

NOTICE AND CALL OF COUNCIL MEETING

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

Date of Meeting: December 5, 2022

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

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

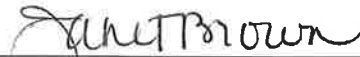
PUBLIC NOTICE IS HEREBY GIVEN that the above mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for said meeting is as follows:

1. Meeting called to order
2. Opening ceremonies
3. Approval of agenda
4. Citizen comments
5. Approval of minutes
6. Organizational reports
 - Dutch Heritage Boosters
 - Landsmeer Golf
7. Department reports
 - Electric
8. Strategic Planning summary
9. Administrative reports

10. Council comments

11. 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
December 5, 2022

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 November 21, 2022 and November 30, 2022 council meetings are enclosed for your review. Exhibit 1
6. Each year we ask affiliate organizations of the City to be present to renew their requests for funds which assist in the operation of their entities. Representatives from Dutch Heritage Boosters and Landsmeer Golf will be present.
7. Alan De Jong, representing the Electric Department, will be present for updates on activities in his department in the past year.
8. In Exhibit 2 you will find a summary of notes from the strategic planning session and the results of the project priority exercise.
9. Administrative reports:

Scheduled Meetings:

December 8	Employee Recognition Dinner, 6:00 P.M., PWEC
December 19	Council Meeting, 4:30 P.M.
January 3	Council Meeting, 4:30 P.M., TUESDAY
January 16	Council Meeting, 4:00 P.M., Budget
January 23	Council Meeting, 4:00 P.M., Budget

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 November 21, 2022. 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, Rod De Boer, Daron De Jong, Tony Vande Brake

Members Absent: None

Staff: Earl Woudstra, Janet Brown, Kurt Frederes, Jim Pottebaum, Kent Anderson, Luke Horkey, Brad De Jong, and Matt Van Schouwen

Guests: Doug Calsbeek, Alan Jeltema, Denny Vander Wel, Dan Roghair, Sarah Weber, Michael Toering, John Slegers, Ed Doppenburg, Amber Theis, Olivia Chapman, Ruth Chalstrum, and Sara Nessa

Agenda: A motion was made by Council member Aaron Beadner and duly seconded by Council member Daron De Jong approving the tentative agenda, as the official agenda. On call of the roll motion carried. The vote was as follows: AYES: Aaron Beadner, Daron De Jong, Rod De Boer, Tony Vande Brake; NAYS: None.

Citizen Comments: This time was provided for citizen comments and the following were heard. Ruth Chalstrum, a Northwestern College student, explained an assignment to select a topic to study about our community. Ruth and Amber Theis selected unstable housing and how to improve this for Sioux County. They held a meeting on November 17 at Trinity Church where 136 people attended. From that meeting and their research several people expressed concern about their housing – being able to afford it, how long they will be able to stay living there and finding an affordable place to live. Amber shared studies for Sioux County, including poverty level and median income. She expressed the need for emergency and long-term housing needs. She encouraged the Council to think about and to partner to find ways to solve this housing issue.

Council Appointment: A motion was made by Council member Tony Vande Brake and duly seconded by Council member Daron De Jong approving the appointment of Olivia Chapman to fill the vacancy created by the October 17, 2022 resignation of Steve Roesner. This appointment will end on December 31, 2023. On call of the roll motion carried. The vote was as follows: AYES: Tony Vande Brake, Daron De Jong, Aaron Beadner, Rod De Boer; NAYS: None.

Approval of Minutes: The minutes of the November 7, 2022 council meeting were presented. A motion was made by Council member Daron De Jong 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: Daron De Jong, Aaron Beadner, Rod De Boer, Tony Vande Brake; NAYS: None.

Financial Report: The monthly financial report for October 2022, representing cash balances for all funds was presented, whereupon it was therefore moved by Council member Tony Vande Brake and duly seconded by Council member Aaron Beadner approving the monthly financial report as published. On call of the roll motion carried. The vote was as follows: AYES: Tony Vande Brake, Aaron Beadner, Rod De Boer, Daron De Jong; NAYS: None.

Monthly Bills: A Summary of Warrants report listing bills from October 18, 2022 through November 21, 2022 was presented. A motion was made by Council member Tony Vande Brake and duly seconded by Council member Rod De Boer approving the monthly bills, subject to audit. On call of the roll motion carried. The vote was as follows: AYES: Tony Vande Brake, Rod De Boer, Aaron Beadner, Daron De Jong; NAYS: None.

Department Reports: This time was provided for Luke Horkey, representing the Street Department, and Denny Vander Wel, representing the Fire Department, to discuss with the Council accomplishments and priorities of their departments as the Council prepares for budget time. No official action was taken.

Public Hearing on the Vacation and Disposal of City Property – Alley: This was the time and place as advertised to hold a public hearing to consider the disposal of City owned real estate

known as the alley between Lots 1 and 8, Block 2, West First Addition at the request of Lee Van Kley and Michael Toering, adjacent property owners. Kurt Frederes stated the alley would be divided between the noted adjacent owners at a cost of \$464.00 each, the City would retain a 16' easement. The Mayor called for comments from members of the audience. Michael Toering stated that the streetlight and power to it currently runs on his property. He has spoken with Matt and Kurt about this, and they have agreed to move it back into the easement when it needs be. No written objections were filed. The Mayor then closed the time for the public hearing.

A motion was made by Council member Daron De Jong and duly seconded by Council member Tony Vande Brake adopting a resolution vacating and authorizing the disposal of the alley between Lots 1 and 8, Block 2, West First Addition to Lee Van Kley and Michael Toering for \$464.00 each. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Tony Vande Brake, Aaron Beadner, Rod De Boer; NAYS: None. The resolution was assigned number 11-21-22-2051 and appears in the official resolution book.

Public Hearing on the Matter of Adopting Plans, Specifications, Form of Contract and Estimate of Costs for the SW Wellfield Generator and Installation: This was the time and place as advertised to hold a public hearing to consider the plans, specifications, form of contract and estimate of costs for the SW Wellfield generator and installation. Matt Van Schouwen reviewed the project. The Mayor called for comments from members of the audience and no one was heard speaking for or against the proposed project. No written objections were filed. The Mayor then closed the time for the public hearing.

A motion was made by Council member Aaron Beadner and duly seconded by Council member Tony Vande Brake approving the plans, specifications, form of contract and estimate of cost for the SW Wellfield generator and installation. On call of the roll motion carried. The vote was as follows: AYES: Aaron Beadner, Tony Vande Brake, Rod De Boer, Daron De Jong; NAYS: None.

The Council then considered the bids that were opened on November 17, 2022. Three bids were received, with one bid needing to be rejected due to insufficient 10% bid bond.

A motion was made by Council member Tony Vande Brake and duly seconded by Council member Rod De Boer awarding the contract to West Branch Construction from Boyden in the amount of \$253,000. On call of the roll motion carried. The vote was as follows: AYES: Tony Vande Brake, Rod De Boer, Aaron Beadner, Daron De Jong; NAYS: None.

Western Area Power Administration (WAPA) Agreement Exhibits: Matt explained the City receives approximately one-third of our power supply from WAPA's system of dams on the Missouri River. On 1/1/2021, we renewed our contract with them for a 30-year extension. Included in this contract are several exhibits, two of which have now been updated. Exhibit B describes the electric service arrangements and Exhibit C details the energy delivery and metering. MRES attorneys and Brad De Jong have reviewed these documents. A motion was made by Council member Rod De Boer and duly seconded by Council member Tony Vande Brake approving the WAPA Agreement Exhibits. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Tony Vande Brake, Aaron Beadner, Daron De Jong; NAYS: None.

Preconstruction Agreement No. 2023-6-048 with the Iowa DOT: A motion was made by Council member Daron De Jong and duly seconded by Council member Tony Vande Brake approving the Preconstruction Agreement No. 2023-6-048 with the Iowa DOT for the construction of the roundabout at the intersection of Highway 10 and St. Paul and the third lane addition in the Commercieel Centrum area on Highway 10. The City will be paying for the third lane at an estimated cost of \$306,786.92 over a three year period, with the first payment being due at the time of completion. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Tony Vande Brake, Aaron Beadner, Rod De Boer; NAYS: None.

Annual Urban Renewal Report for Fiscal Year 2021-2022: A motion was made by Council member Rod De Boer and duly seconded by Council member Aaron Beadner approving the Annual Urban Renewal Report for fiscal year 2021-2022. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Aaron Beadner, Daron De Jong, Tony Vande Brake; NAYS: None.

Health Insurance: The renewal for the City health insurance plan through Wellmark has come back as a 10.5% increase. Van Engelenhoven Agency shared an alternative plan with United Health that would have kept premiums at the current rate. After additional review and consideration of options, the personnel committee recommends renewal of the Wellmark plan at the 10.5% increase. A motion was made by Council member Daron De Jong and duly seconded

by Council member Aaron Beadner approving to remain on the current health insurance plan with Wellmark with a 10.5% increase. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Aaron Beadner, Rod De Boer, Tony Vande Brake; NAYS: None.

Kanaal Huis Dutch Front Proposal: Upon recommendation of the Dutch Front Committee, a motion was made by Council member Rod De Boer and duly seconded by Council member Daron De Jong approving the allowable max funds of \$75,000 for the Kanaal Huis Residential Housing Complex located at 1311 Canal Court SE. The estimated cost for the Dutch front is \$715,834.70. Since the complex is located adjacent to the Highway Commercial District Dutch front funds are available with Council approval. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Daron De Jong, Aaron Beadner, Tony Vande Brake; NAYS: None.

Administrative Reports:

November 30	Strategic Planning Session, 9:00 A.M., PWEC
December 5	Council Meeting, 4:30 P.M.
December 8	Employee Recognition Dinner, 6:00 P.M., PWEC
December 19	Council Meeting, 4:30 P.M.
January 3	Council Meeting, 4:30 P.M.
January 16	Council Meeting, 4:00 P.M. , Budget

Oral reports: Earl provided updates on the strategic planning meeting scheduled for November 30; employee recognition dinner on December 8; City Hall roof repairs have been completed; began visits with property owners for easements along the Explorer Trail; working on second round of utility bills with the new software this week; police department is full staff now; more department reports coming at the next few meetings; will be doing Council orientation with Olivia on Wednesday.

Council Comments: The Mayor called for comments from members of the Council and none were heard. Mayor De Haan welcomed Olivia Chapman and reminded everyone of the Tulip Queen Pageant tonight.

Adjournment: No further business appearing it was therefore moved by Council member Daron De Jong and duly seconded by Council member Aaron Beadner to adjourn. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Aaron Beadner, Rod De Boer, Tony Vande Brake; NAYS: None. Adjournment time was 5:43 o'clock P.M.

Deb De Haan, Mayor

ATTEST: _____
Janet Brown, City Clerk

Council Meeting
November 30, 2022

The City Council met in special session pursuant to adjournment at 9:00 o'clock A.M. on November 30, 2022. A quorum was declared by Mayor Deb De Haan. The meeting was held at the Events Center, 908 8th Street SE, Orange City, Iowa.

Members Present: Council members Aaron Beadner, Olivia Chapman, Rod De Boer, Daron De Jong, and Tony Vande Brake

Members Absent: None

Staff: Earl Woudstra, Janet Brown, Kurt Frederes, Mitch Aalbers, Jim Pottebaum, Kent Anderson, Matt Van Schouwen, and Brad De Jong

Guests: Mike Hofman, Doug Calsbeek, and Marty Guthmiller

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, Olivia Chapman, Rod De Boer, Daron De Jong; NAYS: None.

Strategic Planning Session: The Council reviewed completed and current projects, discussed housing, financials, current and future opportunities/challenges, and set priorities for the upcoming year. The discussion also included items from the Community Development Plan. Marty Guthmiller was present to share health system updates on the canals, next 25 at Landsmeer and Prairie Ridge, 7th Street/Frankfort property. A Center for Healthy Living was also reviewed.

No official action was taken.

Council member Daron De Jong left the meeting at 3:00 o'clock P.M.

Adjournment: No further business appearing it was therefore moved by Council member Rod De Boer and duly seconded by Council member Aaron Beadner to adjourn. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Aaron Beadner, Olivia Chapman, Tony Vande Brake; NAYS: None. Adjournment time was 3:04 o'clock P.M.

Deb De Haan, Mayor

ATTEST: _____
Janet Brown, City Clerk

City of Orange City Strategic Planning Summary – November 30, 2022

Community Strengths

Safety – quality of Public Safety (police department)

Small town culture – quality of people

Quality of place – health system, public and private schools, Northwestern College

Strength of employees – autonomy of departments – cooperation – trust

Downtown area – park, business, programs (i.e. Arts on Central)

Leaders have been conservatively aggressive in promoting progress – growth is strategic

Municipal utilities

Solid churches – faith and values

Community Challenges

Lack of daycare options – staffing needs – 60+ openings

Work force needs – availability of workers to grow local business - wages

Economy of scale to attract new business – i.e. franchises

More worthwhile projects than available City funding

Housing – affordable needs to be re-defined – housing needs for workforce

Hard to be a new person in town – integrate into community

Restaurant needs

Identify and promote amenity that encourages people to select Orange City as home

Opportunities

Promoting Dutch Heritage – downtown – throughout community

Develop workforce housing

Canals impact on available housing mix

Business incubator – co-working spaces

Share franchise business success – i.e. Scooters, Jimmy Johns

Infrastructure in place for housing growth

Daycare support – relationship with NWC -

City of Orange City - Planning Session - November 30, 2022

Project Priority Spreadsheet

Elected - N=6

	Cost Estimate	Funding Source	#	Points	Ave
Subsidized Housing Development - modular/multi-family	\$500,000	TIF	6	41	6.83
Local Trails	\$700,000	GO Bond	5	41	8.20
Puddle Jumper Park - Phase II	\$700,000	GO Bond	5	36	7.20
18th Street to airport property - small commercial lots	\$1,800,000	RUT/TIF/GO Bond	5	34	6.80
Center for Healthy Living	\$5,000,000	GO Bond/Property Sale	6	29	4.83
Explorer Trail	\$2,300,000	GO Bond/RUT/General Utility Reserves	5	29	5.80
Street Repairs - replace seal coat streets	\$1,000,000	GO Bond, RUT	6	24	4.00
City Hall Upgrades - HVAC - including AC for Gym, Carpeting, Gym Floor	\$500,000	General Fund/GO Bonds	4	22	5.50
MOC-FV Elementary Street Projects - Delaware - 2nd Street	\$1,000,000	GO Bond/RUT	5	20	4.00
Town Border Station w/Alton	\$1,200,000	Gas Utility w/Alton	5	15	3.00
Fire Truck - Ladder	\$1,200,000	GO Bond, Grants	3	14	4.67
Pool Enhancements	\$1,000,000	GO Bond	3	11	3.67
Central Ave to NWC	\$500,000	GO Bond/General Fund	3	11	3.67

Other:

Other:

City of Orange City - Planning Session - November 30, 2022

Project Priority Spreadsheet

Staff - N=8

	Cost Estimate	Funding Source	#	Points	Ave
Subsidized Housing Development - modular/multi-family	\$500,000	TIF	8	56	7.00
18th Street to airport property - small commercial lots	\$1,800,000	RUT/TIF/GO Bond	7	46	6.57
Local Trails Bond issue for local trail system	\$700,000	GO Bond	7	42	6.00
MOC-FV Elementary Street Projects - Delaware - 2nd Street	\$1,000,000	GO Bond/RUT	8	41	5.13
City Hall Upgrades - HVAC - including AC for Gym, Carpeting, Gym Floor	\$500,000	General Fund/GO Bonds	7	40	5.71
Center for Healthy Living City share	\$5,000,000	GO Bond/Property Sale	5	33	6.60
Street Repairs - replace seal coat streets	\$1,000,000	GO Bond, RUT	7	31	4.43
Puddle Jumper Park - Phase II Restroom, Shelter, other amenities	\$700,000	GO Bond	7	30	4.29
Central Ave to NWC Sidewalks - Trees - Intersections	\$500,000	GO Bond/General Fund	6	30	5.00
Explorer Trail Destination Iowa	\$2,300,000	GO Bond/RUT/General Utility Reserves	6	29	4.83
Town Border Station w/Alton	\$1,200,000	Gas Utility w/Alton	4	22	5.50
Pool Enhancements Lazy river	\$1,000,000	GO Bond	4	14	3.50
Fire Truck - Ladder	\$1,200,000	GO Bond, Grants	2	9	4.50
Other: New City Hall			1	9	9.00
Other: Daycare			1	2	2.00

City of Orange City - Planning Session - November 30, 2022

Project Priority Spreadsheet

Combined - N=14

	Cost Estimate	Funding Source	#	Points	Ave
Subsidized Housing Development - modular/multi-family	\$500,000	TIF	14	97	6.93
Local Trails	\$700,000	GO Bond	12	83	6.92
18th Street to airport property - small commercial lots	\$1,800,000	RUT/TIF/GO Bond	12	80	6.67
Puddle Jumper Park - Phase II	\$700,000	GO Bond	12	66	5.50
MOC-FV Elementary Street Projects - Delaware - 2nd Street	\$1,000,000	GO Bond/RUT	13	61	4.69
City Hall Upgrades - HVAC - including AC for Gym, Carpeting, Gym Floor	\$500,000	General Fund/GO Bonds	11	62	5.64
Center for Healthy Living	\$5,000,000	GO Bond/Property Sale	11	62	5.64
Street Repairs - replace seal coat streets	\$1,000,000	GO Bond, RUT	13	55	4.23
Explorer Trail	\$2,300,000	GO Bond/RUT/General Utility Reserves	11	58	5.27
Central Ave to NWC	\$500,000	GO Bond/General Fund	9	41	4.56
Town Border Station w/Alton	\$1,200,000	Gas Utility w/Alton	9	37	4.11
Pool Enhancements	\$1,000,000	GO Bond	7	25	3.57
Fire Truck - Ladder	\$1,200,000	GO Bond, Grants	5	23	4.60
Other: New City Hall			1	9	9.00
Other: Daycare			1	2	2.00