



Agenda

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

March 09, 2026
Oelwein, Iowa

Mayor: Brett DeVore

Mayor Pro Tem: Matt Weber

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

Pledge of Allegiance

Call to Order

Roll Call

Additions or Deletions

Citizens Public Comments - See Guidelines for Public Comments Below

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

Consent Agenda

- [1.](#) Consideration of a motion approving the February 23, 2026 minutes.
- [2.](#) Consideration of a motion approving an amendment to the Class "C" Retail Alcohol License (LC) for Clete and Connie's.

Ordinances

- [3.](#) Consideration of an ordinance amending, Chapter 6, Article IV, Oelwein Airport Board, Section 6-103 Meeting and Minutes of the Code of Ordinances of the City of Oelwein, Iowa. - First Reading.
- [4.](#) Consideration of an ordinance amending Appendix A, Article II – Zoning District Section 202.4, 203.4, 202.3(8) and 203.3(8). - First Reading.
- [5.](#) Consideration of an ordinance amending the Oelwein Zoning Ordinance to reclassify real estate commonly known as 204 8th Ave SW, 208 8th Ave SW, 201 9th Ave SW, and Parcel ID 1820435019 Oelwein, Fayette County, Iowa from R-1 To R-2 Residential. - First Reading.

Resolutions

- [6.](#) Consideration of a resolution approving the 2026 Housing Tax Abatement Applications.

Motions

- [7.](#) Consideration of a motion approving direction from the Planning, Finance, Enterprise, and Economic Development on the Hotel Motel request of \$2,500.00 to Williams Center for the Arts.

Committee Reports

Council Updates

Mayor's Report

City Administrator's Report

[A.](#) City Administrator.

Adjournment

[B.](#) Additional Information.

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



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
February 23, 2026 - 6:00 PM

Pledge of Allegiance

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

Roll Call **Present:** Ricchio, Weber, Payne, Cantrell, Cannon, Gearhart
 Also Present: City Administrator Mulfinger, Administrative Assistant Kaylonna McKee
 Absent: NA

Additions or Deletions

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

All aye. Motion carried.

Citizens Public Comments - See Guidelines for Public Comments Below

Consent Agenda

1. Consideration of a motion approving the February 9, 2026 minutes.
2. Claims Resolution in the amount of \$523,813.38.
3. Consideration of a motion approving the Class "E" Retail Alcohol License for Hy-Vee Dollar Fresh.
4. Consideration of a resolution authorizing temporary closure of public ways or grounds for Oelwein Chamber And Area Development Party in the Park Events.
Resolution No. 5863-2026 was applied to this resolution.
5. Consideration of a resolution approving Change Order No. 3 in the amount of –(\$165.25) for 10th St. Bridge Reconstruction Project with Taylor Construction.
Resolution No. 5864-2026 was applied to this resolution.
6. Consideration of a resolution approving Pay Application No. 5 in the amount of \$99,574.69 to Taylor Construction for the 10th St. Bridge Project
Resolution No. 5865-2026 was applied to this resolution.

A motion was made by Weber, seconded by Gearhart to approve the consent agenda.

All aye. Motion carried.

Public Hearing

7. Public Hearing on proposed sale of city owned real property located at 502 E. Charles on February 23, 2026 at 6PM in the Oelwein City Council Chambers.

Mayor DeVore opened the public hearing.

No further written or oral comments were received.

Mayor DeVore closed the public hearing.

8. Public Hearing on proposed sale of city owned real property located at 111 5th Avenue SW on February 23, 2026 at 6PM in the Oelwein City Council Chambers.

Mayor DeVore opened the public hearing.

No further written or oral comments were received.

Mayor DeVore closed the public hearing.

Resolutions

9. Consideration of a resolution scheduling a Public Hearing for the Proposed Property Tax Hearing for the Fiscal Year 2027 (2026-2027) Budget for March 23, 2026 at 5:30 PM at the Oelwein City Council Chambers.

A motion was made by Weber, seconded by Gearhart to approve Resolution No. 5866-2026.

Ayes: Ricchio, Weber, Payne, Cantrell, Cannon, Gearhart

Nays: NA

Motion carried.

10. Consideration of a resolution approving construction engineering services for the 2026 Water System Improvements with Fehr Graham in the amount of \$123,500.00.

A motion was made by Weber, seconded by Cantrell to approve Resolution No. 5867-2026.

Ayes: Ricchio, Weber, Payne, Cantrell, Cannon, Gearhart

Nays: NA

Motion carried.

11. Consideration of a resolution approving an easement with Hawkeye Telephone Company.

A motion was made by Weber, seconded by Cantrell to approve Resolution No. 5868-2026.

Ayes: Ricchio, Weber, Payne, Cantrell, Cannon, Gearhart

Nays: NA

Motion carried.

12. Consideration of a resolution approving the sale of 502 E. Charles to Angela Elliott in the amount of \$50.00.

A motion was made by Weber, seconded by Cantrell to approve Resolution No. 5869-2026.

Ayes: Ricchio, Weber, Payne, Cantrell, Cannon, Gearhart

Nays: NA

Motion carried.

13. Consideration of a resolution approving the sale of 111 5th Ave SW to Christopher J. Henderson in the amount of \$250.00.

A motion was made by Weber, seconded by Payne to approve Resolution No. 5870-2026.

Ayes: Ricchio, Weber, Payne, Cantrell, Cannon, Gearhart

Nays: NA

Motion carried.

14. Consideration of a resolution approving approves appointments to the Williams Wellness Center Advisory Committee

A motion was made by Weber, seconded by Ricchio to approve Resolution No. 5871-2026.

Ayes: Ricchio, Weber, Payne, Cantrell, Cannon, Gearhart

Nays: NA

Motion carried.

Motions

- 15. Consideration of a motion directing staff on Airport Board meeting frequency.
 A motion was made by Gearhart, seconded by Ricchio to direct staff to update the airport board frequency to bimonthly. All aye. Motion carried.
- 16. Consideration of a motion to send the Max Tax Levy to the county.
 A motion was made by Weber, seconded by Gearhart to send the Max Tax Levy to the county. All aye. Motion carried.

Committee Reports

- 17. Report from Payne on the Library Board Minutes.
 For full minutes, please visit: <https://www.oelwein.lib.ia.us/about/library-board-minutes-1>
- 18. Report from Cantrell on the Park and Recreation Committee meeting.
 For full minutes, please visit: <https://www.cityofoelwein.org/bc-parks/page/parks-and-recreation-29>
- 19. Report from Gearhart on the Airport Board minutes.
 For full minutes, please visit: <https://www.cityofoelwein.org/bc-ab/page/airport-board-42>

Mayor's Report

Mayor DeVore stated the Fayette County Landfill Commission continues to discuss privatizing the operations of the landfill pros and cons.

City Attorney's Report

City Administrator Mulfinger walked council through the city attorney bills.

City Administrator's Report

City Administrator Mulfinger stated the Iowa DOT has recommended the four-lane portion of Highway 150 to be altered into a three-lane.

Mulfinger spoke on the installation of the 10th Street Bridge. It is a project that has been made possible by the decisions made by council.

Adjournment

A motion was made by Cantrell, seconded by Weber to adjourn the meeting at 6:44PM.
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 February 23, 2026 and copy of said proceedings was furnished to the Register February 24, 2026.

Dylan Mulfinger, City Administrator

Ordinance No. _____

AN ORDINANCE AMENDING, CHAPTER 6, ARTICLE IV, OELWEIN AIRPORT BOARD, SECTION 6-103 MEETING AND MINUTES OF THE CODE OF ORDINANCES OF THE CITY OF OELWEIN, IOWA

BE IT ORDAINED by the City Council of the City of Oelwein, Iowa, as follows:

Section 1. That the General Ordinances of the City of Oelwein adopted July 1, 2012, with subsequent amendments, be amended by amending the following from Section 6-103:

Sec. 6-103. - Meeting and minutes.

The board shall hold at least one public meeting ~~each month~~ *every other month or as needed*, at such times and places as the board shall establish.

Section 2. That all Ordinances or parts thereof in conflict herewith be and the same are hereby repealed.

First reading -	March 9, 2026
Second reading -	March 23, 2026
Third reading -	April 13, 2026

Passed and adopted by the City Council of the City of Oelwein, Iowa, this day of April 13, 2026.

Brett DeVore, Mayor

Attest:

Dylan Mulfinger, City Administrator

Recorded April 14, 2026.

First Reading on: March 9, 2026. It was moved by Garrigus and seconded by Weber that the Ordinance as read be adopted, and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Weber
Payne
Cantrell
Cannon
Gearhart
Ricchio

Second Reading on March 23, 2026. It was moved by Garrigus and seconded Seeders that the Ordinance as read be adopted, and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Weber
Payne
Cantrell
Cannon
Gearhart
Ricchio

Third Reading on April 13, 2026. It was moved by _____ and seconded by _____ that the Ordinance as read be adopted, and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Weber
Payne
Cantrell
Cannon
Gearhart
Ricchio

ORDINANCE NO. _____

AN ORDINANCE AMENDING APPENDIX A, ARTICLE II – ZONING DISTRICT SECTION 202.4 AND 203.4 AND 202.3(8) AND 203.3(8)

BE IT ORDAINED by the City Council of the City of Oelwein, Iowa, as follows:

Section 1. That APPENDIX A – ZONING, Article II. Zoning Districts – Section 202.4 and 203.4 and 202.3(8) and 203.3(8) be deleted in their entirety.

Section 2. That APPENDIX A – ZONING, Article II. Zoning Districts – Section 202.4 and 203.4 be amended to read as follows:

Lot Area and Setbacks:

A. Minimum Lot area: 5000 Square Feet

B. Minimum Lot Width: 50'

C. Minimum Front yard: 15'

D. Minimum Rear yard: 15'

E. Minimum Side Yard: Each principal residential structure shall provide two (2) side yards. The minimum side yard setback shall be five (5) feet. One (1) side yard may have a setback of zero (0) feet from the interior side lot line, provided the opposite side yard complies with Subsection F of this section. In no case shall both side yards be less than five (5) feet unless otherwise permitted under approved townhouse or attached dwelling provisions.

F. Minimum Building Separation:

1. A minimum separation distance of ten (10) feet shall be maintained between principal structures located on separate lots.

2. Building separation shall be measured as the horizontal distance between the closest exterior walls of principal structures.

3. Where an existing or proposed principal structure on an adjacent lot is located at a zero (0) foot side setback along a common property line, any new principal structure constructed on the adjoining lot shall maintain a minimum ten (10) foot setback from that same property line.

4. Compliance with the ten (10) foot minimum building separation requirement shall supersede the minimum five (5) foot side yard requirement where necessary.

G. Building Code Compliance. Any structure located less than five (5) feet from an interior side lot line shall comply with applicable fire-resistance rating and opening protection requirements of the adopted International Residential Code. Nothing in this section shall reduce or eliminate building code requirements governing fire separation distance.

H. Corner Lots. The side yard adjacent to a public street on a corner lot shall not be eligible for a zero (0) foot side setback and shall comply with the required street side yard setback for the district.

Section 3. Severability Clause. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 4. Effective Date. Effective April 13, 2026, this ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

Section 5. That all Ordinances or parts thereof in conflict herewith be and the same are hereby repealed.

First reading:	March 9, 2026
Second reading:	March 23,2026
Third reading:	April 13, 2026

Passed and adopted by the City Council of the City of Oelwein, Iowa, this day of April 13, 2026.

Brett DeVore, Mayor

Attest:

Dylan Mulfinger, City Administrator

Recorded April 14, 2026.

Second Reading on March 23, 2026.
It was moved by _____ and seconded
_____ that the Ordinance as read be adopted,
and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Weber
Payne
Cantrell
Cannon
Gearhart
Ricchio

First Reading on: March 9, 2026.

It was moved by _____ and seconded by
_____ that the Ordinance as read be
adopted, and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Weber
Payne
Cantrell
Cannon
Gearhart
Ricchio

Third Reading on April 13, 2026.

It was moved by _____ and seconded by
_____ that the Ordinance as read be adopted,
and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Weber
Payne
Cantrell
Cannon
Gearhart
Ricchio

Ordinance No. _____

ORDINANCE AMENDING OELWEIN ZONING ORDINANCE TO RECLASSIFY REAL ESTATE COMMONLY KNOWN AS 204 8TH AVE SW, 208 8TH AVE SW, 201 9TH AVE SW, AND PARCEL ID 1820435019 OELWEIN, FAYETTE COUNTY, IOWA FROM R-1 TO R-2 RESIDENTIAL

Be it ordained by the City Council of the City of Oelwein, Iowa, as follows:

Section 1. That the zoning ordinance of the City of Oelwein adopted July 12, 1999, be amended and changed to reclassify the properties at:

204 8th Ave SW, Oelwein, legally described as: " LOTS 21 AND 22, BLOCK 15, ARMSTRONG’S ADDITION TO OELWEIN, FAYETTE COUNTY, IOWA" from R-1 to R-2 Residential; and

208 8TH AVE SW, Oelwein, legally described as: “LOT 20, BLOCK 15, ARMSTRONG’S ADDITION TO OELWEIN, FAYETTE COUNTY, IOWA" from R-1 to R-2 Residential; and

201 9TH AVE SW, Oelwein, legally described as: “LOTS 1 AND 2, BLOCK 15, ARMSTRONG’S ADDITION TO OELWEIN, FAYETTE COUNTY, IOWA" from R-1 to R-2 Residential; and

PARCEL 1820435019, Oelwein, legally described as: “LOT 19, BLOCK 15, ARMSTRONG’S ADDITION TO OELWEIN, FAYETTE COUNTY, IOWA" from R-1 to R-2 Residential; and

Section 2. That all Ordinances or parts thereof in conflict herewith be and the same are hereby repealed. This Ordinance shall become effective upon its passage.

First reading: March 9, 2026
Second reading: March 23,2026
Third reading: April 13, 2026

Passed and adopted by the City Council of the City of Oelwein, Iowa, this day of April 13, 2026.

Brett DeVore, Mayor

Attest:

Dylan Mulfinger, City Administrator

Recorded April 14, 2026.

Second Reading on March 23, 2026.
It was moved by _____ and seconded
_____ that the Ordinance as read be adopted,
and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Weber
Payne
Cantrell
Cannon
Gearhart
Ricchio

First Reading on: March 9, 2026.
It was moved by _____ and seconded by
_____ that the Ordinance as read be
adopted, and upon roll call there were:

AYES NAYS ABSENT ABSTAIN

Weber
Payne
Cantrell
Cannon
Gearhart
Ricchio

Third Reading on April 13, 2026.
It was moved by _____ and seconded by
_____ that the Ordinance 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 2026 HOUSING TAX ABATEMENT APPLICATIONS

WHEREAS, City Council must approve the housing tax abatement applications in order for city staff to send them onto the county; and

WHEREAS, the city’s tax abatement program runs for five years, and any property that applies in the program is in for five years; and

WHEREAS, the city’s tax abatement plan abates based on the following schedule:

Type of Home/Construction	Type of Home/Construction	Type of Home/Construction
Single Family New Construction	Fifty (50) Percent Abatement	Five (5) Years
Single Family Duplex New Construction/Renovation	Ninety (90) Percent Abatement	Ten (10) Years
Multifamily New Construction/Renovation	Ninety (90) Percent Abatement	Ten (10) Years

; and

WHEREAS, the following properties will be abated in accordance with the above schedule

Name	Address	Rebate Type
Coffin Rentals, LLC Chad & Heather Coffin	1297 S. Frederick Avenue	Commercial Renovations
Chris & Kristin Hofland	532 6 th St NW	Single Family New Construction
Sterling & Janice Sterling	516 4 th St NW	Single Family New Construction

; and

WHEREAS, the City Council created the tax abatement program to provide a catalyst for new and improved housing in Oelwein;

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Oelwein, Iowa, does hereby approve the 2026 Housing Tax Abatement Applications.

Passed and approved this 9th day of March, 2026.

Brett DeVore, Mayor

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

Attest:

Dylan Mulfinger, City Administrator

Recorded March 10, 2026



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

Application Deadlines

September 1 • December 1 • March 1 • June 1

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

Organization Name: Williams Center for the Arts

Contact Name: Linda Murphy and Sandie Graf, Co-Directors

Mailing Address: P.O. Box 636

City, State, Zip: Oelwein, Iowa 50662

Phone: (319) 283-6616 **Email Address:** director@williamscenterforthearts.com

Date of Project: 02/25/26

Total Project Cost: \$ 13,043.00

Total Requested from Hotel/Motel Tax Funds: \$ 2,500

Please indicate which category you are applying for funds:

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

20 2nd Ave. S.W.
Oelwein, Iowa 50662

city@CityofOelwein.org
www.CityofOelwein.org

Phone: (319) 283-5440
Fax: (319) 283-4032

CITY OF OELWEIN
HOTEL AND MOTEL TAX FUNDING APPLICATION
(TOURISM, COMMUNITY CULTURE AND EDUCATION,
AND COMMUNITY RECREATION AND EVENTS)

Application Deadlines
September 1 – December 1
March 1 – June 1

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

Organization Name: Williams Center for the Arts, (Williams Center, INC.)

Contact Name: Linda Murphy & Sandie Graf, Co-Directors

Mailing Address: P. O. Box 636

City, State, and Zip: Oelwein, IA 50662-0636

Phone: 319-283-6616

Email Address: director@williamscenterforthearts.com

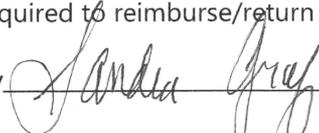
Total Project Cost: \$13,043.

Amount requested from the Hotel/Motel Tax Funds is \$2,500.

Please indicate which category you are applying for funds:

- Primary
- Community Culture and Education
- Community Recreation and Events
- New and Emerging Organization and Events

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

By  February 25, 2026

Sandie Graf, Co-Director
Williams Center for the Arts

HOTEL/MOTEL TAX FUNDING APPLICATION
(Tourism, Community Culture and Education, and Community Recreation and Events.)

Project Identification:

1. What is the title of your project?
Alabama Tribute : Williams Center for the Arts stage.

Provide a brief description of your project. Attach Additional pages if needed.

Boys in the Band aim to give the Alabama experience to lifelong fans and introduce younger generations to the magic of Alabama's timeless music. The Alabama tribute show is a high-energy concert with note for note renditions of Alabama's live performances over their fifty-year reign as the greatest country music group of all time!

Expenses for this concert include the artists' fee, lighting sound, printing, advertising, meals, and housing. This program is the 6th show in the 25-26 Williams Center for the Arts Artist Series. The program will be held on Saturday, March 21, 2026.

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

The Williams Center for the Arts is one of the top destinations of choice for the arts in the four-county area of northeast Iowa. Fifty percent of our audiences come from communities other than Oelwein. We have had concert attendees from over 40 area communities.

Some of the locations which our patrons come from include: Spencer, IA, Des Moines, IA, Minneapolis, MN, Rochester, MN, Galena, IL, Dubuque, IA, as well as the Oelwein area.

People coming to Oelwein for programs at the Williams Center for the Arts not only come to the programs but also spend money with our local businesses such as restaurants, convenience stores and motel/hotels.

During the 2025-26 concert year the Williams Center for the Arts will spend more than \$8,000 in hotel costs at Cornerstone Inn and Suites. An additional \$2,000 is spent for meals, and an additional \$1,500 for hospitality, which is a required part of each contracted event.

4. Project Evaluation:
 - A. Targeted Population

1.) Hotel/Motel guests generated by this project.

a. Number of guests.

The number of guests generated by this project is approximately 50+. This includes the performers as well as members of the audience needing housing.

b. How will hotel/motel guests be tracked?

We ask for information from Cornerstone Inn and Suites as to the number of rooms used and how many guests were housed in those rooms per evening.

2.) Number of adults the project will reach.

The total number of visitors to the Williams Center for the Arts Artist Series is 7,625 persons per year. Total number of persons using the Williams Center for the Arts during a calendar year is over 75,000. This includes the Artist Series, OCAD, NICC use, school use, district and state music associations, the State of Iowa, and the Federal Government.

The total number of adults this project will reach is 500 persons.

The Williams Center for the Arts provides residents with special needs the opportunity to attend the events at the center. Groups with special needs using the Williams Center for the Arts include: Mercy Living Plus, the two Alternative Living Homes in Oelwein, Full Circle Services, Grandview Nursing Home, Oelwein Care Nursing Home, and ABCM facilities in Independence, IA. These residents are admitted to the Artist Series event at a reduced ticket price.

3.) Number of youth the project will reach.

Approximately 300 youth will be reached by this project and over 10,000 youth will be served for the entire 2024-25 performance year. (This number includes all usage.) Every Oelwein School student (K-12) is admitted at no charge.

C. Volunteers

1) Number of volunteers

Based on past experience we will have over 25 volunteers

2.) Number of volunteer hours

We anticipated volunteers contributing 50 hours.

D. Attendance of event previous year(s)

The total number of visitors to the Williams Center for the Arts Artist Series is approximately 75,000 persons. (This includes the Williams Center for the Arts Artist Series, Northeast Iowa Honor Bands and Honor Choirs, Pre-All State High School Vocal Workshop, Programs and Concerts from the Oelwein Community Schools, Gallagher-Bluedorn children’s plays, and various Community usages, as well as the State of Iowa, and the Federal Government.

E. Day open to the public or performances(s)?

The Williams Center for the Arts Artist Series begins in mid-August and runs through April, 2026. The Alabama Tribute Show is 6th on our 2025-26 series. It will be held March 21, 2026.

5. Project Budget:

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

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

Matching funds:

Northeast Iowa Charitable Foundation, In-Kind donations, Memorials, Ticket Sales, Local Business Sponsorships (program ads)

The Williams Center for the Arts is requesting a \$2,500 grant to help cover part of the cost of the Alabama Tribute Show.

C. Is this application “seed money” for a new? Project? If yes, Please explain.

It is not “seed” money.

D. Is this application for the expansion of an existing project/program?
If yes, please explain.

This application helps to fund the existing 2024-25 Artist Series at the Williams Center for the Arts.

E. Have you ever received Hotel/Motel funding?
From the City of Oelwein in the past?

Yes: X No: _____

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

Amount of Funding: The Williams Center Artist Series has received \$6,000 each year for the past several years. Prior to 2017, the City of Oelwein was able to assist the Williams Center Artist series in the amount of \$10,000 yearly. We are asking for a \$2,500 grant.

Completion Date is March 21, 2026

BUDGET FOR: Alabama Tribute

- Artist fee: \$8,500
- Meals: \$500 estimate
- Advertising: \$768
- Hospitality: \$100
- Housing: \$1400 estimate
- Sound and Lights: \$1100 estimate
- Programs and posters: \$675 estimate

Total Projected Costs: \$13,043.



To: Mayor and City Council
 From: Dylan Mulfinger, City Administrator
 Subject: Agenda Memo
 Date: 3/9/2026

Consent Agenda

1. Consideration of a motion approving the February 23, 2026 minutes.
2. Consideration of a motion approving an amendment to the Class "C" Retail Alcohol License (LC) for Clete and Connie's.

Ordinances

3. Consideration of an ordinance amending, Chapter 6, Article IV, Oelwein Airport Board, Section 6-103 Meeting and Minutes of the Code of Ordinances of the City of Oelwein, Iowa. - First Reading.
 1. The Airport board voted to move to meetings every other month. This code allows for the move and will also allow them to meet as needed. The recent changes at the airport with the city now overseeing all operations has reduced oversight needs of the airport board. The City Administrator recommends approving the first reading.
4. Consideration of an ordinance amending Appendix A, Article II – Zoning District Section 202.4, 203.4, 202.3(8) and 203.3(8). - First Reading.
 1. This rezone is needed to start the joint project with Matt Construction and the investment in the west side. Changing this zoning allows for the three row homes to be built. The City is hopeful this is just the start of the housing investment in this area. The City Administrator recommends approving the first reading.
5. Consideration of an ordinance amending Oelwein Zoning Ordinance to reclassify real estate commonly known as 204 8th Ave SW, 208 8th Ave SW, 201 9th Ave SW, and Parcel ID 1820435019 Oelwein, Fayette County, Iowa From R-1 To R-2 Residential. - First Reading.
 1. Setbacks have been an issue for some time and the new project on the west side has pushed the city to make updates. This will allow homes more room to move on their lot while keeping distance and safety regulations for homes. The City Administrator recommends approving the first reading.

Resolutions

6. Consideration of a resolution approving the 2026 Housing Tax Abatement Applications.
 1. The city has this program to promote investments in homes in Oelwein. It has not been widely used for new home construction. The City Administrator recommends approving the first resolution.



Motions

7. Consideration of a motion approving direction from the Planning, Finance, Enterprise, and Economic Development on the Hotel Motel request of \$2,500.00 to Williams Center for the Arts.
 1. This is a regular request and has been a good investment for hotel motel dollars.

City of Oelwein, IA

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DATE:

March 5, 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.

FMA FUNDING – PROJECT #08884015

Grant funding is still in hiatus, pending department review.

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.

IDALS WQI URBAN CONSERVATION PROJECTS PROGRAM

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.