

City of Knoxville
City Council Meeting
Monday, October 5, 2020 at 6:15 p.m.
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

3. Consent Agenda

3.I. Approve City Council Meeting Minutes Of September 21, 2020

Documents:

[09-21-20 COUNCIL MINUTES.PDF](#)

3.II. Approve City Council Special Session Meeting Minutes Of September 14, 2020

Documents:

[09-14-20 SPECIAL SESSION.PDF](#)

3.III. Accepting Housing Board Meeting Minutes Of August 17, 2020

Documents:

[HOUSING MINUTES.PDF](#)

3.IV. Approve July 2020 Financials

Documents:

[JULY FINANCIALS.PDF](#)

3.V. Approve August 2020 Financials

Documents:

[AUGUST FINANCIALS.PDF](#)

3.VI. Approve Class C Liquor License For Baggio's Italian Restaurant

3.VII. Approve Class C Liquor License For Round Window Liquor

3.VIII. Approve Intergovernmental Transfer Of Public Funds Agreement Between The Iowa Department Of Human Services And Knoxville Fire Department

Documents:

[INTERGOVERNMENTAL TRANSFER.PDF](#)

3.IX. Approve Use Of Fire Department Memorial Funds To Purchase Uniform Shirts

Documents:

[UNIFORM SHIRTS.PDF](#)

3.X. Approve Sale Of 2012 Osage Ambulance

Documents:

[SALE OF AMBULANCE.PDF](#)

3.XI. Approve Resolution Approving Fiscal Year 2020 Street Financial Report

Documents:

[RES 10-42-20 STREET FINANCIAL REPORT.PDF](#)

3.XII. Set A Public Hearing For October 19, 2020 At 6:15 P.m. Regarding Property At 705 S Seventh Street

4. Item Agenda

4.I. Public Hearing - Rezoning Request For 406 Shappell

- A. Open Hearing
- B. Filing of Affidavit of Publications- 09/30/20
- C. Written Comments or Objections
- D. Oral Comments or Objections
- E. Close Hearing

4.I.i. Approve First Consideration, Possible Waive Second And Third Consideration To Adopt An Ordinance Amending The Zoning Code Of The Code Of Ordinances Of The City Of Knoxville, Iowa 2009

Documents:

[ORD 20-14 406 SHAPPELL.PDF](#)
[406 SHAPPELL STAFF REPORT.PDF](#)

4.II. Public Hearing - Off Street Parking Relating To Americans With Disabilities Act Parking Regulations

- A. Open Hearing
- B. Filing of Affidavit of Publications- 09/30/20
- C. Written Comments or Objections
- D. Oral Comments or Objections
- E. Close Hearing

4.II.i. Approve First Consideration, Possible Waive Second And Third Consideration To Adopt An Ordinance Amending The Code Of Ordinances Of The City Of Knoxville, Iowa By Amending Provisions Pertaining To Zoning

Documents:

[ORD 20-16 ADA.PDF](#)
[ADA PARKING MEMO.PDF](#)

4.III. Public Hearing - Non-Conforming Lots Relating To New Construction On Non-Conforming Structures

- A. Open Hearing
- B. Filing of Affidavit of Publications- 09/30/20
- C. Written Comments or Objections
- D. Oral Comments or Objections
- E. Close Hearing

4.III.i. Approve First Consideration, Possible Waive Second And Third Consideration To Adopt An Ordinance Amending The Code Of Ordinances Of The City Of Knoxville, Iowa By Amending Provisions Pertaining To Zoning

Documents:

[ORD 20-15 NON-CONFORMING STRUCTURES.PDF](#)
[NON-CONFORMING STRUCTURE MEMO.PDF](#)

4.IV. 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

September 21, 2020

The City Council of the City of Knoxville, Iowa convened in regular session Monday, September 21, 2020 at 6:15p.m. via teleconference. Mayor Brian Hatch presided and the following Council Members were present: Megan Suhr, John Gotta, Justin Plum and Jyl DeJong. Staffs present were City Manager Aaron Adams, City Clerk Tricia Kincaid, Police Chief Aaron Fuller, Fire Chief Cal Wyman, Water Reclamation Supervisor Pat Murphy and Parks & Rec Director Brandon Nemmers.

Mayor Hatch opened the meeting with Citizen/Public Comments. A letter was submitted to Mayor Hatch and members of the Knoxville City Council. Mayor Hatch read the letter from the Knoxville school board, Marion County Public Health, Knoxville Chamber of Commerce and Knoxville Hospital & Clinics.

Motion by Gotta; seconded by DeJong to accept the letter on the record; all ayes.

Motion by DeJong; seconded by Plum to approve the consent agenda as follows, all ayes.

1. Approve City Council Meeting Minutes of September 8, 2020
2. Accept Water Board Meeting Minutes of September 8, 2020
3. Accept Library Board Meeting Minutes of September 16, 2020
4. Approve Order Accepting acknowledgement/settlement on Tobacco Violation of New Star
5. Approve Wastewater Treatment Facility Inspection
6. Approve Resolution Accepting Easement for a new fire hydrant in the City of Knoxville, Iowa
7. Set a Public Hearing for October 5, 2020 at 6:15 p.m. for a rezoning request at 406 Shappell for Parcel A of Outlot 1, Ridnour Addition from C-2 General Commercial to R-2 one and two family residential
8. Set a Public Hearing for October 5, 2020 at 6:15 p.m. regarding the Knoxville Zoning Code non-conforming lots, uses and buildings ordinance relating to new construction on non-conforming structures
9. Set a Public Hearing for October 5, 2020 at 6:15 p.m. regarding the Knoxville Zoning Code off-street parking ordinance relating to Americans with Disabilities Act parking regulations
10. Set a Public Hearing for October 5, 2020 at 6:15 p.m. regarding the Knoxville Zoning Code sign ordinance relating to flag poles

Mayor Hatch announced now was the time and place for a public hearing in regard to the Zoning Code relating to Camping. The hearing was opened at 6:22 p.m., filing of affidavit of publication was on September 17, 2020. City Manager Aaron Adams explained this is to amend the current code for camping. This will restrict future campgrounds to agriculturally zoned and light industrial zoned to 4.5 acres or more. This will help set criteria of what areas of the community will be eligible to become campgrounds. There were no written or oral comments or objections. Motion by DeJong, seconded by Plum to close the hearing at 6:27 p.m.; all ayes.

Motion by Gotta, seconded by DeJong to approve first consideration, waive second and third consideration to adopt an Ordinance amending the code of Ordinances of the City of Knoxville, Iowa, by amending provisions pertaining to camping; all ayes.

Motion by Plum, seconded by Gotta to approve change order #2 for the Compentine Trail Project; all ayes.

Motion by Gotta, seconded by Plum to approve change order #3 for the Competine Trail Project; all ayes.

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

90798	ABSOLUTE CONCRETE	PAY APP #5 COMPETINE TRL	\$26,710.08
90799	ASHLEY ALLEN	FLAG FOOTBALL REFUND	\$30.00
90800	SARA ASWEGAN	SOCCER REFUND	\$30.00
90801	BLACK OAK PUMPING	SLUDGE LAND APPLICATION	\$10,800.00
90802	BOUND TREE MEDICAL LLC	EMS SUPPLIES FOR COVID	\$593.11
90803	BRIAN BROOKS	FLAG FOOTBALL REFUND	\$30.00
90804	BRUENING ROCK PRODUCTS INC	ROAD STONE	\$358.55
90805	AARON CARLSON	SOCCER REFUND	\$30.00
90806	RACHEL CECIL	SOCCER/BASKETBALL REFUND	\$61.00
90807	CITY OF KNOXVILLE	RANDY PUYEAR PREMIUMS	\$271.76
90808	CONTINENTAL RESEARCH CORP	DEGREASER	\$1,278.72
90809	CREATIVE FORMS & CONCEPTS INC	A/P CHECKS	\$490.88
90810	THE DES MOINES REGISTER	7/6/20 MEETING MINUTES	\$279.00
90811	KATIE DEVOS	FLAG FOOTBALL REFUND	\$30.00
90812	EMPLOYEE BENEFIT SYSTEMS	SAFE-T FUND	\$4,664.22
90813	EXCEL MECHANICAL CO INC	REPLACE HYDRAMOTOR ON BOILER	\$682.00
90814	FAST RESCUE SOLUTIONS	FAST BOARD	\$3,175.00
90815	MANDI FORD	SOCCER REFUND	\$30.00
90816	FREEDOM OF YOUTH	REFUND OF EVENT DEPOSIT	\$100.00
90817	GALLS INC	BOOT ALLOWANCE-ROWLAND	\$125.00
90818	TASHA HEINZER	SOCCER REFUND	\$30.00
90819	JERRY HOLLINGSHEAD	BOOT ALLOWANCE	\$149.80
90820	IA MUNICIPAL FINANCE	2020-2021 MEMBERSHIP DUES	\$50.00
90821	IOWA FIRE SERVICE	DEVOLL/ GAMBLE TESTING FEES	\$100.00
90822	IOWA LEAGUE OF CITIES	MEMBERSHIP DUES	\$3,365.00
90823	IOWA TOTAL CARE	RESCUE OVERPAYMENT - LEWIS MEALS FOR WEPPLER SEPT21- DEC18	\$235.45
90824	JOHNSTON HY-VEE		\$1,618.50
90825	KADETH, INC	IT SUPPORT	\$1,504.58
90826	KNOXVILLE AVIATION KNOXVILLE CHAMBER OF	AIRPORT	\$3,467.91
90827	COMMERCE	SUPPORT FUNDING	\$30,000.00
90829	KNOXVILLE FARM & HOME INC	PRESSURE WASHER/NUTS/BOLTS	\$2,054.07
90830	KNOXVILLE WATER WORKS	LOCATES/EMAILS/CALLS/ FEES	\$543.22
90831	ANDREA LUNDY	FLAG FOOTBALL REFUND HAULING ROCK FOR TRAINING CENT	\$30.00
90832	M.SHINN TRUCKING, INC.		\$5,225.00
90833	MARION COUNTY SHERIFF	20-21 DISPATCH SERVICES	\$115,000.00
90834	MENARDS MID-IOWA SOLID WASTE	GLUE/TOOLBOX/ORGANIZER	\$25.72
90835	EQUIPMENT	4 STREET SWEEPER BROOMS	\$550.84

90836	MIDAMERICAN ENERGY COMPANY	STREET LIGHTING	\$5,100.01
90837	MIDWEST OFFICE TECHNOLOGY INC	COPIER FOR POLICE DEPT	\$406.80
90838	MIDWEST RADAR & EQUIPMENT	CERTIFY 8 RADARS	\$320.00
90839	MODERN MARKETING	FACE COVERS FOR COVID	\$1,099.28
90840	NAPA	FILTERS/SERVICE ON ALL TRUCKS	\$669.87
90841	NATIONAL PAPER & SAN SUPPLY	PAPER TOWELS	\$91.30
90842	NORRIS ASPHALT PAVING INC	PREMIX COLD PATCH	\$1,126.85
90843	EMILY NORTON	FLAG FOOTBALL REFUND	\$30.00
90844	OFFICE DEPOT	CAMERA/HIGHLIGHTERS/HOLDERS	\$75.27
90845	AMANDA OHANNESSIAN	FLAG FOOTBALL REFUND	\$30.00
90846	ALEXA PETERSON	SOCCER REFUND	\$30.00
90847	PLUMB SUPPLY COMPANY	VALVE	\$21.45
90848	FRANCENE POORTINGA	SHELTER REFUND	\$30.00
90849	PRAXAIR DISTRIBUTION INC	EMS OXYGEN COVID	\$440.56
90850	RACEWAY TIRE & EXHAUST	TIRE REPAIR ON TAHOE	\$50.46
90851	HEATHER RAGLAND	FLAG FOOTBALL REFUND	\$30.00
90852	RAMAEKER SCREEN PRINTING	FALL SOCCER T-SHIRTS	\$234.00
90853	RED LION RENEWABLES LLC	WWTP	\$5,505.16
90854	AMY ROZENDAAL	FLAG FOOTBALL REFUND	\$30.00
90855	SANDRY FIRE SUPPLY	SCBA REPAIR	\$61.00
90856	BOBBI SEDLOCK	SOCER REFUND	\$30.00
90857	K & L THOMPSON, LLC	938 BATTERIES	\$1,247.82
90858	AMANDA SMITH	SOCCER REFUND	\$60.00
90859	BREE SMITH	FLAG FOOTBALL REFUND	\$30.00
90860	SNYDER & ASSOCIATES INC	2021 STREET IMPROVEMENTS	\$9,944.00
90861	SPAHN & ROSE LUMBER	EXPANSION JOINTS	\$249.36
90862	SKYLER SPAUR	FLAG FOOTBALL REFUND	\$30.00
90863	JEANNETTE SPIVEY	PASS REFUND	\$25.59
90864	STAR EQUIPMENT LTD	4FT DIGITAL LEVEL	\$230.01
90865	STATE HYGIENIC LABORATORY	YEARLY TOXICITY TESTING	\$459.50
90866	STEPHANIE STUART	SWIM LESSONS/FOOTBALL REFUND	\$62.00
90867	THE FIRE STORE	HYDRANT BAG	\$77.04
90868	TK CONCRETE INC	ROCHE ST CULVERT PAY APP #5	\$146,124.16
90869	KATIE TRUETKEN	SOCCER REFUND	\$30.00
90870	ULRICH MOTOR	937 FRONT SEAL LEAK	\$486.97
90871	UNITYPOINT CLINIC-	RANDOM DRUG TESTING	\$42.00
90872	MATT VAN SANT	FLAG FOOTBALL REFUND	\$30.00
90873	BRENDA VAN WAARDHUIZEN	PASS REFUND	\$15.79
90874	MANDY VANDER LINDEN	SOCCER REFUND	\$30.00
90875	VERIZON	HOT SPOT	\$80.02
90877	VISA	VALVE FOR STREET SHOP	\$4,298.36
90878	KATE VISSER	FLAG FOOTBALL REFUND	\$30.00

90879	WALMART COMMUNITY	NATIONAL SUPPLIES/TABLES/WATER	\$323.67
90880	WEX BANK	POLICE	\$5,868.22
90881	WINDSTREAM	ALARM LINE	\$151.46
90882	WONDERWARE MIDWEST	SOFTWARE SUPPORT	\$4,055.00
90883	KAYLA YOUNG	SOCCER REFUND	\$30.00

Mayor's Report: Would like to take another chance to thank all the people involved and hard work they have done during this pandemic and the efforts of emergency response, public health, our school system, teachers, all those going back to school.

Fire Chief Wyman: This past weekend we conducted a training burn that was very successful. Partnered up with other departments in the county and brought in instructors throughout the state and obtained a lot of valuable training.

Police Chief Fuller: Will be reorganizing in the future. Will do away with the third Lieutenant position and create two Sergeant positions and an investigator position. The Department will start fundraising for a canine on Facebook and at the Police Department.

Motion by DeJong, seconded by Plum to adjourn at 6:37 p.m.; all ayes.

Brian Hatch, Mayor

ATTEST:

Tricia Kincaid, City Clerk

COUNCIL MINUTES

September 14, 2020

The City Council of the City of Knoxville, Iowa convened in special session Monday, September 14, 2020 at 12:00 pm. via teleconference. Mayor Brian Hatch presided and the following Council Members were present: Megan Suhr, John Gotta, Dylan Morse, Justin Plum and Jyl DeJong. Staffs present were City Manager Aaron Adams and City Clerk Tricia Kincaid.

Motion by Gotta; second by Morse to Approve Resolution Authorizing the request for reimbursement from the Iowa Covid-19 Government Relief Fund. City Manager Aaron Adams explained there are funds available for cities and counties related to Covid-19 it includes salaries for Public Safety employees and this resolution formalizes the request of reimbursement for those funds. all ayes.

Motion by Morse; seconded by Gotta to adjourn at 12:06 p.m., all ayes.

ATTEST:

Brian Hatch, Mayor

Tricia Kincaid, City Clerk

MINUTES

Low Rent Housing Agency of Knoxville
Location: Conference Room of the Housing Agency & via Zoom
August 17, 2020

Present: Board Chairman Don Croghan, Vice Chairman Jerrold Jordan and Board Member(s) Annie Leonard & Brent Hanna. Also present was Executive Director Susan Swartzendruber, Secretary for the Board.

Absent Board Member(s): Teresa Higginbotham.

Motion by Brent Hanna with second by Jerrold Jordan to accept the consent agenda. The consent agenda included the minutes of the regular Housing Board Meeting of July 20, 2020, the occupancy report, and the stop loss monitoring report. All voted aye.

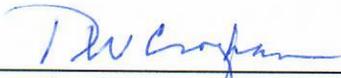
Motion by Annie Leonard with second by Brent Hanna to approve the payment of claims. All voted aye.

Resolution 08-08-17-2020 to update the checking signatures was moved for adoption by Annie Leonard with second by Brent Hanna. All voted aye.

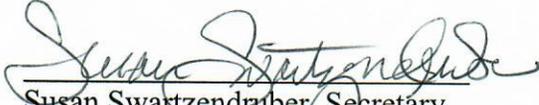
Discussion to post for public comment an update to the procurement policy, increasing the micro purchase limit of \$3,500.00 to HUD recommended amount of \$10,000.00. Motion to post for 60-day public comment made by Brent Hanna with a second by Jerrold Jordan. All voted aye.

The monthly financials are not back from the Fee Accountant. They will be included in next month's meeting.

Motion by Brent Hanna with second by Jerrold Jordan to adjourn the meeting. All voted aye.



Don Croghan, Board Chairman



Susan Swartzendruber, Secretary

City of Knoxville
Bank Reconciliation - July 2020

		Bank		
		Balance	Investments	Total
<u>Marion County Bank</u>				
Checking	369	\$10,333,327.79		\$10,333,327.79
<u>Great Southern Bank</u>				
General Fund Pool	53755000350		45,019.36	\$45,019.36
Debt Service/Capital Projects	53755000369		547,570.04	\$547,570.04
Sewer Utilities	53755000377		785,573.75	\$785,573.75
Equipment Replacement	53755000385		224,652.87	224,652.87
Police Retirement	53755000393		70,027.59	\$70,027.59
Police Dept Trust	53755000407		13,365.74	\$13,365.74
Library Gift & Memorial	53755000415		7,228.52	\$7,228.52
Rescue & Fire Donation	53755000423		9,507.48	\$9,507.48
<u>Wells Fargo Bank</u>				
General Fund Pool	008-4312909		79,082.65	\$79,082.65
Perpetual Care	6990785435		100,152.87	\$100,152.87
<u>IPAIT</u>	11460 11461		1,212,076.09	\$1,212,076.09
<u>MM Total</u>			1,882,180.87	
Calculated balance		10,333,327.79	3,094,256.96	13,427,584.75
	Less O/S checks	89,359.50		89,359.50
	Petty Cash	295.00	-	295.00
	Add: Reconciling Item (Deposit in Transit)			-
Total Calculated bank balance		10,244,263.29	3,094,256.96	13,338,520.25
Book Balance				13,338,520.25
Difference				0.00

Approved By:



BUDGET REPORT
CALENDAR 7/2020, FISCAL 1/2021

PCT OF FISCAL YTD 8.3%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED
	POLICE TOTAL	1,676,800.00	115,301.31	115,301.31	6.88
	FIRE TOTAL	217,108.00	11,948.27	11,948.27	5.50
	RESCUE TOTAL	977,698.00	66,298.06	66,298.06	6.78
	ANIMAL CONTROL TOTAL	25,100.00	25,000.00	25,000.00	99.60
	PUBLIC SAFETY TOTAL	2,896,706.00	218,547.64	218,547.64	7.54
	ROADS, BRIDGES, SIDEWALK	756,208.00	51,714.98	51,714.98	6.84
	STREET LIGHTING TOTAL	35,000.00	2,415.36	2,415.36	6.90
	TRAFFIC CONTROL & SAFETY	37,700.00	1,776.37	1,776.37	4.71
	PUBLIC WORKS-RUT TOTAL	26,799.04	3,052.98	3,052.98	11.39
	PUBLIC WORKS TOTAL	855,707.04	58,959.69	58,959.69	6.89
	LIBRARY TOTAL	410,577.00	32,105.15	32,105.15	7.82
	PARKS TOTAL	135,026.00	17,148.57	17,148.57	12.70
	RECREATION TOTAL	488,238.00	45,313.38	45,313.38	9.28
	POOL TOTAL	33,887.00	8,007.78	8,007.78	23.63
	CEMETERY TOTAL	224,359.00	16,395.04	16,395.04	7.31
	CULTURE & RECREATION TOT	1,292,087.00	118,969.92	118,969.92	9.21
	ECONOMIC DEVELOPMENT TOT	65,260.00	4,062.60	4,062.60	6.23
	HOUSING & URBAN RENEWAL	5,000.00	22.00	22.00	.44
	PLANNING & ZONING TOTAL	166,420.00	11,801.12	11,801.12	7.09
	COMMUNITY & ECONOMIC DEV	236,680.00	15,885.72	15,885.72	6.71
	ROADS, BRIDGES, SIDEWALK	.00	29.16	29.16	.00
	MAYOR/COUNCIL/CITY MGR T	179,041.00	7,966.63	7,966.63	4.45
	CLERK/TREASURER/ADM TOTA	106,749.00	6,142.75	6,142.75	5.75
	LEGAL SERVICES/ATTORNEY	12,000.00	1,000.00	1,000.00	8.33
	CITY HALL/GENERAL BLDGS	210,168.00	18,009.04	18,009.04	8.57
	TORT LIABILITY TOTAL	35,000.00	.00	.00	.00
	GENERAL GOVERNMENT TOTAL	542,958.00	33,147.58	33,147.58	6.10
	DEBT SERVICE TOTAL	448,475.00	249,700.59	249,700.59	55.68
	2010 C GO BOND TOTAL	286,460.00	.00	.00	.00
	2010 D GO BOND TOTAL	86,616.00	79,320.00	79,320.00	91.58
	2013 A GO BOND TOTAL	363,370.00	.00	.00	.00
	2016A GO REFUNDING BOND	258,500.00	.00	.00	.00
	2018A GO BOND TOTAL	530,538.00	.00	.00	.00
	DEBT SERVICE TOTAL	1,973,959.00	329,020.59	329,020.59	16.67

BUDGET REPORT
CALENDAR 7/2020, FISCAL 1/2021

PCT OF FISCAL YTD 8.3%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED
	POLICE TOTAL	45,000.00	.00	.00	.00
	FIRE TOTAL	5,000.00	4,992.08	4,992.08	99.84
	RESCUE TOTAL	240,000.00	.00	.00	.00
	ROADS, BRIDGES, SIDEWALK	7,000.00	.00	.00	.00
	LIBRARY TOTAL	24,000.00	2,157.19	2,157.19	8.99
	CEMETERY TOTAL	10,000.00	.00	.00	.00
	CITY HALL/GENERAL BLDGS	.00	20,464.21	20,464.21	.00
	CAPITAL PROJECTS TOTAL	2,685,000.00	86,691.85	86,691.85	3.23
	LOCAL OPTION TAX TOTAL	175,000.00	.00	.00	.00
	CAPITAL PROJECTS TOTAL	3,191,000.00	114,305.33	114,305.33	3.58
	SEWER BONDS TOTAL	445,759.00	.00	.00	.00
	SEWER/SEWAGE DISPOSAL TO	1,232,513.00	49,608.47	49,608.47	4.02
	PUBLIC WORKS - SEWER TOT	51,581.00	3,927.23	3,927.23	7.61
	SEWER PLANT REPLACEMENT	72,000.00	700.00-	700.00-	.97-
	I & I IMPROVEMENTS TOTAL	550,000.00	60,864.10	60,864.10	11.07
	AIRPORT TOTAL	2,379,800.00	289,704.56	289,704.56	12.17
	STORM WATER TOTAL	620,000.00	105,195.75	105,195.75	16.97
	INTERNAL SERVICE TOTAL	153,018.00	8,618.47	8,618.47	5.63
	ENTERPRISE FUNDS TOTAL	5,504,671.00	517,218.58	517,218.58	9.40
	TRANSFERS TOTAL	1,370,814.00	.00	.00	.00
	TRANSFER OUT TOTAL	1,370,814.00	.00	.00	.00
	TOTAL EXPENSES	17,864,582.04	1,406,055.05	1,406,055.05	7.87

TREASURER'S REPORT
CALENDAR 7/2020, FISCAL 1/2021

FUND		LAST MONTH ENDING BAL	REVENUES	EXPENSES	CHANGE IN LIAB	ENDING BALANCE
001	GENERAL	1,684,011.52	281,820.02	306,941.81	519.23	1,659,408.96
005	URBAN DEVELOPMENT	2,835.98	.00	22.00	.00	2,813.98
110	ROAD USE TAX	434,042.42	122,952.39	41,351.02	5.50	515,649.29
111	I-JOBS	3,090.93	.00	.00	.00	3,090.93
112	EMPLOYEE BENEFITS	241,465.40	10,217.22	76,741.83	120.10	175,060.89
117	MFPRSI	413,335.87	2,858.25	15,079.87	.00	401,114.25
119	EMERGENCY	776.19	.00	.00	.00	776.19
121	LOCAL OPTION SALES TAX	742,053.81	78,646.94	.00	.00	820,700.75
125	FIVE STAR TIF	776,949.67	331.47	.00	.00	777,281.14
127	WESTRIDGE TIF	31,708.17	.00	.00	.00	31,708.17
128	WALMART TIF	.00	.00	.00	.00	.00
129	PARK LANE TIF	181,158.97	1,825.97	181,040.37	.00	1,944.57
130	ERIC DRIVE TIF	34,033.30	.00	34,033.30	.00	.00
131	FOX POINTE TIF	34,626.92	.00	34,626.92	.00	.00
132	3M TIF	61,379.16	.00	.00	.00	61,379.16
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.	10,541.67	.00	.00	.00	10,541.67
167	POLICE DEPARTMENT TRUST	11,513.56	2,580.29	632.02	.00	13,461.83
168	FIRE/RESCUE DONATIONS	14,560.11	14.44	.00	.00	14,574.55
169	LIBRARY GIFT & MEMORIAL	23,502.54	10.97	.00	.00	23,513.51
170	RECREATION DONATIONS	.00	.00	.00	.00	.00
171	AULD PARK PLAYGROUND TRST	34,334.20	.22	4,742.00	.00	29,592.42
172	PARKS	.00	.00	.00	.00	.00
173	K-9 UNIT PROGRAM	.00	.00	.00	.00	.00
200	DEBT SERVICE	189,230.03	15,113.63	79,320.00	.00	125,023.66
302	CEMETERY ROADS	53,772.00	216.01	.00	.00	53,988.01
304	BIKE TRAIL PROJECT	1,037,223.04	.00	86,691.85	.00	950,531.19
305	SIDEWALKS AND ALLEYS	1.61	.00	.00	.00	1.61
306	GO BOND PROJECTS	1,372,187.83	.00	.00	.00	1,372,187.83
307	ENTRANCE SIGNS	3,828.55	2.36	.00	.00	3,830.91
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	151,299.62	8,110.00	2,157.19	.00	157,252.43
316	CAPITAL PROJECTS-REC	1,714.88	.00	.00	.00	1,714.88
398	EQUIPMENT REPLACEMENT	1,125,114.53	341.08	4,992.08	.00	1,120,463.53
399	BUILDING REPLACEMENT	431.94	.08	20,464.21	.00	20,032.19-
500	PERPETUAL CARE	286,646.26	1,195.38	.00	.00	287,841.64
501	LIBRARY-REAVER TRUST	.00	.00	.00	.00	.00
610	SEWER UTILITY	3,063,151.76	188,711.83	113,699.80	524.73-	3,137,639.06
611	SEWER REVENUE SINKING	46,424.99	.07	.00	.00	46,425.06
615	SEWER REVENUE BOND RSRV	730,615.00	.00	.00	.00	730,615.00
640	AIRPORT IMPROVEMENTS	2,480,671.19-	2,605,787.00	284,129.41	.00	159,013.60-
660	AIRPORT UTILITY	130,202.81-	2,970.00	5,575.15	.00	132,807.96-
740	STORM WATER	663,732.84	23,924.73	105,195.75	.00	582,461.82
820	SELF FUND HEALTH INS	402,973.93	14,403.19	8,618.47	.00	408,758.65
821	SELF INSURED PROPERTY INS	.00	.00	.00	.00	.00
<hr/>						
	Report Total	11,382,421.66	3,362,033.54	1,406,055.05	120.10	13,338,520.25

**Friends of the Library
Bank Reconciliation**

FRIENDS OF THE LIBRARY BANK RECONCILIATION			
Month <u>July</u>		Year <u>2020</u>	
CHECKING	Account # <u>83006119</u>		
Beginning Balance		<u>1942.68</u>	
	Add: Deposits	<u>70.00</u>	
	Less: Checks Written	<u>—</u>	
Ending Balance		<u>2012.68</u>	
SAVINGS	Account # <u>3623048588</u>	<u>3048.24</u>	
Beginning Balance			
	Add: Deposits		
	Interest	<u>.03</u>	
	Less: Withdrawals	<u>—</u>	
Ending Balance		<u>3048.27</u>	
Prepared by: <u>Cheryl Hull, treasurer</u>			

**City of Knoxville
Bank Reconciliation - August 2020**

		Bank		
		Balance	Investments	Total
<u>Marion County Bank</u>				
Checking	369	\$9,839,114.26		\$9,839,114.26
<u>Great Southern Bank</u>				
General Fund Pool	53755000350		45,090.09	\$45,090.09
Debt Service/Capital Projects	53755000369		548,430.40	\$548,430.40
Sewer Utilities	53755000377		786,808.07	\$786,808.07
Equipment Replacement	53755000385		225,005.85	225,005.85
Police Retirement	53755000393		70,137.62	\$70,137.62
Police Dept Trust	53755000407		13,386.74	\$13,386.74
Library Gift & Memorial	53755000415		7,239.88	\$7,239.88
Rescue & Fire Donation	53755000423		9,522.41	\$9,522.41
<u>Wells Fargo Bank</u>				
General Fund Pool	008-4312909		79,083.33	\$79,083.33
Perpetual Care	6990785435		100,153.72	\$100,153.72
IPAIT	11460 11461		1,212,096.67	\$1,212,096.67
<u>MM Total</u>			1,884,858.11	
Calculated balance		9,839,114.26	3,096,954.78	12,936,069.04
	Less O/S checks	56,869.07		56,869.07
	Petty Cash	295.00	-	295.00
	Add: Reconciling Item (Deposit in Transit)			-
Total Calculated bank balance		9,782,540.19	3,096,954.78	12,879,494.97
Book Balance				12,879,494.97
Difference				0.00

Approved By:



BUDGET REPORT
CALENDAR 8/2020, FISCAL 2/2021

PCT OF FISCAL YTD 16.6%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED
	POLICE TOTAL	1,676,800.00	113,627.74	228,929.05	13.65
	FIRE TOTAL	217,108.00	13,353.85	25,302.12	11.65
	RESCUE TOTAL	977,698.00	65,587.98	131,886.04	13.49
	ANIMAL CONTROL TOTAL	25,100.00	.00	25,000.00	99.60
	PUBLIC SAFETY TOTAL	2,896,706.00	192,569.57	411,117.21	14.19
	ROADS, BRIDGES, SIDEWALK	756,208.00	55,674.42	107,389.40	14.20
	STREET LIGHTING TOTAL	35,000.00	2,396.97	4,812.33	13.75
	TRAFFIC CONTROL & SAFETY	37,700.00	1,105.53	2,881.90	7.64
	PUBLIC WORKS-RUT TOTAL	26,799.04	2,077.18	5,130.16	19.14
	PUBLIC WORKS TOTAL	855,707.04	61,254.10	120,213.79	14.05
	LIBRARY TOTAL	410,577.00	35,079.34	67,184.49	16.36
	PARKS TOTAL	135,026.00	13,993.33	31,141.90	23.06
	RECREATION TOTAL	488,238.00	38,076.27	83,389.65	17.08
	POOL TOTAL	33,887.00	7,857.43	15,865.21	46.82
	CEMETERY TOTAL	224,359.00	14,199.36	30,594.40	13.64
	CULTURE & RECREATION TOT	1,292,087.00	109,205.73	228,175.65	17.66
	ECONOMIC DEVELOPMENT TOT	65,260.00	21.52	4,084.12	6.26
	HOUSING & URBAN RENEWAL	5,000.00	.00	22.00	.44
	PLANNING & ZONING TOTAL	166,420.00	11,227.75	23,028.87	13.84
	COMMUNITY & ECONOMIC DEV	236,680.00	11,249.27	27,134.99	11.46
	ROADS, BRIDGES, SIDEWALK	.00	.00	29.16	.00
	MAYOR/COUNCIL/CITY MGR T	179,041.00	7,211.10	15,177.73	8.48
	CLERK/TREASURER/ADM TOTA	106,749.00	6,142.75	12,285.50	11.51
	LEGAL SERVICES/ATTORNEY	12,000.00	1,000.00	2,000.00	16.67
	CITY HALL/GENERAL BLDGS	210,168.00	28,790.34	46,799.38	22.27
	TORT LIABILITY TOTAL	35,000.00	.00	.00	.00
	GENERAL GOVERNMENT TOTAL	542,958.00	43,144.19	76,291.77	14.05
	DEBT SERVICE TOTAL	448,475.00	.00	249,700.59	55.68
	2010 C GO BOND TOTAL	286,460.00	.00	.00	.00
	2010 D GO BOND TOTAL	86,616.00	.00	79,320.00	91.58
	2013 A GO BOND TOTAL	363,370.00	.00	.00	.00
	2016A GO REFUNDING BOND	258,500.00	.00	.00	.00
	2018A GO BOND TOTAL	530,538.00	250.00	250.00	.05
	DEBT SERVICE TOTAL	1,973,959.00	250.00	329,270.59	16.68

BUDGET REPORT
CALENDAR 8/2020, FISCAL 2/2021

PCT OF FISCAL YTD 16.6%

ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET	MTD BALANCE	YTD BALANCE	PERCENT EXPENDED
	POLICE TOTAL	45,000.00	.00	.00	.00
	FIRE TOTAL	5,000.00	.00	4,992.08	99.84
	RESCUE TOTAL	240,000.00	.00	.00	.00
	ROADS, BRIDGES, SIDEWALK	7,000.00	.00	.00	.00
	LIBRARY TOTAL	24,000.00	1,102.05	3,259.24	13.58
	CEMETERY TOTAL	10,000.00	.00	.00	.00
	CITY HALL/GENERAL BLDGS	.00	.00	20,464.21	.00
	CAPITAL PROJECTS TOTAL	2,685,000.00	250,344.95	337,036.80	12.55
	LOCAL OPTION TAX TOTAL	175,000.00	.00	.00	.00
	CAPITAL PROJECTS TOTAL	3,191,000.00	251,447.00	365,752.33	11.46
	SEWER BONDS TOTAL	445,759.00	.00	.00	.00
	SEWER/SEWAGE DISPOSAL TO	1,232,513.00	51,657.64	101,266.11	8.22
	PUBLIC WORKS - SEWER TOT	51,581.00	3,878.71	7,805.94	15.13
	SEWER PLANT REPLACEMENT	72,000.00	37,256.47	36,556.47	50.77
	I & I IMPROVEMENTS TOTAL	550,000.00	.00	60,864.10	11.07
	AIRPORT TOTAL	2,379,800.00	75,411.15	365,115.71	15.34
	STORM WATER TOTAL	620,000.00	194,775.46	299,971.21	48.38
	INTERNAL SERVICE TOTAL	153,018.00	2,901.61	11,520.08	7.53
	ENTERPRISE FUNDS TOTAL	5,504,671.00	365,881.04	883,099.62	16.04
	TRANSFERS TOTAL	1,370,814.00	.00	.00	.00
	TRANSFER OUT TOTAL	1,370,814.00	.00	.00	.00
	TOTAL EXPENSES	17,864,582.04	1,035,000.90	2,441,055.95	13.66

TREASURER'S REPORT
CALENDAR 8/2020, FISCAL 2/2021

FUND	LAST MONTH			CHANGE IN LIAB	ENDING BALANCE	
	ENDING BAL	REVENUES	EXPENSES			
001	GENERAL	1,659,408.96	133,204.16	275,802.47	.00	1,516,810.65
005	URBAN DEVELOPMENT	2,813.98	.00	.00	.00	2,813.98
110	ROAD USE TAX	515,649.29	77,383.28	45,120.14	.00	547,912.43
111	I-JOBS	3,090.93	.00	.00	.00	3,090.93
112	EMPLOYEE BENEFITS	175,060.89	63.64	77,226.68	.00	97,897.85
117	MFPRSI	401,114.25	112.63	14,808.57	.00	386,418.31
119	EMERGENCY	776.19	.00	.00	.00	776.19
121	LOCAL OPTION SALES TAX	820,700.75	92,997.48	.00	.00	913,698.23
125	FIVE STAR TIF	777,281.14	377.85	.00	.00	777,658.99
127	WESTRIDGE TIF	31,708.17	.00	.00	.00	31,708.17
128	WALMART TIF	.00	.00	.00	.00	.00
129	PARK LANE TIF	1,944.57	.95	.00	.00	1,945.52
130	ERIC DRIVE TIF	.00	.00	.00	.00	.00
131	FOX POINTE TIF	.00	.00	.00	.00	.00
132	3M TIF	61,379.16	.00	.00	.00	61,379.16
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.	10,541.67	.00	.00	.00	10,541.67
167	POLICE DEPARTMENT TRUST	13,461.83	81.00	4,465.00	.00	9,077.83
168	FIRE/RESCUE DONATIONS	14,574.55	14.93	.00	.00	14,589.48
169	LIBRARY GIFT & MEMORIAL	23,513.51	11.36	.00	.00	23,524.87
170	RECREATION DONATIONS	.00	.00	.00	.00	.00
171	AULD PARK PLAYGROUND TRST	29,592.42	.22	.00	.00	29,592.64
172	PARKS	.00	.00	.00	.00	.00
173	K-9 UNIT PROGRAM	.00	.00	.00	.00	.00
200	DEBT SERVICE	125,023.66	.00	250.00	.00	124,773.66
302	CEMETERY ROADS	53,988.01	27.01	.00	.00	54,015.02
304	BIKE TRAIL PROJECT	950,531.19	.00	237,034.95	.00	713,496.24
305	SIDEWALKS AND ALLEYS	1.61	.00	.00	.00	1.61
306	GO BOND PROJECTS	1,372,187.83	.00	13,310.00	.00	1,358,877.83
307	ENTRANCE SIGNS	3,830.91	1.86	.00	.00	3,832.77
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	157,252.43	250.00	1,102.05	.00	156,400.38
316	CAPITAL PROJECTS-REC	1,714.88	.00	.00	.00	1,714.88
398	EQUIPMENT REPLACEMENT	1,120,463.53	352.99	.00	.00	1,120,816.52
399	BUILDING REPLACEMENT	20,032.19-	.08	.00	.00	20,032.11-
500	PERPETUAL CARE	287,841.64	158.40	.00	.00	288,000.04
501	LIBRARY-REAVER TRUST	.00	.00	.00	.00	.00
610	SEWER UTILITY	3,137,639.06	224,886.64	92,792.82	.00	3,269,732.88
611	SEWER REVENUE SINKING	46,425.06	.07	.00	.00	46,425.13
615	SEWER REVENUE BOND RSRV	730,615.00	.00	.00	.00	730,615.00
640	AIRPORT IMPROVEMENTS	159,013.60-	.00	67,492.24	.00	226,505.84-
660	AIRPORT UTILITY	132,807.96-	6,355.00	7,918.91	.00	134,371.87-
740	STORM WATER	582,461.82	25,213.51	194,775.46	.00	412,899.87
820	SELF FUND HEALTH INS	408,758.65	14,482.56	2,901.61	.00	420,339.60
821	SELF INSURED PROPERTY INS	.00	.00	.00	.00	.00
Report Total						12,879,494.97

**Friends of the Library
Bank Reconciliation**

FRIENDS OF THE LIBRARY				
BANK RECONCILIATION				
Month <u>August</u>		Year <u>2020</u>		
CHECKING	Account # <u>83006119</u>			
Beginning Balance			<u>2012.68</u>	
	Add: Deposits		<u>—</u>	
	Less: Checks Written		<u>—</u>	
Ending Balance			<u>2012.68</u>	
SAVINGS	Account # <u>3623048588</u>			
Beginning Balance			<u>3048.27</u>	
	Add: Deposits			
	Interest		<u>.02</u>	
	Less: Withdrawals			
Ending Balance			<u>3048.29</u>	
Prepared by: <u>Cheryl Hull, Treasurer</u>				

**INTERGOVERNMENTAL TRANSFER OF PUBLIC
FUNDS AGREEMENT BETWEEN
THE IOWA DEPARTMENT OF HUMAN SERVICES AND
Knoxville Fire Department**

Ground Emergency Medical Transportation Provider (GEMT Provider)

This Intergovernmental Transfer Agreement (Agreement) is entered into between the Iowa Department of Human Services (IDHS) and the ground emergency medical transportation (GEMT) Provider. It provides for an intergovernmental transfer of funds to the IDHS from the GEMT Provider in order to provide the non-federal share of the reconciled cost reimbursement amount for the uncompensated Medicaid cost associated with GEMT services.

The GEMT Provider is authorized by House File (HF) 2285 of the 2018 Iowa legislative session to enter into and carry out an Intergovernmental Transfer (IGT) Agreement to transfer funds through IGTs to the IDHS for use as the non-federal share of Medicaid expenditures.

AGREEMENT

1. **GEMT Program Compliance.** Attached hereto as Exhibit A is State Plan Amendment IA-19-002 (SPA), which address the GEMT Program. The GEMT Provider shall at all times comply with all requirements of the SPA.
2. **Compliance with Provider Agreement and GEMT Program Eligibility.** The GEMT Provider's Iowa Medicaid Provider Agreement is incorporated herein by reference. The parties stipulate to the inclusion of any future amendments or replacement of any such provider agreements by this reference. The GEMT Provider hereby represents, warrants and covenants that is and at all relevant times will be an Eligible GEMT Provider as that term is defined in the SPA. If at any time the GEMT Provider's status changes such that it is no longer an Eligible GEMT Provider, the GEMT Provider shall immediately notify the IDHS.
3. **Fund Transfer.** The GEMT Provider agrees to transfer funds to IDHS at the times and in the amounts determined in accordance with the following paragraphs of this Agreement. The transfer shall be made prior to the payment by IDHS for the uncompensated Medicaid cost associated with GEMT services. The GEMT Provider will transfer funds to IDHS equivalent to the non-federal share of the payments to be made upon notification by IDHS.
4. **Funds Certification.** The GEMT Provider shall certify that the funds transferred qualify for federal financial participation (FFP) pursuant to 42 CFR part 433 subpart B, and are not derived from impermissible sources such as recycled Medicaid payments, federal money excluded from use as State match, impermissible taxes, and non-bona fide provider-related donations. Impermissible sources do not include revenue received from programs such as Medicare or Medicaid to the extent that the program revenue is not obligated to the State as the source of funding.

5. **Record Retention and Access.** The parties agree that each shall maintain necessary records and supporting documentation applicable to the uncompensated Medicaid cost associated with GEMT services payments to assure that claims for total funds and federal funds are in accordance with applicable federal requirements, including but not limited to those record retention requirements set forth in the SPA. The parties agree to make those records available to the parties and to any and all state or federal oversight authorities immediately upon request.

6. **Notices:** Any written notice required by this Agreement shall be sent to:

For: Knoxville Fire Department

GEMT Provider

Printed Name: Cal Wyman

Title: Fire Chief

Address: 305 S. 3rd St.

Knoxville, IA 50138

E-mail address: cwyman@knoxvilleia.gov

For IDHS:

Printed Name: Iowa Medicaid Enterprise

Title: Provider Cost Audit and Rate Setting Unit

Address: 611 5th Avenue

Des Moines, IA 50309

E-mail address: costaudit@dhs.state.ia.us

7. **Repayment Obligation:** In the event that any State and/or federal funds are deferred and/or disallowed as a result of any audits or expended in violation of the laws applicable to the expenditure of such funds, the GEMT Provider shall be liable to the Agency for the full amount of any claim disallowed and for all related penalties incurred. The requirements of this paragraph shall apply to the GEMT Provider as well as any subcontractors of the GEMT Provider. To the extent that the GEMT Provider receives

payments that exceed the permissible amount allowed pursuant to the SPA, the parties hereby deem the excess funds received by the GEMT Provider to be an “overpayment” subject to return to the IDHS within 60 days pursuant to Section 2.5 of the Provider Agreement.

8. **Assignment:** This Agreement is not assignable.
9. **No Third Party Beneficiaries.** There are no third party beneficiaries to this Agreement. This Agreement is intended only to benefit the IDHS and the GEMT Provider.
10. **Amendment:** This Agreement may be modified at any time by the written agreement of both parties.
11. **Term & Termination:** This Agreement covers the period beginning on or after July 1, 2021 and ending June 30, 2022. This Agreement may be canceled by either party after giving thirty (30) days prior notice in writing to the other party. All obligations of the parties incurred or existing under this Agreement as of the date of expiration or termination survive the expiration or termination of the Agreement.
12. **Execution:** In consideration of the mutual covenants in this Agreement and for other good and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby acknowledged, the parties have entered into this Agreement and have caused their duly authorized representatives to execute this Agreement.

Knoxville Fire Department

GEMT Provider

Signature

Date

Printed Name

Fire Chief

Title

IOWA DEPARTMENT OF HUMAN SERVICES

Director

Date

Updated July 30, 2020

Attachment A – Approved State Plan Amendment IA-19-002

State/Territory:

IOWA

Methods and Standards for Establishing Payment Rates for Other Types of Care**Supplemental payment for publicly owned or operated ground emergency medical transportation providers**

This program provides supplemental payments for eligible Ground Emergency Medical Transportation (GEMT) providers that meet specified requirements and provide GEMT services to Iowa Medicaid members.

Supplemental payments provided by this program are available only for the uncompensated and allowable direct and indirect costs incurred by eligible GEMT providers while providing GEMT services to Iowa Medicaid members. The supplemental payment covers the gap between the eligible GEMT provider's total allowable costs for providing GEMT services as reported on the GEMT services cost report and the amount of the base payment, mileage, and all other sources of reimbursement.

The supplemental payment amounts shall be calculated annually on a prospective basis after the conclusion of each state fiscal year (SFY). Payments shall not be paid as individual increases to current reimbursement rates as described in other parts of this state plan for GEMT services.

This supplemental payment applies only to Iowa Medicaid services rendered to Iowa Medicaid members by eligible GEMT providers on or after July 1, 2019.

A. Definitions

1. "Department" means the Iowa Department of Human Services.
2. "Direct Costs" means all costs that can be identified specifically with particular final cost objectives in order to meet all medical transportation mandates.
3. "Shared Direct Costs" are direct costs that can be allocated to two or more departmental functions or cost objectives on the basis of shared benefits.
4. "Indirect Costs" means costs for a common or joint purpose benefitting more than one cost objective that are allocated to each benefiting objective using an agency approved indirect rate or an allocation methodology. Indirect costs rate or allocation methodology must comply with 2 C.F.R. Part 200 and CMS non-institutional reimbursement policy.

State Plan TN #	<u>IA-19-002</u>	Effective	<u>July 1, 2019</u>
Superseded TN #	<u>NEW</u>	Approved	<u>July 12, 2019</u>

State/Territory:

IOWA

Supplemental payment for publicly owned or operated ground emergency medical transportation providers

5. "Eligible GEMT Provider" means a provider who is eligible to receive supplemental reimbursement because it meets all of the following requirements continuously during the claiming period:
 - a. Provides Ground Emergency Medical Transportation services to Iowa Medicaid members.
 - b. It is a provider that is enrolled as an Iowa Medicaid provider for the period being claimed.
 - c. Is owned or operated by an eligible governmental entity, to include the state, a city, county, fire protection district, community services district, health care district, federally recognized Indian tribe or any unit of government as defined in 42 C.F.R. Sec. 433.50.
6. "Dry Run" means a run that does not result in either a transport or a delivery on-site of Medicaid covered services.
7. "GEMT Transport" means GEMT services provided by eligible GEMT providers to individuals and does not, include dry runs as defined in Paragraph, A.6.
8. "GEMT Services" means both the act of transporting an individual from any point of origin to the nearest medical facility capable of meeting the emergency medical needs of the patient, as well as the advanced, limited-advance, and basic life support services provided to an individual by GEMT providers before or during the act of transportation.
 - a. "Advanced Life Support" means special services designed to provide definitive prehospital emergency medical care, including but not limited to, cardiopulmonary resuscitation, cardiac monitoring, cardiac defibrillation, advanced airway management, intravenous therapy, administration with drugs and other medicinal preparations, and other specified techniques and procedures.

State Plan TN #	<u>IA-19-002</u>	Effective	<u>July 1, 2019</u>
Superseded TN #	<u>NEW</u>	Approved	<u>July 12, 2019</u>

State/Territory:

IOWA

Supplemental payment for publicly owned or operated ground emergency medical transportation providers

- b. “Limited-Advanced Life Support” means special services to provide prehospital emergency medical care limited to techniques and procedures that exceed basic life support but are less than advanced life support services.
 - c. “Basic Life Support” means emergency first aid and cardiopulmonary resuscitation procedures to maintain life without invasive techniques.
9. “Service Period” means the period from July 1 through June 30 of each SFY.
10. “Shift” means a standard period of time assigned for a complete cycle of work, as set by each eligible GEMT provider. The number of hours in a shift may vary by GEMT provider, but will be consistent to each GEMT provider.

B. Supplemental Reimbursement Methodology – General Provisions

1. Computation of allowable costs and their allocation methodology must be determined in accordance with Medicaid cost principles at 2 C.F.R. Part 200, which establish principles and standards for determining allowable costs and the methodology for allocating and apportioning those expenses to the Iowa Medicaid program, except as expressly modified below.
2. Iowa Medicaid base payments to the GEMT providers for providing GEMT services are derived from the Ambulance provider fee schedule established for reimbursements payable by the Iowa Medicaid program by procedure code. The base payments for these eligible GEMT providers are fee-for-service (FFS) payments. The primary source of paid claims data and other Iowa Medicaid reimbursements is the Iowa Medicaid Management Information System (IA-MMIS). The number of paid Iowa Medicaid FFS GEMT transports is derived from and supported by the IA-MMIS reports for services during the applicable service period.

State Plan TN #	<u>IA-19-002</u>	Effective	<u>July 1, 2019</u>
Superseded TN #	<u>NEW</u>	Approved	<u>July 12, 2019</u>

State/Territory:

IOWA

Supplemental payment for publicly owned or operated ground emergency medical transportation providers

3. The total uncompensated care costs of each eligible GEMT provider available to be reimbursed under this supplemental payment program will equal the shortfall resulting from the allowable costs determined using the Cost Determination Protocols (Section C.) for each eligible GEMT provider rendering GEMT services to Iowa Medicaid members net of the amounts received and payable from the Iowa Medicaid program and all other sources of reimbursement for GEMT services provided to Iowa Medicaid members. If the eligible GEMT providers do not have any uncompensated care costs, then the provider will not receive supplemental reimbursement under this supplemental payment program.
4. The Iowa Medicaid supplemental payment under this segment are the uncompensated care costs for GEMT services provided by eligible GEMT providers to Iowa Medicaid members as determined by the Prospective Supplemental Payment Amount (Section D.).

C. Cost Determination Protocols

1. An eligible GEMT provider's specific allowable cost per-GEMT transport rate will be calculated based on the provider's audited financial data reported on the GEMT services cost report. The per-GEMT transport cost rate will be the sum of actual allowable direct, shared direct, and indirect costs of providing GEMT services **(excluding cost associated with dry runs as defined in Paragraph A.6 and runs where a Medicaid covered service was delivered but no transport occurred)** divided by the actual number of GEMT transports (including dry runs as defined in Paragraph A.6 **and runs where a Medicaid covered service was delivered but no transport occurred**) provided for the applicable service period.
 - a. Direct costs for providing GEMT services include only the unallocated payroll costs for the shifts in which personnel dedicate 100 percent of their time to providing GEMT services, medical equipment and supplies, and other costs directly related to the delivery of covered services, such as first-line supervision, materials and supplies, professional and contracted services, capital outlay, travel, and training. These costs must be in compliance with Medicaid non-institutional reimbursement policies and are directly attributable to the provision of the GEMT services.

State Plan TN #	<u>IA-19-002</u>	Effective	<u>July 1, 2019</u>
Superseded TN #	<u>NEW</u>	Approved	<u>July 12, 2019</u>

State/Territory:

IOWA

Supplemental payment for publicly owned or operated ground emergency medical transportation providers

- b. Shared direct costs for GEMT services must be allocated for personnel, capital outlay and other costs; such as medical supplies, professional and contracted services, training and travel. The personnel costs will be allocated based on a percentage of total hours logged performing GEMT services activities versus other service activities. The capital and other shared direct costs will be allocated based on the percentage of total call volume.
- c. Indirect costs are determined by applying the cognizant agency specific approved indirect cost rate to its total direct costs (Paragraph C.1.a) or derived from provider's approved cost allocation plan. Eligible GEMT providers that do not have a cognizant agency approved indirect cost rate or approved cost allocation plan, the costs and related basis used to determine the allocated indirect costs must be in compliance with Medicaid cost principles specified at 2 C.F.R. Part 200.
- d. The GEMT provider specific per-GEMT transport cost rate is calculated by dividing the total net GEMT services allowable costs (Paragraph C.1.a, C.1.b, and C.1.c) of the specific provider by the total number of GEMT transports provided by the provider for the applicable service period.

D. Prospective Supplemental Payment Amount

1. The Department will calculate annual prospective supplemental payment amounts for eligible GEMT provider on a per-GEMT transport basis. The per-GEMT transport prospective supplemental payment amount for each provider is based on the provider's completed annual cost report in the format prescribed by the Department for the applicable cost reporting year. The Department will make adjustments to the as-filed cost report based on the results of the most recently retrieved IA-MMIS report.
2. Each eligible GEMT provider must compute the annual cost in accordance with the Cost Determination Protocols (Section C.) and must submit the completed annual as-filed cost report, to the Department five (5) months after the close of the service period.

State Plan TN #	IA-19-002	Effective	July 1, 2019
Superseded TN #	NEW	Approved	July 12, 2019

State/Territory:

IOWA

Supplemental payment for publicly owned or operated ground emergency medical transportation providers

3. The prospective supplemental payment amount is calculated by subtracting from Iowa Medicaid's portion of the total GEMT allowable costs (Paragraph C.1) from the as-filed cost report adjusted by the Department (Paragraph D.1), the total Iowa Medicaid base payments (Paragraph B.2) and other payments, such as Iowa Medicaid co-payments, received by the providers for providing GEMT services to Iowa Medicaid members. The result of this calculation is the uncompensated care costs for GEMT services provided to Iowa Medicaid members.
4. The result in Paragraph D.3 is divided by the Iowa Medicaid GEMT transports (including dry runs as defined in Paragraph A.6) from the as-filed cost report adjusted by the Department to calculate the per-GEMT services prospective supplemental payment amount. This amount will be paid prospectively, in addition to the Iowa Medicaid base payments (Paragraph B.2) on a claim by claim basis.
5. The prospective supplemental payment amount will be updated the following July 1, and every year thereafter, following submission and review of the cost report. Specifically, the prior year's uncompensated care amount per Medicaid transport will be paid as an adjustment to the following year's base rate.

E. Eligible GEMT Provider Reporting Requirements

Eligible GEMT providers shall:

1. Submit the GEMT services cost report no later than five (5) months after the close of the CY, unless a provider has made a written request for an extension and such request is granted by the Department.
2. Provide supporting documentation to serve as evidence supporting information on the submitted cost report and the cost determination as specified by the Department.
3. Keep, maintain, and have readily retrievable, such records as specified by the Department to fully disclose reimbursement amounts to which the eligible government entity is entitled, and any other records required by CMS.

State Plan TN #	<u>IA-19-002</u>	Effective	<u>July 1, 2019</u>
Superseded TN #	<u>NEW</u>	Approved	<u>July 12, 2019</u>

State/Territory:

IOWA

Supplemental payment for publicly owned or operated ground emergency medical transportation providers

- 4. Comply with the allowable cost requirements provided in 2 C.F.R. Part 200, and Medicaid non-institutional reimbursement policy.

F. Department Responsibilities

- 1. The Department will submit to CMS claims for GEMT services that are allowable and in compliance with federal laws and regulations and Medicaid non-institutional reimbursement policy.
- 2. The Department will, on an annual basis, submit any necessary materials to the federal government to provide assurances that claims will include only those expenditures that are allowable under federal law.
- 3. The Department may conduct on-site audits as necessary and will complete the audit within two years of the postmark date of the accepted cost report.

State Plan TN #	<u>IA-19-002</u>	Effective	<u>July 1, 2019</u>
Superseded TN #	<u>NEW</u>	Approved	<u>July 12, 2019</u>



MEMORANDUM

To : City Manager Aaron Adams

From: Fire Chief Cal Wyman

Subject: Memorial Fund

Date: 09/29/2020

* * * * *

As we do every year the department purchases uniform shirts for all members using the memorial fund to pay for the uniform shirts. We have again used Dennison Racing Tee's for this purchase. I am recommending approval to use memorial funds to pay for this purchase.



MEMORANDUM

To : City Administrator Aaron Adams

From: Fire Chief Cal Wyman

Subject: Sale of 2012 Osage Ambulance

Date: 09/29/2020

* * * * *

With the purchase of a new ambulance this year from our budget. We were looking at different options for the ambulance that we were replacing. We had talked with Life Line who is building the new ambulance and they were willing to offer us a trade value of \$8,000.00. Centerville Fire and Rescue also approached us with an offer to purchase the ambulance for \$10,000.00 to use as a third out reserve ambulance. It is my recommendation that the council approves the sale of this ambulance for the price of \$10,000.00 to Centerville Fire and Rescue.



CITY OF CENTERVILLE

312 East Maple St, PO Box 578

Centerville, IA 52544

www.centerville-ia.org

Phone: (641) 437-4339 Fax: (641) 437-1498

September 29, 2020

City of Knoxville
Attn: Calvin Wyman
308 S. Third St.
Knoxville, IA 50138

RE: Purchase Offer for 2012 Osage Ambulance

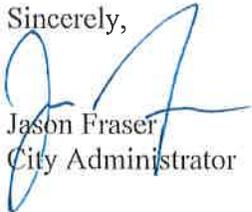
Dear Chief Wyman,

Please accept this letter as a formal offer to purchase the 2012 Osage Ambulance that Knoxville Fire and Rescue is in the process of selling/trading-in. The City of Centerville would like to offer \$10,000 as was previously discussed with Paramedic Austin Rinehart. The City of Centerville understands that it may be 90 days or more before the ambulance is available for delivery.

Purchase of this ambulance will allow for Centerville Fire Rescue to have a third out ambulance to support our ALS operations in case of multiple calls or during times when our current equipment is down for repair.

Thank you very much for your consideration of this offer. Please feel free to reach out to me via phone (641-437-4339) or email at cityadmin@centerville-ia.org if you have any questions or to discuss the vehicle further.

Sincerely,



Jason Fraser
City Administrator

Street Finance Report for Knoxville 2020

Expenses	General Fund Streets (001)	SpecialRevenues		Debt Service (200)	Capital Projects (300)	Utilities (600 & Up)	Grand Total
		Road Use (110)	Other				
Salaries - Roads/Streets		\$263,184					\$263,184
Benefits - Roads/Streets		\$1,051	\$136,631				\$137,682
Building & Grounds Maint. & Repair		\$9,304					\$9,304
Vehicle & Office Equip Operation and Repair		\$34,302					\$34,302
Operational Equipment Repair		\$1,650					\$1,650
Engineering		\$330,266					\$330,266
Insurance		\$42,849					\$42,849
Legal		\$6,800					\$6,800
Street Maintenance Expense		\$72,049					\$72,049
Technology Expense		\$2,057					\$2,057
Other Professional Services		\$39					\$39
Other Contract Services		\$72,108					\$72,108
Minor Equipment Purchases		\$840					\$840
Office Supplies		\$148					\$148
Operating Supplies	\$27	\$1,290					\$1,317
Postage & Safety		\$237					\$237
Other Supplies		\$592					\$592
Vehicles					\$114,109		\$114,109
Land Purchase		\$9,740					\$9,740
Transfer Out		\$139,685					\$139,685
Street Lighting	\$30,279						\$30,279
Traffic Control/Safety		\$37,972					\$37,972
Total	\$30,306	\$1,026,163	\$136,631	\$0	\$114,109	\$0	\$1,307,209

Street Finance Report for Knoxville 2020

Revenues	General Fund Streets (001)	SpecialRevenues		Debt Service (200)	Capital Projects (300)	Utilities (600 & Up)	Grand Total
		Road Use (110)	Other				
Levied on Property	\$29,626						\$29,626
State Revenues - Road Use Taxes		\$940,001					\$940,001
Other State Grants - IDOT		\$64,177					\$64,177
Charges/fees	\$680						\$680
Contributions		\$4,223					\$4,223
Transfer In					\$139,685		\$139,685
Total	\$30,306	\$1,008,401	\$0	\$0	\$139,685	\$0	\$1,178,392

Street Finance Report for Knoxville 2020

Bond/Loan Description	Principal Balance As of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance As of 6/30
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No bond/loans found

Street Finance Report for Knoxville 2020

Description	Model Year	Usage Type	Cost	Purchased Status
Vee-Plow	2005	Purchased	\$20,000	No Change
Trailer	2016	Purchased	\$5,000	No Change
Snowplow	2007	Purchased	\$6,250	No Change
Snowplow	2012	Purchased	\$6,250	No Change
Snowplow	2005	Purchased	\$6,250	No Change
Paint Striper	2019	Purchased	\$5,299	No Change
Crack Sealer	2014	Purchased	\$50,000	No Change
4wd Pick Up	2013	Purchased	\$26,370	No Change
4wd Pick Up	2018	Purchased	\$26,370	No Change
4wd Pick Up	2016	Purchased	\$26,370	No Change
International Dump Truck	2019	Purchased	\$102,904	No Change
International Dump Truck	2015	Purchased	\$108,628	No Change
International Dump Truck	2016	Purchased	\$120,000	No Change
International Dump Truck	2007	Purchased	\$81,372	Sold
Bucket Truck	2004	Purchased	\$17,500	No Change
Concrete Saw	2012	Purchased	\$21,673	No Change
International Dump Truck	2020	Purchased	\$120,000	New
International Dump Truck	2018	Purchased	\$120,000	No Change
Front End Loader	2015	Purchased	\$130,000	No Change
Hot Patch Trailer	2008	Purchased	\$21,881	No Change
Hot Water Washer	2008	Purchased	\$6,000	No Change
Road Grader	1997	Purchased	\$50,000	No Change
Skid Loader	2013	Purchased	\$33,105	No Change
Street Sweeper	2018	Purchased	\$199,983	No Change
Toolkat	2016	Purchased	\$53,000	No Change
Flusher	1982	Purchased	\$35,000	No Change

Street Finance Report for Knoxville 2020

Project Description	Contract Price	Final Price	Contractor Name
paving various locations within city	\$558,680	\$558,680	TK Concrete

Street Finance Report for Knoxville 2020

Summary	General Fund Streets (001)	Special Revenues		Debt Service (200)	Capital Projects (300)	Utilities (600 & Up)	Grand Total
		Road Use (110)	Other				
Beginning Balance	\$1,833,270	\$525,745	\$1,318,062	-\$196,628	\$1,842,425	\$4,545,288	\$9,868,162
Expense	\$30,306	\$1,026,163	\$136,631		\$114,109		\$1,307,209
Revenue	\$30,306	\$1,008,401			\$139,685		\$1,178,392
Ending Balance	\$1,833,270	\$507,983	\$1,181,431	-\$196,628	\$1,868,001	\$4,545,288	\$9,739,345

Resolution Number: 09-42-20

Execution Date: 9/30/2020

Signature: Heather Ussery

ORDINANCE NO. 20-14

AN ORDINANCE AMENDING THE ZONING CODE OF THE CODE OF
ORDINANCES OF THE CITY OF KNOXVILLE, IOWA, 2009

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

SECTION 1. The Official Zoning Map referred to in Title 9, Chapter 2, Section 2 of the City Zoning Code is amended by changing from C-2 General Commercial District to R-2 One and Two-Family Residential District, the real estate described as follows:

PARCEL A of OUTLOT 1, RIDNOUER ADDITION, Knoxville, IA 50138 - Property
Legal Description: The North 60.0 ft. of the East 88.5 ft. of Outlot 1 of Ridnouer
Addition, City of Knoxville, Iowa.

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudicated invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

PASSED by the City Council this 5th day of October, 2020, and APPROVED this 5th day of October, 2020.

ATTEST:

Brian J. Hatch, MAYOR

Tricia Kincaid, CITY CLERK

CITY COUNCIL
STAFF REPORT
OCTOBER 05, 2020

PARCEL A OF OUTLOT 1, RIDNOUER ADDITION – REZONING

SUMMARY

CASE NUMBER: ZON-20-001

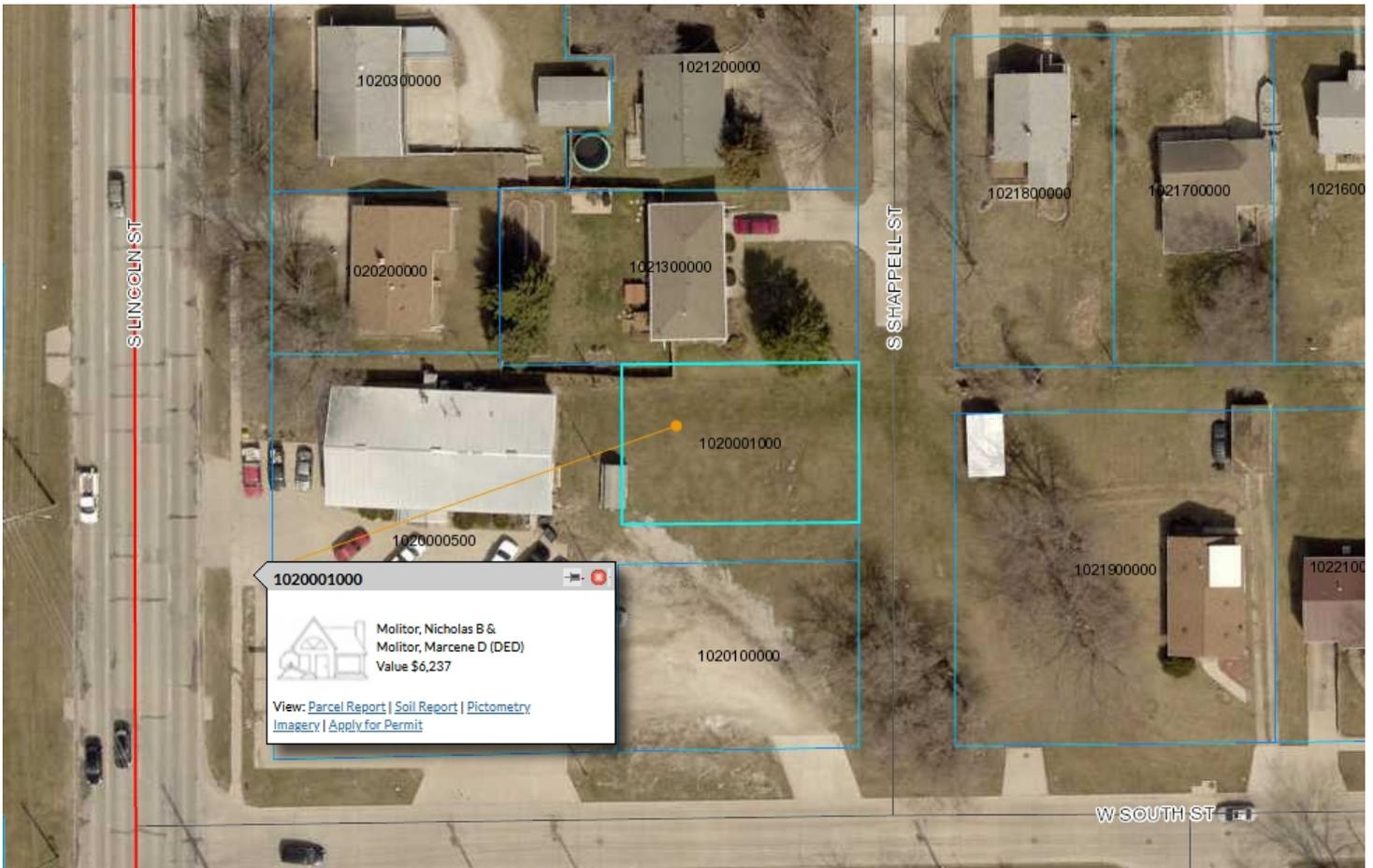
PREPARED BY: Bill Mettee, Planning & Zoning Administrator

MEETING DATES: September 8, 2020 – Planning & Zoning Commission
October 5, 2020 – City Council

REQUEST: Rezoning of Parcel A of Outlot 1 of Ridnouer Addition

PURPOSE: Rezone Parcel A from C-2 to match existing R-2 zoning designation

Recommendation: The Planning and Zoning Department recommends approval of the rezoning as presented



ZON-20-001 Ridnouer Addition, Parcel A Outlot 1

CITY COUNCIL
STAFF REPORT
OCTOBER 05, 2020

PARCEL A OF OUTLOT 1, RIDNOUER ADDITION – REZONING

Owner: Nicholas and Marcene Molitor
406 Shappell
Knoxville, IA 50138

Location: Ridnoer Addition, Outlot 1 Parcel A – One lot south of 406 Shappell just north of W South Street

Size: The size of the lot is 88.5' x 60' and 5,310 square feet.

Zoning: C-2 General Commercial

Existing Use: Vacant lot

Surrounding Zoning

North: R-2 One and Two-Family Residential
South: C-2 General Commercial
East: R-2 One and Two-Family Residential
West: C-2 General Commercial

Surrounding Land Use

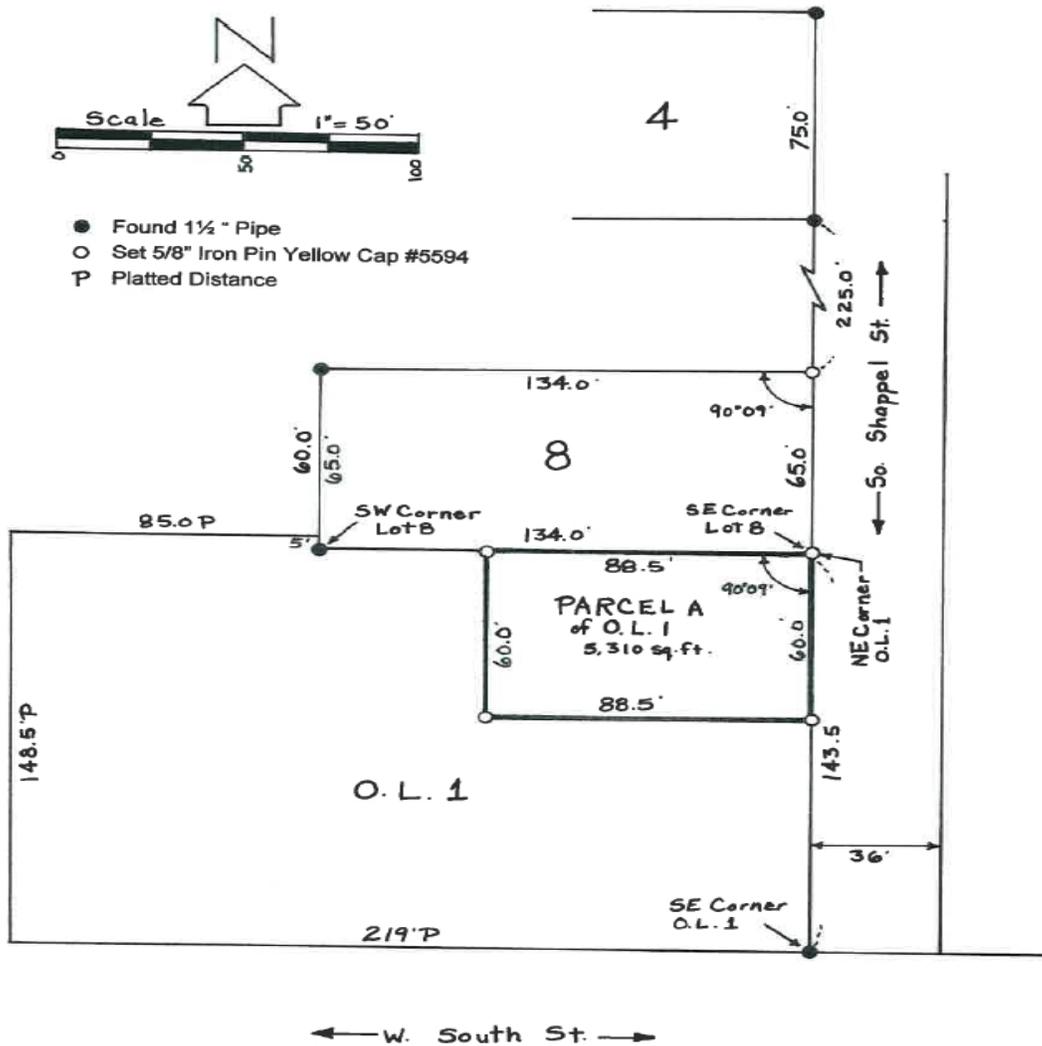
Single-Family Residential
Vacant Space of VFW Lot
Single-Family Residential
John Myers VFW Post



Plat Data: The applicant, Nicholas Molitor, requests a rezoning of his property – Parcel ID 1020001000 – from C-2 General Commercial to R-2 One and Two-Family Residential. The applicant acquired this parcel

from the VFW Post, which was zoned commercially. The applicant presented a Plat of Survey before Planning Commission in June for recommended approval, with formal approval by City Council.

Once the rezoning is approved, the applicant plans to combine this lot with 406 Shappell with the intention of constructing a detached garage in the future.



Staff Recommendation:

The City of Knoxville and the Planning Department recommend approval of the rezoning application as presented. On September 8, 2020, Planning Commission unanimously voted to recommend approval to City Council.

ORDINANCE NO. 20-16

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF KNOXVILLE, IOWA BY
AMENDING PROVISIONS PERTAINING TO ZONING

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

SECTION 1. The Code of Ordinances of the City of Knoxville, Iowa 2009 is amended by adding or amending language to various paragraphs in various sections of Title 9 – ZONING which is hereby adopted to read as follows:

9-9-3: Rules for Computing Off-Street Parking:

Paragraph J: The following language is deleted after the word 'With' – **state statutes.**

Paragraph J: The following language is added after the word 'With' – **Americans with Disabilities Act.**

9-3-3 (D) Add: **If any property owner proposes an addition to any structure that does not meet current setback requirements, but the proposed addition meets all setback requirements, that proposal shall be permitted pending administrative review and approval.**

SECTION 2. SEVERABILITY CLAUSE. If any section, provision or part of this Ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudicated invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

PASSED by the City Council this 5th day of October, 2020, and APPROVED this 5th day of October, 2020.

Brian J. Hatch, MAYOR

ATTEST:

Tricia Kincaid, CITY CLERK



Memorandum

To: City Council
From: Bill Mettee, Planning and Zoning Administrator
Date: September 30, 2020
Subject: Accessible Parking Regulations (ADA)

City Councilmembers:

This code amendment is related to handicapped parking in the City of Knoxville. Currently, City Code states:

Handicapped Parking: Handicapped parking shall be provided in accordance with state statutes.

Handicapped parking is regulated by the Americans with Disabilities Act of 1990 and this amendment makes that change.

Handicapped Parking: Handicapped parking shall be provided in accordance with the Americans with Disabilities Act.

Regards,

Bill Mettee
Planning & Zoning Administrator



ORDINANCE NO. 20-15

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF KNOXVILLE, IOWA BY
AMENDING PROVISIONS PERTAINING TO ZONING

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

SECTION 1. The Code of Ordinances of the City of Knoxville, Iowa 2009 is amended by adding or amending language to a paragraphs in Title 9 – ZONING which is hereby adopted to read as follows:

9-3-3 (D) Add: **If any property owner proposes an addition to any structure that does not meet current setback requirements, but the proposed addition meets all setback requirements, that proposal shall be permitted pending administrative review and approval.**

SECTION 2. SEVERABILITY CLAUSE. If any section, provision or part of this Ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudicated invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This Ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

PASSED by the City Council this 5TH day of October, 2020, and APPROVED this 5th day of October, 2020.

Brian J. Hatch, MAYOR

ATTEST:

Tricia Kincaid, CITY CLERK



Memorandum

To: City Council
From: Bill Mettee, Planning and Zoning Administrator
Date: September 29, 2020
Subject: Non-Conforming Structures

City Councilmembers:

This memo is in regards to the expansion of non-conforming structures – specifically homes that were built prior to zoning and setback regulations – proposing projects that technically expand the non-conformance and would ordinarily require a variance.

The mindset began to change a couple of assistant city managers ago, and staff supports this today – when a property owner who owns a home that does not meet current setback regulations proposes an addition or a porch – if that addition meets current setback regulations, the approval will be done administratively with no variance required.

This has been the strategy the City has taken since before I started in Knoxville, but we feel there needs to be language to support.

Regards,

Bill Mettee
Planning & Zoning Administrator



9-3-3: NONCONFORMING USES OF LAND:  

Where, at the effective date of adoption or amendment of the ordinance codified herein, lawful use of land exists that is made no longer permissible under the terms of this title as enacted or amended, such use may be continued, subject to the following provisions:

A. No such nonconforming use shall be enlarged nor extended to occupy a greater area of land than was occupied at the effective date of adoption or amendment of the ordinance codified herein.

B. No such nonconforming use shall be moved in whole or in part to any other portion of the lot or parcel occupied by such use at the effective date of adoption or amendment of the ordinance codified herein.

C. If any such nonconforming uses of land ceases for any reason for a period of more than six (6) months, any subsequent use of such land shall conform to the regulations specified by this title for the district in which such land is located. (1983 Code § 11-1-8C)

D. If any property owner proposes an addition to any structure that does not meet current setback requirements, but the proposed addition meets all setback requirements, that proposal shall be permitted pending administrative review and approval.