



To: Mayor and City Council
From: Dylan Mulfinger
Subject: City Administrator Agenda Memo
Date: 1/26/2026

Consent Agenda

1. Consideration of a motion approving the January 12, 2026 minutes.
2. Claims Resolution in the amount of \$862,157.56.
3. Consideration of a motion authorizing wine tasting at the Oelwein Public Library's Chocolate Fest on February 13, 2026 from 4:30PM-7:00PM.
4. Consideration of a motion approving the Class 'B' Alcohol License for Dollar General #2328.
5. Consideration of a motion approving the Class 'C' Alcohol License for The Spot #7.

Public Hearing

6. Public Hearing for January 26, 2026 at 6:00PM in the Council Chambers on the sale of 201 9th Ave SW.

Resolutions

7. Consideration of a resolution approving a revised development agreement with Matt Construction in the amount of \$45,000 to build three zero lot line homes at 201 9th Avenue SW.
 1. This new agreement includes first right of refusal and a waiver for building permit fees. The waiver for building permit fees is new and has not been done in over 10 years. The reason for the waiver is set out in the resolution and ensures that not every builder will approach the city looking for a waiver. The City Administrator recommends approving the resolution.
8. Consideration of a resolution setting a public hearing for February 9, 2026 at 6:00PM in the Council Chambers on the sale of 201 9th Ave SW.
 1. The city is selling this property to Matt Construction as part of the development partnership. Matt is building three townhomes and is receiving incentives from the city.
9. Consideration of a resolution approving Change Order No. 3 in the amount of \$2,460.00 for 10th St. Bridge Reconstruction Project with Taylor Construction.
 1. This change order is required due to bedrock elevations varying a bit outside of where the exploratory soil borings were taken during design. The bedrock sloped a bit lower under two piles in the east abutment, so we had to extend them to get the foundation support needed. It is not uncommon for some adjustment to occur on piles. The City Administrator recommends approving the resolution.
10. Consideration of a resolution approving Pay Application No. 4 in the amount of \$90,701.82 to Taylor Construction for the 10th St. Bridge Project.



1. Progress on the 10th St bridge has been positive. The City Administrator recommends approving the resolution.
11. Consideration of a resolution approving a ten-year internet agreement with Hawkeye Telephone in the amount of \$26,000 for the City Hall and Police Station
 1. This deal has been negotiated to use leftover grant funds from the police department. While the city will pay upfront, the savings is worth the upfront pay. The City Administrator recommends approving the resolution.
12. Consideration of a resolution fixing the amount to be assessed for nuisance abatement, approving the special assessment schedule, and directing the clerk to publish, mail and file the assessment schedule all in accordance with chapter 384 of the Iowa Code.
 1. This property owner did not clean up their property. This resolution places the fees on their property taxes. The City Administrator recommends approving the resolution.
13. Consideration of a resolution approving a payment to AECOM in the amount of \$17,340.02 for the OLZ T-Hangar Taxilanes Rehabilitation.
 1. The design for the next airport project is being completed. This is a payment to the engineer. The City Administrator recommends approving the resolution.

Motions

14. Consideration of a motion directing staff to provide a plan to the city council on a summer festival.
 1. Two council members requested this item be placed on the agenda. Staff will need direction from the city council to proceed.
15. Consideration of a motion approving direction from the Planning, Finance, Enterprise, and Economic Development on the Hotel Motel request of \$4,600.00 to Oelwein USBC.
 1. This is a new request for the city.
16. Consideration of a motion approving direction from the Planning, Finance, Enterprise, and Economic Development on the Hotel Motel request of \$2,500.00 to Williams Center for the Arts.
 1. This is not a new request. The Williams Center did increase their request. The city only has \$25,000 annually to provide for events and nonprofits. While the city has a healthy reserve, the city council will need to determine if this is a sustainable funding amount.