

NOTICE AND CALL OF COUNCIL MEETING

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

Date of Meeting: May 6, 2024

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

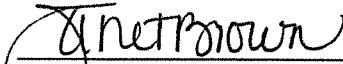
Place of Meeting: Council Chambers, City Hall,
125 Central Ave SE
Orange City, Iowa

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. Second Amended and Restated Consolidated Urban Revitalization Plan
 - Public hearing on the matter of the adoption of the Second Amended and Restated Consolidated Urban Revitalization Plan for the Orange City Urban Revitalization Area
 - Resolution adopting the proposed Second Amended and Restated Consolidated Urban Revitalization Plan for the Orange City Urban Revitalization Area
7. Dutch Heritage Boosters
8. Ordinance No. 849, amending natural gas rate schedule

9. Construction of the City Hall Parking Lot Project
 - Approve contract and bond
10. Set public hearing date to consider fiscal year 2023-2024 budget amendment
11. Community Betterment Board recommendations
12. Alcohol license renewal application
13. Set public hearing to amend City ordinance
14. Administrative reports
15. Council comments
16. 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
May 6, 2024

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 April 15, 2024 council meeting are enclosed for your review. Exhibit 1
6. We will hold a public hearing to consider the Second Amended and Restated Consolidated Urban Revitalization Plan. After the hearing the Council will consider a resolution adopting the plan. To review, the changes are that residential property will no longer be exempt from school taxes and property assessed as commercial will need to enter into a written minimum assessment agreement with the City, specifying a minimum actual value for the completed improvements.
7. Members of the Dutch Heritage Boosters will be in attendance to share with City Council a new initiative for their organization.
8. This will be the third reading and adoption of proposed Ordinance No. 849, which amends the natural gas system rates starting June 2024. Exhibit 2
9. Following the award of the project to Vander Windt & Sons at the last council meeting, we have received the contract documents from the engineer and contractor. We recommend Council authorize Mayor and staff to execute the contract.
10. Each year we need to amend the budget for unexpected revenues and expenditures in our City funds. See the enclosed exhibit for the proposed budget amendments. The Council needs to set a public hearing for May 20, 2024. Exhibit 3
11. The Community Betterment Board met on April 25th and approved two applications for you to consider. The first was the Heritage Cemetery Committee who will be constructing a new entrance along with repairing and restoring existing headstones. The second application was from American Legion Post to improve the lighting and landscaping around the Veterans Memorial. The request was for \$10,000 dollars for the cemetery project and \$20,000 dollars for the memorial. Both of these applications are being recommended for approval. Please see Exhibit 4 for additional details.
12. We have received a renewal application for a Class C Retail Alcohol License from Prairie Winds Event Center. Everything is in order.
13. City Council needs to set the date of June 3, 2024 for the public hearing for the amending of the City Ordinances for the addition of Veterinary Clinic to the C-1, General Commercial District. Planning and Zoning is recommending City Council to add Veterinary clinic (**defined as small animals**) to Chapter 165, Zoning regulations, subsection 165.20 General Commercial District(2)(B) and subsection 165.06 General Description of Commercial Use Types(35)(A).

If Council decides to approve adding the allowable use, the process for anyone to apply for the special exception use permit for Veterinary Clinic would be:

First - P&Z would first review the request and give their recommendation of approval or denial to the Board of Adjustments.

Second - Adjacent property owners would be notified by mail of the public hearing for the Special Exception Use Permit from the Board of Adjustments.

The Board of Adjustments would meet and take into consideration P&Z recommendation and the adjacent property owners' concerns before any decision was made. The Board of Adjustments has the final decision for this request.

Definition: "**Small animals**" means all animals and birds except for livestock, typically weighing less than 100 pounds.

14. Administrative reports:

Scheduled Meetings/Important Dates:

May 16-18	Tulip Festival
May 20	Council Meeting, 4:30 P.M.
June 3	Council Meeting, 4:30 P.M.
June 17	Council Meeting, 4:30 P.M.
July 1	Council Meeting, 4:30 P.M.
July 10	Customer Appreciation Picnic
July 15	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
April 15, 2024

The City Council met in semi-monthly session pursuant to adjournment at 4:30 o'clock P.M. on April 15, 2024. 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, Olivia Chapman, Rod De Boer, Daron De Jong, and Bret Walinga

Members Absent: None

Staff: Earl Woudstra, Janet Brown, Matt Van Schouwen, and Kent Anderson

Guests: Dale Pluim, Cliff and Arlys Oolman, Donald Trost, Charles Grimes, Martina Hoogland, Kurt Franje, and Jennie Droog

Agenda: A motion was made by Council member Olivia Chapman 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: Olivia Chapman, Daron De Jong, Daryl Beltman, Rod De Boer, Bret Walinga; NAYS: None.

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

Approval of Minutes: The minutes of the April 1, 2024 special council meeting and April 1, 2024 council meeting were presented. A motion was made by Council member Daryl Beltman and duly seconded by Council member Rod De Boer approving said minutes as published. On call of the roll motion carried. The vote was as follows: AYES: Daryl Beltman, Rod De Boer, Olivia Chapman, Daron De Jong, Bret Walinga; NAYS: None.

Financial Report: The monthly financial report for March 2024, representing cash balances for all funds was presented, whereupon it was therefore moved by Council member Daron De Jong and duly seconded by Council member Olivia Chapman approving the monthly financial report as published. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Olivia Chapman, Daryl Beltman, Rod De Boer, Bret Walinga; NAYS: None.

Monthly Bills: A Summary of Warrants report listing bills from March 18, 2024 through April 15, 2024 was presented. A motion was made by Council member Bret Walinga 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: Bret Walinga, Rod De Boer, Daryl Beltman, Olivia Chapman, Daron De Jong; NAYS: None.

Public Hearing on the 2024-2025 Fiscal Year Budget:

This being the time and place as advertised, a public hearing was held to consider the 2024-2025 fiscal year budget. The Mayor called for comments from members of the audience and no one was heard speaking for or against the proposed budget. 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 Olivia Chapman adopting a resolution approving the 2024-2025 fiscal year budget. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Olivia Chapman, Daryl Beltman, Rod De Boer, Bret Walinga; NAYS: None. The resolution was assigned number 4-15-2099 and appears in the official resolution book.

Public Hearing on the Vacation of Utility Easement:

This being the time and place as advertised, a public hearing was held to consider the vacation of the utility easement in Puddle Jumper Trail Seventh Addition on Lots 7, 8, 9, and 10 except the north 10' portion. The Mayor called for comments from members of the audience. Donald Trost questioned what he will be allowed to put in this area. Kurt and Matt will contact Donald to let him know. Cliff Oolman mentioned the railroad ties on the north side of his lot, he also thanked Earl for his help dealing with the drainage onto his lot. No written objections were filed. The Mayor then closed the time for the public hearing.

A motion was made by Council member Daryl Beltman and duly seconded by Council member Daron De Jong adopting a resolution approving the vacation of the utility easement in Puddle Jumper Trail Seventh Addition on Lots 7, 8, 9, and 10 except the north 10' portion. The City will retain the East 8' of Lot 7, 8, 9, and the north 10' and east 8' of Lot 10 as a utility easement. On call of the roll motion carried. The vote was as follows: AYES: Daryl Beltman,

Daron De Jong, Olivia Chapman, Rod De Boer, Bret Walinga; NAYS: None. The resolution was assigned number 4-15-2100 and appears in the official resolution book.

Public Hearing on the Matter of the Adoption of Plans, Specifications, Form of Contract and Estimate of Costs for the Construction of the City Hall Parking Lot Project:

This being the time and place as advertised, a public hearing was held to consider the plans, specifications, form of contract, and estimate of cost for the construction of the City Hall Parking Lot 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 Olivia Chapman and duly seconded by Council member Daron De Jong adopting the plans, specifications, form of contract and estimate of cost for the construction of the City Hall Parking Lot Project. On call of the roll motion carried. The vote was as follows: AYES: Olivia Chapman, Daron De Jong, Daryl Beltman, Rod De Boer, Bret Walinga; NAYS: None.

The Council considered the bids that were opened on April 9.

A motion was made by Council member Rod De Boer and duly seconded by Council member Daron De Jong awarding the construction contract to Vander Windt & Sons for \$133,863.44. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Daron De Jong, Daryl Beltman, Olivia Chapman, Bret Walinga; NAYS: None.

Siouxland Habitat Home Repair Program: Kurt Franje was present to share with the Council about the new Siouxland Habitat for Humanity Home Repair Program. No official action was taken.

Ordinance No. 849, Amending Natural Gas Rate Schedule: A motion was made by Council member Daryl Beltman and duly seconded by Council member Olivia Chapman approving the second reading of proposed Ordinance No. 849, amending the natural gas rate schedule. On call of the roll motion carried. The vote was as follows: AYES: Daryl Beltman, Olivia Chapman, Rod De Boer, Daron De Jong, Olivia Chapman; NAYS: None.

Second Amended and Restated Consolidated Urban Revitalization Plan: A motion was made by Council member Rod De Boer and duly seconded by Council member Olivia Chapman adopting a resolution determining the necessity and setting 4:30 P.M. on May 6, 2024 as the time for a public hearing to consider the adoption of a proposed Second Amended and Restated Consolidated Urban Revitalization Plan for the Orange City Urban Revitalization Area. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Olivia Chapman, Daryl Beltman, Daron De Jong, Bret Walinga; NAYS: None. The resolution was assigned number 4-15-24-2101 and appears in the official resolution book.

Construction of the 2024 City of Orange City Delaware Avenue and 2nd Street Reconstruction Project: A motion was made by Council member Daron De Jong and duly seconded by Council member Bret Walinga adopting a resolution approving the contract and bond of Vander Pol Excavating for the construction of the 2024 City of Orange City Delaware Avenue and 2nd Street Reconstruction Project. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Bret Walinga, Daryl Beltman, Olivia Chapman, Rod De Boer; NAYS: None. The resolution was assigned number 4-15-24-2102 and appears in the official resolution book. Records are kept in Appendix 21.

Special Class C Retail Alcohol License with Service Area Extension Request: A motion was made by Council member Daryl Beltman and duly seconded by Council member Olivia Chapman approving the application for a Special Class C Retail Alcohol License and outdoor service area extension for Woudstra Meat Market (Gezellig). On call of the roll motion carried. The vote was as follows: AYES: Daryl Beltman, Olivia Chapman, Rod De Boer, Daron De Jong, Bret Walinga; NAYS: None

5-day Special Class C Retail Alcohol License: A motion was made by Council member Daron De Jong and duly seconded by Council member Bret Walinga approving the application for a 5-day Special Class C Retail Alcohol License and outdoor service area for Woudstra Meat Market (Highland Post) during Tulip Festival. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Bret Walinga, Daryl Beltman, Olivia Chapman, Rod De Boer; NAYS: None

Scheduled Meetings/Important Dates:

May 6

Council Meeting, 4:30 P.M.

May 16-18	Tulip Festival
May 20	Council Meeting, 4:30 P.M.
June 3	Council Meeting, 4:30 P.M.
June 17	Council Meeting, 4:30 P.M.
July 1	Council Meeting, 4:30 P.M.
July 10	Customer Appreciation Picnic
July 15	Council Meeting, 4:30 P.M.

Oral reports: Earl shared a thank you from Alan and Audley De Jong's family for the plant sent to their mother's funeral; the new police officer Trevor Gries started today; the grinding is done on the 3rd lane by the roundabout; will be placing signage up about engine breaking; replanting trees at Windmill Park and the pool ballpark; 530 kids signed up for soccer. Matt reported he is reviewing preliminary information for generators at the electric substation.

Council Comments: The Mayor called for comments from members of the Council and the following were heard. Daryl asked if they would be talking about chickens. Earl responded that Planning and Zoning will be discussing it next week. Mayor De Haan asked Jennie Droog about the progress on the Adopt a Tulip program. Jennie responded they have raised \$1,100.

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, Olivia Chapman, Bret Walinga; NAYS: None. Adjournment time was 5:03 o'clock P.M.

Deb De Haan, Mayor

ATTEST: _____
Janet Brown, City Clerk

ORDINANCE NO. 849

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF ORANGE CITY, IOWA, BY AMENDING THE NATURAL GAS RATE SCHEDULE

BE IT ENACTED by the City Council of the City of Orange City, Iowa as follows:

SECTION 1. SECTION MODIFIED. Section 110.10 of the Code of Ordinances of the City of Orange City, Iowa, is repealed and the following adopted in lieu thereof:

110.10 NATURAL GAS RATE SCHEDULE.

EFFECTIVE JUNE 1, 2024

1. Small Volume Firm/Small Transport (SVF/STS).
Applicable to any customer with less than 500 therms/day peak.
Minimum Monthly Charge: \$9.00 per month
Local Delivery Charge: 0.3000 per therm
2. Medium Volume Firm/Medium Transport (MVF/MT).
Applicable to any customer with 500 – 2000 therms/day peak.
Minimum Monthly Charge: \$150.00 per month
Local Delivery Charge: 0.17832 per therm
3. Small Volume Interruptible (SVI).
Applicable to any customer with less than 2000 therms/day peak.
Minimum Monthly Charge: \$100.00 per month
Local Delivery Charge: 0.14848 per therm
4. Large Volume Interruptible/Large Transport (LVI/LT).
Applicable to any customer with more than 2000 therms/day peak.
Minimum Monthly Charge: \$400.00 per month
Local Delivery Charge: 0.05662 per therm

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed and approved by the City Council of the City of Orange City, Iowa on this 6th day of May, 2024.

Deb De Haan, Mayor
City of Orange City

ATTEST: _____
Janet Brown, City Clerk
City of Orange City

1st reading – April 1, 2024

2nd reading – April 15, 2024

3rd reading – May 6, 2024

I certify that the foregoing was published as Ordinance No. 849 on the 9th day of May, 2024.

City Clerk

REVENUES

<u>General Fund</u>	Zoning Fees	20,000	
	Local Option Sales Tax	200,000	
	Sale of Fixed Assets-	5,000	
	State Backfill Monies	40,000	
	Interest on Investments	200,000	
Road Use Tax Monies	Parking Lot - City Hall	150,000	
			\$ 615,000
-			
-			
	Total Revenue		\$ 615,000

EXPENSES

<u>PUBLIC SAFETY</u>	<u>Police - 1010</u>		
	Advertising - Officer Ads	600	
	Training for Police Academy	20,000	
	<u>FIRE - 1050</u>		
	Fire Calls- New Rates	9,000	
			\$ 29,600
<u>PUBLIC WORKS</u>	<u>Roadway Maintenance- 2010</u>		
	Fuel Cost	15,000	
	Vehicle Repairs	15,000	
	Capital Improvements- City Hall parking lot	150,000	
			180,000
<u>CULTURE & RECREATION</u>	<u>PARKS- 4030</u>		
	Repair of Buildings- Shelter House & Bath House	18,000	
	Vehicle Repairs	8,000	
	Misc. Contract Work- Ash Bore Expense	75,000	
	Other Capital Equipment- Snowblower	8,000	
	<u>RECREATION-4040</u>		
	Operating Supplies	7,000	
	<u>POOL- 4900</u>		
	Repair of Buildings- Shelter House & Bath House Filters and Splash Pad	50,000	
	<u>Library Building</u>		
	Repair of Buildings- HVAC and Elevator	100,000	
			266,000
<u>COMMUNITY & ECONOMIC DEVELOPMENT</u>	<u>PLANNING & ZONING</u>		
	Operating Supplies- CloudPermit Software	10,000	
			10,000
<u>GENERAL GOVERNMENT</u>	<u>Exec & Admin-</u>		
	Part-Time Help- Office	4,000	
	Group Insurance	9,000	
	Misc Contract Work- Alarm System. Swift Air Maintenance Agreement	18,000	
	Taxes, Property	3,000	
	Economic Development- Interest	140,000	
	Office Equipment- Computers	5,100	
	<u>Event Center- 6070</u>		
	Group Insurance	15,000	
	Repair of Buildings- Wash Front & Backside of Bldg	5,000	
	Misc Contract Work- Hiemstra, Service Master, etc	30,000	
	Other Capital Equipment- New Mobile Bar, Bottle Cooler, Projector	8,500	
			\$ 237,600
			\$ 723,200



OC Community Betterment Board

Box 406
Orange City, IA 51041

BOARD MEMBERS: Olivia Chapman, Mike Hofman, Joy Tooker, Rachel Meekema
Scott Kooiman
Staff: Kent Anderson

Thursday, April 25, 2024
4:00 pm, City Council Chambers

AGENDA:	INFORMATION:
1. Review September 25, 2023, minutes	1. Scott/Mike m/s to accept the 9-25-23 minutes as presented. Approved.
2. Financial Report A. Available funds	2A. Joy/Olivia m/s to accept the April 25, 2024, financial report. Approved. Cash Balance as of April 25, 2024, is \$ 252,683.13.
3. Funding Considerations: A. Heritage Cemetery Committee of Orange City B. American Legion Pressman-Kosters Post 329	3A. Kent Anderson and Olivia Chapman were present, and they were requesting funds on behalf of the Heritage Cemetery committee. The committee wants to expand the efforts to repair, restore, and preserve headstones in West Lawn Cemetery. They have estimated approximately number of one-hundred stones that need repair. The committee also shared that a member is willing to donate towards a new entrance sign located in the southeast corner of the cemetery. The cost of the entrance sign is estimated to be around \$ 16,600. The request was for \$ 10,000 to help with the equipment, tools, and supplies of repairing the stones. Mike/Scott m/s to approve payment of \$ 10,000 dollars. Ayes: 5 Nays: 0 3B. Colby Vlietstra, Jim Van Gorp, Pete DeBeer, and Dan Roghair, who represents the American Legion board, were present and were requesting funds for the Veterans Memorial located along Hwy 10 just west of the Chamber offices. The project being proposed was to have a beautiful barrier of shrubs, trees, and tall screens that will help people to see our Memorial in a better way. In addition to the barrier, they

were also proposing new refractive pole luminaries that have a brighter reflection on the stones and replace the current bollards that do not do the lighting justice. The barrier of trees and screens will help hide some of the view of the cars in Northwestern parking lot and would give the memorial a more peaceful and inviting feeling to our loved ones, veterans, and community members who visit this site. The cost of the project is estimated to be \$ 30,000. The landscaping being roughly \$ 21,000 and the new lighting poles being around \$9,000 They do have some members willing to donate \$ 10,000 towards the project. The request for funding was \$ 20,000. Scott/Joy m/s to approve the payment of \$ 20,000. Ayes:5 Nays:0

4. Other Agenda Items

4A. GrowOC marketing

4A. Mike Hofman had an update on the new program being rolled out called GrowOC which is a group that has been working on bringing the OC21 Utility Check off program up to date and adding new consistent promotion of this option for people to be aware of the program and what it funds. We have added some additional information on the City website and offer a way to sign up for the Check off program and also to take donations online via a Credit Card. Our plan is to continue to promote the program and also the work that the Community Betterment does to fund projects that will be beneficial to Orange City. We encourage you to talk to your friends and neighbors and help bring more awareness to the program and get people to sign up. We also want people to be aware that these funds are available for projects that they are a part of or that they think Orange City needs.

4B. Board Terms

4B. The board discussed setting board terms with the possibility of getting them staggered. Currently the board does not have any terms or limits that are known. It was noted that the board just wants to get this taken care of and put in place for the future of the board. After some discussion, the board will seek out a new committee member to replace an outgoing board member who wishes to step down. We will report back at a future meeting with a recommendation.

Adjourn

5:15 pm @ Council Chambers