



## Agenda

City Council Meeting  
20 Second Avenue SW, Oelwein  
6:00 PM

May 11, 2026  
Oelwein, Iowa

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**Mayor:** Brett DeVore

**Mayor Pro Tem:** Matt Weber

**Council Members:** Tony Cannon, Anthony Ricchio, Lynda Payne, Jason Gearhart, Renee Cantrell

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### Pledge of Allegiance

### Call to Order

### Roll Call

### Additions or Deletions

### Proclamations

- [A.](#) Poppy Day Proclamation.

### Citizens Public Comments - See Guidelines for Public Comments Below

- [B.](#) Public Comment Policy.

### Consent Agenda

- [1.](#) Consideration of a motion approving the April 27, 2026 minutes.
- [2.](#) Consideration of a motion to approve the Class 'C' Retail Alcohol License for Leo's Italian Restaurant.
- [3.](#) Consideration of a motion to approve the Class 'C' Retail Alcohol License for the City of Oelwein for the Big O Weekend activities.
- [4.](#) Consideration of a motion to move the May 25th council meeting to May 26th in observance of Memorial Day.
- [5.](#) Consideration of a resolution approving the temporary closure of public ways or grounds for the American Legion Post 9 and the Oelwein Coliseum Ballroom.

### Public Hearing

- [6.](#) Public Hearing for May 11th, 2026 at 6:00 PM for the construction plan specifications for the OLZ Rehabilitation of the T-Hangar Taxilanes

### Resolutions

- [7.](#) Consideration of a resolution setting a public hearing amending the Fiscal Year 2025-2026 budget on May 26, 2026 at 6:00 PM at the Oelwein City Council Chambers.

- [8.](#) Consideration of a resolution approving the bid for the Oelwein Municipal Airport T-Hangar Taxilanes Rehabilitation to Mehmert Tiling, Inc. in the amount of \$762,956.90.
- [9.](#) Consideration of a resolution Iowa approving a contract with ULTATEL for voice over internet protocol phones (VOIP).
- [10.](#) Consideration of a resolution scheduling public hearing on the proposed sale of city owned real property located at 208 8th Avenue SW.
- [11.](#) Consideration of a resolution approving the bid for the 2026 Nuisance Abatement Mowing Contract to H&C Rentals LLC. In the amount of \$65.00 per hour.

**Motions**

- [12.](#) Consideration of a motion to add Shoofly Crossing (Parking Lot C) to the chip seal work list in the amount of \$5,700.00.

**Council Updates**

**Mayor's Report**

- [A.](#) Vacant Positions on Zoning Boards of Adjustments.
- [B.](#) Consideration of a motion reappointing John Fox to the Tree Board.
- [C.](#) Consideration of a motion reappointing Ron Lenth to the Tree Board.

**City Administrator's Report**

- [D.](#) City Administrator.

**Adjournment**

- [E.](#) Additional Information.
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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

## Office of The Mayor

IN THE NAME AND BY THE AUTHORITY OF THE CITY OF OELWEIN, IOWA

### Proclamation

- Whereas,** America is the land of freedom, preserved and protected willingly and freely by citizen soldiers; and
- Whereas,** Because the Memorial Poppy is an emblem of sacrifice, those who love it must make every effort to teach the public the true meaning of the flower; and
- Whereas,** If, in the season of Memorial Day, the poppy can make the indifferent public recall the sacrifices which have been made by the men and women who gave their lives that our country might be saved, the first and greatest mission of the poppy has been fulfilled; and
- Whereas,** This remembrance period is a time for all citizens in this community to reflect and recall to mind the many sacrifices made by our Veterans to ensure the peace we now enjoy. The Poppy symbolically perpetuates the memory and deeds of the fallen and those who die in the future. It is a symbol of both peace and hope.
- Whereas,** The American Legion Auxiliary has pledged to remind America annually of this debt through the distribution of the memorial flower.

**Now, Therefore, I,** Brett DeVore, Mayor of the City of Oelwein, Iowa, do hereby proclaim  
May 24 & 25, 2026

#### MEMORIAL POPPY DAYS

In Oelwein and call upon all of our citizens pay tribute to those who have made the ultimate sacrifice in the name of freedom by wearing the Memorial Poppy.

In Testimony Whereof, I have hereunto subscribed my name and caused the Seal of the City of Oelwein, Iowa, to be affixed. Done at Oelwein, this 11<sup>th</sup> day of May in the year of our Lord Two Thousand Twenty-Six.

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Mayor



Public Comment Policy  
 Oelwein Guidelines for Public Participation during City Council Meetings  
 Adopted by Council Resolution 5495-2023

1. Regular City Council Meetings “Public Comments” on non-agenda items.
  - a. The first opportunity for public comment is listed on the agenda as “Public Comments”. This time is set aside for the public to address the City Council on issues not scheduled on the agenda. It is not to be confused with a public hearing, which is a formal proceeding conducted for the purpose of discussing a specific topic, such as the city budget.
  - b. Anyone wishing to address the City Council must adhere to the following “Rules of Procedure and Decorum”:
    - i. Be recognized by the Mayor or Mayor Pro Tem.
    - ii. State their name and address.
    - iii. Speak from the podium in a civil, non-argumentative and respectful manner.
    - iv. Whenever a group wishes to address the City Council on the same subject, the Mayor may request that a spokesperson be chosen by the group to avoid significant repetitive comments. Follow up comments by others that are similarly minded, should be limited to acknowledging their agreement with the comments made by the spokesperson or any other prior speaker, and not merely repeating previously made comments.
    - v. Each person wishing to speak during the public comment period shall be given three (3) minutes to share their comments.
    - vi. Speakers will be required to speak into the microphone, speak clearly and succinctly, to ensure all in attendance, in person or virtually, can clearly hear and understand what is being said.
    - vii. All remarks shall be directed to the Mayor and City Council as a body rather than to the Mayor, any particular Councilmember, or any member of the staff or audience.
    - viii. If the speaker intends to share any documents the City Council during their comments, a copy must also be provided to the City Clerk. If the speaker is reading a “statement” to the Council, it is requested that a copy of the “statement” be provided to the City Clerk so as to have a clear and accurate record of what was said.
    - ix. Speakers shall refrain from the use of profanity; language likely to incite violence or outbursts from the audience; language that is disruptive to the orderly process of the meeting; engaging in conversations with individual council members; making comments of a personal nature regarding others; shouting, yelling or screaming.
    - x. Speakers shall not continue to address the City Council once they have left the podium and will at no point address or engage in conversation with the Mayor, Council, or staff from their seat.
  - c. Other matters relevant to the Public Comment section reference topics not on the Agenda.
    - i. Should the Mayor or Council request clarifications from the speaker the Mayor, in the Mayor’s sole discretion, may provide additional time to the speaker.



- ii. The Mayor or Mayor Pro Tem, in the sole discretion of the Mayor or Mayor Pro Tem in the absence of the Mayor, may provide additional time or reduce time allowed any speaker and/or make other allowances or judgements deemed appropriate under the circumstances, in the Mayor's capacity as the presiding official.
- iii. In many cases, the speaker will be directed to meet with staff outside of the meeting to further discuss, obtain answers to questions, to resolve the issue, and/or to discuss next steps.
- iv. Other than asking a question to clarify a statement made by the speaker, Council members shall refrain from entering into a dialogue with the speaker. This portion of the agenda is not intended for a discussion or debate between the City Council and the speaker and should not be used for that purpose. Iowa Code requires public notice of all items to be considered/debated to be posted at least twenty-four (24) hours in advance of the meeting. Therefore, Council discussion or debate on a topic brought up in the public comment section would be a violation of Iowa Code.
- v. The Mayor is responsible for maintaining order and decorum and will not allow the speaker, or any other person in attendance, to make personal attacks or inflammatory comments and will, when appropriate, direct any person violating any of the rules set forth herein to be quiet, to sit down and/or return to their seat as appropriate. Failure to comply with directives of the Mayor may result in the person being asked to leave the meeting or removed from the meeting. The Mayor may call for a break or recess to allow the speaker to leave or be removed from the meeting.

## 2. City Council Meetings "Public Comments" on Agenda Items during the meeting

- a. The City Council meeting is designed for the City Council to discuss and make decisions on the various issues on the agenda. The procedure for introduction, consideration, and action on agenda items is as follows:
  - i. Each agenda item is introduced by the Mayor
  - ii. The Mayor asks for a staff presentation or clarification of any relevant staff report.
  - iii. If dealing with an issue tied to an applicant, the Mayor may ask for comments from the applicant.
  - iv. The Mayor will then request whether any person in attendance wished to comment on the agenda item.
  - v. After the cessation of Council debate and any other comments as appropriate, the Mayor will call for a motion and second.
  - vi. Once a motion has been made and seconded, no additional comments will be received from the public, only City Council debate, with staff input as appropriate, will occur from this point forward.
- b. The rules for addressing the City Council at the designated time during this portion of the meeting are:
  - i. The speaker must be recognized by the Mayor.
  - ii. The speaker must speak from the podium and must provide their name and address for the record.



- iii. At no time will members of the public be allowed to enter into the City Council discussion from their seat. Upon recognition by the Mayor, a person may only be allowed to speak at the podium during the City Council discussion so long as the Mayor finds the comments to be germane, necessary and/or helpful to the City Council.
  - iv. No speaker will be allowed to speak more than once on any agenda item unless clarification is requested by the City Council and permission granted by the Mayor.
  - v. When an agenda includes a “Public Hearing”, any comments from the Public will only be received during the Public Hearing, not after the Public Hearing during consideration of any action item tied to the Public Hearing discussion.
  - vi. All rules set forth above in the “Public Comments” on non-agenda items section of this Policy, unless specifically excepted by the provisions of this section, shall by this reference be applicable to Public Comments on agenda items.
3. Public Hearings
- a. When an item under consideration requires a public hearing by statute, the Mayor will open and facilitate the public hearing. Public comments will be received in the same manner, and subject to, all provisions described and set forth under Paragraph 2 of this Policy.
  - b. Reasonable limitations on the number of speakers and time allowed to speak may be imposed by the Mayor in order to keep the meeting moving.
  - c. Public hearings are held to gather data and opinions from the public to assist and facilitate the decision-making process.
  - d. All rules set forth above in the “Public Comments” on non-agenda items section of this Policy, unless specifically excepted by the provisions of this section, shall by this reference be applicable to Public Comments on agenda items..
4. Public Comments at Council Workshops / Work Sessions.
- a. The committee chair runs the work session. The purpose of work sessions is to allow staff to present material and for the Council to have time to discuss and consider issues in greater detail before taking action.
  - b. Public Comments:
    - i. Because the Workshop/Work Session is designed for discussion among the members of the City Council and staff, public comment is not warranted. A member of the audience may only speak should the chair recognizes a member of the public or interested party or if a Council member requests that a member of the public be recognized. If so recognized, the same rules of decorum as listed for Council meetings apply, and the chair may impose any and all other restrictions deemed appropriate in the sole discretion of the chair.
  - c. All rules set forth above in the “Public Comments” on non-agenda items section of this Policy, unless specifically excepted by the provisions of this section, shall by this reference be applicable to Public Comments on agenda items.
5. Rules of Decorum for the Audience during Council Meetings and Work Sessions
- a. Meeting attendees (the audience):



- i. Will refrain from commenting, clapping, shouting, booing, or other inappropriate and/or disruptive behavior.
  - ii. Will refrain from private conversations during meetings.
  - iii. Should not address Council members in individual conversation or make comments to individual Council members.
6. Contacting City Council Members outside of Meetings
  - a. You may contact your City Council member at any time. Their contact information is on the City's website (<https://www.cityfoelwein.org>) at the button marked Government then City Council. Phone numbers may be provided City Hall should permission be given by the elected official.



# Minutes

City Council Meeting  
20 Second Avenue SW, Oelwein  
April 27, 2026 - 6:00 PM

## Pledge of Allegiance

**Call to Order** Mayor DeVore called the meeting to order at 6:00 PM

**Roll Call** Present: Weber, Payne, Cantrell, Gearhart, Ricchio  
Also Present: Mayor DeVore, City Administrator Mulfinger, City Clerk/Treasurer Rigdon  
Absent: Cannon

## Proclamation

- A. Childcare Provider Appreciation Day.  
Mayor DeVore read the Childcare Provider Appreciation Day Proclamation.

## Additions or Deletions

A motion was made by Cantrell, seconded by Ricchio to adopt the agenda as amended.

All aye. Motion carried.

## Consent Agenda

1. Consideration of a motion approving the April 13, 2026 minutes.
2. Claims Resolution in the amount of \$1,419,649.65.
3. Consideration of a motion to approve the Class 'B' Retail Alcohol License amendment for Dollar General.
4. Consideration of a motion to approve the Class 'C' Retail Alcohol License for Depot Park.
5. Consideration of a resolution approving the final expense reimbursement number six in the amount of \$186,720.81 for the Oelwein RISE Day Habilitation Center Improvements Project.

*Resolution No. 5891-2026 was applied to this resolution.*

6. Consideration of a resolution approving Pay Application No. 7 in the amount of \$104,946.10 to Taylor Construction for the 10th St. Bridge Project.

*Resolution No. 5892-2026 was applied to this resolution.*

7. Consideration of a resolution approving a payment to AECOM in the amount of \$30,293.92 for the OLZ T-Hangar Taxilanes Rehabilitation.

*Resolution No. 5893-2026 was applied to this resolution.*

8. Consideration of a resolution to approve setting a public hearing for May 11th, 2026 at 6:00 PM for the construction plan specifications for the OLZ Rehabilitation of the T-Hangar Taxilanes.

*Resolution No. 5894-2026 was applied to this resolution.*

A motion was made by Weber, seconded by Cantrell to adopt the consent agenda.

All aye. Motion carried.

**Ordinances**

- 9. Consideration of an ordinance amending Chapter 19 – Animal and Fowl - Sections 19-0.5 through 19-39 Related to Animal and Fowl. - Third and Final Reading.

A motion was made by Weber, seconded by Cantrell to approve Ordinance No. 1228.

Aye: Weber, Payne, Cantrell, Gearhart, Ricchio  
 Nay: NA  
 Absent: Cannon Motion carried.

**Resolutions**

- 10. Consideration of a resolution approving a contract for grant writing services with MSA in the amount of \$15,000 for a Building Resilient Infrastructure and Communities (BRIC) grant.

A motion was made by Weber, seconded by Gearhart to approve Resolution No. 5895-2026.

Aye: Weber, Payne, Cantrell, Gearhart, Ricchio  
 Nay: NA  
 Absent: Cannon Motion carried.

- 11. Consideration of a resolution approving a contract for codification services with Simmering-Cory in the amount of \$10,000.

A motion was made by Weber, seconded by Gearhart to approve Resolution No. 5896-2026.

Aye: Weber, Payne, Cantrell, Gearhart, Ricchio  
 Nay: NA  
 Absent: Cannon Motion carried.

- 12. Consideration of a resolution approving the bid for the 2026 Seal Coat Project to Blacktop Services \$4.58/square yard.

A motion was made by Weber, seconded by Cantrell to approve Resolution No. 5897-2026.

Aye: Weber, Payne, Cantrell, Gearhart, Ricchio  
 Nay: NA  
 Absent: Cannon Motion carried.

**Motions**

- 13. Consideration of a motion to direct the City Administrator to enforce the ordinance Article II Collections Sec 16-20.023.

Mayor DeVore questioned how it would be enforced, who would enforce it, and how would it affect the budget. DeVore had concerns about the costs versus the benefits. Councilmember Ricchio would like to see the current code be enforced. Councilmember Weber stated the junk haulers in town should be using equipment that should meet standards. Councilmember Gearhart stated he doesn't want to make it harder for the junk haulers, as the junk needs to be removed.

A motion was made by Cantrell, seconded by Ricchio to move the discussion to a work session.

All aye. Motion carried.

**Committee Reports**

- 14. Report from Payne on the Library Board Meeting Minutes.

For full minutes, please visit: <https://www.oelwein.lib.ia.us/about/library-board-minutes-1>

- 15. Report from Cantrell on the Park and Recreation Commission Minutes.

For full minutes, please visit: <https://www.cityfoelwein.org/bc-parks/page/parks-and-recreation-30>

- 16. Report from Gearhart on the Airport Board Minutes.

For full minutes, please visit: <http://cityfoelwein.org/bc-ab/page/airport-board-54>

**Council Updates**

Councilmember Ricchio stated businesses have reached out to him to change the TIF Application to improve the exterior of the downtown buildings.

**Mayor's Report**

- B. Vacant Positions on Zoning Boards of Adjustments.

Mayor DeVore stated there are two vacancies on the Zoning Boards of Adjustments.

**City Attorney's Report**

- D. City Attorney.

**City Administrator's Report**

- E. City Administrator.

City Administrator Mulfinger stated the state house is currently working in overtime in making decisions on property taxes.

**Adjournment**

- F. Additional Information.

A motion was made by Weber, seconded by Cantrell to adjourn the meeting at 6:26 PM.

All aye. Motion carried.

\_\_\_\_\_  
Brett DeVore, Mayor

ATTEST:

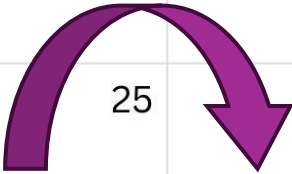
\_\_\_\_\_  
Dylan Mulfinger, City Administrator

I, Dylan Mulfinger, City Administrator in and for the City of Oelwein, Iowa do hereby certify that the above and foregoing is a true accounting of the Council Proceedings held April 27, 2026 and copy of said proceedings was furnished to the Register April 29, 2026.

\_\_\_\_\_  
Dylan Mulfinger, City Administrator

# may 2026

SUN	MON	TUE	WED	THU	FRI	SAT
31					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30



RESOLUTION NO. \_\_\_\_\_-2026

A RESOLUTION AUTHORIZING TEMPORARY CLOSURE OF PUBLIC WAYS OR GROUNDS FOR AMERICAN LEGION POST 9 AND THE OELWEIN COLISEUM BALLROOM.

WHEREAS, Iowa Code Section 364. 12 (2) states that " a city shall keep all public grounds, streets, sidewalks, alleys, bridges, culverts, overpasses, underpasses, grade crossing separations and approaches, public ways, squares, and commons open, in repair, and free from nuisance, with the following exceptions "; and

WHEREAS, Iowa Code Section 364. 12 (2) (a) states that "Public ways and grounds may be temporarily closed by resolution "; and

WHEREAS, American Legion Post 9 and the Oelwein Coliseum Ballroom have requested temporary closure of streets and parks for the following events, locations and times:

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oelwein, Iowa that

Event	Location of Street Closures	Date & Time
250 Years of Freedom Event	1 <sup>st</sup> Street SW westward to 2 <sup>nd</sup> Avenue SW to the southernmost access to 20 2 <sup>nd</sup> Avenue SW. The southern access of Main Line Hub (Parking Lot F) on 1 <sup>st</sup> Avenue SW to 1 <sup>st</sup> Street SW	June 27, 2026 12:00 P.M. – 7:00 P.M.

American Legion Post 9 and the Oelwein Coliseum Ballroom organizers are authorized to temporarily close the aforementioned requested streets and park.

Passed and approved this 11<sup>th</sup> day of May, 2026

\_\_\_\_\_  
Brett DeVore, Mayor

It was moved by Weber and seconded by Cantrell that the Resolution as read be adopted, and upon roll call there were:

AYES      NAYS      ABSENT      ABSTAIN

Attest:

Weber  
Payne  
Cantrell  
Cannon  
Gearhart  
Ricchio

\_\_\_\_\_  
Dylan Mulfinger, City Administrator

# CELEBRATING 250 YEARS OF FREEDOM - THANK YOU VETERANS!

**June 27, 2026 - 12:00-7:00 pm**

**Participants:**

Local VFW & American Legion veterans and families, Veteran Motorcycle Clubs, Community members, and visitors to Oelwein to celebrate our Country's 250 years of Freedom.

**Activities:**

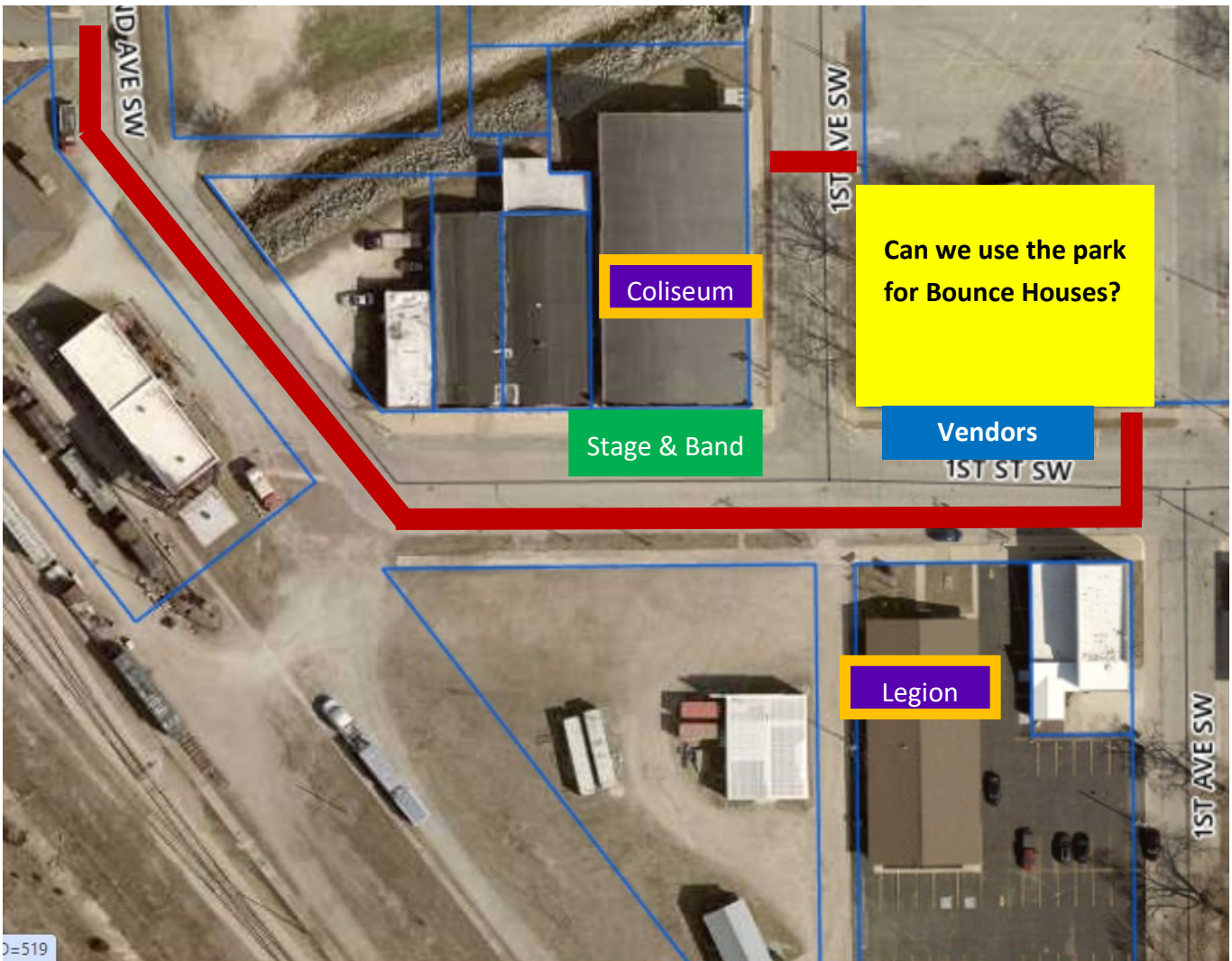
Tours of the Coliseum, Historical Museum, and Railway Museum.

Bounce Houses

Food Vendors

Band (Side Burns till Sundown) 4-7 pm

HOSTED BY THE AMERICAN LEGION POST 9 AND THE OELWEIN COLISEUM BALLROOM



**NOTICE OF PUBLIC HEARING**  
**On Proposed Plans, Specifications, Form of Contract, And Estimate of Cost**  
**for the**  
**REHABILITATE T-HANGAR TAXILANES**  
**AT THE OELWEIN MUNICIPAL AIRPORT**  
**in the City of Oelwein, Iowa**

**FAA AIP PROJECT NO. 3-19-0067-016**

TO ALL TAXPAYERS OF THE CITY OF OELWEIN, IOWA, AND TO OTHER INTERESTED PERSONS:

Notice is hereby given that the Council of said City will conduct a public hearing on the proposed Plans, Specifications, Form of Contract, and Estimate of Cost for the construction of the above-described improvement project at **6:00 p.m. on May 11, 2026**, said hearing to be held in the Council Chambers in the City Hall, in said City.

The proposed Plans, Specifications, Form of Contract, and Estimate of Cost for said improvements heretofore are on file in the office of the City Clerk, City of Oelwein, Iowa, for public examination, and any person interested therein may file written objection thereto with the City Clerk before the date set for said hearing, or appear and make objection thereto with the City Clerk before the date set for said hearing, or appear and make objection thereto at the meeting above set forth.

Published by authority of the City of Oelwein, Iowa.

#

Item 6.

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RESOLUTION NO. \_\_\_\_\_-2026

RESOLUTION TO SET A PUBLIC HEARING AMENDING THE FISCAL YEAR 2025-2026 BUDGET ON MAY 26, 2026 AT 6:00 PM AT THE OELWEIN CITY COUNCIL CHAMBERS.

WHEREAS, the City of Oelwein set an approved budget by the City Council; and

WHEREAS, the budget amendment is required by the state of Iowa; and

WHEREAS, the budget amendment is required to balance the budget;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oelwein, Iowa sets a public hearing amending the Fiscal Year 2025-2026 budget on May 26, 2026 at 6:00 PM at the Oelwein City Council Chambers.

Passed and approved this 11<sup>th</sup> day of May, 2026.

\_\_\_\_\_  
Brett DeVore, Mayor

Attest:

\_\_\_\_\_  
Dylan Mulfinger, City Administrator

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the Resolution as read be adopted, and upon roll call there were:

AYES      NAYS      ABSENT      ABSTAIN

- Weber
- Payne
- Cantrell
- Cannon
- Gearhart
- Ricchio

RESOLUTION NO. \_\_\_\_\_-2026

RESOLUTION APPROVING THE BID FOR THE OELWEIN MUNICIPAL AIRPORT T-HANGAR TAXILANES REHABILITATION TO MEHMERT TILING, INC. IN THE AMOUNT OF \$762,956.90

WHEREAS, the T-Hangar Taxilanes are in need of rehabilitation at the Oelwein Municipal Airport; and

WHEREAS, the project has been designed by AECOM; and

WHEREAS, two bids were received:

- Mehmert Tiling, Inc. in the amount of \$762,956.90
- Woodruff Construction in the amount of \$850,546.49; and

WHEREAS, bid submitted was higher than the Engineer's Estimate by an amount of \$202,924.40; and

WHEREAS, Mehmert Tiling, Inc. in the amount of \$762,956.90 was the low bid; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oelwein, Iowa approves the bid for the Oelwein Municipal Airport T-Hangar Taxilanes Rehabilitation to Mehmert Tiling, Inc. in the amount of \$762,956.90

Passed and approved this 11<sup>th</sup> day of May, 2026.

\_\_\_\_\_  
Brett DeVore, Mayor

Attest:

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the Resolution as read be adopted, and upon roll call there were:

AYES      NAYS      ABSENT      ABSTAIN

\_\_\_\_\_  
Dylan Mulfinger, City Administrator

Weber  
Payne  
Cantrell  
Cannon  
Gearhart  
Ricchio

May 4, 2026

Mr. Dylan Mulfinger  
City Administrator  
City of Oelwein  
20 2<sup>nd</sup> Avenue SW  
Oelwein, IA 50662

**SUBJECT:     Rehabilitate T-Hangar Taxilanes  
                  Oelwein Municipal Airport  
                  FAA AIP Project No. 3-19-0067-016  
                  AECOM ID No. 60777499**

Dear Mr. Mulfinger:

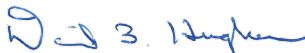
We have reviewed the bids received by the City of Oelwein on April 30, 2026, for the above-mentioned project. A copy of the bid tabulation is attached.

Two (2) bids were received. Mehmert Tiling, Inc. of Lime Springs, Iowa, submitted the low bid in the amount of \$762,956.90. The bid submitted was higher than the Engineer's Estimate by an amount of \$202,924.40 or 36.2%. AECOM has reviewed their bid and determined that the differences in their bid to the Engineer's Estimate are mainly related to rising cost of fuel and liquid asphalt and the future unknowns related to these items. It should be noted that the city of Oelwein has approximately \$200,000 in expiring FAA Funds and that this is the last year for a 95% funding level from FAA. Mehmert Tiling, Inc. indicated in their bid that they were able to meet the DBE goal of 0.0% as specified in the bid documents. They committed to a minimum of 0.0% DBE utilization on this contract.

We recommend award of a contract for Rehabilitate T-Hangar Taxilanes, FAA AIP Project No. 3-19-0067-016 to Mehmert Tiling, Inc. of Lime Springs, Iowa in the amount of \$762,956.90, subject to FAA concurrence in award and receipt of FAA funding.

If you have any questions or require additional information, please feel free to contact our office at your convenience.

Yours sincerely,



David B. Hughes, P.E.

Enclosure: As noted

cc: Mr. Anthony Pollard, FAA  
    Ms. Michelle Sweeney, AECOM


**TABULATION OF BIDS**

**REHABILITATE T-HANGAR TAXILANES  
OELWEIN MUNICIPAL AIRPORT  
FAA AIP PROJECT NO. 3-19-0067-016  
AECOM PROJECT NO. 60777499**

April 30, 2026

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	Engineer's Estimate		Mehmert Tiling Inc. Lime Springs, IA		Woodruff Construction Inc. Waterloo, IA	
				UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
1	MOBILIZATION AND DEMOBILIZATION	LS	1	\$ 50,100.00	\$ 50,100.00	\$ 47,700.00	\$ 47,700.00	\$ 78,860.60	\$ 78,860.60
2	BARRICADES	LS	1	\$ 7,600.00	\$ 7,600.00	\$ 2,500.00	\$ 2,500.00	\$ 2,451.96	\$ 2,451.96
3	PAVEMENT REMOVAL	SY	3,000	\$ 15.00	\$ 45,000.00	\$ 5.89	\$ 17,670.00	\$ 11.61	\$ 34,830.00
4	UNCLASSIFIED EXCAVATION	CY	2,200	\$ 15.00	\$ 33,000.00	\$ 32.65	\$ 71,830.00	\$ 30.79	\$ 67,738.00
5	FROST PROTECTION COURSE	CY	2,000	\$ 35.00	\$ 70,000.00	\$ 55.61	\$ 111,220.00	\$ 64.21	\$ 128,420.00
6	GEOGRID	SY	3,300	\$ 5.00	\$ 16,500.00	\$ 4.50	\$ 14,850.00	\$ 4.10	\$ 13,530.00
7	INSTALLATION AND REMOVAL OF SEDIMENT LOGS	LF	1,200	\$ 40.00	\$ 48,000.00	\$ 3.50	\$ 4,200.00	\$ 4.78	\$ 5,736.00
8	AGGREGATE BASE COURSE - 6"	CY	620	\$ 5.00	\$ 3,100.00	\$ 89.45	\$ 55,459.00	\$ 61.48	\$ 38,117.60
9	ASPHALT MIXTURE SURFACE COURSE	TON	750	\$ 110.00	\$ 82,500.00	\$ 257.86	\$ 193,395.00	\$ 242.84	\$ 182,130.00
10	PORTLAND CEMENT CONCRETE (PCC) PAVEMENT - 6"	SY	580	\$ 60.00	\$ 34,800.00	\$ 140.75	\$ 81,635.00	\$ 174.31	\$ 101,099.80
11	EMULSIFIED ASPHALT PRIME COAT	GAL	1,100	\$ 7.00	\$ 7,700.00	\$ 4.00	\$ 4,400.00	\$ 5.47	\$ 6,017.00
12	EMULSIFIED ASPHALT TACK COAT	GAL	300	\$ 7.00	\$ 2,100.00	\$ 2.35	\$ 705.00	\$ 3.21	\$ 963.00
13	PCC PAVEMENT REJOINTING AND SEALING	LF	870	\$ 5.00	\$ 4,350.00	\$ 3.50	\$ 3,045.00	\$ 4.78	\$ 4,158.60
14	CRACK ROUTING AND SEALING	LF	250	\$ 8.00	\$ 2,000.00	\$ 2.50	\$ 625.00	\$ 3.42	\$ 855.00
15	AIRFIELD MARKING (YELLOW-REFLECTIVE-WATERBORNE)	SF	550	\$ 4.50	\$ 2,475.00	\$ 12.00	\$ 6,600.00	\$ 6.83	\$ 3,756.50
16	AIRFIELD MARKING (BLACK-NONREFLECTIVE-WATERBORNE)	SF	1,050	\$ 4.00	\$ 4,200.00	\$ 12.00	\$ 12,600.00	\$ 5.40	\$ 5,670.00
17	REFLECTIVE MEDIA (TYPE1, GRADATION A)	LB	35	\$ 2.00	\$ 70.00	\$ 5.00	\$ 175.00	\$ 4.51	\$ 157.85
18	12 INCH REINFORCED CONCRETE PIPE	LF	180	\$ 90.00	\$ 16,200.00	\$ 99.75	\$ 17,955.00	\$ 255.76	\$ 46,036.80
19	12 INCH FLARED END SECTIONS	EA	6	\$ 2,500.00	\$ 15,000.00	\$ 1,545.40	\$ 9,272.40	\$ 3,415.47	\$ 20,492.82
20	4-INCH PERFORATED SUBDRAIN (SDR-35)	LF	1,000	\$ 25.00	\$ 25,000.00	\$ 21.70	\$ 21,700.00	\$ 39.61	\$ 39,610.00
21	4-INCH NON-PERFORATED SUBDRAIN (SDR-35)	LF	250	\$ 25.00	\$ 6,250.00	\$ 28.75	\$ 7,187.50	\$ 34.16	\$ 8,540.00
22	SUBDRAIN CLEANOUTS	EA	20	\$ 1,600.00	\$ 32,000.00	\$ 1,283.40	\$ 25,668.00	\$ 922.18	\$ 18,443.60
23	SEEDING	AC	0.75	\$ 950.00	\$ 712.50	\$ 2,300.00	\$ 1,725.00	\$ 3,141.48	\$ 2,356.11
24	TOPSOILING (OBTAINED ON SITE)	CY	200	\$ 35.00	\$ 7,000.00	\$ 40.70	\$ 8,140.00	\$ 13.66	\$ 2,732.00
25	MULCHING, HYDRO APPLIED	AC	0.75	\$ 2,500.00	\$ 1,875.00	\$ 3,600.00	\$ 2,700.00	\$ 4,917.67	\$ 3,688.25
26	4 INCH CONCRETE ENCASED SPLIT DUCT	LF	500	\$ 85.00	\$ 42,500.00	\$ 80.00	\$ 40,000.00	\$ 68.31	\$ 34,155.00
TOTAL BID					\$ 560,032.50		\$ 762,956.90		\$ 850,546.49

Tabulated by:

  
AECOM

**Application for Federal Assistance SF-424**

*1. Type of Submission:		*2. Type of Application		* If Revision, select appropriate letter(s):	
<input type="checkbox"/> Preapplication	<input checked="" type="checkbox"/> Application	<input checked="" type="checkbox"/> New	<input type="checkbox"/> Continuation	* Other (Specify)	
<input type="checkbox"/> Changed/Corrected Application		<input type="checkbox"/> Revision			

*3. Date Received:	4. Applicant Identifier: -016
--------------------	----------------------------------

5a. Federal Entity Identifier:	*5b. Federal Award Identifier:
--------------------------------	--------------------------------

**State Use Only:**

6. Date Received by State:	7. State Application Identifier:
----------------------------	----------------------------------

**8. APPLICANT INFORMATION:**

*a. Legal Name: City of Oelwein, IA	
*b. Employer/Taxpayer Identification Number (EIN/TIN): 42-605058	*c. UEI: TQK3JCFSXQQ1

**d. Address:**

*Street 1:	20 2nd Avenue SW
Street 2:	
*City:	Oelwein
County/Parish:	Fayette
*State: Province:	IA
*Country:	USA: United States
*Zip / Postal Code	50662-2247

**e. Organizational Unit:**

Department Name:	Division Name:
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**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix:	Mr.	*First Name:	Dylan
Middle Name:			
*Last Name:	Mulfinger		
Suffix:			
Title:	City Administrator		
Organizational Affiliation:			
*Telephone Number:	319-283-5440	Fax Number:	(319) 283-4032

*Email:	dmulfinger@cityofuelwein.org
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**Application for Federal Assistance SF-424**

**\*9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Pick an applicant type

Type of Applicant 3: Select Applicant Type:

Pick an applicant type

\*Other (Specify)

**\*10. Name of Federal Agency:**

Federal Aviation Administration

**\*11. Catalog of Federal Domestic Assistance Number:**

CFDA No: CFDA Title:

20.116 Airport Improvement Program (AIP)

**\*12. Funding Opportunity Number:**

N/A

\*Title:

N/A

**13. Competition Identification Number:**

N/A

Title:

N/A

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Oelwein, Fayette, IA

**\*15. Descriptive Title of Applicant's Project:**

Rehabilitate T-Hangar Taxilanes

Attach supporting documents as specified in agency instructions.

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**  
 \*a. Applicant: 1st \*b. Program/Project: 1st

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**  
 \*a. Start Date: 06/01/2026 \*b. End Date: 06/01/2028

**18. Estimated Funding (\$):**

*a. Federal	\$ 954,804
*b. Applicant	\$ 50,253
*c. State	\$ 0
*d. Local	\$ 0
*e. Other	\$ 0
*f. Program Income	\$ 0
*g. TOTAL	\$ 1,005,057

**\*19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on \_\_\_\_\_ .

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

**\*20. Is the Applicant Delinquent On Any Federal Debt?**

Yes  No

**If "Yes", explain:**

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix: Mr. \*First Name: Dylan

Middle Name: \_\_\_\_\_

\*Last Name: Mulfinger

Suffix: \_\_\_\_\_

\*Title: City Administrator

\*Telephone Number: 319-283-5440 Fax Number: 319-283-4032

\* Email: dmulfinger@cityofelwein.org

\*Signature of Authorized Representative: \_\_\_\_\_ \*Date Signed: \_\_\_\_\_

## Application for Federal Assistance (Development and Equipment Projects)

### PART II – PROJECT APPROVAL INFORMATION

Part II - SECTION A	
The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.	
<b>Item 1.</b> Does Sponsor maintain an active registration in the System for Award Management (www.SAM.gov)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Item 2.</b> Can Sponsor commence the work identified in the application in the fiscal year the grant is made or within six months after the grant is made, whichever is later?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<b>Item 3.</b> Are there any foreseeable events that would delay completion of the project? If yes, provide attachment to this form that lists the events.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
<b>Item 4.</b> Will the project(s) covered by this request have impacts or effects on the environment that require mitigating measures? If yes, attach a summary listing of mitigating measures to this application and identify the name and date of the environmental document(s).	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
<b>Item 5.</b> Is the project covered by this request included in an approved Passenger Facility Charge (PFC) application or other Federal assistance program? If yes, please identify other funding sources by checking all applicable boxes.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
<input type="checkbox"/> The project is included in an <i>approved</i> PFC application. If included in an approved PFC application, does the application <i>only</i> address AIP matching share? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> The project is included in another Federal Assistance program. Its CFDA number is below.	
<b>Item 6.</b> Will the requested Federal assistance include Sponsor indirect costs as described in 2 CFR Appendix VII to Part 200, States and Local Government and Indian Tribe Indirect Cost Proposals?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
If the request for Federal assistance includes a claim for allowable indirect costs, select the applicable indirect cost rate the Sponsor proposes to apply:	
<input type="checkbox"/> De Minimis rate of 10% as permitted by 2 CFR § 200.414.	
<input type="checkbox"/> Negotiated Rate equal to _____ % as approved by _____ (the Cognizant Agency) on _____ (Date) (2 CFR part 200, appendix VII).	
<i>Note: Refer to the instructions for limitations of application associated with claiming Sponsor indirect costs.</i>	

**PART II - SECTION B**

**Certification Regarding Lobbying**

The declarations made on this page are under the signature of the authorized representative as identified in box 21 of form SF-424, to which this form is attached. The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.

The Authorized Representative certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Sponsor, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Authorized Representative shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The Authorized Representative shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**PART II – SECTION C**

The Sponsor hereby represents and certifies as follows:

**1. Compatible Land Use** – The Sponsor has taken the following actions to assure compatible usage of land adjacent to or in the vicinity of the airport:

The city has adopted a zoning ordinance on September 27, 1976, limiting the height of development entitled "Oelwein Municipal Airport Height Zoning Ordinance No. 547, Section 1

**2. Defaults** – The Sponsor is not in default on any obligation to the United States or any agency of the United States Government relative to the development, operation, or maintenance of any airport, except as stated herewith:

None.

**3. Possible Disabilities** – There are no facts or circumstances (including the existence of effective or proposed leases, use agreements or other legal instruments affecting use of the Airport or the existence of pending litigation or other legal proceedings) which in reasonable probability might make it impossible for the Sponsor to carry out and complete the Project or carry out the provisions of the Grant Assurances, either by limiting its legal or financial ability or otherwise, except as follows:

None.

**4. Consistency with Local Plans** – The project is reasonably consistent with plans existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

Yes.

**5. Consideration of Local Interest** – It has given fair consideration to the interest of communities in or near where the project may be located.

Yes.

**6. Consultation with Users** – In making a decision to undertake an airport development project under Title 49, United States Code, it has consulted with airport users that will potentially be affected by the project (§ 47105(a)(2)).

Yes.

**7. Public Hearings** – In projects involving the location of an airport, an airport runway or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

N/A

**8. Air and Water Quality Standards** – In projects involving airport location, a major runway extension, or runway location it will provide for the Governor of the state in which the project is located to certify in writing to the Secretary that the project will be located, designed, constructed, and operated so as to comply with applicable and air and water quality standards. In any case where such standards have not been approved and where applicable air and water quality standards have been promulgated by the Administrator of the Environmental Protection Agency, certification shall be obtained from such Administrator. Notice of certification or refusal to certify shall be provided within sixty days after the project application has been received by the Secretary.

N/A

**PART II – SECTION C (Continued)**

**9. Exclusive Rights** – There is no grant of an exclusive right for the conduct of any aeronautical activity at any airport owned or controlled by the Sponsor except as follows:

None.

**10. Land** – (a) The sponsor holds the following property interest in the following areas of land, which are to be developed or used as part of or in connection with the Airport subject to the following exceptions, encumbrances, and adverse interests, all of which areas are identified on the aforementioned property map designated as Exhibit “A”. [1]

Oelwein Municipal Airport, all located within Section 24, Township 91N, Range 9W of the 5th Principal Meridian in Fayette County, Iowa, Exhibit "A" attached by reference to this document. The Exhibit 'A' dated 8/9/2014 was completed as part of the Airport Layout Plan Update for the Oelwein Municipal Airport and is on file with FAA.

The Sponsor further certifies that the above is based on a title examination by a qualified attorney or title company and that such attorney or title company has determined that the Sponsor holds the above property interests.

(b) The Sponsor will acquire within a reasonable time, but in any event prior to the start of any construction work under the Project, the following property interest in the following areas of land on which such construction work is to be performed, all of which areas are identified on the aforementioned property map designated as Exhibit “A”. [1]

None.

(c) The Sponsor will acquire within a reasonable time, and if feasible prior to the completion of all construction work under the Project, the following property interest in the following areas of land which are to be developed or used as part of or in connection with the Airport as it will be upon completion of the Project, all of which areas are identified on the aforementioned property map designated as Exhibit “A”. [1]

None.

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<sup>1</sup> State the character of property interest in each area and list and identify for each all exceptions, encumbrances, and adverse interests of every kind and nature, including liens, easements, leases, etc. The separate areas of land need only be identified here by the area numbers shown on the property map.

**PART III – BUDGET INFORMATION – CONSTRUCTION**

<b>SECTION A – GENERAL</b>	
1. Assistance Listing Number:	20.116
2. Functional or Other Breakout:	Airport Improvement Program

<b>SECTION B – CALCULATION OF FEDERAL GRANT</b>			
Cost Classification	Latest Approved Amount (Use only for revisions)	Adjustment + or (-) Amount (Use only for revisions)	Total Amount Required
1. Administration expense			\$ 2,000
2. Preliminary expense			
3. Land, structures, right-of-way			
4. Architectural engineering basic fees			65,100
5. Other Architectural engineering fees			
6. Project inspection fees			175,000
7. Land development			
8. Relocation Expenses			
9. Relocation payments to Individuals and Businesses			
10. Demolition and removal			
11. Construction and project improvement			762,957
12. Equipment			
13. Miscellaneous			
<b>14. Subtotal</b> (Lines 1 through 13)			<b>\$ 1,005,057</b>
15. Estimated Income (if applicable)			
16. Net Project Amount (Line 14 minus 15)			1,005,057
17. <b>Less:</b> Ineligible Exclusions (Section C, line 23 g.)			
<b>18. Subtotal</b> (Lines 16 through 17)			<b>\$ 1,005,057</b>
19. Federal Share requested of Line 18			954,804
20. Grantee share			50,253
21. Other shares			
<b>22. TOTAL PROJECT</b> (Lines 19, 20 & 21)			<b>\$ 1,005,057</b>

<b>SECTION C – EXCLUSIONS</b>	
<b>23. Classification (Description of non-participating work)</b>	<b>Amount Ineligible for Participation</b>
a.	
b.	
c.	
d.	
e.	
f.	
<b>g. Total</b>	

<b>SECTION D – PROPOSED METHOD OF FINANCING NON-FEDERAL SHARE</b>	
<b>24. Grantee Share – Fund Categories</b>	<b>Amount</b>
a. Securities	
b. Mortgages	
c. Appropriations (by Applicant)	50,253
d. Bonds	
e. Tax Levies	
f. Non-Cash	
g. Other (Explain):	
h. <b>TOTAL - Grantee share</b>	<b>\$ 50,253</b>
<b>25. Other Shares</b>	<b>Amount</b>
a. State	
b. Other	
c. <b>TOTAL - Other Shares</b>	
<b>26. TOTAL NON-FEDERAL FINANCING</b>	<b>\$ 50,253</b>

<b>SECTION E – REMARKS</b> (Attach sheets if additional space is required)

**PART IV – PROGRAM NARRATIVE**  
(Suggested Format)

<b>PROJECT:</b> Rehabilitate T-Hangar Taxilanes
<b>AIRPORT:</b> Oelwein Municipal Airport (OLZ)
<b>1. Objective:</b> <p>This project includes the removal and reconstruction of the existing asphalt taxilane pavement, the limited removal and replacement of cracked PCC pavement slabs, cleaning and sealing of existing PCC cracks and joints and all other incidental work associated with this project.</p>
<b>2. Benefits Anticipated:</b> <p>The Pavement Condition Index (PCI) values of existing asphalt taxilanes are currently low, and this project will result in improved pavement conditions both on those taxilanes and on adjacent concrete aprons. The reconstruction will update pavement geometry to include FAA filleted geometry and adjust the east/west taxilane to meet FAA objected free area clearances.</p>
<b>3. Approach:</b> (See approved Scope of Work in Final Application) <p>The project has been competitively bid and the lowest responsive bidders will be considered for execution of a contract for construction. The work is anticipated to be completed in 2026 and the closeout grant in 2028.</p>
<b>4. Geographic Location:</b> <p>The project is located within the property limits of the Oelwein Municipal Airport located in Oelwein, Fayette County, Iowa.</p>
<b>5. If Applicable, Provide Additional Information:</b> <p>The funding for the project will come from Airport Improvement and Local Funds.</p>
<b>6. Sponsor’s Representative:</b> (include address & telephone number) <p>Mr. Dylan Mulfinger, City Administrator, City of Oelwein, 20 2nd Ave SW, Oelwein, Iowa 50662 (319) 283-5440 Mr. David B. Hughes, PE, AECOM, 500 SW 7th Street, Suite 301, Des Moines, Iowa 50309 (515) 323-7919</p>

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## Construction Project Final Acceptance Airport Improvement Program Sponsor Certification

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Sponsor: City of Oelwein, IA

Airport: Oelwein Municipal Airport

Project Number: 3-19-0067-016

Description of Work: Rehabilitate T-Hangar Taxilanes

### Application

49 USC § 47105(d), authorizes the Secretary to require me certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program. General standards for final acceptance and close out of federally funded construction projects are in 2 CFR § 200.343 – Closeout and supplemented by FAA Order 5100.38. The sponsor must determine that project costs are accurate and proper in accordance with specific requirements of the grant agreement and contract documents.

### Certification Statements

Except for certification statements below marked not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgment and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. The personnel engaged in project administration, engineering supervision, project inspection, and acceptance testing were or will be determined to be qualified and competent to perform the work (Grant Assurance).  
 Yes    No    N/A
2. Construction records, including daily logs, were or will be kept by the resident engineer/construction inspector that fully document contractor’s performance in complying with:
  - a. Technical standards (Advisory Circular (AC) 150/5370-12);
  - b. Contract requirements (2 CFR part 200 and FAA Order 5100.38); and
  - c. Construction safety and phasing plan measures (AC 150/5370-2). Yes    No    N/A
3. All acceptance tests specified in the project specifications were or will be performed and documented. (AC 150/5370-12).  
 Yes    No    N/A

- 4. Sponsor has taken or will take appropriate corrective action for any test result outside of allowable tolerances (AC 150/5370-12).  
 Yes    No    N/A
- 5. Pay reduction factors required by the specifications were applied or will be applied in computing final payments with a summary made available to the FAA (AC 150/5370-10).  
 Yes    No    N/A
- 6. Sponsor has notified, or will promptly notify the Federal Aviation Administration (FAA) of the following occurrences:
  - a. Violations of any federal requirements set forth or included by reference in the contract documents (2 CFR part 200);
  - b. Disputes or complaints concerning federal labor standards (29 CFR part 5); and
  - c. Violations of or complaints addressing conformance with Equal Employment Opportunity or Disadvantaged Business Enterprise requirements (41 CFR Chapter 60 and 49 CFR part 26). Yes    No    N/A
- 7. Weekly payroll records and statements of compliance were or will be submitted by the prime contractor and reviewed by the sponsor for conformance with federal labor and civil rights requirements as required by FAA and U.S. Department of Labor (29 CFR Part 5).  
 Yes    No    N/A
- 8. Payments to the contractor were or will be made in conformance with federal requirements and contract provisions using sponsor internal controls that include:
  - a. Retaining source documentation of payments and verifying contractor billing statements against actual performance (2 CFR § 200.302 and FAA Order 5100.38);
  - b. Prompt payment of subcontractors for satisfactory performance of work (49 CFR § 26.29);
  - c. Release of applicable retainage upon satisfactory performance of work (49 CFR § 26.29); and
  - d. Verification that payments to DBEs represent work the DBE performed by carrying out a commercially useful function (49 CFR §26.55). Yes    No    N/A
- 9. A final project inspection was or will be conducted with representatives of the sponsor and the contractor present that ensure:
  - a. Physical completion of project work in conformance with approved plans and specifications (Order 5100.38);
  - b. Necessary actions to correct punch list items identified during final inspection are complete (Order 5100.38); and
  - c. Preparation of a record of final inspection and distribution to parties to the contract (Order 5100.38); Yes    No    N/A
- 10. The project was or will be accomplished without material deviations, changes, or modifications from approved plans and specifications, except as approved by the FAA (Order 5100.38).  
 Yes    No    N/A

11. The construction of all buildings have complied or will comply with the seismic construction requirements of 49 CFR § 41.120.

Yes  No  N/A

12. For development projects, sponsor has taken or will take the following close-out actions:

- a. Submit to the FAA a final test and quality assurance report summarizing acceptance test results, as applicable (Grant Condition);
- b. Complete all environmental requirements as established within the project environmental determination (Order 5100.38); and
- c. Prepare and retain as-built plans (Order 5100.38).

Yes  No  N/A

13. Sponsor has revised or will revise their airport layout plan (ALP) that reflects improvements made and has submitted or will submit an updated ALP to the FAA no later than 90 days from the period of performance end date. (49 USC § 47107 and Order 5100.38).

Yes  No  N/A

Attach documentation clarifying any above item marked with "No" response.

**Sponsor's Certification**

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this \_\_\_\_\_ day of \_\_\_\_\_, 2026 .

Name of Sponsor: City of Oelwein, IA

Name of Sponsor's Authorized Official: Dylan Mulfinger

Title of Sponsor's Authorized Official: City Administrator

**Signature** of Sponsor's Authorized Official: \_\_\_\_\_

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

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## Drug-Free Workplace Airport Improvement Program Sponsor Certification

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Sponsor: City of Oelwein, IA

Airport: Oelwein Municipal Airport

Project Number: 3-19-0067-016

Description of Work: Rehabilitate T-Hangar Taxilanes

### Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on the drug-free workplace within federal grant programs are described in 2 CFR part 182. Sponsors are required to certify they will be, or will continue to provide, a drug-free workplace in accordance with the regulation. The AIP project grant agreement contains specific assurances on the Drug-Free Workplace Act of 1988.

### Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A statement has been or will be published prior to commencement of project notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the sponsor's workplace, and specifying the actions to be taken against employees for violation of such prohibition (2 CFR § 182.205).

Yes    No    N/A

2. An ongoing drug-free awareness program (2 CFR § 182.215) has been or will be established prior to commencement of project to inform employees about:

- a. The dangers of drug abuse in the workplace;
- b. The sponsor's policy of maintaining a drug-free workplace;
- c. Any available drug counseling, rehabilitation, and employee assistance programs; and
- d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

Yes    No    N/A

3. Each employee to be engaged in the performance of the work has been or will be given a copy of the statement required within item 1 above prior to commencement of project (2 CFR § 182.210).

Yes  No  N/A

4. Employees have been or will be notified in the statement required by item 1 above that, as a condition employment under the grant (2 CFR § 182.205(c)), the employee will:

- a. Abide by the terms of the statement; and
- b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

Yes  No  N/A

5. The Federal Aviation Administration (FAA) will be notified in writing within 10 calendar days after receiving notice under item 4b above from an employee or otherwise receiving actual notice of such conviction (2 CFR § 182.225). Employers of convicted employees must provide notice, including position title of the employee, to the FAA (2 CFR § 182.300).

Yes  No  N/A

6. One of the following actions (2 CFR § 182.225(b)) will be taken within 30 calendar days of receiving a notice under item 4b above with respect to any employee who is so convicted:

- a. Take appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; and
- b. Require such employee to participate satisfactorily in drug abuse assistance or rehabilitation programs approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

Yes  No  N/A

7. A good faith effort will be made, on a continuous basis, to maintain a drug-free workplace through implementation of items 1 through 6 above (2 CFR § 182.200).

Yes  No  N/A

**Site(s) of performance of work (2 CFR § 182.230):**

**Location 1**

Name of Location: Oelwein Municipal Airport

Address: 20 2nd Avenue SW, Oelwein, IA 50662-2247

**Location 2 (if applicable)**

Name of Location:

Address:

**Location 3 (if applicable)**

Name of Location:

Address:






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## Equipment and Construction Contracts Airport Improvement Sponsor Certification

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Sponsor: City of Oelwein, IA

Airport: Oelwein Municipal Airport

Project Number: 3-19-0067-016

Description of Work: Rehabilitate T-Hangar Taxilanes

### Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General procurement standards for equipment and construction contracts within Federal grant programs are described in 2 CFR §§ 200.317-200.326. Labor and Civil Rights Standards applicable to the AIP are established by the Department of Labor ([www.dol.gov](http://www.dol.gov)) AIP Grant Assurance C.1—General Federal Requirements identifies all applicable Federal Laws, regulations, executive orders, policies, guidelines and requirements for assistance under the AIP. Sponsors may use state and local procedures provided the procurement conforms to these federal standards.

This certification applies to all equipment and construction projects. Equipment projects may or may not employ laborers and mechanics that qualify the project as a “covered contract” under requirements established by the Department of Labor requirements. Sponsor shall provide appropriate responses to the certification statements that reflect the character of the project regardless of whether the contract is for a construction project or an equipment project.

### Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A written code or standard of conduct is or will be in effect prior to commencement of the project that governs the performance of the sponsor’s officers, employees, or agents in soliciting, awarding and administering procurement contracts (2 CFR § 200.318).

Yes    No    N/A

2. For all contracts, qualified and competent personnel are or will be engaged to perform contract administration, engineering supervision, construction inspection, and testing (Grant Assurance C.17).
- Yes  No  N/A
3. Sponsors that are required to have a Disadvantage Business Enterprise (DBE) program on file with the FAA have included or will include clauses required by Title VI of the Civil Rights Act and 49 CFR Part 26 for Disadvantaged Business Enterprises in all contracts and subcontracts.
- Yes  No  N/A
4. Sponsors required to have a DBE program on file with the FAA have implemented or will implement monitoring and enforcement measures that:
- Ensure work committed to Disadvantaged Business Enterprises at contract award is actually performed by the named DBEs (49 CFR § 26.37(b));
  - Include written certification that the sponsor has reviewed contract records and has monitored work sites for performance by DBE firms (49 CFR § 26.37(b)); and
  - Provides for a running tally of payments made to DBE firms and a means for comparing actual attainments (i.e. payments) to original commitments (49 CFR § 26.37(c)).
- Yes  No  N/A
5. Sponsor procurement actions using the competitive sealed bid method (2 CFR § 200.320(c)). was or will be:
- Publicly advertised, allowing a sufficient response time to solicit an adequate number of interested contractors or vendors;
  - Prepared to include a complete, adequate and realistic specification that defines the items or services in sufficient detail to allow prospective bidders to respond;
  - Publicly opened at a time and place prescribed in the invitation for bids; and
  - Prepared in a manner that result in a firm fixed price contract award to the lowest responsive and responsible bidder.
- Yes  No  N/A
6. For projects the Sponsor proposes to use the competitive proposal procurement method (2 CFR § 200.320(d)), Sponsor has requested or will request FAA approval prior to proceeding with a competitive proposal procurement by submitting to the FAA the following:
- Written justification that supports use of competitive proposal method in lieu of the preferred sealed bid procurement method;
  - Plan for publicizing and soliciting an adequate number of qualified sources; and
  - Listing of evaluation factors along with relative importance of the factors.
- Yes  No  N/A
7. For construction and equipment installation projects, the bid solicitation includes or will include the current federal wage rate schedule(s) for the appropriate type of work classifications (2 CFR Part 200, Appendix II).
- Yes  No  N/A

8. Concurrence was or will be obtained from the Federal Aviation Administration (FAA) prior to contract award under any of the following circumstances (Order 5100.38D):
- Only one qualified person/firm submits a responsive bid;
  - Award is to be made to other than the lowest responsible bidder; and
  - Life cycle costing is a factor in selecting the lowest responsive bidder.
- Yes  No  N/A
9. All construction and equipment installation contracts contain or will contain provisions for:
- Access to Records (§ 200.336)
  - Buy American Preferences (Title 49 U.S.C. § 50101)
  - Civil Rights - General Provisions and Title VI Assurances( 41 CFR part 60)
  - Federal Fair Labor Standards (29 U.S.C. § 201, et seq)
  - Occupational Safety and Health Act requirements (20 CFR part 1920)
  - Seismic Safety – building construction (49 CFR part 41)
  - State Energy Conservation Requirements - as applicable(2 CFR part 200, Appendix II)
  - U.S. Trade Restriction (49 CFR part 30)
  - Veterans Preference (49 USC § 47112(c))
- Yes  No  N/A
10. All construction and equipment installation contracts exceeding \$2,000 contain or will contain the provisions established by:
- Davis-Bacon and Related Acts (29 CFR part 5)
  - Copeland “Anti-Kickback” Act (29 CFR parts 3 and 5)
- Yes  No  N/A
11. All construction and equipment installation contracts exceeding \$3,000 contain or will contain a contract provision that discourages distracted driving (E.O. 13513).
- Yes  No  N/A
12. All contracts exceeding \$10,000 contain or will contain the following provisions as applicable:
- Construction and equipment installation projects - Applicable clauses from 41 CFR Part 60 for compliance with Executive Orders 11246 and 11375 on Equal Employment Opportunity;
  - Construction and equipment installation - Contract Clause prohibiting segregated facilities in accordance with 41 CFR part 60-1.8;
  - Requirement to maximize use of products containing recovered materials in accordance with 2 CFR § 200.322 and 40 CFR part 247; and
  - Provisions that address termination for cause and termination for convenience (2 CFR Part 200, Appendix II).
- Yes  No  N/A

13. All contracts and subcontracts exceeding \$25,000: Measures are in place or will be in place (e.g. checking the System for Award Management) that ensure contracts and subcontracts are not awarded to individuals or firms suspended, debarred, or excluded from participating in federally assisted projects (2 CFR parts 180 and 1200).

Yes  No  N/A

14. Contracts exceeding the simplified acquisition threshold (currently \$250,000) include or will include provisions, as applicable, that address the following:

- a. Construction and equipment installation contracts - a bid guarantee of 5%, a performance bond of 100%, and a payment bond of 100% (2 CFR § 200.325);
- b. Construction and equipment installation contracts - requirements of the Contract Work Hours and Safety Standards Act (40 USC 3701-3708, Sections 103 and 107);
- c. Restrictions on Lobbying and Influencing (2 CFR part 200, Appendix II);
- d. Conditions specifying administrative, contractual and legal remedies for instances where contractor or vendor violate or breach the terms and conditions of the contract (2 CFR §200, Appendix II); and
- e. All Contracts - Applicable standards and requirements issued under Section 306 of the Clean Air Act (42 USC 7401-7671q), Section 508 of the Clean Water Act (33 USC 1251-1387, and Executive Order 11738.

Yes  No  N/A

Attach documentation clarifying any above item marked with "No" response.

**Sponsor's Certification**

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this            day of            , 2026 .

Name of Sponsor: City of Oelwein, IA

Name of Sponsor's Authorized Official: Dylan Mulfinger

Title of Sponsor's Authorized Official: City Administrator

**Signature** of Sponsor's Authorized Official: \_\_\_\_\_

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

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## Project Plans and Specifications

### Airport Improvement Program Sponsor Certification

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Sponsor: City of Oelwein, IA

Airport: Oelwein Municipal Airport

Project Number: 3-19-0067-016

Description of Work: Rehabilitate T-Hangar Taxilanes

#### Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). Labor and civil rights standards applicable to AIP are established by the Department of Labor ([www.dol.gov/](http://www.dol.gov/)). AIP Grant Assurance C.1—General Federal Requirements identifies applicable federal laws, regulations, executive orders, policies, guidelines and requirements for assistance under AIP. A list of current advisory circulars with specific standards for procurement, design or construction of airports, and installation of equipment and facilities is referenced in standard airport sponsor Grant Assurance 34 contained in the grant agreement.

#### Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. The plans and specifications were or will be prepared in accordance with applicable federal standards and requirements, so that no deviation or modification to standards set forth in the advisory circulars, or FAA-accepted state standard, is necessary other than those explicitly approved by the Federal Aviation Administration (FAA) (14 USC § 47105).

Yes    No    N/A

2. Specifications incorporate or will incorporate a clear and accurate description of the technical requirement for the material or product that does not contain limiting or proprietary features that unduly restrict competition (2 CFR §200.319).

Yes    No    N/A

3. The development that is included or will be included in the plans is depicted on the current airport layout plan as approved by the FAA (14 USC § 47107).
- Yes  No  N/A
4. Development and features that are ineligible or unallowable for AIP funding have been or will be omitted from the plans and specifications (FAA Order 5100.38, par. 3-43).
- Yes  No  N/A
5. The specification does not use or will not use "brand name" or equal to convey requirements unless sponsor requests and receives approval from the FAA to use brand name (FAA Order 5100.38, Table U-5).
- Yes  No  N/A
6. The specification does not impose or will not impose geographical preference in their procurement requirements (2 CFR §200.319(b) and FAA Order 5100.38, Table U-5).
- Yes  No  N/A
7. The use of prequalified lists of individuals, firms or products include or will include sufficient qualified sources that ensure open and free competition and that does not preclude potential entities from qualifying during the solicitation period (2 CFR §319(d)).
- Yes  No  N/A
8. Solicitations with bid alternates include or will include explicit information that establish a basis for award of contract that is free of arbitrary decisions by the sponsor (2 CFR § 200.319(a)(7)).
- Yes  No  N/A
9. Concurrence was or will be obtained from the FAA if Sponsor incorporates a value engineering clause into the contract (FAA Order 5100.38, par. 3-57).
- Yes  No  N/A
10. The plans and specifications incorporate or will incorporate applicable requirements and recommendations set forth in the federally approved environmental finding (49 USC §47106(c)).
- Yes  No  N/A
11. The design of all buildings comply or will comply with the seismic design requirements of 49 CFR § 41.120. (FAA Order 5100.38d, par. 3-92)
- Yes  No  N/A
12. The project specification include or will include process control and acceptance tests required for the project by as per the applicable standard:
- a. Construction and installation as contained in Advisory Circular (AC) 150/5370-10.
- Yes  No  N/A






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## Selection of Consultants

### Airport Improvement Program Sponsor Certification

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Sponsor: City of Oelwein, IA

Airport: Oelwein Municipal Airport

Project Number: 3-19-0067-016

Description of Work: Rehabilitate T-Hangar Taxilanes

#### Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements for selection of consultant services within federal grant programs are described in 2 CFR §§ 200.317-200.326. Sponsors may use other qualifications-based procedures provided they are equivalent to standards of Title 40 chapter 11 and FAA Advisory Circular 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

#### Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. Sponsor acknowledges their responsibility for the settlement of all contractual and administrative issues arising out of their procurement actions (2 CFR § 200.318(k)).  
 Yes    No    N/A
  
2. Sponsor procurement actions ensure or will ensure full and open competition that does not unduly limit competition (2 CFR § 200.319).  
 Yes    No    N/A
  
3. Sponsor has excluded or will exclude any entity that develops or drafts specifications, requirements, or statements of work associated with the development of a request-for-qualifications (RFQ) from competing for the advertised services (2 CFR § 200.319).  
 Yes    No    N/A

4. The advertisement describes or will describe specific project statements-of-work that provide clear detail of required services without unduly restricting competition (2 CFR § 200.319).  
 Yes  No  N/A
5. Sponsor has publicized or will publicize a RFQ that:  
a. Solicits an adequate number of qualified sources (2 CFR § 200.320(d)); and  
b. Identifies all evaluation criteria and relative importance (2 CFR § 200.320(d)).  
 Yes  No  N/A
6. Sponsor has based or will base selection on qualifications, experience, and disadvantaged business enterprise participation with price not being a selection factor (2 CFR § 200.320(d)).  
 Yes  No  N/A
7. Sponsor has verified or will verify that agreements exceeding \$25,000 are not awarded to individuals or firms suspended, debarred or otherwise excluded from participating in federally assisted projects (2 CFR §180.300).  
 Yes  No  N/A
8. A/E services covering multiple projects: Sponsor has agreed to or will agree to:  
a. Refrain from initiating work covered by this procurement beyond five years from the date of selection (AC 150/5100-14); and  
b. Retain the right to conduct new procurement actions for projects identified or not identified in the RFQ (AC 150/5100-14).  
 Yes  No  N/A
9. Sponsor has negotiated or will negotiate a fair and reasonable fee with the firm they select as most qualified for the services identified in the RFQ (2 CFR § 200.323).  
 Yes  No  N/A
10. The Sponsor's contract identifies or will identify costs associated with ineligible work separately from costs associated with eligible work (2 CFR § 200.302).  
 Yes  No  N/A
11. Sponsor has prepared or will prepare a record of negotiations detailing the history of the procurement action, rationale for contract type and basis for contract fees (2 CFR §200.318(i)).  
 Yes  No  N/A
12. Sponsor has incorporated or will incorporate mandatory contact provisions in the consultant contract for AIP-assisted work (49 U.S.C. Chapter 471 and 2 CFR part 200 Appendix II)  
 Yes  No  N/A





OMB CONTROL NUMBER: 2120-0569  
EXPIRATION DATE: 12/31/2026

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## Certification and Disclosure Regarding Potential Conflicts of Interest Airport Improvement Program Sponsor Certification

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Sponsor: City of Oelwein, IA

Airport: Oelwein Municipal Airport

Project Number: 3-19-0067-016

Description of Work: Rehabilitate T-Hangar Taxilanes

### Application

Title 2 CFR § 200.112 and § 1201.112 address Federal Aviation Administration (FAA) requirements for conflict of interest. As a condition of eligibility under the Airport Improvement Program (AIP), sponsors must comply with FAA policy on conflict of interest. Such a conflict would arise when any of the following have a financial or other interest in the firm selected for award:

- a) The employee, officer or agent,
- b) Any member of his immediate family,
- c) His or her partner, or
- d) An organization which employs, or is about to employ, any of the above.

Selecting "Yes" represents sponsor or sub-recipient acknowledgement and confirmation of the certification statement. Selecting "No" represents sponsor or sub-recipient disclosure that it cannot fully comply with the certification statement. If "No" is selected, provide support information explaining the negative response as an attachment to this form. This includes whether the sponsor has established standards for financial interest that are not substantial or unsolicited gifts are of nominal value (2 CFR § 200.318(c)). The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance.

### Certification Statements

1. The sponsor or sub-recipient maintains a written standards of conduct governing conflict of interest and the performance of their employees engaged in the award and administration of contracts (2 CFR § 200.318(c)). To the extent permitted by state or local law or regulations, such standards of conduct provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the sponsor's and sub-recipient's officers, employees, or agents, or by contractors or their agents.

Yes  No



RESOLUTION NO. \_\_\_\_\_-2026

RESOLUTION APPROVES A CONTRACT WITH ULTATEL FOR VOICE OVER INTERNET PROTOCOL PHONES (VOIP)

WHEREAS, the city’s contract with ring central had expired at the end of October 2025; and

WHEREAS, the city had transitioned to NUWAVE which sold the city the phones with the intention of operating with Microsoft Teams; and

WHEREAS, the functionality of the product was not up to the standard the city needs; and

WHEREAS, a transition away from the company is a need for city operations; and

WHEREAS, the city will continue to utilize the teams app for calls, though it will be contracted with ULTATEL; and

NOW, THEREFORE, BE IT RESOLVED by the city council of Oelwein, Iowa approves a contract with ULTATEL for voice over internet protocol phones (VOIP).

Passed and approved by the City Council of the City of Oelwein, Iowa this 11<sup>th</sup> day of May, 2026.

\_\_\_\_\_  
Brett DeVore, Mayor

Attest:

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the Resolution as read be adopted, and upon roll call there were:  
AYES      NAYS      ABSENT      ABSTAIN

\_\_\_\_\_  
Dylan Mulfinger, City Administrator

- Weber
- Payne
- Cantrell
- Cannon
- Gearhart
- Ricchio



**Commercial Services Agreement**

<b>ULTATEL Info</b>		<b>ULTATEL Address</b>
Phone Number	1-800-930-9912	13873 Park Center Rd, Suite 450
Fax Number	1-703-842-8452	Herndon, VA 20171

Customer Information		Authorized Customer Representative Information	
Legal Company Name	Oelwein City Hall	Full Name	Dylan Mulfinger
Street Address	20 2nd Ave SW	Phone Number	(319) 283-4311
City/State/Zip	Oelwein, IA, 50662	Fax	
		Email	dmulfinger@cityfoelwein.org
Billing Information			
Billing Address	20 2nd Ave SW	Billing Email	dmulfinger@cityfoelwein.org
City/State/Zip	Oelwein, IA, 50662	Term	48 Months

**Special Instructions:**

By signing this agreement, you represent that you are the authorized customer representative and the information above is true and correct. This agreement binds customer to the terms and conditions attached to this agreement and any other terms and conditions applicable to the services identified in the service quote attached to this agreement, including without limitation, the ULTATEL tariffs, service guides, state and federal regulations, and the ULTATEL Acceptable Use Policy (the "AUP"). Customer acknowledges receipt and acceptance of the AUP <https://www.ultatel.com/aup/> by signing this agreement. This agreement is subject to credit approval and customer authorizes ULTATEL to check credit. This proposal is valid provided customer signs and delivers this agreement and a signed copy of the quote to ULTATEL unchanged within thirty (30) days from the date above. ULTATEL may withdraw this proposal at any time prior to customer's signature. If, within thirty (30) days after customer's signature below, ULTATEL determines that customer's location is not serviceable under ULTATEL's normal installation guidelines, ULTATEL may terminate this agreement without liability. If customer terminates or decreases any service that is part of a bundle offering, the remaining services shall be subject to price increases for the remaining term. Both parties agree that each party may use electronic signatures to sign this agreement. Unless otherwise agreed to by the parties in a written amendment to this agreement, customer shall satisfy the MRC set forth per signed quote for the duration of the term. ULTATEL may charge customer a termination fee equal to the amount of the MRC reduction resulting from a partial termination of a service multiplied by the number of months remaining in the term. I acknowledge that I have read and understand the 911 disclosures in section 2 of the service terms.

Signature:	
Name:	Dylan Mulfinger
Title:	City Administrator
Date:	4/24/2026

Initi

The terms and conditions set forth on the cover page and below (the "Service Terms" will govern customer's use of the services identified on the attached cover page, or ULTATEL business e-commerce environment, as selected above (the "Cover Page") (each a "Service").

1. **Tariffs/Service Guide** If customer is purchasing any services that are regulated by the FCC or any state regulatory body ("Regulated Services"), then customer's use of such regulated services is subject to the regulations of the FCC and the regulatory body of the state in which the customer location receiving these regulated services is located (which regulations are subject to change), as well as the rates, terms, and conditions contained in tariffs on file with state and federal regulatory authorities. For states where the regulated services are de-tariffed, regulated services are provided pursuant to the rates, terms and conditions for the ULTATEL Service Guide for that state (the "SG"), which may be found at <https://www.ultatel.com/legal-terms-of-use/> and which such terms are incorporated herein by reference. ULTATEL may amend such tariffs (and if applicable, the SG) and the regulated services shall be subject to such tariffs (or if applicable, the SG), as amended. Customer must disclose to ULTATEL if customer intends to use the regulated services with payphone service. The tariffs and the SG contain cancellation or termination fees due in the event of cancellation or termination (including partial termination) of a regulated service prior to the term selected on the cover page. Termination fees included, but are not limited to, nonrecurring charges, charges paid to third parties on behalf of customer, and the monthly recurring charges for the balance of the term.
2. **E911 Services** Please review the following website for more important information about ULTATEL's 911 PRACTICES: <http://ultatel.com/Home/e911>, in addition customer is responsible for battery backup for the IAD, IP phones, ATA and all customer equipment. In the event of a power outage, customer's telephone service using an IAD, ATA, and IP phones will depend on customer's battery backup choice. If the EMTA, ATA, IP phones or IAD that supplies your telephone service is disconnected or removed and/or the battery is not charged or is damaged, service, including access to 911 or E911, will not be available. ULTATEL shall not be responsible or liable for any failure to receive service or for the failure of any 911 OR E911 call if customer removes or disconnects the ATA, IP phones or IAD or if customer fails to charge the battery for said devices at any time during the term of this agreement. ULTATEL uses your telephone service address to identify your location for E911 service. If the ATA, IP phones and/or IAD installed in your business is moved, the E911 dispatch may not receive your correct address. Please notify ULTATEL if you would like to move or relocate your telephone service. It can take up to 2 business days for your new address to be updated.
3. **Service Start Date and Term** This agreement shall be effective upon execution by the parties. The "Initial Term" shall begin upon installation of service and shall continue for 36 months or as the applicable term commitment set forth on the Cover Page; provided that if customer delays installation or is not ready to receive services on the agreed-upon installation date, ULTATEL may begin billing for services on the date Services would have been installed. ULTATEL shall use reasonable efforts to make the Services available by the requested service date. ULTATEL shall not be liable for damages resulting from delays in meeting service dates due to construction delays or reasons beyond its control. If customer delays installation for a period of three (3) months or longer after the parties' execution of this agreement, ULTATEL reserves the right to terminate this agreement immediately at any time thereafter and customer shall be responsible for the full amount of construction costs and any other related costs incurred by ULTATEL as of the date of termination. unless additional written terms and conditions are set forth on cover page. Each term shall automatically renew for subsequent periods of the same length as the initial term unless either party gives the other written notice of termination at least 60 days prior to expiration of the current term. ULTATEL reserves the right to increase rates for all services by no more than ten percent (10%) during any extended term by providing customer with at least sixty (60) days written notice of such rate increase. This limitation on rate increases shall not apply to services for which rates, terms and conditions are governed by a ULTATEL tariff. Upon notice to customer, ULTATEL may change the rates for services periodically during the term.
4. **Termination** Customer may terminate any service before the end of the term selected by customer on the cover page; provided, if customer terminates any such service before the end of the term (except for breach by ULTATEL). Customer will be obligated to pay a termination fee equal to the nonrecurring charges (if unpaid) and 100% of the monthly recurring charges for the terminated Service(s) multiplied by the number of full months remaining in the Terms of the agreement. This provision survives termination of the agreement. If ULTATEL is delivering services via wireless network facilities and there is signal interference with any such service. ULTATEL may terminate this Agreement without liability if ULTATEL cannot resolve the interference by using commercially reasonable efforts. ULTATEL shall incorporate a "business downsizing" provision for end user-oriented services (e.g., work stations/endpoints, end user subscriptions/licenses). Customer may downsize the quantity of such services when expected and or unexpected reduction occurs in the customer's business without penalty. If customer terminates the agreement, the customer will pay to ULTATEL an Early Termination Fee (ETF). The (MRC ETF fee) will be the monthly recurring charges at the time of termination multiplied by the number of months remaining in the applicable term after the termination month.
5. **Payment** Customer shall pay for all monthly service charges, plus a one time set-up, installation if necessary unless stated otherwise herein, monthly charges for services shall begin upon installation of service, and installation charges, if any, shall be due upon completion of installation. Any amount not received by the due date shown on the applicable invoice will be subject to interest or a late charge no greater than the maximum rate allowed by law. Terms of the invoice date are net 21 days. Customer acknowledges and agrees that if customer fails to pay any amounts when due and fails to cure such non-payment upon receipt of written notice of non-payment from ULTATEL, customer will be deemed to have terminated this agreement and will be obligated to pay the termination fee described in Section 4, above. If applicable to the service, customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, state and federal taxes or charges, and deposits, imposed on the use of the services. Taxes will be separately stated on customer's invoice. No interest will be paid on deposits unless required by law.
6. **Service and Installation** ULTATEL shall provide customer with the services identified on the cover page or quote page and may provide related facilities and equipment, the ownership of which shall be retained by ULTATEL (the "ULTATEL Equipment"), or for certain services, customer, may purchase equipment from ULTATEL ("Customer Purchased Equipment"). Customer is responsible for damage to any facilities or equipment installed or provided by ULTATEL (the "ULTATEL Equipment"). Customer may use the services for any lawful purpose, provided that such purpose (a) does not interfere or impair the ULTATEL network or ULTATEL equipment and (b) complies with the AUP. Customer shall use the ULTATEL equipment only for the purpose of receiving the services. Customer shall use customer purchased equipment in accordance with the terms of the related equipment purchase agreement. Unless provided otherwise herein, ULTATEL shall use commercially reasonable efforts to maintain the services in accordance with applicable performance standards.
7. **Limitation of Liability** ULTATEL and/or its agents shall not be liable for damages for failure to finish or interruption of any services, nor shall ULTATEL or its agents be responsible for failure or errors caused by the service, ULTATEL shall not be liable for damage to property or for injury to any person arising from the installation or removal of equipment unless caused by the negligence of ULTATEL. Under no circumstances will ULTATEL be liable for any indirect, incidental, special, or consequential damages, including lost profits, arising from this agreement or its provision of the service.
8. **Warranties** Except as provided herein, there are no other agreements, warranties, or representations, express or implied, either in fact or by operation of law, statutory or otherwise, including warranties of merchantability and fitness for a particular purpose, relating to the service. Service provided is a best-efforts service and ULTATEL does not warrant that the service, and or software shall be error-free or without interruption. Internet speeds at the customer location may vary and hence affects the performance of ULTATEL service. Internet service at a customer location is a responsibility of the customer in which customer needs to make sure it's working in order for ULTATEL service to work properly.
9. **ULTATEL** warrants, undertakes and represents on an on-going basis that: it has, and shall continue to have, full capacity and authority to enter into and perform its obligations under this Agreement ;there are no actions, suits or proceedings or regulatory investigation commenced, pending or, to the Supplier's knowledge, threatened against or affecting the Supplier before any court or administrative body or arbitration tribunal that might affect the ability of the Supplier to perform its obligations under this Agreement ; it is not a party to any contracts or arrangements with third parties that would prevent or hinder the performance of its obligations under this Agreement ; it has and shall continue to hold all necessary approvals, licenses, permissions and consents that are necessary in connection with the performance of its obligations under this Agreement ; the use of the Services and / or the Deliverables in accordance with this Agreement will not infringe the intellectual property rights of any third party; it is and will remain in compliance with all applicable laws and codes of practice; the Service have been assembled and compiled, and will be provided hereunder, in accordance with all Applicable Laws, rules and regulations and generally accepted industry practices; the Customer Data the Supplier receives or has access to hereunder shall be used, stored, maintained, protected, transferred and discarded via adequate security protections, procedures and protocols as set forth in this Agreement
10. \*Price does not include state, federal taxes and fees.

Initi

**Pricing**

Item 9.

Client	Quote date	Sales agent	Contract term
Oelwein Police Department	4/16/2026 4:59:27 PM	Owen Hanson	48-Months

Monthly Recurring Charges – 48-Months

Description	Quantity	Price	Total
Ultatel Premium w/Teams	31	\$ 24.00	\$ 744.00
Business Extension Extra	19	\$ 6.99	\$ 132.81
ULTATEL FAX Unlimited	2	\$ 14.99	\$ 29.98
Cloud PBX	Included	\$ 0.00	\$ 0.00
Unlimited Calling for US & Canada	Included	\$ 0.00	\$ 0.00
Unlimited Inbound Internet Faxing	Included	\$ 0.00	\$ 0.00
MS Teams/Ultatel Hub Softphone & Mobile App	Included	\$ 0.00	\$ 0.00
Unlimited Auto Attendants & Multi-Level IVR	Included	\$ 0.00	\$ 0.00
Voicemail to Email & Voicemail Transcription	Included	\$ 0.00	\$ 0.00
Voicemail Notification & Voicemail Drop	Included	\$ 0.00	\$ 0.00
Call Forwarding, Caller ID, Call Waiting	Included	\$ 0.00	\$ 0.00
Voice, SMS & Fax on same phone number	Included	\$ 0.00	\$ 0.00
Advanced Call Analytics & Reporting	Included	\$ 0.00	\$ 0.00
Call Queuing & Queue Callback	Included	\$ 0.00	\$ 0.00
Call Recording, Monitoring & Whispering	Included	\$ 0.00	\$ 0.00
All Calls Transcribed by AI	Included	\$ 0.00	\$ 0.00
Detailed Sentimental Analysis	Included	\$ 0.00	\$ 0.00
All Call Summaries	Included	\$ 0.00	\$ 0.00
CRM Integration & Single Sign-on (SSO)	Included	\$ 0.00	\$ 0.00
Automated Reports	Included	\$ 0.00	\$ 0.00
Web Management Portal	Included	\$ 0.00	\$ 0.00
24/7/365 Live Customer Support	Included	\$ 0.00	\$ 0.00
PROMO CODE: <b>(NPO-25)</b>			\$ -226.69
<b>Total Monthly Recurring Charges</b>			<b>\$ 680.10</b>

Phones/Equipment Purchase

Description	Quantity	Price	Total
Yealink MP45 E2 Teams	42	\$ 84.50	\$ 3,549.00
Yealink MP56 E2 Teams	7	\$ 290.00	\$ 2,030.00
Yealink EXP50	7	\$ 120.00	\$ 840.00
PROMO CODE: <b>(NPO-2560)</b>			\$ -3,360.00
<b>Total One-time Phones/Equipment Purchase Amount</b>			<b>\$ 3,059.00</b>

One Time Charges

Description	Quantity	Price	Total
Installation/Activation Fee	1	\$ 2,500.00	\$ 2,500.00
Installation/Activation Fee – Credit	1	\$ -2,500.00	\$ -2,500.00
<b>One Time Charges</b>			<b>\$ 0.00</b>

\*Prices do not include any applicable state and federal taxes and fees.

\*\* Microsoft Teams Phone Standard or E5/A5/G5 License is required for Microsoft Teams phone integration.

RESOLUTION NO. \_\_\_\_\_ - 2026

RESOLUTION SCHEDULING PUBLIC HEARING ON PROPOSED SALE OF CITY OWNED REAL PROPERTY  
LOCATED AT 208 8TH AVENUE SW

WHEREAS, the City of Oelwein, Iowa, is the owner of real property ("Property") located in the City of Oelwein, Fayette County, Iowa, locally known as 208 8th Avenue SW, Parcel No. 1820435013, legally described as follows:

Lots 19 and 20 of Block 15, Armstrong's Addition to the City of Oelwein, Fayette County,  
Iowa

WHEREAS, the City acquired title to the Property by Quit Claim Deed dated October 28, 2020 and recorded on November 5, 2020 in Book 2020 Page 3450, records of the Fayette County, Iowa Recorder; and

WHEREAS, the Council has received an offer to purchase said property from Oelwein Neighborhood Improvement Team, an Iowa limited liability company, for the sum of \$1.00; and

WHEREAS, the Council finds that continued City ownership of the property serves no public purpose, and that the transfer to Oelwein Neighborhood Improvement Team consistent with their proposal, is appropriate and in the best interests of the City of Oelwein; and

WHEREAS, the City Council finds that a public hearing must be set and held prior to the sale and transfer of real property.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OELWEIN IOWA, AS FOLLOWS:

SECTION 1: *Public Hearing*: City Council will hold a public hearing as part of its regular meeting at 6:00 P.M. on May 26, 2026, to be held at City Hall, 20 2<sup>nd</sup> Ave. SW, Oelwein, IA, for purposes of obtaining public input on the proposed sale of the Property as set forth above.

SECTION 2: *Publication of Notice*: The City Clerk is directed to publish notice of said public hearing, which publication shall be not less than four (4) nor more than twenty (20) days prior to the date set for said public hearing pursuant to the requirements of Iowa Code § 364.7 and 362.3.

SECTION 3: *When Effective*. This Resolution shall be effective upon its passage and approval as provided by law.

PASSED AND APPROVED this 11<sup>th</sup> day of May, 2026.

\_\_\_\_\_  
Brett DeVore, Mayor

ATTEST:

\_\_\_\_\_  
Dylan Mulfinger, City Administrator

It was moved by \_\_\_\_\_ and seconded  
by \_\_\_\_\_ that the Resolution as read  
be adopted, and upon roll call the following  
votes were cast:

Aye    Nay    Absent    Abstain

Ricchio  
Weber  
Payne  
Cantrell  
Cannon  
Gearhart

## CITY OF OELWEIN

## NOTICE OF PUBLIC HEARING ON THE PROPOSED SALE OF CITY OWNED REAL ESTATE

Notice is hereby given that the City of Oelwein, Fayette County, Iowa, proposes to sell and convey the property locally known as 208 8<sup>th</sup> Avenue SW, Parcel No. 1820435013, to Oelwein Neighborhood Improvement Team, an Iowa limited liability company, for the sum of \$1.00

by Quit Claim Deed, same being legally described as follows:

Lots 19 and 20 of Block 15, Armstrong's Addition to the City of Oelwein, Fayette County, Iowa

Public Hearing on the proposed sale, and terms associated therewith, will be held at 6:00 P.M. on May 26, 2026 at City Hall, 20 2<sup>nd</sup> Ave. SW, Oelwein, IA. After acceptance of public comment, if any, and closing of the public hearing, the City Council may act upon the proposal to sell and transfer said property.

Any person may appear at the Public Hearing to comment on the proposed terms of the sale and/or may submit written comments in advance of the Public Hearing by delivery of same to the City Clerk's Office, at Oelwein City Hall, 20 2<sup>nd</sup> Ave. SW, Oelwein, IA during regular business hours, by mailing to the City of Oelwein at the same address, or by email to the City Clerk's Office at [dmulfinger@cityfoelwein.org](mailto:dmulfinger@cityfoelwein.org), on or before the date and time of the Public Hearing.

Dylan Mulfinger, City Administrator  
City of Oelwein, Iowa

# Oelwein Neighborhood Improvement Team (ONIT)

201 S Frederick Ave  
Oelwein, IA 50662

April 23, 2026

City of Oelwein  
Attn: Mr. Dylan Mulfinger, City Administrator  
Mayor Brett DeVore and Members of the City Council  
20 Second Ave SW  
Oelwein, IA 50662

**\*\*Re: Request for Transfer of City-Owned Properties for Neighborhood Redevelopment\*\***

Dear Mr. Mulfinger, Mayor DeVore, and Members of the City Council,

On behalf of the Oelwein Neighborhood Improvement Team (ONIT), we are writing to formally request the transfer of ownership of the following city-owned properties for future development:

- **\*\*208 8<sup>th</sup> Ave SW\*\***

Our organization is committed to improving Oelwein’s neighborhoods through targeted redevelopment and strategic investment. These parcels represent an opportunity to support housing growth by developing **\*\*prefabricated and modular homes\*\***—a solution that can provide quality housing more quickly and at a lower cost, while also enhancing the tax base and stabilizing surrounding neighborhoods.

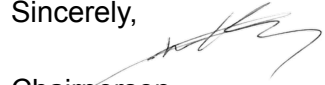
We believe this project will:

- Replace vacant or underutilized land with productive residential use.
- Provide modern, efficient housing options for Oelwein families.
- Strengthen neighborhood pride and long-term sustainability.
- Support the City’s broader goals for community growth and revitalization.

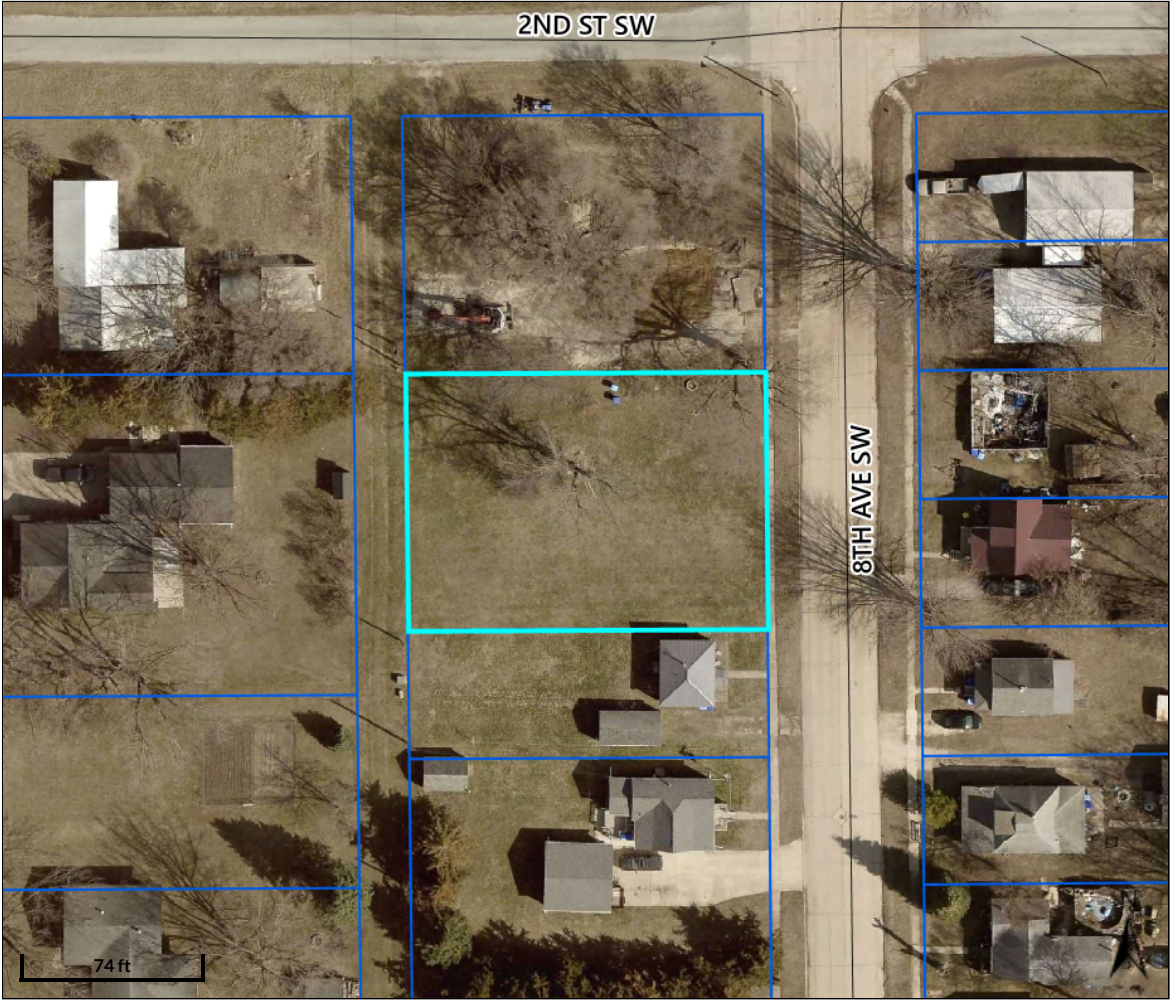
ONIT is prepared to move forward with planning and development upon transfer of these properties, and we are eager to partner with the City to ensure the project aligns with community priorities.

Thank you for your consideration of this request. We would welcome the opportunity to discuss our proposal in more detail at an upcoming council meeting.

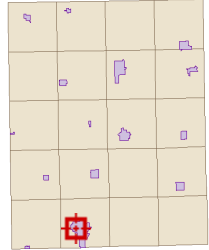
Sincerely,



Chairperson  
Oelwein Neighborhood Improvement Team (ONIT)



**Overview**



**Legend**

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

<b>Parcel ID</b>	1820435013	<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>	208 8TH AVE. SW	<b>Acreeage</b>	n/a		Oelwein, IA 50662-
	OELWEIN				
<b>District</b>	OELWEIN OELWEIN INC				
<b>Brief Tax Description</b>	LOT 19 & 20, BLK 15				
	ARMSTRONGS ADD				
	<span style="color: red;">(Note: Not to be used on legal documents)</span>				

**Disclaimer:** Fayette County, the Fayette County Assessor and their employees make every effort to produce and publish the most current and accurate information possible. The maps included in this website do not represent a survey and are compiled from official records, including plats, surveys, recorded deeds, and contracts, and only contain information required for government purposes. See the recorded documents for more detailed legal information. Data is provided in "as is" condition. No warranties, expressed or implied, are provided for the data herein, its use or its interpretation. Fayette County and its employees assume no responsibility for the consequences of inappropriate uses or interpretations of the data. Any person that relies on any information obtained from this site does so at his or her own risk. All critical information should be independently verified. If you have questions about this site please contact the Assessor's Office at (563) 422-3397.

Date created: 5/5/2026  
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Developed by **SCHNEIDER**  
GEOSPATIAL

RESOLUTION NO. \_\_\_\_\_-2026

RESOLUTION APPROVING THE BID FOR THE 2026 NUISANCE ABATEMENT MOWING CONTRACT TO H&C RENTALS LLC. IN THE AMOUNT OF \$65.00 PER HOUR

WHEREAS, the city has a plan for property owners who fail to comply with City Ordinance Chapter 16, Article IV; and

WHEREAS, the city of Oelwein sought out qualified bidders to provide nuisance abatement services; and

WHEREAS, bidding was open until April 30, 2026; and

WHEREAS, three qualified bids were received:

- H&C Rentals, LLC in the amount of \$65 per hour,
- Bob’s Lawn Care in the amount of \$70 per hour,
- O-Town Construction in the amount of \$75 per hour; and

WHEREAS, H&C Rentals, LLC in the amount of \$65 per hour was the low bid; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Oelwein, Iowa approves the bid for the 2026 Nuisance Abatement Mowing Contract to H&C Rentals LLC. In the amount of \$65.00 per hour.

Passed and approved this 11<sup>th</sup> day of May, 2026.

\_\_\_\_\_  
Brett DeVore, Mayor

Attest:

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the Resolution as read be adopted, and upon roll call there were:  
AYES      NAYS      ABSENT      ABSTAIN

\_\_\_\_\_  
Dylan Mulfinger, City Administrator

Weber  
Payne  
Cantrell  
Cannon  
Gearhart  
Ricchio



May 11th, 2026

To: Oelwein City Council  
From: David Kral, Building Official  
Date: May 11, 2026  
RE: Recommendation for 2026 Mowing Contract

I have reviewed the bids submitted for the 2026 Nuisance Abatement Mowing contract. Based on the rates and qualifications provided, I recommend the City Council award the contract to **H&C Rentals LLC.**

This contractor provided a bid of **\$65** per hour. They have met all city bonding and insurance requirements.

Other bids received were from:  
O-Town Construction – Rate of \$75/hour  
Bob’s Lawn Care – Rate of \$70/hour

I request your approval to begin using this contractor for city-ordered abatements effective immediately.

Respectfully,  
David Kral  
Building Official  
City of Oelwein





## REQUEST FOR PROPOSALS (RFP)

### 2026 Nuisance Abatement Mowing Services

City of Oelwein, Iowa

#### Project Overview:

The City of Oelwein is seeking bids from qualified contractors to provide nuisance abatement services. This includes mowing of grass/weeds and removal of volunteer trees/brush on private properties where owners have failed to comply with City Ordinance Chapter 16, Article IV.

#### 1. Scope of Work

Following notification from the Building Official or their representative, the contractor shall:

- **Abatement:** Cut all grass, weeds, and brush to a height not to exceed three (3) inches.
- **Trimming & Edging:** Trim around structures, fences, and poles. Edging must be performed on all adjacent sidewalks and curbs.
- **Volunteer Tree Removal:** Cut and remove volunteer trees as specified in the individual abatement notice.
- **Cleanup:** Remove all grass clippings and debris from sidewalks, driveways, and streets immediately following the work.
- **Documentation:** Provide "Before" and "After" digital photographs for every property abated to verify work quality for assessment purposes.

#### 2. Contractor Requirements

- **Bonding:** Must provide a **\$10,000 surety bond** to indemnify the City against claims for property damage or accidents.
- **Equipment:** Must have sufficient equipment (mowers, trimmers, chainsaws, and transport) to respond to abatement requests within **24 hours** of notification.

### 3. Submission Details & Timeline

Bids must be submitted in a sealed envelope marked "2026 Mowing Abatement Bid" or emailed to the Building Department at [buildingofficial@cityofelweil.org](mailto:buildingofficial@cityofelweil.org).

- **Submission Deadline:** April 28, 2026, by 4:00 PM.
- **Selection Date:** April 30, 2026.
- **Contract Start:** Immediately upon selection.

### 4. Bid Form (Rates)

Contractors must provide a flat hourly rate for labor and equipment. The City pays for actual time on the job.

	Bid Rate
Abatement Scope-of-Work Hourly Rate	\$ <u>65</u> / hr

Authorized Signature: [Signature] Date: \_\_\_\_\_  
Company Name: H+C Rentals LLC Phone: 563-920-2833

### 3. Submission Details & Timeline

Bids must be submitted in a sealed envelope marked "2026 Mowing Abatement Bid" or emailed to the Building Department at [buildingofficial@cityofelweil.org](mailto:buildingofficial@cityofelweil.org).

- Submission Deadline: April 28, 2026, by 4:00 PM.
- Selection Date: April 30, 2026.
- Contract Start: Immediately upon selection.

### 4. Bid Form (Rates)

Contractors must provide a flat hourly rate for labor and equipment. The City pays for actual time on the job.

	Bid Rate
Abatement Scope-of-Work Hourly Rate	\$ <u>75.00</u> / hr

Authorized Signature: Shawn Bern Date: 4-27-26  
Company Name: D-Town Construction Phone: 319-238-3598

**3. Submission Details & Timeline**

Bids must be submitted in a sealed envelope marked "2026 Mowing Abatement Bid" or emailed to the Building Department at [buildingofficial@cityofelweil.org](mailto:buildingofficial@cityofelweil.org).

- **Submission Deadline:** April 28, 2026, by 4:00 PM.
- **Selection Date:** April 30, 2026.
- **Contract Start:** Immediately upon selection.

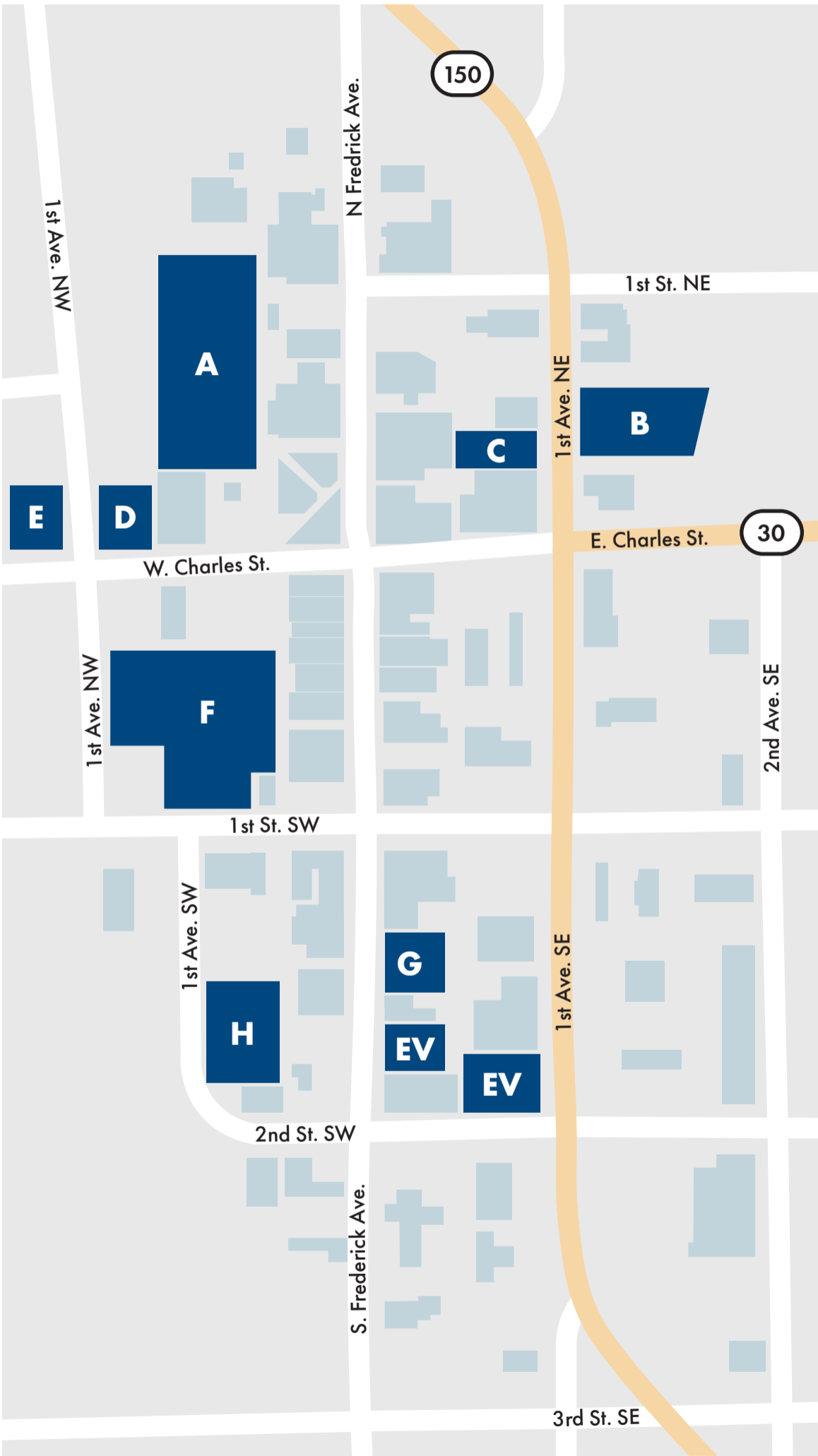
**4. Bid Form (Rates)**

Contractors must provide a flat hourly rate for labor and equipment. The City pays for actual time on the job.

	Bid Rate
Abatement Scope-of-Work Hourly Rate	\$ <u>170</u> / hr

Authorized Signature: Robert A Newton Date: 4-21-26  
 Company Name: Bob's Lawn care Phone: 319 329 0480

# PARKING LOTS CITY OF OELWEIN



- LOT A**  
DRY RUN LINE
  
- LOT B**  
CROSSBUCK
  
- LOT C**  
SHOOFLY CROSSING
  
- LOT D**  
DEPOT
  
- LOT E**  
JUNCTION
  
- LOT F**  
MAIN LINE HUB
  
- LOT G**  
WHISTLE QUILLING
  
- LOT H**  
BENT IRON RAIL
  
- LOT EV**  
EVENT CENTER PARKING



**(319) 283-5440**

20 2nd Ave SW  
 Oelwein, IA 50662  
[city@cityfoelwein.org](mailto:city@cityfoelwein.org)  
[www.CityofOelwein.org](http://www.CityofOelwein.org)



# Application for Appointment to Boards and Commissions

20 Second Avenue SW, Oelwein, Iowa 50662      319 283 5440

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Occupation \_\_\_\_\_

How long have you been a resident of Oelwein? \_\_\_\_\_

Please check the following boards or commissions to which you would like to be appointed:

- Airport Board
- Electrical Board
- Library Board
- Park & Recreation Commission
- Plumbing Board
- Zoning Board of Adjustment
- Civil Service Commission
- International Code Council Board of Appeals
- Mechanical Board
- Planning and Zoning Commission
- Tree Board

Describe past experience which would benefit the board or commission applied for:

Describe the qualities and attributes you possess that would be of benefit to the board or commission applied for:

Describe your desire to serve on this board of commission:

Describe similar volunteer experiences:

Describe any goals and/or objectives you envision for the board/commission:

Any additional information or comments you wish to offer:

Hours of Availability: \_\_\_\_\_

\_\_\_\_\_  
Applicant Signature (electronic accepted)

\_\_\_\_\_  
Date

City Hall

Reviewed by:

- Mayor  City Administrator  Board or Commission Chair  Department Head



To: Mayor and City Council  
From: Dylan Mulfinger, City Administrator  
Subject: Agenda Memo  
Date: 5/11/2026

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### Consent Agenda

1. Consideration of a motion approving the April 27, 2026 minutes.
2. Consideration of a motion to approve the Class 'C' Retail Alcohol License for Leo's Italian Restaurant.
3. Consideration of a motion to approve the Class 'C' Retail Alcohol License for the City of Oelwein for the Big O Weekend activities.
4. Consideration of a motion to move the May 25th council meeting to May 26th in observance of Memorial Day.
5. Consideration of a resolution approving the temporary closure of public ways or grounds for the American Legion Post 9 and the Oelwein Coliseum Ballroom.

### Public Hearing

6. Public Hearing for May 11th, 2026 at 6:00 PM for the construction plan specifications for the OLZ Rehabilitation of the T-Hangar Taxilanes.

### Resolutions

7. Consideration of a resolution setting a public hearing amending the Fiscal Year 2025-2026 budget on May 26, 2026 at 6:00 PM at the Oelwein City Council Chambers.
  1. This is required by the state of Iowa. The city amends the budget as project items or unknown expenses have to be included in the budget. Lines are amended as needed and the city council must authorize the amendment. The City Administrator recommends approving the resolution.
8. Consideration of a resolution approving the bid for the Oelwein Municipal Airport T-Hangar Taxilanes Rehabilitation to Mehmert Tiling, Inc. in the amount of \$762,956.90.
  1. While this is over the budgeted amount for the project, splitting the project over two years will fit within the city's budget. The City Administrator recommends approving the resolution.
9. Consideration of a resolution Iowa approving a contract with ULTATEL for voice over internet protocol phones (VOIP).
  1. This company has provided a competitive quote for a new VOIP phone system. NuWave did not work out and the city must move on. This new system is still cheaper than the second quote the city received in the fall of 2025 for Aureon. The City Administrator recommends approving the resolution.



10. Consideration of a resolution scheduling public hearing on the proposed sale of city owned real property located at 208 8th Avenue SW.
  1. The city is excited to sell a lot to ONIT (Oelwein Neighborhood Improvement Team). They plan to build this year and create a 3 bed, 2 bath home with a garage. The City Administrator recommends approving the resolution.
11. Consideration of a resolution approving the bid for the 2026 Nuisance Abatement Mowing Contract to H&C Rentals LLC. In the amount of \$65.00 per hour.
  1. The city went out for bids for a company to mow properties that fail to mow after 10 inches of grass has grown. This is a growing issue and requires a great deal of staff time and funding. The City Administrator recommends approving the resolution.

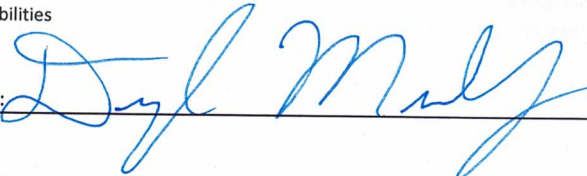
### **Motions**

12. Consideration of a motion to add Shoofly Crossing (Parking Lot C) to the chip seal work list in the amount of \$5,700.00.
  1. The seal coat cost will be \$5,700.00. The parking lot has an old building foundation under it and a lack of sufficient drainage. The real cost to repair that lot would be approximately \$60,000.00.

Fund	Beg Balance	Revenue	Expense	Transfers	Fund Balance	BANK BAL
001 General	788,818.73	485,387.23	457,406.14	(916.67)	815,883.15	Item D.
051 County Emergency Management	8,476.49	4,473.79	-	-	12,950.28	
110 Road Use Tax	647,363.73	68,064.79	57,616.19	-	657,812.33	
112 Trust and Agency	642,216.49	295,254.91	76,345.88	-	861,125.52	
113 Flex Spending	1,415.73	1,645.50	1,645.50	-	1,415.73	1,415.73
119 Emergency	-	-	-	-	-	
120 Sidewalks Repaired/Replaced Dwtm	125,000.00	-	-	-	125,000.00	
121 Sales Tax	633,105.06	64,292.30	-	-	697,397.36	
122 Hotel/Motel Tax	72,411.51	3,648.24	5,000.74	-	71,059.01	
123 Gas-Electric Franchise Fee	319,407.94	-	3,378.64	-	316,029.30	
124 Library Bequest	378,027.91	1,025.07	1,225.00	-	377,827.98	
126 Downtown TIF	298,051.36	27,679.92	-	-	325,731.28	
127 Industrial Park TIF	-	57,155.62	-	-	57,155.62	
128 Ind Park SubFund TIF East Penn	916,866.28	342,779.86	-	-	1,259,646.14	
132 DARE	-	-	-	-	-	
136 Trees Forever	4,607.11	5,000.00	412.50	-	9,194.61	
146 Oelwein Housing Revolving Loan Fund	114,578.73	241.41	-	-	114,820.14	
160 Econ Dev (\$12,500 Wellness Res)	(206,214.56)	43,747.00	64,580.49	-	(227,048.05)	
161 IRP Revolving Loan	358,939.34	12,448.01	22,561.54	-	348,825.81	350,162.35
162 Downtown Business Grants	126,516.29	-	92,000.00	-	34,516.29	
167 Oelwein Volunteer Fire Dept	14,440.27	-	2,364.10	916.67	12,992.84	
177 Forfeit Assets	1,304.56	-	-	-	1,304.56	
200 Debt Service	863,854.87	192,752.92	600.00	-	1,056,007.79	
201 Water Bondsinking	347,955.62	884.82	-	29,287.00	378,127.44	
202 Sewer Bondsinking	681,242.72	1,726.86	-	62,235.00	745,204.58	
205 Special Assessments	31,292.00	2,428.00	-	-	33,720.00	
282 CDBG Housing Rehab	-	-	-	-	-	
287 2020 GO Bond	6,846.67	-	-	-	6,846.67	
301 HMGP 4483 GRANT	-	-	-	-	-	
302 Oelwein Housing Teardown	784.50	-	-	-	784.50	
305 Airport Grant	(47,682.75)	-	30,293.92	-	(77,976.67)	
307 Tri Park Trail Extensions	779,192.65	-	30,683.38	-	748,509.27	
310 Plaza Park Expansion (OCAD Project)	-	-	-	-	-	
314 Dry Run Creek Flooding	(189,993.77)	-	-	-	(189,993.77)	
360 Cares Act NE Sewer Replacement	-	-	-	-	-	
385 Water Main Rpl 1 Av NE 5 & 12 Av SE	5,679.97	-	-	-	5,679.97	
387 '23-24 HMA Paving Imp 1st 12th SF Evtm	232,156.75	-	-	-	232,156.75	
388 2024 GO Bond Const 10th St Bridge	478,139.58	139,528.82	129,001.96	-	488,666.44	
393 2022 GO Bond Construction City Hall	13,680.86	-	-	-	13,680.86	
397 Railroad Grant-Viaduct	18,271.76	-	-	-	18,271.76	
501 Cemetery Perp Care	301,643.20	(2.26)	-	-	301,640.94	4,640.94
600 Water (2016D Reserve \$67,000)	960,021.62	149,120.45	124,176.18	(64,287.00)	920,678.89	
601 Water Infrastructure Fee	573,873.44	1,628.22	2,608.13	35,000.00	607,893.53	
620 Customer Water Deposits	145,133.87	3,082.23	2,471.35	-	145,744.75	
640 Fuel	14,121.52	3,014.05	24,294.94	-	(7,159.37)	
670 Landfill	235,925.78	51,549.28	86,547.92	-	200,927.14	
671 Recycling	63,575.07	6,351.04	18,241.81	-	51,684.30	
672 ROW Trees Utility Fee	48,097.02	8,066.10	12,733.90	-	43,429.22	
680 Wellness Center	(14,032.92)	17,473.97	16,028.57	-	(12,587.52)	
700 Sewer/Waste Treatment	1,640,530.66	176,239.74	205,468.23	(97,235.00)	1,514,067.17	
701 Sewer Infrastructure Fee	732,247.82	0.26	-	35,000.00	767,248.08	
706 Reed Bed Exp - EQ Liner	(39,111.95)	-	-	-	(39,111.95)	
	<b>13,128,779.53</b>	<b>2,166,688.15</b>	<b>1,467,687.01</b>		<b>13,827,780.67</b>	

Fidelity 999-1003 and Community 999-1004 Money Market Accounts 3,808,672.00  
 CD'S Fidelity 999-1113, Community 999-1114 Cemetery 501-1001 8,047,000.00  
 Fidelity IRP 999-1001/Flex 999-1002/Cem Perp Bank Ckng 501-1002 354,882.48  
 Unapplied Accounts Receivable -  
 Balance Checking Account 999-1000 1,617,226.19  
 Payroll Liabilities -

**13,827,780.67 13,827,780.67**

Signature:  Date: 5/5/26

4/1/2026

4/30/2026

3/31/2026

revenue	expense	transfer in	transfer out	
001-___-4	001-___-6	001-___-49	001-___-69	-
051-___-4	051-___-6	051-___-49	051-___-69	-
110-___-4	110-___-6	110-___-49	110-___-69	-
112-___-4	112-___-6	112-___-49	112-___-69	-
113-___-4	113-___-6	113-___-49	113-___-69	-
119-___-4	119-___-6	119-___-49	119-___-69	-
120-___-4	120-___-6	120-___-49	120-___-69	-
121-___-4	121-___-6	121-___-49	121-___-69	-
122-___-4	122-___-6	122-___-49	122-___-69	-
123-___-4	123-___-6	123-___-49	123-___-69	-
124-___-4	124-___-6	124-___-49	124-___-69	-
126-___-4	126-___-6	126-___-49	126-___-69	-
127-___-4	127-___-6	127-___-49	127-___-69	-
128-___-4	128-___-6	128-___-49	128-___-69	-
132-___-4	132-___-6	132-___-49	132-___-69	-
136-___-4	136-___-6	136-___-49	136-___-69	-
146-___-4	146-___-6	146-___-49	146-___-69	-
160-___-4	160-___-6	160-___-49	160-___-69	-
161-___-4	161-___-6	161-___-49	161-___-69	-
162-___-4	162-___-6	162-___-49	162-___-69	-
167-___-4	167-___-6	167-___-49	167-___-69	(916.67)
177-___-4	177-___-6	177-___-49	177-___-69	-
200-___-4	200-___-6	200-___-49	200-___-69	-
201-___-4	201-___-6	201-___-49	201-___-69	(29,287.00)
202-___-4	202-___-6	202-___-49	202-___-69	(62,235.00)
205-___-4	205-___-6	205-___-49	205-___-69	-
282-___-4	282-___-6	282-___-49	282-___-69	-
287-___-4	287-___-6	287-___-49	287-___-69	-
301-___-4	301-___-6	301-___-49	301-___-69	-
302-___-4	302-___-6	302-___-49	302-___-69	-
305-___-4	305-___-6	305-___-49	305-___-69	-
307-___-4	307-___-6	307-___-49	307-___-69	-
310-___-4	310-___-6	310-___-49	310-___-69	-
314-___-4	314-___-6	314-___-49	314-___-69	-
360-___-4	360-___-6	360-___-49	360-___-69	-
385-___-4	385-___-6	385-___-49	385-___-69	-
387-___-4	387-___-6	387-___-49	387-___-69	-
388-___-4	388-___-6	388-___-49	388-___-69	-
393-___-4	393-___-6	393-___-49	393-___-69	-
397-___-4	397-___-6	397-___-49	397-___-69	-
501-___-4	501-___-6	501-___-49	501-___-69	(0.00)
600-___-4	600-___-6	600-___-49	600-___-69	-
601-___-4	601-___-6	601-___-49	601-___-69	(35,000.00)
620-___-4	620-___-6	620-___-49	620-___-69	-
640-___-4	640-___-6	640-___-49	640-___-69	0.00
670-___-4	670-___-6	670-___-49	670-___-69	-
671-___-4	671-___-6	671-___-49	671-___-69	-
672-___-4	672-___-6	672-___-49	672-___-69	-
680-___-4	680-___-6	680-___-49	680-___-69	-
700-___-4	700-___-6	700-___-49	700-___-69	-
701-___-4	701-___-6	701-___-49	701-___-69	(35,000.00)
706-___-4	706-___-6	706-___-49	706-___-69	-
				(162,438.67)

Item D.

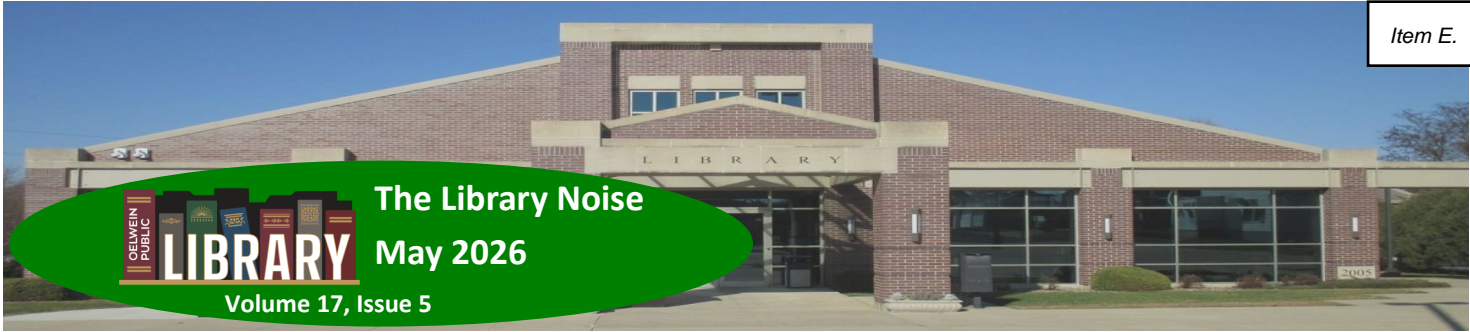
1,617,226.19  
0.00  
0.00  
0.00  
0.00  
1,617,226.19

9991000 Checking  
9991111 Utility  
9991112 Accounts Receivable  
0012120 payroll liabilities  
\_\_\_-2020 accounts payable  
- Ckg Bal to match  
Col I Line 62

Revenue check - should equal transfers

001-1301

202/2/2



### May Calendar

5/11 Friends Meeting	10:00
5/13 Library Board Meeting	5:00
5/18 Book Talk	10:00
Theme: Author's initials are the same	
5/25 Memorial Day Library Closed	
5/27 SRP Registration/Bag Decorating Program	4:00
5/28 Oelwein Reads Book Club	6:00

\*SRP: Summer Reading Program\*

### Oelwein Public Library Art Show

The Oelwein Public Library is excited to host it's competitive Art Show from June 8th to June 12th, 2026. Participants can bring in their art during library business hours from May 28th to June 5th. All entries must be submitted by 4:00 p.m. on June 5th.

For further details and registration information, please visit our website at [www.oelwein.lib.ia.us](http://www.oelwein.lib.ia.us).

Registration forms will be also available at the library.

### Donor's Corner

The following people made donations in memory of loved ones during the month of March:

In memory of **Seth Garceau**

Jens & Joanne Nielsen

In memory of **Mark Lamphier**

Jessi & Nicky Yokas



For more information on how you can create this lasting tribute to someone you have lost or would like to honor, please contact the library at 283-1515.

To request an accommodation for programs call 319-283-1515 or email [oelwein@oelwein.lib.ia.us](mailto:oelwein@oelwein.lib.ia.us).



### Celebrating AMERICA



Tuesday, June 9th at 6:00 p.m.  
**Colonial Country Dance Class presented by Anna Kerns**

Join us as Anna Kerns from the Northeast Iowa Dance Academy (NIDA) will teach participants dance steps from the Colonial period. Colonial era attire encouraged. Refreshments served by the Friends of the Library.

### Did You Know?

The Oelwein Public Library now provides access to a Bambu P2S 3D Printer. Patrons have access to all the free P2S compatible prints available on Bambu's MakerWorld online catalog. The minimum cost to print is \$0.50 for up to 30 minutes of printing with a cost of \$0.25 for each additional 15 minutes of printing. Payment is due prior to printing. [View more information about our 3D printer on our website or ask a librarian.](#)

### AND

The Oelwein Public Library is pleased to announce we now participate in the Iowa Adventure Pass program. This program allows library patrons to use their library cards to visit attractions for free or at a discounted price. Sponsored by the Friends of the Library. You can [view more information about this program and how it works on our website.](#)



**YOUR NEXT ADVENTURE BEGINS HERE**

Library Hours | Monday-Tuesday 9:00 a.m. to 8:00 p.m. | Wednesday-Thursday 9:00 a.m. to 7:00 p.m. | Friday 9:00 a.m. to 5:30 p.m. | Saturday 9:00 a.m. to 3:00 p.m.

201 East Charles St. Oelwein, IA 50662 | 319-283-1515 | [oelwein@oelwein.lib.ia.us](mailto:oelwein@oelwein.lib.ia.us) | [www.oelwein.lib.ia.us](http://www.oelwein.lib.ia.us)



### New items on the shelf

#### Fiction:

Starside-Alex Aster, Daughter of Egypt-Marie Benedict, Cherry Baby-Rainbow Rowell, Innamorata-Ava Reid, Out of the Loop-Katie Siegel, Love, Mom-Iliana Xander, Best Offer Wins-Marisa Kashino, The Paris Match-Kate Clayborn, Yesteryear-Caro Claire Burke, Blood Lust-Sandra Brown, Hope Rises-David Baldacci, This Kingdom Will Not Kill Me-Ilona Andrews

#### Non-Fiction:

The Infinity Machine-Sebastian Mallaby, Who Needs Friends-Andrew C. McCarthy, Stand-Cory Booker, When the Forest Breathes-S. Simars, Seven Sisters-Veronica Buckley, Eternally Electric-Debbie Gibson, Bosses of the Bronx-Mike Vaccaro, The Anatomy of Awakening-Sue Morter

#### New YA:

The Thorn Queen-Sasha Peyton Smith, I, in the Shadows-Tori Bovalino, Heiress of Nowhere-Stacey Lee

#### Ladybug:

Butt or Face?: ador-a-butts!-Kari Lavelle, Why Do We Sleep?-Cathy Evans, I am Princess Diana-Brad Meltzer, Come What May-Debi Gilori, The Sun Thief -Alice Hemming, Twelve Daring Grays-Nora Nickum, Take Me Out to the Ball Game-Jack Norworth,

#### New J:

K-Pop Demon Hunters-Jessica Yoon, Bravepaw-Lili Wilkinson Who is Jenna Ortega?-Kirsten Anderson, Who was Cleopatra?-Kathryn Waterfield,

And so many more great titles!

### Kid's May Programs

Wednesday, May 13th at 10:00 a.m.  
Storytime: *Let's Have Fun!*

#### Take and Make

Make a Mini Book Necklace



**Our Summer Reading Program kicks off with a Drop-In Registration Night on May 27th from 4:00-6:00 p.m. Register for the Summer Reading Program and decorate your book bag. The Summer Reading Program runs from June 1st- 30th, with the super cool theme:**



**PLANT A SEED, READ**

#### The Main Events:

June 3rd at 10 a.m. Dr. Bectel and his animal friends

June 9th at 6 p.m. Colonial Country Dance Class

This is a America's 250th celebration program

June 10th at 10 a.m. Stuffed Animal Sleepover

Bring your stuffy to Storytime & let them sleepover with us

June 17th at 10 a.m. Read with a Cop

Enjoy stories with your local heroes

June 17th at 2 p.m. Lego & Blu Track Race

Build your racer & race your friends on the library's Blu Track

June 23rd at 6 p.m. Flower Painting

Bring your inner artist and create a masterpiece

June 24th at 10 a.m. There's a Dinosaur Loose in the Library!

Author Kelly Crull with his hands-on program of dino stories and activities. Sponsored by the Oelwein Public Library Foundation.

June 30th at 5 p.m. Summer Reading Finale Party

Casey's Pizza & the prize drawing!

Stay Tuned for more fun details!



Sign up today.  
Share the gift of reading.  
Ask us how.



Children under the age of seven (7) must be accompanied by a responsible person at least fourteen (14) years old. It is the responsibility of parents/guardians/caregivers to supervise and monitor the behavior and safety of their children or persons in need of a caregiver at all times. The library is not responsible for children or persons in need of a caregiver left in the building.

Library Hours | Monday-Tuesday 9:00 a.m. to 8:00 p.m. | Wednesday-Thursday 9:00 a.m. to 7:00 p.m. | Friday 9:00 a.m. to 5:30 p.m. | Saturday 9:00 a.m. to 3:00 p.m.

201 East Charles St. Oelwein, IA 50662 | 319-283-1515 | oelwein@oelwein.lib.ia.us | www.oelwein.lib.ia.us

**City of Oelwein, IA****CLIENT LIAISON:**

Marie Amundson, PE

Phone: 608.242.6623

[mamundson@msa-ps.com](mailto:mamundson@msa-ps.com)

Lisa Truong, MPA

Phone: 319.536.3492

[ltruong@msa-ps.com](mailto:ltruong@msa-ps.com)**DATE:**

May 7, 2026



MSA developed an excellent GIS-based tool to help municipalities with a wide variety of capital improvement planning (CIP)-related tasks: the [Capital Improvement Planning App](#).

**COMMUNITY CHANGE GRANT – PROJECT #08884014**

We have not heard of any further correspondence regarding this grant.

**FY2024 FMA FUNDING – PROJECT #08884015**

FMA grant funding is back, see email from Jim Mardewahl. Discussions with HSEM will be needed to determine if the City needs to re-apply.

**2026 BRIC FUNDING – PROJECT #08884018**

City and MSA met with IA HSEM on April 8 to discuss next steps to apply for BRIC. The BCA Toolkit will need to be updated with 7% discount, rather than 3.1%, and some language changes are needed in the submittal materials to convert from FMA back to BRIC. Biweekly meetings with the City, HSEM, and MSA are scheduled to ensure the application is on schedule.

**RAIL YARD BROWNFIELD**

Eocene has provided options for next steps with cost estimates for each of those options. Please let us know, if you would like to move forward with any of those options.

In addition, Upper Explorerland Regional Planning Commission has begun work on an EPA Brownfield Assessment Grant application that could support this project.

**PROJECT UPDATE**

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**IDALS WQI URBAN CONSERVATION PROJECTS PROGRAM – PROJECT #08884017**

MSA provided support with the Water Quality Institute (WQI) funding application with water quality calculations and application narrative assistance. Additionally, MSA attended a meeting with the IDALS Urban Conservationist. The City did not receive funds at this time, solely due to a lack of secure funding from FEMA. IDALS is excited for the project and wants to work together when the project is ready to move forward.