



To: Mayor and City Council
From: Dylan Mulfinger
Subject: City Administrator Agenda Memo
Date: 11/12/2024

Consent Agenda

2. Consideration of a motion to approve the October 28, 2024 minutes.
3. Consideration of a motion approving a new tobacco permit for PMA Petroleum, 1011 South Frederick and Oelwein Tobacco & Vape, 12 1st Avenue NE.

Resolutions

4. Consideration of a resolution Certifying Tax Increment Finance Indebtedness in Various Districts in the City of Oelwein, Iowa.
 1. This resolution shows that the city is taking on debt which can be repaid through tax increment financing dollars. The City Administrator recommends approving the resolution.
5. Consideration of a resolution approving appropriation to the payment of General Obligation Bonds, Series 2016A, in Fiscal Year 2025-2026.
 1. This allows the city to make a payment on a GO bond. The City Administrator recommends approving the resolution.
6. Consideration of a resolution obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations which shall come due in the next succeeding fiscal year for Forsyth Management Company, LLC aka Quality Plus Manufacturing, Inc.
 1. This allows the city to take the TIF fund and provide economic development incentives for a business from a development agreement. The City Administrator recommends approving the resolution.
7. Consideration of a resolution obligating funds from the Cornerstone Inn and Suites, LLC sub fund of the City's Industrial Park Urban Renewal Area Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation economic development tax increment payments due to be paid in the next succeeding fiscal year.
 1. This allows the city to take the TIF fund and provide economic development incentives for a business from a development agreement. The City Administrator recommends approving the resolution.
8. Consideration of a resolution obligating funds from Incremental Property Tax Revenues for appropriation to the funding of an economic development payment obligation which shall come due in the next succeeding fiscal year to ICE Manufacturing, Inc.
 1. This allows the city to take the TIF fund and provide economic development incentives for a business from a development agreement. The City Administrator recommends approving the resolution.



9. Consideration of a resolution obligating funds from Incremental Property Tax Revenues for appropriation to the funding of an economic development payment obligation which shall come due in the next succeeding fiscal year to Hy-Vee, Inc.
 1. This allows the city to take the TIF fund and provide economic development incentives for a business from a development agreement. The City Administrator recommends approving the resolution.
10. Consideration of a resolution obligating funds from Incremental Property Tax Revenues for appropriation to the funding of an economic development payment obligation which shall come due in the next succeeding fiscal year to BR Development, LLC.
 1. This allows the city to take the TIF fund and provide economic development incentives for a business from a development agreement. The City Administrator recommends approving the resolution.
11. Consideration of a resolution authorizing Internal Advance for Funding of Urban Renewal Project (Downtown Business Incentive Program).
 1. This takes the funding from one city fund and transfers the funds into a fund which can then be paid out to the development agreements. The City Administrator recommends approving the resolution.
12. Consideration of a resolution authorizing internal advance for funding of Urban Renewal Project (Downtown Sidewalk Rehabilitation Project).
 1. The city is adjusting the downtown TIF to include sidewalk improvement. The City Administrator recommends approving the resolution.
13. Consideration of a resolution setting a public hearing for December 9th, 2024 at 6:00 PM in the Oelwein City Council Chambers for the construction plan specifications for the construction of the 10th Street Bridge over Otter Creek.
 1. This public hearing is needed as the city has received state and federal funds for this project. The City Administrator recommends approving the resolution.
14. Consideration of a resolution to approve entering into a contract for design services with AECOM for acquisition of Snow Removal Equipment (SRE) for the Oelwein Municipal Airport in the amount of \$25,000.
 1. The city will receive 90 percent of funding from the federal government for engineering and equipment costs. This will help the city replace the gaining tractor that has been used for snow removal. The current equipment will be placed into the city's inventory for use, or sold if no use is needed. The City Administrator recommends approving the resolution.



15. Consideration of a resolution approving Change Order No. 3 in the amount of \$42,009.50 to Shift Companies, LLC. for Reed Bed Expansion and EQ Basin Liner Replacement Project.

1. The city anticipated a change order as there was no way to measure how much material was needed to be removed before the project started. This is because the material was under a full reed bed. The City Administrator recommends approving the resolution.

Motions

16. Consideration of a motion approving Urban Renewal Report re: Fiscal Year 2023-2024 TIF Debt Outstanding.

1. This report is done annually in association with our Tax Increment Financing development agreements. No changes occurred from the previous year. The City Administrator recommends approving the motion.