

**MINUTES OF THE OKOBOJI CITY COUNCIL  
MEETING HELD ON NOVEMBER 12, 2019**

Mayor VanderWoude called the meeting to order at 6:00pm on November 12, 2019. Councilmembers Delperdang, Hentges, Andres, and Robinson were present at roll call. Councilmember Mendenhall was present by telephone at roll call. Others present were City Administrator Michael Meyers, Okoboji Police Officer Scott Colt, Dan Sanders, Steve Schwaller, Jeff Thee, Rebecca Graves, Rod Meendering, Jason Eygrabroad, Kae Hoppe, Bob Shaw, Julie Scheib, Larry Holcomb and Julie Delperdang.

**CONSENT AGENDA**

Motion made by Councilmember Delperdang and a second by Councilmember Robinson to adopt the Consent Agenda which included minutes from the previous City Council meeting, the claims and accounts payable report, the bank cash report, and the renewal of a Class C Liquor License (LC)(Commercial) with Outdoor Service and Sunday Sales for 'Okoboji Winter Project, Inc.'. The following Councilmembers voted "YEA": Delperdang, Hentges, Robinson, and Mendenhall. Councilmember Andres abstained. Motion passed 4-0.

**CITIZEN APPEARANCES**

There was none.

**OLD BUSINESS**

Mayor VanderWoude opened discussion relating to Highway 71. City Administrator Meyers advised that the Imagine Group and McClure Engineering approached the Iowa DOT for funding. The Iowa DOT offered to fund up to 50% (\$125,000) of the request contingent upon the Lakes Area cities providing a matching 50% (\$125,000). Okoboji's contribution to this was requested to be \$22,500.00. Mayor VanderWoude and all Councilmembers expressed concern over the study and were opposed to participating in the funding of this study based on the fact that this was originally supposed to be at no cost to the City and that the City felt as though there were more pressing issues to consider using these funds on. The Council directed Meyers to advise the relevant stakeholders of the decision not to participate at this time.

**NEW BUSINESS**

Mayor VanderWoude moved agenda item 'C' to the current item.

Mayor VanderWoude advised the Council that the City sent out bid documentation on the Dixon Beach rip-rap project and that the City received no bids on the project. Jason Eygrabroad, Beck Engineering, advised the Council that the timeframe may have been too tight to accomplish with the schedules of barge companies. Eygrabroad advised that a modified time schedule might be considered either in spring of 2020 or fall of 2020. Councilmember Hentges advised that he felt September was likely the best month. The council felt as though summer of 2020 was not an option. Eygrabroad will come back to the City Council in December with a new bid proposal with a period of spring of 2020 or fall of 2020.

Mayor VanderWoude moved agenda item 'D' to the current item.

Mayor VanderWoude presented 'Application for Payment No 1' for \$45,411.42 payable to Beck Excavating, Inc. for the 2019 Carriage Lane Resurfacing and Speier Park Basketball Court project. Eygabroad advised that the City was still waiting on the asphalt work due to abnormal weather conditions over the past several weeks. Eygabroad advised that there was a potential window in the upcoming week but it could be pushed until spring when the weather was warmer. Meyers inquired about a potential change order to this project that would extend the existing Speier Park sidewalk from its current ending point to the parking lot. Meyers advised the change order was an additional \$1,127.00. The Council agreed and requested this, Eygabroad would bring it back as an official change order.

Motion made by Councilmember Andres and a second by Councilmember Hentges to approve the 'Application for Payment No 1' for \$45,411.42 payable to Beck Excavating, Inc. The following Councilmembers voted "YEA": Delperdang, Hentges, Andres, Robinson, and Mendenhall. Motion passed 5-0.

Mayor VanderWoude moved agenda item 'E' to the current item.

Mayor VanderWoude presented Resolution 19-18, 'Resolution Referring Proposal to Convey/Vacate Property to the Planning and Zoning Commission of the City of Okoboji, Iowa'. City Administrator Meyers explained that this was in relation to the proposed 'East Lake Park' adjacent to Highway 71. There has been significant conversation between City Staff and 17 Oaks pertaining to a potential for a transfer of property between the two entities in an effort to make a clear delineation between public and private property at this location. Meyers explained a proposal that would grant the City of Okoboji 2,330 square footage of land to be conveyed by 17 Oaks and that would grant 17 Oaks 1,700 square footage of land to be conveyed by the City of Okoboji. Meyers noted that none of this property is lakeshore property. Meyers explained why this land swap was being proposed relating to potential for liability and legal issues arising from the general public crossing private property to access the potential park. Meyers advised that this was not a final decision to be made by the Council, simply the first step in a multistep process by referring this to the Planning and Zoning Commission for study.

Councilmember Andres inquired about the parking areas that were added to the conceptual design. Meyers displayed what would have been private parking for 17 Oaks and the proposed public parking on the north side of the property. Andres expressed concern that the proposed parking additions were not on City of Okoboji property and that there has been no confirmation from the State of Iowa that these parking spaces would be permissible. Andres advised that the City was at a standstill until there is confirmation from the DNR.

Councilmember Hentges spoke to a Larry Holcomb, 17 Oaks Condo Association, in hopes that there is an understanding that this process might take a little bit longer than what may have been portrayed and ensuring that 17 Oaks would be onboard with this process.

Councilmember Delperdang advised he did not feel comfortable moving forward with the land swap process prior to having the other issues resolved. Delperdang advised that he was in favor of working with 17 Oaks but that something tangible from the State of Iowa was needed.

Councilmember Hentges thought there could be additional parking spots and Councilmember Andres felt that there needed to be some clear delineation for parking spaces for park users. Andres commented that she was concerned about others parking in parking lots not meant for park users. Andres also commented on the concrete parking stalls so near the lake and wondered if there could be low impact development or impervious surfacing considered.

City Administrator Meyers summarized the direction from the Council that the City requested something tangible from the State of Iowa relating to the use of their property, additional parking spaces, and the consideration of pervious surfacing to be used for the parking stalls.

The Council discussed the concept of the land swap itself and were in favor of the proposal but acknowledged the other issues that first need to be resolved.

Mayor VanderWoude tabled Resolution 19-18 as well as Resolution 19-19, 'Resolution Setting Public Hearing on a Proposal to Vacate and Convey A Portion of the Property Owned by the City of Okoboji with a Legal Description of 'RR ROW ADJ ALLEY AND LOT 7 BLK B SUBDIV IJKL BECK'S REPLAT' (Parcel ID# 07-20-15-2007) By Quit Claim Deed to 17 Oaks Owners Association, Subject to Certain Terms'. No further action taken.

Mayor VanderWoude invited Julie Sheib and Bob Shaw of the Discovery House to present to the City Council. Sheib and Shaw updated the Council on the Discovery House and requested funding for FY21. No action taken.

Mayor VanderWoude invited Rebecca Graves and Rod Meendering of Winther, Stave, and Co, LLP. Meendering discussed and presented the City Audit for Fiscal Year ending June 30, 2019. The Council accepted the audit and thanked Winter, Stave, and Co, LLP and City Staff for their work. No further action taken.

Mayor VanderWoude presented Resolution 19-20, 'Approve the FY 2018/2019 Annual Finance Report'.

Motion made by Councilmember Hentges and a second by Councilmember Robinson to approve Resolution 19-20. The following Councilmembers voted "YEA": Delperdang, Hentges, Andres, Robinson, and Mendenhall. Resolution passed 5-0.

Mayor VanderWoude presented Resolution 19-21, 'Approve the TIF Indebtedness Certification Report'.

City Administrator Meyers explained that the City's bond that was being paid with TIF dollars will be paid off in the current fiscal year. Meyers explained that the City will need to determine the future of their TIF district in the near future. Meyers advised that this report was requesting \$0. Meyers advised he is in contact with a TIF attorney to help navigate the next steps.

Motion made by Councilmember Robinson and a second by Councilmember Andres to approve Resolution 19-21. The following Councilmembers voted "YEA": Delperdang, Hentges, Andres, Robinson, and Mendenhall. Resolution passed 5-0.

Mayor VanderWoude presented to the Council the Urban Renewal Report. City Administrator Meyers explained that this simply reports the revenues and expenditures from the City's TIF Fund. Meyers advised that the City has a positive TIF balance and that if the TIF district were to expire that the City would need to return that money to the County Auditor to be disbursed back to the appropriate entities.

Motion made by Councilmember Andres and a second by Councilmember Robinson to approve the Annual Urban Renewal Report. The following Councilmembers voted "YEA": Delperdang, Hentges, Andres, Robinson, and Mendenhall. Motion passed 5-0.

Mayor VanderWoude presented for consideration 'Verified Memorandum of Claim and Interest and Preservation of Restrictions / Covenants' relating to an agreement by and between the City of Okoboji and East Oaks Development LC. Meyers explained this is an extension of filed covenants that the City has been operating with for the past 20 years.

Motion made by Councilmember Hentges and a second by Councilmember Andres to direct City Staff to execute the necessary documentation to extend the covenants. The following Councilmembers voted "YEA": Delperdang, Hentges, Andres, Robinson, and Mendenhall. Motion passed 5-0.

Mayor VanderWoude presented a granted variance to Alyx Campbell if 1207 Depot, #2 that was recommended for approval by the Board of Adjustment.

Motion made by Councilmember Hentges and a second by Councilmember Andres to accept the approval of the variance made by the Board of Adjustment. The following Councilmembers voted "YEA": Delperdang, Hentges, Andres, Robinson, and Mendenhall. Motion passed 5-0.

Mayor VanderWoude presented a granted variance to Whitecap LLC, Central Water Systems, and City of Okoboji that was recommended for approval by the Board of Adjustment for a fence taller than 6' in height. Meyers explained that this was a replacement fence for the Central Water System pump house and meant to screen and secure the utility at this location.

Motion made by Councilmember Andres and a second by Councilmember Robinson to accept the approval of the variance made by the Board of Adjustment. The following Councilmembers voted "YEA": Delperdang, Hentges, Andres, Robinson, and Mendenhall. Motion passed 5-0.

## **REPORTS**

City Administrator Meyers updated the council on other items that were being worked on in City hall including the hiring of a new public works employee, training provided to the Planning and Zoning Commission, training provided to the City Administrator relating to drug and alcohol abuse recognition, Meyers advised that City Hall would be closed for a large majority of the day on Thursday, November 14, 2019 due to a workshop to be attended by all City Hall staff, comments relating to pickleball and Speier Park, comments relating to a future request by Dickinson County Emergency Management for new sirens, comments on future request from Arnolds Park-Okoboji Fire and Rescue for new equipment, comments

on the 'Eden Street Extension' and what should be done there, and finally Meyers reminded the City Council that it was nearly budget season. It was commented that Arnolds Park-Okoboji Fire Chief Chris Yungbluth recently received an award for an outstanding fire chief in the State of Iowa.

No police report.

Mayor VanderWoude was thankful that the City re-elected her.

Councilmember Hentges inquired about the change of voting location for the recent election. Meyers commented that the City probably had a dozen people show up to vote at City Hall who were redirected.

Councilmember Andres discussed forming a committee to suggest projects to the Imagine Iowa Great Lakes group.

Councilmember Mendenhall commented on the good things that the Discovery House was doing and encouraged the budget committee to keep them in the budget and consider increasing the contribution.

The meeting was adjourned at 7:46pm.

ADJOURNMENT.

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Mayor Mary VanderWoude

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Michael Meyers, City Administrator

REVENUES FOR 10/09/2019 THROUGH 11/12/2019 TOTAL \$1,008,745.70. EXPENDITURES WERE AS FOLLOWS: GENERAL FUND \$106,234.65, ROAD USE TAX \$2,662.12, CAPITAL PROJ-PICKLE BALL \$15,300.00, WATER \$67,410.34.

CLAIMS REPORT

VENDOR	REFERENCE	AMOUNT
AFLAC	PREMIUMS	319.85
AFLAC	PREMIUMS	490.91
ALLIANT ENERGY	OCT ELECTRIC	4,473.24
BECK ENGINEERING INC	ENGINEERING FEES	23,732.50
BLACK HILLS ENERGY	NATURAL GAS SERVICE	73.44
BOMGAARS SUPPLY, INC.	SYNTH OIL	49.98
C & B OPERATIONS LLC	ENGINE COOLANT	68.8
CAMPUS CLEANERS & LAUNDER	RUGS	45.15
CANON FINANCIAL SERVICES	NOV COPIER LEASE	72.04
CARDMEMBER SERVICE	TRAVEL EXPENSES	222.28
CENTRAL STATES H&W FUND	OCT PREMIUMS	4,022.40
CENTRAL STATES FUND	OCT PREMIUM-ADD ZIGRANG	1,005.60
CENTRAL WATER SYSTEM	OCTOBER WATER	10,773.00
CITY OF ARNOLDS PARK	SHARED OFFICER	4,410.31
COOPERATIVE ENERGY CO.	DIESEL FUEL	603.22
COOPERATIVE ENERGY CO.	DIESEL FUEL	808.98
CORNELL ABSTRACT CO.	DIXON BEACH RIP RAP	140
DELTA DENTAL OF IOWA	ACCT 31528-0002	567.86
DICKINSON COUNTY CONSERV	GREEN WASTE	760
DICKINSON COUNTY CONSERVATION	RECYCLING/GREEN WASTE	816
DICKINSON CO EMS ASSN	EMS SUPPORT	603.25
DICKINSON COUNTY NEWS	YEARLY SUBSCRIPTION	50
DICKINSON COUNTY NEWS	LEGAL PUBLICATIONS OCT 2019	290.49
DICKINSON COUNTY	SANDING SALT	3,492.60
EFTPS	FED/FICA TAX	4,204.63
EFTPS	FED/FICA TAX	4,024.29
EFTPS	FED/FICA TAX	4,398.23
FERGUSON WATERWORKS	METER/PARTS	2,562.54
FERGUSON WATERWORKS	NEPTUNE SOFTWARE	8,000.00
FERGUSON WATERWORKS	SOFTWARE SET UP	6,500.00
FERGUSON WATERWORKS #2516	METERS	19,555.34
FICK'S ACE HARDWARE	TOOLS	14.99
GRAHAM TIRE SPENCER	TIRES	310.08
GUNS GALORE	BELT KEEPERS	20
GWORCS	2020 LICENSE/SUPPORT FEE	2,859.56
HALBUR LAKE SERVICE	CITY DOCK REMOVAL	1,967.50
HEARTLAND SECURITY SERVIC	SECURITY SERVICE	26.95
IMWCA	WORK COMP PREMIUM ADJ	60
IOWA DEPT OF PUBLIC SAFETY	TERMINAL BILLING JULY-SEPT	300

IPERS	IPERS-PROTECTN	5,810.50
JAYCOX IMPLEMENT	BOBCAT REPAIR	437.69
JCL SOLUTIONS -	GARBAGE LINERS, SOAP,	
L & C TIRE SERVICE, INC.	TOWELS	160.61
MEDIACOM COMMUNICATIONS	TIRE DISPOSAL	43
MUNICIPAL SUPPLY, INC.	10/25-11/24	400.08
MURPHY TRACTOR & EQUIPMENT	WATER STOCK PARTS	189.3
NATIONWIDE	LOADER MAINT	840.87
NEW YORK LIFE	OFFICIALS BOND PREMIUM	993
NEW YORK LIFE INSURANCE	ADDTL LIFE INS	118.39
NORTHWEST IOWA PLANNING	OCT PREMIUMS	436.93
O'REILLY AUTO PARTS	SHIELD FY20 2ND DRAW	3,500.00
O'REILLY AUTO PARTS	VEHICLE MAINTENANCE	86.25
OKOBOJI AFTER PROM	CHEVY BATTERY	183.36
POWERPLAN	2020 DONATION	100
SCI COMMUNITCATIONS	MURPHY TRACTOR PARTS	840.87
SECURE BENEFITS SYSTEMS	FAX REPAIR	75
SHAMROCK RECYCLING, INC.	FSA MEDICAL	209.66
SHIELD TECHNOLOGY CORP.	RECYCLING CONTAINER	316.62
STATE HYGIENIC LABORATORY	SHIELDWARE SOFTWARE	1,267.50
STEIN LAW OFFICE	WATER TEST	13
TREASURER, STATE OF IOWA	OCT LEGAL FEES	1,220.61
TREASURER, STATE OF IOWA	STATE TAXES	10,782.00
UPPER DES MOINES	FY 19/20 ANNUAL SUPPORT	500
VAHLSING'S CLEAN SWEEP	OCT JANITOR SERVICE	100
VERIZON WIRELESS	CELL PHONES & POLICE PCS	576.57
WELLMARK BLUE CROSS AND	HEALTH INSURANCE	
WEX BANK	PREMIUMS	7,378.35
Accounts Payable Total	FUEL CHARGES	813.44
Payroll Checks		151,688.61
***** REPORT TOTAL *****		39,918.50
		191,607.11