



## Agenda

Planning, Finance, Enterprise and Economic Development

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

5:30 PM

February 14, 2022

Oelwein, Iowa

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**Mayor:** Brett DeVore

**Mayor Pro Tem:** Lynda Payne

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

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### Pledge of Allegiance

### Discussions

- [1.](#) Discussion of William's Center Application for Hotel/Motel Tax
- [2.](#) Discussion of House Forfeiture
- [3.](#) Discussion of Sale of Lot
- [4.](#) Discussion of Comprehensive Plan

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### Adjournment

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

# Williams Center for the Arts

Douglas McFarlane, Director

P.O. Box 636

Oelwein, Iowa 50662

Office: 319-283-6616

Cell: 563-663-2220

[dmcfarlane@oelwein.k12.ia.us](mailto:dmcfarlane@oelwein.k12.ia.us)



February 9, 2021

Mr. Dylan Mulfinger:

Please find the Williams Center for the Arts request for funding from the City of Oelwein Hotel/Motel Tax.

We greatly appreciate the City support of the Center and the programming provided to the citizens of Oelwein.

If I can be of further assistance, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Douglas McFarlane'. The script is cursive and fluid, with the first letters of the first and last names being capitalized and prominent.

Douglas McFarlane,  
Director – Williams Center for the Arts

**CITY OF OELWEIN  
HOTEL AND MOTEL TAX FUNDING APPLICATION  
(TOURISM, COMMUNITY CULTURE AND EDUCATION,  
AND COMMUNITY RECREATION AND EVENTS)**

**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 application will be afforded the opportunity to attend a brief question and answer session with the Advisory Board.

**Organization Name: Williams Center for the Arts**  
(Williams Center, INC.)

**Contact Name:** Douglas E. McFarlane, Executive Director

**Mailing Address:** P. O. Box 636

**City, State, and Zip:** Oelwein, IA 50662-0636

**Phone:** 319-283-6616 **FAX:** 319-283-4497

**Email Address:** dmcfarlane@oelwein.k12.ia.us

**Total Project Cost:** \$17,324

**Amount requested from the Hotel/Motel Tax Funds is \$1500.**

**Please indicate which category you are applying for funds:**

- Primary
- Community Culture and Education
- Community Recreation and Events
- New and Emerging Organization and Events

Please sign and date this application. Your signature below certifies that you have read and understand 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 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.

**Applicant:**

By  February 9, 2022

**Douglas E. McFarlane**  
(Printed name)

**CITY OF OELWEIN  
HOTEL/MOTEL TAX FUNDING APPLICATIONM  
(Tourism, Community Culture and Education, and Community  
Recreation and Events.)**

**Project Identification:**

**1. What is the title of your project?**

The HIGHWAYMEN/LIVE

**2. Provide a brief description of your project. Attach Additional pages if needed.**

The HIGHWAYMEN/LIVE is the opening show for the 2022-2023 season. The funds requested are for the HIGHWAYMEN/LIVE show. This concert is slated for April 9, 2022. Expenses for this concert include the artist's fee, lighting, sound, salaries, payments to Oelwein Community School District toward utilities and custodial services, printing, advertising, meals and housing.

The Williams Center for the Arts operates on a \$140,000 fiscal year budget. The request for this grant helps to bring in a top quality tribute show.

**3. 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 Williams Center for the Arts has been one of the top destinations of choice for the arts shows in the five county areas of northeast Iowa, consisting of Fayette, Allamakee, Clayton, Winneshiek, and Buchanan Counties. Almost 1/3 of our audiences have come from communities other than Oelwein. We have had concert attendees from over 40 area communities, including patrons from Spencer, IA, Des Moines, IA, Minneapolis, MN, Rochester, MN, Galena, IL, Dubuque, IA,

as well as the Oelwein area. People coming to Oelwein for programs at the Williams Center for the Arts not only come to the programs but also spend money with our local businesses such as eating establishments, convenience stores and motel/hotels.

During a normal concert year, the Williams Center for the Arts has spent almost \$10,000 in hotel costs at the Oelwein Super 8 and the Cornerstone Inn and Suites. The number of shows being presented is 7 events. The hotel expenses for each show costs around \$1200.

The projected budget for The HIGHWAYMEN/LIVE show can be found at the end of this grant application.

## Project Evaluation:

### A. Targeted Population

#### 1.) Hotel/Motel guests generated by this project.

##### a. Number of guests.

In prior years the number of guests generated by this project was over 100 persons. This includes the performers as well as members of the audience needing housing. Because of the types of programs being presented, it is anticipated that the number of persons using hotels in Oelwein for each series event will remain at 100 or more persons. (For the HIGHWAYMEN/LIVE Show.)

##### b. How will hotel/motel guests be tracked?

We ask for information from the Super 8 Hotel, the Parkview Motel and the Cornerstone Inn and Suites as to the number of rooms used and how

many guests were housed in those rooms per evening.

## **2.) Number of adults this project will reach.**

The number of adults this project will reach is estimated at 600 adults for this event only. The entire season should reach 3500 persons. The past seasons have provided residents with special needs the opportunity to attend the events at the center at a reduced price.

In past years the following groups with special needs that have been patrons of The Williams Center for the Arts are: Mercy One Living Plus, the two Alternative Living Homes in Oelwein, Full Circle Services, Grandview Nursing Home, Oelwein Care Nursing Home, Quality Choices and the ABCM facilities in Independence, IA.

Because of Covid 19 and the Delta and Omicron variants not all of these entities will return this concert season. At present we have clients of the Rise Alternative Living House, Goodwill and Quality Choices attending the concerts. When Covid 19 and the various variants subside, we anticipate a slow return of patrons from care facilities.

## **3.) Number of youth the project will reach.**

As has been Center policy, all Oelwein Community School District School students K-12 are admitted at no charge. The school populations that are entitled to this service is around 1300. We are making a concerted effort to encourage more students to attend.

## C. Volunteers

### 1.) Number of volunteers

It is anticipated there will be about 25 volunteers per event.

### 2.) Number of volunteer hours.

We anticipated volunteers would be contributing 50 or more hours.

## D. Attendance of events during the previous year(s)

The total number of visitors to the Williams Center for the Arts is difficult to forecast. In past years approximately 75,000 persons have attended events at The Williams Center for the Arts. (This has included the Williams Center for the Arts Artist Series, North East Iowa Honor Bands and Honor Choirs, Pre-All State High School Vocal Workshop, programs and concerts from the Oelwein Community Schools, Gallagher-Bluedorn children's plays, and various Community usages. We are conservatively projecting 55,000 persons attending events for the 2022-2023 fiscal year.

## E. Day open to the public or performances(s)?

The Center is open all year long for usage by various groups. These include the groups listed above.

## 4. Project Budget:

**A.** 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.

Cost estimates are included at the conclusion of this grant request.

**B.** List sources of matching funds obtained below. Funding requests are eligible up to 100% funding, but priority will be given



to projects with additional sources of funding, including in-kind donations.

**Matching funds:**

\*The Greater Oelwein Charitable Foundation, the Northeast Iowa Charitable Foundation, and the Fayette County Community Foundation are involved in providing matching funds for this project.

\*We continue to search for grants to assist the Williams Center for the Arts

\*The Williams Center for the Arts is asking for \$1,500 from the City Hotel/Motel Tax to help finance this Artist Series Concert.

**C. Is this application “seed money” for a new? Project?**

**If yes, please explain.**

No

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

This application, if approved will help with expenses incurred by The HIGHWAYMENM/LIVE show.

**E. Have you ever received Hotel/Motel funding? From the City of Oelwein in the past?**

Yes: \_\_\_X\_\_\_\_\_ No: \_\_\_\_\_

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

**Amount of Funding:** The Williams Center for the Arts has received \$6000 annual divided into four quarters. We are hoping for a \$1,500 grant for this particular event to help

defray the cost for the artists.

**Completion Date is: April 9, 2022.**

The final report for this grant will be filed soon as all bills have been submitted and paid.

**TOTAL BUDGET REQUESTED FOR THIS EVENT IS: \$1500**

**TOTAL PROJECTED FOR THIS EVENT IS: \$17,490**

Salaries: \$1624

Printing: \$650

Artist Fee: \$10,000

Advertising: \$650

Ground Transportation: \$0.

Utilities: \$500

Hotel: (2 nights 5 rooms @ night) \$1200

Sound and Lights: \$2400

Meals: \$300

**Total Projected cost for this grant application: \$17,324**

**Hotel Motel FY2019**

Fund 122

|                                   |           |                                |           |
|-----------------------------------|-----------|--------------------------------|-----------|
| Remaining from previous FY 2018   | 14,834.85 |                                |           |
| Balance on T Report June 30, 2018 | 25,602.62 | Bal on T Report Jan. 31, 2019  | 57,951.82 |
|                                   |           | Bal on T Report Feb 28, 2019   | 51,506.36 |
| Projected Rev 2019                | 54,000.00 | Bal on T Report March 31, 2019 | 67,096.92 |
|                                   |           | Bal on T Report April 30, 2019 | 67,166.99 |
| Revenue to General Fund           | 26,460.00 | Bal on T Report May 31, 2019   | 56,834.18 |
| Revenue to Tourism                | 17,540.00 | Bal on T Report June 30, 2019  | 34,478.34 |
| Revenue to Trails                 | 10,000.00 |                                |           |

| Project                  | Date Requested | Amount Requested | Date Council Awarded | Amount Awarded | Sent Ck Paid | Date Paid  | Remaining Balance              |
|--------------------------|----------------|------------------|----------------------|----------------|--------------|------------|--------------------------------|
| Fair                     | 8/28/2018      | 1000             |                      | 1000           | YES          | 9/25/2018  |                                |
| Italian Days             | 6/24/2018      | 1200             |                      | 1200           | yes          | 7/9/2018   |                                |
| Soccer Club              | 6/24/2018      | 2000             |                      | 2000           | yes          | 7/9/2018   |                                |
| Williams Center          | Jul-Sept 2018  | 1000             | 9/24/2018            | 1000           | yes          | 10/9/2018  |                                |
| United Way               | 6/27/2018      | 1060             | 9/24/2018            | 1040           | yes          | 11/15/2018 |                                |
| Pawsitively Oelwein Inc  | 9/25/2018      | 4045.49          | 9/24/2018            | 3900           | YES          | 5/29/2019  |                                |
| Williams Center          | Oct-Dec 2018   | 2000             | 2/11/2019            | 1500           | YES          | 2/12/2019  |                                |
| OELWEIN CELEBRATIONS INC | 2/1/2019       | 5000             | 2/11/2019            | 5000           | yes          | 2/25/2019  |                                |
| Williams Center          | Jan-Mar 2019   | 1500             | 3/25/2019            | 1500           | yes          | 5/7/2019   |                                |
| Fayette Co Ag Society    | 2/28/2019      | 5000             | 3/25/2019            | 5000           | YES          | 5/17/2019  |                                |
| Williams Center          | 6/1/2019       | 1500             | 6/10/2019            | 1500           |              |            |                                |
| Oelwein Soccer Club      | 5/16/2019      | 5200             | 6/10/2019            | 2200           | yes          | 6/13/2019  | holding check waiting on 501C3 |
|                          |                |                  | Total Awarded        | 26840          |              |            |                                |

32,978.34 remaining balance      T Report minus unpaid

**Hotel Motel FY 2020**

**Past Fiscal Year**

|   |                   |
|---|-------------------|
| Balance on T Report June 30, 2019           | 34,478.34         |
| less trails 2018-19 (to trans 6-2020)       | (10,000.00)       |
| less Williams Center 6-1-request            | <u>(1,500.00)</u> |
| Unused carry over balance                   | 22,978.34         |
| *not included in remaining balance in chart |                   |

**Current Fiscal Year**

|  |                  |
|--|------------------|
| <b>Estimated Revenue 2020</b>            | 60,000.00        |
| less Revenue to General Fund 50%         | (30,000.00)      |
| less Revenue to Trails (to trans 6-2020) | (10,000.00)      |
| FY 2019-20 available for tourism awards  | <u>20,000.00</u> |

**Treasurer's Report Fund 122**

**Month End Balance History**

|           |           |
|-----------|-----------|
| July      | 32,320.23 |
| August    | 49,770.62 |
| September | 47,294.15 |
| October   | 44,706.64 |
| November  | 44,554.22 |
| December  | 61,761.90 |
| January   | 61,820.40 |
| February  | 73,099.63 |
| March     | 73,167.16 |
| April     | 73,204.88 |
| May       | 73,242.61 |
| June      | 50,877.90 |

**Revenue Rec'd Tracking (s/b \$60,000)**

|              |                 |
|--------------|-----------------|
| August '19   | 18,096.68       |
| December '19 | 17,155.88       |
| February '20 | 15,829.45       |
| June '20     | <u>5,162.85</u> |
|              | 56,244.86       |

| Project                            | Date Requested | Amount Requested | Council Award Date          | Amount Awarded        | Date Paid  | Amount paid | *Remaining Balance | Special Instructions |
|------------------------------------|----------------|------------------|-----------------------------|-----------------------|------------|-------------|--------------------|----------------------|
| Williams Center (prior year award) | 6/1/2019       | 1500             | 6/10/2019                   | 1500                  | 9/18/2019  | 1500.00     | \$20,000.00        |                      |
| Oelwein Community Plaza Board      | 7/1/2019?      | 7800             | 7/22/2019                   | 3900                  | 8/21/2019  | 685.63      | \$16,100.00        | 50% HM / 50% ED      |
| "                                  | "              |                  |                             |                       | 9/10/2019  | 833.75      |                    | 50% HM / 50% ED      |
| "                                  | "              |                  |                             |                       | 9/23/2019  | 201.25      |                    | 50% HM / 50% ED      |
| "                                  | "              |                  |                             |                       | 10/11/2019 | 445.62      |                    | 50% HM / 50% ED      |
| "                                  | "              |                  |                             |                       | 10/21/2019 | 696.25      |                    | 50% HM / 50% ED      |
| "                                  | "              |                  |                             |                       | 11/7/2019  | 209.38      |                    | 50% HM / 50% ED      |
|                                    |                |                  |                             |                       |            |             |                    |                      |
| Williams Center Q1                 | 10/1/2019      | 1,500            | 10/14/2019                  | 1,500                 | 10/18/2019 | 1500.00     | \$14,600.00        |                      |
| Junior Husky Basketball Club       | 10/1/2019      | 3,105            | 10/14/2019                  | 3,105                 | 2/12/2020  | 3105.00     | \$11,495.00        |                      |
| Williams Center Q2                 | 12/1/2019      | 1,500            | 2/24/2020                   | 1,500                 | 2/25/2020  | 1500.00     | \$9,995.00         |                      |
| Williams Center Q3                 | 3/1/2020       | 1,500            | 2/24/2020                   | 1,500                 |            |             |                    |                      |
| Fayette Co Ag Society              | 3/1/2020       | 6,000            | 3/9/2020                    | 6,000                 | 7/20/2020  | 6000.00     |                    |                      |
| Oelwein Celebrations               | 3/1/2020       | 5,000            | 3/9/2020                    | 5,000                 |            |             |                    |                      |
| Rotary Club                        |                | 2,000            |                             | 2,000                 | 7/29/2020  | 6/22/1905   |                    |                      |
| Grand Theatre - new seating        |                | 10,000           | 6/23/2020                   | 10,000                |            |             |                    |                      |
|                                    |                |                  |                             |                       |            |             |                    |                      |
|                                    |                |                  | Current FY Total Awarded    | \$ 34,505.00          |            |             |                    |                      |
|                                    |                |                  |                             |                       |            |             |                    |                      |
|                                    |                |                  | Amt Remaining to be awarded | <u>\$ (14,505.00)</u> |            |             |                    |                      |

**Hotel Motel FY 2021**

**Past Fiscal Year**

|   |                   |
|---|-------------------|
| Balance on T Report June 30, 2019           | 34,478.34         |
| less trails 2018-19 (to trans 6-2020)       | (10,000.00)       |
| less Williams Center 6-1-request            | <u>(1,500.00)</u> |
| Unused carry over balance                   | <u>22,978.34</u>  |
| *not included in remaining balance in chart |                   |

**Current Fiscal Year**

**Estimated Revenue 2021**

|  |                    |
|--|--------------------|
| less Revenue to General Fund 50%         | 65,000.00          |
| less Revenue to Trails (to trans 6-2021) | (30,000.00)        |
|  | <u>(10,000.00)</u> |
| FY 2020-21 available for tourism awards  | <u>25,000.00</u>   |

**Treasurer's Report Fund 122**

**Month End Balance History**

|           |           |
|-----------|-----------|
| July      | 50,899.54 |
| August    | 56,132.24 |
| September | 56,150.82 |
| October   | 51,736.11 |
| November  | 71,465.17 |
| December  | 69,983.19 |
| January   | 69,999.51 |
| February  | 70,015.12 |
| March     | 78,148.28 |
| April     | 78,165.84 |
| May       | 81,999.06 |
| June      | 45,342.41 |

**Revenue Rec'd Tracking (s/b \$60,000)**

|              |                  |
|--------------|------------------|
| August '20   | 13,215.93        |
| December '20 | 19,715.85        |
| February '21 | 9,615.41         |
| June '21     | <u>8,819.86</u>  |
|              | <u>51,367.05</u> |

| Project                       | Date Requested | Amount Requested | Council Award Date | Amount Awarded | Date Paid  | Amount paid        | *Remaining Balance | Special Instructions |
|-------------------------------|----------------|------------------|--------------------|----------------|------------|--------------------|--------------------|----------------------|
| Oelwein Community Plaza Board | 7/1/2019?      | 7800             | 7/22/2019          | 3071.88        | 8/21/2019  | 685.63             |                    | 50% HM / 50% ED      |
| "                             | "              |                  |                    |                | 9/10/2019  | 833.75             |                    | 50% HM / 50% ED      |
| "                             | "              |                  |                    |                | 9/23/2019  | 201.25             |                    | 50% HM / 50% ED      |
| "                             | "              |                  |                    |                | 10/11/2019 | 445.62             |                    | 50% HM / 50% ED      |
| "                             | "              |                  |                    |                | 10/21/2019 | 696.25             |                    | 50% HM / 50% ED      |
| "                             | "              |                  |                    |                | 11/7/2019  | <u>209.38</u>      |                    | 50% HM / 50% ED      |
|                               |                |                  |                    |                |            | 3071.88            |                    |                      |
| Williams Center Q3            | 3/1/2020       | 1,500            | 2/24/2020          | -              |            | \$1500 WITHDRAWN   |                    |                      |
| Fayette Co Ag Society         | 3/1/2020       | 6,000            | 3/9/2020           | 6,000          | 7/20/2020  | 6000.00            |                    |                      |
| Oelwein Celebrations          | 3/1/2020       | 5,000            | 3/9/2020           | -              |            | \$5,000 WITHDRAWN  |                    |                      |
| Rotary Club                   |                | 2,000            |                    | 2,000          | 7/29/2020  | 2000.00            |                    |                      |
| Grand Theatre - new seating   |                | 10,000           | 6/23/2020          | -              |            | \$10,000 WITHDRAWN |                    |                      |
| Oelwein Soccer Club           | 8/27/2020      | 4,430            | 9/18/2020          | 4,430          | 10/29/2020 | 4430.00            |                    |                      |
| Williams Center               | 12/1/2020      | 1,500            | 12/10/2020         | 1,500          | 12/23/2020 | 1500.00            |                    |                      |
| Williams Center               | 3/1/2021       | 1,500            | 3/8/2021           | 1,500          | 3/24/2021  | 1500.00            |                    |                      |
| Oelwein Celebrations          | 4/14/2021      | 12,000           | 4/12/2021          | 5,000          | 5/26/2021  | 5000.00            |                    |                      |
| Williams Center               | 6/1/2021       | 1,500            | 6/14/2021          | 1,500          | 6/15/2021  | 1500.00            |                    |                      |
| Fayette Co Ag Society         | 6/2/2021       | 7,000            | 6/28/2021          | 6,000          | 7/15/2021  | 6000.00            |                    |                      |

**Hotel Motel FY 2022**

**Past Fiscal Year**

Fund 122 balance 6/30/2021 45,342.41

45,342.41

**Current Fiscal Year**

**Estimated Revenue 2022** 65,000.00

less Revenue to General Fund 50% (30,000.00)

less Revenue to Trails (to trans 6-2021) (10,000.00)

FY 2021-22 available for tourism awards 25,000.00

**Treasurer's Report Fund 122**

**Month End Balance History**

July 39,351.49

August 55,236.52

September 55,247.53

October 53,758.24

November 53,768.35

December 78,741.94

January 78,756.07

February

March

April

May

June

**Revenue Rec'd Tracking (s/b \$60,000)**

August '21 15,877.61

December '21 24,963.75

February '22

June '22

40,841.36

| Project                   | Date Requested | Amount Requested | Council Award Date | Amount Awarded | Date Paid  | Amount paid | *Remaining Balance | Special Instructions |
|---------------------------|----------------|------------------|--------------------|----------------|------------|-------------|--------------------|----------------------|
| Williams Center           | 9/1/2021       | 1,500            | 9/13/2021          | 1,500          | 10/28/2021 | 1500.00     |                    |                      |
| Grande Theatre of Oelwein | 10/1/2021      | 10,000           | 10/11/2021         | 20,000         |            |             |                    |                      |
| Williams Center           | 12/1/2021      | 1,500.00         | 12/22/2021         | 1500           |            |             |                    |                      |

**From:** ellen rogers <[ellenrogers50662@outlook.com](mailto:ellenrogers50662@outlook.com)>  
**Sent:** Wednesday, January 5, 2022 10:53 AM  
**To:** BuildingOfficial <[BuildingOfficial@cityofuelwein.org](mailto:BuildingOfficial@cityofuelwein.org)>  
**Subject:** Oelwein house

I ellen rogers do not want anything to do with the house. When jay came out n condemned the house due foundation and support ben issues lee burr told me he was taking house back on forfeiture, Due to jay ocndemming it we had to go to Missouri with a friend. While I was in Missouri lee went to court house and did some kind of quit claim taking his name off the deed against what he said, I am on ssi only getting 800 a month I can not afford anything to do with the house. Lee was selling me the house on supposed contract for 40k when he only I later found out he payed 3k for it and it only was worth 20k I cant afford boarding it up or demolishing it im only on ssi please help me .... My email is ellennbeth@aolcom ty so much

Sent from [Mail](#) for Windows



Policy: Oelwein Property Forfeiture Policy

Adopted by Resolution: 5297-2021

Date: September 13, 2021

The City is willing to work with property owners when the situation is advantageous to the city and community members. Anyone who owns a property, residential or commercial, that they can no longer manage may submit a request to sign the property over to the city. The process below outlines how a property owner can quitclaim deed their property over to the city:

- The property owner works with Community Development on an inspection of the property
- Community Development inspects the property and produces a report
- The property owner writes a letter to the city making a request for the property to be quitclaim deeded to the city
- The report and letter from the owner is presented to the Planning, Finance, Enterprise and Economic Development Committee with a recommendation from the City Administrator
- The Committee will make a recommendation to council
- Council will vote the same night through a motion to accept or deny the property transfer
- At the following meeting, the council will accept the property through a resolution
  - City council must accept all property through a resolution

Conditions do apply when requesting to surrender a property to the city through a quitclaim deed:

- The property owner must provide to the city evidence of a significant hardship to be eligible to quitclaim deed the property
- The property must be current on all taxes and utility bills
- The property must be clean inside and out
- All immediate nuisances on the property should be cleaned or eradicated before presenting to council

While the city strives to follow the above guidelines, exceptions can be made in dire circumstances. The city accepts dilapidated properties because going through the court system would prove costly for the city. While the city can assess demolitions or clean-ups to the taxes, these circumstances have not paid off for the city. The most cost-effective option for the city is to take a property and demolish it rather than going after an individual who does not and will not have the resources to demolish a property. All enforcement roads lead to demolition for the city. With the city taking possession of the property, the city avoids court costs and attorney fees.





PFEED Members,

In May of 2021, the Community Development Department was contacted by a concerned citizen regarding the condition of the property located at 632 5<sup>th</sup> Ave SW, Oelwein, IA. The concerns were the sanitary conditions of the home and the condition of the structure.

The Community Development Department responded to the complaint and verified both items of concern.

The Community Development Department did not enter the home due to unsanitary conditions but was granted permission by the owner to enter the basement. After inspection of the basement, it was brought to the owner's attention by the Building Official, the home would be placarded as an unsafe structure due to the structural and sanitary conditions.

Ellen Sue Rodgers bought this house from Mebyer Corporation on contract. Ellen and her family were moving back to Missouri, forfeiting on the contract with Mebyer Corporation.

The building official sent an unsafe structure document to Mebyer corporation stating it was in the Building Official's opinion that the structure be demolished by July 19, 2021. A forwarding address was not provided to the Community Development Department for Ellen Sue Rodgers; therefore, the document was not sent to her.

The demolition deadline of July 19, 2021 was not met. In an attempt to find Ellen through Beacon, the Community Development Department found that the property was quit claim deeded to her on May 28, 2021.

The Community Development Department was notified that Ellen moved back to the area and was able to contact her. She was notified that the property was quit claim deeded to her and she was now the legal owner of the property and had full responsibility for all abatements and violations against the property.

Ellen was sent another abatement document requiring the property to be secured as to not create an attractive nuisance and a public safety hazard. Doors are open, windows have been shot out, the structure harbors vermin and is in such unsanitary condition on the interior, the odor can be detected from the exterior of the home. Ellen has been cited to court for non-compliance.

Ellen has since sent an email to the Building Official stating that she would like to give the property to the City of Oelwein.

**City of Oelwein Community Development Department**

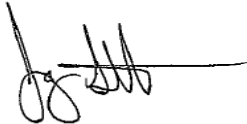
20 2<sup>nd</sup> Ave SW Oelwein, Iowa 50662

319-283-5862

As the Building Official it is my recommendation that the City of Oelwein accept the property located at 632 5<sup>th</sup> Ave SW, Oelwein, IA. Ellen does not have the financial means to demolish the home and maintain the property.

If the city does not take the property, the cost of demolition would fall upon the city, along with the city maintaining the property, i.e., lawn mowing, snow removal. These items would be special assessments or liens against the property, making it unaffordable to future buyers.

Sincerely,



**Jay Shekleton**  
Building Official/Zoning Administrator

**From:** [Lonnie Achenbach](#)  
**To:** [Dylan Mulfinger](#); [Brett Devore](#)  
**Subject:** Purchase lot across from Subway parking lot  
**Date:** Tuesday, January 25, 2022 4:05:15 PM  
**Attachments:** [Oelwein parking.pdf](#)

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To Dylan and Brett,

This is Lonnie Achenbach ,owner of Oelwein Subway. I attended a council meeting a couple of months ago wanting to push snow across from the Subway parking lot East towards the library. It has come to my attention that the city is selling vacant lots they currently own. I would be willing to purchase the attached lot (in the diagram) for \$1000 and all transfer cost associated with the purchase. This would put the land back on the tax roll and alleviate the city maintenance on this property. Please let me know if this is attainable. Thanks Lonnie Achenbach

Item 3.



Draft for discussion to PFEED

The City of Oelwein is looking for a firm to provide services that will help guide the community to a new comprehensive plan. This plan must encompass all city related services with an emphasis on prioritizing services to the community. This plan should not be made to sit on a shelf, but something that staff and city council can actively work from and use each year. The plan must include a 20 year outlook and a five year plan.

The City want to look at several points of emphasis

- Providing services that community members want
- Provide a plan that puts an emphasis on improving the downtown and directing commercial activity to the downtown
- Provide direction on a population target and how Oelwein can reach that target
- Find a way to expand housing not through subdivisions and developments
  - The trick to infill
- Find the public's wants and put them into the plan
- The plan should have hard honest facts about the next steps for Oelwein
- The City as an organization should focus on what they can do well and not what they can expand to take on
- Touch on zoning and what Oelwein can do to walk away from a system that creates barriers to housing.