



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Administrator's Council Agenda Memo

Date: 7/11/2022

Consent Agenda

1. Consideration of a motion to approve the June 27, 2022 minutes.
2. Consideration of a motion to approve the Class E Liquor License for Oelwein Mart.

Resolutions

3. Consideration of a resolution declaring 33 South Frederick Avenue an unsafe structure.
 1. The city has been working on improving this building through code enforcement for almost two years. The change in owners has made several delays. While progress was made on cleaning out the structure, no progress has been made to ensure the building is structurally safe. The city hired a structural engineer and they determined that the building was unsafe due to the south wall bowing away from the building. Should council declare this building unsafe, City staff will provide notice to the owners. If the owners do not produce a plan to make improvements, the city will then work on a tear down. This job will be bid out and awarded by City Council. Once torn down, the city will still not be owners of the property and will work to assess the cost to the owners. The City Administrator recommends approving the resolution and declaring this building unsafe.
4. Consideration of a resolution renaming the Oelwein City Park Jet Memorial to Saur-King Jet Plaza.
 1. The City has been approached by a local group working hard to make improvements to the park. The City Administrator recommends approving the resolution.

Motions

5. Consideration of a motion to approve Pay Request No. 7 to Summer Enterprise Inc. in the amount of \$150,958.26 for the 2021 Water Main Improvement Project.
 1. This work is completed and recommended to be paid by the engineer. The city still has \$312,850 to pay out so it will hold these funds to ensure proper negotiations of late fees and liquidated damages. The City Administrator recommends approving the pay request.
6. Consideration of a motion to send a handicap parking request to the Public Safety Committee on behalf of the Plentiful Pantry.



1. A new food bank in town is starting and they have requested a handicap parking spot. These requests go to the Public Safety Committee. The pantry is located in the back of 26 West Charles.
7. Consideration of a motion to approve Northeast Iowa Food Bank truck location to the South Parking Lot.
 1. With the plaza closing this summer/fall the lot will not be accessible for the food truck. This request will allow for the food truck to partner with the new food bank opening in Oelwein. The City Administrator recommends approving the request.
8. Consideration of a motion on the Planning, Finance, Enterprise, and Economic Development's recommendation for the Fayette County Fair's Hotel/Motel funding request.
 1. The fair makes a request each year for the free carnival. Council will need to determine the funding amount for the Fayette County Fair.