

LINN COUNTY BOARD OF SUPERVISORS
CEDAR RAPIDS, LINN COUNTY, IOWA
TUESDAY, AUGUST 19, 2025 9:00 A.M.

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

Chairperson Meisheid called the meeting to order.

The Board heard updates from the following Elected Officials:

Charlie Nichols, Planning & Development Dir. – FY26 budget is on track; updating code in building division; no longer updating software in building division and sticking with original software; staff member received a competitive conference scholarship; Comprehensive Plan update is underway with all county departments; one opening on Planning & Zoning Commission; update on Pleasant Creek Solar Vegetation Management, a new vegetation contractor is being brought on to tackle the issues reported by nearby residents; Zoning Ordinance for nuclear power production and waste storage regulations will be going to the Board of Supervisors; residential & commercial permits are down for the year.

Britt Hutchins, Purchasing Dir. – currently on budget for FY26; fully staffed; continuing to meet with departments to push Key Points Indicators (KPI) of procuring green/sustainable products; working with Sheriff's Office on purchasing vehicle parts and IT products for the Jail; upcoming meeting with vendor for translation services.

Luke Fischer, Facilities Dir. – sorting and scanning building plans for LC3 plan; attending monthly leadership training; Help Desk is updated monthly on intranet page; no staffing vacancies; Juvenile Detention Center fence is near completion (waiting on custom gates and locks); Winter Weather Shelter and Courthouse Exterior Restoration project are both still on track to be completed on time; working with Secondary Roads for signs, building automation, cameras, door security access; relocated service window at Veterans Affairs; Sheriff's Office & Jail both had recent leaks during rainstorms; anticipating upcoming repairs and/or replacements of equipment; recent storm damage and working with Risk Management to determine if insurance claims are needed.

Steve Estenson, Risk Management Dir. – presented Power Point on reported injury statistics for Linn County for January – July 2025; Linn County is on track for comparable years; Juvenile Detention injuries are down due to programming implemented to avoid injurious situations.

Supervisor Meisheid expressed appreciation for the slide show diagrams.

Joi Alexander, Communications Dir. – working on goals for Board and Commissions vacancies and appointments; created property tax insert to be paired with property tax bill; will send a news release about property taxes going out and due in September; working on upcoming Suicide Prevention Month social media posts; assisted Mental Health Access Center with their monthly report layout; working with Secondary Roads on the monument sign being placed on the road in front of their new building on County Home Rd; working with HR on recruiting videos for social media; Online Apparel Store pilot project was positively received; updated Boards and Commissions website to reflect new training requirement; working on a website redesign; planning meetings are ongoing for Courthouse 100-year anniversary; looking to work on an Artificial Intelligence (AI) use & safety policy; reviewing outstanding clothing orders to make sure they're in compliance with the county's brand.

Adjournment at 9:48 a.m.

Respectfully submitted,

TODD E. TAYLOR, Linn County Auditor
Ana Brunscheen, Executive Assistant

Approved by:

BRANDY Z. MEISHEID, Chairperson
Board of Supervisors