

**BOARD OF SUPERVISORS**

District 1 | **Stacey Walker**

District 2 | **Ben Rogers**

District 3 | **Brent Oleson**

**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**

Wednesday, October 14, 2020

11 a.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.

**Reports**

Receive and place on file Auditor's Quarterly Report for the quarter ending 9/30/20 in the amount of \$769.38. Total Auditor transfer fees deposited by Recorder with the County Treasurer in the amount of \$11,670.00.

Receive and place on file Treasurer's (Auto Dept.) Report to the County Auditor Receipts and Disbursements for the Month of September, 2020.

**Resolutions**

**Contract and Agreements**

Approve and authorize Chair to sign a contract with The Gazette for design, printing, and distribution services for the Fiscal Year 2020 Linn County Popular Annual Financial Report (PAFR) in the amount of \$6,500.

Approve and authorize Chair to sign purchase order #5665 for \$109,000.00 to Telespan for 59 video visitation units for the Correctional Center.

Approve and authorize Chair to sign purchase order #5666 for \$94,258.96 to Falkbuilt for pre-constructed offices for the Attorney's Office.

Approve and authorize Chair to sign purchase order #5668 for \$7,210.00 to CDWG for web security appliances for IT.

**Licenses & Permits**

**Regular Agenda**

**Discuss and Decide on Consent Agenda**

**Minutes**

Discuss and decide on meeting minutes.

Discuss and decide economic development funding in the amount of \$33,750 for Dows Farm project management.

Discuss and decide on actions related to the storm of August 10, 2020

Update on Linn County's response to COVID-19

Discuss and decide on a resolution to allow Linn County to reimburse expenses paid in advance of the next Land and Water Legacy bond issue, with the maximum amount of bonds issued expected to be \$6 million

**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 1-800-945-0974, access code 501116
- 2) Email questions or comments prior to or during the meeting to: [bd-supervisors@linncounty.org](mailto: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](mailto:bd-supervisors@linncounty.org).

**LINN COUNTY AUDITOR'S OFFICE**

Joel Miller | Auditor  
Rebecca Shoop | First Deputy

**JEAN OXLEY LINN COUNTY PUBLIC SERVICE CENTER**

935 2ND ST. SW  
CEDAR RAPIDS, IA 52404  
PH: 319-892-5300  
LinnCounty.org



AUDITOR'S QUARTERLY REPORT TO THE BOARD OF SUPERVISORS

July 1st, 2020 to September 30th, 2020

|   |    |                    |
|---|----|--------------------|
| Election Reports  | \$ | 0.00               |
| Election: Reimbursements of Local Elections                                 | \$ | 0.00               |
| Election: Misc. Fees  | \$ | 0.00               |
| Maps and Supplies   | \$ | 14.00              |
| Digital Data  | \$ | 0.00               |
| Research Fees   | \$ | 0.00               |
| Misc. Fees  | \$ | 1.00               |
| Purchasing Card Rebate  | \$ | 0.00               |
| Plat Survey Fees  | \$ | 529.38             |
| Book and Materials  | \$ | 0.00               |
| Liquor Licenses   | \$ | 225.00             |
| Cigarette Permits   | \$ | 0.00               |
| <br>  |    |                    |
| Total On Deposit with the County Treasurer                                  | \$ | <u>769.38</u>      |
| <br>  |    |                    |
| Total Auditor Transfer Fees Deposited by Recorder with the County Treasurer | \$ | <u>\$11,670.00</u> |

I, Joel Miller, Auditor of Linn County, Iowa, do hereby certify that the above information is a true and correct record of fees collected by me as Auditor, for the quarter ending September 30th, 2020.

  
Joel Miller, Linn County Auditor

12 Oct 2020  
Date

TREASURER'S (AUTO DEPT.) REPORT TO THE COUNTY AUDITOR  
 RECEIPTS AND DISBURSEMENTS  
 MONTH OF SEPTEMBER 2020

**RECEIVED**  
 OCT 12 2020  
 LINN COUNTY AUDITOR

| FUND             | RECEIPTS        |           | DISBURSEMENTS   |           | PREVIOUS BAL.   | GRAND TOTAL     |
|------------------|-----------------|-----------|-----------------|-----------|-----------------|-----------------|
|                  | CASH BOOK       | TRANSFERS | TREAS CKS.      | TRANSFERS |                 |                 |
| AUTO LICENSE     | \$ 4,160,698.50 |           | \$ 3,225,174.50 |           | \$ 3,225,174.50 | \$ 4,160,698.50 |
| USE TAX          | \$ 2,588,213.94 |           | \$ 2,411,133.28 |           | \$ 2,411,133.28 | \$ 2,588,213.94 |
| SURCHARGE        | \$ 28,155.00    |           | \$ 24,480.00    |           | \$ 24,480.00    | \$ 28,155.00    |
| AMATEUR RADIO    | \$ 80.00        |           | \$ 80.00        |           | \$ 80.00        | \$ 80.00        |
| BLACK OUT        | \$ 39,495.00    |           | \$ 29,216.00    |           | \$ 29,216.00    | \$ 39,495.00    |
| BREAST CANCER    | \$ 125.00       |           | \$ 45.00        |           | \$ 45.00        | \$ 125.00       |
| BRONZE STAR      | \$ 40.00        |           | \$ 30.00        |           | \$ 30.00        | \$ 40.00        |
| CATTLEMAN        | \$ 45.00        |           | \$ 10.00        |           | \$ 10.00        | \$ 45.00        |
| CHOOSE LIFE      | \$ 60.00        |           | \$ 30.00        |           | \$ 30.00        | \$ 60.00        |
| ISU              | \$ 260.00       |           | \$ 270.00       |           | \$ 270.00       | \$ 260.00       |
| U OF I           | \$ 1,697.00     |           | \$ 878.00       |           | \$ 878.00       | \$ 1,697.00     |
| UNI              | \$ 69.00        |           | \$ 40.00        |           | \$ 40.00        | \$ 69.00        |
| OTHER COLLEGE PL | \$ 265.00       |           | \$ 235.00       |           | \$ 235.00       | \$ 265.00       |
| PERS PLATE       | \$ 2,770.00     |           | \$ 2,252.00     |           | \$ 2,252.00     | \$ 2,770.00     |
| DECAL            | \$ 10.00        |           | \$ -            |           | \$ -            | \$ 10.00        |
| DUCKS UNLTD      | \$ 40.00        |           | \$ 55.00        |           | \$ 55.00        | \$ 40.00        |
| EDUCATION        | \$ 25.00        |           | \$ 40.00        |           | \$ 40.00        | \$ 25.00        |
| EMS              | \$ -            |           | \$ -            |           | \$ -            | \$ -            |
| EV/PHEV          | \$ 2,178.11     |           | \$ 2,506.15     |           | \$ 2,506.15     | \$ 2,178.11     |
| FALLEN OFFICER   | \$ 155.00       |           | \$ 20.00        |           | \$ 20.00        | \$ 155.00       |
| FIREFIGHTER      | \$ 25.00        |           | \$ -            |           | \$ -            | \$ 25.00        |
| FLY OUR COLORS   | \$ 280.00       |           | \$ -            |           | \$ -            | \$ 280.00       |
| GOD BLESS        | \$ 115.00       |           | \$ 60.00        |           | \$ 60.00        | \$ 115.00       |
| GOLD STAR FAMILY | \$ -            |           | \$ -            |           | \$ -            | \$ -            |
| HERITAGE         | \$ 15.00        |           | \$ 10.00        |           | \$ 10.00        | \$ 15.00        |
| IOWA AG LITACY   | \$ 10.00        |           | \$ 15.00        |           | \$ 15.00        | \$ 10.00        |
| LEGION OF MERIT  | \$ -            |           | \$ -            |           | \$ -            | \$ -            |
| LOVE R KIDS      | \$ 55.00        |           | \$ 10.00        |           | \$ 10.00        | \$ 55.00        |
| MCYCLE RIDER     | \$ 45.00        |           | \$ 30.00        |           | \$ 30.00        | \$ 45.00        |
| NAT'L GUARD      | \$ 10.00        |           | \$ 5.00         |           | \$ 5.00         | \$ 10.00        |
| DNR              | \$ 4,355.00     |           | \$ 3,376.00     |           | \$ 3,376.00     | \$ 4,355.00     |
| ORGAN DONOR      | \$ 120.00       |           | \$ 60.00        |           | \$ 60.00        | \$ 120.00       |
| PEARL HARBOR     | \$ -            |           | \$ -            |           | \$ -            | \$ -            |
| POW              | \$ -            |           | \$ -            |           | \$ -            | \$ -            |
| PROF FIRE        | \$ 10.00        |           | \$ 20.00        |           | \$ 20.00        | \$ 10.00        |

|                  |                 |      |                 |      |                 |                 |
|------------------|-----------------|------|-----------------|------|-----------------|-----------------|
| PURPLE HEART     | \$ 35.00        |      | \$ 30.00        |      | \$ 30.00        | \$ 35.00        |
| PWD              | \$ 35.00        |      | \$ -            |      | \$ -            | \$ 35.00        |
| USAF AIRFORCE    | \$ 45.00        |      | \$ 30.00        |      | \$ 30.00        | \$ 45.00        |
| USAF ARMY        | \$ 35.00        |      | \$ 35.00        |      | \$ 35.00        | \$ 35.00        |
| USAF COAST GUARD | \$ -            |      | \$ -            |      | \$ -            | \$ -            |
| USAF MARINES     | \$ 15.00        |      | \$ 5.00         |      | \$ 5.00         | \$ 15.00        |
| USAF NAVY        | \$ 20.00        |      | \$ 5.00         |      | \$ 5.00         | \$ 20.00        |
| SHARE THE ROAD   | \$ 65.00        |      | \$ 120.00       |      | \$ 120.00       | \$ 65.00        |
| SHRINERS         | \$ 5.00         |      | \$ 10.00        |      | \$ 10.00        | \$ 5.00         |
| SILVER STAR      | \$ 5.00         |      | \$ -            |      | \$ -            | \$ 5.00         |
| VETERANS         | \$ 425.00       |      | \$ 285.00       |      | \$ 285.00       | \$ 425.00       |
| VETS CROSS/MEDAL | \$ 5.00         |      | \$ -            |      | \$ -            | \$ 5.00         |
| ANATOMICAL FEES  | \$ 617.64       |      | \$ 652.20       |      | \$ 652.20       | \$ 617.64       |
| ADMIN FEES       | \$ -            |      | \$ -            |      | \$ -            | \$ -            |
| MAIL PROCESSING  | \$ 29,214.50    |      | \$ 24,005.50    |      | \$ 24,005.50    | \$ 29,214.50    |
| NSF FEES         | \$ 605.00       |      | \$ 260.00       |      | \$ 260.00       | \$ 605.00       |
| AUTO TRANSFERS   |                 |      |                 |      | \$ (131,000.00) | \$ (131,000.00) |
| TOTAL            | \$ 6,860,548.69 | \$ - | \$ 5,725,518.63 | \$ - | \$ 5,594,518.63 | \$ 6,729,548.69 |

LINN COUNTY TREASURER

*Sharon Long*

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RECEIVED  
OCT 12 2020  
LINN COUNTY AUDITOR



## CONTRACT WITH DESIGN FIRM

A CONTRACT FOR DESIGNING / PRINTING SERVICES FOR LINN COUNTY'S  
FY POPULAR ANNUAL FINANCIAL REPORT (PAFR)

This agreement, entered into this **14<sup>th</sup> day of October 2020**, by and between Linn County, Iowa, and The Gazette, referred to as CONTRACTOR; witnesseth:

In order to accomplish the objective of designing, printing, and distributing Linn County's FY20 Popular Annual Financial Report (PAFR), Linn County and the CONTRACTOR agree as follows:

1. Linn County will pay the CONTRACTOR an amount not to exceed \$6,500 for services and expense reimbursement under this contract.
2. The CONTRACTOR agrees to perform all work required for graphic design and printing the 12-page FY20 PAFR.
3. The CONTRACTOR agrees to provide the Cedar Rapids Gazette, Marion Times, Mount Vernon-Lisbon Sun, and Linn News-Letter newspapers sufficient copies of the PAFR to meet their Linn County distribution numbers and to supply Linn County with approximately 1,000 overruns.
4. The terms of this agreement shall begin upon the execution of this contract by the Chief Elected Official (Chair of the Linn County Board of Supervisors) and shall terminate at the completion of the project.
5. Linn County may terminate this agreement at any time by giving notice by certified mail to the CONTRACTOR. In that event, equitable adjustment shall be made for all work completed prior to termination as certified by the CONTRACTOR.
6. The CONTRACTOR may terminate this agreement by giving a 21-day notice by certified mail to Linn County. In that event, equitable adjustment shall be made for all work completed prior to termination as certified by the CONTRACTOR.
7. The CONTRACTOR shall make an electronic version of the completed PAFR available for Linn County's use on the Linn County website.
8. In performing the functions set forth in this agreement, it is understood and agreed that the CONTRACTOR is an independent CONTRACTOR and that all work performed hereunder shall be conducted in a professional and satisfactory manner. Furthermore, the CONTRACTOR shall hold harmless Linn County for any injury or damage caused by the acts or omissions of the CONTRACTOR on employees or agents and the CONTRACTOR agrees to indemnify Linn County for any such injury or damages.

IN WITNESS, WHEREOF THE PARTIES HERETO HAVE CAUSED THIS AGREEMENT TO BE EXECUTED THIS

\_\_\_\_\_ DAY OF OCTOBER 2020.

\_\_\_\_\_  
CONTRACTOR

\_\_\_\_\_  
Ben Rogers, Chair, Linn County Board of Supervisors  
CHIEF ELECTED OFFICIAL



## MEMORANDUM

**TO:** Board of Supervisors  
**COPY:** Sara Bearrows, Budget Director  
**FROM:** Les Beck, Planning & Development Director  
**DATE:** October 12, 2020  
**SUBJECT:** Economic Development Funding for Dows Farm Agri-Community

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Board members:

This memo summarizes immediate funding needs for the Dows Farm Agri-Community not anticipated in the approved FY21 budget offer. I am requesting an additional \$33,750 in project management funding as outlined below:

- \$12,000 for farm operation and management agreement with the Sustainable Iowa Land Trust (SILT);
- \$3,000 for an opinion of probable cost to renovate the Dows farmhouse;
- \$4,500 for survey work to survey the farm, development and conservation parcels;
- \$14,250 for well upgrade, irrigation lines and hydrants, and pressure tank replacement for vegetable field irrigation.

I will place this on the October 14 agenda for your consideration.

FEDERAL REIMBURSEMENT  
REGULATION RESOLUTION

634201-29

Cedar Rapids, Iowa

October 14, 2020

The Board of Supervisors of Linn County, Iowa, met on October 14, 2020, at 11:00 a.m., at the Linn County Jean Oxley Public Service Center.

The meeting was called to order by the Chairperson, and the roll was called showing the following Supervisors present and absent:

Present: \_\_\_\_\_

Absent: \_\_\_\_\_.

It was reported that, in order to preserve the County's eligibility to issue tax exempt bonds for certain Land and Water Legacy Projects, it would be necessary for the Board to adopt a resolution declaring the Board's intent to spend cash and later reimburse those expenses from the proceeds of a bond issue. Supervisor \_\_\_\_\_ introduced the resolution next hereinafter set out and moved its adoption, seconded by Supervisor \_\_\_\_\_. After due consideration and discussion, the Chairperson put the question upon the adoption of the resolution, and the roll being called, the following Supervisors voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_.

Whereupon, the Chairperson declared the resolution duly adopted as hereinafter set out.

••••

At the conclusion of the meeting, and upon motion and vote, the Board adjourned.

\_\_\_\_\_  
Chairperson, Board of Supervisors

Attest:

\_\_\_\_\_  
County Auditor



RESOLUTION NO. \_\_\_\_\_

Resolution relating to financing of certain proposed Land and Water Legacy projects to be undertaken by Linn County, Iowa; establishing compliance with reimbursement bond regulations under the Internal Revenue Code

BE IT RESOLVED by the Board of Supervisors (the “Board”) of Linn County, Iowa (the “County”), as follows:

Section 1. Recitals.

(a) The Internal Revenue Service has issued Section 1.150-2 of the Income Tax Regulations (the “Regulations”) dealing with the issuance of bonds, all or a portion of the proceeds of which are to be used to reimburse a county for project expenditures made by a county prior to the date of issuance.

(b) The Regulations generally require that a county make a prior declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of a subsequently issued borrowing and that the borrowing occur and the reimbursement allocation be made from the proceeds of such borrowing within a certain period after the payment of the expenditure or the date the projects are placed in service; and

(c) The County desires to comply with requirements of the Regulations with respect to certain projects hereinafter identified.

Section 2. Official Intent Declaration.

(a) The County proposes to undertake the following projects and to make original expenditures with respect thereto prior to the issuance of bonds, notes or other obligations (the “Bonds”) and reasonably expects to issue the Bonds for such projects in the maximum principal amount shown below:

| <u>Projects</u>                    | <u>Maximum Amount of Bonds<br/>Expected to be Issued for Projects</u> |
|------------------------------------|---|
| Land and Water Legacy Conservation | \$6,000,000,000   |

(b) Other than (i) expenditures to be paid or reimbursed from sources other than the Bonds or (ii) expenditures made not earlier than sixty days prior to the date of this Resolution or (iii) expenditures amounting to the lesser of \$100,000 or 5% of the proceeds of the Bonds or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the projects have heretofore been made by the County for which the County will seek reimbursement from the proceeds of the Bonds.

(c) This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 3. Budgetary Matters.

As of the date hereof, there are no County funds reserved, allocated on a long term basis or otherwise set aside (or reasonably expected to be reserved, allocated on a long term basis or otherwise set aside) to provide permanent financing for the expenditures related to the projects, other than pursuant to the issuance of the Bonds. This resolution, therefore, is determined to be consistent with the County's budgetary and financial circumstances as they exist or are reasonably foreseeable on the date hereof, all within the meaning and content of the Regulations.

Section 4. Reimbursement Allocations.

The County's Finance Director shall be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the Bonds to reimburse the source of temporary financing used by the County to make payment of the prior costs of the projects. Each allocation shall be evidenced by an entry on the official books and records of the County maintained for the Bonds, shall specifically identify the actual prior expenditure being reimbursed or, in the case of reimbursement of a fund or account, the fund or account from which the expenditure was paid, and shall be effective to relieve the proceeds of the Bonds from any restriction under the bond resolution or other relevant legal documents for the Bonds, and under any applicable state statute, which would apply to the unspent proceeds of the Bonds.

Section 5. Repealer.

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

Passed and approved October 14, 2020

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Chairperson, Board of Supervisors

Attest:

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County Auditor

October 6, 2020

Dawn Jindrich  
Finance Director  
Linn County Jean Oxley Public Service Center  
935 Second Street, SW  
Cedar Rapids, Iowa 52404

Re: Reimbursement Regulation Resolution  
Our file 634201-29

Dear Dawn:

In response to your request, I have prepared a resolution that may be adopted by the Board of Supervisors in order to comply with federal regulations and to preserve the County's eligibility to be reimbursed from bond proceeds for cash spent on the proposed Land and Water Legacy Conservation projects.

Please return one executed copy of the resolution to us for our files, and let me know when you might need financing.

Very truly yours,

Robert E. Josten

cc by email: Paul Donna