NOTICE AND CALL OF COUNCIL MEETING

Governmental Body: T

The City Council of

City of Orange City, Iowa

Date of Meeting:

July 1, 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. Third reading and adoption of proposed Ordinance No. 850, amending Chapter 165, Subsection 165.06 General Description of Commercial Use Types and 165.20 General Commercial District
- 7. Set public hearing to amend City ordinance for veterinary hospital definition
- 8. Set public hearing to amend City ordinance on livestock
- 9. Special Event Permit Application
- 10. Retail Encouragement Loan Program Application
- 11. Memorandum of Understanding for Retail Development Partnership

Council Meeting July 1, 2024 Page 2

- 12. Administrative reports
- 13. Council comments
- 14. 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 July 1, 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 June 17, 2024 council meeting are enclosed for your review. Exhibit 1
- 6. This will be the third reading and adoption of proposed Ordinance No. 850, which would approve the addition of Veterinary Clinic to the allowable uses under the Special Exception Use Permit in the C-1, General Commercial District. Exhibit 2
- 7. Council needs to set the date of July 15, 2024 for the public hearing for the amending of the City Ordinances for the addition of Veterinary Hospital to subsection 165.06 General Description of Commercial Use Types. Exhibit 3
- 8. City Council needs to set the date of July 15, 2024 for a public hearing for the amending of the City Ordinances. City staff has been receiving multiple calls recently of chickens in their neighborhoods asking if they are allowed. Currently City code states that poultry are considered livestock, and this is not an allowable use unless in the RS-1, Residential Suburban. Code also states that any resident wanting livestock within City limits can get written permission from Council to have livestock. At the last Council meeting, it was suggested to amend the City code by removing the portion that states residents can get written permission from Council to have livestock within residential zoned areas. By taking this step City Code would not allow any residents to have poultry(chickens) within the City unless local zoning allows them. City staff is asking Council how they would like the ordinance written prior to writing the amendment.
- 9. We have received a Special Event Permit Application from Woudstra Meat Market and the Chamber for Smoke Off 2024 which will be held downtown on Saturday September 7. The event includes an alcohol license, the required forms are also attached. Exhibit 4
- 10. We have received an application from The Floral Market LLC located at 718 8th Street SE for the Retail Encouragement Loan Program. They will have 5,256 square feet of retail space and will qualify for the maximum allowed of 5,000 square feet for \$28,500. As a reminder, this is a three-year forgivable loan. Funds are distributed after receipts have been submitted for qualifying improvements. Exhibit 5
- 11. The proposed MOU identifies the relationship between the City of Orange City, OCDC, and the Chamber for the Retail Development Partnership. This agreement was developed with assistance from Rick Melmer as a separate document from the City and OCDC MOU that identifies the financial relationship between the two entities that does not include Chamber involvement. This MOU will be updated for Council approval at a later date. Exhibit 6

Agenda Notes July 1, 2024 Page 2

12. Administrative reports:

Scheduled Meetings/Important Dates:

July 8 Mayor's Cup

July 10 Customer Appreciation Picnic July 15 Council Meeting, 4:30 P.M. August 5 Council Meeting, 4:30 P.M. Council Meeting, 4:30 P.M.

September 3 **TUESDAY,** Council Meeting, 4:30 P.M.

September 16 Council Meeting, 4:30 P.M.

If you would like additional information about an agenda item or another issue, that would help you or the Council as a whole, please feel free to let me know so I can either get it to you by email or by report at the meeting.

Earl Woudstra

City Office 712-707-4885 Cell phone 712-737-7115

Email earlw@orangecityiowa.com

Council Meeting June 17, 2024

The City Council met in semi-monthly session pursuant to adjournment at 4:30 o'clock P.M. on June 17, 2024. A quorum was declared by Mayor Pro-Tempore Rod De Boer. 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, Daron De Jong, and Bret Walinga

Members Absent: Mayor De Haan

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

Guests: Sarah Weber, Jerry Muilenburg, Tony Vande Brake, Kim Hoogland, Bruce Vander Stelt, Joe and Gina Poppema, Mike Hofman, Caleb and Beth Witt, Jason Vore, Joe Clarey, Ashley Norman, Drew Lemke, Don Vaas, Mike and Dr. Laura Vander Stelt, Doug Calsbeek, and Jennie Droog

Agenda: A motion was made by Council member Daryl Beltman and duly seconded by Council member Olivia Chapman approving the tentative agenda as the official agenda. 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.

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

Approval of Minutes: The minutes of the June 3, 2024 council meeting were presented. A motion was made by Council member Daron De Jong and duly seconded by Council member Bret Walinga approving said minutes as published. 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.

<u>Financial Report</u>: The monthly financial report for May 2024, representing cash balances for all funds was presented, whereupon it was therefore moved by Council member Olivia Chapman 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: Olivia Chapman, Daron De Jong, Daryl Beltman, Rod De Boer, Bret Walinga; NAYS: None.

Monthly Bills: A Summary of Warrants report listing bills from May 21, 2024 through June 17, 2024 was presented. A motion was made by Council member Daryl Beltman and duly seconded by Council member Bret Walinga approving the monthly bills, subject to audit. On call of the roll motion carried. The vote was as follows: AYES: Daryl Beltman, Bret Walinga, Olivia Chapman, Rod De Boer, Daron De Jong; NAYS: None.

Second Reading of Proposed Ordinance No. 850, Amending Chapter 165, Subsection 165.06 – General Description of Commercial Use Types and 165.20 – General Commercial District: A motion was made by Council member Olivia Chapman and duly seconded by Council member Daron De Jong to approve the second reading of proposed Ordinance No. 850, amending the Code of Ordinances to allow the addition of Veterinary Clinic (small animals) to the allowable uses under the Special Exception Use Permit in the C-1, General Commercial District. On call of the roll motion carried. The vote was as follows: AYES: Olivia Chapman, Daron De Jong, Bret Walinga; NAYS: Daryl Beltman, Rod De Boer.

Special Event Permit Applications:

A motion was made by Council member Daron De Jong and duly seconded by Council member Bret Walinga approving the Special Event Permit Application from the Chamber and Arts Council for the Arts on Central event on August 21, 2024, which will take place on Central Avenue between 1st and 3rd Street NE and on 2nd Street NE from Arizona Avenue to a quarter block past Central Avenue. 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.

A motion was made by Council member Bret Walinga and duly seconded by Council member Olivia Chapman approving the Special Event Permit Application from the Chamber for the 2025 Farmers Market which will be held on Saturday's beginning June 7, 2025 through September, 2025 on Central Avenue between 1st and 2nd Street North. On call of the roll motion carried. The vote was as follows: AYES: Bret Walinga, Olivia Chapman, Daryl Beltman, Daron De Jong, Rod De Boer; NAYS: None.

Resolution Accepting Demolition of the MOC-FV Elementary School Project: A motion was made by Council member Daryl Beltman and duly seconded by Council member Olivia Chapman adopting a resolution accepting the demolition of the MOC-FV Elementary School Project. On call of the roll motion carried. The vote was as follows: AYES: Daryl Beltman, Olivia Chapman, Daron De Jong, Rod De Boer, Bret Walinga; NAYS: None. The resolution was assigned number 6-17-24-2107 and appears in the official resolution book.

Chicken Discussion: Kurt explained the need to address chickens within city limits due to the many complaints being received. Currently the City Code states that poultry are considered livestock which is not an allowable use unless in the RS-1 Residential Suburban District. The code also states that any resident wanting livestock within the city limits can get written permission from Council to have livestock. City Attorney Brad De Jong requested the Council provide direction on how to proceed in either amending the City Code to allow some chickens, remove the written consent to allow livestock within the City, or keep the code as is and enforce it. Planning and Zoning recently recommended no change to the code regarding chickens. Kurt expressed that enforcing an allowable number of chickens will be tough, would need to get on property which has been proven that is not always easy or allowed. Daron questioned if a permitting process could be used. Brad said yes, it is up to the Council, but clear guidelines would need to be set. Rod asked if the City would have any liability if chickens were allowed. Brad responded there could be some, must keep in mind that neighbors could be affected. Daryl stated that if Planning and Zoning want to keep it as no chickens allowed, we should follow that, allowing some would take too much time to enforce, would also like the option to come to the Council for approval to be removed from the code. Bret asked how many RS-1 lots the City has. Kurt responded the lots over one acre by the new elementary school and down 7th Street west from the cemetery. Olivia expressed that it is hard when something is done poorly that ends up affecting everyone, she would like to hear more input from the public. The process to amend the City Code was discussed. At the next meeting the Council will consider setting a public hearing to amend the City Code as it relates to chickens within the City. No official action was taken.

Administrative Reports:

Scheduled Meetings/Important Dates:

July 1 Council Meeting, 4:30 P.M

July 8 Mayor's Cup

July 10 Customer Appreciation Picnic July 15 Council Meeting, 4:30 P.M. August 5 Council Meeting, 4:30 P.M. August 19 Council Meeting, 4:30 P.M.

September 3 TUESDAY, Council Meeting, 4:30 P.M.

September 16 Council Meeting, 4:30 P.M.

Oral reports: Earl shared the pool will be celebrating 30 years this summer; rec programs are under way; waiting for bids for ash tree removal; looking at putting a stop sign on 14th Street where the trail heads north; Kurt and Janet are working on the implementation of Cloudpermit. Matt reported they started advertising for a natural gas employee and Don Snieder announced he is retiring; his last working day will be July 5. Ryan stated that two OCDC spec houses sold and two R Perry specs by the new school sold; Kwik Star closed on the lot today.

<u>Council Comments</u>: The Mayor Pro-Tempore called for comments from members of the Council and the following were heard. Daryl shared that on the 30th anniversary of the pool the Mayor Pro-Tempore will need to go down the slide.

Adjournment: No further business appearing it was therefore moved by Council member Daron De Jong and duly seconded by Council member Daryl Beltman to adjourn. On call of the roll motion carried. The vote was as follows: AYES: Daron De Jong, Daryl Beltman, Olivia Chapman, Rod De Boer, Bret Walinga; NAYS: None. Adjournment time was 5:02 o'clock P.M.

	Rod De Boer, Mayor Pro-Tempore
ATTEST:	
Janet Brown, City Clerk	

ORDINANCE NO. 850

AN ORDINANCE AMENDING THE CODE OF THE ORDINANCES OF THE CITY OF ORANGE CITY, IOWA, BY AMENDING CHAPTER 165, SUBSECTION 165.06 - GENERAL DESCRIPTION OF COMMERCIAL USE TYPES AND 165.20 - GENERAL COMMERCIAL DISTRICT.

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

SECTION 1. AMEND The Code of Ordinances of the City of Orange City, Iowa, is amended by adding Subsections 165.06 - General description of commercial use types and 165.20 - Special exception uses 2.(B) by adopting the following wording stated as follows:

165.06 GENERAL DESCRIPTION OF COMERCIAL USE TYPES.

Veterinary Clinic: means an animal hospital or clinic that provides medical care for small animals or pets, including, but not limited to: dogs, cats, birds, and the like. This definition does not include the veterinary hospital use.

Small Animal: means small animals or pets, including, but not limited to: dogs, cats, birds, and the like that typically weigh less than 100 pounds.

165.20 GENERAL COMMERCIAL (C-1) DISTRICT

- 2. Special Exception Use
 - B. Commercial Type Uses

Veterinary Clinic (defined as small animals)

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 adjudged invalid or unconstitutional, such adjudication shall not affect the validity of this ordinance as a whole or any section, provision or part thereof not adjudges 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.

sed and approved this day of	, 2024.
ATTEST:	Deb De Haan, Mayor
Janet Brown, City Clerk	

ORDINANCE NO. 851

AN ORDINANCE AMENDING THE CODE OF THE ORDINANCES OF THE CITY OF ORANGE CITY, IOWA, BY AMENDING CHAPTER 165, SUBSECTION 165.06-GENERAL DESCRIPTION OF COMMERCIAL USE TYPES.

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

SECTION 1. AMEND The Code of Ordinances of the City of Orange City, Iowa, is amended by adding to Subsection 165.06 - General description of commercial use types by adopting the following wording stated as follows:

165.06 GENERAL DESCRIPTION OF COMERCIAL USE TYPES.

Veterinary Hospital: means a building or place used for diagnosing or surgically or medically treating large animals, whether or not animals are kept on the premises for the purpose of treatment.

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 adjudged invalid or unconstitutional, such adjudication shall not affect the validity of this ordinance as a whole or any section, provision or part thereof not adjudges 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 this	day of	, 2024.	
ATTEST:		Deb De Haan, Mayor	
Janet Brown, City Clerk			



SPECIAL EVENT PERMIT APPLICATION

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

A Special Event Permit is required from the City of Orange City for any special activity that requires exclusive use of city streets, sidewalks, parks, and requires special assistance of a city department, or is likely to have a large impact on traffic. (Excludes Tulip Festival and RAGBRAI)

1. G	General Information.							
	 Organization/Person Requesting: Woudstra Meat Market/OC Chamber 							
	Name of Event: Smoke Off 2024							
	Contact Name: Mike Hofman/Martina Hoogland							
	Mailing Address for Contact: 509 8th ST SE Orange City							
	• Contact Phone Number: 712-707-4510							
	• Email: occumbi@gmail.com							
	Address of Event: Downtown Orange City							
	• Estimate of Number of Participants:							
	1-100101-200201-300301-500 _X > 500							
	• Attach map of event location, set-up, and/or route.							
2. T	ype of Event:							
	Carnival Walk, Run, Bicycle Event Fireworks							
	Concert X Neighborhood/Block or Private Party							
	X Other: Smoke Off event held in downtown OC for 2024							
*The ab	ove events require City Council approval, which could take 30 days to obtain.							
	Date of Event:							
	Date Set Up: Friday, Sept 6, 2024 Date (s) Held: Sat Sept 7, 2024 Date Taken Down: Sat Sept 7, 2024 Time(s) Held: 4am-10pm							
6	Date(s) Held: Sat Sept 7, 2024 Time(s) Held: 4am-10pm							
	Brief Description of Event: 3rd Annual Smoke off event in downtown. Smokers from all across the midwest will							
_	pe in Orange City to complete for prizes, Live stream of NWC Football and IA/IA State football games, entertainment from a small musical group is planned for the evening							
_	Free will meal to benefit the OC Fire Department							
Applica	int Signature: Massa Hogn 3 Mill							
	ficial Signature:							

	X	Sale of Alcoholic Beverages
	•	The Application for a temporary liquor license must be reported to the City Clerk's Office and approved by the City Council. (This process could take 60 days) Requires temporary liquor license from the Iowa Beverage Division. Apply on-line at www.iowaabd.com .
		Sale of Food Products
	•	Mobile Food and Beverage Vendors require a separate license from the City The applicant selling pursuant to this permit shall comply with all applicable State food and health rules and regulations.
	X	Sound Equipment
		• If the event includes music, a live band, or noise of any kind a request for a Sound Equipment Permit must be made. See attached form.
		Fireworks
5.	Pleas	se check any of the following boxes that apply to this event.
	X	Portable restrooms – recommended based on duration/people attending.
	X	using a park, sidewalk or street surrounding a park.
	Χ	using any public area.
	·	using any portion of a public trail.
	X	there will be alcoholic beverages sold/served.
		there will be a fee/charge to take part in this event.
If you o	checke	ed any of the boxes above, please give a brief description: We would like extra power ne locations indicated on the attached map.
Insura	nce R	equirements: For all events, an Insurance Certificate is required in the amount

Office, 125 Central Ave. SE, at least 60 days prior to the event or the event will be denied. If

you have any questions, please contact us at 712-707-4885.



(Applicant Signature)

APPLICATION FOR SPECIAL EVENT RETAIL ALCOHOL LICENSE OR ALCOHOL SERVICE AREA EXTENSION ONTO CITY PROPERTY

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

control and the state of days prior to eventy
Date: 4 2 1 20 24
I (We), Martina Hoogland & Mike Hofman
(Name and Address)
owner/representative of Woudstra Meat Market & OC Chamber Rep (Business or Organization)
Respectfully request that the Orange City City Council approve the retail alcohol license for
the location of Central Ave N (see Map) on September 7, 2024 (Area of proposed event – attach map) (Date of Event)
Hours of Event: 4am-11pm
Business/Organization Name: Woudstra Meat Market & OC Chamber
Business/Organization Address: 117 Central Ave NE & 509 8th ST SE
Orange City Iowa 51041
Business or Organization Representative: Martina Hoogland & Mike Hofman
Email Address: occhmbr@gmail.com Phone Number: 712-395-0328
Has applicant ever been convicted of a felony: No, Neither
*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
more ton all I

(Applicant Signature)



APPENDIX A

RETAIL ALCOHOL LICENSE ADJACENT PROPERTY OWNER APPROVAL

I (We), Martina Hoogland/Mike H	Hofman owner/representative of	OC Chamber/ 2024 Smoke Off Committee
(Name)		(Business or Organization)
respectfully request that if/when	the Orange City City Council	approves the request for my retail
alcohol license to any of the are	as shown in Exhibit A, that as a	djacent property owners to the
exterior limits of the requested l	icense you give approval for su	ch event. If you are not in
approval, contact Janet Brown a	t 712-707-4885.	
Following is a list of property of	wners adjacent to the exterior li	mits of the property involved in
this request, together with addre	esses of same and their signature	e of approval:
NAME	ADDRESS	SIGNATURE
State Farm Matt Weg	215 Central Ave NE	Mulhea
Dani Nicole, LLC	111 2nd St NE	Warilletker t
A-Team Properties, LLC	125 Central Ave NE	122
Dutch Heritage Boosters	123 Central AVE NE	Rist Min h.
Highland Post, LLC	117 Central Ave NE	Mich Har
Jade & Co	113 Central Ave NE	Maria Turne
Highland Post, LLC	109 Central Ave NE	Max ton
Luke JAmber Perry	106 Central Auc NE	Bille July
Light Family Limited Partnership	102 Central Ave NW	
Dale Pluim	10 Central Ave NW	01162
John Te Paske	108 Central Ave NW	763
LAR Properties, LLC	110 Central Ave NW	
VAN DER WEIDE Services Corp	112 Central Ave NW	Ollin Burn

We attempted to contact these two out of town building owners multiple times with NO responses.



(Name)

APPENDIX A

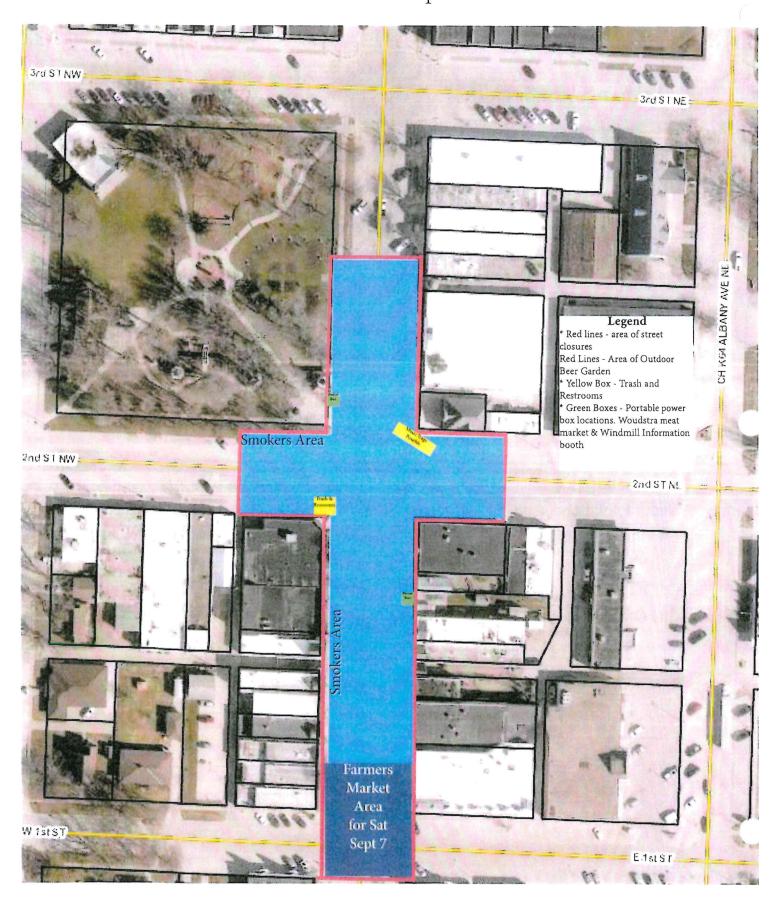
RETAIL ALCOHOL LICENSE ADJACENT PROPERTY OWNER APPROVAL

I (We), Martina Hoogland/Mike Hofman owner/representative of OC Chamber/2024 Smoke Off Committee

(Business or Organization)

respectfully request that if/when the Orange City City Council approves the request for my retail				
alcohol license to any of the areas shown in Exhibit A, that as adjacent property owners to the				
exterior limits of the requested li	cense you give approval for su	uch event. If you are not in		
approval, contact Janet Brown at	712-707-4885.			
Following is a list of property ov	vners adjacent to the exterior l	imits of the property involved in		
this request, together with address	sses of same and their signatur	re of approval:		
NAME BE Holdings, LLC Security National Bank Security National Bank OCDC, Inc OCDC, Inc. City Of Orange City	ADDRESS 114 Central Ave NW 122 Central Ave NW 116 Central Ave NW 211 Central Ave NE 101Central Ave NE 207 Central Ave NE	SIGNATURE POUR Blaver HR SPARAL Dine they has Sim Higher		

Smoke Off Map 2024





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 02/27/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

R	EPRESENTATIVE OR PRODUCER, AN	ANCE D THE	DOE	ES NOT CONSTITUTE A CO RTIFICATE HOLDER.	ONTRA	CT BETWEE	N THE ISSUI	NG INSURER(S), AUTHO	RIZED	
17	MPORTANT: If the certificate holder is	an AE	DITI	ONAL INSURED, the policy	v(ies) n	nust have AF	DITIONAL IN	ISURED provisions or he	ondor	
- 11	SUBRUGATION IS WAIVED, Subject to	the t	erms	and conditions of the not	licy, cer	rtain nolicies	may require	an endorsement. A stat	ement (sea. on
- 11	ns certificate does not confer rights to	the c	ertifi	cate holder in lieu of such	endor	sement(s).				
	DUCER				CONTAC NAME:	Ian Else				
	Engelenhoven Agency				PHONE (A/C, No	Ext): (712) 7	37-6000	FAX (A/C, No):	(712) 7	737-8632
122	Central Ave SW				E-MAIL ADDRES	ss: ian@vein	surance.com	1 (20, 10).		
							STIDEDIS AFFOR	RDING COVERAGE		
Ora	nge City			IA 51041	INSURE	O:!	ti Indemnity	DING COVERAGE		NAIC # 23280
INSL	RED				INSURE	11-10-0	pecial Risks, I	nc		20200
	Orange City Chamber of Comm	erce			INSURE					
	509 8th St SE				INSURE					
							·			
	Orange City			IA 51041	INSURE					
CO	VERAGES CER	TIFIC	ATF I	NUMBER: CL2422700303	INSUREI	RF:	······································	P. W. O.		
	HIS IS TO CERTIFY THAT THE POLICIES OF I					TO THE INCLU	200 141450 4	REVISION NUMBER:		
14.7	DIONIED. NOTWITHS INNDING ANT REQUI	KEME	N I. 11	ERM OR CONDITION OF ANY (CONTRA	CT OR OTHER	DOCUMENT	MITH DECREAT TO MUSICULE	1.110	
_	ENTITION E MAT BE 1330ED OR MAT PER IA	un. II	ie inc	SURANCE AFFORDED BY THE		こく ひこくりりりこ	A MEDERNIC C	UBJECT TO ALL THE TERMS	,	
INSR	XCLUSIONS AND CONDITIONS OF SUCH PO	ADDL	SUBR	ITS SHOWN MAY HAVE BEEN	REDUC	ED BY PAID CL				
LTR	TYPE OF INSURANCE COMMERCIAL GENERAL LIABILITY	INSD	a∨w	POLICY NUMBER		(MM/DD/YTYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	S	
					1			EACH OCCURRENCE	\$ 1,00	0,000
	CLAIMS-MADE OCCUR				-			DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,	000
Α								MED EXP (Any one person)	\$ 5,00	0
				EPP 0051744		12/31/2023	12/31/2024	PERSONAL & ADV INJURY	s 1,00	0,000
	GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE	\$ 2,00	0,000
	POLICY PRO- JECT LOC				1			PRODUCTS - COMP/OP AGG	s 2,00	0,000
	OTHER:							Misc Unnamed Costs	s 1,00	0
	AUTOMOBILE LIABILITY							GOMBINED SINGLE LIMIT (Es accident)	s 1,00	0,000
	ANY AUTO							BODILY INJURY (Per person)	s	
Α	OWNED SCHEDULED AUTOS AUTOS			EPP 0051744		12/31/2023	12/31/2024	BODILY INJURY (Per accident)	s	
	HIRED AUTOS ONLY AUTOS ONLY							PROPERTY DAMAGE (Per accident)	\$	
					I			It of acordently	\$	
	UMBRELLA LIAB OCCUR							EACH OCCURRENCE	\$	
	EXCESS LIAB CLAIMS-MADE				ĺ			AGGREGATE	\$	
	DED RETENTION \$							MOUNTOATE	s	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY							PER OTH- STATUTE ER	<u> </u>	
Δ	ANY PROPRIETOR/PARTNER/EXECUTIVE			EINIC COCCECC				E.L. EACH ACCIDENT	s 100,	000
• •	OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A		EWC 0282599		12/31/2023	12/31/2024		. 100,	
	If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	s 500,	
	Blanket Accident							General Aggregate	250,0	
В	Diamet Accident			MAR15679		01/24/2024	01/24/2025	333-1-	200,	
DESC	RIPTION OF OPERATIONS / LOCATIONS / VEHICLE	S (AC	ORD 10	01, Additional Remarks Schedule, n	nav be att	ached if more so	ace is required)			
					,		ass is rodance,			
					***************************************	***************************************				
CEF	RTIFICATE HOLDER				CANC	ELLATION				
				l	SHOU	JLD ANY OF TI EXPIRATION O	HE ABOVE DE	SCRIBED POLICIES BE CAN , NOTICE WILL BE DELIVER	CELLED	BEFORE
	City of Orange City			Į	ACC	ORDANCE WIT	H THE POLICY	PROVISIONS.	EUIN	
	PO Box 406									
					AUTHOR	IZED REPRESEN	TATIVE		T	
	Orange City			51041			. 1	CA		
	,			0,041			NUM	400		1



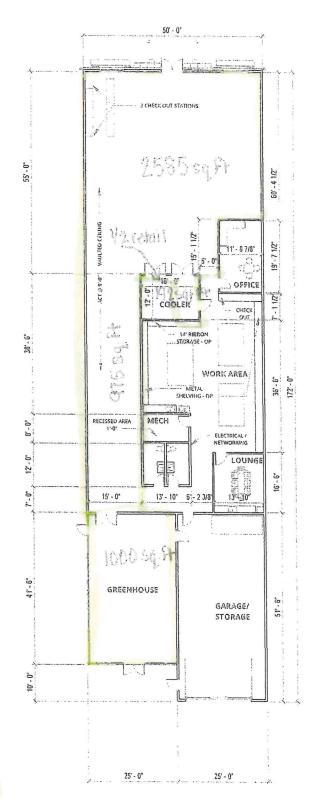
125 Central Ave. S.E. POB 406 Orange City, IA 51041 712-707-4885 ORANGE CITY RETAIL INCENTIVE APPLICATION

Name of Business The Floral Market LLC.
Owners Erica R. De Jong & Scott R De Jong
Type of Retail Floral & Giff Shop
Physical Address 118 8th St SE, Orange City (Under Construction
Phone Number
Financial Institution AMENICON State Bank
Grand Opening Date (approx.) JUNUARY 1, 2025
Retail Incentive program being applied for:
I. XXX Retail Encouragement Loan Program
 Attach a drawing of the building showing the new or expanded retail space with a highlighter. Dimensions with square footage.
 Provide a copy of all fixed assets (dollar amounts) pertaining to expanding or new retail space.
c. Requested loan: # of sq. foot $5000 \times 500 = \frac{1000}{100} \times \frac{1000}{100} = 1$
II. Retail Utility Incentive Program
Orange City-City Council Approval
Mayor Date
Number of sq. foot x \$ = \$

GENERAL NOTES

- 1 THIS DRAWING IS NOT FOR CONSTRUCTION, ALL MECHANICAL, ELECTRICAL, PLUMBING, STRUCTURAL DESIGN TO BE BY CONTRACTOR. CONTRACTOR AND SUBCONTRACTOR TO FOLLOW ALL LOCAL AND STATE CODES APPLICABLE TO THE PROJECT.
- 2 OF : OWNER PROVIDED
- 3 RETAIL AREA VAULTED CEILINGS TO HAVE 6" CAN LIGHTS
- 4 ACT CEILING TO HAVE 2 X 4 FLAT PANEL LIGHTS COORDINATE
 WITH OWNER
- S COORDINATE WITH UNITED GREENHOUSE SYSTEMS, FOR EXACT DRIVENSIONS, DETAILS, AND INSTALLATION REQUIREMENTS
- 6 ELECTRICAL CONTRACTOR SHALL DESIGN ENTIRE ELECTRICAL SYSTEM FOR BUILDING, MEETING ALL LOCAL AND STATE CODES
- 7 POWER AND DATA TO BE PROVIDED BEHIND CHECKOUT AREA AND ABOVE COOLER
- 8 COORDINATE ALL DATA AND ELECTRICAL LAYOUTS WITH OWNER
- 9 PLUMBING CONTRACTOR SHALL DESIGN ENTIRE PLUMBING SYSTEM FOR BUILDING, MEETING ALL LOCAL AND STATE CODES. DRAIN LOCATIONS. MATERIALS, AND SIZE
- 10 INSTALL (1) DRAIN IN EACH RESTROOM AND UTILITY ROOM
- 11 INSTALL LINEAR TRENCH DRAINS IN GARAGE AND GREENHOUSE.
 GREENHOUSE TRENCH SHALL INCLUDED CATCH BASIN.
- 12 DIVAIN LOCATIONS ARE FOR INFORMATION ONLY, COORDINATE ALL DRAIN AND FIXTURE LAYOUTS WITH OWNER
- 13 CONTRACTOR TO PROVIDE BLOCKING IN WALLS AS REQUIRED FOR OP ITEMS. COORDINATE VATH OWNER ON ALL WALL HUNG OP ITEMS.

Total 5.100 sqft
Retail Space
+ 96 sq ft of
Tetail Cooler Space



1) FLOOR PLAN 1/16" = 1'-0"



MEMORANDUM OF UNDERSTANDING ORANGE CITY RETAIL DEVELOPMENT PARTNERSHIP JULY 1, 2024 – JUNE 30, 2025

PARTICIPATING AGENCIES:

- > CITY OF ORANGE CITY
- > ORANGE CITY DEVELOPMENT CORPORATION (OCDC)
- ORANGE CITY CHAMBER OF COMMERCE

DEVELOPMENT PERSONNEL & MEMBERSHIPS:

- 1. Community Development Director: The City employs a Community Development Director whose primary job responsibilities include providing leadership to Community Development that includes housing, retail, commercial and industrial development. The Community Development Director also provides staff support for the OCDC and their economic development activities. The Community Development Director reports to the City Administrator and the Chair of OCDC.
- 2. Chamber of Commerce Executive Director: The Orange City Chamber of Commerce employs a Chamber of Commerce Executive Director whose primary job responsibility is to carry out the mission, vision and initiatives of the Chamber of Commerce. A secondary responsibility is to provide support to the City and OCDC in their development efforts. The Chamber of Commerce Executive Director reports to the Chamber of Commerce Board of Directors and the OCDC Board of Directors.
- 3. The Community Development Director and the Chamber of Commerce Executive Director serve as the Orange City Retail Development Partners. Each partner serves as an ex-officio member of the OCDC Board of Directors. The Community Development Director serves as an ex-officio member of the Chamber of Commerce Board of Directors.
- 4. NW IA Development: Orange City participates in the NW lowa Development, a 6-county coalition. The City and OCDC will share in the annual membership cost 67-33% respectively.

RETAIL DEVELOPMENTMENT PARTNERSHIP

- A. New retail development
 - Develop a retail strategy that includes current goals, and a 5-10 year development plan for Orange City. This plan will be reviewed annually by all members of the partnership.
 - b. Jointly develop a retail marketing program and actively recruit new retail business to the community.
- B. Existing retailers
 - a. Initiate and maintain contact with local retailers
 - b. Provide support for business succession planning

- C. Current building and land site inventory
 - a. Develop a building and land site inventory
 - b. Provide support for leasehold improvements, leases, utilities and taxes for potential businesses.
- D. The Community Development Director and Chamber of Commerce Executive Director will meet regularly, at least weekly, to coordinate retail development efforts.
- E. The OCDC Board, Chamber Board and City Council will receive monthly progress updates from the Directors.
- F. The Chamber Executive Director will make a yearly report to the City Council and provide Chamber of Commerce financial statements for City Council review.

President - Orange City Development Corporation
Date:
Approved by the OCDC Board:
City Administrator – City of Orange City
Date:
Approved by the City Council:
Director – Orange City Chamber of Commerce
Date:
Approved by the Chamber Board: