



To: Mayor and City Council  
From: Dylan Mulfinger  
Subject: Administration City Council Agenda Memo  
Date: 5/28/2024

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### **Consent Agenda**

1. Consideration of a motion approving the May 13, 2024 minutes.
2. Claims resolution in the amount of 1,115,354.30.
3. Consideration of a resolution authorizing temporary closure of public ways or grounds for Oelwein Chamber and Area Development on June 13, July 11, August 8, and September 12.
4. Consideration of a motion approving the Special Class C alcohol license for Top of Iowa Lucky Wife.
5. Consideration of a motion approving the Class F alcohol license for Oelwein Celebrations Renewed, Inc.

### **Public Hearing**

6. Public hearing amending the Fiscal Year 2023-2024 budget on May 28, 2024 at 6:00 PM at the Oelwein Public Library.
7. Public Hearing for the sale of 902 1st Ave SW to Sean and Amanda Emery.
8. Public Hearing for the sale of 222 South Frederick Avenue to Hub City Heritage Corporation.
9. Public Hearing for the sale of 322 6th Ave SE to Andrew Heth.

### **Ordinances**

10. Consideration of an ordinance amending Chapter 7: Water and Sewer, Article II, Section 10: Water Rates and amending Article III, Section 41: Sanitary Sewer - Surcharges: Schedules. - Third and Final Reading.
  1. A 30 percent increase in a 10-year plan will do \$7,221,680 in water projects and \$13,666,194 in sewer projects. This does not include the potential to get CDBG funds for each project. CDBG awards \$500,000 for each project. The City Administrator recommends approving this third and final reading.
11. Consideration of an ordinance amending language in Chapter 12 - Buildings, Article 1 Building Code: Section 12-3 Amendments, Subsection H) 1, 3, and 4: Demolition Permits. - Third and Final Reading.
  1. This requires the removal of all brick and concrete material from a home demolition. No longer can the contractor crush the material into everything smaller than one cubic foot. The City Administrator recommends approving this third and final reading.
12. Consideration of an ordinance amending, Chapter 6, Article IV, Oelwein Airport Board, Section 6-101 Qualifications of Board Members. - Third and Final Reading.



1. The airport board recommended this change. It takes the board from requiring three people in town to two. The City Administrator recommends approving this third and final reading.
13. Consideration of a motion amending the rules to waive the second and third reading of an ordinance amending Chapter 22, Article VII, Automated Traffic Enforcement System.
  1. This is needed to ensure our cameras are complaint with state code.
14. Consideration of an ordinance amending Chapter 22, Article VII, Automated Traffic Enforcement System. - First Reading and Final.
  1. This change would align the city's code with the new state code. This change is needed to ensure the city is in compliance. The City Administrator recommends approving the first and final reading.
15. Consideration of an ordinance amending Appendix A – Zoning Ordinance, Section 206 -C-1 Commercial-Central Business District. - First Reading.
  1. This change will help attract a new small animal vet to a commercial space in town. Large animals would cause an issue within commercial, but a small animal vet clinic should not cause issues. The City Administrator recommends approving the first reading.

## **Resolutions**

16. Consideration of a resolution amending the Fiscal Year 2023-2024 Budget
  1. This is required each year to balance the budget. This is sent to the state to ensure the city is in compliance. The City Administrator recommends approving the resolution.
17. Consideration of a resolution awarding General Obligation Bridge Improvement Bonds, Series 2024.
  1. The city will receive bond bids on the morning of the 28<sup>th</sup>. Provided we have a good bid, the city council is encouraged to approve the resolution.
18. Consideration of a resolution approving a Well Pump Rebuild with Northway in the amount of \$60,061.25 for the 59 Well.
  1. This repair is needed to ensure an adequate water supply for the city. The City Administrator recommends approving the resolution.
19. Consideration of a resolution approving the Pay Application No. 4 in the amount of \$200,982.84 to Shift Companies for the Reed Bed Expansion and EQ Basin Liner Replacement Project.
  1. This project is advancing. The contractor is taking their time, so we hope they finish on time. The City Administrator recommends approving the resolution.
20. Consideration of a resolution approving Pay Application No. 6 in the amount of \$77,147.07 for Oelwein NE Sanitary Sewer Improvements project.
  1. This project has finished and the contractor did a great job. This should be the last pay application before the final. The City Administrator recommends approving the resolution.



21. Consideration of a resolution approving construction-related services (CRS) with AECOM in the amount of \$47,000 for engineering services on the Airfield Lighting Vault Oelwein Municipal Airport (OLZ) Project.
  1. This project will ensure electricity is supplied to the runway lights and the needs of the airport. It is being funded with 90 percent federal funding. The City Administrator recommends approving the resolution.
22. Consideration of a resolution approving the sale and transfer of city owned real estate located at 902 1st Ave SW, Oelwein, IA to Sean and Amanda Emery.
  1. The city is ready to sell this property. The City Administrator recommends approving the resolution.
23. Consideration of a resolution approving the sale and transfer of city owned real estate located at 222 South Frederick Avenue, Oelwein, IA to the Hub City Corporation.
  1. The City is ready to sell this property. The City Administrator recommends approving the resolution.
24. Consideration of a resolution approving the sale and transfer of city owned real estate located at 322 6th Ave SE, Oelwein, IA to Andrew Heth.
  1. The City is ready to sell this property. The City Administrator recommends approving the resolution.