

NOTICE AND CALL OF COUNCIL MEETING

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

Date of Meeting: June 15, 2026

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

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

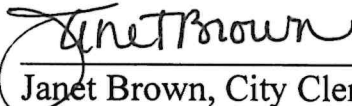
PUBLIC NOTICE IS HEREBY GIVEN that the above mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for said meeting is as follows:

1. Meeting called to order
2. Opening ceremonies
3. Approval of agenda
4. Citizen comments
5. Approval of minutes
6. Disposal of city owned real estate
 - Public hearing
 - Resolution ratifying and authorizing disposal of municipally owned property
7. Vacation of utility easements
 - Public hearing
 - Resolution approving vacation of utility easements
8. Resolution setting salaries for the 2026-2027 fiscal year
9. Retail tobacco permit renewal applications

Council Meeting
June 15, 2026
Page 2

10. Retail alcohol license renewal application
11. Hotel/motel tax distribution
12. Park/Rec Assistant position
13. Administrative reports
14. Council comments
15. 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
June 15, 2026

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 June 1, 2026 council meeting are enclosed for your review. Exhibit 1
6. Council needs to hold a public hearing to dispose of city property to Northwestern College, a 30'x90' parcel on the southwest corner of the grass lot between Taco John's and Mulder Auto. After the hearing council will consider a resolution authorizing the disposal. Exhibit 2
7. Council needs to hold a public hearing to consider the vacation of three side yard easements located in Puddle Jumper Trail Fifth and Seventh Additions over which several duplexes were constructed along 14th Street SE. After the hearing council will consider a resolution approving the vacation of easements. Exhibit 3
8. Council will consider the resolution setting salaries for the 2026-2027 fiscal year for full-time employees. Included in the resolution is a 4% cost of living increase which has been previously established in the collective bargaining contract (July 1 will begin the third of three years of the current contract). Past practice has been to extend the 4% to all non-union employees as well. Library staff salaries and increases have been determined by the Library Board. Exhibit 4
9. We have received nine retail tobacco permit renewal applications (Brew Oil, Casey's, Conoco, Dollar Fresh, Dollar General, Family Dollar, Dutchmart Foods, Fareway, and Kwik Star). The state requires the permits to be approved on an annual basis and assesses a fee of \$75 per application.
10. We have received a renewal application for a Special Class C Retail Alcohol License from Woudstra Meat Market for Gezellig. Everything is in order.
11. At City Council's request, a time to discuss the Hotel/Motel Tax has been included on the agenda. The tax has been set at 7%, with 4% being used for community betterment projects and 3% returned to the two hotels.
12. Following the departure of Jaaron Paugh from the Parks & Recreation Department and a search for his replacement, City staff recommends council approve the hire of Carter Aalbers for the Park/Rec Assistant position. Carter recently graduated from Northwestern College with a Sports Management degree.

13. Administrative reports:

Scheduled Meetings/Important Dates:

July 6	Council Meeting, 4:30 P.M.
July 13	Mayor's Cup
July 20	Council Meeting, 4:30 P.M.
August 3	Council Meeting, 4:30 P.M.
August 17	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.

Matt Van Schouwen

City Office	712-707-4885
Cell phone	712-737-7701
Email	mattvs@orangecityiowa.com

Council Meeting
June 1, 2026

The City Council met in regular monthly session pursuant to adjournment at 4:30 o'clock P.M. on June 1, 2026. 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 Andrew Bloemendaal, Daron De Jong, Mark Scallon, and Bret Walinga

Members Absent: Council member Olivia Chapman

Staff: Matt Van Schouwen, Janet Brown, Jason Budden, Ryan McEwen, Jim Pottebaum, and Kent Anderson

Guests: Sarah Weber, Doug Calsbeek, Kenton Vore, and Ruth Roghair

Agenda: A motion was made by Council member Daron De Jong and duly seconded by Council member Bret Walinga approving the tentative agenda as the official agenda. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Bret Walinga, Andrew Bloemendaal, Mark Scallon; NAYS: None.

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

Approval of Minutes: The minutes of the May 18, 2026 council meeting were presented. A motion was made by Council member Bret Walinga and duly seconded by Council member Mark Scallon approving said minutes as published. On call of the roll motion carried. The vote was as follows: AYES: Bret Walinga, Mark Scallon, Andrew Bloemendaal, Daron De Jong; NAYS: None.

Resolution Proposing to Dispose of City Owned Real Estate: A motion was made by Council member Bret Walinga and duly seconded by Council member Mark Scallon setting 4:30 P.M. on June 15, 2026 as the time for a public hearing to consider disposing of city owned real estate to Northwestern College. On call of the roll motion carried. The vote was as follows: AYES: Bret Walinga, Mark Scallon, Andrew Bloemendaal, Daron De Jong; NAYS: None. The resolution was assigned number 6-1-26-2192 and appears in the official resolution book.

Resolution Proposing Vacation of Utility Easements: A motion was made by Council member Andrew Bloemendaal and duly seconded by Council member Bret Walinga setting 4:30 P.M. on June 15, 2026 as the time for a public hearing to consider vacation of three side yard easements in Puddle Jumper Trail Fifth and Seventh Additions. On call of the roll motion carried. The vote was as follows: AYES: Andrew Bloemendaal, Bret Walinga, Daron De Jong, Mark Scallon; NAYS: None. The resolution was assigned number 6-1-26-2193 and appears in the official resolution book.

Axis Holdings, LLC Dutch Front Reimbursement: At the last meeting Council approved the Dutch front reimbursement of \$73,966.30 to Axis for their property at 117 Central Ave NE. While the project was large enough to maximize the \$100,000 at 50% reimbursement, Axis did not realize they needed to submit invoices for the full cost. They have now submitted invoices to receive the full reimbursement. Mark questioned the approval process and what Dutch-themed costs are eligible. A motion was made by Council member Bret Walinga and duly seconded by Council member Daron De Jong approving the additional payment of \$26,033.70 to Axis Holdings, LLC. On call of the roll motion carried. The vote was as follows: AYES: Bret Walinga, Daron De Jong, Andrew Bloemendaal, Mark Scallon; NAYS: None.

Retail Alcohol License Renewal Application: A motion was made by Council member Bret Walinga and duly seconded by Council member Mark Scallon approving the renewal application for a Special Class B Retail Alcohol License as submitted by Woudstra Meat Market. On call of the roll motion carried. The vote was as follows: AYES: Bret Walinga, Mark Scallon, Andrew Bloemendaal, Daron De Jong; NAYS: None.

Resolutions in Support of Workforce Housing Tax Incentive Program Applications: A motion was made by Council member Bret Walinga and duly seconded by Council member Mark Scallon adopting a resolution supporting a Workforce Housing Tax Incentive Program application to be submitted to the Iowa Economic Development Authority by Rock Solid

Rentals, LLC for the construction of a 4-plex townhome unit in Puddle Jumper Trail Tenth Addition. On call of the roll motion carried. The vote was as follows: AYES: Bret Walinga, Mark Scallon, Andrew Bloemendaal, Daron De Jong; NAYS: None. The resolution was assigned number 6-1-26-2194 and appears in the official resolution book.

A motion was made by Council member Bret Walinga and duly seconded by Council member Andrew Bloemendaal adopting a resolution supporting a Workforce Housing Tax Incentive Program application to be submitted to the Iowa Economic Development Authority by Wielenga Properties, LLC for the construction of a 16-unit multifamily development in Puddle Jumper Trail Eleventh Addition. On call of the roll motion carried. The vote was as follows: AYES: Bret Walinga, Andrew Bloemendaal, Daron De Jong, Mark Scallon; NAYS: None. The resolution was assigned number 6-1-26-2195 and appears in the official resolution book.

Administrative Reports:

Scheduled Meetings/Important Dates:

June 15	Council Meeting, 4:30 P.M.
July 6	Council Meeting, 4:30 P.M.
July 13	Mayor's Cup
July 20	Council Meeting, 4:30 P.M.
August 3	Council Meeting, 4:30 P.M.
August 17	Council Meeting, 4:30 P.M.

Oral reports: Matt reported on the Woudstra Park dedication; Marty Guthmiller retirement event; ads for job openings of Code Enforcement and Park & Rec Assistant. Jason shared they are working on updating the well controls; provided updates on the 7th Street and transformer projects.

Council Comments: The Mayor called for comments from members of the Council and the following were received. Andrew reminded everyone to vote tomorrow. Mark would like to discuss the hotel/motel tax rebate at the next meeting. The Mayor shared a thank you received from the Queen and Court.

Closed Session Per Iowa Code Section 21.5.1(j) – Real Estate: A motion was made by Council member Andrew Bloemendaal and duly seconded by Council member Mark Scallon to enter into a closed session at 4:52 o'clock P.M. to discuss a possible real estate transaction. On call of the roll motion carried. The vote was as follows: AYES: Andrew Bloemendaal, Mark Scallon, Andrew Bloemendaal, Daron De Jong; NAYS: None.

A motion was made by Council member Bret Walinga and duly seconded by Council member Daron De Jong to exit the closed session at 5:22 o'clock P.M. On call of the roll motion carried. The vote was as follows: AYES: Bret Walinga, Daron De Jong, Andrew Bloemendaal, Mark Scallon; NAYS: None.

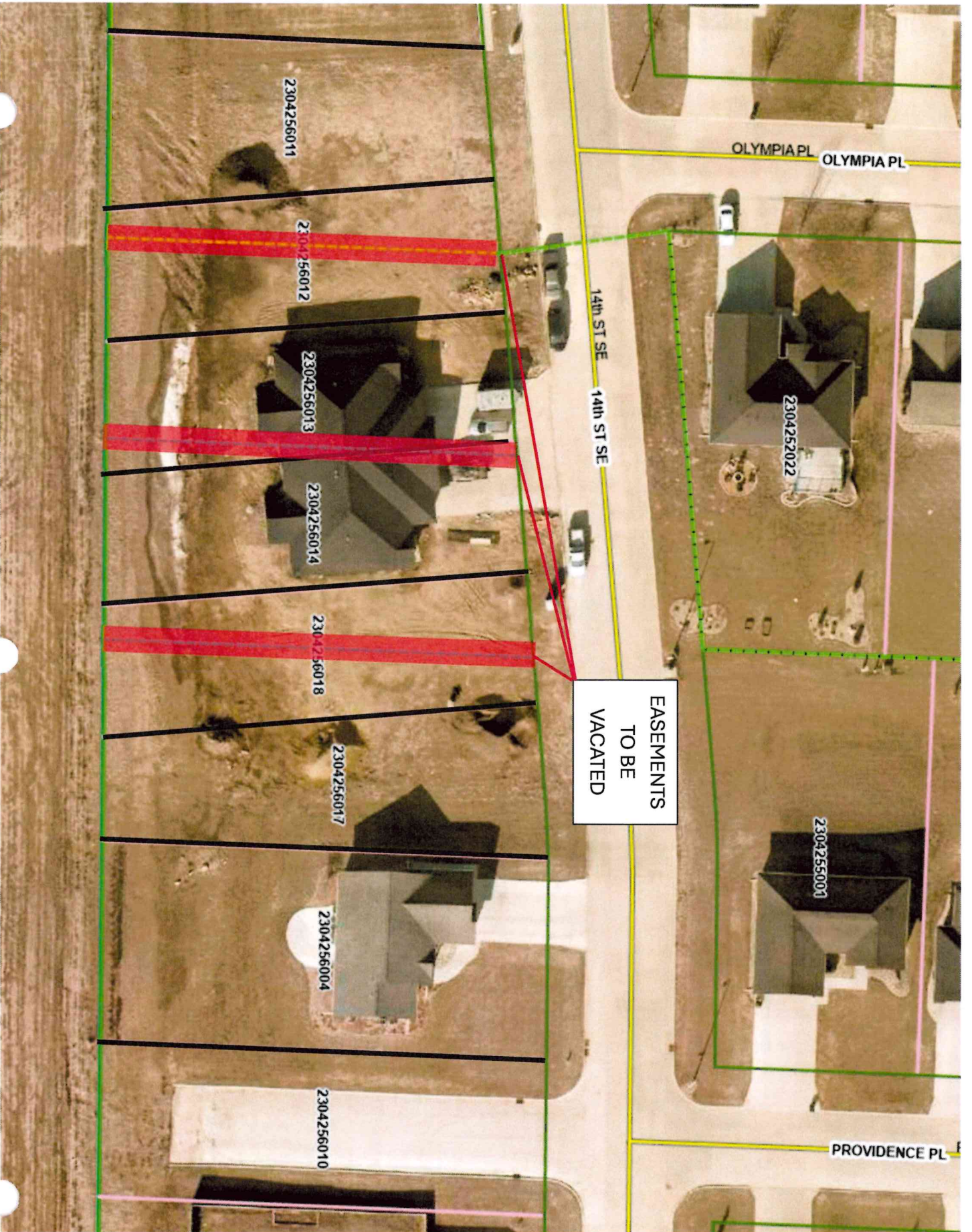
No official action was taken.

Adjournment: No further business appearing it was therefore moved by Council member Bret Walinga and duly seconded by Council member Mark Scallon to adjourn. On call of the roll motion carried. The vote was as follows: AYES: Bret Walinga, Mark Scallon, Andrew Bloemendaal, Daron De Jong; NAYS: None. Adjournment time was 5:22 o'clock P.M.

Deb De Haan, Mayor

ATTEST: _____
Janet Brown, City Clerk





RESOLUTION NO. 6-15-26-2198

A RESOLUTION SETTING THE SALARIES FOR APPOINTED OFFICERS AND EMPLOYEES OF THE CITY OF ORANGE CITY FOR THE 2026-27 FISCAL YEAR

Be it Resolved, By the Council of the City of Orange City:

The following persons and positions named shall be paid the salaries or wages indicated and the City Clerk is authorized to issue checks, less the legally required or authorized deductions from the amounts set out below, and make such contributions to IPERS and FICA or other purposes as required by law or authorization of the City Council, all subject to audit and review by the City Council:

Kent Anderson	Finance Officer	7,336.79/mo.
Anna Bartlett	Library Administrative Specialist	4,205.07
Janet Brown	City Clerk/Office Manager	7,336.79
Jason Budden	Public Works Director	11,266.67
Alan De Jong	Electric Line Foreman	9,661.58
Madison Follett	Event Center Assistant Manager	4,056.00
Luke Horkey	Street Foreman	7,941.09
Lisa Johnson	Library Director	7,656.40
Jess Kuehl	Event Center Manager	5,488.67
Kirk Maasdam	Water & Wastewater Treatment Foreman	8,724.24
Ryan McEwen	Community Development Director	10,721.47
Noah Minnick	Park/Recreation Director	6,174.13
Jim Pottebaum	Chief of Police	9,111.70
Dave Sassman	Water & Wastewater Foreman	7,581.81
Shane Schwarz	Gas Foreman	7,756.67
Matt Van Schouwen	City Administrator	12,566.67
Victoria Brander	Education & Literary Librarian I	20.00
Nathan Johnson	Circulation Services Librarian	18.00
Shawn Lancaster	Deputy City Clerk	26.32
Jackson Miller	City Groundskeeper	32.37
Alisa Smith	Accounts Receivable Specialist	24.00
Michael Anema	Electric Line Maintenance Worker II	42.03
Jonathan Van Zweden	Electric Line Maintenance Worker I	37.54
Chase Williams	Electric Line Maintenance Worker II	40.07
Breckin Bomgaars	Mechanic	34.36
Wyatt Dagel	Street Crewman	31.80
Trey Niemyer	Investigator	42.00
Daniel Crawley	Police Officer	39.73
Luke De Jong	Police Officer	39.73
Trevor Gries	Police Officer	39.73
Makya Hiemstra	Police Officer	35.90
Ryan Sandbulte	Police Officer	39.73
Trey Schiebout	Police Officer	39.73
Dalton Vogel	Police Officer	39.73
Darren Wielenga	Police Officer	39.73
Brett Keunen	Gas Worker	32.60
Shane Schuller	Gas Worker	32.60
Todd Klein	Water & Wastewater Operator	38.93
Ty Taylor	Water & Wastewater Operator	33.49
Part-time Police Officers		32.07
Employee Interchange Rate		31.80

Employee portion Insurance benefit, 90% of premium/mo. Dependent Insurance benefit (applies when employees dependents are insured under the City group insurance program) 75% of premium/mo. Hours of work, workweek, paydays, and overtime are defined in the employee handbook and collective bargaining contract.

Passed and approved this 15th day of June, 2026.

Deb De Haan, Mayor

ATTEST:

Janet Brown, City Clerk