



## Agenda

City Council Work Session Meeting  
20 Second Avenue SW, Oelwein  
6:30 PM

December 18, 2023  
Oelwein, Iowa

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**Mayor:** Brett DeVore

**Mayor Pro Tem:** Lynda Payne

**Council Members:** Karen Seeders, Tom Stewart, Matt Weber, Dave Garrigus, Dave Lenz

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### Pledge of Allegiance

### Discussions

- [1.](#) Police Budget Discussion.
- [2.](#) Police CIP.
- [3.](#) Fire Department Budget.
- [4.](#) Fire Department CIP.
- [5.](#) Public Safety Budget Cuts.

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### Adjournment

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

# OELWEIN POLICE DEPARTMENT



## PROPOSED FISCAL BUDGET FISCAL YEAR: 2025

**Jeremy P. Logan**  
**Chief of Police**

OELWEIN POLICE DEPARTMENT  
2025 BUDGET PROPOSAL

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# Oelwein Police Department

Item 1.

## 001-1100-

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Line item	Approved 2023-2024	Proposed 2024-2025
60100 Salary (Sworn-Officer)	\$856,000	\$890,000 <span style="color: green;">↑</span>
60110 Salary (Non-Sworn)	\$89,800	\$224,102 <span style="color: green;">↑</span>
61810 Uniform	\$5,000	\$5,000 <span style="color: blue;">✓</span>
61990 Personnel Expense	\$16,000	\$16,000 <span style="color: blue;">✓</span>
63100 Building	\$4,000	\$4,000 <span style="color: blue;">✓</span>
63310 Vehicle	\$32,000	\$32,000 <span style="color: green;">↑</span>
63510 Radio Repair	\$1,500	\$1,500 <span style="color: blue;">✓</span>
63730 Communications	\$1,000	\$12,000 <span style="color: green;">↑</span>
63750 Cellular/Paging	\$3,500	\$1,500 <span style="color: red;">↓</span>
63810 Utilities	\$16,000	\$16,000 <span style="color: blue;">✓</span>
64080 Insurance Claims	\$0	\$0 <span style="color: blue;">✓</span>
64090 Janitorial	\$6,000	\$6,000 <span style="color: blue;">✓</span>
64110 Legal Expense	\$500	\$500 <span style="color: blue;">✓</span>
64300 Abatement (vehicle/junk)	\$2,000	\$1,500 <span style="color: red;">↓</span>
64910 Teletype	\$5,570	\$5,570 <span style="color: blue;">✓</span>
64950 Contracts	\$34,774	\$14,322 <span style="color: red;">↓</span>
65041 Equipment	\$8,000	\$8,000 <span style="color: blue;">✓</span>
65051 Special Equipment/donation	\$0	\$0 <span style="color: blue;">✓</span>
65060 Office Supplies	\$4,000	\$4,000 <span style="color: blue;">✓</span>
65070 Bike Patrol-Supplies	\$200	\$3,200 <span style="color: green;">↑</span>
65071 Tobacco Prevention	\$2,000	\$2,000 <span style="color: blue;">✓</span>
65100 Reserves	\$1,500	\$1,500 <span style="color: blue;">✓</span>
65102 Investigation	\$2,000	\$2,000 <span style="color: blue;">✓</span>
65130 Computer Supply	\$4,000	\$4,000 <span style="color: blue;">✓</span>
Total:	<b>\$1,095,344</b>	Total: <b>\$1,254,694</b> <span style="color: green;">↑</span>

Fiscal 2025

<b>Oelwein Police Department</b>					
<b>Animal Control</b>					
<b>001-1900-</b>					
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			<b>Approved</b>		<b>Proposed</b>
	<b>Line item</b>		<b>2023-2024</b>		<b>2024-2025</b>
	65060 Office		\$100		\$100 ✓
	64250 Animal Control		\$3,600		\$3,600 ✓
	64950 Contracts		\$2,500		\$2,500 ✓
	65070 Supplies		\$100		\$100 ✓
		Total:	<b>\$6,300</b>	Total:	<b>\$6,300</b> ✓
	Fiscal 2025				

<b>Oelwein Police Department</b>					
<b>Magistrate</b>					
<b>001-1220-</b>					
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			<b>Approved</b>		<b>Proposed</b>
	<b>Line item</b>		<b>2023-2024</b>		<b>2024-2025</b>
	63730 Communications		\$100		\$100 ✓
	64950 Contracts		\$5,400		\$5,400 ✓
	65060 Office Supplies		\$100		\$100 ✓
		Total:	<b>\$5,600</b>	Total:	<b>\$5,600</b> ✓
	Fiscal 2025				

City of Oelwein, Iowa  
 Capital Improvements Program  
 FY 2025 through FY 2029  
**OELWEIN DEPARTMENT**

**TOTAL**

Police	Project Number	FY 2025	FY2026	FY2027	FY2028	FY2029	FY25 to FY28
Police Server Replacement		\$30,000.00					\$30,000.00
Car Computer, Car/Body Camera Replacement				\$25,000.00	\$25,000.00	\$25,000.00	\$75,000.00
Vehicle Replacement		\$68,000.00	\$68,000.00	\$70,000.00	\$71,000.00	\$72,000.00	\$349,000.00
Facility Camera				\$40,000.00			\$40,000.00
Taser Replacement			\$30,000.00				\$30,000.00
Mobile Data Control Systems			\$23,500.00				\$23,500.00
Replace Voice Stress Analyzer Computer			\$6,500.00				\$6,500.00
Lexipol Policy and Training Product		\$7,100.00	\$7,100.00	\$7,100.00	\$7,100.00	\$7,100.00	\$35,500.00
Search & Rescue Drone with FLIR (split w/FD)		\$8,000.00					\$8,000.00
Quick Deploy Ballistic Shields					\$20,000.00		\$20,000.00
Police Website Re-design		\$6,000.00					\$6,000.00
							\$0.00
							\$0.00
<b>TOTAL FOR DEPARTMENT</b>		<b>\$119,100.00</b>	<b>\$135,100.00</b>	<b>\$142,100.00</b>	<b>\$123,100.00</b>	<b>\$104,100.00</b>	<b>\$623,500.00</b>

# JUSTIFICATION REPORT

**601010 Sworn Officers:  
\$890,000**

**Increase requested.**

This proposal accounts for the approved increase in the base wages of officers and additions to contractual wage steps. Communities, counties, and state government has increased their wages and benefits in order to attract new and current law enforcement officers to their law enforcement agencies. The City of Oelwein has taken the appropriate steps to be competitive in the market and will need to constantly evaluate our position in this market in order to retain current employees and to attract new employees. The goal is not to be equal to the larger cities, but instead to have a compensation plan that retains current employees, while being competitive with other agencies.

Oelwein Police Department Sworn Staff Wage Compilation					
Position	Hourly Wage	Annual Base Wage	Holiday	Overtime	Total
Patrolman - 126	\$30.65	\$63,752.00			\$66,506.00
Patrolman - 123	\$30.65	\$22,068.00	\$1,533.00	\$1,221.00	\$24,822.00
Patrolman - 123	\$32.49	\$44,186.40			\$44,186.40
Patrolman - 130	\$32.49	\$67,579.20	\$1,625.00	\$1,221.00	\$70,425.20
Patrolman - 129	\$32.49	\$67,579.20	\$1,625.00	\$1,221.00	\$70,425.20
Patrolman - 128	\$32.49	\$67,579.20	\$1,625.00	\$1,221.00	\$70,425.20
Patrolman - 125	\$33.80	\$70,304.00	\$1,690.00	\$1,221.00	\$73,215.00
Patrolman - 124	\$35.52	\$73,881.60	\$1,776.00	\$1,221.00	\$76,878.60
Second Lieutenant	Salary	\$83,047.12	N/A	N/A	\$83,047.12
Second Lieutenant	Salary	\$83,047.12	N/A	N/A	\$83,047.12
Captain	Salary	\$100,454.38	N/A	N/A	\$100,454.38
Chief	Salary	\$122,505.76	N/A	N/A	\$122,505.76
Shift Differential	\$0.25	Multiplied by average of 24 hours per day (rated by number of officers working those hours) = \$10.50 per day	\$10.50 x 365		\$3,833.00
Hiring Bonus - Certified					\$3,000.00
Funding credited from Animal Control Services		\$3,600.00			-\$3,600.00
Grand Total:					\$889,170.98

**60110 Non-sworn Staff:  
\$ 224,102.00**

**Increase requested.**

With the return of operating a dispatch center, comes the return of increased costs. However, this increase in cost is still less than what the county planned to charge our community for services that our community was not satisfied with. This proposal represents a 3% increase in wages, which is still below the inflationary rate nationwide.

Oelwein Police Department Non-Sworn Staff Wage Compilation						
Position	Hourly Wage	Annual Base Wage	Longevity	Holiday	Overtime	Total
Communications	\$22.23	\$23,119.20	\$0.00	\$520.00	\$950.00	\$24,589.20
Step increase	\$22.86	\$23,774.40	\$0.00	\$530.00	\$950.00	\$25,254.40
Communications	\$22.23	\$23,119.20	\$0.00	\$520.00	\$950.00	\$24,589.20
Step increase	\$22.86	\$23,774.40	\$0.00	\$530.00	\$950.00	\$25,254.40
Communications	\$23.13	\$48,110.40	\$998.00	\$1,178.00	\$1,860.00	\$52,146.40
Communications	\$24.45	\$50,856.00	\$998.00	\$1,178.00	\$1,860.00	\$54,892.00
Part-time - Regular	\$23.13	\$13,878.00		\$270.00	\$0.00	\$14,148.00
Part-time fill in	\$23.13	\$5,551.20		\$0.00	\$0.00	\$5,551.20
Shift Differential	\$0.25			\$3.50 x 365		\$1,277.50
Multiplied by average of 14 hours per day (pro-rated by number of comm operators working those hours) = \$3.50 per day						
Less OFD Salary-Other Line						-\$3,600.00
Grand Total:						\$224,102.30

<b>61810</b>	<b>Uniforms</b> <b>\$5,000.00</b>	<b><u>No increase requested</u></b> Clothing for law enforcement officers & communications operators: 11 sworn officers, 5 operators. By contract, officers receive \$450.00 per year. This is a mandated total of \$5,450.00. There is a potential of additional exposure, by contract, for the replacement of damaged items. In addition, patches for uniforms, awards, etc... come out of this line item. The initial start-up expense for a new officer is approximately \$2,000.00.
<b>61990</b>	<b>Personnel</b> <b>\$16,000.00</b>	<b><u>No increase requested</u></b> Training costs, hiring a new officer/dispatch expense and contractual obligations. Training, lodging, meals, professional journals, other personal charges. With the increase in state mandated training, this line will need to have incremental increases.
<b>63100</b>	<b>Building</b> <b>\$ 4,000.00</b>	<b><u>No increase requested</u></b> General building and grounds maintenance, repairs and up-grade. maintain the system.
<b>63310</b>	<b>Vehicle</b> <b>\$32,000.00</b>	<b><u>No increase requested</u></b> Police vehicle maintenance, oil, fuel, repairs, parts, tires & equipment for vehicles. Cost of goods and fuel has increased significantly.
<b>63510</b>	<b>Radio Repairs</b> <b>\$1,500.00</b>	<b><u>No increase requested</u></b> Installation of radio equipment and radio software.
<b>63730</b>	<b>Communications</b> <b>\$12,000.00</b>	<b><u>Increase requested.</u></b> RingCentral fees. The balance of the telephone and internet fees for the police department are covered under a grant until the year 2029.
<b>63750</b>	<b>Cellular/Paging</b> <b>\$1,500.00</b>	<b><u>Decrease requested</u></b> Purchase air time for cellular phones for Administration and Captain/Lieutenant. Repair/replacement of equipment. This line historically provided for the monthly wireless air-cards, to allow for mobile data computing in cars and also to allow for patrol car location tracking. Grant funds received have allowed for much of this area to be paid for until the year 2029.
<b>63810</b>	<b>Utilities</b> <b>\$16,000.00</b>	<b><u>No Increase requested</u></b> Electric, Gas, Water & Sewer
<b>64080</b>	<b>Insurance Claims</b> <b>\$00,000.00</b>	<b><u>No Increase requested</u></b> Expenses associated with insurance claims for property damage.



**64090 Janitorial:**  
**\$6,000.00**

**No Increase requested**

Covers the contract for janitorial services plus other maintenance and building supplies.

**64110 Legal Expense**  
**\$ 500.00**

**No Increase requested**

Attorney fees for labor law matters. We have been fortunate to have not had the need for this in recent times but there is a need to maintain this line for unexpected labor legal matters.

**64300 Abatement/Impound**  
**\$1,500.00**

**Decrease requested**

To cover expense of impounding nuisances and criminal impounds.

**64910 Teletype**  
**\$5,570.00**

**No Increase requested**

- o Data usage charges from Iowa D.P.S. **\$5,566.08**  
Our rate is estimated to be \$463.84 per month.

**64950 Contracts**  
**\$14,322.00**

**Decrease requested**

Services contracted by Oelwein Police

- Shield (Records Database)  
\$ 6,925.00 Paid annually.
- Copy Machine Maintenance Agreement  
\$ 800.00  
-- Covers maintenance & toner.
- \$ 2,058 for annual G-Suite business email.
- \$ 1,395 Annual licensing for mobile routers
- \$ 1,260 Spring/Summer/Fall treatment of grounds
- \$ 960 Quarterly and annual sprinkler inspections
- \$ 699 Annual Fitness Tracker for officers
- \$ 225 Annual Building Surveillance software support

**64080 Equipment**  
**\$8,000.00**

**No Increase requested**

This proposal provides the necessary funds to maintain equipment replacement for the department.

- o Equipment for police officers & police operations
- o Ammunition for training
- o Equipment/items utilized for mandated training and recertification.

**65060 Office Supplies**  
**\$4,000.00**

**No increase requested**

This line is for supplies used within the office areas of the Police Department. (Ie: forms ordered for police use, paper, forms, postage, pens). We plan to continue to replace office furniture, as needed.

**65070 Bike Patrol**  
**\$3,200.00**

**No increase requested**

Replace 15-year-old bike. Training and equipment for bicycle patrol. Staffing level now allows for renewed utilization of bike patrol.

**65071 Tobacco Prevention**  
**\$2,000.00**

*No increase requested*

This line item receives its revenue from the tobacco compliance checks that we perform and the tobacco fees.

**65100 Reserves**  
**\$1,500.00**

*No Increase requested*

o Uniforms, training & equipment

**65102 Investigation**  
**\$2,000.00**

*No Increase requested*

Evidence examination, funds for drug investigations, evidence collection items & other investigation needs; come out of this line. This proposal returns this line item to previously allocated amounts to ensure that evidence collection supplies can be maintained. Covers the monthly cost of investigative cameras.

**65130 Computer Supplies**  
**\$4,000.00**

*No increase requested.*

Supplies used on the police in-house computer, ribbons, printer cartridges, cable. Upgrading of existing equipment. Replace aging computers.



# Budget Totals



Police Line Item Proposal	\$1,254,694
Capital Outlay	\$119,100
Animal Control	\$6,300
<b>Total:</b>	<b>\$1,380,094</b>



Magistrate Budget Proposal	\$5,600
<b>Total:</b>	<b>\$5,600</b>

Fiscal 2025

# City of Oelwein

## Capital Improvement Program Detail Sheet



**Department: Police**

**Project Title: Search & Rescue Drone "Fly the Friendly Skies"**

Project Number:	Project Start Date: 7/1/2024
GL Number:	Completion Date: 11/01/2024
Funding Source(s): Franchise	Project Location

FY25	FY26	FY27	FY28	FY29	Total
<b>\$8,000</b>					<b>\$8,000</b>

**Project Description:**

The Oelwein Police Department has utilized a standard drone for surveying crime scenes, conducting pre-operation assessments, reviewing traffic accident scenes, looking for suspects, and assisting other city departments. The present drone that is utilized was donated by an officer and has seen its better days. This project would seek to acquire a more durable drone that also allows for thermal imagery. The cost of the drone would be split between the public safety departments as both agencies have a use for the device. This device can additionally be utilize to locate missing children and the elderly. The device will also allow officers to safely search for suspects that have fled law enforcement and allow the fire department to assess fire scenes during and after an incident.



**Budget Approval**

FY25 \_\_\_\_\_ FY26 \_\_\_\_\_ FY27 \_\_\_\_\_ FY28 \_\_\_\_\_ FY29 \_\_\_\_\_

# City of Oelwein

## Capital Improvement Program Detail Sheet



**Department: Police**

**Project Title: Lexipol Policy and Training Program**

Project Number:	Project Star Date: 7/1/2024
GL Number:	Completion Ongoing
Funding Source(s): Franchise	Project Location P. D. Facility

FY25	FY26	FY27	FY28	FY29	Total
\$7,100	\$7,100	\$7,100	\$7,100	\$7,100	\$35,500

**Project Description:**

The Oelwein Police Department, back in 1990, was the smallest police department to ever be accredited. That accreditation was allowed to expire, in the mid-90's, due to cost at the tiime. Law enforcement, each day, is faced with various court rulings or actions that impact how the job is performed. This project allows for a complete policy and procedures revision that includes legally tested policies that are specific to the state of Iowa. In addition, it provides officers with daily training bulletins to keep them current on policy and court rulings. This in turn reduces errors and also litigation. This software will provide supervisors with legally defensible documentation of each employees training and understanding of the department's policy. The City's relationship with EMC Insurance allows us to receive a 10% discount plus a 10% premium discount.

**Budget Approval**

FY25 \_\_\_\_\_ FY26 \_\_\_\_\_ FY27 \_\_\_\_\_ FY28 \_\_\_\_ FY29 \_\_\_\_\_

# City of Oelwein

## Capital Improvement Program Detail Sheet



**Department: Police**

**Project Title: "I'll be your server for the evening....."**

Project Number:	Project Start Date: 7/1/2024
GL Number:	Completion Date: Ongoing
Funding Source(s): Franchise	Project Location

FY25	FY26	FY27	FY28	FY29	Total
\$30,000	\$	\$	\$	\$	\$30,000

**Project Description:**

The Oelwein Police Department server provides a number of functions for the department. The current server, acquired in 2016, acts as a main server and has evolved into being segregated into four virtual servers for all department operations. The server stores police report records, body camera/car camera video, building surveillance video, department records management system, and processes the state/federal criminal history records system. This seven year old server experienced on main hard drive failure in the summer of 2023. The current server is out of warranty and operating on an older platform. The department has funded some upgrades over the years, however, we have been advised by our I.T. firm that we have maximized the use and life of this device. They have provided the recommendation to replace as soon as reasonably possible.



**Budget Approval**

FY25 \_\_\_\_\_ FY26 \_\_\_\_\_ FY27 \_\_\_\_\_ FY28 \_\_\_\_\_ FY29 \_\_\_\_\_

# City of Oelwein Capital Improvement Program Detail Sheet



**Department: Police**

**Project Title: "Dude, where's my car?"**

Project Number:	Project Start Date: 7/1/2024
GL Number:	Completion Date: Ongoing
Funding Source(s): Franchise	Project Location

FY25	FY26	FY27	FY28	FY29	Total
\$68,000	\$68,000	\$70,000	\$71,000	\$72,000	\$349,000

**Project Description:**

Annual replacement of a patrol vehicle. These vehicles endure many miles annually and that doesn't take into consideration the tens of thousand of "run time" hours. There is a specific need to maintain a vehicle rotation plan. Our present system has reduced vehicle maintenance costs. It is imperative that we maintain a rotation plan to continue to see costs savings on maintenance and future acquisition. In recent years, we have seen a reduction in vehicle line expenses, due to the return to a regular vehicle rotation. The reduction in maintenance costs aided us in maintaining or slightly increasing the overall vehicle maintenance line, despite the significant increases in fuel costs. This cost estimate covers vehicle purchase, some lighting replacement & equipment install. The newly acquired hybrid police package vehicles have allowed for a fuel savings. We would anticipate continuing down this path.



**Budget Approval**

FY25 \_\_\_\_\_ FY26 \_\_\_\_\_ FY27 \_\_\_\_\_ FY28 \_\_\_\_\_ FY29 \_\_\_\_\_

# City of Oelwein

## Capital Improvement Program Detail Sheet



**Department: Police**

**Project Title: [www.weneedanewlook.org](http://www.weneedanewlook.org)**

Project Number:	Project Start Date: 7/1/2024
GL Number:	Completion Date: 10/01/2024
Funding Source(s): Franchise	Project Location

FY25	FY26	FY27	FY28	FY29	Total
\$6,000					\$6,000

**Project Description:**

The Oelwein Police Department has utilized a department website to provide pertinent information to the public and to provide press releases to media since approximately 2003. The department last performed a major update to the overall website in 2009. The department also utilizes the website for recruitment and ordinance information for community members. The uniqueness of the website has received significant praise from other agencies, communities, and community members.



**Budget Approval**

FY25 \_\_\_\_\_ FY26 \_\_\_\_\_ FY27 \_\_\_\_\_ FY28 \_\_\_\_\_ FY29 \_\_\_\_\_



# OELWEIN FIRE DEPARTMENT



**PROPOSED FISCAL BUDGET  
FISCAL YEAR: 2025**

**Jeremy P. Logan  
Public Safety Chief**

OELWEIN FIRE DEPARTMENT  
2025 BUDGET PROPOSAL

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Oelwein Fire Department

001-1500-

↑ symbol displays an increase in this line ↓ symbol displays a decrease in this line. ✓ symbol displays no increase or decrease in this line.

			<b>Approved</b>		<b>Proposed</b>
	<b>Line item</b>		<b>2023-2024</b>		<b>2024-2025</b>
60100	Salary		\$3,000		\$3,000 ✓
60110	Salary (Other)		\$3,600		\$3,600 ✓
61810	Uniform		\$10,000		\$9,000 ↓
61990	Personnel Expense		\$6,000		\$6,000 ✓
63100	Building		\$10,000		\$9,000 ↓
63310	Vehicle		\$10,000		\$10,000 ✓
63520	Warning Siren Repairs		\$500		\$500 ✓
63730	Communications		\$3,000		\$1,000 ↓
63810	Utilities		\$8,000		\$8,000 ✓
64950	Contracts		\$6,850		\$6,850 ✓
65041	Equipment		\$43,000		\$40,000 ↓
65060	Office Supplies		\$750		\$750 ✓
69045	Trans to Oel Vol Fire Dept		\$11,001		\$11,001 ✓
		<b>Total:</b>	<b>\$115,701</b>	<b>Total:</b>	<b>\$108,701 ↓</b>
	Fiscal 2025				

City of Oelwein, Iowa  
 Capital Improvements Program  
 FY 2025 through FY 2029  
**OELWEIN FIRE DEPARTMENT**

							<b>TOTAL</b>
Fire	Project Number	FY 2025	FY2026	FY2027	FY2028	FY2029	FY24 to FY28
SCBA Bottles - Masks - Air Packs						\$32,000.00	\$32,000.00
Hose Replacement		\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$17,500.00
Turnout Gear Replacement (four annually)		\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00	\$13,500.00	\$65,500.00
Search & Rescue Drone with FLIR (split w/PD)		\$8,000.00					\$8,000.00
Space needs/feasibility study - FD/City Hall Building - (split with City Hall)		\$10,000.00					\$10,000.00
Roof repairs		\$11,000.00					\$11,000.00
							\$0.00
							\$0.00
							\$0.00
<b>TOTAL FOR DEPARTMENT</b>		<b>\$45,500.00</b>	<b>\$16,500.00</b>	<b>\$16,500.00</b>	<b>\$16,500.00</b>	<b>\$49,000.00</b>	<b>\$144,000.00</b>

## JUSTIFICATION REPORT

Item 3.

<b>601010 Salary</b> <b>\$3,000.00</b>	<b><i>No increase requested</i></b> This proposal accounts for the approved annual one-time benchmark payment to the Public Safety Chief.
<b>60110 Salary - Other</b> <b>\$3,600.00</b>	<b><i>No increase requested</i></b> This proposal accounts for 7% of the wage paid to the Police Administrative Assistant for data entry, inventory tracking, and miscellaneous task assignment associated with the fire department.
<b>61810 Uniforms</b> <b>\$ 9,000.00</b>	<b><i>Decrease requested</i></b> Clothing allowance to reimburse members for wear and tear on their personal clothing/gear during training and fire incidents. This reimbursement is measured by policy through a flat-rate reimbursement multiplied by the number of meetings, drill, and incidents attended. Ie., Attendance at a Fire Call or Drill \$4.00 Attendance at a Meeting \$2.00 Attendance is calculated from November 1 through October 31 <sup>st</sup> with payment made to individuals at the end of November.
<b>61990 Personnel</b> <b>\$6,000.00</b>	<b><i>No increase requested</i></b> Training costs, certification of new fire volunteers, breathing fit test and physical fitness certification.
<b>63100 Building</b> <b>\$ 9,000.00</b>	<b><i>Decrease requested</i></b> General building and grounds maintenance, repairs and up-grade. The building is in need of several repairs and maintenance items. The plan is to progressively and systematically attend to those items over a three-year period and evaluate effectiveness.
<b>63310 Vehicle</b> <b>\$10,000.00</b>	<b><i>No increase requested</i></b> Fire vehicle maintenance, oil, fuel, repairs, parts, tires & equipment for vehicles.
<b>63520 Warning Siren Repairs</b> <b>\$500.00</b>	<b><i>No increase requested</i></b> Batteries and maintenance on the Early Warning Siren System.
<b>63730 Communications</b> <b>\$1,000.00</b>	<b><i>Decrease requested</i></b> Telephone & Internet for the Fire Department facility.
<b>63810 Utilities</b> <b>\$8,000.00</b>	<b><i>No increase requested</i></b> Electric, Gas, Water & Sewer

**64950 Contracts**  
**\$6,850.00**

No increase requested.

Services contracted by the Oelwein Fire Department

- American Test Center – Ladder Inspections  
\$ 1,106.00
- Midwest Breathing Air LLC – Air bottle refill test  
\$ 1,280.00
- Feld Fire Apparatus – Contracted Apparatus Maintenance –  
Each year, one of the two fire engine apparatus will receive a complete preventive maintenance and the other will receive the service in opposite years.  
\$ 1,010.00  
Annual NFPA Pump Test @ \$250.00 x 4  
\$ 1,000.00  
Aerial will receive service alternating years – Next service FY26 (\$1,200.00)  
Rescue/Tanker service alternate each year  
\$ 750.00  
Mobile Service Costs  
\$ 600.00  
\$3,360.00
- Janitorial Contract – Clean meeting space, work space, and truck bay floor two times per month. Clean windows and doors spring and fall.  
\$1,104.00

**64080 Equipment**  
**\$40,000.00**

Decrease requested

This proposal provides the necessary funds to maintain/replace equipment for the department.

- o Equipment for firefighters & fire operations
- o Equipment/items utilized for mandated training and recertification.

**65060 Office Supplies**  
**\$750.00**

No increase requested

This line is for supplies used within the office areas of the Fire Department. (Ie: forms ordered for fire use, paper, postage, general supplies).

**69045 Trans to Oelwein Volunteer Fire Department**  
**\$11,001.00**

No Increase requested

Monthly fee paid to volunteer fire account for services provided by the collective group.

# Budget Totals

Item 3.

Fire Line Item Proposal \$108,701

Capital Outlay \$45,500

**Sub-Total:** \$154,201

Volunteer Comp Fund Expense #167-1500-65041 \$15,000

**Total:** \$169,201

Fiscal 2025

# City of Oelwein

## Capital Improvement Program Detail Sheet



**Department: Fire**

**Project Title: Search & Rescue Drone "Fly the Friendly Skies"**

Project Number:	Project Start Date: 7/1/2024
GL Number:	Completion Date: 11/01/2024
Funding Source(s): Franchise	Project Location

FY25	FY26	FY27	FY28	FY29	Total
<b>\$8,000</b>					<b>\$8,000</b>

**Project Description:**

The Oelwein Police Department has utilized a standard drone for surveying crime scenes, conducting pre-operation assessments, reviewing traffic accident scenes, looking for suspects, and assisting other city departments. The present drone that is utilized was donated by an officer and has seen its better days. This project would seek to acquire a more durable drone that also allows for thermal imagery. The cost of the drone would be split between the public safety departments as both agencies have a use for the device. This device can additionally be utilize to locate missing children and the elderly. The device will also allow officers to safely search for suspects that have fled law enforcement and allow the fire department to assess fire scenes during and after an incident.



**Budget Approval**

FY25 \_\_\_\_\_ FY26 \_\_\_\_\_ FY27 \_\_\_\_\_ FY28 \_\_\_\_\_ FY29 \_\_\_\_\_



# City of Oelwein Capital Improvement Program Detail Sheet



**Department: Fire**

**Project Title: Hey - Hoser.....**

Project Number:	Project Star Date: 7/1/2024
GL Number:	Completion Ongoing
Funding Source(s): Franchise	Project Location Fire Dept.

FY25	FY26	FY27	FY28	FY29	Total
\$3,200	\$3,500	\$3,500	\$3,500	\$3,500	\$17,200

**Project Description:**

The Oelwein Fire Department intends to annually replace at approximately 800 to 1,000 feet of fire hose. This critical equipment sees a lot of use causing wear and tear. Failure of a hose during fire suppression can result in a loss of structure, but more importantly failure of a hose during fire suppression can result in the loss of life to our fire members or community members.



**Budget Approval**

FY25 \_\_\_\_\_ FY26 \_\_\_\_\_ FY27 \_\_\_\_\_ FY28 \_\_\_\_\_ FY29 \_\_\_\_\_

# City of Oelwein Capital Improvement Program Detail Sheet



**Department: Fire**

**Project Title: Raise the Roof!**

Project Number:	Project Star Date: 7/1/2024
GL Number:	Completion 09/30/2024
Funding Source(s): Franchise	Project Location Fire Dept.

FY25	FY26	FY27	FY28	FY29	Total
\$11,000					\$11,000

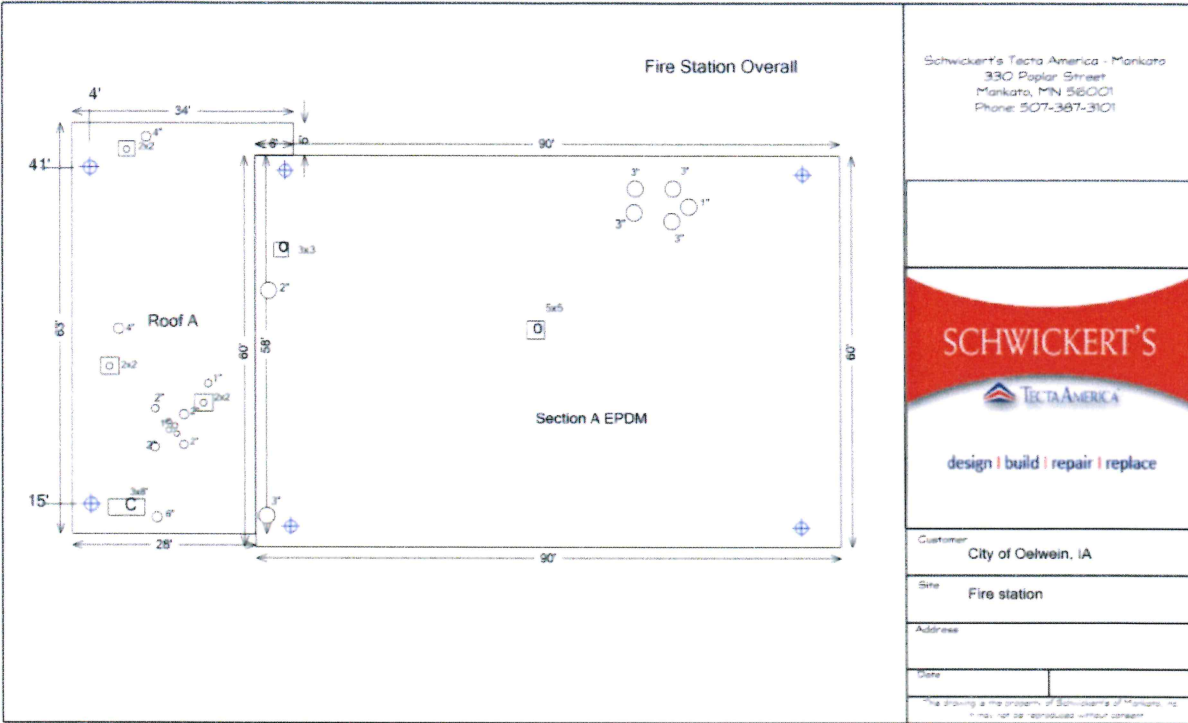
**Project Description:**

The Oelwein Fire Department roof is inspected annually. The recent roof report shows areas of continued deterioration and outlines the areas necessary to sustain the life of the roof. Various areas of the roof have been repaired over the past couple of years. The current report provides further steps that are necessary to maintain a leak free roof. Long-term plans should include, should the department remain in this facility, a completely new roof, you know, so we don't end up like the library..... The report is included in this proposal.



**Budget Approval**

FY25 \_\_\_\_\_ FY26 \_\_\_\_\_ FY27 \_\_\_\_\_ FY28 \_\_\_\_\_ FY29 \_\_\_\_\_



Schwickert's Tecta America - Mankato  
 330 Poplar Street  
 Mankato, MN 56001  
 Phone: 507-387-3101



Customer	City of Oelwein, IA
Site	Fire station
Address	
Date	
<small>This drawing is the property of Schwickert's of Mankato, Inc. It may not be reproduced without consent.</small>	

**PRIORITY - B REPAIRS**
**\$3,480.00**

<https://tectatracker.com/w64635>
**Section A : \$ 2,055.00**

- **Repair #2** (Open Corner(s) or Side Lap(s)) -Base flashing voids, splits or open side laps will be repaired using compatible Single-Ply materials and repair procedures in compliance with membrane manufacturer's recommendations and/or current industry standards. (Approximately 42 LF)

**Section B : \$ 1,425.00**

- **Repair #1** (Open Corner(s) or Side Lap(s)) -Base flashing voids, splits or open side laps will be repaired using compatible Single-Ply materials and repair procedures in compliance with membrane manufacturer's recommendations and/or current industry standards. (Approximately 26 LF)

**PRIORITY - C REPAIRS**
**\$6,935.00**

<https://tectatracker.com/ve64635>
**Section A : \$ 6,935.00**

- **Repair #1** (Defective or Missing Protective Layer) -Install new protective layer to protect existing membrane. (Approximately 94 EA)

Section A



**Section A - Deficiency #1**  
Missing slip sheets under each brick mount



**Section A - Deficiency #1**  
Missing slip sheets under each brick mount



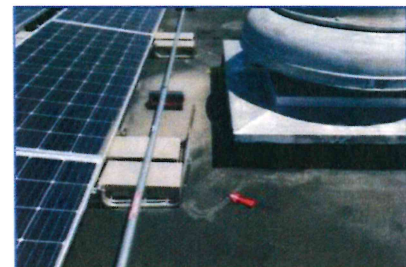
**Section A - Deficiency #1**  
Missing slip sheets under each brick mount



**Section A - Deficiency #2**  
Void in patches



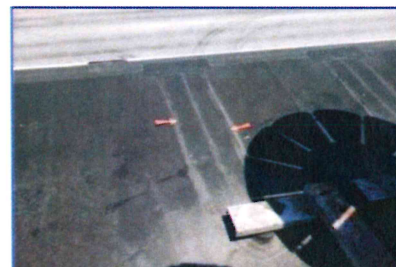
**Section A - Deficiency #2**  
Void in patches



**Section A - Deficiency #2**  
Void in patches



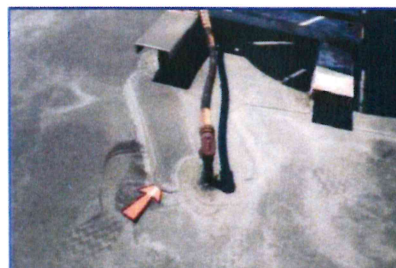
**Section A - Deficiency #2**  
Void in patches



**Section A - Deficiency #2**  
Void in patches



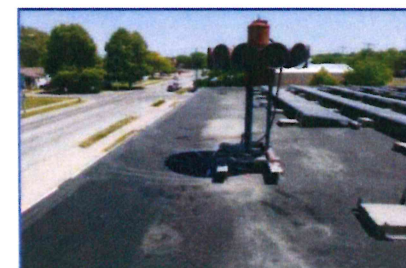
**Section A - Deficiency #2**  
Void in patches



**Section A - Deficiency #2**  
Void in patches



**Section A - Deficiency #2**  
Void in patches



**Section A - Deficiency #2**  
Void in patches

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**Section B**

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**Section B - Deficiency #1**  
Voided patches over slices



**Section B - Deficiency #1**  
Voided patches over slices



**Section B - Deficiency #1**  
Voided patches over slices



**Section B - Deficiency #1**  
Voided patches over slices



ROOF MAINTENANCE & REPAIR PROPOSAL

CITY OF OELWEIN'S INVESTMENT

CONTRACT SUM: Schwickert's Tecta America, by and through its subsidiaries and affiliates, shall perform the Work for ten thousand four hundred fifteen dollars (\$10,415.00) in current funds, and if this Proposal is accepted by the Owner, Owner shall pay said sum as provided herein.

Total price including labor, materials, supplies & tax	\$10,415.00
<b>TOTAL PROJECT COST</b>	<b>\$10,415.00</b>

If this proposal is accepted by Owner, Owner shall pay said sum as provided herein.

The proposal sum indicated assumes all deficiencies are selected to be repaired. If all deficiencies are not accepted for repair and client/owner authorizes select deficiencies, contact Tecta America for pricing revisions.

This proposal is subject to revision or withdrawal by Tecta America until communication of acceptance. This proposal expires **thirty (30) days** after the date stated above, if not earlier accepted, revised or withdrawn.

Customer warrants he/she has personally read and understands the terms and conditions on the following page(s) of this proposal, and that any contract between the parties is subject to these terms and conditions.

The undersigned hereby accepts this Proposal, and agrees that this writing shall be a binding contract and authorizes Schwickert's Tecta America to proceed with the Work.

Owner/Customer:

Schwickert's Tecta America

By: \_\_\_\_\_

By: \_\_\_\_\_

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

Name: **Dan Schefers**

Title: \_\_\_\_\_

Position: **Roofing Services Manager**

Date: \_\_\_\_\_

Date: \_\_\_\_\_



# TECTATRACKER

## TERMS & CONDITIONS

## ROOF MAINTENANCE & REPAIR PROPOSAL

1. These terms and conditions relate to the services being performed as described herein. If this work is being performed in accordance with a Master Agreement, then the terms and conditions of the master agreement will take precedence.

2. **Nature of Work.** Schwickert's Tecta America ("Tecta") shall furnish the labor and material to perform the work described herein. Tecta does not provide engineering, consulting or architectural services. Tecta is not responsible for location of roof drains, adequacy of drainage, ponding on the roof or structural conditions.

3. **Commencement of Work.** Customer warrants that the structures on which Tecta is to work are in sound condition and capable of withstanding normal activities of roofing construction, equipment and operations. Tecta's prosecution of the work indicates only that the surface of the deck appears satisfactory to Tecta to attach roofing materials.

4. **Availability of Site.** Tecta shall be provided with direct access to the work site for the passage of trucks and materials and direct access to the roof.

5. **Asbestos and Toxic Materials.** This Work is based on Tecta not coming into contact with asbestos-containing or toxic materials. Tecta shall be entitled to reasonable compensation for all additional expenses incurred as a result of the presence of asbestos-containing or toxic materials at the work site. Customer agrees to indemnify Tecta from and against any liability, damages, losses, claims, demands or citations arising out of the presence of asbestos or toxic materials at the work site.

6. **Payment.** Unless stated otherwise on the face of this Work Order, Customer shall pay the invoiced amount within ten (10) days of receipt of the invoice. If completion of the Work extends beyond one month, Customer shall make monthly progress in accordance with the billed invoices. All sums not paid when due shall earn interest at the rate of 1-1/2% per month. Tecta shall be entitled to recover from Customer costs of collection, including attorney's fees, resulting from Customer's failure to make proper payment when due.

7. **Back charges.** No back charges or claims for payment of services or materials and equipment furnished by Customer to Tecta shall be valid unless previously authorized in writing by Tecta and unless written notice is given to Tecta within five (5) days of the event, act, or omission which is the basis of the back charge.

8. **Insurance.** Tecta shall carry worker's compensation, and commercial general liability insurance. Tecta will furnish a Certificate of Insurance, evidencing the types and amounts of its coverage's upon request. Moneys owed to Tecta shall not be withheld by reason of any damage or claim against Tecta covered by liability or property damage insurance maintained by Tecta.

9. **Interior Protection.** Customer acknowledges that roof work on an existing building may cause disturbance, dust or debris to fall into the interior. It is the customer's responsibility to remove

or protect property directly below the roof in order to minimize potential interior damage. Customer agrees to hold Tecta harmless from claims of tenants who were not so notified and did not provide protection.

10. **Fumes and Emissions.** Customer acknowledges that odors and emissions from roofing products may be released and noise will be generated as part of the roofing operations to be performed by Tecta. Customer shall be responsible for interior air quality, including controlling mechanical equipment, HVAC units, intake vents, wall vents, windows, doors and other openings to prevent fumes and odors from entering the building. Customer is aware that roofing products emit fumes, vapors and odors during the application process. Some people are more sensitive to these emissions than others. Customer shall hold Tecta harmless from claims from third parties relating to fumes and odors that are emitted during the normal roofing process.

11. **Warranty.** Tecta's work will be warranted by Tecta in accordance with its standard warranty, no other portions of the roof is warranted with the exception of those roofs still under a manufacturer's warranty. Tecta shall only be liable for work it has been specifically asked to perform. Tecta is not liable for the entire roof. Tecta is not guaranteeing any other areas of the roof beyond those it specifically repaired. Tecta is not responsible for any work performed by anyone or any company other than Tecta.

12. **Existing Conditions.** Tecta is not responsible for leakage due to the existing conditions of the roof or other portions of the building that have not yet been repaired by Tecta. While every attempt has been made by Tecta to resolve the leak condition, the roof may be experiencing numerous leak conditions and Tecta may be required to return to the roof to resolve these unforeseen conditions. Customers shall hold Tecta harmless for these unforeseen additional leak conditions. Tecta's warranty and liability only extends to the work performed by Tecta.

13. **Mold.** Tecta is committed to acting promptly so that roof leaks are not a source of potential interior mold growth. The Customer is responsible for monitoring any leak areas and for indoor air quality. Tecta is not responsible for indoor air quality. Customer shall hold harmless and indemnify Tecta from claims due to indoor air quality and resulting from water intrusion into the building. Customer agrees to indemnify and hold harmless Tecta from claims brought by tenants and third parties arising from mold growth.

14. **Indemnification.** To the fullest extent permitted by law, Tecta shall indemnify and hold harmless the customer, and all of their agents, officers, directors, and employees from and against all claims, damages, and losses directly caused by Tecta's work under this Work Order provided that any such claim, damage, loss or expense is caused in whole or in part, and only to the extent from a negligent act or omission of Tecta or anyone for whose work Tecta is responsible under this contract. **In no event shall such liability include indirect, incidental, special, exemplary, punitive, unmitigated, or consequential damages.**



# City of Oelwein

## Capital Improvement Program Detail Sheet



**Department: Fire**

**Project Title: So Much Room For Activities.....**

Project Number:	Project Star Date: 7/1/2024
GL Number:	Completion 11/30/2024
Funding Source(s): Franchise	Project Location Fire Dept.

FY25	FY26	FY27	FY28	FY29	Total
\$10,000					\$10,000

**Project Description:**

If you fail to plan, you plan to fail. The time has come for the city to begin exploring facility options for the Oelwein Fire Department. While the Oelwein City Council has been generous in providing funding for updates to the facility the past couple of years, the 54 year old building is located within a flood plain and directly adjacent to a railroad viaduct that restricts and hinders response times to nearly half of the community. The three main fire suppression apparatus for the department do not fit through the viaduct. Additionally, heavy rains have damaged the facility in the past and also hinders response abilities due to this area and nearby roadways flooding. This proposal provides for either a stand-alone space needs study for a new fire facility in the future, or provides a shared cost approach for the consideration of a joint fire/city hall facility.



**Budget Approval**

FY25 \_\_\_\_\_ FY26 \_\_\_\_\_ FY27 \_\_\_\_\_ FY28 \_\_\_\_\_ FY29 \_\_\_\_\_

# City of Oelwein Capital Improvement Program Detail Sheet



**Department: Fire**

**Project Title: My Jacket Matches My Pants.....**

Project Number:	Project Star Date: 7/1/2024
GL Number:	Completion Ongoing
Funding Source(s): Franchise	Project Location Fire Dept.

FY25	FY26	FY27	FY28	FY29	Total
\$13,000	\$13,000	\$13,000	\$13,000	\$13,500	\$17,500

**Project Description:**

The Oelwein Fire Department, under NFPA guidelines, replaces fire members turn-out gear every 10 years for those that are active in fire suppression. In order to maintain this practice for the authorized strength of 30 members, we need to budget for three to four sets a year. This covers the rotation and also provides for the acquisition of gear for new/rotating members.



**Budget Approval**

FY25 \_\_\_\_\_ FY26 \_\_\_\_\_ FY27 \_\_\_\_\_ FY28 \_\_\_\_\_ FY29 \_\_\_\_\_



**OELWEIN POLICE DEPARTMENT  
CITY OF OELWEIN, IOWA  
MEMORANDUM**

**FROM:** Jeremy P. Logan, Chief of Police

**DATE:** September 28, 2023

**TO:** City Administrator Dylan Mulfinger

**SUBJECT: Budget Offset Plan - Police**

Consideration and research has been conducted in reference to the September 12, 2023 memo from you. That memo "Budget Cut Time", indicates that each department is to provide options to phase in budget cuts revenue streams over a three year period. The number provided for the police department is \$105,000 over three years.

As you are aware, many factors come into play when considering and making budget cuts. Most importantly is providing an efficient and effective budget for the least amount of money. Police staffing levels must meet the expectation and need of a community. The community of Oelwein has a high demand for services from a police department. Other considerations are factors outside the control of the Public Safety Chief. Some of those factors are:

- 1) Employee contract agreements. While outside the control of the Public Safety Chief, this area is certainly a necessity in order to provide effective pay and benefits to maintain staffing. The current contract calls for a 3% increase for the officers in July of 2025. This pace or greater will need to be maintained for many years in order to properly compensate officers and to be able to recruit quality new officers.
- 2) The return of dispatch operations. The City of Oelwein did not have any way to know that the county would drastically shift their billing methodology for dispatching services. The county suddenly drawing a line in the sand to increase dispatch cost from \$25,000 annually to \$140,000 annually, after the current budget was certified, created additional budgetary hardships. The city administrator and public safety chief worked aggressively to lower that expense by re-implementing a non-emergency dispatch center at the Oelwein Police Department. An important factor to recognize is that the dispatching budget falls completely on the police department budget lines. Dispatching services provided to the utilities departments, city hall, community development, and the fire department are not items in which those departments are tasked with budgeting for. hypothetically, if you estimated all of those services at 5% of dispatch time, that calculates to 10% of the desired cuts. That information is not provided as a request to have those department's budget lines contribute to dispatch services, that information is provided to provide perspective on the overall budget cut request and the significant number presented for the police department.
- 3) Ring Central - The police department worked diligently to receive grant funds that covers the expense of the monthly building internet/phone service, the monthly in-car mobile connectivity charge, back-up building internet fees and SD-Wan fees, and the annual RMS dispatch to car software fees. Those funds totaled approximately \$99,000 for fees incurred over 10 years. For simplicity, those funds are saving the City of Oelwein approximately \$10,000 per year for ten years. After those funds were received, the City of Oelwein joined the police department in an IP phone setup. The police department has been on an IP phone setup since 2014. With that project, the City of Oelwein contracted with Ring Central to provide IP phone services. A large share of those fees were shifted to the police department budgeted as non-budgeted expenses. This approximate \$12,500 annual fee is outside the control of the public safety chief. That expense has to be added into the police annual budget moving forward.



**OELWEIN POLICE DEPARTMENT  
CITY OF OELWEIN, IOWA  
MEMORANDUM**

Page 2

**SUBJECT: Budget Offset Plan - Police**

- 4) Inflation - The costs of fuel, ammunition, police equipment, and services has met or in some areas exceeding the historic increase in inflation.
- 5) Legislation - The legislature continues to add to the required in-service training of officers. This unfunded mandate impacts more than just the cost of training, but the officer time needed to complete the training and replacing that officer while they are at training.

The current city administrator has performed his job in an effective and meaningful manner. In the past seven years, the police department has received systematic budget cuts in a number of line items. In FY2018, the police budget was cut back to the FY2015 funding levels, all while still honoring the employee (officer and dispatcher) contractual pay increases annually. The administrative assistant position was eliminated from the police department and additional cuts have been made in the personnel (training), equipment, utilities, uniform supply, vehicle (maintenance/fuel), reserve officer, office supply, and computer supply lines. Those cuts have been made, even with the costs increasing in those areas. I would challenge anyone to maintain budget lines in today's times at levels from five to seven years ago, let alone budget levels that have decreased.

For the sake of this proposal, the Independence Police Department budget will be compared to the budget of the Oelwein Police Department. I recognize that the property tax base in Independence, Iowa is greater than that of Oelwein, Iowa. However, the communities are like-sized and are geographically comparable. For those reasons, Independence is a fit comparable as this demonstrates the needs of our communities to provide law enforcement services.

The Independence Police Department has an authorized officer strength of twelve officers plus a police canine.

The Oelwein Police Department has an authorized officer strength of eleven officers.

The difference in salary budget lines between the two departments is approximately the difference in wages from Independence having one more officer than Oelwein.

The Independence Police Department has one administrative assistant and contracts for dispatch services through Buchanan County.

The Oelwein Police Department now has our own dispatch center again.

The budget lines for Independence's admin assist. and dispatch contract is approximately \$25,000 more than the budget line for the Oelwein dispatch center.

The current overall budget for the Independence Police Department (\$1,251,263) is greater than the current Oelwein Police Department budget, with the unanticipated re-implentation of dispatch factored in (\$1,173,285).



**OELWEIN POLICE DEPARTMENT  
CITY OF OELWEIN, IOWA  
MEMORANDUM**

**Page 3**

**SUBJECT: Budget Offset Plan - Police**

In November of 2022, the City of Oelwein, under the guidance and operational control of the Oelwein Police Department, implemented the use of automated traffic enforcement cameras. Since the enforcement period initiated, the ATE's have demonstrated a revenue increase (11-13-2022 thru 09-25-2023), after all fees are paid to the vendor, of \$576,256. Moving forward, a conservative estimate of \$500,000 in annual revenue is expected from this safety enforcement equipment. Additionally, the Oelwein Police Department is presently in discussions with an area community that is in the process of implementing similar ATE's. The neighboring community is seeking the assistance of the Oelwein Police Department in processing the violations observed through that system. The Oelwein Police Department would receive a percentage of the revenue from those safety enforcement devices that is estimated at approximately \$110,000 annually.

The Oelwein Police Department is being tasked with cutting \$105,000 from the operational budget or increasing revenue the same over a three-year period. The following three proposals are being offered for consideration in relation to the budgetary memo provided by City Administrator Mulfinger.

- 1) The utilization of all revenues generated from providing ATE monitoring and processing for a neighboring community will cover the desired increase in revenue, or;
- 2) The utilization of \$105,000 from the \$500,000+ revenue from existing local ATE system will cover the desired increase in revenue, or;
- 3) The City of Oelwein currently has a Franchise Fee that by Iowa law can be utilized for non-salary public safety operational expenses. Shifting the costs of all non-salary police operational expenses from the General Fund line items to the Franchise Fee line items would remove approximately \$149,000 in expenses from the General Fund.

In review of the police department budget history, the budget reflects one that has been streamlined over the years, while maintaining the same number of FTE's over the past seven years and comparatively having one less FTE from the FY12 and prior budget years. While many city department's have increased in authorized personnel numbers over the years, the Oelwein Police Department has remained consistent, while fluctuating up and down, but not increasing overall numbers.

FY2012 and prior = 11 officers - 1 Administrative Assistant - 4 dispatchers	Total = 16 FTE's
FY2013-FY2016 = 10 officers - 1 Administrative Assistant - 4 dispatchers	Total = 15 FTE's
FY2017-FY2021 = 10 officers - 4 dispatchers	Total = 14 FTE's
FY2022- = 11 officers - 1 Administrative Assistant - 1 clerical	Total = 13 FTE's
FY2023- = 11 officers - 4 dispatchers	Total = 15 FTE's

In order to maintain effective and efficient public safety for the community of Oelwein, I respectfully request consideration of the options provided within this proposal.



**OELWEIN FIRE DEPARTMENT  
CITY OF OELWEIN, IOWA  
MEMORANDUM**

**FROM:** Jeremy P. Logan, Public Safety Chief

**DATE:** September 28, 2023

**TO:** City Administrator Dylan ulfinger

**SUBJECT:** Budget Offset Plan - Fire Department

Consideration and research has been conducted in reference to the September 12, 2023 memo from you. That memo "Budget Cut Time", indicates that each department is to provide options to phase in budget cuts/revenue streams over a three year period. The number provided for the fire department is \$20,000 over three years.

Approximately two and one-half years ago, the City of Oelwein contracted with a consultant to provide an in-depth review of the fire department. This review covered all operations and areas of operation involving the Oelwein Fire Department. An area of the final report to note in correlation to the task of budgetary areas for the fire department is where the report provides comparisons to the fire budget.

Two years ago, the Oelwein Fire Department had the lowest operating budget of the seven communities that responded to the survey. The difference between Oelwein, which had the lowest budget and the next lowest budget was significant as the next lowest community had a budget of \$34,000 more than Oelwein. While \$34,000 may not appear to be a significant number when cities are passing multi-million dollar budgets, when you observe that the fire department budget at that time was less than one-percent of the city's overall budget, that difference is concerning. The third lowest community had an operating budget that was nearly 60% greater than the Oelwein Fire Department with the average budget of the seven responding communities being 450% greater than the Oelwein Fire Department budget. In the subsequent year to the findings in this report, the fire department budget was decreased 3.6%.

The Oelwein Fire Department was underfunded for decades. The building infrastructure, equipment, and apparatus repair were all at issue. For the past two years, through creative funding, grant applications, and a significant amount of volunteer member hours, many of the repairs, updates, and replacements have been made. However, there is still more work to be done and failure to continually refresh, repair, and replace items will cause future issues. Further budget reductions will have an impact on operations and staffing for this department.

Should the City of Oelwein be persistent in reducing the fire department budget by \$20,000 over a three year period, I would respectfully request that the proposal on page 2 be considered. With a department that is already working with minimal funds, these reductions will have a negative impact on operations and morale, while pushing critical funding issues down the road for others to have to address.



**OELWEIN FIRE DEPARTMENT  
CITY OF OELWEIN, IOWA  
MEMORANDUM**

**Page 2**

**SUBJECT: Budget Offset Plan - Fire Department**

FY2025 = \$7,000 reduction

Uniform line	-\$ 1,000
Building line	-\$ 1,000
Communications	-\$ 2,000
Equipment line	-\$ 3,000

FY2026 = \$7,000 reduction

Uniform line	-\$ 2,000
Personnel line	-\$ 1,000
Vehicle line	-\$ 2,000
Equipment line	-\$ 2,000

FY2027 = \$6,000 reduction

Uniform line	-\$ 1,000
Personnel line	-\$ 2,000
Equipment line	-\$ 3,000

Total proposed, as requested: -\$20,000

Or;

- 2) The utilization of \$20,000 from the \$500,000+ revenue from existing local ATE system will cover the desired increase in revenue, or;
- 3) The City of Oelwein currently has a Franchise Fee that by Iowa law can be utilized for non-salary public safety operational expenses. Shifting the costs of 50% of the fire department equipment line item for FY2025 would immediately address the request to reduce the fire department budget by \$20,000 from the General Fund.