



To: Mayor and City Council
From: Dylan Mulfinger
Subject: Hotel Motel Tax Update
Date: 4/10/2023

Consent Agenda

1. Consideration of a motion to approve the March 27, 2023 minutes.
2. Consideration of a motion to approve the amended March 27, 2023 claims resolution from \$346,900.41 to the corrected amount of \$370,537.31.
3. Consideration of a motion approving the Class 'E' Retail License for Casey's General Store.
4. Consideration of a motion to approve the Class 'E' Retail Alcohol License for Kwik Star, Inc #665.

Public Hearing

5. Public Hearing to review an application for a State Revolving Fund (SRF) loan and to make available to the public the contents of an environmental information document and the City's Reed Bed Expansion project plan at 6:00 PM on April 10, 2023 in the Oelwein Council Chambers.

Resolutions

6. Consideration of a resolution awarding Downtown Properties Forgivable Loans for Building Improvements Provided by Tax Increment Financing.
 1. The city had 14 applications for assistance totaling \$359,785 in improvements. The OCAD housing committee met and recommends three projects.
 - a. Hacienda Del Rio 101 S Frederick \$40,000.00
 - i. New roof and finishing the upper story housing units.
 - b. Reimagined 25 S Frederick Ave \$25,000.00
 - i. Improvements throughout the building. Opening a new business and finishing the upper story housing.
 - c. Sydney's Bridal 7 S Frederick \$10,000.00
 - i. Improvements to the store front and façade.

Motions

7. Consideration of motion approving Change Order No. 3 for the Oelwein 2021 Water Main Improvements.
 1. This change order is for extra work caused by a large rock in the ground. The City Administrator recommends approving the change order.
8. Consideration of motion approving the Notice of Acceptability of Work minus set-offs for the Oelwein 2021 Water Main Improvements.



1. This motion means the council accepts the work performed by the contractor. All the tests on the water system passed. Although the contractor had drug out the project for over two years, the work is complete. The City Administrator recommends approving the project.
9. Consideration of motion approving Change Order No. 6 for final quantity adjustments and set-offs for the Oelwein 2021 Water Main Improvements.
 1. This decreases the contract price \$50,219.51 because less items were used on the project than originally projected. The City Administrator recommends approving the change order.
10. Consideration of motion approving Pay Application No. 9 for the Oelwein 2021 Water Main Improvements.
 1. This pay application is for work completed on the Oelwein 2021 Water Main Improvements. The City Administrator recommends approving Pay Application No. 9 minus set-offs.
11. Consideration of motion approving Pay Application No. 10 for the Oelwein 2021 Water Main Improvements to release 5% retainage after 30 days.
 1. This pay application is the final for work completed on the Oelwein 2021 Water Main Improvements. The City is holding back funds due to this project running late and the city taking on expenses along with additional project administration. The City Administrator recommends approving Pay Application No. 10 minus set-offs.
12. Consideration of a motion setting the Bid Opening for the Oelwein NE Sanitary Sewer Improvements on May 2, 2023 at 11:00 AM in the Oelwein Council Chambers.
 1. This project will be funded by COVID funds, CDBG, and cash on hand. This project will address many sewer challenges in the NE section near the pool. The City Administrator recommends setting the bid opening.
13. Consideration of a motion setting the Public Hearing for the Oelwein NE Sanitary Sewer Improvements on May 8, 2023 at 6:00 PM in the Oelwein Council Chambers.
 1. This public hearing is required for the project. The City Administrator recommends setting the public hearing.
14. Consideration of a motion approving the Oelwein NE Sanitary Sewer Improvements FOX Strand Task Order for Construction Phase Services.
 1. FOX Strand has worked on this project for two years to get us to this improvement. Several field studies have been conducted to ensure this is the best improvement. The City Administrator recommends approving the task order.
15. Consideration of a motion to approve the pool filter replacement from Carrico Aquatic Resources, Inc. in the amount of \$134,100.00.
 1. This project has been in the CIP for several years. Joshua Johnson has acquired the funds for the project through a grant and the city's most recent bond. The City Administrator recommends approving the low bid.



16. Consideration of a motion to amend the administration contract with Upper Explorerland Regional Planning Commission for the Plaza Project and Sewer Improvement Project.
 1. New standards from the federal government are needed in our contract from the federal government. The City Administrator recommends approving the task order.
17. Consideration of a motion to set a public hearing directing the sale of the city's interest of 815 4th Ave SW, 123 6th Ave NE, 202 4th Ave NW, 206 4th Ave NW, and 210 4th Ave NW on April 24, 2023 at 6:00 PM in the Oelwein Council Chambers.
 1. The City is ready to sell more properties. This item sets the public hearing to sell. The City Administrator recommends setting the public hearing.