



To: Mayor and City Council
From: Dylan Mulfinger
Subject: City Administrator Agenda Memo
Date: 11/10/2025

Consent Agenda

1. Consideration of a motion to approve the October 27, 2025 minutes.

Public Hearing

2. Public Hearing on November 10 at 6:00PM in the Council Chambers on the sale of 14 3rd Ave SE in the amount of \$1,101.00.
3. Public Hearing on November 10 at 6:00PM in the Council Chambers on the sale of 501 West Charles in the amount of \$100.00.

Resolutions

4. Consideration of a resolution adopting Iowa Department of Transportation City Street Finance Report.
 1. This report is required by the state of Iowa annually. The City receives road user tax funds based on population and a state formula. This report is complete and ready to go to the state. The City Administrator recommends approving this resolution.
5. Consideration of a resolution approving Pay Application No. 1 in the amount of \$83,181.36 to Baker Enterprises, Inc for the Oelwein Trails Segment 2.
 1. Work on the trail so far has been acceptable. The City Administrator recommends approving this resolution.
6. Consideration of a resolution approving the sale of 14 3rd Ave SE in the amount of \$1,101.00.
 1. This lot will combine with the north adjacent lot. The City Administrator recommends approving this resolution.
7. Consideration of a resolution approving the sale of 501 W. Charles in the amount of \$100.00.
 1. This home will be renovated by the potential buyer. The City Administrator recommends approving this resolution.
8. Consideration of a resolution Certifying Tax Increment Finance Indebtedness in Various Districts in the City of Oelwein, Iowa.
 1. The city is required to certify debt to collect tax increment financing. This is done annually and follows the needs from development agreements and projects.



9. Consideration of a resolution approving appropriation to the payment of General Obligation Bonds, Series 2016A, in Fiscal Year 2026-27.
 1. These bonds were used to build streets and utilities for East Penn project. The city collects taxes from the project to pay off the city's improvements. The City Administrator recommends approving this resolution.
10. Consideration of a resolution obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations which shall come due in the next succeeding fiscal year for Forsyth Management Company, LLC aka Quality Plus Manufacturing, Inc.
 1. This allows the city to provide tax dollars it collects to pay for the development agreement incentives with Quality Plus Manufacturing, Inc. The City Administrator recommends approving this resolution.
11. Consideration of a resolution obligating funds from the Cornerstone Inn and Suites, LLC sub fund of the City's Industrial Park Urban Renewal Area Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation economic development tax increment payments due to be paid in the next succeeding fiscal year.
 1. This allows the city to provide tax dollars it collects to pay for the development agreement incentives with Cornerstone Inn and Suites, LLC. The City Administrator recommends approving this resolution.
12. Consideration of a resolution obligating funds from Incremental Property Tax Revenues for appropriation to the funding of an economic development payment obligation which shall come due in the next succeeding fiscal year to ICE Manufacturing, Inc.
 1. This allows the city to provide tax dollars it collects to pay for the development agreement incentives with ICE Manufacturing, Inc. The City Administrator recommends approving this resolution.
13. Consideration of a resolution obligating funds from Incremental Property Tax Revenues for appropriation to the funding of an economic development payment obligation which shall come due in the next succeeding fiscal year to Hy-Vee, Inc.
 1. This allows the city to provide tax dollars it collects to pay for the development agreement incentives with Hy-Vee Inc. The City Administrator recommends approving this resolution
14. Consideration of a resolution obligating funds from Incremental Property Tax Revenues for appropriation to the funding of an economic development payment obligation which shall come due in the next succeeding fiscal year to BR Development, LLC.
 1. This allows the city to provide tax dollars it collects to pay for the development agreement incentives with BR Development. The City Administrator recommends approving this resolution



15. Consideration of a resolution authorizing Internal Advance for Funding of Urban Renewal Project (Downtown Business Incentive Program).
 1. This allows the city to provide tax dollars it collects to pay for the Downtown Business Incentive Program. The City Administrator recommends approving this resolution
16. Consideration of a resolution authorizing internal advance for funding of Urban Renewal Project (Downtown Sidewalk Rehabilitation Project).
 1. This allows the city to provide tax dollars it collects to pay for the Downtown Sidewalk Rehabilitation Project. The City Administrator recommends approving this resolution
17. Consideration of a resolution on an interfund transfer.
 1. All fund transfers must be approved by the City Council. This transfer was missed in June of 2025. The City Administrator recommends approving the resolution.