

City of Knoxville  
City Council Meeting  
Monday, April 6, 2020  
Teleconference

1. Call To Order

**MEMBERS PRESENT:**

Mayor Brian Hatch \_\_\_\_, Council Member Megan Suhr \_\_\_\_, Council Member John Gotta \_\_\_\_, Council Member Dylan Morse \_\_\_\_, Council Member Justin Plum \_\_\_\_, Council Member Jyl DeJong \_\_\_\_\_.

2. Citizen/Public Comments  
Discussion

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3. Consent Agenda

3.I. Approve City Council Meeting Minutes Of March 16, 2020

Documents:

[03-16-20 COUNCIL MINUTES.PDF](#)

3.II. Accept Parks And Recreation Commission Minutes Of January 13, 2020

Documents:

[PARKS AND REC MEETING MINUTES.PDF](#)

3.III. Accept Water Board Minutes Of March 10, 2020

Documents:

[WATER BOARD MINUTES.PDF](#)

3.IV. Accept Library Board Meeting Minutes Of March 18, 2020

Documents:

[LIBRARY MEETING.PDF](#)

3.V. Approve Class C Liquor License For Dut's American Legion

3.VI. Approve Class C Liquor License For Casey's General Store #1610

3.VII. Approve Garbage Haulers And Recycling License For Browns Sanitation

3.VIII. Approve Appointment Of Lindsey Carlson To The Library Board

Documents:

[LIBRARY BOARD APPLICATION.PDF](#)

3.IX. Approve Reappointment Of Dixie Brown To The Airport Commission Board

Documents:

BROWN AIRPORT COMMISSION.PDF

3.X. Approve Appointment Of Mark Worrall To The Civil Service Board

Documents:

WORRALL CIVIL SERVICE.PDF

4. Item Agenda

4.I. Approve PD Vehicle Purchase

Documents:

COUNCIL LETTER 2020 UNMARKED CAR.DOCX  
KARL 2020 UNMARKED.PDF  
MOTOR INN 2020 UNMARKED.PDF

4.II. Approve Resolution Approving The Offer To Buy Real Estate And Acceptance For Property Owned By Competine Creek, L.L.C. And Steven Everly

Documents:

RES 04-21-20 COMPETINE CREEK.PDF  
REAL ESTATE ACCEPTANCE.PDF

4.III. Approve Reappointment Of Penny Sommar To The Civil Service Board

Documents:

SOMMAR CIVIL SERVICE.PDF

4.IV. Approve Reappointment Of David Hoke To The Civil Service Board

Documents:

HOKE CIVIL SERVICE.PDF

4.V. Approve Payment Of Claims

5. Reports

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

6. Adjourn

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote \_\_\_\_\_ Time \_\_\_\_\_

\_\_\_\_\_  
Tricia Kincaid, City Clerk



# COUNCIL MINUTES

## March 16, 2020

The City Council of the City of Knoxville, Iowa convened in regular session Monday, March 16, 2020 at 6:15p.m. in the City Hall Council Chambers. Mayor Pro-Tem Dylan Morse presided and the following Council Members were present: Megan Suhr, John Gotta, Justin Plum and Jyl DeJong. Staffs present were City Clerk Tricia Kincaid, Police Chief Dan Losada, Fire Chief Cal Wyman.

Mayor Pro-Tem Morse asked for Citizen/Public Comments regarding items not on the agenda. There were none.

Motion by Suhr; seconded by Gotta to approve the consent agenda as follows, all ayes.

1. Approve City Council Meeting Minutes of March 2, 2020
2. Approve Garbage Haulers and Recycling License for ABS Sanitation and Maxim Trucking Inc.
3. Approve Taxi Cab License for Lydia Mishra Effective March 17, 2020
4. Approve Order Accepting Acknowledgement/Settlement on Tobacco Violation of Casey's General Store #3217
5. Accept February 2020 SRO Report
6. Accept February 2020 CSO Report
7. Accept Maurice Speirs As Reserve Police Officer

Motion by Suhr, seconded by DeJong to Approve Intergovernmental Transfer of Public Funds Agreement Between The Iowa Department of Human Services and Ground Emergency Medical Transportation Provider (GEMT); All ayes.

Motion by Suhr, seconded by Gotta to Approve Resolution Accepting Bid, Awarding Contract and Approving the Certificate of Insurance for the Roche Street Culvert Replacement Project to TK Concrete in the amount of \$529,815.00; all ayes.

Motion by Plum, seconded by DeJong to Approve Agreement with Cayler Consulting, LLC; all ayes.

Motion by Suhr; seconded by Gotta to approve payment of claims; all ayes.

89752	AFLAC	AFLAC-DIS/POST	\$305.99
89753	COLLECTION SERVICES CENTER	CHILD SUPPORT	\$1,928.62
89754	ICMA RETIREMENT TRUST	ICMA	\$1,099.59
89755	KNOXVILLE FIRE & RESCUE ASSC	FIRE DUES	\$46.08
89815	ALEXIS FIRE EQUIPMENT	PUMP REPAIR ON L314	\$1,004.29
89816	ALLIANT ENERGY	614 N ROCHE ST 4957221000	\$230.89
89817	BINN'S & SONS TREE SERVICE LLC	TREE REMOVAL	\$2,500.00
89818	BOUND TREE MEDICAL LLC	EMS SUPPLIES	\$1,695.94
89819	BROWN'S SANITATION	WWTP	\$940.80
89820	BSN SPORTS	SCALE - BODY COMPOSITION MONIT	\$180.17
89821	CENTRAL IOWA DISTRIBUTING INC	CLEANING SUPPLIES/GLOVES/SOAP	\$405.00
89822	CENTRAL IOWA FASTENERS	HEX HEAD BOLT FOR WAGON	\$11.66
89823	CITY OF KNOXVILLE	COBRA	\$327.96
89824	CUSHMAN CONSTRUCTION	CULVERT WORK	\$18,965.00
89825	ECONO SIGNS LLC	SIGN POSTS X 12	\$617.82

89826	EMPLOYEE BENEFIT SYSTEMS	SAFE-T FUND	\$7,290.28
89827	EXCEL MECHANICAL CO INC	ASSIST WITH BOILER START	\$255.00
89828	FINISH LINE LAUNDRY LLC	MAT CLEANING FEB	\$140.00
89829	FIRE SERVICE TRAINING BUREAU	FIRE OFFICER 1 FOR BOSTON	\$50.00
89830	GALLS INC	DUTY BELT, SHIRTS, PANTS	\$412.36
89831	GRAINGER PARTS	EYE BOLT	\$22.56
89832	GWORKS	1099 FORMS	\$169.08
89833	HEIMAN FIRE EQUIPMENT INC	FIREFIGHTER GLOVES	\$970.64
89834	HUBES GARAGE	SERVICE FOR 2018 TAHOE	\$47.26
89835	IOWA EMERGENCY VEHICLE	EQUIPMENT INSTALL 2020 TAHOE	\$11,118.32
89836	IOWA PEACE OFFICERS ASSOC	CONFERENCE FOR EASTWOOD	\$75.00
89837	IOWA PUMP WORKS	REBUILD WITH NEW PUMPS/SERICE	\$20,502.94
89838	JOHNSON CONTROLS	FIRE ALARM PANEL INSPECTION	\$766.52
89839	JOURNAL EXPRESS	2/4/20 MEETING MIN	\$510.57
89840	KEYSTONE LABORATORIES INC	MONTHLY POOL AND SPA TESTING	\$46.60
89841	KNIA KRLS INC	PUBLIC SAFETY ADVERTISING	\$89.75
89842	KNOXVILLE HOSPITAL & CLINICS	FEBRUARY MEDS	\$44.56
89843	KNOXVILLE AVIATION	MONTHLY CONTRACTUAL SERVICES	\$3,467.91
89846	KNOXVILLE FARM & HOME INC	MOUNT/ANCHOR/STRAPS FOR TRL	\$954.71
89847	LISCO	PHONE/INTERNET	\$4,487.36
89848	MARION COUNTY EMERGENCY MGMT	IAM RESPONDING SUBSCRIPTION	\$800.00
89849	MARION COUNTY HUMANE SOCIETY	SERVICE CHARGE FEB-JUNE 2020	\$9,466.00
89850	MENARDS	4FT SHOP LIGHTS X 3	\$179.97
89851	MIDAMERICAN ENERGY COMPANY	1346 138TH PLACE	\$1,291.39
89852	MODERN MARKETING	FIRE SAFETY SUPPLIES	\$369.63
89853	NAPA	1 GAL ON ANTI-FREEZE	\$22.65
89854	NORBERG PAINTS INC	POOL PAINT	\$3,692.00
89855	O'REILLY AUTOMOTIVE INC	ANTI-FREEZE	\$42.04
89856	OFFICE DEPOT	CHAIR MAT/PLANNER/MOUSEPAD	\$181.96
89857	ON-TARGET SOLUTIONS GROUP INC	EVIDENCE STORAGE FOR HOW/FULLE	\$350.00
89858	PETTY CASH CITY CLERK	TABACCO COMPLIANCE REIMB	\$10.00
89859	PLUMB SUPPLY COMPANY	BLOWER ASSEMBLY	\$1,822.20
89860	PRAETORIAN DIGITAL	ANNUAL SUBSCRIPTION	\$1,316.00
89861	PRAXAIR DISTRIBUTION INC	EMS OXYGEN	\$317.50
89862	PURCHASE POWER	CITY HALL	\$2,712.00
89863	RACEWAY TIRE & EXHAUST	TIRE REPAIR	\$58.82
89864	RED LION RENEWABLES LLC	W PLEASANT	\$2,342.81
89865	ROZENDAAL DRAIN CLEANING	DRAIN CLEANING FOR BASEMENT	\$175.00
89866	SANDRY FIRE SUPPLY	EQUIPMENT FOR L314	\$1,928.00
89867	SCHIPPERS ELECTRIC LLC	FIRE ALARM WORK FOR REC CENTER	\$540.00
89868	K & L THOMPSON, LLC	TIRES FOR 309 - 14283	\$733.06
89869	SPAHN & ROSE LUMBER	QUICKCRETE MIX	\$5.06

89870	STANARD & ASSOCIATES INC	4 TEST CERTIFICATES	\$75.00
89871	THE FIRE STORE	NEW FIRE HOSE NOZZLE	\$437.54
89872	TIM'S AUTO GLASS	WINSHEILD FOR BOOM TRUCK	\$215.52
89873	TK CONCRETE INC	2018 SIDEWALK PAY APP #8	\$17,351.88
89874	TRUE VALUE HARDWARE INC.	PIPE WRENCH	\$65.43
89875	UPS	RETURNS TO STANDARD	\$19.46
89876	US CELLULAR	CELLPHONE	\$323.90
89877	VAN WALL EQUIPMENT	REPLACED QUICK CONNECT AND OIL	\$542.27
89878	VERIZON	HOT SPOT	\$80.02
89880	VISA	ADT SECURITY FOR A YEAR	\$3,554.65
89881	WALMART COMMUNITY	CLEANING SUPPLIES	\$250.87
89882	WALNUT HILL DESIGN	STITCHING ON SHIRT AND VEST	\$15.75
89883	WINDSTREAM	ALARM LINE	\$150.00
89884	MISHEY WURTZEL	REFUND FOR DAILY ADMISSIONS	\$62.00

Police Chief Dan Losada, there have been ongoing discussions in regard to city staff with the Fire Dept, Police Dept, City Manager and Mayor, we may be modifying some things on how we move forward conducting business at City Hall and other City branches. We can get through this with everyone's cooperation.

Fire Chief Cal Wyman, Fire Dept is doing everything they can to be prepared and working closely with the Emergency Operation Center, Marion County Public Health and the Hospitals.

Hospital CEO, Kevin Kincaid who attended the meeting did speak, updating Council and Residents of the measures they are taking at this time.

Motion by Gotta; seconded by Plum to adjourn at 6.30 p.m., all ayes.

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Brian Hatch, Mayor

ATTEST:

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Tricia Kincaid, City Clerk

## Knoxville Parks and Recreation Commission

Minutes for January 13, 2020, at 5:00 p.m.

**Members present:** Mohler, Fuller, Konrad, Anderson, and Nemmers

**Minutes for December 9, 2019:** The minutes were reviewed. A motion was made by Mohler to approve, Konrad seconded the motion and it was passed unanimously.

### **Agenda / Reports:**

Brandon went through his monthly report. Notable items are:

- Brandon has worked with the DNR in regards to the trees at the VA Campus; Pleasant St. to the buildings. In all there are 162 trees. Sixteen of those trees need pruning, 88 trees have no needs at this time, and 58 trees will need removed.
- The Competine Trail engineers are staking the area for tree and brush removal for the trail expansion.
- Brandon will attend a Parks Interest Group in Ames, which is hosted by the Iowa Parks and Recreation Association to learn about Master Planning for Parks.
- Membership numbers are strong and facility usage has been high. Customers are receiving great service and strong classes.
- Brandon is working on bids to have the pool painted and Oliva has sent off for the starting blocks to be manufactured.
- Our annual pool inspection has been completed and staff have received high praise for all of their work regarding the pool and its management.

Brandon went through Olivia's report. Notable items are:

- The new starting blocks will take 14-16 weeks to be manufactured.
- A new Swim Team Board has been started by dedicated swim team parents. The board plans to conduct fundraising activities and will take on responsibilities involved with running a swim team as well as home meets.
  - Two of the fundraising events will be a Swim-A-Thon in February and an Alumni/Adult swim meet. Admission will be charged and participants will pay a fee to participate.

Brandon went through Angie's report. Notable items are:

- Ten in the morning (10 AM) fitness classes are by far the busiest of the day.
- Strength workshops will be held in February and again in April. Instructors will teach participants how to safely and properly lift weights.
- The new interactive schedule has been well received. Not only does this let members know when classes will be held, but also provides them with health and safety tips.

**The Rec Center has approximately 1,356 total members. This is an all-time high number for memberships. Great job to Brandon, Angie, Olivia, and the whole Rec Center staff!**

A motion to adjourn was made by Fuller which was seconded by Mohler. All were in favor.

Respectfully submitted,

Aaron Fuller

## February 2020 Parks and Recreation Commission Meeting Monthly Report

### **Director:**

Pool paint bids are starting to come in and are due Friday, February 28 at noon. I should be receiving bids from four companies.

I have ordered the main Pool Pump that will be installed during our shutdown in April.

Power Volleyball and Open Volleyball will come to an end in February. Attendance has been pretty low for Power Volleyball.

Membership numbers have hit an all-time high over 1,400 members. The facility has never reached the 1,400 mark for members.

The City Council awarded the trail bid to Absolute Concrete of Slater in the amount of \$969,976. I continue to work on this almost daily as there is a lot of behind the scenes work due to the project going through the D.O.T.

Flowers have been ordered for the square and the other pots that we have placed around town. Planting of these will happen in the spring.

Seasonal job announcement will be out soon. I do have a couple of staff that will be coming back from last season.

The Dog Park project will continue in the spring as long as the weather cooperates. This project is a huge upgrade to the area.

### **Wellness Supervisor:**

As we roll into February, it still feels like January with the amount of new faces continually coming to classes. We are working hard to make the new faces feel welcome and confident in class to keep them coming back and engaged in their own health and wellness journey. I have placed instructor cards on the fitness carts with positive quotes on the back for the instructors to hand out at will and so far, they have been fun for both us and the members. They say things like, you make this class fun! And Thank you for coming today! As well as various other feel-good comments. It's nice to get our cards in their hands so they can pass them on to others as well.

Personal training is staying about the same. We have picked up a few new clients for program design as well as on-going training.

Lauren and I worked together to re-do all the information boards to incorporate our nutrition certifications and knowledge that we have in house. They are very informative and fun to help the new or seasoned exerciser. Each month we put recipes and fitness programs to help give members ideas for fitness and nutrition.

### Aquatics Supervisor:

We are wrapping up the swim season very soon. We have a swim meet in Grinnell this Saturday and the final regular season meet at home on February 15. We have 31 swimmers out of 52 swimmers who have qualified for the state so far. It has been great to see so many swimmers reach their goals in qualifying for this meet! The State meet will be in Carroll this year on February 29.

We have started group swimming lessons again this month. Our first session went great on Tuesday night, February 4! We have a full class of the parent and child aquatics level and preschool level. We also have 3 adult swim lesson participants this session! I have great staff members helping me teach these courses.

I am looking forward to helping with our pool repainting coming up in April. I also plan completely clean and reorganize our equipment storage room, lifeguard room, and swim team storage room. It will be great to have a fresh and clean pool area!

Regular Meeting  
Knoxville Water Works  
Board of Trustees  
March 10, 2020

The Board of Trustees of the Knoxville Water Works met in a regular session at 5:30 P.M. on March 10, 2020 at the Water Works office. The meeting was called to order by Chairman Merle Vickroy, with Trustees Dwight Sommar and Kathy Caviness present.

Trustee Sommar motioned and Caviness seconded to approve the agenda as presented.

Roll Call- AYES: Vickroy, Sommar, Caviness      NAYS: None

A motion was made by Caviness and seconded by Sommar to approve the Consent Agenda items as follows:

1. Approval of the minutes of the February 11, 2020 regular Board Meeting.
2. Approval of the audited claims.
3. Approval of the financial reports for February.

Summary of receipts for February-

Operating Funds = \$	130,464.32
Trust Funds = \$	<u>1,200.00</u>
	\$ 131,664.32

Summary of disbursements for February-

Operating Funds = \$	136,431.19
Trust Funds = \$	<u>1,200.00</u>
	\$ 137,631.19

Roll Call- AYES: Vickroy, Sommar, Caviness      NAYS: None

Chairman Vickroy noted that this was the time and place set for a public hearing on the budget for fiscal year 2020-2021 and declared the hearing open. The chairman asked if anyone was present wishing to speak regarding the budget, or if any written comments had been received. No one was present to address the Board, and no written comments had been received, therefore, the Chairman declared the hearing closed.

Trustee Sommar motioned to adopt Resolution 2020-1, “RESOLUTION ADOPTING THE BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2021.” Trustee Caviness offered a second.

Roll Call- AYES: Vickroy, Sommar, Caviness      NAYS: None

Review and discussion was held regarding the business insurance coverage proposal through Iowa Community Assurance Pool and Resolution 2020-2, “Naming Individuals to Represent Knoxville Water Works with Iowa Community Assurance Pool.” After discussion, Trustee Caviness motioned to accept the business insurance coverage proposal with ICAP and to approve Resolution 2020-2. Trustee Sommar seconded.

Roll Call- AYES: Vickroy, Sommar, Caviness      NAYS: None

Following review of Resolution 2020-3 “RESOLUTION REVISING RULES AND REGULATIONS OF SERVICE OF THE KNOXVILLE, IOWA WATER WORKS SYSTEM”. Trustee Sommar motioned and Trustee Caviness seconded to adopt the Resolution.

Roll Call- AYES: Vickroy, Sommar, Caviness      NAYS: None

Review and discussion was held regarding an offer to Knoxville Water Works for the purchase of land for the location of a new well. Following discussion, Trustee Caviness motioned to accept the offer to purchase the land. Trustee Sommar seconded.

Roll Call- AYES: Vickroy, Sommar, Caviness      NAYS: None

The General Manager reported to the Board on operational and personnel issues.

Trustee Sommar made a motion to adjourn the meeting. Trustee Caviness seconded.

Roll Call- AYES: Vickroy, Sommar, Caviness      NAYS: None

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Merle Vickroy  
Chairman

Attest:

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Brian W. Bailey  
Secretary and General Manager

**Board of Trustees Meeting  
March 18, 2020**

The Knoxville Public Library Board of Trustees met at the library at 8:15 AM Wednesday, Mar. 18, 2020. Members present were Jean McKay, Pat Wilson, Mary Lane, and Bob Leonard. Scott Ziller and Harv Sprafka were absent.

The meeting was called to order by Pat Wilson. Mary Lane moved, Jean McKay seconded to approve the minutes of the February 19, 2020 meeting as mailed. Motion passed unanimously.

Under Correspondence, Roslin said that Hy-Vee had chosen the library as the non-profit to receive a donation from proceeds of the Reusable Bag Program. For each bag sold, the library will receive \$1. Marketing ideas were emailed.

Roslin reported on the recent closure of the library following the governor's recommendation to close all schools and public places due to the threat of coronavirus and COVID-19. At this point, the library is closed to the public through April 13 (four weeks). All programs have been cancelled or postponed for the time being. The staff is engaged in deep cleaning and disinfecting of materials, furniture, fixtures, equipment, and places. Roslin will meet with each staff member to discuss wage and schedule changes.

There exists a possibility that next month's board meeting will be on-line because people are discouraged from gathering in groups of more than 10. The city and county offices are basically closed to the public for several weeks. The board discussed the possibility of offering virtual programming. The staff will look into it but stated concerns about copyright laws and will consult with the State Library.

Under Media Strategy Plan, all events have been cancelled or postponed and will continue to be announced as such. The staff is promoting all on-line services: Freegal (downloadable music), Kanopy (movie streaming), Bridges (ebooks and audiobooks), Brainfuse (homework help) and other services. We will share links to reliable and relevant information and will look into virtual library card registrations.

Jean McKay moved, Mary Lane seconded that the financial report for February be approved. Motion was unanimous. Mary Lane moved, Bob Leonard seconded the city trust report for February be accepted. Motion was unanimous. Jean McKay moved, Mary Lane seconded the approval for payment of bills for March. Motion passed unanimously, and a copy is attached to the minutes.

Under New Business, the board reviewed several policies to be turned in to the State Library before June 30, 2020. These are: personnel policy, collection development policy, and computer use and internet access policy. These were tabled until next month for approval. Roslin presented a Communicable Disease Policy and a Pandemic Policy adapted from other libraries for the board's consideration. These were also tabled until the next month.

Roslin and Holly had met with Kim DeSocio with regards to her mural design. Since the library is closed, the mural can be started in the next few days.

There being no further business, the meeting was adjourned. The next regular meeting is scheduled for Wednesday, April 15, 2016 at 8:15 AM at the Knoxville Public Library.

Roslin Thompson,  
Secretary

ADVISORY BOARD/COMMISSION  
APPLICATION FORM



Individuals serving on Boards and or Commissions play an important role in advising the City Council on matters of interest to our community and its future. Most applicants must reside within the City limits of Knoxville.

After a vacancy has been announced, the Council reviews all applications during a work session. The appointment is made at the next formal City Council meeting. Appointees serve as unpaid volunteers.

Return the application to Mayor, City of Knoxville, 305 S. Third Street, Knoxville, Iowa 50138.

*This application is a public document and as such can be reproduced and distributed for the public. This application will be considered for three (3) months only and automatically considered for any vacancy during that time.*

ADVISORY BOARD/COMMISSION NAME Library Board TERM \_\_\_\_\_  
NAME Lindsey Carlson HOME ADDRESS 212 W. Marion St.

Is your home address (listed above) within the corporate limits of Knoxville?  Yes  No

How long have you been a resident of Knoxville? 31 years total

Occupation High school teacher - English Employer Knoxville Schools

Telephone Number (Home) \_\_\_\_\_ Business

Cell Phone (641) 248-0675 Email Address lindsey.carlson@me.com

Experience and/or activities which you feel qualify you for this position My 16 years as

a high school English teacher, which entails promoting many of the same things a public library does like literacy, life long learning, and

personal development. As a long time resident of Knoxville, I also feel my passion for my community qualifies me as well. I also have extensive experience with technology.

What is your present knowledge of this advisory Board/Commission? \_\_\_\_\_

They oversee library finances, programs, and the

evaluate Director and promote the library in the community.

What contributions do you feel you can make to this advisory Board/Commission (or state reason for applying)?

Public libraries play a critical role in our community. I would love to be able to contribute by promoting the library in our community and possibly helping to strengthen the ~~city's~~ city's partnership with school district by making a plan for how the library

Specific attention should be directed to a possible conflict of interest. Please list any present and schools affiliations you have with agencies, which may apply for funding from the City. Affiliation means could support each other more. being a board member or employee of the agency. Other types of affiliation must be examined on a case-by-case basis by the City Attorney's Office.

You should know that Section 362.5 of the Code of Iowa generally prohibits, with certain important exceptions, a member of a city board or commission from having an interest in a city contract. A copy of Section 362.5 is attached. If you have any questions, please contact the City Manager's Office at 641-828-0550.

If you are uncertain whether or not a potential conflict of interest exists, please list the agency and the City may contact the City Attorney's office.

NONE

also have young children so I would bring the perspective of young families to the board.

If you are not selected, do you want to be notified?  Yes  No

Do you currently serve on another City of Knoxville Board or Commission?  Yes  No

*It has been Council policy not to permit an individual to serve on two (2) Boards or Commissions at the same time.*

Signature of Applicant Windsay Carlson Date 10 Mar 2020

*Misrepresentations on this application will constitute just cause for removal as an appointee. If you fail to answer all questions on the application, you may not be considered for appointment.*



ADVISORY BOARD/COMMISSION  
APPLICATION FORM

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ADVISORY BOARD/COMMISSION NAME Airport Commission TERM 6 yrs

NAME Dixie Ann Brown HOME ADDRESS 1501 Ridgecrest Court

Is your home address (listed above) within the corporate limits of Knoxville?  Yes  No

How long have you been a resident of Knoxville? 11 years

Occupation Accountant (Retired) Employer N/A

Telephone Number (Home) 641-842-2615 Business N/A

Cell Phone 641-891-1917 Email Address N/A

Experience and/or activities which you feel qualify you for this position \_\_\_\_\_

I have served a 6 year period of time - (just expired).

My Accounting experience for many working years is most beneficial dealing with bills - proposed expenditures - etc.

In dealing with bills proposed expenditures income, yearly Budget, etc. from these past few years, I am knowledgeable in airport needs, etc.

What is your present knowledge of this advisory Board/Commission? \_\_\_\_\_

6 years knowledge (on Commission) Plus Accounting knowledge of many years.

Our plane has always been hangared at Knoxville.

What contributions do you feel you can make to this advisory Board/Commission (or state reason for applying)?

6 years "Hands on" experience plus my accounting knowledge in general.

Specific attention should be directed to a possible conflict of interest. Please list any present affiliations you have with agencies, which may apply for funding from the City. Affiliation means being a board member or employee of the agency. Other types of affiliation must be examined on a case-by-case basis by the City Attorney's Office.

You should know that Section 362.5 of the Code of Iowa generally prohibits, with certain important exceptions, a member of a city board or commission from having an interest in a city contract. A copy of Section 362.5 is attached. If you have any questions, please contact the City Manager's Office at 641-828-0550.

If you are uncertain whether or not a potential conflict of interest exists, please list the agency and the City may contact the City Attorney's office.

None

If you are not selected, do you want to be notified?  Yes  No

Do you currently serve on another City of Knoxville Board or Commission?  Yes  No

***It has been Council policy not to permit an individual to serve on two (2) Boards or Commissions at the same time.***

Signature of Applicant *Debra Ann Brown* Date *3-9-2020*

***Misrepresentations on this application will constitute just cause for removal as an appointee. If you fail to answer all questions on the application, you may not be considered for appointment.***

ADVISORY BOARD/COMMISSION  
APPLICATION FORM



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ADVISORY BOARD/COMMISSION NAME CIVIL SERVICE BOARD TERM \_\_\_\_\_

NAME MARK WORRALL HOME ADDRESS 906 ERWIN DR

Is your home address (listed above) within the corporate limits of Knoxville?  Yes  No

How long have you been a resident of Knoxville? 50+ YEARS

Occupation OPERATIONS DIRECTOR Employer KNOXVILLE HOSPITAL & CLINICS

Telephone Number (Home) 641-218-4167 Business 641-842-1926

Cell Phone 641-218-4167 Email Address EMWORRALL@HOTMAIL.COM

Experience and/or activities which you feel qualify you for this position \_\_\_\_\_

30+ YEARS HUMAN RESOURCES & BUSINESS MGMT.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What is your present knowledge of this advisory Board/Commission? CONDUCT INTERVIEWS

CITY POSITIONS SUCH AS POLICE ETC.

What contributions do you feel you can make to this advisory Board/Commission (or state reason for applying)?

ENJOY WORKING WITH LOCAL GOV. AND I BELIEVE MY EXTENSIVE HR EXPERIENCE COULD BRING SOME ADDITIONAL VALUE TO THE BOARD

Specific attention should be directed to a possible conflict of interest. Please list any present affiliations you have with agencies, which may apply for funding from the City. Affiliation means being a board member or employee of the agency. Other types of affiliation must be examined on a case-by-case basis by the City Attorney's Office.

You should know that Section 362.5 of the Code of Iowa generally prohibits, with certain important exceptions, a member of a city board or commission from having an interest in a city contract. A copy of Section 362.5 is attached. If you have any questions, please contact the City Manager's Office at 641-828-0550.

If you are uncertain whether or not a potential conflict of interest exists, please list the agency and the City may contact the City Attorney's office.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you are not selected, do you want to be notified?  Yes  No

Do you currently serve on another City of Knoxville Board or Commission?  Yes  No

***It has been Council policy not to permit an individual to serve on two (2) Boards or Commissions at the same time.***

Signature of Applicant  Date 02/17/2020

***Misrepresentations on this application will constitute just cause for removal as an appointee. If you fail to answer all questions on the application, you may not be considered for appointment.***

**COUNCIL LETTER**  
**City of Knoxville**  
**April 6, 2020**

**Agenda Item:** Authorize purchase of car.

**Background:** KPD is a member of the Mid Iowa Narcotics Enforcement Task Force (MINE). One investigator is assigned to MINE full time. KPD receives partial compensation of about 70% from the Department of Justice for having an investigator assigned to MINE and is required to provide the investigator with a vehicle.

KPD's MINE investigator drives an unmarked vehicle. The vehicle currently being used is in dire need of repairs. The cost of the repairs exceeds the value of the vehicle. Historically, this vehicle was obtained by trading a current vehicle to MINE in exchange for a vehicle that had been seized. There are currently no suitable vehicles available to trade with MINE.

Police vehicles are paid for from the Vehicle Equipment Replacement Fund (VERF). There is not a line item for the MINE vehicle as it was changed and used to buy the in-car computers in 2018. In the current VERF is a line for car 35, the silver Crown Victoria formerly driven by the police chief. This car had a life cycle of 7 years with an annual contribution of about \$5,000. The car is currently 8 years past the expected replacement date meaning that there is extra money in that line item.

I would like to use the extra money designated to replace car 35 to purchase a new vehicle for the MINE investigator. I have consulted other department heads that are part of the VERF and they agree that this would be an appropriate purchase.

I have received bids from Motor Inn (\$23,445.00) and Karl Chevrolet (\$21,928.10) to replace the MINE vehicle. Motor Inn's bid is about 6.9% (\$1,517) higher than the Karl Chevrolet bid making Karl Chevrolet the low bid after the local preference adjustment.

I am not specifying the type of vehicle to help protect MINE investigations. The description of the vehicle is included in the attached bids.

**Policy Question:** Should the Council approve purchase of a car from Karl Chevrolet?

**Budget Impact:** This is an unbudgeted item but there are funds available that may be reallocated without impacting other departments or future purchases.

**Recommendation:** The Police Chief recommends purchasing this car.

**Supporting Document:** copies of bids



## Karl Chevrolet

Dennis Rudolph - Government Fleet Accounts | 515-299-4409 |  
d.rudolph@karlchevrolet.com

Vehicle: [Fleet] 2020 Chevrolet Equinox (1XX26) AWD 4dr LS w/1LS



KARL Chevrolet is proud to be your #1 Government Chevrolet Vehicle Dealer in Iowa for several years in a row. We are the only Chevrolet Dealer in Iowa to provide you a full time staff dedicated solely to government entities and their needs. We can assist you with all of your vehicle needs to include "turn-key" solutions and custom upfitting, saving you time and money with our own Karl Emergency Vehicles. Thank you for the opportunity to earn your business.



# Karl Chevrolet

Dennis Rudolph - Government Fleet Accounts | 515-299-4409 |  
d.rudolph@karlchevrolet.com

Vehicle: [Fleet] 2020 Chevrolet Equinox (1XX26) AWD 4dr LS w/1LS (✔ Complete)

## Quote Worksheet

	<b>MSRP</b>
Base Price	\$27,900.00
Dest Charge	\$1,195.00
Total Options	\$291.25
	<b>Subtotal</b>
	<b>\$29,386.25</b>
Govt and Karl Discount	(\$5,322.00)
	<b>Subtotal Pre-Tax Adjustments</b>
	<b>(\$5,322.00)</b>
Less Customer Discount	(\$2,136.15)
	<b>Subtotal Discount</b>
	<b>(\$2,136.15)</b>
Trade-In	\$0.00
<b>Excluded from Sales Tax</b>	<b>Subtotal Trade-In</b>
	<b>\$0.00</b>
	<b>Taxable Price</b>
	<b>\$21,928.10</b>
Sales Tax	\$0.00
	<b>Subtotal Taxes</b>
	<b>\$0.00</b>
	<b>Subtotal Post-Tax Adjustments</b>
	<b>\$0.00</b>
	<b>Total Sales Price</b>
	<b>\$21,928.10</b>

Order Out - 4 to 6 weeks ARO

### Comments:

Government Agencies are allowed 20 days from date of delivery for balance to be paid in full. There will be a \$5.00 per calendar day after 20 days assessed to the account until payment received in full by Karl Chevrolet. By signing below you accept these terms as well as the quote in general.

\_\_\_\_\_  
Dealer Signature / Date

\_\_\_\_\_  
Customer Signature / Date

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Data Version: 10528. Data Updated: Mar 13, 2020 9:51:00 PM PDT.



# Karl Chevrolet

Dennis Rudolph - Government Fleet Accounts | 515-299-4409 | d.rudolph@karlchevrolet.com

Vehicle: [Fleet] 2020 Chevrolet Equinox (1XX26) AWD 4dr LS w/1LS (✔ Complete)

## Window Sticker

### SUMMARY

[Fleet] 2020 Chevrolet Equinox (1XX26) AWD 4dr LS w/1LS

MSRP:\$27,900.00

Interior:Medium Ash Gray, Premium cloth seat trim

Exterior 1:Nightfall Gray Metallic

Exterior 2:No color has been selected.

Engine, 1.5L Turbo DOHC 4-cylinder, SIDI, VVT

Transmission, 6-speed automatic, electronically-controlled with overdrive

### OPTIONS

CODE	MODEL	MSRP
1XX26	[Fleet] 2020 Chevrolet Equinox (1XX26) AWD 4dr LS w/1LS	\$27,900.00
<b>OPTIONS</b>		
1LS	LS Preferred Equipment Group	\$0.00
5CY	Tires, P225/65R17 all-season blackwall	\$0.00
AKO	Glass, deep-tinted, rear	\$285.00
AR9	Seats, front bucket	\$0.00
FE9	Emissions, Federal requirements	\$0.00
FX6	Axle, 3.87 final drive ratio	\$0.00
G7Q	Nightfall Gray Metallic	\$0.00
H72	Medium Ash Gray, Premium cloth seat trim	\$0.00
IOR	Audio system, Chevrolet Infotainment 3 system, 7" diagonal color touchscreen, AM/FM stereo.	\$0.00
LYX	Engine, 1.5L Turbo DOHC 4-cylinder, SIDI, VVT	\$0.00
MNH	Transmission, 6-speed automatic, electronically-controlled with overdrive	\$0.00
R9Y	Fleet Free Maintenance Credit.	(\$33.75)
RSB	Wheels, 17" (43.2 cm) aluminum	\$0.00
VK3	License plate front mounting package	\$40.00
<b>SUBTOTAL</b>		<b>\$28,191.25</b>
Adjustments Total		\$0.00

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# Karl Chevrolet

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Vehicle: [Fleet] 2020 Chevrolet Equinox (1XX26) AWD 4dr LS w/1LS (✔ Complete)

Destination Charge	\$1,195.00
<b>TOTAL PRICE</b>	<b>\$29,386.25</b>

## FUEL ECONOMY

- Est City:25 MPG
- Est Highway:30 MPG
- Est Highway Cruising Range:468.00 mi

## Standard Equipment

### Package

Driver Confidence Package includes (UHY) Automatic Emergency Braking, (UEU) Forward Collision Alert, (UHX) Lane Keep Assist with Lane Departure Warning, (UE4) Following Distance Indicator, (UKJ) Front Pedestrian Braking and (TQ5) IntelliBeam headlamps

### Mechanical

- Engine, 1.5L Turbo DOHC 4-cylinder, SIDI, VVT (170 hp [127.0 kW] @ 5600 rpm, 203 lb-ft of torque [275.0 N-m] @ 2000 - 4000 rpm) (STD)
- Transmission, 6-speed automatic, electronically-controlled with overdrive includes Driver Shift Control (STD)
- GVWR, 4630 lbs. (2100 kg) (AWD only.)
- Axle, 3.87 final drive ratio (AWD only.)
- Fuel, gasoline, E15
- Engine control, stop-start system
- Driver Shift Controls
- All-wheel drive (Included and only available with AWD models.)
- Suspension, front MacPherson strut
- Suspension, rear 4-link
- Brakes, 4-wheel antilock, 4-wheel disc 16" front and rear
- Brake, electronic parking
- Brake lining, high-performance, noise and dust performance
- Exhaust, single outlet
- Mechanical jack with tools

### Exterior

- Wheels, 17" (43.2 cm) aluminum (STD)
- Tires, P225/65R17 all-season blackwall (STD) (AWD only.)

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# Karl Chevrolet

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d.rudolph@karlchevrolet.com

Vehicle: [Fleet] 2020 Chevrolet Equinox (1XX26) AWD 4dr LS w/1LS (✔ Complete)

## Exterior

- Wheel, spare, 16" (40.6 cm) steel
- Tire, compact spare, T135/70R16 blackwall
- Trim, Black lower window
- Active Aero Shutters
- Headlamps, halogen composite
- Headlamp control, automatic on and off with automatic delay
- Headlamp control, IntelliBeam auto high beam
- Glass, acoustic, laminated windshield
- Glass, solar absorbing, light
- Mirror caps, Black
- Mirrors, outside heated power-adjustable, manual-folding
- Liftgate, rear manual
- Door handles, body-color

## Entertainment

- Audio system, Chevrolet Infotainment 3 system, 7" diagonal color touchscreen, AM/FM stereo. Additional features for compatible phones include: Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Apple CarPlay and Android Auto capable. (STD)
- Audio system feature, 6-speaker system
- Noise control system, active noise cancellation
- SiriusXM Radio delete
- Antenna, roof-mounted (Black.)
- Bluetooth for phone personal cell phone connectivity to vehicle audio system (Go to [my.chevrolet.com/learn](http://my.chevrolet.com/learn) to find out which phones are compatible with the vehicle.)
- 4G LTE Wi-Fi Hotspot capable (Terms and limitations apply. See [onstar.com](http://onstar.com) or dealer for details.)

## Interior

- Seats, front bucket (STD)
- Seat trim, Premium Cloth
- Seat adjuster, driver 4-way manual, fore/aft, up/down
- Seat adjuster, front passenger 4-way manual
- Seat, rear split-folding with center armrest
- Head restraints, 2-way adjustable (up/down), front

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Vehicle: [Fleet] 2020 Chevrolet Equinox (1XX26) AWD 4dr LS w/1LS (✔ Complete)

## Interior

- Floor mats, carpeted front
- Floor mats, carpeted rear
- Steering wheel, 3-spoke, deluxe
- Steering column, tilt and telescoping
- Steering wheel controls, audio, phone interface and driver information center controls
- Speedometer, miles/kilometers
- Display, driver instrument information enhanced, monochromatic
- Window, power with driver Express-Up and Down
- Window, power with front passenger Express-Down
- Windows, power, rear with Express-Down
- Door locks, power with lock-out protection
- Keyless Open includes extended range Remote Keyless Entry with lock and unlock feature
- Keyless Start, push-button
- Cruise control, electronic with set and resume speed
- Theft-deterrent system, unauthorized entry
- Remote panic alarm
- USB ports, 2, with auxiliary input jack, located in front center stack storage area
- USB charging-only ports, 2, located in the rear of the floor console
- Air conditioning, semi-automatic, single-zone
- Defogger, rear-window electric
- Power outlet, front auxiliary, 12-volt
- Mirror, inside rearview manual day/night
- Visors, driver and front passenger illuminated vanity mirrors, covered
- Assist handle, driver
- Assist handle, front passenger
- Assist handles, rear outboard
- Map pocket, driver seatback
- Map pocket, front passenger seatback
- Shift lever, chrome-trimmed
- Power outlet, cargo area auxiliary, 12-volt

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Vehicle: [Fleet] 2020 Chevrolet Equinox (1XX26) AWD 4dr LS w/1LS (✔ Complete)

<b>Interior</b>	Chevrolet Connected Access capable (Subject to terms. See onstar.com or dealer for details.)
<b>Safety-Mechanical</b>	Automatic Emergency Braking StabiliTrak, stability control system with Traction Control Daytime Running Lamps, separate cavity, LED
<b>Safety-Interior</b>	Airbags, dual-stage, frontal, driver and right front passenger with Passenger Sensing System, thorax side-impact, seat mounted, driver and right front passenger, roof-rail, side front and rear outboard seating positions (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.) OnStar and Chevrolet connected services capable (Terms and limitations apply. See onstar.com or dealer for details.) Rear Vision Camera Forward Collision Alert Following Distance Indicator Front Pedestrian Braking Lane Keep Assist with Lane Departure Warning Rear Seat Reminder Door locks, rear child security, manual Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver Tire Pressure Monitor, manual learn with Tire Fill Alert (Does not apply to spare tire.) Horn, dual-note

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Vehicle: [Fleet] 2020 Chevrolet Equinox (1XX26) AWD 4dr LS w/1LS (  Complete )

## WARRANTY

Warranty Note: <<< Preliminary 2020 Warranty Note >>>

Basic Years: 3

Basic Miles/km: 36,000

Drivetrain Years: 5

Drivetrain Miles/km: 60,000

Drivetrain Note: Qualified Fleet Purchases: 5 Years/100,000 Miles

Corrosion Years (Rust-Through): 6

Corrosion Years: 3

Corrosion Miles/km (Rust-Through): 100,000

Corrosion Miles/km: 36,000

Roadside Assistance Years: 5

Roadside Assistance Miles/km: 60,000

Roadside Assistance Note: Qualified Fleet Purchases: 5 Years/100,000 Miles

Maintenance Note: 1 Year/1 Visit

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Vehicle: [Fleet] 2020 Chevrolet Equinox (1XX26) AWD 4dr LS w/1LS (✔ Complete)

## Selected Model and Options

### MODEL

CODE	MODEL
1XX26	2020 Chevrolet Equinox AWD 4dr LS w/1LS

### COLORS

CODE	DESCRIPTION
G7Q	Nightfall Gray Metallic (Not available on L.)

### EMISSIONS

CODE	DESCRIPTION
FE9	Emissions, Federal requirements

### ENGINE

CODE	DESCRIPTION
LYX	Engine, 1.5L Turbo DOHC 4-cylinder, SIDI, VVT (170 hp [127.0 kW] @ 5600 rpm, 203 lb-ft of torque [275.0 N-m] @ 2000 - 4000 rpm) (STD)

### TRANSMISSION

CODE	DESCRIPTION
MNH	Transmission, 6-speed automatic, electronically-controlled with overdrive includes Driver Shift Control (STD)

### AXLE

CODE	DESCRIPTION
FX6	Axle, 3.87 final drive ratio (AWD only.)

### PREFERRED EQUIPMENT GROUP

CODE	DESCRIPTION
1LS	LS Preferred Equipment Group includes standard equipment

### WHEELS

CODE	DESCRIPTION
RSB	Wheels, 17" (43.2 cm) aluminum (STD)

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Vehicle: [Fleet] 2020 Chevrolet Equinox (1XX26) AWD 4dr LS w/1LS (✔ Complete)

## TIRES

CODE	DESCRIPTION
5CY	Tires, P225/65R17 all-season blackwall (STD) (AWD only.)

## PAINT

CODE	DESCRIPTION
G7Q	Nightfall Gray Metallic (Not available on L.)

## SEAT TYPE

CODE	DESCRIPTION
AR9	Seats, front bucket (STD)

## SEAT TRIM

CODE	DESCRIPTION
H72	Medium Ash Gray, Premium cloth seat trim

## RADIO

CODE	DESCRIPTION
IOR	Audio system, Chevrolet Infotainment 3 system, 7" diagonal color touchscreen, AM/FM stereo. Additional features for compatible phones include: Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Apple CarPlay and Android Auto capable. (STD)

## ADDITIONAL EQUIPMENT - EXTERIOR

CODE	DESCRIPTION
AKO	Glass, deep-tinted, rear (Included and only available with (PCR) LS Convenience Package on Retail orders. Included with (PCR) LS Convenience Package on Fleet or Government orders. Individually available to order with Fleet or Government orders.)
VK3	License plate front mounting package

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Vehicle: [Fleet] 2020 Chevrolet Equinox (1XX26) AWD 4dr LS w/1LS (✔ Complete)

## ADDITIONAL EQUIPMENT - OTHER

CODE	DESCRIPTION
------	-------------

R9Y	Fleet Free Maintenance Credit. This option code provides a credit in lieu of the free oil changes, tire rotations and inspections for one maintenance service during 1st year of ownership. The invoice will detail the applicable credit. The customer will be responsible for all oil change, tire rotations and inspections costs for this vehicle. (Requires one of the following Fleet or Government order types: FBC, FBN, FCA, FCN, FEF, FLS, FNR, FRC or FGO. Not available with FDR order types.) *CREDIT*
-----	---

**Options Total**

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# Motor Inn of Knoxville



2020 Chevy Equinox LS AWD

1.5L turbo DOHC 4 cylinder engine

6 speed automatic transmission

Exterior color: Mosaic Black, Nightfall Gray or Midnight Blue

Medium Ash cloth seating

17" Aluminum wheels

P225/65R17 All season tires

Power windows, locks, mirrors, remote entry

Air conditioning

7" touch screen radio

Rear window defogger

Cruise control, tilt wheel

On-Star and Sirius XM radio delete

Keyless start

MSRP \$29,061.25 our bid price \$23,445 Discount of \$5,616

1735 N. Lincoln Highway Knoxville, IA 50138  
641-842-3200 or 800-933-8673 fax 641-842-5701  
[motorinnautogroup.com](http://motorinnautogroup.com)

RESOLUTION NO. 04-21-20

RESOLUTION APPROVING THE OFFER TO BUY REAL ESTATE AND ACCEPTANCE FOR  
PROPERTY OWNED BY COMPETINE CREEK, L.L.C. AND STEVEN EVERLY

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

WHEREAS, the City of Knoxville Water Department has been engaged in discussions with Competine Creek, L.L.C. and Steven Everly regarding the purchase of approximately three (3) acres of land lying adjacent to the Water Works grounds for purposes of drilling a new well to replace the existing well on the Water Work's property; and

WHEREAS, as a result of said discussions the City of Knoxville Water Works and Competine Creek, L.L.C. and Steven Everly have verbally agreed on a purchase price for said three (3) acres in the sum of forty thousand dollars (\$40,000.00); and

WHEREAS, once a Purchase/Offer to Buy Real Estate and Acceptance has been signed by the parties, Veenstra & Kimm, Inc. will perform a survey to establish the exact legal description for the three (3) acre parcel; and

WHEREAS, a proposed Offer to Buy Real Estate and Acceptance has been prepared by Legal Counsel and reviewed by Staff regarding this purchase; and

WHEREAS, Staff now recommends that the Mayor and Clerk be authorized to sign said offer and submit same to the Seller.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Knoxville, Iowa that the Offer to Buy Real Estate and Acceptance for the approximate three (3) acre parcel of land owned by Competine Creek, L.L.C. and/or Steven Everly for the sum of forty thousand dollars (\$40,000.00) is hereby approved and the Mayor and Clerk are authorized to sign said offer in behalf of the City of Knoxville.

BE IT FURTHER RESOLVED that City Staff is hereby authorized to move forward with said purchase and to take all actions necessary to complete the requirements for the purchase.

PASSED AND APPROVED by the City Council this 6th day of April, 2020.

---

Brian J. Hatch, MAYOR

ATTEST:

---

Tricia Kincaid, CITY CLERK



## OFFER TO BUY REAL ESTATE AND ACCEPTANCE

TO: Competine Creek, L.L.C. and Steven Everly, Sellers:

1. REAL ESTATE DESCRIPTION. The Buyers offer to buy real estate in Marion County, Iowa, described as follows:

3 acres more or less lying adjacent to the Knoxville Water Works, the actual legal description to be determined by way of a survey.

with any easements and appurtenant servient estates, but subject to the following: a. any zoning and other ordinances; b. any covenants of record; c. any easements of record for public utilities, roads and highways, and d. (consider: liens, mineral rights; other easements; interests of others.)

designated the Real Estate; provided Buyers, on possession, are permitted to make the following use of the Real Estate: \_\_\_\_\_

2. PRICE. The purchase price shall be \$ 40,000.00, payable at Marion County, Iowa, as follows: to be paid at time of closing

3. REAL ESTATE TAXES. Sellers shall pay those taxes prorated to date of possession

and any unpaid real estate taxes payable in prior years. Buyers shall pay all subsequent real estate taxes. Any proration of real estate taxes on the Real Estate shall be based upon such taxes for the year currently payable unless the parties state otherwise.

4. SPECIAL ASSESSMENTS.

A. Sellers shall pay all special assessments which are a lien on the Real Estate as of the date of acceptance of this offer.

B. If A. IS STRICKEN, then Sellers shall pay all installments of special assessments which are a lien on the Real Estate and, if not paid, would become delinquent during the calendar year this offer is accepted, and all prior installments thereof.

C. All other special assessments shall be paid by Buyers.

5. RISK OF LOSS AND INSURANCE. Risk of loss prior to Seller's delivery of possession of the Real Estate to Buyers shall be as follows:

A. All risk of loss shall remain with Sellers until possession of the Real Estate shall be delivered to Buyers.

B. IF A. IS STRICKEN, Sellers shall maintain \$ \_\_\_\_\_ of fire, windstorm and extended coverage insurance on the Real Estate until possession is given to Buyers and shall promptly secure endorsements to the appropriate insurance policies naming Buyers as additional insureds as their interests may appear. Risk of loss from such insured hazards

shall be on Buyers after Sellers have performed under this paragraph and notified Buyers of such performance. Buyers, if they desire, may obtain additional insurance to cover such risk.

6. CARE AND MAINTENANCE. The Real Estate shall be preserved in its present condition and delivered intact at the time possession is delivered to Buyers, provided, however, if 5.a. is stricken and there is loss or destruction of all or any part of the Real Estate from causes covered by the insurance maintained by Sellers, Buyers agree to accept such damaged or destroyed Real Estate together with such insurance proceeds in lieu of the Real Estate in its present condition and Sellers shall not be required to repair or replace same.
7. POSSESSION. If Buyers timely perform all obligations, possession of the Real Estate shall be delivered to Buyers on or about March 15, 2021, with any adjustments of rent, insurance, and interest to be made as of the date of transfer of possession.
8. FIXTURES. All property that integrally belongs to or is part of the Real Estate, whether attached or detached, such as light fixtures, shades, rods, blinds, awnings, windows, storm doors, screens, plumbing fixtures, water heaters, water softeners, automatic heating equipment, air conditioning equipment, wall to wall carpeting, built-in items and electrical service cable, outside television towers and antenna, fencing, gates and landscaping shall be considered a part of Real Estate and included in the sale except: (consider: rental items.) \_\_\_\_\_

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9. USE OF PURCHASE PRICE. At time of settlement, funds of the purchase price may be used to pay taxes and other liens and to acquire outstanding interests, if any, of others.
10. ABSTRACT AND TITLE. Sellers, at their expense, shall promptly obtain an abstract of title to the Real Estate continued through the date of acceptance of this offer, and deliver it to Buyers for examination. It shall show merchantable title in Sellers in conformity with this agreement, Iowa law and Title Standards of the Iowa State Bar Association. The abstract shall become the property of the Buyers when the purchase price is paid in full. Sellers shall pay the costs of any additional abstracting and title work due to any act or omission of Sellers, including transfers by or the death of Sellers or their assignees.
11. DEED. Upon payment of the purchase price, SELLERS shall convey the Property to BUYERS by Warranty deed, free and clear of all liens, restrictions, and encumbrances except as provided in this Agreement. General warranties of title shall extend to the time of delivery of the deed excepting liens or encumbrances suffered or permitted by BUYERS.
12. JOINT TENANCY IN PROCEEDS AND IN REAL ESTATE. If Sellers, immediately preceding acceptance of this offer, hold title to the Real Estate in joint tenancy with full right of survivorship, and the joint tenancy is not later destroyed by operation of law or by acts of the Sellers, then the proceeds of this sale, and any continuing or recaptured rights of Sellers in the Real Estate, shall belong to Sellers as joint tenants with full rights of survivorship and not as tenants in common; and Buyers, in the event of the death of either Seller, agree to pay any balance of the price due Sellers under this contract to the surviving Seller and to accept a deed from the surviving Seller consistent with paragraph 11.
13. JOINDER BY SELLER'S SPOUSE. Seller's spouse, if not a titleholder immediately preceding acceptance of this offer, executes this contract only for the purpose of relinquishing all rights of dower, homestead and distributive shares or in compliance with Section 561.13 of the Iowa Code and agrees to execute the deed or real estate contract for this purpose.
14. TIME IS OF THE ESSENCE. Time is of the essence in this contract.
15. REMEDIES OF THE PARTIES
  - A. If Buyers fail to timely perform this contract, Sellers may forfeit it as provided in the Iowa

Code, and all payments made shall be forfeited or, at Seller's option, upon thirty days written notice of intention to accelerate the payment of the entire balance because of such failure (during which thirty days such failure is not corrected) Sellers may declare the entire balance immediately due and payable. Thereafter this contract may be foreclosed in equity and the Court may appoint a receiver.

B. If Sellers fail to timely perform this contract, Buyers have the right to have all payments made returned to them.

C. Buyers and Sellers also are entitled to utilize any and all other remedies or actions at law or in equity available to them and shall be entitled to obtain judgment for costs and attorney fees as permitted by law.

16. STATEMENT AS TO LIENS. If Buyers intend to assume or take subject to a lien on the Real Estate, Sellers shall furnish Buyers with a written statement from the holder of such lien, showing the correct balance due.

17. SUBSEQUENT CONTRACT. Any real estate contract executed in performance of this contract shall be on a form of the Iowa State Bar Association.

18. APPROVAL OF COURT. If the sale of the Real Estate is subject to Court approval, the fiduciary shall promptly submit this contract for such approval. If this contract is not so approved, it shall be void.

19. CONTRACT BINDING ON SUCCESSORS IN INTEREST. This contract shall apply to and bind the successors in interest of the parties.

20. CONSTRUCTION. Words and phrases shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender, according to the context.

21. CERTIFICATION. Buyers and Sellers each certify that they are not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and are not engaged in this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Each party hereby agrees to defend, indemnify and hold harmless the other party from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to my breach of the foregoing certification.

22. TIME FOR ACCEPTANCE. If this offer is not accepted by Sellers on or before March 24, 2020 it shall become void and all payments shall be repaid to the Buyers.

23. INSPECTION OF PRIVATE SEWAGE DISPOSAL SYSTEM. Delete inappropriate alternatives below. If no deletions are made, the provisions set forth in Paragraph A shall be deemed selected.

A. Seller represents and warrants to Buyer that the Property is not served by a private sewage disposal system, and there are no known private sewage disposal systems on the property.

~~B. The Property is served by a private sewage disposal system, or there is a private sewage disposal system on the Property. Seller and Buyer agree to the provision selected in the attached Addendum for Inspection of Private Sewage Disposal System.~~

~~C. Seller and Buyer agree that this transaction IS exempt from the time of transfer inspection requirements by reason that \_\_\_\_\_~~

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

24. OTHER PROVISIONS.

1. Buyer shall be responsible for all costs related to obtaining a survey of the property to be purchased and the Seller shall cooperate in those efforts.

Accepted \_\_\_\_\_

SELLERS COMPETINE CREEK, L.L.C.

Dated \_\_\_\_\_

BUYERS CITY OF KNOXVILLE, IOWA

Print Name Jeannie Everly

SS# \_\_\_\_\_

Print Name Brian J. Hatch, Mayor

SS# \_\_\_\_\_

Print Name Steven Everly

SS# \_\_\_\_\_

Print Name Tricia Kincaid, City Clerk

SS# \_\_\_\_\_

Address :

974 146th Ave., Knoxville, Iowa 50138

Telephone: \_\_\_\_\_

Address :

305 S. 3rd St., Knoxville, IA 50138

Telephone: (641) 828-0500

ADVISORY BOARD/COMMISSION  
APPLICATION FORM



Individuals serving on Boards and or Commissions play an important role in advising the City Council on matters of interest to our community and its future. Most applicants must reside within the City limits of Knoxville.

After a vacancy has been announced, the Council reviews all applications during a work session. The appointment is made at the next formal City Council meeting. Appointees serve as unpaid volunteers.

Return the application to Mayor, City of Knoxville, 305 S. Third Street, Knoxville, Iowa 50138.

***This application is a public document and as such can be reproduced and distributed for the public. This application will be considered for three (3) months only and automatically considered for any vacancy during that time.***

ADVISORY BOARD/COMMISSION NAME Civil Service Board TERM \_\_\_\_\_

NAME Pennie Sommar HOME ADDRESS 1005 N. Harlan, Knoxville, Iowa 50138

Is your home address (listed above) within the corporate limits of Knoxville?  Yes  No

How long have you been a resident of Knoxville? 38 this time(native)

Occupation Vice President Employer Marion County State Bank

Telephone Number (Home) \_\_\_\_\_ Business \_\_\_\_\_

Cell Phone 641-891-4779 Email Address psommar@marioncountybank.com

Experience and/or activities which you feel qualify you for this position \_\_\_\_\_

Served on the Board for the last several years

Active in numerous Community Boards i.e.: Rotary, Heritage Foundation, BRAVO Concert Series, Knoxville Alumni Board and currently serving on the Vote Yes Board for the School Bond Issue.

I am a member of St. Anthony's Catholic Church where I serve as a money counter and take care of all the altar linens

Serve on the School Districts STEM Council as well as the Facilities Committee

Have granddaughters active in the Knoxville Schools District so attend numerous School activities.

What is your present knowledge of this advisory Board/Commission? Having already served on the Board I think I'm well advised and have enjoyed my time of service

What contributions do you feel you can make to this advisory Board/Commission (or state reason for applying)? I would like to continue to be of service

Specific attention should be directed to a possible conflict of interest. Please list any present affiliations you have with agencies, which may apply for funding from the City. Affiliation means being a board member or employee of the agency. Other types of affiliation must be examined on a case-by-case basis by the City Attorney's Office.

You should know that Section 362.5 of the Code of Iowa generally prohibits, with certain important exceptions, a member of a city board or commission from having an interest in a city contract. A copy of Section 362.5 is attached. If you have any questions, please contact the City Manager's Office at 641-828-0550.

If you are uncertain whether or not a potential conflict of interest exists, please list the agency and the City may contact the City Attorney's office.

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If you are not selected, do you want to be notified?  Yes  No

Do you currently serve on another City of Knoxville Board or Commission?  Yes  No

***It has been Council policy not to permit an individual to serve on two (2) Boards or Commissions at the same time.***

Signature of Applicant



Date

2/24/20

***Misrepresentations on this application will constitute just cause for removal as an appointee.  
If you fail to answer all questions on the application, you may not be considered for appointment.***

ADVISORY BOARD/COMMISSION  
APPLICATION FORM



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ADVISORY BOARD/COMMISSION NAME Civil Service TERM \_\_\_\_\_

NAME David Hoke HOME ADDRESS 309 C. MARION

Is your home address (listed above) within the corporate limits of Knoxville?  Yes  No

How long have you been a resident of Knoxville? 20 yrs

Occupation VP marketing Employer marion County Bank

Telephone Number (Home) 891.3967 Business 828.8000

Cell Phone ↙ Email Address dhoke@marioncountybank.com

Experience and/or activities which you feel qualify you for this position Near 15 yrs

on the board so far! I work a lot w/multiple  
community groups. I care very much for our  
police force.

What is your present knowledge of this advisory Board/Commission? \_\_\_\_\_

What contributions do you feel you can make to this advisory Board/Commission (or state reason for applying)?

Leadership. Common Sense. Listening. Relationships w/ current Police force and City Hall.

Specific attention should be directed to a possible conflict of interest. Please list any present affiliations you have with agencies, which may apply for funding from the City. Affiliation means being a board member or employee of the agency. Other types of affiliation must be examined on a case-by-case basis by the City Attorney's Office.

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If you are uncertain whether or not a potential conflict of interest exists, please list the agency and the City may contact the City Attorney's office.

If you are not selected, do you want to be notified?  Yes \_\_\_ No

Do you currently serve on another City of Knoxville Board or Commission?  Yes \_\_\_ No

↳ Civil Service

***It has been Council policy not to permit an individual to serve on two (2) Boards or Commissions at the same time.***

Signature of Applicant D L Hoke Date 2/26/20

***Misrepresentations on this application will constitute just cause for removal as an appointee. If you fail to answer all questions on the application, you may not be considered for appointment.***