



To: Mayor and City Council
From: Dylan Mulfinger
Subject: City Administrator Agenda Memo
Date: 11/25/2024

Consent Agenda

2. Consideration of a motion to approve the November 12, 2024 minutes.
3. Claims Resolution in the amount of \$525,327.89.
4. Consideration of a motion approving the Class E Retail Alcohol License for Vision 786, LLC. dba Super Mart.

Resolutions

5. Consideration of a resolution approving Pay Application No. 3 in the amount of \$19,513.00 to Woodruff Construction for the Oelwein Municipal Airport Airfield Vault.
 1. This project is progressing as needed. Work has been satisfactory. The City Administrator recommends approving the resolution.
6. Consideration of a resolution fixing the amount to be assessed for nuisance abatement, approving the special assessment schedule, and directing the clerk to publish, mail, and file the assessment schedule all in accordance with Chapter 384 of the Iowa code.
 1. This property has had several clean ups by the city and the fines have not been paid. This assessment allows us to place the fines on the property taxes. The City Administrator recommends approving the resolution.
7. Consideration of a resolution approving the contract with Upper Explorerland Regional Planning Commission and the City of Oelwein for the Revolving Loan Fund/Intermediary Relending Program administration for 2025 through 2027.
 1. The city has a positive working relationship with Upper Explorerland and has had a successful program with their management. The City Administrator recommends approving the resolution.
8. Consideration of a resolution setting a public hearing for December 9th, 2024 at 6:00 PM in the Oelwein City Council Chambers for the proposed sale of 124 7th Ave NW, Parcel No. 1820281004, and the previously vacated alley adjacent to the parcels to Hunter Woodward in the amount of \$2,000.00.
 1. This sale will benefit both parties. The new property owner is renovating the home and expanding the property. The City Administrator recommends approving the resolution.
9. Consideration of a resolution approving the demolition assistance application to Joel and Diane Hall for 1102 1st Avenue SE in the amount of \$5,000.00.
 1. The city does not do commercial assistance anymore. The City Administrator recommends denying the request.



Motions

10. Consideration of a motion approving the Planning, Finance, Enterprise, and Economic Development Committees recommendation on the sale of 311 East Charles.
 1. The City Administrator recommends selling this property.