

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**

Monday, July 29, 2019

10 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.

Presentation by Jason Snell of Sunrise

Discuss a Vacancy Form requesting a Senior Accountant for Finance and Budget

Discuss project budget for the Community Services Building remodel

Discuss and decide on approval of AIA contract with Sheets Construction for the Community Services Building project.

Approve Class C Liquor License for Fullers Dam Bar & Grill, 5898 Troy Mills Rd., Troy Mills, noting all conditions have been met.

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.

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

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JUL 18 2019

LINN COUNTY
HUMAN RESOURCES

VACANCY FORM

SELECT ONE:

NEW POSITION

REPLACEMENT

REPLACES: Accounting Analyst

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: 08/01/2019

NUMBER OF POSITIONS: 1

REASON TO ADD NEW POSITION (if applicable):

BUDGET OFFER

NEW POSITION FUNDING SOURCE(S):

Current budget, no amendment required.

GRANT FUNDING

OTHER: New financial system.

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*
DEPARTMENT HEAD (original signature required)

07/18/19

DATE

FOR HUMAN RESOURCES DEPARTMENT USE ONLY:

PAY GRADE: _____ STARTING SALARY: _____

HR DIRECTOR COMMENTS: _____

FINANCE/BUDGET DIRECTOR COMMENTS: _____

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

7-18-19

DATE

APPROVED BY: *Dawn Jindrich*
FINANCE/BUDGET DIRECTOR

7/18/19

DATE

APPROVED BY: _____
CHAIRPERSON/BOARD OF SUPERVISORS

DATE

Linn County CSB TI Remodel

	A	B	C	H	I
1	BUDGET ITEM	PROJECT DESCRIPTION	ESTIMATED PROJECT BUDGET	ACTUAL PROJECT BUDGET	
2	General Contractor	General Construction	\$1,200,000	\$948,800	
3	Baker Group Direct to Owner	Card Access	\$38,000	\$35,547	
4	Siemens Direct to Owner	Building Automation Controls & Lighting Controls	\$70,000	\$61,301	
5	Siemens Direct to Owner	Fire Alarm	\$10,000	\$8,660	
6	Siemens Direct to Owner	Security Cameras	\$20,000	\$20,000	Estimate
7	Multivista Direct to Owner	Construction Documentation	\$5,000	\$5,000	Estimate
8	Submittal Exchange	Construction Document Handling	\$3,000	\$3,000	Estimate
9	Linn County Supplied Items	IT Equipment, switches, camera server. Building signage,	\$45,000	\$45,000	Estimate
10	SUB TOTALS		\$1,391,000	\$1,127,308	
11	CONTINGENCY - 10%		\$111,280	\$112,731	
12	CONSTRUCTION BUDGET TOTALS		\$1,502,280	\$1,240,039	
13					
14					
15	PROFESSIONAL FEES				
16	A & E Fee - 8.5%		\$102,000	\$100,255	
17	PROFESSIONAL FEES TOTAL		\$102,000	\$100,255	
18					
19	TOTAL CONSTRUCTION PROJECT BUDGET		\$1,604,280	\$1,340,294	
20					
21	Furniture Professional Fees		\$15,000	\$15,000	
22	Furniture		\$425,000	\$417,822	
23	DHS Moving		\$25,000	\$25,000	Estimate
24	Total Budget with Furniture		\$2,069,280	\$1,798,116	