

BOARD OF SUPERVISORS

District 1 | **Stacey Walker**

District 2 | **Ben Rogers**

District 3 | **Louis J. Zumbach**

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, March 22, 2021

11 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.

Discuss Board of Supervisors policy regarding Temporary Use Permits for 2021.

Discuss resolution fixing the amount to be assessed for nuisance abatements.

Discuss Change Order Number 2 from Unzeitig Construction Company for the Public Service Center Front Entrance Door Replacement and Subsurface Drainage Renovation Project

Discuss Change Order Number 3 from Unzeitig Construction Company for the Public Service Center Front Entrance Door Replacement and Subsurface Drainage Renovation Project

Approve Kernels Concessions – Prospect Meadows Liquor License, 1850 Prospect Drive, retroactive to March 17, 2021, noting all conditions have been met.

Approve Liquor License for the Gardner Golf Course, 5101 Golf Course Rd., 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

Legislative Update

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

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.

RESOLUTION NO: _____

FIXING THE AMOUNT TO BE ASSESSED FOR NUISANCE ABATEMENTS

WHEREAS, by the Linn County Code of Ordinances Chapter 105, article VI adopted April 04, 2015, the Linn County Board of Supervisors directed that whenever there is imminent danger due to an unsafe condition, the code official shall order and pay for the necessary work to be done to render such structure temporarily safe. Appropriate action shall be instituted against the owner of the premises or owner's authorized agent where the unsafe structure is or was located for the recovery of such costs; and

WHEREAS, Iowa Code §331.384 authorizes the County to assess the County's costs of abatement of a nuisance against the property for collection in the same manner as a property tax; and

WHEREAS, following notice to the respective property owners and subsequent failure of the property owner to abate the nuisance as directed, the County has expended public funds to abate the nuisance condition of respective properties listed.

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors hereby fixes the amount to be assessed in accordance with the attached Nuisance Abatement Assessment Schedule and orders the list of delinquent properties; containing the amount to be assessed, the parcel number, the parcel description, the parcel address, and the name and mailing address of the owner; be delivered to and placed on file with the County Auditor for public inspection.

Passed this 24th day of March, 2021.

Linn County Board of Supervisors

Chair

Vice Chair

Supervisor

Aye:

Nay:

Abstain:

Absent:

Attest:

Joel Miller, Linn County Auditor

State of Iowa)
) SS
County of Linn)

I, Joel Miller, County Auditor of Linn County, Iowa hereby certify that at a regular meeting of the said Board of Supervisors the foregoing resolution was duly adopted by a vote of:

___ Aye ___ Nay ___ Abstain ___ Absent from voting.

Joel Miller

Subscribed and sworn to before me by the aforesaid Joel Miller, on this 24 day of March, 2021.

Notary Public State of Iowa

**PUBLIC NOTICE OF FILING OF LINN COUNTY NUISANCE ABATEMENT ASSESSMENT
SCHEDULE
EXHIBIT A**

TO: THE OWNERS AND OTHER PERSONS HAVING AN INTEREST IN THE REAL ESTATE
SITUATED IN LINN COUNTY, IOWA, DESCRIBED ON THE SCHEDULE SET OUT
BELOW:

Case File Number	Tax Dist./Parcel	Legal Description	Property Address	Township or City	Abatement Date	Property Value	Assessment Amount	Owner Name
ENF20-0095	08000/12-36-452-009-00000	Miller's 1 st , Lot 7	5511 Hickorywood Ct	Monroe	12/16/2021	\$265,000	\$3461.03	Terry L Randall

You are hereby notified that the schedule of assessments against said properties for Linn County nuisance abatement, the Linn County Nuisance Abatement Assessment Schedule, has been adopted and the assessments shown thereon levied by the Linn County Board of Supervisors and said Schedule has been certified to the Linn County Treasurer. The amount of each assessment is set forth opposite the property description on the Schedule.

Assessments may be paid in full or in part without interest within thirty (30) days after the date of the first publication of this notice of the final assessment schedule. Thereafter all unpaid special assessments bear interest at the rate of three and a half percent (3.5%) per annum commencing September 9, 2020 computed to December 1 next following the due date of the respective installments as provided in Iowa Code §384.65(3). Assessments of less than \$500 are payable in full in one installment. Assessments of \$500 or more are payable in ten equal annual installments. Installments are payable on July 1 of each year commencing with 2021, and each installment will be delinquent from October 1 following its due date, however when the last day of September is a Saturday or Sunday, that amount shall be delinquent from the second Linn County business day of October. Delinquent installments will draw the same delinquent interest as ordinary taxes. Property owners may elect to pay any installment semi-annually in advance. Assessments are payable at the office the Linn County Treasurer, 935 2nd Avenue SW, Cedar Rapids, Iowa, 52404. The last day to pay assessments without interest is September 9, 2020.

A person having an interest in property subject to special assessment may, within twenty days after the adoption of a resolution of necessity, test the regularity of proceedings or legality of the assessment procedure by a petition in equity filed in the district court of the county where the property is located. A person having an interest in any property specially assessed may appeal from the amount of the assessment, at any stage of the special assessment procedure up to twenty (20) days after the final publication of notice of filing of the final assessment schedule, by petition to the district court of the county where the property is located. No action shall be brought appealing the amount of any special assessment from and after twenty (20) days after said final publication. Additional information regarding appeals may be found in Iowa Code §384.66.

By the Order of the Linn County Board of Supervisors
Joel Miller, Linn County Auditor

Change Order

PROJECT: (Name and address) Jean Oxley Public Service Center Front Entrance Door Replacement and Subsurface Drainage Renovation Project Cedar Rapids, IA	CONTRACT INFORMATION: Contract For: General Construction Date: October 9, 2019	CHANGE ORDER INFORMATION: Change Order Number: 002 Date: December 16, 2020
OWNER: (Name and address) Linn County, State of Iowa 935 Second Street SW Cedar Rapids, IA 52404	ARCHITECT: (Name and address) Novak Design Group, PLC 3801 River Ridge Drive NE Cedar Rapids, IA 52402	CONTRACTOR: (Name and address) Unzeitig Construction Company 1619 F Avenue NE Cedar Rapids, IA 52402

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Change Order Request 003 - Furnish and install temperature sensor in concrete walk slab. Add \$1,891.00
 Change Order Request 004 - Furnish and install Additional Cat 5 Cabling to Reception Desk Add \$ 449.00
 See attached document for additional information.

The original Contract Sum was	\$ 460,000.00
The net change by previously authorized Change Orders	\$ 7672.00
The Contract Sum prior to this Change Order was	\$ 467,672.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 2,340.00
The new Contract Sum including this Change Order will be	\$ 470,012.00

The Contract Time will be increased by Zero (0) days.
 The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Novak Design Group, PLC ARCHITECT (Firm name)	Unzeitig Construction Company CONTRACTOR (Firm name)	Linn County, State of Iowa OWNER (Firm name)
		
SIGNATURE	SIGNATURE	SIGNATURE
Gary M Landhauser, Partner PRINTED NAME AND TITLE	James D Unzeitig, President PRINTED NAME AND TITLE	
December 16, 2020 DATE	12-16-2020 DATE	



Unzeitig Construction Co.

December 15, 2020

Mr. Gary Landhauser
Novak Design Group
3801 River Ridge Drive NE
Cedar Rapids, IA 52402

Re: Jean Oxley Public Services Building

COR #3 Furnish and install temperature sensor in concrete walk slab

Nelson Electric Co.	1,719.00
Unzeitig Construction - Fee	172.00
Total Amount this Change, add: \$	1,891.00

UNZEITIG CONSTRUCTION COMPANY

James D. Unzeitig
encl.

_____: Accepted by
_____: Date

Change Order Request



C.O.R. # 002
G.C. #
Date: 6/23/2020

Project Name: Jean Oxley Door & Subsurface Drainage Project

Project #: 91149

To: Unzeitig Construction
Attn: Jim Unzeitig
1619 F AVENUE

Cedar Rapids, IA 52402

From: Nelson Electric Company
Matt Friedman
PO Box 967
618 14th Avenue S.W.
Cedar Rapids, IA, IA 52406

Phone: (319) 362-3221 **Fax:** (319) 362-2849

Phone: (319) 366-6257 **Fax:** (319) 366-6083

We hereby propose to make the following changes:

CONCRETE TEMP SENSOR

Change Order Price

\$1,718.77

This price is good for 5 days. If conditions change, this price is void.

We are requesting a time extension of 0 days in conjunction with this change.

Matt Friedman

6/23/2020

Author

Date Sent

Accepted

The above prices and specifications of this Change Order request are satisfactory and are hereby accepted. All work to be performed under same terms and conditions as specified in original contract unless otherwise specified.

Authorized Signature

Date of Acceptance

Change Order Request



C.O.R. # 002
 G.C. #
 Date: 6/23/2020

Project Name: Jean Oxley Door & Subsurface Drainage Project

Project #: 91149

Labor

Labor Type	Man Hrs	\$/Hr	Total Labor
Foreman	8.00	\$97.50	\$780.00
Apprentice	8.00	\$65.00	\$520.00
Sub Total			\$1,300.00
Grand Total			\$1,300.00

Materials

Materials	Quantity	Cost	Total Tax	Total Materials
MIS. MATERIAL	1.00	\$142.58	\$0.00	\$142.58
Sub Total			\$0.00	\$142.58
Grand Total			\$0.00	\$142.58

Expenses

Expenses	Quantity	Cost	Total Tax	Total Expense
Truck	8.00	\$6.50	\$0.00	\$52.00
Sub Total			\$0.00	\$52.00
Grand Total			\$0.00	\$52.00
Total				\$1,494.58
Profit				\$224.19
Total				\$1,718.77



Unzeitig Construction Co.

December 15, 2020

Mr. Gary Landhauser
Novak Design Group
3801 River Ridge Drive NE
Cedar Rapids, IA 52402

Re: Jean Oxley Public Services Building

COR #4 Additional Cat 5 cabling to reception desk

Nelson Electric Co.	408.00
Unzeitig Construction - Fee	41.00
Total Amount this Change, add: \$	449.00

UNZEITIG CONSTRUCTION COMPANY

James D. Unzeitig
encl.

_____: Accepted by
_____: Date

Change Order Request



C.O.R. # 003

G.C. #

Date: 12/14/2020

Project Name: Jean Oxley Door & Subsurface Drainage Project

Project #: 91149

To: Unzeitig Construction
Attn: Jim Unzeitig
1619 F AVENUE

Cedar Rapids, IA 52402

From: Nelson Electric Company
Matt Friedman
PO Box 967
618 14th Avenue S.W.
Cedar Rapids, IA, IA 52406

Phone: (319) 362-3221 Fax: (319) 362-2849

Phone: (319) 366-6257 Fax: (319) 366-6083

We hereby propose to make the following changes:

Additional Cat 5 cabling to receptions desk

Change Order Price

\$408.10

This price is good for 5 days. If conditions change, this price is void.

We are requesting a time extension of 0 days in conjunction with this change.

Matt Friedman

12/14/2020

Author

Date Sent

Accepted

The above prices and specifications of this Change Order request are satisfactory and are hereby accepted. All work to be performed under same terms and conditions as specified in original contract unless otherwise specified.

Authorized Signature

Date of Acceptance

Change Order Request



C.O.R. # 003
 G.C. #
 Date: 12/14/2020

Project Name: Jean Oxley Door & Subsurface Drainage Project

Project #: 91149

Labor

Labor Type	Man Hrs	\$/Hr	Total Labor
Dala Tech	4.00	\$75.00	\$300.00
Sub Total			\$300.00
Grand Total			\$300.00

Materials

Materials	Quantity	Cost	Total Tax	Total Materials
CAT5 Cable	250.00	\$0.18	\$0.00	\$45.00
Sub Total			\$0.00	\$45.00
Grand Total			\$0.00	\$45.00

Expenses

Expenses	Quantity	Cost	Total Tax	Total Expense
Truck	4.00	\$6.50	\$0.00	\$26.00
Sub Total			\$0.00	\$26.00
Grand Total			\$0.00	\$26.00
Total				\$371.00
Profit				\$37.10
Total				\$408.10



AIA Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*
 Jean Oxley Public Service Center
 Front Entrance Door Replacement and
 Subsurface Drainage Renovation
 Project
 Cedar Rapids, IA

CONTRACT INFORMATION:
 Contract For: General Construction

CHANGE ORDER INFORMATION:
 Change Order Number: 003

Date: October 9, 2019

Date: January 19, 2021

OWNER: *(Name and address)*
 Linn County, State of Iowa
 935 Second Street SW
 Cedar Rapids, IA 52404

ARCHITECT: *(Name and address)*
 Novak Design Group, PLC
 3801 River Ridge Drive NE
 Cedar Rapids, IA 52402

CONTRACTOR: *(Name and address)*
 Unzeitig Construction Company

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Change Order Request 005 - Install Owner supplied cable for two (2) new camera locations. Add \$624.00
 Change Order Request 006 - Added Concrete Roof Drain Gutters - First Street Side of Building. Add \$1,073.00.
 See attached document for additional information.

The original Contract Sum was	\$	460,000.00
The net change by previously authorized Change Orders	\$	10,012.00
The Contract Sum prior to this Change Order was	\$	470,012.00
The Contract Sum will be increased by this Change Order in the amount of	\$	1,697.00
The new Contract Sum including this Change Order will be	\$	471,709.00


The Contract Time will be increased by Zero (0) days.
 The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Novak Design Group, PLC
 ARCHITECT *(Firm name)*

 SIGNATURE
 Gary M Landhauser, Partner
 PRINTED NAME AND TITLE
 March 12, 2021
 DATE

Unzeitig Construction Company
 CONTRACTOR *(Firm name)*

 SIGNATURE
 James D Unzeitig, President
 PRINTED NAME AND TITLE
 3-11-21
 DATE

Linn County, State of Iowa
 OWNER *(Firm name)*
 SIGNATURE
 PRINTED NAME AND TITLE
 DATE



Unzeitig Construction Co.

January 19, 2021

Mr. Gary Landhauser
Novak Design Group
3801 River Ridge Drive NE
Cedar Rapids, IA 52402

Re: Jean Oxley Public Services Building

COR #5 Install owner supplied cable for 2 new camera locations.

Nelson Electric Co.	567.00
Unzeitig Construction - Fee	57.00
Total Amount this Change, add: \$	624.00

UNZEITIG CONSTRUCTION COMPANY

James D. Unzeitig
encl.

: Accepted by
: Date

Change Order Request



C.O.R. # 005
G.C. #
Date: 1/19/2021

Project Name: Jean Oxley Door & Subsurface Drainage Project

Project #: 91149

To: Unzeitig Construction
Attn: Jim Unzeitig
1619 F AVENUE

Cedar Rapids, IA 52402

From: Nelson Electric Company
Matt Friedman
PO Box 967
618 14th Avenue S.W.
Cedar Rapids, IA, IA 52406

Phone: (319) 362-3221 **Fax:** (319) 362-2849

Phone: (319) 366-6257 **Fax:** (319) 366-6083

We hereby propose to make the following changes:

(2) additional cameras

Steve Nunemaker had us run cabling that was provided by owner for (2) new camera locations. (1) in the vestibule and (1) in door frame of the entry door.

We routed the provided cabling to these locations and tested the cables. Location in vestibule is coiled above ceiling for future and camera by entry door has been installed.

Change Order Price \$567.24

This price is good for 5 days. If conditions change, this price is void.

We are requesting a time extension of 0 days in conjunction with this change.

Matt Friedman 1/19/2021

Author Date Sent

Accepted The above prices and specifications of this Change Order request are satisfactory and are hereby accepted. All work to be performed under same terms and conditions as specified in original contract unless otherwise specified.

Authorized Signature

Date of Acceptance

Change Order Request



C.O.R. # 005
 G.C. #
 Date: 1/19/2021

Project Name: Jean Oxley Door & Subsurface Drainage Project

Project #: 91149

Labor

Labor Type	Man Hrs	\$/Hr	Total Labor
Journeyman	2.00	\$97.50	\$195.00
Data Tech	3.50	\$75.00	\$262.50
Sub Total			\$457.50
Grand Total			\$457.50

Expenses

Expenses	Quantity	Cost	Total Tax	Total Expense
Truck	5.50	\$6.50	\$0.00	\$35.75
Sub Total			\$0.00	\$36.76
Grand Total			\$0.00	\$36.76
Total				\$493.25
Profit				\$73.99
Total				\$567.24



Unzeitig Construction Co.

March 3, 2021

Mr. Gary Landhauser
Novak Design Group
3801 River Ridge Drive NE
Cedar Rapids, IA 52402

Re: Jean Oxley Public Services Building

COR #6 Add concrete roof drain gutters to First Street side of the Building

Venture Concrete LLC	975.00
Unzeitig Construction - Fee	98.00
Total Amount this Change, add: \$	1,073.00

UNZEITIG CONSTRUCTION COMPANY

James D. Unzeitig
encl.

_____: Accepted by
_____: Date

Venture Concrete LLC
 1641 Memorial Dr SE
 Cedar Rapids, IA 52403
 3198998259
 pdelany2@gmail.com

3309

Invoice

BILL TO
Unzeitig construction co

RECEIVED

2020

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1219	11/24/2020	\$17,614.66	12/24/2020	Net 30	

ACTIVITY	QTY	RATE	AMOUNT
Sidewalk replacement phase 2 of sidewalk replacement 875	875	9.00	7,875.00
Concrete wall 65' of curb	65	85.00	5,525.00
dump Fee	1	436.08	436.08
rebar	1	634.70	634.70
Miscellaneous ada warning pads	2	139.70	279.40
Concrete pumping	1	1,200.00	1,200.00
Miscellaneous labor to lay foam insulation	9	45.00	405.00
Miscellaneous 8 sheets of foam were purchased due to being short on original order	1	284.48	284.48
Miscellaneous roof drain gutters per direction of steve	1	975.00	975.00

BALANCE DUE

\$17,614.66

- 880.72

16733.93

580 - 3300

580 - 20200