

NOTICE AND CALL OF COUNCIL MEETING

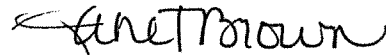
Governmental Body:	The City Council of City of Orange City, Iowa
Date of Meeting:	August 21, 2023
Time of Meeting:	4:30 o'clock P.M.
Place of Meeting:	Council Chambers, City Hall, 125 Central Ave SE Orange City, Iowa

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. Financial report
7. Monthly bills
8. Gelderland Second Addition approval
 - Public hearing
 - Resolution approving plat
9. Fire truck contract
10. State Farm Dutch front reimbursement
11. Employee picnic

12. Knight Center 28E Board of Control Operating Guidelines
13. Resolution ordering construction of the Southwest Well #4 Meter Building and setting public hearing date
14. Dutch front proposal
15. Administrative reports
16. Council comments
17. 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 21, 2023

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 August 7, 2023 council meeting are enclosed for your review. Exhibit 1
6. The monthly financial report represents cash balances for all funds. Exhibit 2
7. A Summary of Warrants report listing bills from July 22, 2023 through August 21, 2023 is enclosed for your review. Exhibit 3
8. This is the published time and place to hold a public hearing before considering approval of the proposed Final Plat of the Gelderland Second Addition. Planning and Zoning is recommending that the Council approve the Final Plat of this subdivision. Zoning of the Plat will be 15 lots R-1, Low Density Residential. Exhibit 4
9. The fire department has prepared specs and a contract for an aerial ladder. The fire department will be at the meeting to discuss. The dollar amount for the truck will be \$1,747,871. Staff is recommending cash flowing the truck chassis of \$505,223 in July of 2024 to take advantage of the discount, with the final balance in the summer of 2026. We would issue a GO Bond in the amount of \$1.7 million with the intention of reimbursing the general fund for the chassis. Exhibit 5
10. City Council on February 6, 2023 approved financing for a new Dutch front for the State Farm building located at 215 Central Ave. NE. The estimated cost for the Dutch front at this time was \$80,000.00. Dutch Front Committee approved the front excluding any funding for the backlit sign. Received invoices for the front are \$90,010.59, which included the cost of the backlit sign of \$4,454.61. Excluding the sign, the final cost is \$85,555.98 that would leave the City's reimbursement portion at \$42,777.99.
11. The Iowa State Code requires that we document a public purpose for employee recognition when something of value is given to an employee. The Council can indicate by motion that in recognition of the efforts of employees the City of Orange City would like to hold an employee picnic and give a gift of appreciation.
12. The Knight Center Board of Control approved the operating guidelines in an 8-0 vote. The next step is for City Council and Unity Board approval. The Operating Guidelines, and the original 28E Agreement are attached to this email for your reference. Exhibit 6

13. Plans and specs have gone out to bidders for the construction of the meter building for southwest well #4. We anticipate opening bids on August 30 and have the council act on them at the September 5 council meeting.
14. The Dutch Front Committee meet August 17 for the proposed Dutch mural for the Next Door Boutique building. Committee has recommended City Council to approve the allowable max funds for the project as a new Dutch mural. The proposed project will be located on the North side of the building. The estimated cost is roughly \$5,000.00. Exhibit 7
15. Administrative reports:

Scheduled Meetings:

August 22	Employee picnic, Windmill Park, 6:00
August 28	Council candidate filing period begins
September 5	TUESDAY , Council Meeting, 4:30 P.M.
September 18	Council Meeting, 4:30 P.M.
September 21	Council candidate filing period ends
October 2	Council Meeting, 4:30 P.M.
October 16	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**

Council Meeting
August 7, 2023

The City Council met in semi-monthly session pursuant to adjournment at 4:30 o'clock P.M. on August 7, 2023. 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 Daryl Beltman, Mark Bloemendaal, Olivia Chapman, Rod De Boer, and Daron De Jong

Members Absent: None

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

Guests: Doug Calsbeek, Shane Tymkowicz, and Mike Hofman

Agenda: A motion was made by Council member Daron De Jong and duly seconded by Council member Rod De Boer approving the tentative agenda, with the addition of DOT Presentation, as the official agenda. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Rod De Boer, Daryl Beltman, Mark Bloemendaal, Olivia Chapman; NAYS: None.

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

Approval of Minutes: The minutes of the July 17 council meeting were presented. A motion was made by Council member Daryl Beltman and duly seconded by Council member Olivia Chapman approving said minutes as published. On call of the roll motion carried. The vote was as follows: AYES: Daryl Beltman, Olivia Chapman, Mark Bloemendaal, Rod De Boer, Daron De Jong; NAYS: None.

Financial Report: The monthly financial report for June 2023, representing cash balances for all funds was presented, whereupon it was therefore moved by Council member Rod De Boer and duly seconded by Council member Daryl Beltman approving the monthly financial report as published. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Daryl Beltman, Mark Bloemendaal, Daron De Jong, Olivia Chapman; NAYS: None.

Monthly Bills: A Summary of Warrants report listing bills from June 20, 2023 through July 21, 2023 was presented. A motion was made by Council member Daron De Jong and duly seconded by Council member Olivia Chapman approving the monthly bills, subject to audit. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Olivia Chapman, Mark Bloemendaal, Daryl Beltman, Rod De Boer; NAYS: None.

DOT Presentation: Shane Tymkowicz, with the Iowa DOT, was present to provide an update on the roundabout project. The planned opening is scheduled for August 18. Tim shared statistics and reasons for the choice of the roundabout, along with navigation instructions. No official action was taken.

Partial Vacation of Gelderland First Addition: This being the time and place as advertised a public hearing was held to consider the partial vacation of Gelderland First Addition. Earl reviewed the partial vacation is needed to allow the development of single-family dwelling units in the area. The Mayor called for comments from members of the audience and no one was heard speaking for or against the proposed vacation. 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 Mark Bloemendaal adopting a resolution approving partial vacation of Gelderland First Addition. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Mark Bloemendaal, Daryl Beltman, Olivia Chapman, Rod De Boer; NAYS: None. The resolution was assigned number 8-7-23-2074 and appears in the official resolution book.

Set Date for Public Hearing for the Approval of Plat: A motion was made by Council member Daryl Beltman and duly seconded by Council member Rod De Boer setting 4:30 o'clock P.M. on August 21, 2023 as the time for a public hearing to consider the approval of the Gelderland Second Addition plat. On call of the roll motion carried. The vote was as follows: AYES: Daryl Beltman, Rod De Boer, Mark Bloemendaal, Olivia Chapman, Daron De Jong; NAYS: None.

Accounts Receivable Specialist/Office Assistant: A motion was made by Council member Mark Bloemendaal and duly seconded by Council member Olivia Chapman approving the hiring of Sarah Anderson as Accounts Receivable Specialist/Office Assistant. On call of the roll motion carried. The vote was as follows: AYES: Mark Bloemendaal, Olivia Chapman, Daryl Beltman, Rod De Boer, Daron De Jong; NAYS: None.

Police Officer: A motion was made by Council member Rod De Boer and duly seconded by Council member Daron De Jong approving the hiring of Ryan Sandbulte as a Police Officer. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Daron De Jong, Daryl Beltman, Mark Bloemendaal, Olivia Chapman; NAYS: None.

Alcohol License Applications: A motion was made by Council member Daryl Beltman and duly seconded by Council member Rod De Boer approving the renewal application for a Class C Retail Alcohol License as submitted by The Roadhouse and approving the renewal applications for Class E Retail Alcohol Licenses as submitted by Casey's General Store and Dollar Fresh. On call of the roll motion carried. The vote was as follows: AYES: Daryl Beltman, Rod De Boer, Mark Bloemendaal, Olivia Chapman, Daron De Jong; NAYS: None.

Alcohol License 5-day Application: The Chamber has applied for a 5-day Special Class C Retail Alcohol License (BW) to sell alcohol during the Woudstra Meat Market smoke off on September 9. The Central Avenue block from 1st Street NE to 2nd Street NE will be blocked off for this event. After some discussion, a motion was made by Council member Daron De Jong and duly seconded by Council member Olivia Chapman approving the 5-day Special Class C Retail Alcohol License for the Chamber. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Olivia Chapman, Daryl Beltman, Mark Bloemendaal, Rod De Boer; NAYS: None.

Fireworks Display Request: A motion was made by Council member Rod De Boer and duly seconded by Council member Mark Bloemendaal approving the request of the MOC-FV Band Board for a fireworks display permit for after the Pride of the Dutchmen Field Championship on October 14. On call of the roll motion carried. The vote as follows: AYES: Rod De Boer, Mark Bloemendaal, Daryl Beltman, Olivia Chapman, Daron De Jong; NAYS: None.

Police Vehicle: A motion was made by Council member Daryl Beltman and duly seconded by Council member Daron De Jong approving the purchase of a 2023 Durango SXT from Woodhouse Dodge for the police department. The cost after trade-in of the 2021 Chevy pickup is \$19,525. On call of the roll motion carried. The vote was as follows: AYES: Daryl Beltman, Daron De Jong, Mark Bloemendaal, Olivia Chapman, Rod De Boer; NAYS: None.

Administrative Reports:

Scheduled Meetings:

August 21	Council Meeting, 4:30 P.M.
August 22	Employee picnic, Windmill Park, 6:00
August 28	Council candidate filing period begins
September 5	TUESDAY , Council Meeting, 4:30 P.M.
September 18	Council Meeting, 4:30 P.M.
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Oral reports: Earl shared the new Puddle Jumper Trail Park is highly successful, working on some mud issues around the zipline area, picnic tables and umbrellas have been ordered; employee picnic on August 22; may need to consider a larger tree removal plan at budget time; turn lights have been added for the east/west traffic at the Hwy 10 and Albany intersection; old elementary school building is having some vandalism issues; working on finalizing the purchase agreement, including the asbestos abatement, with the school to complete the transfer of ownership. Matt gave updates on the 14th Street extension project and the well drilling and control building.

Council Comments: The Mayor called for comments from members of the Council and none were heard.

Adjournment: No further business appearing it was therefore moved by Council member Rod De Boer and duly seconded by Council member Daron De Jong to adjourn. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Daron De Jong, Daryl Beltman, Mark Bloemendaal, Olivia Chapman; NAYS: None. Adjournment time was 5:29 o'clock P.M.

TREASURER'S MONTHLY REPORT

Exhibit 2

City of Orange City, Iowa
Month Ended JULY 31, 2023

	On Hand Last Report	Received	Disbursed	Clerk's Balance	O/S Checks	Treas. Balance
General	\$ 2,758,524.53	\$294,464.84	\$539,107.44	\$ 2,513,881.93	\$95,085.73	\$2,608,967.66
Library	347,526.79	\$41,585.54	\$41,340.89	347,771.44	\$1,642.74	\$349,414.18
USDA- IRP Loan	56,282.03	\$2,441.89		58,723.92		58,723.92
Cemetery Fund	47,754.68	2,975.00	4,003.53	46,726.15		46,726.15
Cemetery Fund- Perpetual Care	126,019.94			126,019.94		126,019.94
USDA- Revolving Loan Fund	405,572.13			405,572.13		405,572.13
Road Use Tax	1,028,990.45	70,566.42		1,099,556.87		1,099,556.87
Hotel/Motel Sales Tax	259,882.07		30,000.00	229,882.07		229,882.07
Tax Increment Financing						
Hawkeye TIF-125	16,621.83			16,621.83		16,621.83
Event Center TIF-126	25,028.20			25,028.20		25,028.20
Housing TIF-127	1,104,620.44	1,184.80		1,105,805.24		1,105,805.24
Industrial Park TIF-128	807,459.61	33.51		807,493.12		807,493.12
Debt Service	116,475.23	1,994.50		118,469.73		118,469.73
Capital Projects:						
Hawkeye Capital Project-301	168,911.70			168,911.70		168,911.70
Event Center Capital Project-302	440,361.02			440,361.02		440,361.02
Housing Capital Project-304	(42,862.24)	6,000.00		(36,862.24)		(36,862.24)
Industrial Park Capital Project-305	4,189.12			4,189.12		4,189.12
School Project- MOC-FV-308	(536,117.47)		2,121.93	(538,239.40)		(538,239.40)
Puddlejumper Trail Park Project-310	66,762.20		250,351.54	(183,589.34)		(183,589.34)
18th Street -311	(546,677.20)		258,588.64	(805,265.84)		(805,265.84)
Hwy 10 3rd Turn Lane Project-312	(76,065.00)			(76,065.00)		(76,065.00)
14th Street Extension Project-313	(526,366.83)		624,174.41	(1,150,541.24)		(1,150,541.24)
Payroll Clearing	98,646.84		61,110.98	37,535.86	71,047.83	108,583.69
Electric	4,057,078.47	816,916.99	969,156.42	3,904,839.04	8,935.14	3,913,774.18
Water	5,224,199.28	236,047.30	184,105.40	5,276,141.18	47,208.74	5,323,349.92
Sale of OC Comm.	205,111.60			205,111.60		205,111.60
Sewer	2,575,719.15	124,513.95	34,985.87	2,665,247.23	439.75	2,665,686.98
Gas	1,120,256.50	102,920.56	115,902.42	1,107,274.64	490.63	1,107,765.27
Total	\$ 19,333,905.07	\$1,701,645.30	\$3,114,949.47	\$17,920,600.90	\$224,850.56	\$18,145,451.46

INVESTMENTS		
FUND	This Report	Last Report

General	\$40,000	40,000
Library		
Debt Service		
Road Use Tax		
Event Center		

Electric:
Bond & Interest Sinking Fund
Bond & Interest Reserve Fund
Capital Reserve Fund

Water:
Bond & Interest Sinking Fund
Bond & Interest Reserve Fund
Capital Reserve Fund

Sewer:
Bond & Interest Sinking Fund 20,000 20,000
Bond & Interest Reserve Fund
Capital Reserve Fund

Gas:
Bond & Interest Sinking Fund
Bond & Interest Reserve Fund
Capital Reserve Fund

Total \$60,000 \$60,000

FUNDS INVESTED IN:	Amount	%	Max. %
Certificates of Deposit	0	0.0	100
IA Public Agency Investment Trust	60,000	100.0	50
Total Funds Invested	\$60,000	100.0	

MATURITIES:	Amount	%	Min. %
Under 40 days	60,000	100.0	10.0
Under 90 days	60,000	100.0	20.0
Under 270 days	60,000	100.0	50.0
Under 1 year	60,000	100.0	90.0
*Under 18 months	60,000	100.0	100.0

*Bond reserve funds - invested as required or allowed by bond indentures.

City Treasurer



City of Orange City

Expense Approval Report

By Vendor Name
Payment Dates 8/14/2023 - 8/17/2023

Vendor Name	Description (Item)	Amount
Vendor: 00005 - A & M LAUNDRY		
A & M LAUNDRY	Supplies	34.37
	Vendor 00005 - A & M LAUNDRY Total:	34.37
Vendor: 00016 - AgState		
AgState	Fuel	2,603.86
	Vendor 00016 - AgState Total:	2,603.86
Vendor: 00044 - Aramark Inc		
Aramark Inc	Supplies for Event Center	456.39
Aramark Inc	Supplies for Event Center	456.39
Aramark Inc	Supplies for Event Center	456.39
	Vendor 00044 - Aramark Inc Total:	1,369.17
Vendor: 00049 - ARNOLD MOTOR SUPPLY		
ARNOLD MOTOR SUPPLY	Vehicle Maintenance Supplie	675.18
ARNOLD MOTOR SUPPLY	Vehicle Maintenance Supplie	13.21
ARNOLD MOTOR SUPPLY	Vehicle Maintenance Supplie	261.96
ARNOLD MOTOR SUPPLY	Vehicle Maintenance Supplie	20.58
ARNOLD MOTOR SUPPLY	Vehicle Maintenance Supplie	78.62
ARNOLD MOTOR SUPPLY	Vehicle Maintenance Supplie	78.57
	Vendor 00049 - ARNOLD MOTOR SUPPLY Total:	1,128.12
Vendor: 00062 - BARCO MUNICIPAL PRODUCTS		
BARCO MUNICIPAL PRODUCTS	Street Signs	364.51
	Vendor 00062 - BARCO MUNICIPAL PRODUCTS Total:	364.51
Vendor: 00069 - Beck Engineering Inc.		
Beck Engineering Inc.	18th Street Ext.	7,126.25
Beck Engineering Inc.	14th Street Ext	14,685.00
Beck Engineering Inc.	Gelderland Addition-Engineering	2,163.75
	Vendor 00069 - Beck Engineering Inc. Total:	23,975.00
Vendor: 00151 - Cannon Technologies Inc.		
Cannon Technologies Inc.	AMI Meter Repairs	304.52
	Vendor 00151 - Cannon Technologies Inc. Total:	304.52
Vendor: 00154 - Carrico Aquatic Resources		
Carrico Aquatic Resources	Supplie for Pool	366.12
	Vendor 00154 - Carrico Aquatic Resources Total:	366.12

Expense Approval Report

Payment Dates: 8/14/2023 - 8/17/2023

Vendor Name	Description (Item)	Amount
Vendor: 00155 - Catalyst Solutions Inc.		
Catalyst Solutions Inc.	IT Support for August	3,482.90
Catalyst Solutions Inc.	IT Supplies for OCPD	146.00
Catalyst Solutions Inc.	Computer for Water Plant	1,072.00
Catalyst Solutions Inc.	Switch 8 port	30.00
	Vendor 00155 - Catalyst Solutions Inc. Total:	4,730.90
Vendor: 00163 - CENTURY BUSINESS PRODUCTS		
CENTURY BUSINESS PRODUCTS	Service Contract on Copier	658.33
	Vendor 00163 - CENTURY BUSINESS PRODUCTS Total:	658.33
Vendor: 00165 - CERTIFIED TESTING SERVICES INC		
CERTIFIED TESTING SERVICES INC	14th Street Ext Project	2,922.00
CERTIFIED TESTING SERVICES INC	PJ Trail Park	593.00
	Vendor 00165 - CERTIFIED TESTING SERVICES INC Total:	3,515.00
Vendor: 00167 - CHAMBER OF COMMERCE		
CHAMBER OF COMMERCE	Bonus Bucks- Pool	380.00
	Vendor 00167 - CHAMBER OF COMMERCE Total:	380.00
Vendor: 00169 - CHESTERMAN CO.		
CHESTERMAN CO.	Pop for Event Center	35.00
	Vendor 00169 - CHESTERMAN CO. Total:	35.00
Vendor: 00208 - Crown Awards Inc		
Crown Awards Inc	Recreation Awards	785.24
	Vendor 00208 - Crown Awards Inc Total:	785.24
Vendor: 00209 - CULLIGAN WATER CONDITIONING		
CULLIGAN WATER CONDITIONING	Utilities	21.00
	Vendor 00209 - CULLIGAN WATER CONDITIONING Total:	21.00
Vendor: 00214 - D & L PLUMBING & HEATING		
D & L PLUMBING & HEATING	Service Call to Water Plant	150.19
D & L PLUMBING & HEATING	Service Call to Fire Station	75.00
D & L PLUMBING & HEATING	Service Call to Fire Station	142.59
D & L PLUMBING & HEATING	Service Call to Event Center	173.40
D & L PLUMBING & HEATING	Service Call to Vets Park	75.00
	Vendor 00214 - D & L PLUMBING & HEATING Total:	616.18
Vendor: 00220 - Dan's Tree Service		
Dan's Tree Service	Grind 13 Stumps	1,950.00
	Vendor 00220 - Dan's Tree Service Total:	1,950.00

Expense Approval Report

Payment Dates: 8/14/2023 - 8/17/2023

Vendor Name	Description (Item)	Amount
Vendor: 00232 - DEJONG OIL AND REPAIR INC		
DEJONG OIL AND REPAIR INC	Repairs to Fire Truck and Street Truck	741.61
DEJONG OIL AND REPAIR INC	Repairs to Fire Truck and Street Truck	2,411.40
Vendor: 00232 - DEJONG OIL AND REPAIR INC Total:		3,153.01
Vendor: 00254 - DGR Engineering		
DGR Engineering	School Project- Engineering	804.24
Vendor: 00254 - DGR Engineering Total:		804.24
Vendor: 00256 - DIAMOND VOGEL PAINT		
DIAMOND VOGEL PAINT	Paint Supplies	1,291.12
Vendor: 00256 - DIAMOND VOGEL PAINT Total:		1,291.12
Vendor: 00263 - DON'S FOOD CENTER		
DON'S FOOD CENTER	Supplies- Customer Appreciation Event	1,199.09
Vendor: 00263 - DON'S FOOD CENTER Total:		1,199.09
Vendor: 00270 - D-P TOOLS		
D-P TOOLS	Supplies	62.93
Vendor: 00270 - D-P TOOLS Total:		62.93
Vendor: 00278 - DUTCH BAKERY		
DUTCH BAKERY	Supplies	45.00
Vendor: 00278 - DUTCH BAKERY Total:		45.00
Vendor: VEN01266 - EDA Inc.		
EDA Inc.	PJ Trail Park - Engineering	1,200.00
Vendor: VEN01266 - EDA Inc. Total:		1,200.00
Vendor: 00310 - Emergency Apparatus Maintenance		
Emergency Apparatus Maintenance	Work done on Aerial Ladder & Pumper Trk	1,868.62
Vendor: 00310 - Emergency Apparatus Maintenance Total:		1,868.62
Vendor: 00315 - ENERGY ECONOMICS INC		
ENERGY ECONOMICS INC	Gas Meter Testing	1,677.92
Vendor: 00315 - ENERGY ECONOMICS INC Total:		1,677.92
Vendor: 00331 - FAREWAY STORES INC		
FAREWAY STORES INC	Customer Appreciation Event - Steaks	5,336.55
FAREWAY STORES INC	Supplies- Event Center Acct	159.34
Vendor: 00331 - FAREWAY STORES INC Total:		5,495.89
Vendor: 00345 - Ferguson Waterworks Inc # 2516		
Ferguson Waterworks Inc # 2516	Water Meter	3,600.00
Vendor: 00345 - Ferguson Waterworks Inc # 2516 Total:		3,600.00

Expense Approval Report

Payment Dates: 8/14/2023 - 8/17/2023

Vendor Name	Description (Item)	Amount
Vendor: 00358 - Foundation Analytical Laboratory Inc.		
Foundation Analytical Laboratory Inc.	Water Testing	517.75
Foundation Analytical Laboratory Inc.	Water Testing	853.00
Vendor 00358 - Foundation Analytical Laboratory Inc. Total:		1,370.75
Vendor: 00366 - Frederes, Kurt		
Frederes, Kurt	Expense Reimbursement	12.00
Vendor 00366 - Frederes, Kurt Total:		12.00
Vendor: 00380 - GCC Alliance Concrete		
GCC Alliance Concrete	Patchwork- Concrete- Albany & 3rd St SE	1,327.50
Vendor 00380 - GCC Alliance Concrete Total:		1,327.50
Vendor: 00383 - GENERAL TRAFFIC CONTROLS		
GENERAL TRAFFIC CONTROL	Traffic Signal Maintenance	1,676.66
Vendor 00383 - GENERAL TRAFFIC CONTROLS Total:		1,676.66
Vendor: 00403 - GREENWORLD INC.		
GREENWORLD INC.	Supplies	28.81
Vendor 00403 - GREENWORLD INC. Total:		28.81
Vendor: 00412 - H&D Underground Inc.		
H&D Underground Inc.	Electric - Bore 2nd Ave SE	2,038.50
H&D Underground Inc.	Electric - Bore 2nd Ave SE	5,472.00
H&D Underground Inc.	Install Transformer Pad and Elect at PJ Trail Park	2,527.00
Vendor 00412 - H&D Underground Inc. Total:		10,037.50
Vendor: 00422 - Harlow Inc.		
Harlow Inc.	Cleaning at Event Center	1,444.50
Vendor 00422 - Harlow Inc. Total:		1,444.50
Vendor: VEN01081 - Hawke & Co. Ag. Systems Inc.		
Hawke & Co. Ag. Systems Inc	Vermeer M6050 Mower	15,880.38
Vendor VEN01081 - Hawke & Co. Ag. Systems Inc. Total:		15,880.38
Vendor: 00428 - HAWKINS INC.		
HAWKINS INC.	Chemicals	2,199.94
HAWKINS INC.	Chemicals	10.00
HAWKINS INC.	Chemicals	2,074.22
Vendor 00428 - HAWKINS INC. Total:		4,284.16
Vendor: 00446 - HIEMSTRA LAWN CARE		
HIEMSTRA LAWN CARE	Weed Control	30.00
HIEMSTRA LAWN CARE	Weed Control	800.00
HIEMSTRA LAWN CARE	Weed Control	203.00

Vendor Name	Description (Item)	Amount
HIEMSTRA LAWN CARE	Weed Control	1,920.00
Vendor: 00446 - HIEMSTRA LAWN CARE		2,953.00
Vendor: VEN01048 - Hummingbird Events	Supplies for Event Center	96.30
Vendor: 00494 - IA DEPT. OF NATURAL RESOURCES	Permit Renewal - # 8474001	96.30
Vendor: 00524 - IOWA INFORMATION INC.	Advertising- Police Officer	1,275.00
Vendor: 00524 - IOWA INFORMATION INC.	Advertising- Event Center	396.39
Vendor: 00527 - IOWA ONE CALL	Fax Notifications	1,289.69
Vendor: 00527 - IOWA ONE CALL	Fax Notifications	1,686.08
Vendor: VEN01043 - IPERS	IPERS Retirement	177.12
Vendor: 00541 - JACK'S UNIFORMS AND EQUIPMENT	Police Uniforms	531.38
Vendor: 00547 - JANITORS CLOSET	Cleaning Supplies	708.50
Vendor: 00547 - JANITORS CLOSET	Cleaning Supplies	-101.38
Vendor: 00564 - JOES TV & APPLIANCE	Service Call to Vets Park- Fridge	-101.38
Vendor: VEN01243 - Kirby Built Sales	Tables and Trash Cans for PJ Trail Park	248.80
Vendor: 00602 - KLAY VELDHIJZEN BINDNER DEJONG	Umbrella Base- 4	302.60
	Legal Services	212.28
		514.88
		142.09
		142.09
		6,260.03
		586.25
		6,846.28
		1,487.50

Expense Approval Report

Payment Dates: 8/14/2023 - 8/17/2023

Vendor Name	Description (Item)	Amount
KLAY VELDHUIZEN BINDNER DEJONG	Legal Services	1,487.50
Vendor 00602 - KLAY VELDHUIZEN BINDNER DEJONG Total:		2,975.00
Vendor: 00614 - Koons Gas Measurement		
Koons Gas Measurement	Gas Meter Supplies	1,795.31
Koons Gas Measurement	Gas Meter Supplies	41.63
Koons Gas Measurement	Gas Meter Supplies- Riser	300.58
Vendor 00614 - Koons Gas Measurement Total:		2,137.52
Vendor: 00615 - Kopetsky's Ace Hardware		
Kopetsky's Ace Hardware	Supplies- Acct 6000	250.00
Kopetsky's Ace Hardware	Supplies - Acct 6000	250.00
Kopetsky's Ace Hardware	Supplies- Acct 6000	264.28
Kopetsky's Ace Hardware	Supplies- Acct 6001	173.01
Vendor 00615 - Kopetsky's Ace Hardware Total:		937.29
Vendor: 00623 - Kramer, Josh Kramer, Josh	Shoe Reimbursement	149.25
Vendor 00623 - Kramer, Josh Total:		149.25
Vendor: 00632 - KSOU- AM/FM KSOU- AM/FM	Advertising	800.00
Vendor 00632 - KSOU- AM/FM Total:		800.00
Vendor: 00662 - Long Lines		
Long Lines	Telephone- Event Center	793.88
Long Lines	WiFi for Light Shop	31.90
Long Lines	Telephone	500.00
Long Lines	Telephone	250.00
Long Lines	Telephone	250.00
Long Lines	Telephone	500.00
Long Lines	Telephone	500.00
Long Lines	Telephone	1,293.63
Long Lines	Telephone	500.00
Vendor 00662 - Long Lines Total:		5,119.41
Vendor: 00668 - L-Tron Corporation L-Tron Corporation	Scanner for OCPD	375.00
Vendor 00668 - L-Tron Corporation Total:		375.00
Vendor: 00689 - MARVS OUTDOOR POWER EQUIPMENT MARVS OUTDOOR POWER EQUIPMENT	Mower Supplies	634.73
MARVS OUTDOOR POWER EQUIPMENT	Mower Supplies- Trimmer	389.99

Expense Approval Report

Payment Dates: 8/14/2023 - 8/17/2023

Vendor Name	Description (Item)	Amount
MARVS OUTDOOR POWER EQUIPMENT	Mower Supplies- Mower Pus	2,270.20
Vendor: 00689 - MARVS OUTDOOR POWER EQUIPMENT Total:		3,294.92
Vendor: 00691 - Matheson Tri Gas Inc.	Welding Supplies	53.93
Vendor: 00691 - Matheson Tri Gas Inc. Total:		53.93
Vendor: 00707 - MIDAMERICAN ENERGY	Utilities	336.12
MIDAMERICAN ENERGY	Utilities	224.61
MIDAMERICAN ENERGY	Utilities	13.92
MIDAMERICAN ENERGY	Utilities	411.82
Vendor: 00707 - MIDAMERICAN ENERGY Total:		986.47
Vendor: 00725 - MISSOURI RIVER ENERGY SERVICES	AMI Meter Count	590.40
MISSOURI RIVER ENERGY SERVICES	Transformer Testing	2,515.50
Vendor: 00725 - MISSOURI RIVER ENERGY SERVICES Total:		3,105.90
Vendor: 00732 - MOC-Floyd Valley Foundation	Middle School Complex-Pledge	50,000.00
MOC-Floyd Valley Foundatio		50,000.00
Vendor: 00732 - MOC-Floyd Valley Foundation Total:		50,000.00
Vendor: 00748 - Mulder Auto Tire & Lube	Service Chevy Pickup- Matt	114.57
Mulder Auto Tire & Lube		114.57
Vendor: 00748 - Mulder Auto Tire & Lube Total:		114.57
Vendor: 00764 - NAPA Truck & Auto	Supplies	299.60
NAPA Truck & Auto		299.60
Vendor: 00764 - NAPA Truck & Auto Total:		299.60
Vendor: 00767 - NEAL CHASE LUMBER	Supplies	21.57
NEAL CHASE LUMBER	Supplies	271.36
NEAL CHASE LUMBER		292.93
Vendor: 00767 - NEAL CHASE LUMBER Total:		292.93
Vendor: 00769 - Nelson Technologies Inc.	Repairs to Odorizer	4,973.36
Nelson Technologies Inc.		4,973.36
Vendor: 00769 - Nelson Technologies Inc. Total:		4,973.36
Vendor: 00777 - No Streaking Window Cleaning	Window Cleaning	91.00
No Streaking Window Cleaning		91.00
Vendor: 00777 - No Streaking Window Cleaning Total:		91.00
Vendor: 00797 - NOTEBOOM ELECTRIC	Work done at Event Center	180.16
NOTEBOOM ELECTRIC		180.16

Expense Approval Report

Payment Dates: 8/14/2023 - 8/17/2023

Vendor Name	Description (Item)	Amount
NOTEBOOM ELECTRIC	Supplies	73.76
Vendor 00797 - NOTEBOOM ELECTRIC Total:		253.92
Vendor: 00798 - NOTEBOOM OIL COMPANY NOTEBOOM OIL COMPANY	Tires for Street Truck (8)	
		2,775.12
Vendor 00798 - NOTEBOOM OIL COMPANY Total:		2,775.12
Vendor: VEN01265 - Nystrom Electric Nystrom Electric	Install Turn Signals at Stoplights at Albany	21,723.48
Vendor VEN01265 - Nystrom Electric Total:		21,723.48
Vendor: 00824 - ONE OFFICE SOLUTION ONE OFFICE SOLUTION	Office Supplies	83.98
Vendor 00824 - ONE OFFICE SOLUTION Total:		83.98
Vendor: 00839 - ORANGE CITY HEALTH SYSTEM ORANGE CITY HEALTH SYSTEM	Senior Rent	2,266.67
Vendor 00839 - ORANGE CITY HEALTH SYSTEM Total:		2,266.67
Vendor: 00843 - ORANGE CITY SANITATION ORANGE CITY SANITATION ORANGE CITY SANITATION ORANGE CITY SANITATION ORANGE CITY SANITATION	PJ Trail Pickup- Acct 511116 Refuse Hauling Charges Dumpster at Event Center Extra Pickups- Acct 420757	235.71 31,587.45 25.66 187.36
Vendor 00843 - ORANGE CITY SANITATION Total:		32,036.18
Vendor: 00846 - Overdrive Inc Overdrive Inc	E-Books	240.44
Vendor 00846 - Overdrive Inc Total:		240.44
Vendor: 00873 - Pipestone Vet Services Pipestone Vet Services	Gloves	126.68
Vendor 00873 - Pipestone Vet Services Total:		126.68
Vendor: 00878 - PLUIM PUBLISHING PLUIM PUBLISHING PLUIM PUBLISHING PLUIM PUBLISHING PLUIM PUBLISHING PLUIM PUBLISHING	Advertising and Supplies Advertising and Supplies Advertising and Supplies Advertising and Supplies Advertising and Supplies	282.39 105.70 706.35 52.60 168.56
Vendor 00878 - PLUIM PUBLISHING Total:		1,315.60
Vendor: 00904 - Premier Communications Premier Communications	Telephone	533.21
Vendor 00904 - Premier Communications Total:		533.21

Expense Approval Report

Payment Dates: 8/14/2023 - 8/17/2023

Vendor Name	Description (Item)	Amount
Vendor: 00916 - Quadient Leasing USA INC Quadient Leasing USA INC	Postage machine	516.99
	Vendor 00916 - Quadient Leasing USA INC Total:	516.99
Vendor: 00917 - QUALIFICATION TARGETS INC QUALIFICATION TARGETS INC	Ammo Targets	72.04
	Vendor 00917 - QUALIFICATION TARGETS INC Total:	72.04
Vendor: 00931 - Recreation Supply Company Recreation Supply Company	Pool Supplies	43.36
	Vendor 00931 - Recreation Supply Company Total:	43.36
Vendor: VEN01128 - S & S Concrete Grading S & S Concrete Grading	Sidewalk Repair- 216 2nd Street SE	4,818.00
	Vendor VEN01128 - S & S Concrete Grading Total:	4,818.00
Vendor: VEN01025 - Schiebout, Trey Schiebout, Trey	Shoe Reimbursement	150.00
	Vendor VEN01025 - Schiebout, Trey Total:	150.00
Vendor: 00993 - Schwebach Cemetery Services Schwebach Cemetery Servc	West Lawn Cemetery	1,800.00
	Vendor 00993 - Schwebach Cemetery Services Total:	1,800.00
Vendor: 01033 - SIOUX OIL COMPANY SIOUX OIL COMPANY SIOUX OIL COMPANY	Fuel	710.40
	Fuel	2,954.78
Vendor: 01033 - SIOUX OIL COMPANY SIOUX OIL COMPANY	Vendor 01033 - SIOUX OIL COMPANY Total:	3,665.18
Vendor: 01051 - SOLID ROCK CONSTRUCTION SOLID ROCK CONSTRUCTION	Door Repairs at Street Shop	660.00
	Vendor 01051 - SOLID ROCK CONSTRUCTION Total:	660.00
Vendor: 01056 - Southern Sioux Co. Rural Water Southern Sioux Co. Rural Water	Customer Hookups- Acct 11610	1,260.00
	Vendor 01056 - Southern Sioux Co. Rural Water Total:	1,260.00
Vendor: 01060 - Spireworks Spireworks	Work done for online contracts-Event Ctr	1,380.00
	Website & Social Media Management	950.00
Vendor: 01060 - Spireworks Spireworks	Website & Social Media Management	1,950.00
	Vendor 01060 - Spireworks Total:	4,280.00
Vendor: 01101 - Team Company Inc. Team Company Inc.	Recreation T-shirts	10,238.00
	Vendor 01101 - Team Company Inc. Total:	10,238.00

Expense Approval Report

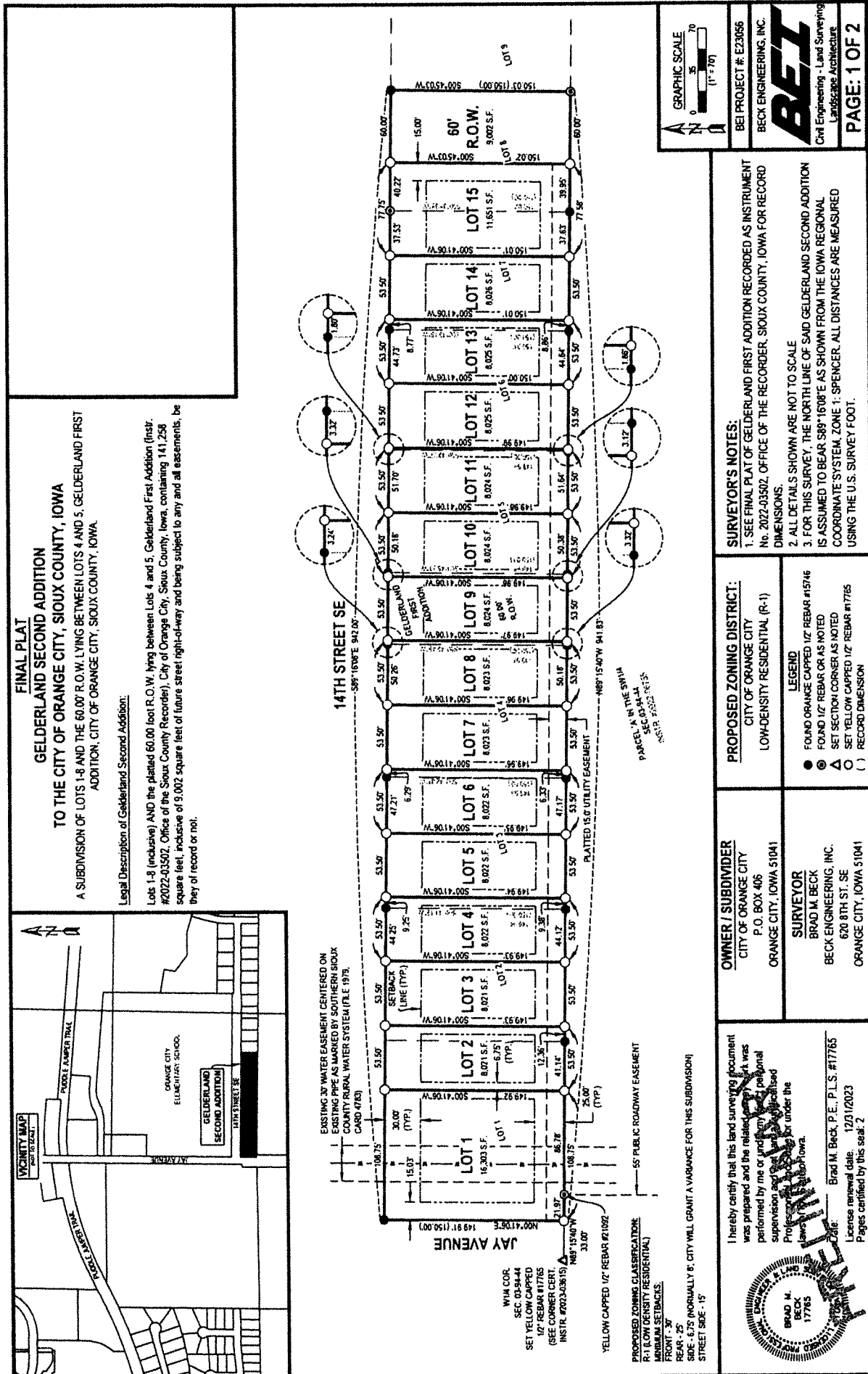
Payment Dates: 8/14/2023 - 8/17/2023

Vendor Name	Description (Item)	Amount
Vendor: 01109 - The Floral Market The Floral Market	Flowers- Kramer Funeral	86.67
	Vendor 01109 - The Floral Market Total:	86.67
Vendor: 01116 - Thompson Automation & Specialty Services Thompson Automation & Specialty Services Thompson Automation & Specialty Services	2 Submersible Pumps for West Lift & Pwr Supply Two Submersible Pumps for West Lift & Pwr Supply	720.86 2,029.89
	Vendor 01116 - Thompson Automation & Specialty Services Total:	2,750.75
Vendor: 01125 - TK Elevator Inc. TK Elevator Inc.	Maintenance on Elevator at Event Center	222.87
	Vendor 01125 - TK Elevator Inc. Total:	222.87
Vendor: 01130 - Town & Country Implement Inc. Town & Country Implement Inc.	Supplies	26.32
	Vendor 01130 - Town & Country Implement Inc. Total:	26.32
Vendor: VEN01042 - TREASURER- STATE OF IOWA TREASURER- STATE OF IOWA	State Withholding	-37.30
	Vendor VEN01042 - TREASURER- STATE OF IOWA Total:	-37.30
Vendor: 01146 - TWO-WAY RADIO TWO-WAY RADIO	Radio Batteries for OCFD	520.91
	Vendor 01146 - TWO-WAY RADIO Total:	520.91
Vendor: 01150 - U.S. BANK INC U.S. BANK INC U.S. BANK INC U.S. BANK INC U.S. BANK INC	AED Battery and Pads Meeting Expense Meeting Expense Meeting Expense Meeting Expense	354.00 264.86 213.58 11.26 119.24
	Vendor 01150 - U.S. BANK INC Total:	962.94
Vendor: 01153 - ULine ULine	Cleaning Supplies	99.00
	Vendor 01153 - ULine Total:	99.00
Vendor: 01154 - UNITED PARCEL SERVICE UNITED PARCEL SERVICE	Postage	132.81
	Vendor 01154 - UNITED PARCEL SERVICE Total:	132.81
Vendor: 01156 - Unity Christian High School Unity Christian High School Unity Christian High School	Advertising- Silver Sponsor 2023 Pledge Amount	1,200.00 50,000.00
	Vendor 01156 - Unity Christian High School Total:	51,200.00

Expense Approval Report

Payment Dates: 8/14/2023 - 8/17/2023

Vendor Name	Description (Item)	Amount
Vendor: 01159 - USA BLUEBOOK		
USA BLUEBOOK	Water Testing Supplies	323.09
USA BLUEBOOK	PVC Suction Hose 3"	932.27
USA BLUEBOOK	Water Testing Supplies	695.02
Vendor 01159 - USA BLUEBOOK Total:		1,950.38
Vendor: 01162 - Utility Safety & Design Inc.		
Utility Safety & Design Inc.	6" Valve Replacement on Gas System	22,566.21
Vendor 01162 - Utility Safety & Design Inc. Total:		22,566.21
Vendor: 01171 - Van Holland Lawn Service		
Van Holland Lawn Service	Sod & Irrigation - PJ Trail Park	5,650.00
Vendor 01171 - Van Holland Lawn Service Total:		5,650.00
Vendor: 01174 - Van Wyk Construction		
Van Wyk Construction	Concrete Work- 5th Street Alley Approach	6,952.00
Vendor 01174 - Van Wyk Construction Total:		6,952.00
Vendor: 01185 - VANDER POL EXCAVATING		
VANDER POL EXCAVATING	Rebar	93.50
Vendor 01185 - VANDER POL EXCAVATING Total:		93.50
Vendor: 01225 - Van's Implement LTD		
Van's Implement LTD	Blade Set for Parks	74.67
Vendor 01225 - Van's Implement LTD Total:		74.67
Vendor: 01252 - VISSER BROTHERS PLUMBING & HTG		
VISSER BROTHERS PLUMBING & HTG	Service Call to Wastewater Plant	389.00
Vendor 01252 - VISSER BROTHERS PLUMBING & HTG Total:		389.00
Vendor: 01281 - WELLMARK BLUE CROSS BLUE SHIEL		
WELLMARK BLUE CROSS BLUE SHIEL	Health Insurance	-395.88
Vendor 01281 - WELLMARK BLUE CROSS BLUE SHIEL Total:		-395.88
Vendor: 01282 - WESCO DISTRIBUTION INC		
WESCO DISTRIBUTION INC	Metering Supplies- Electric Underground Vaults	51.00
WESCO DISTRIBUTION INC		3,600.00
Vendor 01282 - WESCO DISTRIBUTION INC Total:		3,651.00
Vendor: 01299 - WILLIAMS & CO		
WILLIAMS & CO	Audit Services for Landsmee	5,600.00
Vendor 01299 - WILLIAMS & CO Total:		5,600.00
Grand Total:		380,727.80





WHEN PROTECTION MEANS EVERYTHING.

August 15, 2023

Orange City Fire Department

Orange City, IA

Included are specifications and drawing for a Rosenbauer Apparatus, complete with Rosenbauer Commander chassis and a Rosenbauer King Cobra Platform Aerial.

Current price on this unit is \$1,767,274. If the chassis amount of \$505,223 is paid upon chassis arrival at the plant in South Dakota, DEDUCT \$19,403. If the aerial amount of \$586,889 is paid upon aerial arrival at the plant in South Dakota, DEDUCT \$11,488.

NET PRICE WITH AERIAL AND CHASSIS PAID UPON ARRIVAL AT PLANT is \$1,736,383.

Payment schedule:

Chassis payment July 2024

Aerial payment July 2025

Final payment and delivery of truck July 2026

Estimated completion of truck is fall 2025. Rosenbauer will utilize the truck as a demo truck from completion of build until July 2026 delivery.

Pricing is valid until 9-30-2023.

Thank you for your consideration.

Bryon Shumaker

Heiman, Inc.



605.543.5510



www.heimanfire.com



sales@heimanfire.com



25814 Rudolph Ave. Sioux Falls, SD 57107

Knight Center 28E Board of Control Operating Guidelines

August, 2023

Article IV, Section 1, Access

Scheduling

- All scheduling of the Knight Center, and communication between Unity and City partner representatives will go through Unity's designated supervisor. Unity will provide an appropriate form for scheduling that includes times, spaces, and equipment needs for set up, rehearsals, performances, events, tear down, and clean up.
- Chamber/Tulip Festival events may be scheduled by Chamber Director and/or Tulip Festival Night Show Director.
- Arts Council events may be scheduled by the Arts Council Director or Chairperson.
- Other City related program dates may be requested by the City Administrator – i.e. Parks and Recreation, Library, or other City supported agencies.
- Keys to the Knight Center for City Partner use will be checked out from City Hall.
- Sunday usage by City Partners is limited to events:
 - That do not require paid or ticketed admission
 - Activity that does not require Unity staff to work at the school in service of a group using the building – i.e. rehearsals, as well as set up or tear down
- Any free will donations received at rehearsals or events, or activities held on Sunday, in excess of expenses, would not be absorbed by its own entity, but directed to a local non-profit organization.
- Scheduling of events between April 1 and Tulip Festival will be limited to Unity 8th Grade Day (2nd Tuesday in April), Unity or Unity Society events. Other events must be approved by Chamber Director and/or Tulip Festival Night Show Director. Examples, Art Council or other City Partner events.
- Scheduling of Unity events is often impacted by state sponsored athletic events that impact Unity's calendar. When possible the schedule will be completed well in advance of the event to avoid scheduling conflicts. It is recognized that some state sponsored events (i.e. tournament soccer) are determined less than a week prior to the event.
- City Partner use *during any school day* must be coordinated and scheduled with Unity's designated supervisor.
- Unity use from April 1 to the conclusion of the Night Show is limited to Chapel or other school sponsored events that do not require moving any Night Show sets or change any lighting or sound settings.

Available Space and Equipment Use

- Unity will keep an updated inventory of equipment and supplies available for use by the parties using the Knight Center.

- Grand piano will be available for practice and an upright grand piano will be available for the dates of the TF Night Show and Arts Council programs.
 - A lift or ladders are available on request
- Two dressing rooms will be available for programs or shows and reserved for TF Night Show use after April 1 to the conclusion of the Night Show. These rooms will also provide storage for night show use.
- Walls around the proscenium arch may have objects placed in front of them provided no damage is done to the walls and these additions do not negatively impact safety or create fire code issues.
- Curtains, scrims, and screens may be moved on the stage provided they are replaced to their original position.
- Unity will make available space for City sponsored events in other parts of the Unity Campus where possible.
- A \$150 custodial fee will be paid to Unity by the City or its Partner for custodial costs when an audience is using the facility. Any “above normal” cleaning may need to be performed by the City or Partner – examples include, graffiti, bubbles from a magician show, etc.
- The City will reimburse Unity for the April and May utility bills for the Knight Center portion of the Unity Campus in years that the Tulip Festival Night Show is performed at the Knight Center.
- The City will pay Unity an annual “upkeep” fee of \$750 for normal wear and tear repairs.

General Guidelines

- Please respect the space and provide appropriate care for the Knight Center
- Any persons involved with daytime use of the Knight Center during a school day must check in at the Unity Office.
- Please turn off all lights when leaving – Unity will have the lobby lights and other power sources on a timer that will shut off automatically.
- No food or drink is allowed in the Knight Center
- The light booth and sound areas are off limits to the actors and other non-designated persons, only approved volunteers may access the booth.
- The back curtain, the cyclorama can not be touched
- When possible set construction will take place outside of the stage area. No sawing may take place on the stage.
- Minimal painting may take place on the stage with the appropriate use of floor protection – all other painting should take place outside of the stage area.
- Permanent staging by the Night Show may begin after April 1. No staging will be placed on the front area of the stage (the good wood).
- Pit orchestra chairs may be removed with direction from the Knight Center director. Chairs will be moved, and replaced by the City Partner using the Knight Center.
- Use of any smoke machines are limited to water based artificial smoke. The TF Steering Committee and Northwestern College each have approved machines that may be borrowed or rented.
- Activities including dancing on the “good wood” portion of the stage must be limited to soft soled shoes

Night Show Clean Up

Unity and their supporting schools have several events in the week following Tulip Festival. In a good faith effort to share the space well – the following process will be followed:

- No Monday programs or performances will be scheduled.
- Unity will not hold student rehearsals in the Knight Center on the Monday following Tulip Festival.
- Light fixtures moved beyond the areas near the catwalks need to be back in place by 8:00 AM Tuesday in the week following the Tulip Festival.
- Final clean-up and removal of sets would be completed by 8:00 AM on Tuesday in the week following Tulip Festival.
- Monday clean-up will be the responsibility of the night show. The City will provide staff and/or hired movers to assist Tulip Festival steering committee members in removing and storing night show sets.

Article IV, Section 3, Technology

- Unity will keep an updated inventory of technology related items available for use by the parties using the Knight Center.
- Night Show and other groups may add lighting or curtains as needed for their shows or programs. Plans for additional lighting will be considered by the 28E Board of Control.
- Only trained personnel may operate the sound and light boards. The Night Show will provide their own trained personnel.
- Stationary microphones will be provided by Unity Christian for use by City partners. Night Show and other groups needing wireless microphones will need to provide mics for their shows or programs.
- Light fixtures may be moved as needed for shows or programs with the understanding that they will be replaced.
- A diagram or plan-o-gram will be provided for the light settings. It is expected that settings will be returned to their original position after use.
- Any cameras, sound, or lighting set up for the Night Show after April 1 will not be moved without approval of the Chamber Director or Tulip Festival Night Show Director.

Article IV, Section 9, Content

As noted in the 28E Agreement, the entity sponsoring performances in the Knight Center will present the proposed performance and content thereof to the Board of Control, who shall either approve or disapprove of said performance. Content must meet standards compatible with the standard mores of the parties and the Orange City Community as a whole.

- For Tulip Festival night shows, the Board of Control will create an approved list of performances.
- For additional performances to be added to the approved list, the Board of Control will consider content of scripts and song lyrics presented by the Tulip Festival Steering Committee.

- Consideration for not previously approved Tulip Festival night show performances will require an in-person meeting of the Board of Control at least 18 months prior to the performance date.
- Members of the Board of Control may research and seek additional information to assist them in determining their vote of approval or disapproval of a night show performance.
- For City Partner activities the sponsoring agency (Arts Council, Library, Parks and Recreation Department, etc.) will present the content, including but not limited to script and song lyrics to the Board of Control for approval.
- The primary method of consideration for City Partner activities will be in-person meetings of the full Board of Control. A secondary method for approval may be through email vote after consideration of content materials shared through an on-line format.
- Members of the Board of Control may research and seek additional information to assist them in determining their vote of approval or disapproval of a City Partner performance or program.
- Any member of the Board of Control can request an in-person meeting for approval of City Partner activities.

Prepared by Bradley K. De Jong, Klay Law Office, 121 Albany Avenue NE, Orange City, IA 51041 712-737-4851

**CITY OF ORANGE CITY/UNITY CHRISTIAN HIGH SCHOOL
PERFORMING ARTS CENTER 28E AGREEMENT**

This instrument establishes the terms and extent of a relationship between the City of Orange City, hereinafter referred to as "City", and Unity Christian High School, hereinafter referred to as "Unity", for the purpose of providing rules for a joint project establishing a Performing Arts Center on the Unity Christian High School campus available at certain times for the City of Orange City and its performing arts activities.

**ARTICLE I
INITIATION**

Section 1. This Agreement hereby creates, organizes, and initiates the existence of a cooperative venture designed to provide usage rights for the City at the Performing Arts Center located on the Unity campus on real estate legally described as:

NW1/4 SW1/4 of Section 32, Township 95 North, Range 44
West of the 5th P.M.

Section 2. The parties understand that the mutual use envisioned for the Performing Arts Center will be governed and used in a way compatible with both municipally sponsored activities and school sponsored activities.

**ARTICLE II
AUTHORITY**

This Agreement is entered into by the undersigned parties pursuant to Chapter 28E of the Iowa Code.

**ARTICLE III
PURPOSES AND OBJECTIVES**

The purposes and objectives of the joint use facility, known as the Performing Arts Center, shall include but not be limited to:

Section 1. To provide a high quality facility for practicing and performing the City Tulip Festival night show and other performing arts activities sponsored by the City.

Section 2. To provide a facility for Unity to conduct its chapel sessions, general convocations, and other school uses.

ARTICLE IV AUTHORITY DUTIES RESPONSIBILITIES

Section 1. Access. The parties understand that it will be necessary for the Board of Control to promulgate rules and regulations governing the specifics of management under this Agreement with such guidelines to be revisited from time to time as needed to insure smooth operation under the Agreement.

Section 2. Concessions. The entity putting on the production shall have the right to sell concessions at performances. However, in no event shall the entity providing concessions have access to the concession room and/or sell Unity concession products without the prior consent of Unity.

In the event the entity putting on the performance does not wish to sell concessions at performances, Unity shall then have the right to sell concessions at these performances.

Section 3. Technology. Unity shall provide and control the technology for lights, curtains, sound, and other technical equipment which enhances the production of the performing arts events scheduled by the City and shall train qualified personnel to assist or provide such services as may be agreed from time to time.

Section 4. Equipment Repair and Replacement. Requests for repair and/or replacement of equipment shall be submitted to the Board of Control for approval. If an equipment repair or replacement is approved by the Board of Control, the City and Unity will then determine how the cost will be split between the parties.

Section 5. Structural Repairs and Improvements. All structural repairs and improvements shall be the sole responsibility of Unity.

Section 6. Permitted Uses. The parties envision the City's shared use of the Unity campus Performing Arts Center shall include, but not be limited to the follow examples:

1. Tulip Festival activities including the night show;
2. Arts Council events; and
3. Other City sponsored events, as may be developed in the future.

A schedule of the dates when the City will use the Unity Performing Arts Center will be established annually during the month of January. It is anticipated that the City's use of the Unity campus Performing Arts Center will be between 50-75 days.

- Section 7. Insurance. Each party will maintain their own respective commercial general liability insurance for personal injury, death, and property damage.
- Section 8. Indemnification. Each party shall defend, indemnify and hold the other harmless from and against any and all liabilities, losses, damages, claims and expenses, including reasonable attorney's fees, arising in connection with or resulting from each party's negligence, breach of warranty, misrepresentation or non-fulfillment of any terms of this or any other agreement between the parties.
- Section 9. Approval of Content. The parties agree that the selected performances for public enjoyment shall meet standards compatible with the standard mores of the parties and the Orange City community as a whole. For this purpose, the entity sponsoring the performance shall present the proposed performance and the content thereof to the Board of Control who shall then either approve or disapprove of said performance. Once approved by the Board of Control, the content of the performance shall not be materially altered and/or changed without the prior approval of the Board of Control.
- Section 10. Maintenance and Upkeep. Unity will perform all facility maintenance and upkeep of the premises. The cost of maintenance and upkeep will be prorated between the parties based on use of the facilities. In particular, the cost of maintaining the facility shall be determined by agreement of the parties. That amount shall then be prorated based on the number of hours of use of the facility by the City divided by the total number of hours in a year's time.
- Section 11. Utilities. The cost of utilities should be prorated between the parties based on use of the facilities. In particular, the cost of utilities for the facility shall be determined by agreement of the parties. That amount shall then be prorated based on the number of hours of use of the facility by the City divided by the total number of hours in a year's time.

ARTICLE V

FISCAL AFFAIRS CONTRIBUTIONS

The parties understand and agree that the City will contribute the net proceeds of a \$750,000 municipal bond, netting approximately \$725,000, in exchange for the right to use the facility. All costs of construction and maintenance shall be the responsibility of Unity.

**ARTICLE VI
BOARD OF CONTROL**

There is hereby created a Board of Control for the management of the cooperative arrangement hereby established consisting of four (4) representatives named by Unity and four (4) representatives named by the City with replacements and rotations to occur as the Board of Control may agree, upon its formation. The Board shall annually appoint its own chairman and officers with meetings held at least annually and reports provided to Unity and the City.

**ARTICLE VII
WITHDRAWAL/TERMINATION**

The parties envision an initial term of 30 years for shared usage under this Agreement. As a result, the City's right to use the facility for said 30-year period cannot be terminated by Unity except in the following situations:

1. By agreement of the parties;
2. A material breach of this agreement by the City which breach continues for 30 days after notice thereof from Unity.

**ARTICLE VIII
CONFLICT RESOLUTION**

In the event the parties reach an impasse over any portion of the Agreement it is mutually agreed that such disputes shall be submitted to mediation.

In the event the parties are not able to resolve their conflict by Mediation, the parties do then agree that the dispute shall be submitted to arbitration which shall be binding upon the parties. The parties shall attempt to agree on the selection of one person to be the arbitrator. In the event the parties are not able to agree on one person to be the arbitrator, an arbitration panel of three arbitrators shall be selected with each party selecting one arbitrator and the two so selected selecting the third arbitrator. If a board of arbitration is selected, a decision of a majority of the board of arbitration shall be binding upon the parties.

**ARTICLE IX
SEVERABILITY**

If any one or more of the provisions of these Articles of Agreement is declared illegal or void, the validity of the remainder of these Articles of Agreement shall not be affected thereby.

**ARTICLE X
EFFECTIVE DATE AND DURATION**

The Agreement shall become effective upon approval of the Unity Board and the City Council, and upon proper filing and recording as prescribed in the Code of Iowa it shall be effective and installed.

**ARTICLE XI
AMENDMENT**

This Agreement may be amended at any time by a majority vote of all the Board of Control, but subject to the ratification of the governing bodies, namely Unity and the City, the parties herein.

IN WITNESS WHEREOF, the parties have executed this agreement.

Dated June 27, 2012

CITY OF ORANGE CITY, IOWA

Dated June 14, 2012

By: [Signature]
Les Douma, Mayor

By: [Signature]
Janet Brown, City Clerk

UNITY CHRISTIAN HIGH SCHOOL

Dated 6/27/12, 2012

By: [Signature]
_____, President

By: [Signature]
_____, Secretary

8:00pm.

KNIGHT CENTER Information for Theater Groups/Night Show

Welcome to the Knight Center. We hope that you will enjoy performing in this space!

Available Uses

- The dressing rooms will be available for costume storage after April 1.
- The grand piano will be available for practice, while an upright grand will be available for the show.
- A lift or ladders are available upon request.

Using the KNIGHT CENTER

We ask that the director/producer of the show inform the cast/crews of the following:

- Please respect the space.
- Three keys for the Knight Center are available at the City Office.
- Please turn off all Knight Center lights when leaving. The lobby lights turn off automatically.
- No food or drink is allowed in the Knight Center.
- The light booth and sound areas are off limits for actors.
- The back curtain, the cyclorama, cannot be touched.
- No sawing may take place on stage.
- Minimal painting may take place on stage--anything dealing with rollers/big brushes should be done before the sets hit the stage.
- Permanent staging: Storing props/sets back stage will be fine after April 1. Since Unity will still need to use the facility for chapels, the front area beyond the scrim will need to stay cleared until May.
- Under Unity supervision, the pit orchestra chairs will need to be removed and put back by Monday morning.
- If any questions arise, contact Josh Van Kempen. Cell# 616-307-9186 or email: jvankempen@unitychristian.net

Setting Up/ Post Show Information

- If any lighting or curtains are needed beyond what Unity has, the Night Show will provide that.
- Only trained personnel may operate the sound and light boards. If a Unity staff person is needed for that, that person will need to be paid by the hour.
- The Night Show/theater groups will need to provide their own microphones for the show.
- If any light fixtures need to be moved beyond the areas near the catwalks, they need to be back in place for Monday morning. Whatever gels are placed also need to be pulled. If timing doesn't allow lights to be moved, a fee will be assessed to the city for Unity's hours of labor.
- All lighting equipment that is brought in needs be removed before the following Monday.
- The sets need to be cleared from the stage for Monday morning (the music department needs to set up for a concert). If they are pushed to the side, that will be fine. They can be cleared out on Monday night.



Exhibit 7