



To: Mayor and City Council
From: Dylan Mulfinger, City Administrator
Subject: Agenda Memo
Date: 9/14/2026

Consent Agenda

1. Consideration of a motion to approve the August 24, 2026 minutes.

Public Hearing

2. Public Hearing on the Vacation and Transfer of the City Right of Way to Calvin Anderman on September 14, 2026 at 6:00 PM in the Oelwein City Council Chambers.
3. Public Hearing on the Vacation and Transfer of the City Right of Way to James Walter and John Bamford on September 14, 2026 at 6:00 PM in the Oelwein City Council Chambers.

Resolutions

4. Consideration of a resolution approving the Vacation and Transfer of the City Right of Way to Calvin Anderman.
 1. This was recommended by the Planning and Zoning Commission. The City Administrator recommends approving the resolution.
5. Consideration of a resolution approving the Vacation and Transfer of the City Right of Way to James Walters and John Bamford.
 1. This was recommended by the Planning and Zoning Commission. The City Administrator recommends approving the resolution.
6. Consideration of a resolution approving mortgage releases related to City of Oelwein Forgivable Loan Program and Revolving Loan Program.
 1. Each loan recipient made the improvements on their building, and we no longer need a lien on their building. The city does visual inspections and asks for paid invoices when needed. The City Administrator recommends approving the resolution.
7. Resolution approving a demolition bid in the amount of \$38,585 from Lansing Brothers Construction
 1. Lansing Brothers Construction has a strong history of success with residential demolitions. The City Administrator recommends approving the resolution.



8. Consideration of a resolution approving the bid for the Library Sprinkler System to Iowa Fire Protection in the amount of \$11,400.00.
 - i. The library had a failed sprinkler during their annual test. Fire code then pushes all of the sprinklers to replacement. This item was not budgeted for and will eat into the franchise fee reserves. This is what reserves are for especially when it comes to fire safety. The City Administrator recommends approving the resolution.

Motions

9. Consideration of a motion to send a personnel manual amendment to the public safety committee for Volunteer Emergency Services Response During Working Hours.
 1. In the past, it was an unwritten rule that a volunteer could leave on a third call. The process for calls has changed, and so has the expectations for volunteers. This language will provide guidance to the employee and employer. The City Administrator recommends sending this change to the public safety committee.
10. Consideration of a motion to create a temporary city flag committee.
 1. This project should be fun and a source of pride for the community. This is not an art contest, but a chance to showcase Oelwein. The City Administrator recommends approving the motion.
11. Consideration of a motion to approve the recommendation from the Planning, Finance, Enterprise, and Economic Development Committee on the Hotel Motel request for the Williams Center for the Arts in the amount of \$2,500.00.
 1. This request meets all of the guidelines in the current hotel motel tax program.
12. Consideration of a motion to approve the recommendation from the Planning, Finance, Enterprise, and Economic Development Committee on the Hotel Motel request for the Grimms Custom Creations in the amount of \$2,500.00.
 1. This is a unique request as two groups are working together to bring a vendor fair to Oelwein.