



Agenda

Planning, Finance, Enterprise, and Economic Development Committee

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

5:30 PM

May 26, 2026

Oelwein, Iowa

Mayor: Brett DeVore

Committee Members: Matt Weber, Jason Gearhart, Tony Cannon

Pledge of Allegiance

Discussions

1. Consideration of a motion to provide a recommendation to Council on the Hotel Motel request for the Oelwein Area Historical Society in the amount of \$1,500.00.
2. Consideration of a motion to provide a recommendation to Council on the Hotel Motel request for the American Legion Ross Reid Post 9 in the amount of \$3,490.00.

Adjournment

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

Hotel Motel FY 2026

Past Fiscal Year

Fund 122 balance 6/30/2025 \$ 36,971.38
 (June '25 pmt \$5693.46 didn't have 49% taken out)

Current Fiscal Year

Estimated Revenue 2025 70,000.00
 less Revenue to General Fund 49% (34,300.00)
 less Revenue to Trails (to trans 6-2021) (10,000.00)
FY 2025-26 available for tourism awards \$ 25,700.00

Treasurer's Report Fund 122

Month End Balance History

July 49,718.15
 August 56,966.36
 September 64,351.30
 October 72,016.06
 November 56,655.91
 December 69,935.93
 January 72,559.46
 February 72,674.61
 March 72,411.51
 April 71,059.01
 May
 June

Revenue Rec'd Tracking (s/b \$65,000)

July '25 9,956.97
 August '25 7,248.21
 September '25 7,384.94
 October '25 7,664.76
 November '25 -
 December '25 13,280.02
 January '26 4,123.53
 February '26 3,589.54
 March '26 2,649.44
 April '26 3,648.24
 May '26
 June '26 \$ 59,545.65

Project	Date Requested	Amount Requested	Council Award Date	Amount Awarded	Date Paid	Amount paid	*Remaining Balance	Special Instructions
Williams Center - Reba McEntire Tribute	6/1/2025	1,500.00	6/9/2025	1,500	11/12/2025	1,500.00		
Williams Center - Spirit of Christmas	9/1/2025	1,500.00	9/22/2025	1,500	1/9/2026	1,500.00		
Grand Theatre - HVAC system	9/1/2025	9,779.33	9/22/2025	5,291.15	11/25/2025	5,291.15		
Oelwein Coliseum	10/22/2025	9,369.00	10/27/2025	9,369	2/27/2026	9,369.00		
Williams Center - Billy Joel Tribute	1/1/2026	2,500.00	1/26/2026	2,500	4/28/2026	2,500.00		
Oelwein USBC - 2026 Tournament	1/1/2026	4,600.00	1/26/2026	4,600	2/9/2026	4,592.74	7.26	
Oelwein Coliseum	2/1/2026	2,500.00	2/13/2026	1,500	2/27/2026	1,500.00		
Williams Center - Alabama Tribute	3/1/2026	2,500.00	3/9/2026	2,500	4/28/2026	2,500.00		
Fayette Co Ag Society - Co Fair	3/1/2026	5,000.00	3/23/2026	2,500				
Big O Celebration - Big O Weekend	3/1/2026	10,000.00	3/23/2026	10,000				
				Total \$		41,260.15		

\$ 21,411.23 Available to award



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

Application Deadlines

September 1 • December 1 • March 1 • June 1

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

Organization Name: Oelwein Area Historical Society, Oelwein Coliseum I

Contact Name: Charles Hallberg

Mailing Address: PO Box 445

City, State, Zip: Oelwein IA 50662

Phone: 319-929-6397 **Email Address:** oahs990@gmail.com

Date of Project: 5/30/2026

Total Project Cost: \$ 1500.00

Total Requested from Hotel/Motel Tax Funds: \$ 1500.00

Please indicate which category you are applying for funds:

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

Project Identification

1. What is the title of your project?

The Hepperly Band

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

On May 30th, the Hepperly Band will play at the Coliseum Ballroom. They are a Country and Classic Rock Band from the Clear Lake Area. This is their first time playing at the Coliseum. An added feature to this event is Line Dance Lessons provided by The Boogie Bandits.

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

The Hepperly Band has a following from their area that will bring visitors to the community as well as visitors that are now coming to events at the Coliseum. The Coliseum's historical presence brings visitors, new and return, as well to experience music performed in the *area*

3. Project Evaluation:

Projected number of adults the project will reach 200

Projected number of youth the project will reach 100

Geographic area of draw

Volunteers:

Number of volunteers 13

Number of volunteer hours 75

Attendance of event previous year(s) Last band event in April brought in

Day opens to public or performance(s) \$ 2,000.00

Saturday, May 30th from 3:30-9 pm

4. Project Budget:

Please provide a project budget and schedule of completion including all expenses. If desired, the project budget may be attached to the application. If exact costs are not known please attach estimates to the application, which should be identified as such.

The cost of the band is \$1500.00 which is what we are asking for.

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

Is this application "seed money" for a new project? If yes, please explain.

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

The Coliseum is undergoing some extensive maintenance repairing and adding support beams in the basement to the flooring. The \$1500 for the band allows for \$1500 to be applied to the \$6000+ floor jacking expense.

Have you ever received Hotel/Motel Tax Funding from the City of Oelwein in the past?

Yes: No: (check one)

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

Amount of Funding: \$

Date of Funding:

Reporting

Projects or Events Under \$500

- Funds can be provided up front to the organization
- A short memo to the city at the conclusion of the event describing the impact the event had on the community
- Receipts proving the hotel motel funds were used properly

Projects or events \$500-\$2000

- A budget and event plan must be provided with the application
- Funds can be provided up front to the organization
- A memo to the city at the conclusion of the event describing the impact the event had on the community
- Receipts proving the hotel motel funds were used properly

Projects or events over \$2000

- A budget and event plan must be provided with the application
- Funds can be provided up front to the organization
- A memo to the city at the conclusion of the event describing the impact the event had on the community
- Memo should include why/if the event made a profit and how that profit will be used
- Receipts proving the hotel motel funds were used properly

Assurances

Applicants hereby agree and acknowledge that:

If they are awarded funds, they will conduct their operations in accordance with Title VI and the Civil Rights Act of 1964, as amended, and the Rehabilitation Act of 1973, as amended, which prohibits discrimination against any employee, applicant for employment, or any person participating in a sponsored program on the basis of race, creed, color, national origin, religion, sex, age, or physical or mental disability, and require compensation for employment at no less than minimum wage requirements, and will provide safe and sanitary working conditions;

They will comply with the Americans with Disabilities Act;

They will comply with all other applicable State and federal laws, rules, ordinances, regulations, and orders;

They will expend funds, received as a result of this application, solely on the described project and programs included within the grant application documents within the fiscal year from which the grant is disbursed;

If they are awarded funds, applicants will include in all appropriate promotions, publicity, advertising, and in printed material the following credit line as applicable:

- This project was partially supported by a Hotel-Motel Tax Fund grant from the City of Oelwein.
- Our operations are partially supported by a Hotel-Motel Tax Fund grant from the City of Oelwein.
- Our operations are and this project was partially supported by a Hotel-Motel Tax Fund grant from the City of Oelwein.

The filing of this application has been approved by the legally authorizing body of the applicant, if applicable;

The facts, figures and information contained in this application including all attachments, are true and

correct;

Failure to comply with the administrative rules for this program will result in the forfeiture of funds allocated based upon this application grant;

All records of the grantee relating to this grant application are available during reasonable business hours to the City or their authorized representative upon request;

All records of the grantee related to this grant will be maintained for a period of three years following the date the final grant payment is made;

All grantees acknowledge that the source of the grant it is requesting from the City comes from the hotel and motel tax applicable in the City of Oelwein as contemplated by Iowa Code Chapter 422A (2007). The grantee specifically acknowledges the limited use that can be made of hotel and motel tax revenues and assures the City of Oelwein that the grant will be used only for allowable purposes as specifically set forth in Iowa Code Chapter 422A (2) (4) (2007). The grantee additionally and specifically acknowledges and assures the City of Oelwein that it will not use the grant for any purpose, which would be improper pursuant to this law. Furthermore, the grantee warrants that should it use the grant for any purpose not allowed by Iowa Code Section 422A (2)(4)(2007) that it will reimburse, in full, the City of Oelwein the entire amount of the grant;

All grantees acknowledge and assure the City of Oelwein that all grant funds received shall be segregated from other funds maintained by the grantee, until used for the proper purposes as described herein. The sums will be deposited into a segregated, identifiable checking account;

All grantees expressly acknowledge and assure the City of Oelwein that none of the sums received hereunder shall be used for "political purposes" as contemplated by Chapter 56 of the Code of Iowa (2007).

Cost Reimbursement

- A complete project budget and schedule of completion must be included with the application.
- Applicants must have accurate estimates included with the project budget.
- Applicants are eligible for up to 100% funding and funds will be distributed upon approval of the City of Oelwein City Council.
- Funds will be paid only to the applicant, not to contractors or vendors.
- Upon completion of the project, the applicant must submit documentation of expenses and a project recap **within 60 days to City Hall.**
- Any funds that are not expended or are found to be outside the scope of the grant made by the Funding Advisory Board must be reimbursed/returned, by the applicant, to the City of Oelwein
- **Failure to comply with the aforementioned rules will prohibit the applicant from applying for funds for one year.**

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

Charles Hallberg
Recipient
Oelwein Area Historical Society Board Member

5/19/26
Date

Recipient

Date

THE HEPPERLY BAND CONTRACT

This contract is for the personal services of musicians on the engagement below, made this 9th day of April, 26, between the undersigned Purchaser of Music (herein called "Employer" and The Hepperly Band musicians. * (including leader)

The musicians are each bound by the terms and conditions of the contract. The leader represents that the musicians already designated have agreed to be bound by said terms and conditions. Each musician yet to be chosen upon acceptance, shall be bound by said terms and conditions. Each musician may enforce this agreement. The musicians each agree to render services under the undersigned leader.

1. Name and Address of Place of Engagement: Oelwein Ballroom, 101 1st St, SW Oelwein, IA. 50662
Print Name of Group: The Hepperly Band

2. Date(s), starting and finishing time of engagement: May 30th, 2026. 6:00 p.m. to 9:00 p.m.

3. Type of engagement (specify whether dance, stage show, banquet, etc.)

4. Wage Agreed Upon \$ 1,500⁰⁰
(Terms and Amount)

5. Employer will make payments as follows: total wage agreed upon to be paid by check made out to 'The Hepperly Band' & given to the Leader below at time of arrival day of event before show begins or immediately after equipment has been set.

6. The Employer shall have complete supervision and direction over the services of musicians on this engagement and reserve the right to control the manner of the performance of services by the musicians, including the leader.

7. _____

8. If the employer breaches this agreement, (other than conditions mentioned in Item 7), he shall pay musicians amount agreed upon plus a reasonable attorney's fee.

9. Both parties (employer and musicians) acknowledge that they are and each has the obligation to be fully acquainted with this agreement.

Oelwein Area Historical Society d/b/a
Print Employer's Name Oelwein Coliseum

Lynda Payne Treasurer
Signature of Employer

101 1st St SW
Street Address

Oelwein IA 50662
City State Zip

319-929-6925
Phone #

Jon Hepperly
Print Leader's Name

Jon Hepperly
Signature of Leader

1304 4th St SE
Leader's Address

Mason City IA. 50401
City State Zip

(641) 420-1657
Phone #

*This contract does not conclusively determine the person liable to report and pay employment taxes and similar levies under rulings of the U.S. Internal Revenue Service and some of the state agencies.

Lynda Payne / Treasurer
cell # (319) 929-6925



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

Application Deadlines

September 1 • December 1 • March 1 • June 1

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

Organization Name: Post 9 Ross Reid, American Legion

Contact Name: Donna White

Mailing Address: 108 1st Street SW

City, State, Zip: Oelwein, Iowa 50662

Phone: 402 321 0441 **Email Address:** alegionpost9@gm

Date of Project: 06/27/26

Total Project Cost: \$ 3490.00

Total Requested from Hotel/Motel Tax Funds: \$ 3490.00

Please indicate which category you are applying for funds:

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

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

city@CityofOelwein.org
www.CityofOelwein.org

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

Project Identification

1. What is the title of your project?

Celebrating 250 Years of Freedom

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

12pm 7pm
Motorcycle rally, kids zone with Bouncy houses, etc.. live outside concert, food, beer garden
Tours of the Coliseum, Railway museum tours including the tower.

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

This is a community event that will attract out of town visitors, encourage the history of Oelwein and the celebration of 250 years of freedom honoring the veterans that have provided that freedom.

3. Project Evaluation:

Projected number of adults the project will reach 500

Projected number of youth the project will reach 250

Geographic area of draw

Event will be on 1st Street SW, between the American Legion & Coliseum
Street closure has been approved and utilization of Orville Christophel Park area for kid zone

Volunteers:

Number of volunteers 75

Number of volunteer hours 150

Attendance of event previous year(s)

Day opens to public or performance(s)

Saturday, June 27, 2026
12pm 7pm
band begins at 4pm

4. Project Budget:

Please provide a project budget and schedule of completion including all expenses. If desired, the project budget may be attached to the application. If exact costs are not known please attach estimates to the application, which should be identified as such.

Bouncy Houses	\$1,190.00
Band	\$400.00
Stage	\$900.00
Advertising	\$400.00
Electrical	\$600.00 est.

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

T shirt sales, celebrating 250 years of freedom, estimated cost

Is this application "seed money" for a new project? If yes, please explain.

First and one time event for the 250th celebration

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

No

Have you ever received Hotel/Motel Tax Funding from the City of Oelwein in the past?

Yes: No: (check one)

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[Signature]
Recipient

5-19-2026
Date

Recipient

Date

MEMO

250 YEARS OF FREEDOM CELEBRATION

AMERICAN LEGION, ROSS REID, POST 9

To: Dylan Mulfinger, City Administrator
From: Donna White, American Legion Post 9, Commander
Date: 5/19/2026
Re: Request from Hotel/Motel tax

OBJECTIVE: This event request exceeds \$2,000.

Budget:

Bouncy houses: \$1,190.00
Band: \$400.00
Stage: \$900.00
Advertising: \$400.00
Electrical: approximately \$600.00

Additional revenue opportunities:

Food and beverage sales
T-shirt sales

Planned events:

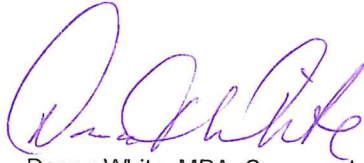
Motorcycle rally, kids' zone with bouncy houses, outdoor live concert, food, and beer garden.
Tours of the Coliseum and Railway Museum, including the tower.

Community contribution:

American Legion Post 9 donates its facilities on the first three Tuesdays of each month to Rise, Full Circle, and Goodwill so their clients can gather for meals, music, and karaoke.
The post also hosts a community blood drive one Thursday each month.
In addition, Honor Guard volunteers support memorial ceremonies and patriotic events in the community.

Follow-up:

At the conclusion of the event, a memo will be submitted to the city describing the event's impact on the community. The memo will also explain whether the event made a profit, how any profit will be used, and will include receipts showing that hotel/motel tax funds were used appropriately.



Donna White, MPA, Commander

American Legion, Ross Reid. Post 9

CELEBRATING 250 YEARS OF FREEDOM - THANK YOU VETERANS!

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

Participants:

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

Activities:

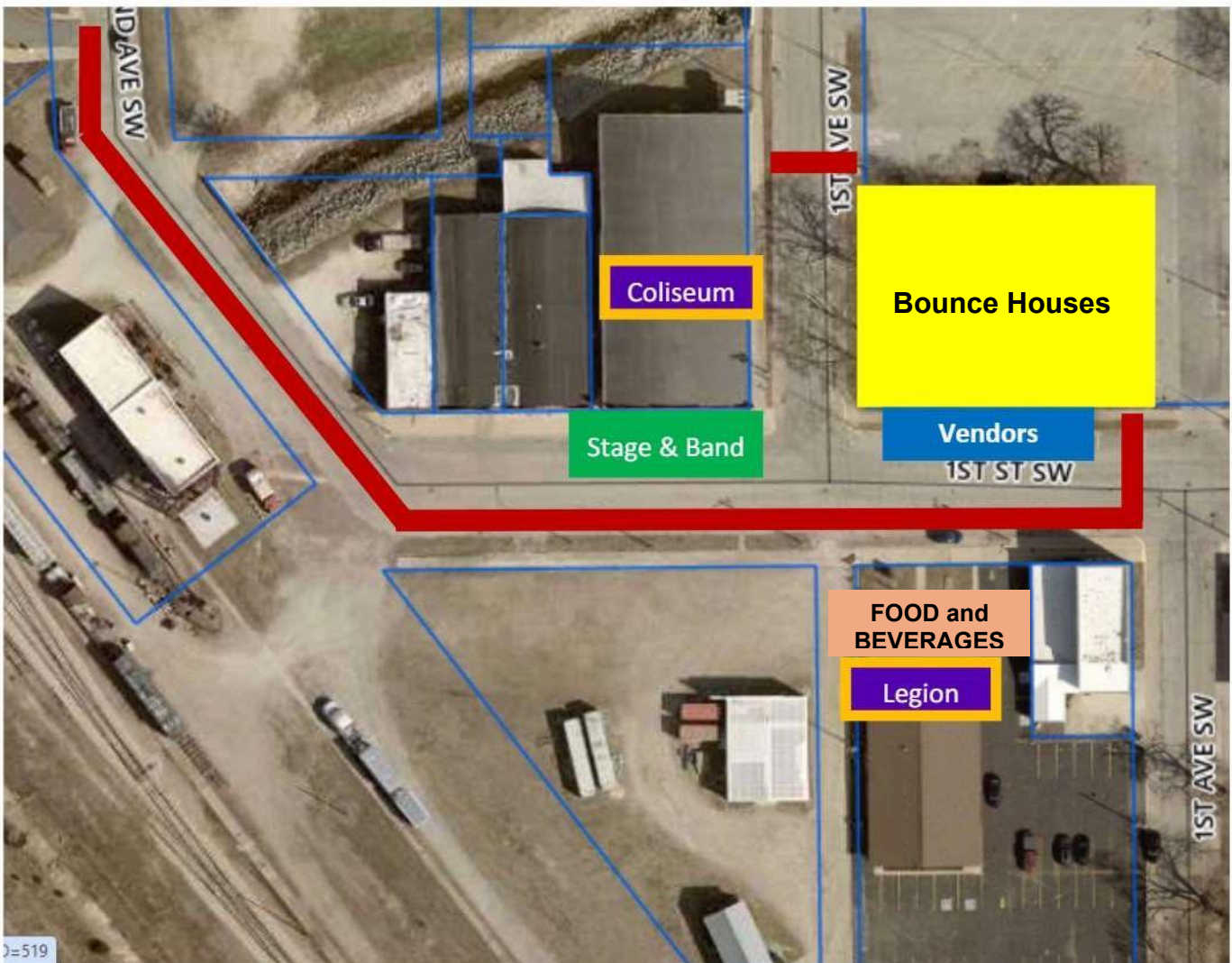
Tours of the Coliseum, Historical Museum, and Railway Museum.

Bounce Houses

Food Vendors

Band (Side Burns till Sundown) 4-7 pm

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



A & J BOUNCY HOUSES

INVOICE

563-379-3045
Anthony Flores

11385 Concord Avenue
Luana, IA 52156

To: Oelwein Days
For Bouncy House Rental
Please make check payable to Anthony Flores

Description	Quantity	Unit Price	Cost
Dunk Tank	1	\$ 250.00	\$ 250.00
Joust	1	\$ 250.00	\$ 250.00
Tropical	1	\$ 200.00	\$ 200.00
Orange Square	1	\$ 240.00	\$ 240.00
H2O	1	\$ 250.00	\$ 250.00
Subtotal			\$ 1,190.00
Tax			\$ 0.00
Total			\$ 1,190.00

Payment is due the date of or before rental service. Failure to pay by the date of service will add a fee of 20%.