

**Adel City Council**  
**March 25, 2024, 6:30 p.m. - Meeting Minutes**

The Adel City Council met in regular session at Adel City Hall, 301 S. 10th Street, Adel, Iowa on Monday, March 25, 2024. At 6:30 p.m., Mayor Peters called the meeting to order. The following answered roll: Christensen, McAdon, West, Selby, and Ockerman.

Staff Present: City Administrator Brown, Deputy City Administrator/Finance Director Sandquist, City Clerk Erickson, and Public Works Director Overton.

**COMMENTS FROM THE PUBLIC**

**CONSENT AGENDA**

- 2.a. Consider Approval of City Minutes Dated March 12, 2024  
**Motion by Ockerman, seconded by West, to approve the Consent Agenda.**  
**Roll: Ayes - Unanimous. Motion Carried.**

**NEW BUSINESS**

- 3.a. Consider Approval of Setting the Date for a Public Hearing for the Adoption of the Fiscal Year 2024-2025 Budget for Tuesday, April 9th, 2024 at 6:00 p.m.  
**Motion by Christensen, seconded by McAdon, to approve setting the date for a public hearing for the adoption of the fiscal year 2024-2025 budget for Tuesday, April 9<sup>th</sup>, 2024 at 6:00 p.m.**  
**Roll: Ayes - Unanimous. Motion Carried.**
- 3.b. Consider Approval of Estimate from Concrete Impressions for the City Hall Improvements Project - Sidewalk Renovation  
**City Administrator Brown shared that multiple estimates were requested and two were received. Both received estimates were similar and City staff is recommending approval of the estimate from Concrete Impressions for the project.**  
**Motion by Christensen, seconded by McAdon, to approve the estimate from Concrete Impressions for the City Hall Improvements Project – Sidewalk Renovation.**  
**Roll: Ayes - Unanimous. Motion Carried.**
- 3.c. Discussion / Possible Action of the Streets Committee's Recommendation to Move Forward with \$5,000,000.00 of the HR Green Pavement Management Program's Phase 1 Projects  
**Council Member West presented the Council that the street committee voted and approved to recommend \$5,000,000 of streets projects to be approved by the Council. West said that as streets projects were first on the priority list made from the Goal Setting Session approved in December, the streets committee wants to keep the ball moving forward. This item's approval would also be necessary to move forward on the RFQ process.**

**City Administrator Brown prepared the Council that the actual streets project that is decided upon could be more than the \$5,000,000.00 introduced.**

**Discussion ensued among the Council as to what needs to be discussed prior to deciding which streets project to move forward with as well as if a RFQ is needed. Council Member Ockerman encouraged the Council to get all the information for the extra infrastructure needs for the decided upon project as well as decide how the assessments will be split up between residents and the City. Council Member Christensen asked the Council to commit**

to \$5,000,000.00 for streets projects and then have those discussions to gather the information surrounding assessments and infrastructure as the project gets moving.

Council Member West stated that an RFQ is an obligation of the Council to get the best engineering firm to do the entire project of streets as well as water and sewer infrastructure.

**Motion by Christensen, seconded by West, to approve \$5,000,000.00 for streets improvements.**

**Roll: Ayes - Christensen, McAdon, West and Selby. Nays - Ockerman. Motion Carried.**

- 3.d. Discussion / Possible Action for the Streets Committee's Recommendation to Direct Staff to Begin the RFQ Process for An Engineering Firm for the Possible Streets Projects  
**Motion by Christensen, seconded by West, to direct staff to begin the RFQ process for streets improvement projects including all infrastructure associated with such projects, as well as to direct staff and Council to begin the process of gathering information on assessments, rates, and cost figures for the proposed projects.**  
**Roll: Ayes - Unanimous. Motion Carried.**

#### **OTHER BUSINESS**

1. City Administrator Brown asked the Council if they felt there was a need to have the Committee of the Whole meeting the following week. The only item that would be discussed was an update on the annexation progress and the Council said that update could be given at the April 9<sup>th</sup> City Council meeting.


2. City Administrator Brown had a call with Mainstay, the City's IT firm, about our server that we have had since 2012. It is at the end of its life and the City needs to move forward with moving all software and files to the cloud. The staff will bring an idea of a solution back to the Council.

#### **ADJOURNMENT**

Meeting was adjourned at 7:28 p.m.

  
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James F. Peters, Mayor

Attest:

  
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Carrie Erickson, City Clerk