



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Administrator's Council Agenda Memo

Date: 3/28/2022

Consent Agenda

1. Consideration of a Motion to approve the March 14, 2022 minutes.
2. Claims Resolution in the amount of \$453,702.66.
3. Consideration of a Motion to renew the Class C Beer Permit for Kwik Trip.
4. Consideration of a Motion to renew the Class C Liquor License for Leo's Italian Restaurant.

Ordinances

5. Consideration of an Ordinance Amending Chapter 22 Vehicles and Traffic Article IX Snowmobiles and All-Terrain Vehicles. - First Reading
 1. This item should have gone through the normal city process because the City Administrator was guessing on what the City Council wanted in the ordinance. A current ordinance was amended to include a code that was provided by the City Attorney. The City Administrator has placed in the ordinance that it would not start until July 1 to give time to the Police Department to establish guidelines and procedures. The City Administrator does not feel that UTVs are a good idea in Oelwein and the issues that will occur from them will not benefit the community. The City Administrator does understand council is in favor of this item and feels this ordinance should meet their request.

Resolutions

6. Consideration of a Resolution Awarding Downtown Properties Forgivable Loans for Building Improvements Provided by Tax Increment Financing.
 1. The city uses funds from the downtown TIF District to pay for forgivable loans to business that want to make improvements. The applications are received by the city then scored and discussed by the OCAD Housing Committee. This committee has downtown building owners, business owners, and community members. This year the committee had three recommendations. The City Administrator recommends approving the resolution.
7. Consideration of a Resolution authorizing and approving a certain Loan Agreement, providing for the issuance of \$4,120,000 General Obligation Corporate Purpose and Refunding Bonds, Series 2022 and providing for the levy of taxes to pay the same.



1. This resolution solidifies the city and their new loan. The city will pay this loan back through debt service and franchise fees. The City Administrator recommends approving the resolution.

Motions

8. Consideration of a Motion to approve Oelwein Municipal Airport Rehabilitate Runway, Taxiway and Apron 2022 Bid Specifications Notice to Bidders.
 1. This project will help maintain the runway and taxi way at the airport. This project is funded 90 percent by the federal government and 10 percent local. Council received dollars this year to aid the airport and will help offset the 10 percent match. Council budgeted for this item and funding is available. The City Administrator recommends approving the bid specifications.
9. Consideration of a motion to award Bacon Concrete LLC in the amount of \$177,660 for Segment 3 Trail Improvements.
 1. This project will help extend Levin Park to the downtown. The City has the funds through grants and bond proceeds. The city worked well with Bacon Concrete on the last trail project. The City Administrator recommends approving the low bid from Bacon Concrete.
10. Consideration of a Motion allowing Oelwein Celebration Renewed, Inc. to utilize the soccer fields on July 30, 2022 for the circus.
 1. The circus is a fundraiser for the Oelwein Celebration Inc. They come into town perform, then leave the next day. They take care of the property and clean up after themselves. The city will have to provide water and a small dumpster. The Oelwein Celebration will work with the Circus and coordinate their arrival and departure. This should be a good event for the community. The City Administrator recommends approving the motion.
11. Consideration of a Motion reviewing the recommendation from Planning, Finance, Enterprise, and Economic Development Committee on the Hotel/Motel Application for Oelwein Celebration.
12. Consideration of a Motion to approve Pony Express to collect funds at the intersection of Frederick and Charles on April 15, 2022 with the help of Boy Scout Troop 37.
 1. This is an annual event and the city has not had any problems with the Pony Express. The City Administrator recommends approving the motion.