



To: Mayor and City Council
From: Dylan Mulfinger
Subject: Administrator Memo
Date: 10/23/2023

Ordinances

7. Consideration of an ordinance updating the floodplain management. – First Reading.
 1. The federal government reviews our ordinance to make sure it reaches their standards. These changes will put us in compliance with all current regulations. The City Administrator recommends approving the first reading.

Resolutions

8. Consideration of a resolution adopting the Oelwein Comprehensive Plan 2023.
 1. Months of work went into this plan. The city will now have a guide for the next 20 years. It is on all of us to pursue this plan. The City Administrator recommends approving the resolution.
9. Consideration of a resolution Certifying Tax Increment Finance Indebtedness in various districts in the City of Oelwein, Iowa Fiscal Year 2024-2025.
 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.
10. Consideration of a resolution approving appropriation to the payment of General Obligation Bonds, Series 2016A, in Fiscal Year 2024-25.
 1. This allows the city to make a payment on a GO bond. The City Administrator recommends approving the resolution.
11. 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.
12. Consideration of a resolution obligating funds from the Cornerstone Inn and Suites, LLC subfund 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.



13. 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.
14. 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.
15. 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.
16. Consideration of a resolution approving Internal Loan and obligating funds from the City's Central Urban Renewal Tax Revenue Fund for appropriation to the payment of project.
 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.
17. Consideration of a resolution approving Final Pay Application No. 4 for Matt Construction on Plaza Park Improvements in the amount of \$77,480.64.
 1. This is the final pay application for the project. All work has been done on the project. Council approved change order number four and it is included in this pay application. The City Administrator recommends approving the resolution.
18. Consideration of a resolution accepting the completion of Plaza Park Improvement Project with Matt Construction.
 1. All work on the project is completed and satisfactory. The City Administrator recommends approving the resolution.
19. Consideration of a resolution approving Change Order No. 1 in the amount of \$11,828.00 for Reed Bed Expansion and EQ Basin Liner Replacement Project.
 1. The contractor bid for an alternative to plant the reed beds. This was not accepted by the city. This placed an \$80,000 cost to the contractor to sue the city's reed bed company. The contractor is asking for \$40,000 to lessen the cost of the expense. The cost of the project is still below the engineers estimate, and well below the second bid.
20. Consideration of a resolution approving the sale of City owned real estate Parcel No. 1820402004 (Lot 6 Block 6 Armstrong Addition) located on 12th Ave SW, Oelwein, Fayette County, Iowa.



1. The city council approved this last meeting. It is listed again as it must be sold by resolution. The City Administrator recommends approving the resolution.