

## NOTICE AND CALL OF COUNCIL MEETING

Governmental Body: The City Council of the  
City of Orange City, Iowa

Date of Meeting: August 2, 2021

Time of Meeting: 4:30 o'clock P.M.

Place of Meeting: Council Chambers, City Hall,  
125 Central Ave SE  
Orange City, Iowa


PUBLIC NOTICE IS HEREBY GIVEN that the above mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for said meeting is as follows:

1. Meeting called to order
2. Opening ceremonies
3. Approval of agenda
4. Citizen comments
5. Approval of minutes
6. Community Masterplan approval
7. TIF application
8. Joe's TV & Appliance Dutch Front reimbursement
9. Liquor license renewal applications
  - Los Tulipanes
  - Casey's
10. Administrative reports

11. Council comments

12. Adjournment

This notice is given at the direction of the Mayor pursuant to Chapter 28A, Iowa Code, as amended, and the local rules of said governmental body.

  
\_\_\_\_\_  
Janet Brown, City Clerk of the  
City of Orange City, Iowa

COUNCIL MEETING  
AGENDA NOTES  
August 2, 2021

1. The meeting will be called to order by Mayor Deb De Haan at 4:30 o'clock P.M.
2. Opening ceremonies. Pledge of Allegiance to our flag and a moment of silent prayer.
3. The agenda was prepared, posted and distributed in accordance with requirements of the Iowa Open Meeting Act.
4. This time is provided for citizen comments. It is suggested that if someone wishes to speak, we also ask for their residence. This time is intended for residents in the City limits.
5. The minutes of the July 19, 2021 council meeting are enclosed for your review. Exhibit 1
6. The planning process with ISG is complete. We have distributed the final report to the Mayor, City Council members, and Department Heads for review. Now that the process is complete, we are asking City Council for approval. A representative from ISG will attend the City Council meeting to answer any questions.
7. We have received a TIF application from Highland Post for the new processing facility that they are constructing at 1802 Albany Avenue S.E. They are constructing an 8,640 sq. ft. meat processing facility and will move the meat processing from Woudstra Meat Market downtown to the new facility. The project cost is estimated at \$1,200,000. Once completed, they will remodel the downtown location and expand their offerings there. They estimate to create 50 jobs between the two locations. The application is for a ten-year TIF rebate of up to \$164,352 in order to reimburse OCDC for the price of the lot. Staff has reviewed the application and recommends approval. Exhibit 2
8. The Dutch Front committee on May 27, 2020, recommended City Council to approve the Dutch Front for Joe's TV & Appliance. City Council at that time approved the allowable max funds for the project as a Renovated Dutch Front. Final invoicing received for the project totaled \$32,889.93 with 25% of that would be the max funds available. Matching funds for the approved Dutch Front would be \$8,222.48.
9. We have received renewal applications from Los Tulipanes for a Class C Liquor License and Casey's for Class E Liquor License. Everything is in order.
10. Administrative reports:

Scheduled Meetings:

August 16	Council Meeting, 4:30 P.M.
August 23	Filing period begins for Mayor/Council election
September 7	Council Meeting, 4:30 P.M.
September 16	Filing period ends for Mayor/Council election
September 20	Council Meeting, 4:30 P.M.
October 4	Council Meeting, 4:30 P.M.
October 18	Council Meeting, 4:30 P.M.

**If you would like additional information about an agenda item or another issue, that would help you or the Council as a whole, please feel free to let me know so I can either get it to you by email or by report at the meeting.**

**Earl Woudstra**  
**City Office**      **712-707-4885**  
**Cell phone**      **712-737-7115**  
**Email**              **earlw@orangecityiowa.com**

The City Council met in semi-monthly session pursuant to adjournment at 4:30 o'clock P.M. on July 19, 2021. 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 Aaron Beadner, Steve Roesner, Tony Vande Brake, and Rod De Boer via telephonic conference

Members Absent: Council member Daron De Jong

Staff: Earl Woudstra, Janet Brown, Mark Gaul, Jim Pottebaum, and Matt Van Schouwen

Guests: Doug Calsbeek and Mike Hofman

Agenda: A motion was made by Council member Aaron Beadner 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: Aaron Beadner, Tony Vande Brake, Rod De Boer, Steve Roesner; NAYS: None.

Citizen Comments: This time was provided for citizen comments and none were heard.

Approval of Minutes: The minutes of July 6, 2021 council meeting were presented. A motion was made by Council member Tony Vande Brake and duly seconded by Council member Aaron Beadner approving said minutes as published. On call of the roll motion carried. The vote was as follows: AYES: Tony Vande Brake, Aaron Beadner, Rod De Boer, Steve Roesner; NAYS: None.

Financial Report: The monthly financial report for June 2021, representing cash balances for all funds was presented, whereupon it was therefore moved by Council member Steve Roesner and duly seconded by Council member Tony Vande Brake approving the monthly financial report as published. On call of the roll motion carried. The vote was as follows: AYES: Steve Roesner, Tony Vande Brake, Aaron Beadner, Rod De Boer; NAYS: None.

Monthly Bills: A Summary of Warrants report listing bills from June 22, 2021 through July 19, 2021 was presented. A motion was made by Council member Steve Roesner and duly seconded by Council member Tony Vande Brake approving the monthly bills, subject to audit. On call of the roll motion carried. The vote was as follows: AYES: Steve Roesner, Tony Vande Brake, Aaron Beadner, Rod De Boer; NAYS: None.

Library Board Appointment: Upon recommendation of Mayor De Haan, a motion was made by Council member Aaron Beadner and duly seconded by Council member Tony Vande Brake approving the appointment of Ryan Doughan to the library board. Ryan will replace Jared Weber whose term expired on June 30, 2021. On call of the roll motion carried. The vote was as follows: AYES: Aaron Beadner, Tony Vande Brake, Steve Roesner, Rod De Boer; NAYS: None.

OCDC/City Memorandum of Understanding: A motion was made by Council member Tony Vande Brake and duly seconded by Council member Steve Roesner approving the 2021 Memorandum of Understanding with the Orange City Development Corporation. On call of the roll motion carried. The vote was as follows: AYES: Tony Vande Brake, Steve Roesner, Aaron Beadner, Rod De Boer; NAYS: None.

Administrative Reports:

Scheduled Meetings:

August 2	Council Meeting, 4:30 P.M.
August 16	Council Meeting, 4:30 P.M.
August 23	Filing period begins for Mayor/Council election
September 7	Council Meeting, 4:30 P.M.
September 16	Filing period ends for Mayor/Council election
September 20	Council Meeting, 4:30 P.M.

Oral reports: Earl thanked everyone for their help and attendance with the Customer Appreciation Picnic; recreation regular summer programs are completed; took down some failing to thrive trees in the downtown, working on a replacement plan with Greenworld; Prairie Winds Event Center has been busy and doing well. Matt explained the temporary water connection for

the City of Alton last week; reviewed that we are still in a water warning, the rain was nice but not enough to replenish.

Council Comments: The Mayor called for comments from members of the Council and the following were heard. Steve shared he was in Omaha last week after they had high wind storm damage where people had been out of power for four days, thankful for the underground electricity here.

Adjournment: No further business appearing it was therefore moved by Council member Tony Vande Brake and duly seconded by Council member Aaron Beadner to adjourn. On call of the roll motion carried. The vote was as follows: AYES: Tony Vande Brake, Rod De Boer, Aaron Beadner, Steve Roesner; NAYS: None. Adjournment time was 5:01 o'clock P.M.

\_\_\_\_\_  
Deb De Haan, Mayor

ATTEST: \_\_\_\_\_  
Janet Brown, City Clerk



**Application for assistance  
Through Tax Increment Financing**

Applicant Name Highland Post, LLC. % (OCDC, Inc.)  
(Business, Company/Developer)

Contact Person Martina Hoogland Title owner

Address 1802 Albany Avenue S.E.

City Orange City State IA Zip Code 51041

Telephone Number (712)-737-2913

**Provide a brief description of your project:**

Jr. & Kim Hoogland have partnered with Steve & Vonda Post to purchase Woudstra Meat Market. They would like to move the meat processing out of the downtown location and expand it at a new location at the Orange City Industrial Park. They will construct a 72 x 120 building (8,640 sq. ft.) that will cost approximately \$1,200,000.

City of Orange City  
phone: 712.702.4883  
fax: 712.702.4251

125 Central Ave SE Box 406  
Orange City, IA 51041  
orangecityiowa.com





Start Date: May 2021

Number of months to complete project? 9 months

Number of current full-time (FT) & part-time (PT) employees: FT 8 PT 22

How many new FT & PT employees will be added to the payroll: 24 Months 50(between both locations)\_\_\_?

Average annual wage for a new FT position: \$ \$17 per hour.

Will any existing jobs be eliminated if the project does not proceed? No Yes, # of jobs.

**What additional economic benefits besides job creation the community would realize?**

Additional sales tax. By moving the meat processing out of the downtown location to an expanded location, they will have greater processing capacity and will provide much needed meat processing for the region. Additionally, by moving the meat processing out of the downtown location, there will be an opportunity to remodel & expand the downtown location and to expand product offering and create a new retail destination for downtown Orange City.

City of Orange City  
phone: 712.797.8885  
fax: 712.797.4351

125 Central Ave SE Box 406  
Orange City, IA 51041  
orangecityiowa.com







**What form of TIF assistance requested? (I.e., Financial assistance, obtaining land or property from the city, assistance with utilities or streets, site improvements.) Explain.**

10-year TIF Rebate to OCDC to reimburse for lot of (\$164,352).

Approval Date \_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_

HIGHLAND POST, LLC  
(Applicant, Individual, General Partner, Trade Name, Corporation, Developer.)

By MARTINA HOOSLAND  
(Signature)

By MARTINA HOOSLAND  
(Type, Print)

Title: OWNER

city of orange city  
phone: 712.707.4005  
fax: 712.707.4391

125 Central Ave SE Box 406  
Orange City, IA 51041  
orangecityiowa.com

