

LINN COUNTY BOARD OF SUPERVISORS
CEDAR RAPIDS, LINN COUNTY, IOWA
TUESDAY, OCTOBER 15, 2019 9:02 A.M.

The Board met in session at the Linn County Jean Oxley Public Service Center.
Present: Chairperson Walker and Supervisor Oleson. Absent: Vice Chairperson Rogers
(personal business). Board members voting "AYE" unless otherwise noted.

Chairperson Walker called the meeting to order.

The Board heard updates from the following Department Heads:

Les Beck, Planning & Development Dir. - budget status; Dows Farm ag work community
tour next week; potential 28E with Alburnett for construction code administration;
amendments to unified development code; revised flood plain amendments; Marion Airport
28E zoning overlay project; RFP for food systems assessment; upcoming workshop on
solar and wind use; Historic Preservation Commission grant program review.

Britt Hutchins, Purchasing Dir. - LC3 work continues; upcoming RFP focus group
meeting; no budget or personnel issues; postal pieces processed; furniture will be
installed at Harris Bldg. next week; shredding agreement completed; working on storage
area at Harris Bldg.; attended diversity training last month; RFP's and bids for
various departments.

Joi Alexander, Communications Dir. - implementing county wide communications plan;
working on KPI products; ongoing Learning Institutes; social media policy is on
tomorrow's agenda; PIO/EMA meetings continue; will be requesting an intern dedicated
to communications; working on Harris Bldg. ribbon cutting; FY20 PAFR in development;
upcoming Witwer Trust.

Garth Fagerbakke, Facilities Mgr. - working to select KPI's; no concerns with budget;
upcoming long term medical leave for employee; Community Services Bldg. remodel
construction phase 1 is $\frac{3}{4}$ of the way complete; Public Service Center (PSC) contract
approved for the front lobby; hardware installation is complete for the mass
notification system; probable costs for installing security windows/walls at service
counters; met with County Attorney and architect to review scope of work for space
needs at the Courthouse; toured all of the Secondary Roads shops; still work to be
done at the Harris Bldg. with anticipated completion date of 10/31; repairs to
concrete in the mechanic's garage at the Sheriff's Office; not staffed to take care of
both the Harris Bldg. and the Fillmore Bldg. complex (will need direction on what
Facilities role will be when preparing for FY21 budget); staff move for new building.

Adjournment at 9:29 a.m.

Respectfully submitted,

JOEL D. MILLER, Linn County Auditor
By: Amanda Hoy, Executive Assistant

Approved by:

STACEY WALKER, Chairperson
Board of Supervisors