



To: Mayor and City Council
From: Dylan Mulfinger
Subject: Administrator Memo
Date: 8/28/2023

Consent Agenda

1. Consideration of a motion approving the August 14, 2023 minutes.
2. Claims resolution in the amount of \$711,963.10.
3. Consideration of a motion to approve payment to AECOM in the amount of \$1,643.35 for the Airport Repavement Project.

Public Hearings

4. Public Hearing on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement.

Ordinances

5. Consideration of an ordinance amending Section 22-127 to update handicap parking utilization. - First Reading
 1. The location of the handicap parking spot has changed at the request of Podiatry Specialists of Iowa. Podiatry Specialists of Iowa explained they need the spot as close as possible because and do not want the council recommended spot. Podiatry Specialists of Iowa stated the curb is not an issue and they help their clients navigate the curb daily. Council may consider this ordinance. The Oelwein downtown is compliant with Iowa Code Chapter 321L Parking for Persons with Disabilities.

Resolutions

6. Consideration of a resolution taking additional action on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement.
 1. The city needs a loan to move forward with the reed bed expansion and eq liner replacement. This loan will be over 10 years and paid off using sewer revenue. The City Administrator recommends approving the resolution.
7. Consideration of a resolution approving a parcel split withing Oelwein's two-mile review area for Doug Bryan.
 1. This rezone is outside the city limits but falls under the two-mile jurisdiction. This parcel split does not conflict with the city's land use future and zoning. The City Administrator recommends approving the resolution.



8. Consideration of a resolution to accept Change Order No. 2 in the amount of -\$31,732.00 for the 2022 Residential and Commercial Demolition Project with Bryan Construction
 1. Bryan Construction is charging additional fees of \$15,000 to cover being stopped on work for 33 South Frederick. This change order benefits the city because it takes away the demolition of 27 South Frederick and does not have Bryan Construction seeking funding for loss of work on that property. The City did have to stop Bryan Construction to avoid potential future litigation with the owner of 29 South Frederick. Approving this resolution will allow the city to move forward on completing this project and adding a home and basement that need removed. The City Administrator recommends approving the resolution.
9. Consideration of a resolution declaring 637 5th Ave SW an unsafe structure.
 1. This house is falling in on itself. Community Development has attempted twice to go after it on tax sale to no avail. We will now move in and demolish the unsafe structure. The City Administrator recommends approving the resolution.
10. Consideration of a resolution declaring 632 5th Ave SW an unsafe structure.
 1. This is a fire house that was a complete loss. No one is moving on this structure and the homeowner has no insurance. The City Administrator recommends approving the resolution.
11. Consideration of a resolution accepting the Hotel/Motel request from Oelwein Celebrations Renewed, Inc. in the amount of \$20,000.
 1. The city council directed the City Administrator to place this on the council agenda for a vote with funding options. The city council will need to determine if they want to use an aggressive amount of hotel motel dollars or local option sales tax dollars. The City Administrator recommends approving the resolution.

Motions

12. Consideration of a motion to approve the purchase of a variable frequency drive from Automatic Systems in the amount of \$18,942.00.
 1. This piece of equipment is ready to be replaced. Public Works has provided the recommendation for approval.
13. Motion to approve \$21,545.00 in improvements for the concession stand at the Oelwein Sports Complex with AR General Construction.
 1. The school will be paying 90 percent of this work for a new asphalt shingle roof, siding, soffit and fascia. The City's portion is \$2,154.50. The City Administrator recommends approving this motion.