



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Administrator's Council Agenda Memo

Date: 1/13/2020

Consent Agenda

1. Consideration of a motion approving December 23, 2019 Council minutes
2. Consideration of a Class 'C' Beer Permit and Sunday Sales Renewal for Dollar General Store #2328

Public Hearing

3. Public Hearing on the proposed sale of 14 2nd Avenue NW legally described as Parcel A of Don Ross Sub-Division of McDonald's Addition and Lot 3, Except the south 35 feet thereof, Block 1, Don Ross Addition to Oelwein, including a 5 foot strip lying just north of said Lot 3; 20 2nd Avenue NW legally described as Lots 5, 6, 7, Block 1, McDonald's Addition; 24 2nd Avenue NW legally described as Lot 34, Block 1, McDonald's Addition; 129 5th Avenue NE legally described as Lot 10, Block 4, Kint & Boyack Addition; 608 1st Avenue SE legally described as Lot 11 and the South one-half Lot 10, Block 2, Holroyd's Addition; and 620 3rd Avenue SW legally described as Lot 39, Block 4, Stickney's Addition, all in Oelwein, Fayette County, Iowa.

The City is working on properties that they have obtained through 657A, forfeiture, and Davey Doins. These properties have interested buyers and the city wants to move on them as soon as possible. The properties are:

- 14 2nd Ave NW
 - This property will be sold to Northeast Iowa Community Action for a new home build
- 20 2nd Ave NW
 - This property is adjacent to 14 and will be marketed for sale with the new build to the south
- 24 2nd Ave NW
 - This property is adjacent to 20 and will be marketed for sale with the new build to the south
- 129 5th Ave NE
 - The city showed this house and is awaiting on bids to present to council.
- 608 1st Ave SE
 - The city showed this house and is awaiting on bids to present to council.



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- 620 3rd Ave SW

This public hearing allows the city to sell these homes. Council will be the final vote on the sale of each property.

Ordinances

4. Consideration of an Ordinance Amending Section 22-92, Parking in Residential Areas and Section 22-94, Prohibited Parking - Second Reading

This ordinance comes from recommendation of Police Chief Jeremy Logan. The safety committee reviewed this proposed ordinance and passed it in their committee for recommendation to council. A recommendation has been provided by Jeremy Logan and the second reading of this ordinance is also recommended for approval by the City Administrator.

5. Consideration of an Ordinance Amending Oelwein Code of Ordinances Chapter 3 Article IX and Chapter 21 Parks Violations - Second Reading

The Parks and Rec committee provides recommendation to the City Council. This year they reviewed their ordinance to clean up language and make changes. Council is being provided with this recommendation from the Parks and Rec Board and Park Superintendent Joshua Johnson. The City Administrator recommends approving the second reading.

Resolutions

6. Consideration of a Resolution approving 2020 Housing Tax Abatement Applications

Each application qualifies for the city's Housing Tax Abatement Program. The City Administrator recommends approving the resolution.

7. Consideration of a Resolution Authorizing Temporary Closure of Public Ways or Grounds for Oelwein Chamber and Area Development Events

The chamber requests these closures annually. The city has not had issue with any closure and works well with the chamber. The City Administrator recommends approving the resolution.

8. Consideration of a Resolution authorizing the use of a preliminary official statement in connection with the issuance of General Obligation Corporate Purpose Bonds, Series 2020 and setting January 27, 2020 as the date for the sale of the Bonds

The city is ready to close on their bond now that council has committed a set amount of dollars to the Wings East Street Improvement. This bond will be paid off in 12 years, potentially earlier if the city has steady increase in valuations. A packet and breakdown of the loan is provided.

- Street Repair-\$675,000



- Public Safety Radio Upgrades-\$850,000
- Fire- Pumper and Radios- \$450,000
- Trails- Adding Trails to the City- \$250,000
- Pool- Upgrades to old equipment \$100,000
- Total- \$2,325,000

9. Consideration of a Resolution to Set Public Hearing on Proposed Disposal by Sale of the City's Interest in 219 Lincoln Drive NE, 602 2nd Avenue NE, 17 1st Street NE, 19 1st Street NE, 17 2nd Avenue SE, 9 6th Street NE, 608 1st Avenue SE, 418 7th Avenue SE and 129 5th Avenue NE all in Oelwein, Fayette County, Iowa for 6:00 P.M., January 27, 2020

The City has received letters on each of these properties with adjacent landowners showing interests. If the city can unload properties, they can prevent maintenance cost and taxes.

10. Consideration of Resolution designating FOX Engineering Associates Inc. to prepare the assessment documents and be the Project Engineers re: 6th Avenue SW HMA Improvements

The City must follow state law when working toward assessments. This resolution allows the city to continue with this process. This resolution does not require the city to assess for the road project. The City Council will have a final meeting with the public and make their decision on the assessment. The city is doing the resolution now because the county will be accepting bids on the 20th. Attached is the map and assessment chart. The City Administrator recommends approving the resolution and setting a meeting for a final determination on the assessments for the project.

11. Consideration of a Resolution Approving and Adopting Preliminary Plans and Specifications, Estimate of Cost and Preliminary Plat re: 6th Avenue SW HMA Improvements

12. Consideration of a Resolution of Necessity and set the date for Public Hearing on February 10, 2020 re: 6th Avenue SW HMA Improvements

13. Consideration of a Resolution designating FOX Engineering Associates Inc. to prepare the assessment documents and be the Project Engineers - re: Outer Road and 6th Street NE HMA Improvements

The City must follow state law when working toward assessments. This resolution allows the city to continue with this process. This resolution does not require the city to assess for the road project. The City Council will have a final meeting with the public and make their decision on the assessment. The city is doing the resolution now because the county will be accepting bids on the 20th. Attached is the map and assessment chart. The City Administrator recommends approving the resolution and setting a meeting for a final determination on the assessments for the project.

14. Consideration of a Resolution Approving and Adopting Preliminary Plans and Specifications, Estimate of Cost and Preliminary Plat re: Outer Road and 6th Street NE HMA Improvements



15. Consideration of a Resolution of Necessity and set the date for Public Hearing on February 10, 2020 re: Outer Road and 6th Street NE HMA Improvements

Motions

16. Consideration of a motion authorizing signatures on Electric Line Easement with Interstate Power and Light Company

This easement is routine in nature. All easements must go to council for approval. The City Administrator recommends approving the easement.

17. Consideration of a motion approving Mayor's appointments to Council Committees and Mayor Pro Tem

It is important to determine a Mayor Pro Tem so that staff can get everyone signed up for official signatures and financial authorization. Council may wait on other appointments if they would need more time for discussion.