LINN COUNTY BOARD OF SUPERVISORS
MEETING AGENDA
Wednesday, June 24, 2020
12 p.m.
Formal Board Room—Jean Oxley Public Service Center
935 2nd St. SW, Cedar Rapids, IA

Call to Order

Pledge of Allegiance

Public Comment: Five Minute Limit per Speaker
This comment period is for the public to address topics on today’s agenda.

Consent Agenda
Items listed on the consent agenda are routine and will be considered by one motion without individual discussion unless the Board removes an item for separate consideration.

Approve and authorize Chair to sign a letter of support for the Marion Public Library’s Community Attraction and Tourism (CAT) grant application.

Approve and authorize Chair to sign a Vacancy Form requesting a Family Service Worker and increasing the hours from 35 to 40 hours per week for the Family Transformational Services Department.

Statement of Election Costs – Primary Election, June 2, 2020

Reports

Resolutions

Resolution suspending taxes for one (1) Linn County resident as they are unable to contribute to the public revenue by reason of age, infirmity or both, pursuant to Code of Iowa, Section 427.9.

Resolution approving Temporary Use Permit, Case JTU20-0002, Roger Klouda, owner; Flynn Co. Inc, petitioner, request to operate a portable concrete batch plant to be used for an IDOT Highway 13 paving project, located in the 1900 Block of County Home Rd, Marion.

Resolution to approve Residential Parcel Split for Brown Acres First Addition, case JPS20-0005

Resolution to approve Final Plat for Dengler First Addition, case JF20-0006

Resolution to approve Final Plat for Peterson’s Properties Addition, case JF19-0008

Appropriation of Fiscal Year 2021 budget by resolution

Contract and Agreements

Approve and authorize Chair to sign an Agreement for Transfer of Public Road Jurisdiction for the Iowa Department of Transportation to transfer to Linn County, Iowa that portion of U.S. 30 from the east corporate limit of the City of Lisbon east to the Cedar County line, a total length of approximately 0.75 miles.
Approve and authorize Chair to sign a 28E Agreement with the City of Walker for bridge inspection services to be completed by the contract with IIW.

Authorize Chair to sign a 36 month copier lease agreement at $233.04 per month with Gordon Flesch Company for the Sheriff’s Office.

Authorize Chair to sign a 36 month copier lease agreement at $307.25 per month with Gordon Flesch Company for the Board of Supervisor’s Office.

Authorize Chair to sign a 36 month copier lease agreement at $145.73 per month with Gordon Flesch Company for the Correctional Center.

Authorize Chair to sign a 36 month copier lease agreement at $213.30 per month with Gordon Flesch Company for the Correctional Center.

Authorize Chair to sign a purchase order #5643 at $56,852.00 to Junge Ford for a Ford F-550 for Conservation.

**Licenses & Permits**

Approve Cigarette Permit for the Troy Store, 5913 Main St., Troy Mills, noting all conditions have been met.

**Regular Agenda**

**Discuss and Decide on Consent Agenda**

**Minutes**
Discuss and decide on meeting minutes.

Update on Linn County’s response to COVID-19

Discuss and decide on COVID-19 Budget Requests

Public hearing on the Fiscal Year 2020 proposed budget amendment

Discuss and decide on the Fiscal Year 2020 proposed budget amendment and adopt amended appropriations resolution.

Discuss and decide on a Vacancy Form requesting a Medical Secretary for the Correctional Center

Discuss and decide on the Legacy and Community Attraction Fund Grant Application.

Discuss and decide on changing the start time of Board of Supervisors Monday and Wednesday meetings.

Approve and authorize Chair to sign a Third Amendment to a Lease Agreement between Linn County and the Abbe Center for Community Mental Health for leased space in the Fillmore Building

**Public Comment: Five Minute Limit per Speaker**
This is an opportunity for the public to address the board on any subject pertaining to board business.

**Claims**
Discuss and decide on claims.

**Board Member Reports**

**Correspondence**
Appointments

Adjournment

To adhere to social distancing requirements, Linn County employees and the public may participate in this meeting as follows:

1) Conference call—telephone number 866-576-7975, access code 218839#
2) Email questions or comments prior to or during the meeting to: bd-supervisors@linncounty.org

For questions about meeting accessibility or to request accommodations to attend or to participate in a meeting due to a disability, please contact the Board of Supervisors office at 319-892-5000 or at bd-supervisors@linncounty.org.
June 24, 2020

Enhance Iowa Board
Iowa Economic Development Authority
200 East Grant Avenue
Des Moines, IA 50309

Dear Members of the Board:

The Linn County Board of Supervisors is pleased to support the application of the Marion Public Library for a Community Attraction and Tourism (CAT) grant.

Marion is a community that has outgrown its existing library. When the current library was built, Marion had just over 25,000 residents; today there are more than 40,000, with additional growth to 50,000 anticipated in just a few years. The Marion Public Library is the fifth-busiest library in Iowa, averages 500 visitors every day, and serves more rural Linn County residents than any of the other 11 Linn County libraries.

The plan for the new Marion library envisions a 52,000 square-foot building, doubling the size of current usable library space and reflecting the population increase. The realization of this vision for a new community gathering place will allow the Marion Public Library not only to continue meeting the high expectations of Linn County residents but also to create new and exciting experiences that will attract more visitors to the area.

A capital campaign to support the new library is ongoing, and officials are working diligently to secure funding commitments and grants. The Board of Supervisors is planning a commitment of $50,000 payable over three years, conditional upon a successful CAT grant outcome. We enthusiastically support the expanded facilities, programming and technology the new library will provide for the residents of Marion and all of Linn County. We believe this project will strengthen Marion’s ability to realize continued economic growth and enhance its reputation as a great place to live and work. We hope you will give the Marion Public Library’s application favorable consideration.

Sincerely,

LINN COUNTY BOARD OF SUPERVISORS

Ben Rogers, Chair
District 2

Stacey Walker
District 1

Brent Oleson, Vice Chair
District 3
LINN COUNTY HUMAN RESOURCES DEPARTMENT
JEAN OXLEY LINN COUNTY PUBLIC SERVICE CENTER
935 2ND ST. SW
CEDAR RAPIDS, IA 52404
PH: 319-892-5120 | FAX: 319-892-5129

VACANCY FORM

SELECT ONE:
☐ NEW POSITION
☐ REPLACEMENT
REPLACES: Selina Mally #10360

☐ NEW JOB CLASSIFICATION
☐ EXISTING JOB CLASSIFICATION

JOB TITLE: Family Service Worker - Changing position from 35 hours/weekly to 40 hours/weekly

SELECT ONE:

DEPARTMENT: Family Transformational Services

VACANCY DATE: 2/14/20

SHIFT/HOURS: Tue-Fri 10:30am-7pm Sat 9:30am-5:30pm

NUMBER OF POSITIONS: 1

REASON TO ADD NEW POSITION (if applicable):
☐ BUDGET OFFER
☐ GRANT FUNDING
☐ OTHER: ___________________________________________________________________

NEW POSITION FUNDING SOURCE(S):

POST TO INSIDE: ☐ YES ☐ NO

ADVERTISE: ☐ YES ☐ NO

IF NO, GIVE EXPLANATION (i.e. not filling due to operational needs):

__________________________________________________________________________

POSITION TYPE:
☐ FULL-TIME ☐ PART-TIME ___# of hours/week ☐ TEMPORARY/SEASONAL

☐ ON-CALL/SUBSTITUTE ☐ GRANT-FUNDED

☐ BARGAINING UNIT: ☐ Clerical ☐ Maintenance ☐ Para Professional ☐ Professional

☐ Attorneys ☐ Conservation ☐ Sergeants ☐ PPME

☐ NON-BARGAINING UNIT (Management and Confidential Employees)

APPROVED BY: ____________________________________________

DEPARTMENT HEAD (original signature required) DATE

FOR HUMAN RESOURCES DEPARTMENT USE ONLY:

PAY GRADE: __________________________ STARTING SALARY: __________________________

HR DIRECTOR COMMENTS:

FINANCE/BUDGET DIRECTOR COMMENTS:

APPROVED BY: __________________________

DATE 4/16/20

APPROVED BY: __________________________

DATE 4/17/2020

APPROVED BY: __________________________

DATE

APPROVED BY: __________________________

DATE

APPROVED BY: __________________________

DATE
June 24, 2020

To:    Linn County Board of Supervisors

From:  Joel D. Miller, Linn County Auditor & Commissioner of Elections

Re:    Statement of Election Costs

Please receive and place on file the election cost figures below. The figures represent costs for the **Primary Election held on June 2, 2020**.

All costs incurred for Primary Elections are the responsibility of the county and are paid from the Election Services’ budget.

**Total Cost: $429,073.43**

**Cost Per Vote: $10.71**

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**Joel D. Miller**

*Linn County Auditor*

935 2nd St. SW
Cedar Rapids, IA  52404
(p) 319-892-5300  (f) 319-892-5359

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**June Primary - June 2, 2020**

<table>
<thead>
<tr>
<th>Category</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>WAGES / MILEAGE</strong></td>
<td></td>
</tr>
<tr>
<td>Election Officials / Precinct Rovers / etc.</td>
<td>$33,448.00</td>
</tr>
<tr>
<td>Election Technicians</td>
<td>$20,625.57</td>
</tr>
<tr>
<td>Temporary Office Staff</td>
<td>$128,851.38</td>
</tr>
<tr>
<td>Permanent Office Staff (Over regularly scheduled hours)</td>
<td>$6,762.66</td>
</tr>
<tr>
<td>Satellite Workers</td>
<td>$0.00</td>
</tr>
<tr>
<td>Mileage Reimbursements</td>
<td>$1,664.39</td>
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<tr>
<td><strong>PRINTING</strong></td>
<td></td>
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<tr>
<td>Election Registers</td>
<td>$671.98</td>
</tr>
<tr>
<td>Ballots</td>
<td>$21,996.50</td>
</tr>
<tr>
<td>Photo Copies &amp; Signs</td>
<td>$1,692.60</td>
</tr>
<tr>
<td>Polling Place Change Notices</td>
<td>$0.00</td>
</tr>
<tr>
<td><strong>SUPPLIES</strong></td>
<td></td>
</tr>
<tr>
<td>Tally Envelopes/ Spoiled Ballot Envelopes</td>
<td>$17.85</td>
</tr>
<tr>
<td>Absentee Ballot Envelopes/Supplies</td>
<td>$19,159.33</td>
</tr>
<tr>
<td>Voter Rosters</td>
<td>$19.70</td>
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<tr>
<td>&quot;I Voted&quot; Stickers</td>
<td>$46.93</td>
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<tr>
<td>Labels/Paper at Precinct (E-Poll Book)</td>
<td>$93.57</td>
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</tbody>
</table>
Miscellaneous Forms & Supplies $3,696.34

**PUBLICATIONS & ADVERTISING**

- Public Notices & Sample Ballots $2,908.26
- Additional Advertising $0.00

**POSTAGE**

- Precinct Official Communications $19.80
- Absentee Ballots - Mailing Out $13,952.64
- Absentee Ballots - Returned by Mail $100,064.74
- Post Card Notices $22,071.23
- Mailer $38,761.36

**POLLING PLACE**

- Building Rental $0.00
- Security Officers for Schools $2,550.00
- Car Rental & Gas $294.96
- Technician Van Gas $95.39

**OTHER**

- Lookup Tool Update $253.75
- Extra COVID-19 Costs $8,057.99
- Hot Spots Billing $1,296.52
- Photo Copier Rental $0.00

**ELECTION TOTAL:** $429,073.43

Secretary of State CARES Grant -$26,100.00

**ELECTION COST TO COUNTY:** $402,986.25

**Comparison of Primary Costs to Previous Years**

<table>
<thead>
<tr>
<th>Primary Year</th>
<th>Total Cost</th>
<th>Number of Voters</th>
<th>Cost Per Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010</td>
<td>$130,217.06</td>
<td>17934</td>
<td>$7.26</td>
</tr>
<tr>
<td>2012</td>
<td>$133,788.18</td>
<td>9827</td>
<td>$13.61</td>
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<tr>
<td>2014</td>
<td>$215,739.16</td>
<td>20177</td>
<td>$10.69</td>
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<tr>
<td>2016</td>
<td>$170,045.90</td>
<td>13335</td>
<td>$12.75</td>
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<tr>
<td>2018</td>
<td>$202,837.57</td>
<td>20130</td>
<td>$10.08</td>
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<tr>
<td>2020</td>
<td>$429,073.43</td>
<td>40058</td>
<td>$10.71</td>
</tr>
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</table>

This statement is given pursuant to Code of Iowa section 47.3 par. 2 which states:

... The county commissioner of elections shall certify to the county board of supervisors a statement of cost for an election. The cost shall be assessed by the county board of supervisors against the political subdivision for which the election was held.
RESOLUTION
PETITION for SUSPENSION of FISCAL 2020 / ASSESSMENT 2018
PROPERTY TAXES

WHEREAS, the Linn County Board of Supervisors is this day presented with the attached petitions for suspension of taxes and/or special assessments pursuant to Section 427.9 of the Code of Iowa and;

WHEREAS, the properties for which assessments against these Petitioners are made lie within Linn County and;

WHEREAS, these Petitioners are unable to contribute to the public revenue by reason of age, infirmity, or both.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Board of Supervisors, Linn County, Iowa, this date met in lawful session that the attached petitions be approved for the following Petitioners, parcel, and tax years:

<table>
<thead>
<tr>
<th>PETITIONER</th>
<th>PARCEL #</th>
<th>TAX YEARS</th>
<th>Special #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Toles, Ann</td>
<td>91131613443101</td>
<td>2020</td>
<td></td>
</tr>
</tbody>
</table>

The Linn County Treasurer is ordered to suspend the collection of taxes assessed against these Petitioners, their polls or estates, for the above parcels for the above tax years as indicated.

Dated at Cedar Rapids, Linn County, Iowa, this _____ day of ________________, 2020.

LINN COUNTY BOARD OF SUPERVISORS

___________________________________
CHAIRPERSON

___________________________________
SUPERVISOR
STATE OF IOWA      )
COUNTY OF LINN     )

Joel Miller, Linn County Auditor

I, Joel Miller, County Auditor of Linn County, Iowa, hereby certify that at a regular meeting of the said Board, the foregoing resolution was duly adopted by a vote of ___ aye, ___ nay and ___ abstained from voting.

______________________________
Joel Miller

Subscribed and sworn to before me by the aforesaid on this ______ day of ______________________, 2020

______________________________
NOTARY PUBLIC
STATE OF IOWA
WHEREAS, Roger Klouda, owner; Flynn Co. Inc., petitioner; Case JTU20-0002, has requested the Linn County Board of Supervisors’ permission to operate a portable concrete batch plant to be used for an IDOT Highway 13 paving project, located in the 1900 Block of County Home Rd, Marion, SE ¼ SW ¼ Sec. 09-84-6.

AND WHEREAS, the Board of Supervisors makes the following Findings of Facts:

1. The portable concrete plant will operate from July 1, 2020 and end by May 1, 2021.
2. A temporary concrete plant is permitted under the provisions of Article V, Section 107-93, §(c)(1) of the Linn County Unified Development Code.
3. The property is located in the 1900 Block of County Home Road, Marion, Iowa, in the SE ¼ SW ¼ Sec. 09-84-6.
4. The subject property is zoned AG (Agricultural) and is 19.27 acres in size.
5. Approximately 4.0 acres will be used for the temporary use.
6. Roger Kouda is the owner of the subject property.
7. The operator of the portable concrete plant will be Flynn Co. Inc.
8. The plant may operate between the hours of 6:00 AM to 6:00 PM, Monday through Saturday.
9. The applicant estimates an increase to a maximum of 500 vehicle trips per day due to the operation of the portable concrete plant.

AND WHEREAS, the Linn County Technical Review Committee has examined the application and all conditions of approval are listed as part of this Resolution;

AND WHEREAS, the Temporary Use application has been examined by the Linn County Board of Supervisors at a public meeting on June 22, 2020, all interested persons having been heard;

NOW THEREFORE, BE IT RESOLVED, that the Linn County Board of Supervisors approve the application, Case JTU20-0002, subject to the following conditions:
LINN COUNTY PLANNING & DEVELOPMENT – (Zoning Division)

1. The Temporary Use may be reviewed at any time during the duration of the permit to ensure that all conditions have been or are being met.
2. All building, electrical, mechanical, plumbing and zoning permits will be obtained as necessary.
3. Adhere to the operating hours indicated in the temporary use application; 6:00 AM to 6:00 PM, six days a week, Monday through Saturday.
4. The temporary use permit period will begin July 1, 2020 and expire no later than May 1, 2021.
5. Restrooms and a handwashing station are required to be available during the hours of operation.
6. The applicant or owner shall obtain and submit proof of a liability insurance policy prior to Board of Supervisors approval.
7. The petitioner shall sign an “Acceptance of Conditions” form which provides assurance that all conditions will be met prior to the Board of Supervisors Resolution of Approval, and specifically agrees to hold Linn County harmless from any and all damages or claims for damages that might arise or accrue by reason of approval of the Temporary Use permit by the Linn County Board of Supervisors. Further, by signing the “Acceptance of Conditions” form, the petitioner shall agree to allow employees of the County reasonable access to the property for inspection and for submission of documents to verify any additional information.

LINN COUNTY PLANNING & DEVELOPMENT – (Building Division)

1. An electrical permit is required for new electrical services and/or the installation of non-chord and plug electrical equipment associated with the batch plant.
2. Two permanent or portable restrooms shall be on-site and serviced for the duration of the operation of this concrete plant.

LINN COUNTY SECONDARY ROAD DEPARTMENT

1. Access to be in compliance with Linn County Secondary Road Department current standards prior event. Entrance permit required for all existing entrances.
2. Traffic control is to be provided by the property owner during operation. Traffic shall be maintained on County Home Road at all times.
3. The applicant shall be responsible for keeping County Home Road clear of mud and other debris associated with the concrete hauling for the duration of the project.
4. The applicant shall be responsible for repairing any damage to the road and restoring it to its original condition. The Secondary Road Department shall document original condition of the road prior to project start.

IOWA DEPARTMENT OF TRANSPORTATION

1. No conditions to be met.

LINN COUNTY HEALTH DEPARTMENT

1. No conditions to be met. NOTE: Portable toilets will be located on the site. Handwashing station required.
LINN COUNTY SHERIFF’S OFFICE

1. No conditions to be met.

LINN COUNTY EMERGENCY MANAGEMENT

1. A tone alert weather radio is required to be available on site and in use at any time the public is using the facility.

2. A Severe Weather Plan shall be completed and submitted to Linn County EMA.

LINN COUNTY CONSERVATION

1. No conditions to be met.

NATURAL RESOURCE CONSERVATION SERVICE

1. Land disturbance greater than 1 acre in size, not associated with agricultural crop production, will require a NPDES permit granted by the Iowa Department of Natural Resources.

2. Submit storm water pollution prevention plan for review and acceptance prior to approval of plat and/or any site grading activities.

3. Submit erosion and sediment control plan for review and acceptance.

WHEREAS, failure to submit and/or comply with any of the conditions in a timely manner will revoke this Temporary Use Permit.

NOW, THEREFORE, BE IT RESOLVED, by the Linn County Board of Supervisors that said temporary use is hereby approved.

Passed and approved this 24th day of June, 2020.

Linn County Board of Supervisors

__________________________________________
Chair

__________________________________________
Vice Chair

__________________________________________
Supervisor
Aye:
Nay:
Abstain:
Absent:

Attest:

________________________________
____________________
Joel Miller, Linn County Auditor

State of Iowa  )
    ) SS
County of Linn  )

I, Joel Miller, County Auditor of Linn County, Iowa hereby certify that at a regular meeting of the said Board of Supervisors the foregoing resolution was duly adopted by a vote of:

___ Aye ___ Nay ___ Abstain and ___ Absent from voting.

________________________________
Joel Miller

Subscribed and sworn to before me by the aforesaid Joel Miller, on this 24th day of June, 2020.

________________________________
Notary Public State of Iowa
**Zoning Division**

**Temporary Use Application**

<table>
<thead>
<tr>
<th>Owner Information:</th>
<th>Applicant Information:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Owner</strong></td>
<td><strong>Applicant</strong></td>
</tr>
<tr>
<td>Roger Klouda</td>
<td>Flynn Co Inc</td>
</tr>
<tr>
<td><strong>Address</strong></td>
<td><strong>Address</strong></td>
</tr>
<tr>
<td>2248 Banbury ST NE</td>
<td>P.O. Box 327</td>
</tr>
<tr>
<td>Iowa City, IA. 52240</td>
<td>Dubuque, IA 52004</td>
</tr>
<tr>
<td><strong>Phone</strong></td>
<td><strong>Phone</strong></td>
</tr>
<tr>
<td>319 250 1303</td>
<td>563 599 0288</td>
</tr>
<tr>
<td><strong>E-mail</strong></td>
<td><strong>E-mail</strong></td>
</tr>
<tr>
<td><a href="mailto:rklouda@msinoldbuilders.com">rklouda@msinoldbuilders.com</a></td>
<td><a href="mailto:Mark@Flynncoinc.com">Mark@Flynncoinc.com</a></td>
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</table>

<table>
<thead>
<tr>
<th>Surveying Co:</th>
<th>E-Mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineer:</td>
<td>Phone</td>
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<table>
<thead>
<tr>
<th>Property Information:</th>
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</thead>
<tbody>
<tr>
<td><strong>Property Address</strong></td>
</tr>
<tr>
<td>or Address Range (block)</td>
</tr>
<tr>
<td><strong>Brief Legal(s)</strong></td>
</tr>
<tr>
<td>(Sec./Twp./Range) SW 1/4 of SW</td>
</tr>
<tr>
<td>1/4 Sec 9 T84N, R06W</td>
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<table>
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<th>GPN(s)</th>
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<table>
<thead>
<tr>
<th>Rural Land Use</th>
<th>Map Designation</th>
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</thead>
<tbody>
<tr>
<td>AG</td>
<td>AA</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Current Zoning AG</th>
<th>Total Acres</th>
</tr>
</thead>
<tbody>
<tr>
<td>AG</td>
<td>4</td>
</tr>
</tbody>
</table>

**Submittal Requirements:**
Application, Fee, Minor Site Plan Drawing
Proof of Insurance (if applicable)

The undersigned is/are the owner(s) of the described property on this application, located in the unincorporated area of Linn County, Iowa, assuring that the information provided herein is true and correct. I hereby give my consent for the office of Linn County Planning and Development to conduct a site visit and photograph the subject property.

This development is subject to and shall be required, as a condition of final development approval, to comply with all Unified Development Code policies, requirements, and standards that are in effect at the time of final development approval.

**Owner**

[Signature]

**Date**

---

**Case #** JTD20-0002

**Receipt #**

**Date Received**

**JUN 04 2020**

LINN COUNTY DEPARTMENT
OF PLANNING & DEVELOPMENT
The following information shall be provided with the application:

Is the property located within a Flood Plain? ☑YES ☑NO

Is the Proposed Use within the Flood Plain area? ☑YES ☑NO

Temporary use period:
Beginning 1July2020 __________________________
Ending __1May2021 __________________________

Description of Proposed Use:
The Flynn Company proposes to erect a portable concrete batch plant on this site to provide concrete for the IDOT Hwy 13 paving Project (project info attached). Paving is scheduled to begin in late August/Early September contingent on weather conditions and utilities. Flynn Co would erect our permitted plant in August and remove it upon completion of the above referenced project. Then restore the plant site to its preexisting condition.

Days & Hours of Operation
We will operate from 6:00 AM until 6:00 PM Monday through Friday and Saturdays as needed

Will a building or structure be used and what type?
No

Will there be a sign? Per Article V, section 107-94 (j) include dimension details and content.
No

Have you contacted the Building Division for review of applicable building code requirements?
☑YES ☑NO

Restroom Facilities:
☑Currently provided on site.
X Portable will be brought to the site.
☑None available.

Estimated increase in vehicle trips per day
200 loaded Inbound, 300 loaded outbound

Type of vehicles using facility
Semi-Tractors and Dump Trucks __________________________

Does the property have access from a state highway? ☑YES ☑NO
(If yes, review with Iowa Department of Transportation at (319) 365-3558.

Number of parking spaces provided __20 ______

The following documents shall be attached:
- Proof of Insurance
- Minor Site Plan

www.linncounty.org/planning
LINN COUNTY BOARD OF SUPERVISORS

RESOLUTION # ________________________

APPROVING RESIDENTIAL PARCEL SPLIT

WHEREAS, a Residential Parcel Split of Brown Acres First Addition (Case # JPS20-0005) to Linn County, Iowa, containing one (1) lot, numbered lot 1 has been filed for approval, a subdivision of real estate located in the NESW of Section 31, Township 86 North, Range 5 West of the 5th P.M., Linn County, Iowa, described as follows:

Commencing as a point of reference at the N 1/4 corner of said Section 31, thence S 02°07' 15" E along the east line of the NW 1/4 and east line of the SW 1/4, all in said Section 31, 3601.39 feet to the point of beginning; thence continuing S 02° 07' 15" E along said east line, 352.47 feet to the SE corner of said NE 1/4 SW 1/4; thence S 83°31'22" W along the south line of said NE 1/4 SW 1/4, 378.06 feet; thence N 02° 07' 15" W, 352.47 feet; thence N 88°29'23" E, 378.06 feet to the point of beginning, containing 3.06 acres which includes 0.18 acres of road right of way.

WHEREAS, said plat is accompanied by a certificate acknowledging that said subdivision is by, and with the free consent of the proprietors, and is accompanied by a certificate dedicating certain property to the public, as shown on the plat; and

WHEREAS, said plat and its attachments thereto have been found to conform to the requirements of the comprehensive plan and the subdivision ordinance; and the requirements of other ordinances and state laws governing such plats; and

WHEREAS, the following conditions as listed on the Planning and Development Staff Report of March 18, 2020 as last amended on April 20, 2020 have been addressed:

LINN COUNTY SEECONARY ROAD DEPARTMENT, 892-6400
1. Entrance permit required for new entrances and existing unpermitted entrances, Sec. 11 and the Unified Development Code, Article IV, Section 107-72, § 2 (h)(5). All approved entrances shall be brought into conformance with County standards. One entrance per parcel is allowed. An additional access may be allowed with justification and permit.
2. Dedication of road rights-of-way, County Standard Specifications, Section 5. Forty feet of right-of-way on Brown Road adjacent to development shall be dedicated to the County for road purposes. Decorative rocks, walls, or other items that may identify the owner or address of the property, are not allowed within the road right-of-way.
3. Road agreement with conditions applicable to residential parcel split cases. County Standard Specifications, Section 1.

IOWA DEPARTMENT OF TRANSPORTATION
1. Not within the jurisdiction of the Iowa Department of Transportation.

LINN COUNTY PUBLIC HEALTH DEPARTMENT
1. Existing sewage disposal system must have one of the following completed: If the property ownership is being transferred and does not qualify for one of the DNR exemptions, a Time of Transfer inspection must be performed by a certified septic contractor. The report must be submitted to this department. If the property is not transferring ownership, the septic must be reviewed by Linn County Public Health for compliance with Linn County Code of Ordinances Chapter 10, Article VI Private Sewage Disposal Systems.
NATURAL RESOURCES CONSERVATION SERVICE
No conditions to be met.

LINN COUNTY CONSERVATION DEPARTMENT
No conditions to be met.

LINN COUNTY EMERGENCY MANAGEMENT
No conditions to be met.

LINN COUNTY PLANNING AND DEVELOPMENT – ZONING DIVISION
1. All side and rear yard setbacks must be met for all structures involved in this proposal.
2. Various revisions to the site plan and final plat.
3. Prior to approval of the final plat, the owner must sign an "Acceptance of Conditions" form. The "Acceptance of Conditions" form states that the owner understands and agrees to comply with the agreed upon conditions as stated in the staff report.
4. This plat lies within the 2 mile jurisdiction of the City of Central City. As per Chapter 354 of the Code of Iowa, a certified resolution by any municipality that has authority to review the plat to either approve the plat or waive its right to review must be provided.
5. Approval of utility and drainage easements by the appropriate companies with all easements marked on the final plat bound copies.
6. The proposed subdivision name and proposed names of all roads, streets and lanes shall be submitted for review and approval by the Linn County Auditor's office prior to approval of the final plat.
7. One original and 3 complete copies of the final plat bound documents that must include the following:
   (i) Owner's certificate and dedication certificate executed in the form provided by the laws of Iowa, dedicating to Linn County title to all property intended for public use, including public roads
   (ii) Title opinion and a consent to plat signed by the mortgage holder if there is a mortgage or encumbrance on the property as well as a release of all streets, easements, or other areas to be conveyed or dedicated to local government units within which the land is located
   (iii) Surveyor's certificate
   (iv) Auditor's certificate
   (v) Resolution of the Planning and Zoning Commission
   (vi) Resolution of the Board of Supervisors
   (vii) Resolution of approval or waiver of review by applicable municipalities
   (viii) Treasurer's certificate
   (ix) Agricultural Land Use Notification. The landowner shall ensure that such notification shall be attached to the deed and shall become a separate entry on the abstract of title for all the property that is subject of the permit or development as per Article V, Section 107-91, § (h) of the Unified Development Code.
   (x) Restrictive covenants or deed restrictions, as separate instruments, not combined with any other instrument
   (xi) Three (3) copies of the surveyor's drawing
   (xii) A covenant for a secondary road assessment
8. Final plat bound copies must be approved by the Linn County Board of Supervisors on or before APRIL 20, 2021 as per Article IV, Section 107-72, § (1)(g), and shall be recorded within 1 year of that approval, as per Article IV, Section 107-72, § (2)(f), of the Unified Development Code.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors, of Linn County, Iowa, that said plat is hereby approved. The Board of Supervisors and County Engineer are hereby authorized to enter approval upon the final plat resolution. The Board of Supervisors' Chairperson is also hereby authorized to sign said plat which executes an acceptance of dedication of property to the public, as shown on said plat.
NOW, THEREFORE BE IT FURTHER RESOLVED, by the Board of Supervisors, of Linn County, Iowa, that said plat and plat proceedings shall not be changed or altered in any way, without the approval of the Linn County Board of Supervisors. Said plat and plat proceedings shall be recorded by June 24, 2021 to be valid.

Passed and approved this 24th day of June, 2020

Linn County Board of Supervisors

_____________________________
Chair

_____________________________
Vice Chair

_____________________________
Supervisor

Aye:
Nay:
Abstain:
Absent:

Attest:

_____________________________
Joel Miller, Linn County Auditor
Linn County Board of Supervisors
Resolution # JPS20-0005
June 24, 2020
Page 4 of 4

Linn County Engineer

__________________________________________
Brad Ketels, Engineer

State of Iowa )
               ) SS
County of Linn )

I, Joel Miller, County Auditor of Linn County, Iowa, hereby certify that at a regular meeting of the said Board of Supervisors, the foregoing resolution was duly adopted by a vote of:

___ Aye ___ Nay ___ Abstain ___ Absent

__________________________________________
Joel Miller

Subscribed and sworn to before me by the aforesaid Joel Miller, ____________________________ ,
on this ____ day of _______________________, 2020.

__________________________________________
Notary Public State of Iowa
LINN COUNTY BOARD OF SUPERVISORS

RESOLUTION # _______________________

APPROVING A FINAL PLAT

WHEREAS, a final plat of Dengler First Addition (Case #JF20-0006) to Linn County, Iowa, containing three (3) lots, numbered Lot 1, Lot 2 and lettered Outlot A has been filed for approval, a subdivision of real estate located in the SWSW of Section 6, Township 83 North, Range 5 West of the 5th P.M., Linn County, Iowa, described as follows:

Lot 4, Creekside Second Addition to Linn County, Iowa

WHEREAS, said plat is accompanied by a certificate acknowledging that said subdivision is by, and with the free consent of the proprietors, and is accompanied by a certificate dedicating certain property to the public, as shown on the plat; and

WHEREAS, said plat and its attachments thereto have been found to conform to the requirements of the comprehensive plan and the subdivision ordinance; and the requirements of other ordinances and state laws governing such plats; and

WHEREAS, the following conditions as listed on the Planning and Development Staff Report of April 15, 2020 as last amended on May 18, 2020 have been addressed:

LINN COUNTY SECONDARY ROAD DEPARTMENT, 892-6400
1. Entrance permit required for new entrances and existing unpermitted entrances, Sec.11 and the Unified Development Code, Article IV, Sec. 107-72 § 2 (h)(5). All approved entrances shall be brought into conformance with County standards. Lot 1 and Lot 2 shall each be limited to a single access. Outlot A shall gain access through either Lot 1 or Lot 2 via access easement.
2. Dedication of road right-of-way, County Standard Specifications, Section 5. Forty (40) feet of right-of-way on Creekside Road adjacent to development shall be dedicated to the County for road purposes.
3. Road agreement with conditions similar to final plat cases. County Standard Specifications, Section 1.
4. E-911 address sign will be required at the time an entrance permit is applied for at the Secondary Road Department.

IOWA DEPARTMENT OF TRANSPORTATION
1. Not within the jurisdiction of the Iowa Department of Transportation.

LINN COUNTY PUBLIC HEALTH DEPARTMENT
No conditions to be met.

NATURAL RESOURCES CONSERVATION SERVICE
1. Show approximate location of natural drainage ways and a note restricting building within the natural drainage way should be shown on the final plat. Contact the NRCS office for widths and building restriction requirements.
2. Clarify plans to address potential wetland area with NRCS.
LINN COUNTY CONSERVATION DEPARTMENT
No conditions to be met.

LINN COUNTY EMERGENCY MANAGEMENT
No conditions to be met.

LINN COUNTY PLANNING AND DEVELOPMENT - ZONING DIVISION
1. Various revisions to the site plan and final plat.
2. Prior to approval of the final plat, the owner must sign an “Acceptance of Conditions” form. The “Acceptance of Conditions” form states that the owner understands and agrees to comply with the agreed upon conditions as stated in the staff report.
3. This plat lies within the 2-mile jurisdiction of the City of Springville, and as per the 28E Agreement between the City and the County, will require City approval or a waiver of the right to review.
4. Approval of utility and drainage easements by the appropriate companies with all easements marked on the final plat bound copies.
5. The proposed subdivision name and proposed names of all roads, streets and lanes shall be submitted for review and approval by the Linn County Auditor’s office prior to approval of the final plat.
6. The final plat bound documents must be approved by the Linn County Board of Supervisors on or before MAY 18, 2021 as per Article IV, Section 107-72, § (1)(g), and shall be recorded within 1 year of that approval, as per Article IV, Section 107-72, § (2)(f) of the UDC.
7. One original and 3 complete copies of the final plat bound documents that must include the following:
   i. Owner’s certificate and dedication certificate executed in the form provided by the laws of Iowa, dedicating to Linn County title to all property intended for public use, including public roads
   ii. Title opinion and a consent to plat signed by the mortgage holder if there is a mortgage or encumbrance on the property as well as a release of all streets, easements, or other areas to be conveyed or dedicated to local government units within which the land is located
   iii. Surveyor’s certificate
   iv. Auditor’s certificate
   v. Resolution of the Planning and Zoning Commission
   vi. Resolution of the Board of Supervisors
   vii. Resolution of approval or waiver of review by applicable municipalities
   viii. Treasurer’s certificate
      i. Agricultural Land Use Notification. The landowner shall ensure that such notification shall be attached to the deed and shall become a separate entry on the abstract of title for all the property that is subject of the permit or development as per Article V, Section 107-91, § (h) of the UDC.
      ii. Restrictive covenants or deed restrictions, as separate instruments, not combined with any other instrument
      iii. Three (3) copies of the surveyor’s drawing
      iv. A covenant for a secondary road assessment
NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors, of Linn County, Iowa, that said plat is hereby approved. The Board of Supervisors and County Engineer are hereby authorized to enter approval upon the final plat resolution. The Board of Supervisors’ Chairperson is also hereby authorized to sign said plat which executes an acceptance of dedication of property to the public, as shown on said plat.

NOW, THEREFORE BE IT FURTHER RESOLVED, by the Board of Supervisors, of Linn County, Iowa, that said plat and plat proceedings shall not be changed or altered in any way, without the approval of the Linn County Board of Supervisors. Said plat and plat proceedings shall be recorded by June 24, 2021 to be valid.

Passed and approved this 24th day of June, 2020

Linn County Board of Supervisors

____________________________
Chair

____________________________
Vice Chair

____________________________
Supervisor

Aye:
Nay:
Abstain:
Absent:

Attest:

Joel Miller, Linn County Auditor
Linn County Board of Supervisors
June 24, 2020
Resolution # ______________
JF20-0006
Page 4 of 4

Linn County Engineer

______________________________
Brad Keelis, Engineer

State of Iowa    )
                 ) SS
County of Linn  )

I, Joel Miller, County Auditor of Linn County, Iowa, hereby certify that at a regular meeting of the said Board of Supervisors, the foregoing resolution was duly adopted by a vote of:

___ Aye ___ Nay ___ Abstain ___ Absent

______________________________
Joel Miller

Subscribed and sworn to before me by the aforesaid Joel Miller, _______________________

on this ______ day of ________________________, 2020.

______________________________
Notary Public State of Iowa
LINN COUNTY BOARD OF SUPERVISORS

RESOLUTION # ______________________

APPROVING A FINAL PLAT

WHEREAS, a final plat of Peterson's Properties Addition (Case #JF19-0008) to Linn County, Iowa, containing three (3) lots, numbered Lot 1 (one), Lot 2 (two), and lettered Lot A, has been filed for approval, a subdivision of real estate located in the NWSW of Section 19, Township 84 North, Range 6 West of the 5th P.M., Linn County, Iowa, described as follows:

Commencing at the West Quarter Corner of Section 19, Township 84 North, Range 6 West of the Fifth Principal Meridian; thence S1°06'44"E along the west line of the Southwest Quarter of said Section 19, a distance of 326.61 feet to a point on the west boundary of Shamrock Woods First Addition to Linn County, Iowa and the point of beginning; thence continuing S1°06'44"E along said west line of the Southwest Quarter, 285.05 feet to a point on the west boundary of said Shamrock Woods First Addition; thence S89°50'26"E along said west boundary, 231.06 feet; thence N1°05'45"W along said west boundary, 285.04 feet; thence N89°50'26"W along said west boundary, 231.15 feet to the point of beginning. Said parcel contains 1.12 acres, subject to easements and restrictions of record.

WHEREAS, said plat is accompanied by a certificate acknowledging that said subdivision is by, and with the free consent of the proprietors, and is accompanied by a certificate dedicating certain property to the public, as shown on the plat; and

WHEREAS, said plat and its attachments thereto have been found to conform to the requirements of the comprehensive plan and the subdivision ordinance; and the requirements of other ordinances and state laws governing such plats; and

WHEREAS, the following conditions as listed on the Planning and Development Staff Report of November 20, 2019 as last amended on December 16, 2019 have been addressed:

LINN COUNTY SECONDARY ROAD DEPARTMENT, 892-6400
1. Entrance permit required for new entrances and existing unpermitted entrances, Sec.11 and the Unified Development Code, Article IV, Sec. 107-72 § 2 (h)(5). All approved entrances shall be brought into conformance with County standards. One entrance per parcel is allowed.
2. Dedication of road rights-of-way, County Standard Specifications, Section 5. A minimum of 60' of right-of-way on North 10th Street adjacent to the development shall be dedicated to the County for road purposes.
3. Road agreement with conditions similar to final plat cases. County Standard Specifications, Section 1.
4. Entrance permit and E-911 address sign to be applied for at Linn County Secondary Road Department at the time a residential entrance permit is needed for Lot 1.

IOWA DEPARTMENT OF TRANSPORTATION
1. Not within the jurisdiction of the Iowa Department of Transportation.

LINN COUNTY PUBLIC HEALTH DEPARTMENT
1. Existing house must be reviewed by Linn County Public Health for compliance with Linn County Code of Ordinances Chapter 105, Article VI Property Maintenance Regulations. If applicable, correction of certain deficiencies may require permits, inspections and final approval from the Building Division of Linn County Planning & Development.
2. A written shared well agreement must be submitted to LCPH and recorded with both properties using the well.
3. A detailed site plan must be submitted for a potential building site on the newly created lot indicating the location of house, septic and shared well. Site plan must be submitted from a certified septic contractor who has reviewed the site to determine if the required minimum separation distances can be met. Effluent discharge must be considered and must not impact adjacent properties.

NATURAL RESOURCES CONSERVATION SERVICE
1. A site plan showing the footprint of proposed structures and septic systems and wells shall be submitted and accepted by the NRCS office prior to plat approval.
2. Before grading and building on lots, a plan for erosion control is needed. Plan shall be implemented before, during, and after construction. Utilize “Erosion Control for Small Site Development” brochure during construction of homes and outbuildings. The brochure can be obtained from the NRCS office or Planning and Development.

LINN COUNTY CONSERVATION DEPARTMENT
No conditions to be met.

LINN COUNTY EMERGENCY MANAGEMENT
No conditions to be met.

LINN COUNTY PLANNING AND DEVELOPMENT - ZONING DIVISION
1. Various revisions to the site plan and final plat.
2. The circular driveway connection shown on the Site Plan between Lot 1 and Lot 2 shall be physically severed prior to recording of the Final Plat, or a Shared Access Easement shall be submitted with the Bound Documents.
3. Prior to approval of the final plat, the owner must sign an “Acceptance of Conditions” form. The “Acceptance of Conditions” form states that the owner understands and agrees to comply with the agreed upon conditions as stated in the staff report.
4. This plat lies within the 2-mile jurisdiction of the City of Marion. As per Chapter 354 of the Code of Iowa, a certified resolution by any municipality that has authority to review the plat to either approve the plat or waive its right to review must be provided.
5. Approval of utility and drainage easements by the appropriate companies with all easements marked on the final plat bound copies.
6. The proposed subdivision name and proposed names of all roads, streets and lanes shall be submitted for review and approval by the Linn County Auditor’s office prior to approval of the final plat.
7. The final plat bound documents must be approved by the Linn County Board of Supervisors on or before DECEMBER 16, 2020 as per Article IV, Section 107-72, § (1)(g), and shall be recorded within 1 year of that approval, as per Article IV, Section 107-72, § (2)(f) of the UDC.
8. One original and 3 complete copies of the final plat bound documents that must include the following:
   i. Owner’s certificate and dedication certificate executed in the form provided by the laws of Iowa, dedicating to Linn County title to all property intended for public use, including public roads
   ii. Title opinion and a consent to plat signed by the mortgage holder if there is a mortgage or encumbrance on the property as well as a release of all streets, easements, or other areas to be conveyed or dedicated to local government units within which the land is located
   iii. Surveyor’s certificate
iv. Auditor's certificate  
v. Resolution of the Planning and Zoning Commission  
vi. Resolution of the Board of Supervisors  
vii. Resolution of approval or waiver of review by applicable municipalities  
viii. Treasurer’s certificate  
i. Agricultural Land Use Notification. The landowner shall ensure that such notification shall be attached to the deed and shall become a separate entry on the abstract of title for all the property that is subject of the permit or development as per Article V, Section 107-91, § (h) of the UDC.  
ii. Restrictive covenants or deed restrictions, as separate instruments, not combined with any other instrument  
iii. Three (3) copies of the surveyor’s drawing  
iv. A covenant for a secondary road assessment

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors, of Linn County, Iowa, that said plat is hereby approved. The Board of Supervisors and County Engineer are hereby authorized to enter approval upon the final plat resolution. The Board of Supervisors' Chairperson is also hereby authorized to sign said plat which executes an acceptance of dedication of property to the public, as shown on said plat.

NOW, THEREFORE BE IT FURTHER RESOLVED, by the Board of Supervisors, of Linn County, Iowa, that said plat and plat proceedings shall not be changed or altered in any way, without the approval of the Linn County Board of Supervisors. Said plat and plat proceedings shall be recorded by June 24, 2021 to be valid.

Passed and approved this 24th day of June, 2020.

Linn County Board of Supervisors

______________________________  
Chair

______________________________  
Vice Chair

______________________________  
Supervisor
Aye:
Nay:
Abstain:
Absent:

Attest:

Joel Miller, Linn County Auditor

Linn County Engineer

State of Iowa  )
     ) SS
County of Linn  )

Brad Ketels, Engineer

I, Joel Miller, County Auditor of Linn County, Iowa, hereby certify that at a regular meeting of the said Board of Supervisors, the foregoing resolution was duly adopted by a vote of:

__ Aye __ Nay __ Abstain __ Absent

Joel Miller

Subscribed and sworn to before me by the aforesaid Joel Miller, ____________________________

on this _____ day of _________________________, 2020.

________________________________________
Notary Public State of Iowa
IOWA DEPARTMENT OF TRANSPORTATION
Agreement for
Transfer of Public Road Jurisdiction

County: Linn
Project No.: TJ-030-7(204)--2M-57
Iowa DOT Agreement No.: 2020-TJ-004
Commission Order No.: 

This Agreement entered into by and between the Iowa Department of Transportation, hereinafter designated the “STATE”, and Linn County, Iowa, a Local Public Agency, hereinafter designated the “LPA”; and in consideration of these premises and the mutual covenants hereinafter set forth, it is hereby agreed as follows:

WITNESSETH, that

1. In accordance with the provisions of Iowa Code Sections 313.2 and / or 306.42, the STATE hereby agrees to transfer jurisdiction of the following public road segment(s), including all structures and right-of-way, to the LPA:

   That portion of U.S. 30, a length of approximately 0.75 miles, as shown on Exhibit A attached.

   a. The LPA agrees to accept the road segment(s) described in this Agreement into its road system and maintain them in accordance with all applicable laws, regulations and administrative rules.

   b. The LPA and the STATE have examined the physical condition of the public road segment(s) described in this Agreement and have agreed that:

      i. The STATE shall transfer funds to the LPA, in the amount of $322,000 which represents the estimated cost to full-width Hot Mix Asphalt (HMA) resurface 3 inches on the proposed roadway segment, as described herein.

   c. The transfer of jurisdiction of the public road segment(s) described in this Agreement shall take place following the execution of this agreement by both the LPA and the STATE as follows:

      i. The LPA shall assume jurisdiction of the public road segment(s) described in this Agreement upon receipt of the initial payment from the STATE, and upon written notification to the LPA (by certified mail) of the time and date of the STATE’s intention to transfer.

2. The LPA has inspected the public road segment(s) described in this Agreement and agrees to accept said road subject to the conditions set forth herein. In accordance with Iowa Code Section 306.42(6), neither the LPA nor the STATE shall be held liable for any claim for damage for any act or omission relating to the design, construction, or maintenance of the public road segment(s) described in this Agreement that occurred prior to the effective date of the transfer.

3. The STATE shall transfer to the LPA by quit-claim deed all its legal or equitable title or interest in the right-of-way, except as noted in Section 4 following, of the public road segment(s) described in this Agreement. The LPA shall accept said deed, pursuant to Iowa Code Section 306.42.

4. If the STATE has acquired access rights by warranty deed for the public road segment(s) described in this Agreement, the LPA shall not, within 150 feet of the edge of any at-grade intersecting primary highway, either alter those rights or allow any new access.
5. In accordance with Iowa Code Section 313.2, the attached notice of intent to execute this agreement has been published in the newspaper(s) designated by the LPA as the official newspaper(s) of general circulation within the county. If applicable, a hearing has been held and the Board of Supervisors has reexamined the merits of execution of this agreement as required by Iowa Code Section 313.2.

a. The cost to publish said notice shall be jointly borne by the LPA and the DOT.

b. The DOT shall be responsible for maintaining proof of publication.

6. Once the transfer of jurisdiction is complete, the LPA shall be responsible for signing the road segment. Procedures to modify the secondary route numbering system are outlined in Instructional Memorandum (I.M.) 2.160. The LPA shall also be responsible for any requests to modify the Farm to Market (FM) road system as outlined in I.M. 2.170 and 2.180.

7. If any section, provision, or part of this Agreement is found to be invalid or unconstitutional, such finding shall not affect the validity of the Agreement as a whole or any section, provision, or part thereof not found to be invalid or unconstitutional.

8. This Agreement shall be executed in two counterparts, each of which shall constitute but one and the same instrument.

9. This Agreement including referenced exhibits, constitutes the entire Agreement between the LPA and the STATE concerning this transfer of jurisdiction. Representations made before the signing of this Agreement are not binding, and neither party has relied upon conflicting representations in entering into this Agreement. Any change or alteration to the terms of this Agreement must be in the form of an addendum to this Agreement. Said addendum shall become effective only upon written approval of the STATE and the LPA.
IN WITNESS THEREOF, each of the parties hereto has executed agreement No. 2020-TJ-004 as of the date shown opposite its signature hereafter.

BOARD OF SUPERVISORS OF LINN COUNTY:

By: ___________________________ Date ___________________________, 20___.
   Chairperson

I, _____________________________, certify that I am the Auditor of the County, and that _____________________________, who signed said Agreement for and on behalf of the County was duly authorized to execute the same by virtue of a formal motion passed and adopted by the County on

on the _____ day of __________________, 20____. 

ATTEST:

By: _____________________________
   County Auditor

IOWA DEPARTMENT OF TRANSPORTATION:

By: _____________________________ Date ___________________________, 20___.

James Schnoebelen
District Engineer
District 6
NOTICE OF INTENT TO EXECUTE AGREEMENT FOR TRANSFER OF PUBLIC ROAD JURISDICTION

In accordance with Iowa Code Section 313.2, notice is hereby given that the Iowa Department of Transportation and Linn County, Iowa, intend to enter into an agreement whereby the public road segments described as:

That portion of U.S. 30 from the east corporate limit of the City of Lisbon east to the Cedar County line, a total length of approximately 0.75 miles,

will be transferred from the State of Iowa to Linn County which will accept the above public road segments into its secondary road system.

If, within ten (10) days after the publication of this notice, one hundred or more residents of Linn County request by petition or in writing that a hearing be held in regard to such agreement, the Board of Supervisors and the Iowa Department of transportation shall hold a hearing not more than seven days after receiving the petition or written instrument, and based upon evidence presented at such hearing shall re-examine the merits of executing such agreement and make a decision in regard to it.

In absence of such petition in writing, the Iowa Department of Transportation and the Board of Supervisors of Linn County, Iowa, intend forthwith to enter such agreement.

A copy of the intended agreement is on file in the County Engineer’s Office and County Auditor’s Office.

Bradley J. Ketels, P.E.
Linn County Engineer
US 30 Mount Vernon/Lisbon Bypass

Transfer of Jurisdiction - Existing US 30 to Linn County

The southern half of existing US 30 from Sta. 812+72.94 (+/-) to Sta. 826+66.55 (+/-) and existing US 30 from Sta. 826+66.55 (+/-) to Sta. 852+54.40 (+/-) will be transferred to Linn County.
The northern half of existing US 30 from Sta. 812+72.94 (+/-) to Sta. 826+66.55 (+/-) will be transferred to the city of Lisbon.
CITY AND COUNTY PROJECT AGREEMENT
CITY OF WALKER BRIDGE INSPECTION

This agreement entered into this _______ day of ____________, ______, by and between Linn County, Iowa, hereinafter referred to as County, and the city of Walker, hereinafter referred to as City.

WHEREAS, both County and City are a public agency as is defined by Section 28E.2 of the Code of Iowa, and

WHEREAS, Section 28E.3 of the Code of Iowa provides that any power or powers, privileges or authority exercised or capable of exercise by a public agency of the State of Iowa may be exercised and enjoyed jointly by a public agency of the State of Iowa having such power or powers, and

WHEREAS, it is proposed to inspect, analyze, and prepare an inspection report, including a completed Iowa Structure Inventory and Appraisal Form, for the following city bridges:

1) FHWA bridge #11711, (Walker 2038)
   a. 30' X 24' Timber bridge on Linn St.
2) FHWA bridge #11691 (Walker 2046)
   a. 24' X 26' Timber bridge with concrete deck on Rowley St.
3) FHWA bridge #11671 (Walker 742)
   a. 35' X 28' Concrete slab bridge on W Grant St.
4) FHWA #11720 (Walker 818)
   a. 25' X 36' Concrete culvert on Grant St.
5) FHWA #11680 (Walker 1387)
   a. 26 X 31' Concrete culvert on Mill St.

WHEREAS, the City Council has informed itself as to the proposed project and scope of work.

IT IS NOW AGREED by parties hereto as follows:

1. DURATION - This agreement shall commence on the date that both parties sign this agreement and shall continue thereafter until one party notifies the other party, in writing, of an intent to end the agreement.

2. PURPOSE - The purpose of this agreement is to accomplish the proposed project as described herein in accordance with the aforesaid scope of work and in agreement with conditions specified in this agreement.

3. The County Engineer shall be responsible for the administration of this project. General specifications for the project shall conform to the current Standard Specifications for Highway Bridges published by the American Association of State Highway and Transportation Officials.
4. The City and County agree to save and indemnify and keep harmless, each other against all liabilities, judgments, costs, and expenses which may in any way come against the County or City or which in any way result from carelessness or neglect of either party or its agents, employees or workmen in any respect whatsoever.

5. The City and County agree to indemnify and hold each other, their employees and agents, wholly harmless from any damages, claims, demands, or suits by any person or persons arising out of any acts or omissions by the City or County, its agents, servants, or employees in the course of any work done in connection with any of the matters set forth in this agreement.

6. MANNER OF FINANCING - The total cost of the project shall include administrative fees and the contracted rate per bridge as shown in Attachment. The City will be notified of changes in contract and administrative fees and Attachment will be updated accordingly.
   a) The County shall initially finance the cost of the project.
   b) The City shall reimburse the County based on the rates stated above. Payment shall be made within thirty (30) days of receipt of invoice in form and sufficiency acceptable to the City.

7. TERMINATION –
   a) This agreement shall be considered binding upon the City and the County and shall not be terminated until the City or County has given written notification to the other party.

Executed in triplicate each of which shall constitute as original on this ____ day of ____________, ________.

BOARD OF SUPERVISORS
LINN COUNTY, IOWA

________________________________
________________________________
________________________________

ATTEST:
LINN COUNTY AUDITOR

CITY OF WALKER

________________________________
________________________________
________________________________

ATTEST:
WALKER CITY CLERK
Bridge Inspection 28e Agreement
Linn County & City of Walker

Bridge #11711
Bridge #11691
Bridge #11671
Bridge #11720
Bridge #11680

© Bridge to be inspected by Linn County
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<th>Notes</th>
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<td>2</td>
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<td>5</td>
<td>CENTER POINT 1861</td>
<td>CENTER POINT 2659</td>
<td>$1,050.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CENTER PT 1870</td>
<td>CENTER PT.2756</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>LINN 2757</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Central City</td>
<td>1</td>
<td>CENTRAL CITY2450</td>
<td></td>
<td>$290.00</td>
</tr>
<tr>
<td>Coggon</td>
<td>1</td>
<td>CITY COGGON 1993</td>
<td>already inspected in 2020</td>
<td>$290.00</td>
</tr>
<tr>
<td>Ely</td>
<td>4</td>
<td>ELY 1944</td>
<td>ELY 1955</td>
<td>$860.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ELY 332</td>
<td>ELY 741</td>
<td></td>
</tr>
<tr>
<td>Fairfax</td>
<td>1</td>
<td>FAIRFAX NO 542</td>
<td></td>
<td>$290.00</td>
</tr>
<tr>
<td>Marion</td>
<td>1</td>
<td>29TH AVENUE</td>
<td>This bridge is shared jurisdiction and is inspected on the County cycle. 28E Agreement is needed for this inspection.</td>
<td>$195.00</td>
</tr>
<tr>
<td>Mount Vernon</td>
<td>2</td>
<td>MT VERNON 1127</td>
<td>This bridge is shared jurisdiction and is inspected on the County cycle and both bridges can be invoiced (1.5 bridges) on the City cycle.</td>
<td>$385.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1767</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Palo</td>
<td>2</td>
<td>PALO 2257</td>
<td>PALO 2790</td>
<td>$480.00</td>
</tr>
<tr>
<td>Robins</td>
<td>3</td>
<td>009941</td>
<td>2304</td>
<td>$670.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2330</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Springville</td>
<td>3</td>
<td>SPRINGVILLE 2114</td>
<td>SPRINGVILLE 2152</td>
<td>$670.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SPRINGVILLE 340</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Walford</td>
<td>3</td>
<td>FLORENCE TWP-011650</td>
<td>FLORENCE TWP-011660</td>
<td>$670.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>WALFORD 1700</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Walker</td>
<td>5</td>
<td>WALKER 1700</td>
<td>WALKER 1387</td>
<td>$1,050.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>WALKER 2038</td>
<td>WALKER 2046</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>WALKER 618</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
VACANCY FORM

SELECT ONE:
☐ NEW POSITION
☐ REPLACEMENT
☐ REPLACES: Donna Armstrong
☐ EXISTING JOB CLASSIFICATION

SELECT ONE:
☐ NEW JOB CLASSIFICATION
☐ JOB TITLE: Medical Secretary

DEPARTMENT: Sheriff - Correctional Center
SHIFT/HOURS: Monday - Friday 8:00am - 5:00pm
NUMBER OF POSITIONS: 1

VACANCY DATE: 06/18/20

REASON TO ADD NEW POSITION (if applicable):
☐ BUDGET OFFER
☐ GRANT FUNDING
☐ OTHER: 
NEW POSITION FUNDING SOURCE(S):
Jail Secretary is a critical position that needs to be filled. Increase in personnel budget for this position will be covered by the Sheriff’s Office.

POST TO INSIDE: ☐ YES ☐ NO
ADVERTISE: ☐ YES ☐ NO
IF NO, GIVE EXPLANATION (i.e. not filling due to operational needs):

POSITION TYPE:
☐ FULL-TIME ☐ PART-TIME # of hours/week ☐ TEMPORARY/SEASONAL
☐ ON-CALL/SUBSTITUTE ☐ GRANT-FUNDED
☐ BARGAINING UNIT: ☐ Clerical ☐ Maintenance ☐ Para Professional ☐ Professional
☐ Attorneys ☐ Conservation ☐ Sergeants ☐ PPME
☐ NON-BARGAINING UNIT (Management and Confidential Employees)

APPROVED BY: ___________________________ 6-18-20
DEPARTMENT HEAD (original signature required) DATE

FOR HUMAN RESOURCES DEPARTMENT USE ONLY:
PAY GRADE: ___________________________ STARTING SALARY: ________________

HR DIRECTOR COMMENTS: ____________________________

FINANCE/BUDGET DIRECTOR COMMENTS: ____________________________

APPROVED BY: ___________________________ 6-19-20
HUMAN RESOURCES DIRECTOR DATE

APPROVED BY: ___________________________ 06/19/20
FINANCE/BUDGET DIRECTOR DATE

APPROVED BY: ___________________________
CHAIRPERSON/BOARD OF SUPERVISORS DATE
1. Purpose

The Board of Supervisors established the Linn County Legacy and Community Attraction Fund to foster and support long-standing, new, and diverse community events in Linn County.

2. Tentative Schedule (Dates are subject to change at the County’s discretion.)

<table>
<thead>
<tr>
<th>Description</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Release</td>
<td>July 2020</td>
</tr>
<tr>
<td>Optional Presentations to Board of Supervisors</td>
<td>Not available for 2021 cycle</td>
</tr>
<tr>
<td>Presentation Request Deadline</td>
<td>N/A</td>
</tr>
<tr>
<td>Application Submission Deadline</td>
<td>Friday, July 31, 2020 – 4 p.m.</td>
</tr>
<tr>
<td>Application Review</td>
<td>August 2020</td>
</tr>
<tr>
<td>Award Notification</td>
<td>Late August 2020</td>
</tr>
<tr>
<td>Grant Report Deadline</td>
<td>Friday, July 30, 2021</td>
</tr>
</tbody>
</table>

3. Applicant Presentations

Optional applicant presentations are not available during the FY21 grant cycle due to building restrictions in place due to the current COVID-19 pandemic.

Please provide contact information in your application for board members to reach out individually with questions regarding your submission.

4. Submission Instructions

Either electronic or paper application submission is acceptable. Only one method of submission is necessary. Applications must be received by 4 p.m. Central Time on Friday, July 31, 2020.

   A. Electronic Submission
      Submit to: barbara.schmitz@linncounty.org

   B. Paper Submission
      Mail to:
      Linn County Board of Supervisors
      Attn: Barbara Schmitz
      935 2nd Street SW, 3rd Floor
      Cedar Rapids, IA 52404

If an organization submits more than one application, or submits an application requesting funding for more than one event, the organization must rank the projects by priority.

To ensure fairness, applications that are incomplete, do not follow guidelines, or miss the deadline will be presented to the Board of Supervisors for approval of further consideration. Linn County reserves the right to waive irregularities and informalities in a submitted application.
5. **Applicant Eligibility**

Legacy and Community Attraction grants will be made only to organizations located in Linn County, Iowa or with a branch location in Linn County, and whose work and/or event directly benefits Linn County residents.

6. **Project Eligibility**

Grant funds may be used only for events and/or by entities that substantially promote Linn County history and/or culture and/or work to draw in residents and outside visitors alike. Priority is given to requests for events and programmatic and capital projects over requests for operating support. Grant funds may be used only for expenses that have not yet been incurred.

Preferred applications will be for projects/programs that accomplish the following:

- A. Promote Linn County via opportunities for historical education or community attraction
- B. Demonstrate a return on investment dollars
- C. Do not duplicate current or long-standing events in Linn County

Projects are funded for one-year increments.

7. **Grantee Requirements**

- A. Grant funding must be used for the project described in Applicant’s approved application. If Applicant finds the need to use the funding for other purposes, Applicant must request permission from the Board of Supervisors in writing prior to doing so. Submit requests to: barbaraschmitz@linncounty.org.
- B. The Board of Supervisors may request, at any time, that a representative from Applicant’s organization attend a public meeting to report on the progress toward the completion of the Applicant’s project.
- C. Media releases, annual reports, and materials printed with grant funds should credit the Linn County Board of Supervisors Legacy and Community Attraction Fund. Contact Barbara Schmitz if you need a logo for such materials.
- D. A final report is required, and the form is included herein (final two pages of this document). Documentation of grant expenses is required and can include copies of receipts or copies of paid invoices. **Reports are due July 30, 2021. Organizations that fail to meet this requirement will be ineligible for future Legacy and Community Attraction grants without specific Board of Supervisors approval.**

8. **Evaluation Criteria**

Applications will be evaluated on the criteria listed below which appear in no particular order of importance.

- A. Demonstrates historical, cultural, or diverse educational opportunities for Linn County residents and visitors
- B. Has potential for long-term impact
- C. Serves a broad segment of the population
- D. Clearly describes event/entity goals
- F. Project does not duplicate current economic and/or community development initiatives
9. Selection Process

The Linn County Board of Supervisors Legacy and Community Attraction Fund will receive more funding requests than can be approved. If an application for a worthwhile program is not approved, the decision does not reflect on the value of the group or service, but rather on the need to be selective because of limited resources. Preference may be given to legacy and/or new applicants.

In an effort to provide substantial, quality awards, a maximum of five awards will be given. Funding decisions will be made in August.
FY 2021 Linn County Legacy and Community Attraction Fund

Application

Applicant Information:

1. Applicant/Organization Name:

2. Event Name/Event Description (2-4 sentences):

3. Organization Information (address, contact person/title, phone and email):

4. Organizational Description (purpose, programs/services):

5. Is applicant organization less than one year old? If yes, please submit a business/event plan as an attachment.

6. Has applicant organization received previous funding from Linn County? Is applicant an applicant in good standing with Linn County; i.e., if applicant has previously received funding, was applicant’s final report submitted prior to the deadline if applicable?

Event/Entity Information:

1. Describe event or entity, location, and population served, as well as the cultural or historical educational opportunity it will provide:

2. Describe event or entity goals and objectives:

3. Event/Entity visibility – describe how Linn County residents and visitors will be drawn in to participate in or visit your event/entity.

4. What is the sustainability plan in order to provide ongoing event continuity?

5. Is applicant working in partnership or collaboration with other entities? If yes, identify event partners/collaborators.

**Financial:**

1. What is the dollar amount of your request? Please include a funding range (e.g. $17,000-$25,000).

2. Provide a detailed event budget, with a brief description of each budget item. You may provide this as an attachment if you wish.

3. Is applicant accessing alternative funding sources? If yes, please list source(s).

4. Does the funding requested leverage other funding? Is it a match for other funding? If yes, please describe.

5. Is your organization required to file IRS form 990? If yes, please attach your most recent filing. (Organizations not required to file a 990 may ignore this question.)
Linn County Board of Supervisors
Economic and Community Development Fund

FY 21 FINAL REPORT

DUE: July 30, 2021

Grant Recipient: ___________________________ Date: ___________________________

Contact Person: ___________________________ Phone: ___________________________

Address: ___________________________ Email: ___________________________

Title of Grant Project: ___________________________

Dollar amount of grant: $ ___________________________

Amount expended: $ ___________________________

Remaining dollar amount: $ ___________________________

Project expense documentation (receipts or paid invoices) must be attached.

Any remaining balance of grant funds must be returned to Linn County. Make checks payable to “Linn County Treasurer” and mail to the address listed below.

Attach a separate sheet if necessary and use as much space as needed to respond to the following:

1. Accomplishments: Describe what was accomplished with the Legacy and Community Attraction grant funds. Relate accomplishments to stated project/program goals/objectives.
2. *Who participated in the event and how?*

3. *Describe how the event or entity demonstrates the Linn County culture, history, or diversity and return on investment dollars.*

Submitted by: ______________________________________________ Date: ______________

**Send final report to:**
*Linn County Board of Supervisors*
*ATTN: Barbara Schmitz*
*935 2nd Street SW*
*Cedar Rapids, IA 52404*
*barbara.schmitz@linncounty.org*
THIRD AMENDMENT TO LEASE AGREEMENT

THIS THIRD AMENDMENT TO LEASE AGREEMENT ("Third Amendment") is made and entered into this __________ day of June 2020 by and between Linn County, Iowa ("Landlord") whose address for the purpose of this Third Amendment is 935 Second Street SW, Cedar Rapids, IA  52404, and the Abbe Center for Community Mental Health, Inc. ("Tenant") whose address for the purpose of this Third Amendment is 520 11th Street NW, Cedar Rapids, IA  52405.

RECITALS:

A. Landlord and Tenant entered into that certain Lease Agreement dated November 1, 2017 ("Lease") whereby Landlord leases to Tenant and Tenant leases from Landlord 21,030 square feet, more or less, of a part of the building upon the real estate located at 520 11th Street NW, Cedar Rapids, Iowa, known as the "Fillmore Building", shown more specifically on the Attached "Exhibit A".

B. Tenant desires to extend the Lease Term stipulated in Section 1 of the Lease and, in connection therewith, Landlord and Tenant desire to provide for such extension and the modification and amendment of the Lease as more fully set forth herein.

AGREEMENT:

NOW THEREFORE in consideration of the mutual covenants and agreements made herein and for other good and valuable consideration, the adequacy of which is hereby acknowledged, Landlord and Tenant hereby agree that effective as of the date of this Third Amendment, the Lease shall be amended and modified as follows:

1. PREMISES AND TERM. Pursuant to the Second Amendment to Lease Agreement, the term is scheduled to expire on the last day of June 2020. Landlord and Tenant hereby agree to extend the Lease for a period of two (2) months from the first day of July 2020 through the last day of August 2020, on the terms and conditions set forth in this Third Amendment.

2. NO FURTHER MODIFICATION. Except as specifically set forth in this Third Amendment, all of the terms and provisions of the Lease shall remain unmodified and in force and effect.

IN WITNESS WHEREOF, the parties hereto have duly executed this Third Amendment as of the day and year first above written.

LINN COUNTY, IOWA

ABBE CENTER FOR COMMUNITY MENTAL HEALTH, INC.

____________________________  ______________________________
Ben Rogers, Chairperson       Kathy Johnson, Executive Director
Linn County Board of Supervisors  Abbe Center for Community Mental Health, Inc.
State of Iowa
County of Linn

On this ______ day of ______________, 2020, before me the undersigned, a Notary Public in and for said County and State, personally appeared Ben Rogers, to me personally known, who being by me duly sworn, did say that he is the Chairperson of the Board of Supervisors, Linn County, Iowa, executing the within and foregoing instrument; that said instrument was signed on behalf of said County by authority of its Board of Supervisors; and that he, as such Chairperson acknowledged the execution of said instrument to be the voluntary act and deed of said County, by it and by him voluntarily executed.

________________________________________
Notary Public, State of Iowa

State of Iowa
County of Linn

On this ______ day of ______________, 2020, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Kathy Johnson, to me personally known, who being by me duly sworn, did say that she is the Executive Director of the Abbe Center for Community Mental Health, Inc. executing the foregoing instrument; that said instrument was signed on behalf of the corporation by authority of its Board of Directors; and that she as principal officer acknowledged the execution of the foregoing instrument to be the voluntary act and deed of the corporation, by it and by her voluntarily executed.

________________________________________
Notary Public, State of Iowa
Exhibit A

Fillmore Building
Space Leased to Abbe Center for Community Mental Health