

Adel City Council
January 22, 2024 - Meeting Minutes

The Adel City Council met in regular session at Adel City Hall, 301 S. 10th Street, Adel, Iowa on Monday, January 22, 2024. At 6:00 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, Public Works Director Overton, Parks and Recreation Director Schenck, Code Compliance Officer Nichols, Fire Chief Nemechek, Library Director Jayne, and Police Lieutenant Book.

COMMENTS FROM THE PUBLIC

NEW BUSINESS

- 2.a. Possible Closed Session. The Council may enter into closed session pursuant to Iowa code section 21.5(1)(c), *to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would likely to prejudice or disadvantage the position of the governmental body in that litigation.*

Motion by Ockerman, seconded by West, to enter closed session.

Roll: Ayes - Unanimous. Motion Carried.

Closed session began at 6:02 p.m.

Motion by Christensen, seconded by Ockerman, to exit closed session.

Roll: Ayes - Unanimous. Motion Carried.

Closed session concluded at 6:04 p.m.

- 2.b. Consider Approval of Counteroffer from Stephen and Margaret Kinney for Temporary Construction Easement for Evans Park Trail Connections Project

Motion by West, seconded by Selby, to approve the Kinney's monetary counteroffer in the amount of \$7,500.

Roll: Ayes - Unanimous. Motion Carried.

- 2.c. First Draft of the Fiscal Year 2024-2025 Budget

- a. Overview, Tax Levy Rate, LOST, Debt Service, and General Fund Revenues

Sandquist commented on the impacts of HF718 and the phase out of the previously utilized emergency fund levy. HF718 consolidates several general fund levies and the emergency levy into a combined general fund levy (CGFL). HF718 provides a mechanism for the CGFL to be reduced if non-TIF taxable growth triggers are met or exceeded. Adel was in the highest growth tier and therefore a 3% reduction factor was applied. This reduced our CGFL from \$8.37 to \$8.12622 for FY24-25. The goal of HF718 is to bring the CGFL back under or to the \$8.10 max rate over time. While the City is still able to accomplish a lot with this year's budget, we will need to consider the impacts of HF718 each year moving forward.

- b. Police Department

Book presented requests for another officer, an increase in the number of in car and body cameras leased, an additional vehicle, a mobile data terminal, one taser, two portable radios, and a new roof HVAC (50% of which will be funded by the fire department).

- c. Fire Department

Nemechek presented that the fire department is wanting to replace the F550 with a tahoe or suburban to maneuver around town easier and to use mainly for EMT response. Additionally, \$30,000 is budgeted for a needs assessment. This assessment will be all-encompassing to include the needs for a station and staffing.

- d. Library

Jayne presented that the Library will be adding a fifth full-time staff member while decreasing part-time staffing in FY24-25. He also presented future plans/needs such as increasing hours open on Fridays, the replacement of the HVAC system in 5-7 years, and the need for maintenance staff.

e. Parks & Recreation Department

Schenck presented requests for:

i. Parks

The Parks department is planning to purchase a Bobcat Toolcat (cost to be shared with Public Works), update the Evans Park restroom, and complete overlays of both the Kinnick-Feller and Evans Park trails.

ii. Cemetery

The future plans are to prepare another plat as spaces are filling up, complete an update to the cemetery road, and create an additional access point to the cemetery.

iii. Pool

Pool painting is planned for the fall of 2024.

iv. Recreation

Included budget for big wheel event to cover expenditures not covered by sponsors.

f. Finance

Sandquist commented that an assessment of external requests may be warranted to determine if Adel is receiving value from these organizations. Sandquist also mentioned that the Adel Historical Museum is in need of structural repairs. Council Member Ockerman suggested that the City employ a structural engineer to assess the complete structure of the museum and make a plan to maintain the building for the future.

g. Zoning

Nichols presented that the zoning department will be adding additional line items: hazardous sidewalk abatement and nuisance abatement.

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

Overton presented that the second part of the payment for a new snowplow is budgeted as well as the replacement of a water truck.

i. External Requests

2.d. Next Steps for the FY24-25 Budget


Sandquist shared that tax notices containing the maximum levy rates for all taxing authorities will be sent from Dallas County to all residents by March 20th. Dallas County would like to receive the City's max levy rate information by March 5th. The Council provided their blessing to move forward with what Sandquist has suggested for max tax levy.

OTHER BUSINESS


The Council discussed preparing for and putting together a comprehensive building and staff study in the budget for the following fiscal year.

ADJOURNMENT

Meeting was adjourned at 7:49 p.m.



James F. Peters, Mayor

Attest: 

Carrie Erickson, City Clerk