



To: Mayor and City Council  
From: Dylan Mulfinger  
Subject: City Administrator Agenda Memo  
Date: 7/8/2024

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### **Public Hearing**

5. Public Hearing on the proposed sale of 637 5th Ave. SW to Clayton Davis and Grace Lillibridge in the amount of \$1,050.00 at 6:00 P.M. on July 8 at 6:00 p.m. to be held at City Hall, 20 2nd Ave. SW, Oelwein, IA.
  1. This property was acquired through code enforcement. The property was torn down by the city. The neighbor to the north is ready to acquire the parcel.
6. Public Hearing on the proposed sale of 516 4th St SW and Lot 15, Block 4 Miles Addition to Sterling and Janice Silver in the amount of \$1,200.00 at 6:00 P.M. on July 8 at 6:00 p.m. to be held at City Hall, 20 2nd Ave. SW, Oelwein, IA.
  1. The City acquired this property in 2019 in the great Davy Doins property acquisition. The City tore down this property. The buyer wants to build on this property.

### **Resolutions**

7. Consideration of a resolution ending the City's relationship with Oelwein Celebration, Inc.
  1. The city council discussed their concerns with Oelwein Celebrations INC at the June 24 meeting. The Mayor directed the City Administrator to place provide an opportunity for the city council to vote on their decision to work with Oelwein Celebration Inc. The City Administrator recommends ending the city's partnership with Oelwein Celebration in and asking all current members to step down so that a new group can provide a celebration to the city.
8. Consideration of a resolution approving city staff to send out a Request for Qualifications (RFQ) for the flood mitigation of Dry Run Creek.
  1. The next steps for the flood projects require assistance for applying to the state and FEMA. This assistance will help make sure Oelwein has a competitive application that will ensure a successful project. Oelwein is applying for funds which will build a retention pond. The application must include land acquisition cost, engineering, the project, and project management.
9. Consideration of a resolution approving Change Order No. 1 in the amount of \$5,979.20 for 2024 Street Improvement Project.
  1. This change order reflects the need for more patching and curb replacement. This was anticipated as some of the problem areas had to



be addressed once tear-out began. The City Administrator recommends approving the resolution.

10. Consideration of a resolution approving Pay Application No. 1 in the amount of \$68,730.82 to Heartland Asphalt, Inc. for the 2024 Street Improvements Project.
  1. Progress has gone well with the current project. The concrete repairs look great and will provide a great surface for overlay. Communication and work done by the contractor has been satisfactory. The City Administrator recommends approving the resolution.
11. Consideration of a resolution approving the Fiscal Year 2025 through Fiscal Year 2027 Amended Salary Resolution.
  1. An error was caught on a department head salary. I have made the correction and now need the city council to approve the amended salary resolution.
12. Consideration of a resolution accepting 205 2nd Street NW from Lynn Alitz as a Property Forfeiture.
  1. City staff has worked to acquire this house. The house is a complete loss. The house will be torn down when funding allows. The City Administrator recommends approving the resolution.
13. Consideration of a resolution on the sale of 637 5th Avenue SW to Clayton Davis and Grace Lillibridge in the amount of \$1,050.00.
  1. This purchase will make an attractive property even more valuable. The lot is not ideal for building, so combining it with the north parcel is the best outcome. The City Administrator recommends approving this resolution.
14. Consideration of a resolution on the proposed sale of 516 4th St SW and Lot 15, Block 4 Miles Addition to Sterling and Janice Silver in the amount of \$1,200.00.
  1. This property is ready to be built upon. It offers plenty of space for a nice home. This property will be back on the tax rolls. The city will spend a lot less time mowing the property. The City Administrator recommends approving this resolution.