City of Knoxville
City Council Meeting
Tuesday, September 6, 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 August 15, 2016

Documents:

COUNCIL MINUTES 081516.DOCX

3.II. Approve City Council Special Meeting Minutes Of August 23, 2016

Documents:

SPECIAL COUNCIL MINUTES 082316.PDF

3.III. Accept Parks And Recreation Commission Minutes Of April 11, 2016

Documents:

APRIL 2016 MINUTES FOR COUNCIL.PDF

3.IV. Accept Airport Commission Minutes Of July 9, 2016

Documents:

AIRPORT MINUTES 070916.PDF

3.V. Approve Resolution Approving Tax Abatement Application For Construction Of New Commercial Property

Documents:

RES 094116.PDF

3.VI. Approve Resolution Approving Tax Abatement Application For Construction Of New Commercial Property

Documents:

RES 094016.PDF

3.VII. Approve Resolution Approving Tax Abatement Application For Construction Of A New Single Family Dwelling

Documents:

RES 093916.PDF

3.VIII. Approve Class C Liquor License For Peace Tree Brewing Company

3.IX. Approve Class C Liquor License For Shotz LLC

3.X. Approve July 2016 Financials

Documents:

JULY 2016 FINANCIALS.PDF

4. Item Agenda

4.I. Update From Knoxville Economic Development Corporation

4.II. Approve Special Event Application For Red Rock Grill And Still

Documents:

GRILL AND STILL.PDF

4.III. Approve Street Closure Request For September 11, 2016 For Ice Cream With A Cop

Documents:

CLOSURE REQUEST.DOCX
KPD ICE CREAM.PDF

4.IV. Approve Resolution Providing For Notice Of Hearing On Proposed Amendment To The Revitalization Plan For Knoxville Urban Revitalization District

Documents:

RES 094216 REVITALIZATION PLAN.PDF

4.V. Approve Resolution Approving Agreement With JEO Consulting Group, Inc.

Documents:

RES 094316 JEO AGMT.PDF
KNOXVILLE AGREEMENT.PDF

4.VI. Approve Resolution Approving Engagement Letter With Public Financial Management, Inc.

Documents:

ANNUAL RETAINER FINANCIAL ADVISORY ENGAGEMENT LETTER.PDF
RES 093816 ENGAGEMENT LETTER.PDF

5. Reports

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

6. Adjourn

Motion_____ Second_____

Vote _____ Time _____

_____

Heather Ussery, City Clerk

7. Approve Payment Of Claims

COUNCIL MINUTES
August 15, 2016

The City Council of the City of Knoxville, Iowa convened in regular session Monday, August 15, 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 and Fire Chief Jim Mitchell.

Mayor Hatch asked for Citizen/Public Comments regarding items not on the agenda. There were none.

Motion by Lane; seconded by Stephens to approve the consent agenda as follows, all ayes.

1. Approve City Council Minutes of July 18, 2016
2. Approve City Council Minutes of August 1, 2016
3. Approve Special City Council Meeting Minutes of August 2, 2016
4. Accept Library Board of Trustees Minutes of July 20, 2016
5. Accept Tourism Commission Minutes of August 2, 2016
6. Accept Water Board Minutes of August 9, 2016
7. Accept July CSO Report

Motion by Stephens; seconded by Allspach-Kline to approve special event application for Knoxville Dragons Car Club, ayes: Allspach-Kline, Kingery, Lane, Stephens, abstain: Kelley.

A discussion was held concerning economic development assistance. City Manager Aaron Adams stated SSMID funds are a good use for assistance to downtown businesses. Council Member Kingery stated the chamber is currently working on signatures to renew SSMID.

Motion by Kingery; seconded by Lane to approve funds requested by tourism commission, ayes: Kingery, Lane, Stephens, nays: Kelley, abstain: Allspach-Kline.

Council Member Kelley left the meeting at 6:26 p.m.

Motion by Allspach-Kline; seconded by Stephens to approve special event application for HCI Hospice Care Services, all ayes.

Mayor Hatch announced now is the time and place for a public hearing closing a portion of an alley located within the corporate limits. Filing of affidavits was 8/05/16. Under written comments there were none. Under oral comments Dan Kennedy 523 E. Cronkhite stated he along with four other adjoining property owners were against the closing of the alley. Jeanne Ball 518 E. Madison stated they had applied for a fence permit and when locating lot lines was when they noticed the alley didn't go through the entire block. Motion by Stephens; seconded by Allspach-Kline to close the hearing, all ayes. Mayor Hatch called for a motion, no action was taken. Council stated due to majority of adjoining property owners against the closure, they would not approve the alley closure.

Motion by Lane; seconded by Allspach-Kline to accept acknowledgement/settlement agreement for 2nd violation between Knoxville 66 and City of Knoxville, all ayes.

Motion by Lane; seconded by Stephens to accept acknowledgement/settlement agreement for 2nd violation between Casey's General Store #1610 and City of Knoxville, all ayes.

Motion by Allspach-Kline; seconded by Lane to approve payment of claims, all ayes.

82348	AFLAC	AFLAC-ACC/PRE	291.89
82349	I.U.P.A.T. DC81	UNION DUES	738.68
82350	COLLECTION SERVICES CENTER	CHILD SUPPORT	1,606.02
82351	ICMA RETIREMENT TRUST	ICMA	1,923.56

82352	KNOXVILLE FIRE & RESCUE ASSC	FIRE DUES	65.28
82353	COLONIAL LIFE	COLONIAL LIFE	22.85
82354	ABS SANITATION	MONTHLY TRASH SERVICE	48.00
82355	ALLIANT ENERGY	1545 HIGHWAY 14	17.43
82356	ATWOOD ELECTRIC INC	REPAIRS TO RUNWAY LIGHTS	8,596.37
82357	BROWN'S PAINTING	PAINT AIRPORT TERMINAL INSIDE	2,102.00
82358	DISH NETWORK	DISH SERVICES	118.89
82359	KNOXVILLE AVIATION	REIMB FOR DEPOSIT ON FURNITURE	1,815.69
82360	MC CORKLE HARDWARE INC	MOJAVE WEED SPRAY	100.00
82361	MCKIM TRACTOR SERVICE	3200 FERRIS LAWN MOWER	8,835.00
82362	MIDAMERICAN ENERGY COMPANY	1545 HIGHWAY 14	53.92
82363	SPAHN & ROSE LUMBER	LUMBER TO REPAIR HANGER DOOR	67.64
82364	A 6 FT GEEK	ADAPTER FOR PRINTER	5.00
82365	ACCO UNLIMITED CORPORATION	CHLORINE 330 GAL/ACID 85 GAL	871.70
82366	AGSOURCE	MONTHLY POOL AND SPA TESTING	85.00
82367	ALLIANT ENERGY	305 S 3RD ST-CITY HALL	711.83
82368	ARAMARK UNIFORM SERVICES	10 MAT SERVICE	117.60
82370	ASSOCIATED COMPUTER SYSTEMS	CRYPTO LOCKER ISSUE/FILE RESTO	8,588.00
82371	ATOMIC TERMITE & PEST CONTROL	MONTHLY PEST CONTROL	70.00
82372	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	788.87
82373	CHARLIE BROOKS	BUILDING PERMIT REFUND	58.00
82374	BROWN'S SANITATION	WWTP-12 YD ROLL OFF 6/12/16	1,598.55
82375	CANON FINANCIAL SERVICES INC.	COPIER LEASE	545.59
82376	CENTRAL IOWA DISTRIBUTING INC	3 CASES DISINFECTING WIPES	515.90
82377	CINTAS CORPORATION	FIRST AID KIT RESTOCK	57.39
82378	CITY OF KNOXVILLE	RANDY PUYEAR PREMIUMS	143.83
82379	CIVICPLUS	ANNUAL RENEWAL FEE	6,224.99
82380	COAST TO COAST SOLUTIONS	2,000 JR FIREFIGHTER BADGES	418.33
82381	COAST TO COAST STORE	1 PKG ZIP TIES	6.99
82382	COMMERCIAL CONSTRUCTION PRODUC	OAB DOOR FRAME	2,078.00
82383	CONTINENTAL RESEARCH CORP	1 CASE INSECTICIDE	224.00
82384	CREATIVE LANDSCAPING	5 PROPERTIES MOWED	262.50
82385	EMPLOYEE BENEFIT SYSTEMS	SAFE-T FUND REQUEST	4,780.67
82386	GALLS INC	NYLON INNER BELT	20.94
82387	HACH COMPANY	SODIUM HYDROXIDE/SULFURIC ACID	56.37
82388	HARSIN CONSTRUCTION INC	REPAIR BROKEN HYDRANT-AULD PK	813.66
82389	GREG HIGGINBOTHAM	5 LIGHTBULBS FOR AMBULANCES	34.72
82390	IOWA DEPT OF NATURAL RESOURCES	NPDES PERMIT FEES	1,275.00
82391	IDEAL READY MIX CO	INTAKE WORK-KENT & MONTGOMERY	164.63
82392	IOWA DEPT OF PUBLIC SAFETY	QUARTERLY LINE CHARGE	1,380.00
82393	IOWA LAW ENFORCEMENT ACADEMY	MMPI-CUPPLIES	180.00
82394	IOWA METHODIST OCCUPATIONAL	PREEMPLOYMENT PHYSICAL-CUPPLES	1,028.27
82395	IOWA POLICE CHIEFS ASSOCIATION	LAW ENF.LEADERSHIP SERIES CONF	250.00
82396	IOWA PRISON INDUSTRIES	ILEA UNIFORM PKG-CUPPLES	225.00
82397	IOWA RADIO PLUS	MONTHLY INTERNET ADVERTISING	109.85

82398	WINDSTREAM	ALARM LINE-JULY & AUG	138.48
82399	KNIA KRLS INC	MONTHLY RADIO ADVERTISING	1,060.55
82400	KNOXVILLE AVIATION	AUGUST CONTRACTUAL SERVICES	3,467.91
82401	KNOXVILLE BIKE NIGHT	TOURISM FUNDS REQUEST	1,200.00
82402	KNOXVILLE DRAGGINS CAR CLUB	TOURISM FUNDS REQUEST	1,300.00
82404	KNOXVILLE FARM & HOME INC	2 BATTERIES	902.33
82405	KNOXVILLE WATER WORKS	MARK SWANSON INSURANCE	678.63
82406	KONE INC	ELEVATOR MAINTENANCE CONTRACT	181.08
82407	MC CORKLE HARDWARE INC	2 MOWER WHEELS	84.95
82408	MID-IOWA SOLID WASTE EQUIPMENT	GUTTER BROOM SPRING	30.05
82409	MIDAMERICAN ENERGY COMPANY	301 W RENO ST ST DEPT	452.90
82410	MINUTEMAN INC.	250 BUSINESS CARDS-METTEE	37.81
82411	MODERN MARKETING	OVAL STICKERS	754.91
82412	MOTOR INN OF KNOXVILLE	OIL CHANGE & WIPER BLADES	66.50
82413	CROSSROADS 5/92 NAPA	OIL & FILTER	63.88
82414	NATIONAL PAPER & SAN SUPPLY	2 CASES TOILET PAPER	222.31
82415	NORRIS ASPHALT PAVING INC	2.27 TON COLD PATCH	329.15
82416	O'REILLY AUTOMOTIVE INC	NEW BATTERY	360.95
82417	OFFICE DEPOT	MULTI MEDIA PROJECTOR	840.57
82418	OSKALOOSA HERALD INC	UNCLAIMED BIKE SALE AD	419.99
82419	PHENOVA	PH-DMR-Q TEST KIT	104.65
82420	PLUMB SUPPLY COMPANY	8 PISTON ASSY	235.55
82421	PRAXAIR DISTRIBUTION INC	OXYGEN	296.74
82422	PUBLIC FINANCIAL MANAGEMENT	FINANCIAL ADVISORY SVCS 2016A	15,460.34
82423	RACEWAY TIRE & EXHAUST	TIRES-2015 TAHOE	643.00
82424	RAILROAD MANAGEMENT COMPANY	SEWER CROSSING	176.86
82425	SANDRY FIRE SUPPLY	MAKO PURE AIR CYLINDER	202.82
82426	SENIOR CITIZENS CENTER	WATER OVERAGE REIMBURSEMENT	39.75
82427	SUBWAY	POLICE WEEK LUNCH	102.51
82428	SUDS ENTERPRISES, LLC	CAR WASH COUPONS	70.00
82429	TASER INTERNATIONAL	TASER CARTRIDGES	410.86
82430	THE OFFICE CENTER	LITERATURE SENT TO WELCOME CTR	15.05
82431	TK CONCRETE INC	WEST LARSON ST PATCH	59,517.33
82432	TREAT AMERICA	MEALS-CUPPLES-ACADEMY	1,468.47
82433	TRUE VALUE HARDWARE INC.	LYSOL SPRAY FOAM CLEANER	247.02
82434	US CELLULAR	CELL PHONES FOR AMBULANCES	568.05
82435	USA BLUEBOOK	GREEN LOCATE PAINT	137.48
82436	HEATHER USSERY	MILEAGE REIMB-AMES	86.30
82437	UTILITY EQUIPMENT CO	(210') 8" SEWER MAIN	1,601.94
82438	VERIZON	HOT SPOT	160.06
82439	WALMART COMMUNITY	2 EXTERNAL HARDDRIVES	350.10
82440	WEX BANK	GASHOL-POLICE	6,615.54
82441	AUSTIN WILLETTS	MEAL REIMBURSEMENTS	85.34
13168552	MASSMUTUAL	HARTFORD	63.98
13168553	IRS WITHHOLDING PAYMENTS	FED/FICA TAX	22,146.2

13168554	TOTAL ADMINISTRATIVE SERVICES	FLEX- MEDICAL	717.27
13168556	TREASURER-STATE OF IOWA	SEWER SALES TAX	5,547.00
	O'REILLY AUTOMOTIVE INC	OIL & FILTER LESS RETD FILTER	50.47
	TOTAL ADMINISTRATIVE SERVICES	FLEX- MEDICAL	126.35

FUND NAME	TOTAL
GENERAL	58,518.44
ROAD USE TAX	68,578.12
EMPLOYEE BENEFITS	491.98
POLICE DEPARTMENT TRUST	754.91
FIRE/RESCUE DONATIONS	717.98
DEBT SERVICE	15,460.34
SEWER UTILITY	15,614.69
AIRPORT UTILITY	25,365.46
SELF FUND HEALTH INS	4,432.52

Under Mayors report, Mayor Hatch thanked all volunteers involved in making another nationals a success.

Under City Manager report, City Manager Adams thanked the public works, police and fire/rescue departments for their hard work during nationals. Adams updated council on street repairs to Larson street. This was an unbudgeted repair totaling $60,000.

Motion by Lane; seconded by Stephens to adjourn at 6:56 pm, all ayes.

_____
Brian Hatch, Mayor

ATTEST:

_____
Heather Ussery, City Clerk

COUNCIL MINUTES

August 23, 2016

The City Council of the City of Knoxville, Iowa convened in special session Tuesday, August 23, 2016 at 5:00 pm. in the City Hall Council Chambers. Mayor Brian Hatch presided and the following Council Members were present: Dawn Allspach-Kline, Rick Kingery and Cal Stephens. Joined by phone: Council Member James Lane and City Attorney Bob Stuyvesant. Staffs present were City Manager Aaron Adams, City Clerk Heather Ussery.

Motion by Stephens; seconded by Allspach-Kline to adjourn to closed session according to 21.5 (c) of the Iowa Code, all ayes.

Motion by Allspach-Kline; seconded by Stephens to reconvene in open session and council action as needed.

Motion by Allspach-Kline; seconded by Kingery to direct staff to take appropriate action to terminate contract with Associated Computer Systems and seek other options for IT services, all ayes.

Motion by Kingery; seconded by Allspach-Kline to adjourn at 5:32 p.m., all ayes.

_____

ATTEST: Brian Hatch, Mayor

_____

Heather Ussery, City Clerk

Knoxville Parks and Recreation Commission
Agenda August 8, 2016 5:30 PM
Meeting at the Recreation Center

1. **Roll Call**

_____Jyl DeJong_____Mollie Keitges
_____ Aaron Fuller_____Scott Pitt_____Julie Konrad
_____ Brandon Nemmers_____Angie Jones_____Olivia Crawford
_____Dennis Webb

2. **Minutes of April 11, 2016 Meeting**

Motion_____Second_____ Vote_____

3. **Elect Chairperson**_____ **Vice Chairperson**_____ **Secretary**_____

Motion_____Second_____Vote_____

4. **Fees**

Motion_____Second_____Vote_____

5. **Reports**

6. **Adjournment**

Motion_____ Second_____ Vote_____

Knoxville Parks and Recreation Commission Minutes of April 11, 2016

Members present: Huelse, DeJong, Keitges, Pitt, Konrad and Nemmers

Minutes for February 8, 2016: The minutes were reviewed, a motion was made by Pitt to accept them, DeJong seconded, and they passed unanimously.

Agenda/Reports: Nemmers went through his report touching on April Swimming Lessons, Spring Soccer, Lifeguard Course, Grant Application, Two open Front Desk positions, New Pool Benches, Field Rentals, Knoxville School District usage of the Recreation Center, Melcher Dallas swimming at the Recreation Center and finally talked about revenue and expenses. Nemmers stated that as a department they are sitting at 52% self-supporting. Nemmers read Jones's monthly report and talked about the upcoming Indoor Ironman Triathlon, fitness class numbers, hosting a Zumba certification, and an upcoming Summer Sweat Challenge.

A motion to adjourn was made by Konrad, a second by Huelse, and it passed unanimously at 5:55pm to end the meeting.

Knoxville Recreation Center
Membership Rates (as of September 2016)

Type	Annual	monthly auto deduct year commitment	6-month	3-month	1-month
Child (5years-8th grade)	$ 206.00	(17.17)	$ 117.00	$ 67.00	$ 29.00
High School (9th-12th grade)	$ 236.00	(19.67)	$ 141.00	$ 75.00	$ 32.00
Adult	$ 347.00	(28.92)	$ 204.00	$ 117.00	$ 44.00
Adult Couple	$ 472.00	(39.33)	$ 274.00	$ 156.00	$ 60.00
Senior Citizen (60years +)	$ 282.00	(23.50)	$ 166.00	$ 95.00	$ 36.00
Senior Couple	$ 377.00	(31.42)	$ 220.00	$ 121.00	$ 46.00
Senior Couple Split (adult & senior)	$ 424.00	(35.33)	$ 247.00	$ 139.00	$ 52.00
Parent/Child	$ 406.00	(33.83)	$ 236.00	$ 134.00	$ 48.00
Family 3	$ 503.00	(41.92)	$ 290.00	$ 165.00	$ 62.00
Family 4	$ 533.00	(44.42)	$ 306.00	$ 172.00	$ 65.00
Family 5+	$ 562.00	(46.83)	$ 321.00	$ 179.00	$ 67.00

- o Family passes are same household, same taxes.
- o Monthly payments may be made on annual passes only.
- o Automatic bank withdrawl adds a $2.00/month service charge.
- o All prices include 7% sales tax.
- o Daily passes are good for full business hours.

Daily Admission	
Child	$4.00
High School	$4.75
Adult	$5.75
Senior (60+)	$5.00

Knoxville Recreation Center
Membership Rates (as of September 2016)
LOW INCOME with tax backed out

Type	Annual		6-month		3-month		1-month		Daily	
Child	$ 103.00	$ 96.26	$ 58.50	$ 54.67	$ 33.50	$ 31.31	$ 14.50	$ 13.55	$ 2.00	$ 1.87
High School	$ 118.00	$ 110.28	$ 70.50	$ 65.89	$ 37.50	$ 35.05	$ 16.00	$ 14.95	$ 2.38	$ 2.22
Adult	$ 173.50	$ 162.15	$ 102.00	$ 95.33	$ 58.50	$ 54.67	$ 22.00	$ 20.56	$ 2.88	$ 2.69
Adult Couple	$ 236.00	$ 220.56	$ 137.00	$ 128.04	$ 78.00	$ 72.90	$ 30.00	$ 28.04		
Senior Citizen	$ 141.00	$ 131.78	$ 83.00	$ 77.57	$ 47.50	$ 44.39	$ 18.00	$ 16.82	$ 2.50	$ 2.34
Senior Couple	$ 188.50	$ 176.17	$ 110.00	$ 102.80	$ 60.50	$ 56.54	$ 23.00	$ 21.50		
Senior Couple Split	$ 212.00	$ 198.13	$ 123.50	$ 115.42	$ 69.50	$ 64.95	$ 26.00	$ 24.30		
Parent/Child	$ 203.00	$ 189.72	$ 118.00	$ 110.28	$ 67.00	$ 62.62	$ 24.00	$ 22.43		
Family 3	$ 251.50	$ 235.05	$ 145.00	$ 135.51	$ 82.50	$ 77.10	$ 31.00	$ 28.97		
Family 4	$ 266.50	$ 249.07	$ 153.00	$ 142.99	$ 86.00	$ 80.37	$ 32.50	$ 30.37		
Family 5+	$ 281.00	$ 262.62	$ 160.50	$ 150.00	$ 89.50	$ 83.64	$ 33.50	$ 31.31		

1/2 Price Daily Admisison		
Chilid	$2.00	$1.87
High School	$2.38	$2.22
Adult	$2.88	$2.69
Senior (60+)	$2.50	$2.34

Knoxville Recreation Center
Corporate/Business Memberships
(September 2016-2017)

Iowa State Savings Bank - Pella Corporation & VA

	Regular Annual Fee	5-19 Employees	First Month	Auto Deduct
Child	$ 206.00	$ 166.00	$ 13.83	$ 15.83
High School	$ 236.00	$ 196.00	$ 16.33	$ 18.33
Adult	$ 347.00	$ 307.00	$ 25.58	$ 27.58
Adult Couple	$ 472.00	$ 432.00	$ 36.00	$ 38.00
Senior Citizen	$ 282.00	$ 242.00	$ 20.17	$ 22.17
Senior Couple	$ 377.00	$ 337.00	$ 28.08	$ 30.08
Senior Couple (split)	$ 424.00	$ 384.00	$ 32.00	$ 34.00
Parent/Child	$ 406.00	$ 366.00	$ 30.50	$ 32.50
Family (3)	$ 503.00	$ 463.00	$ 38.58	$ 40.58
Family (4)	$ 533.00	$ 493.00	$ 41.08	$ 43.08
Family (5+)	$ 562.00	$ 522.00	$ 43.50	$ 45.50

Knoxville High School & Knoxville Hospital/Clinics

	Regular Annual Fee	20-39 Employees	First Month	Auto Deduct
Child	$ 206.00	$ 156.00	$ 13.00	$ 15.00
High School	$ 236.00	$ 186.00	$ 15.50	$ 17.50
Adult	$ 347.00	$ 297.00	$ 24.75	$ 26.75
Adult Couple	$ 472.00	$ 422.00	$ 35.17	$ 37.17
Senior Citizen	$ 282.00	$ 232.00	$ 19.33	$ 21.33
Senior Couple	$ 377.00	$ 327.00	$ 27.25	$ 29.25
Senior Couple (split)	$ 424.00	$ 374.00	$ 31.17	$ 33.17
Parent/Child	$ 406.00	$ 356.00	$ 29.67	$ 31.67
Family (3)	$ 503.00	$ 453.00	$ 37.75	$ 39.75
Family (4)	$ 533.00	$ 483.00	$ 40.25	$ 42.25
Family (5+)	$ 562.00	$ 512.00	$ 42.67	$ 44.67

Knoxville Recreation Center Proposed Fee Increases July 2016

Programs / Lessons	Current Fee	Proposed Fee
Youth Basketball	28.00	29.00
Youth Soccer	26.00	27.00
Blast Ball	26.00	27.00
Youth Flag Football	26.00	27.00
Youth Volleyball	20.00	21.00
Tennis Lessons	20.00	21.00
Tae Kwon Do	26.00	27.00
Indoor Youth Soccer	19.00	20.00
Swim Lessons (10)	33.00	34.00
Swim Lessons (8)	28.00	29.00
Private Swim Lessons - One Kid (30 Min.)	13.00	14.00
Private Swim Lessons - Two Kids - Same Family (30 Min.)	18.00	19.00
Swim Team - Winter - Non-Member	121.00	125.00
Swim Team - Winter - Member	77.00	79.00
Swim Team - Winter - Regional Fee	21.00	22.00
Swim Team - Summer - Non-Member	113.00	116.00
Swim Team - Summer - Member	70.00	72.00
Swim Team Family Discount - Same category - Half price on the third child		
Private Coaching - One Kid (45 min.)	23.00	24.00
Private Coaching - Two Kids - Same Family (45 Min.)	33.00	34.00
High School/Adult Power Volleyball (Free for members)	5.00	5.00
Pickleball - Drop-in	-	5.00

Leagues	Current Fee	Proposed Fee
Volleyball (8 Games)	98.00	101.00
Volleyball (6 Games)	74.00	76.00

Miscellaneous	Current Fee	Proposed Fee
Lifeguard Course	165.00	165.00
Birthday Parties (Up to 10 Kids)	27.00	28.00
Birthday Parties (11-20 Kids)	N/A	56.00
Nationals Punch Card	12.00	12.00
Shower	2.00	2.00
Towel Rental	0.50	0.50

Fitness	Current Fee	Proposed Fee
Surf and Turf (Membership Required)	27.00	28.00
Turkey Trot	5.00	5.00
Tec Training - Member	113.00	116.00
Tec Training - Non-Member	206.00	212.00

TRX Training (Membership Required)	6 Sessions	57.00	59.00
Personal Training - One Person - 30 Minutes (Up to 6 People)		16.00	20.00
Personal Training - One Person - 60 Minutes		25.00	26.00
Personal Training - Two People - 60 Minutes		35.00	36.00
Personal Training - Three People - 60 Minutes		45.00	46.00
Wellness Assessment		12.00	13.00
Kettlebell Training - Member		57.00	59.00
Kettlebell Training - Non Member		113.00	116.00

Facility Rentals	Current Fee	Proposed Fee
Softball Field Rental	Fees determined by rental agreement	
Friday Overnight Rental - Rec Center	361.00	372.00
Saturday Overnight Rental - Rec Center	391.00	403.00
Two Hour Full Facility	191.00	197.00
Two Hour Pool	111.00	114.00
Two Hour Gymnasium	94.00	97.00
Extra Hour on any rental	Fees determined by Recreation Director	

August 2016 Recreation Commission Meeting Monthly Report

Director:

We have added a sign in the facility for that directs new people to our locker rooms. We will be putting up a motivational sign in the cardio room, lettering directing people to the gymnasium, and our mission statement in the lobby.

Flag Football for first through fourth grade and youth soccer for three year olds through first grade registration deadline is Sunday, September 4. Both of these programs will begin in September on Tuesdays and Saturdays.

Softball field rentals continue to roll in. I will be getting the field ready Friday, August 12 for Jeff Gordon's Kick It Cup, which benefits children's cancer research.

The gymnasium and racquetball court will be closed starting Monday, August 15 for resurfacing. The weight room will be accessible from the outside door. We will open up these areas as soon as possible. Philips Floors of Indianola will be performing the work.

We are in the process of finishing up the Program Guide and sending it off to the printers. I was able to secure $3,000 in sponsorship. It is great that businesses in this community are willing to help us put out a good product. I am very thankful for all of the support from KNIA/KRLS, State Farm, Treasured Portraits, Ramaeker Enterprises, Knoxville Hospitals and Clinics, Iowa State Savings Bank, Knoxville Nuclear Medicine, Cobblestone, and Motor Inn.

Olivia has done a great job with Swimming Lessons this summer. We had around 230 children participate in group swimming lessons this summer.

I am still working on bids for the front doors, gym curtain, rooftop unit, and a computer.

I have attached a couple of charts that were presented to the City Council at the end of the fiscal year.

Wellness Supervisor:

Classes continue to both increase and decrease in numbers. This is a change from years past when we typically only see decreases due to summer activities and heat. Our water classes have always done well and this is my 3rd year to actually create classes specifically for summer that are successfully attended well. Our members have really been communicating well when they cannot attend classes so we are aware that the number fluctuations in land classes are mainly due to summer vacations and activities with families. This is nice to hear as it shows us we are actively showing our commitment to exercise being a part of a healthy life style but family and life activities matter as well.

Personal Training continues to be on the up-trend. We answer multiple questions each week about it and have been actively signing up new clients weekly. Our approach to personal training is the same as our approach to classes, we research well and teach to a healthy lifestyle instead of dramatic instant over the top changes. We work with each and every client individually on their own needs. I have been recently working with a new client who had several obstacles to overcome. I began simply with her and guided her to her own progress. This has been working so well she emailed me a great letter which I will share part of with you here;

"It's been all or nothing most of my life. When events in my life has caused chaos my weight has been the one thing I could control. Or rather the one way I could punish myself. My self-hatred manifested itself in the form of not letting myself eat or just saying screw it & eating anything that was around.

So starting to change this pattern is awesome. I never thought I could break the cycle. I know I'm not out of the woods yet & have a lot more learning & changing mentally & physically to do but I'm getting there!! Woo-hoo :)

Just thought you would enjoy the update. Have a good day!"

It is great to see these non-scale victories in our clients. It not only teaches them a quality way to function with their lifestyle but that fitness comes in all shapes and sizes and when one piece fall into place, so do all the others. The fact that we offer all this in a public recreation facility sets us apart every day in ways that is loudly heard community wide.

Our most recent fitness challenge was called Summer Sweat. It was a reward system for classes attended in the month of July. Attend 8 classes in a month and be entered in a drawing to win a 30 minute PT session, attend 12 classes in a month and be entered to win a 60 minute PT session, attend 16 classes in the month and be entered to win a $50 gift certificate to the Rec. We chose to cut it off at the 4x a week to keep with our "healthy lifestyle choices" not "obsessive exercising choice work" mentality.

I continue to learn, teach, drive and enjoy my job every day. I have a talented, positive group of people I am surrounded with that all work together well. I can clearly see the positive energy and work ethic that we all share as we all move to better a facility that is already great!

Aquatics Supervisor:

Lifeguards:

During the month of July, I have been working to update the Lifeguard manual for our Lifeguard staff. Also, I am in the process of organizing a Lifeguard Re-certification course for our adult Lifeguard staff in mid-September or October.

Swim Team:

The summer swim team season has wrapped up for the season, and will resume in November for our winter season. We had a successful Conference swim meet in Grinnell this July. I am looking forward to the winter swim season in 2016-2017!

Swimming Lessons:

Our summer group swimming lesson program will wrap up August 5th for the summer. I am working to improve the group swim lesson program by adding more levels, such as Level 5 and possibly a Parent and Child Aquatics class in September during the day time for parents who stay home with their children. I have been working with Angie to

improve our Parent and Child Aquatics class, since she has many years of experience in teaching this type of swim lesson level.

Some goals for group swimming lessons in the future are to make a parent informational handout, incorporating a parent viewing area in the pool to decrease distractions, and to find more instructors who are able to teach classes.

Knoxville Recreation Center Revenue and Expenses per Fiscal Year

Fiscal Year	Pass Revenue	Daily Revenue	All Revenue	Expenses	% Self Supporting
05-06	$46,420	$38,741	$179,870	$435,072	41 %
06-07	$113,654	$33,376	$216,107	$480,268	45 %
07-08	$131,827	$30,312	$266,439	$513,127	52 %
08-09	$134,759	$33,133	$243,735	$577,146	44 %
09-10	$135,789	$30,122	$234,034	$607,406	39 %
10-11	$146,909	$35,196	$261,611	$484,504	54 %
11-12	$163,136	$34,647	$271,402	$482,255	56 %
12-13	$193,374	$34,883	$314,391	$494,252	64%
13-14	$172,554	$35,262	$287,359	$463,412	62%
14-15	$160,858	$30,892	$278,907	$507,638	55%
15-16	$165,018	$32,444	$276,658	$498,622	55%
16-17					

Knoxville Recreation Center

Fiscal Year 2015-16

	Fitness Class Attendance (Land and Water)	Swimming Attendance (Open, Lap, and Adult)
July 2015	1,259	2,038
August 2015	958 (Classes half of the month)	1,695
September 2015	1,339	988
October 2015	1,262	917
November 2015	1,111	791
December 2015	667 (Classes half of the month)	1,131
January 2016	1,299	1,224
February 2016	1,389	1,206
March 2016	1,606	1,491
April 2016	1,563	1,394
May 2016	1,329	1,079
June 2016	1,544	2,120
Total	15,326	16,074

Knoxville Recreation Center
Fiscal Year 2015-16
Monthly Attendance

2015	**Admits**
July	4,544
August	3,513
September	3,242
October	3,094
November	3,312
December	3,296

2016	**Admits**
January	5,148
February	5,140
March	4,881
April	4,143
May	3,602
June	4,501
Total	**48,416**

MEMBERSHIP DEMOGRAPHICS

Active Memberships

Code	Description	Memberships (Res/NonRes)	Members (Res/NonRes)
ADCP	Adult Couple	25 (25/0)	50 (50/0)
ADLT	Adult Membership	210 (210/0)	210 (210/0)
CHLD	Child Membership	52 (52/0)	52 (52/0)
FAM3	Family Membership - 3	50 (50/0)	150 (150/0)
FAM4	Family Membership - 4	48 (48/0)	193 (193/0)
FAM5	Family Membership - 5+	36 (36/0)	221 (221/0)
HS	High School Membership	8 (8/0)	8 (8/0)
P/CH	Parent/Child Membership	30 (30/0)	60 (60/0)
SEN	Senior Citizen (60+)	129 (129/0)	129 (129/0)
SNCP	Senior Citizen Couple	35 (35/0)	69 (69/0)
SRSP	Senior Couple Split	3 (3/0)	6 (6/0)

	Total	Resident	Non Resident
Annual Memberships	**412**	**412**	**0**
Semi-Annual Memberships	**38**	**38**	**0**
Quarterly Memberships	**109**	**109**	**0**
Monthly Memberships	**67**	**67**	**0**
Daily Use Pass Memberships	**0**	**0**	**0**
Total Memberships	**626**	**626**	**0**
Total Members	**1148**	**1148**	**0**

KNOXVILLE AIRPORT COMMISSION – July 9, 2016

The Knoxville Airport Commission met in regular session on July 9, 2016, 7 a.m. with Airport Commission Chairman, Wayne Westberg presiding. Members present were Dixie Brown, Ella Crawford, Larry Smith, Loren Steenhoek and Airport Manager, Dan Van Donselaar.

Larry Smith moved and Dixie Brown seconded a motion to waive reading and approval of the minutes of the previous meeting. Motion carried.

Hangar Currency. The following are behind in their rent: Leiffert – 2 months; Kittner – 1 month; Martin – 1 month and FTAC several years. Ella Crawford and Loren Steenhoek seconded a motion to approve 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: There was discussion concerning a meeting with Mc Clure Engineering and TK Concrete about water draining into the hangars, seeding not good and Glenn Brown's plane being concrete splattered during pouring of cement in front of his hangar.

Review Bids and approve new furniture for airport lobby: After comparing bids and looking at upholstery samples Ella Crawford moved and Dixie Brown seconded a motion for a committee to visit Bruxvoort Furniture, Pella, Iowa, to choose furniture not to exceed $4500.00. The committee will include: Ella Crawford, Dixie Brown, Loren Steenhoek and Larry Smith (Chairman).

Review bids and approve new riding lawn mower: Dan Van Donselaar, Airport Manager, reported on a bid of $8835.00 for a new Ferris Lawn Mower with trade of old mower from Mc Kim Tractor, Oskaloosa, Iowa. Ella Crawford moved and Dixie Brown seconded a motion to accept this bid. Motion carried.

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

Airport Manager Report and Safety Checklist: Everything in working order. The Runway lights were recently repaired and are working. Larry Smith moved and Ella Crawford seconded a motion to accept this report. Motion carried.

Wayne Westberg moved and Loren Steenhoek seconded a motion adjourn at 8:10 a.m. Motion carried.

Wayne Westberg, Airport Commission Chairman

ATTEST: Janet Westberg, Secretary

RESOLUTION NO. 09-41-16

RESOLUTION TO APPROVE TAX ABATEMENT FOR CONSTRUCTION OF NEW COMMERCIAL PROPERTY

WHEREAS, on October 15, 2001 the City of Knoxville did adopt an amended Urban Revitalization Plan with tax abatement provision to encourage construction or redevelopment of commercial properties, and

WHEREAS, on September 19, 2011, the City of Knoxville, Iowa did extend the urban Revitalization Plan for an additional five years to expire on October 15, 2016, and

WHEREAS, A-1 Storage Solutions, LLC. submitted an application for tax abatement for construction of a new commercial building within the amended revitalization area in conformance with the City's plan, and Building Permit No. B-16-10 has been issued.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Knoxville, Iowa, that tax abatement be granted to A-1 Storage Solutions, LLC. for the increased valuation of property located in Knoxville, Iowa and legally described as follows to wit:

NE SE RR LY S BAKER & JONES BLK 22

BE IT FURTHER RESOLVED, that a certified copy of this Resolution with copy of A-1 Storage Solutions, LLC. application for abatement attached thereto shall be forwarded to the Marion County Assessor.

PASSED AND APPROVED this 6th day of September, 2016.

_____
Brian Hatch, Mayor

ATTEST:

_____
Heather Ussery, City Clerk

COMMERCIAL PROPERTY
Estimated Tax Abatement Revenue Impact, FY1617

Current Taxable Value of Existing Property	$	325.00
Estimated or Actual Cost of Improvement:	$	9,796.00
Revised Estimated Taxable Value	$	10,121.00
10% Improvement Value Threshold (N/A New Const)	$	32.50
Calculated Balance	$	9,763.50
Eligible Balance	$	9,763.50
Current Year Assessment Limitation (Rollback)		95.0000%
Property Tax Rate Per $1,000 of Taxable Valuation:		40.52184
Annual City Property Tax Payment Without Abatement:	$	389.62
Eligible Abatement	$	375.85

Year of Schedule	Percentage of New Taxes Abated		Amount of Abatement
1	100%	$	375.85
2	100%	$	375.85
3	100%	$	375.85
4	0%	$	-
5	0%	$	-

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR

NAME A-1 Storage Solutions LLC **DATE** June 24, 2016

Prior Approval for Intended Improvements **Approval of Improvements Completed**

Address of Property: 505 W. Reno, Knoxville, IA 50138

Legal Description of Property:
parcel ID # 0875100505
Sec/Twp/Rng = 1-75-20
Legal Description = NE SE RR LY S B&J BLK 22

Title Holder or Contract Buyer: A-1 Storage Solutions LLC of Jay + Jerry Weldon

Address of Owner (if different from above): 701 N. Grant St. Knoxville, IA 50138

Phone Number (daytime): 641-842-7368 **Building Permit No.** Not Required

Existing Property Use: Residential (Commercial) Industrial Vacant

Proposed Property Use: (check two) Residential (Rental) (Commercial) (Owner-Occupied) Industrial

Property Zoning District: C - Commercial

Nature of Improvements New Construction Addition (General Improvements)

Specify: Divided 24x40 interior to Eight (8) 10x10 Self Storage units

Estimated or Actual Date of Completion: April 1, 2016

Estimated or Actual Cost of Improvements: $ 9796.42

If Rental Property, complete the following: **Number of Units:** 8

Tenants occupying the building when purchased (or present tenants, if known/Date of Tenant occupancy/Relocation benefits received by eligible Tenants: (to be continued on a separate page if necessary.)

TENANT	DATE OF OCCUPANCY	RELOCATION BENEFITS
	April 1, 2016	

Signed: Jerry Weldon

(Please turn sheet over)

XXXX

Reason (if disapproved)_____

City Council_____ **Date**_____
(As attested by the City Clerk)

Date of Final Inspection_____

Present assessed value_____

Assessed value with improvements_____

Eligible or Non-eligible for tax abatement_____

County Assessor_____**Date**_____

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xxxx

RESOLUTION NO. 09-40-16

RESOLUTION TO APPROVE TAX ABATEMENT FOR CONSTRUCTION OF NEW COMMERCIAL PROPERTY

WHEREAS, on October 15, 2001 the City of Knoxville did adopt an amended Urban Revitalization Plan with tax abatement provision to encourage construction or redevelopment of commercial properties, and

WHEREAS, on September 19, 2011, the City of Knoxville, Iowa did extend the urban Revitalization Plan for an additional five years to expire on October 15, 2016, and

WHEREAS, A-1 Storage Solutions, LLC. submitted an application for tax abatement for construction of a new commercial building within the amended revitalization area in conformance with the City's plan, and Building Permit No. B-16-10 has been issued.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Knoxville, Iowa, that tax abatement be granted to A-1 Storage Solutions, LLC. for the increased valuation of property located in Knoxville, Iowa and legally described as follows to wit:

SE ¼ PT RR LY N BAKER & JONES J PT SIZE 195X130

BE IT FURTHER RESOLVED, that a certified copy of this Resolution with copy of A-1 Storage Solutions, LLC. application for abatement attached thereto shall be forwarded to the Marion County Assessor.

PASSED AND APPROVED this 6th day of September, 2016.

_____
Brian Hatch, Mayor

ATTEST:

_____
Heather Ussery, City Clerk

COMMERCIAL PROPERTY
Estimated Tax Abatement Revenue Impact, FY1617

Current Taxable Value of Existing Property	$	7,800.00
Estimated or Actual Cost of Improvement:	$	111,847.00
Revised Estimated Taxable Value	$	119,647.00
10% Improvement Value Threshold (N/A New Const)	$	780.00
Calculated Balance	$	111,067.00
Eligible Balance	$	111,067.00
Current Year Assessment Limitation (Rollback)		95.0000%
Property Tax Rate Per $1,000 of Taxable Valuation:		40.52184
Annual City Property Tax Payment Without Abatement:	$	4,605.90
Eligible Abatement	$	4,275.61

Year of Schedule	Percentage of New Taxes Abated		Amount of Abatement
1	100%	$	4,275.61
2	100%	$	4,275.61
3	100%	$	4,275.61
4	0%	$	-
5	0%	$	-

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR

NAME A-1 Storage Solutions LLC **DATE** June 24, 2016

Prior Approval for Intended Improvements | **Approval of Improvements Completed**

Address of Property: 501 W. Reno, Knoxville, IA 50138

Legal Description of Property:
Parcel ID # 0867600600
Sec/Twp/Rng = 1-75-20
Legal Description: SE¼ PT RR LY N Baker & Jones J PT Size 195X130

Title Holder or Contract Buyer: A-1 Storage Solutions LLC

Address of Owner (if different from above): 701 N. Grant St, Knoxville, IA 50138

Phone Number (daytime): 641-842-7368 **Building Permit No.** B16-10

Existing Property Use: Residential Commercial Industrial (Vacant)

Proposed Property Use: (check two) Residential (Rental) (Commercial) Owner-Occupied Industrial

Property Zoning District: C-Commerical

Nature of Improvements (New Construction) Addition General Improvements

Specify: Vacant Lot, graded to improve drainage, paved and added Two (2) 40X50-10 unit and one (1) 20X50-5 unit mini storage units

Estimated or Actual Date of Completion: June 1, 2016

Estimated or Actual Cost of Improvements: ~~$91,847.06~~ $ 111847.00

If Rental Property, complete the following: **Number of Units:** 25

Tenants occupying the building when purchased (or present tenants, if known/Date of Tenant occupancy/Relocation benefits received by eligible Tenants: (to be continued on a separate page if necessary.)

TENANT	DATE OF OCCUPANCY	RELOCATION BENEFITS
	June 1, 2016	

Signed: Perry Wellon

(Please turn sheet over)

XXXX

Reason (if disapproved)_____

City Council_____ **Date**_____
(As attested by the City Clerk)

Date of Final Inspection_____

Present assessed value_____

Assessed value with improvements_____

Eligible or Non-eligible for tax abatement_____

County Assessor_____**Date**_____

**xxxx

RESOLUTION NO. 09-39-16

RESOLUTION TO APPROVE TAX ABATEMENT APPLICATION FOR CONSTRUCTION OF A NEW SINGLE FAMILY DWELLING

WHEREAS, on March 20, 1989 the City of Knoxville, Iowa did adopt an Urban Revitalization Plan with tax abatement provisions to encourage construction of new residential development, and

WHEREAS, on September 19, 2011, the City of Knoxville, Iowa did extend the urban Revitalization Plan for an additional five years to expire on October 15, 2016, and

WHEREAS, Josh and Laura Nelson have submitted an application for tax abatement for a new single family dwelling within the City of Knoxville, Iowa, in conformance with the City's plan, and Building Permit No. B-15-040 has been issued for 610 W. Montgomery.

NOW, THEREFORE, be it resolved by the City Council of Knoxville, Iowa, that tax abatement be granted to Josh and Laura Nelson for the property located at 610 W. Montgomery in Knoxville, Iowa and legally described as follows towit:

Lot 1 in Block 8 in Bittenbender and Ayres Addition
Addition to the City of Knoxville, Iowa

BE IT FURTHER RESOLVED THAT, a certified copy of this Resolution along with Josh and Laura Nelson application for abatement attached thereto shall be forwarded to the Marion County Assessor.

PASSED AND APPROVED this 6th September 2016.

_____
Brian Hatch, Mayor

ATTEST:

_____
Heather Ussery, City Clerk

RESIDENTIAL PROPERTY
Estimated Tax Abatement Revenue Impact, FY1617

Current Taxable Value of Existing Property	$	50,220.00
Estimated or Actual Cost of Improvement:	$	115,370.00
Revised Estimated Taxable Value	$	165,590.00
10% Improvement Value Threshold (N/A New Const)	$	5,022.00
Calculated Balance	$	110,348.00
Eligible Balance	$	110,348.00
Current Year Assessment Limitation (Rollback)		54.4002%
Property Tax Rate Per $1,000 of Taxable Valuation:		40.52184
Annual City Property Tax Payment Without Abatement:	$	3,650.26
Eligible Abatement	$	2,432.51

Year of Schedule	Percentage of New Taxes Abated		Amount of Abatement
1	100%	$	2,432.51
2	80%	$	1,946.01
3	60%	$	1,459.50
4	40%	$	973.00
5	20%	$	486.50
	TOTAL =	***$***	***7,297.52***

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR

NAME Josh & Laura Nelson **DATE** 7/15/2016

Prior Approval for Intended Improvements **Approval of Improvements Completed**

Address of Property: 610 W. Montgomery, Knoxville

Legal Description of Property:
Lot 1 in Block 8 in Bittenbender and Ayers Addition to the City of Knoxville, Iowa

Title Holder or Contract Buyer: Joshua & Laura Nelson

Address of Owner (if different from above):

Phone Number (daytime): 641-318-1174 **Building Permit No.** B-15-040

Existing Property Use: Residential Commercial Industrial Vacant

Proposed Property Use: (check two) Residential Commercial Industrial Rental Owner-Occupied

Property Zoning District: R-2

Nature of Improvements New Construction Addition General Improvements

Specify: A new, energy-efficient home was constructed from 2015-2016. It is a split foyer with four bedrooms and two baths. It measures 1436 sq. ft.

Estimated or Actual Date of Completion: 6/15/2016

Estimated or Actual Cost of Improvements: $115,370

If Rental Property, complete the following: **Number of Units:** N/A

Tenants occupying the building when purchased (or present tenants, if known/Date of Tenant occupancy/Relocation benefits received by eligible Tenants: (to be continued on a separate page if necessary.)

TENANT	DATE OF OCCUPANCY	RELOCATION BENEFITS

Signed:

(Please turn sheet over)

**Xxxx

Reason (if disapproved)_____

City Council_____ **Date**_____
(As attested by the City Clerk)

Date of Final Inspection_____

Present assessed value_____

Assessed value with improvements_____

Eligible or Non-eligible for tax abatement_____

County Assessor_____**Date**_____

**xxxx

City of Knoxville
Bank Reconciliation-July 2016

		Bank Balance	Investments	Total
Iowa State Savings Bank				
Checking	369	$5,857,001.23		$5,857,001.23
Great Southern Bank				
General Fund Pool	53755000350		42,296.32	$42,296.32
Debt Service/Capital Projects	53755000369		514,449.85	$514,449.85
Sewer Utilities	53755000377		738,057.73	$738,057.73
Equipment Replacement	53755000385		211,064.58	$211,064.58
Police Retirement	53755000393		65,791.93	$65,791.93
Police Dept Trust	53755000407		12,557.31	$12,557.31
Library Gift & Memorial	53755000415		6,859.47	$6,859.47
Rescue & Fire Donation	53755000423		8,932.54	$8,932.54
Wells Fargo Bank				
General Fund Pool	008-4312909		78,650.88	$78,650.88
Perpetual Care	6990785435		99,645.86	$99,645.86
IPAIT	11460 11461		1,159,419.30	$1,159,419.30
MM Total			1,778,306.47	
Calculated balance		5,857,001.23	2,937,725.77	8,794,727.00
	Less O/S checks	190,245.05		190,245.05
	Petty Cash	295.00	-	295.00
	Add: Reconciling Item (Deposit in Transit)			-
Total Calculated bank balance		5,667,051.18	2,937,725.77	8,604,776.95
Book Balance				8,604,776.95
Difference				0.00

Approved By:

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED
	POLICE TOTAL	1,407,400.00	192,307.18	192,307.18	13.66
	FIRE TOTAL	146,258.00	11,448.81	11,448.81	7.83
	RESCUE TOTAL	631,364.00	55,572.75	55,572.75	8.80
	ANIMAL CONTROL TOTAL	20,100.00	1,660.25	1,660.25	8.26
	PUBLIC SAFETY TOTAL	2,205,122.00	260,988.99	260,988.99	11.84
	ROADS, BRIDGES, SIDEWALK	714,915.00	65,056.39	65,056.39	9.10
	STREET LIGHTING TOTAL	38,428.00	2,881.83	2,881.83	7.50
	TRAFIC CONTROL & SAFETY	42,700.00	3,026.63	3,026.63	7.09
	PUBLIC WORKS - GENERAL T	.00	280.56	280.56	.00
	PUBLIC WORKS-RUT TOTAL	30,103.00	4,329.27	4,329.27	14.38
	PUBLIC WORKS TOTAL	826,146.00	75,574.68	75,574.68	9.15
	LIBRARY TOTAL	356,619.00	26,406.58	26,406.58	7.40
	PARKS TOTAL	84,943.00	11,300.45	11,300.45	13.30
	RECREATION TOTAL	473,419.00	46,589.59	46,589.59	9.84
	POOL TOTAL	60,531.00	3,636.15	3,636.15	6.01
	CEMETERY TOTAL	213,133.00	28,133.91	28,133.91	13.20
	CULTURE & RECREATION TOT	1,188,645.00	116,066.68	116,066.68	9.76
	ECONOMIC DEVELOPMENT TOT	70,260.00	920.56	920.56	1.31
	HOUSING & URBAN RENEWAL	33,000.00	15,000.00	15,000.00	45.45
	PLANNING & ZONING TOTAL	167,162.00	9,665.99	9,665.99	5.78
	COMMUNITY & ECONOMIC DEV	270,422.00	25,586.55	25,586.55	9.46
	ROADS, BRIDGES, SIDEWALK	.00	.00	.00	.00
	MAYOR/COUNCIL/CITY MGR T	223,094.00	15,144.07	15,144.07	6.79
	CLERK/TREASURER/ADM TOTA	97,596.00	6,778.43	6,778.43	6.95
	LEGAL SERVICES/ATTORNEY	12,000.00	1,000.00	1,000.00	8.33
	CITY HALL/GENERAL BLDGS	162,717.00	15,278.36	15,278.36	9.39
	TORT LIABILITY TOTAL	34,000.00	.00	.00	.00
	OTHER GENERAL GOVERNMENT	.00	.00	.00	.00
	GENERAL GOVERNMENT TOTAL	529,407.00	38,200.86	38,200.86	7.22
	DEBT SERVICE - 3 TOTAL	.00	.00	.00	.00
	DEBT SERVICE-2002 SEWER	.00	.00	.00	.00
	DEBT SERV-2000 GO BOND T	.00	.00	.00	.00
	DEBT SERVICE - 6 TOTAL	.00	.00	.00	.00
	DEBT SERV-2003C SEWER TO	.00	.00	.00	.00
	DEBT SERV-2005 A SEWER T	.00	.00	.00	.00
	DEBT SERV-2005 B GO BOND	.00	.00	.00	.00

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED
	DEBT SERVICE TOTAL	444,887.00	.00	.00	.00
	2007 CAP LOAN TOTAL	.00	.00	.00	.00
	2007A GO REF TOTAL	169,055.00	.00	.00	.00
	2008 SEWER REVENUE TOTAL	.00	.00	.00	.00
	2010B SEWER BOND TOTAL	.00	.00	.00	.00
	2010 C GO BOND TOTAL	269,115.00	.00	.00	.00
	2010 D GO BOND TOTAL	84,446.00	.00	.00	.00
	2012A GO BOND TOTAL	186,410.00	.00	.00	.00
	2013 A GO BOND TOTAL	360,915.00	.00	.00	.00
	2016A GO REFUNDING BOND	.00	13,000.00	13,000.00	.00
	STORM WATER TOTAL	.00	.00	.00	.00
	DEBT SERVICE TOTAL	1,514,828.00	13,000.00	13,000.00	.86
	POLICE TOTAL	41,000.00	.00	.00	.00
	FIRE TOTAL	.00	.00	.00	.00
	RESCUE TOTAL	120,000.00	.00	.00	.00
	ROADS, BRIDGES, SIDEWALK	146,370.00	.00	.00	.00
	PUBLIC WORKS-RUT TOTAL	.00	.00	.00	.00
	LIBRARY TOTAL	36,200.00	8,233.31	8,233.31	22.74
	PARKS TOTAL	12,000.00	.00	.00	.00
	RECREATION TOTAL	24,000.00	.00	.00	.00
	CEMETERY TOTAL	36,000.00	.00	.00	.00
	COMMUNITY BEAUTIFICATION	3,600.00	.00	.00	.00
	HOUSING & URBAN RENEWAL	.00	.00	.00	.00
	PLANNING & ZONING TOTAL	22,000.00	.00	.00	.00
	MAYOR/COUNCIL/CITY MGR T	.00	.00	.00	.00
	CLERK/TREASURER/ADM TOTA	.00	.00	.00	.00
	CITY HALL/GENERAL BLDGS	2,100.00	.00	.00	.00
	CAPITAL PROJECTS TOTAL	2,440,537.00	.00	.00	.00
	LOCAL OPTION TAX TOTAL	130,000.00	132,288.38	132,288.38	101.76
	SEWER/SEWAGE DISPOSAL TO	.00	.00	.00	.00
	CAPITAL PROJECTS TOTAL	3,013,807.00	140,521.69	140,521.69	4.66
	SEWER CLEANING TOTAL	.00	.00	.00	.00
	CAPITAL IMPROVEMENTS TOT	.00	.00	.00	.00
	SEWER BONDS TOTAL	445,445.00	.00	.00	.00
	SEWER/SEWAGE DISPOSAL TO	1,517,541.00	62,903.12	62,903.12	4.15
	PUBLIC WORKS - SEWER TOT	49,746.00	3,308.04	3,308.04	6.65
	SEWER PLANT REPLACEMENT	130,000.00	1,200.00	1,200.00	.92
	I & I IMPROVEMENTS TOTAL	180,000.00	26.75	26.75	.01
	AIRPORT TOTAL	347,715.00	4,921.23	4,921.23	1.42
	OTHER BUSINESS TYPE TOTA	.00	.00	.00	.00
	INTERNAL SERVICE TOTAL	140,000.00	.00	.00	.00
	ENTERPRISE FUNDS TOTAL	2,810,447.00	72,359.14	72,359.14	2.57

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED
	TRANSFERS TOTAL	1,650,666.00	103,586.46	103,586.46	6.28
	TRANSFER OUT TOTAL	1,650,666.00	103,586.46	103,586.46	6.28
	TOTAL EXPENSES	14,009,490.00	845,885.05	845,885.05	6.04

CITY OF KNOXVILLE
TREASURER'S REPORT
CALENDAR 7/2016, FISCAL 1/2017

FUND		LAST MONTH ENDING BAL	REVENUES	EXPENSES	CHANGE IN LIAB	ENDING BALANCE
001	GENERAL	1,161,082.76	133,619.98	315,593.34	.00	979,109.40
005	URBAN DEVELOPMENT	71,785.11	1,000.00	15,000.00	.00	57,785.11
110	ROAD USE TAX	377,684.85	68,059.10	37,008.26	.00	408,735.68
111	I-JOBS	3,090.93	.00	.00	.00	3,090.93
112	EMPLOYEE BENEFITS	152,390.80	8,262.61	134,452.18	.00	26,201.24
117	MFPRSI	343,623.76	2,424.14	14,363.98	.00	331,683.92
119	EMERGENCY	776.19	.00	.00	.00	776.19
121	LOCAL OPTION SALES TAX	514,367.54	71,039.11	132,288.38	.00	453,118.27
125	FIVE STAR TIF	84,043.76	17.44	.00	.00	84,061.20
127	WESTRIDGE TIF	30,944.21	6.42	.00	.00	30,950.63
128	WALMART TIF	.00	.00	.00	.00	.00
129	PARK LANE TIF	.00	.00	.00	.00	.00
130	COBBLESTONE TIF	.00	.00	.00	.00	.00
145	URBAN RENEWAL	3,906.28	.00	.00	.00	3,906.28
146	REVOLVING LOAN	115,744.88	.00	.00	.00	115,744.88
162	S.S.M.I.D.	.00	.00	.00	.00	.00
167	POLICE DEPARTMENT TRUST	11,015.12	29.42	.00	.00	11,044.54
168	FIRE/RESCUE DONATIONS	9,670.51	.00	.00	.00	9,670.51
169	LIBRARY GIFT & MEMORIAL	13,680.90	.00	.00	.00	13,680.90
170	RECREATION DONATIONS	4,832.74	.00	.00	.00	4,832.74
171	AULD PARK PLAYGROUND TRST	34,187.37	3.34	.00	.00	34,190.71
172	PARKS	.00	.00	.00	.00	.00
173	K-9 UNIT PROGRAM	8,044.69-	.00	.00	.00	8,044.69-
200	DEBT SERVICE	319,478.31-	7,775.44	13,000.00	.00	324,702.87-
302	CEMETERY ROADS	53,855.99	.03	.00	.00	53,856.02
304	BIKE TRAIL PROJECT	210,257.04	.00	.00	.00	210,257.04
305	SIDEWALKS AND ALLEYS	.00	.00	.00	.00	.00
306	GO BOND PROJECTS	2,181,439.07	552.75	.00	.00	2,181,991.82
307	ENTRANCE SIGNS	3,661.99	.76	.00	.00	3,662.75
313	2007 CDBG HOUSING REHAB	10,245.05-	.00	.00	.00	10,245.05-
314	2009 CDBG NSP GRANT	19,620.35	.00	.00	.00	19,620.35
315	CAPITOL PROJECT - LIBRARY	98,323.54	650.00	8,233.31	.00	90,740.23
316	CAPITAL PROJECTS-REC	7,000.00	.00	.00	.00	7,000.00
398	EQUIPMENT REPLACEMENT	1,168,896.87	3,173.50	.00	.00	1,172,070.37
399	BUILDING REPLACEMENT	65,243.27	1.18	.00	.00	65,244.45
500	PERPETUAL CARE	269,157.21	10.73	.00	.00	269,167.94
501	LIBRARY-REAVER TRUST	500.00	.00	.00	.00	500.00
610	SEWER UTILITY	1,493,294.77	213,888.52	148,060.20	.00	1,559,123.09
611	SEWER REVENUE SINKING	140,486.54	80,622.29	22,964.17	.00	198,144.66
615	SEWER REVENUE BOND RSRV	808,960.00	.00	.00	.00	808,960.00
640	AIRPORT IMPROVEMENTS	239,990.23-	.00	.00	.00	239,990.23-
660	AIRPORT UTILITY	156,465.46-	5,650.00	4,921.23	.00	155,736.69-
820	SELF FUND HEALTH INS	118,791.67	15,782.96	.00	.00	134,574.63
821	SELF INSURED PROPERTY INS	.00	.00	.00	.00	.00
	Report Total	8,838,092.28	612,569.72	845,885.05	.00	8,604,776.95

SPECIAL EVENT PERMIT APPLICATION FORM

1. SPONSOR Red Rock Services Inc.

ADDRESS 124 S. 2nd PHONE 828-6342

2. EVENT TYPE:

☐ Parade ☐ Festival ☐ Assembly ☒ Street Closure ☐ Block Party

☐ Rally ☐ Marches ☐ Walks ☐ Fund Raisers

☐ City Property Rental ☐ Other _____

3. EVENT CONTACT PERSON(s) Amanda Peterson PHONE 515-491-3393

ADDRESS 545 W. Elm Hartford E-MAIL redrockgrillstill@gmail.com

4. ON-SITE CONTACT PERSON(s) _____ PHONE _____

LOCATION DURING EVENT 124 S. 2nd

5. EVENT LOCATION _____

6. PARKING AND TRAFFIC PLAN Bike parking on square during benefit ride.

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

7. EVENT DATE 9/17 EVENT START TIME 11:00am EVENT END TIME 4:00pm

8. SET UP TIME 10:30 TAKE DOWN TIME 4:00 pm

9. RAIN DATE/TIME None

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

( ) 1 - 25	( ) 701 - 900	( ) 5,001 – 7,000
( ) 26 - 100	( ) 901 – 1,000	( ) 7,001 – 9,000
( ) 101 - 200	(X) 1,001 – 1,500	( ) 9,001 - 10,000
( ) 201 - 300	( ) 1,501 – 1,700	( ) 10,001 - 15,000
( ) 300 - 500	( ) 1,701 – 2,000	( ) 15,001 - 20,000
( ) 500 - 700	( ) 2,001 – 5,000	( ) over 20,000

11. PORTABLE TOILETS: NUMBER OF TOILETS BEING PROVIDED 4

LOCATION(S) OF TOILETS Side of our building

12. TYPES OF ACTIVITIES/VENUES Benefit motorcycle Ride.

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

none

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

Red Rock Services Inc.
doing our own food.

12c. TENTS none

13. UTILITIES TO BE USED (LIST EQUIPMENT TYPES) non electric
beer tubs, portable smoker

13a. ELECTRICAL SOURCE restaurant

13b. WATER SOURCE restaurant

14. ALCOHOLIC BEVERAGES SERVED? LICENSE CLASS B

ALCOHOLIC BEVERAGE LICENSE OBTAINED? [X] YES [ ] NO Applied for

15. SECURITY none

HAVE THE POLICE BEEN CONTACTED ABOUT CROWD OR TRAFFIC CONTROL?

[X] YES [ ] NO

16. SOURCE OF GARBAGE/RUBBISH REMOVAL SERVICE:

Brown's

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 $ 100) ☒ 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.

Amanda Peterson 8/18/16

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 18 day of August, 2016.

Organization: Red Rock Services

By: Amanda Peterson

Title: Owner

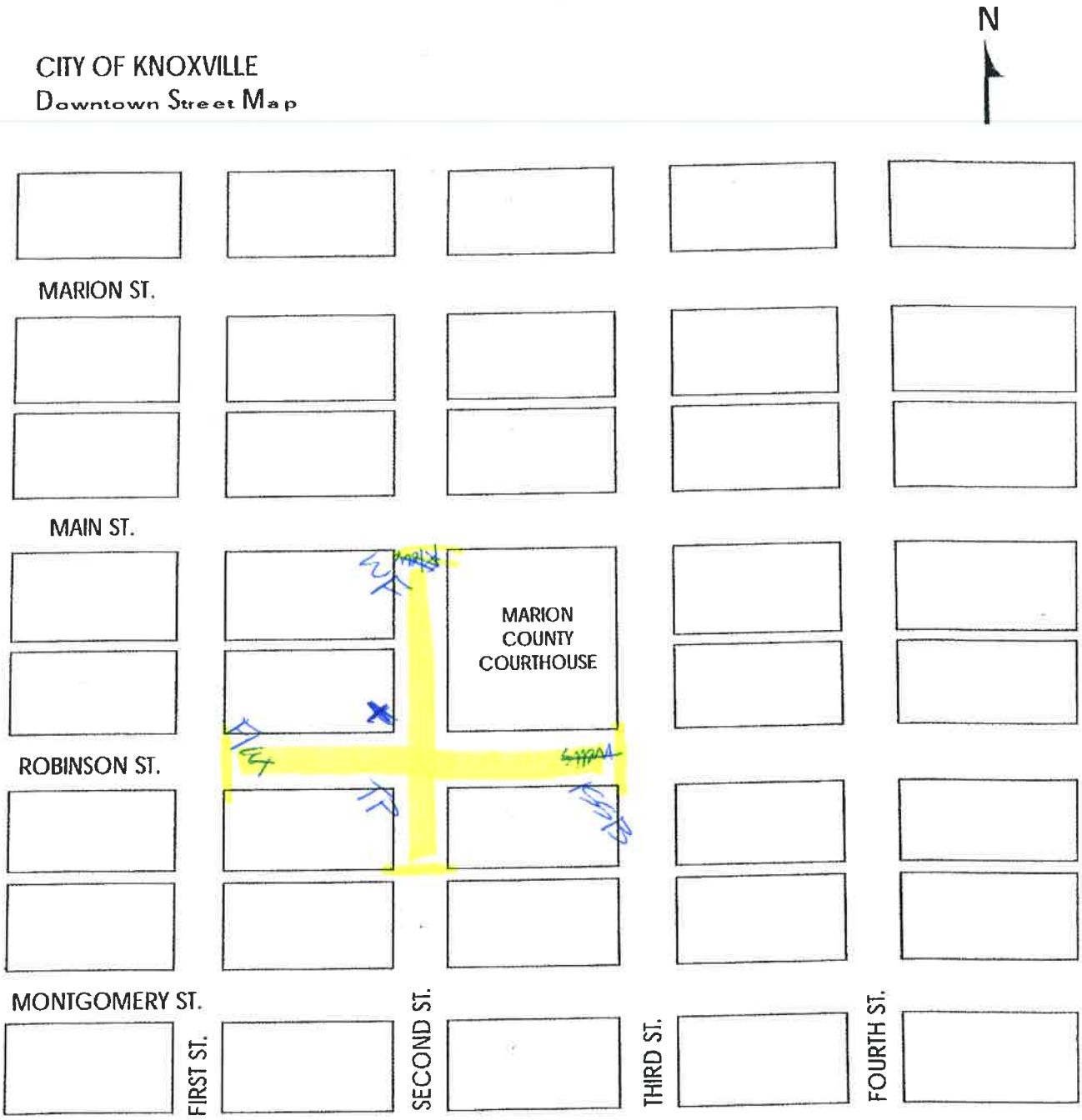
Sat Sept 17
12-3

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 #
Betty Jurgen	109 E. Robinson	842-6231
Lindsay Smith	112 E. Robinson	842-7214
Merce Marshall	114 E Robinson	878-6233
Katie Kmak	122 E. Robinson	842-2155
Josh McKay (Treasured Portraits)	208 S Second St	828-3120
Teresa Mott	202 E Robinson	891-2825
[illegible]	204 E Robbinson	891 4243
Raynne Sharp (Myers, Myers, Dennis & Smith)	206 E Robinson St	(915) 848-5413
Sandra [illegible]	208 E Robinson	641 780 2932
[illegible]	222 E. Robinson	828-8000
Lucky Buffalo	114 S. 2nd	641. 842.3538
A Renard	102 S Second	641 828 7506

CITY OF KNOXVILLE
Downtown Street Map



Mayor and City Council,

The Knoxville Police Department respectfully requests to close Third St. from Montgomery St. south to the alley for a couple of hours on Sunday evening – September 11, 2016 during our ICE CREAM WITH A COP event being held from 6 – 8pm. This event is being held as a way to thank the citizens and business people of Knoxville that have called, sent letters, emails, messages, personal contact and those that have dropped off food or provided financial support for the Knoxville Police Department over the last couple of months.

Thank you.

Therese Augustin
Administrative Assistant
Knoxville Police Department

KNOXVILLE! THANK YOU FOR YOUR SUPPORT!

The employees of the Knoxville Police Department would like to thank the citizens and business people of Knoxville that have called, sent letters, emails, messages, personal contact and those that have dropped off food or provided financial support for the Knoxville Police Department.

Ice Cream With A COP!

Here's the Scoop!

MINUTES OF MEETING TO SET HEARING DATE ON PROPOSED AMENDMENT TO REVITALIZATION PLAN

(NRA) 420024-39

Knoxville, Iowa

September 6, 2016

A meeting of the City Council of the City of Knoxville, Iowa was held at 6:15 o'clock p.m., at the City Hall, in the City, on September 6, 2016. The Mayor presided and the roll was called, showing members present and absent as follows:

Present: _____

Absent: _____.

The City Council took up and considered a proposed amendment to the revitalization plan for Knoxville Urban Revitalization District in the City of Knoxville, Iowa. Whereupon, Council Member _____ moved the adoption of the resolution declaring necessity and providing for notice of hearing on proposed amendment to the revitalization plan for the Knoxville Urban Revitalization District. The motion was seconded by Council Member _____, and passed by record vote as follows:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution adopted as follows:

RESOLUTION NO. 09-42-16

Resolution providing for notice of hearing on proposed amendment to the revitalization plan for Knoxville Urban Revitalization District

WHEREAS, pursuant to the provisions of Chapter 404 of the Code of Iowa (the "Code") the City of Knoxville, Iowa, has designated an area of the City as a revitalization area known as the Knoxville Urban Revitalization District (hereinafter referred to as the "Knoxville Urban Revitalization District") and adopted an Urban Revitalization Plan (the "Plan") for the governance of projects and initiatives to be undertaken therein; and

WHEREAS, pursuant to the provisions of the Code, before amending the plan for the Knoxville Urban Revitalization District, the City must prepare an amended plan, hold a public hearing thereon, and otherwise comply with the procedures set forth in the Code; and

WHEREAS, it has been proposed that the Plan for the Knoxville Urban Revitalization District be amended to delete the expiration date for the Knoxville Urban Revitalization District; and

WHEREAS, an amendment to the plan (the "Plan Amendment") for the Knoxville Urban Revitalization District has been prepared and presented to the City Council for consideration in accordance with the provisions of the Code, said Plan Amendment being in a form and having the contents as set forth in Exhibit A attached hereto and by this reference made a part hereof;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Knoxville, Iowa, as follows:

Section 1. It is hereby found and determined that the Plan Amendment attached hereto as Exhibit A has been prepared in accordance with the provisions of the Code.

Section 2. This City Council will meet at 6:15 o'clock p.m., on September 19, 2016, at City Hall, in the City, at which time and place it will conduct a public hearing on the Plan Amendment, pursuant to the Code.

Section 3. The City Clerk is hereby authorized and directed to give notice as required by the provisions of the Code of such hearing by publication once, in a newspaper published at least once weekly and having general circulation in the City, not less than seven and not more than twenty days before the date on which the hearing will be held.

Section 4. Such notice shall be in the form substantially, as follows:

NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF KNOXVILLE, IOWA, RELATING TO THE ADOPTION OF AN AMENDMENT TO THE PLAN FOR THE KNOXVILLE URBAN REVITALIZATION DISTRICT FOR THE CITY OF KNOXVILLE, IOWA, PURSUANT TO CHAPTER 404 OF THE CODE OF IOWA.

NOTICE IS HEREBY GIVEN: That there is now on file for public inspection in the office of the City Clerk of Knoxville, Iowa, an Amendment to the Revitalization Plan for the rehabilitation and redevelopment of the Knoxville Urban Revitalization District within the City.

This City Council will meet at 6:15 o'clock p.m., on September 19, 2016, at the City Hall, Knoxville, Iowa, at which time a hearing will be held pursuant to the provisions of Chapter 404 of the Code of Iowa (the "Code") on the proposal to adopt the Amendment to the Revitalization Plan, pursuant to the provisions of the Code. At such public hearing all residents of the City, and any other person having an interest in the matter may appear and be heard for or against the adoption of the Amendment to the Revitalization Plan, pursuant to the Code.

The Amendment to the Revitalization Plan will delete the expiration date for the Knoxville Urban Revitalization District.

Published by order of the City Council of the City of Knoxville, Iowa.

Heather Ussery
City Clerk

Section 5. All resolutions or parts of resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

Section 6. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved September 6, 2016.

_____
Mayor

Attest:

_____
City Clerk

• • • • •

There being no further business to come before the meeting, it was upon motion adjourned.

_____
Mayor

Attest:

_____
City Clerk

EXHIBIT A

PLAN AMENDMENT

By virtue of this amendment, the Urban Revitalization Plan (the "Plan") for the Knoxville Urban Revitalization District (the "District") is hereby amended to delete the expiration date for the District.

From and after the effective date of this amendment, the Plan and the District will remain in effect until repealed by action of the City Council. All references to the March 20, 1994 as an expiration date are hereby deleted from the Plan.

[INSERT AMENDMENT]

ATTESTATION CERTIFICATE

STATE OF IOWA
COUNTY OF MARION SS:
CITY OF KNOXVILLE

I, the undersigned, City Clerk of the City of Knoxville, Iowa, do hereby certify that the above and foregoing is a true, correct and complete copy of the minutes of a meeting of the City Council, held as therein shown, insofar as such minutes pertain to the proposed amendment to the Plan for the Knoxville Urban Revitalization District and the Amended Revitalization Plan therefor, including a true, correct and complete copy of the resolution referred to in said minutes.

WITNESS MY HAND this ____ day of _____, 2016.

_____
City Clerk

PUBLICATION CERTIFICATE

STATE OF IOWA
COUNTY OF MARION SS:
CITY OF KNOXVILLE

I, the undersigned, Clerk of the City of Knoxville, Iowa, do hereby certify that I caused to be published a notice of public hearing, of which the printed slip attached to the publisher's original affidavit hereto attached is a true and complete copy, on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the City.

WITNESS MY HAND this _____ day of _____, 2016.

_____
City Clerk

(Attach hereto publisher's original affidavit of publication of notice with a clipping of the notice as published attached.)

(PLEASE NOTE: Do not sign and date this certificate until you have checked a copy of the published notice and have verified that it was published on the date indicated in the publisher's affidavit.)

August 29, 2016

Via Email
Aaron Adams
City Manager/City Hall
Knoxville, IA

Re: Knoxville Urban Revitalization District
Our File No. 420024-39

Dear Aaron:

We have prepared and attach proceedings relating to the adoption of a resolution declaring necessity and setting a date for a hearing on the proposal to amend the plan for the Knoxville Urban Revitalization District plan.

The proceedings attached include the following items:

1. Resolution declaring necessity and providing for notice of hearing. Included as part of the Resolution is the notice, which must be published once in a newspaper published at least once weekly and of general circulation in the City, not less than seven (7) and not more than twenty (20) days before the September 19 hearing date. Please note that the last day on which the notice can be effectively published prior to this meeting date is September 12, 2016. Please print an extra copy of the notice for publishing and filing.

2. Attestation Certificate with respect to the validity of the transcript.

3. Publication Certificate with respect to the publication of the notice.

Please contact Amy Bjork or me if you have any questions.

Best regards,

John P. Danos

Attachments

cc: Heather Ussery

Resolution No. 09-43-16

RESOLUTION APPROVING AGREEMENT WITH JEO CONSULTING GROUP, INC.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KNOXVILLE, IOWA:

WHEREAS, the City and JEO Consulting Group, Inc. have engaged in discussions regarding JEO Consulting Group, Inc. providing professional services for purposes of providing a Comprehensive Plan update and a Strategic Plan for the City; and

WHEREAS, the City has received a proposed agreement from JEO Consulting Group, Inc. to provide professional services for the Comprehensive Plan update and the Strategic Plan for a sum not to exceed fifty two thousand five hundred dollars and no cents ($52,500.00); and

WHEREAS, City Staff has reviewed said agreement and find it to be in order.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Knoxville, Iowa, that the agreement with JEO Consulting Group, Inc. to provide professional services for a Comprehensive Plan update and a Strategic Plan for a sum not to exceed fifty two thousand five hundred dollars and no cents ($52,500.00) is hereby approved and the Mayor and City Clerk are hereby authorized to sign said agreement in behalf of the City.

PASSED AND APPROVED by the City Council this 6th day of September 2016.

_____

Brian J. Hatch, MAYOR

ATTEST:

_____

Heather Ussery, CITY CLERK

ENGINEERING ■ ARCHITECTURE ■ SURVEYING ■ PLANNING

Form of Agreement between Owner and Planner

In this Agreement between the Owner:

City of Knoxville
305 S Third Street
Knoxville, IA 50138

and the Planner:

JEO Consulting Group, Inc.
11717 Burt Street, Ste. 210
Omaha, NE 68154
Phone: 402-934-3680
Fax: 402-934-3681

Entered into _____, 2016.

The JEO Team appreciates this opportunity to provide professional services for a Comprehensive Plan update with a Strategic Plan. Attached, as exhibit "A", is the detailed Scope of Services and fee for providing services on the above referenced project. Such work shall begin immediately upon approval. These services are estimated to be substantially complete by the end of May 2017 (9 months), with the official adoption pending approval from the Planning Commission and City Council. Modification or additions to this schedule may be authorized by mutual consent of the city and JEO Team. Also attached as exhibit "B", is the list of JEO General Conditions.

The JEO Team will need the assistance of the city to provide the following:

1. A point of contact (for the city) to provide a direct liaison with the JEO Team for instruction and direction on behalf of the city.
2. As needed, copies of all existing base maps owned by or in the possession of the city. The city shall provide the JEO team with the GIS base maps.
3. Copies of all studies and data in its possession or that it may obtain that are relevant to the performance of this contract, including consistent zoning issues from the city.
4. Reasonable assistance in contacting residents and agencies, scheduling activities and distributing information about the project including energy providers.
5. If necessary, arrange for safe access to and make all provisions for the JEO Team to enter upon public property as required for the JEO Team to perform services under this Agreement.
6. Examine all alternate solutions, studies, reports, sketches, drawings, specifications, proposals and other documents presented by the JEO Team (including obtaining advice of an attorney and other consultants as city deems appropriate with respect to such examination) and render in writing decisions pertaining thereto.
7. Give prompt written notice to the JEO Team whenever city observes or otherwise becomes aware of any development that affects the scope or time of performance of furnishing of services pertaining to this Agreement, or any defect or nonconformance in the JEO Team's services.

8. Review by the City Attorney of documents and regulations for conformity with existing local, state and federal law and regulations.
9. The JEO Team shall be entitled to use and rely upon all such information and services provided by city in performing services under this Agreement.
10. Provide a meeting facility for all scheduled public meetings.

The city shall pay JEO a lump sum not to exceed of **$52,500** for the performance of the Scope of Services in Exhibit "A". The city shall be billed monthly for services performed, based upon a percent complete per Phase.

Additional services, as may be agreed to and added to Exhibit "A", shall be billed in accordance with the agreement or addendum authorizing such service.

Clint Sloss, will be the main JEO Team point of contact for this project while Jeff Ray will be the Project Manager. Additional JEO team members are anticipated to participate in minor roles.

If acceptable, please sign and return one (1) copy to JEO (Omaha office). If you have any questions, please feel free to contact me.

JEO CONSULTING GROUP, INC	**CITY OF KNOXVILLE**
_____	_____
By: Jeffrey B. Ray, AICP	By: _____
Title: Planning Department Manager	Title: _____
Date Signed: 08/19/2016	Date Signed: _____
Address for giving notices:	Address for giving notices:
11717 Burt Street, Suite 210	_____
Omaha, NE 68154	_____

Exhibit A
Scope of Services

Based on the project generally defined above, we propose to provide planning services required to update the existing Comprehensive Plan as follows. Please note that these services may run concurrently.

1) Project Kickoff with City Staff and Project Management:

a) Establish a planning advisory committee (PAC) or utilize the planning and zoning board as the committee. The committee will assist the consultant team as a sounding board for the vision of the community and provide technical or special direction to the process.
b) Develop a public participation plan with city staff, the designated plan advisory committee members, and the city council.
c) Develop a proposed meeting schedule.
d) Establish the base maps in ArcGIS format.
e) Conduct a kick-off meeting to discuss project intent, roles of the team, and establish a schedule for the public input meetings selected by the city.
f) Facilitate a Planning 101 public education session.

2) Comprehensive Plan:

a) Profile Knoxville
   i) Collect and analyze population and economic statistics relevant to future development. Such data shall be obtained through census information from the 2010 census data and subsequent estimates.
   ii) Analysis of existing land use, transportation, community facilities, public infrastructure, housing, energy use, natural resources and hazards, agricultural and natural resources
   iii) Review and conduct visual survey of community neighborhoods and districts
   iv) JEO shall direct one committee meeting.
b) Envision Knoxville
   i) Conduct two town hall meetings to gather preliminary input for the development of goals, objectives, and policies.
   ii) Conduct focus group meetings with key staff, administration, elected officials, community leaders, and other designated interest groups.
   iii) Meet with high school students to gain their vision and desires.
   iv) Prepare a summary report of key issues and strategies for the city's acceptance and modify as directed.
   v) Utilize mySidewalk for an online meeting to gather additional input.
c) Achieve Knoxville:
   i) Develop a future land use plan and maps addressing specific issues, such as, but not limited to:
      (1) Growth management policies and priority growth areas
      (2) Residential development including specific density levels for key areas of Knoxville
      (3) Commercial and industrial development cores and nodes
      (4) Economic development and redevelopment sub areas
      (5) Housing and residential growth
      (6) Open spaces
   ii) Develop new transportation plan based on:
      (1) Public input collected during ENVISION Knoxville

(2) Highway and other plans being considered by the city, county, and state
(3) Observations of the planning team
(4) Inclusion of multi-modal transportation and trails plan

iii) Other plan elements:
(1) Public facilities plan
(2) Environmental resources plan
(3) Annexation plan

iv) Two Committee Meetings

v) Joint City Council and Planning and Zoning Commission Meeting to provide project update.

d) Implement (Strategic Plan) Knoxville

i) Develop an implementation plan that identifies prioritized goals and potential funding assistance to implement the proposed projects.

ii) Compose draft sections of the comprehensive plan.

iii) Review the draft sections with PAC at the regularly scheduled meeting.

iv) Revise comprehensive plan sections as necessary.

v) Compile all comprehensive plan sections in published form with graphics for PAC review and recommendation.

vi) Provide recommended comprehensive plan to the general public for review.

vii) Present the draft comprehensive plan at the planning and zoning commission public hearing.

viii) Present the draft comprehensive plan at the city council public hearing.

ix) Provide final hard copies and digital version to the city.

3) Deliverables:

a) Up to 25 printed color copies of the updated Comprehensive Plan

b) Electronic copy of the Plan in .pdf on digital storage device

c) GIS shape files for all maps created

d) One 34” x 44” wall map of the Future Land Use

EXHIBIT "B" TO LETTER AGREEMENT
DATED AUGUST 19, 2016
GENERAL CONDITIONS

1. SCOPE OF SERVICES: JEO Consulting Group, Inc. (JEO) shall perform the services described in Exhibit A. JEO shall invoice the client for these services at the fee stated in Exhibit A.

2. ADDITIONAL SERVICES: JEO can perform work beyond the scope of services, as additional services, for a negotiated fee or at fee schedule rates.

3. CLIENT RESPONSIBILITIES: The client shall provide all criteria and full information as to the client's requirements for the project; designate and identify in writing a person to act with authority on the client's behalf in respect to all aspects of the project; examine and respond promptly to JEO's submissions; and give prompt written notice to JEO whenever the client observes or otherwise becomes aware of any defect in work.

Unless otherwise agreed, the client shall furnish JEO with right-of-access to the site in order to conduct the scope of services. Unless otherwise agreed, the client shall also secure all necessary permits, approvals, licenses, consents, and property descriptions necessary to the performance of the services hereunder. While JEO shall take reasonable precautions to minimize damage to the property, it is understood by the client that in the normal course of work some damage may occur, the restoration of which is not a part of this agreement.

4. TIMES FOR RENDERING SERVICES: JEO's services and compensation under this agreement have been agreed to in anticipation of the orderly and continuous progress of the project through completion. Unless specific periods of time or specific dates for providing services are specified in the scope of services, JEO's obligation to render services hereunder shall be for a period which may reasonably be required for the completion of said services.

If specific periods of time for rendering services are set forth or specific dates by which services are to be completed are provided, and if such periods of time or date are changed through no fault of JEO, the rates and amounts of compensation provided for herein shall be subject to equitable adjustment. If the client has requested changes in the scope, extent, or character of the project, the time of performance of JEO's services shall be adjusted equitably.

5. INVOICES: JEO shall submit invoices to the client monthly for services provided to date and a final bill upon completion of services. Invoices are due and payable within 30 days of receipt. Invoices are considered past due after 30 days. Client agrees to pay a finance charge on past due invoices at the rate of 1.0% per month, or the maximum rate of interest permitted by law.

If the client fails to make any payment due to JEO for services and expenses within 30 days after receipt of JEO's statement, JEO may, after giving 7 days' written notice to the client, suspend services to the client under this agreement until JEO has been paid in full all amounts due for services, expenses, and charges.

6. STANDARD OF CARE: The standard of care for all services performed or furnished by JEO under the agreement shall be the care and skill ordinarily used by members of JEO's profession practicing under similar circumstances at the same time and in the same locality. JEO makes no warranties, express or implied, under this agreement or otherwise, in connection with JEO's services.

JEO shall be responsible for the technical accuracy of its services and documents resulting therefrom, and the client shall not be responsible for discovering deficiencies therein. JEO shall correct such deficiencies without additional compensation except to the extent such action is directly attributable to deficiencies in client furnished information.

7. REUSE OF DOCUMENTS: Reuse of any materials (including in part plans, specifications, drawings, reports, designs, computations, computer programs, data, estimates, surveys, other work items, etc.) by the client on a future extension of this project, or any other project without JEO's written authorization shall be at the client's risk and the client agrees to indemnify and hold harmless JEO from all claims, damages, and expenses including attorney's fees arising out of such unauthorized use.

8. ELECTRONIC FILES: Copies of Documents that may be relied upon by the client are limited to the printed copies (also known as hard copies) that are signed or sealed by JEO. Files in electronic media format of text, data, graphics, or of other types that are furnished by JEO to the client are only for convenience of the client. Any conclusion or information obtained or derived from such electronic files shall be at the user's sole risk.

a. Because data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of the data's creator, the party receiving electronic files agrees that it shall perform acceptance tests or procedures within 30 days, after which the receiving party shall be deemed to have accepted the data thus transferred. Any errors detected within the 30 day acceptance period shall be corrected by the party delivering the electronic files. JEO shall not be responsible to maintain documents stored in electronic media format after acceptance by the client.

b. When transferring documents in electronic media format, JEO makes no representations as to long term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by JEO at the beginning of the project.

c. The client may make and retain copies of documents for information and reference in connection with use on the project by the client.

d. If there is a discrepancy between the electronic files and the hard copies, the hard copies govern.

e. Any verification or adaptation of the documents by JEO for extensions of the project or for any other project shall entitle JEO to further compensation at rates to be agreed upon by the client and JEO.

9. SUBCONSULTANTS: JEO may employ consultants as JEO deems necessary to assist in the performance of the services. JEO shall not be required to employ any consultant unacceptable to JEO.

10. INDEMNIFICATION: To the fullest extent permitted by law, JEO and the client shall indemnify and hold each other harmless and their respective officers, directors, partners, employees, and consultants from and against any and all claims, losses, damages, and expenses (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) to the extent such claims, losses, damages, or expenses are caused by the indemnifying parties' negligent acts, errors, or omissions. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of JEO and the client, they shall be borne by each party in proportion to its negligence.

11. INSURANCE: JEO shall procure and maintain the following insurance during the performance of services under this agreement:

a. Workers' Compensation: Statutory
b. Employer's Liability
  i. Each Accident: $500,000
  ii. Disease, Policy Limit: $500,000
  iii. Disease, Each Employee: $500,000
c. General Liability
  i. Each Occurrence (Bodily Injury and Property Damage): $1,000,000
  ii. General Aggregate: $2,000,000
d. Auto Liability
  i. Combined Single: $1,000,000
e. Excess or Umbrella Liability
  i. Each Occurrence: $1,000,000
  ii. General Aggregate: $1,000,000
f. Professional Liability:
  i. Each Occurrence: $1,000,000
  ii. General Aggregate: $2,000,000
g. All policies of property insurance shall contain provisions to the effect that JEO and JEO's consultants' interests are covered and that in the event of payment of any loss or damage the insurers shall have no rights of recovery against any of the insureds or additional insureds thereunder.
h. The client shall require the contractor to purchase and maintain general liability and other insurance as specified in the Contract Documents and to cause JEO and JEO's consultants to be listed as additional insured with respect to such liability and other insurance purchased and maintained by the contractor for the project.
i. The client shall reimburse JEO for any additional limits or coverages that the client requires for the project.

12. TERMINATION: This agreement may be terminated by either party upon 7 days prior written notice. In the event of termination, JEO shall be compensated by client for all services performed up to and including the termination date. The effective date of termination may be set up to thirty (30) days later than otherwise provided to allow JEO to demobilize personnel and equipment from the site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble project materials in orderly files.

13. GOVERNING LAW: This agreement is to be governed by the law of the state in which the project is located.

14. SUCCESSORS, ASSIGNS, AND BENEFICIARIES: The client and JEO each is hereby bound and the partners, successors, executors, administrators and legal representatives of the client and JEO are hereby bound to the other party to this agreement and to the partners, successors, executors, administrators and legal representatives (and said assigns) of such other party, with respect to all covenants, agreements and obligations of this agreement.

a. Neither the client nor JEO may assign, sublet, or transfer any rights under or interest (including, but without limitation, monies that are due or may become due) in this agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment shall release or discharge the assignor from any duty or responsibility under this agreement.
b. Unless expressly provided otherwise in this agreement: Nothing in this agreement shall be construed to create, impose, or give rise to any duty owed by the client or JEO to any contractor, contractor's subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them.
c. All duties and responsibilities undertaken pursuant to this agreement shall be for the sole and exclusive benefit of the client and JEO and not for the benefit of any other party.

15. PRECEDENCE: These standards, terms, and conditions shall take precedence over any inconsistent or contradictory language contained in any proposal, contract, purchase order, requisition, notice to proceed, or like document regarding JEO's services.

16. SEVERABILITY: Any provision or part of the agreement held to be void or unenforceable shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the client and JEO, who agree that the agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

17. E-VERIFY: JEO shall register with and use the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986, to determine the work eligibility status of new employees physically performing services within the state where the work shall be performed. Engineer shall require the same of each consultant.

PFM®
The PFM Group
Financial & Investment Advisors

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Suite 3300
Des Moines, IA 50309

515 243-2600
515 243-6994 fax
www.pfm.com

August 1, 2016

Ms. Heather Ussery
City Clerk
City of Knoxville
305 South 3rd Street
Knoxville, Iowa 50138

Dear Heather,

The purpose of this letter (this "Engagement Letter") is to confirm our agreement that PFM Financial Advisors LLC ("PFM") will act as financial advisor to the City of Knoxville, Iowa (the "Client"). PFM will provide, upon request of the Client financial planning services and development of planning models, as applicable and set forth in Exhibit A to this Engagement Letter. Most tasks requested by Client will not require all services provided for in Exhibit A and as such the specific scope of services for such task shall be limited to just those services required to complete the task.

PFM is a registered municipal advisor with the Securities and Exchange Commission (the "SEC") and the Municipal Securities Rulemaking Board (the "MSRB"), pursuant to the Securities Exchange Act of 1934 Rule 15Ba1-2. As of the date of this letter, Client has **not** designated PFM as its independent registered municipal advisor ("IRMA") for purposes of SEC Rule 15Ba1-1(d)(3)(vi) (the "IRMA exemption"). Client agrees not to represent that PFM is Client's IRMA with respect to any aspect of a municipal securities issuance or municipal financial product, without PFM's prior written consent.

MSRB Rule G-42 requires that municipal advisors make written disclosures to its Clients of all material conflicts of interest and certain legal or disciplinary events. Such disclosures are provided in PFM's Disclosure Statement delivered to Client together with this agreement.

PFM's services will commence as soon as practicable after the receipt of this Engagement Letter by the Client and a request by the Client for such service. Any material changes in or additions to the scope of services described in Exhibit A shall be promptly reflected in a written supplement or amendment to this Engagement Letter. Services provided by PFM which are not included In the scope of services set forth in Exhibit A of this agreement shall be completed as agreed in writing in advance between the Client and the PFM. Upon request of Client, PFM or an affiliate of PFM may agree to additional services to be provided by PFM or an affiliate of PFM, by a separate agreement between the Client and PFM or its respective affiliate.

For the services described in Exhibit A, PFM's professional fees will be paid as provided in Exhibit B. In addition to fees for services, PFM will be reimbursed for necessary, reasonable, and documented out-of-pocket expenses, as outlined in Exhibit B, which are incurred by PFM. Upon request of Client, documentation of such expenses will be provided.

This Engagement Letter shall remain in effect unless canceled in writing by either party upon thirty (30) days written notice to the other party. PFM shall not assign any interest in this Engagement Letter or subcontract any of the work performed under this Engagement Letter without the prior written consent of the Client; provided that upon notice to Client, PFM may assign this Engagement Letter or any interests hereunder to a municipal advisor entity registered with the SEC that directly or indirectly controls, is controlled by, or is under common control with, PFM.

All information, data, reports, and records ("Data") in the possession of the Client or any third party necessary for carrying out any services to be performed under this Engagement Letter shall be furnished to PFM and the Client shall, and shall cause its agent(s) to, cooperate with PFM in its conduct of reasonable due diligence in performing the services. To the extent Client requests that PFM provide advice with regard to any recommendation made by a third party, Client will provide to PFM written direction to do so as well as any Data it has received from such third party relating to its recommendation. Client acknowledges and agrees that while PFM is relying on the Data in connection with its provision of the services under this agreement, PFM makes no representation with respect to and shall not be responsible for the accuracy or completeness of such Data.

All notices given under this Engagement Letter will be in writing, sent by email or registered United States mail, with return receipt requested, addressed to the party for whom it is intended, at the addresses on the first page of this Engagement Letter.

All materials, except functioning or dynamic financial models, prepared by PFM pursuant exclusively to this Engagement Letter will be the property of the Client. Subject to the preceding exception, upon termination of this Engagement Letter, PFM will deliver to the Client copies of any and all material pertaining to this Engagement Letter.

The Des Moines office of PFM will provide the services set forth in this Engagement Letter. PFM may, from time to time, supplement or otherwise amend team members. The Client has the right to request, for any reason, PFM to replace any member of the advisory staff. Should the Client make such a request, PFM will promptly suggest a substitute for approval by the Client.

PFM will maintain insurance coverage with policy limits not less than as stated in Exhibit C. Except to the extent caused by willful misconduct, bad faith, gross negligence or reckless disregard of obligations or duties under this Engagement Letter on the part of PFM or any of its associated persons, neither PFM nor any of its associated persons shall have liability to any person for any act or omission in connection with performance of its services hereunder, or for any error of judgment or mistake of law, or for any loss arising out of any issuance of municipal securities, any municipal financial product or any other financial product or investment, or for any financial or other damages resulting from Client's election to act or not to act, as the case

may be, contrary to or, absent negligence on the part of PFM or any of its associated persons, upon any advice or recommendation provided by PFM to Client.

PFM, its employees, officers and representatives at all times will be independent contractors and will not be deemed to be employees, agents, partners, servants and/or joint venturers of Client by virtue of this Engagement Letter or any actions or services rendered under this Engagement Letter.

This Engagement Letter represents the entire agreement between Client and PFM and may not be amended or modified except in writing signed by PFM.

Please have an authorized official of the Client acknowledge receipt of this Engagement Letter and respond to us to acknowledge the terms of this engagement.

Sincerely,

PFM FINANCIAL ADVISORS LLC

Jon Burmeister
Managing Director

Susanne Gerlach
Senior Managing Consultant

EXHIBIT A
SCOPE OF SERVICES

PFM shall provide, upon request of the Client, municipal advisory services related to financial planning and the development of planning models, examples of which, not intended to be exclusive, are set forth as follows:

- Review of Client's audited financial statements.
- Review current and projected financial status and capacity of the client.
- Identification and determination of Client's existing taxable valuation.
- Review current debt structure, identifying strengths and weaknesses of structure so that future debt issues can be designed to optimize ability to finance future capital needs.
    - This will include, but is not limited to, reviewing existing debt for the possibility of refunding that debt to provide the Client with savings.
- Review capital improvement plan and review funding sources for the capital projects.
- Development and preparation of several financial and capital planning models:
    - Debt Service Tax Analysis planning model
    - General Obligation Debt Capacity planning model
    - Senate File 295 valuation projection model
    - Individual Tax Increment Urban Renewal Plan cashflow models
    - Sewer Enterprise Fund financial and capital planning model
    - Road Use Tax Fund financial and capital planning model
    - Local Option Sales Tax (LOST) Fund financial and capital planning model
- Assist the Client with annual TIF certification.
- Develop financial options analyses (using financial and capital planning models listed above):
    - Analysis of the existing financial arrangements
    - Analyze debt capacity
    - Identify & analyze financing alternatives and debt structuring options
    - Develop scenarios
    - Analyze and compare to objectives/constraints
    - Evaluation of alternative security structures
    - Evaluation of alternative funding and financing approaches
    - Sensitivity analysis
- Assist the Client with the development of the Client's financial plan by assessing capital needs, identifying potential revenue sources, analyze financing alternatives such as pay-as-you-go, lease/purchasing, short-term vs. long-term financings,

assessments, user fees, impact fees, developer contributions, public/private projects, and grants and provide analysis of each alternative as required as to the budgetary and financial impact.

- Develop preliminary financial plan objectives:
  - Review and revise with staff
  - Presentation and review with City Council
  - Assist with financial plan review and approval (as appropriate)
- Attend meetings with Client's staff, consultants and other professionals.
- Assist the Client in preparing financial presentations for public hearings and/or referendums.

EXHIBIT B
COMPENSATION FOR SERVICES

1. Retainer

For financial planning services and development of planning models, PFM shall receive an annual fee in the amount of $8,000 ("Retainer"), payable upon invoice. The Retainer assumes the scope of services outlined in Exhibit A can be completed within 65 hours. The Retainer shall be reviewed and revised upon mutual agreement.

2. Hourly Project Fees (Non-Transaction Related)

In the event the Client requests that PFM perform significant special projects, fees will be negotiated in advance of the project. Fees will be generally based upon the following hourly rates for the indicated levels of experience or their equivalents.

Experience Level	Hourly Rate
Managing Director	$250.00
Director	$225.00
Senior Managing Consultant	$200.00
Senior Analyst	$180.00
Analyst	$150.00
Associate	$125.00

3. Reimbursable Expenses

In addition to fees for services, PFM will be reimbursed for necessary, reasonable, and documented out-of-pocket expenses incurred, including travel, meals, lodging, printing, telephone, postage and other ordinary costs which are incurred by PFM. Appropriate documentation can be provided.

EXHIBIT C
INSURANCE STATEMENT

PFM Financial Advisors LLC ("PFM") has a complete insurance program, including property, casualty, comprehensive general liability, automobile liability and workers compensation. PFM maintains professional liability and fidelity bond coverages which total $25 million and $10 million, respectively. PFM also carries a $10 million cyber liability policy.

Our Professional Liability policy is a "claims made" policy and our General Liability policy claims would be made by occurrence.

1. **Deductibles/SIR:**

   Automobile $250 comprehensive & $500 collision
   Cyber Liability $50,000
   General Liability $0
   Professional Liability (E&O) $1,000,000
   Financial Institution Bond $75,000

2. **Insurance Company & AM Best Rating:**

   Professional Liability (E&O).....Indian Harbor Insurance Company; and
   .....Continental Casualty Company; (both are A)
   Financial Institution Bond .....Federal Insurance Company; (A++)
   Cyber Liability.....Indian Harbor Insurance Company (A)
   General Liability.....Great Northern Ins. Company; (A++)
   Automobile Liability .....Federal Insurance Company
   Excess /Umbrella Liability .....Federal Insurance Company
   Workers Compensation .....Pacific Indemnity Company; (A++)
   & Employers Liability

RESOLUTION APPROVING ENGAGEMENT LETTER WITH
PUBLIC FINANCIAL MANAGEMENT, INC.

BE IT ENACTED BY THE COUNCIL OF THE CITY OF KNOXVILLE, IOWA:

WHEREAS, Public Financial Management, Inc. hereinafter referred to as "PFM" has previously worked with the City of Knoxville in regards to financial planning and/or sale of bonds related to various projects such as G.O. Sewer, TIF; and, PFM was paid by the City on a project basis verses any type of retainer; and,

WHEREAS, the City has now determined that from a financial basis and in consideration of the ongoing need for financial planning and cash flow analysis by PFM, it is in the best interest of the City to enter into an Engagement Letter which retained PFM as the City's Financial Advisor for the fees set out in Exhibit "B" of said letter; and,

WHEREAS, City staff has reviewed the Engagement Letter and find it to be in order.

NOW, THEREFORE, BE IT RESOLVED by the City Council by the City of Knoxville, Iowa, that the Mayor and City Clerk are authorized to enter into the Engagement Letter which retains PFM as the City's Financial Advisor for the fees set out in Exhibit "B" of said letter.

PASSED AND APPROVED by the Council this _____ day of _____, 2016.

_____
Brian J. Hatch, MAYOR

ATTEST:

_____
Heather Ussery, CITY CLERK