



COMMITTEE OF THE WHOLE AGENDA

Tuesday, October 4, 2022 at 6:00 p.m.

Adel City Hall, 301 S. 10th Street, Adel, IA 50003

NEW BUSINESS

- a) September 6, 2022 Committee of the Whole Meeting Minutes
- b) Island Park
- c) Potential Dallas County Administration Building
- d) Greater Dallas County Development Alliance Membership
- e) Pavement Management Program
- f) Planning Services
- g) Lighting the Adel Entrance Signs
- h) Storm Water Rain Barrels
- i) AT&T Water Tower Lease Renewal

OTHER BUSINESS

ADJOURNMENT

Committee of the Whole

Tuesday, September 6, 2022 – Meeting Minutes

The City of Adel's Committee of the Whole met in the council chambers at Adel City Hall. McAdon called the meeting to order at 6:05 p.m. Members present: Christensen, McAdon, Miller, Ockerman, and Selby. Others present: City Administrator Brown, Public Works Director Overton, and McClure rep. Gary Brons.

NEW BUSINESS

a) August 2, 2022 Committee of the Whole Meeting Minutes

The committee did not have any comments and accepted the minutes as presented.

b) Subdivision Maintenance Bond Questions and Requirements

Brown provided a summary of the subdivision maintenance bond issues. The City Code requires subdividers (i.e., developers) to submit maintenance bonds for their subdivisions. The City's past practice has allowed subcontractors to submit these bonds instead.

Earlier this year, the City worked with engineering and legal to evaluate the practice. When City staff tried to require the developer of Eagle Vista Plat 2 to provide the maintenance bond, the developer objected. The developer stated that he may not be able to get the maintenance bonds and that other communities in the metro allow subcontractors to provide the maintenance bonds.

Brown stated that City Attorney Kristine Stone said the City can push the issue or accept the bonds from the subcontractors. Ockerman stated that Eagle Vista Plat 1 had problems with the trenching and compaction, not the paving. A different subcontractor was used on Eagle Vista Plat 2. Brons stated that supplemental standards, which many metro communities use, go beyond the Iowa Statewide Urban Design and Specifications (SUDAS) requirements.

Christensen stated he would prefer flexibility to allow subcontractors to provide bonds but requiring a developer as well if there are issues.

Christensen motioned, seconded by Ockerman, to recommend allowing subcontractor maintenance bonds for now, updating the City Code to allow this and to have flexibility on requiring the developer to provide a bond as well, and developing supplemental standards to SUDAS. Motion carried unanimously.

c) Southwest Basin Study Proposal

Brown stated that, over the past few years, the City has received inquiries about the area near the new elementary school. City staff recently worked with McClure to determine what needs to be studied in this area to support future development.

Brons stated the proposed study would cover the "Southwest Basin" and review projected sanitary sewer demands, how to convey those flows through the existing system, potential alternate routes, and high-level budgetary figures for future projects.

Ockerman noted that the main lift station on Old Portland Road will be a future issue. Brons stated that this lift station, which covers most of the established parts of town, was constructed in the 1960s and rehabilitated in 1989. This lift station has age and capacity limitations.

McAdon asked whether the study would look at project phases. Brons stated that the City may need to conduct flow monitoring in the future. The City last did this in 2011.

McAdon noted that the ADM School District has not conducted a recent facility planning study, so the need, timing, and location of a second middle school is unknown. Christensen stated that Adel is on a growth path given Waukee's rapid growth.

Ockerman motioned, seconded by Miller, to recommend approval of the study. Motion carried unanimously.

d) Snow Plow Truck Order

Brown stated that, due to supply chain issues, the new snow plow truck needed in a few years needs to be ordered now to lock in the prices. Overton stated that, while the truck pricing did not increase from the City's last truck in 2020, the equipment costs have increased \$50,000. The total cost will be approximately \$250,000. If the order is made soon, the truck and equipment are 1-2 years out from delivery. The City would pay for them in FY23-24 and FY24-25.

McAdon asked whether the old truck will be traded in. Overton stated that the supplier has quoted a price, but the City may sell it at auction or keep it depending on what the needs are in a few years.

Ockerman motioned, seconded by Christensen, to recommend the order. Motion carried unanimously.

e) Adding Two Seats to the Historic Preservation Commission

Brown stated that Mayor Peters and members of the Historic Preservation Commission (HPC) have requested the expansion of the commission from five to seven members. The HPC would like to see a long-time member rejoin and help work on a major downtown design guidelines project.

Brown noted that City staff has made changes to the application process after concerns were raised. The City has five appointed bodies, of which three bodies have seven members and two bodies have five members. In a brief legal review, the City Attorney has noted that reappointment is not guaranteed and that, while atypical, expanding the commission can be done with an ordinance change.

Ockerman noted that several boards and commissions struggle to achieve quorums and that expanding this commission would make it harder. Ockerman noted that the HPC should be involved with managing the museum, which is City-owned. McAdon stated that, while a separate advisory board is working with the museum, the council should weigh in on how the City and the museum are related. Ockerman noted that the museum building will become expensive to maintain in the coming years.

Christensen noted that this general discussion is not about specific people, but rather about the City setting up long-term processes and structure. Selby suggested the ordinances for the City's bodies should have meeting attendance requirements. Christensen suggested having a council committee interview prospective candidates for boards and commissions. McAdon noted that the City should train its members.

The committee agreed it would be productive to take a look at all the City's bodies, their ordinances, attendance, training, staff recommendations, and appointment process.

Ockerman motioned, seconded by Christensen, to recommend this general item to the council agenda and to prepare to research the ordinances and attendances accordingly. Motion carried unanimously.

f) Revising the Urban Chicken and Fowl Policy

Brown stated that the chicken policy, which was implemented in 2015, has been generally working well. However, City staff is proposing to eliminate the "consent of contiguous neighbors" requirement like the City has done with block parties and special events. The committee agreed with this approach.

Christensen suggested adding language to allow the City to enforce any public health emergencies. Other cities have language allowing them to order the destruction of diseased fowl.

OTHER BUSINESS

Miller asked how the new City Hall hours are working. Brown stated that, so far, several residents have been pleased with the change.

Miller asked about the highway connection to Eagle Vista Plat 3. Brons stated that the Iowa DOT may require future improvements (e.g., turn lanes) by the developer when traffic meets certain triggers.

Miller updated the committee on resident Robbie Fisher's questions about ADA requirements at the post office and ADA sidewalks.

Selby asked about potential traffic concerns near the new Scooters Coffee on HWY 6. Brown stated that City staff and the DOT did not allow direct access onto the highway. Otherwise, the project met all requirements.

Christensen noted that Adel Manor received a major state grant to rehabilitate the building.

ADJOURNMENT – 7:39 p.m.

Respectfully submitted: Anthony Brown, City Administrator