



Agenda

Planning, Finance, Enterprise, and Economic Development Committee

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

5:15 PM

November 27, 2023

Oelwein, Iowa

Mayor: Brett DeVore

Committee Members: Matt Weber, Karen Seeders, Lynda Payne

Pledge of Allegiance

Discussions

- [1.](#) Consideration of a motion on recommending the proposed sale of city owned real property located at 11 12th Avenue SW to Council.
- [2.](#) Discussion on Catalyst Grant for 1 South Frederick.

Adjournment

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

Offer to Purchase City Properties

To purchase City-owned real estate, completely fill out this form. The timeline is usually about 90 days. Your offer will be sent to the Planning, Finance, Enterprise & Economic Development committee who will review the application and forward it to City Council for approval. At the appropriate time, we will schedule a date and time for buyer(s) to sign and provide a payment of the offered.



11 12th Ave SW
Property Address

1820402002
Property Parcel Number

Dmitry Baycharov
Buyer's or Buyers' Full, Legal Name(s) and/or Full Legal Business Name and Number *Alternate mailing address*

13 12th Ave SW Oelwein, IA 50662 / 431 S Euclid Ave.
Buyer's or Buyers' Address, City, State, ZIP *Oak Park, IL 60302*

dmitrybaycharov@gmail.com
Buyer's or Buyers' Email Address

(708) 634-8792
Buyer's or Buyers' Phone

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

Buyer Representative Name and Contact Information

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

I intend to expand my property to the south (adjacent) and tentatively build a house in the following two (2) years. I would like to extend a bonafide offer of \$1,500.

Please describe your intentions for the property with a timeline and include your offer (Minimum \$1,000 per lot).

Dmitry Baycharov
Buyer Printed Name (As will appear on deed)

~~Dmitry Baycharov~~
Buyer Printed Name (As will appear on deed)

[Signature]
Buyer Signature

11/13/23
Date

[Signature]
Buyer Signature

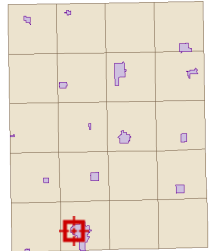
Date

Buyers' Legal Relationship to Each Other

11 12th Ave SW



Overview



Legend

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

Parcel ID	1820402002	Alternate ID	n/a	Owner Address	Oelwein, City Of
Sec/Twp/Rng	20-91-9	Class	R		City Hall 20 2nd Ave. SW
Property Address	11 12TH AVE. SW	Acreage	0.38		Oelwein, IA 50662-
	OELWEIN				
District	OELWEIN OELWEIN INC				
Brief Tax Description	LOTS 3 & 4 BLK 6				
	ARMSTRONGS ADD				
	(Note: Not to be used on legal documents)				

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: 11/17/2023
 Last Data Uploaded: 11/17/2023 3:37:00 AM

Developed by Schneider
 GEOSPATIAL



To: Mayor and City Council
 From: Dylan Mulfinger
 Subject: Administrator Memo
 Date: 11/27/2023

1 South Frederick has a failing north wall. This caused the building to be evacuated on the apartments and store front that are adjacent to the wall. This wall failure was discovered in June of 2023. The current property owner has worked to get quotes for repair with those ranging from \$175,000 to \$400,000. The property owner, on Monday November 20, 2023, proposed giving the building to the city as the owner cannot make the repair.

At the November 23 meeting with the owner, city staff advised applying for the Community Catalyst Building Remediation program offered by the Iowa Economic Development Authority (IEDA). Specifically, staff wanted to apply for the emergency program that does not require meeting the normal deadlines. The building owner was in favor of moving forward with the repair if the grant could be obtained and the city would partner. After contacting Jim Thompson, Downtown Economic Development Specialist, with IEDA, staff learned this building does not qualify for the emergency program.

Staff is now asking City Council if City Council wants to apply for the regular catalyst program. Below is a breakdown for funds.

- \$100,000 Catalyst Funds
- \$50,000 Local TIF Program Funds
- \$50,000 Property Owner

The City Council would have to agree to apply and set aside downtown TIF dollars to provide a city partnership that is essential to the application.

Should the City Council decide not to apply for the catalyst program, city staff will advise the owner to tear down the building. This is not an easy decision for the city as the future of the downtown is something to consider.

Timeline

Preapplication due January 29, 2024

Applications due April 15, 2024

Awarded June 2024

24 months to complete improvements

Comprehensive Plan

Page 16 in the comp plans shows that residents are in favor of investing in the downtown.

Page 19 talks about a strength of downtown is its walkability.



Page 20 list enhancing downtown businesses as an opportunity for beautification.

Page 39 under economic development: **Goal 2:** Support strategic economic growth within the Downtown area and provide additional retailers, businesses, and services for the community.

Chapter Five of the plan specifically points out Downtown and the need for investment.

COMMUNITY CATALYST BUILDING REMEDIATION PROGRAM



261-45.1(15) Purpose. Pursuant to Iowa Code sections 15.231 and 15.106A, the authority is directed to establish a community catalyst building remediation program fund for the purpose of providing grants to cities for the remediation or redevelopment of underutilized buildings. The authority shall administer the fund in a manner to make grant moneys annually available to cities for the purposes of this chapter.

PROGRAM DEFINITION

Through the Community Catalyst Building Remediation Program, the Iowa Economic Development Authority (IEDA) will provide grants to communities for the redevelopment, rehabilitation or deconstruction of buildings to stimulate economic growth or reinvestment in the community. Strong applications will show the potential of catalytic economic growth in the community; improve appearances and safety; make use of underutilized property, exhibit appropriate design standards; and be well-funded. Economic growth may include the creation of additional jobs, growth of new or existing businesses, development of new housing units, increase property values or potential population growth.

PROGRAM DETAILS

- Funding based on annual availability
- Maximum grant: \$100,000
- 40% of funds will be awarded to cities with populations under 1,500
- A mandatory pre-application process will precede the official grant application
- Applications are by invitation only, after approved pre-application
- City must be the applicant and provide financial and/or in-kind resources
- Funds available for the rehabilitation of one commercial building per community or two buildings with same ownership that are adjacent
- Deconstruction is allowed in dire situations or for safety reasons

PROJECT EXAMPLES

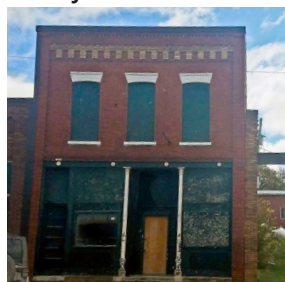
Adair



Atkins



Casey



Scoring Criteria (100 points total)

- Existing Building (10 points total)
- Building Improvements (20 points total)
- Economic Impact (30 points total)
- Project Funding, Budget and Partnerships (30 points total)
- Impact on Area/District (10 points total)

Questions may be directed to Jim Thompson, 515.348.6183 or email catalyst@iowaeda.com.

Community Catalyst Building Remediation

This grant program assists communities with the redevelopment or rehabilitation of buildings to stimulate economic growth or reinvestment in the community.

Program Definition

- Provides financial assistance to cities
- Must stimulate economic growth
- Strong application will be a catalyst for additional growth
- Exhibit appropriate design
- Be well-funded and demonstrate partnerships

Program Details

- Applicant must be a city
- Grant \$100,000
- 40% of funds will be awarded to cities with populations under 1,500
- Mandatory pre-application process
- Applications are by invitation only
- City must provide financial resources

FY 2024 Application Cycle

- » All pre-applications and applications submitted through Iowa Grants @ iowagrants.gov
- » Pre-applications may be submitted and approved starting September 15, 2023
- » Pre-applications must be submitted by January 29, 2024, to be considered eligible for this fiscal year's funding cycle
- » Applications are by invitation ONLY
- » Application Deadline: April 15, 2024
- » Announcement: June 2024
 - Project Commencement: after award letter from IEDA
 - Project Completion: 24 months after award

Pre-Application Scoring Evaluation
Date _____

“Community catalyst” means a building or buildings which, if remediated, would stimulate additional economic growth or reinvestment in the community, especially private sector financial investment. A community catalyst project will be expected to have a significant positive impact on the community.

“Economic growth” means the project should include:

	Yes	No
the creation of additional jobs	___	___
growth of new or existing businesses	___	___
development of new housing units	___	___
increased property values of the project	___	___
potential population growth	___	___
public/private sector investment	___	___

The building will be located in an area central to the city’s economic development activities. ___

Project will be a model & the stimulant for additional projects. ___

The selected building is a priority for the city ___

The Catalyst grant is essential to the project ___

Pre-applications with a majority (7 or more) Yes responses will receive an invitation.

Pre-applications with a majority (4 or more) No responses will be denied an invitation.

Applicant City _____ Total Score ___

Reviewed by _____ Results - Invite ___

Jim Thompson

Supervisor _____ No Invite ___

Jim Engle

Comments

Community Catalyst Building Remediation Grant

Scoring Criteria

The Community Catalyst Building Remediation grant program assists in the comprehensive, appropriate rehabilitation of important but underutilized buildings that will create new business and upper floor residential uses. These small to mid-level, city endorsed projects will come with broad based community support and serve as models for future investment in adjacent properties, downtowns or communities.

Existing Building: The proposed project will rehabilitate an important building(s) in a community and/or district. Importance will be measured by the building's architecture, location, size, history and commercial importance. The impact of the project based on this building's current condition, use and potential are extremely important.

10 Points Maximum

A strong application will:

- Will clearly describe the building and why it is important to the downtown/community.
- Will represent an impactful improvement to the building.
- Will clearly describe the current condition of the building and indicate a need for rehabilitation.
- Will clearly describe the current use of the building on all floors.
- Makes use of a property that is largely underutilized (vacant or inappropriate uses).
- Involve a building in an extremely important location such as the heart of the downtown.
- Will exhibit an important process for selecting this building for the catalyst grant and indicate that this project fits into local priorities.

A weak application will not communicate the importance of the building to the community/district or will represent a building with less potential to impact the community visually or economically. Building location is of lesser importance to the community. Current use and condition is not specifically and thoroughly described. A meaningful and strategic selection of this specific building for the catalyst grant has not been communicated or executed.

Proposed Building Improvement: The proposed remediation will use appropriate rehabilitation practices and techniques. This well-planned project represents a substantial rehabilitation that capitalizes on the unique character and development opportunities of the building(s). When appropriate, conforms to historic preservation practices. The project is shovel ready and when complete will represent significant visual impact.

20 Points Maximum

A strong application will:

- Will clearly and concisely describe the proposed scope of work.
- Thoroughly explain treatment of specific features of the building.
- Exhibit sympathetic treatment of historic structures.

- Will improve the appearance of the building/district/community.
- Will improve safety in the district/community.
- Involves a complete rehab of a building (entire building).
- Show appropriate recycling and diversion of materials from the landfill. This includes a remediation plan, including abatement of hazardous materials such as asbestos.
- Exhibits that the project is shovel ready with a reasonable timeline for completion.
- Shows plans/designs for all element of the improvement including interior floor plans, façade designs, color schemes, etc.
- Includes historic current photographs of the building (exterior and interior).

A weak application will not make a case for appropriate design base on scope of work, design description and plans. The scope of work is not thoroughly described. Rehabilitation of historic buildings do not indicate that historic preservation standards are met. The project does not represent a total rehabilitation, for example, upper story spaces are left untouched. Photos are not included or are inadequate. The project does not appear to be ready to go. No mention is made of recycling and abatement of hazardous materials.

Economic Impact: The building rehabilitation will spur true economic impact in the community by filling underutilized space with appropriate uses that meet local demand. This includes first floor business growth and upper story residential. Economic impact can also be measured by jobs created and customers drawn to the district. Actual, committed uses represent the perfect scenario.

30 Points Maximum

A strong application will:

- Will clearly show what economic development will occur as a result of the project.
- Will at the very lease bring a commercial space to a “white box” stage of development. Committed business are always better.
- Uses will meet a local market void with information that backs this market void up.
- Will add housing units to a downtown/community.
- Will likely stimulate additional investment.

A weak application will give little evidence of economic impact for example, no new businesses, no new housing, or uses that do not match up with local market needs. The future use of the building is unknown or questionable. Because of location, the project will not significantly impact other business development.

Funding, Budget and Partnerships: The proposed project will exhibit ample and reasonable funding from a number of sources. The property owner is significantly involved in the funding of the project. The City is a financial and/or in-kind contributor and supporter of the project. Funding is secured and the applicant has done due diligence in investigating funding sources and partners. Likely project partners are identified and defined. Indicates that the Catalyst Grant clearly fills a funding gap and that the project is dependent on it.

30 Points Maximum

A strong application will:

- Explain what financial/feasibility analysis has been completed to justify the project.
- Shows that there is financial and perhaps in-kind support from the property owner, City and community.
- Shows solid estimates of proposed work based on project plans.
- Shows excellent local financial match. At least 60% of the project will be funded with local sources. More is better.
- If in-kind support is used, specifically show sources. These sources are legitimate.
- Complete financial form in its entirety.
- Shows a reasonable project budget.
- List any other financial incentives/programs that are being used on this project.
- Clearly define property owner's involvement.
- Show that funding is secured (in-hand). For example, show legitimate letters from financial institutions that clearly outline terms of financing.
- Indicates that the Catalyst grant truly fills a gap and the grant is needed for project completion.

A weak application will fail to identify funding sources necessary to carry the project out. In-kind support is poorly defined. Numbers do not add up. Cost estimates appear to be too low. Applicant does not consider additional funding sources. Involvement by the property owner is vague or unknown. The project does not appear to need the grant for completion. For example, it is difficult to make a case for a \$100,000 grant on a multi-million project. Funding or segments of funding is not secured for example, "grant applied for" or no letter from bank indicating financing.

Impact on Area/District: The proposed project will have an immediate impact on the district/community and serve as a model and catalyst for future development. The project will provide a boost to an underperforming district, a difficult block or perhaps be a model for upper story housing development. The project will occur in a community that has design recommendations, maintenance ordinances and ordinances that ban downtown, storefront housing.

10 Points Maximum

A strong application will:

- Be a catalyst for future projects in the vicinity of the project address.
- Describe how the project will be a "best practice" model for future projects.
- Indicate that the area in which the project is being done, is underperforming defined by building maintenance problems and vacancy.
- Indicate that this investment will be protected because the community has ordinances that ban storefront housing; require minimum maintenance standards; and guide design in downtown buildings.
- Have economic impact on underperforming district or block

A weak application provides no evidence that the project can be a model for future success. Perhaps the district that the building is in has seen much success and there are few remaining red flags. The applicant community has made no attempts to limit safety and maintenance problems in the district.

Sustainability/Smart Growth Principles: Proposed project promotes sustainability and smart growth principles including the goals and intended outcomes of the project relative to green development/sustainable development practices.

Required but not scored

A strong application will:

- Promote sustainability and smart growth principles.
- Clearly state goals and intended outcomes relative to green development/sustainable development practices.
- Describe how project will meet the IEDA Green Street Criteria.

A weak application will show little or no adherence to smart growth principles or green streets criteria.

Scores:

Existing Building (0-10 Points)	_____
Proposed Building Improvement (0-20 Points)	_____
Economic Impact (0-30 Points)	_____
Funding, Budget and Partnerships (0-30 Points)	_____
Impact on the Area/District (0-10 Points)	_____
Total Score	_____
Sustainability/Smart Growth Principles	Required but not scored