



To: Mayor and City Council
From: Dylan Mulfinger
Subject: Administrator Memo
Date: 1/8/2024

Consent Agenda

1. Consideration of a motion approving the December 18, 2023 minutes.

Public Hearing

2. Public Hearing for the status of funded activities for the City of Oelwein NE Sewer Improvements Project at 6:00 pm on January 8th, 2024 in the Oelwein Council Chambers.
 1. This is required as part of the Community Development Block Grant which we received from the federal government. The project is going well and will finish in spring of 2024.

Ordinances

3. Consideration of an ordinance amending Chapter 25: Section 25-34; Appendix A – Zoning Ordinance; Sections 104, 202.2, 203.2, 204.2, 205.2, 202.3, and 203.3; Housing Maintenance and Occupancy Code. - First Reading.
 1. At the November 27 5:30 Work Session, the city council was presented with proposed ordinance changes which would make changes to three areas of code. Shipping Containers would not be allowed in a residential area. Utility tarps could only be used in a temporary manner. Setbacks for houses would be affected by the adjacent properties and could be changed as needed. The City Administrator recommends approving the first reading.

Resolutions

4. Consideration of a resolution approving a contract with RSPN for managed information technology services
 1. After two months of working through proposals. The City Administrator recommends RSPN for IT Managed Services. The city is moving from a break fix model to a proactive model. The funding for this service will come from all departments in the city and be spread over multiple funds. The City Administrator recommends approving the resolution.
5. Consideration of a resolution approves a contract with Horan Cleaning for cleaning services.
 1. The city continues to see success from using Horan Cleaning for parks and other city facilities. The City Administrator recommends approving the resolution.