



To: Mayor and City Council
From: Dylan Mulfinger
Subject: Administrator Memo
Date: 5/22/2023

Consent Agenda

2. Consideration of a motion to approve the May 8, 2023 minutes.
3. Claims Resolution.
4. Consideration of a motion to approve the Class 'C' Alcohol license for Leo's Italian Restaurant.
5. Consideration of a motion to approve the Special Class C Retail Alcohol License for Oelwein Chamber and Area Development, Inc.
6. Consideration of a motion to approve 2023-2024 Cigarette/Tobacco Permit Renewals.
7. Consideration of a motion approving the AECOM Invoice # 2000754826 in the amount of \$ 7,778.25.

Public Hearing

8. Public Hearing on the Status of Funded Activities for the City of Oelwein Public Facilities Project on May 22, 2023 at 6:00 PM at the Oelwein Council Chambers.
9. Public Hearing amending the Fiscal Year 2022-2023 budget on May 22, 2023 at 6:00 PM at the Oelwein Council Chambers.

Ordinances

10. Consideration of an Ordinance amending Zoning Section 401.1 (Fencing Regulations), Section 202.2(4), and 203.2(4) (Setback Regulations). - Third and Final Reading.
 1. Planning and Zoning met and provided a recommendation to the council on these changes. These changes were provided to the council in a work session. The ordinance is prepared as council directed. The City Administrator recommends approving the third and final reading.

Resolutions

11. Consideration of a Resolution reestablishing the Oelwein Dispatch Center.
 1. The council had discussions about this topic and advised staff to provide a resolution. The City is ready to reestablish dispatch and work with future budgets to fund this department. The City Administrator recommends approving the resolution.
12. Consideration of a Resolution amending the Fiscal Year 2022-2023 Budget.
 1. Each year the city must amend the budget to include any unexpected expenditures and revenues. This can come through grants or changes in projects. The City Administrator recommends approving the resolution.



13. Consideration of a Corrective Resolution Regarding Directing the Sale of the City's Interest 34 5th Ave SE, 418 7th Ave SE, And 219 Lincoln Dr. NE, Oelwein, Fayette County, Iowa.
 1. The first resolution had a right of reversion which would allow the city to take back the properties under the assumption that the buyer would not fulfill their duties. The city did not want a right of reversion and was not making a requirement for the buyer. This resolution corrects the previous resolution and allows the city to sell the property. The City Administrator recommends approving the resolution.

Motions

14. Consideration of a motion to pursue Iowa Thriving Community designation by the state of Iowa.
 1. This designation will help Oelwein qualify for state and federal tax credits. Applying for this program will take work but will support one of the goals of council to improve housing. The City Administrator recommends approving them motion.
15. Consideration of a motion approving the grant writing services for the Thriving Community Designation Application from Upper Explorerland Regional Planning Commission in the amount of \$1,000.00.
 1. Assistance from Upper Explorerland will be useful in ensuring the city checks all the boxes for this program. Upper Explorerland has a lot of grant experience and will be helpful in ensuring Oelwein has a competitive application. The City Administrator recommends approving the motion.
16. Consideration of a motion to approve Pay Application No. 2 to Farhner Asphalt in the amount of \$40,024.59 for the Airport Repavement Project.
 1. This work has been completed and the project went well. The next request should be to close out the project. The City Administrator recommends approving the motion.
17. Consideration of a motion to approve Final Change Order No. 1 to Farhner Asphalt in the amount of -\$494.46 for the Airport Repavement Project.
 1. Not as much material was used on this project and this is a small adjustment. The City Administrator recommends approving the motion.
18. Consideration of a motion to award the Pool Backwash Drain Improvement bid to Bacon Concrete, LLC in the amount of \$173,173.33.
 1. This project is budgeted for and ready to be completed. The City Administrator recommends approving the motion.