

**BOARD OF SUPERVISORS**

District 1 | **Stacey Walker**

District 2 | **Ben Rogers**

District 3 | **Louis J. Zumbach**

**JEAN OXLEY LINN COUNTY PUBLIC SERVICE CENTER**

935 2ND ST. SW

CEDAR RAPIDS, IA 52404

PH: 319-892-5000 | FAX: 319-892-5009

LinnCounty.org



**LINN COUNTY BOARD OF SUPERVISORS  
MEETING AGENDA**

Monday, June 28, 2021

11 a.m.

Formal Board Room—Jean Oxley Public Service Center  
935 2nd St. SW, Cedar Rapids, IA

**Call to Order**

**Public Comment: Five Minute Limit per Speaker**

This comment period is for the public to address topics on today's agenda.

**Minutes**

Discuss and decide on meeting minutes.

Discuss a Vacancy Form requesting a Senior Accountant for the Finance & Budget Department.

Discuss and approve a resolution authorizing the transfer of \$5,000 from the Board Buildings appropriations, to the Facilities appropriations.

Discuss a Public Bidder Tax Sale Certificate Abatement Agreement for a property located at 4477 Usher's Ferry Rd NE, Cedar Rapids, IA

Discuss a resolution amending the Application Fee Schedule for Linn County Planning and Development specifically concerning Renewable Energy Overlay District Rezoning fees.

Discuss and decide on authorizing Chair to sign a contract with Anderson Bogert for land surveying services related to the Secondary Roads Department District 1 shop relocation project

Discuss and decide on authorizing Chair to sign a Certificate of Self-Insurance for the Early Care and Education Supportive Services to increase access to extended day and year high-quality Wraparound Care for 3-5 year olds

Discuss and decide on authorizing Chair to sign a Certificate of Self-Insurance for the Nurturing Parent Program-Long Term, to provide long term home visitation family support services to Linn County families

Discuss and decide on authorizing Chair to sign a Certificate of Self-Insurance for the Nurturing Parent Program-Short Term, to provide short term home visitation family support services

**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.

**Payroll Authorizations**

Discuss and decide on Employment Change Roster (payroll authorizations).

**Claims**

Discuss and decide on claims.

**Correspondence**

**Appointments**

**Adjournment**

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](mailto:bd-supervisors@linncounty.org).

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

LinnCounty.org



**VACANCY FORM**

**SELECT ONE:**

**NEW POSITION**

**REPLACEMENT**

**REPLACES:** \_\_\_\_\_

**SELECT ONE:**

**NEW JOB CLASSIFICATION**

**EXISTING JOB CLASSIFICATION**

**JOB TITLE:** Senior Accountant

**DEPARTMENT:** Finance & Budget

**SHIFT/HOURS:** Monday - Friday, 8:00 a.m. to 5:00 p.m.

**VACANCY DATE:** 07/01/21

**NUMBER OF POSITIONS:** 1

**REASON TO ADD NEW POSITION (if applicable):**  BUDGET OFFER

GRANT FUNDING

OTHER: \_\_\_\_\_

**NEW POSITION FUNDING SOURCE(S):**

American Rescue Plan Act (ARPA)

**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:** Dawn Jindrich

Digitally signed by Dawn Jindrich  
DN: cn=Dawn Jindrich, o=Linn County, ou=Finance  
Director, email=dawn.jindrich@linncounty.org, c=US  
Date: 2021.06.18 14:45:10 -0500

06/18/21

DEPARTMENT HEAD (original signature required)

DATE

*By signing above, I acknowledge my understanding of the following about external job postings: Failure to make a good faith effort to begin the interview process within one month of receiving candidates' applications will result in HR charging the cost of advertising back to the department.*

**FOR HUMAN RESOURCES DEPARTMENT USE ONLY:**

**PAY GRADE:** \_\_\_\_\_ **STARTING SALARY:** \_\_\_\_\_

**HR DIRECTOR COMMENTS:** \_\_\_\_\_

**FINANCE/BUDGET DIRECTOR COMMENTS:** \_\_\_\_\_

**APPROVED BY:** Kara D. Powell  
HUMAN RESOURCES DIRECTOR

6-21-21  
DATE

**APPROVED BY:** [Signature]  
FINANCE/BUDGET DIRECTOR

6/22/21  
DATE

**APPROVED BY:** \_\_\_\_\_  
CHAIRPERSON/BOARD OF SUPERVISORS

DATE

**RESOLUTION NO. 2021-06-**

**A RESOLUTION APPROVING AN APPROPRIATIONS TRANSFER  
WITHIN THE LINN COUNTY FISCAL YEAR 2021 ANNUAL BUDGET**

**WHEREAS**, the Linn County Board of Supervisors previously approved the Linn County Fiscal Year 2021 Annual Budget; and,

**WHEREAS**, it has been determined that it is necessary to transfer appropriations within the Public Safety and Legal Services area of said budget; and,

**WHEREAS**, sufficient appropriations are available to provide for the necessary transfer; and,

**WHEREAS**, said transfer is within the Administration service area, and is made by resolution of the Board of Supervisors in accordance with Iowa Code Section 331.434(6).

**NOW, BE IT THEREFORE RESOLVED** by the Linn County Board of Supervisors that appropriations within the Linn County Fiscal Year 2021 Annual Budget are revised as follows:

<b>Organization</b>	<b>Transfer</b>
Facilities	\$5,000
Board Buildings	(\$5,000)

**PASSED AND APPROVED** this \_\_\_\_\_ day of June 2021.

**LINN COUNTY BOARD OF SUPERVISORS**

\_\_\_\_\_  
Stacey Walker, Chair

\_\_\_\_\_  
Ben Rogers, Vice Chair

\_\_\_\_\_  
Louis Zumbach, Supervisor

**ATTEST:**

\_\_\_\_\_  
Joel Miller, Linn County Auditor

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

\_\_\_\_\_Aye \_\_\_\_\_Nay \_\_\_\_\_ Abstain and \_\_\_\_\_Absent from Voting.

\_\_\_\_\_  
Joel Miller, Linn County Auditor

**PUBLIC BIDDER TAX SALE CERTIFICATE ABATEMENT AGREEMENT**

**COME NOW**, Hannah L & Chase J McFarlane and Linn County, Iowa, and enter into an agreement for settlement of Public Bidder Tax Sale Certificate PB 10-2014, as follows:

**WHEREAS**, Linn County, Iowa holds Public Bidder Tax Sale Certificate PB10-2014 on property located at 4477 Usher's Ferry Rd NE, Cedar Rapids, IA 52411 Parcel #130147700200000, and legally described as"

Lot 17, Auditor's Plat #456

And

**WHEREAS**, the redemption value of the above Public Bidder Tax Sale Certificate as of June 28, 2021 is \$21,524.00.

**WHEREAS**, pursuant to Section 44.16, Code of Iowa, the Linn County Board of Supervisors is authorized to compromise and abate the tax interest of tax certificates; and

**WHEREAS**, Hannah L & Chase J McFarlane desires to obtain the above-described real property to extend ownership of their existing property, for that purpose,

**NOW, THEREFORE, IT IS HEREBY AGREED** by the parties that:

1. Linn County, Iowa will accept the sum of \$7972.00 from Hannah L & Chase J McFarlane in complete satisfaction of Public Bidder Tax Sale Certificate PB10-2014 on the above described real estate.

**Hannah L McFarlane & Chase J McFarlane**

By: \_\_\_\_\_ Date: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

**LINN COUNTY, IOWA**

By: \_\_\_\_\_ Date: \_\_\_\_\_

Stacey Walker, Chairperson, Linn County Board of Supervisors

**Finger, Nicki**

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**Subject:** FW: Request to consider purchase offer for Parcel 130147700200000: Address 4477 Ushers Ferry Road

**From:** Hannah McFarlane <[hannah.mcfarlane@cvhumane.org](mailto:hannah.mcfarlane@cvhumane.org)>  
**Sent:** Thursday, June 10, 2021 3:51 PM  
**To:** Board of Supervisors <[BOARDDDL@linncounty.org](mailto:BOARDDDL@linncounty.org)>  
**Subject:** Request to consider purchase offer for Parcel 130147700200000: Address 4477 Ushers Ferry Road

June 10, 2021

To whom this may concern,

I would like to purchase the tax sale certificate 2014P10 for \$7972.00 and request the tax sale interest to be waived. The address for this vacant lot is 4477 Ushers Ferry Road, Cedar Rapids, IA 52411. Parcel Number 130147702200000.

This property adjoins our current residence. My understanding is that due to the small size of the lot, under current permitting requirements, no septic system permit is obtainable, hindering future home construction.

Upon acceptance of the purchase offer and receipt of the tax sale certificate 2014P10, I will proceed with the process associated with taking ownership of the deed.

Your consideration and approval would be greatly appreciated.

Best,

--  
Hannah McFarlane  
Programs Director  
Cedar Valley Humane Society  
319.362.6288

HELD UNDER THE PROVISIONS OF SECTIONS 446.18 AND 446.19 CODE OF IOWA.

I, SHARON K. GONZALEZ, TREASURER OF LINN COUNTY, IOWA DO HEREBY CERTIFY THAT ON THE 16 DAY OF JUNE, A.D., 2014 AT THE REGULAR SALE BEGUN AND PUBLICLY HELD ON THE THIRD MONDAY OF JUNE, A.D., 2014 THE PARCEL OF REAL PROPERTY DESCRIBED BELOW, SITUATED IN THE COUNTY AND STATE AFORESAID, WAS SOLD TO LINN COUNTY FOR THE TAXES FOR THE YEARS  
2008 2009 2010 2011 2012 2013  
FOR THE [100%] UNDIVIDED PORTION WHICH WAS THE SMALLEST PORTION BID FOR, AND FULL PAYMENT HAS BEEN MADE THEREFOR, FOR THE FOLLOWING TAXES, INTEREST AND COSTS DUE AND REMAINING UNPAID UPON SUCH PARCEL OF LAND, TO WIT:

TAXING DIST:080 PROP ADDR:4477 USHERS FERRY RD CEDAR RAPIDS  
GPN:13014-77002-00000 PARCEL:69241285 ITEM: 392  
TYPE:24 DPNO:0000100665  
EVERTS CLARENCE & ANGELINE M D  
% WILLIAM D EVERTS  
PO BOX 10747  
CEDAR RAPIDS IA 52410

LEGAL DESC:A.P. 456

STR/LB:17 ACRES: .17

TYPE	YEAR	TAX	PENALTY	COST	TOTAL DUE	
REAL EST	2008-01	29.00	25.00	20.00	74.00	74.00
REAL EST	2008-02	29.00	22.00	4.00	55.00	129.00
REAL EST	2009-01	32.00	22.00		54.00	183.00
REAL EST	2009-02	32.00	19.00	4.00	55.00	238.00
REAL EST	2010-01	33.00	16.00		49.00	287.00
REAL EST	2010-02	33.00	13.00	4.00	50.00	337.00
REAL EST	2011-01	35.00	11.00		46.00	383.00
REAL EST	2011-02	35.00	8.00	4.00	47.00	430.00
REAL EST	2012-01	36.00	5.00		41.00	471.00
REAL EST	2012-02	36.00	2.00	4.00	42.00	513.00
MISC	2009-02	1088.00	935.00	5.00	2028.00	2541.00
MISC	2010-03	1034.00	701.00	5.00	1740.00	4281.00
MISC	2011-04	980.00	488.00	5.00	1473.00	5754.00
MISC	2012-05	926.00	293.00	5.00	1224.00	6978.00
MISC	2013-06	871.00	118.00	5.00	994.00	7972.00

GRAND TOTAL PAID 7972.00

WITNESS MY HAND THIS 16 DAY OF JUNE, A.D., 2014

SHARON K. GONZALEZ

DEPUTY

TREASURER OF  
LINN COUNTY, IOWA

**LINN COUNTY BOARD OF SUPERVISORS**

**RESOLUTION #:** \_\_\_\_\_

**APPLICATION FEE SCHEDULE FOR  
LINN COUNTY PLANNING AND DEVELOPMENT**

**WHEREAS**, on March 12, 2003, the Board of Supervisors adopted, by Resolution #2003-3-5, the application fee schedule for the Linn County Department of Planning and Development; and

**WHEREAS**, the application fee schedule was last amended by resolution #2021-1-6 on January 13, 2021; and

**WHEREAS**, the application fee schedule must now be revised to reflect additional application types and fees as shown on Attachment A.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Supervisors of Linn County, Iowa that the following application fee schedule as shown on Attachment A, be adopted.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**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, and Clerk to the Board of Supervisors, 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 \_\_\_\_\_, 2021.

\_\_\_\_\_  
Notary Public State of Iowa

## Attachment A

Type of Application	Fee (\$)
Amendments to Text	\$200
Cabin Area Expansion	\$275
Conditional Home Occupation	\$200
Conditional Home Occupation – 5-Year Renewal	\$100
Conditional Use Permit (All Uses Except Otherwise Listed)	\$200
Conditional Use Permit (Extraction)	\$1,000
Conditional Use Permit (Waste Disposal – Recycling Facility, Transfer Station)	\$1,000
Conditional Use Permit – Floodplain	\$200
Conditional Use Permit Insignificant Modification	\$15
Conditional Use Permit Minor Modification	½ Conditional Use Fee
Floodplain Permit (Except Conditional Use Permit or Variance)	\$50
Floodplain Permit – Variance	\$100
General Appeal	\$100
Rezoning/Map Amendment (All Districts Except EU-1)	\$275
Rezoning/Map Amendment (EU-1 District)	\$1,000
Rezoning/Map Amendment (RE Overlay District) 200 acres or less	\$5,000
Rezoning/Map Amendment (RE Overlay District) greater than 200 acres	\$2,500 per 100 acres of project area rounded to nearest 100 acres
Site Plan – Major	\$50
Site Plan – Minor (Including Zoning Verification & Site Plan Review - Zoning Permit)	\$15
Special Exception	\$100
Subdivision – Major (Including Cluster/Conservation Subdivision and Rural Village Extension Development)	\$200 + \$10/Lot
Preliminary Plat	\$175
Final Plat (4 – 9 Lots)	\$200
Final Plat (10 – 19 Lots)	\$225
Final Plat (20 or More Lots)	\$225
Subdivision – Minor (Including Residential Parcel Split, Land Preservation Parcel Split & Minor Boundary Change)	\$160
Temporary Use	\$50
Variance	\$100

**County of Linn, Iowa  
Certificate of Self-Insurance**

Contact Office:  
Risk Management  
935 2<sup>nd</sup> Street S.W.  
Cedar Rapids, IA 52404-2100

Date: June 25, 2021

<b><i>Insured:</i></b> Linn County, its Elected Officials, Employees and Agents 935 2 <sup>nd</sup> Street S.W. Cedar Rapids, IA 52404-2100
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**Type of Self-Insurance Coverage**

General Liability  
Auto Liability  
Workers Compensation

**Description of Operations/Locations:**

Early Care and Education Supportive Services intended to increase access to extended day and year high-quality Wraparound Care, for 3-5 year olds from eligible Linn County families.

**Program Description:**

This certificate is to confirm that Linn County is self-insured with regards to any and all general liability claims and all automobile claims, including comprehensive and collision. This self-insured status is not the result of a specific action by the Board of Supervisors, but results from Iowa law, which provides that political subdivisions are subject to liability for their torts and those of their officers and employees when acting within the scope of their duties (Iowa Code Chapter 670). Should a judgement creditor elect not to issue execution against a municipal corporation, a tax must be levied as early as practicable to pay the judgement (Iowa Code §§ 626.24, 670.10, and 627.18).

**Certificate Holder**

Linn County Early Childhood Iowa Board  
1240 26<sup>th</sup> Avenue SW  
Cedar Rapids, IA 52404

County of Linn

\_\_\_\_\_  
Stacey Walker, Chairperson  
Board of Supervisors

\_\_\_\_\_  
Date

**County of Linn, Iowa  
Certificate of Self-Insurance**

Contact Office:  
Risk Management  
935 2<sup>nd</sup> Street S.W.  
Cedar Rapids, IA 52404-2100

Date: June 25, 2021

<b><i>Insured:</i></b> Linn County, its Elected Officials, Employees and Agents 935 2 <sup>nd</sup> Street S.W. Cedar Rapids, IA 52404-2100
---

**Type of Self-Insurance Coverage**

General Liability  
Auto Liability  
Workers Compensation

**Description of Operations/Locations:**

Nurturing Parent Program – Long Term, intended to provide long term home visitation family support services to Linn County families with children under the age of six that meet eligibility criteria.

**Program Description:**

This certificate is to confirm that Linn County is self-insured with regards to any and all general liability claims and all automobile claims, including comprehensive and collision. This self-insured status is not the result of a specific action by the Board of Supervisors, but results from Iowa law, which provides that political subdivisions are subject to liability for their torts and those of their officers and employees when acting within the scope of their duties (Iowa Code Chapter 670). Should a judgement creditor elect not to issue execution against a municipal corporation, a tax must be levied as early as practicable to pay the judgement (Iowa Code §§ 626.24, 670.10, and 627.18).

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County of Linn

\_\_\_\_\_  
Stacey Walker, Chairperson  
Board of Supervisors

\_\_\_\_\_  
Date

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Risk Management  
935 2<sup>nd</sup> Street S.W.  
Cedar Rapids, IA 52404-2100

Date: June 25, 2021

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**Type of Self-Insurance Coverage**

General Liability  
Auto Liability  
Workers Compensation

**Description of Operations/Locations:**

Nurturing Parent Program – Short Term, intended to provide short term home visitation family support services to Linn County families with children under the age of six that meet eligibility criteria.

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County of Linn

\_\_\_\_\_  
Stacey Walker, Chairperson  
Board of Supervisors

\_\_\_\_\_  
Date