



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Administrator's Council Agenda Memo

Date: 6/22/2020

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### Consent Agenda

1. Consideration of a motion approving the minutes of the June 8, 2020 Council meeting
2. Consideration of a motion approving the Claims Resolution in the amount of \$2,832,874.41
3. Consideration of a Class 'C' Liquor and Sunday Sales Renewal for Viper Lanes
4. Consideration of a motion approving 2020-2021 Cigarette/Tobacco Permit Applications

### Public Hearing

5. Public Hearing on Proposed Vacation of the West Portion of the Alley Running East and West Adjacent to Lots 18-28 and Lots 30-41, Block 2, Irvine's Addition to Oelwein
6. Public Hearing on Proposed Disposal by Sale of the City's Interest in the West Portion of the Alley Running East and West Adjacent to Lots 18-28 and Lots 30-41, Block 2, Irvine's Addition to Oelwein

### Ordinances

7. Consideration of an Ordinance Providing for the Vacation of the West Portion of the Alley Running East and West Adjacent to Lots 18-28 and Lots 30-41, Block 2, Irvine's Addition to Oelwein, Fayette County, Iowa - First Reading

### Resolutions

8. Consideration of a Resolution re: Transfers
  1. The city does transfers annually at the end of the fiscal year. Transfers are approved through the normal budget process and are discussed each year. Transfers are done at the end of the year as funds vary and are not the same amount each year. The City Administrator recommends approving the transfer resolution.
9. Consideration of a Resolution to Accept Deed to property located at 208 8th Avenue SW
  1. City Council discussed this property at their last work session on June 8. The decision to take on homes is not easy, but if the city does not step in, the future of the home is not bright. The city will tear down this home if funds are available this year, otherwise the tear down will be July of 2021. The City Administrator recommends accepting the deed.
10. Consideration of a Resolution temporarily expanding the rules for Sidewalk Cafes for the summer and fall of 2020



1. The original ordinance for sidewalk cafes is too restrictive to help any of the downtown businesses. This trial run for 2020 should be a welcome relief to business owners who want to expand dining options during the pandemic. The City Administrator recommends approving the resolution.
11. Consideration of a Resolution approving contract and performance and/or payment bonds for the Wings East Pavement Improvements Project
  1. The city must formally accept bonds for the wings east project. The City Administrator recommends approving this resolution.
12. Consideration of a Resolution Directing the Sale of the City's Interest in 312 1st Avenue NW, Oelwein, Fayette County, Iowa
  1. The City had offered this property to one property owner three years ago in an attempt to no longer own this vacant lot. That transaction did not go through. Now both property owners are interested in half of the property. The City will sell this parcel for the cost of transferring the property to the new owner. The City Administrator recommends approving this resolution.

**Motions**

13. Consideration of a motion authorizing the purchase of a Limitorque Valve Actuator for the Wastewater Treatment Plant from Burt Gurney & Associates in the amount of \$10,575.00
  1. Vic Kane, utility superintendent, has provided direction on this item.
14. Consideration of a motion to discontinue extra oversight on DCW Casing discharges
  1. Vic Kane, utility superintendent, has provided direction on this item.
15. Consideration of bids received for the 2020 Homes for Iowa Project
  1. The city plans to build basements for the Homes for Iowa Project and add a garage to each home. The plan is to sell the homes for \$150,000 now that the housing committee recommends a garage. These homes should have an estimated \$800 mortgage payment provided the buyers have a down payment. Without a down payment, the payment will be around 950. These estimated payment plans include principal, interest, insurance, and property tax. The homes are being funded through local option sales tax. The city's goal is to break even and keep using the money each year to build homes. The City Administrator recommends following the recommendation from Community Development.
16. Consideration of bids received for 2020 Demolition Project
  1. The city has \$455,000 cash on hand and \$60,000 in potential sale of city properties. The City is ready for this project and make a great impact in several neighborhoods in Iowa. Lansing has worked in Oelwein and has positive reviews from other cities. The City Administrator recommends following the recommendation from Community Development.

Source	Amount	Annual
Additional Bond Proceeds	\$280,000	No



Donaldson Sale	\$100,000	No
Sale of existing properties (pending)	\$60,000	No
Northeast Iowa Housing Trust Fund (grant awarded)	\$40,000	no
Tear Down Funding (LOST)	\$35,000	Yes
	\$515,000	

17. Consideration of bids received for 2020 Asbestos Abatement Project
  1. The City has cash on hand to complete this work. The City Administrator recommends following the recommendation from Community Development.
18. Consideration of a motion approving the Planning, Finance, Enterprise and Economic Development Committee's Request re: Hotel/Motel Funding for The Grand Theatre, Hotel/Motel Funding for Rotary of Oelwein, demolition funding for 513 1st Avenue NE and demolition funding for 321 1st Avenue NE
19. Consideration of a motion reducing the cost of bulk item Stickers and running a pickup program for July and August of 2020
  1. A new program will run this year to help residents with bulk items. This new program will run as a test for 2020. The City Administrator recommends approving the pickup program for 2020.