

## NOTICE AND CALL OF COUNCIL MEETING

Governmental Body: The City of Orange City, Iowa

Date of Meeting: **TUESDAY**, January 2, 2024

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

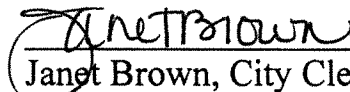
Place of Meeting: Council Chambers, City Hall  
Orange City, Iowa

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 (4:30 o'clock P.M.)
2. Opening ceremonies
3. Approval of agenda
4. Citizen comments
5. Approval of minutes
6. Department reports
  - Code Enforcement
  - Police
  - Gas
  - Water/wastewater
  - Electric
7. Council appointments
  - Employee roster of personnel
  - City Attorney
8. Mayor appointments
  - Mayor Pro-Tempore
  - Chief of Police
  - Fire Chief
  - Program Representative and Organizational assignments

9. Council meeting dates
10. Official newspaper
11. Authorization to issue checks
12. First reading of Ordinance No. 845, adding Chapter 125, Mobile Food and Beverage Vendors
13. First reading of Ordinance No. 846, amending Chapter 124, Special Events
14. Special event retail alcohol license or service area extension onto City property
15. RIDES contract approval
16. Utility structure and employee compensation proposal
17. Resolution accepting the SW Wellfield generator project
18. Board of Adjustment and Planning and Zoning appointments
19. Alcohol license renewal application
20. Administrative reports
21. Council comments
22. 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  
January 2, 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 December 18, 2023 council meeting are enclosed for your review. Exhibit 1
6. Kurt Frederes, representing Code Enforcement, Jim Pottebaum, representing the Police Department, Ed De Jong, representing the Gas Department, Kirk Maasdam, representing the Water/Wastewater Departments and Alan De Jong, representing the Electric Department, will be present for updates on activities in their departments in the past year. Exhibits 2 & 3
7. The Council will make appointments of the employee roster of personnel, which is enclosed, along with the City Attorney. Exhibit 4
8. The Council will make appointments for the Mayor Pro-Tempore, Chief of Police, Fire Chief, and make official the program representative and organization assignments sheet. Exhibit 5
9. The Council will establish the Council meeting dates which presently are the first and third Monday's of each month at 4:30 o'clock P.M.
10. Action needs to be taken on the official newspaper, which presently is the Sioux County Capital Democrat.
11. Authorization to issue checks. Authorize the City Administrator, City Clerk, and Finance Officer to issue checks for the contracted salaries and wages, postage, freight, insurance premiums, utilities, bond and interest payments, and contract payments without further action of the Council. All other checks are written after Council approval. The Summary of Warrants that is presented for Council review on a monthly basis is a listing of all checks issued including those with previous authorization.
12. After discussion at the last Council meeting and review of the mobile food and beverage vendors ordinance, we addressed allowing mobile food and beverage vendors to be closer to restaurants with an approved Special Event Permit. Changes are shown in red. Since we modified the proposed ordinance, this will be considered the first reading of Ordinance No. 845. Exhibit 6
13. This will be the first reading of proposed Ordinance No. 846, amending Chapter 124, Special Events which requires mobile food and beverages vendors to apply for a license with the City, with exemptions for Tulip Festival and RAGBRAI and to change the exemptions for a Special Event Permit to only Tulip Festival and RAGBRAI. Exhibit 7

14. We would like Council to approve the application process for special events to apply for a retail alcohol license or service area extension onto City property as discussed at the last meeting.  
Exhibit 8
15. The Regional Transit Authority dba RIDES is a private, not-for-profit organization serving 9 northwest Iowa counties. RIDES is funded in part by the Iowa DOT with State Transit Assistance (STA) funds and Federally by the Federal Transit Administration (FTA). The local portion of funding is determined by a formula that considers ridership and miles traveled. Orange City participates in the local program and is requested to provide \$15,000 for FY 2024-2025 for this service.
16. Staff is recommending a promotion for Todd Klein to Water Treatment Plant supervisor. Kirk Maasdam will continue to be the foreman for both the water and wastewater plants and Wastewater Treatment Plant supervisor and Dave Sassman will continue as foreman for the water/wastewater distribution system. After review of wages in the water/wastewater department staff is recommending a \$2 per hour increase for Kirk Maasdam, a \$4 per hour increase for Todd Klein and \$1 per hour increases for David Sassman and Joshua Kramer. In addition, there will be new incentives for members of the department to pursue additional certification. Staff is also recommending \$1 per hour wage increases for the following employees; Ed De Jong as gas foreman, Shane Schwarz as gas system worker, Alan De Jong as electric department foreman, and Kurt Frederes as code enforcement officer.
17. The new generator for the existing three wells at the southwest wellfield has been installed and completed. The project went well and the final price was the same as the bid price, \$253,100. We recommend Council accept the project and authorize mayor and staff to complete the final documents and payment.
18. Ben Van Englenhoven's 5-year appointment to the Board of Adjustment expired on 12-31-2023. Ben is willing to run another 5-year term on the board with Mayor De Haan's recommendation to Council for final approval. Dale Pluim's 5-year appointment to the Planning and Zoning Commission expired on 12-31-2023. Dale is willing to run another 5-year term as President of the Planning and Zoning Commission with Mayor De Haan's recommendation to Council for final approval.
19. We have received a renewal application for a Class C Retail Alcohol License from Landsmeer Golf Club. Everything is in order.
20. Administrative reports:

Scheduled Meetings:

January 15	Council Meeting, 4:30 P.M. – Budget
January 29	Special Council Meeting, 4:30 P.M. – Budget
February 5	Council Meeting, 4:30 P.M.
February 19	Council Meeting, 4:30 P.M.
March 4	Council Meeting, 4:30 P.M.
March 18	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**

The City Council met in semi-monthly session pursuant to adjournment at 4:30 o'clock P.M. on December 18, 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, Rod De Boer, Daron De Jong, and Mark Bloemendaal via telephonic conference

Members Absent: None

Staff: Earl Woudstra, Janet Brown, Kurt Frederes, Kent Anderson, Jess Kuehl, Jim Pottebaum, Matt Van Schouwen, and Ryan McEwen

Guests: Olivia Chapman, Bret Walinga, Doug Calsbeek, Jennie Droog, Arlo Van Beek, Mary Fernow, Aaron Lenz, Jill Haarsma, Emie Andrulewich, Mackenzie Huygens, and Sara Huyser

Agenda: A motion was made by Council member Daryl Beltman 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: Daryl Beltman, Daron De Jong, Mark Bloemendaal, Rod De Boer; NAYS: None.

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

Approval of Minutes: The minutes of the November 30, 2023 and December 4, 2023 council meetings were presented. A motion was made by Council member Rod De Boer and duly seconded by Council member Daron De Jong approving said minutes as published. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Daron De Jong, Daryl Beltman, Mark Bloemendaal; NAYS: None.

Department Reports: This time was provided for Jess Kuehl, representing Prairie Winds Event Center, to discuss with Council accomplishments and priorities as the Council prepares for budget time. No official action was taken.

Organizational Reports: Appearing before the Council to provide updates were Sara Huyser representing the Dutch American Heritage Museum, and Emie Andrulewich and Mary Fernow, representing the Orange City Arts Council. Sara inquired if the City's website could have a link to the museum website, moving towards a paid part-time staff member, and requested increased City funding to \$15,000. The Arts Council requested continued support at \$65,000/year. No official action was taken.

First Reading of Proposed Ordinance No. 845 Adding Chapter 125, Mobile Food and Beverage Vendors to Code of Ordinances: In order to regulate the increased requests for mobile food and beverage vendors, management presented Ordinance No. 845. The ordinance regulates the areas of operation, hours of setup and operation, along with fees, and insurance requirements. After some discussion a motion was made by Council member Daryl Beltman and duly seconded by Council member Mark Bloemendaal approving the first reading of proposed Ordinance No. 845, an ordinance adding Chapter 125, Mobile Food and Beverage Vendors to the Code of Ordinances with the change of set up and operation hours of 7:00 AM to 10:00 PM. On call of the roll motion carried. The vote was as follows: AYES: Daryl Beltman, Mark Bloemendaal, Rod De Boer, Daron De Jong; NAYS: None.

First Reading of Proposed Ordinance No. 846 Amending Code of Ordinances Chapter 124, Special Events: Management proposed the amendment of Chapter 124, Special Events, to require any event which would require the use of public streets or other public property as a staging area for promotion of an event to apply for a Special Event Permit. Exemptions to this permit would be Tulip Festival and when applicable RAGBRAI. Council reviewed proposed Ordinance No. 846. One item of discussion was to allow mobile food and beverage vendors to be set up closer than 100' to of any restaurant that is open for business when a Special Event Permit has been approved by the Council. Management will review the proposed ordinance to make sure this is allowed. No official action was taken.

Special Event Retail Alcohol License or Service Area Extension onto City Property: Management discussed the implementation of a process for special events to apply for a retail alcohol license or service area extension for an event on City property, along with any request of an existing establishment's alcohol license service area extension onto City property. The

proposed process would include an application and an adjacent property owner approval. The application will provide information needed for departments to review the request and provide that information to Council for their consideration of approval. No official action was taken.

Dutch Front Reimbursements: A motion was made by Council member Rod De Boer and duly seconded by Council member Daron De Jong approving the Dutch front reimbursements of \$1,653.97 to Dale Pluim for the Dutch front mural on his building located at 105 Central Ave SE and \$75,000.00 to Van Engelenhoven Agency for their Dutch front on their building located at 122 Central Ave SW. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Daron De Jong, Daryl Beltman, Mark Bloemendaal; NAYS: None.

Landsmeer Golf Course Board Member Approval: A motion was made by Council member Rod De Boer and duly seconded by Council member Mark Bloemendaal approving the appointments of Josh Christians and Nick Adams to the Landsmeer Golf Course Board. These appointments will replace Mark Bloemendaal and fill an existing opening on the board. On call of the roll motion carried. The vote was as follows: AYES: Rod De Boer, Mark Bloemendaal, Daryl Beltman, Daron De Jong; NAYS: None.

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

Monthly Bills: A Summary of Warrants report listing bills from November 21, 2023 through December 18, 2023 was presented. A motion was made by Council member Daron De Jong 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: Daron De Jong, Rod De Boer, Daryl Beltman, Mark Bloemendaal; NAYS: None.

Scheduled Meetings – Important Dates:

January 2	<b>TUESDAY</b> , Council Meeting, 4:30 P.M.
January 15	Council Meeting, 4:30 P.M.
January 29	Council Meeting, BUDGET, 4:30 P.M.
February 5	Council Meeting, 4:30 P.M.
February 19	Council Meeting, 4:30 P.M.
March 4	Council Meeting, 4:30 P.M.
March 18	Council Meeting, 4:30 P.M.

Oral reports: Earl mentioned more department reports will happen at the January 2 meeting; fire department has elected Dan Roghair as the new chief; flooring project in City Hall should wrap up at the end of the week; Kanaal Huis open house tomorrow at noon; school demo project is moving along; will be hearing other developer ideas for the old elementary school property; will be emailing the program representatives sheet for Council feedback on areas of interest. Kent mentioned the upcoming scheduled budget meetings.

Council Comments: The Mayor called for comments from members of the Council and the following were heard. Mark thanked the Council for the opportunity to serve on the council, appreciated learning more about the City and the great staff in leadership and departments. Olivia questioned if the Dutch American Heritage Museum could be represented on the City website. Jennie Droog will initiate the conversation to figure out where that can happen. Mayor Deb thanked Aaron Lenz for attending and for his investments in the community.

Adjournment: No further business appearing it was therefore moved by Council member Mark Bloemendaal and duly seconded by Council member Daryl Beltman to adjourn. On call of the roll motion carried. The vote was as follows: AYES: Mark Bloemendaal, Daryl Beltman, Rod De Boer, Daron De Jong; NAYS: None. Adjournment time was 5:54 o'clock P.M.

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Deb De De Haan, Mayor

ATTEST: \_\_\_\_\_  
Janet Brown, City Clerk

To: Mayor and Council

December 31, 2023

**Re: Report on 2023 Activities:**

2023 had a busy construction season for single family housing. City had 30 residential units being constructed with 24 being New Single-Family Homes. Commercial construction was average in 2023 with overall permits of 10 Buildings/Additions. Major projects completed in 2023 were the MOC-FV Elementary School and sports complex, MOC-FV High School Renovation, Diamond Vogel Innovation Center, Jimmy Johns, Dollar Tree, PJT11TH Addition, Canals 1<sup>st</sup> Addition, Beck Engineering Building and Kanaal Huis. Major projects started in 2023 include the Airport development, MOC-FV Elementary School demolition and development, Northwestern Residence Hall, County with multiple renovations, and installing online permitting through Cloudpermit.

	2021	2022	2023
<b><u>TYPE OF PERMIT</u></b>	<b><u>#ISSUED</u></b>	<b><u>#ISSUED</u></b>	<b><u>#ISSUED</u></b>
New Single-Family Homes	11	9	24
New Duplexes/Condos/Townhouses	2@4-units	42(3-D,36-TH)	1@2-units
New Garages	1	4	4
Apartments	0	1@4-units	1@4-units
Additions to homes and garages	8	3	7
House Renovation	0	0	6
Decks	19	12	17
Yard storage buildings	6	18	8
Fences	16	15	16
New commercial or Industrial buildings	12	7	5
Commercial Renovation	0	0	5
Health care/Education Bldgs.	7	9	5
Misc. (signs, Dutch Fronts, etc.)	8	16	5
Home Occupations	0	55	47
Other (Storage Containers, Firework Stands)	1	1	2
<b>Total Building Permits:</b>	<b>91</b>	<b>99</b>	<b>106</b>



*(For comparison purposes only, conservative estimates of the values for these project)*

	<u>2021 Figures</u>	<u>2022 Figures</u>	<u>2023 Figures</u>
<b>New Homes and Duplexes</b>	<b>\$5,073,380.00</b>	<b>\$4,559,402.00</b>	<b>\$7,035,064.00</b>
<b>Apartments/Townhouses</b>	<b>X</b>	<b>\$9,000,000.00</b>	<b>\$225,000.00</b>
<b>Garages, Additions, Decks, Fences, etc.</b>	<b>\$1,095,807.00</b>	<b>\$1,246,427.00</b>	<b>\$1,082,273.00</b>
<b>New Commercial/Industrial Buildings</b>	<b>\$17,759,226.00</b>	<b>\$7,584,725.00</b>	<b>\$3,165,240.00</b>
<b>Schools/Other</b>	<b>\$34,043,400.00</b>	<b>\$5,141,672.00</b>	<b>\$21,048,162.00</b>
<b>Total Value:</b>	<b>\$57,970,813.00</b>	<b>\$27,532,226.00</b>	<b>\$32,334,494.00</b>
<b>Total Fee's:</b>	<b>\$130,057.00</b>	<b>\$65,383.00</b>	<b>\$80,884.00</b>
<b>Fees waived:</b>	<b>X</b>	<b>X</b>	<b>\$452.00</b>
<b>Total Combined Fees:</b>	<b>\$130,057.00</b>	<b>\$65,383.00</b>	<b>\$81,336.00</b>

**Alton Permits/Inspections:**

New Homes: 6

Apartments: 1 (4-Plex)

Decks: 6

New/Enlarge Comm.: 2

Other: 3

Home/Firework Inspections: 2

**Total Permits: 20**      **(Total Fee's charged: \$1,600.00)**

**Planning and Zoning** had a total of 3 meeting.(7-2022)

**Board of Adjustment and Appeals** had a total of 3 meetings.(6-2022)

**Dutch Front** had a total of 7 meetings.(6-2022)

**Rental Housing Registrations/Inspections:**

Registered Rental Units: **488**

Unregistered Rental Units: **2**

Total Rental Units: **492**

2023 Inspected Rental Units: **78**

Total Inspections completed: **432**

Remaining inspections to complete: **43**

2023 Denied inspection entry: **29** (10 Lawsuit properties included)

Total Third Party Inspections: **43** (Included in totals)

2023 Failed Inspections: **38 (44% fail Rate)**

Total Failed Inspections: **178 (41% fail rate)**

Total Tenants Removed from rental: **1(2022)**

Going into the 2023 building season the City has currently **65 Low-Density Residential lots:**

**PJT5TH Addition: 1 - available      0 – reserved**

**PJT7TH Addition: 0 - available      1 - reserved**

**PJT9TH Addition: 8 - available      3 - reserved**

**PJT10TH Addition: 12 - available      7 - reserved**

**PJT11TH Addition: 25 - available      0 - reserved**

**Gelderland 1<sup>st</sup>: 18 - available      Sell only**

**Gelderland 2<sup>nd</sup>: 0 - available      8 - reserved (R-Perry)**

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**Total City Lots: 64 - available + 19 - reserved = 85 Lots**

**Additional available lots:**

**4- Multi-Family Residential lots in PJT10TH.**

**2- OCDC Industrial lots available in Industrie Centrum 7<sup>th</sup>.**

**14- OCDC Commercial Lots in Commercieel Centrum.**

**In Addition to the City Lots, in the Private Residential Additions there are currently 37 Lots Available and 9 Multi-Family Lots available.**

<b>Total Residential Lots reserved:</b>	<b>19</b>	<b>Reserved PJT Lots Value:</b>	<b>\$261,000.00</b>
<b>Multi-Family Lots reserved:</b>	<b>4</b>	<b>Puddle Jumper Lots Value:</b>	<b>\$1,472,500.00</b>
<b>Available Residential Lots:</b>	<b>65</b>	<b>PJT Multi-Family Lots Value:</b>	<b>\$277,875.00</b>
<b>Available Multi-Family Lots:</b>	<b>4</b>	<b>Reserved M-Family Value:</b>	<b>\$34,000.00</b>
		<b>Gelderland 1<sup>st</sup> Lots Value:</b>	<b>\$1,165,000.00</b>
		<b>Gelderland 2<sup>nd</sup> lots Value:</b>	<b>\$80,000.00</b>
		<b><u>Total Remaining Sales:</u></b>	<b><u>\$3,290,375.00</u></b>

## SIOUX COUNTY SHERIFF'S OFFICE

Exhibit 3

## CFS by Agency Report - Summary

1/1/2023 thru 12/28/2023

Agency	Description	Number of CFS Dispatched	Percentage of CFS Dispatched
<b>Police</b>			
CONS	SIOUX COUNTY CONSERV	68	0.30%
HAWP	HAWARDEN POLICE DEPT	1,467	6.54%
IAST	IOWA STATE	232	1.03%
ORAP	ORANGE CITY POLICE D	3,076	13.71%
ROCP	ROCK VALLEY POLICE D	2,047	9.12%
S	SIOUX COUNTY SHERIFF	7,991	35.61%
SIOP	SIOUX CENTER POLICE	3,892	17.35%
Total Police Calls:		18,773	
<b>Fire</b>			
ALTF	ALTON FIRE DEPT	103	0.46%
BOYF	BOYDEN FIRE DEPT	30	0.13%
FVWF	FAIRVIEW FIRE	2	0.01%
GRAF	GRANVILLE FIRE DEPT	54	0.24%
HAWF	HAWARDEN FIRE DEPT	80	0.36%
HOSF	HOSPERS FIRE DEPT	47	0.21%
HUDF	HUDSON FIRE	7	0.03%
HULF	HULL FIRE DEPT	70	0.31%
INWF	INWOOD FIRE	1	0.00%
IREF	IRETON FIRE DEPT	131	0.58%
MATF	MATLOCK FIRE DEPT	4	0.02%
MAUF	MAURICE FIRE DEPT	14	0.06%
ORAF	ORANGE CITY FIRE DEP	118	0.53%
ROCF	ROCK VALLEY FIRE DEP	80	0.36%
SHEF	SHELDON FIRE DEPARTM	9	0.04%
SIOF	SIOUX CENTER FIRE DE	149	0.66%
Total Fire Calls:		899	
<b>Ambulance</b>			
ALTA	ALTON AMBULANCE	72	0.32%
BOYA	BOYDEN AMBULANCE	41	0.18%
CANA	CANTON AMB	4	0.02%
GRAA	GRANVILLE AMBULANCE	66	0.29%
HAWA	HAWARDEN AMBULANCE	481	2.14%
HOSA	HOSPERS AMBULANCE	80	0.36%
HUDA	HUDSON AMB	5	0.02%
HULA	HULL AMBULANCE	179	0.80%
IREA	IRETON AMBULANCE	66	0.29%
ORAA	ORANGE CITY AMBULANC	688	3.07%
ROCA	ROCK VALLEY AMBULANC	387	1.72%
SHEA	SHELDON AMBULANCE	16	0.07%
SIOA	SIOUX CENTER AMBULAN	618	2.75%
Total Ambulance Calls:		2,703	

## 2023 ADULT ARRESTS

1. Driving while suspended, no SR 22 on file
2. Possession of marijuana, person under legal age, possession of drug paraphernalia
3. Driving while suspended
4. Theft in the second degree
5. Operating while intoxicated first offense, failure to maintain control
6. Operating while intoxicated, speeding
7. Domestic abuse assault impeding breathing and blood flow
8. Warrant
9. Theft in the fourth degree
10. Operating while intoxicated in the first degree
11. 2 Warrants for contempt of court
12. Possession of marijuana vape
13. Driving while suspended
14. Operating while intoxicated in the first degree
15. Harassment in the first degree
16. Burglary in the first degree
17. Burglary in the first degree and warrant issued
18. Driving while revoked
19. Warrant
20. Driving while revoked, driving while suspended, no SR 22 on file
21. Warrant
22. Simple assault
23. Warrant
24. Operating while intoxicated first offense
25. Possession of marijuana
26. Burglary in the first degree
27. Public intoxication, child endangerment
28. Driving while license suspended, no SR22 on file
29. Warrant
30. Operation while intoxicated and drug paraphernalia

31. Warrant
32. Operating while intoxicated first offense
33. Sex abuse in the third degree
34. Possession of a prescription drug, person under legal age, possession of a controlled substance
35. Driving while suspended
36. Driving while suspended
37. Operating while intoxicated first offense
38. Possession of a controlled substance, possession of drug paraphernalia in vape
39. Warrant
40. Driving while revoked
41. Theft in the second degree
42. Operation while intoxicated second offense
43. Public intoxication
44. Driving while suspended
45. Warrant
46. Trespassing, disorderly conduct
47. Driving while license suspended, no insurance
48. Driving while license suspended, open container
49. Driving while barred
50. Operating while intoxicated first offense, person under legal age
51. Driving while license barred
52. Warrant
53. Driving while license suspended, warrant
54. Operating while intoxicated first offense
55. Warrant
56. Domestic abuse assault
57. Warrant
58. Burglary in the second degree, interference with official acts, trespass, assault on a peace officer
59. Burglary in the second degree, interference with official acts, assault on an officer, trespass
60. Warrant
61. Probation violation

62. Driving while suspended
63. Public intoxication, interference with official acts, possession of marijuana, possession of drug paraphernalia
64. Theft in the first degree, unauthorized use of credit card
65. Warrant
66. Operating while intoxicated first offense, failure to maintain control
67. Warrant
68. Warrant
69. Operating while intoxicated first offense
70. Warrant
71. Domestic abuse assault
72. Possession of controlled substance marijuana third offense, possession of methamphetamines first offense
73. Theft in the fifth degree
74. Domestic abuse assault in the first degree
75. Warrant
76. Warrant
77. Warrant
78. Driving while barred
79. Domestic abuse assault first degree
80. Operating while intoxicated first offense
81. Warrant
82. Driving while suspended
83. Driving while suspended
84. Domestic abuse causing injuring first offense
85. Operating while intoxicated first offense
86. Operating while intoxicated first offense
87. Driving under suspension
88. Driving under suspension
89. Assault on a peace officer
90. Driving while revoked
91. Warrant
92. Driving while suspended
93. Operation while intoxicated fist offense, open container
94. Eluding, speed

- 95. Theft in the fifth degree
- 96. Criminal mischief in the fourth degree
- 97. Warrant
- 98. Domestic abuse assault in the second degree causing bodily injury
- 99. Domestic abuse assault causing bodily injury in the first degree
- 100. Operating while intoxicated second offense, operation of non registered vehicle



## 2023 JUVENILE ARREST

1. Possession of marijuana
2. Burglary in the first degree
3. Trespass, Interference with official acts, Assault on an officer( 3 Counts )  
and burglary in the first degree
4. Operating while intoxicated first offense

## Employee Roster of Personnel

Utilities

Mike Anema  
 Alan De Jong  
 Ed De Jong  
 Todd Klein  
 Mike Klootwyk  
 Josh Kramer  
 Kirk Maasdam  
 David Sassman  
 Shane Schwarz  
 Blake Snieder  
 Jonathan Van Zweden

Office

Kent Anderson  
 Sarah Anderson  
 Janet Brown  
 Kurt Frederes  
 Shawn Lancaster  
 Ryan McEwen  
 Matt Van Schouwen  
 Earl Woudstra

Transportation

Breckin Bomgaars  
 Luke Horkey  
 Don Snieder

Police

Audley De Jong  
 Duane Hulstein  
 Bruce Jacobsma  
 Trey Niemyer  
 Jim Pottebaum  
 Ryan Sandbulte  
 Trey Schiebout  
 Darren Wielenga

Event Center

Jess Kuehl  
 Danielle Zuidema

Parks & Recreation

Brian Goslinga  
 Noah Minnick  
 Jaaron Paugh

Fire

Seth Bents  
 Breckin Bomgaars  
 Paul Brentlinger  
 Kevin Dekker  
 Michael Dekker  
 Austin DeKock  
 Brandon DeKock  
 Brian DeKock  
 Mike Dorr  
 Aaron Dykstra  
 David Dykstra  
 Josh Dykstra  
 Michael Dykstra  
 Logan Feenstra  
 Ashton Harding  
 Chad Hase  
 John Heller  
 Jayden Hiemstra  
 Al Jeltema  
 Riley Jeltema  
 Noah Minnick  
 Etella Moffitt  
 Carl Monroe  
 Andrew Roghair  
 Dan Roghair  
 Lee Roghair  
 Kevin Rubio  
 Brent Van Leeuwen  
 Denny Vander Wel

## Program Representatives

- |   |   |
|---|---|
| <p>1. <u>Administration/Community Protection</u><br/> <u>Health &amp; Environment</u></p> <p style="padding-left: 40px;">(City Hall, Offices, Union Contract, Fire, Police,<br/> Hospital, Housing, Zoning, License, Codes, Cemetery)</p> | <p><u>Daryl Beltman</u><br/> <u>Daron De Jong</u></p>                         |
| <p>2. <u>Human Development/Quality of Place</u></p> <p style="padding-left: 40px;">(Library, Parks, Pool, Recreation, Trails,<br/> Adult Center, Landsmeer Golf Course, Wellness)</p>   | <p><u>Bret Walinga</u><br/> <u>Olivia Chapman</u></p>                         |
| <p>3. <u>Retail/Commercial/Industrial</u><br/> <u>Promotion, Encouragement and Recruitment</u></p> <p style="padding-left: 40px;">(City-wide marketing, Vibrant Orange City,<br/> Chamber, OCDC &amp; OC 21, Retail Incentives)</p>       | <p><u>Daron De Jong</u><br/> <u>Rod De Boer</u><br/> <u>Mayor De Haan</u></p> |
| <p>4. <u>Public Works</u></p> <p style="padding-left: 40px;">(Electric, Water, Sanitary<br/> Sewer, Gas, Streets, Solid Waste)</p>  | <p><u>Olivia Chapman</u><br/> <u>Rod De Boer</u></p>                          |

## In Your Program

1. Review the budget for the year.
2. Assist the administrative team in developing seasonal, yearly, and long-range plans and work schedules with each program component.
3. Assist in interpreting City codes, etc., and when questions arise discuss it with entire council and management.
4. Be a resource person for staff assigned to the area.
5. Report program events, challenges, and concerns to Council via Council comments or ask to place on the agenda for discussion and action.

## Organizational Assignments

	<u>Delegate</u>	<u>Alternate</u>	<u>Last Council Action</u>
Dutch Store Front	<u>Rod De Boer</u>		1-2-24
Orange City Development Corp. & OC21	<u>Daron De Jong</u> <u>Earl Woudstra, ex-officio</u> <u>Ryan McEwen, ex-officio</u> <u>Mayor De Haan, ex-officio</u>		1-2-24
Municipal Library Board	<u>Bret Walinga</u>		1-2-24
Daycare Board	<u>Olivia Chapman</u> <u>Ryan McEwen</u>		1-2-24
Landsmeer Golf Board	<u>Daron De Jong</u>		1-2-24
Knight Center 28E	<u>Daron De Jong</u> <u>Mayor De Haan</u> <u>Earl Woudstra</u>		1-2-24
Prairie Winds Event Center Advisory Board	<u>Bret Walinga</u> <u>Kent Anderson</u>		1-2-24
Community Betterment (Hotel/Motel Tax)	<u>Olivia Chapman</u> <u>Kent Anderson, ex-officio</u>		1-2-24
Chamber Board	<u>Ryan McEwen, ex-officio</u>		1-2-24
Missouri River Energy Services	<u>Matt Van Schouwen</u>	<u>Earl Woudstra</u>	1-2-24
NW IA Area Solid Waste Agency	<u>Matt Van Schouwen</u>	<u>Earl Woudstra</u>	1-2-24
Iowa League of Cities	<u>Mayor De Haan</u>	<u>Earl Woudstra</u>	1-2-24
MBMECA	<u>Matt Van Schouwen</u>	<u>Earl Woudstra</u>	1-2-24
Midwest Electric Consumers Association	<u>Matt Van Schouwen</u>	<u>Mayor De Haan</u>	1-2-24
Sioux County Regional Airport Agency	<u>Duane Feekes</u> <u>Earl Woudstra</u>	<u>Mark Vogel</u>	1-2-24
Sioux County Emergency Management	<u>Mayor De Haan</u>	<u>Kurt Frederes</u>	1-2-24
Sioux County Communications Commission	<u>Earl Woudstra</u>	<u>Kurt Frederes</u>	1-2-24

**ORDINANCE NO. 845**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF ORANGE CITY, IOWA, BY THE ADDITION OF CHAPTER 125, MOBILE FOOD AND BEVERAGE VENDORS**

**WHEREAS**, the City of Orange City has experienced an increase in the number of mobile food and beverage vendors engaged in business within its City limits; and

**WHEREAS**, the Orange City Council sees the need to license and regulate such enterprises for the protection of the City's residents, the preservation of the attractiveness of the City's public spaces, and the encouragement of fair and orderly growth of the mobile food and beverage segment of the local economy;

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

**SECTION 1.** ADD CHAPTER 125, Mobile Food and Beverage Vendors. The Code of Ordinances of the City of Orange City, Iowa, is amended by the addition of Chapter 125, Mobile Food and Beverage Vendors, by adopting the following wording:

**125.01 PURPOSE.** The purpose of this chapter is to protect residents of the City against fraud, unfair competition, and unsafe food sources; preserve the attractiveness of the City's public spaces; and encourage the fair and orderly growth of the mobile food and beverage segment of the local economy by licensing and regulating mobile food and beverage vendors

**125.02 DEFINITION.** The following words, terms, and phrases when used in this Chapter shall have the following meaning:

1. Mobile Vendor means a person engaged in the business of selling food, beverages, or both, from a Mobile Vendor Vehicle.
2. Mobile Vendor Vehicle means a licensed motorized vehicle, a licensed trailer, or both, used for the sale of food, beverages, or both, for immediate consumption. The definition of Mobile Vendor Vehicle includes but is not limited to the common term "Food Truck."
3. Restaurant means a food service establishment which derives at least fifty percent (50%) of its gross receipts from the sale of food, beverages, or both, for immediate consumption on the premises.

**125.03 MOBILE VENDOR LICENSE REQUIRED.** Before offering for sale any food or beverage in the City, a Mobile Vendor shall obtain a license for their sale from the City Clerk as provided in this Chapter. A separate Mobile Vendor license shall be required for each Mobile Vending Vehicle.

1. Regulations relating to the allowed location or area of Mobile Vendors' operations may be modified by the City for the Tulip Festival or RAGBRAI as stated in Chapter 124, Special Events

**125.04 APPLICATION FOR LICENSE.** A Mobile Vendor shall apply online for a Mobile Vendor license at least three (3) business days prior to its use by providing the following information and providing the required documents specified below and paying the application fee for the period of the license duration in the amount set in Subsection 125.05.

1. The full name, permanent address, e-mail address, if any, and telephone number of the applicant.
2. The business name and address.
3. A description of the licensed motorized vehicle or licensed trailer from which the sale will be conducted, including the license plate number, and the length of the motorized vehicle or the trailer and tow vehicle.
4. A summary of the food and beverages to be sold.
5. The application must be accompanied by a copy of the Retail Sales Tax Permit issued to the applicant by the Iowa Department of Revenue. A copy of the Mobile Vendor Vehicle issued by the Iowa Department of Inspections and Appeals for the Mobile Vendor Vehicle.
6. Required site plan/map of where in the City the Mobile Vendor Vehicle will conduct sales.

**125.05 LICENSE FEES.** The following fees shall be paid to the City Clerk prior to the issuance of any license.

1. For one day.....	\$10.00
2. For one week.....	\$25.00
3. For one month.....	\$75.00
4. For one year.....	\$500.00

**125.06 INSURANCE REQUIRED.** Before a license under this chapter is issued to a Mobile Food and Beverage Vendor an applicant shall provide to the Clerk evidence that the applicant has established insurance as outlined in Subsection 124.09 of this Code of Ordinances.

**125.07 POLICE DEPARTMENT REVIEW.** Each application for a Mobile Vendor license may be provided to the Police Chief for review and comment and the applicant's submission of such an application authorizes the police to conduct a background check with respect to the applicant.

**125.08 ACTION BY CITY CLERK.** All references to the City Clerk in this chapter shall be deemed to include the City Clerk designee.

## **125.09 AREAS OF MOBILE VENDOR VEHICLE OPERATION.**

1. Operation of Mobile Vendor Vehicles shall not be permitted on public road rights-of-way, including all streets and off-street parking in the downtown business district, with the following **exceptions**:

- a. The west side of Windmill Park on Arizona Ave. NW between 2<sup>nd</sup> Street NW and 3<sup>rd</sup> Street NW on the east side of street in the dedicated off-street parking area.
- b. The south side of Windmill Park on 2<sup>nd</sup> Street NW between Central Ave. NW and Arizona Ave. NW on the north side of the street in the dedicated off-street parking area.
- c. Tulip Festival, RAGBRAI, and special events with a permit.

2. Mobile Vendor Vehicles may be permitted in Orange City Parks upon approval of the City and limited to designated parking areas.

**125.10 GENERAL REGULATIONS.** The following rules govern operations of Mobile Food and Beverage Vendors:

1. They may operate seasonally or year round.
2. Hours of Operation. Mobile Food and Beverage Vendors may set up and/or operate between the hours of 7:00 A.M. and 10:00 P.M. local time.
3. No Mobile Vendor shall conduct any sale from a Mobile Vendor Vehicle located within one hundred (100) feet of any public entrance of any street level restaurant that's open for business, unless authorized by the restaurant or specifically approved for a special event by the City Council.
4. No Mobile Vendor Vehicle shall be operated within 10 feet of any building or other structure and shall not be operated within 50 feet of any other Mobile Vendor Vehicle, unless specifically approved for a special event by the City Council.
5. No Mobile Vendor shall conduct any sale in a residential neighborhood unless such sales are specifically authorized in the Mobile Vendors license and then shall only be in the specific areas stated in the license.
6. The Mobile Vendor Vehicle must be removed from the location of operation after the hours of operation.
7. Mobile Vendors must be totally self-contained when engaged in the preparation, serving and sale of food within City owned parks and right-of-ways. No outside sources of electrical power, public or private are permitted. No outside sources of water, public or private, are permitted.

8. Trash Receptacles. A Mobile Vendor shall provide one or more trash receptacles readily accessible to its customers either in or attached to the Mobile Vendor Vehicle. All accumulations of trash and liter shall be removed from the site by the Mobile Vendor before departing.

9. Mobile Vendors may not operate as a permanent or semi-permanent “restaurant”.

10. No alcoholic beverages or tobacco products may be sold.

**125.11 ENFORCEMENT AND PENALTIES.** Any person who violates this ordinance shall be guilty of a municipal infraction and subject to penalties in accordance with the Code of Ordinances of Orange City and Iowa law.

**SECTION 2. REPEALER.** All ordinances or parts thereof 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 invalid or unconstitutional, such adjudication shall not affect the validity of this 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 this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Deb De Haan, Mayor

ATTEST: \_\_\_\_\_  
Janet Brown, City Clerk

1<sup>st</sup> reading-  
2<sup>nd</sup> reading-  
3<sup>rd</sup> reading-



**ORDINANCE NO. 846**

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF ORANGE CITY, IOWA, BY AMENDING PROVISIONS PERTAINING TO SPECIAL EVENTS**

Be It Enacted by the City Council of the City of Orange City, Iowa:

**SECTION 1. SECTION MODIFIED.** Section 124.03 of the Code of Ordinances of the City of Orange City, Iowa, is repealed and the following adopted in lieu thereof:

**124.03 PERMIT REQUIRED; FOOD AND HEALTH REGULATIONS.**

1. No individual, organization, club, group, partnership, or corporation shall act as a special event promoter within the City without first obtaining a permit therefor as provided in this chapter.

a. Exceptions. Tulip Festival and when applicable RAGBRAI shall be exempt from obtaining a permit for special events.

2. Special event promoters granted a permit hereunder and special event merchants selling pursuant to that permit shall comply with all applicable State food and health rules and regulations, and Chapter 125, Mobile Food and Beverage Vendors, regulations.

a. Exceptions. Tulip Festival and when applicable RAGBRAI vendors shall be exempt from obtaining a Mobile Food and Beverage License from the City under Chapter 125.

**SECTION 2. SECTION MODIFIED.** Section 124.16 of the Code of Ordinances of the City of Orange City, Iowa, is repealed and the following adopted in lieu thereof:

**124.16 PEDDLER, SOLICITOR, AND TRANSIENT MERCHANT LICENSE.**

A special event promoter may, in its application for a special event permit, request the City Council to temporarily limit the areas within the City for which a peddler, solicitor, or transient merchant license provided under Chapter 122 of this Code of Ordinances may be issued to an applicant thereunder during the time period for which a permit is issued under this chapter. In making its request, the special event promoter shall suggest particular areas within the City limits which the special event promoter believes would be appropriate for the issuance of peddler, solicitor, or transient merchant licenses during the time period in question. If the City Council agrees with the suggested limitation of areas for which a peddler, solicitor, or transient merchant license may be issued during the time period for which a permit is issued under this chapter, the City Council shall adopt a resolution providing for the modification of the issuance of peddler, solicitor, and transient merchant licenses as requested in the application hereunder. In adopting its resolution, the City Council shall be required to find that the permitted special event is of City-wide interest, promotes the well-being and reputation of the City, and that the issuance of a peddler, solicitor, or transient merchant license on a City-wide basis concurrent with the permitted special event

would detract from the benefits provided by the permitted special event. If the City Council adopts the resolution as previously required, the exclusion for yard sales contained in the second to the last sentence of the definition of “transient merchant” set forth in Subsection 122.02(3) of this Code of Ordinances shall not be available during the time period for which the issuance of a peddler, solicitor, or transient merchant license is so restricted.

**SECTION 3. REPEALER.** All ordinances or parts thereof in conflict with the provisions of this ordinance are hereby repealed.

**SECTION 4. 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 5. 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 Council on the \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

First Reading:

Second Reading:

Third Reading:

I certify that the foregoing was published as Ordinance No. 846 on the \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
City Clerk

## APPLICATION FOR SPECIAL EVENT RETAIL ALCOHOL LICENSE OR SERVICE AREA EXTENSION

(Must be turned in at least 60 days prior to event)

Date: \_\_\_\_\_

I (We), \_\_\_\_\_  
(Name and Address)

owner/representative of \_\_\_\_\_  
(Business or Organization)

Respectfully request that the Orange City City Council approve the retail alcohol license for  
the location of \_\_\_\_\_ on \_\_\_\_\_  
(Area of proposed event – attach map) (Date of Event)

Hours of Event: \_\_\_\_\_

Business/Organization Name: \_\_\_\_\_

Business/Organization Address: \_\_\_\_\_  
\_\_\_\_\_

Business or Organization Representative: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Has applicant ever been convicted of a felony: \_\_\_\_\_

\*Application approval subject to receipt of Dramshop insurance certificate.

Following is a list of property owners adjacent to the exterior limits of the property involved in  
this request, together with the addresses of same and their signature of approval:  
See Appendix A

\_\_\_\_\_  
(Applicant Signature)

\_\_\_\_\_  
(Applicant Signature)

[illegible]