



## Agenda

Planning, Finance, Enterprise, and Economic Development Committee

Oelwein City Hall, 20 Second Avenue SW, Oelwein, Iowa

5:30 PM

July 24, 2023

Oelwein, Iowa

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**Mayor:** Brett DeVore

**Committee Members:** Matt Weber, Karen Seeders, Lynda Payne

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### Pledge of Allegiance

#### Discussions

- [1.](#) Consideration of a motion providing direction to Council on the Hotel/Motel Request from Oelwein Celebrations Renewed, Inc. in the amount of \$20,000.
- [2.](#) Consideration of a motion providing direction to Council on the sale of 307 7th Ave SW to Emanuel C. Receveur IV.
- [3.](#) Consideration of a motion providing direction to Council on the sale of Parcels No. 1821354004 (516 4th St SW) and No. 1821354012.
- [4.](#) Discussion and possible recommendation to City Council for work on 29 South Frederick.

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### Adjournment

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 319-283-5440



**CITY OF OELWEIN  
HOTEL AND MOTEL TAX FUNDING APPLICATION  
(TOURISM)**

**Application Deadlines**

September 1 -- December 1  
March 1 -- June 1

Applications must be received by 5:00 p.m. on the deadline date. All areas of the applications must be completed and typed. Each applicant will be afforded the opportunity to attend a brief question and answer session with the Advisory Board.

**Organization Name: Oelwein Celebrations Renewed, Inc.**

**Contact Name: Kimberly Pont**

**Mailing Address: PO Box 44**

**City, State, Zip: Oelwein, Iowa 50662**

**Phone: 319-283-0473 Fax: None Email Address: celebrateoelwein@gmail.com**

**Total Project Cost: \$40,000+**

**Total Requested from Hotel/Motel Tax Funds: \$20,000**

Please indicate which category you are applying for funds:

- Category 1 - Primary
- Category 2 - Community Culture and Education
- Category 3 - Community Recreation and Events
- Category 4 - New and Emerging Organization and Events

Please sign and date this application. Your signature below certifies that you have read and understand all of the guidelines for this funding program. You further understand that you will be required to submit a summary of expenses at the end of the project and that if any funds are not expended or are found to be outside the scope of the grant made by the City Council you will be **required to reimburse/return** these funds to the City of Oelwein.

Applicant:

by: Kimberly K. Pont

Date: June 30,

2023

Kimberly K. Pont

**CITY OF OELWEIN  
HOTEL/MOTEL TAX FUNDING APPLICATION  
(Tourism)**

**Project Identification**

1. What is the title of your project? 2024 Oelwein Celebration

This is our annual community celebration. We have three days of activities on Friday, May 31, 2024 beginning at 5 PM through 11 PM, Saturday, June 1, 2024 from 9 AM until 11 PM, and on Sunday, June 2, 2024 from Noon through 4 PM. Most activities will be held at Oelwein City Park with the exception of the parade and our Sunday activities which will be held in downtown Oelwein.

2. Hotel and Motel Tax Funds must be used to fund projects that promote and/or expand tourism activity in Oelwein. How will your project help to realize this goal?

Our celebration is the first summer event in our area. We are bringing back some fan favorite acts and introducing some new things. We're anticipating a larger event having a return after a year off due to the Oelwein Sesquicentennial. Our plan is to book talent with a larger following who may travel from far away and spend the night or weekend in our hotels. The community is our focus in planning this event. Our event brings people to Oelwein from the surrounding area.

3. Project Evaluation:

- A. Targeted Population: All ages – Oelwein and surrounding areas

- 1) Hotel/Motel guests generated by project Unknown

- a. Number of projected hotel/motel guests.  
b. How will hotel/motel guests be tracked.

- 2) Number of adults the project will reach 2,500+

- 3) Number of youth the project will reach 2,000+

- B. Geographic area of draw Northeast Iowa

- C. Volunteers

- 1) Number of volunteers 50  
2) Number of volunteer hours 150 hours

- D. Attendance of event previous year(s) 1,500-2,000 people per day

- E. Day open to public or performance(s)

Our event is Friday, May 31st, Saturday, June 1st, and Sunday, June 2nd. All days have stage events and activities.

4. Project Budget

A. Please provide a project budget and schedule of completion including all expenses. If desired, the project budget may be attached to the application. If exact costs are not known please attach estimates to the application, which should be identified as such.

Please allow us to submit the summary of the 2022 final costs and a projection of the 2024 expenses prior to the meeting for Council to review.

B. List sources of matching funds obtained below. Funding requests are eligible for up to 100% funding, but priority will be given to projects with additional sources of funding, including in-kind donations.

We have sent out fundraising letters and generally receive monetary gifts of approximately \$18,000 - \$23,000. Donations can be designated for a specific part of the event.

C. Is this application "seed money" for a new project? No.

D. Is this application for the expansion of an existing project/program? No, not directly planned, but hope that our event grows annually by word of mouth.

E. Have you ever received Hotel/Motel Tax Funding from the City of Oelwein in the past?

Yes: X No: \_\_\_\_\_ (check one)

If you answered yes, please answer the following: (attach additional pages, if needed)

Amount of Funding: We were granted \$10,000 for the 2022 Oelwein Celebration.  
Date of Funding: Yearly for our event; amount has varied.

## Assurances

Applicants hereby agree and acknowledge that:

If they are awarded funds, they will conduct their operations in accordance with Title VI and the Civil Rights Act of 1964, as amended, and the Rehabilitation Act of 1973, as amended, which prohibits discrimination against any employee, applicant for employment, or any person participating in a sponsored program on the basis of race, creed, color, national origin, religion, sex, age, or physical or mental disability, and require compensation for employment at no less than minimum wage requirements, and will provide safe and sanitary working conditions;

They will comply with the Americans with Disabilities Act;

They will comply with all other applicable State and federal laws, rules, ordinances, regulations, and orders;

They will expend funds, received as a result of this application, solely on the described project and programs included within the grant application documents within the fiscal year from which the grant is disbursed;

If they are awarded funds, applicants will include in all appropriate promotions, publicity, advertising, and in printed material the following credit line as applicable:

*This project was partially supported by a Hotel-Motel Tax Fund grant from the City of Oelwein.*

*Our operations are partially supported by a Hotel-Motel Tax Fund grant from the City of Oelwein.*

*Our operations are and this project was partially supported by a Hotel-Motel Tax Fund grant from the City of Oelwein.*

The filing of this application has been approved by the legally authorizing body of the applicant, if applicable;

The facts, figures and information contained in this application including all attachments, are true and correct;

Failure to comply with the administrative rules for this program will result in the forfeiture of funds allocated based upon this application grant;

All records of the grantee relating to this grant application are available during reasonable business hours to the City or their authorized representative upon request;

All records of the grantee related to this grant will be maintained for a period of three years following the date the final grant payment is made;

**Assurances Continued**

All grantees acknowledge that the source of the grant it is requesting from the City comes from the hotel and motel tax applicable in the City of Oelwein as contemplated by Iowa Code Chapter 422A (2007). The grantee specifically acknowledges the limited use that can be made of hotel and motel tax revenues and assures the City of Oelwein that the grant will be used only for allowable purposes as specifically set forth in Iowa Code Chapter 422A (2) (4) (2007). The grantee additionally and specifically acknowledges and assures the City of Oelwein that it will not use the grant for any purpose, which would be improper pursuant to this law. Furthermore, the grantee warrants that should it use the grant for any purpose not allowed by Iowa Code Section 422A (2)(4)(2007) that it will reimburse, in full, the City of Oelwein the entire amount of the grant;

All grantees acknowledge and assure the City of Oelwein that all grant funds received shall be segregated from other funds maintained by the grantee, until used for the proper purposes as described herein. The sums will be deposited into a segregated, identifiable checking account;

All grantees expressly acknowledge and assure the City of Oelwein that none of the sums received hereunder shall be used for "political purposes" as contemplated by Chapter 56 of the Code of Iowa (2007).

**Cost Reimbursement**

- A complete project budget and schedule of completion must be included with the application.
- Applicants must have accurate estimates included with the project budget.
- Applicants are eligible for up to 100% funding and funds will be distributed upon approval of the City of Oelwein City Council.
- Funds will be paid only to the applicant, not to contractors or vendors.
- Upon completion of the project, the applicant must submit documentation of expenses and a project recap **within 60 days to City Hall.**
- Any funds that are not expended or are found to be outside the scope of the grant made by the Funding Advisory Board must be reimbursed/returned, by the applicant, to the City of Oelwein **within 60 days.**
- **Failure to comply with the aforementioned rules will prohibit the applicant from applying for funds for one year.**

\_\_\_\_\_  
**Recipient**

\_\_\_\_\_  
Date

\_\_\_\_\_  
**Recipient**

\_\_\_\_\_  
Date



# Offer to Purchase City Properties

To purchase City-owned real estate, completely fill out this form. The timeline is usually about 45 days. Your offer will be sent to the Planning, Finance, Enterprise & Economic Development committee who will review the application and forward it to City Council for approval. At the appropriate time, we will schedule a date and time for buyer(s) to sign and provide a payment of the offered/accepted bid, plus \$20 for the recording fee.



307 7<sup>th</sup> Ave SW

Property Address

1820479002

Property Parcel Number

Emanuel C. Receveur III

Buyer's or Buyers' Name

301 7<sup>th</sup> Ave SW, Oelwein, IA 50662

Buyer's or Buyers' Address, City, State, ZIP

ereceveur@yahoo.com

Buyer's or Buyers' Email Address

319-349-8964

Buyer's or Buyers' Phone

Are you being represented by a real estate agent or lawyer?  Yes  No

## Buyer Representative Name and Contact Information

ECR  
Initials

If you do not have a Buyer Representative: I/we understand that I/we are entering into a legal contract and choose to represent my/ourselves, with all the due diligence required being done on my/our part.

I want to put a storage container, possibly a small greenhouse, & a parking area for our vehicles.  
I would like to offer \$800 for the lot, but will pay the \$1000 if absolutely necessary.

Please describe your intentions for the property with a timeline and include your offer (Minimum \$1,020 per lot).

Emanuel C. Receveur III

Buyer Printed Name (As will appear on deed)

Crystal Markrader

Buyer Printed Name (As will appear on deed)

Emanuel C. Receveur III 6/23/2023

Buyer Signature

Date

Crystal Markrader 7/7/23

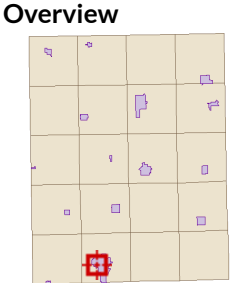
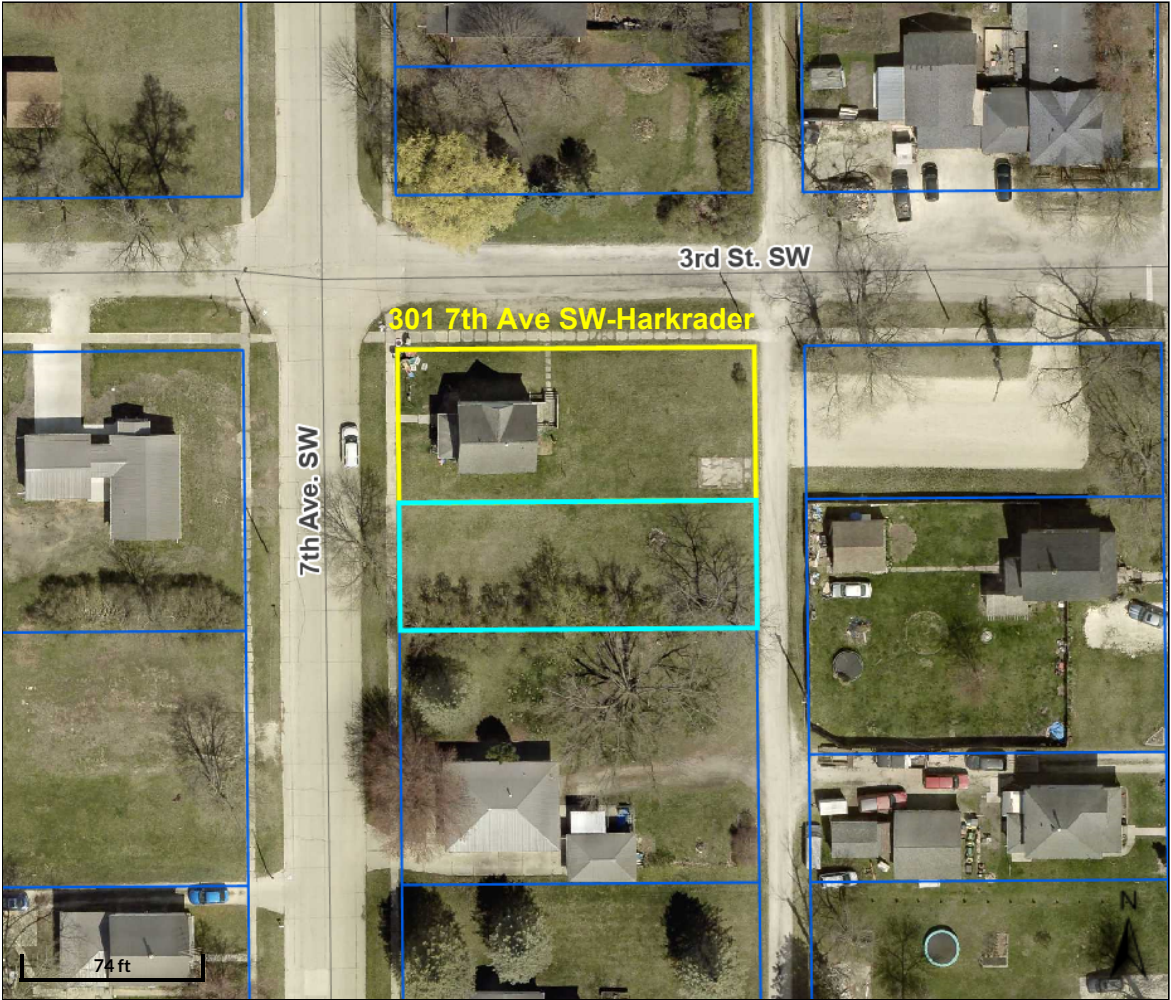
Buyer Signature

Date

Buyers' Legal Relationship to Each Other *dating*



## 307 7th Ave SW



- Legend**
- Corporate Limits
  - Parcels
  - Major Highways**
  - County Highway
  - Federal Highway
  - State Highway
  - Roads

<b>Parcel ID</b>	1820479002	<b>Alternate ID</b>	n/a	<b>Owner Address</b>	Oelwein, City Of
<b>Sec/Twp/Rng</b>	20-91-9	<b>Class</b>	R		City Hall 20 2nd Ave. SW
<b>Property Address</b>	307 7TH AVE. SW	<b>Acreage</b>	n/a		Oelwein, IA 50662-
	OELWEIN				
<b>District</b>	OELWEIN OELWEIN INC				
<b>Brief Tax Description</b>	LOT 2 BLK 1				
	JAMISONS ADD				
	<span style="color: red;">(Note: Not to be used on legal documents)</span>				

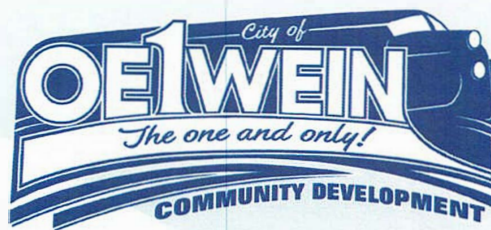
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# Offer to Purchase City Properties

To purchase City-owned real estate, completely fill out this form. The timeline is usually about 45 days. Your offer will be sent to the Planning, Finance, Enterprise & Economic Development committee who will review the application and forward it to City Council for approval. At the appropriate time, we will schedule a date and time for buyer(s) to sign and provide a payment of the offered/accepted bid, plus \$20 for the recording fee.



516 - 4th Street SW - Oelwein 1821354004

Property Address

Property Parcel Number

JANA Sterling Silver

Buyer's or Buyers' Name

124 Goldfinch Court, Independence, Iowa

Buyer's or Buyers' Address, City, State, ZIP

hijosilver1005@yahoo.com 319-283-0336

Buyer's or Buyers' Email Address

Buyer's or Buyers' Phone

Are you being represented by a real estate agent or lawyer?  Yes  No

Sandy Graf

Buyer Representative Name and Contact Information

If you do not have a Buyer Representative: I/we understand that I/we are entering into a legal contract and choose to represent my/ourselves, with all the due diligence required being done on my/our part.

Initials

SEE letter enclosed

Please describe your intentions for the property with a timeline and include your offer (Minimum \$1,020 per lot).

Shop home Residential

Buyer Printed Name (As will appear on deed)

Buyer Printed Name (As will appear on deed)

Sterling Edd Silver 6/23/2023

Buyer Signature

Date

Janice M. Schroeder Silver

Buyer Signature

Date

Buyers' Legal Relationship to Each Other

Husband & wife



**To Whom it may Concern**

**We are interested in purchasing the two parcels of land listed below.**

**Parcel # 1821354004 for a purchase price of \$2000.00**

**Parcel # 1821354012 for a purchase price of \$1000.00**

**516 4<sup>th</sup> Street S.W. Oelwein Iowa**

**Contingent on the fact water & Sewer available to large lot or front lot. Also that we would be allowed to build a Sohouse on the property, a picture is enclosed. Would be same color & maybe only one overhead door.**

**As soon as we know we will survey the property Boundaries  
We have lived in Oelwein area for many years. Sterling worked at Donaldson until closing & Jan worked at Mercy for many years as an RN for most of her nursing career.**

*Jan Silver Sterling Silver*  
**Jan & Sterling Silver**





- Cross Section: A vertical cutaway view of the house from roof to foundation showing details of framing, construction, flooring and roofing.

Item 3.

See important information before purchasing

**PRICING**

**Plan Options**

5 Copy and PDF set

\$1870.00

CAD Set to build

\$1912

**Foundation Options**

Crawlspace

\$0.00

\*Options with a fee may take time to prepare. Please call to confirm.

**Framing Options**

Wood 2x6

\$0.00

\*Options with a fee may take time to prepare. Please call to confirm.

**Additional Options**

Right-Reading Reverse

\$165.75

Choose this option to reverse your plan dimensions readable.

Audio Video Design

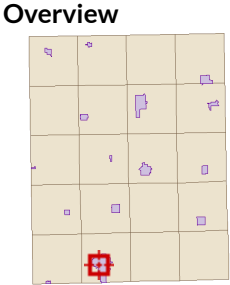
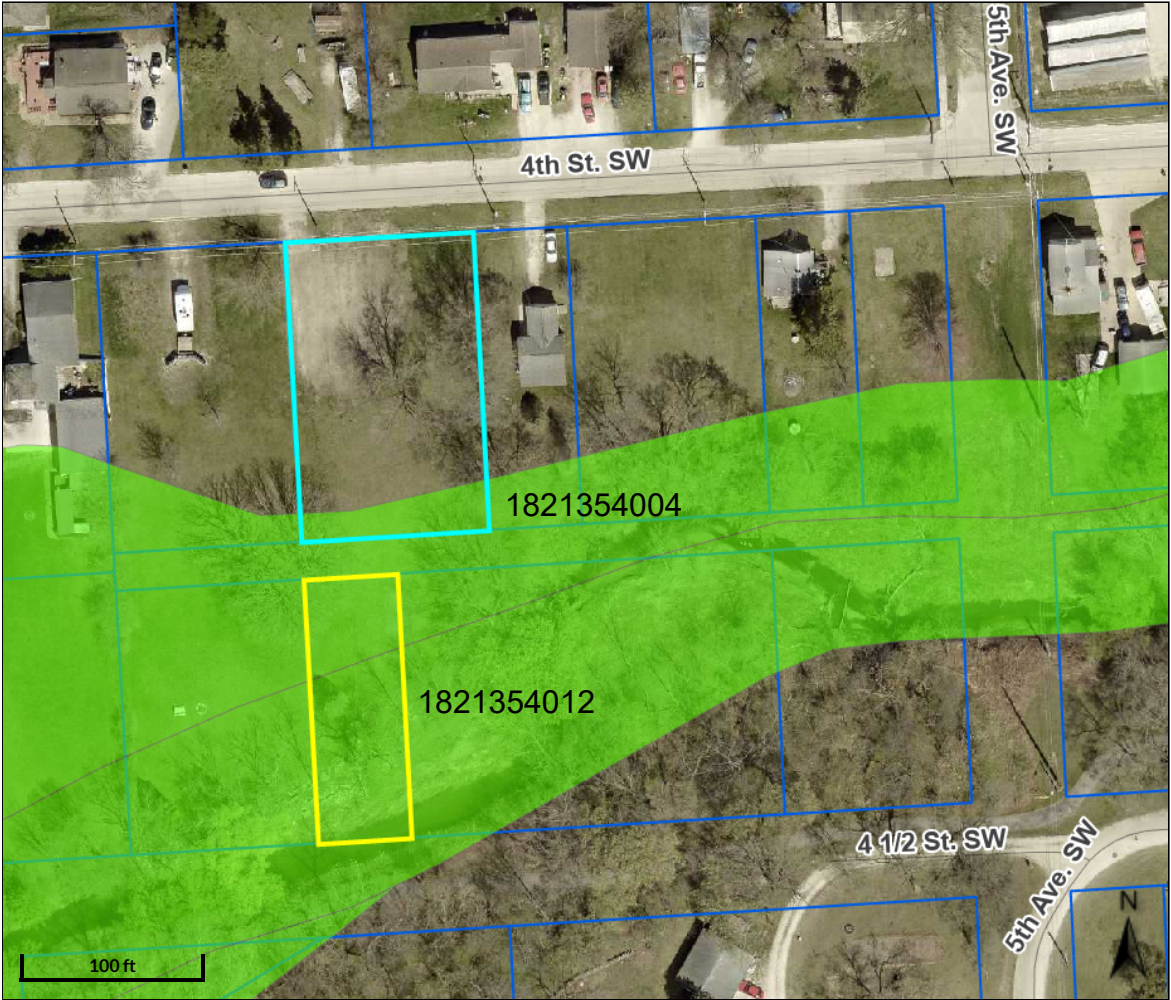
\$85.00

Receive an overlay sheet with suggested placement of video components.



# Beacon™ Fayette County, IA

516 4th St SW



- Legend**
- Corporate Limits
  - Parcels
  - Major Highways**
    - County Highway
    - Federal Highway
    - State Highway
    - Roads
  - 2021 Special Flood Hazard Areas (SFHA)**
    - A,
    - AE,
    - AE, FLOODWAY
    - AREA NOT INCLUDED,
    - X, 0.2 PCT ANNUAL CHANCE FLOOD HAZARD

<b>Parcel ID</b>	1821354004	<b>Alternate ID</b>	n/a	<b>Owner Address</b>	Oelwein, City Of
<b>Sec/Twp/Rng</b>	21-91-9	<b>Class</b>	R		City Hall 20 2nd Ave. SW
<b>Property Address</b>	516 4TH ST. SW	<b>Acreage</b>	n/a		Oelwein, IA 50662-
	OELWEIN				
<b>District</b>	OELWEIN OELWEIN INC				
<b>Brief Tax Description</b>	LOTS 6 & 7 BLK 4				
	MILES ADD				
	(Note: Not to be used on legal documents)				

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**MÄTT CONSTRUCTION, INC.**

203 Y Avenue  
 Sumner, IA 50674  
 Phone: 563-578-8418  
 Fax: 563-578-5791  
 Email: [mattco@iowatelecom.net](mailto:mattco@iowatelecom.net)

**Date:** July 19, 2023  
**Project:** Leo's Italian Restaurant  
**Location:** 29 South Frederick, Oelwein, IA

Clean up and infill floor joists and wall pockets at 1<sup>st</sup> and 2<sup>nd</sup> floor with brick and mortar to prevent further deterioration due to adjacent demolition per One Design and Engineering recommendation.

Cost for repair	\$17,800.00
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## Breakdown of Costs:

*Mobilization	\$2,500.00
*Equipment	\$1,800.00
*Mason Cement & Brick	\$5,000.00
*Specialty Tools (Saw, Grinder)	\$1,500.00
*Labor	\$7,000.00

## Schedule:

First Floor – If decision was made by the 24<sup>th</sup>, the Mason would proceed immediately to get the Jet-Crete and waterproofing completed.