

LINN COUNTY BOARD OF SUPERVISORS
CEDAR RAPIDS, LINN COUNTY, IOWA
TUESDAY, MAY 20, 2025 9:00 A.M.

The Board met in session at the Linn County Jean Oxley Public Service Center. Present: Chairperson Meisheid, Vice Chairperson Running-Marquardt and Supervisor Scheetz. Board members voting "AYE" unless otherwise noted.

Chairperson Meisheid called the meeting to order.

The Board received updates from the following Department Heads:

Luke Fischer, Facilities Dir. – Strategic planning and next quarterly goal (digital scanning and organizing of all paper construction related documents); budget is on track; two vacant positions; current activities include: Building automation, Comm. Serv. Bldg. lighting upgrade to LED, Courthouse Reno Dry, Winter Weather Shelter project, Sustainability office buildout is 90% complete, Planning & Development training office complete as well as Correctional Center 4/5 floor isolations cells, Correctional Center walk in cooler floor replacement, Public Serv. Center Deposit Safe is 90% complete, Juvenile Detention Center on security enhancements, Lighting updated in small Courtyards, Courthouse Exterior Renovations, Bidding Phase, Sheriff's Office Repair Garage trench drain replacements 100% complete; Salt storage expansion; ADA operators installed on 1st floor restrooms at Public Service Center and Treasurer's office, Bottle fillers drinking fountains installed at Lifts and Com. Serv. Bldg., Storage at 18th St.; EMA Building flat roof replacement is 100% complete; EMA Building dividing fence installed (still need screening) and EMA next steps – city water hookup, septic, bathrooms, HVAC, insulation. Supervisor Running-Marquardt commended Fischer and Beverly Hayden for the digitization of documents noting that it is a huge job. She also stated that GIS is assisting in this endeavor as well.

Charlie Nichols, Planning and Development Dir. – working on videos for homeowners that need to choose contractors; budget is on track (discussion continued regarding revenues); Planning Intern will start May 28th; Building Div. was well represented at the Build My Future Iowa event; in the process of integrating cloud-based permitting solution; clerical staff member invited to join two committees; starting process of updating Comprehensive Plan; waiting for final approval from FEMA on the Multi-Jurisdictional Hazard Mitigation Plan; Historic Preservation Commission will present their recommendations to the Board in June; new ordinance language was discussed at the Planning & Zoning Comm. meeting last evening regarding nuclear energy generating facilities and nuclear waste storage uses; drafting updates to the Accessory Dwelling Unit ordinance language related to recent state legislation; Zoning Commission member openings; and permit activity statistics.

Steve Estenson, Risk Management Dir. – attended joint Board of Supervisors/Conservation Board meeting yesterday and working with insurance company regarding burned storage facility and contents; working on renewals for property insurance (July); and there are five FEMA projects remaining from the Derecho.

Joi Alexander, Communications Dir. – Learning Institute joint project (Board & Comm. Vacancy process); editorial calendar explained in detail; State of the County is Thursday at 3:00 p.m.; Secondary Road Headquarter beam signing on Friday and details outlined; draft of Crisis Communications Plan; Treasurer's Office communications plan; recruitment videos with HR and Metro Studio; communication strategy with Planning & Development for nuclear zoning code; potential online store for apparel; long term ongoing projects include Dept. of Justice ruling on website/digital accessibility, website redesign, Mental Health Access Center campaign & graphics, email signature vendor; brand management; and Courthouse 100 year celebration. She and Britt Nielsen are always working at capacity and have various items that they would like to work on but don't always have the time to get to in a timely manner (in her opinion). Discussion continued regarding opportunities that could assist with the Communications Dept.

Adjournment at 10:00 a.m.

Respectfully submitted,

TODD E. TAYLOR, Linn County Auditor
By: Rebecca Shoop, Deputy Auditor

Approved by:

BRANDY Z. MEISHEID, Chairperson
Board of Supervisors