



To: Mayor and City Council
From: Dylan Mulfinger, City Administrator
Subject: Agenda Memo
Date: 3/23/2026

Consent Agenda

1. Consideration of a motion approving the March 9, 2026 minutes.
2. Claims resolution in the amount of \$427,408.46.
3. Consideration of a motion approving the Class "C" Retail Alcohol License for the Columbus Club.
4. Consideration of a motion approving the Class "B" Retail Alcohol License for Kwik Star #665.
5. Consideration of a resolution authorizing temporary closure of public ways or grounds for Oelwein Fire Fighters Foundation.
 1. This BBQ event is in its third year. The city had no issues last year with the event. The City Administrator recommends approving the resolution.
6. Consideration on a resolution authorizing temporary closure of public ways or grounds for Pony Express.
 1. This is an annual request. The city has no current or former issues with the Pony Express. The City Administrator recommends approving the resolution.
7. Consideration of a resolution approving Pay Application No. 6 in the amount of \$407,043.42 to Taylor Construction for the 10th St. Bridge Project.
 1. Work on the bridge project has been going well. Pouring the deck will be coming soon. The City Administrator recommends approving the resolution.
8. Consideration of a resolution approving an expense reimbursement number five in the amount of \$43,746.57 for the Oelwein RISE Day Habilitation Center Improvements Project.
 1. This project is coming near the end. RISE is almost done and will be able to move back into their updated facility. The City Administrator recommends approving the resolution.

Ordinances

9. Consideration of an ordinance amending, Chapter 6, Article IV, Oelwein Airport Board, Section 6-103 Meeting and Minutes of the Code of Ordinances of the City of Oelwein, Iowa. - Second Reading.
 1. The Airport board voted to move to meetings every other month. This code allows for the move and will also allow them to meet as needed. The recent changes at the airport with the city now overseeing all operations has reduced oversight needs of the airport board. The City Administrator recommends approving the second reading.



10. Consideration of an ordinance amending Chapter 19 – Animal and Fowl - Sections 19-0.5 through 19-39 Related to Animal and Fowl. - First Reading.
 1. The goal has been to move appeals away from the city council. This ensures the appeal is not a large event at the council chambers and the city council is not the judge and jury. The new process sends the appeal to the police chief. The City Administrator recommends approving the first reading.

Resolutions

11. Consideration of a resolution scheduling a Public Hearing for the Proposed City Budget for the Fiscal Year 2027 (2026-2027) for April 13, 2026 at 6:00 PM at the Oelwein City Council Chambers.
 1. This public hearing is required by Iowa Code. The City Administrator recommends approving the resolution.
12. Consideration of a resolution authorizing temporary closure of public ways or grounds for Oelwein Fire Fighters Foundation.
 1. The city council was shown the plans for this convention at the March 23 work session. The volunteers are well organized, and their ability to throw a top-notch convention is certain. The City Administrator recommends approving the resolution.
13. Consideration of a resolution formally awarding Downtown Property Forgivable Loans for building improvements provided by Tax Increment Financing.
 1. This funding has been increased this year because of additional dollars coming in from the downtown fund. The fund also had a carry over of \$10,000 as one loan was turned down last year. These are scored by the OCAD housing committee. After that, a recommendation is made to the city council. These projects will help six buildings in the downtown. The City Administrator recommends approving the resolution.
14. Consideration of a resolution amending the Oelwein Fee Schedule.
 1. It is a goal each year to update fees. This year the changes are in parks, aquatics, and cemetery. These changes are already recommended by the parks and recreation board. Having an updated and annually reviewed fee schedule is important for the city. The City Administrator recommends approving the resolution.
15. Consideration of a resolution amending the Oelwein Salary Schedule
 1. This is the last of a three-year four percent increase for most city employees. The reason for the amendment is to increase aquatic wages. Discussions at the staff level determined a change was needed. The City Administrator recommends approving the resolution.
16. Consideration of a resolution approving an updated project cost for the 2026 Airport Paving Project.
 1. The airport paving project was supposed to be an asphalt overlay. After core samples of the current pavement were taking, a full rebuild has been recommended. The city council has this project still within budget



because of the 95 to 5 federal match. The City Administrator recommends approving the resolution.

Motions

17. Consideration of a motion to approve the recommendation from the Planning, Finance, Enterprise and Economic Development Committee on the Hotel Motel request from the Fayette County Agricultural Society.
 1. The city has a long history of funding the fair. The funding stopped once the city determined the fair was cash flowing.
18. Consideration of a motion to approve the recommendation from the Planning, Finance, Enterprise and Economic Development Committee on the Hotel Motel request for the Big O Weekend.
 1. This new event will be a big hit in town. The event name is already being made fun of so you know it will be good.
19. Consideration of a motion to approve a special event application for the Oelwein Christian Church Easter Egg Hunt.
 1. This event happened last year with no issues. The City Administrator recommends approving the motion.