



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Administrator's Council Agenda Memo

Date: 2/28/2022

Consent Agenda

1. Consideration of a Motion to approve the February 28, 2022 minutes.
2. Consideration of a motion to approve the Class C Liquor License for the Oelwein Columbus Club.

Public Hearing

3. Public Hearing for Fiscal Year 2023 Budget.
 1. This public hearing is required to approve the city's budget. The City Administrator prepares the budget and presents it to council for approval. Council has worked through each department and other funds as needed.
4. Public Hearing on Segment 3 Trail Improvements
 1. This trail improvement will connect the west side of town to the downtown.
5. Public Hearing for the Sale of 407 3rd ST SW.
 1. This property was acquired through tax sale. The City is ready to sell so that another owner can make improvements.
6. Public Hearing for the sale of a portion of City owned Property No. 1821261011.
 1. This is the lot adjacent to the library. A public hearing is required to sell the property or a portion. The City Administrator recommends holding a public hearing, but does not recommend selling the property.

Resolutions

7. Consideration of a Resolution Adopting Fiscal Year 2023 Budget.
 1. The budget is ready to be adopted and will provide guidance for the City Administrator to meet the goals of the City Council. The City Administrator recommends approving the resolution.
8. Consideration of Resolution Awarding Sale of General Obligation Corporate Purpose and Refunding Bonds, Series 2022 and Authorizing Redemption of Urban Renewal General Obligation Certificates of Participation, Series 2014.
 1. This bond has been in the making for six months. The City Administrator recommends approving the bond so that much needed projects can move forward.
9. Consideration of a Resolution to approve the Oelwein Fire Department Policy Manual.



1. This is one major step in the improvements with the Fire Department. The City Administrator is excited to present this manual to council and show the hard work that is being put in by City staff and volunteers. The City Administrator recommends approving this manual.
10. Consideration of a Resolution for the sale of 407 3rd St SW.
1. Council directed staff to sell this provided the entire foundation is removed. Staff will work with the buyer to ensure these standards are met. The City Administrator recommends approving the resolution.

Motions

11. Consideration of a Motion approving the sale of the 1977 Ford/Pirsch Aerial Ladder Truck in the amount of \$2,500.
 1. The City advertised this item and only received two bids. The City Administrator recommends selling the apparatus for \$2,500.
12. Consideration of a Motion to review the sale of a portion of City owned Property Parcel No. 1821261011.
 1. The City Administrator needs direction on price should this be something council wants to sell. The City Administrator does not recommend selling the parcel and believes the city has completed reviewing this request.
13. Consideration of a Motion updating the Oelwein Intermediary Relending Program Work Plan and Revolving Loan Fund Plan.
 1. The USDA has updated their policies and Oelwein has to update their own local plan to reflect that change. The City Administrator recommends approving the motion.
14. Consideration of a Motion to enter a 3 year contract with Horan Cleaning for park services.
 1. The City has worked with Horan for many years. This contract is a great value for the city. The City Administrator recommends approving the motion.
15. Consideration of a Motion moving the UTV ordinance and regulations discussion to the Public Safety Committee.
 1. Public Safety Committee will be able to work through this ordinance with the City Attorney and City Staff. The City Administrator recommends approving the motion.
16. Consideration of a Motion to provide direction to City Staff on 303 2nd ST NW.
 1. The City Administrator needs direction on this home as the city has not acquired a home through tax sale that someone is living in the residence. The City Administrator recommends working with the property owner and require repairs.