permit for a period of 14 days.
2. For a second violation within a period of two years, the retailer shall be assessed a civil penalty in the amount of \$1,500.00 or the retailer's permit shall be suspended for a period of 30 days. The retailer may select its preference in the penalty to be applied under this subsection.
3. For a third violation within a period of three years, the retailer shall be assessed a civil penalty in the amount of \$1,500.00 and the retailer's permit shall be suspended for a period of 30 days.
4. For a fourth violation within a period of three years, the retailer shall be assessed a civil penalty in the amount of \$1,500.00 and the retailer's permit shall be suspended for a period of 60 days.
5. For a fifth violation within a period of four years, the retailer's permit shall be revoked.

The Clerk shall give 10 days' written notice to the retailer by mailing a copy of the notice to the place of business as it appears on the application for a permit. The notice shall state the reason for the contemplated action and the time and place at which the retailer may appear and be heard.

*(Code of Iowa, Sec. 453A.2, 453A.22 and 453A.36[6])*

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

**SECTION 4. WHEN EFFECTIVE.** This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and approved this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Mayor

ATTEST:

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

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Third Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

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

ORDINANCE NO. 358

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF ADEL, IOWA, BY AMENDING PROVISIONS PERTAINING TO ANIMAL CONTROL

Be It Enacted by the City Council of the City of Adel, Iowa:

**SECTION 1. SECTION MODIFIED.** Section 55.01 of the Code of Ordinances of the City of Adel, Iowa, is repealed and the following adopted in lieu thereof:

**55.01 DEFINITIONS.** The following terms are defined for use in this chapter.

1. "Advertise" means to present a commercial message in any medium, including (but not limited to) print, radio, television, sign, display, label, tag, or articulation.

*(Code of Iowa, Sec. 717E.1)*

2. "Animal" means a nonhuman vertebrate.

*(Code of Iowa, Sec. 717B.1)*

3. "Animal shelter" means a facility which is used to house or contain dogs or cats, or both, and which is owned, operated, or maintained by an incorporated humane society, animal welfare society, society for the prevention of cruelty to animals, or other nonprofit organization devoted to the welfare, protection, and humane treatment of such animals.

*(Code of Iowa, Sec. 162.2)*

4. "At large" means off the premises of the owner and not under the control of a competent person, restrained within a motor vehicle, or housed in a veterinary hospital or kennel.

5. "Business" means any enterprise relating to any of the following:

*(Code of Iowa, Sec. 717E.1)*

A. The sale or offer for sale of goods or services.

B. A recruitment for employment or membership in an organization.

C. A solicitation to make an investment.

D. An amusement or entertainment activity.

6. "Commercial establishment" means an animal shelter, boarding kennel, commercial breeder, commercial kennel, dealer, pet shop, pound, public auction, or research facility.

*(Code of Iowa, Sec. 717B.1)*

7. "Fair" means any of the following:

*(Code of Iowa, Sec. 717E.1)*

A. The annual fair and exposition held by the Iowa State Fair Board pursuant to Chapter 173 of the *Code of Iowa* or any fair event conducted by a fair under the provisions of Chapter 174 of the *Code of Iowa*.

B. An exhibition of agricultural or manufactured products.

C. An event for operation of amusement rides or devices or concession booths.

8. "Game" means a "game of chance" or "game of skill" as defined in Section 99B.1 of the *Code of Iowa*.

*(Code of Iowa, Sec. 717E.1)*

9. "Injury" means an animal's disfigurement; the impairment of an animal's health; or an impairment to the functioning of an animal's limb or organ, or the loss of an animal's limb or organ.

*(Code of Iowa, Sec. 717.B1)*

10. "Livestock" means an animal belonging to the bovine, caprine, equine, ovine or porcine species, ostriches, rheas, and emus; farm deer (as defined in Section 170.1 of the *Code of Iowa*); or poultry.

*(Code of Iowa, Sec. 717.1)*

11. "Owner" means any person owning, keeping, sheltering, or harboring an animal.

12. "Pet" means a living dog, cat, or an animal normally maintained in a small tank or cage in or near a residence, including but not limited to a rabbit, gerbil, hamster, mouse, parrot, canary, mynah, finch, tropical fish, goldfish, snake, turtle, gecko, or iguana.

*(Code of Iowa, Sec. 717E.1)*

13. "Pound" means a facility for the prevention of cruelty to animals operated by the State, a municipal corporation, or other political subdivision of the State for the purpose of impounding or harboring seized stray, homeless, abandoned, or unwanted dogs, cats, or other animals; or a facility operated for such a purpose under a contract with any municipal corporation or incorporated society.

*(Code of Iowa, Sec. 162.2)*

14. "Research facility" means any school or college of medicine, veterinary medicine, pharmacy, dentistry, or osteopathic medicine, or hospital, diagnostic or research laboratories, or other educational or scientific establishment situated in the State concerned with the investigation of, or instruction concerning the structure or function of living organisms, the cause, prevention, control, or cure of diseases or abnormal conditions of human beings or animals.

*(Code of Iowa, Sec. 162.2)*

15. "Veterinarian" means a veterinarian licensed pursuant to Chapter 169 of the *Code of Iowa* who practices veterinary medicine in the State.

*(Code of Iowa, Sec. 717.B1)*

16. "Vicious dog" means:

A. Any dog which has attacked or bitten a human being or domestic animal one or more times, without provocation.

B. Any dog that has been trained for dogfighting, animal fighting or animal baiting or is owned or kept for such purposes.

C. Any dog trained to attack human beings, upon command or spontaneously in response to human activities except dogs owned by and under the control of the Police Department, a law enforcement agency of the State or United States or a branch of the armed forces of the United States.

**SECTION 2. SECTION MODIFIED.** Section 55.02 of the Code of Ordinances of the City of Adel, Iowa, is repealed and the following adopted in lieu thereof:

**55.02 ANIMAL NEGLECT.**

1. It is unlawful for a person who owns or has custody of an animal and confines that animal to fail to provide the animal with any of the following conditions for the animal's welfare:

*(Code of Iowa, Sec. 717B.3)*

A. Access to food in an amount and quality reasonably sufficient to satisfy the animal's basic nutrition level to the extent that the animal's health or life is endangered.

B. Access to a supply of potable water in an amount reasonably sufficient to satisfy the animal's basic hydration level to the extent that the animal's health or life is endangered. Access to snow or ice does not satisfy this requirement.

C. Sanitary conditions free from excessive animal waste or the overcrowding of animals to the extent that the animal's health or life is endangered.

D. Ventilated shelter reasonably sufficient to provide adequate protection from the elements and weather conditions suitable for the age, species, and physical condition of the animal so as to maintain the animal in a state of good health to the extent that the animal's health or life is endangered. The shelter must protect the animal from wind, rain, snow, or sun and have adequate bedding to provide reasonable protection against cold and dampness. A shelter may include a residence, garage, barn, shed, or doghouse.

E. Grooming, to the extent it is reasonably necessary to prevent adverse health effects or suffering.

F. Veterinary care deemed necessary by a reasonably prudent person to relieve an animal's distress from any of the following:

(1) A condition caused by failing to provide for the animal's welfare as described in this section.

(2) An injury or illness suffered by the animal causing the animal to suffer prolonged pain and suffering.

2. This section does not apply to any of the following:

A. A person operating a commercial establishment under a valid authorization issued or renewed under Section 162.2A of the *Code of Iowa*, or a person acting under the direction or supervision of that person, if all of the following apply:

(1) The animal, as described in Subsection 1, was maintained as part of the commercial establishment's operation.

(2) In providing conditions for the welfare of the animal, as described in Subsection 1, the person complied with the standard of care requirements provided in Section 162.10A[1] of the *Code of Iowa*, including any applicable rules adopted by the Department of Agriculture and Land Stewardship applying to: (i) a State licensee or registrant operating pursuant to Section 162.10A[2a] or [2b] of the *Code of Iowa*; or (ii) a permittee operating pursuant to Section 162.10A[2c] of the *Code of Iowa*.

B. A research facility if the research facility has been issued or renewed a valid authorization by the Department of Agriculture and Land Stewardship pursuant to Chapter 162 of the *Code of Iowa*, and performs functions within the scope of accepted practices and disciplines associated with the research facility.

**SECTION 3. SECTION MODIFIED.** Section 55.04 of the Code of Ordinances of the City of Adel, Iowa, is repealed and the following adopted in lieu thereof:

**55.04 ABANDONMENT OF CATS AND DOGS.** It is unlawful for a person who owns or has custody of a cat or dog to relinquish all rights in and duties to care for the cat or dog. This section does not apply to any of the following:

*(Code of Iowa, Sec. 717B.8)*

1. The delivery of a cat or dog to another person who will accept ownership and custody of the cat or dog.
2. The delivery of a cat or dog to an animal shelter or that has been issued or renewed a valid authorization by the Department of Agriculture and Land Stewardship under Chapter 162 of the *Code of Iowa*.
3. A person who relinquishes custody of a cat at a location in which the person does not hold a legal or equitable interest, if previously the person had taken custody of the cat at the same location and provided for the cat's sterilization by a veterinarian.

**SECTION 4. SECTION ADDED.** Chapter 55 of the Code of Ordinances of the City of Adel, Iowa, is amended by adding a new Section 55.16 which is hereby adopted to read as follows:

**55.16 TAMPERING WITH A RABIES VACCINATION TAG.** It is unlawful to tamper with a rabies vaccination tag.

*(Code of Iowa, Sec. 351.45)*

1. A person commits the offense of tampering with a rabies vaccination tag if all of the following apply:
  - A. The person knowingly removes, damages, or destroys a rabies vaccination tag as described in Section 351.35 of the *Code of Iowa*.
  - B. The rabies vaccination tag is attached to a collar worn by a dog, including as provided in Sections 351.25 and 351.26 of the *Code of Iowa*.
2. This section shall not apply to an act taken by any of the following:
  - A. The owner of the dog, an agent of the owner, or a person authorized to take action by the owner.
  - B. A peace officer.
  - C. A veterinarian.
  - D. An animal shelter or pound.

**SECTION 5. SECTION ADDED.** Chapter 55 of the Code of Ordinances of the City of Adel, Iowa, is amended by adding a new Section 55.17 which is hereby adopted to read as follows:

**55.17 TAMPERING WITH AN ELECTRONIC HANDLING DEVICE.** It is unlawful to tamper with an electronic handling device.

*(Code of Iowa, Sec. 351.46)*

1. A person commits the offense of tampering with an electronic handling device if all of the following apply:

A. The person knowingly removes, disables, or destroys an electronic device designed and used to maintain custody or control of the dog or modify the dog's behavior.

B. The electronic device is attached to or worn by the dog or attached to an item worn by the dog, including (but not limited to) a collar, harness, or vest.

2. This section shall not apply to an act taken by any of the following:

A. The owner of the dog, an agent of the owner, or a person authorized to take action by the owner.

B. A peace officer.

C. A veterinarian.

D. An animal shelter or pound.

**SECTION 6. SEVERABILITY CLAUSE.** If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

**SECTION 7. WHEN EFFECTIVE.** This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed by the Council on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and approved this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Mayor

ATTEST:

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

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Third Reading: \_\_\_\_\_

I certify that the foregoing was published as Ordinance No. \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

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

**Resolution No. 20-61**

**A RESOLUTION APPOINTING A REPRESENTATIVE TO THE CENTRAL IOWA REGIONAL HOUSING AUTHORITY BOARD OF DIRECTORS FOR A THREE-YEAR TERM**

**WHEREAS**, the City of Adel has considered and adopted a Resolution declaring the need for a Housing Authority in the City of Adel, said Resolution No. 80-03, dated January 28<sup>th</sup>, 1980 and;

**WHEREAS**, the City of Adel has adopted the Articles of Agreement creating the Central Iowa Regional Housing Authority (CIRHA), dated February 12, 1980, and;

**WHEREAS**, each member government shall have one representative and one alternate to CIRHA to serve for a term of three years, and;

**WHEREAS**, such representative and alternate shall be appointed by the Mayor with the approval of the Council.

**NOW THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ADEL, IOWA**, pursuant to the provision of Chapter 28E, Code of Iowa, 1981, and by virtue of our office, we hereby approve the Mayor's appointment of the persons hereinafter named to serve as representative and alternate to CIRHA, representing the City of Adel and to serve for a three year term, as specified above, respectfully from;

**Representative:** \_\_\_\_\_

**Alternate:** \_\_\_\_\_

Passed and Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

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

Attest: \_\_\_\_\_  
Angela Leopard, City Clerk



## HONOR THE CALL TO SERVE

Serving on a City Board or Commission is a great way to become involved in shaping the direction of your community. If you've ever wanted to become a part of the decision-making process, please visit the City's website to complete an application:

<https://adeliowa.org/permits-and-forms/serve-on-a-city-board-or-commission/>  
or contact the City Clerk at 515-993-4525 to request a copy of the application.

### **Central Iowa Regional Housing Authority – One Opening**

The Central Iowa Regional Housing Authority (CIRHA) provides rental assistance to families utilizing the Housing Choice Voucher program. Commitment for a Representative on the CIRHA Board is to attend the annual meeting once a year. If the Representative wishes, they can choose to be on the Executive Board that meets once a month. The Executive Committee is elected at the annual meeting. The Representative will receive information each month updating them on the monthly meetings. They will also receive an Annual meeting packet with financial information about the Housing Authority. The Representative will share the information with the City as necessary and update the City after the annual meeting. There are no requirements for an individual to become a Representative other than they cannot be a landlord with the CIRHA program. Terms are for three (3) years.

**\*Gender balance requires the appointment of one man OR one woman. We encourage all applicants to commit to attend approximately 80% of meetings annually.**

*Iowa Code 69.16A – Gender Balance requires City boards, commissions, and committees to be gender balanced. After a three-month good faith effort to correct a gender imbalance, all qualified applicants may be considered.*

*We anticipate appointing this position at the August 11 Adel City Council Meeting. Your attendance is not required, but we do encourage you to attend in case the Mayor or Council have any additional questions. Meeting details will be issued in the council packet.*

**APPLICATIONS SUBMITTED BY AUGUST 5 WILL BE INCLUDED  
IN THE COUNCIL PACKET ISSUED ON AUGUST 7**