



To: Mayor and City Council  
From: Dylan Mulfinger  
Subject: City Administrator Agenda Memo  
Date: 12/8/2025

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#### Consent Agenda

1. Consideration of a motion approving the November 24, 2025 minutes.
2. Consideration of a motion approving the Class "E" Retail Alcohol License for Casey's General Store.
3. Consideration of a motion approving the Class "E" and the Class "B" Retail Alcohol License for Kwik Trip, Inc #665.
4. Consideration of a motion approving the Class "E" and the Class "B" Retail Alcohol License for Kwik Trip, Inc #1156.

#### Public Hearing

5. Public Hearing on December 8, 2025 at 6:00PM in the Council Chambers on the sale of West 25' of the East 65' of the South 64' of Block 1, Oelwein's Homestead Addition in the amount of \$1.00.

#### Ordinances

6. Consideration of an ordinance amending Chapter 23: Miscellaneous Law Enforcement, Article IV – Miscellaneous Prohibitions; Illegal Camping. - Second Reading.
  1. The city needs to have code to allow enforcement options if a person decides to camp within Oelwein other than a campground. While homelessness is a cornice issue, the city of Oelwein does not have the funding or resources to address this issue. Intervention from the county and state will be needed.

#### Resolutions

7. Consideration of a resolution approving project expense reimbursements number three and four in the amount of \$19,382.33 for the Oelwein RISE Day Habilitation Center improvements Project.
  1. This work is being done for RISE. The city is a pass through for the grant. The City Administrator recommends approving the resolution.
8. Consideration of a resolution setting a public hearing for the status of funded activities for the City of Oelwein RISE Day Habilitation Center Improvements Project on December 22, 2025 at 6:00 PM in the Oelwein City Council Chambers.
  1. This public hearing is needed as part of the RISE project. The City Administrator recommends approving the resolution.



9. Consideration of a resolution approving sale of city owned real property located at west 25' of the east 65' of the south 64' of block 1, Oelwein's Homestead addition.
  1. This sale of land also includes a development agreement. The land is 25\*65 parcel west of 9 1<sup>st</sup> St. SW. This is the old, old chamber building. This sale will help the future steakhouse expand. The development agreement requires the restaurant to come to fruition, otherwise the steakhouse has to buy the parcel for \$25,000. The agreement also includes fees for surveying. The City Administrator recommends approving the resolution.
10. Consideration of a resolution authorizing the filing of a mortgage release for Muze, LLC at 108 S. Frederick Avenue.
  1. All improvements have been completed. The city is now releasing mortgages as the projects are done, rather than wait five years. The City Administrator recommends approving the resolution.
11. Consideration of a resolution approving the Demolition Assistance application to Russ McNamara & Charles Rochford for 122 7th Street SE in the amount of \$5,000.00.
  1. The buyers of this property have the deed in hand. This teardown is needed. The City Administrator recommends approving the resolution.

#### Motions

12. Consideration of a motion to provide direction to staff on the flooding in the 500 Block NE.
  1. The city council has a couple of options:
    - a. Do nothing
    - b. Ask for a task order from an engineer on a design of taking back the creek bed
    - c. Ask for more information on what the DNR requires for changing the layout of a creek
    - d. Ask for a quote from MSA to show how much the potential future flood mitigation project will help with this area of flooding.
13. Consideration of a motion to provide direction to staff on future solid waste planning
  1. The City Administrator has provided a large memo on this with a great deal of information. Realistically, the city will have a long road to go if they want to separate from the Fayette County Landfill Commission. The city council will have to decide what is the main goal and how it will benefit residents and businesses.