

City of Knoxville
City Council Meeting
Monday, November 7, 2016 at 6:15 p.m.
Municipal Building Council Chambers

1. Call To Order

MEMBERS PRESENT:

Mayor Brian Hatch ____, Council Member Dawn Allspach-Kline ____, Council Member Rick Kingery ____, Council Member James Lane ____, Council Member Cal Stephens ____, Council Member Craig Kelley ____

2. Citizen/Public Comments
Discussion

3. Consent Agenda

3.I. Approve City Council Minutes Of October 21, 2016

Documents:

[COUNCIL MINUTES 101716.PDF](#)

3.II. Accept Housing Board Minutes Of July 18, 2016

Documents:

[HOUSING MINUTES 071816.PDF](#)

3.III. Accept Housing Board Minutes Of August 15, 2016

Documents:

[HOUSING MINUTES 081516.PDF](#)

3.IV. Accept Airport Commission Minutes Of September 17, 2016

Documents:

[AIRPORT MINUTES 091716.PDF](#)

3.V. Accept Library Board Of Trustees Minutes Of October 19, 2016

Documents:

[LIBRARY MINUTES 101916.PDF](#)

3.VI. Approve Class C Liquor License For Turn 1 Tavern

3.VII. Approve Class E Liquor License For Hy-Vee Wine And Spirits

3.VIII. Approve Class B Beer Permit For Pizza Hut

3.IX. Accept Barry VanHaaften As Police Reserve

Documents:

[COUNCIL LETTER RESERVE OFFICER VANHAAFTEN 2016.PDF](#)

3.X. Approve 2016 Urban Renewal Area Report For Submittal To The State Of Iowa

Documents:

[URBAN RENEWAL REPORT.PDF](#)

3.XI. Accept October CSO Report

Documents:

[CSO OCTOBER 2016 MEMO.PDF](#)

4. Item Agenda

4.I. Public Hearing- Directing The Sale Of An Interest In Real Property (1015 E. Marion)

- A. Open Hearing
- B. Filing of Affidavit of Publications- 10/28/2016
- C. Written Comments or Objections
- D. Oral Comments or Objections
- E. Close Hearing

4.I.i. Approve Resolution Directing The Sale Of An Interest In Real Property Following The Public Hearing

Documents:

[RES 115316 1015 E MARION.PDF](#)

4.II. Public Hearing- Directing The Sale Of An Interest In Real Property (606 W. Robinson)

- A. Open Hearing
- B. Filing of Affidavit of Publications- 10/28/2016
- C. Written Comments or Objections
- D. Oral Comments or Objections
- E. Close Hearing

4.II.i. Approve Resolution Directing The Sale Of An Interest In Real Property Following The Public Hearing

Documents:

[RES 115216 606 W ROBINSON.PDF](#)

4.III. Approve Special Event Application For Knoxville Chamber Of Commerce Living Windows And Lighted Parade

Documents:

[SPECIAL EVENT APP.PDF](#)
[BIZ NOTIFICATION LIST.PDF](#)

4.IV. Discussion/Possible Action To Approve Grant Requests Submitted To Tourism Advisory Commission

Documents:

[GRANT REQUEST.PDF](#)

4.V. Authorize Police Lieutenant Position

Documents:

[COUNCIL LETTER LT POSITION 2016.PDF](#)

4.VI. Approve Purchase Of Four Fire Cameras From Fire Department Memorial Fund

Documents:

[MEMORIAL FUND REQUEST.PDF](#)

4.VII. Discussion/Possible Action Regarding Fire Department Staffing

4.VIII. Approve Resolution To Transfer

Documents:

[RES 115016 TRANSFER.PDF](#)

4.IX. Approve Resolution Regarding Credit Card Authorization And Credit Limit

Documents:

[RES 115116 CREDIT CARD AUTH.PDF](#)

4.X. Approve Resolution Approving 2016 TIF Certification

Documents:

[RES 115416 2016 TIF CERT.PDF](#)
[TIF CERT.PDF](#)

4.XI. Approve Payment Of Claims

5. Reports

- A. Mayor's Report
- B. City Manager's Report

6. Adjourn

Motion _____ Second _____

Vote _____ Time _____

Heather Ussery, City Clerk

COUNCIL MINUTES

October 17, 2016

The City Council of the City of Knoxville, Iowa convened in regular session Monday, October 17, 2016 at 6:15 p.m. in the City Hall Council Chambers. Mayor Brian Hatch presided and the following Council Members were present: Dawn Allspach-Kline, Rick Kingery, James Lane, Cal Stephens and Craig Kelley. Staffs present were City Manager Aaron Adams, City Clerk Heather Ussery, City Attorney Bob Stuyvesant, Deputy City Clerk Jodi Bellon, Police Lieutenant Corey Derby and Fire Chief Jim Mitchell.

Mayor Hatch asked for Citizen/Public Comments regarding items not on the agenda. There were none. Motion by Allspach-Kline; seconded by Stephens to approve the consent agenda as follows, all ayes.

1. Approve City Council Minutes of October 3, 2016
2. Accept Tourism Commission Minutes of October 4, 2016
3. Accept Water Board Minutes of October 11, 2016
4. Accept September CSO Report
5. Approve September 2016 Financials

Motion by Allspach-Kline; seconded by Kelley to approve resolution proposing disposal of an interest in real property by sale (606 W. Robinson), all ayes.

Motion by Stephens; seconded by Allspach-Kline to approve resolution proposing disposal of an interest in real property by sale (1015 E. Marion), all ayes.

Motion by Kelley; seconded by Lane to approve first consideration, waive second and third consideration and adopt an ordinance amending the code of ordinances of the City of Knoxville, Iowa, 2009, by amending provisions pertaining to the sunset provisions for permitted fowl, all ayes.

Motion by Kelley; seconded by Lane to approve new local bidder preference policy that includes keeping the 5% and removing the dollar cap, ayes: Lane, Allspach-Kline, Kingery, Kelley, nays: Stephens.

Motion by Lane; seconded by Kelley to approve payment of claims; all ayes.

82775	AFLAC	AFLAC-ACC/PRE	258.77
82776	I.U.P.A.T. DC81	UNION DUES	794.26
82777	COLLECTION SERVICES CENTER	CHILD SUPPORT	1,606.02
82778	ICMA RETIREMENT TRUST	ICMA	1,973.27
82779	KNOXVILLE FIRE & RESCUE ASSC	FIRE DUES	65.28
82780	COLONIAL LIFE	COLONIAL LIFE	22.85
82781	ACCO UNLIMITED CORPORATION	CHLORINE AND ACID	707.50
82782	AGSOURCE	MONTHLY POOL AND SPA TESTING	67.50
82783	APPARATUS TESTING SERVICES	2 PUMP TESTING E311 & E312	637.00
82784	KEEPITSAFE, INC.-LIVEVAULT	LIVEVAULT 90 DAY RETENTION	128.64
82785	BARCO MUNICIPAL PRODUCTS INC	4 STREET NAME SIGNS	303.98
82786	JOSH BLACKFORD	MEAL REIMBURSEMENT	11.65
82787	BROWN'S SANITATION	GARBAGE SERVICE	701.00
82788	BRUENING ROCK PRODUCTS INC	ROCK NEEDED FOR ALLEYS	553.80
82789	CDW GOVERNMENT INC	ARUBA INSTANT AP 205,MOUNT KIT	1,344.38
82790	CENTRAL IOWA DISTRIBUTING INC	3 CASES DISINFECTING WIPES	276.60
82791	CINTAS CORPORATION	MEDICAL SUPPLIES	63.31
82792	CITY OF KNOXVILLE	RANDY PUYEAR PREMIUMS	143.83
82793	CL CARROLL CO INC	REPAIR SCUM ARM-CLARIFIER B	4,100.00
82794	COAST TO COAST STORE	2 HANDLES	20.96
82795	ELECTRONIC ENGINEERING	3 PORTABLE RADIO BATTERIES	622.95
		REPAIR PUSH CAMERA	
82796	ELLIOTT EQUIPMENT COMPANY	CONTROLLER	433.34
82797	EMPLOYEE BENEFIT SYSTEMS	SAFE-T FUND REQUEST	28,995.05

82798	EMS BILLING SERVICES	EFT'S	4,492.37
82799	EPD IT SERVICES	1 YEAR ONSITE REPAIR	566.00
82800	GALLS INC	JACKET FOR CSO	108.34
82801	KEITH GEERY	BLDG PERMIT OVERPAYMENT	2.00
82802	GPM	TEMP SENSOR	191.00
82803	PAT GRAVES	MEAL REIMBURSEMENT	14.30
82804	THE GREATER DES MOINES	ANNUAL DUES	3,333.00
82805	HACH COMPANY	POWDER PILLOW	202.68
82806	HAWKEYE PAVING CORP	2016 STREET IMPROVEMENTS #4	322,209.41
82807	HOMEFRONT PROTECTIVE GROUP	ACTIVE SHOOTER INTERDICTION	250.00
82808	HOTSY CLEANING SYSTEMS INC	WAND FOR HOTSY	42.33
82809	HY-VEE INC	10 GAL DISTILLED WATER	13.98
82810	IOWA DEPT OF PUBLIC SAFETY	OCT-DEC TERMINAL BILLING	1,380.00
82811	WINDSTREAM	ALARM LINE	64.63
82812	ISLEY WELDING & REPAIR	SHOP CUTTING/WELDING	144.23
82813	JEO CONSULTING GROUP, INC	COMPREHENSIVE PLAN	1,465.00
82814	TRENTON KEEFER	UNABLE TO PARTICIPATE IN BBALL	29.00
82815	KEYSTONE LABORATORIES INC	MONTHLY LAB TESTING	1,165.20
82816	KNOXVILLE HOSPITAL & CLINICS	RANDOM DRUG TEST	69.68
		NOVEMBER CONTRACTUAL	
82817	KNOXVILLE AVIATION	SERVICES	3,467.91
82818	KNOXVILLE FARM & HOME INC	2" SUMP PUMP	471.58
82819	KNOXVILLE WATER WORKS	MARK SWANSON INSURNACE	678.63
82820	MAINSTAY SYSTEMS INC	IA SYSTEM MAINTENANCE	177.00
82821	MC CORKLE HARDWARE INC	MOWER WHEEL FOR BUSH HOG	84.95
82822	BILL METTEE	MILEAGE REIMB-BURLINGTON	242.40
	MID-IOWA SOLID WASTE		
82823	EQUIPMENT	STREET SWEEPER REPAIR	686.65
82824	MIDAMERICAN ENERGY COMPANY	301 W RENO STST DEPT	439.21
82825	MOTOR INN OF KNOXVILLE	2015 TAHOE TRANS FLUSH & FLUID	394.33
82826	CROSSROADS 5/92 NAPA	GREASE AND OIL	361.06
82827	NOVA FITNESS EQUIPMENT	FLAT BENCH AND KNEE RAISE	999.98
82828	O'REILLY AUTOMOTIVE INC	8 QT OIL	73.16
82829	OFFICE DEPOT	3 DESK CALENDARS	94.94
82830	OSKALOOSA HERALD INC	COUNCIL MINUTES 9/6	186.60
82831	PAVEMENT STENCIL COMPANY	STOP AHEAD STENCIL	158.00
82832	PELLA ENGRAVING COMPANY INC	30 YR PLAQUE-AUGUSTIN	70.00
82833	P.F. PETTIBONE & CO.	2 COUNCIL MINUTE BOOKS	348.85
82834	PLUMB SUPPLY COMPANY	2 BEARINGS	82.08
82835	PLUMB TECH MECHANICAL INC.	REPAIR MAKEUP AIR UNIT-GRIT RM	3,315.75
82836	RACEWAY TIRE & EXHAUST	NEW TIRE ON DUMP TRUCK	558.58
82837	RAMAEKER SCREEN PRINTING	POOL,WIFI,GYM SIGNS	745.00
82838	SCOTT MERRIMAN INC	2,000 CITATION BOOKS	1,048.60
82839	SLIDEWAYS KARTING CENTER	CITY LOGO FOR DUMP TRUCK	175.00
82840	SPRAYER SPECIALTIES INC	PARTS FOR WATERING TANK	33.71
82841	MARK SWANSON	MEAL REIMBURSEMENT	13.39
82842	TK CONCRETE INC	INTAKE WORK-102 N PARK LANE DR	11,506.60
82843	TRUE VALUE HARDWARE INC.	DRYER	627.89
82844	UNITYPOINT CLINIC-	RANDOM DRUG TEST	37.00
82845	US CELLULAR	CELL PHONE	233.50
82846	VANCO SERVICES LLC	AUG PROGRAM FEE	12.25
82847	VERIZON	WWTP HOT SPOT	160.04
82848	SAM WADLE	11 HRS YOUTH SOCCER	110.00
82849	WALMART COMMUNITY	2TB HARD DRIVE	255.60

82850	DENNIS WEBB	MEAL REIMBURSEMENT	15.88
13168575	MASSMUTUAL	HARTFORD	63.98
13168576	IRS WITHHOLDING PAYMENTS	FED/FICA TAX	21,874.18
	TOTAL ADMINISTRATIVE		
13168577	SERVICES	FLEX- MEDICAL	717.27
13168578	KNOXVILLE RECREATION CENTER	MONTHLY BANK CHARGES	231.40
13168579	KNOXVILLE RECREATION CENTER	MONTHLY BANK CHARGES	283.24
13168580	IRS WITHHOLDING PAYMENTS	FED/FICA TAX	21,890.36
13168582	TREASURER-STATE OF IOWA	SEWER SALES TAX	5,241.00

<u>FUND NAME</u>	<u>TOTAL</u>
GENERAL	42,204.28
ROAD USE TAX	20,095.94
EMPLOYEE BENEFITS	491.98
GO BOND PROJECTS	322,209.41
SEWER UTILITY	18,740.05
AIRPORT UTILITY	3,479.90
SELF FUND HEALTH INS	28,646.90

Under Mayor's Report; Mayor Hatch thanked the community as well as public safety for the support during the cancer relays.

Under City Manager's Report, Adams gave an update for trails, stating phase 2 will begin in 2017.

Motion by Allspach-Kline; seconded by Stephens to adjourn at 6:45 pm, all ayes.

Brian Hatch, Mayor

ATTEST:

Heather Ussery, City Clerk

MINUTES

Low Rent Housing Agency of Knoxville
Location: Conference Room of the Housing Agency
July 18, 2016

Present: Board Chairman Don Croghan and Board Member(s) Jody Mansueto, Jerrold Jordan, and Teresa Higginbotham (Joins the meeting late and her entrance is noted in the minutes.) Also present was Executive Director Janice Kerner, Secretary for the Board.

Absent: Board Member Brent Hanna.

Motion by Jerrold Jordan with second by Jody Mansueto to accept the consent agenda. The consent agenda included the minutes of the Annual Board Meeting of June 20, 2016, minutes of the regular Housing Board Meeting of June 20, 2016, the occupancy report, and the stop loss monitoring report. (The agenda incorrectly also listed the financial statements twice and this was handled as an item agenda.) All voted aye.

Motion by Jerrold Jordan with second by Jody Mansueto to approve the payment of claims. All voted aye.

Teresa Higginbotham joins the meeting at this point.

Motion by Jody Mansueto with second by Jerry Jordan to accept the PHAS rating for the March 31, 2016. This score rates the Public Housing program. The Housing Agency received a 91 out of a 100 possible points and is considered a high performer. The Director briefly reviewed to prepare for the Housing and Urban Development's April 28, 2016 REAC inspection (a random sample physical inspection of units owned by the Housing Agency and is a component of the score), the Housing Agency had more maintenance staff than typical and a budget revision would be needed later in the year. All voted aye.

Teresa Higginbotham joins the July 2016 regular board meeting.

There was an error on the agenda which stated the Board would be approving the Declaration of Trust for the 2014 Operating Funds. This should have been the 2015 Operating Funds. This will be placed with correct year on the agenda for the August 2016 regular board meeting.

Discussed Section 8 Voucher Rental Assistance Housing Assistance Payments (HAP) funding. The Housing Agency doesn't have enough funding to make it to the end of the December 31, 2016 funding cycle. The Housing Agency has been approved for shortfall funding from Housing and Urban Development. As a condition of the additional funding, the Housing Agency may not pull any new participants from the waitlist and may not permit any current participants to transfer to a higher cost area in the scenario where the Housing Agency would be paying for the transfer. The Board reviewed recommendations of the HUD staff for reducing costs. One of the recommendations would require a change to the Section 8 Voucher Rental Assistance Administrative Plan. This recommendation would charge a minimum rent. Minimum rent requires families to

pay a certain amount toward their housing costs no matter how low their income. Due to the exceptions allowed by HUD procedure, it is cumbersome to operate and takes more staff time, so the Director did not recommend adopting at this time. While no terminations for lack of funding from the Section 8 Voucher Rental Assistance should occur this calendar year, it could be possible in the future and Housing Agency is required to have a plan for such a contingency. The new proposed Section 8 Voucher Rental Assistance Administrative Plan calls for terminating families who have been on the program the longest with elderly and handicapped exempt unless needed.

Motion by Jerrold Jordan and second by Jody Mansueto to post the proposed Section 8 Voucher Rental Assistance Administrative Plan, the proposed Public Housing Occupancy Plan, the proposed Public Housing lease and related documents, and the 4 factor analysis of Limited English Proficiency for public comment. These documents have been approved by the Resident Advisory Board for release for public comment. The documents will appear on the City of Knoxville's website. Briefly discussed plans for outreach to answer questions on the plans. All voted aye.

Resolution 04-07-18-2016 to approve a Public housing budget revision for the fiscal year ending March 31, 2016 was moved for approval by Jerrold Jordan and second by Teresa Higginbotham. This is a Housing and Urban Development requirement per HUD notice 95-96. All voted aye.

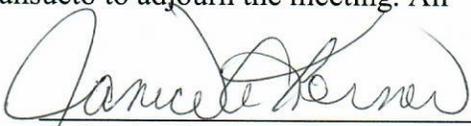
Motion by Jody Mansueto with second by Teresa Higginbotham to approve financial statements for the March 31, 2016 fiscal year end financial statements for the Section 8 Voucher Rental Assistance program and the Public Housing program. The Section 8 Voucher Rental Assistance program had a small increase of \$3389.13 in its administrative reserve and the Public Housing program lost \$4370.24 for the same period. All voted aye.

Motion by Teresa Higginbotham with second by Jody Mansueto accept the April 30, 2016 and May 31, 2016 fee accountant financial statements. All voted aye.

Motion by Jerrold Jordan with second by Jody Mansueto to adjourn the meeting. All voted aye.



Don Croghan, Board Chairman



Janice A. Kerner, secretary

MINUTES

Low Rent Housing Agency of Knoxville
Location: Conference Room of the Housing Agency
August 15, 2016

Present: Board Chairman Don Croghan and Board Member(s) Jody Mansueto, Brent Hanna, and Teresa Higginbotham (Joins the meeting late and her entrance is noted in the minutes.) Also present was Executive Director Janice Kerner, Secretary for the Board.

Absent: Board Member Jerrold Jordan.

Motion by Brent Hanna with second by Jody Mansueto to accept the consent agenda. The consent agenda included the minutes of the regular Housing Board Meeting of July 18, 2016, the occupancy report, and the stop loss monitoring report. All voted aye.

Motion by Jody Mansueto with second by Brent Hanna to approve the payment of claims. All voted aye.

Resolution 05-08-15-2016 to file a Declaration of Trust for the 2015 Operating subsidy was moved for adoption by Brent Hanna with second by Jody Mansueto. This affects the units owed directly by the Housing Agency. There was an initial agreement with Housing and Urban Development (HUD) at the time of construction/acquisition to operate the units under public housing rules for a prescribed period of time. As the Housing Agency continues to receive assistance to maintain and operate its units, the additional grants extend the conditions of the original agreement. The grants also require the filing of the extension document called the Declaration of Trust with the Records Office. All voted aye.

Teresa Higginbotham joins the board meeting.

Motion by Teresa Higginbotham with second by Jody Mansueto to amend the auditor's contract the fiscal year end audits of March 31, 2016 and March 31, 2017. The Housing Agency has a three year contract with its current auditor and he has completed one audit for the fiscal year ending March 31, 2015 under the contract. At the time the contract was signed, an accounting rule Governmental Accounting Standards Board (GASB) Statement 68 was not yet effective. This is the first year the auditor will be completing the Housing Agency's audit under the new rule and it has added considerably to the amount of time to complete an audit. The auditor is requesting a \$500 increase to complete the remaining two audits under the contract. The Housing Agency has conferred with its fee accountant and he has indicated the price increase of \$500 is reasonable. All voted aye.

Motion by Brent Hanna with second by Teresa Higginbotham to accept the SEMAP score for the fiscal year ending March 31, 2016. The Housing Agency received a score of 88% and was considered a standard performer. The Housing Agency received a 0 in the section for selection from waitlist. This section requires a 98% compliance rate. With the Housing Agency's size and the size of the required sample even a single error causes the Housing Agency to fail this standard. The Housing Agency was required to submit a plan for correcting this standard to Housing and Urban Development. All voted aye.

Item agenda #5 was a repeat of agenda item #3.

The fee accountant does not yet have June 2016 financial statements prepared yet. The Director briefly discussed that more tenants with bedbugs are moving into its public housing units and the additional costs of dealing with bedbugs will adversely affect its projected costs for extermination.

Motion by Brent Hanna with second by Teresa Higginbotham to adjourn the meeting. All voted aye.



Don Croghan, Board Chairman



Janice A. Kerner, secretary

KNOXVILLE AIRPORT COMMISSION – September 17, 2016

The Knoxville Airport commission met in regular session on September 17, 2016, 7 a.m. with Airport Commission Chairman, Wayne Westberg presiding. Members present were Dixie Brown, Ella Crawford, Larry Smith and Loren Steenhoek and Airport Manager, Dan Van Donselaar.

Wayne Westberg moved and Ella Crawford seconded a motion to waive reading and approval of the minutes. Motion carried.

Hangar Currency: The following are behind in their rent: Logan – 1 month; Leifer – 1 month; Childs – 2 months; Martin – 3 months and FTAC several years. Dixie Brown moved and Ella Crawford seconded a motion to accept this report. Motion carried.

Airport Project List: Discussion only.

Update on Taxiway A and Apron Reconstruction Project and Update on the West Taxi Lane Reconstruction Project: Change order No. 7 payment will be delayed until the grading and seeding has been changed for better drainage. Improvements on the runway lighting have to be made also. (A State Emergency Grant will be applied for to help with cost of past runway lighting bills and to get the Airport back on budget.)

Claims: Wayne Westberg moved and Loren Steenhoek seconded a motion to accept the claims. Motion carried.

Airport Manager Report and Safety Checklist: Larry Smith moved and Wayne Westberg seconded a motion to accept this report. Motion carried.

Larry Smith moved and Ella Crawford seconded a motion to adjourn at 7:40 a.m. Motion carried.

Next meeting October 15, 2016.

Wayne Westberg, Airport Commission Chairman

ATTEST:

Janet Westberg, Secretary

**Library Board of Trustees Meeting
October 19, 2016**

The Knoxville Public Library Board of Trustees met at the library on Wednesday, October 19, 2016 at 8:00 a.m. Members present were Dave Garcia, Jean McKay, Harv Sprafka, Mary Lane, Pat Wilson, Scott Ziller, and Bob Leonard.

The meeting was called to order by Dave Garcia. Mary Lane moved, Harv Sprafka seconded to approve the minutes of the September 21, 2016 meeting as mailed. Motion passed unanimously.

There was no correspondence.

Roslin gave the librarian's report for September 2016. Total circulation was 3,713 printed materials, 1,438 non-print materials. Electronic materials (Bridges and Freegal) numbered 570 items. Computer usage was 700 with 1,049 recorded use of wireless (average of 37 each day). The Early Literacy AWE stations had 101 uses. The meeting room was used 34 times with a total attendance of 433. There were 4,622 visits with an average of 165 people each day.

All programs presented had been well-attended: Ghost Towns of Marion County, Coal Mining in Iowa, an interactive Murder-Mystery Oct 7, Humanities Iowa speaker OJ Fargo and Governor Stone's birthday celebration Oct 15, an international film fan club, and book club. Roslin attended several conferences in the past month: a Town Meeting Oct 5 "Raising Our Standards, Planning for Success," ILA in Dubuque Oct 12 – 14 "Lighting Up the Future," and coming up the ARSL in Fargo, ND Oct 26 – 28 "North of Normal." The library will participate in Living Windows Nov. 17 with the theme "Songs of the Season." With the holiday season, the library will adjust its hours. Oct 16 – 22 is National Friends of Libraries Week and there will be a book sale.

Under Media Strategy Plan, the board discussed the impact of past strategies and promoting upcoming events. The library will be featured in Knoxville Living December issue. Roslin thanked the radio and newspaper for covering library programs. Governor William Stone's portrait and chair are on display at the library until March 2017.

Harv Sprafka moved, Scott Ziller seconded that the financial report for September be approved. Motion was unanimous. Jean McKay moved, Pat Wilson seconded the city trust report for September be accepted. Motion was unanimous. Pat Wilson moved, Harv Sprafka seconded the approval for payment of bills for October. Motion passed unanimously, and a copy is attached to the minutes.

Under Old Business, Harv Sprafka reported on the Capital Campaign. A Steering Committee has been formed and met yesterday. Plans are being formulated for the campaign. Case statements and other materials are ready.

There being no further business, the meeting was adjourned. The next regular meeting will be held Wednesday, November 16, 2016 at 8:00 AM at the Knoxville Public Library.

Roslin Thompson, secretary

COUNCIL LETTER
City of Knoxville
November 7, 2016

Agenda Item: Accept Barry VanHaaften as a reserve police officer.

Background: Barry VanHaaften applied to and was accepted by the Knoxville Police Department Reserves. Mr. VanHaaften is a 2012 graduate of Pella High School and currently a mechanic at a trucking company. Barry VanHaaften's grandfather was the Marion County Sheriff.

Policy Question: Should the City Council accept Barry VanHaaften as a Reserve Police Officer.

Budget Impact: negligible

Recommendation: The Police Chief recommends Barry VanHaaften be accepted as a Reserve Police Officer.

Supporting Document: none

Annual Urban Renewal Report, Fiscal Year 2015 - 2016

Levy Authority Summary

Local Government Name: KNOXVILLE
 Local Government Number: 63G597

Active Urban Renewal Areas	U.R. #	# of Tif Taxing Districts
KNOXVILLE WESTRIDGE URBAN RENEWAL	63005	2
KNOXVILLE HWY 14 SOUTH URBAN RENEWAL	63007	1
KNOXVILLE URBAN RENEWAL	63012	2
KNOXVILLE FIVE STAR URBAN RENEWAL	63015	1
KNOXVILLE PARK LANE URBAN RENEWAL	63016	2
KNOXVILLE ERIC DRIVE URBAN RENEWAL	63024	1

TIF Debt Outstanding: 2,480,013

TIF Sp. Rev. Fund Cash Balance as of 07-01-2015:	52,696	0	Amount of 07-01-2015 Cash Balance Restricted for LMI
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TIF Revenue:	516,947
TIF Sp. Revenue Fund Interest:	243
Property Tax Replacement Claims	0
Asset Sales & Loan Repayments:	0
Total Revenue:	517,190

Rebate Expenditures:	454,898
Non-Rebate Expenditures:	0
Returned to County Treasurer:	0
Total Expenditures:	454,898

TIF Sp. Rev. Fund Cash Balance as of 06-30-2016:	114,988	0	Amount of 06-30-2016 Cash Balance Restricted for LMI
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Year-End Outstanding TIF Obligations, Net of TIF Special Revenue Fund Balance: 1,910,127

Urban Renewal Area Data Collection

Local Government Name: KNOXVILLE (63G597)
 Urban Renewal Area: KNOXVILLE WESTRIDGE URBAN RENEWAL
 UR Area Number: 63005
 UR Area Creation Date: 11/1997
 UR Area Purpose: See Westridge Plan

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
KNOXVILLE CITY AG/KNOX SCH/WESTRIDGE UR INCREM	63088	63092	0
KNOXVILLE CITY/KVILLE SCH/WESTRIDGE UR TIF INCREM	63110	63111	0

Urban Renewal Area Value by Class - 1/1/2014 for FY 2016

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	19,270	4,772,810	0	0	0	-7,408	4,784,672	0	4,784,672
Taxable	8,615	2,660,053	0	0	0	-7,408	2,661,260	0	2,661,260
Homestead Credits									15

TIF Sp. Rev. Fund Cash Balance as of 07-01-2015: **30,878** **0** **Amount of 07-01-2015 Cash Balance Restricted for LMI**

TIF Revenue:	0
TIF Sp. Revenue Fund Interest:	66
Property Tax Replacement Claims	0
Asset Sales & Loan Repayments:	0
Total Revenue:	66

Rebate Expenditures:	0
Non-Rebate Expenditures:	0
Returned to County Treasurer:	0
Total Expenditures:	0

TIF Sp. Rev. Fund Cash Balance as of 06-30-2016: **30,944** **0** **Amount of 06-30-2016 Cash Balance Restricted for LMI**

TIF Taxing District Data Collection

Local Government Name: KNOXVILLE (63G597)
 Urban Renewal Area: KNOXVILLE WESTRIDGE URBAN RENEWAL (63005)
 TIF Taxing District Name: KNOXVILLE CITY AG/KNOX SCH/WESTRIDGE UR INCREM
 TIF Taxing District Inc. Number: 63092
 TIF Taxing District Base Year: 1995
 FY TIF Revenue First Received: 2002
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2010

	UR Designation
Slum	No
Blighted	No
Economic Development	11/1997

TIF Taxing District Value by Class - 1/1/2014 for FY 2016

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	19,270	0	0	0	0	0	19,270	0	19,270
Taxable	8,615	0	0	0	0	0	8,615	0	8,615
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2016	9,840	8,615	0	8,615	220

FY 2016 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: KNOXVILLE (63G597)
 Urban Renewal Area: KNOXVILLE WESTRIDGE URBAN RENEWAL (63005)
 TIF Taxing District Name: KNOXVILLE CITY/KVILLE SCH/WESTRIDGE UR TIF INCREM
 TIF Taxing District Inc. Number: 63111
 TIF Taxing District Base Year: 1995
 FY TIF Revenue First Received: 2002
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2010

	UR Designation
Slum	No
Blighted	No
Economic Development	11/1997

TIF Taxing District Value by Class - 1/1/2014 for FY 2016

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	4,772,810	0	0	0	-7,408	4,765,402	0	4,765,402
Taxable	0	2,660,053	0	0	0	-7,408	2,652,645	0	2,652,645
Homestead Credits									15

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2016	471	2,652,645	0	2,652,645	95,351

FY 2016 TIF Revenue Received: 0

Urban Renewal Area Data Collection

Local Government Name: KNOXVILLE (63G597)
 Urban Renewal Area: KNOXVILLE HWY 14 SOUTH URBAN RENEWAL
 UR Area Number: 63007
 UR Area Creation Date: 03/1997
 UR Area Purpose: See Hwy 14 Plan

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
KNOXVILLE CTY/KVILLE SCH/HWY 14 S UR TIF INCREM	63104	63105	0

Urban Renewal Area Value by Class - 1/1/2014 for FY 2016

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	2,799,383	0	0	0	2,799,383	0	2,799,383
Taxable	0	0	2,519,444	0	0	0	2,519,444	0	2,519,444
Homestead Credits									0

TIF Sp. Rev. Fund Cash Balance as of 07-01-2015: 0 **Amount of 07-01-2015 Cash Balance Restricted for LMI** 0

TIF Revenue:	0
TIF Sp. Revenue Fund Interest:	0
Property Tax Replacement Claims	0
Asset Sales & Loan Repayments:	0
Total Revenue:	0
Rebate Expenditures:	0
Non-Rebate Expenditures:	0
Returned to County Treasurer:	0
Total Expenditures:	0

TIF Sp. Rev. Fund Cash Balance as of 06-30-2016: 0 **Amount of 06-30-2016 Cash Balance Restricted for LMI** 0

TIF Taxing District Data Collection

Local Government Name: KNOXVILLE (63G597)
 Urban Renewal Area: KNOXVILLE HWY 14 SOUTH URBAN RENEWAL (63007)
 TIF Taxing District Name: KNOXVILLE CTY/KVILLE SCH/HWY 14 S UR TIF INCREM
 TIF Taxing District Inc. Number: 63105
 TIF Taxing District Base Year: 1996
 FY TIF Revenue First Received: 2000
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2017

	UR Designation
Slum	No
Blighted	No
Economic Development	03/1997

TIF Taxing District Value by Class - 1/1/2014 for FY 2016

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	2,799,383	0	0	0	2,799,383	0	2,799,383
Taxable	0	0	2,519,444	0	0	0	2,519,444	0	2,519,444
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2016	5,781	2,519,444	0	2,519,444	90,563

FY 2016 TIF Revenue Received: 0

Urban Renewal Area Data Collection

Local Government Name: KNOXVILLE (63G597)
 Urban Renewal Area: KNOXVILLE URBAN RENEWAL
 UR Area Number: 63012
 UR Area Creation Date: 11/1991
 UR Area Purpose: See UR Area Plan

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
KNOXVILLE CITY/KNOXVILLE SCH/KNOXVILLE UR TIF INCREM	63112	63113	0
KNOXVILLE CITY AG/KNOXVILLE SCH/KNOXVILLE UR TIF INCREM	63114	63115	0

Urban Renewal Area Value by Class - 1/1/2014 for FY 2016

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	83,910	0	7,212,460	0	0	0	7,296,370	0	7,296,370
Taxable	37,509	0	6,491,214	0	0	0	6,528,723	0	6,528,723
Homestead Credits									0

TIF Sp. Rev. Fund Cash Balance as of 07-01-2015: 0 0 **Amount of 07-01-2015 Cash Balance Restricted for LMI**

TIF Revenue: 0
 TIF Sp. Revenue Fund Interest: 0
 Property Tax Replacement Claims: 0
 Asset Sales & Loan Repayments: 0
Total Revenue: 0

Rebate Expenditures: 0
 Non-Rebate Expenditures: 0
 Returned to County Treasurer: 0
Total Expenditures: 0

TIF Sp. Rev. Fund Cash Balance as of 06-30-2016: 0 0 **Amount of 06-30-2016 Cash Balance Restricted for LMI**

TIF Taxing District Data Collection

Local Government Name: KNOXVILLE (63G597)
 Urban Renewal Area: KNOXVILLE URBAN RENEWAL (63012)
 TIF Taxing District Name: KNOXVILLE CITY/KNOXVILLE SCH/KNOXVILLE UR TIF INCREM
 TIF Taxing District Inc. Number: 63113

TIF Taxing District Base Year:	1999	UR Designation	
FY TIF Revenue First Received:	2001	Slum	No
Subject to a Statutory end date?	No	Blighted	No
		Economic Development	11/1991

TIF Taxing District Value by Class - 1/1/2014 for FY 2016

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	7,212,460	0	0	0	7,212,460	0	7,212,460
Taxable	0	0	6,491,214	0	0	0	6,491,214	0	6,491,214
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2016	239,430	6,491,214	0	6,491,214	233,330

FY 2016 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name: KNOXVILLE (63G597)
 Urban Renewal Area: KNOXVILLE URBAN RENEWAL (63012)
 TIF Taxing District Name: KNOXVILLE CITY AG/KNOXVILLE SCH/KNOXVILLE UR TIF INCREM
 TIF Taxing District Inc. Number: 63115

TIF Taxing District Base Year:	1999	UR Designation	
FY TIF Revenue First Received:	2001	Slum	No
Subject to a Statutory end date?	No	Blighted	No
		Economic Development	11/1991

TIF Taxing District Value by Class - 1/1/2014 for FY 2016

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	83,910	0	0	0	0	0	83,910	0	83,910
Taxable	37,509	0	0	0	0	0	37,509	0	37,509
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2016	24,362	37,509	0	37,509	960

FY 2016 TIF Revenue Received: 0

Urban Renewal Area Data Collection

Local Government Name: KNOXVILLE (63G597)
 Urban Renewal Area: KNOXVILLE FIVE STAR URBAN RENEWAL
 UR Area Number: 63015
 UR Area Creation Date: 11/1991
 UR Area Purpose: See Urban Renewal Plan

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
KNOXVILLE CITY/KNOXVILLE SCH/FIVE STAR INCREMENT	63122	63123	4,829,076

Urban Renewal Area Value by Class - 1/1/2014 for FY 2016

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	5,365,640	0	0	5,365,640	0	5,365,640
Taxable	0	0	0	4,829,076	0	0	4,829,076	0	4,829,076
Homestead Credits									0

TIF Sp. Rev. Fund Cash Balance as of 07-01-2015: 21,787 **0** **Amount of 07-01-2015 Cash Balance Restricted for LMI**

TIF Revenue: 162,007
 TIF Sp. Revenue Fund Interest: 137
 Property Tax Replacement Claims: 0
 Asset Sales & Loan Repayments: 0
Total Revenue: 162,144

Rebate Expenditures: 99,887
 Non-Rebate Expenditures: 0
 Returned to County Treasurer: 0
Total Expenditures: 99,887

TIF Sp. Rev. Fund Cash Balance as of 06-30-2016: 84,044 **0** **Amount of 06-30-2016 Cash Balance Restricted for LMI**

Projects For KNOXVILLE FIVE STAR URBAN RENEWAL

Weiler (Five Star) Agreement (2011)

Description:	Expansion of Manufacturing Facility
Classification:	Industrial/manufacturing property
Physically Complete:	Yes
Payments Complete:	No

Weiler (Five Star) TIF Agreement (2012)

Description:	Expansion of Office Space
Classification:	Industrial/manufacturing property
Physically Complete:	Yes
Payments Complete:	No

Airport/Bingo Building Sewer Line

Description:	Sewer Improvements
Classification:	Roads, Bridges & Utilities
Physically Complete:	Yes
Payments Complete:	No

Debts/Obligations For KNOXVILLE FIVE STAR URBAN RENEWAL

Weiler (Five Star) TIF Agreement (2011)

Debt/Obligation Type:	Rebates
Principal:	119,661
Interest:	0
Total:	119,661
Annual Appropriation?:	No
Date Incurred:	05/16/2011
FY of Last Payment:	2019

Weiler (Five Star) TIF Agreement (2012)

Debt/Obligation Type:	Rebates
Principal:	375,000
Interest:	0
Total:	375,000
Annual Appropriation?:	Yes
Date Incurred:	10/01/2012
FY of Last Payment:	2029

Airport/Bingo Building

Debt/Obligation Type:	Internal Loans
Principal:	115,037
Interest:	95,891
Total:	210,928
Annual Appropriation?:	No
Date Incurred:	09/17/2012
FY of Last Payment:	2025

Non-Rebates For KNOXVILLE FIVE STAR URBAN RENEWAL

TIF Expenditure Amount: 0
Tied To Debt: Weiler (Five Star) TIF Agreement
(2012)
Tied To Project: Weiler (Five Star) TIF Agreement
(2012)

TIF Expenditure Amount: 0
Tied To Debt: Weiler (Five Star) TIF Agreement
(2012)
Tied To Project: Weiler (Five Star) TIF Agreement
(2012)

TIF Expenditure Amount: 0
Tied To Debt: Airport/Bingo Building
Tied To Project: Weiler (Five Star) Agreement
(2011)

TIF Expenditure Amount: 0
Tied To Debt: Weiler (Five Star) TIF Agreement
(2011)
Tied To Project: Weiler (Five Star) Agreement
(2011)

Rebates For KNOXVILLE FIVE STAR URBAN RENEWAL

815 Newbold Drive, Knoxville, Iowa

TIF Expenditure Amount:	99,887
Rebate Paid To:	Weiler, Inc
Tied To Debt:	Weiler (Five Star) TIF Agreement (2011)
Tied To Project:	Weiler (Five Star) Agreement (2011)
Projected Final FY of Rebate:	2018

Jobs For KNOXVILLE FIVE STAR URBAN RENEWAL

Project:	Weiler (Five Star) TIF Agreement (2012)
Company Name:	Weiler, INC.
Date Agreement Began:	05/16/2011
Date Agreement Ends:	06/01/2018
Number of Jobs Created or Retained:	16
Total Annual Wages of Required Jobs:	0
Total Estimated Private Capital Investment:	4,700,000
Total Estimated Cost of Public Infrastructure:	0

TIF Taxing District Data Collection

Local Government Name: KNOXVILLE (63G597)
 Urban Renewal Area: KNOXVILLE FIVE STAR URBAN RENEWAL (63015)
 TIF Taxing District Name: KNOXVILLE CITY/KNOXVILLE SCH/FIVE STAR INCREMENT
 TIF Taxing District Inc. Number: 63123
 TIF Taxing District Base Year: 2000
 FY TIF Revenue First Received: 2002
 Subject to a Statutory end date? No

	UR Designation
Slum	No
Blighted	No
Economic Development	11/1991

TIF Taxing District Value by Class - 1/1/2014 for FY 2016

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	5,365,640	0	0	5,365,640	0	5,365,640
Taxable	0	0	0	4,829,076	0	0	4,829,076	0	4,829,076
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2016	7,526	4,829,076	4,829,076	0	0

FY 2016 TIF Revenue Received: 162,007

Urban Renewal Area Data Collection

Local Government Name: KNOXVILLE (63G597)
 Urban Renewal Area: KNOXVILLE PARK LANE URBAN RENEWAL
 UR Area Number: 63016
 UR Area Creation Date: 11/2001
 UR Area Purpose: See Park Lane Plan

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
KNOXVILLE CITY/KNOXVILLE SCH/PARK LANE INCREMENT	63124	63125	9,005,684
KNOXVILLE CITY AG/KNOXVILLE SCH/PARK LANE INCREMENT	63130	63131	43,950

Urban Renewal Area Value by Class - 1/1/2014 for FY 2016

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	98,320	8,702,020	4,636,000	0	0	-16,668	13,419,672	0	13,419,672
Taxable	43,950	4,849,952	4,172,400	0	0	-16,668	9,049,634	0	9,049,634
Homestead Credits									31

TIF Sp. Rev. Fund Cash Balance as of 07-01-2015: **31** **0** **Amount of 07-01-2015 Cash Balance Restricted for LMI**

TIF Revenue:	303,199
TIF Sp. Revenue Fund Interest:	40
Property Tax Replacement Claims	0
Asset Sales & Loan Repayments:	0
Total Revenue:	303,239

Rebate Expenditures:	303,270
Non-Rebate Expenditures:	0
Returned to County Treasurer:	0
Total Expenditures:	303,270

TIF Sp. Rev. Fund Cash Balance as of 06-30-2016: **0** **0** **Amount of 06-30-2016 Cash Balance Restricted for LMI**

Projects For KNOXVILLE PARK LANE URBAN RENEWAL

Park Lane Development Street Improvements

Description:	Park Lane, Howard Street, McKay Drive, McKay Court, Willets Drive, Cul-de-sac, and Townhouse/Apartment Complex street installation
Classification:	Residential property (classified residential)
Physically Complete:	Yes
Payments Complete:	No

Debts/Obligations For KNOXVILLE PARK LANE URBAN RENEWAL

2011 Park Lane TIF Rebate Agreement

Debt/Obligation Type:	Rebates
Principal:	756,046
Interest:	565,006
Total:	1,321,052
Annual Appropriation?:	No
Date Incurred:	12/27/2001
FY of Last Payment:	2023

Rebates For KNOXVILLE PARK LANE URBAN RENEWAL

18025 Oak Street, Suite B, Omaha, NE

TIF Expenditure Amount:	303,270
Rebate Paid To:	Park Lane Development, LLC
Tied To Debt:	2011 Park Lane TIF Rebate Agreement
Tied To Project:	Park Lane Development Street Improvements
Projected Final FY of Rebate:	2023

TIF Taxing District Data Collection

Local Government Name: KNOXVILLE (63G597)
 Urban Renewal Area: KNOXVILLE PARK LANE URBAN RENEWAL (63016)
 TIF Taxing District Name: KNOXVILLE CITY/KNOXVILLE SCH/PARK LANE INCREMENT
 TIF Taxing District Inc. Number: 63125
 TIF Taxing District Base Year: 2000
 FY TIF Revenue First Received: 2003
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2020

	UR Designation
Slum	No
Blighted	No
Economic Development	11/2001

TIF Taxing District Value by Class - 1/1/2014 for FY 2016

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	8,702,020	4,636,000	0	0	-16,668	13,321,352	0	13,321,352
Taxable	0	4,849,952	4,172,400	0	0	-16,668	9,005,684	0	9,005,684
Homestead Credits									31

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2016	243,410	9,005,684	9,005,684	0	0

FY 2016 TIF Revenue Received: 303,199

TIF Taxing District Data Collection

Local Government Name: KNOXVILLE (63G597)
 Urban Renewal Area: KNOXVILLE PARK LANE URBAN RENEWAL (63016)
 TIF Taxing District Name: KNOXVILLE CITY AG/KNOXVILLE SCH/PARK LANE INCREMENT
 TIF Taxing District Inc. Number: 63131
 TIF Taxing District Base Year: 2000
 FY TIF Revenue First Received: 2003
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2020

	UR Designation
Slum	No
Blighted	No
Economic Development	11/2001

TIF Taxing District Value by Class - 1/1/2014 for FY 2016

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	98,320	0	0	0	0	0	98,320	0	98,320
Taxable	43,950	0	0	0	0	0	43,950	0	43,950
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2016	41,494	43,950	43,950	0	0

FY 2016 TIF Revenue Received: 0

Urban Renewal Area Data Collection

Local Government Name: KNOXVILLE (63G597)
 Urban Renewal Area: KNOXVILLE ERIC DRIVE URBAN RENEWAL
 UR Area Number: 63024

UR Area Creation Date: 01/2012

UR Area Purpose: Economic Development of commercial property, property tax rebate requested by hotel developer

Tax Districts within this Urban Renewal Area

	Base No.	Increment No.	Increment Value Used
KNOXVILLE CITY/KNOXVILLE SCH/ERIC DR TIF INCREM	63162	63163	1,542,276

Urban Renewal Area Value by Class - 1/1/2014 for FY 2016

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	1,713,640	0	0	0	1,713,640	0	1,713,640
Taxable	0	0	1,542,276	0	0	0	1,542,276	0	1,542,276
Homestead Credits									0

TIF Sp. Rev. Fund Cash Balance as of 07-01-2015: 0 0 **Amount of 07-01-2015 Cash Balance Restricted for LMI**

TIF Revenue: 51,741
 TIF Sp. Revenue Fund Interest: 0
 Property Tax Replacement Claims: 0
 Asset Sales & Loan Repayments: 0
Total Revenue: 51,741

Rebate Expenditures: 51,741
 Non-Rebate Expenditures: 0
 Returned to County Treasurer: 0
Total Expenditures: 51,741

TIF Sp. Rev. Fund Cash Balance as of 06-30-2016: 0 0 **Amount of 06-30-2016 Cash Balance Restricted for LMI**

Projects For KNOXVILLE ERIC DRIVE URBAN RENEWAL

Cobblestone Hotel (2012)

Description:	Construction of new hotel
Classification:	Commercial - hotels and conference centers
Physically Complete:	Yes
Payments Complete:	No

Debts/Obligations For KNOXVILLE ERIC DRIVE URBAN RENEWAL

Cobblestone Hotel TIF (2012)

Debt/Obligation Type:	Rebates
Principal:	453,372
Interest:	0
Total:	453,372
Annual Appropriation?:	No
Date Incurred:	02/06/2012
FY of Last Payment:	2029

Rebates For KNOXVILLE ERIC DRIVE URBAN RENEWAL

222 E. Robinson, Knoxville, Iowa 50138

TIF Expenditure Amount:	51,741
Rebate Paid To:	Iowa State Savings Bank
Tied To Debt:	Cobblestone Hotel TIF (2012)
Tied To Project:	Cobblestone Hotel (2012)
Projected Final FY of Rebate:	2029

TIF Taxing District Data Collection

Local Government Name: KNOXVILLE (63G597)
 Urban Renewal Area: KNOXVILLE ERIC DRIVE URBAN RENEWAL (63024)
 TIF Taxing District Name: KNOXVILLE CITY/KNOXVILLE SCH/ERIC DR TIF INCREM
 TIF Taxing District Inc. Number: 63163
 TIF Taxing District Base Year: 2011
 FY TIF Revenue First Received: 2015
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2033

	UR Designation
Slum	No
Blighted	No
Economic Development	01/2012

TIF Taxing District Value by Class - 1/1/2014 for FY 2016

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	1,713,640	0	0	0	1,713,640	0	1,713,640
Taxable	0	0	1,542,276	0	0	0	1,542,276	0	1,542,276
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2016	1,490	1,542,276	1,542,276	0	0

FY 2016 TIF Revenue Received: 51,741



Memo

To: City Council
From: Chief Dan Losada
Date: November 7, 2016
Re: October CSO Report

In October 2016 the Community Service Officer, Arlene Worrall spent 75 hours on Code Enforcement issues and 89 hours in the Police Department Records. The vacant CSO II position was filled by retired Lt. Randy Emal on Tuesday September 26th and he worked 80 hours the month of October. Together the CSOs worked on the following issues.

Abandoned Nuisance	4	
Dangerous Building (Staircase)	1	
Debris Storage	11	
Fire Debris (debris left for extended time)		1
Gravel Driveway in City Right of Way	4	
Junk Vehicle		2
Illegal Burning of household garbage	1	
Illegal Roll-Off Dumpsters in City Limits		4
Machinery in Yard		1
Mandatory Garbage Collection	1	
Mowing	7	
Trash/Refuse		2
Tree (neighbor dispute)	1	
Signs in Right of Way	4	
Properties Inspected	35	
Citations Issued	1	
Court Dates	0	
Parking Citations	89	
Property Owners/Residents Contacted		34
Work Hired Out	0	
Creative Landscaping accepted an opportunity to continue their contract regarding removing snow at properties for code		

enforcement purposes. They will continue at the same rate they charged last year which was \$23.00 per property or \$28.00 for corner lots.

RESOLUTION NO. 11-53-16

RESOLUTION DIRECTING THE SALE OF AN INTEREST IN REAL PROPERTY FOLLOWING
THE PUBLIC HEARING

BE IT RESOLVED by the Council of the City of Knoxville, Iowa:

On behalf of the City of Knoxville, Iowa, the Mayor shall sell and deed real estate located in Knoxville, Marion County, Iowa, and more specifically described as follows, to-wit:

The East ½ of Lot 11 in Block 3 in Matthew's Addition to the City of Knoxville, Marion County, Iowa, the North side of Robinson Street, lying South of the Right-of-Way of the Burlington Northern Railroad, formerly known as the C.B. & Q.R.R. Co.

Locally known as 1015 E. Marion, Knoxville, Iowa

To Brian McNeill, as grantees on the Quit Claim Deed without abstract, a copy of which is attached hereto marked Exhibit 'A' and by this reference made a part hereof, for the sum of five hundred dollars (\$500.00) and other good and valuable consideration. The City Clerk shall co-sign the deed. The deed shall be delivered thirty (30) days after the date of this Resolution unless an appeal on this action has been made to the District Court. Action on this Resolution shall be final upon the purchasers of the deed giving evidence to the City Clerk that the deed has been recorded, and such fact noted on the official record of this Resolution.

Brian J. Hatch, MAYOR

ATTEST:

Heather Ussery, CITY CLERK

RESOLUTION NO. 11-52-16

RESOLUTION DIRECTING THE SALE OF AN INTEREST IN REAL PROPERTY FOLLOWING
THE PUBLIC HEARING

BE IT RESOLVED by the Council of the City of Knoxville, Iowa:

On behalf of the City of Knoxville, Iowa, the Mayor shall sell and deed real estate located in Knoxville, Marion County, Iowa, and more specifically described as follows, to-wit:

Lot 5, except the East 5 feet thereof, and the East 15 feet of Lot 6, all in Block 12 in
Walter's part of Walter's and Roches Addition to the City of Knoxville, Iowa

Locally known as 606 W Robinson, Knoxville, Iowa

To Chad Cushman, as grantees on the Quit Claim Deed without abstract, a copy of which is attached hereto marked Exhibit 'A' and by this reference made a part hereof, for the sum of one hundred dollars (\$100.00) and other good and valuable consideration. The City Clerk shall co-sign the deed. The deed shall be delivered thirty (30) days after the date of this Resolution unless an appeal on this action has been made to the District Court. Action on this Resolution shall be final upon the purchasers of the deed giving evidence to the City Clerk that the deed has been recorded, and such fact noted on the official record of this Resolution.

Brian J. Hatch, MAYOR

ATTEST:

Heather Ussery, CITY CLERK

City

SPECIAL EVENT PERMIT APPLICATION FORM

1. SPONSOR Knoxville Chamber of Commerce
ADDRESS 217 S. Second St PHONE 828-7555

2. EVENT TYPE:

- Parade
- Festival
- Assembly
- Street Closure
- Block Party
- Rally
- Marches
- Walks
- Fund Raisers
- City Property Rental
- Other _____

3. EVENT CONTACT PERSON(S) Mary Spurgeon PHONE 828-7555
ADDRESS 217 S. Second St. E-MAIL chamber@winwithknoxville.com

4. ON-SITE CONTACT PERSON(S) Mary Spurgeon PHONE 828-7555 or 641-218-0145
LOCATION DURING EVENT Downtown Square or Chamber Office

5. EVENT LOCATION Downtown Knoxville

6. PARKING AND TRAFFIC PLAN _____

STREET CLOSURE YES NO LOCATION(S): Note on attached site plan.

7. EVENT DATE 11-17-16 EVENT START TIME 5:30 p EVENT END TIME 9:00 p

8. SET UP TIME 2:00 p.m. TAKE DOWN TIME Following the Parade

9. RAIN DATE/TIME None

10. SIZE OF EVENT (estimated number of people on-site at one time)

- | | | |
|------------------------------------|---|--|
| <input type="checkbox"/> 1 - 25 | <input checked="" type="checkbox"/> 701 - 900 | <input type="checkbox"/> 5,001 - 7,000 |
| <input type="checkbox"/> 26 - 100 | <input type="checkbox"/> 901 - 1,000 | <input type="checkbox"/> 7,001 - 9,000 |
| <input type="checkbox"/> 101 - 200 | <input type="checkbox"/> 1,001 - 1,500 | <input type="checkbox"/> 9,001 - 10,000 |
| <input type="checkbox"/> 201 - 300 | <input type="checkbox"/> 1,501 - 1,700 | <input type="checkbox"/> 10,001 - 15,000 |
| <input type="checkbox"/> 300 - 500 | <input type="checkbox"/> 1,701 - 2,000 | <input type="checkbox"/> 15,001 - 20,000 |
| <input type="checkbox"/> 500 - 700 | <input type="checkbox"/> 2,001 - 5,000 | <input type="checkbox"/> over 20,000 |

11. PORTABLE TOILETS: NUMBER OF TOILETS BEING PROVIDED 4

LOCATION(S) OF TOILETS 2 - corner of 2nd + Main and 2 - corner of 3rd + Robinson St - provided by Jim's Johns

12. TYPES OF ACTIVITIES/VENUES Living Windows + Lighted Holiday Parade

12a. NON-FOOD VENDORS, CONCESSIONAIRES, RIDES (name, address, phone for each)

Plume Carriage Rides, Phyllis McDonald, 641-791-1223

12b. FOOD VENDORS (name, address, phone for each)

* (Roasted Chestnuts, Will Prather, 641-842-2740
Kettle Corn, Ernie Smith, 641-891-7274

* We are still working on details with these potential vendors

12c. TENTS

Community 1st Credit Union - Courtyard

13. UTILITIES TO BE USED (LIST EQUIPMENT TYPES)

13a. ELECTRICAL SOURCE Use light poles

13b. WATER SOURCE _____

14. ALCOHOLIC BEVERAGES SERVED? LICENSE CLASS N/A

ALCOHOLIC BEVERAGE LICENSE OBTAINED? YES NO

15. SECURITY Knoxville Police Dept - Chief Dan Losada

HAVE THE POLICE BEEN CONTACTED ABOUT CROWD OR TRAFFIC CONTROL?

YES NO

16. SOURCE OF GARBAGE/RUBBISH REMOVAL SERVICE:

Brown's Sanitation, Karen Brown, 641-842-4170

17. SITE PLAN ATTACHED. YES NO
18. INDEMNITY AGREEMENT SIGNED AND ATTACHED. YES NO
19. INSURANCE CERTIFICATE ATTACHED. YES NO
20. DAMAGE DEPOSIT INCLUDED (AMOUNT \$ _____) YES NO
21. PERMIT FEE INCLUDED AMOUNT \$100.00 YES NO
If no, proof of non-profit status must included.

I have read this Special Event Agreement and Permit Application packet and have accurately and truthfully completed the Application. I agree that I will obtain any other permits necessary and will follow the guidelines and requirements set forth in the packet.

Mary Spurgeon, Exec Asst/Ofc. Mgr 10-26-2016
Signature Date

INDEMNITY AGREEMENT

In consideration for the granting of permission by the City of Knoxville, Iowa to the undersigned for the use of the following described property:

For the following purpose only:

On the following date(s):

The undersigned agrees to defend, indemnify and hold harmless the City of Knoxville, its agents, officers and employees, from and against any and all claims for injury or damages to persons or property arising out of or caused by the use of such property.

The undersigned further agrees upon receipt of notice from the City of Knoxville to defend at its own expense the City of Knoxville, its agents, officers and employees from any action or proceeding against the City of Knoxville, its agents, officers or employees arising out of or caused by the use of such property. The undersigned agrees that a judgment obtained in any such action or proceeding shall be conclusive in any action by the City, its agents, officers or employees against the undersigned, when so notified as to the undersigned's cause of the injury or damage, as to the liability of the City, its agents, officers and employees to the plaintiff in the first named action, and as to the amount of the damage or injury. The City of Knoxville, its agents, officers and employees may maintain an action against the undersigned to recover the amount of the judgment together with all the expenses incurred by the City, its agents, officers and employees in the action.

I HAVE READ THIS INDEMNITY AGREEMENT, I UNDERSTAND THE EFFECT OF THIS INDEMNITY AGREEMENT, I AM AUTHORIZED TO SIGN THIS INDEMNITY AGREEMENT, AND I AM SIGNING THIS INDEMNITY AGREEMENT VOLUNTARILY.

Dated this 16th day of October, 2016.

Organization: Knoxville Chamber

By: Mary Spurzon

Title: Exec Asst / Ofc Mgr



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/21/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER McKay Insurance Agency, Inc. 106 East Main Street P O Box 151 Knoxville IA 50138	CONTACT NAME: Terri Van Ryswyk PHONE (A/C, No, Ext): (641) 842-2135 FAX (A/C, No): (641) 828-2013 E-MAIL ADDRESS: tvanryswyk@mckayinsagency.com														
INSURED Knoxville Chamber of Commerce 217 S 2nd St Knoxville IA 50138-2204	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A: West Bend Mutual</td> <td>15350</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: West Bend Mutual	15350	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: West Bend Mutual	15350														
INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES **CERTIFICATE NUMBER:** CL1662147124 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL	SUBR	INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					1298261	4/1/2016	4/1/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 200,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Voluntary Property Damage \$ 2,500
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/>					1298261	4/1/2016	4/1/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$								EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below				Y/N	1298262	4/1/2016	4/1/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Proof of Insurance

CERTIFICATE HOLDER Proof of Insurance	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE T Van Ryswyk/TERRI <i>Terri Van Ryswyk</i>
---	--

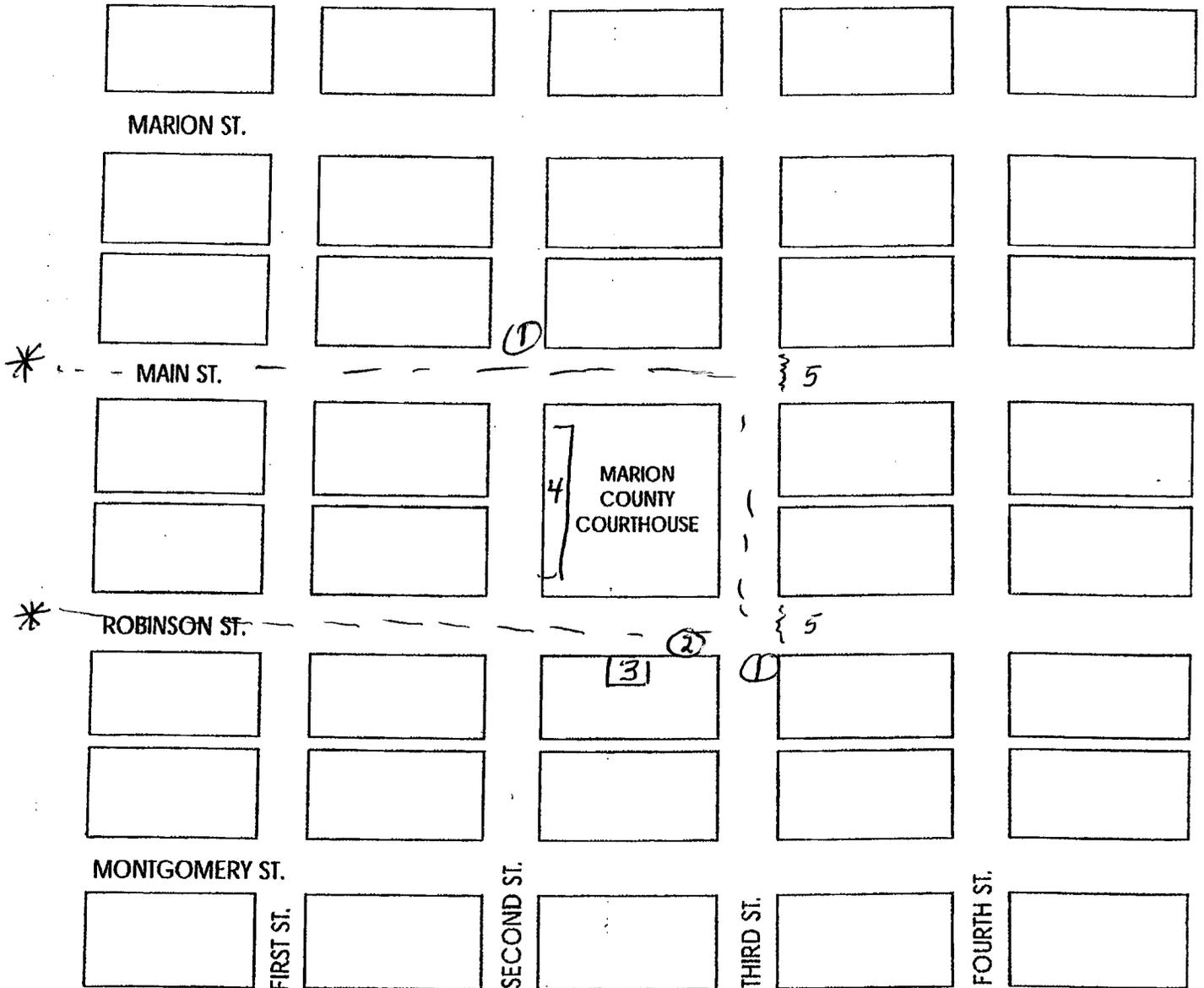
Street Closures

- 2nd St between Main + Robinson
(Starting at 2:30 p.m.)
- 3rd St between Robinson + Alley to South
- Robinson + Main Streets

CITY OF KNOXVILLE
Downtown Street Map

during parade

- Robinson between 2nd + 3rd Sts
(Starting at 3 p.m.)



* Parade Routes

- ① Restrooms ② - Carriage Ride
- ③ Grand Theatre - Santa + Mrs. Claus
- ④ Courtyard Festivities (roasted chestnuts, Community 1st, etc)
- ⑤ Street closure during parade.

Robinson St.

BUSINESS NOTIFICATION LIST

*Note: Your signature on this list is for the sole purpose of businesses being affected by special events being notified of the event. It is not intended to indicate whether you are for or against the event. If you have comments and/or arguments concerning the event, they must be put in writing and delivered to the Zoning Administrator's Office at City Hall as soon as possible to be considered prior to the special event application being approved.

Business Name And Signature	Address	Telephone #
NEARWOOD WINERY		
Kozy Korner Apts		Kelly Kreimeyer 641 455 1015
Sundance Realty		Ryan Roberts
Salon 114		Nena Marshelle
Lois Vroom PC		Cipri Barnett
Journal Express		Janice Wilson
Myers Myers, Davis & Smith		Ryann Sharp (417) 205-8889
Optima	204 Robinson	
GRAND THEATER	212 Robinson	
ISSB	222 E. Robinson	D. Hoke
Summit	306 E Robinson	Pats Daugherty 641-842-7181
Livingston Fellowship	321 E Robinson	641-826-7111
LADMAN'S GIFTS & TWIN PALMS SALON		641-218-0257
Candis Flowers	123 S. 3rd Knoxville	641-828-7700
Hometown Market		
Flajo's	Betty Jeger	
Deerson Bros Candy	101 E Robinson	842-6546
Jan Deerson		

BUSINESS NOTIFICATION LIST

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Business Name And Signature	Address	Telephone #
Red Rock Grill	Still Fruit Wadley	
Gibson Jewelry	Ride Bilton	
Nancy Kline	Plush Pony	
New Leaf E-Cigs	107 S Third	
Shear Designs	Carey Johnson 309 E. Main	842 7144
Pat Rodgers		641-891-3491
Jean Miller	Pharm's mutual	641-892-2179
Knoxville Barber Shop	Raige Souden	515-822-1165
Dengs Garden	Enba Terrell	641-842-2523
State Farm Ins.	Opfer 217 E Main	641-842-2161
Coffee Connection	Carlynn Messner	
Lesly Harrington	Volunteer for HCTI Care Services	842-4312
Elvis Kemp	Main Street Market	
John Joly	The Other Guys IT	641-205-802
Aminu Tal	Shot 2 Bar	
Whylie Eye Care	Laura Wolter	641-351-1423

Request for City Council Approval

The Tourism Commission would like to have this grant request placed on the next council meeting agenda.

I have attached the Grant Request from the Knoxville Chamber, the Tourism Commission were in agreement to submit this for approval from the City Council.

Several suggestions were made by the commission on the use of the ads and air times for advertising. They recommended intensifying the ads in November and December and decreasing the numbers in January.

Thank You

Sharry Johnson

Knoxville Chamber of Commerce
Living Windows, Lighted Parade and Local Holiday Shopping Media Plan

Living Windows and The Lighted Parade Promotion **\$100.00**
Colored advertisements for these events running in a Holiday Celebration Special which will be inserted into the Journal Express, The Marion County Reminder, and shopping circulars in Ottumwa, Chariton, Oskaloosa and Centerville.

Journal Express and Marion County Reminder Ads **\$235.00**
3x3x5 advertisements detailing the events of Living Windows and the Lighted Parade which will run over 2 weeks in the Journal Express and The Marion County Reminder.

KNIA/KRLS Radio Ads and Online Advertising **\$987.00**
60 advertisements to air between November 1, 2016 and January 31, 2017. Initial advertisements will promote Living Windows/Lighted Parade and will continue beyond these events encouraging listeners and online readers to shop locally in Knoxville for the Holiday Season.

Journal Express/Marion Co. Reminder/Oskaloosa Shopper Ads **\$954.00**
6 weeks worth of 2x5 ads encouraging folks to shop in Knoxville for the holiday season which will run in the Journal Express, Oskaloosa Shopper, and Marion County Reminder which will also be circulated in Chariton.

Total Requested: \$2,278.00

Promotion of Tourism/Impact on Knoxville Economy/Impact on Knoxville Tourism

Living Windows and The Lighted Parade are annual traditions which bring many townspeople to downtown Knoxville to ring in the Holiday Season. These events coincide with fun activities and open houses held in many local businesses. It is necessary to inform Knoxville of the date, times and scheduled events which will take place during Living Windows and the Lighted Parade. To this end, The Chamber of Commerce is requesting funds for advertising on local radio station KNIA/KRLS for airtime and ads which will be posted on the station's website. The Chamber is also requesting funds for ads detailing the scheduled events in the Journal Express and Marion County Reminder which will run in the weeks leading up to November 18.

This year, the Chamber of Commerce is also looking to attract people from outside communities and is looking to advertise in the prevalent print media in surrounding counties. The current media plan proposed by the Chamber of Commerce will place colored advertisements for Living Windows and The Lighted Parade in the Journal Express, The Marion County Reminder which reaches all communities in Marion County as well as Chariton, and circulating shoppers in Ottumwa, Oskaloosa and Centerville. With this focus on out-of-town

advertising, the Chamber of Commerce is hoping to reach new audiences and bring them to Knoxville to help celebrate these events and patronize local businesses.

Beyond the events of Living Windows and The Lighted Parade, the Chamber of Commerce wants to encourage people to shop local through the remainder of the Holiday Season. To achieve this, the Chamber of Commerce is requesting funds for media plans with KNIA/KRLS, the Journal Express, the Marion County Reminder and the Oskaloosa Shopper which remind reading and listening audiences about the many businesses and services which Knoxville has to offer as they prepare to go about their holiday shopping. In addition to promoting Living Windows and The Lighted Parade, KNIA/KRLS would continue to air ads promoting local shopping through January of 2017. Additionally, ads in the Journal Express, The Marion County Reminder and the Oskaloosa Shopper will also promote visiting Knoxville to shop. Ideally this will provide a boost to the local economy and bring people in from outside of the community who normally would not think to visit Knoxville.

CONFIDENTIAL

APPLICATION FOR EVENT GRANT
FROM TOURISM COMMISSION

APPLICANTS FULL NAME Jacob B. Hughes

ORGANIZATION NAME Knoxville Chamber of Commerce

ADDRESS 2175 East St. PHONE (615) 828-7555

NAME OF EVENT (FUNDING WILL BE USED FOR) Living Windows/Lighted Parade/Holiday Shopping

DATE OF EVENT 11/18/16 LOCATION OF THE EVENT Knoxville, Tenn.

AMOUNT BEING REQUESTED 2,275.00

FUNDS MUST BE USED TO PROMOTE TOURISM. Please signify your purpose for funds being requested. (Funds cannot be used for food, drink or alcoholic beverages)

Please see attached.

HOW WILL THIS EVENT IMPACT KNOXVILLE'S ECONOMY?

Please see attached.

HOW WILL THIS EVENT IMPACT KNOXVILLE'S TOURISM?

Please see attached.

YOU WILL BE REQUIRED TO REPORT BACK TO THE TOURISM COMMISSION ON THE SUCCESS OF THIS EVENT AND DOCUMENTATION AS TO HOW YOUR GRANT FUNDS WERE USED.
ALL FUNDS MUST BE REQUESTED 90 DAYS PRIOR TO THE EVENT DATE.
ALL GRANTS WILL BE REVIEWED BY THE TOURISM COMMISSION AND FINAL APPROVAL MUST BE GIVEN BY THE KNOXVILLE CITY COUNCIL.

SIGNATURE OF APPLICANT Jacob B. Hughes DATE 10/31/16

Application reviewed Date _____ Approved _____ Denied _____
City Council Approved _____ Denied _____ Date _____

COUNCIL LETTER
City of Knoxville
November 7, 2016

Agenda Item: Authorize Chief to create a new lieutenant position.

Background: The Police Department consists of 14 sworn officers. There are 11 police officers, 2 lieutenants, and the Police Chief. Creating this position will not increase the authorized size of the Police Department. The Department currently has three 8-hour shifts. Currently, one lieutenant is assigned to conduct investigations, working Monday – Friday, 8:00 a.m. – 4:00 p.m. while the other lieutenant works patrol 2:00 p.m. – 10:00 p.m. with rotating days off. This means the officers assigned to the 10:00 p.m. – 6:00 a.m. shift do not work with a supervisor on a regular basis. If the new lieutenant position is authorized the new lieutenant will be assigned to the night shift to supervise, if KPD continues to have 8-hour shifts.

Also, effective January 1, 2017 the Police Department will be doing a trial to see if 12-hour shifts are a viable option for patrol officers. During this trial one lieutenant will still be assigned to investigations working with both day shifts while the other will be assigned to work one of the two night shifts, 6:00 p.m. – 6:00 a.m. This means the opposing night shift will not see a supervisor. To address this issue the patrol lieutenant will switch night shifts every six months. If approved, the second lieutenant would work the opposing night shift providing lieutenants on all shifts.

Additionally, it is my practice to rotate lieutenant assignments every two years. This will give each lieutenant the opportunity to act as investigator and work with every officer.

Finally, it is difficult for officers to advance in small agencies. Currently, Knoxville officers only have two opportunities for promotion. Adding this position will increase that number to three. Young officers that hope to advance and achieve rank will now have a greater opportunity to do so here and may decide to not leave KPD for another agency that provides a better opportunity for advancement.

The Department does have a current promotion list from the Civil Service Board. This list was created when Randy Emal retired and Corey Derby was promoted to lieutenant. If the council approves this proposal, the current list would be used to determine the promotion.

Policy Question: Should the City Council authorize the Chief to create an additional lieutenant position?

Budget Impact: A police lieutenant is not eligible for longevity pay and makes approximately \$3,000/year more than an officer at top pay with longevity. If approved with an effective date of January 1, 2017 the new lieutenant will add \$1,500 in base salary and reduce longevity by up to \$240 this year depending on which officer is promoted. These changes will carry over to future budgets.

Recommendation: The Police Chief recommends this promotion.

Supporting Document: none

Council Letter

City of Knoxville

November 7, 2016

Agenda Item: Shall the City Council discuss and approve the purchase of 4 Fire Cameras and utilize Memorial Fund to make the purchase.

Background: Knoxville Fire Department has discovered that there is great value having the “Fire Cam” mounted to helmets videoing an incident. Having video of an incident could assist with fire cause and determination, better attack methods, tactical training, etc.

Budget Impact: This will not impact the current budget. We have had private donations from 2 different families and one organization, that specifically identified purchasing the Fire Cam, totaling \$700.00. The total cost for 4 Fire Cams and shipping and handling is \$744.00. There is enough Memorial Funds to cover the extra \$44.00

Recommendations: Fire Chief Jim Mitchell recommends the Council approve the purchase of 4 Fire Cams in the amount of \$744.00 utilizing Memorial Fund. The membership voted unanimously to purchase the 4 Fire Cams with Memorial Funds.

Supporting Documents: Sales Order that identifies the cost including shipping and handling.

Resolution No. 11-50-16

RESOLUTION TO TRANSFER

The following transfers are hereby authorized:

FROM: <u>GO Bond Proceeds</u>	306-910-6910	\$ 700,000
TO: <u>Bike Trail Improvements</u>	304-910-4830	\$ 700,000
FROM: <u>GO Bond Proceeds</u>	306-910-6910	\$ 460,000
TO: <u>Debt Service</u>	304-910-4830	\$ 460,000

REASON: These proceeds will be transferred into the funds referenced above in accordance with the 2016A bond issuance. The 2016A bond included \$700,000 for bike trail improvements as well as \$460,000 in bond refunding.

PASSED AND APPROVED this 7th day of November, 2016

Brian Hatch, Mayor

ATTEST:

Heather Ussery, City Clerk

RESOLUTION NO. 11-51-16

RESOLUTION REGARDING CITY CREDIT CARD
AUTHORIZATION AND CREDIT LIMIT

BE IT RESOLVED by the City Council of the City of Knoxville, Iowa:

That the following positions are hereby authorized to use City credit cards through Iowa State Savings Bank with the credit limits as shown, to-wit:

City Manager	\$3,000
City Clerk	\$3,000
Police Chief	\$3,000
Fire Chief	\$3,000
Rec Director	\$3,000
Library Director	\$3,000
Maintenance	\$3,000
Waste Water Supervisor	\$3,000
Planning/Zoning Administrator	\$3,000

Additionally to the listed positions having authorization to card services, the City Clerk and Deputy City Clerk shall have authorization to access account information for billing, payment and all other account services.

Dated this 7th day of November, 2016.

Brian Hatch, MAYOR

Heather Ussery, CITY CLERK

RESOLUTION 11-54-16

Approving 2016 TIF Certification

WHEREAS, the City of Knoxville, 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 Urban Renewal Plans for the Knoxville Housing Urban Renewal Area (as amended) (the “Urban Renewal Areas”); and

WHEREAS, Section 403.19 of the Code of Iowa requires that the City make an annual certification (the “TIF Certification”) to the Marion County Auditor of obligations and indebtedness incurred to pay the costs of projects and initiatives in the Urban Renewal Areas; and

WHEREAS, the City staff has prepared the 2016 TIF Certification, attached hereto as Exhibit A; and

WHEREAS, it is now necessary for the City Council to approve the 2016 TIF Certification and to authorize the submittal of said documents on behalf of the City;

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

Section 1. The 2016 TIF Certification is hereby approved in substantially the form attached hereto as Exhibit A. The City Clerk is hereby authorized and directed to submit the 2016 TIF Certification to the office of the Marion County Auditor on or before December 1, 2016.

Section 2. All actions previously taken by the City staff with respect to the preparation of the 2016 TIF Certification are hereby ratified and affirmed.

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

Passed and approved this 7th day of November, 2016.

Mayor

Attest:

City Clerk

EXHIBIT A

2016 TIF CERTIFICATION

**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: Knoxville County: Marion

Urban Renewal Area Name: Knoxville Housing Urban Renewal Area

Urban Renewal Area Number: _____ (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*: \$ 325,000

*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:

Dated this _____ day of _____,

Signature of Authorized Official Telephone

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

City: Knoxville County: Marion

Urban Renewal Area Name: Knoxville Housing Urban Renewal Area

Urban Renewal Area Number: 00000 (Use five-digit Area Number Assigned by the County Auditor)

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
1. <u>50 unit multi-family housing complex</u> _____ _____ _____	<u>June 30, 2014</u>	<u>325,000</u>
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
2. _____ _____ _____ _____		
<input 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: 325,000

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