



LINN COUNTY SHERIFF'S OFFICE

Michelle Duncan, Sheriff

1115 Jackson Street SE, Albany, OR 97322

Phone: 541-967-3950

www.linnsheriff.org

MEMORANDUM

To: Board of Commissioners

From: Captain Erik Slinger
Correction Programs Commander

Date: August 2, 2024

Re: Resolution & Order 2024-279 and 2024-280

The following items are scheduled to be heard on. August 13, 2024

Resolution & Order 2024-279

This R&O renews the contract with Diamond Pharmacy for another five years to provide pharmacy services for the Adults in custody at the Linn County Jail.

Financial Impact: No change from current contract rate for medication charges.

Resolution & Order 2024-280

This R&O is for a new contract with Sapphire Health Services for five years to provide electronic charting for AIC health records at the Linn County Jail. This will replace our current method of handwriting in the medical charts for all AICs. In addition, this will increase our medical teams efficiency and accuracy by affording them the ability to chart while in with the AIC rather than our current method seeing the AIC and then charting after the medical visit is concluded.

Financial Impact: There is a one-time set-up fee of \$14,300 and the \$8,300 annual fee totaling \$23,600 the first year. After that the annual total will be approximately \$8,300 this amount is based on our current average daily population.



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MEMORANDUM

To: Linn County Board of Commissioners

From: Undersheriff Micah Smith

Date: August 8, 2024

Re: Resolution & Order 2024-286 – Temporary Employment Agreement

The Linn County Sheriff's Office has a full-time employee Jail Physician who provides medical protocols and oversight for the Linn County Jail. Our current employee is leaving our service the end of August. This R&O establishes the arrangement and agreement with our new Jail Physician. All expenses, benefits and aspects of the employment agreement are built within the existing budget of the Sheriff's Office for the current fiscal year.



LINN COUNTY PLANNING AND BUILDING DEPARTMENT

Steve Wills, Director

Room 114, Linn County Courthouse
PO 100 Box, Albany, Oregon 97321
Phone 541-967-3816, Fax 541-926-2060, www.co.linn.or.us

TO: Board of Commissioners
FROM: Steve Wills, Planning & Building Department Director
DATE: August 13, 2024
RE: Planning and Building Department Update: July 2024

The attached tables include the Department's current FY2024-25 Revenue Summary and Permit Activity Reports through July 31, 2024. Also attached with this memorandum is the list of July 2024 land use applications received, a code enforcement summary, and current wildfire permitting reports. The July 2024 Department update is summarized below.

PLANNING

- Land use permits issued in July 2024 totaled 52.
- There is a Planning Commission meeting scheduled for August 13, 2024 at 7:00 pm.
 - **PD24-0170**; an application by Ron Brockmann for a Zoning map amendment on a 4.38-acre property identified as Tax Lot 703 on map T11S, R03W, Section 10. The applicant proposes to amend the Zoning map designation from Urban Growth Area – Urban Growth Management (UGA-UGM-20) to Urban Growth Area – Limited Industrial (UGA-LI). The property is located at 4975 Santiam Highway, approximately 0.20 miles east of the intersection of Santiam Highway and Goldfish Farm Road, and approximately 0.16 miles east of the city limits of Albany.
- There are two Board land use hearings scheduled in August:

August 13, 2024 at 10:00 am

- **PD24-0139**; an application by Harry Wallace for a Zoning map amendment on a 1.24-acre portion of a property. The applicant proposes to amend the Zoning map designation from Urban Growth Area – Urban Growth Management (UGA-UGM-10) to Urban Growth Area – Limited Industrial (UGA-LI). The property is currently split zoned UGA-UGM-10 and Residential Low Density (Z-RL) located inside the city limits of Lebanon.

August 20, 2024 at 10:00 am

- **PD24-0170**; an application by Ron Brockmann for a Zoning map amendment on a 4.38-acre property identified as Tax Lot 703 on map T11S, R03W, Section 10. The applicant proposes to amend the Zoning map designation from Urban Growth Area – Urban Growth Management (UGA-UGM-20) to Urban Growth Area – Limited Industrial (UGA-LI). The property is located at 4975 Santiam Highway, approximately 0.20 miles east of the intersection of Santiam Highway and Goldfish Farm Road, and approximately 0.16 miles east of the city limits of Albany

BUILDING

- Total County building permits issued in July 2024, including non-structural permits, totaled 309. The number of building permits issued for dwellings in July totaled 40: 4 single family dwellings and 7 manufactured dwellings. 22 permits were issued for dwelling additions/alterations and 7 permits for accessory buildings were issued. Total number of Commercial permits issued totaled 5. Out of the 309 combined residential and commercial permits, 74 required plan review.
- Total Contract City building permits issued in July 2024, including non-structural permits, totaled 29. The number of building permits issued for dwellings in July totaled 7: 3 single family dwellings and 0 manufactured dwellings. 4 permits were issued for dwelling additions/alterations and permit for accessory a building was issued. Total number of Commercial permits issued totaled 2. Out of the 29 combined residential and commercial permits, 6 required plan review.

CODE ENFORCEMENT

- Total new cases for July 2024 was 13.
- Total cases closed in July 2024 was 24.

WILDFIRE GRANT

- We have received 1 new fire hardening applications.
- One check for fire hardening was issued.



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Steve Wills, Director

Room 114, Linn County Courthouse
PO Box 100, Albany, Oregon 97321
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Fiscal Year 2024-2025
Planning and Building Department
July 2024

<u>REVENUE SOURCE</u>		(1) YTD REVENUE
Building Permits -- Plan Review, Permits, Misc & Sales	\$83,494.54	\$83,494.54
C.E.T Administrative Fees	\$152.69	\$152.69
Building Permits -- Contract Cities	\$13,558.48	\$13,558.48
Electrical Permits	\$29,439.20	\$29,439.20
Planning Fees	\$18,700.00	\$18,700.00
	TOTAL	\$145,344.91

<u>REVENUE SOURCE</u>	(2) ESTIMATED REVENUE	(3) TOTAL REVENUE ESTIMATED <u>Column (1) + Column (2)</u>
Building Permits -- County	\$420,333.33	\$503,827.87
C.E.T Administrative Fees	\$3,333.33	\$3,486.02
Building Permits -- Contract Cities	\$316,666.66	\$330,225.14
Electrical Permits	\$216,666.66	\$246,105.86
Planning Fees	\$200,000.00	\$218,700.00
	TOTAL	\$1,302,344.89

<u>REVENUE SOURCE</u>	(4) 2023/2024 Budget	(5) Projected Surplus or (Deficit) <u>Column (3) - Column (4)</u>
Building Permits -- County, Permits & Sales	\$504,400.00	(\$420,905.46)
C.E.T Administrative Fees	\$4,000.00	(\$3,847.31)
Building Permits -- Contract Cities	\$380,000.00	(\$366,441.52)
Electrical Permits	\$265,000.00	(\$235,560.80)
Planning Fees	\$240,000.00	(\$221,300.00)
	TOTAL	(\$1,248,055.09)

PLANNING AND BUILDING DEPARTMENT PERMIT ACTIVITY TABLES
July 2024

TABLE 1
PERMITS ISSUED FY 2024/2025

	PLANNING APPLICATIONS	COUNTY BUILDING PERMITS	CONTRACT CITIES PERMITS	ELECTRICAL PERMITS	TOTAL
JULY	36	112	33	174	355
AUG					0
SEPT					0
OCT					0
NOV					0
DEC					0
JAN					0
FEB					0
MAR					0
APR					0
MAY					0
JUN					0
TOTAL	36	112	33	174	355

TABLE 2
PERMITS ISSUED FY 2023/2024

	PLANNING APPLICATIONS	COUNTY BUILDING PERMITS	CONTRACT CITIES PERMITS	ELECTRICAL PERMITS	TOTAL
JULY	60	91	33	135	319
AUG	44	95	22	177	338
SEPT	15	138	38	155	346
OCT	29	81	53	150	313
NOV	25	95	28	109	257
DEC	30	81	20	100	231
JAN	34	117	50	126	327
FEB	33	97	31	205	366
MAR	30	101	33	152	316
APR	31	134	43	175	383
MAY	37	91	41	176	345
JUN	40	104	111	140	395
TOTAL	408	1,225	503	1,800	3,936

TABLE 3
PERMITS ISSUED FY 2022/2023

	PLANNING APPLICATIONS	COUNTY BUILDING PERMITS	CITIES PERMITS	ELECTRICAL PERMITS	TOTAL
JULY	76	91	141	172	480
AUG	84	120	28	180	412
SEPT	90	86	55	177	408
OCT	68	117	43	158	386
NOV	40	81	32	152	305
DEC	54	80	74	117	325
JAN	74	84	18	126	302
FEB	71	69	43	163	346
MAR	89	99	47	161	396
APR	77	88	16	164	345
MAY	72	90	28	143	333
JUN	72	86	6	166	330
TOTAL	867	1,091	531	1,879	4,368

TABLE 4
SINGLE-FAMILY DWELLING PERMITS ISSUED
COUNTY

	2019/2020		2020/2021		2021/2022		2022/2023		2023/2024		2024/2025	
	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR
JULY	12		10		3		3		8		4	
AUG	4		10		9		16		9			
SEPT	5	21	5	25	12	24	3	22	4	21		4
OCT	9		5		13		7		6			
NOV	2		3		5		5		3			
DEC	5	16	9	17	3	21	5	17	3	12		0
JAN	4		3		2		4		2			
FEB	6		6		6		4		6			
MAR	14	24	8	17	6	14	8	16	6	14		0
APR	10		8		8		3		5			
MAY	4		6		13		6		2			
JUN	8	22	5	19	4	25	7	16	7	14		0
TOTAL	83		78		84		71		61		4	

TABLE 5
MANUFACTURED DWELLING PERMITS ISSUED
COUNTY

	2019/2020		2020/2021		2021/2022		2022/2023		2022/2023		2024/2025	
	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR
JULY	11		5		6		3		3		7	
AUG	6		8		5		4		4			
SEPT	6	23	6	19	4	15	4	11	4	11		7
OCT	4		8		3		1		1			
NOV	7		14		2		2		2			
DEC	7	18	10	32	4	9	1	4	1	4		0
JAN	4		2		2		1		1			
FEB	1		4		2		3		3			
MAR	3	8	4	10	6	10	1	5	1	5		0
APR	3		5		3		0		0			
MAY	4		2		1		8		8			
JUN	4	11	6	13	2	6	5	13		8		0
TOTAL	60		74		40		33		28		7	

**TABLE 6
NON-ELECTRICAL PERMITS ISSUED
COUNTY**

	2019/2020		2020/2021		2021/2022		2022/2023		2023/2024		2024/2025	
	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR
JULY	195		138		91		76		110		119	
AUG	176		180		120		113		95			
SEPT	158	529	148	466	86	297	171	360	138	343		119
OCT	166		147		117		109		81			
NOV	138		98		81		97		95			
DEC	164	468	111	356	80	278	125	331	81	257		0
JAN	120		86		84		102		83			
FEB	108		73		69		104		97			
MAR	173	401	111	270	99	252	94	300	101	281		0
APR	144		97		88		113		134			
MAY	140		110		90		128		91			
JUN	134	418	119	326	86	264	82	323	104	329		0
TOTAL	1,816		1,418		1,091		1,314		1,210		119	

**TABLE 7
CONTRACT CITY DWELLING UNIT PERMITS ISSUED
BY FISCAL YEAR**

	FY 2024/2025			FY 2023/2024			FY 2022/2023			FY 2021/2022		
	SFD	MH	MFD	SFD	MH	MFD	SFD	MH	MFD	SFD	MH	MFD
BROWNSVILLE	1			20			1	1		52	1	
HALSEY					1							
HARRISBURG										5		1
LYONS				4	2					3	1	
MILL CITY				3			9	1		5		1
MILLERSBURG	2			18			19			40		
SCIO												
TANGENT					2		2					
TOTAL	3	0	0	45	5	0	31	2	0	105	2	2

**TABLE 8
PLANNING SECTION PERMIT ACTIVITY
FY 2024/2025**

CURRENT MONTH: July 2024

DESCRIPTION	NUMBER	FEES	YEAR TO-DATE TOTALS	
			NUMBER	FEES
RESIDENTIAL				
Evaluation & Processing	34	4,500.00	34	4,500.00
Variance	2	1,550.00	2	1,550.00
Comprehensive Plan Amendment	0	0.00		
Land Use Compatibility Statement	0	0.00		
Conditional Use	3	3,700.00	3	3,700.00
Home Occupation CU's	2	1,000.00	2	1,000.00
Medical Hardship CU's	1	850.00	1	850.00
PD Partition	0	0.00		
PM Partition	1	350.00	1	350.00
Property Line Adjustment	1	350.00	1	350.00
Easement	0	0.00		
Appeal	0	0.00		
Temp RV/Mfg. Home Placement	4	600.00	4	600.00
Zone Amendment	0	0.00		
Mortgage Lot	0	0.00		
Non-conforming Use Alteration	0	0.00		
Step 1 - Soil Review	1	350.00	1	350.00
Agricultural Bldg Review	0	0.00		
Dwelling/Property Status/SPR	0	0.00		
Measure 49	0	0.00		
Extensions	2	200.00	2	200.00
Misc. Applications	1	1,000.00	1	1,000.00
MONTHLY TOTAL	52	14,450.00	52	14,450.00

Xerox/Microfilm	8.00	8.00
Tapes	0.00	0.00
Maps	0.00	0.00
Comp. Plan/Code/Transportation Books	0.00	0.00
Reports	0.00	0.00
Postage	0.00	0.00
Extensions	0.00	0.00
MONTHLY TOTAL	8.00	8.00

TABLE 9
BUILDING SECTION PERMIT ACTIVITY
FY 2024/2025

CURRENT MONTH: July 2024

DESCRIPTION	MONTHLY TOTALS		YEAR TODATE TOTALS	
	NUMBER	FEES	NUMBER	FEES
RESIDENTIAL				
Single Family Dwelling	4	9,068.05	4	9,068.05
Manufactured Homes	7	3,088.55	7	3,088.55
Prefab. Buildings	0	0.00	0	0.00
Additions/Alterations	22	16,175.55	22	16,175.55
Accessory Buildings	7	6,002.30	7	6,002.30
SUBTOTALS	40	34,334.45	40	34,334.45
NON-RESIDENTIAL				
Industrial	0	0.00	0	0.00
Commercial	5	6,164.60	5	6,164.60
Public	0	0.00	0	0.00
Additions/Alterations	0	0.00	0	0.00
Transaction Fee	0	0.00	0	0.00
Misc. Permits	0	0.00	0	0.00
SUBTOTALS	5	6,164.60	5	6,164.60
Plumbing	21	7,309.55	21	7,309.55
Mechanical	53	6,902.55	53	6,902.55
SUBTOTALS	74	14,212.10	74	14,212.10
Electrical Permits	174	30,797.61	174	30,797.61
Master Electrical Permits	0	0.00	0	0.00
SUBTOTALS	174	30,797.61	174	30,797.61
Demolition/Decommission	2	300.00	2	300.00
Flood Dev. Evaluation	10	1,530.00	10	1,530.00
Misc. Permits	4	1,476.22	4	1,476.22
SUBTOTALS	16	3,306.22	16	3,306.22
PLAN REVIEWS	74	37,528.70	74	37,528.70
SUBTOTALS	74	0.00	74	37,528.70
RAND TOTAL MONTH	383	88,814.98	383	126,343.68

**TABLE 10
CONTRACT CITY PERMIT ACTIVITY
FY 2024/2025**

Current Month: July 2024

DESCRIPTION	NUMBER	FEES	YEAR TO-DATE TOTALS	
			NUMBER	FEES
RESIDENTIAL				
Single Family Dwelling	3	6,618.26	3	6,618.26
Manufactured Homes	0	0.00	0	0.00
Prefab. Buildings	0	0.00	0	0.00
Manufactured Home Parks (NEW)	0	0.00	0	0.00
Multi-Family Dwellings	0	0.00	0	0.00
Additions/Alterations	4	1,082.55	4	1,082.55
Accessory Buildings	0	0.00	0	0.00
SUBTOTALS	7	7,700.81	7	7,700.81
NON-RESIDENTIAL				
Industrial	0	0.00	0	0.00
Commercial	2	1,726.69	2	1,726.69
Prefab. Buildings	0	0.00	0	0.00
Public	0	0.00	0	0.00
Additions/Alterations	0	0.00	0	0.00
SUBTOTALS	2	1,726.69	2	1,726.69
MISC. APPLICATIONS				
Recreational (RV Parks etc.)	0	0.00	0	0.00
Misc. Structures	0	0.00	0	0.00
Miscellaneous Permits	2	487.28	2	487.28
SUBTOTALS	2	487.28	2	487.28
Plumbing	9	5,304.86	9	5,304.86
Mechanical	15	1,347.83	15	1,347.83
SUBTOTALS	24	6,652.69	24	6,652.69
Plan Review	6	1,659.16	6	1,659.16
GRAND TOTAL MONTH	35	18,226.63	35	18,226.63

**TABLE 11
COUNTY PERMIT, PLAN CHECK, & MISC REVENUE
BY FISCAL YEAR**

	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025
JULY	113,616.87	77,484.14	82,404.31	37,173.04	85,504.25	92,239.85
AUG	217,461.46	95,732.23	88,155.76	85,872.59	92,386.84	
SEPT	96,258.43	82,690.70	76,855.24	41,121.35	132,030.49	
OCT	101,242.25	79,672.58	89,772.08	56,229.51	132,345.60	
NOV	85,188.21	91,665.20	44,033.65	42,022.76	117,856.67	
DEC	63,127.55	112,792.14	27,931.62	40,539.64	86,286.60	
JAN	67,796.29	76,309.72	23,973.95	41,300.55	57,259.39	
FEB	96,198.93	47,947.91	48,470.08	49,872.30	74,352.15	
MAR	117,543.65	69,127.59	69,694.82	164,143.26	37,353.67	
APR	113,700.67	103,850.68	51,810.69	64,547.02	42,680.08	
MAY	90,138.22	61,270.86	71,863.53	75,963.78	160,113.19	
JUN	85,017.44	70,631.10	81,621.33	63,970.50	197,922.67	
TOTAL	1,247,289.97	969,174.85	756,587.06	762,756.30	1,216,091.60	92,239.85

**TABLE 12
CONTRACT CITY PERMIT REVENUE
BY FISCAL YEAR**

	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025
JULY	29,344.35	13,059.10	170,862.28	14,481.91	7,469.81	18,226.63
AUG	19,427.50	33,448.35	31,075.46	31,190.65	72,692.87	0.00
SEPT	15,595.37	55,466.88	57,223.05	25,481.66	36,928.26	0.00
OCT	41,208.37	31,518.40	15,331.99	23,719.08	22,649.18	0.00
NOV	70,234.77	9,395.01	28,909.11	44,358.49	46,617.64	0.00
DEC	15,984.40	25,222.81	37,232.20	25,887.93	13,903.40	0.00
JAN	22,529.94	22,246.17	7,774.24	14,452.92	17,103.42	0.00
FEB	47,698.94	21,535.68	65,052.25	12,187.50	5,057.92	0.00
MAR	55,798.39	63,166.07	10,334.59	4,122.82	77,549.63	0.00
APR	42,504.60	15,948.31	4,034.30	11,086.65	11,963.89	0.00
MAY	42,346.01	28,446.88	10,696.30	18,858.57	18,351.43	0.00
JUN	32,291.64	64,939.34	16,133.37	50,417.88	61,934.96	0.00
TOTAL	434,964.28	360,547.10	363,006.91	470,213.47	392,222.41	18,226.63

**TABLE 13
ELECTRICAL PERMIT REVENUE
BY FISCAL YEAR**

	2019/2020	2020/2021	2021/2022	2022/2023	2024/2025	2024/2025
JULY	22,715.00	12,081.00	19,671.25	15,285.25	19,207.60	30,797.61
AUG	19,484.00	19,901.00	25,964.60	26,724.50	26,994.50	0.00
SEPT	17,429.00	22,700.00	25,437.00	28,274.00	27,116.56	0.00
OCT	24,222.50	27,020.00	21,763.00	27,158.50	25,455.43	0.00
NOV	24,998.00	28,993.70	24,648.71	27,146.00	24,555.90	0.00
DEC	18,521.00	30,285.10	17,055.50	23,058.75	17,447.85	0.00
JAN	19,702.00	22,736.40	15,145.00	23,920.00	18,741.16	0.00
FEB	15,424.63	27,818.25	23,627.25	23,254.00	33,803.43	0.00
MAR	20,688.50	30,391.25	23,675.50	20,490.00	31,404.61	0.00
APR	30,663.00	25,127.50	26,044.50	22,785.75	30,519.54	0.00
MAY	23,846.50	23,393.93	20,205.25	27,216.85	36,780.37	0.00
JUN	22,829.38	29,276.05	25,005.50	26,179.25	24,454.70	0.00
TOTAL	260,523.51	263,047.00	268,243.06	291,492.85	316,481.65	30,797.61

TABLE 14
 PLANNING & BUILDING DEPARTMENT
 FY 2023/2024 REVENUE AND EXPENDITURES
 July 2024

LINE ITEM DESCRIPTION	ADMIN.	PLANNING	BUILDING	ELECTRICAL	BUDGET TOTAL
REVENUE					
REFUNDS/RESTITUTION	92,000.00				0.00
PLANNING FEES		154,071.50			18,700.00
ELECTRIC PERMITS				216,254.65	29,439.20
BLDG, MECH, PLUMB PERMITS			412,509.38		43,194.88
MISC. PERMITS & PLAN REVIEW			244,312.76		40,299.66
REIMBURSEMENTS			1,788.08		900.00
SALES	4,633.50				0.00
CET FEES	3,373.47				152.69
CONTRACT CITIES			201,665.34		13,558.48
DEPOSIT SUSPENSE	0.00				0.00
CODE ENFORCEMENT CLEAN UP	233.72				0.00
FEE OVERAGES/SHORTAGES	75.47				1,345.14
TECHNOLOGY FEE					1,258.59
SALE OF COUNTY EQUIPMENT	0.00				0.00
TOTAL REVENUE	\$7,848.72	\$154,071.50	\$860,275.56	\$216,254.65	\$148,848.64
EXPENDITURES PERSONAL SVS					
ELECTRICAL INSPECTOR I			8,270.00		8,270.00
ELECTRICAL INSPECTOR II				4,147.50	4,147.50
BLDG. INSPECTOR I					0.00
BLDG. INSPECTOR II			7,140.00		7,140.00
PLUMBING INSPECTOR I			7,876.00		7,876.00
PLANS EXAMINER I					0.00
PLANS EXAMINER II			0.00		0.00
BLDG INSP-CODE ENF		0.00	0.00		0.00
CODE ENFORCEMENT TECH			9,247.96		9,247.96
ADMIN ASST/OFFICE MANAGER 1	1,662.00		1,246.50	1,246.50	4,155.00
OFFICE SPECIALIST 1	3,219.00				3,219.00
OFFICE SPECIALIST 2	0.00	0.00	0.00	0.00	0.00
OFFICE SPECIALIST 3	0.00	0.00	0.00		0.00
PERMIT CLERK			3,730.00		3,730.00
ASSISTANT PLANNER		3,627.20	906.80		4,534.00
ASSOCIATE PLANNER		5,463.00			5,463.00
SENIOR PLANNER		0.00	0.00		0.00
PLANNING MANAGER					8,853.00
BLDG. OFFICIAL	1,327.95		5,754.45	1,770.60	8,853.00
DIRECTOR	4,863.50	2,918.10	1,459.05	486.35	9,727.00
TEMPORARY HELP				1,212.50	1,212.50
OVERTIME				0.00	0.00
WAGES	\$11,072.45	\$12,008.30	\$37,360.76	\$8,863.45	\$86,427.96
LONGEVITY PAY	15.49	188.13	17.71		221.33
LEAD WORKER	0.00				0.00
CERTIFICATION PAY			0.00		0.00
FRINGE BENEFITS	1,637.85	6,551.38	12,447.63	12,120.06	32,756.91
PAYROLL COSTS	1,723.43	6,893.71	13,098.06	12,753.37	34,468.57
SALARY BENEFITS & ADJ.	0.00	0.00	0.00	0.00	0.00
TOTAL PERSON. SERVICES	\$14,449.22	\$25,641.53	\$62,924.15	\$33,736.88	\$153,874.77
MATERIALS & SERVICES					
SUPPLIES	32.53	32.53	130.11	130.11	325.28
PRINT & REPRODUCTION	14.06	42.19	112.50	112.50	281.25
POSTAGE	54.74	875.80	54.74	109.48	1,094.75
SUBSCRIPT. & MEMBERSHIP		0.00	0.00	0.00	0.00
ACCELA SOFTWARE					0.00
NOTICE & PUBLICATION		0.00	0.00		0.00
MARKETING					0.00
MARKETING/PRODUCTION&MATERIALS				(658.75)	0.00
COPIER MAIN & USAGE	223.44	223.44	223.44	223.44	893.76
AVOCETTE SOFTWARE					0.00
P.C.'S, ACCESS, SOFTWARE	130.80	130.80	130.80	130.80	523.21
SCHOOLS & SEMINARS	305.00				305.00
MEETINGS/TRAVEL	0.00				0.00
TELEPHONE	1.21	9.70	6.06	7.28	24.25
VISA BANK CHARGES		1,352.06	5,408.25		6,760.31
FUND INTEREST EXPENSE					0.00
REPAIRS & MAINTENANCE	1.40	30.10	17.50	21.00	70.00
COMPUTER SUPPLIES & EQUIP	182.97	182.97	182.97	182.97	731.88
CODE ENFORCEMENT/CLEAN UP					0.00
CELL PHONE ALLOCATION					40.00
REFUNDS		0.00	0.00	0.00	0.00
REFUNDS/RESTITUTION					0.00
TAXABLE MEALS REIMBURSEMENT					0.00
OTHER CONTRACTED SERVICES			0.00		0.00
TOTAL MAT. & SERVICES	\$946.15	\$2,879.59	\$6,266.37	\$258.82	\$11,049.69
CAPITAL OUTLAY					
MOTOR VEHICLE			0.00		0.00
SPECIAL EQUIP. (SIERRA)					0.00
TOTAL CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$15,395.37	\$28,521.12	\$69,190.52	\$33,995.70	\$164,924.46
LESS REVENUE	\$7,848.72	\$154,071.50	\$860,275.56	\$216,254.65	\$148,848.64
GEN. FUND EXPENDITURES	\$7,546.65	(\$125,550.38)	(\$791,085.04)	(\$182,258.95)	\$16,075.82

LINN COUNTY
Activity Report by Dept, Fund
as of 07/31/2024 (8.3% Months within Fiscal Year)

24 PLANNING & BUILDING
10 GENERAL FUND

Account	Title	MTD	Adopted Budget	Transfers	Final Budget	Actual YTD	Balance	% Used
3070 2410	PLANNING FEES	18,700.00	240,000.00	0.00	240,000.00	18,700.00	221,300.00	7.7
3137 2410	ELECTRICAL PERMIT	29,439.20	265,000.00	0.00	265,000.00	29,439.20	235,560.80	11.1
3138 2410	BUILDING PERMIT	30,702.70	310,000.00	0.00	310,000.00	30,702.70	279,297.30	9.9
3140 2410	MISCELLANEOUS PERMITS	4,112.95	25,000.00	0.00	25,000.00	4,112.95	20,887.05	16.4
3150 2410	REIMBURSEMENTS	900.00	32,000.00	0.00	32,000.00	900.00	31,100.00	2.8
3170 2410	SALES	0.00	5,000.00	0.00	5,000.00	0.00	5,000.00	0.0
3178 2410	C.E.T. FEE	152.69	4,000.00	0.00	4,000.00	152.69	3,847.31	3.8
3179 2410	CONTRACT CITIES	13,558.48	380,000.00	0.00	380,000.00	13,558.48	366,441.52	3.5
3182 2410	PLAN REVIEW	36,186.71	260,000.00	0.00	260,000.00	36,186.71	223,813.29	13.9
3183 2410	MECHANICAL PERMITS	6,554.36	89,000.00	0.00	89,000.00	6,554.36	82,445.64	7.3
3186 2410	PLUMBING PERMITS	5,937.82	85,400.00	0.00	85,400.00	5,937.82	79,462.18	7.0
3187 2410	TECHNOLOGY FEE	1,258.59*	0.00	0.00	0.00	1,258.59	-1,258.59	0.0
3220 2410	GRANTS	0.00	64,000.00	0.00	64,000.00	0.00	64,000.00	0.0
3242 2410	SALE OF COUNTY EQUIPMENT	0.00	7,000.00	0.00	7,000.00	0.00	7,000.00	0.0
3265 2410	OVERAGES/SHORTAGES	1,345.14	0.00	0.00	0.00	1,345.14	-1,345.14	0.0
	TOTAL REVENUE	148,848.64	1,766,400.00	0.00	1,766,400.00	148,848.64	1,617,551.36	8.4
5002 2410	OFFICE SPECIALIST I	3,219.00	39,272.00	0.00	39,272.00	3,219.00	36,053.00	8.1
5044 2410	ADMIN ASST/OFFICE MANAGER I	4,155.00	46,072.00	0.00	46,072.00	4,155.00	41,917.00	9.0
5305 2410	PLANS EXAMINER I	0.00	0.00	0.00	0.00	0.00	0.00	0.0
5306 2410	PLANS EXAMINER II	0.00	69,133.00	0.00	69,133.00	0.00	69,133.00	0.0
5311 2410	ELECTRICAL INSPECTOR I	8,270.00	99,240.00	0.00	99,240.00	8,270.00	90,970.00	8.3
5312 2410	ELECTRICAL INSPECTOR II	4,147.50	50,020.00	0.00	50,020.00	4,147.50	45,872.50	8.2
5317 2410	PLUMBING INSPECTOR I	7,876.00	94,512.00	0.00	94,512.00	7,876.00	86,636.00	8.3
5321 2410	CODE ENFORCEMENT TECH	9,247.96	116,850.00	0.00	116,850.00	9,247.96	107,602.04	7.9
5323 2410	BLDG INSP-CODE ENFORCEMENT	0.00	61,470.00	0.00	61,470.00	0.00	61,470.00	0.0
5326 2410	BUILDING INSPECTOR II	7,140.00	61,470.00	0.00	61,470.00	7,140.00	54,330.00	11.6
5330 2410	PERMIT CLERK	3,730.00	45,680.00	0.00	45,680.00	3,730.00	41,950.00	8.1
5340 2410	ASSISTANT PLANNER	4,534.00	56,658.00	0.00	56,658.00	4,534.00	52,124.00	8.0
5342 2410	ASSOCIATE PLANNER	5,463.00	64,444.00	0.00	64,444.00	5,463.00	58,981.00	8.4
5355 2410	PLANNING MANAGER	8,853.00	102,840.00	0.00	102,840.00	8,853.00	93,987.00	8.6
5360 2410	BUILDING OFFICIAL	8,853.00	102,840.00	0.00	102,840.00	8,853.00	93,987.00	8.6
5370 2410	DIRECTOR PLANNING & BUILDING	9,727.00	115,277.00	0.00	115,277.00	9,727.00	105,550.00	8.4
5550 2410	TEMPORARY HELP	1,212.50	50,000.00	0.00	50,000.00	1,212.50	48,787.50	2.4
5920 2410	OVERTIME	0.00	1,500.00	0.00	1,500.00	0.00	1,500.00	0.0
5960 2410	LONGEVITY PAY	221.33	2,571.00	0.00	2,571.00	221.33	2,349.67	8.6

LINN COUNTY
Activity Report by Dept, Fund
as of 07/31/2024 (8.3% Months within Fiscal Year)

24 PLANNING & BUILDING
10 GENERAL FUND

Account	Title	MTD	Adopted Budget	Transfers	Final Budget	Actual YTD	Balance	% Used
5980 2410	FRINGE BENEFITS	32,756.91	401,460.00	0.00	401,460.00	32,756.91	368,703.09	8.1
5985 2410	PAYROLL COSTS	34,468.57	432,160.00	0.00	432,160.00	34,468.57	397,691.43	8.0
5990 2410	SALARY & BENEFITS ADJUSTMENTS	0.00	92,997.00	0.00	92,997.00	0.00	92,997.00	0.0
	TOTAL PERSONAL SERVICES	153,874.77	2,106,466.00	0.00	2,106,466.00	153,874.77	1,952,591.23	7.3
6110 2410	SUPPLIES	325.28	12,000.00	0.00	12,000.00	325.28	11,674.72	2.7
6120 2410	PRINTING & REPRODUCTION	281.25	3,200.00	0.00	3,200.00	281.25	2,918.75	8.7
6125 2410	COPIER MAINT & USAGE	893.76	8,000.00	0.00	8,000.00	893.76	7,106.24	11.1
6150 2410	POSTAGE	1,094.75	9,000.00	0.00	9,000.00	1,094.75	7,905.25	12.1
6170 2410	SUBSCRIPTIONS & MEMBERSHIPS	0.00	5,000.00	0.00	5,000.00	0.00	5,000.00	0.0
6180 2410	NOTICES & PUBLICATIONS	0.00	4,500.00	0.00	4,500.00	0.00	4,500.00	0.0
6195 2410	P.C.'S, ACCESS., SOFTWARE	523.21	10,700.00	0.00	10,700.00	523.21	10,176.79	4.8
6200 2410	MEETINGS / TRAVEL	0.00	4,000.00	0.00	4,000.00	0.00	4,000.00	0.0
6205 2410	SEMINARS / SCHOOLS / TRAINING	305.00	10,000.00	0.00	10,000.00	305.00	9,695.00	3.0
6250 2410	TELEPHONE	24.25	12,000.00	0.00	12,000.00	24.25	11,975.75	0.2
6280 2410	REPAIRS & MAINTENANCE	70.00	5,000.00	0.00	5,000.00	70.00	4,930.00	1.4
6301 2410	VISA BANK CHARGES	6,760.31	18,000.00	0.00	18,000.00	6,760.31	11,239.69	37.5
6333 2410	COMPUTER SUPPLIES & EQUIP.	731.88	27,000.00	0.00	27,000.00	731.88	26,268.12	2.7
6357 2410	CODE ENFORCEMENT/CLEAN UP	0.00	60,000.00	0.00	60,000.00	0.00	60,000.00	0.0
6405 2410	CELL PHONE ALLOCATION	40.00	480.00	0.00	480.00	40.00	440.00	8.3
6695 2410	REFUNDS	0.00	15,000.00	0.00	15,000.00	0.00	15,000.00	0.0
6900 2410	TAXABLE MEALS REIMBURSEMENT	0.00	100.00	0.00	100.00	0.00	100.00	0.0
	TOTAL MATERIALS & SERVICES	11,049.69	203,980.00	0.00	203,980.00	11,049.69	192,930.31	5.4
7460 2410	MOTOR VEHICLE	0.00	35,000.00	0.00	35,000.00	0.00	35,000.00	0.0
	TOTAL CAPITAL OUTLAY	0.00	35,000.00	0.00	35,000.00	0.00	35,000.00	0.0
	REVENUE	148,848.64	1,766,400.00	0.00	1,766,400.00	148,848.64	1,617,551.36	8.4
	EXPENDITURE	164,924.46	2,345,446.00	0.00	2,345,446.00	164,924.46	2,180,521.54	7.0
	FUND BALANCE TOTAL					-16,075.82		

LINN COUNTY

Activity Report by Dept, Fund

as of 07/31/2024 (8.3% Months within Fiscal Year)

24 PLANNING & BUILDING
27 GENERAL GRANTS FUND

Account	Title	MTD	Adopted Budget	Transfers	Final Budget	Actual YTD	Balance	% Used
3991	2427030 BEGINNING BALANCE	16,800.00	16,800.00	0.00	16,800.00	16,800.00	0.00	100.0
	TOTAL REVENUE	16,800.00	16,800.00	0.00	16,800.00	16,800.00	0.00	100.0
6032	2427030 2020 WILDFIRE VICTIMS GRANT	11,100.00	16,800.00	0.00	16,800.00	11,100.00	5,700.00	66.0
	TOTAL MATERIALS & SERVICES	11,100.00	16,800.00	0.00	16,800.00	11,100.00	5,700.00	66.0
	REVENUE	16,800.00	16,800.00	0.00	16,800.00	16,800.00	0.00	100.0
	EXPENDITURE	11,100.00	16,800.00	0.00	16,800.00	11,100.00	5,700.00	66.0
	FUND BALANCE TOTAL					5,700.00		

CODE ENFORCEMENT

JULY 2024 Statistics

New Cases Received		Jul-24	
Cases by Category			
	OCCUPIED RVS (RV)		1
	ILLEGAL BUSINESS (IB)		1
	JUNK (J)		3
	MARIJUANA GROW (MJ)		0
	DRAINAGE(D)		0
	NEIGHBOR DISPUTE (ND)		0
	CONSTRUCTION W/O PERMITS (UP)		8
	MULTIPLE DWELLINGS (MD)		0
	LIVESTOCK (LS)		0
	EASEMENT (E)		0
	MEDICAL HARDSHIP (MH)		0
	HOMELESS ENCAMPMENT (HE)		0
	DANGEROUS CONDITIONS (DC)		0
	CHICKEN FARM / FLOOD PLAIN (FP)		0
	(Some files have multiple categories)		
Total new JULY. 2024			13
Cases Closed		Total Closed JULY 2024	24

Highlighted Cases 7/11/2024

The owner of 2 undeveloped lots on Cascade Drive in Lebanon has been stockpiling large amounts of scrap wood, utility poles and other items from construction projects. After several mailed notices and personal visits to his house, he was cited into court after failing to remove the items from the vacant lots. Code Enforcement will continue to work with him on clearing the property but now it will be done under the observation and encouragement of the court.

07/11/2024

The owner of a developed property on Fuller Lane in Lebanon, whose land extends to May Lane, has allowed people to occupy RVs in the back portion of her land. In order to stop her from doing this, neighbors on May Lane moved large boulders into place along the roadway, blocking access to the back of her property. Not only is this wrong to block a public right-of-way and property access, it also prevents the RVs from being removed. Working with both Linn County Roads and the Sheriff's Department, the boulders were moved away and Code Enforcement is now working with the homeowner and RV occupants to remove the RVs..

07/09/2024

Notices advising of code violations were hand-delivered to RV and shop occupants on a property on Santiam Highway in Albany. The property has a permitted shop but does not have a house, septic or well. The owner, who also received a notice, allowed people to stay there so they would not be homeless. He provides a port-a-potty, which the occupants use to empty their RV tanks, but grey water goes onto the ground. There is no trash service, resulting in an accumulation of trash and other debris. The owner realizes he needs to move the occupants off his property but asked first if the case could be dropped if he convinced the complainant to retract his complaint. The answer was no.

Special Meetings

7/11/2024

Planning & Building hosted the monthly Contract Cities meeting here at the Linn County Courthouse. The attendees were advised that contacts for service between Linn County and their cities were being updated

07/15/2024

Code Enforcement participated in the Solid Waste Advisory Committee meeting as a representative from Planning & Building.

Court Cases

07/17/2024

The owner of a business on Sturtevant Road in Lebanon, cited for operating in a residential area, appeared in court with documents showing he had turned in an application for a Home Occupation permit. The judge granted him a 6-month extension so that his application can be reviewed and processed

07/17/2024

A property owner in Mill City, who was fined by a judge last month for failure to appear on charges of construction without permits, asked for an appearance in front of the judge. He wanted to explain that he thought the court would be closed on that date since it was Juneteenth and other jurisdictions were closed on that holiday. The judge was receptive to reopening the case and, since the defendant had now submitted his plans and received permits for his non-permitted construction, Code Enforcement recommended a dismissal which was accepted by the judge.



LINN COUNTY JUVENILE DEPARTMENT
104 SW 4th Ave. Suite 200 / PO Box 100
Albany OR 97321
Phone: 541-967-3853
Fax: 541-967-4268



Resolution and Order No. 2024-283

Amendment No. 1

Intergovernmental Agreement For Expunction Services Between Oregon Youth Authority and Linn County and Delegating Authority to Execute Originals.

The amendment to this contract is updating the dollar amount from \$101,425.80 to \$208,213.10 and providing a new beginning date of January 2, 2022 and a new termination date of December 31, 2025.

These monies supplement the cost of processing the expunction of juvenile records. This responsibility was transferred from the courts to the county juvenile departments based on legislation that was passed back in 2020. All youth who did not have formal court action taken against them are automatically eligible for expungement of their records after their 18th birthday. The legislature then expanded automatically eligible expunctions to include youth who had been found within the jurisdiction of the Juvenile Court for misdemeanor crimes.

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Linn County Road Department

*Providing safe and efficient transportation to
citizens and visitors of Linn County.*

Memorandum

Date: 8/8/2024

To: Linn County Board of Commissioners

From: Wayne Mink, Roadmaster *WEM*

RE: Background Information for Agenda Items – 8/13/2024

The Road Department has the following items on the Board of Commissioners agenda for the weekly meeting on August 13, 2024. The following is a brief description of the items.

Resolution & Order 2024-270 – Infrastructure Contract for Federal Disaster Relief Funding

This is a Resolution & Order to execute a contract with the State of Oregon, Military Department, Office of Emergency Management (OEM) and delegate authority to Daineal Malone, County Engineer. This contract will provide federal funding for the ice storm that occurred in January 2024.

Resolution & Order 2024-285 – Authorize Road Closure, Tangent Drive in the City of Tangent

This is a Resolution & Order to authorize the closure of a portion of Tangent Drive in Tangent for the Tangent Harvest Festival Parade. The closure is scheduled from 9:30am to 11:15am on September 7, 2024.

We request your approval.