



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Administrator's Council Agenda Memo

Date: 10/11/2021

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### **Consent Agenda**

1. Consideration of a motion to approve the minutes of the September 27, 2021 Council meeting
2. Consideration of a Class 'B' Native Wine and Sunday Sales renewal for Buds 'n Blossoms
3. Consideration of a Class 'C' Beer, Class 'B' Wine and Sunday Sales Transfer to 236 1st Avenue SE with a tentative effective date of March 1, 2021

### **Public Hearing**

1. Public Hearing on application with the USDA Rural Development for Financial Assistance to Develop Disaster Response Abilities
  1. This grant will help the radio purchase we are waiting to make for the response to storm and disasters. The public hearing is required by USDA.
2. Public Hearing on application with the USDA Rural Development for Financial Assistance to Develop Mobile Data and Incident Documenting Abilities
  1. The grant will help with technology within the police cars. This purchase came sooner than budgeted so the grant will assist in the purchase. The public hearing is required by USDA.

### **Ordinances**

3. Consideration of an Ordinance Amending Section 3-171 to Reduce Park and Recreation Commission to Five Members - Third and Final Reading
  1. This item has been recommended by the Parks and Rec board. It is harder than ever to find community members for these boards. The City Administrator recommends approving the final reading.
4. Consideration of an Ordinance Amending Oelwein Municipal Code Chapter 22 Vehicles and Traffic, Adding Article VII Automatic Traffic Enforcement Sections 22-180 through Section 22-189 - First Reading
  1. The Mayor and council members has requested this item be brought forward. Speed Cameras and Red-Light Cameras have been discussed on and off for several years. This ordinance allows the city to implement each if they decide too later. Council would have to vote on locations,



rules, and the vendor for the cameras. The City Administrator recommends approving the first reading.

### **Resolutions**

5. Consideration of a Resolution Adopting Iowa Department of Transportation City Street Finance Report
  1. This report is done annually. There is no significant findings from this year. The City Administrator recommends approving the resolution.
6. Consideration of a Resolution Adopting the Oelwein Central Business District Architectural Design Guidelines
  1. The OCAD downtown committee has worked on new guidelines for the downtown to ensure a uniform look for the future of the downtown. These guidelines are required if the property owner takes city funding for their improvements. Planning and Zoning Board discussed this in two meetings. The Planning and Zoning Board recommends approval. The City Administrator recommends approving the resolution.

### **Motions**

7. Consideration of a motion to approve Pay Request 2 in the amount of \$569,240.00 to Maguire Iron for work completed on West Elevated Water Storage Tank
  1. All work has been satisfactory at this point. The project engineer recommends approving the pay request. The City Administrator recommends approving the pay request.
8. Consideration of a motion approving payment of \$24,900.00 to Lansing Brothers Construction for work completed on 2020 Demolition Project
  1. All items have been addressed with the demolition project. This was supposed to close in March of 2021 and was extended to June. Substantial completion was done by June. This last payment will close out the project. The City Administrator recommends approving the payment.
9. Consideration of a motion to approve Pay Estimate No. 6 in the amount of \$16,413.33 to Bacon Concrete, LLC for work completed on Segment 1 Trail Improvements Project
  1. All work has been satisfactory at this point. The project engineer recommends approving the pay request. The City Administrator recommends approving the pay request.
10. Consideration of a motion approving the closure of the South Parking Lot Friday, October 29, 2021 from 3:00 P.M. - 7:00 P.M. for Oelwein Lions Club Trunk or Treat Halloween Event
  1. The classic Hoot for Halloween is going outside. The City Administrator sees no issue with the request and recommends approval.
11. Consideration of a recommendation from Planning, Finance, Enterprise and Economic Development re: The Grand Theatre of Oelwein, Inc. Hotel/Motel Funding Application



1. The City Administrator recommends increasing the amount to \$20,000. This is a major attraction for Oelwein and has been a great amenity.