



## Agenda

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

November 12, 2019  
Oelwein, Iowa

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**Mayor:** Peggy Sherrets

**Mayor Pro Tem:** Matt Weber

**Council Members:** Renee Cantrell, Darin Christensen, Matt Derifield, Lou Ann Milks, Warren Fisk

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### Pledge of Allegiance

### Call to Order

### Roll Call

### Additions or Deletions

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

### Consent Agenda

1. Consideration of a motion approving October 28, 2019 Council Minutes

### Ordinances

2. Consideration of an Ordinance Deleting Section 22-101 of the Code of Ordinances - First Reading

### Resolutions

3. Consideration of a Resolution Approving Internal Loan and Obligating funds from the City's Central Urban Renewal Tax Revenue Fund for appropriation to the payment of the Project
4. Consideration of a Resolution Obligating funds from the Performance Rehab Subfund of the City's Central Urban Renewal Area Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation economic development tax increment payments due to be paid in the next succeeding fiscal year
5. Consideration of a Resolution Obligating funds from the Cornerstone Inn and Suites, LLC Subfund of the City's Industrial Park Urban Renewal Area Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation economic development tax increment payments due to be paid in the next succeeding fiscal year
6. Consideration of a Resolution Obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations which shall come due in the next succeeding fiscal year
7. Consideration of a Resolution Obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations which shall come due in the next succeeding fiscal year
8. Consideration of a Resolution Approving appropriation to the payment of General Obligation Bonds, Series 2016A, in Fiscal Year 2020-21
9. Consideration of a Resolution Certifying Tax Increment Finance Indebtedness in Various Districts in the City of Oelwein, Iowa

### Motions

10. Consideration of a motion to accept property located at 208 8th Avenue SW and lot adjacent to the south
11. Consideration of a motion authorizing the purchase of fitness equipment from Push-Pedal-Pull in the amount of \$12,060.00 for the Wellness Center

### Council Updates

### Mayor's Report

- A. Consideration of the reappointment of Ginger O'Connell to the Zoning Board of Adjustment
- B. Consideration of the reappointment of John Bagge and Jim Tuchscherer to the Airport Board
- C. Board and Commission Openings

**City Attorney's Report**

- A. Report

**City Administrator's Report**

- A. Admin Memo

**Adjournment**

- 2. Additional Items
- 3. Additional Items

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

# Council Proceeding Record, City of Oelwein

MATT PARBRI/T/STOKEY/KEWORTHY 1154827

## COUNCIL PROCEEDINGS

Regular Meeting  
October 28, 2019

The Oelwein City Council met in regular session Monday, October 28, 2019 at 6:00 P.M. Mayor Sherrets presided.

**Roll Call**  
Present: Derifield, Fisk, Christensen, Milks, Weber, Cantrell  
Absent: None  
Also Present: Mulfinger, Rigdon, Dillon

**Ron Winter**  
Ron Winter, 914 4<sup>th</sup> Avenue NE said one year ago he told council code required carbon monoxide detectors and still has not amended the rental inspection to require these. Sherrets stated we are following the 2015 Code and that is in the 2018 Code and it is required for new construction, not existing properties.

**Brett Devore**  
Brett Devore, 7 9<sup>th</sup> Ave SE, said Oelwein's main problem is infrastructure. He has not heard from the city re: plans and goals to improve infrastructure. Weber asked him how fast do you think we can put that together? He has been and still is discussing infrastructure issues. Sherrets told DeVore to stop taking up councils time coming in here every meeting to say the same things.

**Lenнора Steinbronn**  
Lenнора Steinbronn, 16271 50<sup>th</sup> Street stated talk in town is "all the landlords are bad landlords." Weber questioned her who exactly is saying this? She did not answer. Weber stated he has publicly stated otherwise. She also talked about one landlord building a new rental property. Lee Buhr didn't have enough time to get his other rental property in compliance.

**Adopt Agenda**  
A motion was made by Weber, seconded by Milks to adopt the agenda as presented. All voted aye.

Motion Carried

**Consent Agenda**  
A motion was made by Weber, seconded by Milks to adopt the Consent Agenda as follows:

- A. Motion approving October 14, 2019 regular council minutes.
- B. Claims Resolution in the amount of \$909,646.29.
- C. Motion approving Change Order No. 5 from Flynn Company, Inc. on Old Road Paving Improvements project.

All voted aye.

Motion Carried

**Resolution 5118-2019 Transfers**  
A motion was made by Milks, seconded by Derifield to adopt Resolution No. 5118-2019 on Interfund Transfers.

Ayes: Derifield, Fisk, Christensen, Milks, Weber, Cantrell  
Nays: None

Motion Carried

**Resolution 5119-2019 Destruction of Records**  
A motion was made by Fisk, seconded by Derifield to adopt Resolution No. 5119-2019 Authorizing the Destruction of Records.

Ayes: Derifield, Fisk, Christensen, Milks, Weber, Cantrell  
Nays: None

Motion Carried

**Resolution 5120-2019 Davey's Doin's LLC**  
A motion was made by Fisk, seconded by Derifield to adopt Resolution No. 5120-2019 Acquiring 37 properties from Davey's Doin's LLC.

Ayes: Derifield, Fisk, Christensen, Milks, Weber, Cantrell  
Nays: None

Motion Carried

# Council Proceeding Record, City of Oelwein

MATT PARROTT/STONEY KEIKOORTH 1154827

## COUNCIL PROCEEDINGS, OCTOBER 28, 2019, PAGE 2

Resolution 5121-2019 A motion was made by Milks, seconded by Cantrell to adopt Resolution TIF, Deans Honda & No. 5121-2019 Approving Assignment of Development Agreements. Boulders Inn

Ayes: Derfield, Fisk, Christensen, Milks, Weber, Cantrell  
Nays: None

Motion Carried

Accept Land Parcel A motion was made by Fisk, seconded by Cantrell accepting a parcel of land adjacent to and south of yard waste disposal site. All voted aye.

Motion Carried

Wastewater Monitoring Fees A motion was made by Fisk, seconded by Cantrell approving assessing Wastewater Monitoring Fees. All voted aye.

Motion Carried

SCADA A motion was made by Milks, seconded by Fisk to approve updating the Supervisory Control and Data Acquisition (SCADA) controls at Wastewater Treatment Plant from Automatic Systems in the amount of \$41,370.00. All voted aye.

Motion Carried

SCADA A motion was made by Fisk, seconded by Milks to approve replacing the secondary control panel for the SCADA system from Automatic Systems in the amount of \$11,095.00. Five voted aye, One (Christensen) voted nay.

Motion Carried

Airport Meeting Derifield reported on the October Airport Board meeting. There will be three hangars available to rent.

Library Board Mtg. Christensen reported on the October Library Board meeting. A program on Salem Witchcraft Trials will be October 29<sup>th</sup> at 6:30 P.M. Virtual Reality headsets are now available to check out. HVAC system passed inspection.

Park & Rec Meeting Cantrell reported on the October Park & Recreation Commission meeting. Tree Board planted 54 trees in the boulevard. The Tree Board will be receiving the Governor's Volunteer Award at UNI on October 31<sup>st</sup>. Greg Bryan donated time and equipment to remove the old bridge at Wings Park to be refurbished and placed in a new location. Kluesner Construction sealed the east trail from Wings to Sports Complex. Friends of the Trails will be raising funds to complete the Oelwein Urban Municipal Trail. Woodlawn Cemetery sign is to be replaced.

Housing Meeting Fisk reported on the October Housing Committee meeting. They discussed what house/garage could be built on a 50 foot lot. Shekeleton presented options for empty lots.

City Attorney Dillon reported Jill Dillon has taken a position with the county at 80% time.

City Administrator New on-line agenda process. Packets would be available online for the public to view.

Adjourn A motion was made by Weber, seconded by Milks to adjourn at 6:23 P.M. All voted aye.

Motion Carried

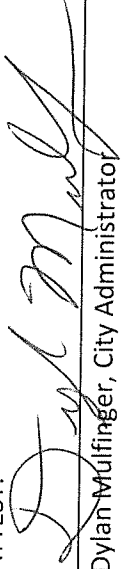
# Council Proceeding Record, City of Oelwein

MATT PARROTT/SIOREY NEWORTH 1154827

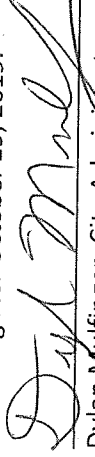
COUNCIL PROCEEDINGS, OCTOBER 28, 2019, PAGE 3

ATTEST:

\_\_\_\_\_  
Peggy Sherrets, Mayor

  
\_\_\_\_\_  
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 October 28, 2019 and copy of said proceedings was furnished to the Register October 29, 2019.

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

The meeting was preceded by a work session on Public Works and Davey Smith property and followed by discussion on Debt Service.

# Council Proceeding Record, City of Delweir

NATT PARROTT/STONEY KENWORTHY 1154827

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE DELETING SECTION 22-101

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, be amended by deleting Section 22-101 Parking Vehicles on Alternate Sides of Streets After Snowstorm in its entirety.

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 –
- Second reading –
- Third reading –

Passed and adopted by the City Council of the City of Oelwein, Iowa, this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Peggy Sherrets, Mayor

Attest:

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

Recorded \_\_\_\_\_, 2019.

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

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

- Derifield
- Milks
- Weber
- Cantrell
- Fisk
- Christensen

RESOLUTION \_\_\_\_\_

Approving Internal Loan and Obligating funds from the City’s Central Urban Renewal Tax Revenue Fund for appropriation to the payment of Project

WHEREAS, the City Council of the City of Oelwein, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the City’s Central Urban Renewal Area (the “Urban Renewal Area”); and

WHEREAS, the City Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the “Central Urban Renewal Tax Revenue Fund”), which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City has approved an amendment to the urban renewal plan for the Urban Renewal Area that authorizes a project consisting of the use of incremental property tax revenues to expand existing business, encourage development of new business, improve buildings and building facades and provide for renovation of upper stories into housing units (the “Project”); and

WHEREAS, payments related to the Project are scheduled to be made in the fiscal year 2020-21 (the “Fiscal Year 2020-21 Payments”); and

WHEREAS, in order to make the amount of the Fiscal Year 2020-21 Payments eligible to be paid from future incremental property tax revenues that will be received in the Central Urban Renewal Tax Revenue Fund, it is necessary to create an internal TIF debt; and

WHEREAS, it is now necessary for the City Council to obligate for appropriation to the Fiscal Year 2020-21 Payments funds from the Central Urban Renewal Tax Revenue Fund;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Oelwein, Iowa, as follows:

Section 1. It is hereby directed that \$75,000 be advanced to the Central Urban Renewal Tax Revenue Fund from the City’s Local Option Sales Tax Fund, in order to make the Fiscal Year 2020-21 Payments. This advance shall be treated as a loan (the “Loan”) to the Central Urban Renewal Tax Revenue Fund and shall be repaid to the Local Option Sales Tax Fund out of incremental property tax revenues received in the Central Urban Renewal Tax Revenue Fund in the future.

Payments may be made on the Loan on June 1 of each year, to the extent there are incremental property tax revenues available for such purpose which have been allocated to or accrued in the Central Urban Renewal Tax Revenue Fund. The City reserves the right to issue other obligations, or to enter into additional loans, payable from the Central Urban Renewal Tax



Revenue Fund, which may either rank on a parity with the Loan or may have a priority over the Loan with respect to the revenues in the Central Urban Renewal Tax Revenue Fund.

Section 2. There is hereby obligated for appropriation from the Central Urban Renewal Tax Revenue Fund the amount of \$75,000 in order to make the Fiscal Year 2020-21 Payments

Section 3. The Central Urban Renewal Tax Revenue Fund is hereby pledged to the repayment of the Loan, and a copy of this resolution shall be filed in the office of the Fayette County Auditor to evidence this pledge. Pursuant to Section 403.19 of the Code of Iowa, the City Clerk is hereby directed to certify to the Fayette County Auditor, no later than December 1, 2019, the amount obligated for appropriation in Section 2 above as part of the City's 2019 certification of debt payable from the Central Urban Renewal Tax Revenue Fund and to reflect such amount in the City's budget for the current fiscal year.

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

Passed and approved November 12, 2019.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

RESOLUTION \_\_\_\_\_

Obligating funds from the Performance Rehab Subfund of the City’s Central Urban Renewal Area Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation economic development tax increment payments due to be paid in the next succeeding fiscal year

WHEREAS, the City Council of the City of Oelwein, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the City’s Central Urban Renewal Area (the “Urban Renewal Area”); and

WHEREAS, the City Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the “Central Urban Renewal Area Urban Renewal Tax Revenue Fund”), which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City Council has approved a Development Agreement (the “Agreement”) with Performance Rehab (the “Company”), pursuant to which the City has agreed to make annual economic development tax increment payments to the Company, subject to annual appropriation by the City Council; and

WHEREAS, in the resolution approving the Agreement, the City Council created a subfund of the Central Urban Renewal Area Urban Renewal Tax Revenue Fund to be used to account for payments to be made under the Agreement (the “Performance Rehab Subfund”); and

WHEREAS, payments under the Agreement are scheduled to be made from the Performance Rehab Subfund during the fiscal year that will begin July 1, 2020, in an amount equal to 90% of the incremental property tax payments made by the Company in that fiscal year (the “Payments”); and

WHEREAS, it is now necessary for the City Council to obligate for appropriation to the Payments, funds anticipated to be received in the Performance Rehab Subfund in the fiscal year that will begin July 1, 2020;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Oelwein, Iowa, as follows:

Section 1. There is hereby obligated for appropriation from the Performance Rehab Subfund the amount of \$4,200.00, which is estimated to be an amount equal to 80% of the incremental property tax revenues that are expected to be received by the City in such Subfund from the Fayette County Treasurer in the fiscal year that will begin July 1, 2020.

Section 2. The City Clerk is hereby directed to certify to the Fayette County Auditor, no later than December 1, 2019, the amount obligated for appropriation in Section 1 above as part of the City's 2019 certification of debt payable from the Central Urban Renewal Area Urban Renewal Tax Revenue Fund and to reflect such estimated amount in the City's budget for the fiscal year that will begin July 1, 2020.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

Passed and approved November 12, 2019.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

RESOLUTION \_\_\_\_\_

Obligating funds from the Cornerstone Inn and Suites, LLC Subfund of the City’s Industrial Park Urban Renewal Area Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation economic development tax increment payments due to be paid in the next succeeding fiscal year

WHEREAS, the City Council of the City of Oelwein, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the City’s Industrial Park Urban Renewal Area (the “Urban Renewal Area”); and

WHEREAS, the City Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the “Industrial Park Urban Renewal Area Urban Renewal Tax Revenue Fund”), which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City Council has approved a Development Agreement (the “Agreement”) with Cornerstone Inn and Suites, LLC (the “Company”), pursuant to which the City has agreed to make annual economic development tax increment payments to the Company, subject to annual appropriation by the City Council; and

WHEREAS, in the resolution approving the Agreement, the City Council created a subfund of the Industrial Park Urban Renewal Area Urban Renewal Tax Revenue Fund to be used to account for payments to be made under the Agreement (the “Cornerstone Inn and Suites, LLC Subfund”); and

WHEREAS, payments under the Agreement are scheduled to be made from the Boulders Inn Subfund during the fiscal year that will begin July 1, 2020, in an amount equal to 90% of the incremental property tax payments made by the Company in that fiscal year (the “Payments”); and

WHEREAS, it is now necessary for the City Council to obligate for appropriation to the Payments, funds anticipated to be received in the Boulders Inn Subfund in the fiscal year that will begin July 1, 2020;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Oelwein, Iowa, as follows:

Section 1. There is hereby obligated for appropriation from the Cornerstone Inn and Suites LLC Subfund the amount of \$33,638.00, which is estimated to be an amount equal to 90% of the incremental property tax revenues that are expected to be received by the City in such Subfund from the Fayette County Treasurer in the fiscal year that will begin July 1, 2020.

Section 2. The City Clerk is hereby directed to certify to the Fayette County Auditor, no later than December 1, 2019, the amount obligated for appropriation in Section 1 above as part of the City's 2019 certification of debt payable from the Industrial Park Urban Renewal Area Urban Renewal Tax Revenue Fund and to reflect such estimated amount in the City's budget for the fiscal year that will begin July 1, 2020.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

Passed and approved November 12, 2019.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

RESOLUTION NO. \_\_\_\_\_

Obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations which shall come due in the next succeeding fiscal year

WHEREAS, the City of Oelwein, Iowa (the "City"), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the Industrial Park Urban Renewal Area (the "Urban Renewal Area"); and

WHEREAS, this Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the "Urban Renewal Tax Revenue Fund"), which fund and the portion of taxes referred to in that subsection may be irrevocable pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City has scheduled payments in the amount of 90% of what is available approximately \$46,314.00 (the "Annual Payment") which shall come due in the fiscal year beginning July 1, 2020 with respect to the City's Development Agreement (the "Agreement") with Forsyth Management Company, LLC/Quality Plus Mfg. Inc. which was finally approved by resolution of the City Council on June 27, 2011; and

WHEREAS, it is now necessary for the City Council to obligate for appropriation to the Annual Payment, funds anticipated to be received in Urban Renewal Tax Revenue Fund in the fiscal year beginning July 1, 2020;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Oelwein, Iowa, as follows:

Section 1. The City Council hereby obligates 90% of what is available approximately \$46,314.00 for appropriation from the Urban Renewal Tax Revenue Fund to the Annual Payment in the fiscal year beginning July 1, 2020.

Section 2. The City Clerk is hereby directed to certify the amount obligated for appropriation in Section 1 above, on the City's December 1, 2019 certification of debt payable from the Urban Renewal Tax Revenue Fund and to reflect such amount in the City's budget for the next succeeding fiscal year.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.  
Passed and approved November 12, 2019.

Attest:  
\_\_\_\_\_  
Peggy Sherrets, Mayor

Dylan Mulfinger, City Administrator  
\_\_\_\_\_  
Recorded \_\_\_\_\_, 2019

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

RESOLUTION NO. \_\_\_\_\_

Obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations which shall come due in the next succeeding fiscal year

WHEREAS, the City of Oelwein, Iowa (the "City"), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the Industrial Park Urban Renewal Area (the "Urban Renewal Area"); and

WHEREAS, this Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the "Urban Renewal Tax Revenue Fund"), which fund and the portion of taxes referred to in that subsection may be irrevocable pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City has scheduled payments in the amount of 90% of what is available approximately \$14,907.00 (the "Annual Payment") which shall come due in the fiscal year beginning July 1, 2020 with respect to the City's Development Agreement (the "Agreement") with Steil's Studio of Dance dba North East Iowa Dance Academy which was finally approved by resolution of the City Council on December 23, 2013; and

WHEREAS, it is now necessary for the City Council to obligate for appropriation to the Annual Payment, funds anticipated to be received in Urban Renewal Tax Revenue Fund in the fiscal year beginning July 1, 2020;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Oelwein, Iowa, as follows:

Section 1. The City Council hereby obligates 90% of what is available approximately \$14,907.00 for appropriation from the Urban Renewal Tax Revenue Fund to the Annual Payment in the fiscal year beginning July 1, 2020.

Section 2. The City Clerk is hereby directed to certify the amount obligated for appropriation in Section 1 above, on the City's December 1, 2019 certification of debt payable from the Urban Renewal Tax Revenue Fund and to reflect such amount in the City's budget for the next succeeding fiscal year.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.  
Passed and approved November 12, 2019.

Attest:

\_\_\_\_\_  
Peggy Sherrets, Mayor

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

Recorded \_\_\_\_\_, 2019

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

RESOLUTION \_\_\_\_\_

Approving appropriation to the payment of General Obligation Bonds, Series 2016A, in Fiscal Year 2020-21

WHEREAS, the City Council of the City of Oelwein, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the City’s Industrial Park Urban Renewal Area (the “Urban Renewal Area”); and

WHEREAS, the City Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the “Industrial Park Urban Renewal Tax Revenue Fund”), which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City Council has also created a subfund of the Industrial Park Urban Renewal Tax Revenue Fund (the “East Penn Subfund”) to be used to account for payments to be made on certain indebtedness incurred in the Urban Renewal Area; and

WHEREAS, the City has authorized the issuance of Taxable Annual Appropriation General Obligation Urban Renewal Economic Development Grant Bonds, dated February 16, 2016 (the “Series 2016A Bonds”); for the purpose of financing certain projects in the Urban Renewal Area; and

WHEREAS, payments related to the Series 2016A Bonds are scheduled to be made on December 1, 2020 and June 1, 2021 (the “Fiscal Year 2020-21 Payments”); and

WHEREAS, in accordance with the provisions of the resolutions that authorized the issuance of the Series 2016A Bonds, no payments may be made on these Bonds unless the City Council appropriates funds for such payments; and

WHEREAS, it is now necessary for the City Council to obligate for appropriation to the Payments on the Series 2016A Bonds funds from the East Penn Subfund;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Oelwein, Iowa, as follows:

Section 1. There is hereby obligated for appropriation from the East Penn Subfund the amount of \$560,170.00, in order to make the Fiscal Year 2020-21 Payments on the Series 2016A Bonds.

Section 2. Pursuant to Section 403.19 of the Code of Iowa, the City Clerk is hereby directed to certify to the Fayette County Auditor, no later than December 1, 2019, the amount obligated for appropriation in Section 1 above as part of the City’s 2019 certification of debt



payable from the East Penn Subfund and to reflect such amount in the City's budget for the fiscal year 2020-21.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

Passed and approved November 12, 2019.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

RESOLUTION NO. \_\_\_\_\_

CERTIFYING TAX INCREMENT FINANCE INDEBTEDNESS  
IN VARIOUS DISTRICTS IN THE CITY OF OELWEIN, IOWA

CERTIFIED DECEMBER 2019

**Industrial Park Urban Renewal Area:**

2016 A GO Debt E Penn Expansion, Annual Appropriation and  
2016 B GO Debt E Penn Expansion and  
2016 C GO Debt E Penn Cash Flow 100% of what is available approx \$650,639

Rebate Agreements

Forsyth Management Company, LLC/Quality Plus Mfg., Inc.  
Annual Appropriation 90% of what's available approx. \$46,314

Motorcycles Midwest, Inc/Deans Honda assigned to  
Steil's Studio of Dance dba North East Iowa Dance Academy  
Annual Appropriation 90% of what's available approx. \$14,907

Boulders Inn assigned to Cornerstone Inn and Suites, LLC  
Annual Appropriation 90% of what's available approx. \$33,638

**Central Urban Renewal Area:**

Downtown Streetscape for Downtown Business Grants  
Annual Appropriation New 75,000  
2018-19 and 2019-20 shortages approx. 23,000  
100% of what is available approx. 189,430

Rebate Agreements

Performance Rehab  
Annual Appropriation 80% of what's available approx. \$4,200

**Residential Urban Renewal Area:**

None

\_\_\_\_\_  
PEGGY L. SHERRETS, MAYOR

ATTEST:

\_\_\_\_\_  
DYLAN MULFINGER, CITY ADMINISTRATOR

Recorded November 12, 2019

\_\_\_\_\_  
DYLAN MULFINGER, CITY ADMINISTRATOR

CODE OF IOWA SECTION 403.19 TAX INCREMENT FINANCING (TIF) INDEBTEDNESS
CERTIFICATION TO COUNTY AUDITOR

Due To County Auditor By December 1 Prior To The Fiscal Year TIF Increment Tax Is Requested
Use One Certification Per Urban Renewal Area

City: Oelwein County: Fayette

Urban Renewal Area Name Oelwein Industrial Park UR (Urban Renewal #2) East Penn Related

Urban Renewal Area Number 33004 (Use five-digit Area Number Assigned by the County Auditor)

I hereby certify to the County Auditor that for the Urban Renewal Area within the City and County named above the City has outstanding loans, advances, indebtedness, or bonds, none of which have been previously certified, in the collective amount shown below, all of which qualify for repayment from the special fund referred to in paragraph 2 of Section 403.19 of the Code of Iowa.

Urban Renewal Area Indebtedness Not Previously Certified\*: \$ 0

\*There must be attached a supporting itemized listing of the dates that individual loans, advances, indebtedness, or bonds were initially approved by the governing body. (Complete and attach 'CITY TIF FORM 1.1'.)

The County Auditor shall provide the available TIF increment tax in subsequent fiscal years without further certification until the above-stated amount of indebtedness is paid to the City. However, for any fiscal year a City may elect to receive less than the available TIF increment tax by certifying the requested amount to the County Auditor on or before the preceding December 1. (File 'CITY TIF FORM 2' with the County Auditor by the preceding December 1 for each of those fiscal years where all of the TIF increment tax is not requested.)

A City reducing certified TIF indebtedness by any reason other than application of TIF increment tax received from the County Treasurer shall certify such reduced amounts to the County Auditor no later than December 1 of the year of occurrence. (File 'CITY TIF FORM 3' with the County Auditor when TIF indebtedness has been reduced by any reason other than application of TIF increment tax received from the County Treasurer.)

Notes/Additional Information:

Multiple horizontal lines for notes or additional information.

Dated this 12 day of November, 2019

Signature of Authorized Official Telephone 319-283-5440

**TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED ELIGIBLE FOR TAX COLLECTIONS NEXT FISCAL YEAR**

City: Oelwein County: Fayette

Urban Renewal Area Name: Oelwein Industrial Park UR (Urban Renewal #2) East Penn Related

Urban Renewal Area Number: 33004 (Use five-digit Area Number Assigned by the County Auditor)

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
---	-----------------	---------------

1. _____ _____ _____	_____	_____
----------------------------	-------	-------

'X' this box if a rebate agreement. List administrative details on lines above.

2. _____ _____ _____	_____	_____
----------------------------	-------	-------

'X' this box if a rebate agreement. List administrative details on lines above.

3. _____ _____ _____	_____	_____
----------------------------	-------	-------

'X' this box if a rebate agreement. List administrative details on lines above.

4. _____ _____ _____	_____	_____
----------------------------	-------	-------

'X' this box if a rebate agreement. List administrative details on lines above.

5. _____ _____ _____	_____	_____
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'X' this box if a rebate agreement. List administrative details on lines above.

If more indebtedness entry lines are needed continue to Form 1.1 Page 2.

**Total For City TIF Form 1.1 Page 1:** 0

\* "Date Approved" is the date that the local governing body initially approved the TIF indebtedness.



CODE OF IOWA SECTION 403.19 TAX INCREMENT FINANCING (TIF) INDEBTEDNESS
CERTIFICATION TO COUNTY AUDITOR

Due To County Auditor By December 1 Prior To The Fiscal Year TIF Increment Tax Is Requested
Use One Certification Per Urban Renewal Area

City: Oelwein County: Fayette

Urban Renewal Area Name: Oelwein Industrial Park UR (Urban Renewal #2)

Urban Renewal Area Number: 33004 (Use five-digit Area Number Assigned by the County Auditor)

I hereby certify to the County Auditor that for the Urban Renewal Area within the City and County named above the City has outstanding loans, advances, indebtedness, or bonds, none of which have been previously certified, in the collective amount shown below, all of which qualify for repayment from the special fund referred to in paragraph 2 of Section 403.19 of the Code of Iowa.

Urban Renewal Area Indebtedness Not Previously Certified\*: \$ 94,859

\*There must be attached a supporting itemized listing of the dates that individual loans, advances, indebtedness, or bonds were initially approved by the governing body. (Complete and attach 'CITY TIF FORM 1.1'.)

The County Auditor shall provide the available TIF increment tax in subsequent fiscal years without further certification until the above-stated amount of indebtedness is paid to the City. However, for any fiscal year a City may elect to receive less than the available TIF increment tax by certifying the requested amount to the County Auditor on or before the preceding December 1. (File 'CITY TIF FORM 2' with the County Auditor by the preceding December 1 for each of those fiscal years where all of the TIF increment tax is not requested.)

A City reducing certified TIF indebtedness by any reason other than application of TIF increment tax received from the County Treasurer shall certify such reduced amounts to the County Auditor no later than December 1 of the year of occurrence. (File 'CITY TIF FORM 3' with the County Auditor when TIF indebtedness has been reduced by any reason other than application of TIF increment tax received from the County Treasurer.)

Notes/Additional Information:

- Two rebate agreements assigned to new property names and/or owners.
Boulders Inn Oelwein LLC assigned to Cornerstone Inns Sites, LLC
Motorcycles Midwest/Deans's Honda assigned to Steil's Studio of Dance dba North East Iowa Dance Academy.

Dated this 12 day of November, 2019

Signature of Authorized Official Telephone 319-283-5440

**TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED ELIGIBLE FOR TAX COLLECTIONS NEXT FISCAL YEAR**

City: Oelwein County: Fayette

Urban Renewal Area Name: Oelwein Industrial Park UR (Urban Renewal #2)

Urban Renewal Area Number: 33004 (Use five-digit Area Number Assigned by the County Auditor)

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
1. Rebate Agreement - Boulders Inn assigned to Cornerstone Inn and Suites, LL Year 2 of annual appropriation rebate (90% available - approximately \$33,638) \$395,000 NTE over life of rebate, FY 2021 will be year 2 of 10 year agreemen Annual Appropriation	5-30-17	33,638
<input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
2. Rebate Agreement - Forsyth Management - Quality Plus Year 8 of annual appropriation rebate (90% of available - approximately \$46,314) \$750,000 NTE over life of rebate, FY 2021 will be year 8 of 10 year agreemen Annual Appropriation	11-17-14	46,314
<input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
3. Rebate Agreement - Motorcycles Midwest - Dean's Honda Year 5 of annual appropriation rebate (90% of available - approximately \$14,907) \$130,000 NTE over life of rebate, FY 2021 will be year 5 of 10 year agreemen Annual Appropriation	12-23-2013	14,907
<input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
4. _____ _____ _____ _____		
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
5. _____ _____ _____ _____		
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		

If more indebtedness entry lines are needed continue to Form 1.1 Page 2.

**Total For City TIF Form 1.1 Page 1: 94,859**

\* "Date Approved" is the date that the local governing body initially approved the TIF indebtedness.

F





CODE OF IOWA SECTION 403.19 TAX INCREMENT FINANCING (TIF) INDEBTEDNESS  
CERTIFICATION TO COUNTY AUDITOR

Due To County Auditor By December 1 Prior To The Fiscal Year TIF Increment Tax Is Requested  
Use One Certification Per Urban Renewal Area

City: Oelwein County: Fayette

Urban Renewal Area Name Oelwein Downtown Urban Renewal (Central Urban Renewal)

Urban Renewal Area Number 33012 (Use five-digit Area Number Assigned by the County Auditor)

I hereby certify to the County Auditor that for the Urban Renewal Area within the City and County named above the City has outstanding loans, advances, indebtedness, or bonds, none of which have been previously certified, in the collective amount shown below, all of which qualify for repayment from the special fund referred to in paragraph 2 of Section 403.19 of the Code of Iowa.

Urban Renewal Area Indebtedness Not Previously Certified\*: \$ 79,200

\*There must be attached a supporting itemized listing of the dates that individual loans, advances, indebtedness, or bonds were initially approved by the governing body. (Complete and attach 'CITY TIF FORM 1.1'.)

The County Auditor shall provide the available TIF increment tax in subsequent fiscal years without further certification until the above-stated amount of indebtedness is paid to the City. However, for any fiscal year a City may elect to receive less than the available TIF increment tax by certifying the requested amount to the County Auditor on or before the preceding December 1. (File 'CITY TIF FORM 2' with the County Auditor by the preceding December 1 for each of those fiscal years where all of the TIF increment tax is not requested.)

A City reducing certified TIF indebtedness by any reason other than application of TIF increment tax received from the County Treasurer shall certify such reduced amounts to the County Auditor no later than December 1 of the year of occurrence. (File 'CITY TIF FORM 3' with the County Auditor when TIF indebtedness has been reduced by any reason other than application of TIF increment tax received from the County Treasurer.)

Notes/Additional Information:

Addition of an annual interfund transfer of \$75,000 from LOST to TIF for downtown grant projects.

This amount will be certified each year in the future to pay back that LOST fund.

Dated this 12 day of November, 2019

Signature of Authorized Official \_\_\_\_\_ Telephone 319-283-5440

H

**TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED ELIGIBLE FOR TAX COLLECTIONS NEXT FISCAL YEAR**

City: Oelwein County: Fayette

Urban Renewal Area Name: Oelwein Downtown Urban Renewal (Central Urban Renewal)

Urban Renewal Area Number: 33012 (Use five-digit Area Number Assigned by the County Auditor)

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
1. Interfund Transfer - Local Option Sales Tax to TIF Downtown Grants <u>Annual transfer for yearly grants</u> <u>For FY 2021 - \$75,000</u>	<u>11-13-2018</u>	<u>75,000</u>
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
2. Rebate Agreement - Performance Rehab <u>Year 2 of annual appropriation rebate (sliding scale, year 2 - 80% available)</u> <u>approximately \$4,200</u> <u>NTE \$30,000 over life of rebate, FY 2021 will be year 2 of 5 of this agreement</u> <u>Annual Appropriation</u>	<u>5-08-17</u>	<u>4,200</u>
<input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
3. _____ _____ _____ _____	_____	_____
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
4. _____ _____ _____ _____	_____	_____
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
5. _____ _____ _____ _____	_____	_____
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		

If more indebtedness entry lines are needed continue to Form 1.1 Page 2.

**Total For City TIF Form 1.1 Page 1: 79,200**

\* "Date Approved" is the date that the local governing body initially approved the TIF indebtedness.

I



10-20-2019

I would like the city council to consider taking the property of 208 8th Ave S.W. & the adjacent lot, as is. I can't afford to fix it up or to tear it down. I would retain possession of the sheds, playset & merry-go-round. These would be removed as soon as a contractor is available to do so. I would not be responsible for tear down or any costs involved in securing a updated abstract or closing costs of this transaction. Thank You for your consideration of this matter.

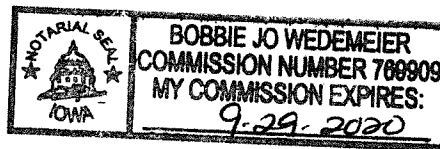
Linda Voshell

Linda Voshell

10-25-2019

Fayette Co., delweir IA

Bobbie Jo Wedemeier  
Notary



208 8<sup>TH</sup> Avenue SW

Lots 19 and 20, Block 15, Armstrongs Addition



Brewer Construction, LLC

1251 Fontana Blvd  
Hazleton, IA 50641

**Est** ITEM #10.

Date	Estimate #
8/5/2019	419

Name / Address
Linda Voshell 8th Ave. S.W. Oelwein IA 50662

			Project
Description	Qty	Cost	Total
Demo and site clean up of house at 208 8th Ave. S.W. <i>scope of work includes debris disposal and property left acceptable by city spec.</i> complete access around property is granted and availability with equipment.	1	9,800.00	9,800.00
Permits	1	100.00	100.00
Thank you for your business.			<b>Total</b> \$9,900.00

Customer Signature \_\_\_\_\_



# Miller's Construction Inc

1874 105th St  
Hazleton, IA 50641



Est **ITEM #10.**

Phone # 3192831224 E-mail Jmci5@yahoo.com  
Web Site www.millersconstructioninc.com

Date	Estimate #
9/26/2019	2723

Name / Address
Linda Voshell 208 8th Ave SW Oelwein, IA 50662

Customer Phone:
319-283-0438

Project
Demo

Item	Description
Excavation Labor	HOUSE DEMO Demolish house at this address and dispose of waste, fill in basement, top with top soil with conventional seeding. Also remove and dispose of existing contents of house, current contents only. This project will be completed as per city code.
Excavation	Incl. all materials needed to complete above work description.
Large Excavator Delivery	
Large Excavator Pickup	
Building Permits	Building Permits

We will provide material, labor, permit & waste disposal. This estimate expires in 30 days. To accept this estimate, please sign & return this Contract Agreement form.

**PAYMENT POLICY:**

Half down required 2 weeks before start of project. Remainder due at job completion.

Material prices subject to change without notice. All employees covered by worker's comp, unemployment & medicare. Registered, bonded & insured. Please feel free to call us with any questions! THANK YOU!

**CONTRACT & AGREEMENT:** I-we, the owner(s) of the premises mentioned above hereby contract with and authorize you as a contractor, to furnish all necessary materials, labor and workmanship, to install, construct and place the improvement according to the specifications described. terms and conditions, on premises described above.

Verbal agreements or other arrangements not appearing upon the face of this contract will not be recognized. Any variances or deletion of the printed terms hereof are invalid. All agreements contingent upon strikes, weather, or other conditions beyond the control of the contractor. This agreement not subject to cancellation by either party after acceptance by Miller's Construction, Inc.

Signed (owner) \_\_\_\_\_ Date \_\_\_\_\_

**Subtotal** \$10,049.80

**Sales Tax (7.0%)** \$410.61

Miller's Construction Inc. Rep. \_\_\_\_\_

**31**

**Total** \$10,460.41



**PROJECT DEVELOPMENT**

State the need for the project: To demolish house to bring property to code

State the structure occupied: Not occupied

1. Define the goals and action steps necessary to implement the project with a workplan, timeline and description of how the grant dollars will be used. Goal is to demolish house & fill in basement. Hire contractor to accomplish goal. Contractor will set workplan & timeline. Apply for grant to accomplish paying for project. Grant dollars will go for demolition, fill in & making property up to code.

2. Describe the local economic impact and "return on investment" that will result from the project. Having this house demolished will improve the value of the area. It will improve the tax base of the neighborhood.

3. Describe the health and safety impact of the project to the qualified property and neighboring properties. Will improve the health & safety of other properties as it had to much work to be done to afford fixing it up.

4. An estimated cost of demolition must be obtained from a qualified contractor. Copy must be attached

5. If qualified applicant has received Economic Development Neighborhood Revitalization Program funding for any other qualified property, for each property state the following:

Year awarded \_\_\_\_\_

Project (address of property) \_\_\_\_\_

Amount awarded \_\_\_\_\_

6. List last date the structure was continuously occupied 2008



7. List the last time this structure was served by utilities 2008

CITY OF OELWEIN – ECONOMIC DEVELOPMENT

APPLICATION FOR DANGEROUS STRUCTURES ABATEMENT AND NEIGHBORHOOD REVITALIZATION PROGRAM

Project information

Qualified Applicant:

Name: Linda Voshell

Owner: Linda Voshell

Mailing Address: 215 8<sup>th</sup> Ave. S.W.

City, state, zip: Oelwein, Ia. 50662

Phone: 319-283-0438

Current Titleholder: Linda Voshell

Legal Description: Lot 20 Blk 15 ARMSTRONG ADD.

If Application is qualified as the purchaser pursuant to a valid offer to buy the qualified property, then attach a copy of offer to buy or other purchase contract document.

List partners and identify participation in the project (such as, financial, administrative, etc.):

Partner	Identify participation in project
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

CITY OF OELWEIN – ECONOMIC DEVELOPMENT  
NEIGHBORHOOD REVITALIZATION PROGRAM

A qualified applicant may make application to the City of Oelwein for Economic Development – Neighborhood Revitalization Program funds. Applications shall be submitted to the Oelwein City Clerk at the Oelwein City Hall, 20 – 2<sup>nd</sup> Avenue SW, Oelwein, Iowa, on forms provided by the City of Oelwein. Deadline for filing applications shall be January 1, April 1, July 1 and October 1. Funds, as available, may be awarded for demolition of qualified property. All qualified applications shall be reviewed and prioritized by a majority vote of the full City Council of the City of Oelwein, as the council deems best promotes the purpose of the program. Maximum funds to be awarded to improvement of a qualified property shall not exceed \$5,000.00. Applications must include two contractor bids. A qualified property awarded funds shall receive said funds 30 days after the completion of the improvement; the submission of documents establishing the cost of the improvement equals or exceeds the funds awarded; proof of payment; and, successful inspection of the improvement by the Oelwein Code Enforcement Officer. A qualified applicant may apply for funding demolition to more than one qualified property. A qualified property may only receive a single award of program funds. Applications which are not funded may reapply.

For purposes of this program a qualified applicant is defined as:

- 1) current owner or holder of a valid offer to buy conditioned only on the successful award of funding from the City of Oelwein for Economic Development – Neighborhood Revitalization Program; and

For purposes of this program, a qualified property shall be defined as:

- 1) Structure(s) or improvement(s) on the real estate that are not suitable for human habitation;
- 2) Estimated cost of repair or rehabilitation of the structure(s) exceeds the economic value of the real estate and improvements;
- 3) No Economic Development – Neighborhood Revitalization Program funds have previously been allocated to improvement of the real estate;
- 4) Improvements to the qualified property pursuant to the application will be completed within 45 days of the City Council’s award of funds. The Council may extend the deadline upon written application submitted to the City Council prior to expiration of the initial deadline and supported by good cause beyond the applicant’s control.
- 5) Improvement by total demolition of structure(s). No partial demolition of a structure shall qualify.

Applications for funding may be prioritized by the majority of the full City Council pursuant to the following criteria:

Economic Development Impact;

Health and safety impact on the qualified property and neighboring properties;

Requested funds relative to total cost of the demolition – Applicant’s participation;

Proximity to public schools, parks or other public property;

Proximity to primary vehicular and pedestrian traffic corridors;

Use non-conforming with current zoning regulations;

Volume of the structure to be demolished;

Continuous time the structure has been unoccupied;

Standing structures.

**Exterior:**

1. Sanitation -  
Section 25-32/Exterior Property Areas  
-Accumulation of tires and other rubbish inside back porch with no door is unsanitary.
2. Rodent Harborage -  
Section 25-32/Exterior Property Areas  
-Accumulation of tires and other rubbish inside back porch with no door is unsanitary. This is also a place for rodents and other animals to gather.
3. Protective Treatment -  
Section 25-34/Exterior Structure  
-All wood surfaces with chipping and peeling paint shall be protected with paint or siding.
4. Structural Members -  
Section 25-36/Component Serviceability  
-The front porch and rear porch are failing. The porches shall be repaired or removed and all permits shall be pulled.
5. Foundation Walls -  
Section 25-36/Component Serviceability  
-Foundation walls are failing. All failing walls shall be repaired by a licensed contractor with the proper permits pulled.
6. Exterior Walls -  
Section 25-34/Exterior Structure  
- Exterior walls shall be protected from the elements.
7. Electrical Service -  
Section 25-64/Electrical Facilities  
- The electrical service is not in working order. The electrical service shall be rebuilt by a licensed contractor with proper permits.
8. Stairways, Decks, Porches & Balconies -  
Section 25-34/Exterior Structure  
- Front and rear porch stairs are missing and shall be installed by a licensed contractor with proper permits.
9. Windows, Skylights & Door Frames -  
Section 25-34/Exterior Structure  
- Windows broken shall have new glazing installed and failing wood frames rebuilt. All work shall be performed by a licensed contractor with proper permits.
10. Openable Windows, Building Security -  
Section 25-34/Exterior Structure  
- Windows broken shall have new glazing installed and failing wood frames rebuilt. All work shall be performed by a licensed contractor with proper permits.
11. Screens -  
Section 25-34/Exterior Structure  
- Screens broken or missing shall be replaced.
12. Doors/Building Security -  
Section 25-34/Exterior Structure  
- Doors are not working properly and shall be repaired by licensed contractors with proper permits.
13. Weeds -  
Section 25-32/Exterior Property Areas  
-Weeds and trees growing along the foundation shall be removed.
14. Roofing or Roofing Components -  
Section 25-34/Exterior Structure  
- Roof shall be repaired/replaced with licensed contractors with proper permits.
15. Component Serviceability -  
Section 25-36/Component Serviceability  
- The failing porch structures components are failing and shall be repaired or removed by licensed contractors with proper permits.
16. Rubbish & Garbage -  
Section 25-38  
-All rubbish and garbage shall be removed.

**REMINDER: For any work requiring a permit, you can apply for one online on our website at:**  
<http://www.cityofelweir.org/departments/community-development-department.html>

# QUOTE

## ALL AMERICAN FITNESS

**Nathan Meyer**

2724 S Alpine Avenue

Sioux Falls, SD 57110

P: 605-759-4803

F: 605-370-5576

[nmeyer@aafit.net](mailto:nmeyer@aafit.net)



ITEM #11.

TO **Williams Wellness Center**  
 Jessica Burkhart  
 317 8th Ave / Suite A  
 Oelwein, IA 50662  
 319-283-2312

SALESPERSON	DATE	SHIPPING METHOD	SHIPPING TERMS	PAYMENT TERMS	LEAD TIME
NM	11/5/2019	Freight	Delivery & Install	NET 30	6 weeks

QTY	ITEM #	DESCRIPTION	Extended Price	TOTAL
1.00	8GT	Stairmaster 8 Series Gauntlet	\$ 6,500.00	\$ 6,500.00
1.00	RBK635	Precor 635 Recumbent Bike	\$ 2,500.00	2,500.00
2.00	900MHZ	Precor 900 Mhz Receivers	\$ 225.00	450.00
1.00	EFX635	Precor EFX 635 Elliptcal	\$ 4,995.00	4,995.00
1.00	900MHZ	Precor 900 Mhz Receivers	\$ 225.00	225.00
1.00	TRADE	EFX 546i Trade	\$ (100.00)	(100.00)
1.00	Freight	Commercial Freight	\$ 575.00	575.00
1.00	Install	Delivery Install	\$ 450.00	450.00
			\$ -	-
			\$ -	-
			\$ -	-
			\$ -	-
			\$ -	-
			\$ -	-
			\$ -	-
			\$ -	-
			\$ -	-
			\$ -	-

Quotation prepared by: Nathan Meyer \_\_\_\_\_

This is a quotation on the goods named, subject to the conditions noted below:  
 (Describe any conditions pertaining to these prices and any additional terms of the agreement.  
 You may want to include contingencies that will affect the quotation.)

To accept this quotation, sign here and return: \_\_\_\_\_

<b>SUBTOTAL</b>	\$ 15,595.00
<b>SALES TAX</b>	-
<b>TOTAL</b>	\$ 15,595.00

THANK YOU FOR YOUR BUSINESS!



**PUSH PEDAL PULL**  
 the exercise equipment experts  
 PUSH PEDAL PULL  
 ATTN MANAGER (319) 393-8818  
 155 Collins Rd NE, Ste B  
 Cedar Rapids IA 52402  
 Cell / Text: (319) 329-7100  
 mchristianson@pushpedalpull.com

**Purchase Recommendation**

**ITEM #11.**

**Prepared by: Mark Christianson**

Quote Date	Quote #
10/25/2019	46895

Billing Address	Shipping Address
WILLIAMS WELLNESS CENTER ATTN: ACCOUNTS PAYABLE 317 8TH AVE STE A OELWEIN IA 50662	WILLIAMS WELLNESS CENTER ATT: JESSICA BURKHART 319-283-2312 317 8TH AVE SUITE A Oelwein IA 50662

Account No.	Customer Email
1606248 WILLIAMS WELLNESS CENTER	nmeyer@cityofeelwein.org

Item #	MFR	MODEL	Description	Qty	MSRP	Price	Extended
73795	Core Health ...	9-5270-8G-LCD	8 SERIES GAUNTLET W/LCD	1	7,695.00	4,895.00	4,895.00
73419	PRECOR	PHRCB635G307...	RBK 635 RECUMBENT BIKE EXPERIENCE SERIES - P30 (GLOSS METALLIC SILVER) C/SN: AZDY	1	2,845.00	2,095.00	2,095.00
70505	PRECOR	CAP3210XX105	900MHZ EXPERIENCE INTEGRATED RECEIVER	2	249.00	0.00	0.00
73252	PRECOR	PHRCE635G306...	EFX 635 ELLIPTICAL - P30 (NEW GLOSS METALLIC SILVER)	1	5,995.00	4,495.00	4,495.00
70505	PRECOR	CAP3210XX105	900MHZ EXPERIENCE INTEGRATED RECEIVER	1	249.00	0.00	0.00
9938		TR	USED PRECOR 546i EFX	-1		300.00	-300.00
9901		FC	FREIGHT COMMERCIAL	1		490.00	490.00
9977		DEL	DELIVERY/INSTALLATION	1		385.00	385.00

**Standard Terms and Conditions:**  
 1) 50% deposit and approve P.O. with order. Balance due upon delivery.  
 Send Payment To:  
 2306 W 41st St.  
 Sioux Falls, SD 57105

2) Additional delivery fees will be charged for additional trips.  
 3) Prices are subject to change 30 days after the quote date.  
 4) There will be a 2% monthly service charge on all overdue accounts. Buyer is also responsible for any collection and/or legal fees involved in collecting past due accounts.  
 5) The quote is computed to be performed during regular business hours. Any special request by the buyer necessary to complete work will be paid by the buyer.  
 6) Clerical errors are subject to correction.  
 7) Buyer agrees to promptly file claim for all goods damaged in transit.  
 8) We have a 30 day limited exchange policy with the exception of damaged or defective goods. This policy excludes exchanges on special orders and accessories. Merchandise must be in "like new" condition.

<b>Subtotal \$:</b>	<b>12,060.00</b>
<b>Sales Tax \$:</b>	<b>0.00</b>
<b>Total \$:</b>	<b>12,060.00</b>

**Acceptance of Proposal:**  
 These prices, specifications, and conditions are satisfactory and are hereby accepted. I am authorized to order the equipment listed with full understanding of the payment terms.

Date:

Authorized Signature:

P.O. Number:

Print Signature:



Board and Commissions  
November 12, 2019

Open Appointments

- Zoning Board of Adjustment – Now thru November 1, 2023
- Planning and Zoning Commission – Now thru December 31, 2021
- Planning and Zoning Commission – Now thru December 31, 2021

Appointments opening in 2019

- Planning and Zoning – December 31, 2019 (Boleyn)
- Planning and Zoning – December 31, 2019 (Tousley)

Appointments opening in 2020

- Airport – June 30, 2020
- Civil Service – April 6, 2020
- Library Board – July 1, 2020
- Park and Recreation – May 30, 2020
- Park and Recreation – May 30, 2020
- Park and Recreation – May 30, 2020
- Planning and Zoning – December 31, 2020
- Planning and Zoning – December 31, 2020
- Tree Board – January 31, 2020
- Tree Board – January 31, 2020



## Dillon Law PC

209 E 1st Street  
Sumner, Iowa 50674

City of Oelwein  
Attn: Dylan Mulfinger 20 2nd Ave. SW  
Oelwein, IA 50662

### CityOelwein

### Oelwein City Attorney

## INVOICE

Invoice # 5198  
Date: 10/30/2019  
Due Upon Receipt

Type	Date	Notes	Quantity	Rate	Total
Service	09/24/2019	Review of Oelwein v. Clar NJL	0.20	\$133.43	\$26.69
Service	09/24/2019	Attendance at Oelwein v. Clark. NJL	0.30	\$133.43	\$40.03
Service	09/26/2019	review demand letter from Helton, forward to Trish	0.50	\$133.43	\$66.72
Service	09/26/2019	draft and file motion to continue pentecost house	0.25	\$59.60	\$14.90
Service	09/26/2019	call from prouty, review photos, edit petition, email for approval to Pat	0.50	\$59.60	\$29.80
Service	09/26/2019	Attorney Lyle Moore for USDA	0.50	\$133.43	\$66.72
Service	09/27/2019	edms notifications, update spreadsheet, case look up, email to prouty	0.25	\$59.60	\$14.90
Service	09/27/2019	email correspondence with Sam, update spreadsheet, add several new cases to list, email to Pat re: DAvey and application for default	0.40	\$59.60	\$23.84
Expense	09/27/2019	Reimbursable expenses: Service fee to Story County Sheriff on Voshell	1.00	\$41.60	\$41.60
Service	09/27/2019	filed 2 application for default judgments	0.25	\$59.60	\$14.90
Service	09/27/2019	review USDA docs and update the same	1.00	\$133.43	\$133.43
Service	09/30/2019	update spreadsheet, make two new files, review tuesday court proceedings	0.25	\$59.60	\$14.90
Service	09/30/2019	draft/file affidavit of mailing and 10 day notice, mailed to 3 defendants	0.40	\$59.60	\$23.84



Service	09/30/2019	coordination with USDA attorney	0.50	\$133.43	\$66.72
Service	10/01/2019	fax from caleb, scan, save, email to sam	0.20	\$59.60	\$11.92
Service	10/01/2019	review 657A- Oakes- 322 N. Frederick	0.50	\$133.43	\$66.72
Service	10/01/2019	email correspondence with Sam re: Initial appearances today- prouty to be there	0.20	\$59.60	\$11.92
Expense	10/01/2019	Reimbursable expenses: filing fee	1.00	\$235.00	\$235.00
Service	10/01/2019	Flat Rate: 657a petition-	1.00	\$350.00	\$350.00
Service	10/01/2019	file 657A petition and original notice- Oakes, email correspondence with Pat, data entry, spreadsheet update, request lien search.	0.40	\$59.60	\$23.84
Service	10/01/2019	Drafted-6 letters, 6AOS, 6 Consent to Judgments, 1 Directions for service, 1 affidavit of abandoned property, mailed/email to defendants	2.50	\$59.60	\$149.00
Service	10/01/2019	attention to service issues, attention to dog bite inquiry	0.50	\$133.43	\$66.72
Service	10/01/2019	addressing orders coming in, update spreadsheet with new date/calendar new dates. Email correspondence with Pat and Sam Emails to Ted for service to Bridget Campbell x3 Cert- mail to Davey's Doin's x3 draft and file motion to reconsider	3.00	\$59.60	\$178.80
Service	10/01/2019	Board of Appeals (Housing)	1.50	\$133.43	\$200.15
Service	10/01/2019	Attention to file: Oelwein v. Gyuro; Attendance at Oelwein v. Gyuro NJL	0.30	\$133.43	\$40.03
Expense	10/02/2019	Reimbursable expenses: Certified Mail on Davey Doins	1.00	\$7.60	\$7.60
Expense	10/02/2019	Reimbursable expenses: Service fee on Fratzke	1.00	\$35.00	\$35.00
Expense	10/02/2019	Reimbursable expenses: service fee on 322 N Frederick	1.00	\$35.00	\$35.00
Service	10/02/2019	Attendance at Board meeting on rental inspection appeals on 10/01/19	1.30	\$133.43	\$173.46
Service	10/02/2019	emails to officer and dispatch, call to dispatch, emails to Pat, draft and file 2 motions to dismiss.	2.00	\$59.60	\$119.20
Service	10/02/2019	file 2 return of service	0.25	\$59.60	\$14.90
Service	10/02/2019	call from Justin Kleppe- "I cant appear in court, I have to work"	0.25	\$59.60	\$14.90
Service	10/02/2019	correspondence and telephone call with L. Moore, USDA re mortgage release.	0.30	\$133.43	\$40.21
Service	10/03/2019	call to Sam, email correspondence with Sam and Pat, Order lien search, save doc, draft and file motion to reset IA	2.00	\$59.60	\$119.20

Service	10/03/2019	drafted update for Sam - emailed	0.33	\$59.60	\$19.67
Expense	10/03/2019	Reimbursable expenses: Lien Search on 933 1st Ave SW, Pentecost & Anderson	1.00	\$150.00	\$150.00
Service	10/03/2019	discuss various properties with Pat, start drafting Original notice	0.50	\$59.60	\$29.80
Service	10/04/2019	file 3 return of service	0.40	\$59.60	\$23.84
Service	10/04/2019	draft affidavit for Jay	0.25	\$59.60	\$14.90
Service	10/04/2019	schedule call with Jay and Pat, email correspondence with Sam, review Kapler and Garceau orders	0.50	\$59.60	\$29.80
Expense	10/04/2019	Reimbursable expenses: Service fee on Bridgett Cambell	1.00	\$35.00	\$35.00
Service	10/07/2019	review cases for tomorrow. email reminder	0.25	\$59.60	\$14.90
Service	10/07/2019	resend for service - oakes	0.15	\$59.60	\$8.94
Service	10/07/2019	Attention to vacant property issues and service issues, attention to USDA loan docs and email to Barb	0.50	\$133.43	\$66.72
Service	10/07/2019	draft, send for approval, file, 3 motions to reset initial appearance and motion to serve via publication. order 2 lien searches	1.00	\$59.60	\$59.60
Service	10/07/2019	research of Jerald Nicol Trust/ not served	0.35	\$59.60	\$20.86
Service	10/07/2019	call to Heidi re: Schoultz house	0.10	\$59.60	\$5.96
Service	10/07/2019	file 3 return of service, email to Pat, email to Sam, review cases	0.50	\$59.60	\$29.80
Expense	10/07/2019	Reimbursable expenses: Lien Search on John St. John	1.00	\$150.00	\$150.00
Service	10/07/2019	Flat Rate: Drafting Deed from John St. John to Oelwein	1.00	\$100.00	\$100.00
Service	10/07/2019	call from prouty, download exhibits, label, draft exhibit list, file	1.00	\$59.60	\$59.60
Service	10/07/2019	draft letter to mail with warranty deed mailed	0.25	\$59.60	\$14.90
Service	10/07/2019	Call Jay at Oelwien City Hall, email to Ethan Epley	0.50	\$133.43	\$66.72
Service	10/08/2019	update calendar and spreadsheet with initial appearances, email to sam with update, save affidavit	0.30	\$59.60	\$17.88
Service	10/08/2019	draft, file, affidavit of mailing x 4, draft, mail 10 day notice x4, email to Sam, organize orders, update calendar, spreadsheet	2.00	\$59.60	\$119.20
Service	10/08/2019	Order for judgment email to Jim, phone call from Jim	0.10	\$59.60	\$5.96
Service	10/09/2019	calendar events, save orders, email to Pat	0.25	\$59.60	\$14.90

Service	10/09/2019	Attention to radio project and correspondence to ethan eply on sales of Davey's doings	0.25	\$133.43	\$33.36
Service	10/09/2019	Flat Rate: 657A petition - Anderson- pentecost	1.00	\$350.00	\$350.00
Service	10/09/2019	draft 657A petition, original notice, application to serve via publication, proposed order	1.00	\$59.60	\$59.60
Service	10/09/2019	City of Jesup & 28E Agreement email exchange with Jesup city attorney	0.20	\$133.43	\$26.69
Service	10/09/2019	Jay with City of Oelwein re daveys and ct Ethan Epley	0.40	\$133.43	\$53.37
Service	10/09/2019	Draft UCC (USDA) and review with Pat.	0.50	\$59.60	\$29.80
Expense	10/10/2019	Reimbursable expenses: Service fee on Pentecost	1.00	\$35.00	\$35.00
Service	10/10/2019	file return of service	0.10	\$59.60	\$5.96
Service	10/10/2019	Drafted 657A x2, original notice x2, proposed order x2, motion x2	1.00	\$59.60	\$59.60
Expense	10/10/2019	Reimbursable expenses: filing fee- Vici Investments	1.00	\$235.00	\$235.00
Service	10/10/2019	case data entry, filing, final edits	0.50	\$59.60	\$29.80
Service	10/10/2019	Flat Rate: 657A petition -Vici Investments	1.00	\$350.00	\$350.00
Expense	10/10/2019	Reimbursable expenses: Service fee on Oakes Melvin	1.00	\$65.30	\$65.30
Service	10/10/2019	Flat Rate: petition 657A- Jerald Nicol trust	1.00	\$350.00	\$350.00
Service	10/10/2019	data entry, filing case, final edits Nicol trust	0.50	\$59.60	\$29.80
Expense	10/10/2019	Reimbursable expenses: Filing fee for Jerald Nichol Trust	1.00	\$235.00	\$235.00
Service	10/11/2019	draft affidavits x2, email to ted for service, draft service via publication to Oelwein daily register, draft AOS x1	1.00	\$59.60	\$59.60
Service	10/11/2019	draft 2 affidavit of mailing, mailed 2 sets of ON and Petition to last known addresses	0.50	\$59.60	\$29.80
Expense	10/11/2019	Reimbursable expenses: Lien Search by Fayette Abstract for Nicol	1.00	\$150.00	\$150.00
Expense	10/11/2019	Reimbursable expenses: Lien Search by Fayette Abstract for VICI Investments	1.00	\$150.00	\$150.00
Service	10/11/2019	draft AOS and Consent x2	0.40	\$59.60	\$23.84
Expense	10/11/2019	Reimbursable expenses: UCC Filing (USDA)	1.00	\$10.00	\$10.00
Service	10/11/2019	File UCC (USDA) with Iowa SOS.	0.10	\$59.60	\$5.96
Service	10/11/2019	review council packet and check items	0.70	\$133.43	\$93.40
Service	10/11/2019	draft proposed order for title, email correspondence with Pat, file	0.33	\$59.60	\$19.67

Service	10/11/2019	correspondence with Oelwein daily register	0.25	\$59.60	\$14.90
Service	10/11/2019	draft 2 proposed orders Davey's Doin's property to change title	0.50	\$59.60	\$29.80
Service	10/11/2019	Penny Fink message re lawn mowing concerns	0.25	\$133.43	\$33.36
Service	10/11/2019	Attention to email from Logan re: abatement continuance, return email. .2 NJL	0.20	\$133.43	\$26.69
Service	10/14/2019	Flat Rate: Drafting Warranty Deed from Pentecost Anderson to Oelwein	1.00	\$100.00	\$100.00
Service	10/14/2019	viscious dog preparation of materials for hearing, rr cf Attorney Ethan Epley re Daviey's Doins.	0.70	\$133.43	\$93.40
Service	10/14/2019	Dog hearing.. Council Meeting with litigation session.	1.75	\$133.43	\$233.50
Service	10/15/2019	file x2 affidavit- parties in possession	0.25	\$59.60	\$14.90
Service	10/15/2019	call to clerks office for copy of order, draft recorder cover sheet, check beacon for taxes	0.30	\$59.60	\$17.88
Expense	10/15/2019	Reimbursable expenses: certified copy of order for change of title -Gopher	1.00	\$20.00	\$20.00
Service	10/15/2019	update spreadsheet, update calendar with hearing dates, set reminders to remind officers to be in court, email x 3 to officers notifying them of hearing dates	0.50	\$59.60	\$29.80
Service	10/15/2019	email correspondence with Pat and Sam re: paying taxes	0.25	\$59.60	\$14.90
Service	10/15/2019	emails x4 to officers reminder that cost fro clean up due 10-25-19	0.25	\$59.60	\$14.90
Service	10/15/2019	draft 3 witness lists, file	0.50	\$59.60	\$29.80
Expense	10/15/2019	Reimbursable expenses: Service fee for Vici Investments and Jerald Nicol Living Trust	1.00	\$70.00	\$70.00
Service	10/15/2019	call to OCC trying to get Union Bank served	0.25	\$59.60	\$14.90
Service	10/15/2019	Attention to email from Schmelzer re: Oelwein v. Wright, return email, conference with Schmelzer; .3 NJL	0.30	\$133.43	\$40.03
Service	10/15/2019	Review of Oelwein v. Vance; Attendance at trial of Oelwein v. Vance; .4 NJL	0.40	\$133.43	\$53.37
Service	10/15/2019	Attendance at Oelwein v. Manning, etc.; .1	0.10	\$133.43	\$13.34
Service	10/16/2019	calls to SOS, sent out AOS for oaks mater again x4	0.75	\$59.60	\$44.70
Service	10/17/2019	daveys spreadsheet	1.00	\$59.60	\$59.60
Service	10/17/2019	davey spreadsheet	2.00	\$59.60	\$119.20
Service	10/18/2019	davey back taxes research	0.50	\$59.60	\$29.80

Service	10/20/2019	letter to davey's doins re current plan and proposals	0.50	\$133.43	\$66.72
Service	10/21/2019	tele conference with city admin, two additional emails to opp counsel.	0.50	\$133.43	\$66.72
Service	10/22/2019	scan deed, email to Dylan	0.25	\$59.60	\$14.90
Service	10/22/2019	draft and file witness list x6	0.50	\$59.60	\$29.80
Service	10/22/2019	email to prouty re: hearing dates	0.15	\$59.60	\$8.94
Service	10/22/2019	update spreadsheet, file AOS and Consent	0.33	\$85.00	\$28.05
Service	10/22/2019	Missed call from Jay and visit to Jay re contrasct sales	0.40	\$133.43	\$53.37
Service	10/23/2019	draft motion to continue TSC, email correspondence with pat re: TSC	0.25	\$59.60	\$14.90
Service	10/23/2019	correspondence with Davey's DOings attorney.	0.25	\$133.43	\$33.36
Service	10/24/2019	ordered lien serach, email correspondence with Pat, new 657A file developed	0.25	\$59.60	\$14.90
Service	10/24/2019	davey's doins spreadsheet	0.40	\$59.60	\$23.84
Service	10/24/2019	draft and mail directions for service, email correspondence re service	0.35	\$59.60	\$20.86
Service	10/25/2019	draft letter to mail with deed -ANDERSON	0.25	\$59.60	\$14.90
Service	10/25/2019	review davey' s doins resolution	0.40	\$133.43	\$53.37
Service	10/25/2019	email to Nathan, hour input	0.15	\$59.60	\$8.94
Service	10/28/2019	draft 657A petition, ON, Affidavit, consent x2, acceptance of service x2, motion , proposed order, affidavit of mailing, email to pat for approval Fink/Rahe	1.00	\$59.60	\$59.60
Service	10/28/2019	email exchange with city admin re tenant issues on Davey's doins property	0.25	\$133.43	\$33.36
Expense	10/28/2019	Reimbursable expenses: Lien search on Rahe Fink property	1.00	\$150.00	\$150.00
Service	10/28/2019	work session and city council meeting	1.25	\$133.43	\$166.79
Service	10/29/2019	draft and file motion and proposed order dismissing defendant USDA	0.40	\$59.60	\$23.84
Service	10/29/2019	draft an file affidavit of mailing x2, 10 day notice x2	0.50	\$59.60	\$29.80
Service	10/29/2019	email cases to mayor and nathan	0.15	\$59.60	\$8.94
Service	10/29/2019	email officer judgment, email to building admin, email to building inspector,draft app for default x2	0.50	\$59.60	\$29.80
Service	10/29/2019	order lien search DAvey Smith and Larry Smith	0.15	\$59.60	\$8.94
Service	10/29/2019	sam return email, file application for default	0.15	\$59.60	\$8.94

ITEM #A.

Service	10/29/2019	attention to davey doins emails to city admin/bldg inspector and op counsel	0.40	\$133.43	\$53.37
Service	10/29/2019	review judges ruling in Leo cases, pull code. email city admin.	0.40	\$133.43	\$53.37
Expense	10/30/2019	Reimbursable expenses: recording fee to Fayette Recorder re Bickell	1.00	\$22.00	\$22.00
Service	10/30/2019	edit, finish draft, file default order x2	0.40	\$59.60	\$23.84
				<b>Total</b>	<b>\$8,266.99</b>

## Detailed Statement of Account

### Other Invoices

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
5033	09/26/2019	\$9,950.54	\$0.00	\$9,950.54

### Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
5198	10/30/2019	\$8,266.99	\$0.00	\$8,266.99
<b>Outstanding Balance</b>				<b>\$18,217.53</b>
<b>Total Amount Outstanding</b>				<b>\$18,217.53</b>

Please make all amounts payable to: Dillon Law PC

Payment is due upon receipt.



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Administrator's Council Agenda Memo

Date: 11/12/2019

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### Ordinances

2. Consideration of an Ordinance Deleting Section 22-101 of the Code of Ordinances - First Reading
  - Staff continues to work with council on cleaning up the code for the city. This code section contains language about alternative parking in a snow emergency. This section does not work with the newest ordinance and requires removal. The City Administrator recommends approval of the first reading.

### Resolutions

3. Consideration of a Resolution Approving Internal Loan and Obligating funds from the City's Central Urban Renewal Tax Revenue Fund for appropriation to the payment of the Project
  - Each year the city is required to show what loans and what funds are being used to provide for economic development incentives through tax increment financing. This item is routine in nature and is required by the development agreements that council has already agreed upon. The City Administrator recommends approval of the resolution.
4. Consideration of a Resolution Obligating funds from the Performance Rehab Subfund of the City's Central Urban Renewal Area Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation economic development tax increment payments due to be paid in the next succeeding fiscal year
  - This item allows the city to provide payment to the business stated and allows the city to annually appropriate the debt used for the payment. The City Administrator recommends approval of the resolution.
5. Consideration of a Resolution Obligating funds from the Cornerstone Inn and Suites, LLC Subfund of the City's Industrial Park Urban Renewal Area Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation economic development tax increment payments due to be paid in the next succeeding fiscal year
  - This item allows the city to provide payment to the business stated and allows the city to annually appropriate the debt used for the payment. The City Administrator recommends approval of the resolution.



6. Consideration of a Resolution Obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations which shall come due in the next succeeding fiscal year
  - This item allows the city to provide payment to the city's loan and allows the city to annually appropriate the debt used for the payment. The City Administrator recommends approval of the resolution.
7. Consideration of a Resolution Obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations which shall come due in the next succeeding fiscal year
  - This item allows the city to provide payment to the city's loan and allows the city to annually appropriate the debt used for the payment. The City Administrator recommends approval of the resolution.
8. Consideration of a Resolution Approving appropriation to the payment of General Obligation Bonds, Series 2016A, in Fiscal Year 2020-21
  - This item is the city acknowledging that they will be paying on debt using debt service. The City Administrator recommends approval of the resolution.
9. Consideration of a Resolution Certifying Tax Increment Finance Indebtedness in Various Districts in the City of Oelwein, Iowa
  - The state requires that we certify the city's tax increment financing with the county. The City Administrator recommends approval of the resolution.

**Motions**

10. Consideration of a motion to accept property located at 208 8th Avenue SW and lot adjacent to the south
  - The community development department has worked with this property owner to assume ownership of this house and the adjacent lot. Community Development knows the house needs torn down and that a buildable lot will be ready for investors.
11. Consideration of a motion authorizing the purchase of fitness equipment from Push-Pedal-Pull in the amount of \$12,060.00 for the Wellness Center
  - This is a budgeted item. The City Administrator recommends approval of the purchase.



	Description	FY20	FY19 spent	Comments	FY21 request	Comments
60100	Salary	\$ 201,895.00	\$ 193,887.00		\$ 208,301.00	2.75% - city
61990	Personnel Expense	\$ 900.00	\$ 1,030.00		\$ 900.00	
63100	Building-Maintenance	\$ 2,300.00	\$ 8,834.00	HVAC, Gutters	\$ 4,000.00	
63100	Bldg-clean 1/2 carpet	\$ -		new carpet FY20	\$ 2,260.00	1/2 carpet
63310	Vehicle	\$ 350.00	\$ 67.00		\$ 350.00	
63730	Communication	\$ 950.00	\$ 963.00		\$ 1,000.00	
63810	Utilities	\$ 24,000.00	\$ 28,000.00	started solar	\$ 26,400.00	10% rate increase
64090	Janitorial/paper sup.	\$ 850.00	\$ 686.00		\$ 850.00	
64092	Lot	\$ -	\$ 2,267.00		\$ 2,250.00	
64110	Legal Expenses	\$ -				
64130	Traveling Ex Grant					
64130	NEIA Char Found					
64950	Schmitt Contract	\$ 12,300.00	\$ 13,500.00		\$ 13,500.00	no increase requested
65041	Equipment	\$ 700.00	\$ 702.00		\$ 700.00	
65060	Office Sup/Postage	\$ 2,250.00	\$ 2,749.00		\$ 2,750.00	
65060	Unique Management	\$ 500.00	\$ 528.00		\$ 500.00	
65072	Enrich Iowa	\$ -				
65077	Passport	\$ 800.00	\$ 370.00		\$ 800.00	
65130	Computer-Apollo	\$ 2,400.00	\$ 2,400.00		\$ 2,400.00	
65130	Comp-Tech Support	\$ 2,600.00	\$ 1,700.00		\$ 3,000.00	see below **
65210	Open Access	\$ -				
65220	Books, AV,Mags.	\$ 25,000.00	\$ 21,300.00	Total: \$29,777	\$ 30,000.00	survey top priority
	<b>TOTAL</b>	<b>\$ 277,795.00</b>	<b>\$ 278,983.00</b>		<b>\$ 299,961.00</b>	
				** Tech support	\$ 1,700.00	
				Deepfreeze	\$ 600.00	
				Fingerprint	\$ 290.00	
				PlanIt	\$ 250.00	

## Staff Responsibilities and Conduct

ITEM #2.

October 11, 2001

Reviewed 1/10/07, 7/15/13

Revised 10/18/07, 2/11/10, 8/10/16, 11/12/19

### **Professional Responsibilities**

- To maintain the principles of the American Library Association *Library Bill of Rights*, *Code of Ethics*, *Freedom to Read Statement*, and *Freedom to View Statement*.
- To learn and execute the established policies and procedures of the Oelwein Public Library.
- To address patron needs or concerns with courtesy, objectivity, and an open attitude.
- To protect the confidential relationship that exists between a library user and the library.
- To protect the privacy of patrons and staff.
- To serve all patrons equally according to their needs.
- To make the resources and services of the library easily accessible and known to all current and potential users.
- To carry out the policies of the library in a spirit of cooperation.
- To avoid any possibility of personal gain at the expense of the library.
- To be aware of the obligations of employment and of what constitutes abuse of working conditions and benefits.
- To carry out assignments so that the other staff members do not need to assume added responsibilities, except in times of emergency.
- To keep all work areas orderly and maintain library equipment, furnishings, and property.

### **Professional Conduct**

- All staff members should be in the library and ready for work on time.
- Conversations with co-workers or patrons should be kept to a minimum and should never interfere with service to patrons.
- Personal telephone calls should be kept to a minimum.
- Personal use of library computers should occur during breaks or unscheduled times.
- Smoking is not allowed in the library.
- Gum chewing or eating while at work is not allowed in public areas.
- Attire not to be worn
  - Blue Jeans
  - Athletic shorts, sweat pants, sweatshirts, biking pants, or wind breakers
  - Shirts with writing or picture decals
  - Halter tops, tops with spaghetti straps, or tops exposing bare midribs
  - Body piercings, including ear lobe gauges/plugs (other than two earrings worn in each ear), should not be visible or must be removed or covered if deemed inappropriate by the library director. No jewelry should cause a safety hazard (i.e., items that can be pulled or caught on objects or in machinery or equipment).
  - Tattoos must be kept covered if deemed inappropriate by the library director.
  - Any item that would cause a distraction or would not project a positive image of the library in the community

**Patron Information** - see policy on Confidentiality

- Information that may be released:
  - Information listed in the city directory or telephone book
  - List of patrons
  - Information may be obtained through a court order, warrant, or National Security Letter
- Information that may **not** be released:
  - Registration
  - Circulation
  - Information sought or received

**Employee Information**

Requests should be forwarded to the director or, if unavailable, the acting director.

- Information that may be released:
  - Verification of employment
  - Employee's salary range
  - All other requests shall be deferred to City Hall
  - Information may be obtained with a subpoena

The Oelwein Public Library Board of Trustees will meet on Tuesday, November 12, 2019 at 5:30 p.m. at the Oelwein Public Library.

**AGENDA**

**Roll Call**

**Agenda Approved**

**Minutes Approved**

**Correspondence and communications –**

**Trustee Training –** Library Collections - Newspapers

**Director’s Report –** Wreath Workshop, Graphic Novels, Fountain Pump

**Friend’s Report –**

**Bills Approved –**

**Unfinished Business**

FY2021 Budget

**New Business**

Accreditation – Mission Statement and Goals

Capital Improvement Plan

Carpet Bids

Policy Review – Library Personnel Intro p.43, Staff Responsibilities, p.44

**Adjournment**

**October Statistics**

***Circulation:***

**19 October: 5,430**

*18 October: 6,597*

***Computer Use:***

**19 October: 518**

*18 October: 799*

**Wireless: 1,857**

*Wireless: 2,694*

***Attendance:***

**19 October: 3,478 ( ) Sunday**

*18 October: 4,253 ( ) Sunday*

***New Patrons:***

**19 October: 19**

*18 October: 25*

***Program Attendance:***

**19 October: 213**

*18 October: 127*

***Acquisitions:***

**Books 152**

**CD’s 13**

**Movies 14**

***BRIDGES Downloads: 315***

**eBooks: 158**

**Audio: 146**

**eMagazines: 11**

***HOOPLA Downloads:75***

**eBooks: 24**

**Audio: 24**

**Movies: 9**

**Comics: 1**

**Music: 9**

**TV: 8**

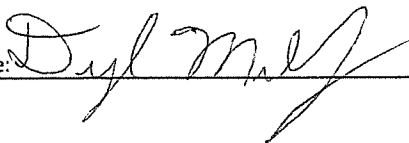
30. (Tier 1) (CHANGED TIER) The library provides access to current local, county, and/or regional news sources. Examples include:

The source can be online or print  Newspapers, newsletters, etc

Fund	Beg Balance	Revenue	Expense	Transfers	Fund Balance	BANK BALANCE
001 General	318,432.23	357,103.05	196,700.52	-	478,834.76	
051 County Emergency Manage	7,809.22	5,890.48	-	-	13,699.70	
110 Road Use Tax	728,118.77	79,738.04	67,926.23	-	739,930.58	
112 Trust and Agency	679,887.64	185,156.02	71,581.00	-	793,462.66	
113 Flex Spending	1,363.99	1,560.94	1,560.94	-	1,363.99	1,363.99
119 Emergency	4,688.62	10,644.04	-	-	15,332.66	
120 Sidewalks Repaired/Replaced	-	-	-	-	-	
121 Sales Tax	182,047.24	45,796.99	-	-	227,844.23	
122 Hotel/Motel Tax	47,294.15	54.86	2,642.37	-	44,706.64	
123 Gas-Electric Franchise Fee	594,332.19	203,665.11	-	(21,148.00)	776,849.30	
124 Library Bequest	366,533.66	547.64	655.22	-	366,426.08	
126 Downtown TIF	4,262.75	9,367.81	-	-	13,630.56	
127 Industrial Park TIF	-	21,928.18	-	-	21,928.18	
128 Ind Park SubFund TIF East Penn	833,808.50	967.12	-	-	834,775.62	
132 DARE	3,785.50	-	-	-	3,785.50	
136 Trees Forever	23,887.82	400.00	-	-	24,287.82	
146 1st Time Home Buyers Prog	4,775.21	-	-	-	4,775.21	
160 Econ Dev (\$12,500 Wellness Res)	763,807.70	885.93	17,995.92	(125,000.00)	621,697.71	
161 IRP Revolving Loan	129,325.39	215,080.43	296,877.21	125,000.00	172,528.61	422,610.82
162 Downtown Business Grants	145,000.00	-	50,000.00	-	95,000.00	
166 NSP	-	-	-	-	-	
177 Forfeit Assets	5,014.31	370.65	-	-	5,384.96	
200 Debt Service	323,924.17	183,050.93	-	21,148.00	528,123.10	
201 Water Bondsinking	89,438.09	103.74	-	17,005.00	106,546.83	
202 Sewer Bondsinking	252,556.25	292.94	-	53,389.00	306,238.19	
205 Special Assessments	-	-	-	-	-	
214 2016A GO UR ED Bond Ind Pk Land	-	-	-	-	-	
268 Municipal Trust	-	-	-	-	-	
269 Future Proposed Bond Sale	-	-	-	-	-	
278 West Charles Mall	-	-	-	-	-	
282 CDBG Housing Rehab	20,970.86	24.32	1,566.98	-	19,428.20	
285 2009 Bond Sale	49.67	-	49.67	-	-	
286 2016B GO Bond (Rise City Port)	-	-	-	-	-	
287 2019 GO Bond	-	-	269,288.02	-	(269,288.02)	
288 2016D Water Revenue Bond	-	-	-	-	-	
305 Airport Grant	(9,742.32)	6,272.00	2,742.44	-	(6,212.76)	
307 Tri Park Trail Extensions	147,301.90	2,280.85	594.75	-	148,988.00	
314 Oel ind Park E Penn/14th St Ext	486,768.52	564.60	-	-	487,333.12	
385 West Water Tower	(435.78)	-	-	-	(435.78)	
386 42 Well Rehab	(77,693.51)	-	-	-	(77,693.51)	
387 Pave 10th Street SE/Old Road	(38,954.70)	-	20,691.90	-	(59,646.60)	
397 Railroad Grant-Viaduct	78,191.62	-	-	-	78,191.62	
501 Cemetery Perp Care	288,581.44	120.16	-	-	288,701.60	3,701.60
600 Water (2016D Reserve \$67,000)	525,216.27	100,043.56	77,280.50	(17,005.00)	530,974.33	
601 Water Infrastructure Fee	847,790.88	16,759.35	-	-	864,550.23	
620 Customer Water Deposits	118,611.95	2,850.00	3,374.30	-	118,087.65	
640 Fuel	30,685.95	4,856.62	16,026.68	-	19,515.89	
670 Landfill	39,940.80	49,696.63	81,605.84	-	8,031.59	
671 Recycling	6,273.41	6,649.42	19,731.64	-	(6,808.81)	
672 ROW Trees Utility Fee	32,374.31	5,494.05	6,750.00	-	31,118.36	
680 Wellness Center	(1,145.36)	20,956.98	12,824.71	-	6,986.91	
698 Wellness Center Reserve	-	-	-	-	-	
700 Sewer/Waste Treatment	905,996.49	131,562.21	87,737.89	(51,709.00)	898,111.81	
701 Sewer Infrastructure Fee	117,391.58	5,513.36	-	(1,680.00)	121,224.94	
706 20th Street Lift Station	94,968.98	110.15	-	-	95,079.13	
	<b>9,123,236.36</b>	<b>1,676,359.16</b>	<b>1,306,204.73</b>		<b>9,493,390.79</b>	

ITEM #2.

Fidelity and Community Money Market Accounts		8,355,630.77
CD'S Cemetery \$285,000/Water Deposits \$100,000		385,000.00
Fidelity IRP/Flex/Cem Perp Bank Ckng		177,594.20
Unapplied Accounts Receivable	Hanger rent paid in advance	(5.00)
Balance Checking Account		575,170.82
Payroll Liabilities		-
		<b>9,493,390.79</b>
		<b>9,493,390.79</b>

Signature: 

53 11/4/19

## Wreath Making Workshop

Iowa State University Extension will be conducting a wreath making workshop on Saturday, November 23 at 10:00 a.m. Participants can cover the cost of workshop materials by bringing canned goods to be donated to the local food pantry or by paying the \$15.00 material fee. Natural materials such as wild grapevines, pine boughs and cones, and dogwood branches will be provided. Participants are welcome to bring any additional items to add to their wreath. Pre-register by calling the library at 319-283-1515.



## Census Takers Needed

A representative from the U.S. Census Bureau will be at the library on November 11 from 4:00-8:00 to talk to individuals interested in working as a Census Taker.



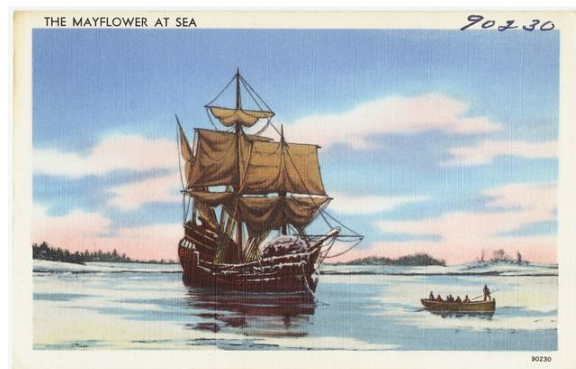
## New Graphic Novels!

Library Staff has expanded the Young Adult collection by adding 70 new graphic novels. We have added Marvel and DC Superheroes and a mix of Anime titles! Come check them out!



## Thanksgiving Holiday

The library will close at 5:30 p.m. on Wednesday, November 27 and will be closed all day on November 28 for Thanksgiving.



There will be no Pages and Play Club on November 27.



## October Parks Monthly Report 2019

### Parks / Cemetery / Aquatics / Campground

#### Park and Recreation

[www.cityofuelwein.org](http://www.cityofuelwein.org)

This month I had Tim utilize our newest piece of equipment a spike aerator on some of the ball diamonds. With all the rain we have been getting it is impossible to get into most areas even with the mowers. Contractors are in starting on the trail addition in Wings Park but the wet conditions are slowing them down too. To protect against deer browsing, Mike Ledesma and Nick Wirtz put up snow fence around the sapling trees that we planted at the complex that we received from the DNR. Someone stole the light at Oakdale Cemetery that was on the flag. With cold temperatures coming this weekend, the employees have been winterizing and blowing out waterlines to bathrooms and drinking fountains. The campground is closing after this weekend as well as Carolyn did a good job hosting again. The cemetery employees had a burial and four cremations the first week of October to take care of. I hosted the monthly tree board meeting where we discussed the tree planting at the end of the month. The tree board will also be travelling to Cedar Falls at the end of the month to receive the governor's volunteer award. The tree board also sold all the large trees at the tree farm at Woodlawn. On Tuesday the 8th, I hosted the trails committee meeting where we divided names for our Friends of the Trails program. The committee is raising funds from citizens and businesses to complete the Oelwein Urban Municipal Trail.

At Wings Park Tim Ledesma finished plugging all the rec fields for aeration. I travelled to Pella on Friday the 11<sup>th</sup> to attend a trails summit, which covered maintenance, promotion and development. Contractors installed the new pilings for the new bridge going in at Wings Park. Tim Ledesma took the maintainer to the sports complex and graded the parking lot once again. The other contractor started pouring concrete for the trail extension starting by the bridge to the pool and working their way over to the new bridge. Dan Ohl is finishing painting the office at the cemetery this week. The park and cemetery employees have been busy shutting off water and winterizing for the cold weather. I have been working on budget and CIP items. I am finishing the Trees Forever grant for the next cycle to submit. The tree board is meeting once again tonight for a final meeting before we plant street trees next week.

The park employees finished work at the pool this season by wrapping the diving boards to protect them over the winter months. Tim Ledesma has been busy grinding stumps in the various parks. On Thursday, I met with the Tree Board another time to confirm locations and start calling in locates. Late last week the park employees finished winterizing the campground by blowing out the water lines and painting the shower house floors with an epoxy paint. The park employees also finished painting the exterior of the shower house as well. At Wings Park, the new bridge arrived on Tuesday the 17<sup>th</sup> on a semi-trailer. The construction crew completed another 100 feet of trail but the continued wet weather is slowing down production. The trees for the street tree planting were picked up and with the help of the tree board, we planted all the trees. Another bench installed at the dog park inside the gated area to give patrons a place to sit while watching their dogs. The cemetery crew finished pouring foundations, pulling the forms and placing black dirt around the foundations. The cemetery employees were busy chopping leaves, picking up garbage cans, bringing out grave heaters and propane trailers and installing t posts along the roads for snow removal purposes. On Monday the 21<sup>st</sup>, I hosted the park and rec meeting where we discussed trail progress, tree plantings and code review. At that meeting, I proposed raising money for some sign upgrades for Woodlawn Cemetery.

Park and Recreation [www.cityofuelwein.org](http://www.cityofuelwein.org)

The cemetery crew finished foundations. Bridgework continues at Wings Park and they are making some progress on dirt work as the rain/snow persist. The Tree Board planted 54 trees in the street boulevards to increase the cities tree canopy. The employees brought all the mowers to the park maintenance shop to go over for the end of the season. The park department received a \$5,000 grant from the RJ McElroy trust for umbrellas for the aquatic center.

Aeration



Trail Building



Fenced off saplings



Oakdale



Winterizing





Pella trail summit



Friends of the Oelwein  
Municipal Urban Trail



Pilings



Bridge work



Trail building



**Park and Recreation** [www.cityofoeiwein.org](http://www.cityofoeiwein.org)

Office painting



Winterizing



Winterization



Stump grinding



Floor painting



Wings bridge



Wings bridge



Park and Recreation [www.cityofuelwein.org](http://www.cityofuelwein.org)

Trail install



Bridge pilings



Shower house painted



Blvd trees



New tires



Dog park bench



Foundations



Park and Recreation [www.cityofoelwein.org](http://www.cityofoelwein.org)

Possible project of sign upgrades at Woodlawn



Use existing pedestals





# McElroy Trust

## Daily Activities

- ❖ Pick up garbage, removed hanging baskets, and weeding downtown
- ❖ Checking parks, cemeteries, cleaning bathrooms
- ❖ Monthly safety checklist
- ❖ Maintenance on equipment
- ❖ Order supplies for different departments
- ❖ Work on info for tree board plantings
- ❖ Work with trails committee, Friends of Trails
- ❖ Safety meetings with departments and city
- ❖ Prepare graves for funerals
- ❖ Attended Upper Explorerland meetings

## Progress on Projects

- ❖ Received \$5000 for shade structures at the aquatic center from RJ McElroy Trust
- ❖ Tree Board monthly meeting
- ❖ Tree Board planted 54 street trees
- ❖ Dead tree removal
- ❖ Painted cemetery office
- ❖ Winterized all facilities
- ❖ Trail extension at Wings Park
- ❖ Attended trails summit
- ❖ Stump grinding
- ❖ Trails committee meeting
- ❖ Foundations poured at Woodlawn
- ❖ Bench installed at Dog Park
- ❖ Raised money for cemetery signs
- ❖ Painted shower house floors with epoxy paint
- ❖ Aerated all ball fields



**Next Month and Future Projects**

- ❖ Tree Board meeting
- ❖ Trails Committee meetings
- ❖ Park and Rec meeting
- ❖ Wings Park trail extension
- ❖ Pool mini golf area
- ❖ Park master plan
- ❖ Grant work
- ❖ Diamond 3 fencing
- ❖ Budget
- ❖ Website work
- ❖ Cemetery signs

Joshua Johnson MA  
Oelwein Park Superintendent  
20 2<sup>nd</sup> Ave. SW  
Oelwein, IA. 50662  
319-283-5440 – City Hall  
319-283-0544 – Cell



Save a tree, please don't print this e-mail unless necessary