



Agenda

City Council Work Session Meeting
Oelwein City Hall, 20 Second Avenue SW, Oelwein, Iowa
5:30 PM

December 18, 2023
Oelwein, Iowa

Mayor: Brett DeVore

Mayor Pro Tem: Lynda Payne

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

Pledge of Allegiance

Discussions

- [1.](#) Oath of Offices.
- [2.](#) Presentation on CivicRec.

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

Oath of Office

Mayor

I, Brett DeVore, do solemnly swear that I will support the
Constitution of the United States and the Constitution of the
State of Iowa, and that I will faithfully and impartially, to the
best of my ability, discharge all the duties of the office of
Mayor
in the City of Oswein
as now or hereafter required by law.

Signature

City Administrator

Dated: December 18, 2023

Oath of Office

Third Ward

I, Lynda Payne, do solemnly swear that I will support the
Constitution of the United States and the Constitution of the
State of Iowa, and that I will faithfully and impartially, to the
best of my ability, discharge all the duties of the office of
Third Ward Council
in the City of Oswein
as now or hereafter required by law.

Signature

Mayor

Dated: December 18, 2023

Oath of Office

First Ward

I, Matt Weber, do solemnly swear that I will support the
Constitution of the United States and the Constitution of the
State of Iowa, and that I will faithfully and impartially, to the
best of my ability, discharge all the duties of the office of
First Ward Council
in the City of Oswein
as now or hereafter required by law.

Signature

Mayor

Dated: December 18, 2023

Oath of Office
At Large Council

I, Anthony Ricchio, do solemnly swear that I will support the
Constitution of the United States and the Constitution of the
State of Iowa, and that I will faithfully and impartially, to the
best of my ability, discharge all the duties of the office of
At Large Council
in the City of Oswein
as now or hereafter required by law.

Signature

Mayor

Dated: December 18, 2023

CIVICREC[®]



Parks & Recreation

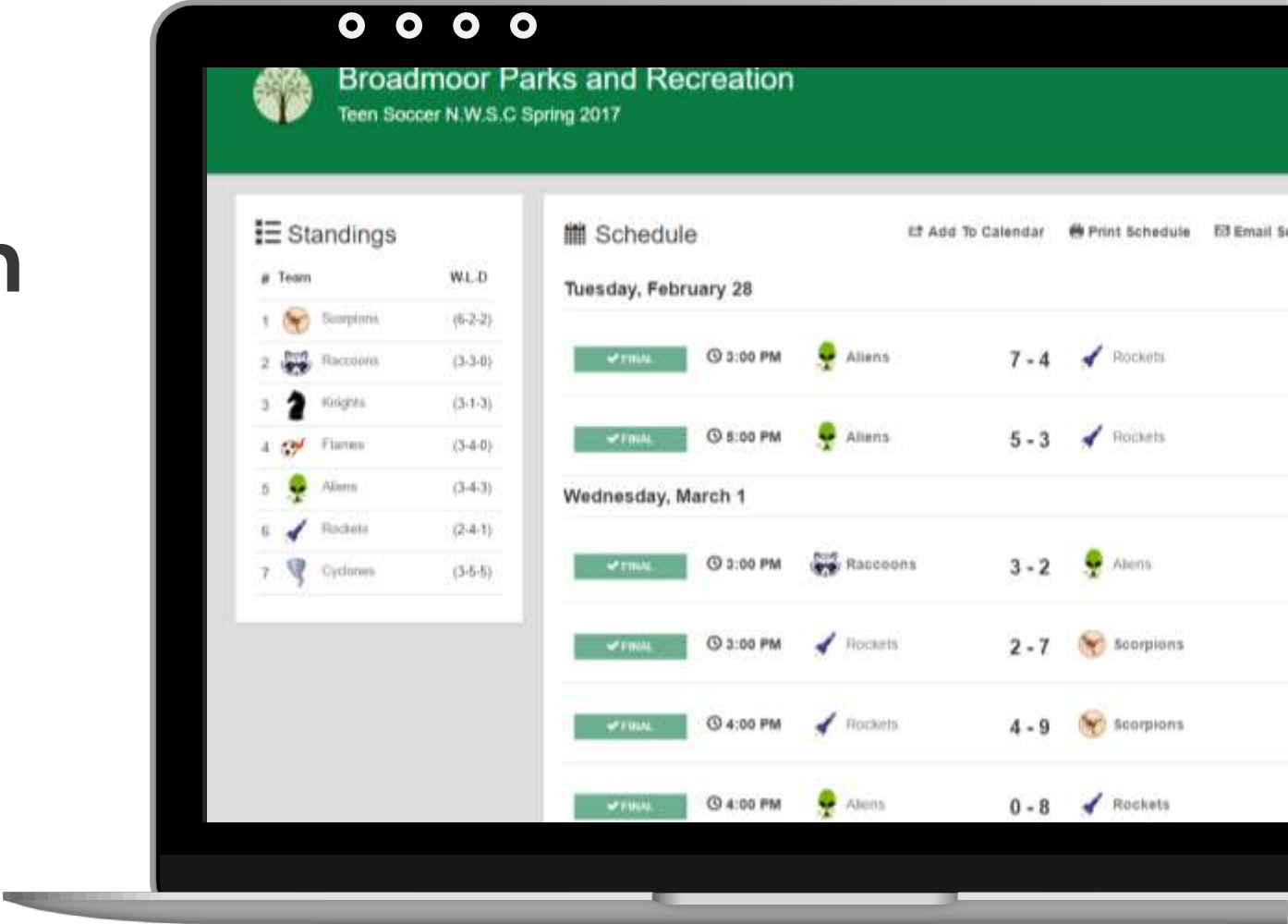
Joshua Johnson

Jessica Burkhart



CivicPlus Recreation Management Solution

Designed exclusively for municipal parks and recreation departments by former parks and rec leaders.





New Efficiencies and Revenues



Activity Registration and Management

Create, schedule, and organize programs, collect registrations, and communicate with patrons



Facility and Instructor Management

Organize, reserve, and manage facilities, manage instructor lists and pay rates



Ticketing, POS and Online Payment

Assign user roles and access levels to control the visibility of requests



Insightful Reporting

Print, export, email, save, and automate your favorite reports



New Efficiencies and Revenues



League Management

Set up registrations by team or individual, manage assessments, auto-schedule regular-season games and tournaments track results



Inventory Management

Enter inventory from any location using the point-of-sale module by UPC scanner or manually, edit and adjust inventory



City of Denton, TX

Parks and Recreation Program Area
Manager

“People who are used to online registrations love the CivicRec system. They’re so happy to have it and we’ve only just started to get the word out. Even our seniors are using the system. We wanted to ensure we chose a system that would work for all our customers. So far, our senior population is one of our most active populations using the software.”

Current Iowa Customers

Item 2.



Log In/Create Account | Catalog

Clear All Filters

Filter

- Website: Wellness, Youth, Athletics, Free Programs, Family Events
- Nature Programs, Special Events, Urban Deer Hunt, Membership - Current, Events - Special Events
- Youth Programs
- AQUATIC EVENTS
 - Aquatic Special Events \$0
 - 2024 Pool Pass \$100 - \$150
 - AQUA-FITNESS CLASSES
 - Aqua Fitness Classes \$0

Location

- Ashcroft's Backyard
- Beckham Swimming
- North Family Area
- Northwest Family A
- Trachsel Family A

Category

- Aquatic Events



Log In/Create Account | Catalog

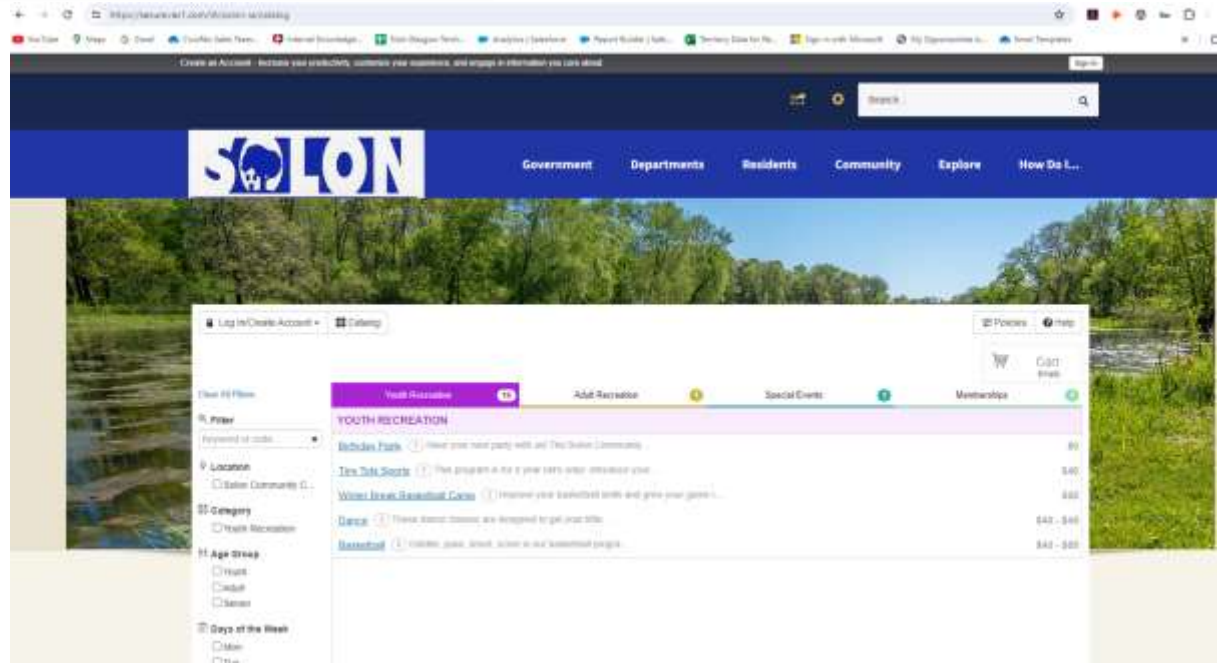
Clear All Filters

Filter

- Website: Wellness, Special Events, Park Events, Park Markets, Open Space, Adult Recreation
- Youth Recreation
- What's New
- What You Need to Know Before Setting Up Your New Account
- Parents Note
- Test and Email Us Out

Location

- Autumn Park Site
- Beaverbrook Site
- Glenstone Park S.
- Grimes Communi.
- Grinnell's Baseb.
- Kennethook Sout.
- Loma Park
- Loma Park Shelter
- North Grove Park
- North Grove Com.



Log In/Create Account | Catalog

Clear All Filters

Filter

- Youth Recreation
- Adult Recreation
- Special Events
- Memberships
- YOUTH RECREATION
- Includes Park: Meet your next party with all the Solon Community \$0
- Two Day Sports: This program is for 2 year olds and older children over \$40
- Water Invas Baseball Camp: Honeer your ballkicking skills and give your game... \$80
- Dance: These dance classes are designed to get your little \$40 - \$48
- Basketball: Includes game, snack, water in our basketball league \$40 - \$80

Location

- Solon Community C.

Category

- Youth Recreation

Age Group

- Youth
- Child
- Senior

Days of the Week

- Mon
- Tue...

Log In/Create Account Catalog

Policies Help

Cart Empty

Filter
Keyword or code

Location
 Community Center
 East Park

Category
 Adult Sports
 Adult Enrichment

Eligibility
 Test User (Adult)
 Test user child (Youth)

Age Group
 Youth
 Adult
 Senior

Days of the Week
 Mon

Aquatics 1 Personal Training 1 Youth Activities 15 Senior Activities 3 Adult Activities 10
Memberships 3 Special Events 11

ADULT SPORTS		
Co-Ed Softball 1	Batter up! Adult Co-Ed Softball is a won...	\$350
Men's Church Softball 1		\$0
ADULT ENRICHMENT		
Tai Chi 3	The benefits of this ancient Chinese for...	\$25
Drawing Class 2	Learn important drawing techniques usi...	\$50
Senior Fun and Games 3	We provide recreation programs to adul...	\$2 - \$10

MY DASHBOARD

ACCOUNT MEMBERS



Ron Swanson

302 S 4th St Manhattan, KS
66502



Tammie Swanson

302 S 4th St Manhattan, KS
66502



Frank Swanson

302 S 4th St Manhattan, KS
66502



Anita Swanson

302 S 4th St Manhattan, KS
66502



[+ Add New Account Member](#)

NEW NOTIFICATIONS

You have no new notifications

[View Inbox](#)

MY UPCOMING EVENTS

Dec 11th 07:00 - 10:30pm - Ron Swanson - (Activity) Rock the Park Led Zeppelin
Rocks the Park

Dec 12th 03:00 - 04:00pm - Frank Swanson, Ron Swanson - (Activity) Youth
Baseball 12U

Dec 12th 03:00 - 04:00pm - (League Game) Youth Baseball 12U Dodgers Cardinals

Dec 12th 07:00 - 10:30pm - Ron Swanson - (Activity) Rock the Park Led Zeppelin
Rocks the Park

Dec 13th 07:00 - 10:30pm - Ron Swanson - (Activity) Rock the Park Led Zeppelin
Rocks the Park

[View Full Calendar](#)

MY RECENT REGISTRATIONS

12/07/2023 10:25 AM

Anita Swanson for Youth Swim Lessons Augus Test

#63225859

[Browse/Register Now!](#)

[Instructor Portal](#)

[Account Statements](#)

[Transaction History](#)

[Manage Memberships](#)

[Manage Payment Accounts](#)

[Linked Accounts](#)

[Waiting List Status](#)

[Check-In History](#)

[Contact Preferences](#)

[Event Calendar](#)

[Scholarships](#)

[Pay Balance \(\\$30.00\)](#)

Get Social with CRSDPR



Item 2.

Calendar

December 2023

Export Calendar ▾
 Export Current View
 Create feed

Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
26	27	28 Youth Baseball 12U Red Sox (Home) vs D 3:00 PM-4:00 PM view full	29	30	1	2	
3	4	5 Youth Baseball 12U Braves (Home) vs Do 3:00 PM-4:00 PM Ron Swanson - Rock I 7:00 PM-10:30 PM Ron Swanson - Rock I 7:00 PM-10:30 PM Ron Swanson - Rock I 7:00 PM-10:30 PM Ron Swanson - Rock I 7:00 PM-10:30 PM view full	6	7	8	9	
10	11	12 Youth Baseball 12U Dodgers (Home) vs C 3:00 PM-4:00 PM view full	13	14	15	16	
17	18 Rental Trident Field (Anacor 5:00 PM-8:00 PM Rental Windemere Field (An 5:00 PM-8:00 PM view full	19 Youth Baseball 12U Dodgers (Home) vs R 3:00 PM-4:00 PM view full	20	21	22	23	
24	25 Rental Trident Field (Anacor	26 Youth Baseball 12U Dodgers (Home) vs B	27	28	29	30	

- Browse/Register Now!**
- [Instructor Portal](#)
 - [Account Statements](#)
 - [Transaction History](#)
 - [Manage Memberships](#)
 - [Manage Payment Accounts](#)
 - [Linked Accounts](#)
 - [Waiting List Status](#)
 - [Check-In History](#)
 - [Contact Preferences](#)
 - [Event Calendar](#)
 - [Scholarships](#)
 - [Pay Balance \(\\$30.00\)](#)

Transaction History

From To Receipt #

Show Voids
 Show Tax Deductible

Account Member
 (4) Ron Swanson, Ta...

[Refresh Results](#)
[Download Results](#)

- Transactions
- Activities
- Reservations
- POS Items
- Balances

Results 1-4 of 4 (Page 1 of 1)

#	Date	Time	Receipt #	Type	Payment Type	Transaction Total
1.	12/07/2023	10:25 AM	63225859	Registration / Payment	User Credit	\$55.00
2.	12/05/2023	01:21 PM	63166155	Registration / Payment	User Credit	\$425.00
3.	11/29/2023	10:06 AM	62956545	Registration / Payment	User Credit	\$25.00
4.	11/29/2023	10:03 AM	62956387	User Credit Adjustment	User Credit	\$0.00

[Browse/Register Now!](#)

- [Instructor Portal](#)
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- [Contact Preferences](#)
- [Event Calendar](#)
- [Scholarships](#)
- [Pay Balance \(\\$30.00\)](#)

View League Standings/Schedule

Item 2.

Log Out



Emerald City Parks and Recreation
Youth Baseball 12U

Standings by Division: 12U

Print

#	Team	GP	W	L	Ties	%
1	Cardinals	11	4	0	7	100.0%
2	Braves	13	3	2	8	23.1%
3	Dodgers	11	2	3	6	18.2%
4	Red Sox	13	2	6	5	15.4%

The screenshot shows the CIVICREC web application interface. The browser address bar displays <https://secure.rec1.com/contact/smsAlert>. The application header includes the CIVICREC logo, the user name "NICHOLAS G", and a "HELP" link. The main navigation bar shows "Emerald City Parks and Recre..." and "Check-In" and "Aquatic Center" options. A left sidebar contains navigation items: Accounts, Catalog, Activities, Facilities, POS Items, Reports, Communicate (Email Batch History, SMS Alerts, Notifications), Configuration, Security, Financial, Functions, Support, and a "PINNED OPEN" section with a "DOCK MENU".

The main content area is titled "Issue SMS Alert" and has two tabs: "Activity" and "Facility". Under "Selected Activities", there is a search box and several dropdown menus for filtering by "Current", "Expired", "All", "All Program Periods (Optional)", "All Categories", "All Activities", "All Sessions", and "All Teams".

The "Recipients" section includes checkboxes for "Participants (0)", "Coaches (0)", "Team Managers (0)", and "Waiting Lists (0)".

The "Text Message" section contains a subject line, a text input area with a character limit warning ("SMS has a limit of 160 characters (including the subject line). You can use multiple messages if your message is longer than 160 characters."), and a "Send Message" button.

A "RECENT ALERTS" sidebar on the right lists previous messages:

- Brian Scott** (11/10/2023 03:42 PM): 19 Recipients. CODE BROWN - POOL CLOSED. Pool is closed. We're not saying anymore.
- Brian Scott** (10/24/2023 12:58 PM): 19 Recipients. GAMES CANCELLED. The flood came! Noah was right! Seek higher ground now!
- Corey Abbate** (10/03/2023 01:38 PM): 9 Recipients. FIELDS ARE DRY! Bring water for the field!
- Brian Scott** (09/12/2023 02:42 PM): 0 Recipients. CODE BROWN - POOL CLOSED.

- Accounts
- Catalog
- Activities
- Facilities
- POS Items
- Reports
- Communicate
- Configuration
- Security
- Financial
- Functions
- Support
- PINNED OPEN**
- DOCK MENU

CRSDPR / Catalog

Account + N/A [Close] [New] [UPC] [Fullscreen]

Cart Empty

Clear All Filters

Filter

Keyword or code...

Group

- Concessions
- Admissions
- Donations
- Merchandise
- Equipment
- Candy
- Standard Admissions
- Amusements
- City T-Shirts
- Cookies
- Delaware OH
- Park Concessions

Aquatics POS	22	Concessions	28	Aquatics	25	Waterpark Rentals	10	Pool Use	10
Golf Course	3	Personal Training	2	Garden Plots	6	Beach Rentals	1	Membership Change Request	1
Library Services	0								

CONCESSIONS

Admissions

Bingo	\$0	Bingo (Duplicate)	\$10	Daily Beach Badge- Non Resident	\$12	Daily Beach Badge- Resident	\$7
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Concessions

Bottled Water 1 in stock	\$1.50	Bubble Yum 17 in stock	\$3	Burger Out of stock	\$2	Cheese Out of stock	\$0.50	Lettuce Out of stock	\$0.50
Peanuts Out of stock	\$1	ROCKS 235 in stock	\$2.25	Soda Out of stock	\$1.50	Tip	\$0	User Credit	\$25
Candy Bar Out of stock	\$1	Chips 13 in stock	\$2	Gum 53 in stock	\$0.50	Hot Dog 86 in stock	\$2.50	Pizza 40 in stock	\$3.50
Nachos 8 in stock	\$2	Gift Card Out of stock	\$0	Brian's Magic Chocolate Bar 36 in stock	\$1.50	Pepsi 15 in stock	\$3		

Candy

3 Musketeers 237 in stock	\$2
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City T-Shirts



- Accounts
- Catalog
- Activities
- Facilities
 - Facility List
 - Calendar
 - Closings
 - Restrictions
 - Permits
 - Deposits
 - Pending Rentals
 - Facility Maps
 - Check In
- POS Items
- Reports
- Communicate
- Configuration
- Security
- Financial
- Functions
- Support
- PINNED OPEN
- DOCK MENU

Dashboard / My Organization / Facilities / Calendar

Locations
Programs
Tags
Types
Export
Print
Refresh
Voided

Events
Availability
Schedule

Clear All Filters

All Locations, Facilities: Anacortes Little League Baseball Fields Dakota Field, Anacortes Little League Baseball Fields Reiser Field, Anacortes Little League Baseball Fields Trident Field, Anacortes Little League Baseball Fields Windemere Field, Pantera Park Activity Room, Pantera Park Field 1, Pantera Park Field 2, Pantera Park Field 2 (Duplicate), Pantera Park Field 3, Pantera Park Field 6, Pantera Park Meeting Room, Pantera Park Picnic Area 1, Pantera Park Picnic Area 2, Pantera Park Tennis Court #1, Pantera Park Tennis Court #1 (Duplicate), Pantera Park Tennis Court #1 (Duplicate) (Duplicate), Pantera Park Tennis Court #2a

Event Label Style (Default) Start Time - Event - Facility (Start-End) Show Event Bubbles

December 2023

today
<
>
month
week
day

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2
		2:00pm Gymnastics Tul 3:00pm Gymnastics Gy 3:00pm Youth Baseball 3:00pm Youth Baseball 6:00pm PERMIT #277 6:00pm PERMIT #277 view full	9:00am Tye Lydon R 3:00pm Gymnastics Be 3:00pm Gymnastics Be 3:00pm Gymnastics Be 5:00pm PERMIT #277 view full	6:00pm PERMIT #277 6:00pm PERMIT #277 view full		2:00pm Gymnastics Tul view full
3	4	5	6	7	8	9
		9:00am Tye Lydon R 2:00pm Gymnastics Tul 3:00pm Gymnastics Gy 3:00pm Youth Baseball 3:00pm Youth Baseball 6:00pm PERMIT #277 +1 more view full	3:00pm Gymnastics Be 3:00pm Gymnastics Be view full	6:00pm PERMIT #277 6:00pm PERMIT #277 view full		9:00am Ron Swanson 2:00pm Gymnastics Tul view full
10	11	12	13	14	15	16
		9:00am Tye Lydon R 2:00pm Gymnastics Tul 3:00pm Gymnastics Gy 3:00pm Youth Baseball 3:00pm Youth Baseball 6:00pm PERMIT #277 +1 more view full	3:00pm Gymnastics Be 3:00pm Gymnastics Be view full	6:00pm PERMIT #277 6:00pm PERMIT #277 view full		2:00pm Gymnastics Tul view full
17	18	19	20	21	22	23
	5:00pm PERMIT #277 5:00pm PERMIT #277	9:00am Tye Lydon R 2:00pm Gymnastics Tul 2:00pm Gymnastics Gy	3:00pm Gymnastics Be 3:00pm Gymnastics Be	6:00pm PERMIT #277 6:00pm PERMIT #277		2:00pm Gymnastics Tul


MHK Park (1)
Oak Meadow Park (6) The gem of the Los Gatos parks, Oak Mead...

Cart Empty

Pantera Park Map Grid List

Field 1 on 12/11/2023

Facility Field 1
Location Pantera Park



Click to view more images

Make a Reservation

1. SELECT DATE

Dec 2023

Su	Mo	Tu	We	Th	Fr	Sa
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

2. SELECT RATE
Hourly (\$12/Hour)

3. SELECT TIME
From: 09:00 AM To: 10:00 AM

RECURRING
 Repeat this reservation?

Add To Cart

Legend: Full Availability (Green), Partial Availability (Orange), No Availability (Red)

12/11/2023 Start 9:00 AM End 5:00 PM

- AVAILABLE TIMES:
- 09:00 AM to 05:00 PM Hourly
 - 09:00 AM to 12:00 PM Morning Block
 - 12:00 PM to 05:00 PM Afternoon Block
 - 09:00 AM to 05:00 PM Coach Rentals
 - 09:00 AM to 05:00 PM JSA Baseball Rate





Included in CivicPlus Recreation Management

- Online Activity Registration
- League Management
- Membership Management
- Volunteer Management
- Facility Reservations
- Email/SMS Blasts
- Unlimited staff and citizen users
- Reporting/Financial Accounting
- Ticketing
- Surveys
- Point of Sale
- MOBILE READY
- Award Winning Support



CivicPlus
 302 South 4th St. Suite 500
 Manhattan, KS 66502
 US

Quote #:
Date:
Expires On:

Statement of Work
 Q-57067-1
 11/13/2023 12:15 PM
 12/22/2023

Client:
 OELWEIN, IOWA

Bill To:
 OELWEIN, IOWA

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Nicholas Glasgow		nicholas.glasgow@civicplus.com		Net 30

QTY	PRODUCT NAME	DESCRIPTION	PRODUCT TYPE	TOTAL
1.00	CivicRec Premium	Premium Package -Project Coordination -Branded Public Portal -Help Center Access -Access to Live Project Support -Named Implementation Consultant	One-time	USD 3,885.00
4.00	CivicRec Virtual Training (Half Day Block)	Training (Virtual) - half day, up to 4 hours	One-time	USD 3,000.00
1.00	CivicRec Virtual Consulting (Half Day Block)	Consulting (Virtual) - half day, up to 4 hours	One-time	USD 750.00
1.00	CivicRec Annual Fee	CivicRec Annual Fee	Renewable	USD 6,467.50
1.00	CivicRec Year 1 Annual Fee Discount	Year 1 Annual Fee Discount	Renewable	USD -3,233.75
1.00	CivicRec Pay - Forte	CivicRec Pay - Forte		USD 0.00
1.00	CivicRec Pay Annual Fee - Forte	CivicRec Pay Annual maintenance and support fee	Renewable	USD 0.00
1.00	CivicRec Pay Implementation - Forte	Includes setting CivicPlus Pay configuration, configuring CivicPlus products for accepting payments, advanced troubleshooting with our partner's support.	One-time	USD 0.00

List Price - Year 1 Total	USD 18,602.50
Total Investment - Initial Term	USD 10,868.75
Annual Recurring Services - Year 2	USD 6,790.88

Of Note:

- Discount of \$7,733.75 for signing this year (including of \$1500 year to year savings)
- Year one costs includes significant amount of training for staff in order to maximize usage of system. Annual uplift charge with 5% increase yearly starting year two.

Item 2.

Comparable pricing

Item 2.

Pricing

Line Item	Price
Premium Cloud Hosting	\$3,300
RecDesk Annual Subscription	\$5,000
Training	Free
Implementation and Custom Portal Design	Free
All Future Feature Releases	Included
Total Annual Cost	\$8,300
<i>Custom Report Creation (optional one-time fee)</i>	<i>\$1,200</i>
<i>Data Migration (optional one-time fee)</i>	<i>\$1,200</i>
<i>GIS Import (optional one-time fee)</i>	<i>\$1,200</i>

--- The first \$500K USD in transactions processed through the system are included in the base price above. If more than \$500K USD worth of transactions are processed through RecDesk in a given subscription year, those in excess of \$500K USD will be assessed a .75% transaction fee.

* This quote was based on the questionnaire provided by a member or members of your department/organization.