

The City Council met in regular monthly session pursuant to adjournment at 4:30 o'clock P.M. on May 2, 2016. A quorum was declared by Mayor Deb De Haan. The meeting was held in the Council Chambers, City Hall, 125 Central Ave SE, Orange City, Iowa.

Members Present: Council members Rod De Boer, Chad Oolman, Steve Roesner, Tony Vande Brake, and Earl Woudstra

Members Absent: None

Staff: Janet Brown, Mark Gaul, Jim Pottebaum, Kent Anderson, Bryan Gerritson, and Ken Meendering

Guests: Doug Calsbeek, Mike Hofman, Nicholas Acoba, Donovan Weldon, Cara Elbert, Matt Zwart, Jeff Joiner, Dave Goslinga, and Kristin Mellema

Agenda: A motion was made by Council member Chad Oolman and duly seconded by Council member Tony Vande Brake approving the tentative agenda as the official agenda. On call of the roll motion carried. The vote was as follows: AYES: Chad Oolman, Tony Vande Brake, Rod De Boer, Steve Roesner, Earl Woudstra; NAYS: None.

Approval of Minutes: The minutes of the April 18, 2016 council meeting were presented. A motion was made by Council member Rod De Boer and duly seconded by Council member Chad Oolman approving said minutes as published. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Chad Oolman, Steve Roesner, Tony Vande Brake, Earl Woudstra; NAYS: None.

Public Hearing on the Status of the CDBG Funded Activities for the Orange City Daycare Center Project: This being the time and place as advertised a public hearing was held on the status of the CDBG funded activities for the Orange City Daycare Center Project. Cara Elbert from the Northwest Iowa Planning and Development Commission was present and read the following:

**City of Orange City
CDBG Status Hearing on Funded Activities
Monday, May 2nd, 2016 4:30 p.m.**

This public hearing on the status of Community Development Block Grant (CDBG) funded activities is being held to comply with citizen participation requirements of Section 507 of the Housing and Community Development Act of 1987. The City of Orange City was awarded \$400,700 in CDBG funds on June 18th, 2014 to assist in constructing an addition to the Orange City daycare center.

The purpose of the hearing will be to discuss the status of activities and funding for the Orange City daycare project. This project was initiated to meet the increased daycare needs for a growing population in the cities of Orange City and Alton. This project will result in the construction of an addition to the daycare to include 5 classrooms, a conference room, and a new large multi-purpose room estimated to be just over 10,000 sq. feet and remodeling of an estimated 400 sq. feet of existing daycare facilities. The renovated space will be able to accommodate the daycare/preschool and Headstart needs of Orange City and Alton. The expanded daycare center will be able to accommodate upwards of 300 children.

General accomplishments to date include the completed construction of addition to the daycare facility. The addition is completed and ready for occupancy, in preparation of new children for preschool, Headstart and daycare services during this school year. A general description of remaining work on this project consists of only minor interior work such as landscaping, seeding or other miscellaneous tasks. Also, the contractor will be responsible for addressing any punch list items that need to be corrected or replaced within the facility. The CDBG contract performance target with the Iowa Department of Economic Development (IDED) ends on June 18th, 2017. It is expected that all project construction and related activities will be completed by the end of the contract performance period.

The total project budget as submitted in the CDBG application and under contract between the State of Iowa and Orange City is \$1,801,450, of which \$470,000 is federal CDBG funds and \$1,331,425 is local matching funds. The local matching funds are comprised of

contributions from the cities of Alton and Orange City, MOC-FV, Northwestern College bonds and funds from Orange City Municipal Utilities As of April 1st, 2016, the time of the last Request for Payment/Activity Status \$88,822 has been requested in federal CDBG funds and \$265,277.48 in local funds were expended, equating total expenditures of \$354,099.48. This equals approximately 19.66% of the original estimated project costs. Of the \$88,822 requested in CDBG funds, \$1,028,718.82 or 58% is for construction, \$160,265.86 or 100% is for architectural/engineering and \$2,208 or 11% is for CDBG administration. The construction contract was awarded to Kull Construction of Orange City in the amount of \$1,783,382. The contract for architectural services was awarded to Cannon Moss Brygger & Associates of Sioux City. Architectural and engineering invoices received to date have totaled an estimated \$160,265.86 with CDBG reimbursement amounting to \$40,483.16. CDBG grant administration invoices submitted by NW IA Planning & Development have totaled \$2,208 to date. There have been no other changes made to the CDBG project budget, performance targets, activity schedules, scope of project, location of project and objectives or beneficiaries.

The public hearing is now open to any comments.

The Mayor then called for comments from members of the audience and no one was heard speaking on the status of the CDBG funded activities for the Orange City Daycare Center Project. The Mayor then closed the time for the public hearing.

A motion was made by Council member Earl Woudstra and duly seconded by Council member Chad Oolman amending the Administration Contract to a fixed fee for the Engineer instead of a percentage. On call of the roll motion carried. The vote was as follows: AYES: Earl Woudstra, Chad Oolman, Rod De Boer, Steve Roesner, Tony Vande Brake; NAYS: None.

A motion was made by Council member Rod De Boer and duly seconded by Council member Tony Vande Brake amending the Architect Contract adding some Federal Compliance Assurance wording to Section 10. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Tony Vande Brake, Chad Oolman, Steve Roesner, Earl Woudstra; NAYS: None.

P's Pizza House Retail Utility Incentive: A motion was made by Council member Tony Vande Brake and duly seconded by Council member Chad Oolman approving the Retail Utility Incentive application of P's Pizza House located at 723 8th Street SE. On call of the roll motion carried. The vote was as follows: AYES: Tony Vande Brake, Chad Oolman, Rod De Boer, Steve Roesner, Earl Woudstra; NAYS: None.

Kopetsky's Ace Hardware Retail Encouragement Grant: A motion was made by Council member Steve Roesner and duly seconded by Council member Earl Woudstra approving the Retail Encouragement Loan application of Kopetsky's Ace Hardware located at 510 8th Street SE. They qualify for the maximum of 5,000 square feet at \$5.70/foot for a total of \$28,500. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Tony Vande Brake, Chad Oolman, Steve Roesner, Earl Woudstra; NAYS: None.

Planning and Zoning Commission Appointment: Upon recommendation of Mayor De Haan, a motion was made by Council member Earl Woudstra and duly seconded by Council member Chad Oolman approving the appointment of Joe Ivy to serve on the Planning and Zoning Commission for the remainder of Jamie Den Hartog's five year term which expires December 31, 2019. On call of the roll motion carried. The vote was as follows: AYES: Earl Woudstra, Chad Oolman, Rod De Boer, Steve Roesner, Tony Vande Brake; NAYS: None.

Set Public Hearing Date to Consider Fiscal Year 2015-2016 Budget Amendment: A motion was made by Council member Chad Oolman and duly seconded by Council member Rod De Boer setting 4:30 o'clock P.M. on May 16, 2016 as the time for a public hearing to consider the Fiscal Year 2015-2016 Budget Amendment. On call of the roll motion carried. The vote was as follows: AYES: Chad Oolman, Rod De Boer, Steve Roesner, Tony Vande Brake, Earl Woudstra; NAYS: None.

Natural Gas Public Awareness: Bryan Gerritson, Public Works Director, discussed natural gas public safety. No official action was taken.

Resolution Requesting the Assistance of the Staff of the Northwest Iowa Planning and Development Commission: A motion was made by Council member Tony Vande Brake and duly seconded by Council member Steve Roesner adopting a resolution requesting the assistance of the staff of the Northwest Iowa Planning and Development Commission to conduct a Housing Needs Assessment. On call of the roll motion carried. The vote was as follows: AYES: Tony

Vande Brake, Steve Roesner, Rod De Boer, Chad Oolman, Earl Woudstra; NAYS: None. The resolution was assigned number 5-2-16-1744 and appears in the official resolution book.

Liquor License Renewal Application: A motion was made by Council member Chad Oolman and duly seconded by Council member Tony Vande Brake approving the renewal application for a Class C Liquor License as submitted by 88 Chinese Restaurant. On call of the roll motion carried. The vote was as follows: AYES: Chad Oolman, Tony Vande Brake, Rod De Boer, Steve Roesner, Earl Woudstra; NAYS: None.

Dutch Front Committee Recommendation: JZ Dentistry has met with the Dutch Front Committee several times with different possible elevations for their new building to be constructed just east of the Holland Plaza area. The owners are reluctant to build a Dutch front and desire to use architecture and materials that the Committee does not feel are Dutch. The Committee recognizes that the owners have made efforts to comply but feels that somewhat of an impasse has been reached. As such, the Committee is giving no recommendation to the Council concerning the proposed front. Matt Zwart and Jeff Joiner were present to review the front and ask for a waiver to begin construction. They also shared that some of the drawings the Dutch Front Committee proposed to them required a different inside functionality which was unacceptable for their business. The Council discussed the purpose of the Dutch Front Committee but also understands a business wanting to construct a building they want, with the functionality they need to run their business, along with this property having height restrictions. After some discussion, a motion was made by Council member Earl Woudstra and duly seconded by Council member Tony Vande Brake to grant a waiver for the JZ Dentistry building, to have the owners work with Tony Vande Brake, Nora Mulder, and Ken Meendering to select one of their drawings that will fit in with the area the best, and give JZ Dentistry \$500 for some of the additional expenses incurred with all the different drawings brought to the Dutch Front Committee. On call of the roll motion carried. The vote was as follows: AYES: Earl Woudstra, Tony Vande Brake, Rod De Boer, Chad Oolman, Steve Roesner; NAYS: None.

Administrative Reports:

Scheduled Meetings:

May 16	Council Meeting, 4:30 P.M.
May 19-21	Tulip Festival
June 6	Council Meeting, 4:30 P.M.
June 20	Council Meeting, 4:30 P.M.

Oral reports: Bryan shared that all sump pumps need to be draining outside.

Council Comments: The Mayor called for comments from members of the Council and the following were heard. Earl asked Dave Goslinga to give an update on the Landsmeer Clubhouse remodeling. Dave reported that they are within weeks of having it finished. Tony shared hearing good comments about P's Pizza House and Ace Hardware opening soon. Chad has also heard some good comments on those new businesses; he also shared that the cemetery looks well-kept even with all the rain. Steve will be gone for the next two meetings.

Adjournment: No further business appearing it was therefore moved by Council member Rod De Boer and duly seconded by Council member Chad Oolman to adjourn. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Chad Oolman, Steve Roesner, Tony Vande Brake, Earl Woudstra; NAYS: None. Adjournment time was 5:45 o'clock P.M.

Deb De Haan, Mayor

ATTEST: _____
Janet Brown, City Clerk