



To: Mayor and City Council
From: Dylan Mulfinger
Subject: City Administrator Agenda Memo
Date: 1/9/2025

Consent Agenda

2. Consideration of a motion to approve the December 23, 2024 minutes
3. Consideration of a motion approving the Class 'B' Alcohol License for Dollar General #2328.
4. Consideration of a motion approving the Class 'E' Alcohol License for PMA Petroleum, LLC. DBA Oelwein Liquor.
5. Consideration of a motion approving the glass and metal device permit for Supermart.

Ordinances

6. Consideration of an ordinance amending Chapter 7: Water and Sewers, Article 3, Section 7-47: Collection Procedures. - Third and Final Reading.
 1. The city needs to update the code to allow the city to collect an administration fee when using the state income offset program. This program allows the city to collect debts from tax returns and gambling winnings. This will allow for a fee to be collected so that the city can offset the state fee. This fee does not cover all the expenses, because that fee would be much too high. The fee will be \$25. This fee is \$25 because the city at this point of collection has made several attempts to collect funds. The City Administrator recommends approving the third and final reading of the ordinance.

Resolutions

7. Consideration of a resolution approving the 2025 Housing Tax Abatement application.
 1. This program was approved by the city council to help spur residential development. The Mealey is improving several apartments. The Administrator recommends approving the resolution.
8. Consideration of a resolution approving the demolition assistance application to Robert Reiter for 220 6th Avenue SW in the amount of \$3,750.00.
 1. This property received rental income. This property does not qualify under the current policy. The City Administrator recommends denying the request.
9. Consideration of a resolution amending the Fee Schedule.



1. The city council voted down the fee schedule in December. The new schedule shows an increase from the December proposal. The city council will have time to discuss this topic and make changes as needed. The City Administrator recommends the fee schedule which works for the city council.

Motions

10. Consideration of a motion approving the direction from the Planning, Finance, Enterprise and Economic Development Committee on the Hotel Motel request of \$1,500.00 to the Williams Center for the Arts.
 1. The City Administrator recommends approving this request from the PFEED recommendation.