



PUBLIC SAFETY COMMITTEE AGENDA
Monday, May 8, 2023 at 2:00 p.m.
Adel Public Safety Building, 102 S. 10th Street, Adel, IA 50003

NEW BUSINESS

- a) July 5, 2022 Public Safety Committee Meeting Minutes
- b) New Fire Station / Full-Time Fire Staff / Aerial Truck
- c) Fire Districts / Territory (e.g., Areas Served by the Cities of De Soto and Van Meter)
- d) Update on Orders of New Fire Trucks and Any Needed Equipment
- e) Clarify Fire Department / Fire Chief Reporting or Chain of Command
- f) Any Other Fire Department Items?
- g) Any Police Department Items?
- h) Dallas County Hazard Mitigation Plan – Capability Assessment and Actions

OTHER BUSINESS

ADJOURNMENT

Public Safety Committee
Tuesday, July 5, 2022 – Meeting Minutes

The City of Adel's Public Safety Committee met in the council chambers at Adel City Hall. Selby called the meeting to order at 7:14 p.m. Members present: McAdon, Ockerman, and Selby. Others present: Council Members Christensen and Miller, City Administrator Brown, and Police Chief Shepherd.

NEW BUSINESS

a) October 11, 2021 Public Safety Committee Meeting Minutes

Ockerman motioned, seconded by McAdon, to approve the minutes. Motion carried unanimously.

b) Barking Dogs

Selby stated that properties around Adel City Hall are complaining about barking dogs. Shepherd stated that the City's Code requires a formal complainant or witness to participate. The police officer cannot be the initiator, unlike a speeding violation. Shepherd stated that the residents complaining have been informed of this requirement but do not want to put their name on record.

Selby asked whether the City could have an ordinance prohibiting the number of animals someone owns. Shepherd stated that the Iowa Code has very loose rules on animal neglect. Shepherd is discussing these issues with the City Attorney. While some police departments do not act until there is a formal complaint, the Adel Police Department will talk with dog owners about the potential issues. McAdon stated that, under the circumstances and unless the residents formally complain, the department is doing its best.

c) Parking Around the Downtown Square

Selby asked how the City can address its downtown parking issues, specifically on Dallas County employees not parking in designated County parking lots. Ockerman noted that business owners have parked in two-hour parking spaces all day.

McAdon stated that, in the past, she has asked the County Board of Supervisors about the County employees, but the Board declined to act. Ockerman noted that some County staff report to elected officials and some report to the court system.

Shepherd stated that the Adel Police Department has spoken with the Adel Health Mart about parking strategies for downtown businesses. The committee suggested various ideas for enforcement (e.g., cameras, meters, signage, monitoring). Ockerman suggested emailing the County elected officials and the judges.

OTHER BUSINESS

ADJOURNMENT – 7:33 p.m.

Respectfully submitted: Anthony Brown, City Administrator

Notes from March 20, 2018

Public Safety Committee Meeting

- Mike: We continue to grow and we may see more commercial with East San

5) Future of Fire Dept.

- Mike: Time to get a committee together

↳ Bob: Strategic Planning, future of Fire Dept. will be very expensive

↳ Should form a committee to answer variety of questions

↳ Does the County need to go to a paid fire dept. and keep the volunteer system?

- Mike: 2 years ago, we talked about a fulltime FD
 - ↳ Future trucks will need new station
 - ↳ We may not be able to rely on other cities anymore

- Bob: For new/second station, don't worry about what's there now, just location

Notes from March 20, 2018

Public Safety Committee Meeting

- Mike: Need officers and a few firefighters, because their perspective is helpful

↳ Tim's term is up end of 2018
- Under Bylaws, can't run again.

↳ This is internal, so no council action

Where we're going and how we're going to get there

- Mike: Update in three months ^{Progress} (June)
Finalize in six months (September)

- Tim: Expansion?
↳ ~~South~~ Two mile radius
↳ R-16; South;

7:04pm

CITY OF ADEL CHAIN OF COMMAND

From the City's 2022 Employee Handbook

CITY DEPARTMENTS

1. Employee
2. Supervisor
3. City Administrator
4. Mayor
5. Personnel Committee
6. City Council

POLICE DEPARTMENT

1. Patrol officer
2. Sergeant
3. Lieutenant
4. Police Chief
5. Mayor
6. Public Safety Committee
7. City Council

FIRE DEPARTMENT

1. Firefighter
2. Fire Chief
3. Mayor
4. Public Safety Committee
5. City Council

CHAPTER 15

MAYOR

- 15.01 Term of Office
- 15.02 Powers and Duties
- 15.03 Appointments

- 15.04 Compensation
- 15.05 Voting

15.01 TERM OF OFFICE.

The Mayor is elected for a term of two years.

(Code of Iowa, Sec. 376.2)

15.02 POWERS AND DUTIES.

The powers and duties of the Mayor are as follows:

1. Chief Executive Officer. Act as the chief executive officer of the City and presiding officer of the Council, supervise all departments of the City, except for supervisory duties delegated to the City Administrator, give direction to department heads concerning the functions of the departments, and have the power to examine all functions of the municipal departments, their records and to call for special reports from department heads at any time.

(Code of Iowa, Sec. 372.14[1])

2. Proclamation of Emergency. Have authority to take command of the police and govern the City by proclamation, upon making a determination that a time of emergency or public danger exists. Within the City limits, the Mayor has all the powers conferred upon the Sheriff to suppress disorders.

(Code of Iowa, Sec. 372.14[2])

3. Special Meetings. Call special meetings of the Council when the Mayor deems such meetings necessary to the interests of the City.

(Code of Iowa, Sec. 372.14[1])

4. Mayor's Veto. Sign, veto, or take no action on an ordinance, amendment, or resolution passed by the Council. The Mayor may veto an ordinance, amendment, or resolution within 14 days after passage. The Mayor shall explain the reasons for the veto in a written message to the Council at the time of the veto.

(Code of Iowa, Sec. 380.5 & 380.6[2])

5. Reports to Council. Make such oral or written reports to the Council as required. These reports shall concern municipal affairs generally, the municipal departments, and recommendations suitable for Council action.

6. Negotiations. Represent the City in all negotiations properly entered into in accordance with law or ordinance. The Mayor shall not represent the City where this duty is specifically delegated to another officer by law, ordinance, or Council direction.

7. Contracts. Whenever authorized by the Council, sign contracts on behalf of the City.

8. Professional Services. Upon order of the Council, secure for the City such specialized and professional services not already available to the City. In executing the order of the Council, the Mayor shall act in accordance with this Code of Ordinances and the laws of the State.

9. Licenses and Permits. Sign all licenses and permits that have been granted by the Council, except those designated by law or ordinance to be issued by another municipal officer.

10. Nuisances. Issue written order for removal, at public expense, any nuisance for which no person can be found responsible and liable.

11. Absentee Officer. Make appropriate provision that duties of any absentee officer be carried on during such absence.

15.03 APPOINTMENTS.

The Mayor shall appoint the following officials:

(Code of Iowa, Sec. 372.4)

- 1. Mayor Pro Tem
- 2. Police Chief
- 3. Library Board of Trustees
- 4. Park and Recreation Board
- 5. Historic Preservation Commission

15.04 COMPENSATION.

The salary of the Mayor is \$4,000.00 per annum.

(Code of Iowa, Sec. 372.13[8])

15.05 VOTING.

The Mayor is not a member of the Council and shall not vote as a member of the Council.

(Code of Iowa, Sec. 372.4)

CHAPTER 21

CITY ADMINISTRATOR

21.01 Appointment and Term

21.04 Duties

21.02 Compensation

21.05 Council Relations

21.03 Qualifications

21.01 APPOINTMENT AND TERM.

The Council shall appoint, by majority vote of all members, the City Administrator, who shall hold office at the discretion of the Council.

21.02 COMPENSATION.

The City Administrator shall receive such annual salary and benefits as the Council shall from time to time determine and payment shall be made from the treasury of the City in the manner provided for the payment of compensation and allocation of benefits to other officers and employees of the City.

21.03 QUALIFICATIONS.

The City Administrator shall be a person competent by education and/or experience to perform the duties imposed upon such person by this chapter. The City Administrator:

1. Shall possess a college degree in public administration or a related field and have three years of experience in city administration or an equivalent combination of education and experience, as the Council may determine.
2. Following appointment, shall reside within the corporate limits of the City.
3. Shall devote full time to the diligent and faithful performance of duties hereunder and shall not, during the term as City Administrator, engage in any other employment or self-employment activities or endeavors or hold any other office or position, except with the approval of the Council, by motion.
4. Shall not, during the term as City Administrator, hold any position as officer or director of any "for-profit" organization which does business or carries on any activities in the City, nor shall the City Administrator own more than five percent of the outstanding stock of any corporation which does business or carries on activities within the City.

21.04 DUTIES.

The duties of the City Administrator are as follows:

1. Supervise enforcement and execution of the City ordinances and resolutions and applicable State and federal laws and regulations within the City.
2. Attend all meetings of the Council unless excused by the Mayor or a majority of Council members.
3. Recommend to the Council such measures as may be necessary or expedient for the good government and welfare of the City.
4. Have the general supervision and direction of the administration of the City government.
5. Supervise and conduct the business affairs of the City and cause accurate records to be kept by modern and efficient accounting methods.
6. Supervise the performance of all contracts for work to be done for the City, supervise all purchases of material, supplies and equipment, and insure that such material, supplies and equipment are received and are of the quality and character called for by the contract.
7. Supervise the construction, improvement, repair, maintenance and management of all City property, capital improvements and undertakings of the City, including the making and preservation of all surveys, maps, plans, drawings, specifications and estimates for capital improvements.
8. Be directly responsible to the Council for the administration of municipal affairs as set forth in this chapter. All departments of the City shall report and be responsible to the City Administrator except for the Police Department, which shall report to the Mayor. All departmental activity requiring the attention of the Council shall be brought before the Council by the City Administrator and all Council policy, concerning administration, shall be coordinated through the City Administrator.
9. Supervise and direct, through established procedures, all officers, departments and employees of the City, specifically including but not limited to fire, streets, sewers, waste disposal and central administration. To effectuate this responsibility, the City Administrator shall have the power and authority to employ such assistants and other employees for the City for which the Council has approved the position generally.
10. Represent the City, as directed by the Council, in all negotiations and relations with employees, contractors, consultants, other governmental units and civic organizations in which the City may have an interest.
11. Cooperate with, assist and advise all administrative agencies, City boards, and commissions and act as the Council's liaison and representative to such entities, and to assign staff to attend and/or attend City boards and commissions meetings and assure a correct

record of the proceedings are taken.

12. Investigate the performance and conduct of any department agency, officer or employee of the City, as deemed appropriate.
13. Supervise and assist City boards, commissions and all City departments in the preparation, administration and operation of the City's annual budget.
14. Make to the Council periodic reports on the general condition of the City in writing at such intervals as the Council directs.
15. Advise, assist, and consult with the City Attorney on all City legal matters.
16. Formulate and recommend employment and personnel policies, compensation schedules and benefits; to prepare and maintain job descriptions for all City employees, all with the approval of the Council.
17. Make recommendations to the Council and to participate in projects and endeavors to support and promote economic growth and development in the City.
18. Represent faithfully the Council and the City in intergovernmental relations.
19. Have the power to employ, reclassify, discipline, or suspend any employee under the City Administrator's direct control. The City Administrator shall also have the power to employ, reclassify, discipline, suspend or discharge any employee under the supervision and control of any department head, but only with the concurrence of the department head. The City Administrator shall not have the authority to employ or appoint, reclassify, discipline, suspend or discharge the Police Chief, Fire Chief, or the City Attorney. However, the City Administrator shall, when appropriate, recommend to the Council or Mayor action regarding such appointed officers or employees of the City and shall also recommend to and seek direction from the Council or Mayor when the City Administrator and a department head are not in agreement in regard to the employment, reclassification, suspension, discipline or discharge of a City employee.
20. Appoint, subject to Council approval, the Building Official.
21. Perform such other duties as the Mayor or Council may direct.

21.05 COUNCIL RELATIONS.

The City Administrator shall not participate in campaign activities in any City election, except by casting his or her vote, and shall not appoint an elected City official to any City office or employment.

CHAPTER 35

FIRE DEPARTMENT

35.01 Establishment and Purpose	35.09 Bylaws
35.02 Organization	35.10 Accidental Injury Insurance
35.03 Approved by Council	35.11 Liability Insurance
35.04 Training	35.12 Calls Outside Fire District
35.05 Compensation	35.13 Mutual Aid
35.06 Election of Officers	35.14 Authority to Cite Violations
35.07 Duties of Fire Chief	35.15 Emergency Ambulance Service
35.08 Obedience to Fire Chief	

35.01 ESTABLISHMENT AND PURPOSE.

A volunteer fire department is hereby established to prevent and extinguish fires and to protect lives and property against fires, to promote fire prevention and fire safety, and to answer all emergency calls for which there is no other established agency.

(Code of Iowa, Sec. 364.16)

35.02 ORGANIZATION.

The department consists of the Fire Chief and such other officers and personnel as may be authorized by the Council.

(Code of Iowa, Sec. 372.13[4])

35.03 APPROVED BY COUNCIL.

No person having otherwise qualified shall be appointed to the department until such appointment is submitted to and approved by a majority of the Council members.

35.04 TRAINING.

All members of the department shall meet the minimum training standards established by the State Fire Marshal and attend and actively participate in regular or special training drills or programs as directed by the Fire Chief.

(Code of Iowa, Sec. 100B.2[4])

35.05 COMPENSATION.

Members of the department shall be designated by rank and receive such compensation as shall be determined by resolution of the Council.

(Code of Iowa, Sec. 372.13[4])

35.06 ELECTION OF OFFICERS.

The department shall elect a Fire Chief and such other officers as its constitution and bylaws may provide, but the election of the Fire Chief shall be subject to the approval of the Council. In case of absence of the Fire Chief, the officer next in rank shall be in charge and have and exercise all the powers of Fire Chief.

35.07 DUTIES OF FIRE CHIEF.

The Fire Chief shall perform all duties required of the Fire Chief by law or ordinance, including (but not limited to) the following:

(Code of Iowa, Sec. 372.13[4])

1. Enforce Laws. Enforce ordinances and laws regulating fire prevention and the investigation of the cause, origin, and circumstances of fires.

2. Technical Assistance. Upon request, give advice concerning private fire alarm systems, fire extinguishing equipment, fire escapes and exits, and development of fire emergency plans.

3. Authority at Fires. When in charge of a fire scene, direct an operation as necessary to extinguish or control a fire, perform a rescue operation, investigate the existence of a suspected or reported fire, gas leak, or other hazardous condition, or take any other action deemed necessary in the reasonable performance of the department's duties.

(Code of Iowa, Sec. 102.2)

4. Control of Scenes. Prohibit an individual, vehicle, or vessel from approaching a fire scene and remove from the scene any object, vehicle, vessel, or individual that may impede or interfere with the operation of the Fire Department.

(Code of Iowa, Sec. 102.2)

5. Authority to Barricade. When in charge of a fire scene, place or erect ropes, guards, barricades, or other obstructions across a street, alley, right-of-way, or private property near the location of the fire or emergency so as to prevent accidents or interference with the firefighting efforts of the Fire Department, to control the scene until any required investigation is complete, or to preserve evidence related to the fire or other emergency.

(Code of Iowa, Sec. 102.3)

6. Command. Be charged with the duty of maintaining the efficiency, discipline, and control of the Fire Department. The members of the Fire Department shall, at all times, be subject to the direction of the Fire Chief.

7. Property. Exercise and have full control over the disposition of all fire apparatus, tools, equipment, and other property used by or belonging to the Fire Department.

8. Notification. Whenever death, serious bodily injury, or property damage in excess of \$200,000.00 has occurred as a result of a fire, or if arson is suspected, notify the State Fire Marshal's Division immediately. For all other fires causing an estimated damage of \$50.00 or more or emergency responses by the Fire Department, file a report with the Fire Marshal's Division within 10 days following the end of the month. The report shall indicate all fire incidents occurring and state the name of the owners and occupants of the property at the time of the fire, the value of the property, the estimated total loss to the property, origin of the fire as determined by investigation, and other facts, statistics, and circumstances concerning the fire incidents.

(Code of Iowa, Sec. 100.2 & 100.3)

9. Right of Entry. Have the right, during reasonable hours, to enter any building or premises within the Fire Chief's jurisdiction for the purpose of making such investigation or inspection that under law or ordinance may be necessary to be made and that is reasonably necessary to protect the public health, safety, and welfare.

(Code of Iowa, Sec. 100.12)

10. Recommendation. Make such recommendations to owners, occupants, caretakers, or managers of buildings necessary to eliminate fire hazards.

(Code of Iowa, Sec. 100.13)

11. Assist State Fire Marshal. At the request of the State Fire Marshal, and as provided by law, aid said marshal in the performance of duties by investigating, preventing and reporting data pertaining to fires.

12. Records. Cause to be kept records of the Fire Department personnel, firefighting equipment, depreciation of all equipment and apparatus, the number of responses to alarms, their cause, and location, and an analysis of losses by value, type and location of buildings.

13. Reports. Compile and submit to the Mayor and Council an annual report of the status and activities of the department as well as such other reports as may be requested by the Mayor or Council.

35.08 OBEDIENCE TO FIRE CHIEF.

No person shall willfully fail or refuse to comply with any lawful order or direction of the Fire Chief.

35.09 BYLAWS.

The department shall adopt bylaws as they deem calculated to accomplish the object contemplated, and such bylaws and any change or amendment to such bylaws before being effective, must be approved by the Council.

35.10 ACCIDENTAL INJURY INSURANCE.

The Council shall contract to insure the City against liability for worker's compensation and against statutory liability for the costs of hospitalization, nursing, and medical attention for volunteer firefighters injured in the performance of their duties as firefighters whether within or outside the corporate limits of the City. All volunteer firefighters shall be covered by the contract.

(Code of Iowa, Sec. 85.2, 85.61 and Sec. 410.18)

35.11 LIABILITY INSURANCE.

The Council shall contract to insure against liability of the City or members of the department for injuries, death or property damage arising out of and resulting from the performance of departmental duties within or outside the corporate limits of the City.

(Code of Iowa, Sec. 670.2 & 517A.1)

35.12 CALLS OUTSIDE FIRE DISTRICT.

The department shall answer calls to fires and other emergencies outside the Fire District if the Fire Chief determines that such emergency exists and that such action will not endanger persons and property within the Fire District.

(Code of Iowa, Sec. 364.4[2 & 3])

35.13 MUTUAL AID.

Subject to approval by resolution of the Council, the department may enter into mutual aid agreements with other legally constituted fire departments. Copies of any such agreements shall be filed with the Clerk.

(Code of Iowa, Sec. 364.4[2 & 3])

35.14 AUTHORITY TO CITE VIOLATIONS.

Fire officials acting under the authority of Chapter 100 of the *Code of Iowa* may issue citations in accordance to Chapter 805 of the *Code of Iowa*, for violations of State and/or local fire safety regulations.

(Code of Iowa, Sec. 100.41)

35.15 EMERGENCY AMBULANCE SERVICE.

The department is authorized to provide emergency ambulance or rescue services, and the accidental injury and liability insurance provided for herein shall include such operation.

Community Profile

City of Adel

**Dallas County
Hazard Mitigation Plan 2023**

Local Planning Team

Table ADL.1: Adel Local Planning Team

Name	Title	Jurisdiction
Kip Overton	Public Works Director	City of Adel
Bob Ockerman	Council Member	City of Adel

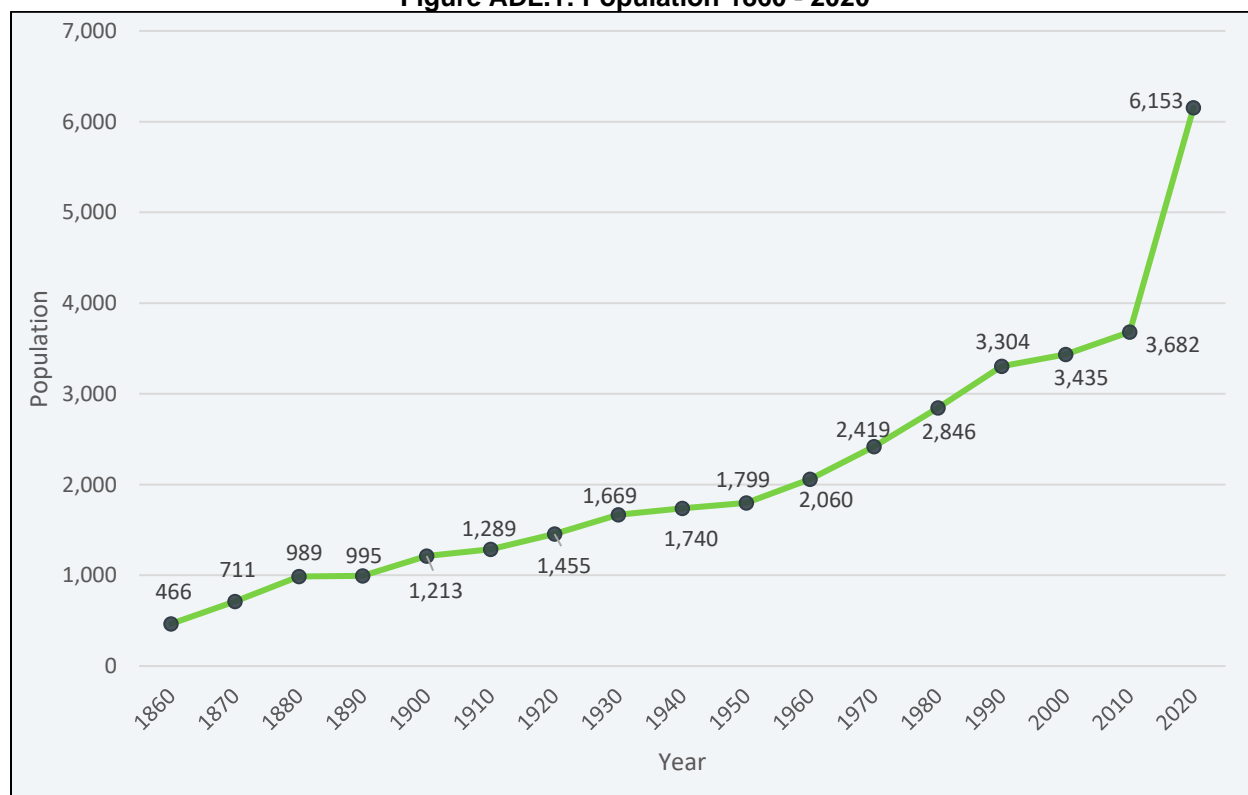
Location and Geography

The City of Adel is located in south central Dallas County and covers an area of 5.36 square miles. Major waterways in the area include the North Raccoon River, which runs along the north and east sides of the city, and Hickory Creek.

Demographics

Adel's population in 2020 was 6,153. The following figure displays the historical population trend from 1860 to 2020. This figure indicates that the population of Adel increased gradually from 1860 to 2010 and saw a dramatic increase from 2010 to 2020. Increasing populations are associated with increased hazard mitigation and emergency planning requirements for development. Increasing populations can also contribute to increasing tax revenues, allowing communities to pursue additional mitigation projects. Adel's population accounted for 6.2% of Dallas County's population in 2020.¹

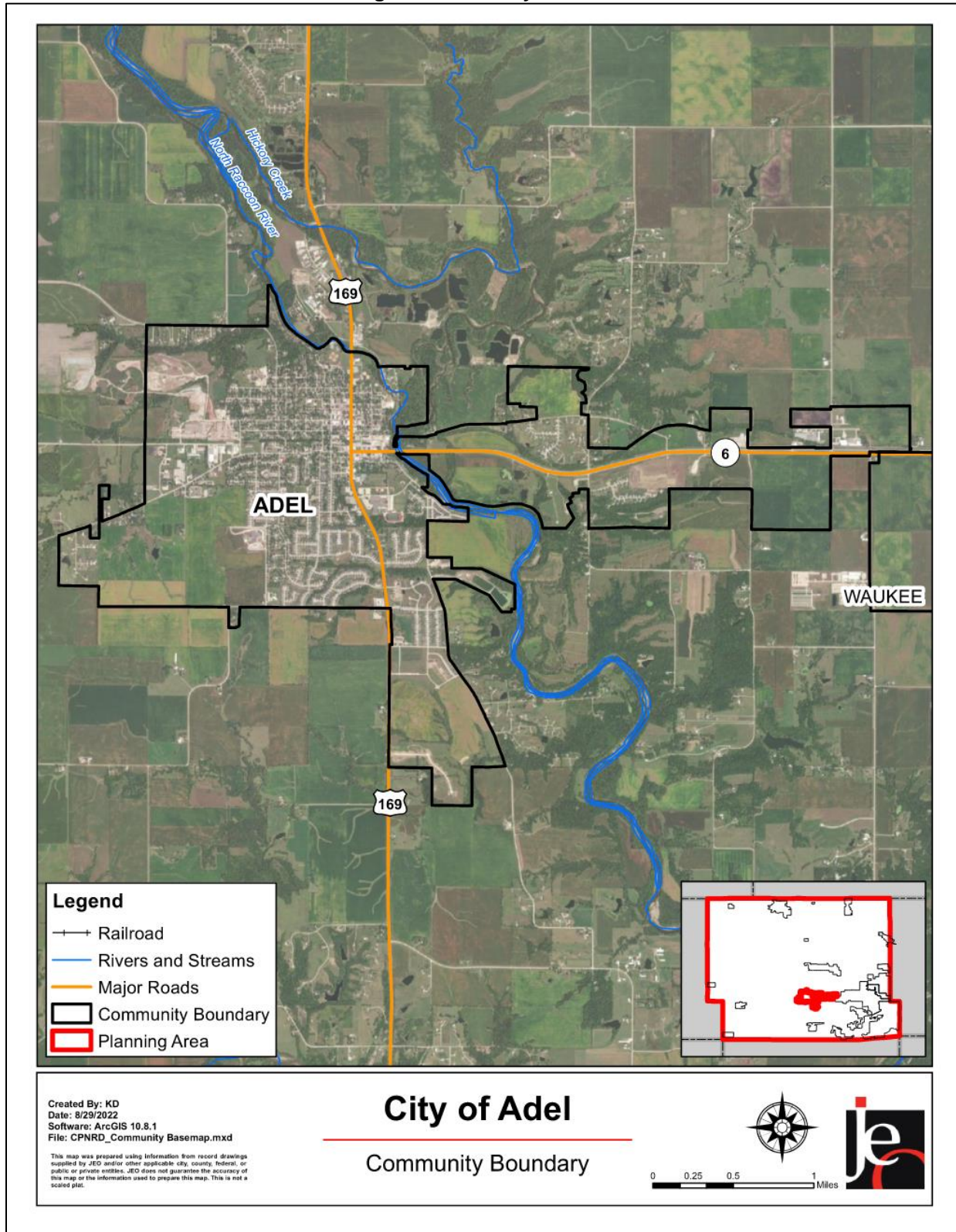
Figure ADL.1: Population 1860 - 2020



Source: U.S. Census Bureau

¹ United States Census Bureau. "2020 Census Redistricting Data (Public Law 94-171): P1: Race." <https://data.census.gov>.

Figure ADL.2: City of Adel

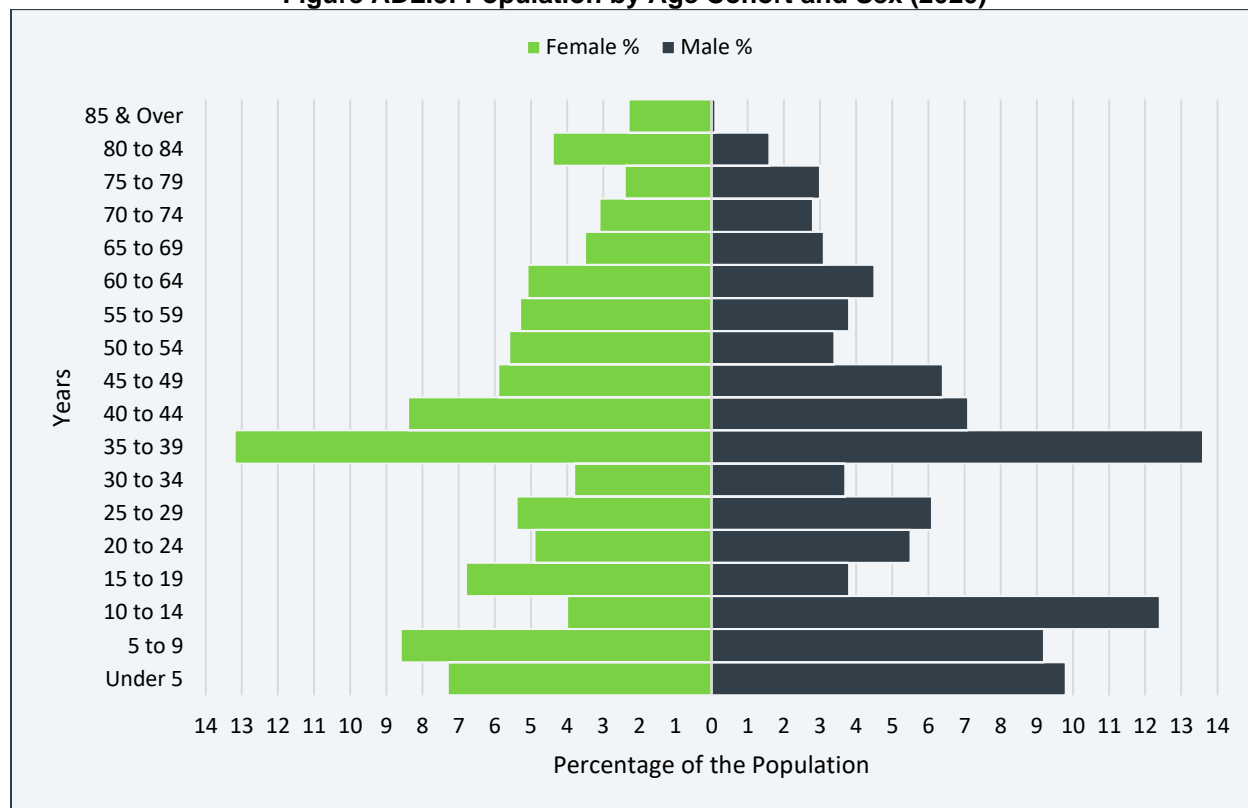


Section Seven: City of Adel Community Profile

The young, elderly, and minority populations may be more vulnerable to certain hazards than other groups. Looking at Adel's population:

- **6.6% is non-white.** Since 2010, Adel became more racially diverse. In 2010, 2.4% of the Adel's population was non-white. By 2020, 6.6% was non-white.^{2 3}
- **36.9 median age.** The median age of Adel was 36.9 years old in 2020. The population grew older since 2010, when the median age was 36.^{4 5}

Figure ADL.3: Population by Age Cohort and Sex (2020)



Source: U.S. Census Bureau⁴

The figure above shows Adel's population percentage broken down by sex and five-year age groups. Adel's population is younger with a higher percentage of the population below 40 years of age. This likely indicates a growing population in the years to come.

² United States Census Bureau. "2020 Census Redistricting Data (Public Law 94-171): P1: Race." <https://data.census.gov>.

³ United States Census Bureau. "2010 Census Redistricting Data (Public Law 94-171): P1: Race." <https://data.census.gov>.

⁴ United States Census Bureau. "2020 Census Bureau American Community Survey: S0101: Age and Sex." <https://data.census.gov>.

⁵ United States Census Bureau. "2010 Census Bureau American Community Survey: S0101: Age and Sex." <https://data.census.gov>.

Employment and Economics

Low-income populations, long distance commuters, and the unemployed may be more vulnerable to certain hazards than other groups. Adel's population has:

- **8.5% of people living below the poverty line.** The poverty rate (8.5%) in Adel was lower than the state's poverty rate (11.1%) in 2020.⁶
- **\$66,005 median household income.** Adel's median household income in 2020 (\$66,005) was about \$4,200 higher than the state (\$61,836).⁷
- **5.3% unemployment rate.** In 2020 Adel had a higher unemployment rate (5.3%) compared to the state (3.9%).⁸
- **35.7% of workers commuted 30 minutes or more to work.** More workers in Adel commuted 30 minutes or more to work than workers commuting less than 15 minutes (35.7% compared to 20.5%).⁹

Major Employers

Major employers for the city include Dallas County and Adel-DeSoto-Minburn Schools. According to the local planning team, approximately 66% of residents commute to other communities for work, including Des Moines, West Des Moines, and Urbandale.

Housing

The age of housing may indicate which housing units were built prior to the development of state building codes. Vacant housing stock may also be more vulnerable to hazard events if it is poorly maintained. Unoccupied housing may also suggest that future development may be less likely to occur. Communities with a substantial number of mobile homes may be more vulnerable to the impacts of high winds, tornadoes, and severe thunderstorms if those homes are not anchored correctly. Renter-occupied housing depends on the initiative of landlords for proper maintenance and retrofitting to be resilient to disasters. They are less likely than homeowners to have flood insurance, or to know their risks to flooding and other hazards.

- **42% of housing built prior to 1970.** Adel has a smaller share of housing built prior to 1970 than the state (42% compared to 50.4%).¹⁰
- **4.4% of housing units vacant.** Since 2010, Adel's vacancy rate decreased. In 2010 the vacancy rate was 4.7%. By 2020, 4.4% of housing units were vacant.^{11 12}

⁶ United States Census Bureau. "2020 Census Bureau American Community Survey: DP03: Selected Economic Characteristics." <https://data.census.gov>.

⁷ United States Census Bureau. "2020 Census Bureau American Community Survey: DP03: Selected Economic Characteristics." <https://data.census.gov>.

⁸ United States Census Bureau. "2020 Census Bureau American Community Survey: DP03: Selected Economic Characteristics." <https://data.census.gov>.

⁹ United States Census Bureau. "2020 Census Bureau American Community Survey: S0802: Means of Transportation to Work by Selected Characteristics." <https://data.census.gov>.

¹⁰ United States Census Bureau. "2020 Census Bureau American Community Survey: DP04: Selected Housing Characteristics." <https://data.census.gov>.

¹¹ United States Census Bureau. "2020 Census Bureau American Community Survey: DP04: Selected Housing Characteristics." <https://data.census.gov>.

¹² United States Census Bureau. "2010 Census Bureau American Community Survey: DP04: Selected Housing Characteristics." <https://data.census.gov>.

Section Seven: City of Adel Community Profile

- **1.9% mobile and manufactured housing.** The City of Adel had a smaller share of mobile and manufactured housing (1.9%) compared to the state (3.6%).¹³
- **28.5% renter-occupied.** The rental rate of Adel was 28.5% in 2020. The percentage decreased since 2010, when renter occupied housing was at 42.6%.^{14 15}

The city does host two locations with a large number of mobile homes. These sites are River Vista where there are 60 mobile homes and S. 11th St where there are 20 mobile homes.

Governance

A community's governance indicates the number of boards or offices that may be available to help implement hazard mitigation actions. Adel has a mayor, a five-member city council, and the following offices.

- City Manager
- Clerk/Treasurer
- Attorney
- Chief of Police
- Fire Chief
- Wastewater Plant Superintendent
- Water/Sewer Superintendent
- Solid Waste Superintendent
- Street Superintendent
- City Inspector
- Library Board Chairperson
- Parks Superintendent
- GIS/Zoning Administrator
- Public Works Director

Capability Assessment

The capability assessment consisted of a Capability Assessment Survey completed by the jurisdiction and a review of local existing policies, regulations, plans, and the programs. The survey is used to gather information regarding the jurisdiction's planning and regulatory capability; administrative and technical capability; fiscal capability; and educational and outreach capability.

¹³ United States Census Bureau. "2020 Census Bureau American Community Survey: DP04: Selected Housing Characteristics." <https://data.census.gov>.

¹⁴ United States Census Bureau. "2020 Census Bureau American Community Survey: DP04: Selected Housing Characteristics." <https://data.census.gov>.

¹⁵ United States Census Bureau. "2010 Census Bureau American Community Survey: DP04: Selected Housing Characteristics." <https://data.census.gov>.

Table ADL.2: Capability Assessment

Survey Components/Subcomponents		Yes/No
Planning & Regulatory Capability	Comprehensive Plan	Yes
	Capital Improvements Plan	Yes
	Economic Development Plan	Yes
	Emergency Operations Plan	Yes
	Floodplain Management Plan	No
	Storm Water Management Plan	No
	Zoning Ordinance	Yes
	Subdivision Regulation/Ordinance	Yes
	Floodplain Ordinance	Yes
	Building Codes	Yes
	National Flood Insurance Program	Yes
	Community Rating System	No
	Other (if any)	
Administrative & Technical Capability	Planning Commission	Yes
	Floodplain Administration	No
	GIS Capabilities	Yes
	Chief Building Official	Yes
	Civil Engineering	Yes
	Local Staff Who Can Assess Community's Vulnerability to Hazards	No
	Grant Manager	No
	Mutual Aid Agreement	Yes
	Other (if any)	
Fiscal Capability	Capital Improvement Plan/ 1 & 6 Year Plan	Yes
	Applied for grants in the past	Yes
	Awarded a grant in the past	Yes
	Authority to Levy Taxes for Specific Purposes such as Mitigation Projects	Yes
	Gas/Electric Service Fees	Yes
	Storm Water Service Fees	Yes
	Water/Sewer Service Fees	Yes
	Development Impact Fees	Yes
	General Obligation Revenue or Special Tax Bonds	Yes
	Other (if any)	
Education & Outreach Capability	Local citizen groups or non-profit organizations focused on environmental protection, emergency preparedness, access and functional needs populations, etc. Ex. CERT Teams, Red Cross, etc.	No
	Ongoing public education or information program (e.g., responsible water use, fire safety, household preparedness, environmental education)	No
	Natural Disaster or Safety related school programs	No

Survey Components/Subcomponents		Yes/No
	StormReady Certification	No
	Firewise Communities Certification	No
	Tree City USA	Yes
	Other (if any)	

Table ADL.3: Overall Capability

Overall Capability	Limited/Moderate/High
Financial resources needed to implement mitigation projects	Limited
Staff/expertise to implement projects	Limited
Community support to implement projects	Limited
Time to devote to hazard mitigation	Limited

Plan Integration

Adel has several planning documents that discuss or relate to hazard mitigation. Each plan is listed below along with a short description of how it is integrated with the hazard mitigation plan. The city will seek out and evaluate any opportunities to integrate the results of the current hazard mitigation plan into other planning mechanisms and updates.

Grants and Funding

The City of Adel's funds are sufficient to pursue new capital projects. A large portion of municipal funds have been dedicated to two new projects, a well-water treatment plant and a wastewater treatment plant. The amount of municipal funds has increased in recent years due to population and commercial growth in the city. The municipal budget currently includes several hazard mitigation planning projects. These projects are alter/warning sirens, backup generators, and an updated stormwater system. The city applied for and was awarded the USDA/RD, WTFAP, and DOT Bridge Funding grants in the last five years.

Building Code (2006)

The building code sets standards for constructed buildings and structures. The city has adopted the 2006 International Building Codes with multiple amendments made. These codes regulate and govern the conditions and maintenance of all property, buildings, and structures by providing the standards for supplied utilities, facilities, and other physical things and conditions essential to ensure that structures are safe, sanitary, and fit for occupation and use.

Comprehensive Plan (2020)

The comprehensive plan is designed to guide the future actions and growth of the city. It incorporates some of the goals and objectives included in the HMP. The Comprehensive Plan discusses flood hazards and limits density in areas adjacent to known hazardous areas. It contains goals and objectives aimed at Safe Growth, encourages infill development, "clustering of development" in sensitive areas, and the preservation of open space in hazard prone areas. Currently there is no plan or timeline for the next update of the city's Comprehensive Plan, but the next update will further incorporate the HMP by identifying areas in need of emergency shelters.

Floodplain Regulations (2018), Floodplain Ordinance (2022), Zoning Ordinance (2013), and Subdivision Regulations (2015)

The Zoning Ordinances are continually updated as needed and the corresponding Floodplain Ordinances is currently being updated. The Ordinances prohibit development within the floodplain and identify floodplain areas as parks of open space. They also limit population density in the floodplain and prohibit filling of wetlands. Furthermore, they limit development in the extraterritorial jurisdiction, include well setback requirements, and the ability to implement water restrictions. The ordinances do not require more than one foot of elevation above base flood elevation in the floodplain, discourage development along major transportation route, or consider wildfire and the wildland urban interface. The future ordinance updates will discourage development near chemical storage sites and future subdivision regulations will allow density transfers in hazard areas.

Water System Emergency Response Plan (2021)

Water system emergency response plans ensure the drinking water systems that serve the City of Adel are prepared to supply customers with drinking water in the event of an emergency. It includes identifying potential emergencies and how the utility will ensure water delivery in specific scenarios.

Wellhead Protection Plan (2021)

The purpose of wellhead protection plans is to protect the public drinking water supply wells from contamination. It includes identifying potential sources of groundwater contamination in the area.

Future Development Trends

In the last five years, many new developments have taken place in Adel. New buildings such as houses, businesses, a new Water Treatment Plant and a new Wastewater Treatment Plan have been built. Two new wells and a transmission main have been installed. The city has also built a new park and developed new streets. A new storage facility was also built, which is located within an inundation area near the North Raccoon River. In the next five years, the southern, eastern, and western portions of Adel are scheduled for new housing developments or new business or industry areas.

Community Lifelines

Transportation

Adel's major transportation corridors include U.S. Highway 169 and U.S. Highway 6, which meet on the east side of the city. The most traveled route is Highway 6 with an average of 8,400 vehicles daily, 564 of which are trucks.¹⁶ The Des Moines International Airport is located about 19 miles southeast of Adel. Local N. 15th Street is also a route of concern for the local planning team. Transportation information is important to hazard mitigation plans because it suggests possible evacuation corridors in the community, as well as areas more at risk of transportation incidents. The local planning team has indicated that it is unknown if there are any chemicals regularly transported along local routes and that the city has never experienced a chemical spill or other

¹⁶ Iowa Department of Transportation. 2020. "Iowa Traffic Data". Accessed May 2022.
<https://iowadot.maps.arcgis.com/apps/MapSeries/index.html?appid=0cce99afb78e4d3b9b24f8263717f910>.

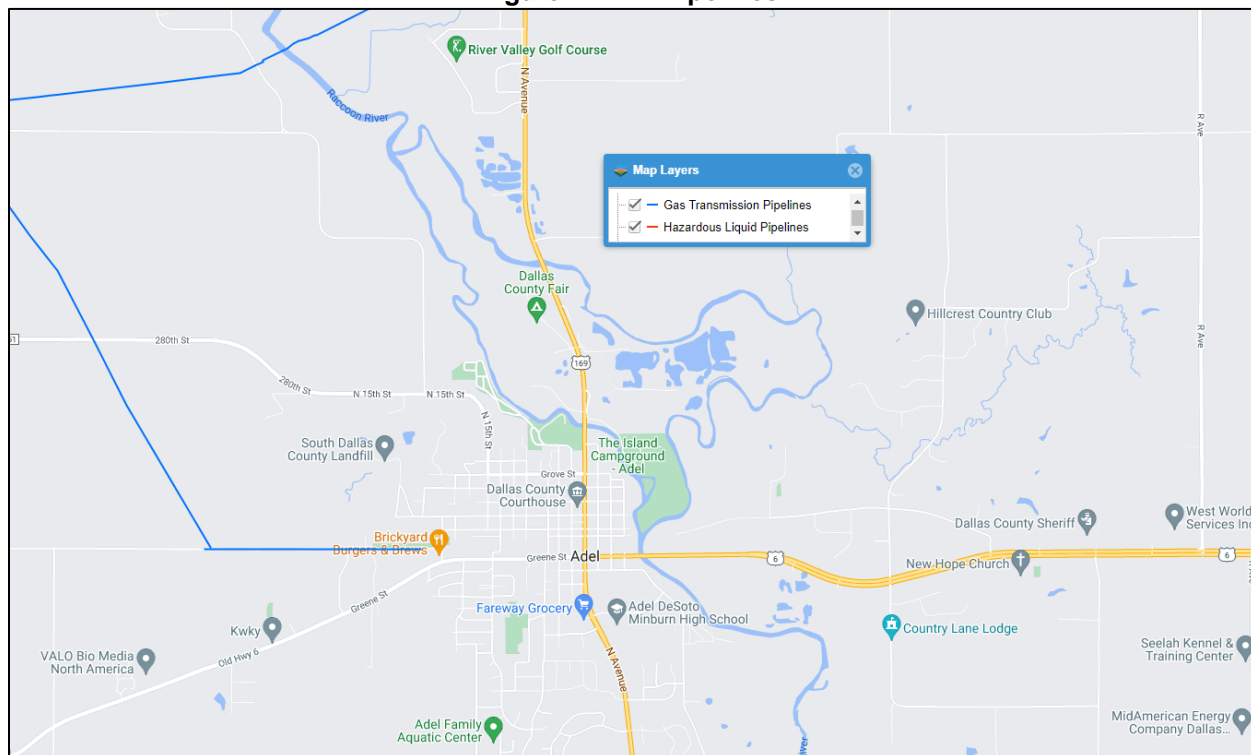
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significant transportation event. There are also no critical facilities located along the main transportation routes.

Hazardous Materials

There are gas transmission pipelines that travel near the city and can be seen as blue lines in the figure below.

Figure ADL.4: Pipelines



Source: National Pipeline Mapping System¹⁷

According to the Tier II System reports submitted to the Iowa Department of Natural Resources, there are 12 chemical storage sites in Adel that contain hazardous chemicals. In the event of a chemical spill, the local fire department and emergency response may be the first to respond to the incident.

Table ADL.4: Chemical Storage Sites

Facility Name	Address	Located in Floodplain?
Adel Maintenance No 2	516 Greene Highway	No
Adel Office & Maintenance Facility No 1	415 River Street	No
CenturyLink - Adel CO	908 Prairie Avenue	No
CIRM-- Adel Plant	301 S 6th Street	No
Dallas County Central Maintenance Facility	23380 250th Street Road	No
Ferrellgas	23601 Pasco Lane	No
Inland Coatings	26259 Highway 6	No

¹⁷ National Pipeline Mapping System. 2022. "Public Viewer." Accessed April 2022. <https://pvnpm.phmsa.dot.gov/PublicViewer/>.

Facility Name	Address	Located in Floodplain?
Landus Cooperative - Panther	23926 H Avenue	No
Manatts Inc--Adel	103 N. 19th Street	0.2% Floodplain
MidAmerican Energy-Dallas County Service Center	29817 R Ave	No
Northern Natural Gas - Redfield Production & Drill	2554 G Avenue	No
United Brick & Tile/ Glen-Gery Brickyard	1831 W Main Street	No

Source: E-Plan¹⁸

Health and Medical Facilities

The following medical and health facilities are located within the community.

Table ADL.5: Health and Medical Facilities

Name	Type of Facility	Address	Number of Beds
Adel Acres	Nursing Facility/ Skilled Nursing Facility	1919 Greene Street	50
Mercy Clinic	Health Clinic	1120 Greene St.	0

Source: Iowa Department of Inspections and Appeals¹⁹

Critical Facilities

The local planning team identified critical facilities that are vital for disaster response, public shelter, and essential for returning the jurisdiction’s functions to normal during and after a disaster per the FEMA Community Lifelines guidance. Critical facilities were identified during the original planning process and updated by the local planning team as a part of this plan update. The following table and figure provide a summary of the critical facilities for the jurisdiction.

Table ADL.6: Critical Facilities

CF #	Name	Mass Care (Y/N)	Generator (Y/N)	Floodplain (Y/N)
1	Kids Corner Two	N	N	N
2	Adel City Garage	N	N	N
3	Adel City Hall	N	N	N
4	Adel Public Works	N	N	N
5	Adel Public Library	N	N	N
6	Adel Mental Health	N	N	N
7	Adel Mercy Medical Clinic	N	Y	N
8	Adel Fire Department	N	Y	N
9	Lighthouse Of Christ Church	N	N	N
10	Rapids Street Baptist Church	N	N	N
11	United Methodist Church Adel	N	N	N

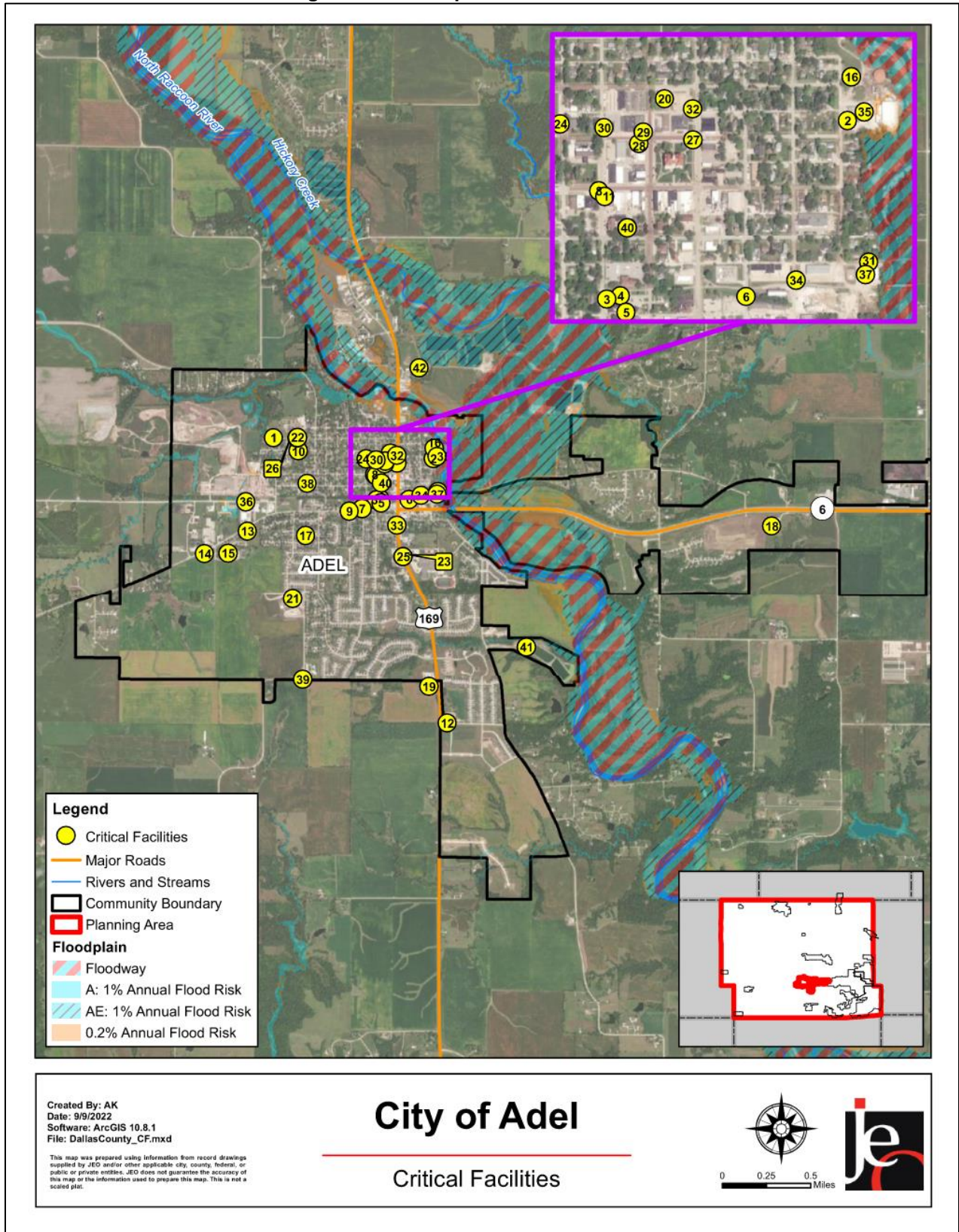
¹⁸ E-Plan – Emergency Response Information System. 2022. "Facility Search." Accessed November 2022. <https://erplan.net/eplan/actions/facilitySearch.htm>.

¹⁹ Iowa Department of Inspections and Appeals. "Direct Care Worker Registry & Health Facility Database." Accessed April 2022. <https://dia-hfd.iowa.gov/>.

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CF #	Name	Mass Care (Y/N)	Generator (Y/N)	Floodplain (Y/N)
12	St John's Catholic Church	Y	N	N
13	Adel Acres Nursing Home	N	Y	N
14	Adel Manor Greene St	N	N	N
15	Adel Manor Van Fossen	N	N	N
16	City Of Adel Sewage Treatment Plant	N	Y	N
17	Faith Lutheran Church	Y	N	N
18	New Hope Church	Y	N	N
19	Grace Lutheran Church	Y	N	N
20	First Christian Church	N	N	N
21	Meadow View Elementary ADM	N	N	N
22	A-D-M Elementary School	Y	N	N
23	A-D-M Middle School	Y	N	N
24	A-D-M School District Administration Building	Y	N	N
25	A-D-M Senior High School	Y	N	N
26	Adel-De Soto-Minburn School District Bus Garage	N	N	N
27	Dallas County Courthouse	N	Y	N
28	County Office Building – Assessor, Planning & Development	N	Y	N
29	County Office Building – Attorney, Central Services	N	Y	N
30	County Office Building – Auditor/Jail	N	Y	N
31	County Office Building - Engineer	N	N	N
32	County Office Building - Sheriff	N	Y	N
33	Dallas County EMS - Adel Station	N	Y	N
34	CSI Concrete	N	N	N
35	City of Adel Water Plant	N	Y	N
36	Glen Gery Brick	N	N	N
37	Dallas County Shop	N	N	N
38	Adel Water Tower 1	N	N	N
39	Adel Water Tower 2	N	N	N
40	CenturyLink - Adel Co	N	Y	N
41	City of Adel STP	N	Y	N
42	Ferrellgas	N	N	N

Figure ADL.5: Map of Critical Facilities



*Floodplain maps were created based on the available FIRM data at the time. Updated effective FIRM data was scheduled to be available on December 15, 2022. Please refer to FEMA's Flood Map Service Center for the current FIRM information.

Parcel Improvements and Valuation

The planning team requested GIS parcel data from the County Assessor as of July 2022. This data allowed the planning team to analyze the location, number, and value of property improvements at the parcel level. The data did not contain the number of structures on each parcel. A summary of the results of this analysis is provided in the following table.

Table ADL.7: Adel Parcel Improvements and Value in the 1% Annual Flood Risk Area

Total Number of Improvements	Total Improvement Value	Number of Improvements in Floodplain	Value of Improvements in Floodplain	% of Improvements in Floodplain
2,211	\$508,718,470	60	\$16,369,770	3%

Source: County Assessor, 2022

Table ADL.8: Adel Parcel Improvements and Value in the 0.2% Annual Flood Risk Area

Total Number of Improvements	Total Improvement Value	Number of Improvements in Floodplain	Value of Improvements in Floodplain	% of Improvements in Floodplain
2,211	\$508,718,470	81	\$9,198,110	4%

Source: County Assessor, 2022

Table ADL.9: Adel Flood Map Products

Type of Product	Product ID	Effective Date	Details
FIS Report	19049CV000C	12/15/2022	Flood Insurance Study
LOMA	19-07-1165A-190103	5/10/2019	Portion of property is outside SFHA
LOMA	20-07-0078A-190103	12/4/2019	Structure removed from SFHA
LOMA	21-07-0384A-190103	3/2/2021	Structure removed from SFHA

Source: FEMA Flood Map Service Center²⁰

Hazard Prioritization

The hazards discussed in detail below were selected by the local planning team from the county hazard list as the relevant hazards for the jurisdiction. The selected hazards were prioritized by the local planning team based on historical hazard occurrences, potential impacts, and the community’s capabilities. For additional discussion regarding area-wide hazards, please see *Section Four: Risk Assessment*.

Flooding

According to the NCEI, there were 20 flood events in Adel from 1996 to 2021. These events resulted in \$9,923,070 in property damage, but no injuries or fatalities. The local planning team indicated that in July 1993, the Raccoon River flooded at 1.3 times the 100-year flood discharge level and damaged all of the land adjacent to the river. Other floods that occurred in 2008, 2010, and 2020 destroyed the road at Island Park, the ball fields at FK Park, and resulted in other property damage. Since then, the city has erected a berm system with HESCO Barriers for flood control. The planning team indicated that they plan to raise the bridge on Highway 169 to avoid future floods closing the road.

²⁰ Federal Emergency Management Agency. 2022. “FEMA Flood Map Service Center.” Accessed December 2022. <https://msc.fema.gov/portal/advanceSearch>.

Residents from Adel responded to the public survey and reported that past impacts from this hazard include flooding at Kinnick Feller Park and Island Park, closing Highway 169, and damaging housing and roads, especially in the northern area of the city.

Adel has six NFIP policies in-force for \$857,800 as of June 2022. A FEMA Flood Insurance Study for Dallas County, including Adel, was revised in December 2018, and can be viewed on FEMA's Flood Map Service Center: <https://msc.fema.gov/portal/advanceSearch>. According to the IDNR, there are zero repetitive flood loss properties in Adel.

Infrastructure Failure – Storm Sewer

The local planning team identified this as a top hazard due to past occurrences of storm and sanitary sewers being inundated during any major rainstorm. The inundation of these sewers then leads to the flooding of local basements. The NCEI database records 14 instances of heavy rainfall having occurred in Adel, with 2015 and 2019 having experienced three and six heavy rainfall events respectively. The city has completed action to reduce their risk to the inundation of these sewers including upsizing and extending storm sewers with the 2017 street project and 2018 storm sewer project. Future planned actions such as new storm sewers and detention basins being installed in all new subdivisions will help increase the city's resilience against this hazard.

Severe Thunderstorms (Includes Hail and Lightning)

Severe thunderstorms are a regular part of the climate and weather for Adel. These storms can cause damage through heavy rain, lightning strikes, hail, and high winds. The NCEI reports 49 instances of severe thunderstorms occurring in Adel from 1998 to 2019. The typical damage seen caused by these severe thunderstorms was toppled trees and power poles or wires due to high winds. These storms caused a total of \$9,687,000 worth of damage across the impacted zones. Additionally, the local planning team reported that the 2020 derecho and 2022 spring storms resulted in power outages, downed trees, and road closures.

The most significant concern identified by the local planning team was the loss of life due to severe thunderstorms. This could occur through fires started via lightning strikes, someone being caught by a falling tree, or electric shocks caused by downed power lines or poles. Backup power generators have been installed everywhere but City Hall and the city offers text alerts via phones for severe weather. To reduce the risk from this hazard, the city has installed outdoor warning signs, added generators at the wells of the water treatment plant and all sewage pumping streets of the sewage treatment plant, and strives to keep trees trimmed. Additionally, the local planning team has trimmed trees and added storm sirens to reduce the city's risk to severe thunderstorms.

Severe Winter Storms

Severe winter storms are a regular part of the climate and weather for Adel. Severe winter storms include blizzards, ice accumulation, heavy snow, and winter storms. These storms can cause power outages during bitterly cold temperatures, road closures, and economic impacts. In March 1990 an ice storm hit Adel and resulted in downed power lines and tree branches and power outages across the city. According to the NCEI, there were 79 winter storm events in Dallas County from 1996 to 2021. One of these storm events in 2012 resulted in 7.8 inches of snowfall in Adel. These 79 events resulted in \$6,613,680 in property damages, with no injuries or deaths reported. Additionally, the USDA Risk Management Agency reported almost \$375,000 in crop damages from severe winter storm events from 2000 to 2021.

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The most significant concern identified by the local planning team was the loss of life due to severe thunderstorms. This could occur through individuals being caught out in the storms or power outages resulting in the loss of heating in homes. Currently, no loss of life or injury has occurred in Adel due to a severe winter storm. To reduce the risk from this hazard, the city keeps trees trimmed, has installed outdoor warning sirens, and has added snow removal equipment to the city's inventory. Roughly 25% of power lines within the city are buried, reducing the risk of power outage due to heavy snow and ice accumulation or downed trees. According to the local planning team, snow removal resources are sufficient to handle snow accumulation after a winter storm.

Tornado and Windstorms

The local planning team identified tornado and windstorm as a top hazard due to their prevalence in the area and potential for damage and loss of life. Windstorms are common across the county and can cause property and tree damage and brief power outages. Tornadoes are much less common, but the impacts can be far greater. Between 1996 and 2021, the NCEI recorded 31 high wind events in Dallas County and two tornadoes in Adel. The first tornado event occurred in May 2004 with an F1 tornado that tracked through open fields for the most part. This tornado resulted in \$2,000 in property damage and \$5,000 in crop damage. No deaths or injuries were reported. The second tornado event occurred in May 2013 with an EF0 tornado. No injuries or other damages were reported.

The most significant concern identified by the local planning team was the loss of life. This could occur if someone is caught out in the storm and is hit by debris or if the building they are in sustained disastrous damage. To reduce the risk from this hazard, the city has installed outdoor warning sirens and added generators at the wells of the water treatment plant and all sewage pumping streets of the sewage treatment plant. In the future, to reduce risk to the community, the local planning team plans on installing storm sirens and ensure trees are kept trimmed and healthy.

Mitigation Strategy

Completed Mitigation and Strategic Actions

Mitigation Action	Alert/Warning Sirens
Description	Install additional outdoor warning siren locations within the annexation area. Upgrade the current outdoor warning system to provide direct communication to residents via an outdoor warning verbal communications device.
Hazard(s)	All hazards
Estimated Cost	\$40,000
Funding	City General Fund, HMA
Timeline	5 years
Priority	High
Lead Agency	City Hall
Status	Completed – Updated as needed

Mitigation Action	Backup Generators
Description	Provide a portable or stationary source of backup power to redundant power supplies, municipal wells, lift stations and other critical facilities and shelters. The water treatment and sewer treatment facilities have been identified as needing generators.
Hazard(s)	All hazards
Estimated Cost	\$350,000 to \$750,000
Funding	City General Fund, HMA
Timeline	5+ years
Priority	High
Lead Agency	City Hall
Status	Completed-Generators have been installed everywhere but City Hall.

Continued Mitigation and Strategic Actions

Mitigation Action	Flood-prone Property Acquisition
Description	Voluntary acquisition and demolition of properties prone to flooding will reduce the general threat of flooding for communities. Additionally, this can provide flood insurance benefits to those communities within the NFIP. Repetitive loss structures are typically highest priority.
Hazard(s)	Flooding
Estimated Cost	\$250,000
Funding	City General Funds, HMA
Timeline	5 years
Priority	Low
Lead Agency	City Hall
Status	This mitigation action has not been started.

Mitigation Action	Improve Flood Control Structure
Description	Improve the berm/flood control structure to increase flood protection to residents and buildings. The city is vulnerable to flooding during times of excessive precipitation in the watershed. The flooding could put the city's water supply at risk to damage and puts residents in danger.
Hazard(s)	Flooding
Estimated Cost	\$150,000
Funding	City General Funds, HMA
Timeline	5 years
Priority	High
Lead Agency	City Hall
Status	Not started. The city currently has a structure with Hesco Barriers in place for flood control.

Mitigation Action	Safe Rooms
Description	Construct a saferoom at the aquatic center.
Hazard(s)	All hazards
Estimated Cost	\$75,000
Funding	City General Funds, HMA
Timeline	5 years
Priority	Medium
Lead Agency	City Hall
Status	This mitigation action has not been started.

Mitigation Action	Stormwater System and Drainage Improvements
Description	The feeder to Butler Creek needs to be upgraded and expanded as well as additional improvements to the stormwater system to carry water away during times of flash flooding. The system needs to be bigger to carry a larger volume of water to allow for redirection of the flash flood water.
Hazard(s)	Flooding
Estimated Cost	\$1,000,000 to \$3,000,000
Funding	City General Funds, HMA
Timeline	5-10 years
Priority	High
Lead Agency	City Hall
Status	This project is in progress

Mitigation Action	Stream Bank Stabilization/ Grade Control Structures/ Channel Improvements
Description	Stabilize 1200 ft. of streambank along the waterway from S. 6 th Street to S. 10 th Street along the bike path. Stream bed/grade stabilization improvements can serve to protect structures, increase conveyance, prevent down cutting, and provide flooding benefits more effectively.
Hazard(s)	Flooding
Estimated Cost	\$100,000-\$150,000
Funding	City General Funds, HMA
Timeline	3 years
Priority	Low
Lead Agency	City Hall
Status	This project is in progress

Plan Maintenance

Hazard Mitigation Plans should be living documents and updated regularly to reflect changes in hazard events, priorities, and mitigation actions. These updates are encouraged to occur after every major disaster event, alongside community planning documents (e.g., annual budgets and Capital Improvement Plans), during the fall before the HMA grant cycle begins, and/or prior to other funding opportunity cycles begin, including CDBG, Water Sustainability Fund, Revolving State Fund, or other identified funding mechanisms.

The local planning team is responsible for reviewing and updating this community profile as changes can occur before or after a major event. The local planning team will include the Public Works Director and a member of the City Council. The plan will be reviewed annually. The City Council Management will be responsible for including the public in the review and revision process.

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