



To: Mayor and City Council
From: Dylan Mulfinger
Subject: City Administrator Agenda Memo
Date: 5/27/2025

Consent Agenda

1. Consideration of a motion to approve the May 12, 2025 minutes.
2. Claims Resolution in the amount of \$2,022,659.98
3. Consideration of a motion approving the Class C alcohol license for Leo's Italian Restaurant, Inc.

Public Hearing

4. Public Hearing amending the Fiscal Year 2024-2025 budget on May 27, 2025 at 6:00 PM at the Oelwein City Council Chambers.
5. Public Hearing for the construction plan specifications for the construction of the Segment 2 Trail Improvements on May 27, 2025 at 6:00 PM in the Oelwein City Council Chambers.
6. Public Hearing to review the rezoning request for 204 3rd Street SE on May 27, 2025 at 6:00 PM in the Oelwein City Council Chambers.
7. Public Hearing to review the rezoning request for 1297 South Frederick Avenue on May 27, 2025 at 6:00 PM in the Oelwein City Council Chambers.

Ordinances

8. Consideration of an ordinance deleting Chapter 9, Cable TV to the Oelwein Code of Ordinance. - Second Reading.
 1. This ordinance removes the cable TV code that we no longer need. The state of Iowa oversees the franchise for cable. The City Administrator recommends approving the second reading.
9. Consideration of an Ordinance amending Oelwein Zoning Ordinance to Reclassify Real Estate commonly known as 204 3rd Street SE, Oelwein, Fayette County, Iowa from C-2 Highway Commercial to R-1 Residential. - First Reading.
 1. This home has stayed residential since the city's zoning started. We do not anticipate the property going away from residential. Zoning always hopes that properties will develop, but in Oelwein, not many change as anticipated. Insurance companies are not getting adamant that homes must be zoned residential so that they can rebuild without issues after a disaster. The City Administrator recommends approving the first reading.
10. Consideration of an Ordinance amending Oelwein Zoning Ordinance to Reclassify Real Estate commonly known as 1297 S. Frederick Avenue, Oelwein, Fayette County, Iowa from C-2 Highway Commercial to R-2 Residential. - First Reading.



1. This will help this property become residential after it was commercial. The plan is that this property will add more units. This is a good change from the property and will help push commercial businesses downtown. The City Administrator recommends approving the first reading.

Resolutions

11. Consideration of a resolution adopting a budget amendment for Fiscal Year 2024-2025.
 1. The City is required to amend the budget to reflect any unforeseen expenses or revenues. Typically, we have to amend because of projects and timing. This year the budget amendment does not reflect any issues. The City Administrator recommends approving the resolution.
12. Consideration Of a Resolution Approving the Bid From M-B Companies, Inc. in the Amount of \$523,819.00 for the Oelwein Municipal Airport Snow Removal Equipment Res - Airport Snow Removal Equipment
 1. The city budgeted \$18,000 this year for this equipment. The city needs \$52,381.90. This would require the city to use reserves in the airport CIP and push off other airport projects for two years. This is the third bid, with all bids before this being thrown out do to buy America requirements from the federal government. This machine will exceed its cost in value for the city. The City Administrator recommends approving the resolution.
13. Resolution Approving the Plans and Specifications for the Segment Two Trail Improvement Project
 1. This bid is on Friday. The City Council will have a recommendation at the city council meeting.
14. Consideration of a resolution approving trail maintenance work in the amount of \$34,354.50 with D&M Asphalt Services, Inc.
 1. The city strives to maintain their trails as they are an asset to the community. Trails provide space for walking and healthy lifestyle choices. Funding for these improvements was budgeted. The city is using interest from the trail fund to help with the payment. The City Administrator recommends approving the resolution.
15. Consideration of a resolution authorizing the filing of a mortgage release for Sean Sauser at 13 N. Frederick Avenue.
 1. This downtown TIF project is complete, and the city can release its mortgage. All improvements were made five years ago and have stayed in place. The City Administrator recommends approving the resolution.
16. Consideration of a resolution approving mortgage releases related to City of Oelwein owner Occupied Rehabilitation Program 2017.
 1. This project is complete and satisfactory. This is an old program that the city has not worked on for some time as state funding became more complicated. The City Administrator recommends approving the resolution.



17. Consideration of a resolution approving the Use Agreement of Depot Park with the Oelwein Farmer's Market.

1. The Farmer's market moved and needs a new agreement. They are now adjacent to Depot Park. This is a great addition to Depot Park. The City Administrator recommends approving the resolution.

Motions

18. Consideration of a motion to direct staff to chip seal remaining gravel roads in Oelwein.

1. Two council members requested this item to be on the agenda. The city council must weigh the priority of these projects and determine if it is the best use of city funds. The City Administrator presented this idea in 2020 and got lambasted.