



To: Mayor and City Council  
From: Dylan Mulfinger  
Subject: City Administrator Agenda Memo  
Date: 8/25/2025

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### **Consent Agenda**

1. Consideration of a motion to approve the August 11, 2025 minutes.
2. Claims resolution in the amount of \$576,518.48.
3. Consideration of a resolution authorizing temporary closure of public ways and grounds for Oelwein Rotary Club Events on August 28, 2025.
4. Consideration of a motion to approve the Class 'E' Retail Alcohol License for Hy-Vee, Inc DBA Hy-Vee Oelwein Dollar Fresh.
5. Consideration of a motion to approve the Special Class 'C' Retail Alcohol License for First Garden.
6. Consideration of a motion to approve the Special Class 'C' Retail Alcohol License for Oelwein Area Historical Society DBA Oelwein Coliseum.

### **Ordinances**

7. Consideration of an ordinance amending Chapter 10, Industrial Property Tax Exemption. - Third and Final Reading.
  1. The city is starting their code review. This is the second section which is being done. Council reviewed this at a work session and found no edits were needed. The City Attorney reviewed this and provided all code updates to ensure we are compliant with Iowa Code. The City Administrator recommends approving the third and final reading.

### **Resolutions**

8. Consideration of a resolution setting a public hearing for September 8th, 2025 at 6:00 PM at the Oelwein City Council Chambers for the construction plan specifications for the construction of the 10th Street Bridge.
  1. With the plans being updated after the last public hearing, another public hearing is needed to approve the plans and accept bids on this project. The City Administrator recommends approving the resolution.
9. Consideration of a resolution setting a public hearing on September 8, 2025 at 6:00 PM at the Oelwein City Council Chambers for a lease with Alltel Corporation d/b/a Verizon Wireless for land at 230 4th Street SW for construction of a cell phone tower.
  1. The city has some land which is currently used for rubble and debris. The city has a chance to make some income on this property. With this lease being proposed and longer than three years, a public hearing is needed. The City Administrator recommends approving the resolution.



10. Consideration of a resolution approving an employee education assistance agreement with Kameron Bennett.
  1. This investment in our city employee will allow the employee to be on an expediated path to grade four. This agreement ensures the city will get use of its investment. The employee has to stay at the city for five years or pay back the cost. Working toward waste water certification is not easy and the city needs to encourage this certification. The City Administrator recommends approving the resolution.
11. Consideration of a resolution accepting 314 1st Avenue NE from Teresa Haas for a Property Forfeiture.
  1. This property burned down this summer because of the property to the north. The city owns the property to the north and will now have a buildable lot. The City Administrator recommends approving the resolution.

#### **Motions**

12. Consideration of a motion approving a cemetery walk at Oakdale Cemetery on Thursday, September 18, 2025 from 6:00 – 7:30 p.m. hosted by the Oelwein Public Library.
  1. The cemetery walk is a fun family event. The City Administrator recommends approval.