

**Adel City Council**  
**January 23, 2023 - Meeting Minutes**

The Adel City Council met in regular session at Adel Public Library Community Room, 303 S. 10th Street, Adel, Iowa on Monday, January 23, 2023. At 6:01 p.m., Mayor Peters called the meeting to order. The following answered roll: Christensen, McAdon, Miller, Selby, and Ockerman.

Staff Present: City Administrator Brown, Finance Director Sandquist, City Clerk Erickson, Public Works Director Overton, Parks and Recreation Director Schenck, Code Compliance Officer Nichols, Fire Chief Nemechek, Library Director Jayne, Police Chief Shepherd, and Police Lieutenant Book.

**COMMENTS FROM THE PUBLIC**

1. **Logan Mantz with Raccoon Valley Radio introduced himself and his role covering Dallas County.**

**NEW BUSINESS**

2.a. First Draft of the Fiscal Year 2023-2024 Budget

- a. Overview, 2022-2023 Goal Setting Session, Tax Levy Rate, LOST, Debt Service, and General Fund Revenues

**Brown stated that the new General Fund revenue is at a 22% increase due to tax abated homes coming online and new growth. There is an understanding of the great growth in Adel and how to continue to serve the community best. The tax levy rate will be almost the same as the previous year. The Local Option Sales Tax (LOST) is a critical revenue source for the City's Parks & Recreation operations and projects. Major projects being designed are a new well, the N. 15<sup>th</sup> St. Bridge replacement, and continuing the trails around Adel. Other projects discussed include the Wastewater Treatment Lab Admin Building and a pavement management study.**

- b. Police Department

**Shepherd and Book presented requests for a new officer position, a School Resource Officer vehicle, wages for on-call officers, and a technology upgrade for the body cameras.**

- c. Fire Department

**Nemechek presented requests for new Jaws of Life equipment, upgraded lights in the fire station, replacing AEDs, and winter clothing with the Adel Fire Department logo. Selby and Ockerman noted that there may be a consideration of buying land for a new fire station.**

- d. Library

**Jayne presented requests for upgrading a part-time staff position to a full-time staff position and more funds for physical and digital books. Jayne discussed the Teen Advisory Board, which is a group of volunteer teens that help with programming, working with younger kids, and the summer reading program.**

- e. Parks & Recreation Department

**Schenck presented requests for:**

- i. Parks

**New parks maintenance full-time staff position, a new gator utility vehicle, and converting the old water treatment plant into a Parks maintenance facility.**

- ii. Cemetery  
**Erickson and Sandquist presented a request for a new cemetery software program to relay cemetery records between the departments as well as with the public.**
- iii. Pool  
**Restoration of the slides.**
- iv. Recreation

f. Finance

**Brown presented the Council with requests to update the server.**

g. Zoning

**Nichols presented a request to increase the professional fees needed for new developments.**

h. Public Works (RUT, Water, Sanitary Sewer, and Storm Water)

**Overton presented requests for a new full-time staff member, a camera to inspect sewer pipes, a new snow plow ordered last year, a water valve exerciser, completing the salt storage shed, and a new pickup truck. Overton also provided the Council with an overview of the new water meter reading system. The Council discussed the need to develop a formal policy before deploying this system.**

i. External Requests

**Brown presented two changed external requests compared to FY22-23. The Greater Des Moines Partnership increased from \$750/year to \$2500/year. HIRTA didn't provide a funding request for FY22-23 but asked for just over \$14,000 for FY23-24. The Council asked City Staff to change the budget line wording from "HIRTA" to "Public Transportation."**

2.b. Next Steps for the FY23-24 Budget


**Brown asked anyone to reach out with questions. The max. levy rate will be published next week, followed by a public hearing on February 14. Sandquist is working on all budget line items. City staff will need feedback in the coming weeks to prepare for the final draft.**

**OTHER BUSINESS**

**Mayor Peters thanked City Staff for their hard work on the first draft of the budget.**

**ADJOURNMENT**

**Meeting was adjourned at 8:10 p.m.**

  
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James F. Peters, Mayor

Attest:   
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Carrie Erickson, City Clerk