



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Administrator's Council Agenda Memo

Date: 8/22/2022

Consent Agenda

1. Consideration of a motion to approve the August 8, 2022 minutes.
2. Claims Resolution in the amount of \$370,511.96.
3. Consideration of motion approving a new Class 'E' Liquor License for Kwik Star at 1350 Industrial Park Dr.
4. Consideration of a motion renewing Class B Native Wine Permit for Buds 'n Bloom

Ordinances

5. Consideration of an Ordinance amending Chapter 22 Vehicles and Traffic Article IV Stopping, Standing, and Parking Section 22-117 and 22-119 of the Code of Ordinances of the City of Oelwein, Iowa - Third and Final Reading.
 1. Public Safety Committee directed staff make changes to parking in the north end of downtown. This change will ensure that access to Veterans Memorial Park is always open. The City Administrator recommends approving the third and final reading.
6. Consideration of an Ordinance amending Oelwein City Code Section 22 Article VII - Golf Carts - First Reading.
 1. City Council has requested this item on the agenda. The City Administrator and Public Safety Chief has advised waiting to allow golf carts until 2023. This is the first reading.

Resolutions

7. Consideration of a resolution requesting a street closure for The Oelwein Rotary Club for August 25, 2022 from 3:00 PM to 9:00 PM.
 1. This event has no reported issues and is in its third year. The City Administrator recommends approving the resolution.
8. Consideration of a resolution adopting the Utility Collection Policy.
 1. This policy has been in the works for some time. This will stratify a request from the city auditor. Everything on this policy was already in progress. This makes the policy official. The City Administrator recommends approving the resolution.



9. Consideration of a resolution in opposition of the Navigator Heartland Greenway CO2 Pipeline.
 1. This request was made by the Mayor and local community members. Council must decide their stance on this pipeline.

Motions

10. Consideration of a motion authorizing the Oelwein Fire Department to burn down 202 4th Ave NW for training purposes on September 10, 2022, with an alternate rain date of September 17, 2022.
 1. The city has been successful with having practice burns. This event will help train fire fighters. The City Administrator recommends approval.
11. Consideration of a motion approving architectural and construction contract services with Martin Gardner Architecture PC in the amount of \$58,500 for renovation of City Hall.
 1. This is one step in finishing the remodel of city hall. Hopefully prices of construction will go down and allow for a proper remodel. The City Administrator recommends approval.
12. Consideration of a motion entering in phase two agreement with Confluence in the amount not to exceed \$62,000 for design and project management of Plaza Park Renovation.
 1. The Plaza project is getting close to breaking ground and demolition. This contract is needed to finish out the rest of the project for architectural services and project management. The City Administrator recommends approval.
13. Consideration of a motion to approve the FBO contract for July 1, 2022 to June 30, 2023.
 1. This contract provides a two percent increase. It also allows the city to negotiate a new fuel agreement should that come into play before the contract expires. The two percent is a recommendation of the City Administrator. The Airport Board recommended no increase. The City Administrator recommends approval.
14. Consideration of a motion to approve the payment of \$5,400 to AECOM for Airport Pavement Rehabilitation Project.
 1. This is for the current airport project. We hope to have it wrapped up before the end of this year. We are crack sealing joints all around the airport runway and taxiway. The City Administrator recommends approval.



15. Consideration of a motion to accept recommendation of the Planning, Finance, Enterprise, and Economic Development Committee on the house forfeiture of 513 1st Street NE.
 1. There is no way this house will come down without the city being involved. The city never wins when they assess cost to property taxes. Taking this lot will allow the city to determine its future. The City Administrator recommends approval. The city has funding.
16. Consideration of a motion purchasing a Ford Ranger for \$31,120 for Community Development.
 1. Bringing Community Development back to three vehicles is necessary. We as staff cannot help that it is the worst time to purchase cars. The only other option is to leave the airport with no courtesy car. This still places staff in 20-year-old impala. The City Administrator recommends approval.